



WEST ARNHEM REGIONAL COUNCIL AGENDA

**MINJILANG LOCAL AUTHORITY
THURSDAY, 8 OCTOBER 2026**

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WEST ARNHEM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Minjilang on Thursday 8 October 2026 at 10:00 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 ARNHAM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

This report is to table, for the Minjilang Local Authority record, any apologies, and requests for leave of absence received from Authority members, as well as record any absence without notice for the meeting held on 8 October 2026.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

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

COMMENT

Local Authorities 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 the Local Authority will be recorded as absent without notice.

LEGISLATION AND POLICY

Guideline 1: Local Authorities

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 ARNHAM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	4.1
Title:	Disclosure of Interest of Members or Staff
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

Local Authority Members are required to disclose an interest in a matter under consideration at the Local Authority 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 Local Authority on whether they shall remain in the Chambers and/or take part in the vote on the issue. The Local Authority may elect to allow the Member to provide further and better particulars of the interest prior to requesting them to leave the Chambers.

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

RECOMMENDATION

THAT THE LOCAL AUTHORITY acknowledges that there were no declarations of interest in reference to the items listed for the Minjilang Local Authority meeting held on 8 October 2026.

LEGISLATION AND POLICY

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 8 OCTOBER 2026

Agenda Reference:	5.1
Title:	Confirmation of Local Authority Meeting Minutes
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

Unconfirmed minutes from the Minjilang Local Authority meeting held on 14 May 2026 are submitted to the Local Authority for confirmation that the minutes are a true and correct record of the meeting.

RECOMMENDATION

THAT THE LOCAL AUTHORITY adopts the minutes of the Minjilang Local Authority meeting held on 14 May 2026 as a true and correct record.

LEGISLATION AND POLICY

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

Clause 13.1 *Guideline 1: Local Authorities 2021*.

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

STRATEGIC IMPLICATIONS

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

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

1. 2026.05.14 Minjilang Local Authority Minutes - Unconfirmed [5.1.1 - 8 pages]



Minutes of the West Arnhem Regional Council Minjilang Local Authority
Thursday, 14 May 2026 at 10:00 am
Council Chambers

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

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

2 PERSONS PRESENT

APPOINTED MEMBERS PRESENT

Chairperson	Matthew Nagarbin
Member	Clint Wauchope
Member	Charles Yirrawala
Member	Shane Wauchope
Member	Lachlan Nabegeyo

ELECTED MEMBER PRESENT

Deputy Mayor	Jacqueline Phillips
Councillor	Steven Nabalamarda

STAFF MEMBERS PRESENT

Chief Executive Officer	Katharine Murray
Director Corporate Services	Jocelyn Nathanael Walters
Acting Director Community and Council Services	Rick Mitchell (via Teams)
Director Technical Services	Grant McKenzie
Project Manager	Clem Beard
Council Services Manager	Damian Sandilands
Governance Advisor	Debbie Branson
Executive Assistant	Violette Stehlin (via Teams)
Communications and Public Relations Coordinator	Heidi Walton

GUESTS PRESENT

Red Lily Health	Mark DiFrancesco
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3 APOLOGIES AND ABSENCES

Agenda Reference:	3.1
Title:	Apologies, Leave of Absence and Absence Without Notice
Author:	Katharine Murray, Chief Executive Officer

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

MIN1/2026 RESOLVED:

On the motion of Member Shane Wauchope
Seconded Cr Steven Nabalmarda

THAT THE LOCAL AUTHORITY:

1. Notes the apology received from Member Josephine Cooper;
2. Notes Mayor James Woods is on Leave of Absence; and
3. Determines Member Josephine Cooper is an apology with permission of the Authority.

CARRIED

4 ELECTION OF CHAIRPERSON

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.

MIN2/2026 RESOLVED:

On the motion of Member Shane Wauchope
Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Election of Minjilang Local Authority Chairperson*; and
2. Elects Local Authority Member Matthew Nagarlbin to the position of Minjilang Local Authority Chairperson for a period of 12 months.

CARRIED

Member Matthew Nagarlbin assumed the position of Chairperson.

5 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	5.1
Title:	Confirmation of Local Authority Meeting Minutes - 17 July 2025
Author:	Katharine Murray, Chief Executive Officer

The Council considered a report on Confirmation of Local Authority Meeting Minutes - 17 July 2025.

MIN3/2026 RESOLVED:

On the motion of Member Clint Wauchope

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY confirms the minutes of the Minjilang Local Authority meeting held on Thursday, 17 July 2025 as a true and correct record.

CARRIED

Agenda Reference:	5.2
Title:	Confirmation of Local Authority Provisional Meeting Minutes - 5 March 2026
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Confirmation of Local Authority Provisional Meeting Minutes - 5 March 2026.

MIN4/2026 RESOLVED:

On the motion of Member Lachlan Nabegeyo

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY adopts the minutes of the Minjilang Local Authority meeting held on Thursday, 5 March 2026 as a true and correct record.

CARRIED

6 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Agenda Reference:	6.1
Title:	Disclosure of Interest of Members or Staff
Author:	Katharine Murray, Chief Executive Officer

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

MIN5/2026 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY acknowledges that there were no declarations of interest in reference to the items listed for the Minjilang Local Authority meeting held on 14 May 2026.

CARRIED

ORDER OF BUSINESS

Item 9 – Action Reports was brought forward.

9 ACTION REPORTS

Agenda Reference:	9.1
Title:	Review of Action Items
Author:	Katharine Murray, Chief Executive Officer

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

MIN6/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Lachlan Nabegeyo

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

Agenda Reference:	9.2
Title:	Community Benefit Fund
Author:	Clem Beard, Project Manager

The Local Authority considered a report on Community Benefit Fund.

Chairperson Member Matthew Nagarbin left the meeting at 10:43am.

MIN7/2026 RESOLVED:

On the motion of Member Charles Yirrawala

Seconded Member Shane Wauchope

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, as follows:
 - New playground and relocation
 - Disabled access to the office
 - Camps
 - Street name signage and lot number

CARRIED

Agenda Reference:	9.3
Title:	Community Honour Board
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Community Honour Board.

Chairperson Member Matthew Nagarbin returned to the meeting at 10:44am.

MIN8/2026 RESOLVED:

On the motion of Chairperson Member Matthew Nagarbin

Seconded Cr Steven Nabalmarda

THAT THE LOCAL AUTHORITY receives and notes the report titled *Community Honour Board*.

CARRIED

Agenda Reference:	9.4
Title:	Strategic Plan Review
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Strategic Plan Review.

The meeting adjourned at 11:26am and reconvened at 11:43am.

MIN9/2026 RESOLVED:

On the motion of Chairperson Member Matthew Nagarbin

Seconded Member Clint Wauchope

THAT THE LOCAL AUTHORITY:

1. Receives and note the report titled *Strategic Plan Review*; and
2. Provides feedback in relation to the current Pillars within the Strategic Plan as follows:
 - Mechanics visit within community longer duration
 - Computer training
 - Waste disposal site
 - Accommodation staff visiting
 - Explore grants for transportable accommodation for vacant Lot 209

CARRIED

MIN10/2026 RESOLVED:

On the motion of Member Clint Wauchope

Seconded Member Charles Yirrawala

THAT THE LOCAL AUTHORITY requests quotes on the following:

- Bollards to areas on the road to encourage traffic to remain on the bitumen; and
- Covers over and bitumen around the fuel bowser.

CARRIED

Agenda Reference:	9.5
Title:	Council Draft 2026-27 Regional Plan and Budget
Author:	Jocelyn Nathanael-Walters, Director Corporate Services

The Local Authority considered a report on Council Draft 2026-27 Regional Plan and Budget.

