



WEST ARNHEM REGIONAL COUNCIL AGENDA

**ORDINARY COUNCIL MEETING
WEDNESDAY, 18 DECEMBER 2024**



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that an Ordinary Meeting of the West Arnhem Regional Council will be held in Council Chambers on Wednesday 18 December 2024 at 9:00 am.

Andrew Walsh
Chief Executive Officer

Code of Conduct: The Local Government Act 2019

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

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

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Acknowledgement of Country

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

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

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

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

SUMMARY

This report is to table, for Council's record, any apologies, and requests for leave of absence received by Council's Chief Executive Officer from Elected Members, as well as record any absence without notice for the Ordinary Council meeting held on 18 December 2024.

RECOMMENDATION

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

COMMENT

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

LEGISLATION AND POLICY

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

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

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

SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 18 December 2024.

RECOMMENDATION

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 18 December 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 18 DECEMBER 2024

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

SUMMARY

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

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

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

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

RECOMMENDATION

THAT COUNCIL receive the declarations of interest as listed for the Ordinary Council meeting held on 18 December 2024.

LEGISLATION AND POLICY/STATUTORY ENVIRONMENT

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

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

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.4 Risk Management

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

ATTACHMENTS

1. Register - Declaration of Interests - Elected Members 11.12.2024 [5.1.1 - 2 pages]



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

PO Box 721, Jabiru NT 0886 | info@westarnhem.nt.gov.au | www.westarnhem.nt.gov.au



Jabiru (Head Office)
08 8979 9444

Gunbalanya
08 8970 3700

Maningrida
08 8979 6600

Warruwi
08 8970 3600

Minjilang
08 8970 3500



Cr Monica Wilton	Maningrida Homelands School Company	Deputy Chair
	Maningrida School	Teacher / Language and Cultural Team

✉ PO Box 721, Jabiru NT 0886 ● info@westarnhem.nt.gov.au 🌐 www.westarnhem.nt.gov.au



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WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

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

SUMMARY

The Minutes of the Ordinary Council meeting held on 19 November 2024 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT COUNCIL confirm the minutes of 19 November 2024 Ordinary Council meeting as a true and correct record of the meeting.

STATUTORY AND POLICY

Section 101 and 102 *Local Government Act 2019*

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Unconfirmed Ordinary Council Meeting Minutes - 19 November 2024 [6.1.1 - 10 pages]



Minutes of the West Arnhem Regional Council Ordinary Council Meeting
Tuesday, 19 November 2024 at 10:00 am
Jabiru Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayor Woods declared the meeting open at 10:00am, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F Blyth
Councillor	Mickitja Onus (via video)
Councillor	Otto Dann
Councillor	Monica Wilton
Councillor	James Marrawal (via video)
Councillor	Jacqueline Phillips (via video)

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters (via video)
General Manager Technical Services	Garth Borgelt
Governance Advisor	Jasmine Mortimore
Executive Assistant to the Mayor and CEO	Gina Carrascalao

GUESTS

Chief Executive Officer - Department of Housing, Luccio Cercarelli
Local Government and Community Development

3 APOLOGIES AND ABSENCES

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

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

OCM329/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Dann

THAT COUNCIL:

1. Notes the absence of Cr Donna Nadjamerrek, Cr Jermaine Namanurki and Cr Jaqueline Phillips.
2. Notes the apology received from Cr Donna Nadjamerrek, Cr Jermaine Namanurki and Cr Jaqueline Phillips; and
3. Determines Cr Donna Nadjamerrek, Cr Jermaine Namanurki and Cr Jaqueline Phillips are absent with permission of the Council.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Council considered a report on Acceptance of Agenda.

OCM330/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Mayor Woods

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 19 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

OCM331/2024 RESOLVED:
On the motion of Cr Onus
Seconded Deputy Mayor Williams

THAT COUNCIL receive no declarations of interest as listed for the Ordinary Council meeting held on 19 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

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

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

OCM332/2024 RESOLVED:

On the motion of Cr Blyth

Seconded Deputy Mayor Williams

THAT COUNCIL

1. Confirm the minutes of 16 October 2024 Special Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of 21 October 2024 Ordinary Council meeting as a true and correct record of the meeting.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Visitor - CEO of Department Housing, Local Government and Community Development
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on Visitor - CEO of Department Housing, Local Government and Community Development.

OCM333/2024 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Mayor Woods

THAT COUNCIL

1. Notes the discussion with the Chief Executive Officer of the Department of Housing, Local Government and Community Development; and
2. Thanks visitor Luccio, CEO from the Department of Housing, Local Government and Community Development.

CARRIED

Minute note: items 7.2, 7.3, 7.4, 7.5 were scheduled for Wednesday 20 November 2024, meeting moved from agenda item 7.1 to 8.1

Agenda Reference:	7.2
Title:	Presentation - Charles Darwin University on BiBi Planes
Author:	Jasmine Mortimore, Governance Advisor

Meeting recommenced at 9:29am on Wednesday 20 November 2024

The Council considered a report on Presentation - Charles Darwin University on BiBi Planes.

OCM352/2024 RESOLVED:

On the motion of Mayor Woods

Seconded Cr Onus

THAT COUNCIL noted the presentations on BiBi Planes by Charles Darwin University.

CARRIED

Agenda Reference:	7.3
Title:	Visitor - Red Lily Board
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on Visitor - Red Lily Board.

OCM353/2024 RESOLVED:

On the motion of Cr Dann

Seconded Deputy Mayor Williams

THAT COUNCIL noted the discussion with Red Lily Health Board.

CARRIED

Agenda Reference:	7.4
Title:	Presentation - Traditional Credit Union
Author:	Jasmine Mortimore, Governance Advisor

Cr Marawal left the meeting at 10:33am on Wednesday 20.11.2024

The Council considered a report on Presentation - Traditional Credit Union.

OCM354/2024 RESOLVED:

On the motion of Cr Wilton

Seconded Cr Dann

THAT COUNCIL noted the presentation on services by Traditional Credit Union.

CARRIED

Agenda Reference:	7.5
Title:	Presentation - NT Police MOU Update
Author:	Jasmine Mortimore, Governance Advisor

Meeting broke to attend the West Arnhem Youth Summit on Wednesday 20 November 2024 at 11:00am and recommenced at 12:59pm

Cr Marawal joined the meeting at 12:59pm on Wednesday 20 November 2024

The Council considered a report on Presentation - NT Police MOU Update.

OCM355/2024 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Wilton

THAT COUNCIL noted the discussions on the Memorandum of Understanding by NT Police.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on Review of Action Items.

OCM334/2024 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Wilton

THAT COUNCIL:

1. Receive and note the report titled *Review of Action Items*; and
2. Review the outstanding action item and give approval for completed items , including item 12 to be removed from the register.

CARRIED

Agenda Reference:	8.2
Title:	Approval to Dispose of Executive Fleet Prado
Author:	Graham Baulch, Project Coordinator Fleet Operations

The Council deferred a report on Approval to Dispose of Executive Fleet Prado.

Agenda Reference:	8.3
Title:	LGANT November Conference
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on LGANT November Conference.

OCM336/2024 RESOLVED:
On the motion of Cr Dann
Seconded Mayor Woods

THAT COUNCIL:

1. Receive and note the report titled *LGANT November Conference*;
2. Retrospectively approve all associated costs for Cr Otto Dann to attend the LGANT Conference.

CARRIED

Agenda Reference:	8.4
Title:	Draft Council Meeting Schedule for 2025 Calendar Year
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on Draft Council Meeting Schedule for 2025 Calendar Year.

OCM337/2024 RESOLVED:
On the motion of Cr Onus
Seconded Mayor Woods

THAT COUNCIL:

1. Receive and note the report titled *Draft Council Meeting Schedule for 2025 Calendar Year*; and
2. Approve the attached 2025 Council Meeting Schedule with the amendment to start the in person Ordinary Council meetings on Tuesdays, where appropriate.

CARRIED

Agenda Reference:	8.5
Title:	Proposed Change to December Ordinary Council Meeting
Author:	Jasmine Mortimore, Governance Advisor

The Council considered a report on Proposed Change to December Ordinary Council Meeting.

OCM338/2024 RESOLVED:
On the motion of Cr Dann
Seconded Cr Wilton

THAT COUNCIL:

1. Receive and note the report titled *Proposed Change to December Ordinary Council Meeting*; and
2. Approve to hold the December Ordinary Council meeting on 18 December 2024.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

Cr Jacqueline Phillips joined the meeting at 12:02pm on Tuesday 19 November 2024
The Council considered a report on Incoming and Outgoing Correspondence.

OCM339/2024 RESOLVED:
On the motion of Cr Onus
Seconded Deputy Mayor Williams

THAT COUNCIL

1. Receive and note the attached items of incoming and outgoing correspondence; and
2. Request report on support for the MPA K9 Security.

CARRIED

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

Meeting broke for lunch at 12:06pm and recommenced at 1:35pm on Tuesday 19 November 2024
The Council considered a report on Meetings and Events attended by the Mayor.

OCM340/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Dann

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

CARRIED

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

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

OCM341/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Wilton

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

CARRIED

Agenda Reference:	9.4
Title:	Technical Services Projects Report
Author:	Clem Beard, Projects Manager Technical Services

The Council considered a report on Technical Services Projects Report.

OCM342/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Onus

THAT COUNCIL receives and notes the report titled *Technical Services Projects Report*.

CARRIED

Agenda Reference:	9.5
Title:	Jabiru Landfill EPA License Final Report
Author:	Sara Fitzgerald, Waste and Resource Coordinator

The Council considered a report on Jabiru Landfill EPA License Final Report.

OCM343/2024 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Marrawal

THAT COUNCIL:

1. Receive and note the report titled *Jabiru Landfill EPA License Final Report*.

CARRIED

10 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

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

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

OCM344/2024 RESOLVED:

On the motion of Mayor Woods

Seconded Deputy Mayor Williams

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

1. Mayor Woods raised administration investigate a commercial ice dispenser for each community to be funded by Local Authority Project funding.

CARRIED

11 PROCEDURAL MOTIONS

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

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

OCM345/2024 RESOLVED:

On the motion of Mayor Woods

Seconded Cr Marrawal

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

12 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*.

Agenda Reference:	12.1
Title:	Confirmation of Confidential Special and Ordinary Council Meeting Minutes

Author: Jasmine Mortimore, Governance Advisor
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The Council considered a report on Confirmation of Confidential Special and Ordinary Council Meeting Minutes.

OCM346/2024 RESOLVED:

On the motion of Mayor Woods

Seconded Deputy Mayor Williams

THAT COUNCIL

1. Confirm the minutes of 16 October 2024 Confidential Special Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of 21 October 2024 Confidential Ordinary Council meeting as a true and correct record of the meeting.

CARRIED

Agenda Reference: 12.2
Title: Incoming and Outgoing Correspondence
Author: Jasmine Mortimore, Governance Advisor

The Council considered a report on Incoming and Outgoing Correspondence.

OCM347/2024 RESOLVED:

On the motion of Cr Onus

Seconded Cr Wilton

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

CARRIED

Agenda Reference: 12.3
Title: Proposed Yield Up - Lot 660 Maningrida
Author: Clem Beard, Projects Manager Technical Services

Cr Wilton declared a conflict due to being on the Homeland School Board.

Cr Phillips declared a conflict due to being on the Homeland School and the Northern Land Council Board.

Cr Dann declared a conflict due to being on the Northern Land Council Board

The Council deferred a report on Proposed Yield Up - Lot 660 Maningrida due to loss of quorum.

Agenda Reference: 12.4
Title: Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council
Author: Clem Beard, Projects Manager Technical Services

Cr Phillips and Cr Dann declared a conflict as board members of the Northern Land Council and left the meeting.

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

OCM348/2024 RESOLVED:

On the motion of Cr Onus

Seconded Cr Marrawal

THAT COUNCIL:

1. Receive and note the report titled Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council; and

2. Note the status of outstanding Land Use Agreements.

CARRIED

Agenda Reference:	12.5
Title:	Acceptance of Land Use Agreement Lot 733 - Gunbalanya Workshop
Author:	Clem Beard, Projects Manager Technical Services

The Council considered a report on Acceptance of Land Use Agreement Lot 733 - Gunbalanya Workshop.

OCM349/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Cr Marrawal

THAT COUNCIL:

1. Receive and note the report titled Acceptance of Land Use Agreement Lot 733 - Gunbalanya Workshop;
2. Accept the S19 lease for 5 years: Lot 733 Workshop Gunbalanya with a lease payment of \$13,500.00 per annum; and
3. Approve to affix the Common Seal on the S19 lease agreement .

CARRIED

Agenda Reference:	12.6
Title:	Report on Jabiru subleases
Author:	Leanne Johansson, Business Development Manager

The Council considered a report on Report on Jabiru subleases.

OCM350/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Cr Blyth

THAT COUNCIL

1. Receive and note the report titled *Report on Jabiru subleases*; and
2. Request administration investigate Jabiru stakeholder support for the rectification of the Jabiru Childcare roof.

CARRIED

Agenda Reference:	12.7
Title:	Sponsorship Proposal
Author:	Jasmine Mortimore, Governance Advisor

Deputy Mayor Williams, Cr Onus and Cr Blyth declared a conflict due to personal relationships. The Council deferred a report on Sponsorship Proposal due to loss of quorum.

Agenda Reference:	12.8
Title:	Disclosure of Confidential Resolution and Re-Admittance of the Public
Author:	Jasmine Mortimore, Governance Advisor

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

OCM351/2024 RESOLVED:
On the motion of Mayor Woods

Seconded Cr Onus

THAT COUNCIL:

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

CARRIED

The public was re-admitted at 3:08 pm on Tuesday 19 November 2024.

13 NEXT MEETING

The next meeting is scheduled to take place on 18 December 2024.

14 MEETING DECLARED CLOSED

Chairperson Mayor Woods declared the meeting closed at 2:05 pm.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on 19 November 2024.

[Click here](#) to view the agenda for the Ordinary Council meeting held on 19 November 2024.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	6.2
Title:	Risk Management and Audit Committee Minutes
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

The unconfirmed minutes of the of the 12 November 2024 Special Risk Management and Audit Committee are submitted to Council for noting.

RECOMMENDATION

THAT COUNCIL noted the minutes of 12 November 2024 Special Risk Management and Audit Committee and reviewed decisions made by the Committee.

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.

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 Special Risk Management and Audit Committee Meeting Minutes - 12 November 2024 [6.2.1 - 4 pages]



Minutes of the West Arnhem Regional Council Special Risk Management and Audit Committee
Meeting
Tuesday, 12 November 2024 at 10:15 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Eagle declared the meeting open at 10:15 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
Councillor	Jacqueline Phillips

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director Finance	Jocelyn Nathanael-Walters
Director Community and Council Services	Fiona Ainsworth
Executive Assistant to Mayor and CEO	Gina Carrascalao
Governance Advisor	Jasmine Mortimore

GUESTS

Noel Clifford	External Auditor
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3 APOLOGIES AND ABSENCES

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

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

RMAC29/2024 RESOLVED:
On the motion of Chairperson Eagle
Seconded Deputy Mayor Williams

THAT THE COMMITTEE receives no apologies or absence without notice for the Special Risk Management and Audit Committee Meeting on 12 November 2024

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Committee considered a report on Acceptance of Agenda.

RMAC30/2024 RESOLVED:
On the motion of Cr Phillips
Seconded Chairperson Eagle

THAT THE COMMITTEE accept the agenda papers as circulated for the Risk Management and Audit Committee meeting held on 12 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

RMAC31/2024 RESOLVED:
On the motion of Member Jackson
Seconded Deputy Mayor Williams

THAT THE COMMITTEE

1. Received the declarations of interest as listed for the Risk Management and Audit Committee Ordinary Council meeting held on 12 November 2024.
2. Chairperson Eagle reaffirmed her position as chair of the CouncilBIZ Risk Management Audit Committee.

CARRIED

6 PROCEDURAL MOTIONS

Agenda Reference:	6.1
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Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Jasmine Mortimore, Governance Advisor

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

RMAC32/2024 RESOLVED:

**On the motion of Member Jackson
Seconded Chairperson Eagle**

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

7 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*.

Agenda Reference:	7.2
Title:	Disclosure of Confidential Resolutions and Re-admittance of the Public
Author:	Jasmine Mortimore, Governance Advisor

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

RMAC34/2024 RESOLVED:

**On the motion of Chairperson Eagle
Seconded Mayor Woods**

THAT THE COMMITTEE opened the meeting to the public after the discussion of confidential items and approved to disclose 7.1 resolution from the confidential section of this meeting in the non-confidential meeting minutes.

CARRIED

Agenda Reference:	7.1
Title:	2023-2024 Annual Report
Author:	Jocelyn Nathanael-Walters, Director of Finance

Noel Clifford and Vikram Sandhu, External Auditor joined the meeting at 10:39am
The Committee considered a report on 2023-2024 Annual Report.

RMAC33/2024 RESOLVED:

**On the motion of Chairperson Eagle
Seconded Mayor Woods**

THAT THE COMMITTEE:

1. Receive and note the report titled *2023-2024 Annual Report*;
2. Recommend the Council accept the Financial Report for the year ended 30 June 2024;
3. Recommend the Council amend note 19 referring to the EBA agreement;
4. Recommend the Council amend note 1R referring to the additional support from the NT Government; and
5. Recommend the Council accept the 2023-2024 Annual Report.

CARRIED

9 MEETING DECLARED CLOSED

Chairperson Eagle declared the meeting closed at 11:50.

This page and the preceding pages are the minutes of the Special Risk Management and Audit Committee meeting held on 12 November 2024.

[Click here](#) to view the agenda for the Special Risk Management and Audit Committee meeting held on 12 November 2024.

UNCONFIRMED

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	6.3
Title:	Confirmation of Special Council Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

The Minutes of the Special Council meeting are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT COUNCIL

1. Confirm the minutes of 12 November 2024 Special Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of 20 November 2024 Special Council meeting as a true and correct record of the meeting.
3. Confirm the minutes of 6 December 2024 Special Council meeting as a true and correct record of the meeting.

STATUTORY AND POLICY

Section 101 and 102 *Local Government Act 2019*

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Unconfirmed Special Council Meeting Minutes - 12 November 2024 [6.3.1 - 4 pages]
2. Unconfirmed Special Council Meeting Minutes - 20 November 2024 [6.3.2 - 3 pages]
3. Unconfirmed Special Council Meeting Minutes - 6 December 2024 [6.3.3 - 3 pages]



Minutes of the West Arnhem Regional Council Special Council Meeting
Tuesday, 12 November 2024 at 10:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayor Woods declared the meeting open at 10:14 am, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Mickitja Onus
Councillor	Otto Dann
Councillor	Monica Wilton
Councillor	Jacqueline Phillips

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Governance Advisor	Jasmine Mortimore
Executive Assistant to Mayor and CEO	Gina Carrascalao

3 APOLOGIES AND ABSENCES

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

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

OCM323/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Cr Wilton

THAT COUNCIL:

1. Notes the absence of Cr James Marrawal, Cr Ralph F. Blyth and Cr Donna Nadjamerrek and Cr Jermaine Namanurki; and
2. Notes the apology received from Cr James Marrawal, Cr Ralph F. Blyth, Cr Donna Nadjamerrek and Cr Jermaine Namanurki.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Council considered a report on Acceptance of Agenda.

OCM324/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Mayor Woods

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 12 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

OCM325/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Cr Dann

THAT COUNCIL receive no declarations of interest as listed for the Special Council meeting held on 12 November 2024.

CARRIED

6 PROCEDURAL MOTIONS

Agenda Reference:	6.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Jasmine Mortimore, Governance Advisor

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

OCM326/2024 RESOLVED:
On the motion of Cr Onus
Seconded Cr Wilton

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

7 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*.

Agenda Reference:	7.2
Title:	Disclosure of Confidential Resolutions and Re-admittance of the Public
Author:	Jasmine Mortimore, Governance Advisor

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

OCM328/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Deputy Mayor Williams

THAT COUNCIL opened the meeting to the public after the discussion of confidential items and approved to disclose 7.1 resolution from the confidential section of this meeting in the non-confidential meeting minutes.

CARRIED

Agenda Reference:	7.1
Title:	2023-24 Annual Report
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on 2023-24 Annual Report.

OCM327/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Phillips

THAT COUNCIL:

1. Receive and note the report titled *2023-24 Annual Report*;
2. Accept the Financial Report for the year ended 30 June 2024 and the CEO's Certification contained in the Report; and
3. Accept the Risk Management and Audit Committees recommendations from 7.1 on 12 November 2024.
4. Accept the 2023-2024 Annual Report.

CARRIED

The public was re-admitted at 11:49am.

9 MEETING DECLARED CLOSED

Chairperson Mayor Woods declared the meeting closed at 11:50am.

This page and the preceding pages are the minutes of the Special Council meeting held on 12 November 2024.

[Click here](#) to view the agenda for the Special Council meeting held on 12 November 2024.

UNCONFIRMED



Minutes of the West Arnhem Regional Council Special Council Meeting
Wednesday, 20 November 2024 at 2:00 pm
Jabiru Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayor Woods declared the meeting open at 2:08 pm, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F Blyth
Councillor	Mickitja Onus (via video)
Councillor	Otto Dann
Councillor	Monica Wilton
Councillor	James Marrawal (via video)
Councillor	Jacqueline Phillips (via video)

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters (via video)
General Manager Technical Services	Garth Borgelt
Governance Advisor	Jasmine Mortimore
Executive Assistant to the Mayor and CEO	Gina Carrascalao

3 APOLOGIES AND ABSENCES

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

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

OCM356/2024 RESOLVED:

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

THAT COUNCIL:

1. Notes the absence of Cr Nadjamerrek and Cr Namanurki; and
2. Notes the apology received from Nadjamerrek and Cr Namanurki.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Council considered a report on Acceptance of Agenda.

OCM357/2024 RESOLVED:

On the motion of Cr Blyth

Seconded Cr Onus

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 20 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

OCM358/2024 RESOLVED:

On the motion of Mayor Woods

Seconded Cr Onus

THAT COUNCIL receive no declarations of interest as listed for the Ordinary Council meeting held on 20 November 2024.

CARRIED

6 RECEIVE AND NOTE REPORTS

Agenda Reference:	6.1
Title:	Finance Report for the period ended 31 October 2024
Author:	Jocelyn Nathanael-Walters, Director Finance Corey White, Accountant

The Council considered a report on Finance Report for the period ended 31 October 2024.

OCM359/2024 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Dann

THAT COUNCIL receive and note the report titled *Finance Report for the period ended 31 October 2024*.

CARRIED

Agenda Reference:	6.2
Title:	Certification of 2023-24 Local Authority Project Funding

Author: Jocelyn Nathanael-Walters, Director Finance Imran Shajib, Acting Finance Manager
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The Council considered a report on Certification of 2023-24 Local Authority Project Funding.

OCM360/2024 RESOLVED:

On the motion of Cr Dann

Seconded Cr Wilton

THAT COUNCIL receive and note the report titled *Certification of 2023-24 Local Authority Project Funding*.

CARRIED

8 MEETING DECLARED CLOSED

Chairperson Mayor Woods declared the meeting closed at 2:30 pm.

This page and the preceding pages are the minutes of the Special Council Meeting held on 20 November 2024.

[Click here](#) to view the agenda for the Special Council meeting held on 20 November 2024.



Minutes of the West Arnhem Regional Council Special Council Meeting
Friday, 6 December 2024 at 2:00 pm
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayor Woods declared the meeting open at 2:08 pm, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor) (via video)
Deputy Mayor	Elizabeth Williams (via video)
Councillor	Ralph F Blyth (via video)
Councillor	Mickitja Onus (via video)
Councillor	Otto Dann (via video)
Councillor	Donna Nadjamerrek (via video)
Councillor	Monica Wilton (via video)
Councillor	Jermaine Namanurki (via video)
Councillor	Jacqueline Phillips (via video)
Councillor	James Marrawal (via video)

STAFF PRESENT

Chief Executive Officer	Andrew Walsh (via video)
Director Community and Council Services	Fiona Ainsworth (via video)
Information Advisor	Ben Heaslip (via video)
Executive Assistant to the Mayor and CEO	Gina Carrascalao (via video)
Communications and Public Relations Coordinator	Heidi Walton (via video)
Governance Advisor	Jasmine Mortimore (via video)

3 APOLOGIES AND ABSENCES

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

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

OCM361/2024 RESOLVED:
On the motion of Cr Marrawal
Seconded Cr Dann

THAT COUNCIL received no apologies or absence with or without notice for the Special Council meeting held on 6 December 2024.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Council considered a report on Acceptance of Agenda.

OCM362/2024 RESOLVED:
On the motion of Cr Blyth
Seconded Cr Onus

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 6 December 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

OCM363/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Mayor Woods

THAT COUNCIL

1. Receive the declarations of interest for Cr Blyth for item 6.2 as listed for the Special Council meeting held on 6 December 2024; and
2. Mayor Woods declared that he is a director of the Traditional Credit Union.

CARRIED

6 ACTION REPORTS

Agenda Reference:	6.1
Title:	Jabiru By-Laws for Approval
Author:	Ben Heaslip, Information Advisor

The Council considered a report on Jabiru By-Laws for Approval.

OCM364/2024 RESOLVED:

On the motion of Cr Onus

Seconded Deputy Mayor Williams

THAT COUNCIL

1. Receive and note the report titled *Jabiru By-Laws for Approval*; and
2. Resolve as a special resolution to make the West Arnhem Regional Council (Jabiru Town) By-Laws 2024 under the Local Government Act 2019 and authorise the Chief Executive Officer to sign the by-laws and forward to the Minister for consideration

CARRIED

Agenda Reference:	6.2
Title:	Further positions for Remote Jobs and Economic Development Grant funding application
Author:	Leanne Johansson, Business Development Manager

Cr Blyth declared a conflict as an employer of an organisation looking at applying for this grant and left the meeting.

