



WEST ARNHEM REGIONAL COUNCIL AGENDA

**ORDINARY COUNCIL MEETING
THURSDAY, 20 NOVEMBER 2025**

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WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that an Ordinary Meeting of the West Arnhem Regional Council will be held in Council Chambers Jabiru on Thursday 20 November 2025 at 9:00 am.



Katharine Clare Murray
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 ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absent Without Notice
Author:	Debbie Branson, 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 20 November 2025.

RECOMMENDATION

THAT COUNCIL:

1. Notes the absence of ...
2. Notes the apology received from Cr Joseph Diddo;
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 20 NOVEMBER 2025

Agenda Reference:	5.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 20 November 2025.

RECOMMENDATION

THAT COUNCIL accepts the agenda papers as circulated for the Ordinary Council meeting held on 20 November 2025.

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 ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, 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 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 acknowledges the declarations of interest disclosed in relation to the item listed for the Ordinary Council meeting held on 20 November 2025.

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

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	7.1
Title:	Confirmation of Ordinary Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

SUMMARY

The Minutes of the Ordinary Council meeting held on Wednesday, 29 October 2025 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT COUNCIL confirms the minutes of the Ordinary Council meeting held on Wednesday, 29 October 2025 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. 2025 10 29 Ordinary Council Meeting Minutes [7.1.1 - 15 pages]



Minutes of the West Arnhem Regional Council Ordinary Council Meeting
Wednesday, 29 October 2025 at 9:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Mayor James Woods declared the meeting open at 9:15am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor)
Deputy Mayor	Jacqueline Phillips
Councillor	Ralph Blyth
Councillor	Mickitja Onus
Councillor	Jermaine Namanurki
Councillor	Henry Yates
Councillor	Ralph McCoy
Councillor	Steven Nabalmarda

STAFF PRESENT

Chief Executive Officer	Katharine Clare Murray
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Director Technical Services	Grant McKenzie
Manager Technical Services	Kylie Gregson
Governance Advisor	Debbie Branson
Acting Executive Assistant	Violette Stehlin
Communications and Public Relations Coordinator	Heidi Walton

GUESTS

Nil

Council conducted a minute silence in recognition of sorry business.

3 APOLOGIES AND ABSENCES

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

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

OCM253/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Cr Jermaine Namanurki

THAT COUNCIL:

1. Notes the absence of Cr Joseph Diddo and the late arrival of Cr Steven Nabalmarda; and
2. Determines Cr Joseph Diddo and Cr Steven Nabalmarda are absent with permission of the Council.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Acceptance of Agenda.

OCM254/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Mickitja Onus

THAT COUNCIL accepts the agenda papers as circulated for the Ordinary Council meeting held on 29 October 2025.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance Advisor

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

Mayor James Woods declared an interest in Item 7.8 LGANT Nomination for LGANT President.

OCM255/2025 RESOLVED:

On the motion of Cr Jermaine Namanurki

Seconded Cr Ralph McCoy

THAT COUNCIL acknowledges the declarations of interest received in relation to the items listed for the Ordinary Council meeting held on 29 October 2025.

CARRIED

6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Ordinary Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

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

OCM256/2025 RESOLVED:

On the motion of Deputy Mayor Jacqueline Phillips

Seconded Cr Mickitja Onus

THAT COUNCIL confirms the minutes of the Ordinary Council meeting held on Tuesday, 23 September 2025 as a true and correct record of the meeting, amended as follows:

Item 7.18 Mayor's attendance at the National Justice Forum – increase expenditure \$2800.00.

CARRIED

Agenda Reference:	6.2
Title:	Confirmation of Special Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

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

OCM257/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Jermaine Namanurki

THAT COUNCIL confirms the minutes of the Special Council meeting held on Tuesday, 28 October 2025 as a true and correct record of the meeting.

CARRIED

Agenda Reference:	6.3
Title:	Local Authority Meeting Minutes
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Local Authority Meeting Minutes.

OCM258/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Deputy Mayor Jacqueline Phillips

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

Community	Date Held	Quorum	Date of next meeting
Maningrida	13 October 2025	Yes	Monday, 2 March 2026

CARRIED

7 ACTION REPORTS

Agenda Reference:	7.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Review of Action Items.

Cr Steven Nabalmarda joined the meeting at 9:44am.

OCM259/2025 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL:

1. Receives and notes the report titled *Review of Action Items*; and
2. Reviews the outstanding action items and gives approval for completed items to be removed from the register and include the Jabiru Street Lights.

CARRIED

Agenda Reference:	7.2
Title:	Approval to Dispose of Surplus Fleet Assets
Author:	Kylie Gregson, Manager Technical Services

The Council considered a report on Approval to Dispose of Surplus Fleet Assets.

OCM260/2025 RESOLVED:

On the motion of Cr Ralph Blyth

Seconded Mayor James Woods

THAT COUNCIL:

1. Receives and notes the report entitled *Approval to Dispose of Surplus Fleet Assets*; and
2. Approves to dispose of fleet registration numbers CA19LL, CB46LV, 920282, CE03ST, and CC12GL.

CARRIED

Agenda Reference:	7.3
Title:	Draft Council Meeting Schedule for 2026 Calendar Year
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Draft Council Meeting Schedule for 2026 Calendar Year.

OCM261/2025 RESOLVED:

On the motion of Cr Ralph Blyth

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL:

1. Receives and notes the report entitled *Draft Council Meeting Schedule for 2026 Calendar Year*; and
2. Approves the attached 2026 Council Meeting Schedule.

CARRIED

Agenda Reference:	7.4
Title:	Ministerial Advisory Council of Senior Territorians (MACST)
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Ministerial Advisory Council of Senior Territorians (MACST).

OCM262/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Mickitja Onus

THAT COUNCIL:

1. Receives and notes the report titled *Ministerial Advisory Council of Senior Territorians (MACST)*; and
2. Appoints Cr Ralph McCoy as the West Arnhem Regional Council nomination to the Ministerial Advisory Council of Senior Territorians.

CARRIED

Agenda Reference:	7.5
Title:	Financial Report for the period ending 30 September 2025
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on Financial Report for the period ending 30 September 2025.

Cr Ralph Blyth left the meeting at 10:19am and returned at 10:25am.

OCM263/2025 RESOLVED:

On the motion of Deputy Mayor Jacqueline Phillips

Seconded Mayor James Woods

THAT COUNCIL:

1. Receives and note the report titled *Financial Report for the period ending 30 September 2025*;
2. Approves all four Local Authority Project Funding 2024-25 Certifications and Project Reports; and
3. Approves the Acquittal of Waste and Resource Management grant 2024-25.

CARRIED

The meeting was adjourned at 10:38am and resumed at 10:54am.

Agenda Reference:	7.6
Title:	Risk Management and Audit Committee Member Update
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on Risk Management and Audit Committee Member Update.

OCM264/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL:

1. Receives and notes the report titled *Risk Management and Audit Committee Member Update*; and
2. Approves a revision of the Risk Management and Audit Committee Terms of Reference be laid before the Council, on or before the first ordinary council meeting in 2026, and that the Council continues to seek suitable expressions of interest to fill the vacant independent Chairperson role.

CARRIED

Agenda Reference:	7.7
Title:	LGANT Submission - Remuneration Tribunal Inquiry Local Government Council and Local Authority Member Allowances 2026
Author:	Katharine Murray, Chief Executive Officer

The Council considered a report on LGANT Submission - Remuneration Tribunal Inquiry Local Government Council and Local Authority Member Allowances 2026.

OCM265/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Steven Nabalmarda

THAT COUNCIL:

1. Accepts, receives and notes the late report titled *LGANT Submission - Remuneration Tribunal Inquiry Local Government Council and Local Authority Member Allowances 2026*; and
2. Acknowledges and supports the Local Government Association of the NT draft submission to the Remuneration Tribunal's Inquiry into Local Government Council and Local Authority Member Allowances for 2026.

CARRIED

Agenda Reference:	7.8
Title:	LGANT Call for Nominations – President and Municipal Board Directors
Author:	Debbie Branson, Governance Advisor

The Council considered a report on LGANT Call for Nominations – President and Municipal Board Directors.

Mayor James Woods left the meeting at 11:15am and Deputy Mayor Jacqueline Phillips assumed the role of Chairperson.

Cr Blyth raised concerns in relation to the Mayor's workload and current commitments. The Deputy Mayor supported a nomination from a regional council for President.

Mayor James Woods returned to the meeting at 11:31am.

OCM266/2025 RESOLVED:

On the motion of Cr Ralph Blyth

Seconded Cr Steven Nabalmarda

THAT COUNCIL:

1. Accepts, receives and notes the late report titled *LGANT Call for Nominations – President and Municipal Board Directors*; and
2. Endorse the nomination from Mayor James Woods as the President of the Local Government Association NT Board of Directors.

CARRIED

Mayor James Woods assumed the role of Chairperson.

8 RECEIVE AND NOTE REPORTS

Agenda Reference:	8.1
Title:	Incoming and Outgoing Correspondence
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Incoming and Outgoing Correspondence.

OCM267/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Cr Steven Nabalmarda

THAT COUNCIL receives and notes items of incoming and outgoing correspondence including LGANT and ALGA Board Meeting Communiques and correspondence from Shine Lawyers and a response from Mills Oakley.

CARRIED

Agenda Reference:	8.2
Title:	Meetings and Events attended by the Mayor
Author:	Katharine Murray, Chief Executive Officer

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

OCM268/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Henry Yates

THAT COUNCIL receives and notes the report titled *Meetings and Events attended by the Mayor*.

CARRIED

Agenda Reference:	8.3
Title:	Meetings and Events attended by the CEO
Author:	Katharine Murray, Chief Executive Officer

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

OCM269/2025 RESOLVED:

On the motion of Cr Ralph Blyth

Seconded Cr Steven Nabalmarda

THAT COUNCIL receives and notes the report titled *Meetings and Events attended by the CEO*.

CARRIED

The meeting adjourned at 12:12pm and Deputy Mayor Jacqueline Phillips left the meeting.

The meeting reconvened at 12:51pm.

Agenda Reference:	8.4
Title:	Technical Services Projects Report
Author:	Kylie Gregson, Manager Technical Services

The Council considered a report on Technical Services Projects Report.

OCM270/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Cr Ralph McCoy

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

CARRIED

Agenda Reference:	8.5
Title:	Regional Waste Update
Author:	Meredith Newall, Waste and Resource Coordinator

The Council considered a report on Regional Waste Update.

Deputy Mayor Jacqueline Phillips joined the meeting at 1:13pm.

OCM271/2025 RESOLVED:

On the motion of Cr Micketja Onus

Seconded Cr Ralph McCoy

THAT COUNCIL receives and notes the report titled *Regional Waste Update*.

CARRIED

Agenda Reference:	8.6
Title:	Regional Cemetery Update
Author:	Meredith Newall, Waste and Resource Coordinator

The Council considered a report on Regional Cemetery Update.

Cr Ralph Blyth left the meeting at 1:18pm.

OCM272/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Jermaine Namanurki

THAT COUNCIL receives and notes the report titled *Regional Cemetery Update*.

CARRIED

Agenda Reference:	8.7
Title:	Human Resources Monthly Report
Author:	Luisa Arango, Human Resources Manager (Acting)

The Council considered a report on Human Resources Monthly Report.

OCM273/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL receives and notes the report titled *Human Resources Monthly Report*.

CARRIED

Agenda Reference:	8.8
Title:	Jabiru Town By-laws 2024
Author:	Fiona Ainsworth, Director of Community and Council Services

The Council considered a report on Jabiru Town By-laws 2024.

OCM274/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Cr Ralph McCoy

THAT COUNCIL receive and note the report titled *Jabiru Town By-laws 2024*.

CARRIED

Agenda Reference:	8.9
Title:	Lurra Festival 2025
Author:	Fiona Ainsworth, Director of Community and Council Services

The Council considered a report on Lurra Festival 2025.

OCM275/2025 RESOLVED:

On the motion of Deputy Mayor Jacqueline Phillips

Seconded Mayor James Woods

THAT COUNCIL receives and notes the report titled *Lurra Festival 2025*.

CARRIED

ORDER OF BUSINESS

Item 8.10 – Chief Executive Officer's Report and Item 9.1 – Elected Member Questions with or without Notice were deferred.

10 PROCEDURAL MOTIONS

Agenda Reference:	10.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Debbie Branson, Governance Advisor

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

OCM276/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Mickitja Onus

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 at 1:42pm to consider the Confidential items of the Agenda.

CARRIED

11 CONFIDENTIAL ITEMS**ORDER OF BUSINESS**

Item 11.5 – Bank Authorisations and Item 11.6 – Council issued Credit Cards were brought forward for consideration.

Agenda Reference:	11.5
Title:	Bank Authorisations
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on Bank Authorisations.

OCM277/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Ralph McCoy

THAT COUNCIL:

3. Receive and note the report titled *Bank Authorisations*; and
4. Approve only the following council officers be authorised to deal with the Westpac Bank on behalf of the Council:
 - a. Katharine Murray
 - b. Jocelyn Nathanael-Walters
 - c. Fiona Ainsworth
 - d. Imran Shajib
 - e. Chalana Hansani
 - f. James Henderson; and
3. Approve only the following council officers be authorised to deal with the National Australia Bank on behalf of the Council:
 - a. Katharine Murray
 - b. Jocelyn Nathanael-Walters
 - c. Imran Shajib
 - d. Chalana Hansani
 - e. James Henderson.

CARRIED

Agenda Reference:	11.6
Title:	Council issued Credit Cards
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on Council issued Credit Cards.

OCM278/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL:

1. Receive and note the report titled *Council issued Credit Cards*;
2. Approve the revised Credit Card (Mayor and CEO) policy;
3. Approve the issuing of a Credit Card to the new Director Technical Services; and
4. Approve the change of Council Credit Card monthly transaction limits as follows:
 - a. CEO card limit reduce from \$15,000 to \$10,000
 - b. Director Finance card limit reduce from \$8,000 to \$7,000
 - c. Director Council and Community Services card limit reduce from \$10,000 to \$7,000
 - d. Direct Technical Services card limit to be \$7,000
 - e. HR Coordinator card limit increase from \$2,000 to \$4,000.

CARRIED

Agenda Reference:	11.1
Title:	Confirmation of Confidential Ordinary Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

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

OCM279/2025 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Mayor James Woods

THAT COUNCIL confirm the minutes of the Confidential Ordinary Council meeting held on Tuesday, 23 September 2025 as a true and correct record of the meeting.

CARRIED

Agenda Reference:	11.2
Title:	Confirmation of Confidential Special Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

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

OCM280/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Mickitja Onus

THAT COUNCIL confirm the confidential minutes of the Special Council meeting held on Tuesday, 28 October 2025 as a true and correct record of that meeting.

CARRIED

Agenda Reference:	11.3
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Title:	Confidential Risk Management and Audit Committee Minutes
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Confidential Risk Management and Audit Committee Minutes.

OCM281/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL receives and notes the report titled *Confidential Risk Management and Audit Committee Minutes*.

CARRIED

Agenda Reference:	11.4
Title:	Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council
Author:	Clem Beard, Project Manager

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

As a board member on the Northern Land Council, the Deputy Mayor Jacqueline Phillips declared a conflict of interest. However, Council determined that given the reports were for noting only the Deputy Mayor was not required to leave the meeting

OCM281/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Mickitja Onus

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:	11.7
Title:	Council's Medium to Long Term Financial Position
Author:	Jocelyn Nathanael-Walters, Director of Finance

The Council considered a report on Council's Medium to Long Term Financial Position.

The matter was deferred to the Special Council Meeting scheduled for Thursday, 13 November 2025.

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:	Debbie Branson, Governance Advisor

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

OCM282/2025 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL:

1. Approve to disclose the following selected resolutions from the confidential section of this meeting in the non-confidential meeting minutes:
 - 11.1 Confirmation of Confidential Ordinary Meeting Minutes
 - 11.2 Confidential Special Council Meeting Minutes
 - 11.3 Risk Management and Audit Committee Minutes
 - 11.4 Current Status of Outstanding Regional Land Use Agreements from the Northern land Council
 - 11.5 Bank Authorisations
 - 11.6 Council issued Credit Cards
2. Open the meeting to the public at 1:57pm after the discussion of confidential items.

CARRIED

The public was re-admitted at 1:57pm.

8 RECEIVE AND NOTE REPORTS CONTINUED

Agenda Reference:	8.10
Title:	Chief Executive Officer's Report
Author:	Katharine Murray, Chief Executive Officer

The Council considered a report on Chief Executive Officer's Report.

Cr Onus left the meeting at 2:05pm.

Cr Nabalmarda left the meeting at 2:05pm and returned at 2:06pm.

OCM283/2025 RESOLVED:

On the motion of Deputy Mayor Jacqueline Phillips

Seconded Cr Henry Yates

THAT COUNCIL receives and notes the report titled *Chief Executive Officer's Report*.

CARRIED

Deputy Mayor Jacqueline Phillips left the meeting at 2:10pm.

9 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	9.1
Title:	Elected Member Questions with or without Notice
Author:	Debbie Branson, Governance Advisor

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

OCM284/2025 RESOLVED:

On the motion of Cr Ralph McCoy

Seconded Cr Jermaine Namanurki

THAT the Council note the questions raised with or without notice from Elected Members as follows:

Gunbalanya – Road work poor condition, issues with shoulders and pot holes

Maningrida – Airport Fencing and Lighting

Animal Management across Communities, include Dingos at Jabiru Landfill.

CARRIED

13 NEXT MEETING

The next meeting is scheduled to take place on Thursday, 20 November 2025.

14 MEETING DECLARED CLOSED

Mayor James Woods declared the meeting closed at 2:18pm.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Wednesday 29 October 2025.

Click [here](#) to view the agenda for the Ordinary Council Meeting held on Wednesday 29 October 2025.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	7.2
Title:	Confirmation of Special Council Meeting Minutes
Author:	Debbie Branson, Governance Advisor

SUMMARY

The Minutes of the Special Council meeting held on Thursday, 13 November 2025 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT COUNCIL confirms the minutes of the Special Council meeting held on Thursday, 13 November 2025 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. 2025 11 13 Special Council Meeting Minutes [7.2.1 - 5 pages]



Minutes of the West Arnhem Regional Council Special Council Meeting
Thursday, 13 November 2025 at 10:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Mayor James Woods declared the meeting open at 10:03am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Chairperson	James Woods (Mayor)
Deputy Mayor	Jacqueline Phillips
Councillor	Mickitja Onus
Councillor	Joseph Diddo
Councillor	Jermaine Namanurki
Councillor	Ralph McCoy
Councillor	Steven Nabalmarda

STAFF PRESENT

Chief Executive Officer	Katharine Clare Murray
Director Finance	Jocelyn Nathanael-Walters
Director Technical Services	Grant McKenzie
Manager Finance	Imran Shajib
Governance Advisor	Debbie Branson

GUESTS

Auditors	Noel Clifford – Nexia NT
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3 APOLOGIES AND ABSENCES

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

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

SCM73/2025 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Cr Jermaine Namanurki

THAT COUNCIL

1. Notes the apology received from Cr Henry Yates and Cr Ralph Blyth;
2. Notes the late arrival of Cr Joseph Diddo; and
3. Determines Cr Henry Yates and Cr Ralph Blyth are absent with permission of the Council.

CARRIED

4 ACCEPTANCE OF AGENDA

Agenda Reference:	4.1
Title:	Acceptance of Agenda
Author:	Debbie Branson, Governance Advisor

The Council considered a report on Acceptance of Agenda.

SCM74/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Ralph McCoy

THAT COUNCIL accepts the agenda papers as circulated for the Special Council meeting held on 13 November 2025.

CARRIED

5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	5.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance Advisor

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

Mayor Woods advised that he is no longer a member on the board of the Bawinanga Aboriginal Corporation.

