



# **WEST ARNHEM REGIONAL COUNCIL AGENDA**

**RISK MANAGEMENT AND AUDIT COMMITTEE  
FRIDAY, 20 SEPTEMBER 2024**



## WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Risk Management and Audit Committee Meeting of the West Arnhem Regional Council will be held in Council Chambers Jabiru on Friday 20 September 2024 at 10:00 am.

Jocelyn Nathanael-Walters  
Acting Chief Executive Officer

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

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

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

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## **Acknowledgement of Country**

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

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

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 2024

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

#### SUMMARY

This report is to table, for the Committee's record, any apologies, and requests for leave of absence received by Council's Chief Executive Officer from Members, as well as record any absence without notice for the Risk Management and Audit Committee for the meeting held on 20 September 2024.

#### RECOMMENDATION

THAT THE COMMITTEE:

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

The Committee 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 the Committee 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 ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 2024

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

#### SUMMARY

Agenda papers are presented for acceptance at the Risk Management and Audit Committee meeting held on 20 September 2024.

#### RECOMMENDATION

THAT THE COMMITTEE accept the agenda papers as circulated for the Risk Management and Audit Committee meeting held on 20 September 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 20 SEPTEMBER 2024

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

#### SUMMARY

**Committee Members** are required to disclose an interest in a matter under consideration at the Risk Management and Audit Committee 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 Committee meeting, disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of the Committee on whether they shall remain in the Chambers and/or take part in the vote on the issue. The Committee 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 the Committee expressly directs them to do so.

#### RECOMMENDATION

THAT THE COMMITTEE received the declarations of interest as listed for the Risk Management and Audit Committee Ordinary Council meeting held on 20 September 2024.

#### LEGISLATION AND POLICY ENVIRONMENT

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

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

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

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

#### Goal 6.4 Risk Management

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

#### ATTACHMENTS

1. Declaration of Interest Register Risk Management and Aud [5.1.1 - 1 page]



Declaration of Interest Register – Risk Management and Audit Committee		
Elected Members	Declared Interest	Connection
<b>Mayor James Woods</b>	Local Government Association Northern Territory (LGANT)	Board Member
	Malala Health Clinic	Staff Member, Board Member
	Maningrida AFL Committee	Committee member
	Maningrida Emergency Response Group	Deputy Officer
	Bawinanga Aboriginal Corporation	Board Member
	Maningrida Housing Reference Group	Member
<b>Deputy Mayor Elizabeth Williams</b>		
<b>Warren Jackson – Independent Member</b>		
<b>Carolyn Eagle – Independent Chairperson</b>	CouncilBIZ Audit Committee	Member
<b>Cr Gabby Gumurdul</b>	Gunbalanya Economic Development Aboriginal Corporation	Director
	Gunbalanya Sports and Social Club	Member
<b>Cr Jacqueline Phillips</b>	JP Cultural Solutions	Director
	Northern Land Council (NLC)	Board Member
	Bawinanga Aboriginal Corporation	Chair
	Maningrida Housing Reference Group	Member
	Maningrida Homelands School Company	Board Member

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West Arnhem Regional Council

Jabiru (Head Office)  
☎ 08 8979 9444

Gunbalanya  
☎ 08 8970 3700

Maningrida  
☎ 08 8979 6600

Warruwi  
☎ 08 8970 3600

Minjilang  
☎ 08 8970 3500

Risk Management and Audit Committee  
Friday 20 September 2024



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 2024

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Risk Management and Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The unconfirmed minutes of the of the 21 June 2024 Risk Management and Audit Committee are submitted to the committee for confirmation.

#### RECOMMENDATION

THAT THE COMMITTEE accept the minutes of 21 June 2024 Risk Management and Audit Committee as a true and correct record of the meeting.

#### BACKGROUND

The *Local Government Act 2019* states that minutes from Council's audit committee must be tabled at the next ordinary meeting of Council and confirmed as a correct record of the meeting. These minutes were adopted by Council on 31 July 2024.

#### COMMENT

Nil

#### LEGISLATION AND POLICY

Sections 101(3) and 101(4) 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 of the *Regional Plan and Budget*:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

#### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. unconfirmed risk management and audit committee meeting minutes\_-\_21 june 2024 [6.1.1 - 7 pages]



Minutes of the West Arnhem Regional Council Risk Management and Audit Committee Meeting  
Friday, 21 June 2024 at 10:00 am  
Council Chambers

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

Chairperson Carolyn Eagle declared the meeting open at 10:06 am, welcomed all in attendance and did an Acknowledgement of Country.

**ELECTED MEMBERS PRESENT**

Chairperson	Carolyn Eagle
Mayor	James Woods
Deputy Mayor	Elizabeth Williams
Independent member	Warren Jackson (via video)
Councillor	Jacqueline Phillips (via video)

**STAFF PRESENT**

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

**3 APOLOGIES AND ABSENCES**

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West Arnhem Regional Council

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Risk Management and Audit  
Committee  
Friday 21 June 2024

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

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

**RMAC1/2024 RESOLVED:**  
**On the motion of Carolyn Eagle**  
**Seconded Mayor Woods**

THAT THE COMMITTEE:

1. Notes the absence of member Cr Gabby Gumurdul.
2. Notes the apology received from Cr Gabby Gumurdul; and
3. Determines Cr Gabby Gumurdul is absent with permission of the Committee.

**CARRIED**

#### **4 ACCEPTANCE OF AGENDA**

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

The Committee considered a report on Acceptance of Agenda.

**RMAC2/2024 RESOLVED:**  
**On the motion of Deputy Mayor Williams**  
**Seconded Carolyn Eagle**

THAT THE COMMITTEE accept the agenda papers as circulated for the Risk Management and Audit Committee meeting held on 21 June 2024.

**CARRIED**

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

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

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

**RMAC3/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Deputy Mayor Williams**

THAT THE COMMITTEE received the declarations of interest from Chairperson Eagle for item 8.5 - Future of CouncilBIZ, for the Risk Management and Audit Committee meeting held on 21 June 2024.

**CARRIED**

#### **6 CONFIRMATION OF PREVIOUS MINUTES**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Risk Management and Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

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

**RMAC4/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Deputy Mayor Williams**

THAT THE COMMITTEE confirmed the minutes of 19 September 2023 Risk Management and Audit Committee as a true and correct record of the meeting and reviewed decisions made by the Committee.

**CARRIED**

**7 ACTION REPORTS**

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

The Council considered a report on Review of Action Items.

**RMAC5/2024 RESOLVED:**

**On the motion of Carolyn Eagle**

**Seconded Warren Jackson**

THAT THE COMMITTEE:

1. Received and noted the report titled *Review of Action Items*; and
2. Reviewed the outstanding action items and gave approval for completed items to be removed from the register.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Strategic Asset Management Framework</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

The Committee considered a report on Strategic Asset Management Framework.

**RMAC6/2024 RESOLVED:**

**On the motion of Carolyn Eagle**

**Seconded Cr Phillips**

THAT THE COMMITTEE:

1. Received and noted the report titled *Strategic Asset Management Framework*.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.3</b>
<b>Title:</b>	<b>Credit Card Policy Review</b>
<b>Author:</b>	<b>Corey White, Acting Finance Manager</b>

The Committee considered a report on Credit Card Policy Review.

**RMAC7/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Mayor Woods**

THAT THE COMMITTEE:

1. Received and noted the report titled *Credit Card Policy Review*; and

2. Requested that the signed credit card cardholder agreements be provided to the members at each meeting.

**CARRIED**

**8 RECEIVE AND NOTE REPORTS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Credit Card Reconciliations</b>
<b>Author:</b>	<b>Corey White, Acting Finance Manager</b>

The Committee considered a report on Credit Card Reconciliations.

**RMAC8/2024 RESOLVED:**  
**On the motion of Carolyn Eagle**  
**Seconded Warren Jackson**

THAT THE COMMITTEE received and noted the report titled *Credit Card Reconciliations*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>West Arnhem Regional Council - Organisational Structure</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Committee considered a report on West Arnhem Regional Council - Organisational Structure.

**RMAC9/2024 RESOLVED:**  
**On the motion of Carolyn Eagle**  
**Seconded Warren Jackson**

THAT THE COMMITTEE received and noted the report titled *West Arnhem Regional Council - Organisational Structure*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>2022-23 Audit Management Letter</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

The Committee considered a report on 2022-23 Audit Management Letter.

**RMAC11/2024 RESOLVED:**  
**On the motion of Mayor Woods**  
**Seconded Carolyn Eagle**

THAT THE COMMITTEE:

1. Receive and note the report titled *2022-23 Audit Management Letter*; and
2. Request standing report on areas for improvement for the 2022- 2023 Audit Completion Report.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>2023-24 Audit Fees and Plan</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

The Committee considered a report on 2023-24 Audit Fees and Plan.

**RMAC10/2024 RESOLVED:**

**On the motion of Carolyn Eagle  
Seconded Warren Jackson**

THAT THE COMMITTEE

1. Receive and note the report titled *2023-24 Audit Fees and Plan*; and
2. Are satisfied with the engagement terms.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.5</b>
<b>Title:</b>	<b>Future of CouncilBIZ</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

Chairperson Carolyn Eagle declared a conflict and left the meeting at 11:57 while report is discussed. Independent Member Warren Jackson chaired the meeting while report is discussed. The Committee considered a report on Future of CouncilBIZ.

**RMAC12/2024 RESOLVED:**

**On the motion of Warren Jackson  
Seconded Deputy Mayor Williams**

THAT THE COMMITTEE received and noted the report titled *Future of CouncilBIZ*.

**CARRIED**

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

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

Carolyn Eagle joined the meeting at 12:07 and resumed as Chairperson. The Committee considered a report on Elected Member Questions with or without Notice.

**RMAC13/2024 RESOLVED:**

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

THAT THE COMMITTEE removed the report from Risk Management and Audit Committee agenda.

**CARRIED**

## **10 PROCEDURAL MOTIONS**

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

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

**RMAC14/2024 RESOLVED:**

**On the motion of Carolyn Eagle  
Seconded Deputy Mayor Williams**

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

**CARRIED**

## 11 CONFIDENTIAL ITEMS

The information in this section of the Agenda is classed as confidential under Section 293(1) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (Administration) Regulations 2021*.

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Confirmation of Confidential Risk Management Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

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

**RMAC15/2024 RESOLVED:**  
**On the motion of Carolyn Eagle**  
**Seconded Warren Jackson**

THAT THE COMMITTEE:

1. Confirm the minutes of 19 September 2023 Confidential Risk Management and Audit Committee meeting as a true and correct record of the meeting; and
2. Management to develop a priorities list of potential internal audit projects and options to consider regarding internal audit function for future use.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Seeking Additional Funding for 2024-25</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

*The Report will remain Confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(iii). It contains information that would, if publicly disclosed, be likely to: prejudice the security of the council, its members or staff.*

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Acting Governance and Risk Advisor</b>

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

**RMAC17/2024 RESOLVED:**  
**On the motion of Carolyn Eagle**  
**Seconded Warren Jackson**

THAT THE COMMITTEE Opened the meeting to the public after the discussion of confidential items and approved to disclosed resolution and report item 12.1 from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

## 12 NEXT MEETING

The next meeting is scheduled to take place on 20 September 2024.

## 13 MEETING DECLARED CLOSED

Chairperson Carolyn Eagle declared the meeting closed at 12:51 pm.

This page and the preceding pages are the minutes of the Risk Management and Audit Committee Meeting held on Friday 21 June 2024.

[Click here](#) to view the agenda for the Risk Management and Audit Committee Meeting held on 21 June 2024.

UNCONFIRMED



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 2024

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

#### SUMMARY

This report is submitted for the Risk Management and Audit Committee to review and discuss the progress on outstanding action items from Committee meetings.

#### RECOMMENDATION

THAT THE COMMITTEE:

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

#### BACKGROUND

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

#### COMMENT

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

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

#### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. Risk Management and Audit Committee Action Items [7.1.1 - 1 page]

Item	Status	Action Required	Assignee/s	Action Taken
1	In Progress	<b>ACM31/2023 RESOLVED:</b> Credit Card Policy and Procedure to come to the RMAC for endorsement	Jocelyn Nathanael-Walters	<b>17/09/2024 Jocelyn Nathanael-Walters</b> Suggest the credit card policies and procedures for both the employees and the Mayor and CEO are reviewed with the upgrade to Ci Anywhere Cloud version (which is to begin in November 2024) to include online statement reconciliation processes.
2	On Hold	<b>ACM26/2023 RESOLVED:</b> Administration to bring Strategic Asset Management Framework to the next RMAC for endorsement.	Jocelyn Nathanael-Walters	<b>17/09/2024 Jocelyn Nathanael-Walters</b> Suggest this be developed in early 2025 following completion of the asset revaluation exercise.
3	Not yet started	<b>RMAC15/2024 RESOLVED:</b> Management to develop a priorities list of potential internal audit projects and options to consider regarding internal audit function for future use.	Jocelyn Nathanael-Walters	<b>17/09/2024 Jocelyn Nathanael-Walters</b> Following completion of the 2023-24 audit and asset revaluations a list of potential internal audit projects will be developed and will include findings from both the audit and revaluation.
4	Recommend Complete	<b>ACM26/2023 RESOLVED:</b> Report on asset mitigation options in the absence of a comprehensive revaluation: Revalue using indexing for the period 1 July 2016 – FY 2023. Remain at current book value plus additions and disposals in FY 2023	Jocelyn Nathanael-Walters	<b>02/07/2024 Jasmine Mortimore</b> 07 November: An indexation was drafted in accordance with the resolution. It was subsequently resolved, following a discussion with Nexia around the intended approach, that an indexation adjustment will not be booked in the accounts, and that we will await a full independent valuation in the first half of 2024  <b>17/09/2024 Jocelyn Nathanael-Walters</b> Asset revaluations are set to begin in October 2024 and it is recommended this item be closed.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 September 2024

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>2023-24 Interim Management Letter</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

#### SUMMARY

This report includes a copy of the 2023-24 Interim Management Letter provided by Council's Auditors late July 2024.

