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 Wednesday, 10 August 2016 at 9.00am.

Brian Hylands
Chief Executive Officer
TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>ITEM</th>
<th>SUBJECT</th>
<th>PAGE NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>ACKNOWLEDGEMENT OF TRADITIONAL OWNERS</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>PERSONS PRESENT</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>APOLOGIES AND LEAVE OF ABSENCE</td>
<td>6</td>
</tr>
<tr>
<td>4</td>
<td>ABSENT WITHOUT NOTICE</td>
<td>7</td>
</tr>
<tr>
<td>5</td>
<td>ACCEPTANCE OF AGENDA</td>
<td>8</td>
</tr>
<tr>
<td>6</td>
<td>DECLARATION OF INTEREST OF MEMBERS OR STAFF</td>
<td>9</td>
</tr>
<tr>
<td>7</td>
<td>PETITIONS AND DEPUTATIONS</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>CONFIRMATION OF PREVIOUS MINUTES</td>
<td>11</td>
</tr>
<tr>
<td>9</td>
<td>CHIEF EXECUTIVE OFFICER’S REPORTS</td>
<td>21</td>
</tr>
<tr>
<td>10</td>
<td>CORPORATE SERVICES REPORTS</td>
<td>42</td>
</tr>
<tr>
<td>11</td>
<td>SERVICE DELIVERY</td>
<td>56</td>
</tr>
<tr>
<td>12</td>
<td>COMMUNITY SERVICES REPORT</td>
<td>58</td>
</tr>
</tbody>
</table>

 Nil
13 COMMITTEE AND LOCAL AUTHORITY REPORTS

13.1 Minutes - Finance and Policy Committee Meeting - 27 July 2016 ........................................ 60
13.2 Finance Report for the period ended 30 June 2016 ................................................................. 67
13.3 Plaques for Retiring Elected Members Policy ........................................................................... 80
13.4 Employees Standing as an Elected Member Policy ................................................................. 81
13.5 Code of Conduct - Elected Members Policy ............................................................................ 83
13.6 Caretaker Policy ...................................................................................................................... 85
13.7 Composition of the Audit Committee ....................................................................................... 88
13.8 Strategic and Operational Risk Register - Summary Report provided by the Audit Committee .................................................................................................................................. 90
13.9 Report from Gunbalanya Local Authority ................................................................................. 93

14 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

14.1 Elected Member questions with or without notice. ................................................................. 97

15 PROCEDURAL MOTIONS

15.1 Closure to the Public for the Discussion of Confidential Items ............................................. 98

16 CONFIDENTIAL ITEMS

*The information is classed as confidential under the Clause 9(c) of the Local Government (Administration) Regulations 2008.*

17 NEXT MEETING
The West Arnhem Regional Council acknowledges and respects the Traditional Owners past and present of the West Arnhem Region.

We also acknowledge the attachment and relationship of Aboriginal people to country.
**WEST ARNHEM REGIONAL COUNCIL**

**FOR THE MEETING 10 AUGUST 2016**

<table>
<thead>
<tr>
<th>Agenda Reference:</th>
<th>3.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Apologies and Leave of Absence</td>
</tr>
<tr>
<td>File Reference:</td>
<td>605221</td>
</tr>
<tr>
<td>Author:</td>
<td>Clare Newland, Executive Assistant to the CEO and Mayor</td>
</tr>
</tbody>
</table>

**SUMMARY**

This report is to table, for Council’s record, any apologies and requests for leave of absence received from Elected Members for the Ordinary Council Meeting held 10 August 2016.

**BACKGROUND**

Not applicable.

**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.

**STATUTORY ENVIRONMENT**

Not applicable.

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

That Council receives and notes Elected Member apologies and/or requests for leave of absence for the Ordinary Council Meeting held 10 August 2016.
SUMMARY

This report is to table, for Council’s record, any Elected Members that are absent without notice from the Ordinary Council Meeting held 10 August 2016.

BACKGROUND
Not applicable.

COMMENT
Not applicable.

STATUTORY ENVIRONMENT
Local Government Act s39(d) (Casual Vacancies).

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
Not applicable.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council notes Elected Member absences without notice for the Ordinary Council Meeting held 10 August 2016.
SUMMARY

Agenda papers are submitted for acceptance by Council for the Ordinary Council Meeting held 10 August 2016.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the agenda papers for the Ordinary Council Meeting held 10 August 2016 as circulated be received for consideration at the meeting.
SUMMARY

Elected Members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

1) In the case of a matter featured in an officer’s report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised

2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of Council on whether he/she 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 and better particulars of the interest prior to requesting him/her to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time at 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 his or her delegated authority unless the Council expressly directs him or her to do so.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 &s74 (Elected Members).
Local Government Act s107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.
RECOMMENDATION:
That Council receives the declarations of interest as listed for the Ordinary Meeting of Council held 10 August 2016.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

<table>
<thead>
<tr>
<th>Agenda Reference:</th>
<th>8.1</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Confirmation of Previous Minutes - Ordinary Council Meeting - 13 July 2016</td>
</tr>
<tr>
<td>File Reference:</td>
<td>605225</td>
</tr>
<tr>
<td>Author:</td>
<td>Clare Newland, Executive Assistant to the CEO and Mayor</td>
</tr>
</tbody>
</table>

**SUMMARY**

Minutes of the 13 July 2016 Ordinary Council Meeting are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

**BACKGROUND**

Not applicable.

**COMMENT**

Not applicable.

**STATUTORY ENVIRONMENT**

The minutes as submitted must comply with the Local Government Act s67(2), and confirmation of minutes must comply with the Local Government Act s67(3).

**POLICY IMPLICATIONS**

Not applicable.

**FINANCIAL IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

Not applicable.

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

That the Minutes of the 13 July 2016 Ordinary Council Meeting are confirmed by Council as a true and correct record of the meeting.

**ATTACHMENTS**

1  2016.07.13 Ordinary Council Minutes.pdf
Minutes of the West Arnhem Regional Council an Ordinary Meeting
Wednesday, 13 July 2016 at 9.00am
Council Chambers, Jabiru

Mayor Lothar Siebert declared the meeting open at 9.45am, welcomed all in attendance and acknowledged the Traditional Owners.

ELECTED MEMBERS PRESENT

Mayor  
Councillor
Councillor
Councillor
Councillor
Councillor
Councillor

Lothar Siebert
Nathan Carter
Anna Egerton
James Marrawal
Davison Nawirridj
Matthew Ryan
Alex Siebert
Daisy Yarmirr

STAFF PRESENT

Chief Executive Officer
Regional Manager Service Delivery
Governance Manager
Executive Officer JTDA and Governance Projects
Executive Assistant to the CEO and Mayor

Brian Hylands
Gordon Smith
Gregory Gilbert
Barbara Newland
Clare Newland (Minute Secretary)

VISITORS

Member for Arafura
Electorate Officer
Candidate for Arnhem
CatholicCare NT, Family and Wellbeing Case Manager
Dept. Local Government
Office of Indigenous Affairs
Director
Artist

Francis Xavier Kurupuwu
Jone Vuqa
Ian Gumbula
Louise Mayclair
Colvin Crowe
Darryl Ryder
Stephen Johnson
Wicyiana Marika

West Arnhem Regional Council Ordinary Council Meeting
- 1 -

Wednesday, 13 July 2016
Prior to the commencement of the meeting and before quorum was achieved informal presentations were received by Council as follows:

- Francis Xavier Kurupuwu updated Council on the results of his lobbying the NT Government on behalf of Council. Funding for roads in the region has been allocated in the NTG Budget 2016-17. Mobile reception at Minjilang is progressing but is being delayed by the NLC. The construction of the morgue at Maningrida and the upgrade of the barge landing at Maningrida are also being delayed by the NLC. He anticipated that there would be an announcement by the Chief Minister today regarding funding for community housing. Council thanked Mr Kurupuwu for his advocacy on behalf of Council. There was much general discussion on a number of topics affecting West Arnhem Regional Council.

- Stephen Johnson, Director and Wiciyana Marika presented the storyline for a new movie to be made in the region entitled “High Ground”. Mr Marika performed a moving ceremonial song prior to the discussion. The purpose of the presentation was to inform Council that much of the production would be occurring in this region.

- A letter was presented on behalf of Bawinanga Aboriginal Corporation, Dhukurrriji Lodge, Malabam Health Board and the Maningrida Progress Association for Council’s signature. This letter was to the Minister for Indigenous Affairs and the Chief Minister of the NTG seeking a meeting of all parties to discuss issues affecting the Maningrida community, particularly housing.

### APOLOGIES AND LEAVE OF ABSENCE

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Council considered a report on Apologies and Leave of Absence.

- That Council received and noted Elected Member apologies from Cr Helen Williams, Cr Ralph Blyth and Cr Michelle Siebert for the Ordinary Council Meeting held 13 July 2016.

### ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Council considered a report on Absent Without Notice.

- That Council notes the Elected Member absences without notice of Cr Captain Brown for the Ordinary Council Meeting held 13 July 2016.

### ACCEPTANCE OF AGENDA

5.1 ACCEPTANCE OF AGENDA

The Council considered a report on Acceptance of Agenda.

OCM125/2016 RESOLVED:
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Matthew Ryan

That the agenda papers for the Ordinary Council Meeting held 13 July 2016 as circulated be received for consideration at the meeting.

CARRIED
DECLARATION OF INTEREST OF MEMBERS OR STAFF

6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF

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

The Council received no declarations of interest for the Ordinary Meeting of Council held 13 July 2016.

CONFIRMATION OF PREVIOUS MINUTES

8.1 CONFIRMATION OF PREVIOUS MINUTES - ORDINARY COUNCIL MEETING - 8 JUNE 2016

The Council considered a report on Confirmation of Previous Minutes - Ordinary Council Meeting - 8 June 2016.

OCM126/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Deputy Mayor James Marrawal

That the Minutes of the 8 June 2016 Ordinary Council Meeting are confirmed by Council as a true and correct record of the meeting.

CARRIED

CHIEF EXECUTIVE OFFICER’S REPORTS

9.1 INCOMING AND OUTGOING CORRESPONDENCE

The Council considered a report on Incoming and Outgoing Correspondence.

The Council receives and notes the items of Incoming and Outgoing Correspondence.

Minute note – Council spoke at length regarding requests for support from the organisers of the Mabbiil Festival and the Lurr’i Festival. Council requested more specific details of the contributions being sought and the impact on Council’s budget of any contributions which may be considered. Darryl Ryder commented that he would look into the possibility of the NT Government providing support.

MEETINGS TO BE HELD IN COMMUNITIES WITHIN THE REGION

OCM127/2016 RESOLVED:
On the motion of Councillor Matthew Ryan
Seconded Councillor Alex Siebert

That Council holds the Ordinary Council meeting, 10 August 2016 in Minjilang.