SCM75/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Deputy Mayor Jacqueline Phillips

THAT COUNCIL acknowledges there were no declarations of interest in relation to the items as listed for consideration during the Special Council meeting held on 13 November 2025.

CARRIED

6 PROCEDURAL MOTIONS

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

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

SCM76/2025 RESOLVED:

On the motion of Mayor James Woods

Seconded Cr Steven Nabalmarda

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 at 10:07am to consider the Confidential items of the Agenda.

CARRIED

7 CONFIDENTIAL ITEMS

Agenda Reference:	7.1
Title:	Council's Medium to Long Term Financial Position
Author:	Jocelyn Nathanael-Walters, Director of Finance

SCM79/2025 RESOLVED:**On the motion of** Deputy Mayor Jacqueline Phillips**Seconded** Cr Steven Nabalmarda

THAT COUNCIL:

1. Receive and note the report titled *Council's Medium to Long Term Financial Position*;
2. Support the previous Council's decision to return up to 20 Gundjeihmi Aboriginal Corporation Jabiru Town residential properties subject to a CEO review of council's Jabiru housing needs;
3. Require the CEO to provide an updated report on Council's medium to longer term financial position, with the 2025-26 budget review, between January and April 2026.
4. Approve a copy of this report and the minutes of the Council decisions be provided to the Northern Territory Department of Housing, Local Government and Community Development Chief Executive Officer, Mr Tom Leeming.

CARRIED

Agenda Reference:	7.2
Title:	2024-25 Annual Report
Author:	Jocelyn Nathanael-Walters, Director of Finance

SCM77/2025 RESOLVED:**On the motion of** Cr Steven Nabalmarda**Seconded** Cr Ralph McCoy

THAT COUNCIL:

1. Receive and note the report titled *2024-25 Annual Report*;
2. Accept the Financial Report for the year ended 30 June 2025 and the CEO's Certification contained in the Report; and
3. Accept the 2024-2025 Annual Report.

CARRIED**8 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC**

The public was re-admitted at 12:04pm.

Local Government Association NT Conference - Attendance

SCM82/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Deputy Mayor Jacqueline Phillips

THAT Council approves Cr Jermaine Namanurki and Cr Ralph McCoy attendance to the Local Government Association NT Conference in Darwin on Tuesday, 18 November 2025 and Wednesday, 19 November 2025.

CARRIED

9 MEETING DECLARED CLOSED

Mayor James Woods declared the meeting closed at 12:17pm.

This page and the preceding pages are the minutes of the Special Council Meeting held on Thursday 13 November 2025.

Click [here](#) to view the agenda for the Special Council Meeting held on Thursday 13 November 2025.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	8.1
Title:	Presentations and Visitors - Santos - Barossa Aboriginal Future Fund
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL notes the presentations by Santos in relation to the Barossa Aboriginal Future Fund.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

Representatives from Santos have been invited to provide an update on Barossa Aboriginal Future Fund.

COMMENT

Peta Haughey, Government and Stakeholder Relations Manager NT and Neil Pomfret, First Nations Engagement Adviser NT/WA will be in attendance on Thursday, 20 November 2025 at 10:30am.

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 20 NOVEMBER 2025

Agenda Reference:	8.2
Title:	Presentations and Visitors - Local Government Association NT Chief Executive Officer
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL notes the presentations by the Local Government Association of the NT, Chief Executive Officer Mary Watson.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

Mary Watson, Chief Executive Officer was invited to introduce LGANT to the newly elected Council Members.

COMMENT

Mary Watson will be in attendance on Thursday, 20 November 2025 at 11am.

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 20 NOVEMBER 2025

Agenda Reference:	8.4
Title:	Presentations and Visitors - NT Police
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL notes the presentations by the Northern Territory Police in response to the increase in crime in Jabiru.

BACKGROUND

At various times, Council requests that presentations be made so that issues can be raised and information shared.

A representative from the Northern Territory Police was invited to attend to discuss the increase in crime in Jabiru.

COMMENT

Sgt Chris Harden will be in attendance on Friday, 21 November 2025 at 10:30am.

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 20 NOVEMBER 2025

Agenda Reference:	8.5
Title:	Presentations and Visitors - National Indigenous Australians Agency
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

RECOMMENDATION

THAT COUNCIL notes the presentations by the National Indigenous Australians Agency in relation to the Remote Australia Employment Service.

BACKGROUND

A one-hour face-to-face meeting has been requested by representatives from the National Indigenous Australians Agency regarding the Remote Australia Employment Service (RAES) (attached).

COMMENT

Gerrit Wanganeen, Regional Manager for East Arnhem and Groote Eylandt will be in attendance on Friday, 21 November 2025 at 11:00am – 12:00noon.

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

1. E C 25-001348 Signed letter to Mr James Woods [8.5.1 - 2 pages]

OFFICIAL



EC25-001348

GROUP MANAGER
Bridgette BELLENGER

Mayor James Woods
West Arnhem Regional Council
PO Box 721
JABIRU NT 0886
James.woods@westarnhem.nt.gov.au

Dear Mayor Woods,

I am writing to extend an invitation for a one-hour face-to-face meeting with yourself, and the elected councillors of West Arnhem Regional Council. This meeting is intended to provide a space for open and constructive dialogue regarding the Remote Australia Employment Service (RAES) and broader remote employment and food security initiatives.

We understand there is disappointment and frustration around recent funding decisions, and we are committed to listening and learning from your perspectives. The meeting will offer an opportunity to provide feedback on the application process, discuss the challenges faced, and explore future opportunities for collaboration and support.

I would be accompanied by Mr Gerrit Wanganeen, Regional Manager for East Arnhem and Groote Eylandt, who I know has attended council meetings previously. We would genuinely welcome the opportunity to meet with you in person. If you are open to this conversation, please feel free to contact Mr Wanganeen at gerrit.wanganeen@niaa.gov.au to arrange a time and place that works best for you.

OFFICIAL

OFFICIAL

Thank you for your continued commitment to your communities. I look forward to the opportunity to connect directly with you and your councillors.

Yours sincerely



Bridgette BELLENGER
Group Manager

30th October 2025

CC: Katherine Murray, Chief Executive Officer katharine.murray@westarnhem.nt.gov.au

OFFICIAL

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	9.1
Title:	Review of Action Items
Author:	Debbie Branson, 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. Receives and notes the report titled *Review of Action Items*; and
2. Reviews 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. Actions [9.1.1 - 3 pages]

Meeting Date	Item No.	Item	Status	Action Required	Assignees	Action Taken
21/05/2024	8.1	Review of Action Items	In Progress	AFL West Arnhem OCM157/2023 RESOLVED: Request increased advocacy for AFL in West Arnhem Region - refer to WFL in West Arnhem document. BACKGROUND Marnie Mitchell: Through a partnership with AFL NT remote development managers will help support program and development sessions for both Minjilang and Waruwi 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 Manager continue to support AFL initiatives within their Sport and Recreation Teams. OCM109/2024 RESOLVED: Requests further information on the details including costs of Tiwi Bomber football team for AFTNT. OCM215/2024 Approach West Arnhem stakeholders to support the development of a West Arnhem AFL team.	Katharine Murray	
18/06/2024	8.2	Approval to Dispose of Surplus Fleet Asset	On Hold	Fleet Disposal Policy OCM137/2024 RESOLVED: Request policy of fleet disposal to be updated to include assessment of each vehicle and expression of interests within community before auction in Darwin.	Kylie Gregson	Vehicle and Plant Asset Disposal Policy drafted & sitting with management for review.
18/06/2024	9.7	Identification services in West Arnhem	In Progress	Identification Services OCM6/2025 RESOLVED: Request Council partner with MVR to assist with certifying documents for identification services.	Fiona Ainsworth	MVR Director has advised MOU is still under lawyer consideration and draft is not yet available to present.
23/10/2024	7.4	Remote Jobs & Economic Development Program	In Progress	Remote Jobs & Economic Development Program Organisation Chart to Council for information	Katharine Murray	
23/10/2024	7.4	Remote Jobs & Economic Development Program	In Progress	Remote Jobs and Economic Development Program OCM303/2024 RESOLVED: Approve West Arnhem Regional Council applying for the following positions and support funding under the Remote Jobs and Economic Development program: Animal Control Officers - Jabiru x 2 Funeral Cultural and Burial Liaison Officer - Maningrida x 2 Oval and Sports Field Caretaker - Maningrida, Gunbalanya, Jabiru x 2 (per location). Aquatic Lifeguard - Maningrida, Jabiru x 2 (per location) Data & Records Officer Trainee - Darwin x 1 Resource Officers (Waste Awareness) - All Location - Human Resource Manager to develop PDs - Business Development Manager to complete applications to RJED	Leanne Johansson	Funding has been received. The Finance team is setting up cost centers in the Finance system. Tech Services has initiated the purchase of major equipment required. HR is finalising the Position Descriptions and updating the WARC Organisational Chart. The CSMs who will be responsible for RJED positions have attended an initial briefing.

18/12/2024	11.7	Sponsorship Proposal	In Progress	Sponsorship Proposal OCM393/2024 RESOLVED: Request a policy be created for Sponsorship and Donations	Jocelyn Nathanael-Walters	Draft sponsorship and donation policy is being prepared by executive.
29/04/2025	9.4	Carpark Sealing at the rear of Maningrida Council Office	In Progress	Carpark Sealing at the rear of Maningrida Council Office OCM101/2025 RESOLVED: Explore options of relocating water line through PowerWater to facilitate further car park options.	Kylie Gregson	Council has requested quotes for consideration. This matter will be handed to the Regional Roads Manager once recruitment takes place, position is currently advertised.
29/04/2025	10.1	Elected Member Questions with or without Notice	Not yet started	Maningrida and Gunbalanya Airport Fencing CEO to raise with Department Lands and Infrastructure at regular meetings.	Katharine Murray	
29/04/2025	10.1	Elected Member Questions with or without Notice	In Progress	Maningrida Airport Fencing OCM106/2025 RESOLVED: Then need for permanent fencing.	Fiona Ainsworth, Kylie Gregson	At beginning of November DLI received confirmation of project funding. This is comprised \$500,000 Australian Government funding matched by \$500,000 Northern Territory Government funding. Procurement will proceed with a forecast project delivery during the 2026 dry season.
30/06/2025	8.3	Cultural Awareness Training within Community	In Progress	Cultural Awareness Training OCM157/2025 RESOLVED: Request a draft policy be prepared to be considered further at a future workshop which will include consultation with the local authorities.	Katharine Murray, Luisa Arango	Refer to report within the agenda.
29/10/2025	7.6	Risk Management and Audit Committee Member Update	Not yet started	Risk Management and Audit Committee Draft Terms of Reference to Ordinary Council Meeting January 2026 and fill vacancy in Council Members	Jocelyn Nathanael-Walters	
29/10/2025	8.7	Jabiru Town By-laws 2024	Not yet started	Jabiru Town By-Laws Review by-laws, policies and procedures step by step at the Kakadu Ward Advisory Committee.	Fiona Ainsworth	An external contractor has been engaged to develop the Jabiru by-law framework including standard operating procedures, a suite of documentation and processes. Once received, administration will review and determine any additional positions, tools and training required whilst considering financial capacity.
29/10/2025	8.9	Chief Executive Officer's Report	Recommend Complete	First Nations Employment Plan Feedback to Ordinary Council Meeting - November 2025	Katharine Murray	Refer to report within the Agenda.
29/10/2025	9.1	Elected Member Questions with or without Notice	Not yet started	OCM284/2025 RESOLVED Gunbalanya Roadworks Investigate condition of new road works, shoulders and pot holes.	Kylie Gregson	Conditions of roads was inspected 03/11/2025, several areas highlighted as concern. Repairs have been added to 2026 schedule of works due to wet season approaching and the potential closure of Cahills Crossing. Works crew have materials on hand to carry out any emergency works during this period.

29/10/2025	9.1	Elected Member Questions with or without Notice	Not yet started	OCM284/2025 RESOLVED Animal Management - Communities Advise rangers in each community concerns in relation to managing feral animals, in particular to buffalo, wild pigs and dingos.	Fiona Ainsworth	Administration has reached out to rangers in respective communities: Gunbalanya - Njanjma Rangers are currently in community consultation to determine a strategy to manage the feral animals in community and have suggested a meeting with Council in January to provide update. Jabiru - KNP do not have a strategy in place for Jabiru township but are open to discuss further. Djurrubu Rangers have not been available to discuss. Warrwui - Mardbalk Sea Rangers have a Healthy Country Plan in conjunction with NLC and TOs and are monitoring animal numbers and collecting data to formulate strategy. Minjilang - Garngi Community Rangers are unable to comment as no coordinator on island. Maningrida - Have been unable to make contact with Bawinanga/Djelk Rangers. Will provide further updates when received.
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WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	9.2
Title:	LGANT - Call for Nominations - NT Water Safety Advisory Council
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to seek nominations for the Royal Life Saving Society NT, NT Water Safety Advisory Council through LGANT.

RECOMMENDATION

THAT COUNCIL:

1. Receives and notes the report titled *LGANT - Call for Nominations - NT Water Safety Advisory Council*; and
2. Endorses the nomination of Cr ... to the Royal Life Saving Society NT, NT Water Safety Advisory Council and advisea the Local Government Association of the NT.

BACKGROUND

Royal Life Saving Society NT is seeking two (2) LGANT representatives to join the NT Water Safety Advisory Council. At least one of these nominees must be from a regional or shire council.

Please find the terms of reference attached.

Role and purpose

The role of the NTWSAC is to:

1. provide advice to the Minister for Sport on water safety related matters;
2. identify gaps in existing provisions of water safety initiatives in relation to the services necessary for the prevention of drowning and near drowning in the Northern Territory;
3. proactively develop and recommend solutions to emerging and ongoing issues; and
4. develop and implement a Northern Territory Water Safety Strategy that focuses on Water Safety Education, Research and Data Collection and Standards.

Nominees

The NTWSAC comprises of up to 16 members.

Members are to be appointed for a three-year period, with reappointment at the discretion of the Minister.

Meetings

Members of the NTWSAC meet quarterly and report six monthly to review the current action plan that underpins the strategy. The minutes of the meetings and bi-annual reports are sent to the Minister for consideration.

COMMENT

All three nomination forms are required for NTWSAC, LGANT and the Minister. Nominations close 5 December 2025.

LEGISLATION AND POLICY

NT Water Safety Advisory Council Terms of Reference

FINANCIAL IMPLICATIONS

Nil.

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.

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. NTWSAC Terms of Reference (2021) [9.2.1 - 3 pages]
2. NTWSAC nomination forms [9.2.2 - 6 pages]



Terms of Reference

Introduction

The Northern Territory Water Safety Advisory Council (NTWSAC) will provide the Minister for Sport with high level advice on water safety issues within the Northern Territory.

The Role of the NTWSAC

1. to provide advice to the Minister for Sport on water safety related matters;
2. to identify gaps in existing provisions of water safety initiatives in relation to the services necessary for the prevention of drowning and near drowning in the Northern Territory;
3. to proactively develop and recommend solutions to emerging and ongoing issues; and
4. to develop and implement a Northern Territory Water Safety Strategy that focuses on Water Safety Education, Research and Data Collection and Standards.

Advice Provided by the Council

- The NTWSAC shall provide the best and most balanced advice possible.
- As the NTWSAC is an advisory body, the Minister retains the right to reject all or part of the advice provided.

General Operating Guidelines

- Matters referred to the attention of the NTWSAC are discussed by the group which will determine action considered appropriate.
- It is hoped that most decisions will be reached by consensus. If decisions cannot be reached by consensus then an open vote, simple majority will prevail. Each appointed member to the Council will have one voting right.
- Ensure that reports to the Minister are treated as confidential.
- Ensure that public statements on recommendations or advice from the NTWSAC are not made until approved by the Minister and are made by the Chairperson.
- The full Council will meet quarterly and or at the discretion of the Chair.
- The Council will form subgroups to address key priority areas as appropriate and will report to the full Council on a regular basis.

Membership Guidelines

- Members will be appointed to serve in a voluntary capacity.
- Membership is sought from organisations, government departments and individuals with an interest or expertise to contribute to Council.
- Members will be appointed to formally represent the community or their associated organisation or department.

Membership Structure

- The NTWSAC will comprise of up to 16 members and will be appointed by the Minister for Sport for a term not exceeding three years.
- As vacancies occur, organisations and individuals with a vested interest in water safety will be encouraged to submit expressions of interest to join the Council.
- An independent Chairperson will be appointed by the Minister.
- The structure and membership of the Council will be reviewed as required by the Minister.
- A quorum must be achieved before a meeting can proceed (half + 1 OR 51% present).
- Membership may be drawn from the following government and non-government groups:

- Kidsafe NT;
- Surf Life Saving NT;
- Royal Life Saving Society Australia NT Branch;
- Department of Education;
- Department of Health;
- Department of Territory Families, Housing and Communities - Sport;
- Department of Infrastructure, Planning and Logistics – Marine Safety;
- Local Government Association of the NT;
- Local Government Association of the NT - Remote
- Department of Industry, Tourism and Trade;
- Amateur Fisherman’s Association of the Northern Territory;
- Department of Environment, Parks and Water Security;
- Northern Territory Police;
- Community Representatives; and
- Department of Infrastructure, Planning and Logistics – Pool Fencing Unit
- Australian Volunteer Coastguard

Terms of Office

Members are to be appointed for a three year period, with reappointment at the discretion of the Minister.

A member’s position on the Council becomes vacant if the member:

- Completes the term of their appointment and is not reappointed;
- Resigns by way of letter of resignation addressed to the Minister; or
- Has not attended for three consecutive meetings except if granted leave by the Council.
- The Minister may remove a member and/or chairperson from their position(s) at any time and for any reason.

The Chairperson

An independent Chairperson will be appointed by the Minister or Chief Minister. In the event of a NTWSAC meeting having been called and the Chair is unable to attend, the Chair will appoint a proxy to conduct the meeting.

Code of Conduct and Council Member Responsibilities

Responsibilities of the Chair:

- To act as spokesperson for the NTWSAC.
- To be aware of the different skill levels of committee members and endeavour to give equitable time and space to all members.
- To work with committee members towards achieving the responsibilities of the NTWSAC.
- To facilitate the participation of members.
- To act as a guide through the agenda.
- To ensure discussion on a given topic is relevant and in order.
- To request substantiation of contributions from members when appropriate.
- To ensure that advice to the Minister is clear and achievable.
- To maintain order and direction.
- To adhere to Operating Guidelines.
- To liaise with the Water Safety Unit Manager, Executive Director and the Minister when necessary.

Responsibilities of each member:

- To attend NTWSAC meetings regularly and advise of non-attendance.
- To report to their organisation and disseminate relevant water safety information.
- To gain cooperation from their organisation to support water safety actions within the Water Safety Strategy.
- To contribute expertise in improving water safety.
- To substantiate contributions.

- To work co-operatively with other members.
- To work co-operatively as part to the committee toward achieving the responsibilities.
- It is each member's responsibility to keep abreast of ideas developments, policy direction and matters generally which impact on water safety within the Northern Territory.
- To adhere to the guidelines of the NTWSAC.

Personal and Professional Behaviour

- NTWSAC members will undertake their role using due care, honesty and integrity.
- Members will always perform the functions associated with membership diligently, impartially and conscientiously to the best of their ability. Communication will be open and constructive.
- Members will behave in a way that does not directly or indirectly lead to dishonest or improper use of their Ministerial Advisory Council position.
- Members will not use any information to which they have access to gain an improper advantage, or in a way which may be disadvantageous to the NT Government, NTWSAC or its interests.