Member Clint Wauchope and Member Lachlan Nabegeyo left the meeting at 12:23pm

MIN11/2026 RESOLVED:
On the motion of Member Matthew Nagarbin
Seconded Cr Steven Nabalmarda

THAT THE LOCAL AUTHORITY receives and note the report titled *Council Draft 2026-27 Regional Plan and Budget*.

CARRIED

7 DEPUTATIONS AND PRESENTATIONS

Agenda Reference:	7.1
Title:	Invited Guest - NT Police
Author:	Katharine Murray, Chief Executive Officer

This item was deferred.

Agenda Reference:	7.2
Title:	Presentations and Visitors - Red Lily Health Clinic Update
Author:	Katharine Murray, Chief Executive Officer

This item was deferred until the representative was scheduled to present.

8 RECEIVE AND NOTE REPORTS

Agenda Reference:	8.1
Title:	CSM Operations Report on Current Council Services
Author:	Damian Sandilands, Minjilang Council Services Manager

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

Member Clint Wauchope returned to the meeting at 12:25pm.

MIN12/2026 RESOLVED:
On the motion of Chairperson Member Matthew Nagarbin
Seconded Member Charles Yirrawala

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

CARRIED

Agenda Reference:	8.2
Title:	Technical Services Minjilang Projects Report
Author:	Kylie Gregson, Manager Technical Services

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

MIN13/2026 RESOLVED:

On the motion of Member Clint Wauchope

Seconded Cr Steven Nabalmarda

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

CARRIED

Agenda Reference:	8.3
Title:	Human Resources Report as of 24 April 2026
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Human Resources Report as of 24 April 2026.

MIN11/2026 RESOLVED:

On the motion of Chairperson Member Matthew Nagarlbin

Seconded Member Shane Wauchope

THAT THE LOCAL AUTHORITY receives and notes the report titled *Human Resources Report as of 24 April 2026*.

CARRIED

The meeting adjourned at 12:44pm and reconvened at 1:21pm.

Agenda Reference:	8.4
Title:	Finance Report to 31 March 2026
Author:	Imran Shajib, Finance Manager

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

MIN12/2026 RESOLVED:

On the motion of Chairperson Member Matthew Nagarlbin

Seconded Cr Steven Nabalmarda

THAT THE LOCAL AUTHORITY

1. Receives and notes the report titled *Finance Report to 31 March 2026*.
2. Receives and notes the Minjilang Local Authority Certification of the 2024-25 Local Authority Project Funding.

CARRIED

Agenda Reference:	7.2
Title:	Presentations and Visitors - Red Lily Health Clinic Update
Author:	Katharine Murray, Chief Executive Officer

The Local Authority considered a report on Presentations and Visitors - Red Lily Health Clinic Update.

Mark DiFrancesco joined the meeting at 1:34pm and left at 1:36pm.

MIN13/2026 RESOLVED:

On the motion of Cr Steven Nabalmarda

Seconded Chairperson Member Matthew Nagarlbini

THAT THE LOCAL AUTHORITY notes the presentation from Red Lily Health Clinic.

CARRIED

10 LOCAL AUTHORITY MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Local Authority Member Questions with or without Notice
Author:	Katharine Murray, Chief Executive Officer

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

MIN14/2026 RESOLVED:

On the motion of Member Matthew Nagarlbini

Seconded Member Shane Wauchope

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

- New vehicle for sport and recreation
- Mechanic to stay longer in community
- Encourage community to lodge police incident reports

CARRIED

11 NEXT MEETING

The next meeting is scheduled to take place on Wednesday, 15 July 2026.

12 MEETING DECLARED CLOSED

Chairperson Matthew declared the meeting closed at 1:45pm.

This page and the preceding pages are the minutes of the Minjilang Local Authority held on Thursday 14 May 2026.

Click [here](#) to view the agenda for the Minjilang Local Authority held on Thursday 14 May 2026.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	6.1
Title:	Review of Action Items
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

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

RECOMMENDATION

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.

BACKGROUND

Action items arise out of resolutions of the Local Authority or questions asked by Members. 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 the Local Authority to determine whether the item remains active or is complete and can be removed.

COMMENT

The actions that Local Authority resolves to occur are to be acted upon by the administration. This report enables Local Authority 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 Minjilang October 2026 [6.1.1 - 1 page]

Minjilang Local Authority - Actions

Meeting Date	Status	Action Required	Assignees	Action Taken
14/05/2026	Not yet started	Roads - Minjilang MIN13/2026 Street name signage and lot numbers to be investigated.	Grant Mckenzie	
14/05/2026	Not yet started	Disabled Access MIN13/2026 Investigate disabled access to the Council office in Minjilang and provide feedback.	Grant Mckenzie	Being investigated.
14/05/2026	On hold	Cultural Camps MIN13/2026 Requested cultural camps to be funded by Local Authority.	Peter Mickleson	Pending available resources.
14/05/2026	In progress	Community Benefit Fund MIN13/2026 Grant application for a new playground and new location.	Grant Mckenzie	Application submitted.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	6.2
Title:	Installation of Bollards - Various Locations
Author:	Grant McKenzie, Director Technical Services

SUMMARY

This report advises the Minjilang Local Authority with an indicative cost estimate to install bollards at the nominated areas in the community to enhance safety for pedestrians and road users when traversing around the community.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Installation of Bollards - Various Locations*; and
2. Approves the allocation of \$31,142.00 for the supply and installation of bollards from the Minjilang Local Authority annual funding.

BACKGROUND

At the previous Minjilang Local Authority meeting held on Thursday 14 May 2026, MIN 10/2026, the Local Authority requested the installation of bollards at nominated areas to encourage traffic to remain on the bitumen surface. Nominated areas are marked up on the community map below.

COMMENT

Staff have approached local suppliers and installers to source some quotes for consideration by the Minjilang Authority to proceed within the allocation of annual funding.

To save on installation costs, the Works Team have advised they have the capacity to install the bollards over several weeks when the current workload permits. The advantage of utilizing local WARC labour is the local knowledge of underground services and utilizing a spotter in conjunction with the Utility Services Coordinator at all times when excavation is undertaken.

Initial feedback and responses received from community members was to consider installing up to approximately 152 bollards. This figure is not within the annual funding scope, and the suggestion would be to complete 100% of work over three (3) financial years.

Installation of Bollards - Minjilang Community			
Description	Qty	Per Item	Total
150mm round 1500mm long black Replas bollard with white reflective collar	40	\$ 120.00	\$ 4,800.00
Freight Seaswift Barge - 1 x pallet	40	\$ 27.50	\$ 1,100.00
Concrete/Mixer 400x 400	40	\$ 29.50	\$ 1,180.00
Plant Hire/Auger/Truck/Skid Steer	40	\$ 200.00	\$ 8,000.00
Labour/supervisor internal	40	\$ 300.00	\$ 12,000.00
Sub Total			\$ 27,080.00

Contingency 15%			\$ 4,062.00
Total			\$ 31,142.00

Example of bollards



LEGISLATION AND POLICY

WARC/Local Government procurement policy applies to this acquisition.

FINANCIAL IMPLICATIONS

Minjilang Local Authority have financial delegation to utilise annual funding.

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 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 3.2 Health and Safety

Staff and public safety is achieved via planning, education and training.

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 4.4 Local Road Management and Maintenance

Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management.