CARRIED

West Arnhem Regional Council - 3 - Ordinary Council Meeting Wednesday, 13 July 2016
9.2 USE OF WEST ARNHEM REGIONAL COUNCIL COMMON SEAL - STREETLIGHT OWNERSHIP

The Council considered a report on Use of West Arnhem Regional Council Common Seal - Streetlight Ownership.

OCM128/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Councillor Matthew Ryan

That Council ratifies the use of the West Arnhem Regional Council Common Seal for the Deed “Streetlight Ownership” between West Arnhem Regional Council and the Power and Water Corporation.

CARRIED

9.3 USE OF WEST ARNHEM REGIONAL COUNCIL COMMON SEAL - WARRUWI CRECHE AND WARRUWI OUTSIDE SCHOOL HOURS CARE 2016-17

The Council considered a report on Use of West Arnhem Regional Council Common Seal - Warruwi Creche and Warruwi Outside School Hours Care 2016-17.

OCM129/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Deputy Mayor James Marrawal

That Council ratifies the use of the West Arnhem Regional Council Common Seal for a Variation to the Funding Agreement “Warruwi Creche and Warruwi Outside School Hours Care 2016-17” between West Arnhem Regional Council and the Department of Education and Training.

CARRIED

9.4 LGANT EXECUTIVE ELECTIONS

The Council considered a report on LGANT Executive Elections.

OCM130/2016 RESOLVED:
On the motion of Councillor Matthew Ryan
Seconded Deputy Mayor James Marrawal

That Council nominates Mayor Lothar Siebert for the position of Vice President and Executive Board Member of the LGANT Executive.

CARRIED

9.5 REVIEW OF ACTION ITEMS LIST

The Council considered a report on Review of Action Items List.

OCM131/2016 RESOLVED:
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Nathan Carter

That Council reviews the outstanding resolutions and gives approval for completed items to be removed.

CARRIED
9.6 DRAFT REGIONAL PLAN CONSULTATION PROCESS AND ADOPTION OF REGIONAL PLAN FOR 2016/17

The Council considered a report on Draft Regional Plan Consultation Process and Adoption of Regional Plan for 2016/17.

OCM132/2016 RESOLVED:
On the motion of Councillor Daisy Yarmirr
Seconded Councillor Matthew Ryan

That Council:

(a) notes the comment received from the Department of Local Government on the Regional Plan, with the suggested change included in the copy now laid before Council to adopt;
(b) notes that no submissions were received from the public on the Regional Plan; and
(c) with the noted amendment, adopts the West Arnhem Regional Plan for 2016-17 in accordance with Section 24(1) of the Local Government Act.

CARRIED

9.7 ADOPTION OF BUDGET 2016-17

The Council considered a report on Adoption of Budget 2016-17.

OCM133/2016 RESOLVED:
On the motion of Councillor Matthew Ryan
Seconded Councillor Nathan Carter

That Council:

a) Adopts the Budget for the financial year 2016-17 detailed in the attached document “WARC Budget 2016-2017 – Non Confidential” as per Section 128(1) of the Local Government Act.

CARRIED

Cr Matthew Ryan left the meeting, the time being 11:12 AM
Cr Matthew Ryan returned to the meeting, the time being 11:15 AM

CORPORATE SERVICES REPORTS

10.1 CURRENT FUNDING APPLICATION STATUS FOR WEST ARNHEM REGIONAL COUNCIL - JUNE 2016

The Council considered a report on Current Funding Application Status for West Arnhem Regional Council - June 2016.

That Council receives and notes the report - Current Funding Application Status for West Arnhem Regional Council – June 2016
10.2 WEST ARNHEM RATES DECLARATION FOR 2016-17

The Council considered a report on West Arnhem Rates Declaration for 2016-17.

OCM134/2016 RESOLVED:
On the motion of Councillor Nathan Carter
Seconded Councillor Davison Nawirridj

That Council:

a) declares its Rates and Charges for the 2016/17 financial year as per the attached document "West Arnhem Regional Council - Rates Declaration 2016-2017" in accordance with Section 155(1) of the Local Government Act.

CARRIED

10.3 FINANCE REPORT FOR THE PERIOD ENDED 31 MAY 2016

The Council considered a report on Finance Report for the period ended 31 May 2016.

OCM135/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Matthew Ryan

That Council receives and approves the Finance Report for the period ending 31 May 2016.

CARRIED

SERVICE DELIVERY

11.1 DISPOSAL OF SURPLUS VEHICLE AND PLANT ITEMS

The Council considered a report on Disposal of Surplus Vehicle and Plant Items.

OCM136/2016 RESOLVED:
On the motion of Councillor Matthew Ryan
Seconded Councillor Anna Egerton

That Council receives and notes the report and approves the sale by public auction of the following vehicles and plant items:

1. Sitrex hay rake – Model RP-5
2. Agroint six plate disc plough
3. Severna rotary cultivator
4. Berends fourteen plate offset disc plough
5. Chisel plough – brand unknown
6. Deck slasher – 1800mm – brand unknown
7. Deck trench plough – brand unknown
8. New Holland disc mower - model 616
10. SCM Sliding table saw- model SI 16 fitted with Mechwood PD100 edge bander
11. Eco Brick mud brick maker
12. Digga skid steer fork attachment – model DPF 1200
13. 1998 Toyota Hilux dual cab 4x2 utility
14. 2012 Isuzu DMax dual cab 4x4 utility

CARRIED
Cr Daisy Yarmirr left the meeting, the time being 11:20 AM
Cr Daisy Yarmirr returned to the meeting, the time being 11:22 AM

ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE

14.1 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE.

The Council considered a report on Elected Member questions with or without notice.

**OCM137/2016 RESOLVED:**

On the motion of Councillor Matthew Ryan
Seconded Councillor Daisy Yarmirr

That the Chairperson invites questions with or without notice from Elected Members.

Mayor Siebert discussed a letter that was sent on his behalf to all councils north of the Tropic of Capricorn. The Council asked Mayor Siebert to continue engaging with the councils that received the correspondence.

The CEO presented the Key Management Personnel Declarations for signing.

CARRIED

PROCEDURAL MOTIONS

15.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS

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

**OCM138/2016 RESOLVED:**

On the motion of Councillor Matthew Ryan
Seconded Councillor Alex Siebert

That the meeting is now closed to the public as confidential items are about to be discussed which relate to matters containing confidential information. The meeting is closed in accordance with Regulation 8(c) as the matters to be discussed include:

- Information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair advantage on, any person.

CARRIED

CONFIDENTIAL ITEMS

The information is classed as confidential under Section 65(2) of the Local Government Administration Regulations 2008.
16.10 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS & RE-ADMITTANCE OF THE PUBLIC

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

**OCM139/2016 RESOLVED:**
On the motion of Councillor Anna Egerton
Seconded Councillor Matthew Ryan

That Council discloses the following motions from the confidential section of this meeting in the open section of the meeting and opens the meeting to the public.

**ADOPTION OF BUDGET 2016-17 - COMMERCIAL SERVICES**
**OCM140/2016 RESOLVED:**
On the motion of Councillor Nathan Carter
Seconded Councillor Daisy Yermir

That Council adopts the Budget for financial year 2016-17 included in the attached document "WARC Budget 2016-2017 - Commercial Services" as per Section 128(1) of the Local Government Act.
CARRIED

**GPS BASED FLEET MANAGEMENT SYSTEM**
**OCM149/2016 RESOLVED:**
On the motion of Councillor Matthew Ryan
Seconded Councillor Nathan Carter

That Council:
* awards the contract to Fleetmatics for $40.09+GST/month/vehicle; and
* directs administration to formalise details and identify the vehicles required to be included.
CARRIED

**JABIRU WASTE MANAGEMENT TENDER**
**OCM150/2016 RESOLVED:**
On the motion of Councillor Anna Egerton
Seconded Councillor Alex Siebert

That Council instructs the administration to negotiate a satisfactory contract price for the delivery of waste management services in Jabiru.
CARRIED

**SUPPLY & INSTALL DEMOUNTABLE, LOT 449 MANINGRIDA**
**OCM145/2016 RESOLVED:**
On the motion of Councillor Matthew Ryan
Seconded Deputy Mayor James Marrawal

That Council awards the tender for the supply and installation of a two bedroom demountable to Demountable Sales & Hire for $176,650 gst inc.
CARRIED

**GUNBALANYA WASTE HANDLING TRACK LOADER TENDER**
**OCM146/2016 RESOLVED:**
On the motion of Councillor Anna Egerton
Seconded Councillor Alex Stebert

That Council:

* approves the acceptance of the tender provided by Hastings Deering for a CAT 953D waste handling track loader for $347,600 gst ex; and
* approves the sale by public auction of the CAT D6 dozer located in Gumbalanya.

CARRIED

PURCHASE OF SIX TRAY BACK UTILITIES
OCM147/2016 RESOLVED:
On the motion of Councillor Nathan Carter
Seconded Councillor Daisy Yermirr

That Council:

1. Approves the acceptance of the tender provided by Bridge Toyota for two 4x2 Toyota Hilux Workmate, dual cab trayback utilities;
2. Approves the acceptance of the tender provided by Darwin Isuzu Ute for two 4x4 Isuzu DMax single cab trayback utilities; and
3. Approves the acceptance of the tender provided by Darwin Isuzu Ute for two 4x4 Isuzu DMax dual cab trayback utilities.

CARRIED

NEXT MEETING

The next meeting is Wednesday, 10 August 2016.

MEETING DECLARED CLOSED

Mayor Lothar Siebert declared the meeting closed at 11.34am.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on Wednesday, 13 July 2016.
SUMMARY
The purpose of this presentation is to provide the Council with information regarding the Mahbilil Festival 2016.

BACKGROUND
On the 6 June 2016 Scott Large, Event Producer for Mahbilil Festival 2016, wrote to the Council with an overview of the upcoming festival in September 2016 and an attached proposed budget.

COMMENT
Nil.

STATUTORY ENVIRONMENT
Not applicable.

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
The proposed Mahbilil Festival Budget has included a figure of $10,000 as a suggested amount that the festival is seeking from Council.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council notes the presentation by Scott Large, Producer, Mahbilil Festival.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

<table>
<thead>
<tr>
<th>Agenda Reference:</th>
<th>9.2</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Meetings attended by the Mayor</td>
</tr>
<tr>
<td>File Reference:</td>
<td>608065</td>
</tr>
<tr>
<td>Author:</td>
<td>Brian Hylands, Chief Executive Officer</td>
</tr>
</tbody>
</table>

SUMMARY

This report is presented to provide information to Council on meetings attended by the Mayor and to raise any topics for discussion.

BACKGROUND

The meetings listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies.