Public Comment

- Members will not make public comment on behalf of the Minister or the Council without the specific agreement of the Minister's Office. It is understood that as a citizen and in performing other professional roles members have the right to make comments and enter into public debate, providing it is not perceived to be an official comment on behalf of the Council or the NT Government

Conflict of Interest

- Members will consciously avoid any conflict of interest and will not allow personal interest to conflict with their role as a Council member.
- Where a conflict of interest arises at a meeting, a member shall declare such conflict. The Chair will decide whether the member should withdraw from the meeting while the matter is discussed. This declaration can occur before the meeting for a determination by the Chair

Confidentiality

- Members of the Council will, from time to time, have access to confidential information. Material which is confidential and must not be disclosed will be marked "Confidential"
- Members agree to be bound by this protocol both during the term of their membership and following the completion of their term of office.
- Should a member or group of members breach confidentiality the NT Government reserves the right to take legal action to restrain the member or group of members from compromising the integrity of the Council.

Evaluation and Review

The Terms of Reference for and role of the NTWSAC will be reviewed every three years aligned to the National and Northern Territory Water Safety Strategy.



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.



NOMINATION FORM

NT Water Safety Advisory Council

LGANT Nominations Close **5 December 2025**

Council Name:

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **(NT WATER SAFETY ADVISORY COUNCIL)**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **(NT WATER SAFETY ADVISORY COUNCIL)** at a meeting held on / /

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____



4. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

4.1 What is your current council position? _____

4.2 How long have you held your current council position? _____

4.3 Please list your educational qualifications:

4.4 What skills and experience do you have that is relevant to this committee?

4.5 Apart from your current position what other local government experience do you have relevant to this committee?



Nomination Form

Name of Nominee:

Organisation and Position:

Address:

Tel No:

Email:

Date of nomination:

Skills & Experience

Please give details below of your skills & experience (No more than 200 words.)

NTWSAC nomination form V2 25.2.2022



Nominated by:

Position:

Organisation:

Tel No:

Email:

I confirm I have gained the nominee's consent for their name and details to go forward.

Signed:

Date:

Please note that this nomination will be invalid
unless this form has been fully completed.

NTWSAC nomination form V2 25.2.2022

Dep Ref: **PART B – Appointee Information**

DETAILS OF PROPOSED APPOINTEE:	
Name (including title)	
Gender	Male: ☐ Female: ☐ Other: ☐
Location / Region	
Postal Address / Email	
Chairperson or Member	Chairperson: ☐ Member: ☐
Method of selection	Nomination: ☐ Invitation: ☐ Advertisement: ☐ Ex-officio: ☐ EoI Board Register: ☐
Public servant?	Yes: ☐ No: ☐
Proposed term of appointment	
Re-appointee	Yes: ☐ No: ☐ If Yes, number of years served on board: Current expiry date:
Does the person identify as Aboriginal or Torres Strait Islander?	Yes: ☐ No: ☐
Qualifications	
Brief background on appointee (include current employer and position; work history / voluntary involvement relevant to the Board; and any special skills or characteristics required by the legislation or terms of reference of the board, if applicable)	
Criminal History Check	Yes: ☐ No: ☐ Refer to the NTG Boards Handbook available on the NTG Board Remuneration website on which board members require a Criminal History Check, or a declaration regarding their criminal history.

Please complete one of these tables for each appointee

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	9.3
Title:	LGANT - Call for Nominations - NT Place Names Committee
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to seek nominations for the NT Place Names Committee.

RECOMMENDATION

THAT COUNCIL:

1. Receives and notes the report titled *LGANT - Call for Nominations - NT Place Names Committee*; and
2. Endorses the nomination of Cr ... to the Department of Lands, Planning and Environment NT Place Names Committee and advises the Local Government Association of the NT.

BACKGROUND

The Minister for Lands, Planning and the Environment is seeking three (3) nominations from LGANT for his consideration to join the Board of the NT Place Names Committee (NTPNC). LGANT submitted three nominations to the Minister before the local government elections, however two of the nominees were not re-elected so LGANT have been advised to call for nominations again.

The NTPNC does not have any separate terms of reference, however the structure and functions are established under sections 5-11 of the *NT Place Names Act 1967*. Additional information is available in the attached 'NT Place Names Committee - General Committee Information' document.

Role and purpose

The Committee considers submissions for place naming under the *Place Names Act 1967*, and makes recommendations to the Minister to name, or alter a name, for a place. The Committee does not develop place naming proposals.

Nominees

LGANT is seeking three (3) nominations for the Minister's consideration. Nominees can be council staff or elected members.

Committee members hold office for a period, not exceeding 4 years, specified in the instrument of appointment.

Meetings

The NT Place Names Committee meets four (4) times a year and may meet ad-hoc as required. Meetings are typically 2-3 hours long and can be conducted virtually.

Committee members may also attend an in-person regional meeting and meetings with local stakeholders, generally once every 12-18 months.

COMMENT

Nominations are required by CoB 5 December 2025.

LEGISLATION AND POLICY

Place Names Act 1967

FINANCIAL IMPLICATIONS

Nil.

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.

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. NT Place Names Committee - General Committee Information [9.3.1 - 1 page]
2. NT Place Names Committee - LGANT Representative Nomination Form [9.3.2 - 4 pages]

Place Names Committee of the NT

Nomination Form

General Committee Information

Role

The Committee considers submissions for place naming under the *Place Names Act 1967*, and makes recommendations to the Minister to name, or alter a name, for a place. The Committee does not develop place naming proposals – if you are interested in developing place naming submissions, refer to the Place Names Committee website ([How places are named - Place Names Committee - NT Government](#)).

Meetings

The Committee usually meets for around 2 – 3 hours, 4 times a year and may meet ad-hoc as required. Meetings can be conducted virtually so that any regionally based members can attend without the need for travel, and can accommodate in-person attendance. There is required reading of meeting papers before each meeting, provided electronically through a secure online portal. Members are expected to be able to use emails and the online portal (training will be provided) to undertake committee work.

Committee members may also attend an in-person regional meeting and meetings with local stakeholders, generally once every 12 – 18 months.

Support

Secretariat support for the Committee is provided by the Place Names unit within the Department of Lands, Planning and Environment. The Place Names unit coordinates Committee meetings, and provides the Committee with an assessment of naming proposals against requirements of the national standards and the guidelines for NT place naming. Documents to support the place naming process are prepared by the Place Names unit.

Remuneration

Committee members are paid sitting fees (except where they are an NT Government employee) to cover expenses and time spent on Committee business in accordance with determinations made under the *Assembly Managers and Statutory Officers (Remuneration and Other Entitlements) Act 2006*. The Committee is classified as Class C3 Ministerial Assistance, Advisory and Review Body with the current daily rate of remuneration \$304 (Chairperson) and \$228 (other members).

Travel expenses to attend meetings within the city, town or community in which the member resides are covered by sitting fees and not an additional payment. However, travel expenses for members to attend regional meetings that are in-person only and require travel to another city, town or community from which the member resides are separately organised and paid for by the Department.



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.



NOMINATION FORM

NT Place Names Committee

LGANT Nominations close on 5 December 2025

Council Name:

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **NT Place Names Committee**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **NT Place Names Committee** at a meeting held on ____ / ____ / ____.

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____



4. Nominee's personal details

The following information is required as per the original nomination form from the Minister.

4.1 Residential address:

4.2 Postal address (if different from residential address):

4.3 Gender: male / female / non-binary / prefer not to answer

4.4 Do you identify as Aboriginal or Torres Strait Islander? no / yes / prefer not to answer

4.5 Do you identify as a person with disability? no / yes / prefer not to answer

If yes – are there any adjustments required for you to fulfill duties of a committee member? (please explain)

4.6 Tell us a bit about yourself (short biography).

5. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

5.1 What is your current council position? _____

5.2 How long have you held your current council position? _____

5.3 Please list your educational qualifications:



5.4 What skills and experience do you have that are relevant to this committee? Briefly outline your experience/exposure/interest in place naming or the history of the NT.

5.5 Apart from your current position what other local government experience do you have relevant to this committee?

5.7 Are there any real, perceived or potential conflicts of interest that may arise if you are appointed to the Committee?

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	9.4
Title:	Financial report for period ending 31 October 2025
Author:	Jocelyn Nathanael-Walters, Director Finance

SUMMARY

The purpose of this report is to provide Council with the Financial Management Report for the period ended 31 October 2025 and seek approval for the three acquittals of 2024-25 Immediate Priority Grant (IPG) programs and Local Government Community Places for People Program.

RECOMMENDATION

THAT COUNCIL

1. Receives and notes the report titled *Financial report for period ending 31 October 2025*;
2. Approves the Acquittal of Critical upgrades to Minjilang staff housing (IPG);
3. Approves the Acquittal of Purchase of a new garbage compactor for Minjilang (IPG); and
4. Approves the Acquittal of West Arnhem Cemetery Establishment Program.

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.

Three Northern Territory Government grants received require the Council to approve three acquittals of the funds received and spent by 30 June 2026.

COMMENT

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

Immediate Priority Grant Programs

Annual funding acquittals are required to be laid before the Council for this grant program. For the Grant:

1. Application Number IPG2400008, the acquittal shows the income and expenditure for Miniilang staff housing project which involved the installation of perimeter fencing and re-roofing of staff houses (works on 4 houses in Minjilang and, via a funding variation, 2 houses

in Warruwi). This project has been completed with a small expenditure deficit of \$1,482 being absorbed by council's own funds in 2024–25.

2. Application Number IPG2400007 shows the income and expenditure for the Minjilang Garbage Compactor approved project. This asset has been purchased and is now being used to manage the Minjilang landfill. Surplus funds of \$40,652 are to be returned to the funder.

Local Government Community Places for People Grant Program

An annual funding acquittal is required to be laid before the Council for the Grant Application Number CPP2400008 and the Grant title is West Arnhem Cemetery Establishment Program. The acquittal shows the income and expenditure for the period 2024–25, and \$409,814 of unspent funds are to be brought forward for use in 2025–26.

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. Monthly Financial Report October 2025 [9.4.1 - 20 pages]
2. IPG Acquittal - Critical upgrades to Minjilang staff housing [9.4.2 - 1 page]
3. IPG Acquittal - Minjilang Garbage Compactor [9.4.3 - 1 page]
4. Acquittal - West Arnhem Cemetery Establishment Program [9.4.4 - 1 page]

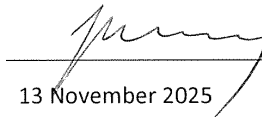
Certification by the CEO to the Council

Council Name:	West Arnhem Regional Council
Reporting Period:	October 2025

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

13 November 2025

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*)

[Monthly Financial Report for October 2025](#)
[Report 1](#)

Table 1. Income and Expenditure Statement

Expected YTD Annual Budget Completion

33%

Period ended 31 October 2025	Notes	YTD Actuals (A) \$	Commitments (B) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Approved 1st Revised Budget (OCM 193/2025) (E) \$	YTD Actual Compared to Approved Budget (A / E) %
OPERATING INCOME							
Rates		1,822,645	-	998,489	824,156	2,979,401	61%
Charges	1	2,095,042	-	1,621,792	473,249	4,028,376	52%
Fees and Charges		236,812	-	240,712	(3,900)	714,021	33%
Operating Grants and Subsidies		9,503,488	-	12,665,547	(3,162,059)	16,000,972	59%
Interest / Investment Income		58,432	-	54,667	3,765	164,000	36%
Commercial and Other Income	2	4,358,300	-	5,329,583	(971,282)	13,858,440	31%
TOTAL OPERATING INCOME		18,074,718	-	20,910,789	(2,836,071)	37,745,210	48%
OPERATING EXPENDITURE							
Employee Expenses		5,550,717	182	6,467,224	(916,507)	19,498,155	28%
Materials and Contracts	4	1,423,009	1,098,277	2,928,679	(1,505,670)	7,920,473	18%
Elected Member Allowances		139,663		134,040	5,623	402,120	35%
Elected Member Expenses		59,096	-	84,617	(25,521)	274,475	22%
Council Committee		-	-	-	-	7,000	0%
Council Committee & LA Allowances		8,328	-	19,903	(11,575)	36,305	23%
Council Committee & LA Expenses		7,899	-	14,358	(6,459)	33,683	23%
Depreciation, Amortisation and Impairment		1,757,146	-	1,757,146	-	5,271,438	33%
Interest Expenses		-	-	-	-	-	-
Other Expenses	3	2,889,110	210,581	3,587,697	(698,587)	10,271,000	28%
TOTAL OPERATING EXPENDITURE		11,834,968	1,309,040	14,993,665	(3,158,696)	43,714,648	27%
OPERATING SURPLUS / (DEFICIT)		6,239,750		5,917,124	322,625	(5,969,438)	

Period ended 31 October 2025	Notes	YTD Actuals (A) \$	Commitments (B) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Approved 1st Revised Budget (OCM 193/2025) (E) \$	YTD Actual Compared to Approved Budget (A / E) %
<u>Charges Income</u>	1						
Sewerage		275,244	-	250,266	24,979	750,797	37%
Water		591,378	-	837,000	(245,622)	1,674,000	35%
Waste Collection		1,228,419	-	534,527	693,892	1,603,579	77%
		2,095,042	-	1,621,792	473,249	4,028,376	
<u>Commercial and Other Income</u>	2						
Income Allocations		2,324,276	-	2,945,180	(620,904)	6,609,908	35%
Agency and Commercial Services Income		1,907,577	-	2,145,915	(238,338)	6,619,669	29%
Other Income		126,447	-	238,488	(112,041)	628,862	20%
		4,358,300	-	5,329,583	(971,282)	13,858,440	
<u>Other Expenses</u>	3						
Travel, Freight & Accommodation		261,867	109,941	388,382	(126,515)	1,141,951	23%
Fuel, Utilities & Communication		714,458	882	781,956	(67,498)	2,325,690	31%
Finance Expenses		3,662		4,797	(1,134)	14,390	25%
Other Expenses		1,909,122	99,758	2,412,563	(503,440)	6,788,968	28%
		2,889,110	210,581	3,587,697	(698,587)	10,271,000	

No	Note. 4 All Commitments	Budget Commitments \$
1	West Arnhem Cemetery Establishment - MANINGRIDA	150,419
2	Water Management: Jabiru	138,216
3	Animal Control	94,436
4	Kurrung Sports Carnival - Sport Australia	70,971
5	LAP - Maningrida New Year's Eve Fireworks Display 2025	70,900
6	Manage Information Technology and Communications	65,034
7	Maintain local roads	64,769
8	Parks and Public Open Space - including weed control	47,442
9	Regional and Remote Burials Grant - MINJILNAG	47,000
10	Repair the Maningrida Pool Eroded Footings	38,508
11	Operate post office business	35,585
12	Install and maintain street lights	28,412
13	Community Service Delivery	26,828
14	LRCI Phase 4 - Part B - Malabam Road - Maningrida	26,730
15	LAP - Connection of Water Service - New Cemetery - WARRUWI	18,605
16	Operate and maintain swimming pool	14,521
17	LAP - Community initiatives and events in Maningrida	12,009
18	Sports and Recreation	11,709
19	Replace Toad Hall Contents: Gunbalanya	11,522
20	LAP - Installation of outdoor gym equipment at the pool -	10,488
21	Food Preparation Services	9,776
22	Jabiru Gym Upgrade	9,070
23	ABA - Maningrida Oval Changerooms	8,229
24	Brockman Oval Lights - Jabiru	7,658
25	Waste Management	7,402
26	Manage Electricity and water business	6,798
27	Maintain plant, equipment and motor vehicles	6,605
28	Human Resource Management	5,859
29	LAP - Additional Garden Hard Structure at the Billabong	5,600
30	Municipal Services	4,132
31	Home Care Packages Program (HCP)	3,961
32	LAP - Installation Speed Bump - Top Camp Road - Maningrida	3,943
33	ICT Transition	3,900
34	Manage Visitor accommodation	3,395
35	Manage and maintain cemeteries	2,988
36	Aerodromes Inspection and Maintenance	2,952
37	Manage Creche	2,807
38	Manage Council Governance	2,568
39	LAP - Purchase of 4x4 Hearse	2,294
40	Maintain & construct council controlled buildings & land	1,812
41	Upgrade works at Sewerage ponds	1,698
42	Operate Long day care	1,506

No	Note. 4 All Commitments	Budget Commitments \$
43	Maintain staff houses	1,453
44	Commonwealth Home Support Program (CHSP)	1,403
45	Library Service: Jabiru	1,324
46	LAP - Public Toilet proposal - MGD	1,121
47	NDIS - National Disability Insurance Scheme	744
48	Sewerage Management	653
49	Active Regional and Remote Communities	575
50	Support Civic and community events	404
51	Trade Services	370
52	Public Relations and Communications	361
53	Manage Work Health and Safety	239
54	LAP - Beautification of township - Waruwi	158
55	Sport and Recreation - Jabiru	145
56	Executive leadership - Council & Community	140
57	Four POs <100	130
	Total	1,098,277

Table 2. Monthly Operating Position

Expected YTD Annual Budget Completion

33%

Period ended 31 October 2025	Notes	YTD Actuals (A) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Approved 1st Revised Budget (OCM 193/2025) (E) \$	YTD Actual Compared to Approved Budget (A / E) %
BUDGETED OPERATING SURPLUS / (DEFICIT) (Table 1.)		6,239,750	5,917,124	322,625	(5,969,438)	
Remove NON-CASH ITEMS						
Less Non-Cash Income	5	(2,324,276)	(2,945,180)	620,904	(6,609,908)	35%
Add Back Non-Cash Expenses	6	4,076,461	4,101,800	(25,339)	11,881,346	34%
TOTAL NON-CASH ITEMS		1,752,185	1,156,621	595,564	5,271,438	
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	Table 3.	2,909,780	1,551,481	1,358,299	2,618,419	-
Other Outflow - Insurance Payment 2025-26	7	1,400,000	-	1,400,000	-	-
Transfer to Reserves		-	-	-	(1,473,000)	
TOTAL ADDITIONAL OUTFLOWS		(4,309,780)	(1,551,481)	(2,758,299)	(1,145,419)	
Add ADDITIONAL INFLOWS						
Capital Grants Income		-	-	-	-	-
Prior Year Carry Forward Tied Funding (Capital)	8	5,031,013	1,753,419	3,277,594	1,753,419	-
Other Inflow of Funds	9	-	45,000	(45,000)	90,000	-
Transfer from Reserve- Insurance Payment 2025-26	7	1,400,000	-	1,400,000	-	-
TOTAL ADDITIONAL INFLOWS		6,431,013	1,798,419	4,632,594	1,843,419	
Net BUDGETED OPERATING SURPLUS / (DEFICIT)		10,113,168	7,320,683	2,792,484	-	

Period ended 31 October 2025	Notes	YTD Actuals (A) \$	YTD Budget (C) \$	YTD Variance (A - C) \$	Approved 1st Revised Budget (OCM 193/2025) (E) \$	YTD Actual Compared to 2nd Revised Approved Budget (A / E) %
<u>Non-Cash Income</u>						
Income Allocations (internal movement)	5	(2,324,276)	(2,945,180)	620,904	(6,609,908)	35%
<u>Non-Cash Expenses</u>						
Expense Allocations (internal movement)	6	2,319,315	2,344,654	(25,339)	6,609,908	35%
Depreciation, Amortisation and Impairment		1,757,146	1,757,146	-	5,271,438	33%
		4,076,461	4,101,800	(25,339)	11,881,346	
<u>Other Outflows</u>						
Insurance Payment 2025-26 (OCM239/2025)	7	1,400,000	-	1,400,000	-	
<u>Prior Year Carry Forward Tied Funding</u>						
Capital Grants Income Carried Forward	8	5,031,013	1,753,419	3,277,594	1,753,419	-
<u>Other Inflow of Funds</u>						
Sale of assets	9	-	45,000	(45,000)	90,000	-
		-	45,000	(45,000)	90,000	