#### RECOMMENDATION

THAT THE COMMITTEE receive and note the report titled *2023-24 Interim Management Letter*.

#### BACKGROUND

All Territory local government councils are required to undertake an audit by an external provider annually and issue an audited financial report to the Minister responsible for Local Government by 15 November following the financial year end.

#### COMMENT

Nexia Edwards Marshall NT (Auditors), following a tender process in early 2023, was contracted to conduct Council's annual audits for the financial years ending 30 June 2023, 2024, and 2025.

On conclusion of the 2023-24 interim audit testing, which covered the period 1 July 2023 to 30 April 2024, the attached 2023-24 Interim Management Letter was provided. This letter includes a summary of key identified interim audit risks with an assessment to improve the Council's internal controls.

At the Committee meeting held on 21 June 2024 [RMAC11/2024] a resolution was made requesting a standing report on areas for improvement identified in the 2022-23 Audit Completion Report. Unfortunately, due to competing priorities this requested report has not been prepared for this meeting.

#### STATUTORY ENVIRONMENT

*Local Government Act 2019*

#### FINANCIAL IMPLICATIONS

Council is required to manage its resources and correctly record transactions in Council's books.

#### 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 6.1 Financial Management**

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

##### **Goal 6.4 Risk Management**

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

#### ATTACHMENTS

1. 2023-24 Interim Management Letter [7.2.1 - 11 pages]



# West Arnhem Regional Council Audit Completion Report

For the Year Ended 30 June 2024  
INTERIM AUDIT PHASE



Nexia Edwards Marshall NT (ABN 74 414 259 116) is a firm of Chartered Accountants. It is affiliated with, but independent from Nexia Australia Pty Ltd. Nexia Australia Pty Ltd is a member of Nexia International, a leading, global network of independent accounting and consulting firms. For more information please see [www.nexia.com.au/legal](http://www.nexia.com.au/legal). Neither Nexia International nor Nexia Australia Pty Ltd provide services to clients.

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Risk Management and Audit  
Committee



25 July 2024

The Council Members  
West Arnhem Regional Council  
C/- Ms. Jocelyn Nathanael-Walters  
Director Finance  
PO Box 721  
Jabiru NT 0886

Email: [jocelyn.nathanael-Walters@westarnhem.nt.gov.au](mailto:jocelyn.nathanael-Walters@westarnhem.nt.gov.au)

Dear Council Members,

**Interim Report to the Council for the Year Ended 30 June 2024**

We have completed our interim audit of West Arnhem Regional Council (the "Council") for the year ended 30 June 2024. During our interim phase we have tested the transaction cycles and their identified controls impacting upon our audit processes.

These include the following transactional cycles and their identified controls for:

- grant revenue
- rates and fees
- medical fee revenue
- other revenue
- receipts
- expenditure and purchases
- payments
- credit/debit cards
- payroll

We note that our interim testing of these was for the period 1 July 2023 to 30 April 2024. We will review May and June transactions at the commencement of our final audit testing. We will seek support for significant transactions incurred during this period.

We have provided you with our:

- Audit Strategy Memorandum identifying our assessed audit risks and outlining our audit processes and procedures
- Procedures Questionnaire to which we are waiting for your response up to date
- Fraud representation letter to which we are waiting for your response up to date
- Client Assistance Pack outlining our audit requirements for 2024
- Entity Level Controls work paper to document an understanding of your entity level controls and assess the design and implementation of controls for the areas identified to which we are waiting for your response up to date
- IT Applications – Design and Implementation work paper to identify the general IT applications, environment and controls implemented by the organisation. We are waiting for your response up to date

2

West Arnhem Regional Council | Audit Interim Completion Report



Acting on the information obtained from yourselves, and our review of legal costs incurred by the organisation in 2024, we will send a legal representation letter(s) to the organisation's lawyer(s) at 30 June 2024.

We also note that you have advised as at the commencement of our interim audit that you consider the organisation to remain a going concern and able to pay its debts as they fall due.

We advise that there are no outstanding matters from our testing of the above transactional cycles.

We believe that our assessed audit risks and audit processes identified during our planning phase remain relevant and appropriate. As such we are not planning any changes to our audit plan and our approach for the 2024 audit.

Australian Auditing Standards require us to communicate with you matters that include Qualitative aspects of the Council accounting practices and financial reporting; Significant matters that have arisen during the audit including any internal control observations; and any other matters which we feel should be brought to your attention. Accordingly attached to this letter are matters which have come to our attention during the course of our interim audit testing.

In planning for the preparation of the Council's 2024 financial statements and the commencement of the final phase of the 2024 audit processes, we recommend that Council implement the following actions:

- Review its recognition of grant funded revenue in 2024 and unspent grant funding at 30 June 2024. Ensuring these and its accounting policies for revenue recognition are compliant with AASB 15 Revenue from Contracts with Customers and AASB 1058 Income of Not-for-Profit Entities.
- Detailed supporting workpapers, assessing all unspent grant funding should be prepared. These clearly identifying all (if any) performance obligations and compliance with revenue recognition policies and the Australian Accounting Standards.
- Assessing whether the organisation's non-financial assets are impaired at 30 June 2024. Significant increases in interest rates, inflationary pressures and the slowing domestic economy, all point to the possible existence of impairment indicators for 30 June 2024. They will need to be assessed. These represent external indicators of impairment under AASB 136 Impairment of Assets.

We believe that the Council should in particular assess the fair value of its property, plant and equipment, infrastructure and leasehold improvement assets in line with the requirements of AASB 136 Impairment of Assets. We draw your attention to the Not-for-profit exemptions and specific provisions of this standard. When applicable, we advise that expert consultants may need to be consulted to help you in this assessment.

We will require detailed work papers and or independent reports which support your assessment of fair value, and or impairment provisions of assets at 30 June 2024.



We have appreciated the assistance provided to us during the interim audit by the finance team and ask that you convey our thanks to them.

This information is intended solely for the use of the Council and management of West Arnhem Regional Council and is not intended to be and should not be used by anyone other than these specified parties.

Yours sincerely

A handwritten signature in blue ink, appearing to read 'Noel Clifford', written over a light blue horizontal line.

Noel Clifford  
Partner

# auditrisks

## Summary of Key Interim Audit Risks

Risk Area	Audit risk Assessment	Possible Risk of Misstatement Due to	Residual risk subsequent to completion of interim audit procedures only
Revenue including grants, rates and fees, other income and receipts	Medium	<ul style="list-style-type: none"> <li>• Incorrect application of revenue standard</li> <li>• Incorrect recording of GST</li> <li>• Incorrect account allocations</li> <li>• Errors in invoicing of rates and other revenue transactions</li> </ul>	Low
Employee benefits expense and associated costs	Medium	<ul style="list-style-type: none"> <li>• Significant financial statement balance.</li> <li>• Compliance with relevant laws and regulations for payroll.</li> <li>• Incorrect authorisation and processing of payroll including leave.</li> <li>• Inadequate payroll records and authorisation</li> </ul>	Low
Operating expenditure, purchases, credit/debit cards, petrol cards and payments	Medium	<ul style="list-style-type: none"> <li>• Significant financial statement balance.</li> <li>• Risks in relation to unrecorded liabilities and cut-off.</li> <li>• Inadequate supporting documentation and authorisation</li> <li>• Incorrect account allocations</li> </ul>	Low



Risk Area	Audit risk Assessment	Possible Risk of Misstatement Due to	Audit response
<p>Revenue including grants, rates and fees, other income and receipts</p>	<p><b>Medium</b></p>	<p>Revenue is not recognised or recognised incorrectly.</p> <p>Revenue is incorrectly recorded or recorded in the incorrect period.</p> <p>Incorrect treatment of deferred revenue.</p> <p>Lack of supporting audit trails and documents.</p> <p>Incorrect application of the Revenue Accounting Standard's provisions.</p> <p>GST is incorrectly applied.</p>	<p>We examined grant revenue recognised in the trial balance and income in 2024. We tested this grant revenue to grant agreements, invoices, remittances and receipt on bank statements. Grant funding carried forward from prior years was agreed to supporting unspent grant funding reconciliations.</p> <p>We advise that during our final audit, we will examine the unspent grant funding deferred, confirming amounts against job cost reports and your supporting work progress. We will consider performance obligations, contracts and your documented analysis and policies, ensuring that the applicable accounting standards have been complied with.</p> <p>A sample of other revenue transactions which occurred throughout the 2024 financial year and which will be recognised at year end was examined against supporting documents. This included invoices, remittances, letters, agreements and or contracts.</p> <p>As part of our testing, we looked at evidence of service and or goods delivery and proof of receipt of monies.</p> <p>GST was checked and verified on all revenue transactions tested. Note that we will perform a GST reasonableness test at year end. We will also review the appropriateness of any deferred revenue recognised at 30 June.</p> <p>Analytical reviews will be conducted on revenue and other income at year end.</p> <p>We currently have no significant matters to report to date arising from our interim testing of Revenue.</p> <p style="text-align: right;">6</p>

Risk Area	Audit risk Assessment	Possible Risk of Misstatement Due to	Audit response
Employee benefits expense and associated costs	<b>Medium</b>	Salaries and wages and associated costs may not be correctly calculated, recorded, and remitted. Illegitimate and/or unauthorised payments.	<p>A sample of payroll transactions which occurred throughout the 2024 financial year and at year end were examined against payroll records and other supporting documents including timesheets, employment contracts, and bank statements.</p> <p>As part of our testing of payroll costs, we tested individual's salaries and wages and on costs such as superannuation.</p> <p>The accuracy of the reconciliation between the general ledger and the payroll system records will be checked at year end.</p> <p>Analytical reviews were conducted on payroll and payroll related expenses. These will be finalised at year end.</p> <p>During our testing of payroll, we noted the following matters which are reported under areas for Improvements:</p> <p><b>Approval of Increments Salary letters in Payroll files</b></p>

Risk Area	Audit risk Assessment	Possible Risk of Misstatement Due to	Audit response
<p>Operating expenditure, purchases, credit/debit cards, and payments</p>	<p><b>Medium</b></p>	<p>Operating expenditure may be inaccurately recorded, inappropriately or inconsistently classified, and/or recorded in the incorrect period.</p> <p>GST may not be properly recorded and reported.</p> <p>Illegitimate and/or unauthorised payments and expenditure.</p> <p>Payroll clearing accounts such as those related to superannuation and PAYG may not be properly reconciled with amounts cleared/remitted on a timely basis.</p>	<p>A sample of expenditure which occurred throughout the 2024 financial year and which will be recognised at year end was examined against supporting documents. This included invoices, purchase orders, delivery dockets and evidence of approval. Subsequent payments of expenditure tested were agreed to bank statements.</p> <p>As part of our expenditure testing, we reviewed credit card and patrol card statements. We also tested in detail two months statements. As part of this testing, we examined the authorisation processes and supporting documentation held.</p> <p>Analytical reviews will be carried out on operating expenditure at year end along with a review of payroll clearing accounts including payments made subsequent to year end.</p> <p>We currently have no significant matters to report to date arising from our interim testing of Expenses.</p>

# areas for improvement

## Areas For Improvement

### Deficiency in Internal Controls Classifications

We have ranked the issues raised in order of their importance and risk to the Council to enable you to prioritise the control findings. The key to the colour coding used below is as follows:

- **Category A:** Those matters which pose significant business or financial risk, including financial reporting risk to West Arnhem Regional Council and should be addressed as a matter of urgency. This assessment is derived from considering the likelihood and consequence of the underlying risk.
- **Category B:** Those matters which pose moderate business or financial risk, including financial reporting risk. This assessment is derived from considering the likelihood and consequence of the underlying risk.
- **Category C:** Those matters which are procedural in nature or minor administrative failings. These could include minor accounting issues or relatively isolated control breakdowns which need to be brought to the attention of management. This assessment is derived from considering the likelihood and consequence of the underlying risk.