<table>
<thead>
<tr>
<th>DATE</th>
<th>EVENT</th>
<th>ATTENDEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>21.07.2016</td>
<td>Meeting with the Leader of the One Nation Party.</td>
<td>Mayor Siebert and Ms Pauline Hanson.</td>
</tr>
<tr>
<td>27.07.2016</td>
<td>Meeting with Doomadgee Shire Council elected members.</td>
<td>Mayor Siebert and various elected members from Doomadgee Shire Council.</td>
</tr>
</tbody>
</table>

COMMENT

The Mayor wrote to all Councils north of the Tropic of Capricorn on 30 June 2016 seeking support from Councils in the North to lobby Federal and State Government for greater share of funding for infrastructure in rural and remote regions. Doomadgee Shire Council is one of the Councils that have been enthusiastic about supporting Mayor Siebert’s proposal in his letter dated 30 June 2016.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

The approval of the Mayor’s travel and accommodation needs to be approved by Council.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council approves Mayor Siebert’s travel to Brisbane including eight nights accommodation to meet with:

1) the leader of the One Nation Party in Brisbane, Pauline Hanson on Thursday 21 July 2016;
2) various elected members from Doomadgee Shire Council on Wednesday 27 July 2016.
SUMMARY
Council is provided with items of correspondence of note received and sent during the month of July 2016.

BACKGROUND
Due to the volume of incoming and outgoing correspondence received each month, it was Council’s decision at the 10 October 2011 Ordinary Council meeting to exclude copies of the correspondence from the agenda. Hard copies are to be made available to Council on the day of each Ordinary Council meeting for its perusal, with additional copies available on request to individual Elected Members.

COMMENT
Not applicable.

STATUTORY ENVIRONMENT
Not applicable.

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
Not applicable.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
The Council receives and notes the items of Incoming and Outgoing Correspondence.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

**Summary**

Following his attendance at the National General Assembly of the Local Government Association the Mayor, Lothar Siebert, sent a letter to all councils located north of the Tropic of Capricorn seeking their support in lobbying Federal, State and Territory Governments. The purpose of this report is to provide Council with an update of the responses received to date.

**Background**

As stated above the Mayor determined that there was a need for Councils, especially those located in northern Australia, to join in collectively lobbying governments regarding the inadequacy of funding being provided to deliver critical services. In total 71 letters were sent to the Mayors and Presidents of all Councils which were identified as being located north of the Tropic of Capricorn.

As at 4 August 2016 twelve responses have been received. All responses supported the comments of the Mayor and expressed their agreement with its objectives. Only the City of Darwin expressed the view that the forum in which these issues should be raised was the Local Government Association of the NT (LGANT).

**Comment**

It is now a matter for Council to determine what the future direction of this initiative should be.

**Statutory Environment**

Not applicable.

**Policy Implications**

Not applicable.

**Financial Implications**

Not quantifiable at this time. This will be a matter for Council to determine what actions are to be taken in the future.

**Strategic Implications**

In considering this matter Council is mindful of its Objectives as contained within the Regional Plan 2016-17 as follows:

<table>
<thead>
<tr>
<th>Goal 1 Community Engagement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community members and stakeholders that are engaged in, connected to and participate in the affairs of the region.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Objective 1.4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strong governance and leadership.</td>
</tr>
</tbody>
</table>
VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
Recommendations to be formulated following debate and discussion.

ATTACHMENTS
1  SAMPLE LETTER.pdf
2  BURKE SHIRE COUNCIL.pdf
3  CHARTERS TOWERS REGIONAL COUNCIL.pdf
4  CITY OF DARWIN.pdf
5  DOOMADGEE ABORIGINAL SHIRE COUNCIL.pdf
6  ETHERIDGE SHIRE COUNCIL.pdf
7  SHIRE OF ASHBURTON.pdf
8  SHIRE OF CHRISTMAS ISLAND.pdf
9  SHIRE OF HALLS CREEK.pdf
10 SHIRE OF WYNDHAM.pdf
11 TABLELANDS REGIONAL COUNCIL.pdf
12 VICTORIA DALY REGIONAL COUNCIL.pdf
13 WAGAIT SHIRE COUNCIL.pdf
30 June 2016

Dereck Walpo
Mayor
Aurukun Shire Council
39 Kang Kang Rd
Aurukun QLD 4892

Dear Mayor,

I am addressing this letter to all Counties located north of the Tropic of Capricorn. I am writing to
ask my fellow mayors to join with me in lobbying government for a fair deal for remote councils.

I feel passionately about a range of issues which are having a dire impact on the constituents of
our Councils. The issues include infrastructure, or rather the lack thereof, in rural and remote
regions. My main concerns are:

1. Infrastructure:
   - Roads
   - Bridges
   - Rail
   - Communications
   - Freight
   - Water, etc.
2. Housing
3. Community Development Program (CDP)
4. Land tenure
5. Direct funding
6. The diminishing pool of funding

I raised these issues at the recent National General Assembly (NGA) of the Australian Local
Government Association which was held in Canberra earlier this week. At one of the forums
members present voiced the same concerns.

We also spoke of our collective frustration with regard to Federal and State Governments’ funding
models - the amount of funding and how that funding is distributed.
I feel we need to use our collective resources to deliver a strong but respectful message to Federal, State and Territory Governments that the present funding situation with regard to infrastructure, etc., for rural and bush constituents is by no means sufficient and therefore it is unacceptable that a sizeable portion of this country's population is being left behind.

I consider this to be a matter requiring our most urgent attention.

Could I please ask that you consider joining me in this cause? I would appreciate all and any ideas or feedback on the issues that are of most concern to you. I would also welcome your input on how best to deliver this message to government.

Kind Regards,

Lothar Siebert
Mayor
Barbara Newland

Subject: FW: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

From: Ernie & Kylie Camp [mailto:floravilledowns@optusnet.com.au]
Sent: Friday, 8 July 2016 8:12 AM
To: Barbara Newland
Cc: 'Sharon Daley'
Subject: RE: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Dear Mayor Siebert,

Thank you for your recent correspondence. The contents of your letter reflect a view long held by Burke Shire Council: the need to work collaboratively regardless of Shire/State borders in order to deliver on ground benefits for our communities.

We will be discussing your letter at our upcoming Council meeting. I look forward to future discussions with you.

Kind regards

Cr Ernie Camp

From: Barbara Newland [mailto:Barbara.Newland@westarnhem.nt.gov.au]
Sent: 04 July 2016 15:31
To: 'mayor.camp@burke.qld.gov.au' <mayor.camp@burke.qld.gov.au>
Subject: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Hello Mayor Camp,

Please find attached a letter from Mr Lothar Siebert, the Mayor of West Arnhem Regional Council.

Should you wish to respond the Mayor's email address is:

lothar.siebert@westarnhem.nt.gov.au

Kind regards.

West Arnhem Regional Council
Barbara Newland MBA AFAIM
Executive Officer JTDA & Special Projects | West Arnhem Regional Council
T: 08 8979 9453 | M: 0437 066 569 | P: 08 8979 2488 | PO Box 241, Jabiru NT 0886
E: barbara.newland@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au
Barbara Newland

Subject: FW: Charters Towers Regional Council response.

From: Liz Schmidt [mailto:Liz.Schmidt@charterstowers.qld.gov.au]
Sent: Monday, 4 July 2016 3:21 PM
To: Lothar Sieber
Cc: Mark Crawley
Subject: Charters Towers Regional Council response.

Good afternoon Mayor Sieber

It would seem from the content of your letter that your problems are our problems, all the issues listed are the same issues we have in our regional council area.

Having spoken at length with my councilors I’m sure that this council will join with you and others in putting these issues to the powers-that-be in an attempt to have them addressed as a matter of urgency as you rightly suggest.

I will send your letter on to my councilors to get a consensus and will then write back to you in a more formal format.

Many thanks for your initiative in trying to bring northern Australian local councils together on these most important matters.

Regards

Liz

Cr Liz Schmidt | Mayor

CHARTERS TOWERS REGIONAL COUNCIL
PO BOX 189 Charters Towers Qld 4820
12 Mosman Street Charters Towers Qld 4820 Australia
P +61 7 4781 5300 | M +61 (0) 429 635 135
W www.charterstowers.qld.gov.au | E liz.schmidt@charterstowers.qld.gov.au

Innovation | Customer Service | Accountability | Respect | Excellence

Please consider the environment before printing this mail note... thank you.

You have received this email from an employee of the Charters Towers Regional Council.

This e-mail message is privileged and confidential, and intended only for the recipient(s) to which it is addressed. Any views or opinions expressed within this e-mail are solely those of the author. The Charters Towers Regional Council makes no assurance either expressly or implied that the information provided within this e-mail is fit for any official purpose. If you are not the intended recipient, or the person responsible for delivering this e-mail to the intended recipient, please notify the sender of this message on e-mail to mail@charterstowers.qld.gov.au immediately, and delete all copies of this message.

This e-mail has been scanned and cleared by MailMarshall mail scanning software.
20 July 2016

Mr Lothar Siebert
Mayor
West Arnhem Regional Council
PO Box 721
JABIRU NT 0888

Dear Lothar

**Lobbying Government for a Fair Deal for Remote Councils**

Thank you for your letter date 30 June 2016.

Many of the concerns you raise in your letter are shared by our Council and community.

We support any initiative to advance the interests of Councils in the Northern Territory, and I suggest we further this discussion through the forum provided to us by the Local Government Association of the Northern Territory (LGANT).

LGANT has a long history in bringing local government areas of concern to other levels of government, and functions on behalf of all councils in the Northern Territory.

If you have any further queries please contact me on 08 8930 0517 or lord.mayor@darwin.nt.gov.au.

Yours faithfully

*KATRINA FONG LIM
LORD MAYOR

www.darwin.nt.gov.au
DOOMADGEE ABORIGINAL SHIRE COUNCIL
275 Sharpe Street DOOMADGEE QLD 4830
16th July 2016

Dear Mr Lothar Siebert,

We are having a Council meeting at 1/106 Boundary Street West End Brisbane on the 21st of July at 11 pm. This is the address of our lawyer Mr James Loel, we would like you and your people to attend.

This Council is very interested in your proposal outlined in your letter the 30th June 2016 and want to move forward.

We will have a Barrister and Chartered Accountant at the meeting also we are trying to have Journalist form the ABC Four Corners program attended as well.

This will help to get your message out to other Aboriginal Communities.

Our acting CEO Mr Adam Seiler will also be sent an official invitation.

Yours’s truly,

Mr Edric Walden Mayor of Doomadgee
Barbara Newland

Subject: FW: Response - LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

From: mayor (mailto:mayor@etheridge.qld.gov.au)
Sent: Sunday, 10 July 2016 12:54 PM
To: Barbara Newland
Subject: Response - LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Good Afternoon Lothar,
I couldn't agree more with your concerns. We're the same as every other rural shire with a limited rate payer base and we also rely heavily on state and federal grants and subsidies.