Cr Phillips declared a conflict as her organisation is looking at applying for this grant and left the meeting.

The Council considered a report on Further positions for Remote Jobs and Economic Development Grant funding application.

OCM365/2024 RESOLVED:

On the motion of Deputy Mayor Williams

Seconded Cr Marrawal

THAT COUNCIL

1. Receive and note the report titled *Further positions for Remote Jobs and Economic Development Grant funding application*.
2. Approve West Arnhem Regional council apply for funding to support the following position under the Remote Jobs and Economic Development Program:
 - a. Transportation Team Member

CARRIED

Cr Blyth and Cr Phillips re-joined the meeting at 2:25pm

7 MEETING DECLARED CLOSED

Chairperson Mayor Woods declared the meeting closed at 2:26 pm.

This page and the preceding pages are the minutes of the Special Council Meeting held on 6 December 2024.

[Click here](#) to view the agenda for the Special Council Meeting held on 6 December 2024

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	6.4
Title:	Local Authority Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

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

RECOMMENDATION

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

Community	Date Held	Quorum	Date of next meeting
Minjilang	25 November 2024	Yes	13 March 2025
Warruwi	26 November 2024	Yes	11 March 2024
Gunbalanya	27 November 2024	Yes	12 March 2025
Maningrida	28 November 2024	Yes	10 March 2024

BACKGROUND

The Ministerial Guidelines state that:

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

COMMENT

One item from the Warruwi Local Authority meeting was referred to Council and has been added to the action register. Please see below

WAR57/2024 RESOLVED:

Request Council advocate with the federal government for a multi-purpose safe shelter for Warruwi Community.

LEGISLATION AND POLICY

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

Clause 13.1 *Guideline 1: Local Authorities 2021*.

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 Minjilang Local Authority Meeting Minutes - 25 November 2024 [6.4.1 - 6 pages]
2. Unconfirmed Warruwi Local Authority Meeting Minutes -26 November 2024 [6.4.2 - 14 pages]
3. Unconfirmed Gunbalanya Local Authority Meeting Minutes - 27 November 2024 [6.4.3 - 6 pages]
4. Unconfirmed Maningrida Local Authority Meeting Minutes - 28 November 2024 [6.4.4 - 13 pages]



Minutes of the West Arnhem Regional Council Minjilang Local Authority
Monday, 25 November 2024 at 10:00 am
Minjilang Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Nagarlbin declared the meeting open at 10:27 am, welcomed all in attendance and did an Acknowledgement of Country.

APPOINTED MEMBERS PRESENT

Chairperson	Matthew Nagarlbin
Member	Shane Wauchope
Member	Clint Wauchope
Member	Charles Yirrawala
Member	David Makings

ELECTED MEMBERS PRESENT

Mayor	James Woods
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STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director of Community and Council Services	Fiona Ainsworth (via video)
Governance Advisor	Jasmine Mortimore
Council Services Manager Minjilang	Damian Sandilands
General Manager Technical Services	Garth Borgelt
Senior Council Services Manager	Rick Mitchell
Senior Projects Manager	Clem Beard (via video)
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)

3 APOLOGIES AND ABSENCES

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

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

MIN43/2024 RESOLVED:
On the motion of Member Makings
Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Audrey Lee, Josephine Cooper and Elizabeth Williams;
2. Notes the apology received from Josephine Cooper and Elizabeth Williams;
3. Determines Josephine Cooper and Elizabeth Williams are absent with permission of the Authority;
and
4. Determines Audrey Lee is absent without permission of the Authority.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

MIN44/2024 RESOLVED:
On the motion of Member Yirrawala
Seconded Member Makings

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Minjilang Local Authority meeting held on 25 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

MIN45/2024 RESOLVED:
On the motion of Member S Wauchope
Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Minjilang Local Authority meeting held on 25 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

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

MIN46/2024 RESOLVED:
On the motion of Member Yirrawala
Seconded Member Makings

THAT THE LOCAL AUTHORITY adopted the minutes of the 9 September 2024 Minjilang Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	NT Police - Law and Order Update
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on NT Police - Law and Order Update.

MIN48/2024 RESOLVED:
On the motion of Member Makings
Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY

1. Notes the presentations on Law and Order Update by NT Police; and
2. Thanks Chris Harden Acting Senior Sergeant for West Arnhem District.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Finance Report for the period ending 31 October 2024
Author:	Corey White, Management Accountant

The Local Authority considered a report on Finance Report for the period ending 31 October 2024.

MIN47/2024 RESOLVED:
On the motion of Member S Wauchope
Seconded Member C Wauchope

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Finance Report for the period ending 31 October 2024*; and
2. Receive and note the Minjilang Local Authority Certification of the 2023-24 Local Authority Project Funding.

CARRIED

Agenda Reference:	8.2
Title:	Review of Action Items

Author: Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Review of Action Items.

MIN49/2024 RESOLVED:

**On the motion of Member Makings
Seconded Member S Wauchope**

THAT THE LOCAL AUTHORITY:

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, including action item 2 and action item 3.

CARRIED

Agenda Reference: 8.3
Title: Animal Management Program
Author: Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Animal Management Program.

MIN50/2024 RESOLVED:

**On the motion of Member Makings
Seconded Member Yirrawala**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Animal Management Program*; and
2. Approves a total of \$12,389.40 from future Minjilang Local Authority funding for the next 3 years towards the animal management program as per breakdown below:
 - \$3,853.74 from 2025-2026 Minjilang Local Authority funding.
 - \$4,123.51 from 2026-2027 Minjilang Local Authority funding.
 - \$4,412.15 from 2027-2028 Minjilang Local Authority funding.

CARRIED

Agenda Reference: 8.4
Title: Proposal to Develop By-Laws for Minjilang Community
Author: Ben Heaslip, Information Advisor

The Local Authority considered a report on Proposal to Develop By-Laws for Minjilang Community.

MIN51/2024 RESOLVED:

**On the motion of Member S Wauchope
Seconded Member Yirrawala**

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Proposal to Develop By-Laws for Minjilang Community*; and
2. Request the report be tabled at the next scheduled local authority meeting.

CARRIED

Agenda Reference: 8.5
Title: Australia Day Event 2025
Author: Damian Sandilands, Minjilang Council Services Manager

The Local Authority considered a report on Australia Day Event 2025.

MIN52/2024 RESOLVED:

On the motion of Member Yirrawala

Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Australia Day Event 2025*; and
2. Nominate application for the National Australia Day Council Grant with the event name as Australia Day and date on 26 January 2025.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Incoming and Outgoing Correspondence.

MIN53/2024 RESOLVED:
On the motion of Member C Wauchope
Seconded Member Makings

THAT THE LOCAL AUTHORITY receive and note the attached items of incoming and outgoing correspondence.

CARRIED

Agenda Reference:	9.2
Title:	CSM Operations Report on Current Council Service
Author:	Damian Sandilands, Minjilang Council Services Manager

The Local Authority considered a report on CSM Operations Report on Current Council Service.

MIN54/2024 RESOLVED:
On the motion of Member C Wauchope
Seconded Chairperson Nagarbin

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *CSM Operations Report on Current Council Service*; and
2. Investigate installing CCTV camera outside the Creche.

CARRIED

Agenda Reference:	9.3
Title:	Minjilang Cemetery Update
Author:	Sara Fitzgerald, Waste and Resource Coordinator

The Local Authority considered a report on Minjilang Cemetery Update.

MIN55/2024 RESOLVED:
On the motion of Member Yirrawala
Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY receive and note the report titled *Minjilang Cemetery Update*.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
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Title:	Local Authority Member Questions with or without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

MIN56/2024 RESOLVED:
On the motion of Member Yirrawala
Seconded Member Makings

THAT THE LOCAL AUTHORITY recorded no questions from Members.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Thursday 13 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Nagarbin declared the meeting closed at 12:17 pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority Meeting held on 25 November 2024.

[Click here](#) to view the agenda for the Minjilang Local Authority Meeting held on 25 November 2024.



Minutes of the West Arnhem Regional Council Warruwi Local Authority
Tuesday, 26 November 2024 at 10:00 am
Warruwi Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Cr Marrawal declared the meeting open at 10:34 am, welcomed all in attendance and did an Acknowledgement of Country.

MEMBERS PRESENT

Chairperson	James Marrawal (Councillor)
Member	William Wurlurli
Member	Richard Nawirr
Member	Phillip Wasaga
Member	Alfred Gawaraidji

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director of Community and Council Services	Fiona Ainsworth (via video)
Manager, Technical Services	Garth Borgelt
Project Manager	Clem Beard
Council Services Manager, Warruwi (acting)	Misman Kris
Senior Council Services Manager	Rick Mitchell
Information Advisor	Ben Heaslip (via video)
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)
Governance Advisor	Jasmine Mortimore (via video)

3 APOLOGIES AND ABSENCES

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

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

WAR48/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Member Nawirr

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Jason Mayinaj, Ida Waianga, Nicholas Hunter and Geraldine Narul;
2. Notes the apology received from Jason Mayinaj, Ida Waianga, Nicholas Hunter and Geraldine Narul; and
3. Determines Jason Mayinaj, Ida Waianga, Nicholas Hunter and Geraldine Narul are absent with permission of the Authority.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

WAR49/2024 RESOLVED:
On the motion of Member Wurluli
Seconded Member Gawaraidji

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Warruwi Local Authority meeting held on 26 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

WAR50/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Member Nawirr

THAT THE LOCAL AUTHORITY received no declarations of interest for the Warruwi Local Authority meeting held on 26 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

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

WAR51/2024 RESOLVED:

**On the motion of Member Nawirr
Seconded Member Gawaraidji**

THAT THE LOCAL AUTHORITY adopted the minutes of the 10 September 2024 Warruwi Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Northern Land Council
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority deferred a report on presentation by Northern Land Council.

Agenda Reference:	7.2
Title:	NT Police - Law and Order Update
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on NT Police - Law and Order Update.

WAR57/2024 RESOLVED:

**On the motion of Member Gawaraidji
Seconded Member Wurluli**

THAT THE LOCAL AUTHORITY

1. Notes the presentation on Law and Order Update by NT Police;
2. Thanks the presenter Chris Harden, Acting Senior Sergeant for the West Arnhem District; and
3. Request Council advocate with the federal government for a multi purpose safe shelter for Warruwi Community.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Finance Report to October 2024
Author:	Corey White, Management Accountant

The Local Authority considered a report on Finance Report to October 2024.

WAR52/2024 RESOLVED:

**On the motion of Member Wasaga
Seconded Member Nawirr**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Finance Report to October 2024*; and
2. Receive and note the Warruwi Local Authority Certification of the 2023-24 Local Authority Project Funding.

CARRIED

Agenda Reference:	8.2
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Review of Action Items.

WAR53/2024 RESOLVED:
On the motion of Member Gawaraidji
Seconded Member Wurluli

THAT THE LOCAL AUTHORITY:

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, including item 1.

CARRIED

Agenda Reference:	8.3
Title:	Animal Management Program
Author:	Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Animal Management Program.

WAR54/2024 RESOLVED:
On the motion of Member Nawirr
Seconded Member Wurluli

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Animal Management Program*; and
2. Approves a total of \$17,344.71 from future Warruwi Local Authority funding for the next three (3) years towards the animal management program as per breakdown below:
 - \$5,395.10 from 2025/26 Warruwi Local Authority funding.
 - \$5,772.76 from 2026/27 Warruwi Local Authority funding.
 - \$6,176.85 from 2027/28 Warruwi Local Authority funding.
3. Invite Joseph Schmit from Australian Quarantine Inspection Services (AQIS) regarding a culling program for Warruwi.

CARRIED

Agenda Reference:	8.4
Title:	Proposal to Develop By-Laws for Warruwi Community
Author:	Ben Heaslip, Information Advisor

The Local Authority considered a report on Proposal to Develop By-Laws for Warruwi Community.

WAR55/2024 RESOLVED:
On the motion of Member Gawaraidji
Seconded Member Wurluli

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Proposal to Develop By-Laws for Warruwi Community*; and
2. Request the Administration to table report at the next Local Authority meeting for further consideration.

CARRIED

Agenda Reference:	8.5
Title:	Australia Day Event 2025
Author:	Geraldine Narul, Council Services Manager, Warruwi

The Local Authority considered a report on Australia Day Event 2025.

WAR56/2024 RESOLVED:

**On the motion of Member Nawirr
Seconded Member Wurluli**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Australia Day Event 2025*; and
2. Nominate preferred grant as The National Australia Day Council Grant with the event name Australia Day and date 26 January 2025.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Incoming and Outgoing Correspondence.

WAR58/2024 RESOLVED:

**On the motion of Member Wasaga
Seconded Member Nawirr**

THAT THE LOCAL AUTHORITY receive and note the attached items of incoming and outgoing correspondence.

CARRIED

Agenda Reference:	9.2
Title:	CSM Operations Report on Current Council Services
Author:	Geraldine Narul, Council Services Manager

The Local Authority considered a report on CSM Operations Report on Current Council Services.

WAR59/2024 RESOLVED:

**On the motion of Member Gawaraidji
Seconded Member Wasaga**

THAT THE LOCAL AUTHORITY received and noted the report titled CSM Operations Report on Current Council Services.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

WAR60/2024 RESOLVED:

**On the motion of Member Wasaga
Seconded Member Nawirr**

THAT THE LOCAL AUTHORITY recorded no questions from Members.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Tuesday 11 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Cr Marrawal declared the meeting closed at 1:20pm.

This page and the preceding pages are the minutes of the Warruwi Local Authority meeting held on 26 November 2024.

[Click here](#) to view the agenda for the Warruwi Local Authority meeting held on 26 November 2024

UNCONFIRMED



Warruwi Local Authority Committee Financial Management Report for the period ended 31st October 2024

1

Actual v Budget – Operational – July 2024 to October 2024



Actuals v Budget - Warruwi as at 31 Oct 2024

Description	WARRUWI				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	91,719	40,013	51,706	100%+	120,039	76%
Income Council Fees and Charges	822	4,533	(3,712)	(82%)	13,600	6%
Income Operating Grants	1,715,513	1,527,783	187,729	12%	2,092,001	82%
Income Allocation	9,353	46,317	(36,964)	(80%)	68,530	14%
Other Income	1,576	1,833	(257)	(14%)	5,500	29%
Income Agency and Commercial Services	217,772	256,207	(38,434)	(15%)	768,620	28%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	92,668	35,555	57,113	100%+	106,664	87%
Total Operational Revenue	2,129,423	1,912,241	217,182	11%	3,174,953	67%
Operational Expenditure						
Employee Expenses	533,093	649,094	(116,000)	(18%)	2,010,347	27%
Contract and Material Expenses	1,225,549	356,107	869,442	(100%)+	1,570,924	78%
Finance Expenses	323	220	103	47%	660	49%
Travel, Freight and Accom Expenses	38,951	90,930	(51,979)	(57%)	197,445	20%
Fuel, Utilities & Communication	59,659	76,207	(16,548)	(22%)	228,620	26%
Other Expenses	106,729	126,268	(19,539)	(15%)	757,673	14%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	-	2,950	(2,950)	(100%)	5,900	0%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	1,964,303	1,301,775	662,528	51%	4,771,569	41%
Total Operational Surplus / (Deficit)	165,119	610,466	(445,347)	(73%)	(1,596,616)	0%



Actual v Budget – Operating Position – July 2024 to October 2024



Annual Budget Operating Position - Warruwi as at 31 Oct 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	165,119	610,466	(445,347)	(73%)	(1,596,616)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(9,353)	(46,317)	36,964	80%	(68,530)	14%
Add Back Non-Cash Expenses	165,739	208,047	(42,308)	(20%)	658,760	25%
Total Non-Cash Items	156,387	161,731	(5,344)	(3%)	590,230	26%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(56,273)	(372,669)	316,396	85%	(416,149)	14%
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	(56,273)	(372,669)	316,396	85%	(416,149)	14%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	372,669	372,669	-	-	372,669	100%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	43,480	43,480	-	-	43,480	100%
Total Additional Inflows	416,149	416,149	-	-	416,149	100%
Net Budgeted Operating Position	681,382	815,677	(134,295)	(16%)	(1,006,385)	0%

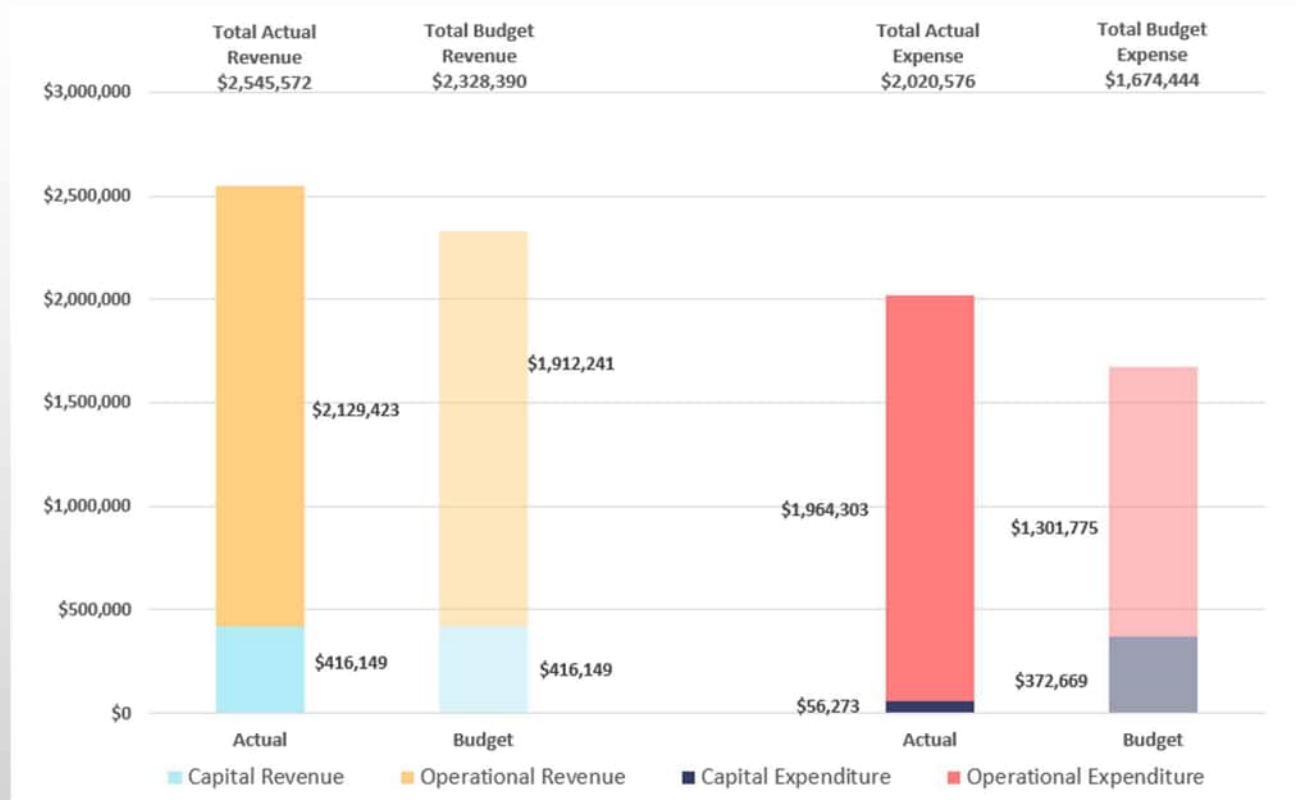
Legend:

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





Actual v Budget – Warruwi – July 2024 to October 2024



4

Council Funded Projects – October 2024



Reserve Activity	Approved Budget (A)	Date of Approval	Expenditure Prior Financial Years (B)	Expenditure this Financial Year (C)	Commitments (D)	Balance as at 31.10.2024 (A-B-C-D)	Status
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(286,520)	(36,992)	(2,300)	4,188	Floodway to Construct with Balance
Capital Reserve Balance	330,000		(286,520)	(36,992)	-	4,188	





Grant Funding – Local Authority Projects – Available Funds – October 2024

Grant Funding - Local Authority Projects	Funding Amount	Funding Year	Funds Received (A)	Funds not yet Received (B)	Allocated (C)	Balance as at 31.10.2024 (A-C)
Local Authority Projects Funding	58,700	FY 22/23	58,700	-	(58,700)	-
Local Authority Projects Funding	58,700	FY 23/24	58,700	-	(56,643)	2,057
TOTAL FUNDING	117,400		117,400	-	(115,343)	2,057

Add funds available from Projects completed under budget	8,281
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Total available for Allocation	10,338
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Progress of Local Authority Projects – October 2024



Grant Funding - Local Authority Projects - Active	Approved Budget	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward) (A)	Expenditure prior years (B)	Expenditure to date 2024-25 (C)	Commitments (D)	Available Funds as at 31.10.2024 (A-B-C-D)	Status
LAP - Speed Bumps - Supply and Install Steel Grab Rail	15,000	22.05.2024 WAR28/2024	15,000	-	(12,118)	(478)	2,404	Awaiting installation of 40km/ph speed signs
LAP - Beautification of township - Warruwi	10,000	10.09.2024 WAR46/2024	10,000	-	-	-	10,000	CSM sourcing quotes from Bunnings to supply nominated beautification items including plants for wet season rains
LAP - Shade Structure adjacent to the Warruwi Clinic	38,390	10.09.2024 WAR45/2024	38,390	-	-	(14,216)	24,174	
TOTAL LOCAL AUTHORITY PROJECTS	111,720		111,720	-	(12,118)	(14,694)	36,578	

Grant Funding - Local Authority Projects - Completed Projects	Approved Budget	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward) (A)	Expenditure prior years (B)	Expenditure to date 2024-25 (C)	Commitments (D)	Available Funds as at 31.10.2024 (A-B-C-D)	Status
LAP - Animal Management Program 2025	5,402	21.07.2022 OCM74/2022	5,402	-	(5,402)	-	-	Completed
LAP - Animal Management Program 2024	5,049	21.07.2022 OCM74/2022	5,049	-	(5,049)	-	-	Completed
LAP - Solar Pump System - Warruwi Airport	12,879	08.02.2024 WAR11/2024	12,879	(11,459)	-	-	1,420	Completed
LAP - Warruwi Cultural Camp 2024	25,000	22.05.2024 WAR31/2024	25,000	-	(18,109)	(29)	6,862	Completed
TOTAL LOCAL AUTHORITY PROJECTS	48,330		48,330	(11,459)	(28,560)	(29)	8,281	



Grant Funding – Community Projects – October 2024

Grant Funding - Community Projects	Approved Budget (A)	Prior Year Expenditure (B)	Expenditure to Date 2024-25 (C)	Commitments to Date (D)	Available Funds as at 31.10.2024 (A-B-C-D)
Warruwi Community Hall Upgrade	377,536	(4,867)	(72,266)	(210,620)	89,782
R2R - Warruwi Internal Road, Warruwi, From Lot 98 to Lot 73	300,000	-	(300,360)	-	(360)
R2R - Warruwi Internal Road, Warruwi, From Lot 91 to Lot 37	200,000	-	(200,000)	-	-
R2R - Warruwi Internal Road, Warruwi, From Lot 4 to Lot 148	200,000	-	(192,079)	-	7,921
R2R - Warruwi Internal Road, Warruwi, from Lot NT Por 1647	400,000	-	(400,000)	-	-
TOTAL COMMUNITY PROJECTS	1,477,536	(4,867)	(1,164,705)	(210,620)	97,343

Grant Funding - Community Programs	Expenditure to Date 2024-25 (A)	Commitments to Date (B)	Total Expenditure (A+B)
Commonwealth Home Support Program (CHSP)	(5,797)	(222)	(6,020)
NT Jobs Package - Aged Care	(37,712)	-	(37,712)
Night Patrol	(81,615)	-	(81,615)
Outside School Hours Care	(6,933)	-	(6,933)
Remote Sport Program	(3,969)	-	(3,969)
Deliver Indigenous Broadcasting Programs (RIBS)	(386)	-	(386)
Manage Crèche	(42,422)	(599)	(43,021)
Get Up Stand Up Show Up - NAIDOC Week Activity	(977)	-	(977)
Celebrating Aboriginal Culture (Australia Day)	-	-	-
Sports and Recreation	(7,587)	-	(7,587)
TOTAL COMMUNITY PROJECTS	(187,399)	(821)	(188,220)





Minutes of the West Arnhem Regional Council Gunbalanya Local Authority
Wednesday, 27 November 2024 at 10:00 am
Gunbalanya Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Garnarradj declared the meeting open at 10:29 am, welcomed all in attendance and did an Acknowledgement of Country.

APPOINTED MEMBERS PRESENT

Chairperson	Andy Garnarradj
Member	Henry Yates
Member	Evonne Gumurdul
Member	Maxwell Garnarradj
Member	Grant Nayinggul
Member	Nicodemus Nayilibidj

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams
Councillor	Otto Dann

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director of Community and Council Services	Fiona Ainsworth
Governance Advisor	Jasmine Mortimore
Council Services Manager, Gunbalanya	Vicky Mccoy
General Manager Technical Services	Garth Borgelt
Senior Council Service Manager	Rick Mitchell

3 APOLOGIES AND ABSENCES

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

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

GUN45/2024 RESOLVED:
On the motion of Member G Nayinggul
Seconded Member Gumurdul

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Cr Donna Nadjamerrek, Connie Nayinggul, Kenneth Mangiru and Henry Yates
2. Notes the apology received from Cr Donna Nadjamerrek, Connie Nayinggul, and Kenneth Mangiru
3. Determines Cr Donna Nadjamerrek, Connie Nayinggul, and Kenneth Mangiru are absent with permission of the Council.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

GUN46/2024 RESOLVED:
On the motion of Chairperson Garnarradj
Seconded Member Nayilibidj

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Gunbalanya Local Authority meeting held on 27 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

GUN47/2024 RESOLVED:
On the motion of Member Garnarradj
Seconded Cr Dann

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Gunbalanya Local Authority meeting held on 27 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes

Author: Jasmine Mortimore, Governance Advisor

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

GUN48/2024 RESOLVED:

**On the motion of Member Garnarradj
Seconded Member Nayilibidj**

THAT THE LOCAL AUTHORITY adopted the minutes of the 11 September 2024 Gunbalanya Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference: 7.1
Title: NT Police - Law and Order Update
Author: Jasmine Mortimore, Governance Advisor

The Local Authority deferred a report on NT Police Law and Order Update

8 ACTION REPORTS

Agenda Reference: 8.1
Title: Finance Report to October 2024
Author: Corey White, Management Accountant

The Local Authority considered a report on Finance Report to October 2024.