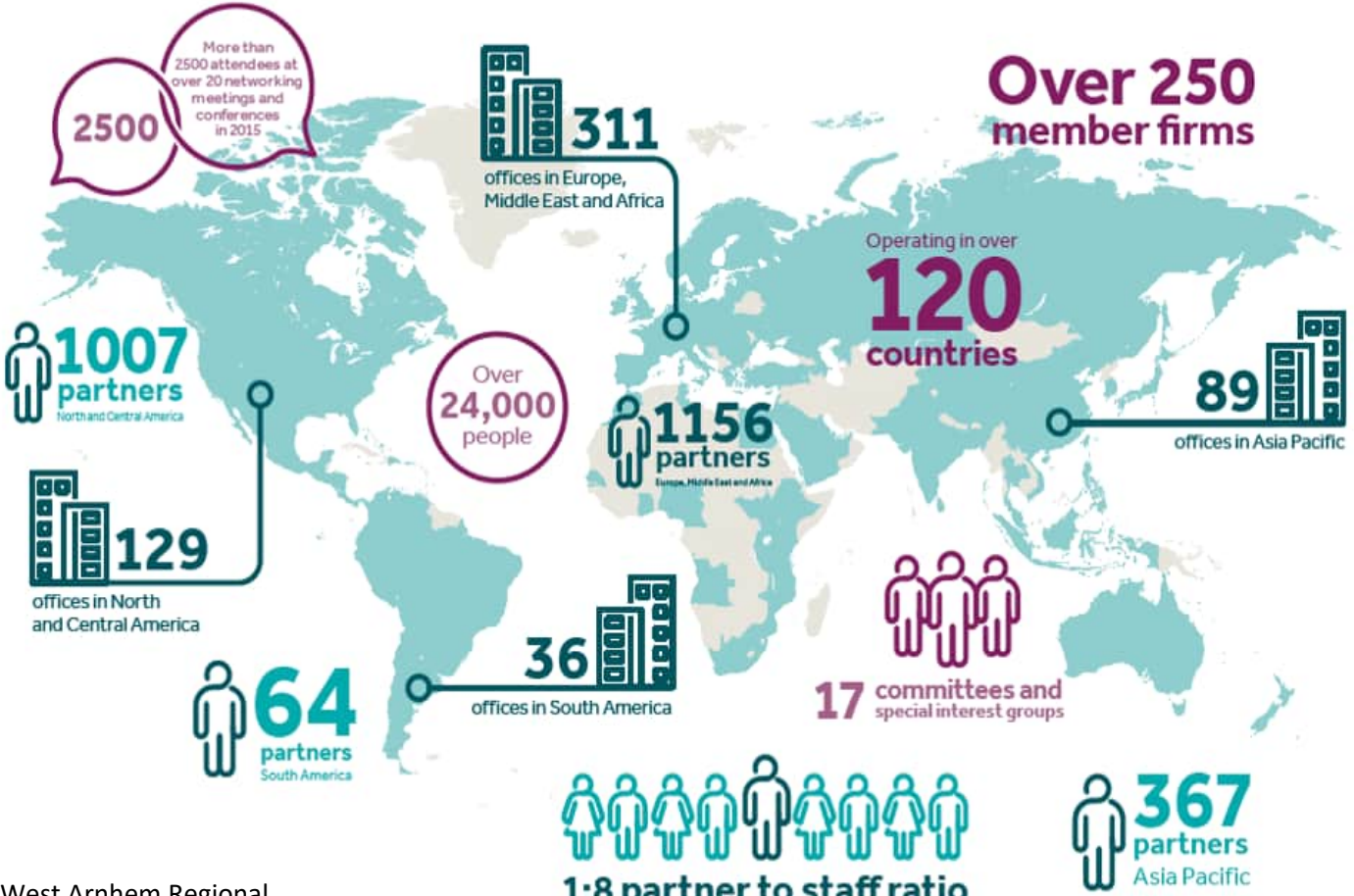
areas for improvement

**Nexia**  
Edwards Marshall NT

Area	Risk Rating	Issue/Observation	Risk/Implication	Recommendation	Management Response
Approval of Increments Salary letters in Payroll files	Category B	Increments in employees' salaries are not formally approved in writing with letters attached to Employee Payroll files.	Unauthorised payments to staff. Possibility of errors in salary calculations.	All increments and or changes to employee's remuneration terms should be authorised and approved in writing by letter to the employee. A copy of this letter should be placed in the employee's personal file.	



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- Risk Management and Audit Committee
- Corporate recovery/insolvency

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 September 2024

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Credit Card Reconciliations</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

#### SUMMARY

This report is to provide the Committee with information on the expenditure and use of Council issued credit cards between May and August 2024.

#### RECOMMENDATION

THAT THE COMMITTEE receive and note the report titled *Credit Card Reconciliations*.

#### BACKGROUND

##### Regular credit card reconciliations

Cardholders are required to regularly reconcile their Council issued credit card expenditure.

Credit card reconciliations for:

- Elected members and the CEO are to be put before the Council at the next Council meeting; and
- Reconciliations for all other Cardholders are to be provided at the next meeting of the Committee.

##### Cardholder agreements

To comply with the local government legislation the Council has two credit card policies: one for the Mayor and the CEO; and the other for employees. These credit card policies contain the rules, responsibilities and expectations on Cardholders of Council issued credit cards.

All Cardholder are required to sign Council's Corporate Credit Cardholder Agreement to acknowledge they have read and understood the Council's credit card policy (whichever policy is relevant).

Any new Corporate Credit Cardholder Agreements are to be provided at the next meeting of the Committee.

##### Cardholder register

In accordance with Council's credit card policies a register of Cardholders is to be maintained by the Director Finance. A copy of the register showing current Council issued credit cards is to be provided at each Committee meeting.

#### COMMENT

##### Credit card reconciliation for May to August 2024

At the last Committee meeting held 21 June 2024 all credit card reconciliations (including the Mayor and CEO's reconciliations) for September 2023 to April 2024 were provided to the Committee.

At Council's special meeting held 29 August 2024, as part of the July 2024 Financial Report the Mayor and CEO's July 2024 credit card reconciliations were provided to align Council's monthly financial practices with the legislated reporting requirements going forward.

For completeness, credit card reconciliations for the Mayor and the CEO for May and June 2024 have been included with all other Cardholder reconciliations for the Committee to review.

##### Cardholder agreements and register

As resolved by the Committee, on 21 June 2024 [RMAC7/2024], all signed Cardholder agreements have been provided. Also, a copy of the Cardholder register showing current Council issued credit cards has been included with this report.

## **STATUTORY ENVIRONMENT**

*Local Government Act 2019*

*Local Government (General) Regulations 2021* regulation 17 outlines the requirements for financial reporting to council.

The format of the monthly financial report follows the prescribed format set out in the CEO of the Department of Chief Minister and Cabinet's approved form published on the NT Government Local Government Unit's website.

Council's Credit Card (Mayor and CEO) policy

Council's Credit Card (Employee) policy

## **FINANCIAL IMPLICATIONS**

The Council is required to manage its resources including ensuring, through the support of the Committee, suitable controls are in place and proper records are being kept.

## **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 6.1 Financial Management**

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

#### **Goal 6.4 Risk Management**

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

## **ATTACHMENTS**

1. CC Rec May 2024 [**8.1.1** - 3 pages]
2. CC Rec June 2024 [**8.1.2** - 7 pages]
3. CC Rec July 2024 [**8.1.3** - 4 pages]
4. CC Rec August 2024 [**8.1.4** - 4 pages]
5. Cardholder Agreements and Credit Card Register at 16 Sept 2024 [**8.1.5** - 7 pages]



## MONTHLY CREDIT CARD RECONCILIATION FORM



**Name of card holder:** Fiona Ainsworth - Director Community and Council Services

**Reconciliation for the month of:** May 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
02/05/24	Kidsoft	\$ 4.79	Direct Debit Facility Fee - Jabiru Childcare Centre	GL	4001.02.7311
02/05/24	Kidsoft	\$ 199.00	Monthly License Fee - Jabiru Childcare Centre	GL	4001.02.7922
03/05/24	Vend Pos	\$ 149.00	Monthly Subscription - Newsagents POS System - Australia Post Jabiru	GL	4012.02.7996
04/05/24	PropertyMe	\$ 242.00	Monthly subscription - Tenancy software system	GL	2049.00.7944
05/05/24	News Pty Ltd	\$ 16.00	NT News online monthly subscription	GL	2042.00.7996
07/05/24	Tri Aust Via Osp	\$ 330.00	Sanctioning Fees for the Kakadu Triathlon 2024	GL	3106.02.7944
07/05/24	Tri Aust Via Osp	\$ 12.67	Credit Card Transaction Fee	GL	3106.02.7944
07/05/24	Safe NT	\$ 81.00	NPC - Treacy Martin - Senior Cleaner	GL	4011.01.7135
10/05/24	Safe NT	\$ 81.00	WWCC - Kevin Voisey - Senior Works Officer - Jabiru	GL	2009.02.7135
12/05/24	Kidsoft	\$ 199.00	Monthly License Fee - Minjilang Crèche	GL	3028.04.7922
12/05/24	Kidsoft	\$ 199.00	Monthly License Fee - Warruwi Crèche	GL	3028.04.7922
13/05/24	Dept. Health	\$ 337.50	Commercial Visitor Accom Business Renewal - Buff Lodge Maningrida	BL	MAN0907A.7944
13/05/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Gunbalanya	GL	4009.01.7922
13/05/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Maningrida	GL	4009.03.7922
13/05/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Minjilang	GL	4009.04.7922
13/05/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Warruwi	GL	4009.05.7922
14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	3004.01.7135
14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	3154.01.7135
14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	3154.03.7135
14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	3001.01.7135
14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	3003.01.7135

14/05/24	Safe NT	\$ 13.50	NPC - Carol Harpley - Wellbeing Services Coordinator - Gunbalanya	GL	4032.01.7135
14/05/24	Safe NT	\$ 81.00	NPC - Melinda Wythes - Contracts Coordinator - Jabiru	GL	4020.00.7135
15/05/24	Safe NT	\$ 81.00	WWCC - Serina Lee - Community Safety Assistant - Minjilang	GL	3004.04.7135
16/05/24	Safe NT	\$ 81.00	NPC - Liam Jakobi - Plumber - Maningrida	GL	2335.03.7135
22.05.24	Dept. Health	\$ 337.00	Commercial Visitor Accom Business Renewal - Lot 100A / 100B Minjilang	BL	MIN100A.7944
22.05.24	Safe NT	\$ 81.00	WWCC Renewal - Heidi Walton - Communications & PR Coordinator	GL	2042.00.7135
22.05.24	Safe NT	\$ 81.00	WWCC Renewal - Donna Nalambana - Community Care Assistant - Warruwi	GL	3003.05.7135
24.05.24	Preston's NT	\$ 198.00	Manufacture customer tool - Jabiru Pool	BL	JABOPOOL.7251
24.05.24	Safe NT	\$ 81.00	WWCC Renewal - Seleta Luta - Childcare Assistant - Warruwi	GL	3028.05.7135
24.05.24	Safe NT	\$ 81.00	WWCC Renewal - Lachlan Nicholson - Team Leader Pool - Maningrida	GL	2015.03.7135
27.05.24	Flight Centre	\$ 389.94	Flights - USC Contractor Steve Meredith - 29.05.2024 Melbourne-Darwin	GL	4009.04.7421
27.05.24	First Aid Pro	\$ 114.00	CRP Renewal Training - Jessica Scheibe - Early Childhood Educator Group Leader - Jabiru	GL	4001.02.7931
27.05.24	First Aid Pro	\$ 114.00	CRP Renewal Training - Savry Check - Early Childhood Educator Assistant - Jabiru	GL	4001.02.7931
28.05.24	Flight Centre	\$ 1,199.97	Flights - USC Contractor Bill Byers - 03-21.06.2024 Alice Springs-Darwin-Return	GL	4009.03.7421
31.05.24	Humanitix Ltd	\$ 419.78	Registration - Michael Ferguson - LGANT Circular Economy Symposium 05-06.06.2024	GL	2013.00.7932
02.06.24	News Pty Ltd	\$ 16.00	NT News online monthly subscription	GL	2042.00.7996
03.06.24	Westpac	\$ 56.00	Card Fee	GL	
	<b>Total =</b>	<b>\$ 5,692.65</b>			

Signature of Cardholder:



Date: 11/06/2024

Fiona Ainsworth - Director Community &amp; Council Services

Signature of Authoriser:



Date: 19.06.2024

Andrew Walsh - CEO

## MONTHLY CREDIT CARD RECONCILIATION FORM



**Name of card holder:** Jocelyn Nathanael-Walters

**Reconciliation for the month of:** May 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
08/05/24	AHRI (Australian HR Institute)	\$ 420.00	Human Resources Membership for Linda Veugen-Yong	GL	2037
14/05/24	Virgin Australia	\$5,565.77	Flights Dwn-Bris-Canberra and return to for Mayor, Councillor and CEO to attend ALGA July'24	GL	2071
03/06/24	MasterCard	\$ 56.00	Card Fee	GL	2025
<b>Total =</b>		<b>\$6,041.77</b>			

**Signature of Cardholder:** Jocelyn Nathanael-Walters

**Date:** 4/06/2024

**Signature of Authoriser:** Andrew Walsh - CEO

**Date:** 19.06.2024


## MONTHLY CREDIT CARD RECONCILIATION FORM

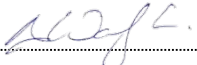


**Name of card holder:** Jocelyn Nathanael-Walters

**Reconciliation for the month of:** June 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
02/07/24	Flight Centre	\$ 262.31	25.7.24 Qantas flight Bris-Hervey Bay for Acting CSO/ARO Minjilang 21.6-24.7.24	GL	4009.04.7421
02/07/24	Flight Centre	\$ 367.83	24.7.24 Jetstar flight Dwn-Brisbane for Acting CSO/ARO Minjilang 21.6-24.7.24	GL	4009.04.7421
02/07/24	Virgin	\$ 80.00	6.7.24 Virgin flight additional luggage to Canberra for CEO for ALGA NGA	GL	2028.00.7421
02/07/24	Food Business Registration - NT Dept Health	\$ 204.00	Jabiru Childcare Centre kitchen food registration renewal	GL	4028.02.7251
26/06/24	Qantas	\$ 793.03	Qantas flight change Bris-Canberra for CEO to attend ALGA NGA	GL	2028.00.7421
27/06/24	Qantas	\$ 793.03	Qantas flight change Bris-Canberra for Mayor Woods to attend ALGA NGA	GL	2071.00.7421
28/06/24	Qantas	\$ 793.03	Qantas flight change Bris-Canberra for Councillor Onus to attend ALGA NGA	GL	2071.00.7421
<b>Total =</b>		<b>\$3,293.23</b>			