You've definitely got our support.

Kind Regards
Warren

---

Barbara Newland

From: Barbara Newland [Barbara.Newland@westarnhem.nt.gov.au]
Sent: Monday, July 04, 2016 3:46 PM
To: mayor
Subject: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Hello Mayor Devlin,

Please find attached a letter from Mr Lothar Siebert, the Mayor of West Arnhem Regional Council.

Should you wish to respond the Mayor's email address is:

lothar.siebert@westarnhem.nt.gov.au

Kind regards,

Barbara Newland
MBA AFAIM
Executive Officer JIDA & Special Projects | West Arnhem Regional Council
T: 08 8979 9453 | M: 0437 086 509 | P: 08 8979 2488 | PO Box 241 Jabiru NT 0885
E: barbara.newland@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au
Subject: FW: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL
Attachments: image003.jpg

From: Cr Kerry White [mailto:Kerry.White@ashburton.wa.gov.au]
Sent: Monday, 4 July 2016 5:48 PM
To: Barbara Newland
Subject: Re: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Dear Mayor Siebert,
I would be delighted to join with you in lobbying Canberra with all your issues they certainty effect my shire. The Shire of Ashburton is the second largest in the state with thousands of kilometres of unsealed roads, we also have six aboriginal communities which have totally being forgotten, lack of housing and services, poor education no CDEF anymore and being remote they are out of sight and mind of government.
I am also a board member for Regional Development Australia Karratha Branch and I am also a councillor on the Pilbara Regional Council all which take in the Towns of Port Hedland Karratha and Newman, the coastal towns get all the funding while inland where all the mines are misses out, because of lack of population and FIFO.
Please keep in touch.
Kind Regards.
Kerry White.
Shire President.
Ashburton.

Sent from my iPad

On 4 Jul 2016, at 2:44 pm, Barbara Newland <Barbara.Newland@westarnhem.nt.gov.au> wrote:

Hello President White,

Please find attached a letter from Mr Lothar Siebert, the Mayor of West Arnhem Regional Council.

Should you wish to respond the Mayor’s email address is:

lothar.siebert@westarnhem.nt.gov.au

Kind regards.

<image003.jpg>Barbara Newland MBA AFAIM
Executive Officer JTDA & Special Projects | West Arnhem Regional Council
T: 08 8979 0453 | M: 0437 065 569 | P: 08 8979 2488 | PO Box 241 Jabiru NT 0886
E: barbara.newland@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au

<PRESIDENT SHIRE OF ASHBURTON.pdf>
Barbara Newland

Subject: FW: Your Regional funding infrastructure

From: Clare Newland On Behalf Of Lothar Siebert
Sent: Friday, 15 July 2016 1:47 PM
To: Barbara Newland
Subject: FW: Your Regional funding infrastructure

From: UCIW [mailto:UCIW@puliau.cz]
Sent: Thursday, 7 July 2016 1:15 PM
To: Lothar Siebert
Cc: President
Subject: Your Regional funding infrastructure

Dear Lothar
Thanks for the letter. I am with you all the way. Direct lobbying in Canberra should follow community meetings where the issue is discussed and the people resolve to send a delegation representing all councils in the north.
All the best
Gordon Thomson
President
Shire of Christmas Island
Lothar Siebert  
Mayor  
West Arnhem Regional Council  
PO Box 721  
JABIRU NT 0886

21 July 2016

Dear Mayor Siebert

LOBBYING GOVERNMENT FOR A FAIR DEAL FOR REMOTE COUNCILS

Thank you for your letter dated 30 June 2016 inviting the Council for the Shire of Halls Creek to join with you in lobbying government for a fair deal for remote councils.

The Shire of Halls Creek are more than willing to support you in sending this message to the Federal, State and Territory Governments and agree that the distribution of funding to rural and remote regions is unacceptable.

Our concerns also include:

1. Infrastructure:
   - Roads
   - Bridges
   - Rail
   - Communications
   - Freight
   - Water, etc.

2. Housing

3. Community Development Programs

4. Land Tenure

5. Direct Funding

6. The diminishing pool of funding.
If you have any further concerns, please do not hesitate to contact me at credwards@hcshire.wa.gov.au or on 0488 306 911.

Kind Regards

Malcolm Edwards
Shire President
21 July 2016

Mayor
Lothar Siebert
West Arnhem Regional Council
PO Box 721
JABIRU NS 0886

Dear Mayor Siebert

FAIR DEAL FOR REMOTE COUNCILS

Thank you for your letter dated 30 June 2016 seeking support from the Shire of Wyndham East Kimberley in lobbying Federal and State Governments for a greater share of funding for infrastructure in rural and remote regions.

This Shire shares your concerns and support you in your lobbying endeavours.

In addition to the items you have listed, we consider also funding for Health Services a priority for our towns.

The importance of improving health services was identified and prioritised by our community throughout the engagement process for creating our Strategic Community Plan 2012-2022:

Objective 2.4: High standard of health and community facilities and services available to all residents
Strategy 2.4.1: Advocate for improved health and community services.

Yours Sincerely

Cr Jane Parker
Shire President
18 July 2016

Lothar Siebert
Mayor
West Arnhem Regional Council
P.O. Box 721
JABIRU NT 0886

Dear Mayor Siebert

FAIR DEAL FOR REMOTE COUNCILS

Thank you for your letter requesting support to lobby government for a fair deal for remote councils. I am happy to join with you in these efforts. It is clear that the impact of federal and state policy decisions over recent years has had a detrimental effect on the level of funding directed to local government – in Queensland LGAQ estimates this negative impact to be in the order of $1 billion per annum.

Some examples of the impact of federal and state government decisions impacting Councils in Queensland are:

- Freezing of indexation of Federal Assistance Grants until 2017/18 $60m p.a.
- Capping of infrastructure charges levied on developers $481m p.a.
- Removal of the 40% subsidy for water and waste water $140m p.a.
- Reduction in discretionary grant programs $15m p.a.
- Changes to Royalties for Regions funding $80m in 2014/15
- Cost-shifting effect of transferring responsibility for various community services, e.g. social housing to local government $50m p.a.

In addition to the above there have been extra burdens put on to local government in more onerous regulatory requirements without commensurate resources provided to implement these.

These changes have a greater impact on remote councils than urban councils in that remote councils have fewer resources to draw on and their communities are already disadvantaged.

In the case of Tablelands Regional Council we have had to endure the impact of the Queensland government decision to amalgamate our various former councils and then to de-amalgamate through community pressure, resulting an estimated cost of over $10m which could have been more productively spent in progressing the development of our region for the benefit of our residents and ratepayers.

I therefore wholeheartedly support your campaign to lobby government for a fairer deal for remote councils and please do not hesitate to contact me if you wish to discuss this further.

Yours faithfully

[Signature]

---

Public Office: 45 Mabel Street, Atherton QLD 4883. Postal address: PO Box 573, Atherton QLD 4883
Service Centres: Atherton, Herberton, Malanda, and Ravenshoe www.trc.qld.gov.au
CR JOE PARONELLA 
MAYOR

CC: 
LGAQ 
PO Box 2230 
PORTITUDE VALLEY BC QLD 4006
Barbara Newland

Subject: FW: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

From: Steven Hennessy
Sent: Monday, 11 July 2016 1:36 PM
To: Barbara Newland
Cc: Lothar Siebert
Subject: Re: LETTER FROM MAYOR, WEST ARNHEM REGIONAL COUNCIL

Hi Barbara

All good, just been talking to the big fella only minutes ago, yes, I'm in- today the Top End, tomorrow....the world!

Steven Hennessy
Mayor
Victoria Daly Regional Council
0458571307

On 4 Jul 2016, at 3:59 PM, Barbara Newland <Barbara.Newland@westarnhem.nt.gov.au> wrote:

Hello Mayor Hennessy,

Please find attached a letter from Mr Lothar Siebert, the Mayor of West Arnhem Regional Council.

Should you wish to respond the Mayor’s email address is:

lothar.siebert@westarnhem.nt.gov.au

Kind regards.

<image002.jpg>Barbara Newland MBA AFAIM
Executive Officer JTDA & Special Projects | West Arnhem Regional Council
T: 08 8979 9453 | M: 0437 065 550 | F: 08 8979 2498 | PO Box 241 Jabiru NT 0886
E: barbara.newland@westarnhem.nt.gov.au | W: www.westarnhem.nt.gov.au

<MAYOR VICTORIA DALY REGIONAL COUNCIL.pdf>
Barbara Newland

Subject: FW: RE your Letter

From: President Peter Clee [mailto:president.clee@wagait.nt.gov.au]
Sent: Monday, 11 July 2016 9:37 AM
To: Lothar Siebert
Subject: RE your Letter

I agree that we need to look at these matters urgently.
Especially in view that we have an election nearly upon us

Waiting till after the election is a waste of time

Regards,

Peter Clee
PRESIDENT
Mobile: 04 1889 4404
E-mail: president.clee@wagait.nt.gov.au

This document is intended solely for the use of the person to whom it is addressed. It may contain material which is privileged or confidential. This document should not be copied or distributed without prior approval.

If you receive this email in error please notify the sender. Thank you for your co-operation.

Please consider the environment before printing this email.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

<table>
<thead>
<tr>
<th>Agenda Reference:</th>
<th>9.5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Review of Action Items List</td>
</tr>
<tr>
<td>File Reference:</td>
<td>608115</td>
</tr>
<tr>
<td>Author:</td>
<td>Brian Hylands, Chief Executive Officer</td>
</tr>
</tbody>
</table>

**SUMMARY**

This report is submitted for Council to consider the progress on outstanding resolutions from Council Meetings.

The list of outstanding actions and recommended action will be tabled at the meeting.

**BACKGROUND**

This report is a standard report submitted to each Council Meeting to note the actions taken with respect to Council resolutions.

The attached summary provides the current status of the resolutions as provided by the relevant staff. The officer’s recommendation lists the resolution but it is for Council to determine whether the item remains active or complete.

**COMMENT**

No additional comment is provided for this report.

**STATUTORY ENVIRONMENT**

No specific legislation applies to this report.

**POLICY IMPLICATIONS**

No specific policies apply to this report.

**FINANCIAL IMPLICATIONS**

No specific financial implications are associated with this report.

**STRATEGIC IMPLICATIONS**

The actions that Council resolves to occur are to be acted upon by the Chief Executive Officer and relevant staff. Delays or complications in complying with a decision of Council may occur and this report enables Council and staff to progressively acknowledge the completion of the actions or reasons for actions not completed.

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

That Council reviews the outstanding resolutions and gives approval for completed items to be removed.