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. slap map minjilang [6.2.1 - 1 page]



WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 October 2026

Agenda Reference:	6.3
Title:	Finance Report Minjilang Local Authority
Author:	Imran Shajib, Finance Manager

SUMMARY

This Finance Report covers the period 1 July 2025 to 31 May 2026 and 1 July 2026 to 31 August 2026, are prepared specifically for the Minjilang Local Authority. In addition, the Minjilang Local Authority Certification of the Local Authority Project Funding is prepared for the 2025-26 financial year.

RECOMMENDATION

THAT THE LOCAL AUTHORITY

1. receives and notes the report titled *Finance Report Minjilang Local Authority*; and
2. Receives and notes the *Minjilang Local Authority Certification of the 2025-26 Local Authority Project Funding*.

BACKGROUND

The local authority meeting agenda is to include a Finance Report. In addition, each year a certification of the Local Authority Project Funding (LAPF) income and expenditure, and project report for the preceding year ending 30 June must be included in the local authority meeting agenda papers.

COMMENT

The Local Authority's Financial Report covers the council activities and projects within the community. The reported activities include the council's Core Services funded by both tied and untied money, Commercial Services and Community Services.

The Finance Report also reports on the Local Authority's own projects and projects for Minjilang funded from the council's own money.

LEGISLATION AND POLICY

Clause 10 of the *Local Government Guideline 1: Local Authority* states what a local authority agenda must include. Sub-clause 10.1 says the report from the CEO is to include the progress and financial report on local authority projects and a report on current council services and projects in the local authority area.

FINANCIAL IMPLICATIONS

Not Applicable

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.



Minjilang Local Authority Committee Financial Management Report for the period ended 31 May 2026

Actual v Budget – Operational – July 2025 to May 2026



Actual v Budget - Minjilang as at 31 May 2026						
Description	MINJILANG					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	76,395	73,292	3,103	4%	73,292	100%+
Income Council Fees and Charges	24,501	13,623	10,877	80%	15,150	100%+
Income Operating Grants	926,422	920,767	5,655	1%	1,051,523	88%
Income Allocation	77,439	85,818	(8,379)	(10%)	94,159	82%
Other Income	12,735	8,144	4,591	56%	8,500	100%+
Income Agency and Commercial Services	820,897	784,435	36,462	5%	855,287	96%
Charges - Waste	66,665	67,857	(1,192)	(2%)	67,857	98%
Total Operational Revenue	2,005,054	1,953,936	51,117	3%	2,165,768	93%
Operational Expenditure						
Employee Expenses	1,219,688	1,345,890	(126,202)	(9%)	1,474,726	83%
Contract and Material Expenses	279,409	418,511	(139,101)	(33%)	508,708	55%
Finance Expenses	981	1,269	(288)	(23%)	1,400	70%
Travel, Freight and Accom Expenses	122,407	182,901	(60,494)	(33%)	199,580	61%
Fuel, Utilities & Communication	272,799	280,702	(7,903)	(3%)	306,315	89%
Other Expenses	312,746	314,561	(1,815)	(1%)	447,085	70%
Council Committee & LA Allowances	3,250	6,205	(2,955)	(48%)	6,205	52%
Council Committee & LA Expenses	3,674	8,600	(4,926)	(57%)	8,600	43%
Total Operational Expenditure	2,214,954	2,558,639	(343,685)	(13%)	2,952,620	75%
Total Operational Surplus / (Deficit)	(209,900)	(604,703)	394,802	65%	(786,852)	27%

Actual v Budget – Operating Position – July 2025 to May 2026



Annual Budget Operating Position as at 31 May 2026						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(209,900)	(604,703)	394,803	65%	(786,852)	27%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(77,439)	(85,818)	8,379	10%	(94,159)	82%
Add Back Non-Cash Expenses	(495,856)	(496,875)	1,019	0%	(607,848)	82%
Total Non-Cash Items	418,417	411,058	7,360	2%	513,689	81%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	196,608	192,720	3,888	2%	292,720	67%
Total Additional Outflows	196,608	192,720	3,888	2%	292,720	67%
Add ADDITIONAL INFLOWS						
Prior Year Carry Forward Tied Funding	239,974	236,875	3,099	1%	236,875	100%+
Total Additional Inflows	239,974	236,875	3,099	1%	236,875	100%+
Net Budgeted Operating Position	251,884	(149,490)	401,374	100%+	(329,008)	0%

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

Grant Funding – Community Projects and Programs – July 2025 to May 2026

Excludes LAP Funding



Grant Funding - Community Projects	Funding Body	Approved Budget (A) \$	Prior Year Expenditure (B) \$	Expenditure to date 2025-26 (C) \$	Commitments to Date (D) \$	Available Funds as at 31.05.2026 (A-B-C-D) \$
Regional and Remote Burials Grant	NT - Department of The Chief Minister and Cabinet	50,000	(1,693)	(44,555)	(325)	3,426
West Arnhem Cemetery Establishment	NT - Department of The Chief Minister and Cabinet	150,000	(3,777)	(32,057)	(39,050)	75,115
Installation of a Fuel Tank	Department of Housing, Local Government and Community Development and WARC's Co-contribution	300,000	-	(101,390)	(181,318)	17,292
4WD Hilux - Minjilang for Sports & Recreation	Department of Infrastructure, Transport, Regional Development, Communication and the Arts	60,000	-	-	(44,626)	15,374
TOTAL COMMUNITY PROJECTS		560,000	(5,471)	(178,003)	(265,319)	111,207

Grant Funding - Community Programs / Activities	Funding Body	Expenditure to date 2025-26 (A) \$	Commitments to Date (B) \$	Total Expenditure (A+B) \$
Community aged care packages (CACP)	Department of Health and Aged Care	1,324	358	1,682
Commonwealth Home Support Program (CHSP)	Department of Social Services	2,293	1,048	3,341
NT Jobs Package - Aged Care	Commonwealth of Australia	16,249	-	16,249
Night Patrol	National Indigenous Australians Agency (NIAA)	249,313	-	249,313
Deliver indigenous broadcasting programs	National Indigenous Australians Agency (NIAA)	23,964	-	23,964
Manage Creche	Department of Education	281,904	3,668	285,572
NAIDOC Week	National Indigenous Australians Agency (NIAA)	1,396	-	1,396
Sports and Recreation	Department of the Prime Minister and Cabinet	125,327	11,999	137,326
National Australia Day Council - Australia Day Grant	National Australia Day Council	1,561	-	1,561
Active Regional and Remote Communities Program	Department of People, Sport and Culture	60,788	45,233	106,021
Support at Home Program	Australian Government Department of Health	47,490	-	47,490
TOTAL COMMUNITY PROGRAMS / ACTIVITIES		811,609	62,306	873,916

LAP Funding– Local Authority Projects (Money story to end of May 2026)



Grant Funding - Local Authority Projects	Funding Amount \$	Fund received \$	Allocated \$	Balance Available for Allocation \$	Minjilang
LAP funding - 24-25	36,900	36,900	23,532	13,368	
LAP funding - 25-26	38,600	38,600	-	38,600	
Total Balance Available for Allocation				\$ 51,968	