**Signature of Cardholder:** Jocelyn Nathanael-Walters  **Date:** 3/07/2024

**Signature of Authoriser:** Andrew Walsh  **Date:** 10/07/2024

## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Andrew Walsh

Reconciliation for the month of: June 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
26/06/24	Virgin Aus	\$ 830.41	Change to Virgin airfare booking (Bris to Canberra to go via Qantas) - Virgin for Dwn to Brisbane and return Canberra to Darwin travel for Council CEO Andrew Walsh to attend ALGA	GL	2028.00.7421
26/06/24	Virgin Aus	\$ 830.41	Change to Virgin airfare booking (Bris to Canberra to go via Qantas) - Virgin for Dwn to Brisbane and return Canberra to Darwin travel for Mayor James Woods to attend ALGA	GL	2071.00.7421
26/06/24	Virgin Aus	\$ 830.41	Change to Virgin airfare booking (Bris to Canberra to go via Qantas) - Virgin for Dwn to Brisbane and return Canberra to Darwin travel for Cnr Mickitja Onus to attend ALGA	GL	2071.00.7421
02/07/24	Virgin Aus	\$ 170.00	Extra baggage fee	GL	2028.00.7414
02/07/24	Card Fee	\$ 51.33	Card Fee	GL	2028.00.7311
	<b>Total =</b>	<b>\$2,712.57</b>			

Signature of Cardholder: CEO Andrew Walsh

Date: 11/07/2024

Signature of Authoriser: Jocelyn Nathnanael-Walters (Director Finance)

Date: 11/07/2024

**MONTHLY CREDIT CARD RECONCILIATION FORM**



Name of card holder: James Woods (Mayor)

Reconciliation for the month of: June 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
11.07.2024	Card Fee	\$ 51.33	Card Fee		
	<b>Total =</b>	<b>\$51.33</b>			

Signature of Cardholder: James Woods - Mayor  Date: 11/07/2024

Signature of Authoriser: Andrew Walsh - CEO  Date: 11.07.2024

## MONTHLY CREDIT CARD RECONCILIATION FORM



**Name of card holder:** Fiona Ainsworth - Director Community and Council Services

**Reconciliation for the month of:** June 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
01/06/24	Kidsoft	\$ 1.58	Direct Debit Facility Fee - Jabiru Childcare Centre	GL	4001.02.7311
01/06/24	Kidsoft	\$ 199.00	Monthly License Fee - Jabiru Childcare Centre	GL	4001.02.7922
03/06/24	Safe NT	\$ 81.00	WWCC Renewal - Melinda Wythes - Contracts Coordinator Jabiru	GL	4009.00.7135
03/06/24	Safe NT	\$ 81.00	WWCC - Mathew Lodge - Community Care Cook Gunbalanya	GL	3001.01.7135
03/06/24	Vend Pos	\$ 149.00	Monthly Subscription - Newsagents POS System - Australia Post Jabiru	GL	4012.02.7996
04/06/24	Safe NT	\$ 40.50	WWCC Renewal - Kevin Roberts-McCoy - Youth, Sport Reacertion Officer Gunbalanaya	GL	3011.01.7135
04/06/24	Safe NT	\$ 40.50	WWCC Renewal - Kevin Roberts-McCoy - Youth, Sport Reacertion Officer Gunbalanaya	GL	3040.01.7135
04/06/24	Safe NT	\$ 81.00	WWCC Renewal - Delilah Ngarlingarli - Youth, Sport Reacertion Officer Warruwi	GL	3012.05.7135
04/06/24	Safe NT	\$ 27.00	NPC - Deborah Baxter - Services Assistant Jabiru	GL	2012.02.7135
04/06/24	Safe NT	\$ 27.00	NPC - Deborah Baxter - Services Assistant Jabiru	GL	3001.02.7135
04/06/24	Safe NT	\$ 27.00	NPC - Deborah Baxter - Services Assistant Jabiru	GL	4028.02.7135
04/06/24	Safe NT	\$ 27.00	WWCC - Deborah Baxter - Services Assistant Jabiru	GL	2012.02.7135
04/06/24	Safe NT	\$ 27.00	WWCC - Deborah Baxter - Services Assistant Jabiru	GL	3001.02.7135
04/06/24	Safe NT	\$ 27.00	WWCC - Deborah Baxter - Services Assistant Jabiru	GL	4028.02.7135
04/06/24	PropertyMe	\$ 242.00	Monthly subscription - Tenancy software system	GL	2049.00.7944
05/06/24	National Press Club	\$ 102.00	Registration Fee - CEO Andrew Walsh - National Press Club Canberra 02.07.24	GL	2028.00.7932
05/06/24	National Press Club	\$ 102.00	Registration Fee - Mayor James Woods - National Press Club Canberra 02.07.24	GL	2071.00.7932
05/06/24	National Press Club	\$ 102.00	Registration Fee - Cr Micketja Onus - National Press Club Canberra 02.07.24	GL	2071.00.7932
05/06/24	Safe NT	\$ 81.00	NPC - Leanne Nayilibidj - Community Care Assistant Gunbalanya	GL	3003.01.7135
05/06/24	Safe NT	\$ 81.00	NPC - Lauren Manakgu - Youth Sport Recreation Assistant Gunbalanya	GL	3012.01.7135

05/06/24	Safe NT	\$ 81.00	NPC - Misilas Roberts - Works Officer Jabiru	GL	2009.02.7135
05/06/24	Aussie Snacks	\$ 33.90	Catering - Cr Guwiyul - Minjilang Local Authority Meeting	GL	2071.00.7255
05/06/24	Aussie Snacks	\$ 0.56	Eftpos Transaction Fee	GL	2071.00.7255
06/06/24	Amazon	\$ 65.98	Equipment - Laptop Backpack - Cr Ralph Blyth	GL	2071.00.7251
11/06/24	Safe NT	\$ 81.00	NPC - Hilal Ahmad - Senior Project Manager Darwin	GL	2058.00.7135
11/06/24	Safe NT	\$ 81.00	NPC - Sita Pun - Payroll Coordinator Darwin	GL	2037.00.7135
11/06/24	Safe NT	\$ 81.00	NPC - Jadene Croft - HR Administration Assistant Darwin	GL	2037.00.7135
11/06/24	Virgin Australia	\$ 728.14	Flights - Steven Meredith (contractor) - 06.07.24 Darwin-Melbourne	GL	4009.03.7421
11/06/24	Crown Plaza Canberra	\$ 366.84	Accommodation Deposit - CEO Andrew Walsh - ALGA NGA Canberra 01-05.07.2024	GL	2028.00.7423
11/06/24	Crown Plaza Canberra	\$ 366.84	Accommodation Deposit - Mayor James Woods - ALGA NGA Canberra 01-05.07.2024	GL	2071.00.7423
11/06/24	Crown Plaza Canberra	\$ 366.84	Accommodation Deposit - Cr Mickitja Onus - ALGA NGA Canberra 01-05.07.2024	GL	2071.00.7423
12/06/24	Kidsoft	\$ 199.00	Monthly License Fee - Minjilang Crèche	GL	3028.04.7922
12/06/24	Kidsoft	\$ 199.00	Monthly License Fee - Warruwi Crèche	GL	3028.04.7922
12/06/24	NDIS Screening	\$ 45.00	NDIS Worker Screening - Deborah Baxter - Services Assistant Jabiru	GL	2012.02.7135
12/06/24	NDIS Screening	\$ 45.00	NDIS Worker Screening - Deborah Baxter - Services Assistant Jabiru	GL	3001.02.7135
12/06/24	NDIS Screening	\$ 45.00	NDIS Worker Screening - Deborah Baxter - Services Assistant Jabiru	GL	4028.02.7135
13/06/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Gunbalanya	GL	4009.01.7922
13/06/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Maningrida	GL	4009.03.7922
13/06/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Minjilang	GL	4009.04.7922
13/06/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Warruwi	GL	4009.05.7922
14/06/24	Property Council	\$ 80.00	Registration Fee - Fiona Ainsworth - Ladies Networking Event 20.06.2024	GI	2012.00.7932
18/06/24	Woolworths	\$ 37.79	Catering - Mayor Woods & Cr Dann - OCM 18-19.06.2024	GL	2071.00.7255
18/06/24	Aussie Snacks	\$ 22.50	Catering - Mayor Woods & Cr Dann - OCM 18-19.06.2024	GL	2071.00.7255
18/06/24	Aussie Snacks	\$ 0.37	Eftpos Transaction Fee	GL	2071.00.7255
18/06/24	Aussie Snacks	\$ 13.00	Catering - Mayor Woods & Cr Dann - OCM 18-19.06.2024	GL	2071.00.7255



18/06/24	Aussie Snacks	\$ 0.21	Eftpos Transaction Fee	GL	2071.00.7255
19/06/24	Cater Me Café	\$ 14.22	Catering - Mayor Woods & Cr Dann - OCM 18-19.06.2024	GL	2071.00.7255
19/06/24	Aussie Snacks	\$ 22.20	Catering - Mayor Woods & Cr Dann - OCM 18-19.06.2024	GL	2071.00.7255
19/06/24	Aussie Snacks	\$ 0.37	Eftpos Transaction Fee	GL	2071.00.7255
19/06/24	Safe NT	\$ 81.00	WWCC Renewal - Vicki McCoy - Council Services Manager Gunbalanya	GL	2012.01.7135
19/06/24	Safe NT	\$ 81.00	WWCC Renewal - Jackson Hodge - NDIS Remote Community Connector Officer Jabiru	GL	4032.00.7135
19/06/24	Qantas	\$ 1,022.75	Flights - Franklin Lamey (contractor) - 20.06.24 Hervey Bay-Brisbane-Darwin	GL	4009.01.7421
19/06/24	Qantas	\$ 76.99	Flights - Franklin Lamey (contractor) - 20.06.24 Hervey Bay-Brisbane-Darwin	GL	4029.01.7421
24/06/24	Beija Flor Darwin	\$ 130.00	Executive Gift - Flowers (Sympathy) - Heidi Walton, PR Coordinatior Jabiru	GI	2028.00.7251
26/06/24	Safe NT	\$ 81.00	WWCC Renewal - Lachlan Nicolson - Team Leader Pool Maningrida	GL	2015.03.7135
30/06/24	Crown Plaza Canberra	\$ 1,100.52	Accommodation - CEO Andrew Walsh - ALGA NGA Canberra 01-05.07.2024	GL	2028.00.7423
30/06/24	Crown Plaza Canberra	\$ 1,100.52	Accommodation - Mayor James Woods - ALGA NGA Canberra 01-05.07.2024	GL	2071.00.7423
30/06/24	Crown Plaza Canberra	\$ 1,100.52	Accommodation - Cr Mickitja Onus - ALGA NGA Canberra 01-05.07.2024	GL	2071.00.7423
30/06/24	News Pty Ltd	\$ 16.00	NT News online monthly subscription	GL	2042.00.7996
01/07/24	Safe NT	\$ 28.00	NPC - Krys Roberts - Community Care Team Leader Gunbalanya	GL	3001.01.7135
01/07/24	Safe NT	\$ 28.00	NPC - Krys Roberts - Community Care Team Leader Gunbalanya	GL	4031.01.7135
01/07/24	Safe NT	\$ 28.00	NPC - Krys Roberts - Community Care Team Leader Gunbalanya	GL	4032.01.7135
02/07/24	Safe NT	\$ 84.00	WWCC Renewal - Katie Nayinggul - Community Care Assistant Gunbalanya	GL	3003.01.7135
<b>Total =</b>		<b>\$ 9,829.64</b>			

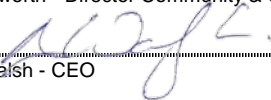
Signature of Cardholder:



Fiona Ainsworth - Director Community &amp; Council Services

Date: 11/07/2024

Signature of Authoriser:



Andrew Walsh - CEO

Date: 17.07.2024

## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Jasmine Mortimore

Reconciliation for the month of: June 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
01/07/24	Jetstar	\$ 884.49	Return flight for Steve Meredith Relief USC Minjilang	GL	4009.04.7421
02/07/24	Qantas	\$ 65.00	extra baggage fee for CEO flight to Canberra to attend ALGA convention	GL	2028.00.7414
02/07/24	Card Fee	\$ 51.33	Card fee	GL	2028.00.7311
	<b>Total =</b>	<b>\$1,000.82</b>			

Signature of Cardholder: Jasmine Mortimore

Date: 17/07/2024

Signature of Authoriser: Andrew Walsh CEO

Date: 17.07.2024

## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Jasmine Mortimore

Reconciliation for the month of: July 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
16.07.2024	Jabiru Foodland	\$ 55.12	water, milk and juice for OCM	GL	2071.00.7422
17.07.2024	Anydesk	\$491.94	Remote Access Software for IT Coordinator	GL	2038.00.7922
29.07.2024	News PTY Limited	\$ 16.00	NT News Subscription	GL	2042.00.7996
	<b>Total =</b>	<b>\$563.06</b>			

Signature of Cardholder: Jasmine Mortimore  Date: 01.08.2024

Signature of Authoriser: Andrew Walsh - CEO  Date: 03.09.2024



## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Fiona Ainsworth - Director Community and Council Services