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

CAPITAL EXPENDITURE	Notes	YTD Actuals \$	Commitments \$	YTD Budget \$	YTD Variance \$	Approved 1st Revised Budget (OCM 193/2025) \$
Infrastructure	10, 11	2,404,832	593,213	1,194,814	1,210,018	1,753,419
Buildings	10, 12	125,384	-	111,667	13,717	235,000
Vehicles	10, 13	237,651	208,734	105,000	132,651	210,000
Plant and Equipment	10, 14	40,747	-	140,000	(99,253)	420,000
Local Authority Funded projects	10, 15	101,167	-	-	101,167	-
TOTAL CAPITAL EXPENDITURE		2,909,780	801,947	1,551,481	1,358,299	2,618,419
TOTAL CAPITAL EXPENDITURE FUNDED BY:						
Operating Income (amount allocated to fund capital items)		390,216	69,054	356,667	33,549	775,000
LA Funding		101,167	-	-	101,167	-
Capital Grants		-	-	-	-	-
Prior Year Carry Forward Tied Funding		2,418,398	732,893	1,194,814	1,223,584	1,753,419
Proceeds from Sale of assets		-	-	-	-	90,000
TOTAL CAPITAL EXPENDITURE FUNDING		2,909,780	801,947	1,551,481	1,358,299	2,618,419

No	Note. 10 Commitments for Capital Expenditures	Budget Commitments \$
1	Construction MGD changerooms, toilet extension	259,814
2	Construction Brockman Oval Light Towers	135,111
3	4wd conversion to Hiace Bus - Gunbalanya	69,840
4	Toyota Hiace Bus- Maningrida	69,054
5	4wd conversion to Hiace Bus - Maningrida	69,840
6	Establishment of Maningrida Cemetery	178,949
7	Six POs<\$20,000	19,339
	Total	801,947

CAPITAL EXPENDITURE	Notes	YTD Actuals \$	Commitments \$	YTD Budget \$	YTD Variance \$	Approved 1st Revised Budget (OCM 193/2025) \$
<u>Infrastructure</u>						
ABA - Maningrida Oval Changerooms	11	1,124,930	265,617	1,194,814	(69,884)	1,753,419
Brockman Oval Lights - Jabiru		1,154,313	148,110	-	1,154,313	-
Revitalisation Project - Jabiru		1,162	-	-	1,162	-
CBF - Jabiru Library Revitalisation Phase 2		35,091	537	-	35,091	-
R&M Maningrida Basketball Court		33,847	-	-	33,847	-
Water Management : Jabiru		55,489	-	-	55,489	-
Establishment of Maningrida Cemetery		-	178,949	-	-	-
		2,404,832	593,213	1,194,814	1,210,018	1,753,419
<u>Buildings</u>						
Maintain staff houses : Jabiru Hosuing Upgrade	12	125,384	-	100,000	25,384	200,000
Jabiru - Operate Long day care- New box guttering on roof		-	-	6,667	(6,667)	20,000
Jabiru - Operate post office business- New flooring Epoxy		-	-	5,000	(5,000)	15,000
		125,384	-	111,667	13,717	235,000

CAPITAL EXPENDITURE	Notes	YTD Actuals	Commitments	YTD Budget	YTD Variance	Approved 1st Revised Budget (OCM 193/2025)
		\$	\$	\$	\$	\$
<u>Vehicles</u>						
2 x Hilux 4x4 Double Cabs: Region	13	112,612		105,000	7,612	210,000
4WD Bus & 4WD Conversion -Gunbalanya -Sports & Recreation		69,054	69,840	-	69,054	-
Hilux 4x4 Double Cab : Warruwi		55,984		-	55,984	-
4WD Bus & 4WD Conversion -Maningrida -Sports & Recreation		-	138,894	-	-	-
		237,651	208,734	105,000	132,651	210,000
<u>Plant and Equipment</u>						
Street Sweeper & Skid Steer: Gunbalanya	14	-		78,333	(78,333)	235,000
Zero turn Ride-on Mower : Jabiru		-		6,667	(6,667)	20,000
Ride on Mower & Street Sweeper : Maningrida		-		23,333	(23,333)	70,000
Maintain plant, equipment & motor vehicles : Minjilang		-		31,667	(31,667)	95,000
Waste Manage : Maningrida		3,241		-	3,241	-
Bore 02 Submersible Pumb : Jabiru		37,505		-	37,505	-
		40,747	-	140,000	(99,253)	420,000
<u>Local Authority Funded projects</u>						
Maningrida - Purchase of 4x4 Hearse	15	83,583		-	83,583	-
Gunbalanya Oval Lighting		17,583		-	17,583	-
		101,167	-	-	101,167	-

Table 4. Monthly Balance Sheet Report

BALANCE SHEET AS AT 31 October 2025	YTD Actuals \$	Notes
ASSETS		
Cash at Bank		A & A.1
Tied Funds	6,534,341	
Untied Funds	6,683,114	
Accounts Receivable		
Trade Debtors	764,341	B
Rates & Charges Debtors	1,965,669	C
Other Current Assets	782,577	
TOTAL CURRENT ASSETS	16,730,041	
Non-Current Financial Assets		
Property, Plant and Equipment	126,945,446	D
TOTAL NON-CURRENT ASSETS	126,945,446	
TOTAL ASSETS	143,675,487	
LIABILITIES		
Trade Creditors	865,570	E
ATO & Payroll Liabilities	50,983	F
Current Provisions	2,478,298	G
Accrued Expenses	218,085	
Other Current Liabilities	3,071,081	
TOTAL CURRENT LIABILITIES	6,684,017	
Non-Current Provisions	195,971	
Other Non-Current Liabilities	8,190,268	H
TOTAL NON-CURRENT LIABILITIES	8,386,239	
TOTAL LIABILITIES	15,070,256	
NET ASSETS	128,605,231	

BALANCE SHEET AS AT 31 October 2025	YTD Actuals \$	Notes
EQUITY		
Asset Revaluation Reserve	59,784,307	
Capital Reserve	161,425	
Election Reserve - Transfer In	87,989	
Disaster Recovery Funding - Transfer In	100,000	
Equity Adjustments	22,842,829	
Accumulated Surplus	45,628,681	
TOTAL EQUITY	128,605,231	

BALANCE SHEET NOTES

Note A. Details of Cash and Investments Held	\$	\$
Investments Held		
Operating Bank Account	113,694	
Business One - Post Office Bank Account	49,025	
Business Maxi Bank Account (Note A.1)	9,623,829	
General Trust Bank Account	174,270	
Traditional Credit Union - Shares	-	
Term Deposits (Note A.1)	3,255,000	13,215,816
Cash Held		
Floats	1,638	1,638
Total Cash and Investments Held		13,217,454
Less: Restricted Cash		6,534,341
Balance Unrestricted Cash		6,683,114

Note A.1 Higher Interest Earning Investments	Deposit Date	Principal \$	Interest Rate	Maturity Date	Terms
Westpac	21/03/2024	5,000	3.85%		
NAB	28/10/2025	450,000	4.13%	28/10/2026	365
NAB	13/08/2025	300,000	4.13%	11/11/2025	90
NAB	30/09/2025	500,000	4.10%	30/12/2025	91
NAB	14/10/2025	500,000	4.05%	14/01/2026	92
NAB	15/08/2025	1,000,000	4.15%	13/11/2025	90
NAB	9/09/2025	500,000	4.08%	9/12/2025	91
Business Maxi Bank Account		9,623,829	1.55%		
Total Higher Interest Earning Investments		12,878,829			

Note B. Trade Debtors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
NDIS Debtors	11,267	564	-	6,296	18,127
ChildCare Debtors	14,830	2,185	308	28,112	45,434
Trade Debtors	272,702	263,024	19,391	145,662	700,779
Total Trade Debtors	298,799	265,774	19,699	180,070	764,341

Note C. Rates & Charges Debtors	To be Levied in 2025/26	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total \$
General Rates	2,779,990	877,881			33,050	910,931
Special Rates	277,826	32,391			1,314	33,705
Water Charges	492,890	326,292			82,350	408,642
Waste Charges	2,277,720	585,751			26,640	612,391
Total Rates & Charges Debtors	5,828,425	1,822,315	-	-	143,353	1,965,669
						Refer sub Note C.1

Note C.1 Rates & Chargers Debtors -Past 90+ Days	Sep-25	Oct-25	Difference
	Past Due 90+ Days	Past Due 90+ Days	
General Rates	55,102	33,050	(22,052)
Special Rates	1,314	1,314	-
Water Charges	82,350	82,350	-
Waste Charges	27,940	26,640	(1,300)
Total Rates & Charges Debtors	166,706	143,353	(23,353)

Note D. New Physical Assets (including WIP) YTD	1 July 2025 WDV	YTD WIP	YTD Additions	YTD Disposals	Accumulated Depreciation	YTD WDV Balance	Notes
Land	-	-	-	520,000	-	520,000	
Section 19 Leases	5,310,030	-	-	-	(1,116,712)	4,193,318	
Jabiru Town Sub Leases	3,837,875	-	-	-	(555,528)	3,282,347	
Buildings	30,971,682	-	-	1,747,165	(17,172,348)	15,546,499	
WIP - Buildings	154,404	125,384	-	-	-	279,788	D1
Infrastructure	19,657,911	-	-	89,692,564	(16,215,991)	93,134,483	
WIP - Infrastructure	4,467,247	2,422,415	-	-	-	6,889,662	D2
Vehicles	2,773,191	-	-	-	(2,457,159)	316,032	
WIP - Vehicles	66,729	321,234	-	-	-	387,963	D3
Furniture and Fittings	927,205	-	-	-	(763,295)	163,910	
WIP - Furniture	64,512	-	-	-	-	64,512	D4
Plant and Machinery	9,171,647	-	-	-	(7,045,464)	2,126,183	
WIP - Plant and Machinery	-	40,747	-	-	-	40,747	D5
Total Non- Current Assets	77,402,433	2,909,780	-	91,959,729	(45,326,496)	126,945,446	

Work-In-Progress (WIP - items not yet recorded in the Asset Register) Note:
D1 - Expenditure not yet capitalised -Includes Concrete paving works & chain mesh fence Rec Hall Warruwi 48k; Jabiru Housing upgrade \$125k
D2 - Expenditure not yet capitalised - Includes Maningrida Oval Change Rooms & toilet extension \$3.54M; Gunbalanya Oval Lights \$1.15M; Upgrade basket ball area \$33k
D3 - Expenditure not yet capitalised - Includes Hilux 4x4 \$101k; Toyota Hiace Bus \$67k; carryout 4wd to maningrida \$82k; Replacement Hilux 4x4 for Warruwi \$54k
D4 - Expenditure not yet capitalised - Includes Maningrida Gym Equipment \$57k
D5 - Expenditure not yet capitalised - Replace Bore 2 submersible pump \$40.7k

Note E. Trade Creditors	Current	Past Due 31 - 60 Days	Past Due 61 - 90 Days	Past Due 90+ Days	Total	\$
Trade Creditors	732,042	3,897	2,970	126,661	865,570	
				<i>Refer sub Note E.1</i>		

Sub Note E.1-Under Retention \$116,498

Note F. Australian Tax Office (ATO) and Payroll Obligations

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

Note G. Provisions (Current and Non-Current)	\$	\$
<u>Current Provisions</u>		
Employee Annual Leave	1,192,115	
Long Service Leave	813,976	
Doubtful Debts	10,807	
<u>Provision - other</u>		
Insurance for 2026-27	414,037	
Toad Hall Insurance Content Claim	47,362	
		2,478,298
<u>Non-Current Provisions</u>		
Long Service Leave	195,971	
		195,971
Total Provisions		2,674,269

Note H. Other Non Current Liabilities	\$	\$
Section 19 Lease Liability	4,658,222	
Jabiru Town Sub Lease Liability	3,532,046	
Total Other Non Current Liabilities		8,190,268

Monthly Financial Report for Local Authority Areas

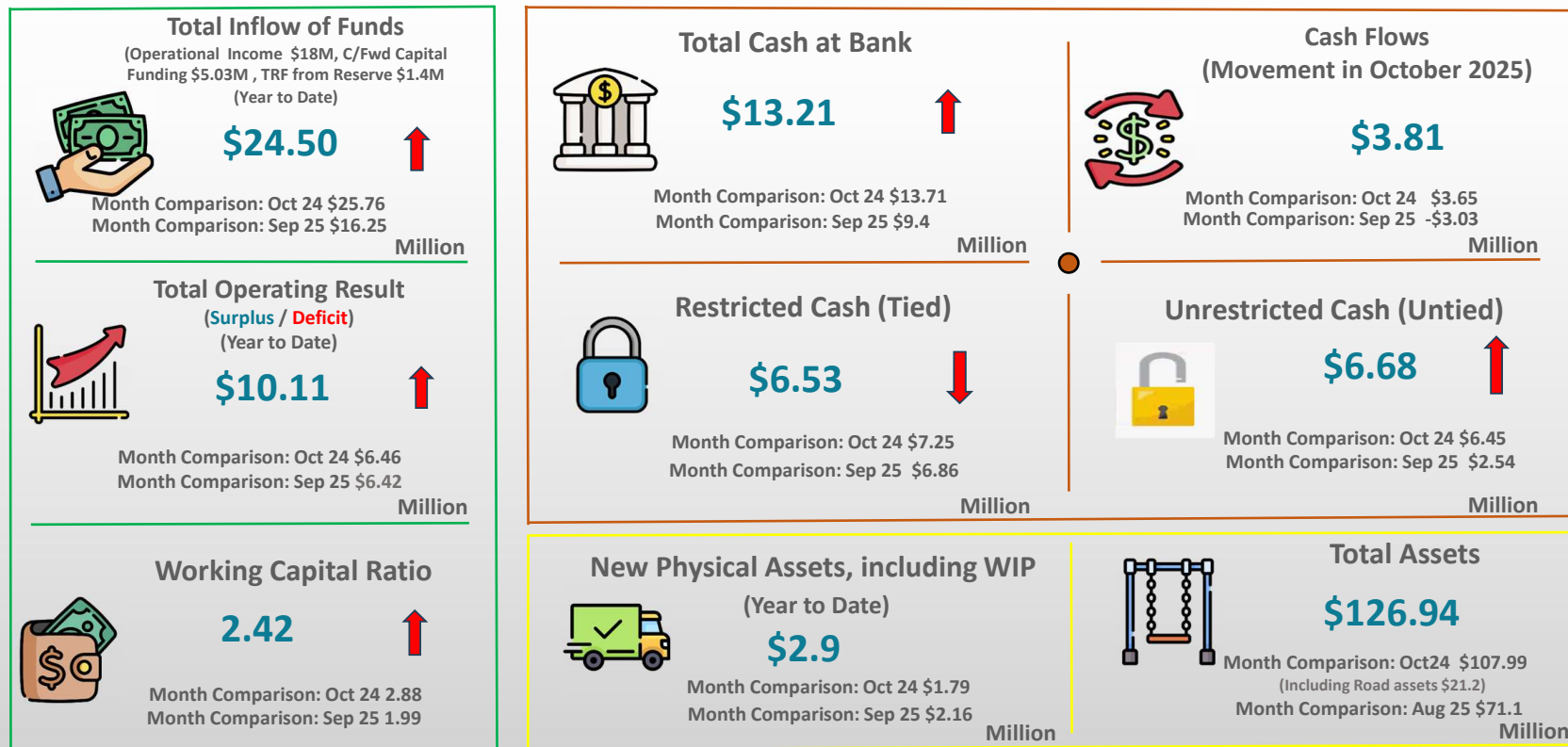
Operating Income and Expenditure for Local Authorities for the Period Ending 31 October 2025

[Report 2](#)

	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	-	34,057	(34,057)	70,987	29,624	41,363	110,061	43,512	66,549	421,862	134,594	287,268
Charges	-	-	-	62,868	22,619	40,249	102,646	35,555	67,091	329,124	130,207	198,917
Fees and Charges	52,519	65,767	(13,248)	3,563	5,000	(1,437)	8,873	10,333	(1,460)	-	7,333	(7,333)
Operating Grants and Subsidies	7,727,037	8,556,193	(829,156)	560,525	468,427	92,098	392,494	1,046,970	(654,476)	222,589	779,575	(556,986)
Interest / Investment Income	58,432	54,667	3,765	-	-	-	-	-	-	-	-	-
Commercial and Other Income	2,304,066	2,991,347	(687,280)	317,556	327,543	(9,986)	263,543	280,725	(17,182)	581,257	708,320	(127,063)
Untied Revenue Allocation	-	(2,886,945)	2,886,945	-	317,081	(317,081)	-	353,458	(353,458)	-	490,060	(490,060)
TOTAL OPERATING INCOME	10,142,053	8,815,084	1,326,969	1,015,499	1,170,294	(154,795)	877,618	1,770,554	(892,936)	1,554,832	2,250,089	(695,257)
OPERATING EXPENDITURE												
Employee Expenses	2,207,860	2,402,662	(194,802)	447,466	544,910	(97,444)	500,167	653,059	(152,892)	635,789	798,088	(162,299)
Materials and Contracts	208,222	589,463	(381,241)	92,640	180,010	(87,370)	81,693	683,535	(601,842)	380,707	414,641	(33,935)
Elected Member Allowances	139,663	134,040	5,623	-	-	-	-	-	-	-	-	-
Elected Member Expenses	59,096	84,617	(25,521)	-	-	-	-	-	-	-	-	-
Council Committee & LA Allowances	1,678	1,750	(72)	700	3,103	(2,403)	1,650	4,600	(2,950)	1,950	7,450	(5,500)
Council Committee & LA Expenses	-	-	-	1,440	4,300	(2,860)	1,536	725	811	411	2,000	(1,589)
Depreciation, Amortisation and Impairment	1,757,146	1,757,146	-	-	-	-	-	-	-	-	-	-
Interest Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	1,188,153	1,684,685	(496,531)	304,002	326,800	(22,797)	177,170	239,414	(62,245)	250,437	358,215	(107,778)
TOTAL OPERATING EXPENDITURE	5,561,819	6,654,363	(1,092,544)	846,249	1,059,122	(212,873)	762,216	1,581,333	(819,117)	1,269,294	1,580,394	(311,101)
OPERATING SURPLUS /(DEFICIT)	4,580,234	2,160,722	2,419,512	169,250	111,172	58,078	115,402	189,221	(73,819)	285,538	669,695	(384,156)

	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	718,475	222,698	495,777	501,260	534,004	(32,744)	1,822,645	998,489	824,156
Charges	641,088	245,084	396,004	959,316	1,188,327	(229,012)	2,095,042	1,621,792	473,249
Fees and Charges	17,842	23,332	(5,489)	154,015	128,947	25,069	236,812	240,712	(3,900)
Operating Grants and Subsidies	453,813	1,583,075	(1,129,262)	147,029	231,307	(84,278)	9,503,488	12,665,547	(3,162,059)
Interest / Investment Income	-	-	-	-	-	-	58,432	54,667	3,765
Commercial and Other Income	490,665	543,005	(52,341)	401,213	478,643	(77,430)	4,358,300	5,329,583	(971,282)
Untied Revenue Allocation	-	734,547	(734,547)	-	942,799	(942,799)	-	(49,000)	49,000
TOTAL OPERATING INCOME	2,321,883	3,351,741	(1,029,858)	2,162,833	3,504,027	(1,341,194)	18,074,718	20,861,789	(2,787,071)
OPERATING EXPENDITURE									
Employee Expenses	647,075	766,334	(119,259)	1,112,359	1,302,171	(189,812)	5,550,717	6,467,224	(916,507)
Materials and Contracts	259,257	507,880	(248,623)	400,490	553,151	(152,661)	1,423,009	2,928,679	(1,505,670)
Elected Member Allowances	-	-	-	-	-	-	139,663	134,040	5,623
Elected Member Expenses	-	-	-	-	-	-	59,096	84,617	(25,521)
Council Committee & LA Allowances	2,350	3,000	(650)	-	-	-	8,328	19,903	(11,575)
Council Committee & LA Expenses	2,955	4,000	(1,045)	1,556	3,333	(1,777)	7,899	14,358	(6,459)
Depreciation, Amortisation and Impairment	-	-	-	-	-	-	1,757,146	1,757,146	-
Interest Expenses	-	-	-	-	-	-	-	-	-
Other Expenses	602,602	418,458	184,145	366,745	560,126	(193,381)	2,889,110	3,587,697	(698,587)
TOTAL OPERATING EXPENDITURE	1,514,239	1,699,672	(185,432)	1,881,151	2,418,782	(537,630)	11,834,968	14,993,665	(3,158,696)
OPERATING SURPLUS /(DEFICIT)	807,644	1,652,070	(844,426)	281,681	1,085,245	(803,563)	6,239,750	5,868,124	371,626

