

Minutes of the West Arnhem Regional Council Minjilang Local Authority  
PROVISIONAL MEETING  
Thursday, 5 March 2026 at 10:00am  
Council Chambers

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1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Mayor James Woods declared the meeting open at 10:33am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

APPOINTED MEMBERS PRESENT

Member	Shane Wauchope
Member	Charles Yirrawala
Member	Josephine Cooper
Member	Lachlan Nabegeyo

ELECTED MEMBER PRESENT

Mayor	James Woods
Deputy Mayor	Jacqueline Phillips
Councillor	Steven Nabalamura

STAFF MEMBERS PRESENT

Chief Executive Officer	Katharine Murray
Director Corporate Services	Jocelyn Nathanael-Walters
Acting Director Community and Council Services	Rick Mitchell
Director Technical Services	Grant McKenzie
Project Manager	Clem Beard
Council Services Manager	Damian Sandilands
Governance Advisor	Debbie Branson
Executive Assistant	Violette Stehlin
Finance Officer	Prabesh Basnet
Finance Manager	Imran Shajib (via Teams)
Manager Technical Services	Kylie Gregson (via Teams)
Waste and Resources Coordinator	Meredith Newall (via Teams)

GUESTS PRESENT

Northern Territory Police

Senior Sergeant Glenn Leafe

Northern Territory Police

Acting Sergeant Keshia Clarke

3 APOLOGIES AND ABSENCES

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

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

MIN-P1/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY:

1. Notes the apology received from Member Matthew Nagarlbin and Member Clint Wauchope;
2. Notes the late arrival of Cr Steven Nabalmarda and Member Lachlan Nabegeyo; and
3. Determines Member Matthew Nagarlbin and Member Clint Wauchope are absent with permission of the Authority.

CARRIED

Agenda Reference:	4.1
Title:	Election of Minjilang Local Authority Chairperson
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Election of Minjilang Local Authority Chairperson.

MIN-P2/2026 RESOLVED:

On the motion of Member Josephine Cooper

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Election of Minjilang Local Authority Chairperson*; and
2. Elects Mayor James Woods as the Chairperson for the Minjilang Local Authority meeting and that the Election of the Chairperson be deferred to the next meeting.

CARRIED

5 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

MIN-P3/2026 RESOLVED:  
On the motion of Member Shane Wauchope  
Seconded Member Josephine Cooper

THAT THE LOCAL AUTHORITY accepts the agenda papers as circulated for the Minjilang Local Authority meeting held on 5 March 2026.

CARRIED

6 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
Author:	Debbie Branson, Governance Advisor

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

MIN-P4/2026 RESOLVED:  
On the motion of Member Charles Yirrawala  
Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY acknowledges no declarations of interest relating to the items listed for the Minjilang Local Authority meeting held on 5 March 2026.

CARRIED

7 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	7.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Debbie Branson, Governance Advisor

As it was a Provisional Meeting this item was deferred to the next Minjilang Local Authority Meeting.

## 8 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	8.1
Title:	Presentations and Visitors - Menzies School of Health Research
Author:	Debbie Branson, Governance Advisor

This item was withdrawn.

Item 8.2 – Invited Guest – NT Police was deferred until the representatives were available.

Agenda Reference:	8.3
Title:	Presentations and Visitors - Red Lily Health Clinic Update
Author:	Debbie Branson, Governance Advisor

This item was deferred to the next meeting as the guest speaker did not attend.

## 9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Minjilang Local Authority Membership
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Minjilang Local Authority Membership.

Former Community Member, Joesphine Cooper was in attendance and it was agreed that Josephine be recommended to Council to fill the vacancy on the Minjilang Local Authority.

Member Lachlan Nabegeyo joined the meeting at 10:53am.

MIN-P5/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY receives and notes the report titled *Minjilang Local Authority Membership*.

CARRIED

Agenda Reference:	9.2
Title:	Finance Report to 31 January 2026
Author:	Imran Shajib, Finance Manager

The Local Authority considered a report on Finance Report to 31 January 2026.

MIN-P6/2026 RESOLVED:

On the motion of Member Lachlan Nabegeyo

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Finance Report to August 2025*;
2. Receives and notes the Minjilang Local Authority Certification of the 2024-25 Local Authority Project Funding; and
3. Requests that a staff member provide more information regarding the Home Care Services at the next Minjilang Local Authority meeting.

CARRIED

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

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

MIN-P7/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

THAT LOCAL AUTHORITY:

1. Receives and notes the report titled *Technical Services Minjilang Projects Report*; and
2. Agrees to continue with the application on the lease of Lot 175 Town of Minjilang for future development.

CARRIED

Agenda Reference:	9.4
Title:	CSM Operations Report on Current Council Services
Author:	Damian Sandilands, Minjilang Council Services Manager

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

MIN-P8/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Josephine Cooper

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

CARRIED

Agenda Reference:	9.5
Title:	Human Resources Report up to 13 February 2026
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Human Resources Report up to 13 February 2026.

MIN-P9/2026 RESOLVED:

On the motion of Member Lachlan Nabegeyo

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY receives and notes the report titled *Human Resources Report up to 30 September 2025*.

CARRIED

Agenda Reference:	9.6
Title:	2024-2025 Annual Report
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on 2024-2025 Annual Report.

MIN-P10/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY receives and notes the report titled *2024-2025 Annual Report*.