GUN49/2024 RESOLVED:

**On the motion of Chairperson Garnarradj
Seconded Member Nayilibidj**

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Finance Report to October 2024*; and
2. Receive and note the Gunbalanya Local Authority Certification of the 2023-24 Local Authority Project Funding.

CARRIED

Agenda Reference: 8.2
Title: Review of Action Items
Author: Jasmine Mortimore, Governance Advisor

Henry Yates joined the meeting at 10:58am

Meeting took a break at 11:07am and recommenced at 11:15am

The Local Authority considered a report on Review of Action Items.

GUN50/2024 RESOLVED:

**On the motion of Member Yates
Seconded Member G Nayinggul**

THAT THE LOCAL AUTHORITY:

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, including item 3 and item 6.

CARRIED

Minute Note: Gunbalanya School students who participated in the West Arnhem Youth Summit joined the meeting at 11:15am and raised with the Local Authority members upgrading the basketball court, alcohol concerns and lack of school attendance. Actions from this discussion were recorded in section 10 - Local Authority questions with or without notice.

Agenda Reference:	8.3
Title:	Animal Management Program
Author:	Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Animal Management Program.

GUN51/2024 RESOLVED:

**On the motion of Chairperson Garnarradj
Seconded Member Gumurdul**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Animal Management Program*; and
2. Approves a total of \$57,823.97 from future Gunbalanya Local Authority funding for the next three (3) years towards the animal management program as per breakdown below:
 - \$17,986.24 from 2025/26 Gunbalanya Local Authority funding;
 - \$19,245.28 from 2026/27 Gunbalanya Local Authority funding; and
 - \$20,592.45 from 2027/28 Gunbalanya Local Authority funding.

CARRIED

Agenda Reference:	8.4
Title:	Proposal to Develop By-Laws for Gunbalanya Community
Author:	Ben Heaslip, Information Advisor

The Local Authority considered a report on Proposal to Develop By-Laws for Gunbalanya Community.

GUN52/2024 RESOLVED:

**On the motion of Member Yates
Seconded Member G Nayinggul**

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Proposal to Develop By-Laws for Gunbalanya Community*; and
2. Request the Administration table report at the next Local Authority meeting.

CARRIED

Agenda Reference:	8.5
Title:	Australia Day Event 2025
Author:	Vicki McCoy, Council Services Manager, Gunbalanya

The Local Authority considered a report on Australia Day Event 2025.

GUN53/2024 RESOLVED:

**On the motion of Chairperson Garnarradj
Seconded Member Nayilibidj**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Australia Day Event 2025*;

2. Nominate preferred grant The National Australia Day Council event name as Gunbalanya Community Day and date as 26 January 2025; and
3. Nominate preferred celebration activities as footy, inviting AFL NT to host request line marking to be completed on the oval and movies on the basketball court.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	CSM Operations Report on Current Council Services
Author:	Vicki McCoy, CSM Gunbalanya

The Local Authority considered a report on CSM Operations Report on Current Council Services.

GUN54/2024 RESOLVED:

**On the motion of Chairperson Garnarradj
Seconded Member Gumurdul**

THAT THE LOCAL AUTHORITY receive and note the report titled *CSM Operations Report on Current Council Services*.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

GUN55/2024 RESOLVED:

**On the motion of Chairperson Garnarradj
Seconded Member G Nayinggul**

THAT THE LOCAL AUTHORITY recorded for action the following questions from Members.

1. Request a Special meeting to invite Red Lily to discuss communication about transition, service expectations and current concerns around services provided.
2. Send invitation to the Department of Housing, Local Government and Community Development to raise concerns about process to have modification done to houses, specifically with air condition installation, fences, pathways for houses and house refurbishments (room to breath program).
3. Investigate upgrades to the Basketball court, including fixing or replacing toilets, change rooms, water fountain and fence; and
4. Investigate Awning for shop car park.

CARRIED

Meeting broke for lunch at 12:24pm and recommenced at 1:57pm

Grant Nayinggul left the meeting at 12:24pm

Minute note: National Library of Australia joined the meeting at 1:57pm to discuss archives for the Gunbalanya community.

11 NEXT MEETING

The next meeting is scheduled to take place on Wednesday 12 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Garnarradj declared the meeting closed at 2:33pm.

This page and the preceding pages are the minutes of the Gunbalanya Local Authority held on 27 November 2024.

[Click here](#) to view the agenda for the Gunbalanya Local Authority Meeting held on 27 November 2024.

UNCONFIRMED



Minutes of the West Arnhem Regional Council Maningrida Local Authority
Thursday, 28 November 2024 at 10:00 am
Maningrida Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Hayes declared the meeting open at 10:17 am, welcomed all in attendance and did an Acknowledgement of Country.

APPOINTED MEMBERS PRESENT

Chairperson	Sharon Hayes
Member	Joyce Bohme
Member	Garth Doolan
Member	Marlene Kernan

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams (via video)
Councillor	Jermaine Namanurki
Councillor	Jacqueline Phillips
Councillor	Monica Wilton

STAFF PRESENT

Chief Executive Officer	Andrew Walsh
Director of Community and Council Services	Fiona Ainsworth
Council Services Manager, Maningrida	Scott Page
Senior Council Services Manager	Rick Mitchell
Governance Advisor	Jasmine Mortimore
General Manager Technical Services	Garth Borgelt

3 APOLOGIES AND ABSENCES

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

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

MAN49/2024 RESOLVED:
On the motion of Cr Phillips
Seconded Chairperson Hayes

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Jessica Phillips and Shane Namanurki.
2. Notes the apology received from Jessica Phillips and Shane Namanurki; and
3. Determines Jessica Phillips and Shane Namanurki are absent with permission of the Authority.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

MAN50/2024 RESOLVED:
On the motion of Chairperson Hayes
Seconded Cr Wilton

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Maningrida Local Authority meeting held on 28 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

MAN51/2024 RESOLVED:
On the motion of Chairperson Hayes
Seconded Cr Namanurki

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Maningrida Local Authority meeting held on 28 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

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

MAN52/2024 RESOLVED:

**On the motion of Member Kernan
Seconded Chairperson Hayes**

THAT THE LOCAL AUTHORITY adopted the minutes of the 12 September 2024 Maningrida Local Authority as true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	NT Police - Law and Order Update
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on NT Police - Law and Order Update.

MAN56/2024 RESOLVED:

**On the motion of Cr Phillips
Seconded Chairperson Hayes**

THAT THE LOCAL AUTHORITY

1. Noted the presentations on Law and Order Update by NT Police; and
2. Thanks Tim from the Maningrida NT Police.

CARRIED

Minute note: The United Church joined the meeting at 11:41am to discuss conditions of Maningrida Church.

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Finance Report for the period ended 31 October 2024
Author:	Corey White, Management Accountant

The Local Authority considered a report on Finance Report for the period ended 31 October 2024.

MAN53/2024 RESOLVED:

**On the motion of Chairperson Hayes
Seconded Mayor Woods**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Finance Report for the period ended 31 October 2024*; and
2. Receive and note the Maningrida Local Authority Certification of the 2023-24 Local Authority Project Funding.

CARRIED

Agenda Reference:	8.2
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Review of Action Items.

MAN54/2024 RESOLVED:

**On the motion of Cr Namanurki
Seconded Member Doolan**

THAT THE LOCAL AUTHORITY:

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, including item 2.

CARRIED

Agenda Reference:	8.3
Title:	Animal Management Program
Author:	Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Animal Management Program.

MAN55/2024 RESOLVED:

**On the motion of Cr Phillips
Seconded Member Bohme**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Animal Management Program*; and
2. Approves a total of \$117,699.20 from future Maningrida Local Authority funding for the next three (3) years towards the animal management program as per breakdown below:
 - \$36,610.53 from 2025/26 Maningrida Local Authority funding;
 - \$39,173.27 from 2026/27 Maningrida Local Authority funding; and
 - \$41,915.40 from 2027/28 Maningrida Local Authority funding.
3. Request for increase in education component within the tender.

CARRIED

Agenda Reference:	8.4
Title:	Public Toilet proposal - MGD
Author:	Clem Beard, Projects Manager Technical Services

The Local Authority considered a report on Public Toilet proposal - MGD.

MAN57/2024 RESOLVED:

**On the motion of Chairperson Hayes
Seconded Cr Phillips**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Public Toilet proposal - MGD*;
2. Approve the allocation of \$9,625.00 from the Maningrida Local Authority for Public Toilet indicative preconstruction costs; and
3. Request administration investigate separate ablution blocks for female and male.

CARRIED

Agenda Reference:	8.5
Title:	Australia Day Event 2025
Author:	Scott Page, Council Services Manager, Maningrida

Meeting broke for lunch at 12:05pm and recommenced at 12:48pm

Garth Doolan left the meeting at 1pm

The Local Authority considered a report on Australia Day Event 2025.

MAN58/2024 RESOLVED:

**On the motion of Cr Wilton
Seconded Cr Namanurki**

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Australia Day Event 2025*; and
2. Nominate preferred grant as The National Australia Day Council with the event name to Maningrida Day and date 26 January 2025.

CARRIED
One dissent vote was recorded.

Agenda Reference:	8.6
Title:	Proposal to Develop By-Laws for Maningrida Community
Author:	Ben Heaslip, Information Advisor

The Local Authority considered a report on Proposal to Develop By-Laws for Maningrida Community. Garth Doolan joined the meeting at 1:08pm

MAN59/2024 RESOLVED:
On the motion of Member Doolan
Seconded Cr Namanurki

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Proposal to Develop By-Laws for Maningrida Community*; and
2. Request the Administration to table the report at the next Local Authority meeting.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	CSM Operations Report on Current Council Services
Author:	Scott Page, Council Services Manager, Maningrida

The Local Authority considered a report on CSM Operations Report on Current Council Services.

MAN60/2024 RESOLVED:
On the motion of Member Doolan
Seconded Cr Namanurki

THAT THE LOCAL AUTHORITY

1. Received and noted the report titled *CSM Operations Report on Current Council Services*.
2. Request administration bring report on streetlight audit to the next meeting to discuss potential options for repairs.

CARRIED

Agenda Reference:	9.2
Title:	Manayingkarirra Cemetery Progress Report
Author:	Sara Fitzgerald, Waste and Resource Coordinator

Marlene Kernan left the meeting at 1:40pm

Garth Doolan left the meeting at 1:51pm

The Local Authority considered a report on Manayingkarirra Cemetery Progress Report.

MAN61/2024 RESOLVED:
On the motion of Chairperson Hayes
Seconded Cr Phillips

THAT THE LOCAL AUTHORITY

1. Receive and note the report titled *Manayingkarirra Cemetery Progress Report*; and
2. Requested further formal consultation with community on Cemetery

CARRIED

Agenda Reference:	9.3
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Title:	Sydney Swans Community Visit
Author:	Scott Page, Council Services Manager, Maningrida

The Local Authority considered a report on Sydney Swans Community Visit.

MAN63/2024 RESOLVED:
On the motion of Cr Wilton
Seconded Member Bohme

THAT THE LOCAL AUTHORITY receive and note the report titled *Sydney Swans Community Visit*.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Member Questions with or without Notice.

MAN64/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Member Bohme

THAT THE LOCAL AUTHORITY recorded for action the following questions from Members.

1. Request a report for the next local authority meeting on conditions of public lighting, budget and upgrade options, including LA project fund contribution.
2. Investigate lighting for Alley way on airport road.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on 10 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Hayes declared the meeting closed at 2:21 pm.

This page and the preceding pages are the minutes of the Maningrida Local Authority meeting held on 28 November 2024.

[Click here](#) to view the agenda for the Maningrida Local Authority meeting held on 28 November 2024.



Maningrida Local Authority Committee Financial Management Report for the period ended 31st October 2024

Actual v Budget – Operational – July 2024 to October 2024



Actuals v Budget - Maningrida as at 31 Oct 2024

Description	MANINGRIDA				Annual Budget	Progress
	Actuals YTD	Budget YTD	Variance	%		
Operational Revenue						
Income Rates and Charges	561,973	205,961	356,013	100%+	617,882	91%
Income Council Fees and Charges	18,252	30,874	(12,621)	(41%)	87,981	21%
Income Operating Grants	1,453,627	1,388,483	65,144	5%	1,769,037	82%
Income Allocation	27,963	26,308	1,655	6%	78,924	35%
Other Income	2,536	44,340	(41,804)	(94%)	133,020	2%
Income Agency and Commercial Services	471,607	426,836	44,771	10%	1,280,507	37%
Charges - Sewerage	-	-	-	-	-	0%
Charges - Water	-	-	-	-	-	0%
Charges - Waste	592,047	245,084	346,963	100%+	735,252	81%
Total Operational Revenue	3,128,005	2,367,885	760,120	32%	4,702,603	67%
Operational Expenditure						
Employee Expenses	580,016	757,596	(177,581)	(23%)	2,314,904	25%
Contract and Material Expenses	1,012,554	1,189,041	(176,487)	(15%)	2,782,304	36%
Finance Expenses	1,105	375	730	(100%)+	1,125	98%
Travel, Freight and Accom Expenses	99,057	63,625	35,432	56%	177,876	56%
Fuel, Utilities & Communication	133,605	141,524	(7,919)	(6%)	424,572	31%
Other Expenses	191,876	221,163	(29,286)	(13%)	650,336	30%
Elected Member Allowances	-	-	-	-	-	0%
Elected Member Expenses	-	-	-	-	-	0%
Council Committee & LA Allowances	1,050	3,600	(2,550)	(71%)	8,000	13%
Council Committee & LA Expenses	-	-	-	-	-	0%
Total Operational Expenditure	2,019,263	2,376,925	(357,662)	(15%)	6,359,117	32%
Total Operational Surplus / (Deficit)	1,108,742	(9,039)	1,117,782	100%+	(1,656,514)	0%



Actual v Budget – Operational – July 2024 to October 2024



Annual Budget Operating Position - Maningrida

as at 31 Oct 2024

Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	1,108,742	(9,039)	1,117,782	100%+	(1,656,514)	0%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(27,963)	(26,308)	(1,655)	(6%)	(78,924)	35%
Add Back Non-Cash Expenses	295,364	323,211	(27,847)	(9%)	996,859	30%
Total Non-Cash Items	267,401	296,903	(29,501)	(10%)	917,934	29%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	(1,146,497)	(227,738)	(918,760)	(100%+)	(932,399)	100%+
Borrowing Repayments (Principal Only)	-	-	-	-	-	0%
Transfer to Reserves	-	-	-	-	-	0%
Other Outflows	-	-	-	-	-	0%
Total Additional Outflows	(1,146,497)	(227,738)	(918,760)	(100%+)	(932,399)	100%+
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	810,196	810,196	-	-	810,196	100%
Other Inflow of Funds	-	-	-	-	-	0%
Transfers from Reserves	8,735	8,735	-	-	8,735	100%
Total Additional Inflows	818,931	818,931	-	-	818,931	100%
Net Budgeted Operating Position	1,048,577	879,056	169,521	19%	(852,048)	0%

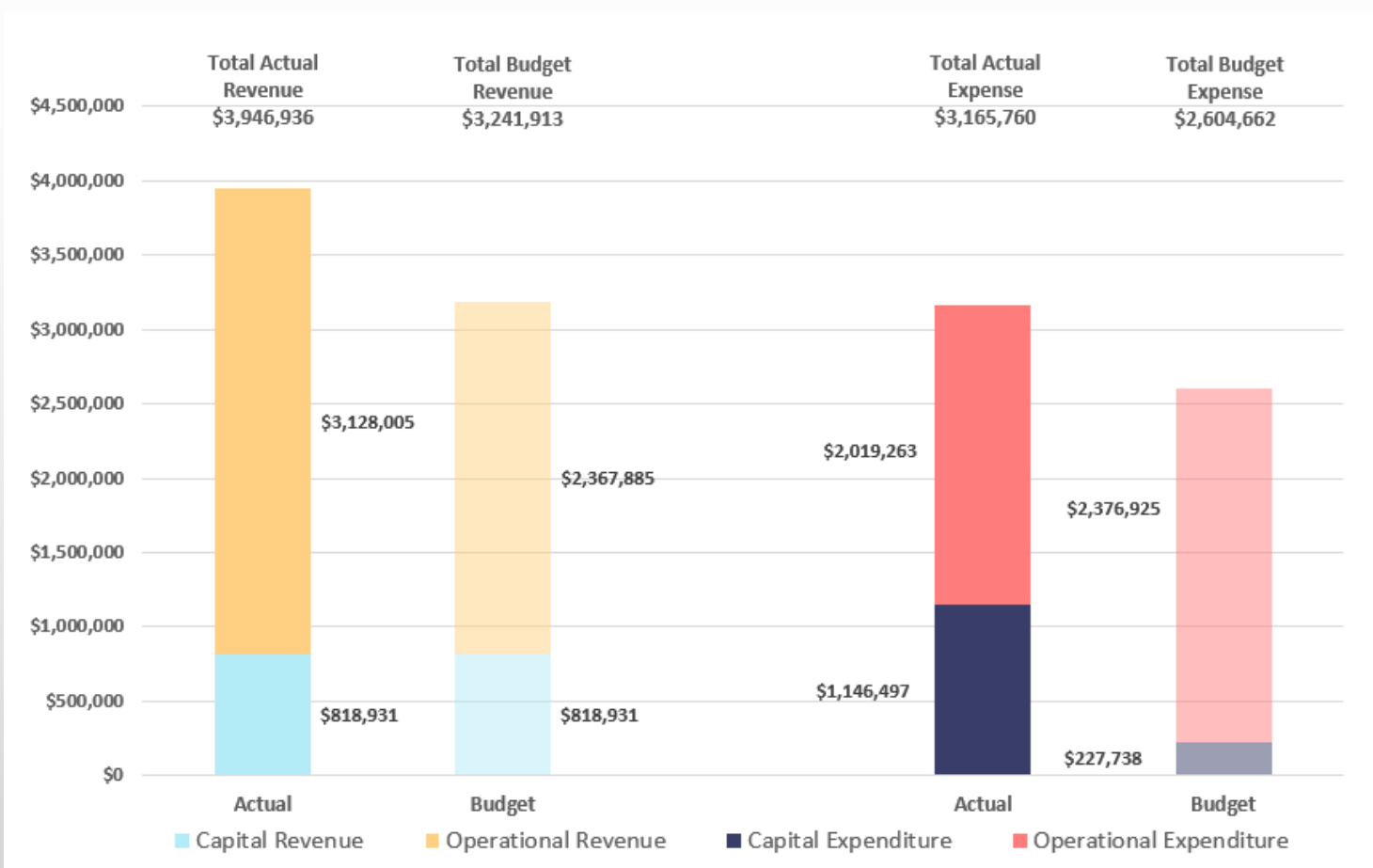
Legend:

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





Actual v Budget – Maningrida – July 2024 to October 2024





Grant Funding – Local Authority Projects – October 2024

Grant Funding - Local Authority Projects	Funding Amount	Funding Year	Funds Received	Funds not yet Received	Allocated	Balance Available for Allocation
LAP - funding available 22/23	371,200	FY 22/23	371,200	-	(371,200)	-
LAP - funding available 23/24	371,200	FY 23/24	371,200	-	(371,200)	-
	742,400		742,400	-	(742,400)	-

Less funds available from Projects completed under budget	-
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Total available for Allocation	-
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An overallocation of Local Authority funds has occurred in the 2023/2024 Financial Year. \$136,684 of the upcoming 2024/2025 LA Funding has already been allocated.



Progress of Local Authority Projects – October 2024

Grant Funding - Local Authority Projects - Active Projects	Approved Budget	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2024-25	Commitments	Available Funds as at 31.10.2024	Status
Local Authority Projects (LAP)								
LAP - Community Initiatives and events	50,000	12.05.2021 OCM22/2021	50,000	(29,038)	-	-	20,962	Allocated funds for Sporting Competitions
LAP - Installation of Outdoor Gym Equipment at Pool	75,000	14.03.2024 MAN15/2024	75,000	-	(61,512)	(3,000)	10,488	Gym equipment installed/completed - awaiting PowerWater authorisation to connect water bubbler to
LAP - 4x4 Hearse	210,000	12.09.2024 MAN44/2024	73,312	-	-	(67,537)	5,775	Deliver of Commuter bus expected 3-4 months lead time. Anticipated total costs of circa \$190,000.00 with hearse
LAP - Supply and install bollards for perimeter Soccer	91,676	12.09.2024 MAN42/2024	91,676	-	(38,000)	(37,000)	16,676	Bollards delivered and onsite in Maningrida. Expected installation by the end of December for cricket/soccer
LAP - NYE Fireworks Display 2024 at Maningrida	105,540	12.09.2024 MAN41/2024	105,540	-	-	(67,677)	37,863	Planning, permits, logistics, transport, travel, accommodation, barge scheduling, storage, staffing and
LOCAL AUTHORITY PROJECTS	532,216	-	395,528	(29,038)	(99,512)	(175,214)	91,764	

Grant Funding - Local Authority Projects - Completed Projects	Approved Budget	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward)	Expenditure prior years	Expenditure to date 2024-25	Commitments	Available Funds as at 31.10.2024	Status
Local Authority Projects (LAP)								
LAP - Support Basketball Competitions in Maningrida	10,000	12.05.2021 OCM22/2021	10,000	(1,999)	(7,382)	-	619	Works completed
LAP - Animal Management Program - 2024	31,977	04.08.2022 OCM76/2022	31,977	-	(31,977)	-	-	Works completed
LAP - Animal Management Program - 2025	34,215	04.08.2022 OCM76/2022	34,218	-	(34,218)	-	-	Works completed
LAP - Purchase of Grandstands and Additional Pedestrian Gates for Football Oval	85,520	01.06.2023 MAN197/2023	85,520	(70,523)	(12,748)	-	2,249	Works completed
LAP - Hard Structure at Clinic for Ceremonial Purposes	43,450	04.08.2022 MAN200/2023	43,450	(27,566)	(14,900)	-	984	Works completed
LAP - Purchase of Additional Grandstands for Maningrida Football Oval	59,473	14.03.2024 MAN12/2024	59,473	(41,001)	(18,345)	-	127	Works completed
LOCAL AUTHORITY PROJECTS	264,635		264,638	(141,089)	(119,570)	-	3,979	



Grant Funding – Community Projects – July 2023 to October 2024



Grant Funding - Community Projects	Approved Budget (A)	Prior Year Expenditure (B)	Expenditure to date 2024-25 (C)	Commitments to Date (D)	Available Funds as at 31.10.2024 (A-B-C-D)
LRCI Phase 3 - Malabam Road - Maningrida	1,077,668	(1,066,047)	-	-	11,621
R2R - Malala Road (non gazetted) Maningrida - From Lot 736	540,269	(539,200)	-	-	1,069
ABA - Maningrida Oval Changerooms	4,581,700	(145,270)	(1,003,219)	(2,763,304)	669,907
LRCI Phase 4 - Part B - Malabam Road - Maningrida	311,638	-	(490)	(227,861)	83,286
West Arnhem Cemetery Establishment	415,000	-	-	(85,836)	329,164
Upgrade for Maningrida Rd and airport road funeral access	500,000	-	(449,821)	(41,217)	8,963
TOTAL GRANT FUNDED PROJECTS / ACTIVITIES	7,426,275	(1,750,517)	(1,453,530)	(3,118,218)	1,104,010

Grant Funding - Community Projects	Expenditure to date 2024-25 (A)	Commitments to Date (B)	Total Expenditure (A+B)
Remote Sport Program	(3,403)	-	(3,403)
Deliver Indigenous Broadcasting Programs (RIBS)	(11,049)	-	(11,049)
NAIDOC Week	(1,473)	-	(1,473)
Sports and Recreation	(72,113)	(2,070)	(74,183)
TOTAL GRANT FUNDED PROJECTS / ACTIVITIES	(88,037)	(2,070)	(90,107)



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	6.5
Title:	Kakadu Ward Advisory Committee Minutes
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

The unconfirmed minutes of the of the 29 November 2024 Kakadu Ward Advisory Committee are submitted to Council for noting.

RECOMMENDATION

THAT COUNCIL

1. Noted the minutes of 29 November 2024 Kakadu Ward Advisory Committee and reviewed decisions made by the Committee; and
1. Update item 9.2 to reflect that Chairperson Blyth noted his concerns in relation to the health hazard relating to Bats in the township.

BACKGROUND

The *Local Government Act 2019* states that minutes from Council committees must be tabled at the next ordinary meeting of Council and confirmed as a correct record of the meeting.

COMMENT

The below items were referred to Council and has been added to the action register

KWAC7/2024 RESOLVED:

Mayor Woods raised the use of Red Lily clinic building for aged care and disability services.

KWAC20/2024 RESOLVED:

Explore income generating Civil work activities within the West Arnhem Region.