**ATTACHMENTS**

1. 2016.08.10 Ordinary Council Action Sheets.pdf
Meeting Date: 08 June 2016
Officer: Muhammad Wajah
Department: Corporate Services
Progress: Not Commenced / In Progress / Completed

Resolution:
Related Party Disclosures
OCM109/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Councillor Ralph F Blyth

That the Council:
- receives and notes the report relating to Related Party Disclosures
- instructs Key Management Personnel to sign Key Management Personnel Declaration on annual basis with first declaration to be provided by 1 July 2016.

06 Jul 2016 - 2:46 PM - Clare Newland
KMP Declarations need to filled out and signed.

Meeting Date: 08 June 2016
Officer: Claire Seward
Department: Service Delivery
Progress: Not Commenced / In Progress / Completed

Resolution:
Maningrida Pool Upgrade
OCM111/2016 RESOLVED:
On the motion of Councillor Matthew Ryan
Seconded Councillor James Marrawal

That Council:
1. approves the additional expenditure of $82,978.55 in lieu of endorsement from the Maningrida Local Authority due to the failure of not reaching a quorum on Monday 30 May 2016; and
2. accepts the variation of scope to include removal of the existing concrete apron and replacing it with a new apron at a total expense of $231,589.84 from Duratec Australia.

04 Aug 2016 - 2:04 PM - Clare Newland
The concreting of the apron has been held up due to the discovery of major leaks. The leaking of the pool has been an issue for many years. By removing the old apron it was discovered the leaks are around the pool jets which are now going to be replaced. Expected completion date will now be 22 August 2016 as the parts are located in France. The pool will be closed for a period of three weeks prior to completion.
### Resolution:

Disposal of surplus vehicles and plant

OCM112/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Councillor Daisy Yarrmir

That Council receives and notes the report and approves the sale via public auction of the following vehicles and plant:

- 2001 Isuzu NPR garbage truck from Minjilang
- 2004 Mitsubishi Canter from Minjilang
- 1994 Mitsubishi FM559 flat top truck from Minjilang
- 2004 Mitsubishi Canter from Warruwi
- 1999 Toyota Hilux from Maningrida
- A993 Toyota Landcruiser from Maningrida
- 2001 Toyota Landcruiser from Maningrida
- 2002 Toyota Troopcarrier from Maningrida
- 2003 Ford Courier from Maningrida
- 1989 International Acco crane truck from Gunbalanyu

08 Aug 2016 - 10:10 AM - Clare Newland
The sale of the plant and equipment has not occurred due to the wait on the supply of the new vehicles. This should be completed by the end of August 2016.
### Resolution:

**Northern Land Council Section 19 Leases**

**15.2 Northern Land Council Section 19 Leases**

OCM403/2015 RESOLVED:
- On the motion of Councillor Matthew Ryan
- Seconded Councillor Ralph F. Bligh

That Council:
1. approves to pay the Section 19 leases from August 2012 as originally specified in the lease agreements provided by NLC; and
2. gives Management approval to finalise lease negotiations on terms Management views as being in the best interests of WARC bearing in mind the original changes suggested.

04 Aug 2016 - 3:01 PM - Clare Newland
A meeting between NLC and WARC has been scheduled in Jabiru, Monday 8 August 2016.

06 Jul 2016 - 10:16 AM - Clare Newland
Three out of the six leases have been received from NLC however there are a number of questions in relation to these leases so they have not been signed by WARC. The Acting CEO is following up with NLC.
### Gunbalanya Road

**9.5.2 Gunbalanya Road**

OCM436/2015 RESOLUTION

On the motion of Councillor Ralph F Blyth
Sec. Councillor Matthew Ryan

That Council directs the Administration to prepare a feasibility report for Council’s consideration regarding the upgrade of the Gunbalanya Road including raising the level of the road and bitumenising the surface. The program should be scoped over 2-3 years with matching funds being provided by the Northern Territory Government.

*06 Jul 2016 - 2:09 PM - Clare Newland*

Mayor Siebert is progressing this action.

### Supply and Install Demountables Lot 387 Gunbalanya

**11.1 Supply and Install Demountables Lot 387 Gunbalanya**

OCM461/2015 RESOLVED:

On the motion of Councillor Daisy Yarmirr
Sec. Councillor Michelle Siebert

That Council:

- approves the calling of tenders for the supply and installation of one 14.4mt x 4mt demountable with veranda on Lot 387, and;
- approves the relocation of the four cabins from Lot 381 to Lot 588.

*04 Aug 2016 - 2:11 PM - Gordon Smith: Awaiting on Power and Water to provide approval of the services. Expected completion date end of August 2016.*

*06 Jul 2016 - 10:18 AM - Clare Newland: The unit has been purchased and is waiting in Darwin for delivery. However, the RMSD is holding off until the Section 19 Leases have been signed.*
**ACTION SHEETS REPORT**

<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>Officer</th>
<th>Department:</th>
<th>Progress: Not Commenced / In Progress / Completed</th>
</tr>
</thead>
<tbody>
<tr>
<td>02 May 2016</td>
<td>Greg Gilbert</td>
<td>Chief Executive</td>
<td></td>
</tr>
</tbody>
</table>

**Resolution:**

Establishment of a Local Authority in Jabiru

9.7 Establishment of a Local Authority in Jabiru

OCM94/2016 RESOLVED:
On the motion of Councillor Captain Brown
Seconded Councillor Ralph T Blyth

That Council:

1. determines that a Local Authority should be established in the Jabiru community; and
2. seeks the permission of the Minister for Local Government and Community Services to establish this Local Authority.

07 Jul 2016 - 12:19 PM - Greg Gilbert
In the last week of June 2016, the Department of Local Government and Regional Services provided advice to the Manager for Governance, via telephone, that a decision for the formation of Jabiru Local Authority would not be forthcoming until post August 2016.

06 Jul 2016 - 2:33 PM - Clare Newland
A letter was sent to the Honourable Bess Nungarrayi Price MLA, Minister for Local Government and Community Services seeking her approval for the establishment of a Local Authority in Jabiru.
<table>
<thead>
<tr>
<th>Meeting Date:</th>
<th>Officer</th>
<th>Department:</th>
<th>Progress:</th>
</tr>
</thead>
<tbody>
<tr>
<td>02 May 2016</td>
<td>Gordon Smith</td>
<td>Service Delivery</td>
<td>Not Commenced / In Progress / Completed</td>
</tr>
</tbody>
</table>

Resolution:

Car Crusher and Baler

**16.6 Car Crusher and Baler**

OCM50/2016 RESOLVED:
On the motion of Councillor Ralph F Blyth
Seconded Councillor Michelle Siebert

That Council receives and notes the report; and
- agrees in principle with the strategy of maintaining Council’s landfill sites through the removal of old car bodies using a mobile crushing plant; and
- instructs the CEO to investigate funding opportunities which may be available for the acquisition of this equipment.

06 Jul 2016 - 5:38 PM - Barbara Newland

More detailed costings and a cost benefit analysis in relation to the acquisition of this capital item is required before a budget can be developed and submitted for Council’s approval. It is estimated that this will be completed in time for the budget review following the first quarter of operations in the 16-17 financial year.
SUMMARY
The purpose of this report is to inform Council as to the status of funding applications as of 31st July 2016.

BACKGROUND
To provide Council with a monthly update as to the status of grant applications.

Unfortunately Council was unsuccessful in its Community Benefit Fund Application for a Mobile Car/Scrap Baler. This application may be re-submitted at a later date.

Council was successful in gaining capital funding of $25,000 from NT Department of Sport and Recreation for minor upgrades to sport and recreation infrastructure.

Council has secured funding for the Gunbalanya Women’s Safe House for the 2016/17 financial year. This programme has now transferred from the Department of Children and Families to the NT Department of Local Government and Community Services.

Council also maintained funding for the Warruwi Creche and Warruwi OSHC including some escalation in funding and $50,000 in additional funding for repairs and maintenance and also to make improvements to governance, financial management and administration of the service.

Council received a new Toy and Equipment Grant from the NT Department of Education.

Council also submitted five Expressions of Interest to the NT Environment Protection Authority for projects in the Gunbalanya, Maningrida and Jabiru Landfills. These totalled $121,000 and depending on feedback, the applications will be concluded in September 2016.

COMMENT
No new funding applications were made in June 2016. Notices of unsuccessful applications were received during the month totalled $200,000. As per attachment, Council has $3,305 in grant applications still pending. Total grant funding received for the month totalled $790,533 on top of the additional funding from NT Sport and Recreation.

STATUTORY ENVIRONMENT
The aforementioned grant applications and new funding relate to the goals, objectives and strategies of the West Arnhem Regional Council Strategic Plan 2016-17.

POLICY IMPLICATIONS
Not applicable.
FINANCIAL IMPLICATIONS
The main financial implication in the above is the amount of Contract Administration Council receives from grants awarded.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council receives and notes the report - Current Funding Application Status for West Arnhem Regional Council – July 2016