Reconciliation for the month of: July 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
01/07/24	Safe NT	\$ 84.00	WWCC - Tuyen Kim VO - Early Childhood Educator Assistant Jabiru	GL	4001.02.7135
03/07/24	Westpac	-\$ 3,000.00	Top-up Payment	GL	
03/07/24	Safe NT	\$ 84.00	WWCC Renewal - Karen Meyers - Administration Coordinator Jabiru	GL	2012.02.7135
04/07/24	PropertyMe	\$ 242.00	Monthly subscription - Tenancy software system	GL	2049.00.7944
05/07/24	Shop Red Nose	\$ 81.00	Online Sleep Training - Warruwi Creche Staff	GL	3028.05.7931
08/07/24	Vend Pos	\$ 149.00	Monthly Subscription - Newsagents POS System - Australia Post Jabiru	GL	4012.02.7996
08/07/24	Safe NT	\$ 84.00	WWCC Renewal - Rick Mitchell - Srn Council Services Manager Regional	GL	2012.00.7135
08/07/24	Safe NT	\$ 84.00	NPC Renewal - Rick Mitchell - Srn Council Services Manager Regional	GL	2012.00.7135
08/07/24	Safe NT	\$ 84.00	WWCC Renewal - Kelvin Bulliwana - Community Care Assistant Gunbalanya	GL	3003.01.7135
08/07/24	NDIS Screening	\$ 141.00	NDIS Screen Check - Vicki McCoy - Council Services Manager Gunbalanya	GL	2012.01.7135
09/07/24	Safe NT	\$ 33.00	NPC Replacement - Eric Pascoe - Work Assistance Maningrida	GL	2012.03.7135
11/07/24	Safe NT	\$ 84.00	NPC - Oliver Taylor - Works Assistance Maningrida	GL	2013.03.7135
10/07/24	Safe NT	\$ 84.00	NPC - Mathew Lodge - Community Care Cook Gunbalanya	GL	3003.01.7135
13/07/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Gunbalanya	GL	4009.01.7922
13/07/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Maningrida	GL	4009.03.7922
13/07/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Minjilang	GL	4009.04.7922
13/07/24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Warruwi	GL	4009.05.7922
15/07/24	Safe NT	\$ 84.00	WWCC Renewal - Debbie Gough - Administration Coordinator Maningrida	GL	2012.03.7135
18/07/24	Safe NT	\$ 84.00	NPC - Sonia Munyarryun - Childcare Educator Jabiru	GL	4001.02.7135
18/07/24	Safe NT	\$ 84.00	NPC - Tuyen Kim VO - Early Childhood Educator Assistant Jabiru	GL	4001.02.7135
19/07/24	Safe NT	\$ 84.00	WWCC Renewal - Kingsley Whitehurst - Works Officer Jabiru	GL	2009.02.7135

22/07/24	Company Director	\$ 945.00	Joining Fee & Standard Affiliate - Fiona Ainsworth - Director Community & Council Services	GL	2012.00.7211
25/07/24	Territory Limousin	\$ 152.73	Cr Jacqui Phillips - Transfer - Darwin Airport to Palmerston	GL	2071.00.7421
29/07/24	Kidsoft	\$ 1.58	Direct Debit Facility Fee - Jabiru Childcare Centre	GL	4001.02.7311
29/07/24	Kidsoft	\$ 199.00	Monthly License Fee - Jabiru Childcare Centre	GL	4001.02.7922
30/07/24	NDIS Screening	\$ 141.00	NDIS Screen Check - Jocelyn Nathanael-Walters - Director Finance Regional	GL	2029.00.7135
30/07/24	Safe NT	\$ 84.00	NPC - Graham Baulch - Project Coordinator Fleet Darwin	GL	2048.00.7135
30/07/24	NDIS Screening	\$ 141.00	NDIS Screen Check - Niven Fry - Community Care Data Compliance Officer - Jabiru	GL	4031.00.7135
30/07/24	Safe NT	\$ 84.00	WWCC Renewal - Shianne Davis - YSR Assistant	GL	3154.03.7135
31/07/24	Woolworths	\$ 30.64	Catering - Cr Henry Guwiyul - Attending OCM from Darwin	GL	2071.00.7255
31/07/24	Kidsoft	\$ 199.00	Monthly License Fee - Minjilang Crèche	GL	3028.04.7922
31/07/24	Kidsoft	\$ 199.00	Monthly License Fee - Warruwi Crèche	GL	3028.04.7922
31/07/24	Safe NT	\$ 84.00	WWCC Renewal - Oi Ryan - Senior Cleaner Jabiru	GL	2012.02.7135
01/08/24	Safe NT	\$ 84.00	NPC - Melissa Inmulugulu - Cleaner Warruwi	GL	2012.05.7135
31/07/24	Aussie Snacks	\$ 25.92	Catering - Cr Henry Guwiyul - Attending OCM from Darwin	GL	2071.00.7255
31/07/24	Aussie Snacks	\$ 8.13	Catering - Cr Henry Guwiyul - Attending OCM from Darwin	GL	2071.00.7255
<b>Total =</b>		<b>\$ 1,298.00</b>			

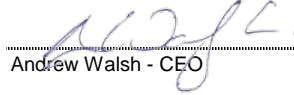
Signature of Cardholder:



Date: 20.08.2024

Fiona Ainsworth - Director Community &amp; Council Services

Signature of Authoriser:



Date: 17.09.2024

Andrew Walsh - CEO

## MONTHLY CREDIT CARD RECONCILIATION FORM





**Name of card holder:** Fiona Ainsworth - Director Community and Council Services

**Reconciliation for the month of:** August 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
02.08.24	Kidsoft	\$ 199.00	Monthly License Fee - Jabiru Childcare Centre	GL	4001.02.7922
03.08.24	Vend Pos	\$ 149.00	Monthly Subscription - Newsagents POS System - Australia Post Jabiru	GL	4012.02.7996
04.08.24	PropertyMe	\$ 242.00	Monthly subscription - Tenancy software system	GL	2049.00.7944
08.08.24	Jetstar	\$ 780.25	Flights - Steven Meredith Releif USC Contactor - 15-18.08.24 Melbourne-Darwin-return	GL	4009.03.7421
13.08.24	Safe NT	\$ 33.00	WWCC - Replacement Card - Heidi Walton - Communications and Public Relations Coordinator	GL	2042.00.7135
13.08.24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Gunbalanya	GL	4009.01.7922
13.08.24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Maningrida	GL	4009.03.7922
13.08.24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Minjilang	GL	4009.04.7922
13.08.24	Service M8	\$ 87.25	Monthly Subscription - Software for PoweWater Contract / USC - Warruwi	GL	4009.05.7922
14.08.24	Kidsoft	\$ 199.00	Monthly License Fee - Minjilang Crèche	GL	3028.04.7922
14.08.24	Kidsoft	\$ 199.00	Monthly License Fee - Warruwi Crèche	GL	3028.04.7922
16.08.24	Officeworks	\$ 34.55	Stationary - Fiona Ainsworth - Director Community and Council Services	GL	2012.00.7253
21.08.24	Woolworths	\$ 16.19	Catering - Cr Henry Guwiyul - Attending Special Council Meeting from Darwin	GL	2071.00.7255
22.08.24	Food Business Registration	\$ 102.00	Annual Registration Fee - Community Care Kitchen - Minjilang	GL	3001.02.7944
22.08.24	Food Business Registration	\$ 102.00	Annual Registration Fee - Community Care Kitchen - Minjilang	GL	3002.04.7944
23.08.24	DIPL	\$ 488.07	EPL Annual Fee - Landfill site - Jabiru	GL	3012.02.7944
27.08.24	Mitchells	\$ 569.40	Equipment - Tents - Kiurrung Sport Carnival - Jabiru 30.08-01.09.2024	GL	3012.00.7251
27.08.24	Big W	\$ 80.00	Equipment - Yoga Mats - Kiurrung Sport Carnival - Jabiru 30.08-01.09.2024	GL	3012.00.7251
27.08.24	Kmart	\$ 99.00	Equipment - Tents & Yoga Mats - Kiurrung Sport Carnival - Jabiru 30.08-01.09.2024	GL	3012.00.7251

27.08.24	Kmart	\$ 65.00	Equipment - Tents & Yoga Mats - Kiurrung Sport Carnival - Jabiru 30.08-01.09.2024	GL	3012.00.7251
28.08.24	Woolworths	\$ 14.90	Catering - Cr Henry Guwiyl - Attending Special Council Meeting from Darwin	GL	2071.00.7255
<b>Total =</b>		<b>\$ 3,721.36</b>			

**Signature of Cardholder:**  **Date:** 12.09.2024  
 \_\_\_\_\_  
 Fiona Ainsworth - Director Community & Council Services

**Signature of Authoriser:**  **Date:** 13.09.2024  
 \_\_\_\_\_  
 Jocelyn Nathanael-Walters - A/CEO



## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Jasmine Mortimore

Reconciliation for the month of: August 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
26/08/24	News PTY Limited	\$ 16.00	NT News online monthly subscription	GL	2042.00.7996
27/08/24	CANVA	\$ 124.44	Canva annual online subscription	GL	2333.00.7996
27/08/24	CANVA	\$ 124.44	Canva annual online subscription	GL	2042.00.7996
	<b>Total =</b>	<b>\$264.87</b>			

Signature of Cardholder:

Date: 16.09.2024

Signature of Authoriser:

Date: 16.09.2024

## MONTHLY CREDIT CARD RECONCILIATION FORM



Name of card holder: Jocelyn Nathanael-Walters

Reconciliation for the month of: August 2024

Date	Supplier	Amount	Description	Ledger	Activity or MV ID
05/08/24	Ibis Brisbane Airport Hotel	-\$ 336.00	Credit for overcharge (4/7/24) of Councillor accommodation - ALGA Conference	GL	2071.00.7432
19/08/24	Group of 100	\$ 220.00	Annual access to discount rate table for June 2024 for 2024/25 LSL calculation	GL	2025.00.7996
02/09/24	Australian HR Institute	\$ 420.00	Professional Membership for Luisa Arango	GL	2333.00.7996
	<b>Total =</b>	<b>\$304.00</b>			

Signature of Cardholder:

Date: 3/09/2024

Signature of Authoriser:

CEO Andrew Walsh

Date: 06.09.2024

Council Corporate Credit Card Register as at 16 September 2024

Position	Cardholder	Details of Approval		Card No. (Last 6 Digits)	Institution	Expenditure Limits	Expiry Date	Active (Y/N)	Cardholder Agreement (Y/N)	Cancellation Date	Card Destroyed Date
		Date of Application	Signatory								
Dir C&CS	AINSWORTH, Fiona NATHANAEL-WALTERS, Jocelyn	11/01/2023	CEO		Westpac	\$ 10,000.00	Jul-26	Yes	Yes		
Dir Finance	WALSH, Andrew C	9/02/2024	CEO		Westpac	\$ 8,000.00	May-27	Yes	Yes		
CEO	WOODS, James	17/04/2024	Director Finance CEO		Westpac	\$ 15,000.00	Oct-27	Yes	Yes		
Governance Advisor	MORTIMORE, Jasmine E	17/04/2024	CEO		Westpac	\$ 5,000.00	Nov-27	Yes	Yes		
HR Coordinator	VEUGEN-YONG, Linda M	4/07/2024	CEO		Westpac	\$ 1,000.00	Nov-27	Yes	Yes		
					Westpac	\$ 2,000.00	Nov-27	Yes	Yes		

**West Arnhem Regional Council  
Corporate Credit Cardholder Agreement**

I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

**Credit Cardholder's Name:** Fiona Ainsworth

**Credit Cardholder's Position with Council:** Director Community and Council Services

**Council Credit Card Number:** ~~63 2537 0159 3068~~

**Cardholder's Signature:** \_\_\_\_\_

**Date of Signature:**  27   06   2024

**Council Credit Card Limit:** \$  10,000

West Arnhem Regional Council  
Corporate Credit Cardholder Agreement

I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

Credit Cardholder's Name: Jocelyn Nathanael Walters

Credit Cardholder's Position with Council: Director Finance

Council Credit Card Number: [REDACTED]

Cardholder's Signature: 

Date of Signature: 25 / 6 / 2024

\* To replace misplaced signed form submitted to Actg CEO a/around 14/3/2024.

Council Credit Card Limit: \$ 8,000.00

West Arnhem Regional Council  
Corporate Credit Cardholder Agreement

I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

Credit Cardholder's Name: ANDREW C WALSH

Credit Cardholder's Position with Council: CEO

Council Credit Card Number: [REDACTED]

Cardholder's Signature: [Signature]

Date of Signature: 21 / 06 / 2024

Council Credit Card Limit: \$ 15,000.00

**West Arnhem Regional Council  
Corporate Credit Cardholder Agreement**

I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

Credit Cardholder's Name: James Charles Woods

Credit Cardholder's Position with Council: Mayor

Council Credit Card Number: 

Cardholder's Signature: 

Date of Signature: 1 / 7 / 2024

Council Credit Card Limit: \$ 5,000.00


**West Arnhem Regional Council  
Corporate Credit Cardholder Agreement**

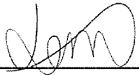
I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

**Credit Cardholder's Name:** Jasmine Mortimore

**Credit Cardholder's Position with Council:** Travel and Executive Assistant to CEO and Mayor

**Council Credit Card Number:** 

**Cardholder's Signature:**  \_\_\_\_\_

**Date of Signature:** \_\_\_25\_\_\_ \ \_\_\_06\_\_\_ \ 2024

**Council Credit Card Limit:** \$ 1000.00



**West Arnhem Regional Council  
Corporate Credit Cardholder Agreement**

I acknowledge that I have read and understood either the West Arnhem Regional Council's **Credit Card (Mayor and CEO) Policy** or **Credit Card (Employees) Policy** [whichever Policy is relevant to my position].

AND I accept the conditions set out in the relevant Council Credit Card Policy.