CARRIED

Agenda Reference:	9.7
Title:	Draft 2026/27 Local Authority Budget and Long-Term Financial Plan
Author:	Jocelyn Nathanael-Walters, Director Corporate Services

The Local Authority considered a report on Draft 2026/27 Local Authority Budget and Long-Term Financial Plan.

MIN-P11/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY receives and notes the report titled *Draft 2026/27 Local Authority Budget and Long-Term Financial Plan*.

CARRIED

The meeting adjourned at 12:04pm and reconvened at 12:39pm.

Cr Steven Nabalmarda joined the meeting at 12:39pm.

Agenda Reference:	10.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

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

MIN-P12/2026 RESOLVED:

On the motion of Member Lachlan Nabegeyo

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

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.

CARRIED

ORDER OF BUSINESS

Item 8.2 – Invited Guest – NT Police was bought forward.

Agenda Reference:	8.2
Title:	Invited Guest - NT Police
Author:	Debbie Branson, Governance Advisor

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

Senior Sergeant Glenn Leafe and Acting Sergeant Keshia Clarke joined the meeting at 12:42pm and left the meeting at 12:48pm.

MIN-P13/2026 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY noted the update on Law and Order by the NT Police.

CARRIED

Agenda Reference:	10.2
Title:	Whole of Town Subdivision Application - Minjilang
Author:	Clem Beard, Project Manager

The Local Authority considered a report on Whole of Town Subdivision Application - Minjilang.

MIN-P14/2026 RESOLVED:

On the motion of Member Shane Wauchope

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receive and note the report titled *Whole of Town Subdivision Application - Minjilang*; and
2. Approves the proposed boundaries for West Arnhem Regional Council listed town lots.

CARRIED

Agenda Reference:	10.3
Title:	Cultural Training
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Cultural Training.

MIN-P15/2026 RESOLVED:

On the motion of Member Lachlan Nabegeyo

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Cultural Training*; and
2. Provides recommendations on cultural training that best meet the needs of the community, staff, contractors and visitors. Proposed recommendations as follows:
  - Seek permission from Traditional landowners when going on Country
  - Appropriate attire in Community
  - Contractors to receive cultural training
  - Men and women training to be provided separately
  - To liaise with Shane prior to coming to community for the first time
  - Shane with a female Traditional Owner will hold the cultural training on country
  - All female staff will proceed out with a female Traditional Owner for training and males with a male Traditional Owner.
  - LA was of the view that they already have a good system in place for cultural training and they induct all staff who work for WARC at the Minjilang office already
  - Training is to be provided for those staff who visit regularly.

CARRIED

Agenda Reference:	10.4
Title:	Minjilang Community Flag Poles
Author:	Clem Beard, Project Manager

The Local Authority considered a report on Minjilang Community Flag Poles.

MIN-P16/2026 RESOLVED:  
On the motion of Cr Steven Nabalmarda  
Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Minjilang Community Flag Poles*; and
2. Approves the repair and relocation costs of the existing Community Flag Poles on Lot 118 Minjilang from Local Authority Funding at an estimated cost of \$12,980.00.

CARRIED

Agenda Reference:	10.5
Title:	Minjilang Cemetery Progress Report
Author:	Meredith Newall, Waste and Resource Coordinator

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

MIN-P17/2026 RESOLVED:  
On the motion of Member Shane Wauchope  
Seconded Cr Steven Nabalmarda

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Minjilang Cemetery Progress Report*; and
2. Requests that the image of the dilly bag be removed from the signage.

CARRIED

Agenda Reference:	10.6
Title:	Public Wi-Fi Area for the Minjilang Community
Author:	Damian Sandilands, Minjilang Council Services Manager

The Local Authority considered a report on Public Wi-Fi Area for the Minjilang Community.

MIN-P18/2026 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Public Wi-Fi Area for the Minjilang Community*;
2. Approves the cost of the supply and installation of Starlink hardware to a total cost of \$7,470.00 (exc GST) from Local Authority funding;
3. Approves the upfront twelve month subscription fee for the managed Starlink services to a total cost of \$6,110.00 (exc GST) with the understanding that a further twelve-month subscription will require approval / renewal; and
4. Recommends to Council the endorsement of the Minjilang Local Authority Funded Public WiFi Policy.

CARRIED

Agenda Reference:	10.7
Title:	Community Benefit Fund
Author:	Clem Beard, Project Manager

The Local Authority considered a report on Community Benefit Fund.

MIN-P19/2026 RESOLVED:

On the motion of Member Shane Wauchope

Seconded Member Lachlan Nabegeyo

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Community Benefit Fund*; and
2. Prioritises a list of projects from the Local Authority members for the Administration to pursue future grant applications. Proposed projects as follows:
  - Roads to the Minjilang airport and barge landing

CARRIED

## 11 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	11.1
Title:	Local Authority Member Questions with or without Notice
Author:	Debbie Branson, Governance Advisor

Nil.

12 NEXT MEETING

The next meeting is scheduled to take place on Thursday, 14 May 2026.

13 MEETING DECLARED CLOSED

Chairperson Mayor James Woods declared the meeting closed at 1:32pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority held on Thursday 5 March 2026.

Click [here](#) to view the agenda for the Minjilang Local Authority held on Thursday 5 March 2026.

UNCONFIRMED