ATTACHMENTS
1 Status of Grant Applications - July 2016.pdf
<table>
<thead>
<tr>
<th>Date of Application</th>
<th>Date of Notice</th>
<th>Grant Name</th>
<th>Funding Body</th>
<th>Type</th>
<th>Eligibility (£) / Year</th>
<th>Term</th>
<th>Amount (per year)</th>
<th>Financial Year</th>
<th>Community</th>
<th>Purpose / Comments</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Applied during the month</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Pending from prior months - awaiting results</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>19/07/2016</td>
<td></td>
<td>Community Partnership Fund</td>
<td>RIA</td>
<td>Community</td>
<td>N</td>
<td>One Off</td>
<td>$3,500</td>
<td>10/17</td>
<td>Swimming Pool</td>
<td>Toward purchase of Lens Replace for swimming pool</td>
<td>Pending</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Granted during the month of July</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>30/06/2016</td>
<td></td>
<td>Gambalinya Women's Centre Safe House</td>
<td>RIA Dept of Children and Families</td>
<td>Community</td>
<td>N</td>
<td>1 year</td>
<td>$180,000</td>
<td>10/17</td>
<td>Gambalinya</td>
<td>Operate Gambalinya Women's Safe House. This is contract has now been transferred to N/T Department of Local Government and Community Services.</td>
<td>Successful</td>
</tr>
<tr>
<td>5/07/2016</td>
<td></td>
<td>Long Day Care Toys &amp; Equipment Program</td>
<td>RIA Dept of Education</td>
<td>Community</td>
<td>N</td>
<td>One Off</td>
<td>$2,000</td>
<td>10/17</td>
<td>Jabil</td>
<td>Purchase of quality learning resources</td>
<td>Successful</td>
</tr>
<tr>
<td>21/07/2016</td>
<td></td>
<td>Additional Funding - Warruwi Cootche &amp; Warruwi Child Care</td>
<td>Australian Government - Dept of Education</td>
<td>Community</td>
<td>N</td>
<td>One Off</td>
<td>$63,000</td>
<td>10/17</td>
<td>Warruwi</td>
<td>To assist to assist to update the business model of services prior to new child care arrangements in July 2017.</td>
<td>Successful</td>
</tr>
<tr>
<td>31/07/2016</td>
<td></td>
<td>Warruwi Cootche &amp; Warruwi Child Care</td>
<td>Australian Government - Dept of Education</td>
<td>Community</td>
<td>N</td>
<td>1 year</td>
<td>$300,000</td>
<td>10/17</td>
<td>Warruwi</td>
<td>Operational Costs for 2014/15</td>
<td>Successful</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Unsuccessful for the month of July</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>20/09/2016</td>
<td></td>
<td>Recycling Project - Cooinda/Smith Martin</td>
<td>RIA Community Benefit Fund - Region</td>
<td>Community</td>
<td>N</td>
<td>One Off</td>
<td>$200,000</td>
<td>10/17</td>
<td>Regional</td>
<td>Purchase of Mobile Car/Scrap Metal Crusher for use in all Regional</td>
<td>Unsuccessful</td>
</tr>
<tr>
<td>Date of Application</td>
<td>Date of Notice</td>
<td>Grant Name</td>
<td>Funding Body</td>
<td>Type</td>
<td>Amount (per year)</td>
<td>Financial Year</td>
<td>Community</td>
<td>Purpose / Comments</td>
<td>Status</td>
<td></td>
<td></td>
</tr>
<tr>
<td>--------------------</td>
<td>----------------</td>
<td>------------</td>
<td>--------------</td>
<td>------</td>
<td>------------------</td>
<td>----------------</td>
<td>-----------</td>
<td>------------------</td>
<td>--------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13/07/2016</td>
<td></td>
<td>Sustainability Night Kelso</td>
<td>Department of Prime Minister &amp; Cabinet</td>
<td>Community</td>
<td>$5,000</td>
<td>1/12</td>
<td>Regional</td>
<td>Simplified budgetary reporting - Providing more flexible reporting of staffing cost</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Regional and Remote Constitutional - Capital Grant</td>
<td>Dept. of Sport and Recreation</td>
<td>Community</td>
<td>$25,000</td>
<td>10/17</td>
<td>Mildura</td>
<td>Support minor upgrades to sport and recreation infrastructure to identified communities</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
<tr>
<td>20/06/2016</td>
<td></td>
<td>Bundaberg Women's SAFE House</td>
<td>Dept. of Children and Families</td>
<td>Community</td>
<td>$300,000</td>
<td>10/17</td>
<td>Bundaberg</td>
<td>Operate Bundaberg Women's SAFE House. This is a contract to share budget with HT Dept. of Local Government and Community Services</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
<tr>
<td>19/07/2016</td>
<td></td>
<td>Long Bay Care Toy &amp; Equipment Program</td>
<td>Dept. of Education</td>
<td>Community</td>
<td>$2,000</td>
<td>10/17</td>
<td>Jabiluka</td>
<td>Purchase of quality learning resources</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
<tr>
<td>21/07/2016</td>
<td></td>
<td>Additional Funding - Warumun Cheche &amp; Warnca OSHC</td>
<td>Australian Government - Dept. of Education</td>
<td>Community</td>
<td>$50,000</td>
<td>10/17</td>
<td>Warumun</td>
<td>$50,000 to assist council to review the business model of the OSHC prior to new child care arrangements in July 2017. $40,000 for repairs &amp; maintenance.</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
<tr>
<td>13/07/2016</td>
<td></td>
<td>Warnca Cheche &amp; Warnca OSHC</td>
<td>Australian Government - Dept. of Education</td>
<td>Community</td>
<td>$358,037</td>
<td>10/17</td>
<td>Warnca</td>
<td>Operational costs for 2016/17</td>
<td>Successful</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Total FY 30/6/17 $2,845,895
Total FY 31/12/17 $0

Total by Location:
- Bundaberg $300,000
- Mildura $2,000
- Jabiluka $25,000
- Warnca $458,037
- Regional $0
SUMMARY
The purpose of this report is to provide Council with the acquittal documentation relating to a grant provided to West Arnhem Regional Council by the Northern Territory Government for the specific purpose of being towards the purchase of a Hino 500 Series Rubbish Compactor for Maningrida.

BACKGROUND
It is a requirement of the funding agreements relating to Special Purpose Grants provided by the Northern Territory Government that acquittals for those grants be laid before Council for its information and noting.

COMMENT
The agreement for this grant was signed on the 30th October 2015 and subsequently on the 5th November 2015 the amount of $132,210.00 was deposited into Council’s bank account.

The expenses for this grant form part of the costs of Invoice 942991 from Vanderfield Northwest Pty Ltd., attached.

STATUTORY ENVIRONMENT
It is a requirement of the funding when accepting Special Purpose Grants that the acquittal be laid before Council.

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
Not applicable.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council notes the final acquittal for the Special Purpose Grant towards the purchase of a Hino 500 Series Rubbish Compactor for Maningrida.

ATTACHMENTS
1. Acquittal presentation to OCM WARC - SPG Grant - Hino 500 Series Rubbish Compactor for Maningrida.pdf
DEPARTMENT OF
LOCAL GOVERNMENT AND COMMUNITY SERVICES

WEST ARNH EM REGIONAL COUNCIL

2015-16 ACQUITTAL OF SPECIAL PURPOSE GRANT

Department of Local Government & Community Services
File number: LGR2014/00163

Purpose of Grant: Towards the purchase of a Hino 500 Series Combo Rubbish Compactor for the Community of Maningrida.

Date of Approval of Variation to Grant (if applicable)  
/201

INCOME AND EXPENDITURE ACQUITTAL FOR THE PERIOD ENDING 30 June 2016

Special Purpose Grant $132,210
Other income
Total income $132,210

Expenditure (Specify accounts and attach copies of invoices or ledger entries)
An 'administration fee' is not to be apportioned to the grant for acquittal purposes.

Total Expenditure $132,210
Surplus/(Deficit) $0

We certify, in accordance with 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: Paul Cockerell 15/07/2016

Laid before the Council at a meeting held on /./..../201.... Copy of minutes attached.

Authorised Person

DEPARTMENTAL USE ONLY
Grant amount correct? YES/NO
Expenditure conforms with purpose YES/NO
Minutes checked YES/NO

Balance of funds to be acquitted $ 

Date next acquittal due / /

ACQUITTAL ACCEPTED YES/NO

Prepared by

Comments

Peter Thornton – Manager Grants Program / /
VANDERFIELD NORTHWEST PTY LTD
LOT 1681 STUART HIGHWAY (Cnr McGinnon Road)
PINELANDS NT 0829
P.O. BOX 3039
PALMERSTON NT 0831
A.B.N. 18 103 218 765 A.C.N. 159 218 765 I.A.W.D 419

INVOICE TO:
WEST ARNH EM REGIONAL COUNCIL
P.O. BOX 721
JABIRU NT 0886

DELIVER TO:
WEST ARNH EM REGIONAL COUNCIL
P.O. BOX 731
JABIRU NT 0886

Invoic No.: 942991
Date: 29/06/2016
Cust. Order No.: PO028707
Tax Exempt Ref:

ABN: 45005339673

STOCK UNIT DETAILS

<table>
<thead>
<tr>
<th>STOCK No.</th>
<th>TYPE</th>
<th>ATTACH TO</th>
<th>MAKE</th>
<th>MODEL NAME</th>
<th>REG No.</th>
<th>VIN</th>
<th>ENG No.</th>
<th>YEAR</th>
<th>SALE PRICE (Excl GST)</th>
</tr>
</thead>
<tbody>
<tr>
<td>722591</td>
<td>New</td>
<td>MHC</td>
<td>1022 MEDIUM LOW PRO</td>
<td>X0110225</td>
<td>J-0607CA25-A000000225</td>
<td>JN17TR1-01706</td>
<td>2016</td>
<td>$221,728.67</td>
<td></td>
</tr>
</tbody>
</table>

INVOICE NOTES:

Total Selling Price Excl GST $221,728.67

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
<th>GST</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freight and Handling D/O GST</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Insurance GST</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Less Discount Ex GST</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Luxury Tax</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Stamp Duty</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Registration Fee</td>
<td>$1,019.13</td>
<td>$101.913</td>
</tr>
<tr>
<td>Sundry Charges Ex GST</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Total</td>
<td>$222,728.67</td>
<td>$222,728.67</td>
</tr>
</tbody>
</table>

1. Warranties:
(a) The products are warranted to be reasonably fit for the purpose for which the products were supplied or supplied in accordance with any written specifications or advice given to the Customer or the Customer's authorized representative before the supply or delivery of the products or services.
(b) Any warranties to the products are subject to the products being installed and operated in accordance with the manufacturer's or supplier's instructions.
(c) The Customer shall be responsible for any damage to the products or any related equipment caused by the Customer or the Customer's authorized representative.
(d) The Customer shall be responsible for any damage to the products or any related equipment caused by any other person.

2. Title:
(a) The title to the products shall pass to the Customer on delivery of the products and the Customer shall be responsible for any loss or damage to the products until such time as the Customer takes physical possession of the products.
(b) The Customer shall be responsible for any loss or damage to the products until such time as the Customer takes physical possession of the products.
(c) The Customer shall be responsible for any loss or damage to the products until such time as the Customer takes physical possession of the products.

Attachment 1
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

Agenda Reference: 11.1
Title: Mechanical Repairs for NT Fleet - Service Agreement
File Reference: 602746
Author: Graham Baulch, Fleet Coordinator

SUMMARY

At the Ordinary March 2016 meeting, Council asked for a detailed Service Agreement to be developed between West Arnhem Regional Council and NT Fleet outlining arrangements where Council could undertake repairs on NT Fleet vehicles based at Minjilang and Warruwi.

This report is to provide Council with the opportunity to examine this Service Agreement and approve the signing.

BACKGROUND

Several drafts of the Service Agreement have passed back and forth between NT Fleet and Council Administration with the final document attached to this report for Council’s reference.

COMMENT

This agreement covers servicing of the four NT Fleet vehicles based at each of Council’s two island communities. This is an opportunity for Council to reduce the operating costs of maintaining Council’s fleet and at the same time assist in building a better relationship with NT Government service providers in the communities.

Major repairs on these vehicles or requests from other service providers will not be considered as they could potentially reduce Council’s ability to provide mechanical services to its own fleet on the two islands.

Council Administration would like to recommend that the proposal by NT Fleet, as detailed in the attached Service Agreement, be approved by Council.

STATUTORY ENVIRONMENT

Northern Territory Motor Vehicles Act as in force February 1st 2016

POLICY IMPLICATIONS

Not applicable. This proposal does not impact upon Council’s current approach that private mechanical repairs are not undertaken by WARC. This is purely an external commercial contract entered into in the same manner as any other, e.g. PAWA essential services, airstrip maintenance, etc., where Council performs activities on behalf of other government agencies.