Credit Cardholder's Name: Linda M Veugen-Yong

Credit Cardholder's Position with Council: Human Resources business Partner

Council Credit Card Number: [REDACTED]

Cardholder's Signature: 

Date of Signature: 28 / 8 / 24

Council Credit Card Limit: \$ 2,000.00

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 September 2024

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>Finance Report for the period ended 31 July 2024</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance</b>

#### SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 31 July 2024.

#### RECOMMENDATION

THAT COUNCIL

1. Receive and note the report titled *Finance Report for the period ended 31 July 2024*.

#### BACKGROUND

The CEO must, in each month, give the Council (or Council's Finance Committee) a report setting out:

- The actual year to date income and expenditure of council;
- The most recently adopted annual budget; and
- Details of any material variances between the most recent actual income and expenditure, and the most recently adopted annual budget.

The report must be in the approved form.

The report must be accompanied by the CEO's certification in writing, to the Council, that to the best of the CEO's knowledge, information and belief:

- The internal controls implemented by Council are appropriate; and
- The Council's financial report best reflects the financial affairs of Council.

If the CEO cannot provide the certification, then written reasons for not providing the certification is to be submitted.

#### COMMENT

The *Local Government (General) Regulations 2021* requires the previous month's financial report to be given to the Council.

The monthly financial report must include, on a quarterly basis, a report on future planned major capital projects and it is the Council's responsibility to set the report threshold (amount). It is recommended the Council require all capital work projects of \$150,000 and over now be included in this report. This report threshold can be changed anytime by Council resolution.

#### STATUTORY ENVIRONMENT

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

The format of the monthly financial report follows the prescribed format set out in the CEO of the Department of Chief Minister and Cabinet's approved form published on the NT Government Local Government Unit's website.

#### FINANCIAL IMPLICATIONS

The CEO is responsible for laying before the Council a monthly financial report and the Council is responsible for managing its resources.

## **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 6.1 Financial Management**

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

### **ATTACHMENTS**

1. 1. Certification by the CEO to Council for July Financials [**8.2.1** - 1 page]
2. 2. Snapshot [**8.2.2** - 1 page]
3. 3. Ratio Report [**8.2.3** - 2 pages]
4. 4. Monthly Financial Report [**8.2.4** - 7 pages]
5. 5. Restricted Funding Report [**8.2.5** - 3 pages]
6. 6. Monthly Financial Report by L A's [**8.2.6** - 1 page]
7. 7. Credit Card Transactions [**8.2.7** - 1 page]

### Certification by the CEO to the Council

<b>Council Name:</b>	West Arnhem Regional Council
<b>Reporting Period:</b>	July 2024

That, to the best of the CEO's knowledge, information and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

**CEO Signed**



**Date Signed**

28 August 2024

**Note:** *The monthly financial report to council must either be accompanied by a written certification by the CEO to the council, as set out above, or the CEO is to provide written reasons for not providing the certification. (Regulation 17(5) of the General Regulations)*

# Snapshot – July 2024 Financial Report



**Statement of Working Capital / Current Ratio**

Total current assets increased by \$1.154M from \$2.776M in June to \$3.931M in July 2024. This is due to an increase of \$1.770M in cash and cash equivalents and a decrease of \$615K in Trade and Other Receivables.

Cash and cash equivalents increased by \$1.770M and is due to:

- (a) An increase in cash at bank (including term deposits) of \$1.428M and;
- (b) A decrease in restricted cash of \$342K.

Note: The FAA roads funding has been reclassified as unrestricted funding. The balance of FAA Roads funds in June 2024 was \$0, meaning there was no change required historically in the below table.


Total current liabilities decreased by \$117K from \$2.587M in June to \$2.470M in July 2024. The movement in current liability items is also shown in the table below. Council's net working capital (total current assets less total current liabilities) increased from \$190K in June 2024 to \$1.461M in July 2024, as the net result of the movements noted above. The current ratio increased from 1.07 to 1.59, as at 31 July 2024.

	JUNE	JULY	Movement	%
<b>CURRENT ASSETS</b>				
Cash and cash equivalents	1,329,011	3,098,850	1,769,839	133%
Trade and Other Receivables	1,447,274	831,932	(615,342)	-43%
Inventories (fuel and post office)	0	0	0	0%
Prepayments and Other	0	0	0	0%
<b>TOTAL CURRENT ASSETS</b>	<b>2,776,285</b>	<b>3,930,782</b>	<b>1,154,497</b>	<b>42%</b>
Less:				
<b>CURRENT LIABILITIES</b>				
Trade and Other Payables	1,249,477	1,144,411	(105,066)	-8%
Provisions	524,508	517,879	(6,629)	-1%
Other Liabilities	812,586	807,440	(5,146)	-1%
<b>TOTAL CURRENT LIABILITIES</b>	<b>2,586,571</b>	<b>2,469,731</b>	<b>(116,840)</b>	<b>-5%</b>
<b>NET CURRENT ASSETS (Working Capital)</b>	<b>189,714</b>	<b>1,461,051</b>	<b>1,271,338</b>	<b>670%</b>
<b>CURRENT RATIO</b>	<b>1.07</b>	<b>1.59</b>	<b>0.52</b>	<b>48%</b>

# Working Capital / Current Ratio

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

WEST ARNHEM REGIONAL COUNCIL for the period ended 31 July 2024		31 July 2024
		\$
<b>CURRENT ASSETS</b>		
Cash and cash equivalents *		3,098,850
Trade and Other Receivables		831,932
Inventories		-
Prepayments and Other		-
<b>TOTAL CURRENT ASSETS</b>		<b>3,930,782</b>
Less:		
<b>CURRENT LIABILITIES</b>		
Trade and Other Payables		1,144,411
Provisions		517,879
Borrowings		-
Other Liabilities		807,440
<b>TOTAL CURRENT LIABILITIES</b>		<b>2,469,731</b>
<b>NET CURRENT ASSETS (Working Capital)</b>		<b>1,461,051</b>
<b>CURRENT RATIO</b>		<b>1.59</b>

$$\text{Current Ratio Formula} = \frac{\text{Current Assets}}{\text{Current Liabilities}}$$


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

- Note: does not include restricted cash of \$6.998 million as at 31 July 2024
- Note: Molloy Electrical Contracting and City Earthmoving creditors have been excluded as these are related to restricted cash.



Table 1. Monthly Income and Expenditure Statement

Expected YTD Annual Budget Completion 8%

	Notes	YTD Actuals (A) \$	Commitments (B) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Annual Budget (E) \$	YTD Actual Compared to Annual Budget (A / E) %
<b>OPERATING INCOME</b>							
Rates		222,319	0	222,319	0	2,667,828	8%
Charges	1	361,439	0	361,439	0	4,337,273	8%
Fees and Charges		59,715	0	58,402	1,313	696,126	9%
Operating Grants and Subsidies		1,367,814	0	1,367,814	0	16,363,765	8%
Interest / Investment Income		18,341	0	12,833	5,507	154,000	12%
Commercial and Other Income	2	633,213	0	1,130,263	(497,050)	13,368,342	5%
<b>TOTAL OPERATING INCOME</b>		<b>2,662,840</b>	<b>0</b>	<b>3,153,070</b>	<b>(490,230)</b>	<b>37,587,333</b>	<b>7%</b>
<b>OPERATING EXPENDITURE</b>							
Employee Expenses		1,376,363	672	1,667,649	(291,285)	19,919,484	7%
Materials and Contracts	4	297,666	5,494,603	697,909	(400,243)	7,113,838	4%
Elected Member Allowances		28,672	0	29,833	(1,162)	358,000	8%
Elected Member Expenses		492	0	5,467	(4,975)	65,600	1%
Council Committee & LA Allowances		2,200	0	6,613	(4,413)	26,450	0%
Council Committee & LA Expenses		0	0	26	(26)	105	0%
Depreciation, Amortisation and Impairment		456,364	0	456,364	0	5,476,364	8%
Interest Expenses		0	0	0	0	0	0%
Other Expenses	3	826,388	95,239	885,816	(59,428)	9,218,564	9%
<b>TOTAL OPERATING EXPENDITURE</b>		<b>2,988,145</b>	<b>5,590,515</b>	<b>3,749,677</b>	<b>(761,531)</b>	<b>42,178,405</b>	<b>7%</b>
<b>OPERATING SURPLUS / (DEFICIT)</b>		<b>(325,305)</b>	<b>(5,590,515)</b>	<b>(596,607)</b>	<b>271,302</b>	<b>(4,591,072)</b>	<b>7%</b>

**NOTES**

<b>Charges Income</b>	1						
Sewerage		61,567	0	61,567	0	738,802	8%
Water		166,241	0	166,241	0	1,994,892	8%
Waste		133,632	0	133,632	0	1,603,579	8%
		<b>361,439</b>	<b>0</b>	<b>361,439</b>	<b>0</b>	<b>4,337,273</b>	<b>8%</b>
<b>Commercial and Other Income</b>	2						
Income Allocations		354,720	0	584,973	(230,254)	6,964,681	5%
Agency and Commercial Services Income		260,499	0	504,660	(244,161)	6,227,141	4%
Other Income		17,994	0	40,630	(22,636)	176,520	10%
		<b>633,213</b>	<b>0</b>	<b>1,130,263</b>	<b>(497,050)</b>	<b>13,368,342</b>	<b>5%</b>
<b>Other Expenses</b>	3						
Travel, Freight & Accommodation		50,492	56,416	112,665	(62,173)	1,250,949	4%
Fuel, Utilities & Communication		312,860	2,351	210,077	102,783	2,377,335	13%
Expense Allocations					0		0%
Other Expenses		463,035	36,472	563,074	(100,038)	5,590,281	8%
		<b>826,388</b>	<b>95,239</b>	<b>885,816</b>	<b>(59,428)</b>	<b>9,218,564</b>	<b>9%</b>



		Budget Commitments \$
<b>Contract and Material Commitments</b>	4	
ABA - Maningrida Oval Changerooms		3,734,350
Upgrade for Maningrida Rd and airport road funeral access		440,911
R2R - Airport Road, Maningrida - From Lot Lot 438 to Lot 739		220,437
Critical upgrades to Miniilang staff housing;		136,794
Animal Control		123,909
Water Management: Jabiru		84,744
Gunbalanya Oval Lighting		84,634
Brockman Oval Lights - Jabiru		84,000
Sports and Recreation		78,708
Brockman Oval grandstand installation - Jabiru		73,164
LAP - Installation of outdoor gym equipment at the pool -		57,081
LAP - Animal Management Program		51,000
Operate post office business		44,764
LAP - Additional Garden Hard Structure at the Billabong		33,550
LAP - Community Garden Hard Structure & Amenities Lot 649		31,750
Seeding New Investment		25,000
Waste Management		23,268
Executive leadership CEO		15,143
Home Care Packages Program (HCP)		13,073
Manage Creche		12,450
Manage Electricity and water business		10,629
LRCI Phase 3 - Malabam Road - Maningrida		9,555
Community Service Delivery		9,165
LAP - Purchase of Sea Container for Storage at Basketball		9,086
Operate and maintain swimming pool		7,677
LAP - Warruwi Cultural Camp 2024		6,952
LAP - Additional installation of hard structure at Clinic		6,300
LAP - ADDITIONAL SOLAR LIGHTS - NEW SUBDIVISION AND ADJACENT		6,300
Aerodromes Inspection and Maintenance		5,490
Maintain & construct council controlled buildings & land		5,051
Operate Long day care		5,050
Food Preparation Services		4,788
Kurrung Sports Carnival - Sport Australia		4,537
LAP - Assessment Report for Gunbalanya Oval		4,500
Maintain local roads		4,413
Parks and Public Open Space - including weed control		4,254
Maintain staff houses		4,066
Install and maintain street lights		2,826
LAP - External Chilled Water Fountain at the Council Office		1,956
Maintain plant, equipment and motor vehicles		1,928
Commonwealth Home Support Program (CHSP)		1,807
NAIDOC Week		1,523
Remote Sport Program		1,455
Operate Fuel Storage Facility		943
Manage Council Governance		885
Sewerage Management		838
Manage Information Technology and Communications		669
Childcare Fundraising		512
NDIS - National Disability Insurance Scheme		499
Women's Safe House : Gunbalanya		455
Support Civic and community events		410
LAP - Solar Pump System – Warruwi Airport		317
Sport and Recreation - Jabiru		273
Manage Work Health and Safety		215
Human Resource Management		109
Night Patrol		79
Corporate Financial Management		60
Public Relations and Communications		60
Manage Community Services		60
Manage Business Development & Commercial Services		60
NDIA - Remote Community Connector		56
Kakadu Triathlon		45
Operate Centrelink service		20
		<b>5,494,603</b>

