



Minutes of the West Arnhem Regional Council Warruwi Local Authority
Tuesday, 11 March 2025 at 10:00 am
Warruwi Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Mayinaj declared the meeting open at 10:02 am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

MEMBERS PRESENT

Chairperson	Jason Mayinaj
Member	Richard Nawirr
Member Manager, Warruwi)	Geraldine Narul (Council Services
Member	Ida Waianga
Member	Alfred Gawaraidji
Member	Nicholas Hunter

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams
Councillor	James Marrawal (via video)

STAFF PRESENT

Interim Chief Executive Officer	Ben Waugh
Director of Community and Council Services	Fiona Ainsworth (via video)
Director of Finance	Jocelyn Nathanael-Walters
Manager Technical Services	Kylie Gregson
Senior Council Services Manager	Rick Mitchell
Governance Advisor	Jasmine Mortimore
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)
Project Manager	Clem Beard

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.

WAR1/2025 RESOLVED:

On the motion of Member Waianga
Seconded Member Gawaraidji

THAT THE LOCAL AUTHORITY:

1. Notes the absence of William Wurluli and Phillip Wasaga;
2. Notes the apology received from William Wurluli and Phillip Wasaga; and
3. Determines William Wurluli and Phillip Wasaga 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.

WAR2/2025 RESOLVED:

On the motion of Member Narul
Seconded Mayor Woods

THAT THE LOCAL AUTHORITY accepts the agenda papers as circulated for the Warruwi Local Authority meeting held on 11 March 2025.

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.

WAR3/2025 RESOLVED:

On the motion of Member Hunter
Seconded Member Nawirr

THAT THE LOCAL AUTHORITY received no declarations of interest as listed for the Warruwi Local Authority meeting held on 11 March 2025.

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.

WAR4/2025 RESOLVED:

On the motion of Member Waianga

Seconded Member Gawaraidji

THAT THE LOCAL AUTHORITY adopted the minutes of the 26 November 2024 Warruwi Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Invited Guest - NT Police
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Invited Guest - NT Police.

WAR7/2025 RESOLVED:

On the motion of Chairperson Mayinaj

Seconded Member Nawirr

THAT THE LOCAL AUTHORITY

1. Noted the update on Law and Order by the NT Police; and
2. Thanks Chris Harden from the NT Police.

CARRIED

Agenda Reference:	7.2
Title:	Invited Guest - Department of Children and Families
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Invited Guest - Department of Children and Families.

WAR9/2025 RESOLVED:

On the motion of Member Waianga

Seconded Member Hunter

THAT THE LOCAL AUTHORITY

1. Notes the discussions on Safe House in Warruwi by Bradley Stephensen from Department of Children and Families; and
2. Nominate Mayor Woods to be apart of the Emergency Management Plan Meetings.

CARRIED

Agenda Reference:	7.3
Title:	Presentation - NT Health
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Presentation - NT Health.

WAR10/2025 RESOLVED:

On the motion of Mayor Woods

Seconded Chairperson Mayinaj

THAT THE LOCAL AUTHORITY notes the discussions with Maeve Cullen and Reginald Sailor from NT Health's Community Led Alcohol Harm Reduction Unit.

CARRIED

Agenda Reference:	7.4
Title:	Invited Guest - Department of Lands, Planning and Environment
Author:	Jasmine Mortimore, Governance Advisor

Meeting broke for lunch at 11:57am recommenced at 12:34pm.

The Local Authority considered a report on Invited Guest - Department of Lands, Planning and Environment.

WAR11/2025 RESOLVED:

On the motion of Member Narul

Seconded Member Waianga

THAT THE LOCAL AUTHORITY notes the discussions on Culling program for Warruwi by Department of Lands, Planning and Environment.

CARRIED

8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Finance Report to December 2024
Author:	Jocelyn Nathanael-Walters, Director of Finance

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

WAR5/2025 RESOLVED:

On the motion of Chairperson Mayinaj

Seconded Member Hunter

THAT THE LOCAL AUTHORITY receive and note the report titled *Finance Report to December 2024*.

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.

WAR6/2025 RESOLVED:

On the motion of Member Hunter

Seconded Chairperson Mayinaj

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;
3. Reach out to Money Management team with HK training and consultancy to request they visit during Tax return time; and
4. Invite Mr Brown to attend the next scheduled Local Authority meeting.