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 Kakadu Ward Advisory Committee Meeting Minutes - 29 November 2024 [6.5.1 - 6 pages]



Minutes of the West Arnhem Regional Council Kakadu Ward Advisory Committee
Friday, 29 November 2024 at 9:00 am
Jabiru Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Cr Blyth declared the meeting open at 9:02 am, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Chairperson	Ralph F. Blyth (Councillor)
Mayor	James Woods
Deputy Mayor	Elizabeth Williams (via video)
Councillor	Mickitja Onus

STAFF PRESENT

Chief Executive Officer	Andrew Walsh (via video)
Director of Finance	Jocelyn Nathanael – Walters (via video)
Director of Community and Council Services	Fiona Ainsworth
General Manager, Technical Services	Garth Borgelt
Governance Advisor	Jasmine Mortimore
Senior Council Services Manager	Rick Mitchell
Council Services Manager, Jabiru	Dana Hewett
Waste and Resource Coordinator	Sara Fitzgerald

3 APOLOGIES AND ABSENCES

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

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

KWAC31/2024 RESOLVED:
On the motion of Chairperson Blyth
Seconded Deputy Mayor Williams

THAT THE COMMITTEE notes no apologies or absences with or without notice for meeting held on 29 November 2024.

CARRIED

4 ACCEPTANCE OF AGENDA

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

The Committee considered a report on Acceptance of Agenda.

KWAC32/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Mayor Woods

THAT THE COMMITTEE accept the agenda papers as circulated for the Kakadu Ward Advisory Committee meeting held on 29 November 2024.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

KWAC33/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Cr Onus

THAT THE COMMITTEE received no declarations of interest as listed for the Kakadu Ward Advisory Committee meeting held on 29 November 2024.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Kakadu Ward Advisory Committee Meeting Minutes
Author:	Jasmine Mortimore, Governance Advisor

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

KWAC34/2024 RESOLVED:
On the motion of Cr Onus
Seconded Mayor Woods

THAT THE COMMITTEE adopted the minutes of the 13 September 2024 Kakadu Ward Advisory Committee as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	NT Police - Law and Order Update
Author:	Jasmine Mortimore, Governance Advisor

The Committee considered a report on NT Police - Law and Order Update.

KWAC36/2024 RESOLVED:
On the motion of Chairperson Blyth
Seconded Cr Onus

THAT THE COMMITTEE noted the presentations on Law and Order Update by NT Police.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

The Committee considered a report on Review of Action Items.

KWAC35/2024 RESOLVED:
On the motion of Mayor Woods
Seconded Cr Onus

THAT THE COMMITTEE:

1. Receive and note the report titled *Review of Action Items*;
2. Review the outstanding action items and gave approval for completed items to be removed from the register, including item 2 and item 5;
3. Request item KWAC7/2024 - Red Lily building and item KWAC20/2024 - Income generating Civil works be considered at the Ordinary Council meeting;
4. Request administration to review in person the Stop sign near water tower; and
5. Request signs for old clinic building be removed.

CARRIED

Agenda Reference:	8.2
Title:	Australia Day Event 2025
Author:	Dana Hewett, Council Services Manager, Jabiru

Meeting broke at 10:39am and recommenced at 11:03am

The Committee considered a report on Australia Day Event 2025.

Minute Note: Chairperson Blyth and the Kakadu Ward Advisory Committee members raised different point of views on this item.

KWAC37/2024 RESOLVED:
On the motion of Deputy Mayor Williams

Seconded Cr Onus

THAT THE COMMITTEE:

1. Receive and note the report titled *Australia Day Event 2025*;
2. Nominate preferred grant as The Australia Day Council NT grant with the event name Jabiru Community Day and date 1 February 2025; and
3. Refer Australia Day events to the Reconciliation Action Plan Working Group to make recommendations to Council.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Proposed change to Jabiru Rubbish Bin Collection
Author:	Dana Hewett, Council Services Manager, Jabiru

The Committee considered a report on Proposed change to Jabiru Rubbish Bin Collection.

KWAC38/2024 RESOLVED:

**On the motion of Chairperson Blyth
Seconded Deputy Mayor Williams**

THAT THE COMMITTEE

1. Received and noted the report titled *Proposed change to Jabiru Rubbish Bin Collection*.
2. Support the Red bins being emptied on Tuesday weekly and Yellow bins to be emptied Thursday weekly to commence in 2025;
3. Request education to rate payers on bin services in Jabiru; and
4. Request report on progress of bin collection and community feedback at the next meeting.

CARRIED

Agenda Reference:	9.2
Title:	KWAC20/2024: Parks Response to Concerns with Bats/Flying Foxes
Author:	Dana Hewett, Council Services Manager, Jabiru

The Committee considered a report on KWAC20/2024: Parks Response to Concerns with Bats/Flying Foxes.

KWAC39/2024 RESOLVED:

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

THAT THE COMMITTEE receive and note the report titled *KWAC20/2024: Parks Response to Concerns with Bats/Flying Foxes*.

CARRIED

Agenda Reference:	9.3
Title:	CSM Operations Report on Current Council Services
Author:	Dana Hewett, Council Services Manager, Jabiru

The Committee considered a report on CSM Operations Report on Current Council Services.

KWAC40/2024 RESOLVED:

**On the motion of Chairperson Blyth
Seconded Deputy Mayor Williams**

THAT THE COMMITTEE received and noted the report titled *CSM Operations Report on Current Council Services*.

CARRIED

Agenda Reference:	9.4
Title:	Proposed new opening hours for Jabiru Licensed Post Office
Author:	Leanne Johansson, Business Development Manager

The Committee considered a report on Proposed new opening hours for Jabiru Licensed Post Office.

KWAC41/2024 RESOLVED:
On the motion of Cr Onus
Seconded Mayor Woods

THAT THE COMMITTEE

1. Receive and note the report titled *Proposed new opening hours for Jabiru Licensed Post Office*; and
2. Support Jabiru Post Office opening hours change to 10:30am - 5:00pm

CARRIED

Agenda Reference:	9.5
Title:	Jabiru Landfill EPA License Final Report
Author:	Sara Fitzgerald, Waste and Resource Coordinator

The Committee considered a report on Jabiru Landfill EPA License Final Report.

KWAC42/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Mayor Woods

THAT THE COMMITTEE receive and note the report titled *Jabiru Landfill EPA License Final Report*.

CARRIED

10 COMMITTEE MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Kakadu Ward Advisory Committee Member Questions
Author:	Jasmine Mortimore, Governance Advisor

The Committee considered a report on Kakadu Ward Advisory Committee Member Questions.

KWAC43/2024 RESOLVED:
On the motion of Deputy Mayor Williams
Seconded Mayor Woods

THAT THE COMMITTEE recorded for action the following questions from Members.

1. Request administration investigate use of the Jabiru Lake for recreational activities, including catch and release fishing; and
2. Request through Rio Tinto funding for a BMX track and Splash Park for Jabiru residents.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place 14 March 2024.

12 MEETING DECLARED CLOSED

Chairperson Cr Blyth declared the meeting closed at 12:39 pm.

This page and the preceding pages are the minutes of the Kakadu Ward Advisory Committee Meeting held on 29 November 2024.

[Click here](#) to view the agenda for the Kakadu Ward Advisory Committee Meeting held on 29 November 2024.

UNCONFIRMED

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	7.1
Title:	Review of Action Items
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

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

RECOMMENDATION

THAT COUNCIL:

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

BACKGROUND

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

COMMENT

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Action Item Register 18 December 2024 [7.1.1 - 13 pages]

Item	Status	Action Required	Assignee/s	Action Taken
1	In Progress	<p>OCM19/2024</p> <ol style="list-style-type: none"> 1. Directed Council to reach out to the Office of Marion Scrymgour to offer funding better suited to West Arnhem and to accept funding for purchase of community buses. 2. Requested alternative letter outlining organisations in communities better suited to deliver service within the communities, cc'ing in those organisations 	Fiona Ainsworth, Jasmine Mortimore	<p>15/04/2024 Jasmine Mortimore</p> <p>Outcome from action has changed as the offer of buses is being negotiated with the Office of Marion Scrymgour. WARC have sent a proposal to use buses for sport and recreations as this fits within the funding guidelines.</p> <p>10/05/2024 Jasmine Mortimore</p> <p>Working with Office of Marion Scrymgour, updates will be provided out of session.</p> <p>23/09/2024 Jasmine Mortimore</p> <p>As off 23 September 2024 administration has reached out to Office of Marion Scrymgour 5 times without response. Will continue to follow up.</p> <p>15/10/2024 Jasmine Mortimore</p> <p>Office of Marion Scrymgour Office attended Council Meeting on 30 September and provided an update.</p> <p>10/12/2024 Jasmine Mortimore</p> <p>Update from Office of Marion Scrymgour on 10/12 states 'The funding commitment has been approved to the current financial year, the department are just ensuring the diversion from the original commitment (from large buses to smaller manageable buses) has been authorised correctly.'</p>
2	In Progress	<p>OCM190/2023</p> <p>Cr Phillips and Cr Woods raised issues with new drain out the front of Maningrida clinic / road quality for wet season.</p>	Hilal Ahmad	<p>22/03/2024 Ben Heaslip</p> <p>05 December 2023 – Hilal Ahmad: A Council report is included in the agenda today for discussion of options to be presented to Council members.</p> <p>10 January 2024 – Hilal Ahmad: Purchase Order raised to concrete the crossing, U shaped rails installed on both sides of the crossing to make it safe. 22 Check dams installed in the drain to slow the water and stop scouring.</p> <p>09 February 2024 – Hilal Ahmad</p> <p>Contractor will commence the works, depending on the weather.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>11 March 2024 – Hilal Ahmad Contractor will commence the works, depending on the weather as concreting works are involved installing additional culverts.</p> <p>12/04/2024 Hilal Ahmad Contractor will commence work by the end of April 2024 and will complete the work by mid May 2024.</p> <p>07/05/2024 Clem Beard Contractor will commence at the end of the month. Project delayed due to late rains in Maningrida. Works include concreting entrance and both sides of the culvert to the takeaway stores opposite clinic.</p> <p>07/06/2024 Clem Beard Planned works are scheduled to commence mid June - delays due to local available capacity.</p> <p>18/07/2024 Sara Fitzgerald Works Scheduled to begin first week of August, will be completed in 2 parts with driveway widening being part of a tender for drainage maintenance being advertised prior to end July.</p> <p>12/08/2024 Sara Fitzgerald Drainage tender to be awarded this meeting anticipated works complete prior to wet season</p> <p>16/09/2024 Hilal Ahmad Tender awarded to BV Contracting and the works to commence in mid of October 2024. All works are scheduled to be completed prior to the onset of wet season.</p> <p>10/10/2024 Clem Beard BV Contracting will mobilise on the 28th of October and expected to be onsite for three (3) weeks to complete drainage/driveway works on Mallabam Road.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>04/11/2024 Clem Beard</p> <p>BV Contracting have mobilized and commenced planned works in Maningrida for works with Mallabam Road drainage, stone pitching and culvert works for entrance to takeaway stores. Planned works expected to be completed by the end of November.</p> <p>06/12/2024 Garth Borgelt</p> <p>The culvert entrance access road to the shops/office has been completed; Stone pitching in progress</p>
3	In Progress	<p>OCM101/2022 MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC</p> <p>The Administration will instruct NTG to complete the civil remedial works for new subdivision to the required Australian Standards per independent consultant recommendations and Delay for another wet season to ensure the roads, drains, road furniture and culverts are sufficiently designed and constructed to accommodate wet season run off and to mitigate any potential areas of flooding.</p> <p>OCM62/2023 New Subdivision meeting held with DIPL and WARC 17 March 2023</p> <p>The Administration to:</p> <ul style="list-style-type: none"> - Assist representatives from DIPL to conduct a full and comprehensive conditional report for Maningrida Subdivision post Wet Season 2022/23. - Instruct a subcontractor to carry out immediate works on the remediation of potholes in Maningrida. <p>Background: 05 December 2022: Administration drafted a response to the NTG stating</p>	Andrew Walsh, Jasmine Mortimore	<p>22/03/2024 Ben Heaslip</p> <p>09 August 2023 – Hilal Ahmad: WARC works staff in conjunction with JMK will continue to clean out drains progressively and complete prior to onset of wet season to reduce flooding and scouring in the new subdivision.</p> <p>13 September 2023 – Hilal Ahmad</p> <p>WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision.</p> <p>03 November 2023 – Hilal Ahmad</p> <p>DIPL representative will attend the OCM to discuss the new subdivision handover in Maningrida and Gunbalanya.</p> <p>05 December 2023 – Hilal Ahmad</p> <p>WARC works staff continue working in conjunction with contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the December OCM to discuss the deteriorating condition of new subdivision.</p> <p>9 February 2024 – Hilal Ahmad</p> <p>WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying.</p>

Item	Status	Action Required	Assignee/s	Action Taken
		<p>conditions of handover required prior to accepting ownership.</p> <p>24 March 2023: Report included in April OCM</p> <p>09 June 2023: WARC met with DIPL on site and discussed the current deteriorating condition and fire risk of the drainage network. DIPL has agreed to cover the cost for the drainage works rectification and has requested WARC to provide a quote for the remediation of the drainage network. WARC is awaiting quotes from JMK and City Earthmoving for the drainage network remediation.</p> <p>OCM269/2024 RESOLVED: Invite DLI CEO through formal correspondence to discuss Action Item 7, in the action register in detail.</p>		<p>11 March 2024 – Hilal Ahmad WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying. 6 Bags of Cold mix (1 Ton each) delivered to Maningrida to fix the potholes.</p> <p>12/04/2024 Hilal Ahmad A site meeting was held on 5th April 2024 with Anuerin Townsend, Regional Director of West Arnhem region for the Department of Chief Minister and Cabinet on the current status of the civil infrastructure of the new subdivision. West Arnhem Regional Council was ensured that the request will be escalated to the Department of Infrastructure, Planning and Logistics regarding the failings of the current civil infrastructure with remediation solutions accordingly.</p> <p>07/05/2024 Clem Beard Administration will continue to advocate for additional works by DIPL for new subdivision.</p> <p>11/06/2024 Clem Beard Funding has been allocated to carryout remedial works by DCT Australia for the intersection at the entrance of the new subdivision under construction. Council will continue to advocate for additional drainage works throughout the new subdivision to reduce flooding of drains and culverts.</p> <p>18/07/2024 Sara Fitzgerald DCT works are complete. Council staff continue to advocate for further improvements to overall drainage and stormwater management of New Subdivision</p> <p>12/08/2024 Sara Fitzgerald No further actions at this stage. Working with Office of Chief Minister and Cabinet to advocate for better drainage in New sub.</p> <p>16/09/2024 Hilal Ahmad</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>As part of the remediation works for stage 1 of the new subdivision:</p> <p>a) The intersection to the new subdivision will be reconstructed to eliminate drainage issues and water ponding. The works will be completed by early November</p> <p>b) The damaged section of road parallel to the drain will be resealed. The seal is bleeding due to heavy traffic utilized when the new houses were constructed, and this road will be utilized as the main entrance road to the subdivision under construction in Maningrida. The works will be completed next year when the spray sealing contractors are onsite sealing the new subdivision roads by the end of the project completion.</p> <p>23/09/2024 Jasmine Mortimore CEO recommends that Council accept ownership of the Maningrida Subdivision in current condition.</p> <p>15/10/2024 Jasmine Mortimore Action from 30 September OCM still in progress</p> <p>13/11/2024 Jasmine Mortimore CEO is meeting with DLI CEO on 29/11/2024 to discuss</p>
4	In Progress	OCM136/2024 RESOLVED: Invite Demed and BAC CEO to Council meeting to discuss gravel usage surrounding Gunbalanya township area.	Andrew Walsh, Jasmine Mortimore	<p>15/08/2024 Ben Heaslip Waiting for DEMED CEO recruitment to be finalised.</p> <p>13/11/2024 Jasmine Mortimore BAC CEO has agreed to meet with Council at a later date, DEMED CEO has been recruited and CEO will reach out to discuss</p> <p>09/12/2024 Jasmine Mortimore Invitation sent to BAC CEO to attend next in person Council meeting to discuss.</p>
5	In Progress	OCM137/2024 RESOLVED:	Graham Baulch, Sara Fitzgerald	18/07/2024 Sara Fitzgerald

Item	Status	Action Required	Assignee/s	Action Taken
		Request policy of fleet disposal to be updated to include assessment of each vehicle and expression of interests within community before auction in Darwin.		<p>Vehicle disposal policy is being adjusted to reflect the following items</p> <ul style="list-style-type: none"> - All efforts will be made to offer passenger vehicles for disposal in community - When disposing of a vehicle in community a reasonable estimate of repair costs will be provided to interested community members. - If a vehicle is deemed beyond repair it will be removed from community for sale at auction or disposal to scrap to prevent excessive waste generated by council remaining in community <p>All of the above items once formalised will be administered by the Fleet Coordinator in collaboration with the mechanic to ensure process is fair and transparent and follows the guidelines set out by the Local Government Act 2019.</p> <p>12/08/2024 Sara Fitzgerald</p> <p>Policy creation still in process</p> <p>19/09/2024 Sara Fitzgerald</p> <p>Draft policy in review, new documents have been created to support the EOI process.</p> <p>11/10/2024 Sara Fitzgerald</p> <p>First round of EOI has been completed, further information on effectiveness available at next OCM</p> <p>05/11/2024 Garth Borgelt</p> <p>A report will be tabled at the next Ordinary Council Meeting in December.</p> <p>06/12/2024 Garth Borgelt</p> <p>Report submitted to OCM on 18 December 2024 to update on pilot.</p>
6	In Progress	OCM149/2024 RESOLVED: Investigate using the heavy vehicle rest area initiative funding for wash down bay at Cahills Crossing and truck stop near Jabiru entrance.	Fiona Ainsworth	<p>18/07/2024 Sara Fitzgerald</p> <p>A Submission was made to the Heavy Vehicle Rest area program to suggest improvements to the rest areas surrounding Jabiru with detailed information on Cahills crossing and the need for a wash down bay. Unfortunately, this program is not for new rest areas</p>

Item	Status	Action Required	Assignee/s	Action Taken
		OCM269/2024 RESOLVED: Cr Blyth advised that he will raise Action Item 16 with Parks Australia and report back to Council.		<p>12/08/2024 Sara Fitzgerald</p> <p>Working with DIPL to recommend they access the SLIRP funding pool to install truck washdown facility. Awaiting feedback from Parks Australia to support this initiative from a biosecurity level.</p> <p>19/09/2024 Sara Fitzgerald</p> <p>WARC staff will continue to advocate for this project with new Department of Infrastructure and Logistics. Recommend complete.</p> <p>13/11/2024 Jasmine Mortimore</p> <p>Cr Blyth has forwarded the Kakadu National Parks contact to staff. Director of Community and Council Services to reach out to Kakadu National Parks to discuss action</p> <p>09/12/2024 Jasmine Mortimore</p> <p>Discussion have commenced with Kakadu National Parks (KNP). KNP have indicated that their intentions are to focus on the Western side of the park to control weeds entering as opposed to exiting the park. This is part of a three year project, all funds for the project are committed.</p>
7	In Progress	OCM155/2024 RESOLVED: Investigate inviting appropriate department for Identification Cards to a Ordinary Council meeting.	Andrew Walsh, Jasmine Mortimore	<p>24/07/2024 Leanne Johansson</p> <p>Currently ascertaining which is the appropriate department.</p> <p>21/08/2024 - OCM</p> <p>Appropriate Department is the MVR. CEO will seek to meet with the Responsible Officer</p> <p>15/10/2024 Jasmine Mortimore</p> <p>Change of Government has delayed progress, will provide further update in December OCM post meeting with relevant department.</p> <p>13/11/2024 Jasmine Mortimore</p> <p>CEO will be meeting with Greg Turner, Director Motor Vehicle Registry on 15/11/2024 to discuss action</p>

Item	Status	Action Required	Assignee/s	Action Taken
				09/12/2024 Jasmine Mortimore Meeting has been rescheduled.
8	In Progress	<p>OCM303/2024 RESOLVED: Approve West Arnhem Regional Council applying for the following positions and support funding under the Remote Jobs and Economic Development program:</p> <ul style="list-style-type: none"> a. Animal Control Officers – Jabiru x 2 b. Funeral Cultural and Burial Liaison Officer – Maningrida x 2 c. Oval and Sports Field Caretaker – Maningrida, Gunbalanya, Jabiru x 2 (per location). d. Aquatic Lifeguard – Maningrida, Jabiru x 2 (per location) e. Data & Records Officer Trainee – Darwin x 1 f. Resource Officers (Waste Awareness) - All Location <p>- Human Resource Manager to develop PDs - Business Development Manager to complete applications to RJED</p>	Andrew Walsh, Karen Borgelt, Leanne Johansson	<p>04/11/2024 Leanne Johansson Still awaiting Remote Jobs and Economic Development (RJED) guidelines to be published. Grant applications will not be open until the RJED guidelines are published. Publishing is expected before 31/12/2024.</p> <p>03/12/2024 Leanne Johansson Still waiting on final guidelines and grant opening date. WARC is preparing for the Remote Jobs and Economic Development (RJED) program by developing Position Descriptions for proposed RJED jobs, considering training needs, tools of trade and other staff considerations so we are ready to apply once the grant is open.</p>
9	In Progress	<p>OCM350/2024 RESOLVED: Request administration investigate Jabiru stakeholder support for the rectification of the Jabiru Childcare roof.</p>	Andrew Walsh	
10	In Progress	<p>OCM339/2024 RESOLVED: Request report on support for the MPA K9 Security.</p>	Fiona Ainsworth	
11	In Progress	<p>KWAC20/2024 RESOLVED: Explore income generating Civil work activities within the West Arnhem Region. (item referred to Council)</p>	Fiona Ainsworth, Garth Borgelt	

Item	Status	Action Required	Assignee/s	Action Taken
12	In Progress	KWAC7/2024 RESOLVED: Mayor Woods raised the use of Red Lily clinic building for aged care and disability services. (item referred to Council)	Andrew Walsh, Fiona Ainsworth	
13	In Progress	WAR57/2024 RESOLVED: Request Council advocate with the federal government for a multi purpose safe shelter for Warruwi Community.	Andrew Walsh	
14	On Hold	<p>OCM157/2023 RESOVLED: Request increased advocacy for AFL in West Arnhem Region please refer to AFL in West Arnhem document</p> <p>BACKGROUND: Marnie Mitchell: Through a partnership with AFL NT remote development managers will help support program and development sessions for both Minjilang and Warruwi with WARC covering accommodation/travel/meal costs and AFLNT cover wages of the staff. Community leadership are working together to facilitate the community visits bimonthly. Council Services Managers continue to support AFL initiatives within their Sport and Recreation Teams</p> <p>OCM109/2024 RESOLVED: Requests further information on the details including cost of Tiwi Bombers football team for AFL NT.</p> <p>OCM215/2024 Approach West Arnhem stakeholders to support the development of a West Arnhem AFL team</p>	Marnie Mitchell	<p>04/04/2024 Jasmine Mortimore</p> <p>Updates: Hall/oval and highly successful event in Warruwi. 5 community members signed up for umpiring. 15 January 2024 – Matt Griffiths: Nil further. AFL & AFLW included on YSR participation plans. 12 February 2024 – Marnie Mitchell: Matt Levens from AFLNT continues to work with Warruwi and Minjilang. Sport and Recreation staff in community are working with Community to have bi monthly visits to community working in conjunction with the school and council. 13 February 2024 – Dana Hewett: Jabiru – Plans are to continue with Auskick in 2024.</p> <p>02/05/2024 Marnie Mitchell</p> <p>This is an advocacy and strategic item for WARC.</p> <p>My suggestion is that the WARC staff work with the Council and Mayor to discuss the role of WARC in this process of having a team in the AFLNT from West Arnhem.</p> <p>Sport and Recreation staff will continue to provide fundamental training and mentoring opportunities for players, coaches and umpires as well as support ongoing community lead AFL competitions.</p> <p>AFLNTs recommendations form part of the WARC Australian Rules Plan.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>11/06/2024 Marnie Mitchell</p> <p>I have made initial contact with the Tiwi Bombers president Lindsey Whiting based on a introduction from AFLNT. We had an indepth conversation around the prospect of having a West Arnhem team in the Premier level.</p> <p>His feedback is noted: *700-800K per year including the cost of a General Manager, travel and other costs to run successfully and professionally * Grants and fundraising is required to cover the costs *Men's and women's team represent Tiwi Bombers *Currently they fly in players weekly to Darwin from Tiwi dependant on game time and accommodate in Darwin *13 of 16 games are played in Darwin with only 3 home games. AFL subsidise the cost of teams travelling to Tiwi to play *They have an affiliation with Tracey Village - when players for Tracey in Div I and II are ready they then move to play Premier level with Tiwi *They train across 3 communities in Tiwi plus Darwin and only come together on game day</p> <p>I have also made contact with the appropriate staff at the AFLNT Leigh Elder - Leigh.Elder@afl.com.au and Gavin May - gavin.may@afl.com.au to discuss financial. governance, logistical and venue challenges.</p> <p>I hope to be able to source specific information and contacts that will be useful for the AFL programs in Maningrida.</p> <p>AFL 9s boys competition for 13-17 years including Maningrida, Gunbalanya and Jabiru is scheduled for 4th July in Jabiru. It is hoped that it will be expanded to include girl's next time.</p> <p>12/06/2024 Jasmine Mortimore</p> <p>Made initial contact with Jabiru Bombers Football Club, they are currently awaiting the election of a new president and will continue conversations when role has been filled.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>11/07/2024 Marnie Mitchell</p> <p>AFL9s mini carnival was held in Jabiru during the school holidays. Young men 13-17 years from Maningrida (two teams), Gunbalanya and Jabiru played games Thursday afternoon and Friday. They camped at Jabiru school, cooked BBQ, played basketball into the night and then all sat together and yarned. This was a very successful event facilitated and managed by the Sport and Rec teams across the three communities.</p> <p>TeamHealth, AFLNT, School Attendance officer, Red Lily and Jabiru school helped with transport, coaching and supervision with the community of Jabiru supporting the event by spectating, running water and umpiring the games.</p> <p>Some of the big boy's plan on coming back to Jabiru to play in the men's teams for Football and Basketball for Kurrung Sports Festival at the end of August.</p> <p>Next time we would like to have all communities involved.</p> <p>New AFLNT Staff Graham Hayes is now based in Maningrida. His role is to support and facilitate community training, competition and upskilling of players, coaches, umpires and other volunteers. Sport and Recreation team in Maningrida will support AFLNT.</p> <p>08/08/2024 Marnie Mitchell</p> <p>8/8/24 Marnie Mitchell</p> <p>AFLNT new staff member has started in Maningrida. Rec and Sport team working with AFLNT staff to ensure a team is training and coming to compete at the Kurrung Festival at the end of August.</p> <p>AFLNT Darwin office are also engaging with Jabiru staff in relation to other events and opportunities to engage in competitions and tournaments.</p> <p>There has been no further progress or discussion about a team in the AFLNT.</p> <p>18/09/2024 Marnie Mitchell</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>Australian Rules Football played a major part in the recent Kurrung Festival with men's teams from all communities competing.</p> <p>Maningridas upcoming L'urra Festival also includes Australian Rules Football games across various age groups. West Arnhem Regional Councils Sport and Recreation staff are playing support roles across the festival football activities.</p> <p>Jabiru Bombers AFLNT official season begins 12th October 2024.</p> <p>Letters to be sent to West Arnhem stakeholders seeking support to develop a West Arnhem AFL Team - further update will be provided at the November Ordinary Council Meeting.</p> <p>23/09/2024 Jasmine Mortimore</p> <p>Meeting scheduled with Sydney Swans on 24 September 2024 to discuss AFL in West Arnhem.</p> <p>15/10/2024 Jasmine Mortimore</p> <p>Request item be put on hold until conflicting priorities are resolved regarding Councils position. (following government advice and direction received in September 2024).</p>
15	Recommend Complete	OCM159/2024 RESOLVED: Review procurement policy to include community benefit as a criteria of assessment.	Sara Fitzgerald	<p>18/07/2024 Sara Fitzgerald</p> <p>Review of procurement strategy and policy is underway holistically to encompass items of Indigenous participation, environmental sustainability, inclusivity and community benefit will be included in this. Council will be delivered a draft of any strategy or policy prior to publishing for endorsement.</p> <p>12/08/2024 Sara Fitzgerald</p> <p>Procurement working group established to ensure policy and strategy is legislatively compliant and comprehensive to Council's strategic plan</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>19/09/2024 Sara Fitzgerald Draft policy to be delivered at the October OCM.</p> <p>11/10/2024 Sara Fitzgerald Draft Procurement Policy under executive review for presentation to Council in November OCM</p> <p>05/11/2024 Sara Fitzgerald Draft Policy is under final review and will be presented at the next Council meeting in December</p>
16	Recommend Complete	OCM307/2024 RESOLVED: Invite Nja-Marleya Cultural Leaders and Justice Group and the Department Housing, Local Government and Community Development - Local Government Unit to discuss Bylaws in Maningrida to control animals.	Ben Heaslip, Jasmine Mortimore	<p>13/11/2024 Jasmine Mortimore Information Advisor to table a report to the Local Authorities. Invitation will be sent to Nja-Marleya Cultural Leaders and Justice Group</p> <p>09/12/2024 Jasmine Mortimore Action is progressing in the Local Authority meetings.</p>