Table 2. Monthly Operating Position

Expected YTD Annual Budget Completion 8%

	Notes	YTD Actuals (A) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Annual Budget (E) \$	YTD Actual Compared to Annual Budget (A / E) %
<b>BUDGETED OPERATING SURPLUS / DEFICIT (Table 1.)</b>		<b>(325,305)</b>	<b>(596,607)</b>	<b>271,302</b>	<b>(4,591,072)</b>	<b>7%</b>
<b>Remove NON-CASH ITEMS</b>						
Less Non-Cash Income	5	(354,720)	(584,973)	230,254	(6,964,681)	5%
Add Back Non-Cash Expenses	6	811,084	1,044,186	(233,102)	12,443,540	7%
<b>TOTAL NON-CASH ITEMS</b>		<b>456,364</b>	<b>459,212</b>	<b>(2,848)</b>	<b>5,478,859</b>	<b>8%</b>
<b>Less ADDITIONAL OUTFLOWS</b>						
Capital Expenditure	Table 3.	135,404	170,000	(34,596)	981,292	14%
Borrowing Repayments (Principal Only)		0	0	0	0	0%
Transfer to Reserves		0	0	0	0	0%
Other Outflows		0	0	0	0	0%
<b>TOTAL ADDITIONAL OUTFLOWS</b>		<b>(135,404)</b>	<b>(170,000)</b>	<b>34,596</b>	<b>(981,292)</b>	<b>14%</b>
<b>Add ADDITIONAL INFLOWS</b>						
Capital Grants Income	7	0	0	0	0	0%
Prior Year Carry Forward Tied Funding		0	0	0	0	0%
Other Inflow of Funds		0	8,000	(8,000)	96,000	0%
Transfers from Reserves		0	0	0	0	0%
<b>TOTAL ADDITIONAL INFLOWS</b>		<b>0</b>	<b>8,000</b>	<b>(8,000)</b>	<b>96,000</b>	<b>0%</b>
<b>NET BUDGETED OPERATING SURPLUS / DEFICIT</b>		<b>(4,345)</b>	<b>(299,394)</b>	<b>295,050</b>	<b>2,495</b>	<b>-174%</b>

## NOTES

<u>Non-Cash Income</u>	5					
Income Allocations (internal movement)		(354,720)	(584,973)	230,254	(6,964,681)	5%
		<b>(354,720)</b>	<b>(584,973)</b>	<b>230,254</b>	<b>(6,964,681)</b>	<b>5%</b>
<u>Non-Cash Expenses</u>	6					
Expense Allocations (internal movement)		354,720	587,822	(233,102)	6,964,681	7%
Depreciation, Amortisation and Impairment		456,364	456,364	0	5,476,364	8%
		<b>811,084</b>	<b>1,044,186</b>	<b>(233,102)</b>	<b>12,441,045</b>	<b>15%</b>
<u>Capital Grants Income</u>	7					
		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Table 3. Capital Expenditure and Funding**  
By class of infrastructure, property, plant and equipment

CAPITAL EXPENDITURE **	Note	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	Current Financial Year (Annual) Budget * \$
Infrastructure	8	5,575	0	5,575	0
Buildings	9	0	170,000	(170,000)	715,000
Vehicles	10	128,299	0	128,299	266,292
LA Funding	11	1,530	0	0	0
<b>TOTAL CAPITAL EXPENDITURE*</b>		<b>135,404</b>	<b>170,000</b>	<b>(36,126)</b>	<b>981,292</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY: **</b>					
Operating Income (amount allocated to fund capital items)		0	0	0	0
LA Funding	11	1,530	0	1,530	0
Capital Grants		0	0	0	0
Transfers from Cash Reserves		0	0	0	0
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>		<b>1,530</b>	<b>0</b>	<b>1,530</b>	<b>0</b>

\* Table 3. Total Capital Expenditure amounts are to equal Table 2. Capital Expenditure

**NOTES**

<b>Infrastructure</b>	<b>8</b>				
ABA - Maningrida Oval Changerooms		5,575	0	5,575	0
		<b>5,575</b>	<b>0</b>	<b>5,575</b>	<b>0</b>
<b>Buildings</b>	<b>9</b>				
Maintain Staff Houses: Gunbalanya		0	50,000	(50,000)	200,000
Maintain Staff Houses: Jabiru		0	100,000	(100,000)	400,000
Maintain Staff Houses: Maningrida		0	20,000	(20,000)	80,000
		<b>0</b>	<b>170,000</b>	<b>(170,000)</b>	<b>680,000</b>
<b>Vehicles</b>	<b>10</b>				
Mayors Landcruiser GXL 300		128,299	0	128,299	128,299
		<b>128,299</b>	<b>0</b>	<b>128,299</b>	<b>128,299</b>
<b>LA Funding</b>	<b>11</b>				
Minjilang - Purchase of Sea Container for Storage at Basketball Court		1,530	0	1,530	1,530
		<b>1,530</b>	<b>0</b>	<b>1,530</b>	<b>1,530</b>

Table 5. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 July 2024	YTD Actuals \$	Notes
<b>ASSETS</b>		
Cash at Bank		<b>1 &amp; 1.1</b>
Tied Funds	6,998,268	
Untied Funds	3,098,850	
Accounts Receivable		
Trade Debtors	523,865	<b>2</b>
Rates & Charges Debtors	215,120	<b>3</b>
Other Current Assets	1,283,369	
<b>TOTAL CURRENT ASSETS</b>	<b>12,119,472</b>	
Non-Current Financial Assets	0	
Property, Plant and Equipment	87,822,739	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>87,822,739</b>	
<b>TOTAL ASSETS</b>	<b>99,942,211</b>	
<b>LIABILITIES</b>		
Trade Creditors	1,939,237	<b>4 &amp; 4.1</b>
ATO & Payroll Liabilities	363,074	<b>5</b>
Current Provisions	2,071,516	<b>6</b>
Accrued Expenses	512,244	
Other Current Liabilities	285,428	
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,171,498</b>	
Non-Current Provisions	474,055	<b>6</b>
Other Non-Current Liabilities	7,766,975	<b>7</b>
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>8,241,030</b>	
<b>TOTAL LIABILITIES</b>	<b>13,412,528</b>	
<b>NET ASSETS</b>	<b>86,529,683</b>	
<b>EQUITY</b>		
Asset Revaluation Reserve	48,616,443	
Reserves	40,872	
Equity Adjustments	1,781,389	
Accumulated Surplus	36,090,979	
<b>TOTAL EQUITY</b>	<b>86,529,683</b>	

**NOTES**

<b>Note 1. Details of Cash and Investments Held</b>	\$	\$
<u>Investments Held</u>		
Operating Bank Account	113,796	
Business One - Post Office Bank Account	12,573	
Business Maxi Bank Account (Note 1.1)	6,482,867	
General Trust Bank Account	831,077	
Traditional Credit Union - Shares	4	
Term Deposits (Note 1.1)	2,655,000	<b>10,095,318</b>
<u>Cash Held</u>		
Floats	1,800	<b>1,800</b>
<b>Total Cash and Investments Held</b>		<b>10,097,118</b>
<b>Less: Restricted Cash</b>		<b>6,998,268</b>
<b>Balance Unrestricted Cash</b>		<b>3,098,850</b>

Note 2. Trade Debtors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
NDIS Debtors	24,695	6,510	2,845	58,615	92,665
Childcare Debtors	19,801	25,175	9,356	17,890	72,222
Trade Debtors	156,129	169,935	6,654	26,260	358,978
<b>Total Trade Debtors</b>	<b>200,625</b>	<b>201,620</b>	<b>18,855</b>	<b>102,765</b>	<b>523,865</b>

Note 2.1 Top 3 Trade Debtors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
1. Power and Water Corporation	-	154,647	-	-	154,647
2. Department of Infrastructure, Planning & Logistics	98,666	-	-	8,429	107,095
3. National Disability Insurance Agency	47,844	-	-	-	47,844
<b>Total Top 3 Trade Debtors</b>	<b>146,510</b>	<b>154,647</b>	<b>-</b>	<b>8,429</b>	<b>309,586</b>
Remaining Trade Debtors	9,619	15,288	6,654	17,831	49,392
<b>Total Trade Debtors</b>	<b>156,129</b>	<b>169,935</b>	<b>6,654</b>	<b>26,260</b>	<b>358,978</b>

Note 3. Rates & Charges Debtors	Expected to be Levied in 2024/25	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
General Rates (Note 3.1)	1,643,106	-	-	-	44,909	44,909
Special Rates	164,981	-	-	-	-	-
Water Charges	1,550,000	145,045	(737)	6,998	18,905	170,211
Waste Charges	2,354,376	-	-	-	-	-
<b>Total Rates &amp; Charges Debtors</b>	<b>5,712,463</b>	<b>145,045</b>	<b>(737)</b>	<b>6,998</b>	<b>63,814</b>	<b>215,120</b>

Note 3.1 General Rates Debtors By Community	Expected to be Levied in 2024/25	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
Arnhem Land	-	-	-	-	8,295	8,295
Gunbalanya	316,703	-	-	-	21,312	21,312
Jabiru	652,213	-	-	-	13,191	13,191
Maningrida	537,166	-	-	-	2,111	2,111
Minjilang	52,780	-	-	-	-	-
Warruwi	84,245	-	-	-	-	-
<b>Total General Rates Debtors</b>	<b>1,643,106</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>44,909</b>	<b>44,909</b>

Note 4. Trade Creditors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
Trade Creditors	296,401	1,441,554	21,302	179,980	1,939,237

Note 4.1 Top 5 Trade Creditors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
1. Molloy Electrical Contracting	-	979,127	-	-	979,127
2. Gundjeihmi Aboriginal Corporation	-	338,170	-	-	338,170
3. City Earthmoving	-	-	-	178,772	178,772
4. LGANT Ltd	49,641	-	-	-	49,641
5. Stedmans Construction & Engineering	10,906	37,459	862	-	49,228
<b>Total Top 5 Trade Creditors</b>	<b>60,547</b>	<b>1,354,757</b>	<b>862</b>	<b>178,772</b>	<b>1,594,938</b>
Remaining Trade Creditors	235,854	86,797	20,439	1,208	344,299
<b>Total Trade Creditors</b>	<b>296,401</b>	<b>1,441,554</b>	<b>21,302</b>	<b>179,980</b>	<b>1,939,237</b>

**Note 5. Australian Tax Office (ATO) and Payroll Obligations**

As at the date of this report, all reporting and payment obligations have been met.

<b>Note 6. Provisions (Current and Non-Current)</b>	<b>\$</b>	<b>\$</b>
<b>Current Provisions</b>		
Employees Annual Leave	1,116,023	
Long Service Leave	626,341	
Doubtful Debts	57,843	
Other General Provisions	271,309	
		<b>2,071,516</b>
<b>Non-Current Provisions</b>		
Long Service Leave	474,055	
		<b>474,055</b>
<b>Total Provisions</b>		<b>2,545,571</b>

<b>Note 7. Other Non Current Liabilities</b>	<b>\$</b>	<b>\$</b>
Section 19 Lease Liability	4,609,924	
Jabiru Town Sub Lease Liability	3,157,051	
<b>Total Other Non Current Liabilities</b>		<b>7,766,975</b>

**Restricted Assets as at 31 July 2024**

Internal Restrictions: Capital Reserve	40,872
External Restrictions: Restricted Grant Funding as at 31 July 2024	6,036,804
LA Funding	920,591
<b>TOTAL:</b>	<b>6,998,268</b>

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

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

There has been no expenditure from the Capital Reserve this financial year

The full list of current active Capital Reserve projects:

Reserve Activity	Approved Budget	Date of Approval	Prior Year Expenditure	2023/24 Transfers (Out)/In	Balance as at 31st July 2024
529401 - Concrete Stand for Diesel Tank - Gunbalanya	70,000	FY 22/23	(67,128)	-	2,872
<b>SUB-TOTAL FOR GUNBALANYA</b>	<b>70,000</b>		<b>(67,128)</b>	<b>-</b>	<b>2,872</b>
5292.02 - Upgrade Council Office Jabiru Stage 2	174,700	FY 21/22	(227,505)	38,589	(14,216)
<b>SUB-TOTAL FOR JABIRU</b>	<b>174,700</b>		<b>(227,505)</b>	<b>38,589</b>	<b>(14,216)</b>
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800	FY 22/23	(39,065)	-	8,735
<b>SUB-TOTAL FOR MANINGRIDA</b>	<b>47,800</b>		<b>(39,065)</b>	<b>-</b>	<b>8,735</b>
5167.05 - Kerb and Channel Airport to Workshop Road - Waruwi	330,000	FY 19/20	(286,520)	-	43,480
<b>SUB-TOTAL FOR WARRUWI</b>	<b>330,000</b>		<b>(286,520)</b>	<b>-</b>	<b>43,480</b>
<b>Capital Reserve Balance</b>	<b>622,500</b>		<b>(620,218)</b>	<b>38,589</b>	<b>40,872</b>

### Externally Restricted-Funds received from Grants

Note: Grants that are *overspent* are excluded from this report. Cash received to date for these externally restricted grant funding projects is \$7.217M and is made up of brought forward unspent balances from 2023/24 and funds received for July YTD. Expenditure for July YTD is \$437,990, of which \$260K is funded by the program and \$178K is overspent. Note: The overspent projects are progressively being reviewed.

There are 47 current funding streams included in the table below. The net movement in restricted assets from May to June was (a) Internal restrictions (capital reserve) – remained the same, and (b) External restrictions (grant funding) – decreased by \$342K.