FINANCIAL IMPLICATIONS

Financial implications include NT Fleets agreement to contribute to the costs of the charter flight each time a Council mechanic performs work on one of NT Fleet vehicles and will contribute $860 towards a Minjilang charter and $960 towards a Warruwi charter. This will halve Council’s charter costs on most mechanical service trips and lead to a saving of up to $8,000 per year. Income from labour charges and consumable sales of between $4,000 and $6,000 per year are expected.
Applicable hourly rates, costs for oil and other consumables, environmental levy charges and charter contributions are outlined in an Addendum attached to the Service Agreement.

NT Fleet agreed to the payment of environmental levies on all waste products taken from their vehicles. This will ensure Council incurs no extra costs when it comes to disposing of waste oil, tyres or batteries.

STRATEGIC IMPLICATIONS

In preparing this report the Administration has been mindful of fulfilling its obligations as outlined in the Regional Plan 2015-16 as follows:

<table>
<thead>
<tr>
<th>Goal 2 Local Government Administration</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems and processes that support the effective and efficient use of financial and human resources.</td>
<td></td>
</tr>
<tr>
<td>Objective 2.1</td>
<td>An effective, efficient and accountable Regional Council which maximises revenue opportunities</td>
</tr>
</tbody>
</table>

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:
That Council:
1. Receives and accepts the Service Agreement between the NT Department of Corporate and Information Services NT Fleet and West Arnhem Regional Council; and
2. Approves the request from NT Fleet for motor vehicle service work to be performed at Croker and Goulburn Islands.

ATTACHMENTS
1. Repairs and Maintenance Agreement - WARC.pdf 15 Pages - Supplied at meeting
SUMMARY
The report is to provide Council with an update regarding the outcome of the trial of CORNEA LED street lighting in Minjilang.

BACKGROUND
Maintaining street lighting in communities is an ongoing problem for Council with a considerable amount of time and resources consumed trying to keep the lights operational.

Vandalism is the biggest cause of damage in the communities however there are other issues such as corroded reflectors, bugs and vermin, cracked lenses and broken gaskets.

The high cost in continued maintenance and repairs which requires staff, contractors, and the deployment and/or hire of plant & equipment. Financial records show that Council spend in excess of $20,000 on repairing lights in Minjilang every two years.

During OCM326/2015 In July 2015 Council gave approval for the trial of the CORNEA lighting system in Minjilang, at a budget estimate of $53,004.

COMMENT
The Asset Manager Buildings liaised with PowerWater Corporation to ensure that our work was scheduled to occur at the same time as their maintenance work so that our organisations could share the substantial cost of mobilisation.

<table>
<thead>
<tr>
<th>Item</th>
<th>Budget Estimate</th>
<th>Confirmed Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cornea light</td>
<td>537.50</td>
<td>537.50</td>
</tr>
<tr>
<td>Dawn to Dusk Switch</td>
<td>215</td>
<td>199</td>
</tr>
<tr>
<td>Delivery to Darwin</td>
<td>30</td>
<td>0</td>
</tr>
<tr>
<td>Delivery to Minjilang</td>
<td>30</td>
<td>8.22</td>
</tr>
<tr>
<td>Installation per light</td>
<td>450</td>
<td>534</td>
</tr>
<tr>
<td><strong>Total 42 lights</strong></td>
<td><strong>53,004</strong></td>
<td><strong>53,706.20</strong></td>
</tr>
</tbody>
</table>

The initial feasibility study predicted a saving on power costs of approximately $3000 per annum. With the project complete it can be confirmed that the new quarterly expense for public lighting in Minjilang has reduced from $915.91 to $494.42, which represents a saving of $1,686 per annum.
Despite the initial investment Council predicted that they would break even by the end of 2018. As demonstrated by the above graph, the slightly lower than anticipated annual saving means that Council can expect to see a return on investment slightly later; by early 2019.

STATUTORY ENVIRONMENT
Nil.

POLICY IMPLICATIONS
The purchasing policy has been taken into consideration when carrying out this project.

FINANCIAL IMPLICATIONS
The funds required to carry out this project were allocated in the 2015/2016 budget as requested by Council. The estimated costs of the installation of the 42 street lights was $53,004.00, which was exceeded by only $702.20.

STRATEGIC IMPLICATIONS

<table>
<thead>
<tr>
<th>Goal 3 Local Infrastructure</th>
</tr>
</thead>
<tbody>
<tr>
<td>Well maintained and enhanced built and natural environment</td>
</tr>
<tr>
<td>Objective 3.1</td>
</tr>
<tr>
<td>Objective 3.2</td>
</tr>
<tr>
<td>Objective 3.4</td>
</tr>
</tbody>
</table>

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council approves that this type of LED street lighting system that was trialed in Minjilang be considered for use in other WARC communities.
SUMMARY
For Council to receive the Unconfirmed Minutes of the 27 July 2016 Finance and Policy Committee Meeting and to consider adopting the resolutions contained therein.

BACKGROUND
Not applicable.

COMMENT
Not applicable.

STATUTORY ENVIRONMENT
The minutes as submitted must comply with the Local Government Act s67(2).

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
Not applicable.

STRATEGIC IMPLICATIONS
Not applicable.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council accepts the Unconfirmed Minutes of the Finance and Policy Committee Meeting held 27 July 2016 and adopts the resolutions contained therein.

ATTACHMENTS
1 2016.07.27 Finance and Policy Committee Minutes.pdf
Minutes of the West Arnhem Regional Council Finance and Policy Committee Meeting
Wednesday, 27 July 2016 at 10.00am
Council Chambers, Jabiru

Chairperson Mayor Lothar Siebert declared the meeting open at 10.15am, welcomed all in attendance and acknowledged the Traditional Owners.

ELECTED COMMITTEE MEMBERS PRESENT
Mayor
Councillor
Councillor
Councillor

Lothar Siebert (Teleconference)
Anna Egerton (Teleconference)
Alex Siebert
James Marrawal (Teleconference)

STAFF PRESENT
Chief Executive Officer
Executive Manager Corporate Services
Executive Officer JTDA and Governance Projects
Regional Manager Service Delivery
Manager Governance
Executive Assistant to the CEO and Mayor

Brian Hylands
Valentin Marquez
Barbara Newland
Gordon Smith
Gregory Gilbert
Clare Newland (Minute Secretary)
APologies AND LEAVE OF ABSENCe

3.1 APologies AND LEAVE OF ABSENCe
The Committee considered Apologies and Leave of Absence.

The Committee received and noted no Elected Member apologies and/or requests for leave of absence received for the Finance and Policy Committee Meeting held 27 July 2016.

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE
The Committee considered Absent Without Notice.

The Committee noted no Elected Member absences without notice for the Finance and Policy Committee Meeting held 27 July 2016.

ACCEPTANCE OF AGENDA

5.1 ACCEPTANCE OF AGENDA
The Committee considered Acceptance of Agenda.

FPC33/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Deputy Mayor James Marrawal

That the agenda papers for the Finance and Policy Committee Meeting of 27 July 2016 as circulated be received for consideration at the meeting.

CARRIED

DECLARATION OF INTEREST OF MEMBERS OR STAFF

6.1 DISCLOSURE OF INTEREST OF MEMBERS OR STAFF
The Committee considered Disclosure of Interest of Members or Staff.

The Committee received no Declarations of interest for the Finance and Policy Committee Meeting held 27 July 2016.
CONFIRMATION OF PREVIOUS MINUTES

9.1 CONFIRMATION OF PREVIOUS MINUTES - FINANCE AND POLICY COMMITTEE MEETING - 27 APRIL 2016

The Committee considered Confirmation of Previous Minutes - Finance and Policy Committee Meeting - 27 April 2016.

FPC34/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Anna Egerton

That the Minutes of the 27 April 2016 Finance and Policy Committee Meeting are confirmed by the Committee as a true and correct record of the meeting.

CARRIED

FINANCE REPORTS

10.1 CREDIT CARD RECONCILIATIONS - APRIL 2016

The Committee considered Credit Card Reconciliations - April 2016.

FPC35/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Anna Egerton

That the Committee receives and accepts the report, Credit Card Reconciliations – April 2016.

CARRIED

10.2 CREDIT CARD RECONCILIATIONS - MAY 2016

The Committee considered Credit Card Reconciliations - May 2016.

FPC36/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Anna Egerton

That the Committee receives and accepts the report, Credit Card Reconciliations – May 2016.

CARRIED

10.3 CREDIT CARD RECONCILIATIONS - JUNE 2016

The Committee considered Credit Card Reconciliations - June 2016.

FPC37/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Anna Egerton

That the Committee receives and accepts the report, Credit Card Reconciliations – June 2016.

CARRIED
10.4 FINANCE REPORT - JUNE 2016
The Committee considered Finance Report - June 2016.

FPC38/2016 RESOLVED:
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Alex Siebert

That the Committee receives and approves the Finance Report for the period ending 30 June 2016.

CARRIED

POLICY REPORTS

11.1 CARETAKER POLICY
The Committee considered Caretaker Policy.

FPC39/2016 RESOLVED:
On the motion of Councillor Alex Siebert
Seconded Councillor Anna Egerton

That the Finance and Policy Committee recommends that Council adopts the Caretaker Policy.

CARRIED

11.2 PLAQUES FOR RETIRING ELECTED MEMBERS POLICY
The Committee considered Plaques for Retiring Elected Members Policy.

FPC40/2016 RESOLVED:
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Anna Egerton

That the Finance and Policy Committee recommends that Council adopts the Plaques for Retiring Elected Members Policy.

CARRIED

11.3 CODE OF CONDUCT - ELECTED MEMBERS POLICY
The Committee considered Code of Conduct - Elected Members Policy.

FPC41/2016 RESOLVED:
On the motion of Councillor Anna Egerton
Seconded Deputy Mayor James Marrawal

That the Finance and Policy Committee recommends that Council adopts the Code of Conduct Policy.

CARRIED
13.1 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE.

The Committee considered Elected Member questions with or without notice.

**FPC42/2016 RESOLVED:**
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Anna Egerton

That the Chairperson invites questions with or without notice from Elected Members.

CARRIED

14.1 CLOSURE TO THE PUBLIC FOR THE DISCUSSION OF CONFIDENTIAL ITEMS

The Committee considered Closure to the Public for the Discussion of Confidential Items.

**FPC43/2016 RESOLVED:**
On the motion of Deputy Mayor James Marrawal
Seconded Councillor Anna Egerton

That the meeting is now closed to the public as confidential items are about to be discussed which relate to matters containing confidential information. The meeting is closed in accordance with Regulation 8(c) as the matters to be discussed include:

- Information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair advantage on, any person.

CARRIED

15.3 DISCLOSURE OF CONFIDENTIAL RESOLUTIONS & RE-ADMITTANCE OF THE PUBLIC

The Committee considered Disclosure of Confidential Resolutions & Re-admittance of the Public.

