



Minutes of the West Arnhem Regional Council Minjilang Local Authority
Thursday, 15 May 2025 at 10:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

In the absence of Chairperson Nagarlbin the Local Authority nominated Member Wauchope to be Chairperson.

Member S Wauchope declared the meeting open at 10:15am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

APPOINTED MEMBERS PRESENT

Member (Chairperson)	Shane Wauchope
Member	Clint Wauchope
Member	Charles Yirrawala
Member	Josephine Cooper

ELECTED MEMBERS PRESENT

Mayor	James Woods
Deputy Mayor	Elizabeth Williams (via video)

STAFF PRESENT

Chief Executive Officer	Katharine Clare Murray
Project Officer	Ben Waugh
Director of Community and Council Services	Fiona Ainsworth(via video)
Council Services Manager Minjilang	Damian Sandilands
Manager Technical Services	Kylie Gregson
Project Manager	Clem Beard
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)
Information Advisor	Ben Heaslip (via video)

Charles Yirrawala left the meeting at 12:30 pm

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.

MIN18/2025 RESOLVED:

On the motion of Member Yirrawala

Seconded Member C Wauchope

THAT THE LOCAL AUTHORITY:

1. Notes the absence of Member Nagarlbin and Cr Nabalmarda.
2. Notes the apology received from Member Nagarlbin and Cr Nabalmarda.
3. Determines Member Nagarlbin and Cr Nabalmarda are absent with permission of the Authority
4. Determines nil are 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.

MIN19/2025 RESOLVED:

On the motion of Member C Wauchope

Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY accept the agenda papers as circulated for the Minjilang Local Authority meeting held on 15 May 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.

MIN20/2025 RESOLVED:

On the motion of Member S Wauchope

Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY received the declarations of interest as listed for the Minjilang Local Authority meeting held on 15 May 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.

MIN21/2025 RESOLVED:

On the motion of Member Yirrawala

Seconded Member Cooper

THAT THE LOCAL AUTHORITY adopted the minutes of the 13 March 2025 Minjilang Local Authority as a true and correct record.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Presentations - Red Lily Health Board
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Presentations - Red Lily Health Board.

MIN22/2025 RESOLVED:

On the motion of Member C Wauchope

Seconded Member Yirrawala

THAT THE LOCAL AUTHORITY notes the presentations on update on services by Red Lily Health Board.

CARRIED

Agenda Reference:	7.2
Title:	Presentations - Australian Border Force
Author:	Jasmine Mortimore, Governance Advisor

The Local Authority considered a report on Presentations - Australian Border Force.

MIN23/2025 RESOLVED:

On the motion of Member Yirrawala

Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY notes the presentations on Operation LUNAR by Australian Border Force.

CARRIED

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

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

MIN24/2025 RESOLVED:

On the motion of Member S Wauchope
Seconded Member Yirrawala

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.

CARRIED

Agenda Reference:	8.2
Title:	By-Laws for Minjilang Community
Author:	Ben Heaslip, Information Advisor

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

MIN25/2025 RESOLVED:

On the motion of Member S Wauchope
Seconded Member C Wauchope

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *By-Laws for Minjilang Community*;
2. Provide feedback on the by-laws listed in this report; and
3. Approve the Administration to continue the process of developing by-laws by preparing a draft for community consultation and discussion.

CARRIED

Members requested Ben Heaslip (Information Advisor) to provide more information on vehicles and rubbish.

Agenda Reference:	8.3
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.

MIN26/2025 RESOLVED:

On the motion of Member C Wauchope
Seconded Member Cooper

THAT THE LOCAL AUTHORITY receives and note the report titled *Council Draft Regional Plan and Budget 2025-26*.

CARRIED

Agenda Reference:	8.4
Title:	Finance Report for the month of February 2025
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Local Authority considered a report on Finance Report for the month of February 2025.

MIN27/2025 RESOLVED:
On the motion of Member Cooper
Seconded Member S Wauchope

THAT THE LOCAL AUTHORITY receive and note the report titled *Finance Report for the month of February 2025*.

CARRIED

9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	CSM Operations Report on Current Council Services
Author:	Damian Sandilands, Minjilang Council Services Manager

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

MIN28/2025 RESOLVED:
On the motion of Member C Wauchope
Seconded Member Cooper

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

CARRIED

Agenda Reference:	9.2
Title:	Human Resources Report as at 30 April 2025
Author:	Linda Veugen-Yong, Human Resources Manager (Acting)

The Local Authority considered a report on Human Resources Report as at 30 April 2025.

MIN29/2025 RESOLVED:
On the motion of Member S Wauchope
Seconded Member Cooper

THAT THE LOCAL AUTHORITY receive and note the report titled *Human Resources Report as at 30 April 2025*.

CARRIED

Agenda Reference:	9.3
Title:	Technical Services Minjilang Projects Report
Author:	Kylie Gregson, Manager Technical Services

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

MIN30/2025 RESOLVED:

On the motion of Member C Wauchope

Seconded Member S Wauchope

THAT LOCAL AUTHORITY receives and notes the report titled *Technical Services Minjilang 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.

MIN31/2025 RESOLVED:

On the motion of Member C Wauchope

Seconded Member Cooper

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

1. Members request Council investigates options for an Arborist to trim trees and provide a report for Lot 118 Council Office.
2. the local authority approves expenditure from LAPF up to \$20,000.00.

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Thursday, 17 July 2025.

12 MEETING DECLARED CLOSED

Member Wauchope declared the meeting closed at 1.21 pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority meeting held on Thursday 15 May 2025.

Click [here](#) to view the agenda for the Minjilang Local Authority held on Thursday 15 May 2025.