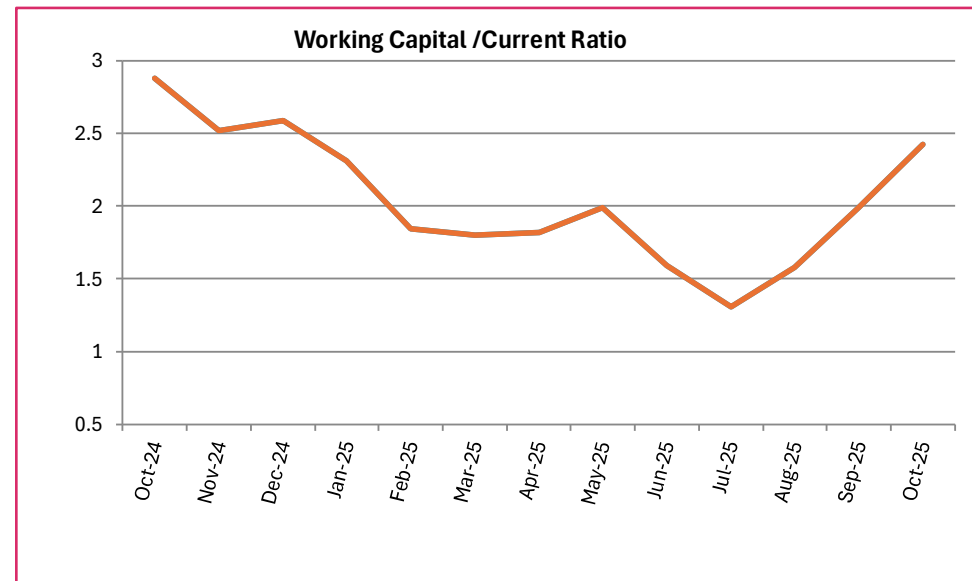
Snapshot – October 2025 Financial Report



Working Capital Ratio from October 2024 to October 2025



Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25	May-25	Jun-25	Jul-25	Aug-25	Sep-25	Oct-25
2.88	2.52	2.59	2.31	1.84	1.80	1.82	1.99	1.59	1.31	1.58	1.99	2.42





Cardholder statement

Run Date: 3 October 2025

Company details

WEST ARNHEM REGIONAL COUN
 WEST ARNHEM REGIONAL COUNCIL
 WEST ARNHEM REGIONAL COUNCIL
 ATT DAVID GLOVER PO BOX 721
 JABIRU NT 0886

Cardholder name: JAMES WOODS
 Cardholder number: xxxx-xxxx-xxxx-5837

Cost centre no:
 Statement date: 02/10/25

Opening balance: 34.00

For enquiries please call: 1300 650 107

C indicates a credit or payment

*Closing balance: 0.00

* The closing balance will be transferred automatically in terms of the authority held.

Payment due date:	13/10/25	Credit limit:	5,000.00	Annual percentage rate:	15.65%
Past due:	0.00	Available credit:	5,000.00	Monthly percentage rate:	1.30%
Minimum payment due:	0.00				

Date	Description of transaction	Amount	Ref.
08/09/25	AUTOMATIC PAYMENT	34.00 C	0000

*** END OF LIST ***

Westpac Banking Corporation ABN 33 007 457 141.

Member and CEO Council Credit Card Transactions for the Month

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

Cardholder Name: Mayor James Woods

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
08/09/25	\$ 34.00	Automatic Payment	
Total	\$ 34.00		

Grant Funding Acquittal

Immediate Priority Grant Program

Council/Organisation Name: West Arnhem Regional Council

Grant Program Year: 2023-2024 & 2024-25

Grant Application Number: IPG2400008

Purpose of Grant: Critical upgrades to Miniilang staff housing

Purchases were in accordance with the Northern Territory Buy Local Plan: ☐ Yes ☐ No

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Immediate Priority Grant	<u>\$250,000</u>
Other income	<u> </u>
Total income	<u>\$250,000</u>
Total Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	<u>\$251,482</u>
Surplus/(Deficit)	<u>(\$1,482)</u>

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☐ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: CHALANA HANSANI

31/10/25

Laid before the Council at a meeting held on ____/____/____ Copy of minutes attached.

CEO or CFO: _____

DEPARTMENTAL USE ONLY

File Number: _____

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement – Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: _____

Comments:

MANAGER GRANTS PROGRAM: _____

Grant Funding Acquittal

Immediate Priority Grant Program

Council/Organisation Name: West Arnhem Regional Council

Grant Program Year: 2024-25

Grant Application Number: IPG2400007

Purpose of Grant: Minjilang Garbage Compactor

Purchases were in accordance with the Northern Territory Buy Local Plan: ☐ Yes ☐ No

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING

Local Government Immediate Priority Grant	<u>\$ 250,000</u>
Other income	<u> </u>
Total income	<u>\$ 250,000</u>
Total Expenditure (Specify accounts and attach copies of ledger entries) An 'administration fee' is not to be apportioned to the grant for acquittal purposes.	<u>\$ 209,348</u>
Surplus/(Deficit)	<u>\$ 40,652</u>

IS THE PROJECT COMPLETED AS APPROVED BY THE MINISTER: ☐ Yes ☐ No (If no, please explain why)

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Acquittal prepared by: CHALANA HANSANI

31/10/2025

Laid before the Council at a meeting held on ____/____/____ Copy of minutes attached.

CEO or CFO: _____

DEPARTMENTAL USE ONLY

File Number: _____

Grant amount correct: ☐ Yes ☐ No

Expenditure conforms to approved purpose: ☐ Yes ☐ No

Procurement – Bought from Territory Enterprise: ☐ Yes ☐ No

Minutes checked: ☐ Yes ☐ No

Balance of funds to be acquitted: _____

Date next acquittal due: ____/____/____

ACQUITTAL ACCEPTED: ☐ Yes ☐ No

Acquittal checked by: _____

Comments:

MANAGER GRANTS PROGRAM: _____

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	10.1
Title:	Incoming and Outgoing Correspondence
Author:	Violette Stehlin, Acting Executive Assistant to Mayor and CEO

SUMMARY

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

RECOMMENDATION

THAT COUNCIL receives and notes the attached items of incoming and outgoing correspondence.

BACKGROUND

In June 2025, Council requested that incoming and outgoing correspondence be made available in hard copy for Council Members to view at each meeting separate to the agenda. Correspondence available is as follows:

COMMENT

Type	Date	Sender/Receiver	Reference
Letter	21.10.2025	Chief Minister	Congratulations to Mayor James Woods
Letter	31.10.2025	Department of Health, Disability and Ageing	Elected Members as Responsible Persons under the <i>Aged Care Act 2024</i>
Submission	31.10.2025	LGANT	LGANT Submission Inquiry on Local Government Council and Local Authority Member Allowances 2026
Letter	03.11.2025	Legal Aid	Meet and Greet

LEGISLATION AND POLICY

Nil.

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

Nil

WEST ARNHem REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	10.2
Title:	Meetings and Events attended by the Mayor
Author:	Violette Stehlin, Acting 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 receives and notes the report titled *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
04.11.2025	Maningrida	Barge Landing Consultation	Department of Logistics and Infrastructure
04.11.2025	Maningrida	Australia Citizenship Ceremony	Maningrida Community Members
07.11.2025	Maningrida	Community Safety Public Meeting	Maningrida Community Members and Agencies
10.11.2025	Teams	Meet and Greet	The Opposition Leader
11.11.2025	Darwin	First Nations Unlimited Leadership Summit (day 1)	Various stakeholders
12.11.2025	Darwin	First Nations Unlimited Leadership Summit (day 2)	Various stakeholders
13.11.2025	Darwin	Special Council Meeting	Council Members
13.11.2025	Darwin	NTES support provided to Maningrida	NT Emergency Services Chief Officer
13.11.2025	Darwin	Youth & Community Engagement Facility Designs	Council Executive Team and Spartan Parks Managing Director
14.11.2025	Maningrida	Opening Ceremony Maningrida Sporting Change Rooms	Maningrida Community Stakeholders and Dignitaries
14.11.2025	Maningrida	Meet and Greet	Marion Scrymgour MP and Rob Knight Special Envoy Member
17.11.2025	Darwin	Reception and Networking	Mayors, Presidents & LGANT Board Members
18.11.2025	Darwin	LGANT 2025 Conference (day 1)	Various stakeholders

19.11.2025	Darwin	LGANT 2025 conference (day 2)	Various stakeholders
20.11.2025	Darwin	Ordinary Council Meeting (day 1)	Council members
21.11.2025	Darwin	Ordinary Council Meeting (day 2)	Council members

LEGISLATION AND POLICY

Nil.

FINANCIAL IMPLICATIONS

Nil.

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 20 NOVEMBER 2025

Agenda Reference:	10.3
Title:	Meetings and Events attended by the CEO
Author:	Violette Stehlin, Acting Executive Assistant to Mayor and CEO

SUMMARY

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

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *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
04.11.2025	Maningrida	Barge Landing Consultation	Department of Logistics and Infrastructure
04.11.2025	Maningrida	Australia Citizenship Ceremony	Maningrida Community Members
10.11.2025	Teams	Meet and Greet	The Opposition Leader
11.11.2025	Darwin	First Nations Unlimited Leadership Summit (day 1)	Various stakeholders
12.11.2025	Darwin	First Nations Unlimited Leadership Summit (day 2)	Various stakeholders
13.11.2025	Darwin	Quarterly DLI meeting	Department of Logistics and Infrastructure
13.11.2025	Darwin	Special Council Meeting	Council Members
13.11.2025	Darwin	Youth & Community Engagement Facility Designs	Council Executive Team and Spartan Parks Managing Director
14.11.2025	Maningrida	Opening Ceremony Maningrida Sporting Change Rooms	Maningrida Community Stakeholders and Dignitaries
14.11.2025	Maningrida	Meet and Greet	Marion Scrymgour MP and Rob Knight Special Envoy Member
17.11.2025	Darwin	Legal Advice	Mills Oakley
17.11.2025	Darwin	Regional Council Delegates Meeting	Various stakeholders
17.11.2025	Darwin	Reception and Networking	Mayors, Presidents & LGANT Board Members

18.11.2025	Darwin	LGANT 2025 Conference (day 1)	Various stakeholders
19.11.2025	Darwin	LGANT 2025 conference (day 2)	Various stakeholders
20.11.2025	Darwin	Ordinary Council Meeting (day 1)	Council members
21.11.2025	Darwin	Ordinary Council Meeting (day 2)	Council members

LEGISLATION AND POLICY

Nil.

FINANCIAL IMPLICATIONS

Nil.

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 ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.4
Title:	Community and Council Services Report
Author:	Fiona Ainsworth, Director of Community and Council Services

SUMMARY

This report is presented to the Council to provide an overview of community and council services delivered across the West Arnhem Regional Council (WARC) locations, for the reporting period of 01 July – 31 October 2025.

RECOMMENDATION

THAT COUNCIL receives and notes the report entitled *Community and Council Services Report*.

BACKGROUND

High level operational figures are provided to ensure transparency, communication, and insight are provided to elected members.

COMMENT

1. Business and Commercial Services

1.1. Aerodrome Reporting Officer (ARO) Services (Gunbalanya, Maningrida, Minjilang, Warruwi)

Total number of Care Flight callouts that occurred during the reporting period:

- Gunbalanya: 7
- Maningrida: 27
- Minjilang: 3
- Warruwi: 1

Current ARO-trained staff availability across the region for reporting period:

- Gunbalanya: 2 (plus the Senior Works Team Leader)
- Maningrida: 2 (plus the Council Services Manager (CSM) only for emergencies only)
- Minjilang: 2 (plus the Council Services Manager (CSM) only for emergencies only)
- Warruwi: 2
- Relief USC/ARO delivered across region as required.

1.2. Centrelink Services (Gunbalanya, Jabiru, Minjilang, Warruwi)

Centrelink services were delivered uninterrupted during the reporting period, excluding standard public holidays.

- July 2025 – Fully operational not including two days of closure at Warruwi
- August 2025 – Fully operational
- September 2025 – Fully operational
- October 2025 – Fully operational with the exception of Jabiru which was operational until 24 October 2025 when administration has closed the centre as a change of staff resulted in a delay in accreditation by Services Australia. This is a Services Australia internal process with an average 10-week turnaround.

1.3. Post Office Services

Total amount of post received and delivered for reporting period: 63,261kg

- Gunbalanya Licensed Post Office (LPO): 5,424kg
- Jabiru Licensed Post Office (LPO): 35,061kg
- Maningrida Licensed Post Office (LPO): 19,912kg
- Minjilang Community Postal Agency (CPA): 1,092kg
- Warruwi Community Postal Agency (CPA): 1,772 kg

Total income for the period: \$299,271

- Gunbalanya Licensed Post Office (LPO) \$81,887
- Jabiru Licensed Post Office (LPO) \$99,150
- Maningrida Licensed Post Office (LPO) \$100, 983
- Minjilang Community Postal Agency (CPA) \$8,324
- Warruwi Community Postal Agency (CPA) \$8,927

1.4. PowerWater Services (Gunbalanya, Maningrida, Minjilang, Warruwi)

Total number of new Services Requests (SR) received for the reporting period: 210

- Works Detail Report (WDR) invoiced in the period 102



Cyclone clean-up at the Warruwi Powerhouse was completed in October 2025

1.5. Grants

Grant and Tender submissions/income generating activity during the period:

- Total number of Grants submitted: 2
- Total dollar value of Grants submitted: \$18,000
 - Australia Day Grant – \$15,000
 - Australia Day Council NT Grant – \$3,000
- Total number of Tenders/Commercial Proposals submitted: 2
- Total dollar value of Tenders/Commercial Proposals submitted: \$1,150,687
 - Remote Community Connector – NDIA Contract for up to – \$1,139,311
 - Telstra for maintenance of Minjilang Telstra Tower grounds – \$11,376

Grants and Tenders confirmed as successful during the period:

- Total number of successful Grants awarded: 6
- Total dollar value of successful Grants awarded: \$1,885,664
 - Remote Jobs and Economic Development (RJED) Round 1 – \$1,475,664
 - Support at Home and new Aged Care Act Transition Support 2024-2025 – \$10,000
 - Replace Minjilang Fuel Tank – \$200,000

- Repair Maningrida Pool eroded footings – \$50,000
- Australia Day Grant – \$15,000
- Support at Home Thins Market – \$135,000 (new Aged Care Act transition support)
- Total number of successful Tenders/Commercial Proposals awarded: 2
- Total dollar value of successful Tenders/Commercial Proposals awarded: \$3,428,498
 - Department of Logistics and Infrastructure Aerodrome Reporting Officer 3 years – \$2,289,187
 - Remote Community Connector –\$1,139,311

1.6. Tenancy

- Total number of new tenants: 9
- Total number of vacating tenants: 16
- Total number of properties under refurbishment: 16
 - Gunbalanya: 3
 - Jabiru: 11
 - Maningrida: 1
 - Minjilang: 0
 - Warruwi: 1

2. Community Services

2.1. Broadcasting (Gunbalanya, Maningrida, Minjilang, Warruwi)

Total number of Top End Aboriginal Bush Broadcasting Association (TEABBA) on-air hours reporting period: 158 hours

- Gunbalanya on-air hours: 158
- Maningrida on-air hours: 0 hours – No services provided due to role vacancy, currently recruiting
- Minjilang on-air hours: 0 hours – No services provided due to role vacancy, position filled October 2025
- Warruwi on-air hours: 0 hours – No services provided due to role vacancy, currently recruiting
- Broadcasting Officer Gunbalanya continues to deliver a reliable and informative local service in partnership with Top End Aboriginal Bush Broadcasting Association (TEABBA). The officer has aired daily community announcements and maintained strong engagement with listeners. Service delivery has been consistent and collaborative, helping keep the community informed and connected.

2.2. Community Care (Aged Care – Gunbalanya, Jabiru, Minjilang, Warruwi)

Total number of Aged Care recipients for the reporting period: 30

Total meals provided for the reporting period: 4,900

- Gunbalanya meals provided: 1099
- Jabiru meals provided: 872
- Minjilang meals provided: 1354
- Warruwi meals provided: 1575
- Support at Home (SaH) and the new Aged Care Act Transition Support 2024-2025 Grant (\$10,000) – applied for and received. This grant is to be used to help with IT transitions needed for the new SaH program which has different reporting and budgeting requirements than the Home Care Package (HCP) program which SaH will replace.

- Support at Home Thin Market Grant (rural, remote and specialised) 2025-26 for \$135000 – applied for and received. This grant accommodates the MMM viability supplement included in HCP that is not included in SaH and is also part of the Government’s transition plans. The grant will now come into effect from 1st November 2025 in accordance with the new date for the new Aged Care Act coming into force.
- The community care team has been working with the finance team to do a cost analysis of the Community Care program to ensure pricing is sustainable across services. This has been a significant project, initiated by our team, however this exercise will have benefits for costing and grants across all programs and services offered by council, not only in the Community Service area.
- Certificate III in Ageing training is being provided in Gunbalanya, Minjilang and Warruwi.
- Face-to-face Food Safety Supervisor training is being arranged for Gunbalanya, Warruwi and Minjilang.

Community (Aged) Care Recipients – As of 31.10.2025	CHSP	HCP
Gunbalanya	8	1
Jabiru (Kakadu)	6	10
Maningrida	n/a	n/a
Minjilang	1	2
Warruwi	2	0
Total	17	13

2.3. Community Safety (Night Patrol – Gunbalanya, Minjilang & Warruwi)

- Three Community Safety Officers Warruwi were signed up for Certificate III in Community Services on 30 July 2025.
- Minjilang Community Safety team is working with the Sport and Recreation team supporting youth programs. This intergenerational program supports community engagement and strengthens community ties.
- The Community Safety team in Gunbalanya continued to highlight staffing challenges. With two Night Patrol Officers in place, the number of patrols remains at zero. Operational capacities are frequently affected when one staff member is unavailable, as staff cannot work on their own. Night patrol staff are female and culturally are not comfortable working with the male Wellbeing senior officer. Administration is seeking solutions to rectify.

2.4. Early Learning Centres (Jabiru Childcare Centre, Minjilang & Warruwi Creches)

Total attendance at the Early Learning Centers for reporting period: 1,056

- Jabiru Childcare Centre attendance: 909
- Minjilang Creche attendance: 147 – Number of Closures due to staff availability: 21 days
- Warruwi Creche attendance: 0 – No services provided due to staff availability. Closed since 16 December 2024. Working with agencies to identify service solutions and future.
- Minjilang Creche had external visits in July from Community Child Care Fund Restricted CCCFR and from The Education Department. WARC received positive feedback on staff performance and creche environment.

Children are served healthy meals and snacks throughout the day to support their growth and wellbeing examples of meals cooked on site include:

- Breakfasts: Porridge, Weet-Bix with porridge, boiled eggs with sausage

- Lunches: Beef stew with vegetables, meatballs with spaghetti, silverside with vegetables and white sauce, sausages with gravy, mashed potato and vegetables, tuna bake
- Snacks: Rice crackers with yoghurt and fruit, fruit platters, biscuits with cheese
- Weekly Reflection Book for staff to share with families of Minjilang participants
- Community consultation with other stakeholders including Local Authority, School, Clinic, Families as First Teachers and community members on the Warruwi Creche is required to review the model of the creche to ascertain the needs of the families in community. This essential piece of work is required to determine if the Department of Education continues to fund the service in Warruwi.