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	7.2
Title:	Procurement Policy Review
Author:	Jocelyn Nathanael-Walters, Director of Finance

SUMMARY

The purpose of this report is to review Council's Procurement Policy to set out how Council is to conduct fair, transparent, accountable and compliant procurement that achieves Council's objectives set out in the Strategic Plan, Budget and Long-Term Financial Plan.

RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report titled *Procurement Policy Review*; and
2. Approve the Procurement Policy with
 - a. An additional procurement principle: benefit the community; and
 - b. A procurement decision matrix weighting of: Local Content 30%; Social and Community Benefit 10%; Environmental 5%; Value for money 35%; and Capacity and Past Performance 20%.

BACKGROUND

Council's existing Procurement Policy was approved by Council in 2021 [OCM88/2021] and was due for review 10 June 2024.

COMMENT

A comprehensive review of Council's procurement practices is in progress and this Procurement Policy is intended to provide strategic direction to develop the necessary procedures, checklists and instructions.

Along with the procurement principles set out in regulation 33 of the *Local Government (General) Regulations 2021* there is an opportunity for the Council to include additional principles to reflect this Council's particular vision for the West Arnhem region. For example, along with the six listed principles include 'benefit the community'.

The proposed new Procurement Policy includes a procurement decision matrix with set weighting to guide the review of all Council procurement. This set decision matrix tool will help standardise procurement decision making within Council. Procedures and instructions will be developed to help apply this decision tool.

The proposed new Procurement Policy is suggested to be reviewed by Council annually as it is a vital part of Council's business and the embedded procurement decision matrix weighting should be regularly reviewed.

LEGISLATION AND POLICY

Local Government Act 2019

Local Government (General) Regulations 2021

General Instruction 1: Procurement

Council's Conflict of Interest, Fraud and Corruption, and Code of Conduct Policies

FINANCIAL IMPLICATIONS

Council is responsible for managing its financial resources.

STRATEGIC IMPLICATIONS

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

PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice. We recognise and champion the importance of safe-guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

Goal 5.2 Procurement

Develop and implement a leading-edge sustainability procurement strategy.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.1 Financial Management

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. Draft Procurement Policy [7.2.1 - 4 pages]



Policy Name	Procurement
Publication Date:	
Council Decision (Reference):	
Classification:	Council Policy
Categorisation:	Finance and Assets
Review Frequency:	1 year
Review Date:	1/12/2025
Responsible Officer:	Director Finance
Version (Revision Number):	2.0

1. PURPOSE

The purpose of this policy is to set out how Council conducts fair, transparent and accountable procurement that achieves value for money, benefits communities in the West Arnhem region, complies with the *Local Government Act 2019* and associated legislation and reflects Council's Strategic Plan, Budget and Long-Term Financial Plan.

2. SCOPE

This policy applies to Council Members, employees of Council and external parties that are involved in the Council's procurement processes.

This does not include procurement undertaken or paid by Council's insurer.

Details of the procurement process are set out in the procurement procedures, checklists and instructions.

3. DEFINITIONS

In the context of this policy the following definitions apply:

Conflict of Interest means a potential, perceived or actual conflict between an employee's official duties and responsibilities in serving the public interest, and their own private interests. A conflict of interest can arise from avoiding personal losses, as well as gaining a personal advantage – whether financial or otherwise. This includes advantages to relatives, friends, and business associates.

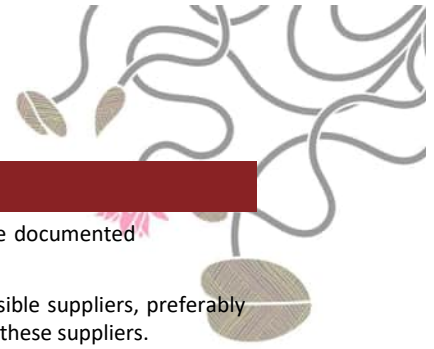
Conflicts of interest can be pecuniary (involve an actual or potential financial gain or loss) or non-pecuniary (not have a financial component but may arise from personal or family relationships or involvement in sporting, social, community or cultural activities).

Cost is the cost to Council excluding Goods and Services Tax (GST).

Price is the amount paid for the supply of goods or services and it includes GST.

Value for Money means obtaining the best combination of cost, quality and sustainability for the goods or services being purchased.





COST THRESHOLD (EXCLUDES GST)	PROCUREMENT METHOD
Less than \$10,000	Communication with suppliers must be documented and submitted with a purchase order.
\$10,000 but not more than \$100,000	Quotations from at least three (3) possible suppliers, preferably written. Council must choose one from these suppliers. <i>If three quotes cannot be obtained, then reasons in writing why must be kept with the quote(s) received.</i>
\$100,000 but not more than \$150,000	Public request for quotations, including public notice in regional newspaper and published on Council's website. The outcome of the quotation process must be notified through the same channels. Council may only accept a supplier from those that have submitted a quotation.
\$150,000 or more	Public tender for contract, including public notice in regional newspaper, Territory newspaper and published on the council's website. The outcome of the public tender must be notified through the same channels.

4. PROCUREMENT DECISION MATRIX

To standardise Council's procurement decision making, the responsible officer must apply the following weightings when assessing quotes and tenders received:

Procurement To Achieve	Council Set Weightings
Local Content (Local and Indigenous Participation)	30%
Social and Community Benefit	10%
Environmental	5%
Value for Money	35%
Capacity and Past Performance	20%
	100%

5. POLICY STATEMENT

When undertaking a procurement process the responsible officer must consider the procurement principles set out in regulation 33 of the *Local Government (General) Regulations 2021*:

- The enhancement of the capabilities of local enterprises and industries;
- The employment of Aboriginal people;
- Ethical behaviour and fair dealings;
- Environmental protection and sustainability;
- Open and effective competition; and
- Value for money.



Approved by Council

Date

Page 2 of 4



Plus, Council's addition procurement principle:

- Benefit the community.

6. STAGES OF PROCUREMENT

Procurement Planning

The responsible officer must determine:

1. What are the procurement objectives?
2. When is the supply required?
3. Where are the funds to come from to pay for the supply?
4. What is the estimated cost of the supply? - i.e. this will determine the procurement method required.
5. Who is delegated to make the procurement decision?

From the start of procurement process the responsible officer must ensure:

6. The procurement process follows Council's procurement principles.
7. The decision matrix weightings set by Council are applied when making the procurement decision.

Sourcing

In line with the procurement plan, the responsible officer is to:

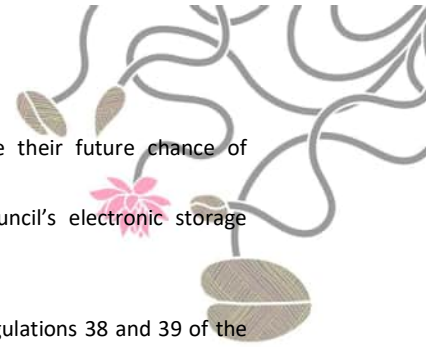
8. Develop the supporting documentation (specifications, drawings, supply criteria etc.) to approach the market to obtain quotations or tenders.
9. Canvas the market by approaching suppliers for quotations, advertising for public quotations or calling for tenders – i.e. the method used will depend on the cost threshold of the supply.
10. Ensure any **Conflicts of Interest** declared, by potential suppliers or Council employees involved in the procurement assessment, are immediate provided to the CEO and obtain written instruction on how the conflict is to be managed before the procurement process is continued.
11. Review the quotations or tenders received against Council's procurement weighting matrix.
12. Obtain the appropriate procurement authority.
13. Prepare the appropriate documentation (i.e. PO, Council Recommendation, Contract etc.) to enable the execution of the procurement.

Receiving the Goods or Services

The responsible officer is expected to manage the supply, and this involves:

14. Advising the successful and unsuccessful suppliers in writing.
15. Organising the publication of the notice of the successful supplier on Council's website, where appropriate.
16. Proactively managing the delivery of the supply in line with the agreed deliverables (i.e. ensure the terms and conditions and date of delivery are met and liaise with Finance Team on agreed payment milestones etc.).
17. Check the correct goods or services have been delivered before payment is authorised.
18. Reviewing the supplier's performance for future reference.





19. Provide feedback opportunities to unsuccessful applicants to improve their future chance of supplying council.
20. Saving all support documentation of the procurement process in Council's electronic storage repository.

Additional Things to Note

21. **In certain circumstances a quotation or tender is not required** – see regulations 38 and 39 of the *Local Government (General) Regulations 2021*.
For example: where the supply is a renewal of an existing licence or where the purchase is obtained through an NT Government approved procurement entity (e.g. LocalBUY)
22. How **to calculate the procurement threshold of a supply under a period contract** (that operates over more than one financial year) is set out in regulation 40.
23. The **permitted length of a period contract** is set out in regulation 41 and *General Instruction 1: Procurement*.
24. The **treatment of procurement variation to an original quotation or tender** is to be managed in accordance with regulation 42.
25. In determine the cost threshold and therefore the procurement methodology to apply:
 - a. Cost splitting (i.e. using multiple POs to achieve a procurement threshold); and
 - b. Offsetting costs (i.e. adding the trade-in price to reduce the cost)
 are not permitted – see regulation 43.

7. Related Documents

Legislation and References

Local Government Act 2019
Local Government (General) Regulations 2021
General Instruction 1: Procurement
 Public Disclosures Act
 Australian Accounting Standards

Policy documents

Delegations Manual
 Code of Conduct Policies
 Conflict of Interest Policies
 Fraud and Corruption Control Policy

Procedures

Accounting and Policy Manual
 Strategic Asset Management Policy and Framework
 Procurement Procedures

Instructions, tools, guidelines, forms and templates

Procurement Checklists and Instructions.



Approved by Council

Date

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WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 December 2024

Agenda Reference:	8.1
Title:	Finance Report for the period ended 30 November 2024
Author:	Jocelyn Nathanael-Walters, Director Finance Corey White, Accountant

SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 30 November 2024.

RECOMMENDATION

THAT COUNCIL

1. Receive and note the report titled *Finance Report for the period ended 30 November 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.

STATUTORY ENVIRONMENT

Regulation 17 of the *Local Government (General) Regulations 2021* outlines the requirements for the monthly financial report 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. CEO Certification - November 2024 Monthly Finance Report [**8.1.1** - 1 page]
2. 2. Snapshot [**8.1.2** - 1 page]
3. 3. Ratio Report [**8.1.3** - 3 pages]
4. 4. Monthly Financial Report [**8.1.4** - 8 pages]
5. 5. Restricted Funding Report [**8.1.5** - 3 pages]
6. 6. Monthly Financial Report by L A's [**8.1.6** - 1 page]
7. 7. Credit Card Transactions. [**8.1.7** - 3 pages]

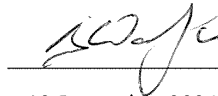
Certification by the CEO to the Council

Council Name:	West Arnhem Regional Council
Reporting Period:	November 2024

That, to the best of my 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

12 December 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 *Local Government (General) Regulations 2021*)

Snapshot – November 2024 Financial Report



Million



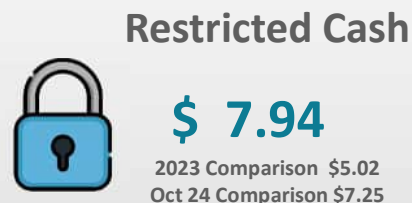
Million



Million



Million



Million



Million



Million



Million

Report 3

Ratio Report for November 2024**Statement of Working Capital (Current Ratio)**

Only considers unrestricted assets, current receivables and discounted current liabilities.

Total current assets decreased by \$2.28M from \$8.99M in October to \$6.71M in November 2024 as a result of receiving scheduled grant funding and the issuing of annual rates notices

Within current assets, cash and cash equivalents decreased by \$1.49M due to:

- (a) An decrease in cash at bank (including term deposits) of \$804K; and
- (b) An increase in restricted cash of \$549K
- (c) The establishment of provisions for DRFA Funding and 2025 Budgeted Election Costs of \$133K

Note in 2024-25: The treatment of FAA roads funding has been reclassified as unrestricted funding. For comparison purpose this reclassification has been backdated by 12 months and used in the "Current Ratio for the past Year" graph below.

Total current liabilities decreased by \$455K from \$3.12M in October to \$2.66M in November 2024.

Council's net working capital (total current assets less total current liabilities) decreased from \$5.87M in October to \$4.05M in November 2024. This is a result of current assets decreasing 5 times faster than current liabilities from October to November which is expected for this period.

The **current ratio** increased from 2.88 to 2.52.

	OCTOBER	NOVEMBER	Movement	%
CURRENT ASSETS				
Cash and cash equivalents	6,451,967	4,965,749	(1,486,218)	-23%
Trade and Other Receivables	2,539,595	1,743,195	(796,400)	-31%
Inventories (fuel and post office)	0	0	0	0%
Prepayments and Other	0	0	0	0%
TOTAL CURRENT ASSETS	8,991,562	6,708,944	(2,282,618)	-25%
Less:				
CURRENT LIABILITIES				
Trade and Other Payables	1,600,000	980,855	(619,146)	-39%
Provisions	587,868	622,582	34,713	6%
Other Liabilities	931,474	1,060,458	128,984	14%
TOTAL CURRENT LIABILITIES	3,119,342	2,663,894	(455,448)	-15%
NET CURRENT ASSETS (Working Capital)	5,872,219	4,045,050	(1,827,169)	-31%
CURRENT RATIO	2.88	2.52	(0.36)	-13%

Working Capital / Current Ratio



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

WEST ARNHEM REGIONAL COUNCIL for the period ended 30 November 2024		30 November 2024
		\$
CURRENT ASSETS		
Cash and cash equivalents *		4,965,749
Trade and Other Receivables		1,743,195
Inventories		-
Prepayments and Other		-
TOTAL CURRENT ASSETS		6,708,944
Less:		
CURRENT LIABILITIES		
Trade and Other Payables		980,855
Provisions		622,582
Borrowings		-
Other Liabilities		1,060,458
TOTAL CURRENT LIABILITIES		2,663,894
NET CURRENT ASSETS (Working Capital)		4,045,050
CURRENT RATIO		2.52

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

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.

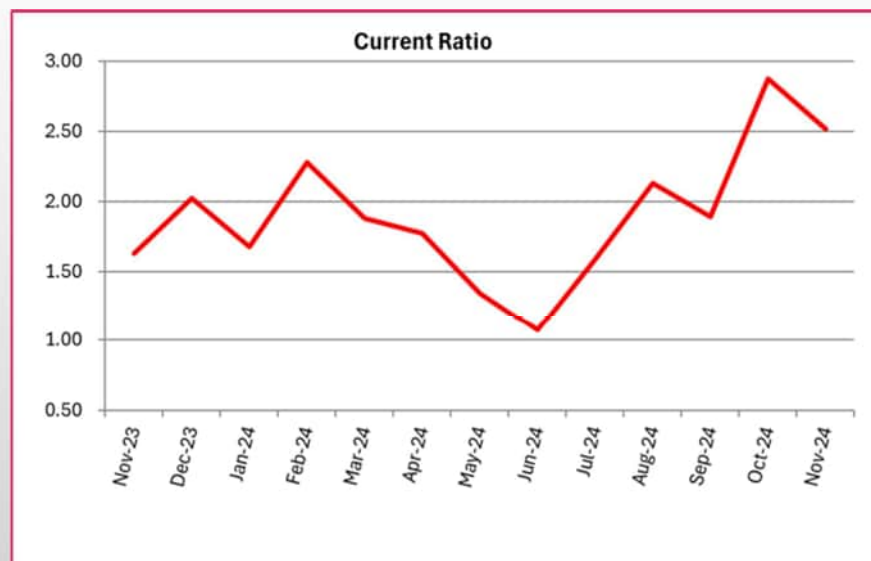
- Note: does not include restricted cash of \$7.937 million as at 30 November 2024





Current Ratio for the past Year

Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24
1.64	2.03	1.68	2.28	1.88	1.78	1.35	1.07	1.59	2.13	1.89	2.88	2.52



Report 4

Monthly Financial Report for November 2024

Table 1. Income and Expenditure Statement

Expected YTD Annual Budget Completion 42%

Period ended 30 November 2024	Notes	YTD Actuals (A) \$	Commitments (B) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Annual Budget (E) \$	YTD Actual Compared to Annual Budget (A / E) %
OPERATING INCOME							
Rates		2,271,894	0	1,111,595	1,160,299	2,667,829	85%
Charges	1	2,148,201	0	1,626,823	521,378	3,904,376	55%
Fees and Charges		285,245	0	305,117	(19,872)	726,451	39%
Operating Grants and Subsidies		13,987,344	0	18,431,659	(4,444,315)	22,182,999	63%
Interest / Investment Income		95,283	0	64,167	31,116	154,000	62%
Commercial and Other Income	2	5,304,681	0	5,610,198	(305,517)	13,364,351	40%
TOTAL OPERATING INCOME		24,092,647	0	27,149,559	(3,056,912)	43,000,005	56%
OPERATING EXPENDITURE							
Employee Expenses		6,836,599	0	7,836,660	(1,000,061)	19,015,007	36%
Materials and Contracts **	4	4,384,213	1,458,743	5,332,151	(947,938)	10,261,957	43%
Elected Member Allowances**		170,225	0	174,553	(4,328)	418,928	41%
Elected Member Expenses **		87,356	0	88,396	(1,040)	212,150	41%
Council Committee & LA Allowances **		17,900	0	5,818	12,083	13,962	0%
Council Committee & LA Expenses **		0	0	0	0	0	0%
Depreciation, Amortisation and Impairment		2,202,859	0	2,202,859	0	5,476,364	40%
Interest Expenses		0	0	0	0	0	0%
Other Expenses **	3	4,040,266	196,833	4,015,449	24,817	12,330,312	33%
TOTAL OPERATING EXPENDITURE		17,739,417	1,655,576	19,655,886	(1,916,468)	47,728,680	37%
OPERATING SURPLUS / (DEFICIT)		6,353,230	(1,655,576)	7,493,674	(1,140,444)	(4,728,675)	-134%

NOTES

** There has been an internal reclassification of several Elected Member and Council Committee/LA Member accounts. This has effected the YTD Actuals Operating Expenditure reported accounts. It has no effect on the Total Operating Expenditure or Total Surplus/(Deficit)

Charges Income	1						
Sewerage		617,615	0	312,832	304,784	750,797	82%
Water		149,992	0	645,833	(495,842)	1,550,000	10%
Waste		1,380,594	0	668,158	712,436	1,603,579	86%
		2,148,201	0	1,626,823	521,378	3,904,376	55%
Commercial and Other Income	2						
Income Allocations		2,528,654	0	2,901,638	(372,984)	6,886,037	37%
Agency and Commercial Services Income		2,580,140	0	2,622,047	(41,907)	6,292,914	41%
Other Income		195,886	0	86,513	109,373	185,400	106%
		5,304,681	0	5,610,198	(305,517)	13,364,351	40%
Other Expenses	3						
Travel, Freight & Accommodation		381,696	73,053	488,608	(106,912)	1,187,562	32%
Fuel, Utilities & Communication		997,273	13,121	1,002,264	(4,991)	2,420,225	41%
Finance Expenses		6,121	0	5,749	372	13,798	44%
Other Expenses		2,655,177	110,659	2,518,828	136,349	8,708,727	30%
		4,040,266	196,833	4,015,449	24,817	12,330,312	33%

	NOTES	Budget Commitments \$
Contract and Material Commitments	4	
Jabiru Roads Maintenance - National Parks		265,673
LRCI Phase 4 - Part B - Malabam Road - Maningrida		226,971
LAP - Gunbalanya Oval Lighting: Contribute \$100K		89,532
Brockman Oval Lights - Jabiru		87,903
West Arnhem Cemetery Establishment - MANINGRIDA		86,286
Critical upgrades to Miniilang staff housing;		74,740
LAP - Purchase of 4x4 Hearse		64,750
LAP - Maningrida NYE Fireworks Display 2024 at Maningrida		62,223
Waste Management		55,659
Regional and Remote Burials Grant - MINJILANG		50,000
Upgrade for Maningrida Rd and airport road funeral access		41,217
Parks and Public Open Space - including weed control		38,858
Water Management: Jabiru		36,230
Sports and Recreation		32,637
LAP - Installation of pavers for Aged Care Clients - Gunbalanya		30,055
Manage Electricity and water business		22,312
Operate post office business		20,404
Community Service Delivery		18,928
LAP - Modifications to staff and visitors rest area at the Gunbalanya Office		15,759
LAP - Shade Structure adjacent to the Warruwi Clinic		14,216
Install and maintain street lights		14,145
Revitalisation Project - Jabiru		13,564
Gunbalanya Oval Lighting		12,000
Food Preparation Services		10,176
Brockman Oval grandstand installation - Jabiru		9,801
Seeding New Investment		5,000
Maintain & construct council controlled buildings & land		4,966
Maintain local roads		3,683
LAP - Purchase of Sea Container for Storage at Basketball		3,514
Maintain staff houses		3,362
Home Care Packages Program (HCP)		3,294
Manage Council Governance		3,104
Warruwi Community Hall Upgrade		3,000
Manage Creche		2,819
Maintain plant, equipment and motor vehicles		2,760
Aerodromes Inspection and Maintenance		2,542
LAP - Installation of hard structure at the Gunbalanya Office		2,541
Operate Long day care		2,458
Operate and maintain swimming pool		2,407
Executive leadership CEO		2,382
Kerb and Channel Airport to Workshop Road - Warruwi		2,300
Manage Information Technology and Communications		2,020
LAP - External Chilled Water Fountain at the Council Office		1,956
Warddeken Basketball Tournament		1,727
Kurrung Sports Carnival - Sport Australia		1,719
Library Service: Jabiru		1,674
Commonwealth Home Support Program (CHSP)		1,376
Sewerage Management		1,014
Manage Visitor Accommodation		814
LAP - Installation of outdoor gym equipment at the pool -		450
Long Day Care Toy & Equipment Grant Program		352
National Australia Day Council - Australia Day Grant		340
NDIS - National Disability Insurance Scheme		282
Sport and Recreation - Jabiru		273
Human Resource Management		142
Support Civic and community events		125
LAP - Additional Garden Hard Structure at the Billabong		111
Manage Technical Services		104
Corporate Financial Management		39
LAP - Warruwi Cultural Camp 2024		29
Operate Centrelink service		27
		1,458,743