CARRIED

Agenda Reference:	8.3
Title:	Replacement of table and seating to Shade Structure adjacent to Warruwi Clinic

Author:	Clem Beard, Project Manager
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The Local Authority considered a report on Replacement of table and seating to Shade Structure adjacent to Warruwi Clinic.

WAR8/2025 RESOLVED:

On the motion of Member Nawirr
Seconded Member Waianga

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Replacement of table and seating to Shade Structure adjacent to Warruwi Clinic*; and
2. Approve the variation to scope of works for Replacement of table and seating to Shade Structure adjacent to Warruwi Clinic
 - 3x Aluminum Parkland 3m Table – 250 ml extrusions of a total cost of \$16,000 from available surplus funds.

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.

WAR12/2025 RESOLVED:

On the motion of Member Hunter
Seconded Member Nawirr

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Proposal to Develop By-Laws for Warruwi Community*; and
2. Approve the administration to begin the process of developing by-laws; and
3. Provide feedback on the types of by-laws for noise and nuisance, illegal dumping, animal management including domestic and feral.

CARRIED

Agenda Reference:	8.5
Title:	Council Draft Regional Plan and Budget 2025-26
Author:	Ben Waugh, Interim Chief Executive Officer

The Local Authority considered a report on Council Draft Regional Plan and Budget 2025-26.

WAR13/2025 RESOLVED:

On the motion of Member Hunter
Seconded Member Nawirr

THAT THE LOCAL AUTHORITY

1. Receives and note the report titled *Council Draft Regional Plan and Budget 2025-26*; and
2. Request draft regional plan be presented at the next Local Authority meeting for further feedback.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	2023-2024 Annual Report
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on 2023-2024 Annual Report.

WAR14/2025 RESOLVED:
On the motion of Member Hunter
Seconded Member Waianga

THAT THE LOCAL AUTHORITY receive and noted the report titled *2023-2024 Annual Report*.

CARRIED

Agenda Reference:	9.2
Title:	Mechanic for the Warruwi Community
Author:	Kylie Gregson, Manager Technical Services

The Local Authority considered a report on Mechanic for the Warruwi Community.

WAR15/2025 RESOLVED:
On the motion of Member Narul
Seconded Mayor Woods

THAT THE LOCAL AUTHORITY receive and note the report titled *Mechanic for the Warruwi Community*.

CARRIED

Agenda Reference:	9.3
Title:	Warruwi Cemetery Progress Report
Author:	Sara Fitzgerald, Waste and Resource Coordinator

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

WAR16/2025 RESOLVED:
On the motion of Chairperson Mayinaj
Seconded Member Gawaraidji

THAT THE LOCAL AUTHORITY received and noted the report titled *Warruwi Cemetery Progress Report*.

CARRIED

Agenda Reference:	9.4
Title:	CSM Operations Report on Current Council Services
Author:	Geraldine Narul, Council Services Manager, Warruwi

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

WAR17/2025 RESOLVED:
On the motion of Member Hunter
Seconded Mayor Woods

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

CARRIED

Agenda Reference:	9.5
Title:	Technical Services Warruwi Projects Report
Author:	Clem Beard, Project Manager

The Local Authority considered a report on Technical Services Warruwi Projects Report.

WAR18/2025 RESOLVED:

On the motion of Member Narul
Seconded Chairperson Mayinaj

THAT THE LOCAL AUTHORITY receives and notes the report titled *Technical Services Warruwi Projects Report*.

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.

WAR19/2025 RESOLVED:
On the motion of Member Hunter
Seconded Chairperson Mayinaj

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

1. Request administration investigate ground penetrating for unmarked burial / grave site on resident properties.

CARRIED

11 TRAINING WITH THE LOCAL GOVERNMENT UNIT

Agenda Reference:	11.1
Title:	Local Authority Roles and Responsibility Training
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Local Authority Roles and Responsibility Training.

WAR20/2025 RESOLVED:
On the motion of Member Nawirr
Seconded Member Waianga

THAT THE LOCAL AUTHORITY received Roles and Responsibility of Local Authority Members training from the Department of Housing, Local Government and Community Development.

CARRIED

12 NEXT MEETING

The next meeting is scheduled to take place on Tuesday, 13 May 2025.

13 MEETING DECLARED CLOSED

Chairperson Mayinaj declared the meeting closed at 3:20 pm.

This page and the preceding pages are the minutes of the Warruwi Local Authority Meeting held on Tuesday, 11 March 2025.

[Click here](#) to view the agenda for the Warruwi Local Authority Meeting held on Tuesday, 11 March 2025.