Restricted Assets-Tied Grant Funding	Annual Budget 2023-2024	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 31st July 2024	Overspent Activities
2070 - Indigenous Jobs Development Funding - DHCD	794,000	-	(66,167)	-	(66,167)
2144 - Library Service: Jabiru	139,882	-	(12,411)	-	(12,411)
2178 - Local Authorities Community Project Income	626,500	1,008,229	(87,638)	920,591	-
2352 - WaRM - Waste and Resource Management	148,000	148,800	-	148,800	-
2380 - R2R - Mala'la Road	-	1,069	-	1,069	-
2381 - Warruwi Community Hall Upgrade	-	372,669	-	372,669	-
2384 - ABA - Maningrida Oval Changerooms	-	395,196	(5,575)	389,621	-
2386 - Gunbalanya Oval Lighting	-	780,000	(757)	779,243	-
2387 - Seeding New Investment	-	18,691	-	18,691	-
2392 - LRCI Phase 4 - Part B - Malabam Road - Maningrida	-	281,544	-	281,544	-
2393 - Critical upgrades to Miniilang staff housing	-	248,063	(8,140)	239,923	-
2394 - Purchase of a New Garbage Compactor	-	250,000	-	250,000	-
2395 - Brockman Oval Grandstand Installation	-	86,700	(3,596)	83,104	-
2396 - Brockman Oval Lights - Jabiru	-	150,000	-	150,000	-
2397 - Revitalisation Project - Jabiru	-	16,500	-	16,500	-
2398 - West Arnhem Cemetery Establishment - MANINGRIDA	-	415,000	-	415,000	-
2399 - Upgrade for Maningrida Rd and airport road funeral access	-	500,000	(490)	499,510	-
<b>TOTAL CORE SERVICES-TIED</b>	<b>1,708,382</b>	<b>4,672,461</b>	<b>(184,775)</b>	<b>4,566,264</b>	<b>(78,578)</b>
3001 - Home Care Packages Program (HCP)	331,202	9,314	(21,035)	-	(11,721)
3002 - Commonwealth Home Support Program (CHSP)	669,556	2,012	(12,858)	-	(10,847)
3003 - NT Jobs Package - Aged Care	751,400	257,217	(34,215)	223,003	-
3004 - Night Patrol	1,162,555	-	(68,933)	-	(68,933)
3009 - Warruwi Outside School Hours Care	98,629	36,139	(4,678)	31,461	-
3012 - Remote Sport Program	327,000	54,775	(5,684)	49,090	-
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	160,000	53,991	(6,164)	47,827	-
3028 - Manage Creche	928,466	730,055	(26,556)	703,499	-
3040 - Children and Schooling - Youth	-	-	(1,941)	-	(1,941)
3070 - Australia Day Grant	3,000	-	-	-	-
3073 - Long Day Care Toy & Equipment Grant Program	-	1,635	-	1,635	-
3087 - Women's Safe House : Gunbalanya	-	-	(6,460)	-	(6,460)
3120 - Domestic Family & Sexual Violence Program	-	35,652	-	35,652	-
3121 - Mental Health and Suicide and Suicide Prevention awareness	-	1	-	1	-
3127 - Aged Care Transitional Support	-	22,549	-	22,549	-
3129 - Strong Women for Healthy Country Network Forum	-	1,135	-	1,135	-
3130 - eHCP Home Care Packages Program	309,102	75,613	-	75,613	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	-	12,329	-	12,329	-
3133 - Youth Mobile Gym Program - Maningrida	-	760	-	760	-



Restricted Assets-Tied Grant Funding	Annual Budget 2023-2024	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 31st July 2024	Overspent Activities
3134 - Support Child Care Services - Jabiru	-	-	-	-	-
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	669,556	571,778	-	571,778	-
3139 - Flexible Support Packages and COVID-19 Service Delivery Cost	-	67,288	-	67,288	-
3141 - Get Up Stand Up Show Up - NAIDOC Week Activity	-	11,005	(1,515)	9,490	-
3142 - Kurrung Sports Carnival - Sports Australia	57,000	7,925	-	7,925	-
3145 - Celebrating Aboriginal Culture (Australia Day)	-	1,746	(1,632)	114	-
3150 - Ninja Warrior Obstacle Course	-	1,157	-	1,157	-
3152 - TFHC - Womens Safe House NPA	-	200,202	-	200,202	-
3154 - Sports and Recreation	815,000	255,165	(61,544)	193,621	-
3156 - Warddeken Basketball Tournament	-	50,000	-	50,000	-
3157 - West Arnhem Youth Leadership Summit	-	85,000	-	85,000	-
<b>TOTAL COMMUNITY SERVICES</b>	<b>6,282,465</b>	<b>2,544,444</b>	<b>(253,215)</b>	<b>2,391,131</b>	<b>(99,902)</b>
<b>Total</b>	<b>7,990,847</b>	<b>7,216,905</b>	<b>(437,990)</b>	<b>6,957,396</b>	<b>(178,480)</b>

Monthly Financial Report for Local Authority Areas  
Operating Income and Expenditure for Local Authorities for the Period Ending 31 July 2024

	NOTES	Regional Office / Unallocated			Minijilang LA			Warruwi LA			Gunbalanya LA		
		YTD Actuals	YTD Budget	YTD Variance	YTD Actuals	YTD Budget	YTD Variance	YTD Actuals	YTD Budget	YTD Variance	YTD Actuals	YTD Budget	YTD Variance
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING INCOME</b>													
Rates		1,804	1,804	0	5,310	5,310	0	8,600	8,600	0	32,482	32,482	0
Charges		0	0	0	5,655	5,655	0	8,889	8,889	0	32,552	32,552	0
Fees and Charges		12,737	13,373	(636)	0	1,775	(1,775)	0	1,133	(1,133)	0	4,283	(4,283)
Operating Grants and Subsidies		980,361	1,215,857	(235,496)	3,075	45,319	(42,244)	4,892	48,239	(43,347)	96,605	13,308	83,296
Interest / Investment Income		18,341	12,833	5,507	0	0	0	0	0	0	0	0	0
Commercial and Other Income		361,856	523,654	(161,798)	31,870	81,708	(49,837)	22,238	65,972	(43,735)	59,809	186,973	(127,165)
<b>TOTAL OPERATING INCOME</b>		<b>1,375,099</b>	<b>1,767,522</b>	<b>(392,423)</b>	<b>45,910</b>	<b>139,767</b>	<b>(93,857)</b>	<b>44,618</b>	<b>132,833</b>	<b>(88,215)</b>	<b>221,447</b>	<b>269,598</b>	<b>(48,152)</b>
<b>OPERATING EXPENDITURE</b>													
Employee Expenses		519,489	611,626	(92,137)	95,048	145,945	(50,897)	151,869	176,916	(25,047)	154,022	201,896	(47,874)
Materials and Contracts		60,242	236,753	(176,511)	26,671	36,242	(9,571)	10,402	46,092	(35,690)	89,393	133,451	(44,057)
Elected Member Allowances		33,309	185,838	(152,530)	8,962	32,499	(23,537)	14,943	37,684	(22,741)	24,608	60,954	(36,346)
Elected Member Expenses		28,672	29,833	(1,162)	0	0	0	0	0	0	0	0	0
Council Committee & LA Allowances		492	5,467	(4,975)	0	0	0	0	0	0	0	0	0
Council Committee & LA Expenses		0	0	0	0	1,113	(1,113)	0	1,475	(1,475)	2,200	2,025	175
Depreciation, Amortisation and Impairment		0	0	0	0	0	0	0	0	0	0	0	0
Interest Expenses		0	0	0	0	0	0	0	0	0	0	0	0
Other Expenses		919,891	84,953	834,937	47,872	45,422	2,450	26,792	38,436	(11,644)	63,151	44,761	18,390
<b>TOTAL OPERATING EXPENDITURE</b>		<b>1,562,093</b>	<b>1,154,471</b>	<b>407,623</b>	<b>178,553</b>	<b>261,221</b>	<b>(82,667)</b>	<b>204,006</b>	<b>300,603</b>	<b>(96,597)</b>	<b>333,374</b>	<b>443,086</b>	<b>(109,712)</b>
<b>OPERATING SURPLUS / DEFICIT</b>		<b>(186,995)</b>	<b>613,051</b>	<b>(800,046)</b>	<b>(132,643)</b>	<b>(121,454)</b>	<b>(11,189)</b>	<b>(159,388)</b>	<b>(167,770)</b>	<b>8,382</b>	<b>(111,927)</b>	<b>(173,488)</b>	<b>61,561</b>

	NOTES	Maningrida LA			Kakadu Ward Advisory Committee			Total		
		YTD Actuals	YTD Budget	YTD Variance	YTD Actuals	YTD Budget	YTD Variance	YTD Actuals	YTD Budget	YTD Variance
		\$	\$	\$	\$	\$	\$	\$	\$	\$
<b>OPERATING INCOME</b>										
Rates		54,523	54,523	0	119,600	119,600	0	222,319	222,319	0
Charges		61,271	61,271	0	253,073	253,073	0	361,439	361,439	0
Fees and Charges		2,320	4,550	(2,230)	44,658	33,287	11,371	59,715	58,402	1,313
Operating Grants and Subsidies		263,006	30,933	232,072	19,876	14,157	5,719	1,367,814	1,367,814	0
Interest / Investment Income		0	0	0	0	0	0	18,341	12,833	5,507
Commercial and Other Income		55,319	146,923	(91,604)	102,121	125,033	(22,911)	633,213	1,130,263	(497,050)
<b>TOTAL OPERATING INCOME</b>		<b>436,438</b>	<b>298,200</b>	<b>138,238</b>	<b>539,328</b>	<b>545,149</b>	<b>(5,821)</b>	<b>2,662,840</b>	<b>3,153,070</b>	<b>(490,230)</b>
<b>OPERATING EXPENDITURE</b>										
Employee Expenses		158,677	190,931	(32,254)	297,259	340,335	(43,076)	1,376,363	1,667,649	(291,285)
Materials and Contracts		74,331	120,826	(46,495)	36,627	124,546	(87,919)	297,666	697,909	(400,243)
Elected Member Allowances		25,556	59,385	(33,829)	354,452	185,563	168,889	461,830	561,924	(100,094)
Elected Member Expenses		0	0	0	0	0	0	28,672	29,833	(1,162)
Council Committee & LA Allowances		0	0	0	0	0	0	492	5,467	(4,975)
Council Committee & LA Expenses		0	2,000	(2,000)	0	0	0	2,200	6,613	(4,413)
Depreciation, Amortisation and Impairment		0	0	0	0	0	0	0	0	0
Interest Expenses		0	0	0	0	0	0	0	0	0
Other Expenses		92,532	54,227	38,305	89,745	56,094	33,652	1,239,983	323,892	916,091
<b>TOTAL OPERATING EXPENDITURE</b>		<b>351,096</b>	<b>427,369</b>	<b>(76,273)</b>	<b>778,084</b>	<b>706,537</b>	<b>71,546</b>	<b>3,407,206</b>	<b>3,293,287</b>	<b>113,919</b>
<b>OPERATING SURPLUS / DEFICIT</b>		<b>85,343</b>	<b>(129,168)</b>	<b>214,511</b>	<b>(238,756)</b>	<b>(161,388)</b>	<b>(77,368)</b>	<b>(744,366)</b>	<b>(140,217)</b>	<b>(604,149)</b>

**Member and CEO Council Credit Card Transactions for the Month**

Where a council credit card has been issued to an Elected Member and/or the CEO, a list per cardholder of all credit card transactions in the month is to be published including the name of the supplier, the amount for each transaction and the reason for the transaction.

**Cardholder Name:** Mayor James Woods

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
08.07.2024	\$ 20.07	Jingili Jingili	Breakfast before returning to Maningrida
22.07.2024	\$ 49.69	Mercure Darwin Airport	Dinner in Darwin to attend Council meeting (No TA paid)
22.07.2024	\$ 40.56	Mercure Darwin Airport	Accommodation parking in Darwin to attend Council Meeting
23.07.2024	\$ 18.39	Jingili Jingili	Breakfast before returning to Maningrida (No TA paid)
<b>Total</b>	<b>\$ 128.71</b>		

**Cardholder Name:** CEO Andrew Walsh

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
03.07.2024	\$ 20.19	Playing Fields Café	Lunch in Canberra for CEO (missed conference lunch)
03.07.2024	\$ 40.38	Playing Fields Café	Lunch in Canberra for Councillor and Mayor (missed conference lunch)
03.07.2024	\$ 3.50	Yellow Cab	Taxi from Brisbane Airport
03.07.2024	\$ 7.00	Yellow Cab	Taxi from Brisbane Airport
05.07.2024	\$ 25.60	Dept of Parliament Aus	Lunch in Canberra for CEO (missed conference lunch)
05.07.2024	\$ 51.20	Dept of Parliament Aus	Lunch in Canberra for Councillor and Mayor (missed conference lunch)
08.07.2024	\$ 43.48	Crowne Plaza Hotel	Car Parking
08.07.2024	\$ 86.95	Crowne Plaza Hotel	Car Parking
08.07.2024	\$ 47.67	Darwin Airport Eaton	Aiport Parking at Darwin Airport
08.07.2024	\$ 95.33	Darwin Airport Eaton	Aiport Parking at Darwin Airport
08.07.2024	\$ 55.03	Crowne Plaza Hotel	2x breakfast for Cr Onus (To be reimbursed)
08.07.2024	\$ 339.55	SIXT	Car hire for Canberra trip for ALGA NGA
08.07.2024	\$ 679.11	SIXT	Car hire for Canberra trip for ALGA NGA
25.07.2024	\$ 3,071.25	Jetstream	Last minute booking for flight to Warruwi to attend Red Lily Health Centre Opening
<b>Total</b>	<b>\$ 4,566.24</b>		

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 2024

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **SUMMARY**

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

#### **LEGISLATION AND POLICY**

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

#### **RECOMMENDATION**

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

#### **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 20 SEPTEMBER 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*.

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Confirmation of Confidential Risk Management Audit Committee Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(ii). It contains information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.*

<b>Agenda Reference:</b>	<b>10.2</b>
<b>Title:</b>	<b>Update on Financial Management</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

<b>Agenda Reference:</b>	<b>10.3</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(ii). It contains information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.*

**WEST ARNHEM REGIONAL COUNCIL**

**FOR THE MEETING 20 SEPTEMBER 2024**

**RE-ADMITTANCE OF THE PUBLIC**

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