Table 2. Monthly Operating Position

Expected YTD Annual Budget Completion 42%

	Notes	YTD Actuals (A) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Annual Budget (E) \$	YTD Actual Compared to Annual Budget (A / E) %
BUDGETED OPERATING SURPLUS / DEFICIT (Table 1.)		6,353,230	7,493,674	(1,140,444)	(4,728,675)	-134%
Remove NON-CASH ITEMS						
Less Non-Cash Income	5	(2,528,654)	(2,901,638)	372,984	(6,886,037)	37%
Add Back Non-Cash Expenses	6	4,731,513	5,061,949	(330,436)	12,362,401	38%
TOTAL NON-CASH ITEMS		2,202,859	2,160,311	42,548	5,476,364	40%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	Table 3.	2,093,011	1,443,627	649,383	3,332,618	63%
Borrowing Repayments (Principal Only)		0	0	0	0	0%
Transfer to Reserves		0	0	0	0	0%
Other Outflows		0	0	0	0	0%
TOTAL ADDITIONAL OUTFLOWS		(2,093,011)	(1,443,627)	(649,383)	(3,332,618)	63%
Add ADDITIONAL INFLOWS						
Capital Grants Income	7	2,995,600	835,097	2,160,503	865,191	0%
Prior Year Carry Forward Tied Funding	8	1,670,246	1,623,737	46,509	1,623,737	103%
Other Inflow of Funds	9	367,045	40,000	327,045	96,000	382%
Transfers from Reserves		3,010	0	3,010	0	0%
TOTAL ADDITIONAL INFLOWS		5,035,902	2,498,834	2,537,068	2,584,928	195%
NET BUDGETED OPERATING SURPLUS / DEFICIT		11,498,980	10,709,191	789,789	(0)	

NOTES

Non-Cash Income	5					
Income Allocations (internal movement)		(2,528,654)	(2,901,638)	372,984	(6,886,037)	37%
		(2,528,654)	(2,901,638)	372,984	(6,886,037)	37%
Non-Cash Expenses	6					
Expense Allocations (internal movement)		2,528,654	2,859,090	(330,436)	6,886,037	38%
Depreciation, Amortisation and Impairment		2,202,859	2,202,859	0	5,476,364	40%
		4,731,513	5,061,949	(330,436)	12,362,401	38%
Capital Grants Income	7					
ABA - Maningrida Oval Changerooms		2,200,000	0	2,200,000	0	0%
Gunbalanya Oval Lighting		795,600	780,000	15,600	780,000	102%
<u>Projects not yet commenced</u>						
LRCI Phase 4 - Part A - Malabam Road - Maningrida		0	55,097	(55,097)	55,097	0%
LRCI Phase 4 - Part B - Malabam Road - Maningrida		0	0	0	30,094	0%
		2,995,600	835,097	2,160,503	865,191	102%
Prior Year Carry Forward Tied Funding	8					
Capital Grants Income Carried Forward		1,629,374	1,582,865	46,509	1,582,865	103%
Capital Reserve Carried Forward		40,872	40,872	0	40,872	100%
		1,670,246	1,623,737	46,509	1,623,737	103%
Other Inflow of Funds	9					
Sale of Fleet		357,955	25,000	332,955	36,000	994%
Sale of Plant		9,091	15,000	(5,909)	60,000	15%
		367,046	40,000	327,046	96,000	382%

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	9	1,447,863	559,205	888,658	1,633,012
Buildings	10	264,380	670,586	(406,206)	1,087,669
Vehicles	11	128,299	128,299	0	258,499
Plant and Equipment	12	0	0	0	250,000
Roads	13	0	43,480	(43,480)	43,480
LA Funding	14	252,468	42,057	210,411	59,958
TOTAL CAPITAL EXPENDITURE*		2,093,011	1,443,627	649,383	3,332,618
TOTAL CAPITAL EXPENDITURE FUNDED BY: **					
Operating Income (amount allocated to fund capital items)		128,299	798,885	(670,586)	783,732
LA Funding	14	252,468	42,057	210,411	59,958
Capital Grants		1,705,308	602,685	1,102,623	865,191
Prior Year Carry Forward Tied Funding		5,575	0	5,575	1,623,737
Transfers from Cash Reserves		1,360	0	1,360	0
Unallocated Capital Income		2,942,891	1,055,207	1,887,684	(747,690)
TOTAL CAPITAL EXPENDITURE FUNDING		5,035,901	2,498,834	2,537,067	2,584,928

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

NOTES					
Infrastructure	9				
ABA - Maningrida Oval Changerooms		1,021,019	197,598	823,421	395,196
Concrete Stand for Diesel Tank - Gunbalanya		1,360	2,872	(1,512)	2,872
Gunbalanya Oval Lighting		425,485	0	425,485	661,209
Projects not yet commenced					
Brockman Oval Lights - Jabiru		0	150,000	(150,000)	150,000
West Arnhem Cemetery Establishment - MANINGRIDA		0	200,000	(200,000)	415,000
Mobilisation and Demobilisation Maningrida Oval Contractors		0	8,735	(8,735)	8,735
		1,447,863	559,205	888,658	1,633,012
Buildings	10				
Warruwi - Community Hall Upgrade		264,380	372,669	(108,289)	372,669
Projects not yet commenced					
Gunbalanya - Maintain Staff Houses		0	83,333	(83,333)	200,000
Maningrida - Maintain Staff Houses		0	33,333	(33,333)	80,000
Jabiru - Maintain Staff Houses		0	166,667	(166,667)	400,000
Jabiru - Operate Long Day Care		0	8,333	(8,333)	20,000
Jabiru - Operate Post Office		0	6,250	(6,250)	15,000
		264,380	670,586	(406,206)	1,087,669
Vehicles	11				
Mayors Landcruiser GXL 300		128,299	128,299	128,299	128,299
Projects not yet commenced					
Replacement of Fleet		0	0	0	130,200
		128,299	128,299	128,299	258,499
Plant and Equipment	12				
Projects not yet commenced					
Minjilang - Purchase Garbage Compactor		0	0	0	250,000
		0	0	0	250,000

CAPITAL EXPENDITURE **	Note	YTD Actuals \$	YTD Budget * \$	YTD Variance \$	Current Financial Year (Annual) Budget * \$
Roads	13				
Projects not yet commenced					
Warruwi - Kerb and Channel Airport to Workshop Road		0	43,480	(43,480)	43,480
		0	43,480	(43,480)	43,480
LA Funding	14				
Minjilang - Purchase of Sea Container for Storage at Basketball Court		14,186	18,948	(4,761)	18,948
Gunbalanya - Community Garden Hard Structure & Amenities		71,191	0	71,191	0
Gunbalanya - Assessment Report for Oval		4,500	4,500	0	5,000
Gunbalanya - Modifications to saff and visitors rest area at office		18,981	0	18,981	0
Gunbalanya - Oval Lighting: Contribute \$100K		176	0	176	0
Maningrida - Construct 2 Half Basketball Courts		4,221	0	4,221	0
Maningrida - Purchase of Grandstands and Additional Pedestrian Gate		13,474	14,997	(1,523)	14,997
Maningrida - Installation of Outdoor Gym Equipment at the Pool		61,512	0	61,512	0
Maningrida - Purchase of Additional Grandstands		18,345	1,071	17,274	18,471
Maningrida - Basketball Competitions		7,882	0	7,882	0
Maningrida - Supply and Install Bollards for perimeter soccer/cricket oval		38,000	0	38,000	0
Projects not yet commenced					
Gunbalanya - Installation of hard structure at the office		0	2,542	(2,542)	2,542
		252,468	42,057	210,411	59,958

Table 4. Quarterly Report on Planned Major Capital Works

To be provided quarterly

Table 5. Monthly Balance Sheet Report

BALANCE SHEET AS AT 30 November 2024	YTD Actuals \$	Notes
ASSETS		
Cash at Bank		1 & 1.1
Tied Funds	7,937,121	
Untied Funds	4,965,749	
Accounts Receivable		
Trade Debtors	872,595	2
Rates & Charges Debtors	717,966	3
Other Current Assets	1,197,284	
TOTAL CURRENT ASSETS	15,690,715	
Non-Current Financial Assets	0	
Property, Plant and Equipment	89,683,257	
TOTAL NON-CURRENT ASSETS	89,683,257	
TOTAL ASSETS	105,373,973	
LIABILITIES		
Trade Creditors	1,017,124	4 & 4.1
ATO & Payroll Liabilities	194,821	5
Current Provisions	2,490,326	6
Accrued Expenses	755,030	
Other Current Liabilities	934,407	
TOTAL CURRENT LIABILITIES	5,391,708	
Non-Current Provisions	178,048	6
Other Non-Current Liabilities	8,328,368	7
TOTAL NON-CURRENT LIABILITIES	8,506,416	
TOTAL LIABILITIES	13,898,123	
NET ASSETS	91,475,849	
EQUITY		
Asset Revaluation Reserve	48,077,197	
Reserves	37,862	
Equity Adjustments	6,286,486	
Accumulated Surplus	37,074,304	
TOTAL EQUITY	91,475,849	

BALANCE SHEET NOTES

Note 1. Details of Cash and Investments Held	\$	\$
<u>Investments Held</u>		
Operating Bank Account	128,825	
Business One - Post Office Bank Account	28,731	
Business Maxi Bank Account (Note 1.1)	9,941,214	
General Trust Bank Account	147,300	
Traditional Credit Union - Shares	-	
Term Deposits (Note 1.1)	2,655,000	12,901,070
<u>Cash Held</u>		
Floats	1,800	1,800
Total Cash and Investments Held		12,902,870
Less: Restricted Cash		7,937,121
Balance Unrestricted Cash		4,965,749

Note 1.1 Higher Interest Earning Investments	Deposit Date	Principal \$	Interest Rate	Maturity Date	Terms
Westpac	21/03/2024	5,000	3.85%	21/03/2025	365
NAB *Not rolled until 2/12/2024	26/08/2024	400,000	4.95%	25/11/2024*	91
NAB	9/09/2024	500,000	4.95%	9/12/2024	91
NAB	30/09/2024	500,000	4.95%	30/12/2024	91
NAB	14/10/2024	500,000	4.95%	13/01/2025	91
NAB	28/10/2024	300,000	5.00%	28/01/2025	92
NAB	11/11/2024	450,000	5.00%	10/02/2025	91
Business Maxi Bank Account		9,941,214	1.55%		
Total Higher Interest Earning Investments		12,596,214			

Note 2. Trade Debtors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
NDIS Debtors	26,491	-	3,539	47,644	77,674
Childcare Debtors	21,531	6,010	8,373	15,437	51,351
Trade Debtors	571,564	25,465	75,997	70,544	743,570
Total Trade Debtors	619,586	31,475	87,909	133,625	872,595

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	14,000	45,394	-	42,655	102,049
2. National Disability Insurance Agency	47,844	-	-	-	47,844
3. Department of Infrastructure, Planning & Logistics	-	28,108	-	8,429	36,536
Total Top 3 Trade Debtors	61,843	73,502	-	51,083	186,429
Remaining Trade Debtors	557,743	42,027	87,909	82,542	686,166
Total Trade Debtors	619,586	31,475	87,909	133,625	872,595

Note 3. Rates & Charges Debtors	Levied in 2024/25	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
General Rates	2,461,957	-	338,724	-	37,025	375,749
Special Rates	164,542	-	7,979	-	-	7,979
Water Charges	1,550,000	-	49,415	-	5,894	55,310
Waste Charges	2,272,161	-	278,929	-	-	278,929
Total Rates & Charges Debtors (Note 3.1)	6,448,660	-	675,047	-	42,919	717,966

Note 3.1 Rates & Charges Debtors By Community	Levied in 2024/25	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
Arnhem Land	19,974	-	5,022	-	6,701	11,723
Gunbalanya	737,820	-	85,950	-	18,735	104,685
Jabiru	4,035,159	-	420,088	-	14,723	434,811
Maningrida	1,313,069	-	137,313	-	2,760	140,073
Minjilang	131,577	-	5,219	-	-	5,219
Warruwi	211,061	-	21,455	-	-	21,455
Total Rates & Charges Debtors	6,448,660	-	675,047	-	42,919	717,966

Note 4. Trade Creditors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
Trade Creditors	318,707	350,551	199,997	147,869	1,017,124

Note 4.1 Top 5 Trade Creditors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
1. Stedman's Construction & Engineering	8,311	215,636	125,000	-	348,947
2. Road Network Services Pty Ltd	-	59,835	-	34,674	94,509
3. Northern Land Council	62,066	99	-	18,484	80,649
4. City Earthmoving	-	-	-	65,068	65,068
5. TB Construction NT Pty Ltd	6,530	34,925	-	-	41,455
Total Top 5 Trade Creditors	76,907	310,494	125,000	118,227	630,628
Remaining Trade Creditors	241,800	40,057	74,997	29,642	386,496
Total Trade Creditors	318,707	350,551	199,997	147,869	1,017,124

Note 5. Australian Tax Office (ATO) and Payroll Obligations
<i>As at the date of this report, all reporting and payment obligations have been met.</i>

Note 6. Provisions (Current and Non-Current)	\$	\$
<u>Current Provisions</u>		
Employees Annual Leave	1,215,329	
Long Service Leave	830,666	
Doubtful Debts	36,638	
Other General Provisions	407,692	
		2,490,326
<u>Non-Current Provisions</u>		
Long Service Leave	178,048	
		178,048
Total Provisions		2,668,374

Note 7. Other Non Current Liabilities	\$	\$
Section 19 Lease Liability	4,543,669	
Jabiru Town Sub Lease Liability	3,784,699	
Total Other Non Current Liabilities		8,328,368

Report 5

Restricted Funding Report as at 30 November 2024**RESTRICTED ASSETS:**

Internal Restrictions: Capital Reserve	37,862
External Restrictions: Restricted Grant Funding as at 30 November 2024	6,052,243
LA Funding	1,356,062
Provision for Purchase of Fleet	357,955
Provision for Election Costs	33,000
Provision for DRFA	100,000
TOTAL:	7,937,121

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

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

The full list of current active Capital Reserve projects:

Reserve Activity	Approved Budget	Date of Approval	Prior Year Expenditure	2024/25 Transfers (Out)/In	Balance as at 30th November 2024
5294.01 - Concrete Stand for Diesel Tank - Gunbalanya	70,000	FY 22/23	(67,128)	-	2,872
SUB-TOTAL FOR GUNBALANYA	70,000		(67,128)	-	2,872
5292.02 - Upgrade Council Office Jabiru Stage 2	174,700	FY 21/22	(188,916)	-	(14,216)
SUB-TOTAL FOR JABIRU	174,700		(188,916)	-	(14,216)
5293.03 - Mobilisation and Demobilisation Maningrida Oval Contractors	47,800	FY 22/23	(39,065)	(3,010)	5,725
SUB-TOTAL FOR MANINGRIDA	47,800		(39,065)	(3,010)	5,725
5167.05 - Kerb and Channel Airport to Workshop Road - Warruwi	330,000	FY 19/20	(286,520)	-	43,480
SUB-TOTAL FOR WARRUWI	330,000		(286,520)	-	43,480
Capital Reserve Balance	622,500		(581,629)	(3,010)	37,862

Externally Restricted - Funds received from Grants

Cash received to date for externally restricted grant funding projects is \$12.82M and is made up of brought forward unspent balances from 2023-24 and funds received for November YTD. Expenditure for November YTD is \$6.11M, of which \$5.73M is funded by the program, and \$380K is overspent and is progressively being reviewed.

There are 53 current funding streams included in the above table.

Restricted Assets-Tied Grant Funding	Annual Budget 2024-2025	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 30th November 2024	Overspent Activities
2070 - Indigenous Jobs Development Funding - DHCD	794,000	-	(198,500)	-	(198,500)
2144 - Library Service: Jabiru	139,882	-	(59,839)	-	(59,839)
2178 - Local Authorities Community Project Income	147,390	1,356,062	-	1,356,062	-
2352 - WaRM - Waste and Resource Management	297,600	148,800	(11,963)	136,837	-
2380 - R2R - Mala'ia Road	1,069	1,069	-	1,069	-
2381 - Warruwi Community Hall Upgrade	372,669	372,669	(281,174)	91,495	-
2384 - ABA - Maningrida Oval Changerooms	395,196	2,595,196	(1,021,019)	1,574,177	-
2386 - Gunbalanya Oval Lighting	661,209	676,809	(637,706)	39,103	-
2387 - Seeding New Investment	18,691	23,060	(20,000)	3,060	-
2390 - Regional and Remote Burials Grant - MAN and WAR	43,000	43,000	(355)	42,645	-
2391 - Regional and Remote Burials Grant - MINJILNAG	50,000	50,000	(1,072)	48,928	-
2392 - LRCI Phase 4 - Part B - Malabam Road - Maningrida	311,638	281,544	(1,580)	279,964	-
2393 - Critical upgrades to Minjilang staff housing	158,682	158,682	(82,890)	75,792	-
2394 - Purchase of a New Garbage Compactor	250,000	250,000	-	250,000	-
2395 - Brockman Oval Grandstand Installation	86,700	86,700	(76,889)	9,811	-
2396 - Brockman Oval Lights - Jabiru	150,000	150,000	-	150,000	-
2397 - Revitalisation Project - Jabiru	16,500	16,500	(1,415)	15,085	-
2398 - West Arnhem Cemetery Establishment - MANINGRIDA	415,000	415,000	(2,550)	412,450	-
2399 - Upgrade for Maningrida Rd and airport road funeral access	500,000	500,000	(449,821)	50,179	-
2400 - R2R - Airport Road, Maningrida - From Lot 438 to Lot 739	-	250,000	(224,032)	25,968	-
2401 - R2R - Warruwi Internal Road, Warruwi, From Lot 98 to Lot 73	250,000	300,000	(300,360)	-	(360)
2402 - R2R - Warruwi Internal Road, Warruwi, From Lot 91 to Lot 37	200,000	200,000	(200,000)	-	-
2403 - R2R - Warruwi Internal Road, Warruwi, From Lot 4 to Lot 148	200,000	200,000	(192,079)	7,921	-
2404 - R2R - Warruwi Internal Road, Warruwi, From Lot NT Por 1647	400,000	400,000	(400,000)	0	-
2405 - R2R - Top Camp Road, Maningrida - From lot 196 to lot 162	35,000	35,000	(36,431)	-	(1,431)
TOTAL CORE SERVICES-TIED	5,894,226	8,510,091	(4,199,674)	4,570,546	(260,130)
3001 - Home Care Packages Program (HCP)	297,728	97,752	(148,622)	-	(50,869)
3002 - Commonwealth Home Support Program (CHSP)	670,178	37,733	(105,355)	-	(67,623)
3003 - NT Jobs Package - Aged Care	991,844	328,714	(154,850)	173,864	-
3004 - Night Patrol	1,083,643	544,890	(358,666)	186,224	-
3009 - Warruwi Outside School Hours Care	134,639	37,730	(7,999)	29,731	-
3012 - Remote Sport Program	381,775	54,775	(56,375)	-	(1,600)
3025 - Deliver Indigenous Broadcasting Programs (RIBS)	207,991	169,600	(37,986)	131,614	-
3028 - Manage Creche	1,690,773	930,918	(180,339)	750,579	-
3073 - Long Day Care Toy & Equipment Grant Program	1,635	1,635	(1,248)	387	-
3087 - Women's Safe House : Gunbalanya	-	-	21	21	-
3120 - Domestic Family & Sexual Violence Program	35,652	35,652	(35,652)	0	-
3127 - Aged Care Transitional Support	22,549	22,549	-	22,549	-
3129 - Strong Women for Healthy Country Network Forum	1,135	1,135	-	1,135	-
3130 - eHCP Home Care Packages Program	381,000	105,780	(90,187)	15,593	-
3131 - TEABBA Staff Funding - Indigenous Broadcasting Prgm (RIBS)	12,329	12,329	-	12,329	-
3133 - Youth Mobile Gym Program - Maningrida	760	760	-	760	-
3135 - E-Tools - Commonwealth Home Support Program (CHSP)	1,221,634	798,084	(24,854)	773,230	-

Restricted Assets-Tied Grant Funding	Annual Budget 2024-2025	Cash received to date (incl. Carried Forward)	Expenses to date	Balance as at 30th November 2024	Overspent Activities
3139 - Flexible Support Packages and COVID-19 Service Delivery Cost	67,289	67,288	(67,288)	0	-
3141 - Get Up Stand Up Show Up - NAIDOC Week Activity	11,005	11,005	(7,665)	3,340	-
3142 - Kurrung Sports Carnival - Sports Australia	24,971	27,264	(13,197)	14,066	-
3145 - Celebrating Aboriginal Culture (Australia Day)	1,746	1,746	-	1,746	-
3150 - Ninja Warrior Obstacle Course	1,157	-	-	-	-
3152 - TFHC - Womens Safe House NPA	200,202	200,202	(200,202)	-	-
3154 - Sports and Recreation	1,065,989	676,984	(351,389)	325,595	-
3155 - National Australia Day Council - Australia Day Grant	-	8,000	-	8,000	-
3156 - Warddeken Basketball Tournament	50,000	50,000	(24,358)	25,642	-
3157 - West Arnhem Youth Leadership Summit	85,000	85,000	(44,950)	40,050	-
3158 - Active Regional and Remote Communities Program	-	378,000	(56,700)	321,300	-
TOTAL COMMUNITY SERVICES	8,642,624	4,307,527	(1,911,161)	2,837,758	(120,092)
Total	14,536,850	12,817,618	(6,110,835)	7,408,304	(380,222)

Summary of movements in Restricted Assets

The net movement in restricted assets from October to November for:

- internal restriction funds (capital reserve) remained the same; and
- external restriction funds (grant funding) resulted in an increased balance of \$549K; and
- DRFA Provision created with a balance of \$100K; and
- 2025 Election Provision created with a balance of \$33K

Monthly Financial Report for Local Authority Areas

Operating Income and Expenditure for Local Authorities for the Period Ending 30 November 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 \$
OPERATING INCOME													
Rates		13,278	9,020	4,258	60,885	33,969	26,916	91,719	50,016	41,703	329,707	155,157	174,550
Charges		0	0	0	65,473	28,274	37,199	92,668	44,443	48,225	308,034	162,759	145,275
Fees and Charges		64,905	66,867	(1,962)	2,309	8,875	(6,566)	822	5,667	(4,845)	2,394	19,333	(16,939)
Operating Grants and Subsidies		9,124,462	13,132,213	(4,007,751)	750,883	1,219,272	(468,389)	1,767,624	1,696,036	71,588	657,503	554,803	102,700
Interest / Investment Income		95,283	64,167	31,116	0	0	0	0	0	0	0	0	0
Commercial and Other Income		2,459,652	2,647,941	(188,289)	356,127	415,861	(59,734)	291,929	371,643	(79,714)	689,885	932,997	(243,112)
TOTAL OPERATING INCOME		11,757,580	15,920,208	(4,162,628)	1,235,678	1,706,251	(470,573)	2,244,762	2,167,806	76,956	1,987,523	1,825,049	162,474
OPERATING EXPENDITURE													
Employee Expenses		2,550,191	2,804,208	(254,017)	578,873	672,667	(93,794)	653,318	819,250	(165,932)	724,847	968,455	(243,608)
Materials and Contracts		789,809	1,202,270	(412,462)	193,698	308,310	(114,611)	1,247,823	794,302	453,521	482,376	608,781	(126,405)
Elected Member Allowances		170,225	166,553	3,672	0	0	0	0	0	0	0	0	0
Elected Member Expenses		87,356	114,104	(26,749)	0	0	0	0	0	0	0	0	0
Council Committee & LA Allowances		0	3,356	(3,356)	3,050	425	2,625	4,600	1,200	3,400	7,400	800	6,600
Council Committee & LA Expenses		0	0	0	0	44	(44)	0	0	0	0	0	0
Depreciation, Amortisation and Impairment		2,202,859	2,202,859	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		1,252,012	1,341,183	(89,170)	323,600	410,401	(86,801)	247,519	354,558	(107,040)	835,031	671,846	163,185
TOTAL OPERATING EXPENDITURE		7,052,451	7,834,533	(782,082)	1,099,222	1,391,847	(292,625)	2,153,259	1,969,310	183,949	2,049,653	2,249,881	(200,228)
OPERATING SURPLUS / DEFICIT		4,705,129	8,085,675	(3,380,546)	136,456	314,404	(177,948)	91,502	198,495	(106,993)	(62,131)	(424,833)	362,702

	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 \$
OPERATING INCOME										
Rates		570,731	257,451	313,280	1,205,575	605,983	599,592	2,271,894	1,111,595	1,160,299
Charges		603,351	306,355	296,996	1,078,675	1,084,992	(6,318)	2,148,201	1,626,823	521,378
Fees and Charges		22,537	38,592	(16,055)	192,278	165,783	26,495	285,245	305,117	(19,872)
Operating Grants and Subsidies		1,516,127	1,535,930	(19,803)	170,744	293,404	(122,660)	13,987,344	18,431,659	(4,444,315)
Interest / Investment Income		0	0	0	0	0	0	95,283	64,167	31,116
Commercial and Other Income		632,556	621,855	10,701	874,531	619,901	254,631	5,304,681	5,610,198	(305,517)
TOTAL OPERATING INCOME		3,345,302	2,760,183	585,119	3,521,803	2,770,063	751,740	24,092,647	27,149,559	(3,056,912)
OPERATING EXPENDITURE										
Employee Expenses		756,426	951,922	(195,497)	1,572,945	1,620,158	(47,213)	6,836,599	7,836,660	(1,000,061)
Materials and Contracts		1,119,734	1,727,092	(607,358)	550,773	691,396	(140,623)	4,384,213	5,332,151	(947,938)
Elected Member Allowances		0	0	0	0	0	0	170,225	174,553	(4,328)
Elected Member Expenses		0	0	0	0	0	0	87,356	88,396	(1,040)
Council Committee & LA Allowances		2,850	1,000	1,850	0	0	0	17,900	5,818	12,083
Council Committee & LA Expenses		0	0	0	0	0	0	0	0	0
Depreciation, Amortisation and Impairment		0	0	0	0	0	0	2,202,859	2,202,859	0
Interest Expenses		0	0	0	0	0	0	0	0	0
Other Expenses		532,578	532,911	(333)	849,526	704,550	144,976	4,040,266	4,015,449	24,817
TOTAL OPERATING EXPENDITURE		2,411,588	3,212,926	(801,338)	2,973,244	3,016,104	(42,861)	17,739,417	19,655,886	(1,916,468)
OPERATING SURPLUS / DEFICIT		933,714	(452,743)	1,386,457	548,559	(246,041)	794,601	6,353,230	7,493,674	(1,140,444)

Member and CEO Council Credit Card Transactions for the Month[Report 7](#)

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: CEO Andrew Walsh

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
08/11/24	\$ 390.00	Double Tree Alice Springs	3x night Accommodation - CR Otto Dann
08/11/24	\$ 390.00	Double Tree Alice Springs	3x night accommodation - Mayor James Woods
08/11/24	\$ 7.80	Double Tree Alice Springs	Credit Card fee
08/11/24	\$ 390.00	Double Tree Alice Springs	3x night accommodation - Andrew Walsh
08/11/24	\$ 7.80	Double Tree Alice Springs	Credit Card fee
08/11/24	\$ 390.00	Double Tree Alice Springs	3x Accommodation - Fiona Ainsworth
08/11/24	\$ 390.00	Double Tree Alice Springs	3x Accommodation - Jocelyn Nathanael-Walters
Total	\$ 1,965.60		

12/7/24, 5:11 PM

Transaction Detail

**Card details and transactions report****7 December 2024 18:41 AEDT**

Office: West Arnhem Regional Council
 Company: WEST ARNHEM REGIONAL COUNCIL
 Reporting level: WEST ARNHEM REGIONAL COUNCIL 02-01
 Cardholder: WOODS, JAMES
 Start date: 29 November 2024
 End date: 29 November 2024

Card details

Card type:	Corporate MasterCard	
Status:	Active	as at: 7 December 2024 18:41 AEDT
Expiry date:	10/27	Limit: 5,000
Opening balance:	AUD 0.00	as at: 29 November 2024
Closing balance:	AUD 0.00	as at: 29 November 2024

Note: This list of transactions is not an official statement and is subject to change.