Grant Funding - Local Authority Projects -Active Projects	Approved Budget \$	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward) \$	Expenditure prior years \$	Expenditure to date 2025-26 \$	Commitments \$	Available Funds Active Projects as at 31.05.2026 \$	Status
Local Authority Projects (LAP)								
LAP - Wi-Fi for public use	15,000	17.07.2025 MIN45/2025	15,000	-	(13,211)	-	1,789	Planned work - install two brackets, a Starlink dish, and a receiver on the top and side of the Recreation Hall to ensure cyclone safety.
LAP Minjilang Community Flag Poles	12,980	05/03/2026 MIN-P16/2026	12,980		(5,256)	(4,445)	3,279	Work Completed. Contractor Invoice has been paid in June 2026
LAP - Animal Management	4,124	25/11/2024 MIN50/2024	4,124	-	-	(4,124)	-	<u>Scheduled visits - 2026:</u> July 9 - July 10, 2026 2 : vets and 2 students; September 17, 2026- September 18, 2026 : 2 vets and 2 students; Third visit dates TBC.
LOCAL AUTHORITY PROJECTS	32,104		32,104	-	(18,467)	(8,569)	5,068	



Minjilang Local Authority Committee Financial Management Report for the period ended 31 August 2026

Actual v Budget – Operational – July 2026 to August 2026



Actual v Budget -Minjilang as at 31 Aug 2026						
Description	MINJILANG					
	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operational Revenue						
Income Rates and Charges	-	14,212	(14,212)	(100%)	85,269	0%
Income Council Fees and Charges	1,367	2,703	(1,336)	(49%)	13,150	10%
Income Operating Grants	234,175	380,224	(146,049)	(38%)	898,802	26%
Income Allocation	10,413	16,203	(5,790)	(36%)	97,220	11%
Other Income	803	2,361	(1,558)	(66%)	7,000	11%
Income Agency and Commercial Services	124,162	147,036	(22,875)	(16%)	809,655	15%
Charges - Waste	-	12,440	(12,440)	(100%)	74,642	0%
Total Operational Revenue	370,921	575,180	(204,259)	(36%)	1,985,738	19%
Operational Expenditure						
Employee Expenses	241,050	299,353	(58,302)	(19%)	1,792,574	13%
Contract and Material Expenses	33,145	81,392	(48,247)	(59%)	397,708	8%
Finance Expenses	92	275	(183)	(67%)	1,400	7%
Travel, Freight and Accom Expenses	15,490	32,738	(17,248)	(53%)	174,754	9%
Fuel, Utilities & Communication	47,532	49,595	(2,063)	(4%)	295,790	16%
Other Expenses	55,869	65,809	(9,940)	(15%)	381,755	15%
Council Committee & LA Allowances	-	1,043	(1,043)	(100%)	6,205	0%
Council Committee & LA Expenses	-	2,150	(2,150)	(100%)	8,600	0%
Total Operational Expenditure	393,179	532,355	(139,176)	(26%)	3,058,787	13%
Total Operational Surplus / (Deficit)	(22,257)	42,825	(65,082)	(100%) +	(1,073,049)	2%

Actual v Budget – Operating Position – July 2026 to August 2026



Annual Budget Operating Position as at 31 Aug 2026						
Description	Actuals YTD	Budget YTD	Variance	%	Annual Budget	Progress
Operating Surplus / (Deficit)	(22,257)	16,173	(38,431)	(100%)+	(1,073,049)	2%
Remove NON-CASH ITEMS						
Less Non-Cash Income	(10,413)	(16,203)	5,790	36%	(97,220)	11%
Add Back Non-Cash Expenses	(90,341)	(105,168)	14,827	14%	(631,333)	14%
Total Non-Cash Items	79,927	88,965	(9,037)	(10%)	534,113	15%
Less ADDITIONAL OUTFLOWS						
Capital Expenditure	485	50,000	(49,515)	(99%)	100,000	0%
Total Additional Outflows	485	50,000	(49,515)	(99%)	100,000	0%
Add ADDITIONAL INFLOWS						
Capital Grants Income	-	-	-	-	-	0%
Prior Year Carry Forward Tied Funding	145,787	-	145,787	100%	-	100%
Total Additional Inflows	145,787	-	145,787	100%	-	100%
Net Budgeted Operating Position	202,972	55,138	147,835	100%+	(638,936)	0%

Legend:

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

Grant Funding – Community Projects and Programs – July 2026 to August 2026

Excludes LAP Funding



Grant Funding - Community Projects	Funding Body	Approved Budget (A) \$	Prior Year Expenditure (B) \$	Expenditure to date 2026-27 (C) \$	Commitments to Date (D) \$	Available Funds as at 31.08.2026 (A-B-C-D) \$
Regional and Remote Burials Grant	NT - Department of The Chief Minister and Cabinet	50,000	44,880			5,120
West Arnhem Cemetery Establishment	NT - Department of The Chief Minister and Cabinet	150,000	70,622	485	-	78,893
Installation of a Fuel Tank	Department of Housing, Local Government and Community Development and WARC's Co-contribution	300,000	101,390	-	181,318	17,292
4WD Hilux - Minjilang for Sports & Recreation	Department of Infrastructure, Transport, Regional Development, Communication and the Arts	60,000	43,112	8,060	2,284	6,544
TOTAL COMMUNITY PROJECTS		560,000	260,004	8,545	183,602	107,849

Grant Funding - Community Programs / Activities	Funding Body	Expenditure to date 2026-27 (A) \$	Commitments to Date (B) \$	Total Expenditure (A+B) \$
Commonwealth Home Support Program (CHSP)	Department of Social Services	84	-	84
NT Jobs Package - Aged Care	Commonwealth of Australia	9,421	1,467	10,888
Night Patrol	National Indigenous Australians Agency (NIAA)	50,986	1,744	52,730
Deliver indigenous broadcasting programs	National Indigenous Australians Agency (NIAA)	1,882	-	1,882
Manage Creche	Department of Education	34,915	1,467	36,382
Sports and Recreation	Department of the Prime Minister and Cabinet	23,061	3,284	26,345
Active Regional and Remote Communities Program	Department of People, Sport and Culture	2,999	2,263	5,262
Support at Home Program	Australian Government Department of Health	558	1,467	2,025
TOTAL COMMUNITY PROGRAMS / ACTIVITIES		123,906	11,692	135,598

LAP Funding– Local Authority Projects (Money story to end of August 2026)

Grant Funding - Local Authority Projects	Funding Amount \$	Fund received \$	Allocated \$	Balance Available for Allocation \$	Minjilang
LAP funding - 24-25	36,900	36,900	27,656	9,244	
LAP funding - 25-26	38,600	38,600	-	38,600	
Total Balance Available for Allocation				\$ 47,844	

Grant Funding - Local Authority Projects -Active Projects	Approved Budget \$	Meeting Date/ Resolution	Cash received to date (incl. Carried Forward) \$	Expenditure prior years \$	Expenditure to Date 2026 -27 \$	Commitments \$	Available Funds Active Projects as at 31.08.2026 \$	Status
Local Authority Projects (LAP)								
LAP - Wi-Fi for public use	15,000	17.07.2025 MIN45/2025	15,000	(13,857)	-	-	1,143	Works Pending
LAP Minjilang Community Flag Poles	12,980	05/03/2026 MIN-P16/2026	12,980	(9,910)	(32)	-	3,038	Work Completed
LAP - Animal Management	4,124	25/11/2024 MIN50/2024	4,124	-	(4,124)	-	-	Allocated LA funds have been fully utilised for Vet visist 2026/2027
LOCAL AUTHORITY PROJECTS	32,104		32,104	(23,767)	(4,155)	-	4,181	

Local Authority Project Funding 2025-26 Certification

Council Name: West Arnhem Regional Council
Local Authority Name: Minjilang

Income and Expenditure for the period ending 30 June

Total Grant Income:	\$	102,406.57
Total Project Expenditure:	\$	46,226.16
Surplus/(Deficit):	\$	56,180.41

Answering 'No' to any question requires a written explanation with this certification

We certify, in accordance with all the conditions under which this grant was accepted, that the expenditure shown in