2.5. National Disability Insurance Scheme (Gunbalanya, Jabiru, Minjilang, Warruwi)

Total meals provided for the reporting period: 2,348

Total National Disability Insurance Scheme (NDIS) participants for reporting period: 21

- Gunbalanya participants: 15
- Jabiru participants: 2
- Minjilang participants: 0
- Warruwi participants: 4

2.6. National Disability Insurance Scheme

The National Disability Insurance Agency (NDIA) Remote Community Connector (RCC) based in Jabiru and supporting Gunbalanya, Minjilang and Warruwi

- The contract for this program expired on 30 September 2025. Application submitted and contract successfully awarded until 30th September 2028 with two (2) x 12-month extension opportunities. Remote Community Connector is currently vacant and recruitment is in progress.

Community and Stakeholder Engagement Activities	104
Participant Check-In	58
Access Request Forms prepared for potential NDIS Participants	20
Service Provider Visits	18
NDIA Supported Visit	2
Number of other Activities Agreed to By Agency	3
Community Visits	3

2.7. Sports and Recreation

Total attendance at the sports and recreation programs for the reporting period: 9,385

- Gunbalanya attendees: 1747
- Jabiru attendees: 1851 including Kurrung Sports Festival on 05-06 September 2025
- Maningrida attendees: 3984 including sports participation at the Youth Summit, Lurra Festival and Basketball finals
- Minjilang attendees: 1652 including the basketball tournament
- Warruwi attendees: 151– Minimal services provided due to staff availability
- Maningrida Youth Summit 2025 was held 12 August – 15 August, West Arnhem Regional Council provided marquees, gas and ice throughout the week and coordinated running a Basketball tournament throughout the week
- During NAIDOC week, the Minjilang Sport and Recreation team arranged fishing trips to the beach each afternoon among other activities in partnership with community stakeholders

- Three (3) Warruwi Sport and Recreation Officers were signed up for Certificate III in Community Services on the 30 July 2025
- Warruwi Culture Camp was held on the 21-23 August 2025
- Lurra Festival: West Arnhem Regional Council (WARC) played a key role in delivering a packed calendar of basketball and AFL competitions that drew strong crowds and community support. The week began with a Junior Basketball Competition facilitated by Youth, Sport and Rec team leader, Edward, engaging around 80 participants and spectators, followed by Women's Basketball with 160 attendees and a Men's competition with 180—the week's highest turnout.
- Kurrung Sports Festival 2025: another successful event in September bringing all communities to celebrate sportsmanship and competition. Kurrung Sports Carnival, held from 5–6 September 2025, is an event that brought together sporting teams and community members from all West Arnhem regions, including Jabiru, Gunbalanya, Maningrida, Minjilang and Warruwi. Together, the communities celebrated community spirit, and community cohesion. The Carnival was made possible through collaborative efforts by community organisations, key sponsors, and West Arnhem Regional Council staff across all of our regions.



AFL 9s Gunbalanya competition held on 03-04 July 2025, supported by AFLNT and Adjumarllarl





Kurrung Sports Festival Jabiru 05-06 September 2025



Lurra Festival Maningrida held on 15–21 September 2025



Minjilang Community Basketball event with after games party



Participants at Warruwi's Cultural Camp 21-23 August 2025

3. Council Services

3.1. Aquatic Centres (Jabiru, Maningrida)

Total attendance at the Aquatic Centres for the reporting period: 4,334 patrons

- Jabiru Pool attendance: 3744
- Maningrida Pool attendance: 590
- Jabiru Aquatic Centre had undertaken the Royal Life Saving Aquatic Facility Safety Assessment on 27 August to help guide and ensure compliance within the facility
- Tower lighting at the Jabiru Aquatic centre has been repaired and replaced where necessary
- Maningrida Aquatic Centre held the NAIDOC Pool Party event on Friday 18th of July
- Maningrida Aquatic centre has collaborated with stakeholders to host the following over the reporting period; Men's Shed Maritime Training, Ramingining School Swim lessons, Narwarddeen Early Learners swim lessons and Malala Healthy Women's program.

3.2. Library (Jabiru only)

Total attendance at the library for the reporting period: 1047

- The Jabiru Library has hosted after school activities with the Sport and Recreation team
- School Holiday program was held at the Library
- The library hosted Jabiru Area School joint activities, making use of the Library facilities



Jabiru Library after school activities

3.3. Community Works

- Gunbalanya – Aerodrome fence works commenced in October, scheduled for completion November 2025
- Jabiru conducted Cyclone Clean up on the 15 October and again on 05 November
- Abandoned vehicles being removed from Maningrida community in collaboration with Northern Territory Police
- Jabiru and Gunbalanya Works and Utilities Support Contracts teams conducted the Chainsaw and Maintenance course, led by CDU on-site in Jabiru from Monday 20 October until FridayA new community care senior project officer
 - Unsettled community wellbeing senior project officer
 - No community engagement officer – role not filled - kellum unfunded
 - Niven/Hans
 - remote community connector unfilled
- 24 October 2025

- First Aid training had been provided for all locations between 19 August and 25 September 2025
- Work on the Minjilang Aerodrome has been completed and report sent to Department of Infrastructure, Planning and Logistics (DLI)
- Works teams from throughout the region have been conducting training of Certificate III in Civil Construction ongoing alongside Group Training Northern Territory, (GTNT)
- Six (6) Waruwi Works Officers signed up for Certificate III in Civil Construction with GTNT



New Hyundai front end loader arrived in Maningrida on 06 September 2025



Sell & Parker Waste recycling removal from Maningrida landfill site in September 2025



Maningrida laneway clearing as requested by Local Authority members



New speed bumps funded by Maningrida Local Authority have been installed



Piles of soil used to repair washouts and complete works at the Minjilang aerodrome



Piles of soil used to repair washouts and complete works at the Minjilang aerodrome



Waruwi Works Officers signing up for Certificate III in Civil Construction with GTNT Group in August 2025



Waruwi Landfill has been kept tidy with regular pushing up of rubbish



New pit was established at the Warruwi landfill site during October 2025

3.4. Community Wins

- Kurrung Sports Festival held in Jabiru on 05-06 September 2025, with attendance from all communities within the region
- Chief Executive Officer (CEO) presented acknowledgement of service for long-term Gunbalanya employees
- Brockman Oval Jabiru lighting install
- Large effort focused on removal of approximately 80 vehicles from within the Maningrida community
- Minjilang NAIDOC Day activities were a huge success, with the community enjoying a Colour Fun Run, NAIDOC Week banner painting and community BBQ held on 09 July 2025
- Warruwi Senior Works Officer was awarded Employee of the Month, for August 2025
- The Warruwi Culture Camp was held on 21-23 August 2025
- Maningrida Basketball Court resurfacing has taken place in July 2025



New Maningrida Oval Change Rooms



New Maninrgida Oval Change Rooms and ice machine installation



Maningrida staff attended First-Aid training on 23 September 2025



Minjilang NAIDOC Week Colour Fun Run, banner painting and community BBQ held on 09 July 2025



Participants at Warruwi Cultural Camp, dreamtime stories and camp kitchen

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 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 1.3 Communication

Deliver dynamic communication which is culturally informed and appropriate, engaging and relevant to the interests of Council.

Goal 1.4 Community Events

Deliver cultural, civic and sporting events which engage and unite the community.

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.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.5
Title:	Regional Waste Update
Author:	Meredith Newall, Waste and Resource Coordinator

SUMMARY

This report is to provide an update to Council on the status of Waste Management within our communities.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Regional Waste Update*.

BACKGROUND

As one of our key operational service delivery areas, Waste Management is an ongoing focus for West Arnhem Regional Council (WARC). Each community has its own unique challenges and opportunities in managing waste in our journey towards circular economy and effective waste management.

COMMENT

1. Regional

- Norther Territory Environment Protection Authority (NT EPA) inspections were conducted at:
 - Jabiru Waste Management Facility – 29 October 2025
 - Gunbalanya Waste Management Facility – 29 October 2025
 - Maningrida Waste Management Facility – 30 October 2025
- NT EPA inspection reports are anticipated to be sent mid-late November
- A draft s19 lease from Northern Land Council (NLC) has been received by council. The lease is intended to be used as a template for the four (4) currently unlicensed landfill sites. The draft lease is to be sent for legal advice

2. Gunbalanya

- Lease Status: Awaiting lease from Northern Land Council (NLC)
- License Status: Requires licensing however this cannot be pursued until lease is issued
- Rubbish Collections:
 - Banyan: Mondays & Thursdays
 - Middle Camp: Mondays & Thursdays
 - Arrkuluk: Tuesdays & Fridays
 - Billabong: Tuesdays & Fridays
- Landfill: Operational from Monday to Friday 7.30am – 3.00pm
- Gunbalanya Landfill is working towards compliance to be ready for licensing when a lease is approved. The focus of this site is to reinstate power to the gatehouse and work towards CCTV to aid in recovery of commercial waste fees. An upgraded loader is also sought for the community as part of the asset replacement program
- The removal of car bodies and batteries was carried out in September/October by Sell & Parker free of charge

3. Jabiru

- Lease Status: Lease with Gundjeihmi Aboriginal Corporation Jabiru Town (GAC JT)
- License Status: License EPL351-01
- Rubbish Collections: Tuesdays and Thursdays
- Landfill: Operational from Monday to Friday 7.30am – 3.00pm
- The priority for Jabiru is to achieve and maintain compliance with the NT EPA license and work with the Office of Supervising Scientist (OSS) towards best outcome for remediation. A remediation progress meeting with stakeholders was held early October 2025. Awaiting minutes of meeting and updated action register.
- The priority issues for the landfill site are leachate management, the presence of asbestos and updating the current Environmental Management and Operational Plan to reflect current practices
- Two purpose built car battery storage and transport containers have been delivered to site and are being utilised by the landfill operator. The containers are fully enclosed and has an inbuilt bund to capture any leaks or spills that may occur during storage or transport
- Green waste is currently being stockpiled near the construction and demolition area on site. A permanent solution for green waste disposal needs to be addressed. Issues arising from green waste disposal at the landfill are:
 - Commercial green waste operators can only dispose during opening hours on weekdays
 - Commercial green waste operators now have to pay disposal fees
 - There is no segregation bay for residents to dispose of green waste
 - The site has limited space available for green waste receipt
 - There are no resources available to treat green waste either into a usable product (eg mulch) or to enable volume reduction prior to landfilling
- The Waste Resource Coordinator continues to work with landfill staff, the Finance team, the ICT Coordinator and Information Advisor to develop a waste data system to enable accurate and timely recording and reporting of disposal quantities. Once developed and tested it will be rolled out to the other communities
- Letters to be sent to commercial operators to advise that commercial disposal of waste cooking oil is not permitted at the landfill site

4. Maningrida

- Lease Status: Awaiting lease from Northern Land Council (NLC)
- License Status: Requires licensing however this cannot be pursued until lease is issued
- Rubbish Collections: Monday-Friday
- Landfill: Operational from Monday to Friday 7.30am–3.00pm and although currently unmanned, it is generally well maintained
- Maningrida Landfill is working towards compliance to be ready for licensing when a lease is approved. The focus of this site is to reinstate power and sewerage to the gatehouse to enable the employment of a Landfill Officer
- Letters are to be sent to identified businesses and organisations that are disposing of car batteries, waste engine oil, waste cooking oil and tyres advising that these items are not able to be disposed at the Maningrida Waste Management Facility
- Cleansing bags have been delivered to the Maningrida Council office to address exposure issues associated with cultural waste
- Proofs of culture waste signage are awaiting Local Authority approval

5. Minjilang

- Lease Status: Awaiting lease from Northern Land Council (NLC).
- License Status: No license required

- Rubbish Collections: Mondays and Thursdays
- Landfill: Unmanned
- Minjilang Landfill is nearing capacity (estimated 12 months before full), and a key issue is wild pigs entering the site and eating waste. This is a public health risk and has the attention of both the local authority and NTG environmental health officers. No viable solutions have been found, and a lease remains a priority to expand operations outside of the current footprint and create a fully fenced compliant site

6. Warruwi

- Lease Status: Draft lease received from Northern Land Council (NLC) which will be used as a template for other West Arnhem Regional Council landfills
- License Status: No license required
- Rubbish Collections: Mondays and Fridays
- Landfill: Unmanned
- Challenges for this site include limited space into the future. NTG advocacy needs to be undertaken to ensure that their procurement practices include removal of waste for Warruwi
- Opportunities for Warruwi are that it is the ideal community to pursue waste sorting and recycling initiatives into the future due to the mature landfill practices and established community garden

LEGISLATION AND POLICY

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 4.3 Waste and Water Management

Deliver environmentally and economically sound solid waste, water and sewerage services.

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.6
Title:	Regional Cemetery Update
Author:	Meredith Newall, Waste and Resource Coordinator

SUMMARY

This report is to provide an update to Council on the progress of establishing declared Cemeteries within our Communities.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Regional Cemetery Update*.

BACKGROUND

The Northern Territory Government introduced the *Burials and Cremations Act 2022* (commenced 28 November 2022) making Local Government the owners of cemetery facilities across the Northern Territory. West Arnhem Regional Council (WARC) has been working towards declaring Cemeteries for all our communities.

COMMENT

Operational staff have worked with our communities across the region to declare and establish community Cemeteries. This program of works involves extensive consultation with community members and landowners to ensure the facilities we are creating are both fit for purpose and culturally sensitive.

Status by Community:

1. Gunbalanya

- Site: The location of the proposed cemetery has now been identified as containing restricted works by the Aboriginal Areas Protection Authority (AAPA). Northern Land Council (NLC) has been requested to consult with Traditional Owners to identify another site 24 October 2025
- License to Maintain: Draft lease issued by NLC 14 October 2025 but is now void as per above advice received
- Once the NLC has identified a suitable cemetery site through the Traditional Owners, a new s19 lease will be sought

Jabiru

- Site: Currently outside WARC lease boundaries
- Lease: Held by Gundjeihmi Aboriginal Corporation Jabiru Town (GAC JT)
- Declaration: Application submitted to NT government's Burial Unit in May 2023. Status update followed up with Burial Unit 30 October 2025. Advice given was that the application should be finalised by end 2025
 - Any burial applications must be submitted to the Burial Unit due to current declaration status
- Currently WARC has consent from GACJT to operate the cemetery on Lot 967

- Traditional Owners consent is required to allow burials in Jabiru and has historically been via GAC. GAC JT and GAC will meet to determine who are the final decision makers to allow burials to occur in the Cemetery precinct

2. Maningrida

- Site: Decided near airport / new sub
- Licence to Maintain: Held by WARC
- Declaration: Issued by the Northern Territory Government as a Community Cemetery
- Works commenced to expand boundaries 18 August 2025 and Scope 1 works completed 12 September 2025
- Sign to be ordered prior to installation of poles at the site. Signage proof is to be presented to the LA in March 2026 for approval
- Further consultation will be undertaken with the Local Authority members before determining the next work projects
- Two 6x6 shelters have been ordered for the site
- Quote for water connections have been requested from three suppliers. One of the suppliers has declined to submit a quote for the work

3. Minjilang

- Site: Decided through community consultation
- Licence to Maintain: Held by WARC
- Declaration: Issued by the Northern Territory Government as a Community Cemetery
- Construction has commenced with Scope 1 work almost complete. Awaiting the delivery of shelter is delaying completion of Scope 1 works. Trees have yet to be planted, but water is currently available to service them when installed. Vehicle access roads and firebreaks have been tidied

4. Waruwi

- Site: Boundaries to be determined via results of ground penetrating radar
- Licence to Maintain: Draft has been issued for site 24 October 2025
- Ground penetrating radar (GPR) works in Waruwi have been completed with results received by WARC 4 September 2025
- Community consultation is to be undertaken for input on design

LEGISLATION AND POLICY

Local Government Act 2019

Burials and Cremations Act 2022

FINANCIAL IMPLICATIONS

Per Community Places for Peoples Grant guidelines.

Per Remote Burials Grant Program guidelines.

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 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 3.1 Cultural Safety

Delivery of actions in the WARC 'Innovate' Reconciliation Action Plan.

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.

ATTACHMENTS

Nil

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.7
Title:	Technical Services Projects Report
Author:	Kylie Gregson, 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 10 November 2025.

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 the attached report, a comprehensive snapshot is provided to the 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 November 2025 [**10.7.1** - 4 pages]
2. Technical Services Projects L A- OCM November 2025 [**10.7.2** - 3 pages]

GUNBALANYA COUNCIL PROJECTS

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30-11-2025	Insurance claim accepted - Works awarded to M+J Builders. Following site visit, surveyors now advising this is a flood prone area and buildings need to be elevated higher. Draft plans approved. Build to take place in Darwin, then transported for site installation. Target completion end of November 2025.	Gunbalanya Flood Insurance Toad Hall, Laundry & damaged house.	60%

JABIRU COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
Completed	30-10-2025	Supply and install four lighting towers to Brockman Oval. Tender awarded to Molley Electrical Contracting (MEC). Target completion end of October 2025.	Jabiru Brockman Oval Lights.	100%
Completed	31-10-2025	Housing upgrades to 5 Allamanda Close, 30 Calvert Crescent, 32 Calvert Crescent. Tender awarded to Kakadu Contracting NT as per Council approval. Target completion end of October 2025.	Jabiru Housing Upgrades.	100%
In Progress	30-12-2025	Overview - Replanting of garden beds, move existing park benches under cover, install charging ports and bubbler.	Jabiru Town Square Revitalisation (Rio Tinto).	40%
In Progress	29-02-2026	Insurance claim accepted - Works awarded to TB Constructions. Replacement of internal ceiling due to water damage. Target completion end of February 2026.	Jabiru Hall Ceiling Replacement - Insurance.	20%
In Progress	30-6-2027	Cultural approval received for Dog Park, Playground and Outdoor Gym from GAC. Awaiting release of funds to commence tender procurement process of projects.	Dog Park & Playground - Lakeside Park. Outdoor Gym - Brockman Oval (Rio Tinto).	25%
In Progress	6-6-2026	Internal upgrades include - Pressure wash surfaces, painting walls, ceilings and doors. Supply and install new toilet pans, shower roses, toilet paper dispensers, paper towel dispensers, mirrors above basins. Supply & install new lighting as required. Awaiting release of funds to commence works.	Town Square Public Toilet Upgrades (Rio Tinto).	25%
In Progress	6-6-2026	Internal upgrades include - Pressure wash surfaces, painting walls, ceilings and doors. Supply and install new toilet pans, shower roses, toilet paper dispensers, paper towel dispensers, mirrors above basins. Investigate and repair internal water leaks. Awaiting release of funds to commence works.	Brockman Oval Public Toilet Upgrades (Rio Tinto).	25%
In Progress	30-1-2026	Replace existing wayfinding signs that are damaged and faded. Awaiting release of funds to commence works. Target completion end of January 2026.	Wayfinding Sign Upgrades (Rio Tinto).	25%

MANINGRIDA COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
Completed	30-10-25	Construction commenced mid August 2024 by Stedman's Construction. Target completion by end of October 2025.	Maningrida Change Rooms.	100%
Completed	30-10-2025	Works awarded to Stedmans Construction. Target completion by end of October 2025.	Concrete Replacement - Maningrida Pool.	100%
In Progress	30-12-2025	Waiting on completion of change rooms before commencement so public toilets are available for community. Construction to commence once change rooms are completed.	Maningrida Toilets upgrade near office.	25%

MINJILANG COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30-11-2025	Works awarded to Stedman's Construction. Contractor kick-off meeting completed. Boundary cleared, fencing completed, 6 mtr pavement completed. Waiting on additional materials for the shelter to arrive. Target completion end of November 2025.	New Minjilang Cemetery.	70%

WARRUWI COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30-10-2025	Upgrades are now completed, surplus of funds (\$35,000). Agreed on install of water tank with said surplus. Tank now on site, waiting on installation by Stedman's Construction.	Waruwi Recreation Hall upgrade.	80%

GUNBALANYA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
Completed	30-11-25	Tender awarded to the University of Melbourne. Gunbalanya scheduled visits remaining in September 2025.	Vet Program - Animal Management.	100%

MANINGRIDA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
Completed	30-09-25	Outdoor Gym installation completed. Water bubbler waiting on Installation by BV Contracting. Target completion by end of September 2025.	Installation Outdoor Gym water bubbler.	100%
In Progress	31-12-25	Permits are in place with NT Worksafe, travel has been booked, delivery of fire works pre-Christmas.	New Years Eve Fire Works Display 2025.	25%

MINJILANG LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	30-11-25	Water service approved at Local Authority meeting. Works awarded to Stedman's Construction. Target completion by November 2025.	Water service connection to new cemetery - 50% contribution from LA funding.	75%

WARRUWI LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
Completed	30-11-25	Tender awarded to the University of Melbourne. Waruwi scheduled visits remaining in September 2025.	Vet Program - Animal Management.	100%

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	10.8
Title:	LGANT - Call for Nominations - NT Planning Commission
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to advise Council that LGANT are seeking (non-elected representatives) nominations on the Board of the NT Planning Commission. Council Members are encouraged to share this information with any community members that may have a special interest in development and planning.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *LGANT - Call for Nominations - NT Planning Commission*; and

BACKGROUND

The Minister for Lands, Planning and the Environment is seeking a nomination from LGANT to join the Board of the NT Planning Commission following the resignation of our current representative, Joel Andrew from Alice Springs Town Council, effective 28 October 2025.