*** END OF LIST ***

Westpac Banking Corporation, ABN 33 007 457 141.

12/7/24, 5:10 PM

Transaction Detail

**Card details and transactions report****7 December 2024 18:40 AEDT**

Office: West Arnhem Regional Council
 Company: WEST ARNHEM REGIONAL COUNCIL
 Reporting level: WEST ARNHEM REGIONAL COUNCIL 02-01
 Cardholder: WALSH, ANDREW C
 Start date: 29 November 2024
 End date: 29 November 2024

Card details

Card type:	Corporate MasterCard	
Status:	Active	as at: 7 December 2024 18:40 AEDT
Expiry date:	10/27	Limit: 15,000
Opening balance:	AUD 1,965.60-	as at: 29 November 2024
Closing balance:	AUD 1,965.60-	as at: 29 November 2024

Note: This list of transactions is not an official statement and is subject to change.

*** END OF LIST ***

Westpac Banking Corporation, ABN 33 007 457 141.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	8.2
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

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

RECOMMENDATION

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

BACKGROUND

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

COMMENT

ATTACHMENT NO	CORRESPONDENCE TYPE	DATE RECEIVED	SENT BY	DOCUMENT NAME
1	Incoming	27/11/2024	Leader of the Opposition, Selena Uibo MLA	2024 0087 SJMU Mayor James Woods
2	Incoming	9/12/2024	Kristen Kelly, NT Electoral Commissioner	Letter to West Arnhem Regional Council CEO - 2025 Local Government Elections
3	Incoming	9/12/2024	Louise McCormick, CEO of Department of Logistics and Infrastructure	Correspondence from DLI CE Ms Louise Mc Cormick to WARC CE Mr Andrew Walsh Re Black Spot Funding Agreement
4	Incoming	11/12/2024	Hon Lia Finocchiaro MLA, Chief Minister of the Northern Territory	Mr Woods_ltr
5	Incoming	12/12/2024	Jane Stroud National Register, CEO, Kiama Municipal Council	Welcome letter - Andrew Walsh

LEGISLATION AND POLICY

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

STRATEGIC IMPLICATIONS

This report is aligned to the following pillars of the *Regional Plan and Budget 2023-2024*:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. 2024 0087- SJMU - Mayor James Wood [**8.2.1** - 1 page]
2. Letter to West Arnhem Regional Council CEO - 2025 Local Government Elections [**8.2.2** - 1 page]
3. Correspondence from DLI CE Ms Louise Mc Cormick to WARC CE Mr Andrew Walsh Re Black Spot Funding Agr [**8.2.3** - 2 pages]
4. Mr Woods ltr [**8.2.4** - 1 page]
5. Welcome letter - Andrew Walsh [**8.2.5** - 2 pages]



LEADER OF THE OPPOSITION

Parliament House
State Square
Darwin NT 0800
opposition.leader@nt.gov.au

GPO Box 3700
Darwin NT 0801
Telephone: 08 8923 8000

Mayor James Wood
Board Director Regional and Shire of the Local Government Association of the Northern Territory

Email: governance@westarnhem.nt.gov.au

Dear Mayor

James

Congratulations on your successful re-elected appointment as Board Director Regional and Shire of the Local Government Association of the Northern Territory (LGANT).

With your knowledge and experience working with the people and communities around West Arnhem region, I am confident that the LGANT board will continue to thrive and work in the best interests of local governments and Territorians, ensuring the Territory continues to be a great place filled with opportunities.

I look forward to working with you and the LGANT board members on our shared vision for thriving Territory communities.

Congratulations again James, I hope to see you sometime in the new year.

Yours sincerely

A handwritten signature in blue ink that reads "Selena UIBO".

SELENA UIBO

26 NOV 2024



**Northern Territory
Electoral Commission**
EVERY vote counts

Level 3, TCG Centre | 80 Mitchell St Darwin City | GPO Box 2419 DARWIN NT 0801
T: 08 8999 5000 | E: ntec@nt.gov.au | ABN: 8408 5734 992 | NTEC REF: 48:D24:1117

Andrew Walsh
Chief Executive Officer
West Arnhem Regional Council

Delivered via email: andrew.walsh@westarnhem.nt.gov.au

Dear Andrew

RE: 2025 Local Government Elections – Election Service Delivery

The NT Electoral Commission (NTEC) is continuing its planning activities associated with delivering the 2025 Local Government Elections (2025 LGE). Current enrolment for the Northern Territory is 155,621 (93.5%), an increase from the 2021 Local Government Elections of 19.3%.

In April this year, the NTEC wrote to council executives advising of the timeframes to commence discussions on the development of a service agreement for the 2025 LGE and advising of significant cost increases observed across key service areas in planning for the delivery of the 2024 Territory Election in August. While the final costs of this election are still being finalised, as a guide the cost increase is approximately 25%.

The NTEC is continuing to finalise the costs estimates for the 2025 LGE and will be positioned to provide the draft Service Level Agreements (SLA) including costings to you in January/February 2025.

To support planning for the 2025 LGE, an information sheet has been developed detailing key election activities and timeframes, the draft election timetable has also been produced, both are provided with this correspondence.

I would like to arrange a time to meet with you from mid-January to February 2025 to discuss the service delivery, communications and engagement and election costs. If you could please advise of your availability to meet by emailing Karen Parker, Manager of Corporate Information and Training on secretariat.NTEC@nt.gov.au.

For your awareness, NTEC officers will be commencing early discussions with council operational staff support its planning activities including securing council venues to support the election. Could you also please provide the contact details of the appropriate council staff to start making these arrangements?

The NTEC looks forward to working with your council in 2025 to deliver the 2025 Local Government Elections.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kirsten Kelly', with a long, sweeping underline.

Kirsten Kelly
NT Electoral Commissioner

9 December 2024

www.ntec.nt.gov.au



Department of
LOGISTICS AND INFRASTRUCTURE

Chief Executive Officer
Level 3 Energy House
18-20 Cavenagh Street
DARWIN NT 0801

Postal Address
GPO Box 2520
DARWIN NT 0801

T 08 8924 7123
E louise.mccormick@nt.gov.au

File Ref
DDPI2010/4170-02-0136-0011

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

via email: andrew.walsh@westarnhem.nt.gov.au

Dear Mr Walsh *Andrew*

Re: Black Spot Funding Agreement – Payment Milestones

Thank you for your letter of 22 November 2024 and meeting with me on 29 November 2024 regarding milestone payments for the West Arnhem Regional Council (Council) project approved under the Black Spot Program.

The Black Spot Program is an Australian Government funded program. The Department of Logistics and Infrastructure (DLI) performs the role of secretariat and administers the program to assist the Australian Government. DLI manages this program according to the *Black Spot Program Guidelines* stipulated by the Australian Government.

This funding program is an ongoing investment for improving road safety in the Territory. The Northern Territory Government therefore has an interest in efficiently managing and ensuring the complete process from project selection to project completion. The funding acquittal process is equally important to manage financial risk for the Northern Territory and Australian Governments.

I acknowledge the financial challenges of local governments in the Territory and believe that this funding program would not be successful without participation of local governments.

As discussed, I am pleased to formally advise you that I am supportive of milestone based payments for the approved Maningrida Sweeney Road/Malabam Rd project. DLI agrees to making payments to the Council within 14 days against submission of a project status report providing evidence of completed works and payments to the contractor.

I have advised the DLI Black Spot Program Manager, Ben Langdon, to include a provision for the milestone payments in the Black Spot Funding agreement for this project. Please note the final project will be required at completion of the project.

I look forward to completion of this important road safety project.

Yours sincerely



Louise McCormick
Chief Executive Officer

9 December 2024



CHIEF MINISTER

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

GPO Box 3146
Darwin NT 0801
Telephone: 08 8999 8700

Mr James Woods

Via email: james.woods@malala.com.au

Dear Mr Woods

A handwritten signature in blue ink that reads "James".

I would like to extend my warmest congratulations to you as a finalist at the 2024 NT Volunteer of the Year Awards.

Your contribution to the Territory cannot be underestimated. Volunteers play an important role in the community with many sporting, recreational, cultural and emergency response organisations in the Territory not being able to operate without the contribution of volunteers.

Congratulations on your well-deserved recognition.

Yours sincerely

A handwritten signature in blue ink that reads "Lia".

LIA FINOCCHIARO





11 December 2024

Andrew Walsh
CEO | West Arnhem Regional Council
By email: andrew.walsh@westarnhem.nt.gov.au

Dear Andrew

Welcome to the Local Government Chief Officers Group

Congratulations on becoming part of the Local Government Chief Officers Group Australia and New Zealand. I am very pleased to inform you that at our meeting held on 29 November 2024 in the City of Swan, WA, your nomination was accepted unanimously.

I would like to personally thank you for taking the time to apply and extend that thanks to your nominators. Your nomination was spoken to in positive terms of the value that your contribution will make to the network and your personal skills and abilities. I look forward to meeting you and welcoming you to the group and I do hope you can join us in Tauranga NZ for our next meeting, 26 to 28 February 2025.

Please add these dates to your diary. You can access registration details on the LGCOG website - [2025 February meeting - hosted by Tauranga City Council | Events | LCGOC](#).

The LGCOG is a wonderful cohort of talented and diverse CEO's and GM's from across Australia and New Zealand. The meetings are Chatham house rules, and are very supportive and collegiate environments where you get the chance to discuss issues, share ideas and experience and see firsthand what other local governments are managing and delivering for their communities. Our meetings often have keynote speakers who provide insights on demographic shifts, rural / regional and metro issues, political insights and industry trends.

We also try to keep a special focus and spotlight on the host Council so that we can learn from their projects, facilities and issues. In short, it's a great way to meet people involved in similar roles and learn from their experience and skills. The strength of the group really boils down to the people who are members and how we all contribute.

The calendar of upcoming dates is available on the www.lgcog.com website, for you to schedule these in your diary early and plan ahead. Pre-registration is essential, as each CEO / GM puts a lot of effort into arranging programs and experiences that support our meetings and our members.

e: admin@lgcog.com | janes@kiama.nsw.gov.au
m: 0429 893 174 | w: 4232 0402

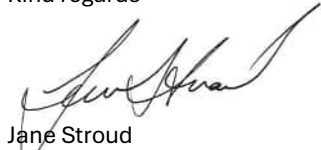
Most information relating to the group is on the website. Your login details are:

Email address: this is the email address supplied on your nomination form

Password: password2024 (please change on your first login).

I am sure you will benefit from the experience of LGCOG, and as its convenor I am always open to ideas about how to improve the network, our meetings and your experience, so please feel to reach out at any time.

Kind regards

A handwritten signature in black ink, appearing to read 'Jane Stroud', written in a cursive style.

Jane Stroud
National Register
CEO, Kiama Municipal Council

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	8.3
Title:	Meetings and Events attended by the Mayor
Author:	Gina Carrascalao, Executive Assistant to Mayor and CEO

SUMMARY

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

RECOMMENDATION

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

BACKGROUND

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

COMMENT

Date(s)	Location	Reason for Meeting	Person(s) met with
22.11.2024	West Arnhem Regional Council - Maningrida	Concerns Over Illegal Substance. Transport and Request for Safe House Discussion for Minjilang	Ms. Anthea Motter- Department of Children and families
03.12.2024	TCU office - Casuarina	Discuss opportunities to be part of TCU board	Iain Summers - TCU
03.12.2024	Mr Manuel Brown – Member for Arafura	Catch up and raise concerns of the region	West Arnhem Regional Council - Darwin
11.12.2024	Teams	LGANT Board induction	

LEGISLATION AND POLICY

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

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

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	8.4
Title:	Meetings and Events attended by the CEO
Author:	Andrew Walsh, Chief Executive Officer

SUMMARY

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

RECOMMENDATION

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

BACKGROUND

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

COMMENT

Date(s)	Location	Reason for Meeting	Person(s) Met with
22.11.24	Via Teams	Safe house discussions for Minjilang & Warruwi Com.	Anthea-Dep. Children & Families
25.11.24	Teams	Attended by Fiona Ainsworth - discuss the option of forming a partnership to retain the service of the second K9 and security guard for another 12 months before they leave Maningrida.	Kyra & Amanda-Bawinanga Aboriginal Corporation
29.11.24	Darwin	Blackspots	Louise McCormick – CEO Dep. Logistic & Infrastructure
2.12.24	Darwin	Partnership	Simon Lyons – Traditional Credit Union
2.12.24	Teams	Planning	RJED
3.12.24	Darwin	Raise issues reg. Warruwi and Minjilang	Mr Manuel Brown – Member for Arafura
4.12.24	Darwin	Jabanats funding	Darren Johnson-Major Events
17.12.24	Teams	Local Gov. Cyber security review	DCDD – Greg Connors

LEGISLATION AND POLICY

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

FINANCIAL IMPLICATIONS

As per Council's policies and budget.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 December 2024

Agenda Reference:	8.5
Title:	Sydney Swans Community Visit
Author:	Scott Page, Council Services Manager, Maningrida

SUMMARY

This report details Sydney Swans 2024 Kick the Habit Maningrida Community visit.

RECOMMENDATION

THAT COUNCIL receive and note the report titled *Sydney Swans Community Visit*.

BACKGROUND

In partnership with West Arnhem Regional Council, Australian Defence Force, Malal'a Indigenous Health Service, Aboriginal Medical Services Alliance Northern Territory (AMSANT), and other local support agencies, AFL Sydney Swans delivered a successful 'Kick The Habit' Footy Festival in Maningrida. This smoke-free carnival is the first of three events to be held across a three year contract designed to promote an important health message through sport. The primary focus of the event is to support the Government's Tackle Indigenous Smoking program.

Across all activities, the mantra of 'Strong Lungs, Strong Body, Say No To Smokes' was at the heart of the messaging. The focus of the visit is constructed to promote an active lifestyle, and raise awareness around tobacco smoking and health implications, and dangers to health in remote communities. Ultimately, the campaign aimed to reduce the percentage of smokers among the youth and pregnant women.

COMMENT

During the week of Monday the 11 November – Sunday 17 November 2024, the Sydney Swans and Australian Defence Personnel visited Jabiru and Maningrida to promote the '2024 Kick the Habit' no smoking campaign, conducting Football clinics and other activities which culminated in a three-day football carnival. This carnival featured six men's and two women's teams, with youth games being held on the Friday evening and was a resounding success that saw participants come from different parts of the Arnhem Land region to play AFL.

The visit to Maningrida also included Welcome to Country Ceremony on Friday evening, fishing trips, visits to outstations, On Country walks, school visits, community tours, spear making for the men and weaving for the women.

Barbeque breakfasts and dinners were held on both Saturday and Sunday, along with a community ground oven cooked dinner on Saturday evening, comprising of Buffalo, Kangaroo and an assortment of roasted vegetables which was followed by a music festival, where the community had four local bands playing.

The visit and all events were positively received by Maningrida Community with large numbers of people turning out for the football and lots of children joining in all other activities.

A mens team from Gunbalanya, supported by Sport and Recreation and Adjumarllarl Aboriginal Corporation, flew to Maningrida to be a part of the event. They played well and were exceptional representatives of their community.

Photos below provide a snapshot of the events held.









LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

In-kind support from local staff with cultural understanding and connections to country supported the event from the Sport and Recreation team as well municipals team being involved in the preparation of the oval and other facilities. The Pool was also utilised by the Defence Force and Sydney Swans personnel. The WARC LED Screen Trailer was used as a message board and score board.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

Goal 1.6 Youth Engagement

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

PILLAR 3 SAFETY AND WELLBEING

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

Goal 3.4 Community Service Delivery

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	8.6
Title:	West Arnhem Youth Leadership Summit November 2024
Author:	Marnie Mitchell, Manager Community Services Support

SUMMARY

This report outlines the outcomes of the recent West Arnhem Youth Leadership Summit held November 2024 at the Crocodile Hotel in Jabiru and attended by in-person Ordinary Council Meeting (OCM) attendees, West Arnhem Regional Council staff and other stakeholders in Jabiru.

This Summit was fully funded by National Indigenous Australians Agency (NIAA).

RECOMMENDATION

THAT COUNCIL receive and note the report West Arnhem Youth Leadership Summit November 2024.

BACKGROUND

The West Arnhem Youth Leadership Summit 2024: Building Tomorrow's Leaders.

In the heart of West Arnhem Land, a region celebrated for its rich culture and breathtaking landscapes, the 2024 West Arnhem Youth Leadership Summit brought together young leaders from Gunbalanya, Jabiru, Maningrida, and Warruwi for an inspiring three-day event. Held at the Jabiru Crocodile Hotel, this summit showcased the transformative power of youth leadership, collaboration, co design and community-driven change.

This year's summit not only built on the foundations established in 2023 but introduced innovative approaches that empowered students to develop actionable ideas, share their visions with stakeholders, and contribute meaningfully to their communities.

Each student group created a robust framework for their ideas, reflecting a deep understanding of their communities' needs and potential solutions. The hands-on inquiry approach empowered students to take ownership of their projects, ensuring long-term relevance and impact.

A key feature of the 2024 summit was the introduction of an expo-style presentation, where students showcased their ideas to stakeholders, including local council members, Aboriginal Corporations, the Mayor of West Arnhem, and representatives from organizations such as the Department of Education, Red Lily Health Board, NORFORCE, and more. This interactive format allowed:

- Students to build confidence through multiple presentations;
- Stakeholders to engage deeply with students' ideas, asking questions and offering guidance;
- Youth to develop critical public speaking and problem-solving skills, positioning them to advocate for their ideas back in their communities; and
- Students took the Expo displays back to their communities to present to the Local Authority meetings and other influential stakeholders. This is an opportunity for other providers in communities to strategically and financially support the actions and activities suggested by the youth.

The 2024 West Arnhem Youth Leadership Summit achieved remarkable outcomes:

- **Enhanced Leadership Skills:** Students developed confidence, communication, and teamwork abilities.
- **Actionable Ideas:** Community-focused solutions were presented and refined for real-world implementation.

- **Collaboration with Stakeholders:** Presentations engaged key regional leaders, ensuring support and alignment with local strategies.
- **Sustainable Impacts:** Teachers gained evidence to support students in completing the Stage 1 South Australia Certificate of Education (SACE Year 11) subject, ensuring the long-term educational benefit.

Acknowledgments

This project is a testament to collaboration, made possible with funding from National Indigenous Australians Agency (NIAA) and the co-design of the West Arnhem Regional Council, Youth Engagement Project, and the NT Department of Education.

Additional in-kind support was provided by the ERA Community Partnership Fund, with contributions from NORFORCE, Icon Sports Northern Territory, Kakadu Air, Gunbalanya Air, Kakadu Cultural Tours and Team Health.

VAMP TV joined the program, featuring the West Arnhem Youth Leadership Summit on Episode 182.

Thank you to everyone who supported this initiative, attended the presentations in Jabiru and in community and most importantly, to the young leaders who remind us of the power of youth voice in shaping the future.

To note: with reference to staffing availability and low student numbers in the senior school, Minjilang principal informed the Department of Education that they were not in a position to send students to this November 2024 summit. Actions are in place to ensure that they attend future summits.

The outcomes for each community are attached, demonstrating strong evidence of community engagement and collaboration with the youth, along with actionable items for consideration and strategic planning for all stakeholders.

LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

Goal 1.6 Youth Engagement

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which affects them.

ATTACHMENTS

1. West Arnhem Youth Leadership Summit November 2024 - Outcomes [**8.6.1** - 4 pages]



JABIRU: A Journey of Leadership and Inquiry			
Identifying personal strengths to foster self-awareness and confidence.			
<p>Jabiru students began their journey by exploring their personal strengths, fostering a deeper sense of self-awareness and confidence. This foundation empowered them to recognise their unique abilities and how these could contribute meaningfully to their school, community and leadership roles.</p>			
<p>Jabiru brainstormed the following ideas to address the needs of young people in their school and community:</p> <ul style="list-style-type: none"> • Basketball competition • More school excursions • More artwork around the school • BushRatz rugby (Clontarf activity) • Indoor Netball • Local sporting competitions to reduce people leaving community to play • Disco/afternoon and evening activities to support young people making good choices 			
Focus Idea: Local Junior Sports Sports Competitions			
<p>Purpose:</p> <ul style="list-style-type: none"> • Regular afternoon and evening activities for young people • Support health and fitness • Positive activities to reduce poor choices • Opportunity to play in home community so you don't have to leave all the time • Sponsorship opportunities for local business • Employment pathways for young people - training and part time jobs • Improve wellbeing • Safe spaces and teams for young people • Increase connection and collaboration amongst young people in community - making new friends • Community collaboration: invite Gunbalanya, Maningrida, Warruwi and Minjilang to participate in competitions 			
Beneficiaries: Young people in Jabiru and surrounding communities.			
Timeline: Jabiru students brainstormed a year-long calendar that hosts mini seasons of different sports to ensure there's no overlap, but also to provide diversity in sport options for young people			
<p>Jan/Feb/March Netball Competition</p> <ul style="list-style-type: none"> • JS Courts • Mixed netball teams • 8 weeks then finals • Weeknights 	<p>April/May/June Swimming Competition</p> <ul style="list-style-type: none"> • Swimming pool • Morning trainings • Night competitions • All ages 	<p>July/Aug/Sep Tennis Competition</p> <ul style="list-style-type: none"> • JS Courts • Friday night comp • Week night trainings • 8 week comp 	<p>Oct/Nov/Dec AFL Competition</p> <ul style="list-style-type: none"> • Oval • Afternoon Training • Small fields young kids • Half field middle years
<p>What is needed:</p> <ul style="list-style-type: none"> • Existing infrastructure in Jabiru • Staff/leaders to help organise competitions and train younger ones in umpiring etc • Uniform designs and names connected to community • Help from community leaders, organisations and families 			
Who can help: WARC sport and rec, AFLNT, funding bodies, sponsors (local business), sporting bodies (NT), Stars, Clontarf			
<p>Action Steps:</p> <ol style="list-style-type: none"> 1. Meet with WARC to organise running of competitions, finding staff, funding, and using infrastructure and resources. 2. Survey children and youth to gauge interest for each sport and get voice for ideas around training etc. 3. Get sponsorship from local businesses and communities, local government for uniforms, staff and resources. 			
Sharing their visions through an innovative expo-style presentation.			
<p>Jabiru students showcased their ideas through an innovative expo-style presentation, sharing their visions with key stakeholders and community leaders. This format allowed them to engage in meaningful conversations, answer questions, and gain valuable feedback to refine and implement their projects.</p>			



WARRUWI: A Journey of Leadership and Inquiry

Identifying personal strengths to foster self-awareness and confidence.

Warruwi students began their journey by exploring their personal strengths, fostering a deeper sense of self-awareness and confidence. This foundation empowered them to recognise their unique abilities and how these could contribute meaningfully to their school, community and leadership roles.