- the projects submitted by the Local Authority;	Yes	No
- the Northern Territory Buy Local Plan;	Yes	No
- the LAPF funding guidelines; and	Yes	No
- the <i>Local Government Act</i> and the <i>Local Government (Accounting) Regulation</i>	Yes	No

Certification and Project Report prepared by : Chalana Hansani 18/09/2026

The local authority projects reported formed part of the agenda and minutes of:

- Council's ordinary council meeting; and	Yes	No
- Local Authority meeting	Yes	No

Laid before the Council at a meeting (held/ to be held on) <dd/mm/yyyy>

Copy of minutes attached to this certification Yes TBA

Laid before the Local Authority at a meeting (held/ to be held on) <dd/mm/yyyy>

Copy of minutes attached to this certification Yes TBA

Project Report completed and attached Yes No

Chief Executive Officer or Chief Financial Officer: <sign> <dd/mm/yyyy>

DEPARTMENTAL USE ONLY

CERTIFICATION ACCEPTED & RECONCILED Yes No

Comments: _____

Grants Officer sign/date: _____

Manager, Grants Management sign/date: _____

Local Authority Project Funding 2025-26 Project Report

Income and Expenditure for the period ending 30 June

Enter into the shaded areas only

Council Name:

West Arnhem Regional Council

Local Authority Name:

Minjilang

Local Authority Project Funding	Grant Income	Other Income	Total Funding
2025-26	38,600.00	-	\$ 38,600.00
2024-25	36,900.00	-	\$ 36,900.00
2023-24	26,906.57	-	\$ 26,906.57
2022-23			\$ -
2021-22	-	-	\$ -
2020-21 and older	-	-	\$ -
Total Funding	\$ 102,406.57	\$ -	\$ 102,406.57

LAPF project allocation *	Approved Budget	Actual Expenditure	Variance
Connection of Water Service - New Cemetery	20,465.63	18,605.18	\$ 1,860.45
WiFi for public use at Minjilang	15,000.00	13,857.18	\$ 1,142.82
Community Flag Poles	12,980.00	9,910.06	\$ 3,069.94
Animal Management	3,853.74	3,853.74	\$ -
			\$ -
			\$ -
Total project budget and expense	\$ 52,299.37	\$ 46,226.16	\$ 6,073.21

Total Funding Available	\$	102,406.57
Total Actual Expenditure	\$	46,226.16
Balance of LAPF at 30 June	\$	56,180.41

Chief Executive Officer or Chief Financial Officer:

<sign> <dd/mm/yyyy>

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 October 2026

Agenda Reference:	6.4
Title:	Minjilang Creche - Future Use
Author:	Peter Mickleson, Interim Director Council and Community Services

SUMMARY

The purpose of this report is for the Local Authority to determine the future of the Minjilang Creche.

RECOMMENDATION

THAT THE LOCAL AUTHORITY:

1. Receives and notes the report titled *Minjilang Creche – Future Use*; and
2. Decides if it wishes to carry out further consultation with the Minjilang community about the future of the Minjilang creche; and/or
3. Advises Council whether it wants the Minjilang building to keep operating as a community creche.

BACKGROUND

The Council, at its meeting on 1 July 2026 resolved that Council:

“Liaise with the Minjilang Local Authority and community to determine their views and needs prior to advising the Department of Education whether Council does/does not want the Minjilang building to keep operating as a community creche.”

The Department of Education is seeking clarification from Council as to the future use of the building currently used for the Minjilang creche. The Department is asking because it is aware of ongoing recruitment, retention, and utilisation challenges. The Department of Education’s focus remains on ensuring that services are fully operational, with children actively attending, and that services are not solely supporting educators’ own children.

Current attendance at the creche is low, with the creche often unable to operate due to the unavailability of staff. This often means that parents who work are unable to work, on the days the creche is closed, as there is no alternative childcare.

COMMENT

No formal consultation has occurred with the Minjilang community regarding the future of its creche.

However, there has been some feedback to Council staff that the concept of Families as First Teachers (FaFT) may be a better way to deliver childcare services in Minjilang. The Local Authority, as elected representatives of the community, may feel it has sufficient understanding of the issues to be able to advise Council on the future of the creche and/or the future use of the building which is under the control of the Department of Education. However, the Local Authority may also wish to consult with the Minjilang community on this specific issue before it advises Council of its recommendation.

LEGISLATION AND POLICY

N/A

FINANCIAL IMPLICATIONS

N/A

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 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.

Goal 4.1 Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	6.5
Title:	Local Government Representation Review - Submission by Council
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

At the Ordinary Council Meeting held on 22/23 September 2026 Council considered a verbal update from the CEO on the 2026 Local Government Representation Review following a presentation by Local Government Association NT (LGANT) CEO Mary Watson and members of the 2026 Local Government Representation Committee (LGRR) at that meeting.

RECOMMENDATION

THAT The Minjilang Local Authority Committee endorses the submission (and attached map) made to the 2026 Local Government Representation Review Committee.

BACKGROUND

Local Government Representation Reviews are held after each Local Government Council periodic general elections. The review provides the Northern Territory Minister for Housing, Local Government and Community Development with recommendations to ensure all voters are fairly represented.

Following the presentation by LGANT CEO Mary Watson and LGRR committee members, Elected Members developed a list of submission points and resolved OCM318/2026 to make a submission by the due date Friday 2 October 2026.

COMMENT

Timeframes for making a submission were extremely tight with submissions closing on Friday 2 October 2026. The letter and map submitted are attached for review and endorsement by the Minjilang Local Authority.

It is noted that the submission includes a request for further consultation with communities. The submission can also be withdrawn at Council's request.

LEGISLATION AND POLICY

Local Government Act NT (2019)

FINANCIAL IMPLICATIONS

Unknown.

STRATEGIC IMPLICATIONS

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

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1 Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders,

businesses, agencies and local service providers to enhance community life.

Goal 1.5 Cultural Training

Develop increased understanding and observation of cultural protocols.

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. 2026 LGRR Submission 24.09.2026 [6.5.1 - 3 pages]
2. West Arnhem Submission to 2026 LGRR Proposed Ward Boundaries [6.5.2 - 1 page]



The Committee
2026 Local Government Representation Review
submission@lgr2026.com.au

24 September 2026

Subject: West Arnhem Regional Council Submission - 2026 Local Government Representation Review

Dear Local Government Representation Review Committee,

Please accept this submission from **West Arnhem Regional Council** in accordance with Council Resolution OCM318/2026, adopted at the Confidential Ordinary Council Meeting held on 22-23 September 2026. The resolution directs Council to make a submission to the 2026 Local Government Representation Review seeking:

1. An adjustment to the ward boundary on the Cobourg Peninsula to establish a dedicated **Cobourg Ward** (refer attached map); and
2. The provision of **one additional elected member** to represent the proposed Cobourg Ward; and
3. Further **consultation** between the Committee and West Arnhem Regional Council regarding these matters.

Background

West Arnhem Regional Council is currently divided into five wards: Gunbalanya, Kakadu, Maningrida, Minjilang and Warruwi. The Minjilang and Warruwi wards each elect one councillor, while the former Barrah Ward was abolished following the previous representation review process. As a result, the communities and outstations located on the Cobourg Peninsula no longer have a dedicated elected member representing their locality.

Council submits that the current arrangements do not adequately recognise the distinct geographic, cultural and community interests of the Cobourg Peninsula. Since the removal of the Barrah Ward, residents and community leaders from Cobourg, Warruwi and Minjilang have repeatedly expressed confusion regarding electoral representation, ward boundaries and the governance arrangements that apply to their communities.