The NTPC does not have any separate terms of reference, however the structure and functions are in Part 7A of the NT Planning Act 1999 (<https://legislation.nt.gov.au/Legislation/PLANNING-ACT-1999>).

Role and Purpose

The Northern Territory Planning Commission is an independent statutory authority established under the Planning Act 1999 and plays an important role in setting the strategic framework for integrated land use, transport and infrastructure in the Territory; while working to deliver more sustainable and cost-effective outcomes for the community which reflect environmental and heritage values.

Nominee

An appropriate nominee to the NTPC would be a person with demonstrated expertise or a special interest in the continuing growth and development of the NT, consistent with good planning principles.

The NTG's policy is that appointments to the NTPC are to be non-elected representatives or staff members of Council.

The appointment is for a two-year term.

Meetings

In accordance with the Planning Act 1999, the Planning Commission is to meet as often as necessary; however, must meet at least five times per year.

COMMENT

To meet the nomination timeframe requested by the Minister, LGANT need **completed nomination forms returned to ceo@lgant.asn.au by CoB Friday 5 December 2025.**

If community members would like more information, they can contact Manager Project Coordination, Department of Lands, Planning and Environment, Ms Karen McGuigan, by phone on (08) 8924 7940 or via email at ntpc@nt.gov.au.

LEGISLATION AND POLICY

Planning Act 1999

FINANCIAL IMPLICATIONS

Nil

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

1. 2025-10 Nomination Form - Northern Territory Planning Commission [**10.8.1** - 3 pages]
2. 2025-10 Nomination Form - NT PC [**10.8.2** - 3 pages]



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.



NOMINATION FORM

NORTHERN TERRITORY PLANNING COMMISSION

LGANT Nominations Close 5 December 2025

Council Name:

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **NORTHERN TERRITORY PLANNING COMMISSION**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **NORTHERN TERRITORY PLANNING COMMISSION** at a meeting held on / /

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____



4. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

4.1 What is your current council position? _____

4.2 How long have you held your current council position? _____

4.3 Please list your educational qualifications:

4.4 What skills and experience do you have that is relevant to this committee?

4.5 Apart from your current position what other local government experience do you have relevant to this committee?



PROCEDURES FOR LGANT REPRESENTATIVES ON COMMITTEES

Background

Section 18 of LGANT's Governance Charter states:

1. From time to time the Association will be called to nominate delegates to external committees established by other spheres of Government under legislation.
2. The Board shall determine the membership of such committees in accordance with LGANT policy.
3. The Board will call for nominations to external committees as they arise.
4. Potential nominees will be supplied with a nomination pack and must complete the 'External Committee' nomination form.
5. The Board reserves the right to disregard a nomination if the 'External Committee' nomination form is not completed satisfactorily.

Nominations

Once the LGANT Board endorse a nomination, LGANT will advise the relevant committee. Often the final committee representatives are at the discretion of the Minister therefore LGANT cannot guarantee final membership.

The LGANT Board may remove its endorsement of a representative on a committee if that representative fails to deliver regular reports to LGANT, fails to consult with other councils, or misses committee meetings without just cause.

Representatives

LGANT committee representatives are required to represent the local government sector rather than their individual council during committee proceedings.

LGANT representatives are required to provide LGANT with regular reports. These reports include, but are not limited to, reports to the Board and to members at the General Meeting in April and November each year. These reports should include updates on current key issues, how representatives are ensuring input and feedback from other councils, as well as any other noteworthy items.

Sitting fees

LGANT does not pay representatives a sitting fee or travel related expenses for committee representation. Such fees, if any, will be administered by the secretariat managing the respective committee eg. the NTG.



NOMINATION FORM

NORTHERN TERRITORY PLANNING COMMISSION

LGANT Nominations Close 5 December 2025

Council Name:

1. Agreement to be nominated

I, _____ agree to be nominated as a member
(Name in full)

of the **NORTHERN TERRITORY PLANNING COMMISSION**.

I recognise and understand that as the LGANT representative I am:

- required to represent the sector, rather than my individual council, and
- provide regular reports to LGANT including written reports to the LGANT General Meetings and to the LGANT Board as requested.

I acknowledge that representation on this committee does not entitle me to sitting fees or travel related expense reimbursement from LGANT.

Signature: _____ Date: _____

2. Council confirmation of nomination

I, _____ the Chief Executive Officer

hereby confirm that _____

was approved by resolution of Council to be nominated as a member of the **NORTHERN TERRITORY PLANNING COMMISSION** at a meeting held on / /

Signature: _____ Date: _____

3. Nominee's contact details

Email address: _____

Mobile: _____



4. Nominee information

The following information is required to enable the LGANT Board to make an informed decision. If you would like to submit further information, please attach it to this form.

4.1 What is your current council position? _____

4.2 How long have you held your current council position? _____

4.3 Please list your educational qualifications:

4.4 What skills and experience do you have that is relevant to this committee?

4.5 Apart from your current position what other local government experience do you have relevant to this committee?

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.9
Title:	Vacancy - Finance Committee
Author:	Debbie Branson, Governance Advisor

SUMMARY

The purpose of this report is to provide an update on a vacancy on the Finance Committee.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Vacancy - Finance Committee*.

BACKGROUND

At the Ordinary Council Meeting held on Tuesday, 23 September 2025 Council appointed three Elected Members as members of Council's Finance Committee.

Cr Ralph McCoy, Cr Mickitja Onus and the Ward Elected Member from Warruwi were appointed.

Unless Council determines otherwise, a further report will be forthcoming post the Warruwi Bi-Election for Council to appoint an Elected Member to the vacancy.

STATUTORY ENVIRONMENT

Local Government Act NT 2019

FINANCIAL IMPLICATIONS

Nil

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 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	10.10
Title:	Cultural Awareness Training in Communities
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is to provide Council with an update on the progress of Cultural Awareness Training within communities.

RECOMMENDATION

THAT Council receives and notes the report titled *Cultural Awareness Training in Communities*; and

BACKGROUND

At the Ordinary Council Meeting 30 June 2025, Council requested a draft policy be prepared and considered further at a future workshop which will include consultation with the local authorities.

It was agreed that this would be actioned post the Local Government 2026 General Election.

The purpose of this list is for open discussion with the Local Authorities members. Suggestions as follows:

- Specific information about history, Traditional Owners/Elders, and their role, and local protocols -site specific-.
- Behaviours expected on Country: What are the expected behaviours from visitors and workers while living and working on their land (e.g. what's considered culturally disrespectful/inappropriate/rude, what behaviours are welcomed, etc.).
- How to behave and what to/not to do when cultural events are occurring, particularly Sorry Business.
- Geographic orientation: No-go zones, blocked roads, men's or women's business areas, etc.
- Communication: Practical information on how to engage respectfully with both men and women by recognising sensitivities (communication protocols when talking to the opposite gender), understanding kinship (such as poison cousins/relationships), body language, etc.
- Animals in community (e.g. dogs, cats, horses, pigs, goats).
- Drug and Alcohol prohibitions.
- Dress code: What's the appropriate clothing to wear in community for both men and women.

LEGISLATION AND POLICY

N/A.

FINANCIAL IMPLICATIONS

Nil.

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 1.5 Cultural Awareness Training

Develop increased understanding and observation of cultural protocols.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 November 2025

Agenda Reference:	10.11
Title:	Draft First Nations Employment Plan and Survey - Feedback
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

This report provides feedback results from the Draft First Nations Employment Plan and Survey.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Draft First Nations Employment Plan and Survey - Feedback*.

BACKGROUND

Early in 2024, a draft **First Nations Employment Plan** was released to staff for consultation. Unfortunately, due to various leadership changes the plan did not progress.

Since then, WARC has implemented its first Enterprise Agreement and a Special Measures recruitment policy, resulting in the successful delivery of several actions from the previous plan.

With these changes in mind, the draft First Nations Employment Plan has been reignited and refreshed, to ensure WARC **continues to grow, support, and develop a strong, skilled, and capable First Nations workforce**.

Staff were invited to have their say by providing feedback on the draft plan or through a survey, or both. The draft plan, survey and feedback are attached.

COMMENT

The consultation period closed 31 October 2025.

STATUTORY ENVIRONMENT

Nil.

FINANCIAL IMPLICATIONS

N/A

STRATEGIC IMPLICATIONS

This report aligns to the following pillars and goals as outlined in the *Regional Plan and Budget*:

PILLAR 2 INCREASED LOCAL INDIGENOUS EMPLOYMENT

We are committed to investing in and supporting local Indigenous employment. We recognise the instrumental value that Indigenous staff bring to our organisation and the social force that occurs with employment opportunities.

Goal 2.1 Indigenous Employment Framework

Create Council Indigenous employment framework including tailored pathways to employment.

ATTACHMENTS

1. First Nations Employment Plan - 2026 - 2030 - Draft for Consultation [**10.11.1** - 18 pages]
2. FNEP - Survey - 2025.10 [**10.11.2** - 1 page]
3. FNEP responses summary 05 11 2025 [**10.11.3** - 3 pages]

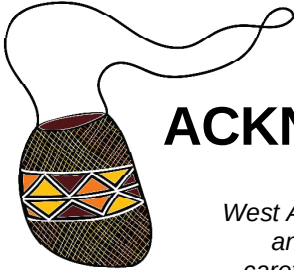
West Arnhem Regional Council



First Nations Employment Plan 2026 – 2030

Draft

West Arnhem Regional Council



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 Regions Wards. West Arnhem Regional Council pay their
respects and acknowledge Elders past, present and rising.*

West Arnhem Regional Council

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West Arnhem Regional Council

OUR VISION

Strong Communities. We achieve our goals together by walking in both worlds.

OUR PURPOSE

We work in partnership with community towards providing meaningful employment and economic opportunities, delivering outstanding customer service and infrastructure.

OUR VALUES

The values or behaviours that Council will embrace to support our Purpose and guide us in achieving the Vision are:

Respectful – we respect our communities and staff of all cultures. We respect elders past, present and emerging for they hold the memories, the traditions, the culture and hopes of Indigenous Australia. We acknowledge that Aboriginal culture is a living culture and that Aboriginal people continue to live in spiritual and sacred relationship with country.

Inclusive – we are engaged with our communities and partners. We value diverse perspectives and voices and encourage their incorporation into our work practices

Innovative - we encourage and promote a culture of safety where innovation is celebrated and new ways of working are implemented to improve our services

Integrity – we are open, transparent and accountable

West Arnhem Regional Council

TERMS WE HAVE USED IN THIS DOCUMENT

West Arnhem Regional Council (WARC) respectfully uses the terms “First Nations”, Aboriginal and Torres Strait Islander and “Indigenous” in our First Nations Employment Plan to refer to Aboriginal People and Torres Strait Islanders of Australia and First Peoples. We acknowledge other cultural names may be preferred.

CONTRIBUTOR ACKNOWLEDGEMENT

The Council would like to thank the assistance and input of the many contributors to this document including WARC’s First Nations staff, and other employees who have shared their voice.

West Arnhem Regional Council

FIRST NATIONS SNAPSHOT

At 30 June 2021, there were 983,700 Aboriginal and Torres Strait Islander people, representing 3.8% of the total Australian population.

76,487 were living in the Northern Territory representing the highest proportion of Aboriginal and Torres Strait Islander people relative to its total population size (30.8%).

Source: ABS 31.08.2023 Final 2021 Census-based estimated resident population of Aboriginal and Torres Strait Islander and non-Indigenous Australians for various geographies

Source: Estimates of Aboriginal and Torres Strait Islander Australians, 30 June 2021 | Australian Bureau of Statistics (abs.gov.au)

WEST ARNHEM REGION SNAPSHOT

Our Council stretches out over an expanse of almost 50,000 square kilometres across West Arnhem Land encompassing five remote communities, including the two island communities of Waruwi and Minjilang, Gunbalanya, Jabiru and Maningrida. The West Arnhem region encompasses both fresh water and salt water people of diverse language groups and customs. While each community profile is incredibly unique, Language, Culture and Ceremony are strong, and clans are connected across the entire Arnhem region.

Approximately, 6281 people reside in the West Arnhem region and more than two thirds of our population identify as Aboriginal and/or Torres Strait Islander or 'Bininj' people.

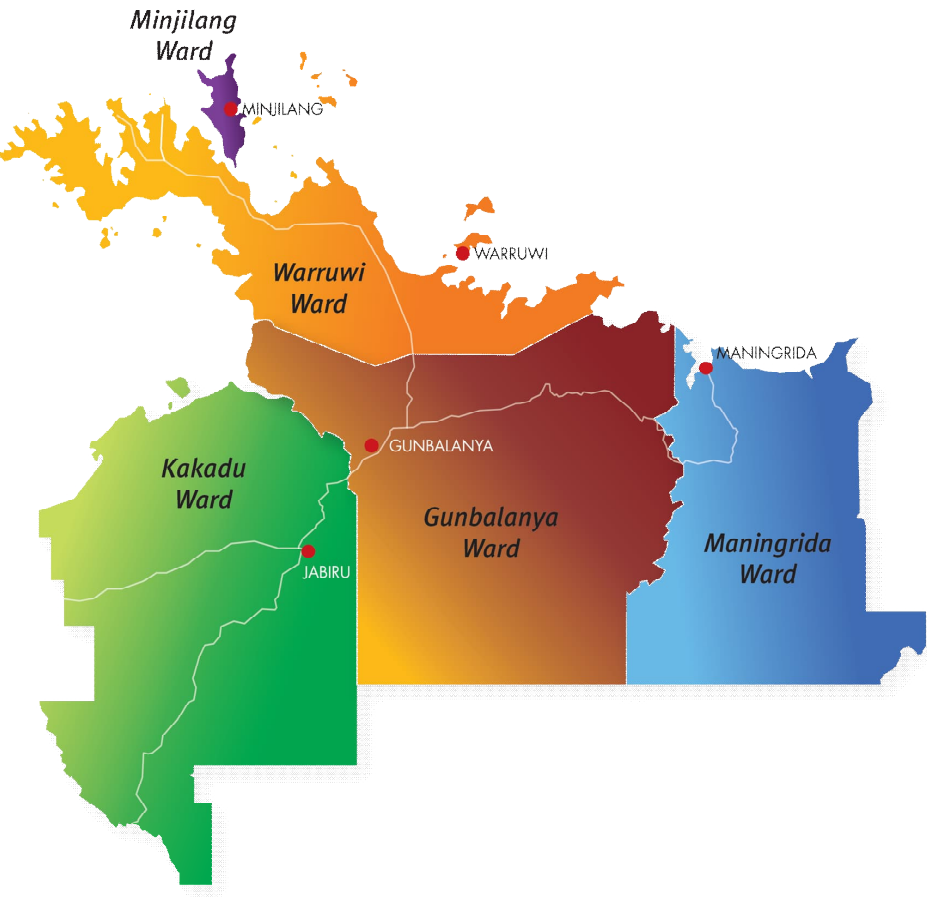
Population overview

- Jabiru (755 people)
- Gunbalanya (1177 people)
- Maningrida (2518 people)
- Waruwi (432 people)
- Minjilang (265 people)

West Arnhem Regional Council

People	6281
Male	50.9%
Female	49.1%
Aboriginal and/or Torres Strait Islander	5,097 or 81.1%

Data source: 2021 Census data



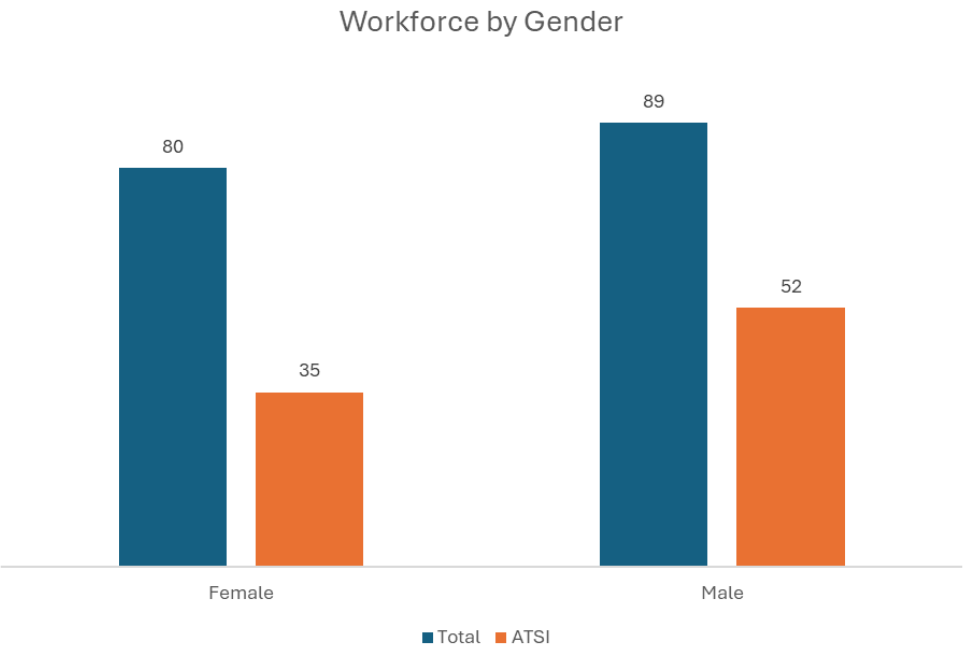
West Arnhem Regional Council

FIRST NATIONS STAFF SNAPSHOT

West Arnhem Regional Council is one of the largest employers in the region providing local government, community wellbeing, and commercial services which contribute to achieving our vision.