Warruwi brainstormed the following ideas to address the needs of young people in their school and community:

- Cooking competition
- Culture Camp
- Both way learning
- Places we can be safe
- Opportunities to celebrate culture
- Soccer tournament
- Learning on Country
- Fishing competition
- Swimming competition
- Visiting other communities

Focus Idea: Culture Week

Purpose:

- Celebrating culture and listening to old people
- Sharing two-way learning in school
- Bringing the community together
- Sharing community activities and knowledge with school ways
- Bringing more students to school
- Engaging families in learning and collaboration

Beneficiaries: Young people in Warruwi - and the whole community invited to elements of Culture Week.

Timeline: Warruwi students planned the daily events of Culture Week for their young people:

Monday	Tuesday	Wednesday	Thursday	Friday
Learning Both Ways <ul style="list-style-type: none"> ● Elders teaching ● Sharing stories ● Listening 	Culture Camp <ul style="list-style-type: none"> ● Rangers ● Yagbari Shop ● Camping gear 	Basketball Competition <ul style="list-style-type: none"> ● Sport and Rec ● Prizes ● All ages 	Hunting & Fishing Competition <ul style="list-style-type: none"> ● High tide fishing ● Low tide spearing 	Cooking Competition <ul style="list-style-type: none"> ● Fire ● Materials ● Whole community

What is needed:

- Fishing nets, lines, equipment, whale bone
- Week of school time
- Spears, knives
- Pots, pans, spoons
- Ochre
- Permissions

Who can help: Rangers, Yagbari shop, Teachers, families, Sport and Rec

Action Steps:

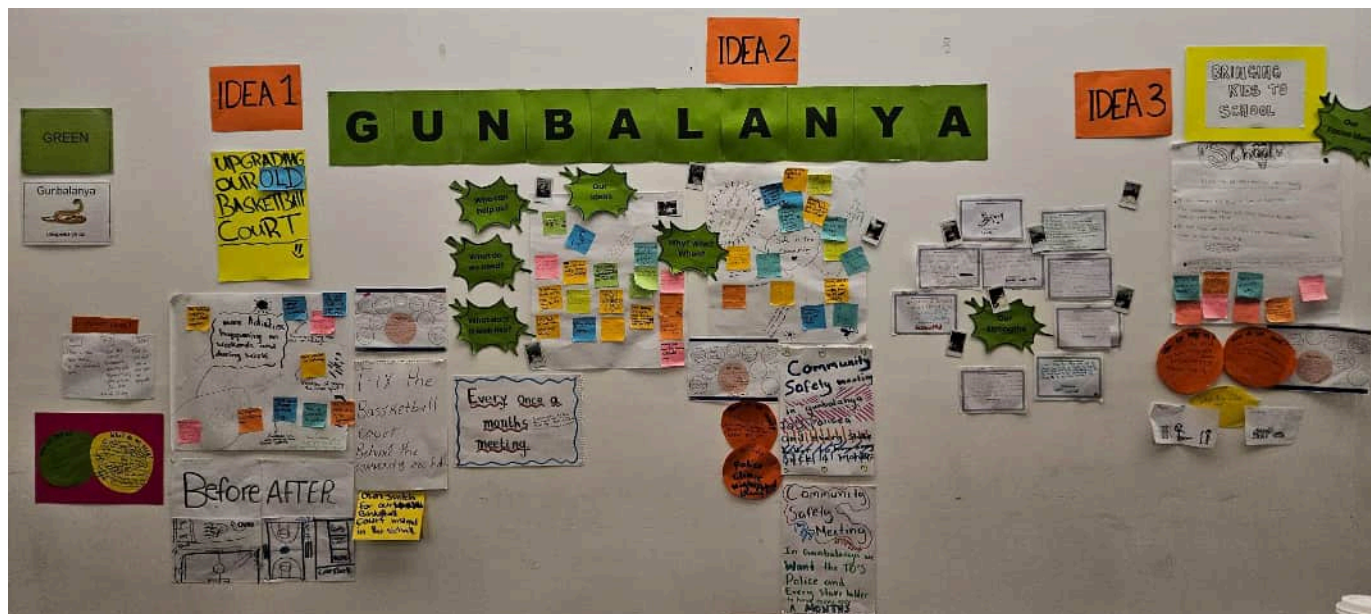
1. Meet with rangers
2. Meet with Traditional Owners
3. Meet with school
4. Talk to Sport and Rec

Sharing their visions through an innovative expo-style presentation.

Warruwi students showcased their ideas through an innovative expo-style presentation, sharing their visions with key stakeholders and community leaders. This format allowed them to engage in meaningful conversations, answer questions, and gain valuable feedback to refine and implement their projects.



<p>MANINGRIDA: A Journey of Leadership and Inquiry</p>	
<p>Identifying personal strengths to foster self-awareness and confidence.</p> <p>Maningrida students began their journey by exploring their personal strengths, fostering a deeper sense of self-awareness and confidence. This foundation empowered them to recognise their unique abilities and how these could contribute meaningfully to their school, community and leadership roles.</p>	
<p>Maningrida brainstormed the following ideas to address the needs of young people in their school and community:</p> <ul style="list-style-type: none"> • Exciting classes at school • Showing respect • Wellbeing room for girls and boys - safe spaces for when kids get stressed • Respecting culture and cultural activities • Keeping the school and community safe for young ones • Fishing competitions • Visiting other community schools • Football competition • Youth centre open at night 	
<p>Focus Idea: Culture Excursions: Every Second Saturday</p>	
<p>Purpose:</p> <ul style="list-style-type: none"> • Keep kids safe on grog weekend • Explore country, visit places you might not always go • Learn and share culture • Reduce fighting and violence • Reduce Break-ins - young ones have meaningful activities 	
<p>Beneficiaries: Young people in Maningrida</p>	
<p>Timeline: Every Second Saturday (barge Saturdays)</p> <p>The vision is for a different cultural activity/experience to be provided for young people every second Saturday. Students discussed liaising with groups and Traditional Owners to achieve the following activities in the following locations.</p>	
<p>Where:</p> <ul style="list-style-type: none"> • Rocky Point • Ndjudda Point • Yilan • Jibanna • Garmadi • Bolksam • Gotcham 	<p>Activities:</p> <ul style="list-style-type: none"> • Fishing competition • Hunting - buffalo, mud crabs, turtle, magpie goose, stingray, pig • Spear making, paperbark collecting • Weaving • Message sticks and clap sticks • Cultural dancing • Making fire
<p>What is needed:</p> <ul style="list-style-type: none"> • Fishing nets, lines, equipment • Traditional hunting equipment • Weaving materials - pandanus hook, dye, tins • Cars - BAC, Night Patrol, Nja Marleya, David Jones, Yellow Shirts mob • Adults to help • Elders and Traditional Owners to teach 	
<p>Who can help: Tina, Margaret, Gotchan, Rangers, WARC, Malala, families, Traditional Owners</p>	
<p>Action Steps:</p> <ol style="list-style-type: none"> 1. Meet with Rangers and Traditional Owners 2. Find out who can help, and organise a big meeting with everyone 	
<p>Sharing their visions through an innovative expo-style presentation.</p> <p>Maningrida students showcased their ideas through an innovative expo-style presentation, sharing their visions with key stakeholders and community leaders. This format allowed them to engage in meaningful conversations, answer questions, and gain valuable feedback to refine and implement their projects.</p>	



GUNBALANYA: A Journey of Leadership and Inquiry		
<p>Identifying personal strengths to foster self-awareness and confidence. Gunbalanya students began their journey by exploring their personal strengths, fostering a deeper sense of self-awareness and confidence. This foundation empowered them to recognise their unique abilities and how these could contribute meaningfully to their school, community and leadership roles.</p>		
<p>Gunbalanya brainstormed the following ideas to address the needs of young people in their school and community:</p> <ul style="list-style-type: none"> • Safety approach for glass on the road • Fixing the Basketball court area to make it safe for kids • Safe house for men and women • Public library • Strategies for more kids coming to school (safe ways for low attenders to re-enter school) • Monthly meeting with TO's and Stakeholders to discuss problems and solutions • Ongoing footy competition for health and wellness and keeping people on track • Young girls and boys learning traditional way. 		
<p>Idea 1: Upgrading Basketball Court to make it safe</p>	<p>Idea 2: Community Safety meetings each month</p>	<p>Idea 3: Bringing kids back to school</p>
<p>Purpose:</p> <ul style="list-style-type: none"> • Make it safe for kids • Fence, seats and toilet broken • Cars speed past • No water or change room • Will welcome more kids 	<p>Purpose:</p> <ul style="list-style-type: none"> • TOs and stakeholders have different meetings right now • Bring them together to have the real conversations to help community be more safe 	<p>Purpose:</p> <ul style="list-style-type: none"> • Have programs for kids that haven't been coming to school • Hands on activities • Re-entering with an attendance plan so they don't feel silly or stressed
<p>Beneficiaries: Young people across Gunbalanya, their families and the wider community.</p>		
<p>Timeline: Students would like to see all ideas implemented as soon as possible.</p>		
<p>What is needed:</p> <ul style="list-style-type: none"> • New fence • New Seating • New toilets and change room • Water bubbler • Lock in case 	<p>What is needed:</p> <ul style="list-style-type: none"> • Stakeholders and TOs to make a time each month they agree on • Bringing the safety conversations to one place so action can happen for the community 	<p>What is needed:</p> <ul style="list-style-type: none"> • Hands on activities • Learning Plans • Conversations in language with students and parents to help them come back to school
<p>Who can help:</p> <ul style="list-style-type: none"> • WARC • Ardjumarllarl • Stakeholders • Funders • TOs 	<p>Who can help:</p> <ul style="list-style-type: none"> • Stakeholders • TOs 	<p>Who can help:</p> <ul style="list-style-type: none"> • Council • Art Centre • Sue and Esther, School • Daluks and Clontarf • TOs
<p>Action Steps:</p> <ol style="list-style-type: none"> 1. Make a plan for each idea 2. Present the plan to who can help so more people understand 3. Show the council the ideas so they can help us with everyone else 		
<p>Sharing their visions through an innovative expo-style presentation. Gunbalanya students showcased their ideas through an innovative expo-style presentation, sharing their visions with key stakeholders and community leaders. This format allowed them to engage in meaningful conversations, answer questions, and gain valuable feedback to refine and implement their projects.</p>		

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 December 2024

Agenda Reference:	8.7
Title:	Cemetery Project update
Author:	Sara Fitzgerald, Waste and Resource Coordinator

SUMMARY

This report is to provide an update to the Council on progress towards the establishment of West Arnhem Regional Council operated cemeteries.

RECOMMENDATION

THAT COUNCIL receive and note the report titled *Cemetery Project update*.

BACKGROUND

With the introduction of the Cemeteries and Burials Act 2022 by the Northern Territory Government, Local Government Councils were designated the responsible governing body for declared cemeteries in the Northern Territory. West Arnhem Regional Council has worked with the Department of Chief Minister since the legislation introduction to establish culturally appropriate declared cemeteries in our communities.

We have received funding from the Remote Burials grant program and Places for People grant program to facilitate identifying, declaring, and establishing cemeteries in our communities.

COMMENT

This report gives council oversight on the progress of this program of works across all of our communities as below;

GUNBALANYA

Operational staff have consulted extensively with Traditional Owners and Local Authority to identify an appropriate site for a declared cemetery in Gunbalanya. An application was made to the Northern Land Council (NLC) for the identified site, with the item progressing through the stages of NLC consultation. NLC will advise when consultation is completed, and we progress to negotiating a lease agreement.

JABIRU

WARC holds the maintenance license for the cemetery in Jabiru. Any burials at this site currently require approval by GAC/GACJT as we do not hold the lease for the cemetery. WARC has a listing in fees and charges to facilitate burials at this site. Currently, there is no lease covering this site preventing the application for a declared cemetery in this community. We have approached GACJT in regard to the legislation and future compliance.

MANINGRIDA

Maningrida received a cemetery declaration on 25 July 2024. WARC has also been successful in securing funding to ensure the project to extend the boundaries and make the facility both serviceable and culturally appropriate through a combination of the Remote burials grant program and the Places for People grant program. The cemetery plans have been approved by the traditional owners and administration will now proceed to delivery.

MINJILANG

Minjilang also received a cemetery declaration on 25 July 2024. WARC has received funding to establish a new cemetery on a new site in Minjilang. This project is moving forward with the tender awarded to Stedmans Construction in September 2024. A project kick-off meeting was undertaken on 9 December 2024 and construction will commence in February 2025.

WARRUWI

With multiple burial sites in the community, WARC is working with locals to determine the best location for a declared cemetery. Through the remote burials grant program funding has been provided for ground penetrating radar to be done across two known burial sites to assess how many individuals are buried at each site and their suitability to be declared cemeteries. Once this information is received the community will be consulted regarding how they wish to proceed.

STATUTORY ENVIRONMENT

Local Government Act 2019

NT Burials and Cremations Act 2022

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We prioritise the value of partnerships and relationships as a key determinant of a happy, strong and thriving community.

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life.

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

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

Goal 4.1 Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure.

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 18 December 2024

Agenda Reference:	8.8
Title:	Technical Services Projects Report
Author:	Garth Borgelt, Manager Technical Services

SUMMARY

This report is presented to the Council to provide an overview of all Local Authority and other Council projects delivered across the West Arnhem Regional Council locations, for the reporting period up to 06 December 2024.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Technical Services Projects Report*.

BACKGROUND

High level operational/project management reports are provided to ensure transparency, communication, and support are provided to elected members.

COMMENT

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

STATUTORY ENVIRONMENT

Not Applicable.

FINANCIAL IMPLICATIONS

Not Applicable.

STRATEGIC IMPLICATIONS

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

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

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

Goal 4.1 Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure.

Goal 4.2 Fleet, Plant and Equipment

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

Goal 4.3 Waste and Water Management

Deliver environmentally and economically sound solid waste, water and sewerage services.

Goal 4.4 Local Road Management and Maintenance

Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management.

PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice. We recognise and champion the importance of safe-guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

Goal 5.1 Recycling and Waste

Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment.

Goal 5.2 Procurement

Develop and implement a leading-edge sustainability procurement strategy.

ATTACHMENTS

1. Technical Services Projects - OCM December 2024 LA [**8.8.1** - 2 pages]
2. Technical Services Projects - OCM December 2024 TS [**8.8.2** - 3 pages]

GUNBALANYA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	30/01/2025	Construction complete - additional type 2 is required dependent on rain impact. Road closed prior to delivery, but potential to purchase excess gravell from Kakadu Contracting.	Gunbalanya Shelters.	95%
In Progress	30/01/2025	TB Constructions have completed 10 of the 13 houses under this project as of 3 Dec. Update to be given at OCM.	Gunbalanya Aged Care Pavers.	75%
In Progress	30/11/2025	Tender being developed for publishing in December 2024.	Vet Program - Animal Management - 2 visits.	0%

MANINGRIDA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	5/01/2025	Preplanning/permits stage in progress; Project plan being developed.	NYE Fireworks 2024.	35%
In Progress	30/01/2025	Outdoor Gym installation complete. Water bubbler to be installed. Awaiting Power Water approval.	Installation Outdoor Gym.	85%
In Progress	30/2/2025	Contractor has delivered bollards to Maningrida for completion by end December.	Bollards for Cricket Oval.	40%
In Progress	30/03/2025	Commuter bus ordered, approx 3 months delivery including fit-out.	Funeral Hearse Vehicle.	15%
In Progress	30/11/2025	Tender being developed for publishing in December 2024.	Vet Program - Animal Management - 4 visits.	0%

MINJILANG LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	30/11/2025	Tender being developed for publishing in December 2024.	Vet Program - Animal Management - 2 visits.	0%

WARRUWI LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	30/01/2025	Purchase Order raised to Stedman Constructions to complete works.	Repairs to shade structure.	15%
In Progress	30/11/2025	Tender being developed for publishing in December 2024.	Vet Program - Animal Management - 2 visits.	0%

GUNBALANYA COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30/05/2025	Thinkwater Darwin contracted - irrigation and pumps work is now 90% completed. Overhead sprinklers replaced. Topsoil/seeding/fertilising works completed. Billabong pump and switchboard parts received in Darwin. Uncertainty on install due to road closure with additional cost of air travel versus fall back position of manually watering.	Gunbalanya Oval Upgrade.	90%
In Progress	30/08/2025	Claim accepted - Works awarded to MJ Builders. Following site visit, surveyors now advising this is a flood prone area and in discussion with insurers. Demolition works will commence after the wet.	Gunbalanya Flood Insurance Toad Hall, Laundry & damaged house.	10%

JABIRU COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	28/02/2025	Design awarded to NTBS - Approvals and Tender follows design completion.	Jabiru Brockman Oval Lights.	35%
In Progress	30/06/2025	Cultural approval required in preparation of receiving Rio Tinto funding.	Dog Park, Outside Gym & playground - Lakeside Park.	25%
Completed	5/12/2024	The final close-out report under the CEO signature was submitted on 27/11/2024 with no response expected from the EPA. Leachate is being contained on site despite 120mm of rain. Now transferring to Operations to maintain the site standard.	Jabiru Landfill.	100%
Completed	5/12/2024	Resealing Langford Drive/Taylor Place and additional footpaths complete. Refer separate report.	Parks Australia - Annual road maintenance funding.	100%

MANINGRIDA COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30/3/2025	Blockwork is 90% complete and steel work has commenced.	Maningrida Change Rooms.	40%
In Progress	30/6/2025	Pre-Construction Planning. Works to commence at completion of change rooms.	Maningrida Toilets.	5%
In Progress	30/12/2024	The culvert entrance access road to the shops/office has been completed; Stone pitching in progress.	Mallabam Roadworks.	45%
In Progress	30/6/2025	Dhukurdji strongly in favour of immediate completion. Additional extensive consultations proceeding through NTG. Tender being prepared during December.	Maningrida Cemetery.	25%
In Progress	30/1/2025	Development Application approved on 4/12/2024. Expect to receive building permit by Certifier during December. Structures on site waiting installation.	Maningrida Airport Structures.	50%

MINJILANG COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	28/02/2024	Works awarded to Stedman Constructions. Works have commenced	New Minjilang Cemetery	30%

WARRUWI COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30/6/2025	Progressing with procurement processes on a single supplier basis. May have to wait till dry season for equipment to work effectively.	Waruwi ground penetrating radar	10%

WARRUWI COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30/04/2025	Hall works complete. Shipping container on site waiting for contractor to install. Insufficient funds to complete painting, so balance of funds may be directed elsewhere in community after approval.	Warruwi Recreation Hall upgrade	95%
In Progress	30/12/2024	Funding variation approved. Works have commenced using Stedmans Contracting.	Warruwi staff housing (Lot 21 roofing and Lot 29 internal refurbishment)	70%

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 December 2024

Agenda Reference:	8.9
Title:	2025 Local Government Elections
Author:	Jasmine Mortimore, Governance Advisor

SUMMARY

This report is to inform Council on information received by the Northern Territory Electoral Commission for the 2025 Local Government Elections (2025 LGE).

RECOMMENDATION

THAT COUNCIL receive and note the report titled *2025 Local Government Elections*.

COMMENT

Correspondence received on 9 December 2024 from the NT Electoral Commission (NTEC) states that the NTEC are continuing their planning activities associated with delivering the 2025 Local Government Elections (2025 LGE). Current enrolment for the Northern Territory is 155,621 (93.5%), an increase from the 2021 Local Government Elections of 19.3%.

In April this year, the NTEC wrote to council executives advising of the timeframes to commence discussions on the development of a service agreement for the 2025 LGE and advising of significant cost increases observed across key service areas in planning for the delivery of the 2025 Territory Election in August. While the final costs of this election are still being finalised, as a guide the cost increase is approximately 25%.

The NTEC is continuing to finalise the costs estimates for the 2025 LGE and will be positioned to provide the draft Service Level Agreements (SLA) including costings to the CEO in January/February 2025.

Provided in this report you will find an information sheet has been developed detailing key election activities and timeframes and the draft 2025 election timetable.

STATUTORY ENVIRONMENT

Local Government (Electoral) Regulations
West Arnhem Regional Councils Caretaker Policy
Electoral Act 2004 (NT)
Local Government Act 2019 (NT)

FINANCIAL IMPLICATIONS

A future report will go to Council to propose creating an Election reserve to cover the cost.

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.5 Planning and Reporting

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

ATTACHMENTS

1. 2025 LGE Key Activities and Timeframes [8.9.1 - 1 page]

2. 2025 LGE election timetable 6 Dec - DRAFT [8.9.2 - 1 page]

2025 Local Government Elections

Information Sheet 1: Key activities and timeframes

The NT Electoral Commission (NTEC) is committed to delivering successful and transparent 2025 Local Government Elections (2025 LGE). To ensure councils are well informed, this information sheet details timeframes of the key activities to be carried out by the NTEC in the lead up to and during the election period ensuring local government councils are informed and receive timely communication and resource provision for the delivery of the 2025 Local Government Elections.

Key deliverables and timeline

Activity	Overview	Timeline
Draft Service Level Agreement and estimate of costs	Election costings provided to councils, detailing the scope of services. Draft to be provided to councils prior to start up meeting.	January/February 2025
Start-up meetings scheduled between NTEC and councils	Initial meeting between NTEC Commissioner, Manager Electoral Operations and Public Awareness Manager, with council CEO and senior staff to discuss; service standards, communications and engagement, cost estimate. NTEC to provide council with dedicated NTEC project officer details to support the election.	January/February
2025 LGE resources for councils	NTEC will provide councils with generic election communications materials, templates, guidelines, etc.	March 2025 (ongoing)
2025 LGE Service Plan	Service Plan to be released providing advice to electoral participants and stakeholders including key milestones, information about election processes and voting services.	May 2025
2025 LGE website launched	Dedicated website launched to support the 2025 LGE election event	May 2025
Public awareness campaign resources	Launch of NT wide voter and election stakeholder awareness campaign	June 2025
Candidate Nominations open		11 July 2025
Service Level Agreements	All Service Level Agreements to be finalised	July 2025
Service centre stood up	Service centre is operational and responsive to enquiries from voters and stakeholders regarding the election.	July 2025
Election readiness checklist	NTEC will issue a final readiness checklist to councils, ensuring all preparations are in place for the election.	Late July 2025
Voting support	Ongoing information provided to councils throughout voting period including voting data	August 2025
Election day		23 August 2025
Declaration of results		8 September 2025
Invoicing	Councils to receive invoices for actual cost of conducting the election	November/December 2025
Election reports	Draft election reports for each council to be provided	December 2025
2025 LGE report completed	Election report including recommendations to be tabled and published	2026



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Election timetable

2025 Local Government Elections

23 August 2025

Date	Time	
Friday 11 July		Nominations open
Tuesday 22 July	5:00 pm	Electoral roll closes
Thursday 31 July	12:00 noon	Nominations close
Friday 1 August	12:00 noon	Declaration of nominations, draw for position on ballot papers
Monday 4 August		Postal vote mail-out commences
Monday 11 August	8:00 am	Early voting commences Mobile voting commences
Tuesday 19 August	6:00 pm	Overseas postal voting despatches cease
Thursday 21 August	6:00 pm	All postal voting despatches cease
Friday 22 August	6:00 pm	Early voting ceases
Saturday 23 August		Election day
	8:00 am	Election day voting commences
	6:00 pm	Election day voting ceases Mobile voting ceases Primary counts of ordinary, postal and early votes commence
Monday 25 August	9:00 am	Declaration vote verification checks, commence recheck of all counts
Thursday 28 August	9:00 am	Primary counts of accepted declaration votes, further postal counts
Friday 5 September	12:00 noon	Deadline for receipt of postal votes Final counts of postal votes commence
	6:00 pm	Distribution of preferences
Monday 8 September	10:00 am	Declaration of the election result
Saturday 1 November		Campaign disclosure return due

Correct as at 6 December 2024

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

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

SUMMARY

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

RECOMMENDATION

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

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

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

SUMMARY

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

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 18 DECEMBER 2024

EXCLUSION OF THE PUBLIC

The information in this section of the agenda is classed as confidential under section 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (Administration) Regulations 2021*.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 18 DECEMBER 2024

Agenda Reference:	11.1
Title:	Incoming and Outgoing Correspondence
Author:	Jasmine Mortimore, Governance Advisor

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)(b). It contains information about the personal circumstances of a resident or ratepayer.

Agenda Reference:	11.2
Title:	Proposed Lease Termination - Lot 660 Maningrida
Author:	Clem Beard, Projects Manager Technical Services

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)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Agenda Reference: 11.3

Title: Tender Evaluation - Jabiru Kitchen and Bathroom Upgrades

Author: Hilal Ahmad, Senior Project Manager

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)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Agenda Reference:	11.4
Title:	Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council
Author:	Clem Beard, Project Manager Technical Services

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)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Agenda Reference:	11.5
Title:	Approval to Dispose of Executive Fleet Prado
Author:	Graham Baulch, Project Coordinator Fleet Operations

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)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Agenda Reference:	11.6
Title:	Langford Smith Drive and Footpath Resealing Works Jabiru Completion Report
Author:	Hilal Ahmad, Senior Project Manager

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)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

Agenda Reference:	11.7
Title:	Sponsorship Proposal
Author:	Jasmine Mortimore, Governance Advisor

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.

Agenda Reference:	11.8
Title:	Local Authority Membership
Author:	Jasmine Mortimore, Governance Advisor

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)(b). It contains information about the personal circumstances of a resident or ratepayer.

Agenda Reference: 11.9

Title: Maningrida K9 Security Program

Author: Fiona Ainsworth, Director of Community and Council Services

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.

12 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC

Agenda Reference:	12.1
Title:	Disclosure of Confidential Resolutions and Re-admittance of the Public
Author:	Jasmine Mortimore, Governance Advisor

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.

RE-ADMITTANCE OF THE PUBLIC

13 MEETING DECLARED CLOSED

14 NEXT MEETING