Community of Interest

The Local Government Representation Review Committee is required to consider communities of interest, remoteness, communication and travel, population distribution and physical features when making recommendations.





The Cobourg Peninsula, Warruwi (South Goulburn Island) and Minjilang (Croker Island) form a distinct regional grouping characterised by:

- Strong cultural, family and historical connections;
- Similar service delivery challenges associated with remoteness;
- Geographic separation from mainland communities within West Arnhem;
- Shared transport, communication and governance issues; and
- Longstanding expectations of local representation.

Although these communities share common interests, they are geographically dispersed and difficult to access, making clear and identifiable representation particularly important.

Population and Representation

Based on 2021 Census population data:

Community	Population	% of West Arnhem Population
Cobourg Peninsula	32	0.51%
Minjilang (Croker Island)	265	4.22%
Warruwi (South Goulburn Island)	432	6.88%
Combined Total	729	11.61%

Together, these communities account for approximately **729 residents**, representing **11.61% of West Arnhem Regional Council's population**.

Despite representing more than one-tenth of the Council area population, Cobourg residents currently have no dedicated elected member and remain effectively split from the existing ward structure. Council considers that this arrangement diminishes local representation and contributes to ongoing uncertainty within the community regarding who advocates for their interests at the Council table.

Proposed Solution

Council therefore supports:

- The creation of a **Cobourg Ward** through an adjustment of the existing ward boundaries;





- The allocation of **one elected member** to represent the proposed Cobourg Ward; and
- Retention of representation for the existing Waruwi and Minjilang wards.

This proposal would provide direct representation for residents of the Cobourg Peninsula while ensuring that the unique interests of the island communities continue to be represented.

Council believes the proposal aligns with the objectives of the review by:

- Strengthening community representation;
- Better reflecting identifiable communities of interest;
- Improving community understanding of local government governance arrangements;
- Recognising the challenges associated with remoteness and travel; and
- Ensuring clearer representation for communities that are geographically distinct from the mainland wards.

Request for Further Consultation

Given the significance of this issue to residents of the Cobourg Peninsula, Waruwi and Minjilang, Council respectfully requests that the Committee undertake further consultation with West Arnhem Regional Council before forming its final recommendations.

Council would welcome the opportunity to discuss the proposed boundary adjustments and provide additional information regarding community views, service delivery arrangements and governance considerations.

Thank you for considering this submission.

Yours sincerely,

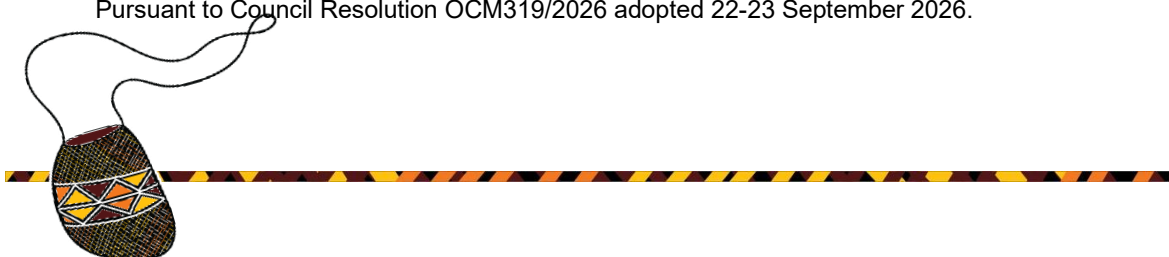
Mayor James Woods

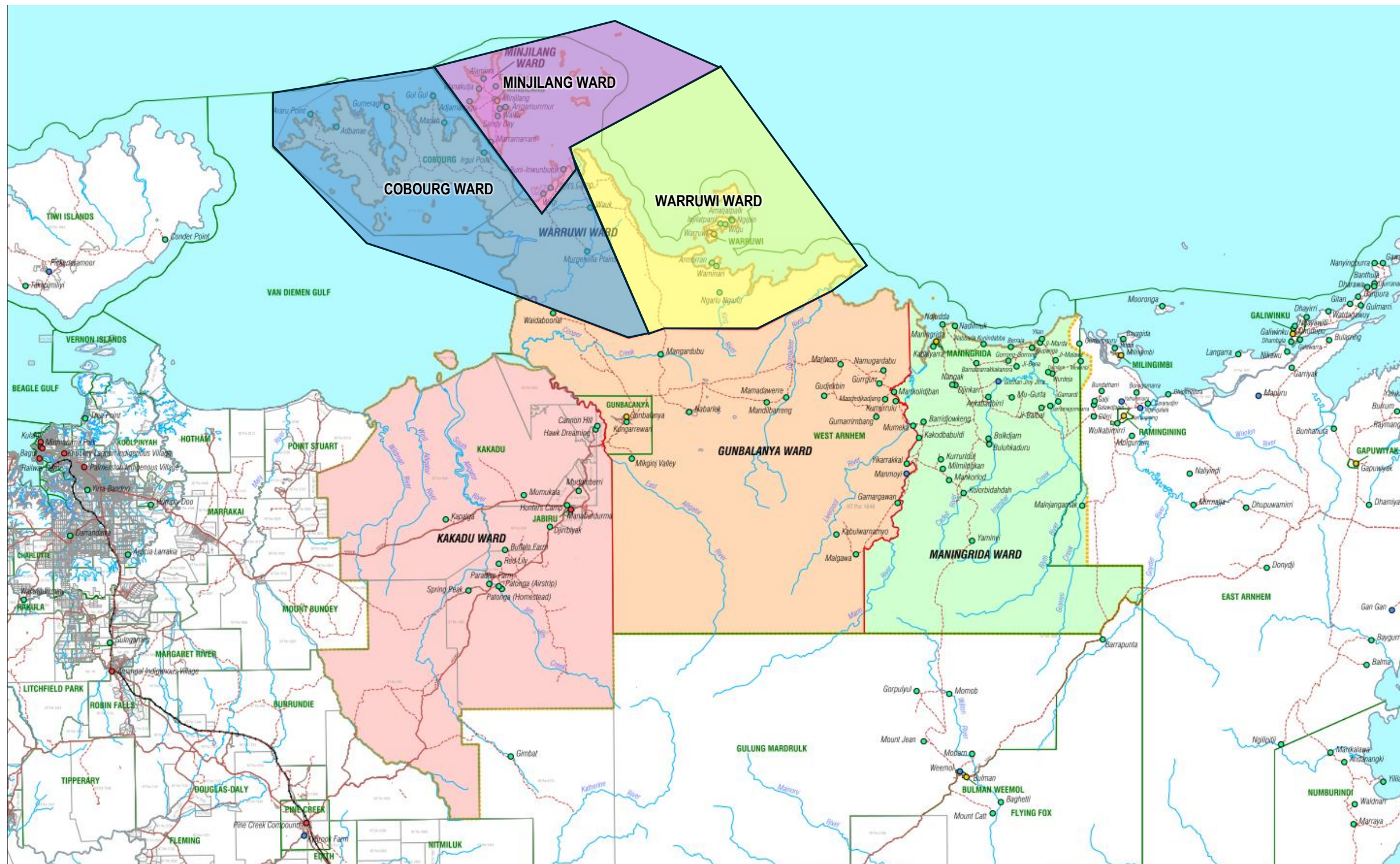
Mayor

West Arnhem Regional Council

On behalf of West Arnhem Regional Council

Pursuant to Council Resolution OCM319/2026 adopted 22-23 September 2026.





WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	7.1
Title:	Incoming and Outgoing Correspondence
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

This report is to table items of correspondence received and sent since the last Minjilang Local Authority meeting.

RECOMMENDATION

THAT THE LOCAL AUTHORITY notes there are no items of incoming and outgoing correspondence.

BACKGROUND

Correspondence addressed to the Principal Member and Council, as determined by the Chief Executive Officer, is included in this report.

COMMENT

There are no items of correspondence.

LEGISLATION AN 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 8 October 2026

Agenda Reference:	7.2
Title:	Technical Services Minjilang Projects Report
Author:	Kylie Gregson, Manager Technical Services

SUMMARY

This report provides the Local Authority with a clear update on current Local Authority projects and other Council delivered projects in the Minjilang Community,

- Progress on Local Authority projects
- Progress on Council delivered projects
- Service updates relating to waste management

The information in this report reflects project and service activity up to 25 September 2026.

RECOMMENDATION

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

BACKGROUND

High level operational/project management reports are provided to ensure transparency, communication, and support are provided to elected members.

COMMENT

The table below provides a comprehensive snapshot of all projects currently being delivered in the Minjilang Community.

MINJILANG COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
Completed	31-12-26	Works awarded to Jetstream Electrical for the supply and installation of a replacement self banded fuel tank. Tank now installed and operational.	Replacement of Self Bunder Fuel Tank.	100%

MINJILANG LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	% DONE
In Progress	31-12-26	Council Service Manager (CSM) and IT procuring items for installation.	Starlink Wi-Fi for public use at the rear of the Minjilang Office/Recreation Hall.	25%
In Progress	30-11-26	Tender awarded to the University of Melbourne. Minjilang scheduled remaining visits are, 17th to 18th September 2026, final visit TBA.	Vet Program - Animal Management.	75%

WASTE UPDATE

- Lease Status: Awaiting lease from Northern Land Council (NLC)
- License Status: No license required
- Rubbish Collections: No change to schedule
- Landfill: Remains unstaffed

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

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	7.3
Title:	Pavement Defects
Author:	Kylie Gregson, Manager Technical Services

SUMMARY

This report provides the Local Authority with information on road pavement defects identified within the Minjilang Township.

RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Pavement Defects*.

BACKGROUND

Council staff have engaged a local contractor to undertake specialised LiDAR data collection across road infrastructure in all five communities. This work will provide Council with more accurate and comprehensive information about its road-based assets.

The data will support improved planning for infrastructure maintenance and upgrades by giving operational staff a clearer understanding of road conditions and asset requirements. It will also strengthen future funding applications by providing evidence-based information on road infrastructure needs.

COMMENT

The photos below provide the Local Authority with a clear snapshot of road pavement defects across the Minjilang Township.

This information will assist Council to identify priority areas and develop an appropriate scope of works for repairing community roads.





LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

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

PILLAR 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 4.4 Local Road Management and Maintenance

Tactically monitor, maintain and manage Council gazetted roads and community safety via traffic management.

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.5 Planning and Reporting

Robust planning and reporting that supports Council's decision-making processes.

ATTACHMENTS

Nil

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	7.4
Title:	CSM Operations Report on Current Council Services - Minjilang
Author:	Damian Sandilands, Minjilang Council Services Manager

SUMMARY

This report will present the Local Authority with an update on council services provided in the Minjilang community for the period 01 April 2026 – 31 August 2026, as prepared and presented by Council Services Manager (CSM), Damian Sandilands.

RECOMMENDATION

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

BACKGROUND

All issues / matters raised are to be discussed by Local Authority members, as detailed in the report.

COMMENT

1. Community Recruitment

Positions filled during the report period:

- Community Care officer – Commenced 18 May 2026
- Broadcasting Officer – Commenced 01 June 2026
- Sports and Recreation Officer – Commenced 13 August 2026

Positions vacant:

- Childcare Senior Officer
- Wellbeing Services Senior Officer
- Community Safety Assistant

2. Administration Services

2.1 Administration

The Minjilang Council administration office was open from 8:00am to 4:30pm on each business day during the report period except for the below periods:

- 10 June – 12 June 2026 – Closure due to limitations within the operations team.
- 29 July 2026 - Closed due to Sorry business
- 10 August 2026 – Closed due to Sorry business

Highlights occurred during the reporting period:

- Council Services Manager on leave on 01 June – 12 June 2026
- Council Services Manager on leave on 17 August – 26 August 2026
- Admin Officer on leave on 15 July – 04 August 2026
- Cleaner on Leave 22 July – 5 August 2026

2.2 Post Office

Post Office services are provided by Minjilang Council administration staff during normal business hours. Mail was received, sorted, and dispatched each business day.

- 10 June – 12 June 2026 – Closure due to limitations within the operations team.
- 29 July 2026 - Closed due to Sorry business
- 10 August 2026 – Closed due to Sorry business

Total postage received	880 kg
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2.3 Centrelink

The Minjilang Centrelink Office opened between 8:00am to 4:30pm each business day during the report period with exception:

- 10 June – 12 June 2026 – Closure due to limitations within the operations team.
- 29 July 2026 - Closed due to Sorry business
- 10 August 2026 – Closed due to Sorry business

2.4 Cleaning

Scheduled cleaning of council assets for reporting report has been completed as follows:

- Council office – twice a week – a total of 43 occasions.
- Playground amenities – once a week – a total of 21 occasions.
- Public toilets – twice a week – a total of 43 occasions.
- Common areas cleaned once a week – a total of 21 occasions.
- Visitor Accommodation rooms cleaned as required – total 48 room cleans.

2.5 Visitor Accommodation

The total number of current visitor accommodation available is Ten (10) bedrooms. Bookings can be made through Little Hotelier, via the WARC website.

3. Wellbeing Services

3.1 Sport & Recreation

The Sport and Recreation team delivered activities involving after-school sessions and School holiday Programs. The activities offered included:

- Basketball
- Volleyball
- Soccer
- Dodge Ball
- DJ practice and Disco night

Highlights occurred during the reporting period:

- 18 June – 19 June 2026 Dodgy boys Dodgeball in Community
- 01 June – 03 June 2026 DJ and Boxing in Community
- 28 August – 30 August 2026 Kurrung Sports Carnival

Attendance totals	1,521
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3.2 Community Care (Aged Care)

The Minjilang Community Care team provides services Monday – Friday to 2 clients.

- Meals were provided by the store until, Community Care officer started on 01 June 2026
- Community Care training provided 25 June – 26 June 2026

Total meals provided	228
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3.3 Community Safety (Night Patrol)

Night patrol services were provided on all the 105 available nights between roster hours of 9:00pm and 3:00am.

3.4 Broadcasting

In conjunction with Top End Aboriginal Bush Broadcasting Association (TEABBA), broadcasting services were provided on 36 of the 105 available days, between 9:00am and 3:00pm.

- Broadcasting officer commenced 01 June 2026

4. Community Works

4.1 Parks and Open Space

The community is generally clean and tidy with rubbish collection occurring twice per week.

- Mowing of the Red Lily clinic, Police Compound, ground and staff housing continuing which provides income to WARC.

4.2 Roads

General minor road repairs and maintenance undertaken across the community.

- Potholes and roadside repairs were undertaken throughout the community.
- Road to Airport repaired after wet season and praise continues to come from Stakeholders.



4.3 Waste

Landfill site operated 24/7 due to no fence or gates.