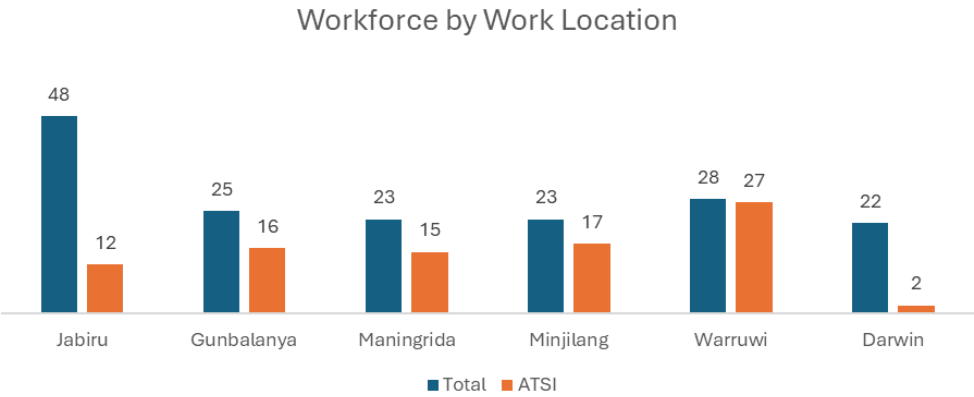
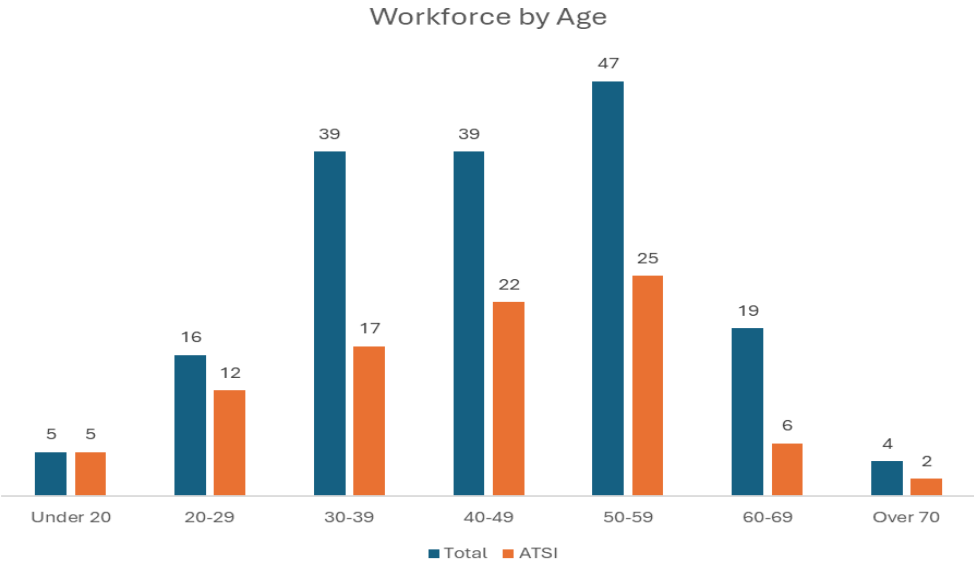
As of 30 June 2025, West Arnhem Regional Council employed 169 people of which 53% are Indigenous.

Also, as of 30 June 2025:



Male employees comprise 53% of the workforce, females constitute 47%.

West Arnhem Regional Council



West Arnhem Regional Council

PLAN OBJECTIVE

The objective of this Plan is to continue to grow and develop a strong, skilled, and capable First Nations workforce across the West Arnhem Region.

This Plan builds on West Arnhem Regional Council's ongoing commitment to drive meaningful organisational change and advance Indigenous employment outcomes.

WARC is committed to creating for Indigenous people a workplace that is supportive, inclusive, and culturally safe.

As one of the major employers in the region, the Council is in a strong position to contribute to improved social and economic outcomes for First Nations people through increased skill development and employment.

This Plan covers the period, January 2026 to March 2030.

Actions will be implemented according to priority and budget.

West Arnhem Regional Council

OUR FOCUS AREAS

Council will aim to increase the employment, retention, and advancement of Indigenous employees across all levels.

First Nations Employment Plan will focus on five main areas:

Attract and Recruit

Train and Develop

Retain and Support

Grow and Nurture

Connect and Partner

STRATEGIC ALIGNMENT

Internally, WARC considered and adopted information from the following internal documents:

Regional Plan and Budget 2025-2026

West Arnhem Regional Council Enterprise Agreement 2024-2027

WARC Special Measures – Targeted Recruitment Policy

Innovate Reconciliation Action Plan July 2021 - July 2023

Indigenous Workforce Development Strategy 2013 - 2016

West Arnhem Regional Council

FOCUS: ATTRACT AND RECRUIT

The Council aims to attract and recruit suitable Indigenous people to work at WARC.

GOAL	OUTCOME	RESPONSIBILITY	TARGET
Advertisements to prominently display: "Indigenous people are strongly encouraged to apply. Special Measures in place."	Targeted advertisements	Human Resources Team	Ongoing
Job advertisements for select levels to include hourly rate	Ensure information is easily understood	Human Resources Team	Ongoing
Simple, non-intimidating selection processes relevant for the position	Remove barriers for local employee recruitment	Human Resources Team	Ongoing
Ensure that language used in recruitment and selection documentation is in plain English	Prospective employees understand job advertisements, selection criteria and job description	Human Resources Team	Ongoing
Increase, encourage and support flexibility through part time or casual employment	Support family and cultural obligations	Human Resources Team	Ongoing
Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment Regional Plan and Budget (RPB) – 2.3 – 2025/2026	Review WARC recruitment processes, partnerships and systems for local people	Human Resources Team	As per policy and procedure review dates

West Arnhem Regional Council

FOCUS: TRAIN AND DEVELOP

West Arnhem Regional Council will support and encourage Indigenous employees to develop and build skills through culturally appropriate training.

GOALS	OUTCOME	RESPONSIBILITY	TARGET
Select and deliver culturally sensitive training and development opportunities	Training delivered in a culturally sensitive manner. A preference for in person (face-to-face) training	Human Resources Team	Ongoing
Undertake a skills gap and training needs analysis RPB – 2.1 d – 2025/2026	Skills gaps identified for mandatory compliance	Manager / Supervisor with Human Resources Team support	Ongoing
Traineeships – Provide opportunities to learn and obtain professional qualifications in trades and administration RPB – 2.2 - 2025/2025	Implemented training activities relevant to work groups	Human Resources Team with Senior Management	Ongoing
Accessible and realistic career / work pathways	Consult and draft career/ work pathway for work groups	Department/Program Managers with Human Resources Team support	Ongoing
Establish a WARC Learning and Development Framework RPB 3.3 a – 2025/2026	Framework drafted to be created	Human Resources Team	December 2026
Deliver practical on-the-job training	Assess on the job requirements and individual skill levels for practical tasks	All Supervisors and Managers	Ongoing

West Arnhem Regional Council

FOCUS: RETAIN AND SUPPORT

West Arnhem Regional Council will aim to increase retention of Indigenous employees by offering a culturally sensitive, supportive, and rewarding work environment.

GOAL	OUTCOME	RESPONSIBILITY	TARGET
Develop a culturally appropriate Induction/Orientation program for newly recruited remote indigenous employees	Ensure that induction is developed and delivered in a culturally appropriate way	Human Resources Team	December 2026
Culturally safe reward and recognition programs	Implemented meaningful reward and recognition programs	Human Resources Team	Ongoing
Ensure HR policies and procedures do not have barriers to participation of Aboriginal people in the workplace RAP 9.5	Create an inclusive system and workplace	Human Resources Team	Ongoing
Promote the achievements of Indigenous employees through internal and external communications as appropriate	Employee achievements promoted	Communications and Public Relations Coordinator / Human Resources Team	Ongoing
Assist Indigenous employees to increase their knowledge and understanding of Council policies and procedures	Indigenous employees understanding and follow policy and procedure	Human Resources Team	On commencement of employment and ongoing
Promote use of applicable leave entitlements to meet cultural and family obligations	Increased use of Cultural Leave and reduction of Unauthorised Absences, when applicable	Managers and supervisors with Human Resources Team	Ongoing
Support flexible work practices and requests to promote work/life balances, in a culturally sensitive way	Easily accessible and flexible work/life balance practices are available to all employees	Human Resources Team	Ongoing

West Arnhem Regional Council

GOAL	OUTCOME	RESPONSIBILITY	TARGET
Ensure all staff are included in opportunities to participate or have their say	Accessible and inclusive opportunities	All staff	Ongoing
Research and develop a mentoring or buddy program for Indigenous employees, particularly newly recruited staff	A culturally appropriate buddy system in place for new employees	Executive and Senior Management and Human Resources Team	December 2028
Increase general and site-specific Cultural Awareness amongst non-indigenous staff RPB 1.5 c 2025/2026	All new non-indigenous employees complete cultural awareness training during probation	Human Resources Team	Ongoing
Conduct 'exit' interviews to assist in understanding the reasons for staff separation	Exit interviews conducted and action implemented where necessary	Managers and supervisors	At end of employment

West Arnhem Regional Council

FOCUS: GROW AND NURTURE

Provide career development opportunities for Indigenous employees to grow and advance, through career pathways, performance appraisals, and other support systems.

GOAL	OUTCOME	RESPONSIBILITY	TARGET
Encourage Indigenous staff to determine their own career goals through performance appraisals that identify strengths, provide constructive feedback	Clear individual goals with a future growth focus	Managers and supervisors	Throughout employment
Identify emerging talent for growth and actively train/mentor them in preparation for backfill and future roles	Upskilled staff, who receive hands-on and supported training opportunities	Managers and Supervisors with support from Human Resources Team	Ongoing
Provide opportunities to act-up to a higher position	Increase knowledge, skills, and experience	Managers and Supervisors with support from Human Resources Team	Ongoing
Support expressions of interest for work experience and volunteer work by Indigenous community members	Participants are provided with work experience and insights into roles which may lead to paid employment	Managers and Supervisors with support from Human Resources Team	Ongoing
Build and nurture relationships with staff in each community by visiting staff and spending time in person	Staff feeling connected, heard and supported	Senior Leadership Team, Managers and Supervisors	Ongoing

West Arnhem Regional Council

FOCUS: CONNECT AND PARTNER

West Arnhem Regional Council will develop partnerships with local Indigenous organisations, Government and non-Government agencies.

GOAL	OUTCOME	RESPONSIBILITY	TARGET
Support Indigenous employee representation on relevant external boards, committees and working groups	Indigenous employees represented on external and internal committees and working parties	Executive Leadership Team, Senior Managers	Ongoing
Develop partnership agreements with local Indigenous organisations to support recruitment	Relationships built and maintained with relevant Indigenous organisations and Government agencies	Managers and Human Resources Team	Ongoing
Support Career Day expos	Raise awareness of jobs available at Council	Human Resources Team	As available
Develop partnerships with government, non-government and local community organisations to provide training and development opportunities	Access to training opportunities through partnerships with relevant agencies and organisations	Managers and Human Resources Team	Ongoing
Increase funds available to employ and develop indigenous staff RBP 1.2 b 2025/2026	More employment and training opportunities for first nations people	Executive Leadership Team, relevant Senior Managers	Ongoing

West Arnhem Regional Council

REPORTING

The progress of this Plan will be included in the Council's Annual Report and Ordinary Council Meetings (or as requested).

ACTION	OUTCOME	RESPONSIBILITY	TIMEFRAME
Reporting of progress	Provide confidence to Executive Leadership Team, and Council that internal efforts for advancing First Nations employment is a priority	Human Resources Team	As required.

To measure success, we will access a variety of sources including:

- WARC workforce data (HR Systems)
- Staff survey results
- Staff feedback
- Training Registers
- Action plan progress reporting

FIRST NATIONS EMPLOYMENT PLAN - SURVEY



A draft First Nations Employment Plan is now available for consultation.

WARC's employs approximately 160 people, with 53% identifying as First Nations people.

WARC would like to hear from you as to how it can improve the employment experience for First Nations people. This means how WARC attracts, recruits, trains, develops, retains, and supports its First Nations employees.

Please provide your suggestions below. You are also welcome to include comments about the draft First Nations Employment Plan here.

Survey Closes – end of day – **Friday 31 October 2025**

Submit to: hr@westarnhem.nt.gov.au

How could WARC improve how it attracts and recruits First Nations people?
How could WARC improve how it trains and develops First Nations employees?
How could WARC improve how it retains (keeps) First Nations employees?
How could WARC support First Nations employees for career growth?
What does WARC do to make it a great place for First Nations people to work?
What can be improved to make WARC a great place for First Nations people to work?
Your name (optional):

Question - How could WARC improve how it attracts and recruits First Nations people?

Summary of recommendations for how WARC can attract and recruit First Nations people:

- Hire an Indigenous liaison officer and clearly share what support is offered to new staff.
- Ensure job opportunities are displayed across all communities, especially using local electronic noticeboards, and use respected local First Nations staff to encourage others.
- Introduce casual employment pathways for those with limited workforce experience, supported by First Nations mentors who help newcomers understand their rights and responsibilities and provide a safe channel for questions.
- Make the workplace welcoming and respectful of First Nations cultures.
- Increase access to accommodation for First Nations recruits so that positions with WARC become practically attractive
- Write job ads in simple language.
- Facilitate senior staff visits to remote communities, as personal connections and visibility encourage greater interest and trust via word-of-mouth.
- Hold local recruitment events with interpreters, visuals, and community leaders.

Question - How could WARC improve how it trains and develops First Nations employees?

WARC can best support First Nations employee training and development with these simple actions:

- Non-Indigenous employees should receive training in cultural understanding and patience to foster respectful, supportive workplaces.
- Training programs should be closely aligned to specific job roles, offering step-by-step guidance, clearly defined responsibilities, and outlining both role boundaries and advancement pathways.
- Use Aboriginal trainers and offer in-person learning.
- Provide regular mentoring and support.

- Keep training short, hands-on, and repeat it to help people remember.
- Work with First Nations leaders and organisations for guidance.
- Offer English and skills classes if needed.

This makes learning clear, useful, and supportive for everyone

- Training should be delivered in short, manageable blocks (one or two days) to accommodate attention spans, and should emphasise hands-on, practical learning with opportunities to learn directly from colleagues and mentors.

These suggestions highlight the need for culturally safe environments, mentorship, practical and flexible formats, and repeated engagement—all guided by First Nations and local perspectives to support meaningful development for employees.

Question: How could WARC improve how it retains (keeps) First Nations employees?

To help keep First Nations employees, WARC should:

- Provide more support with patient, understanding staff.
- Make new staff feel welcome and supported both at work and personally.
- Arrange team meetings for new staff to connect, share, and learn from others.
- Build strong support networks and use clear, tailored communication.
- Offer mentoring, which is key for retention.
- Recognise and reward achievements, and make learning flexible.
- Give real incentives (not just promises).
- Hold regular yarning circles—safe spaces for honest conversations and feedback.

These actions support a welcoming environment, strong relationships, recognition, honest feedback, and dependable support systems.

Question: What does WARC do to make it a great place for First Nations people to work?

WARC is a great place for First Nations people because it:

- Values culture and community
- Allows cultural leave

- Supports teamwork and mentoring
- Welcomes sharing language and stories
- Respects local events and traditions

Question: **What can be improved to make WARC a great place for First Nations people to work?**

To make WARC a better place for First Nations people, survey responses suggest:

- More chances for staff to travel, visit other sites, and share knowledge.
- Support personal career goals and recognise achievements.
- Celebrate staff successes as a team, including community events.
- Provide more cross-cultural and cultural awareness training for all staff.
- Improve communication across the organisation.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	10.12
Title:	Implementation of Remote Jobs and Economic Development Program
Author:	Fiona Ainsworth, Director of Community and Council Services

SUMMARY

This report covers the current status of implementation of the Remote Jobs and Economic Development (RJED) program at West Arnhem Regional Council (WARC).

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Implementation of Remote Jobs and Economic Development Program*.

BACKGROUND

WARC applied for and was successful in obtaining a grant under the RJED Round One (1) funding.

COMMENT

WARC's RJED grant will cover 12 positions across the communities of Maningrida, Gunbalanya and Jabiru. Positions applied for in Minjilang and Warruwi were not successful.

Funding has been received and is separated into two tranches.

There is RJED Jobs Creation (JC) funding which will cover the wages and associated on-costs of all direct RJED employees. This is a total of \$1,475,664.32 for the period to 30 November 2028.

The RJED Community Jobs and Business Fund (CJBF) will cover the cost of purchasing job specific tools, uniforms, insurance and training for the RJED employees. This is a total of \$190,291.06 for the period to 30 November 2028.

The jobs created are:

- One (1) part-time Precinct Officer in Maningrida, Gunbalanya and Jabiru, a total of three (3) positions. Their job will be to maintain the football oval in each community.
- One (1) full-time Waste Collection Officer in Maningrida, Gunbalanya and Jabiru, a total of three (3) positions. Their job will be to assist at the Waste Disposal Areas and to assist WARC to charge commercial users of the facilities.
- Two (2) part-time Pool and Safety Assistants in Maningrida and Jabiru, a total of two (2) positions. They will assist with lifeguard duties.
- Two (2) part-time Bereavement Support Assistants at Maningrida, a total of two (2) positions. They will assist with lifeguard duties. Their job will be to help the community understand what services and assistance they can access in times of bereavement.

By Community, Maningrida has secured six positions, Gunbalanya has two positions and Jabiru a total of four positions.

All RJED employees must be local to the community and eligible for the former Community Development Program, now known as Remote Australia Employment Service (RAES). They don't have to be enrolled to RAES simply eligible.

The Human Resources Department is currently finalising Position Descriptions (PD) and updating the Organisational Chart. Once these have been approved by the CEO, recruitment will commence. The Finance team is setting up the Finance system for the grant and its disbursement whilst the Fleet unit is purchasing three ride-on lawn mowers for the Precinct Officers. The responsible Council Services Managers (CSM) have had an initial briefing on the positions that will soon be available to their team and community. Roles will be widely advertised and administration will seek community support to fulfil these opportunities.

Whilst WARC's application for RJED Round 2 funding was unsuccessful, this outcome reflected the agency's recommendation to apply as no formal decision had been reached when Round 2 closed. RJED Round 3 is expected to open in December 2025 or January 2026 and WARC plans to lodge a new application in this Round focusing on new job opportunities.

LEGISLATION AND POLICY

Not applicable.

STATUTORY ENVIRONMENT

Progress Reports.

FINANCIAL IMPLICATIONS

Grant monies of \$1,665,955.38 received by Council.

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 1.2 Economic Partnerships

Secure increased income opportunities (grants and commercial) that create employment and/or improve community life.

PILLAR 2 INCREASED LOCAL INDIGENOUS EMPLOYMENT

We are committed to investing in and supporting local Indigenous employment. We recognise the instrumental value that Indigenous staff bring to our organisation and the social force that occurs with employment opportunities.

Goal 2.1 Indigenous Employment Framework

Create Council Indigenous employment framework including tailored pathways to employment.

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 3.3 Training and Development

Deliver training and development which is effective and culturally appropriate, engaging and increases future employment opportunities and pathways.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

Agenda Reference:	11.1
Title:	Elected Member Questions with or without Notice
Author:	Debbie Branson, 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 20 NOVEMBER 2025

Agenda Reference:	12.1
Title:	Closure to the Public for the Discussion of Confidential Items
Author:	Debbie Branson, 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 at {time} to consider the Confidential items of the Agenda.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 20 NOVEMBER 2025

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*.

Agenda Reference:	13.1
Title:	Confirmation of Confidential Ordinary Council Meeting Minutes
Author:	Debbie Branson, 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.

Agenda Reference:	13.2
Title:	Confidential Special Council Meeting Minutes
Author:	Debbie Branson, 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)(a). It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

Agenda Reference:	13.3
Title:	Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council
Author:	Clem Beard, 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.

14 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS AND RE-ADMITTANCE OF THE PUBLIC

Agenda Reference:	14.1
Title:	Disclosure of Confidential Resolutions and Re-admittance of the Public
Author:	Debbie Branson, 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.

15 MEETING DECLARED CLOSED

16 NEXT MEETING