- Landfill site filling up and will need to be extended.
- New wheelie bins in the community and a lot have been replaced already.
- Senior works officer attended Landfill training 20 July – 22 July 2026

5. Essential Services

5.1 Power

- 14 engine services
- 6 Works Detail Report's completed during reporting period
- 23 Power Coordinator and/or contractor onsite
- 5 fuel deliveries
- 5 scheduled power outages due to Contractors replacing power poles 27 April 2026
- 19 April 2026 Unplanned Power outage

5.2 Water

- 15 Works Detail Report's completed during reporting period

5.3 Sewage

- Barbed wire replaced at the sewage ponds and water tower.

5.4 Aerodrome

As per the contract, inspections, callouts and maintenance were undertaken by the Aerodrome Reporting Officer (ARO).

- 4 Care flights during reporting period.
- Horses on Runway during the lighting inspection
- Senior Works Officer trained as a secondary ARO 25 May – 28 May 2026

6. Community

6.1 Community meetings and events

- Stakeholder's meetings occur on the first Thursday of the month.

Total number of meetings and events attended by the CSM	38
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6.2 Community key focus areas

- Cemetery completed during reporting period.
- Community Wi-fi is now installed.

LEGISLATION AND POLICY

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATION

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 prioritize 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 1.4 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 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 ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 October 2026

Agenda Reference:	7.5
Title:	Human Resources Report
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is to inform the Local Authority of Council employment statistics within the Local Government area and employment vacancies.

RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the report titled *Human Resources Report*.

COMMENT

The Human Resources Team continues to support First Nations employment initiatives and the effective delivery of Council services. The attached report details employment and vacancy statistics for this location.

LEGISLATION AND POLICY

Local Government Act 2019 (Act)

Council's Organisational Structure

Council's Budget and Long-Term Financial Plan

FINANCIAL IMPLICATIONS

Nil.

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.

Goal 2.2 Policy and Procedures

Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous employment.

Goal 2.3 Policy and Procedures

Research, review and develop policy to underpin and inform Council's intent and strategy to increase local Indigenous 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 3.2 Health and Safety

Staff and public safety is achieved via planning, education and training.

Goal 3.3 Training and Development

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

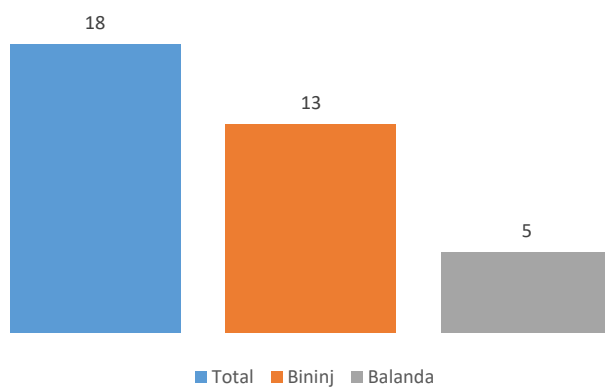
ATTACHMENTS

1. 2026.09 - HR Report - LA Minjilang as at 18.09.2026 [7.5.1 - 2 pages]

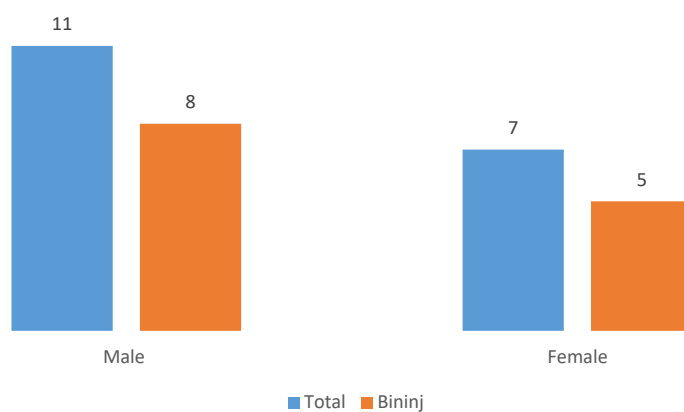
Workforce Report

As of 18 September 2026

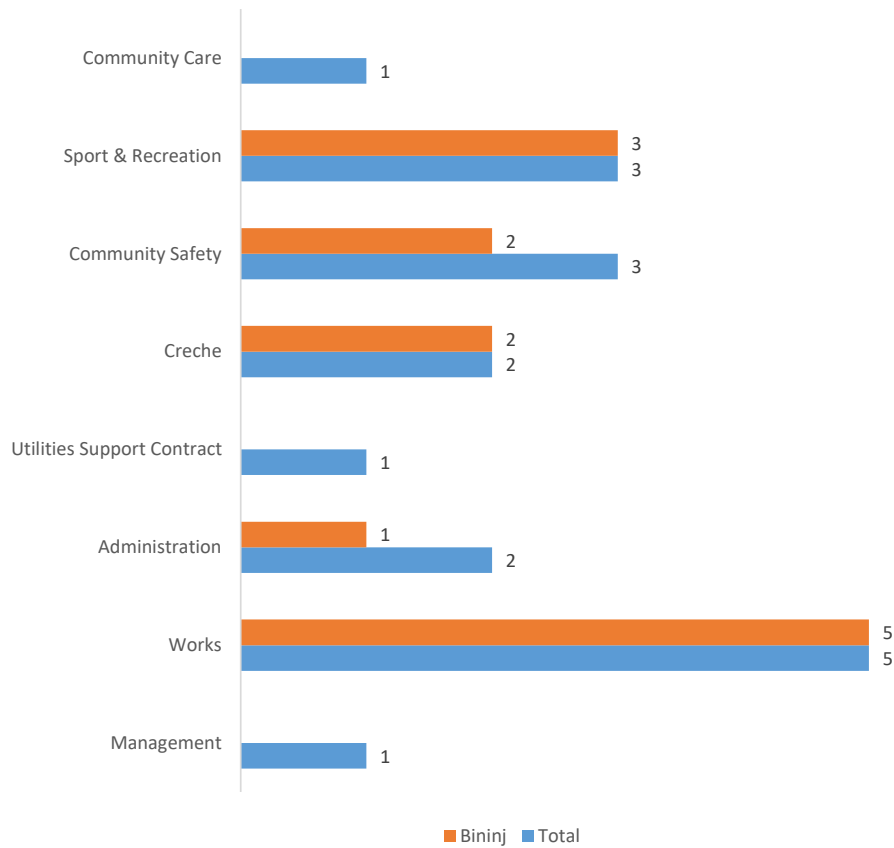
Employees by Number - Minjilang



Employees by Gender - Minjilang



Employees by Work Group - Minjilang



Vacancies by location as of 18 September 2026

Minjilang

- **Child Care Senior Officer** – \$76k per annum | Permanent | Full Time | Subsidised accommodation | 21 Sep 2026
- **Community Safety Assistant** - \$27.33 per hr | Permanent | Part Time 27.5 hrs per week | No accommodation | 21 Sep 2026

*Special conditions apply

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 8 OCTOBER 2026

Agenda Reference:	8.1
Title:	Invited Guest - NT Police
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is for the NT Police and Local Authorities to discuss issues and concerns in their communities. These discussions are supported by the MoU between West Arnhem Regional Council and the NT Police.

RECOMMENDATION

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

BACKGROUND

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

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 8 OCTOBER 2026

Agenda Reference:	9.1
Title:	Local Authority Member Questions with or without Notice
Author:	Katharine Murray, Chief Executive Officer

SUMMARY

The purpose of this report is to give Local Authority Members a forum in which to table items they wish to be debated.

Local Authority Members are encouraged to raise any issues they wish to discuss during the meeting.

RECOMMENDATION

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

ATTACHMENTS

Nil

- 10 NEXT MEETING**
- 11 MEETING DECLARED CLOSED**