**FPC47/2016 RESOLVED:**
On the motion of Councillor Alex Siebert
Seconded Deputy Mayor James Marrawal

That the Committee discloses the following motions from the confidential section of this meeting in the open section of the meeting and opens the meeting to the public.

MINJILANG & WARRUWI AERODROME FENCING TENDERS

**FPC45/2016 RESOLVED:**
On the motion of Councillor Anna Egerton
Seconded Deputy Mayor James Marrawal

That the Committee:
1. approves acceptance of Minjilang fencing Tender T16-1552, total $134,291.35; and
2. approves acceptance of Warruwi fencing Tender T16-1154, total $155,732.40.

CARRIED
MATTER ARISING - OFFSET OF DEBTS BETWEEN WEST ARNH EM REGIONAL COUNCIL AND BAWINANGA ABORIGINAL CORPORATION

FPC16/2016 RESOLUTION

On the motion of Councillor Anna Egerton
Seconded Councillor Alex Siebert

That the Committee approves the write off of $303 in final settlement of the amounts payable and receivable between Bawinanga and WARC.

CARRIED

CONFIDENTIAL ITEMS

The information is classed as confidential under Section 65(2) of the Local Government Administration Regulations 2008.

NEXT MEETING

The next meeting is Wednesday, 24 August 2016.

MEETING DECLARED CLOSED

Chairperson Lothar Siebert declared this section of the meeting closed at 10.26am.

Chairperson Lothar Siebert declared the meeting closed at 10.45am.

This page and the preceding pages are the minutes of the Finance and Policy Committee Meeting held on Wednesday, 27 July 2016.

_____________________________  ________________________________
Chairperson  Date Confirmed

West Arnhem Regional Council  Finance and Policy Committee
- 6 -  Wednesday, 27 July 2016
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

Agenda Reference:  13.2
Title:            Finance Report for the period ended 30 June 2016
File Reference:  608121
Author:          Muhammad Waqas, Finance Manager

SUMMARY
To provide Council with the Financial Management Reports for the period ending 30 June 2016.

BACKGROUND
The Local Government (Accounting) Regulations, Part 8, Section 18, state that the Financial Reports
to Council must set out and include the following:

(1)(a) the actual income and expenditure of the council for the period from the commencement of
the financial year up to the end of the previous month; and

(1)(b) the forecast income and expenditure for the whole of the financial year.

(2)(a) details of all cash and investments held by the council (including money held in trust); and

(2)(b) a statement on the debts owed to the council including the aggregate amount owed under
each category with a general indication of the age of the debts; and

(2)(c) other information required by the council.

COMMENT
RESULT FOR THE YEAR TO DATE 30.06.16

The financial results for the period ending 30 June show an operating surplus of $3,446,928
compared to the budgeted surplus of $3,529,387. Total revenue shows a favourable variance of 2%
($766,133). This is mainly due to higher other income, operating grants income and allocation
income compared to the budgeted amounts. Other income is higher by more than 100% ($417,987)
mainly because of reimbursement of workers compensation insurance claims for employees.
Operating grants income is higher because grants relating to Indigenous Employment Initiative –
Broadcasting, Installation of LED lights and Community Benefits Funds were not included in the
budget estimates. The Council received information about these grants after the revised budget was
adopted and therefore it has resulted favourable variance of 1% (192,947). While the allocation
income shows a favourable variance of 2% ($129,630), it’s an internal charge and has an equal
amount of allocation expenditure recorded against it under expenses and has a nil effect on the
bottom line. However these allocations do generate some cashflow for the Council, when expenses
are allocated against a tied grant or commercial contract. Agency and commercial services income
shows favourable variance of 2% ($58,579) because of higher income from Essential Services
Contract with Power and Water compared to the budget amount. Financial management services
income is also higher for contract with Jabiru Town Dev. Authority compared to the budget amount.
Council fees income shows an unfavourable variance of 11% ($25,044) mainly because of lower user
charges income for Maintain Council Controlled Buildings activity. Rates and charges show
unfavourable variance of $6,564 because of lower water charges income. The Council earned
investment income i.e. interest on investments and bank deposits amounting $374,445 which is
slightly lower than the budget forecast.
Total Operating Expenditure for the period is higher than budget by 3% ($848,592). In absolute dollar terms the most significant savings have been achieved in the area of other expenses $843,153 (18%) and employee expenses $196,081 (1%). Contract and material expenses show higher spending of 24% ($1,763,854) compared to the budget while spending is also higher for travel, freight and accommodation expenses by 21% ($127,349).

The main reason for lower other expenditure is lower spending compared to the budgeted amount for Warruwi Creche, Indigenous Broadcasting program and Manage Rates and Charges. At the same time there is no expenditure for Job Creation Package – Sport & Rec and Aged Care Service. Employee expenses are lower because of lower spending for Housing Management Fencing Program, Waste Management, Night Patrol and Murganella Road Project.

The main reason for higher contract and material expenditure is mainly spending for Roads to Recovery Program for which grant was received after the adoption of the revised budget and was therefore not included in the budget estimates. Other reason is higher allocation expenses for Parks and Open Spaces and Waste Management activities compared to the budgeted amounts. Travel, freight and accommodation expenses have unfavourable variance because of higher spending for Local Authorities Communities Projects, Governance, Housing Management Fencing Program and Community Service Delivery.

This is an interim report and finalisation of End of Year processes is in progress and final report will be available at the finalisation of those processes.

Summary comparative income and expenditure statement for the period ending 30 June is shown below.

Management report total surplus of $5,306,692 has been reconciled to the financial reporting surplus of $3,863,795 and has been included on the next page.
Reconciliation of management report to Profit and Loss Statement is as follows:

<table>
<thead>
<tr>
<th>RECONCILIATION TO MANAGEMENT REPORT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Total Surplus / (Deficit)</strong></td>
</tr>
<tr>
<td>5,306,692</td>
</tr>
</tbody>
</table>

**Add following accounts**

**Grant Accounts (cash basis)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6311 Operating Grant Inc Australian Govt</td>
<td>3,237,430</td>
</tr>
<tr>
<td>6312 Operating Grant Inc Territory Govt</td>
<td>10,042,766</td>
</tr>
<tr>
<td>6319 Grant Inc Other</td>
<td>12,545</td>
</tr>
<tr>
<td>6811 Capital Grant Inc Federal</td>
<td>1,151,618</td>
</tr>
<tr>
<td>6812 Capital Grant Inc Territory Government</td>
<td>399,460</td>
</tr>
<tr>
<td>6813 Capital Grant Inc Other</td>
<td>174,231</td>
</tr>
</tbody>
</table>

**Depreciation Accounts**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>7511 Depreciation Exp Buildings</td>
<td>-</td>
</tr>
<tr>
<td>7512 Depreciation Exp Infrastructure</td>
<td>-</td>
</tr>
<tr>
<td>7513 Depreciation Exp Plant</td>
<td>-</td>
</tr>
<tr>
<td>7515 Depreciation Exp Furn and Fittings</td>
<td>-</td>
</tr>
<tr>
<td>7516 Depreciation Exp Vehicles</td>
<td>-</td>
</tr>
<tr>
<td>7517 Depreciation Exp Intangible</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td><strong>15,018,049</strong></td>
</tr>
</tbody>
</table>

**Deduct following accounts**

**Allocation Grant accounts**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>6391 Carried Forward Grants</td>
<td>(1,572,238)</td>
</tr>
<tr>
<td>6393 Income Allocation Grants</td>
<td>(13,292,741)</td>
</tr>
<tr>
<td>6671 Capital Reserve Alloc</td>
<td>(3,361,255)</td>
</tr>
<tr>
<td>6891 Carried Forward Capital Grants</td>
<td>(345,174)</td>
</tr>
<tr>
<td>6893 Income Allocation Capital Grants</td>
<td>(1,725,309)</td>
</tr>
</tbody>
</table>

**Wip Accounts (transactions for the year)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3321 Exp Purch Build</td>
<td>-</td>
</tr>
<tr>
<td>3322 Exp Construct Buildings</td>
<td>158,306</td>
</tr>
<tr>
<td>3331 Exp Construct Infrastructure</td>
<td>223,040</td>
</tr>
<tr>
<td>3332 Exp Upgrade Infrastructure</td>
<td>141,657</td>
</tr>
<tr>
<td>3341 Exp Purchase Vehicles</td>
<td>503,416</td>
</tr>
<tr>
<td>3342 Exp Upgrade Vehicles</td>
<td>(0)</td>
</tr>
<tr>
<td>3361 Exp Purchase Equipment</td>
<td>59,017</td>
</tr>
<tr>
<td>3352 Exp Upgrade Equipment</td>
<td>0</td>
</tr>
<tr>
<td>3361 Exp Purchase Furniture and Fittings</td>
<td>59,159</td>
</tr>
<tr>
<td>3362 Exp Upgrade Furniture and Fittings</td>
<td>-</td>
</tr>
<tr>
<td>3371 Exp Purchase Plant</td>
<td>2,691,675</td>
</tr>
<tr>
<td></td>
<td><strong>(16,460,946)</strong></td>
</tr>
</tbody>
</table>

**Reconciled to Profit and Loss Statement**

<table>
<thead>
<tr>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>3,863,795</td>
</tr>
</tbody>
</table>
Activities in this category include Corporate Administration, Governance, Financial Management, Risk Management, Building Maintenance, Local Roads Maintenance, Parks and Reserves etc. Revenue shows a favourable variance of 4% ($723,082). This is mainly because of higher other income, higher allocation income and higher agency and commercial services income. Other income is higher because of reimbursement of workers compensations claims for the employees. Allocation income represents internal charges and is offset by the equal amount of expense resulting in nil effect on the bottom line. However these allocations do generate cashflow for the Council when expenses are allocated against a tied grant or commercial contract. Agency & commercial services income shows a favourable variance of $63,431 (31%) mainly because of higher financial management services income for contract with Jabiru Town Dev. Authority compared to the budget amount. Council fees income shows an unfavourable variance of 12% ($27,606) mainly because of lower user charges income for Maintain Council Controlled Buildings activity. Rates and charges show unfavourable variance of $6,564 because of lower water charges income.

Total Operating Expenditure is higher than budget by 3% ($502,159). Employee expenses, contract and material expenses, travel, freight and accommodation expenses and fuel, utilities and communication expenses show higher spending while other areas are below budget. Employee expenses are higher because the employees who worked for Murganella Road Project have been initially costed to Community Service Delivery, Waste Management and Parks and Open Spaces. However their cost has been recovered from the project and the income is recorded as part of allocation income. Contract and material expense is higher because of higher allocation expenses for Waste Management and Parks and Open Spaces activities. An equal amount has been recorded as an income with nil effect on the bottom line. Travel, freight and accommodation expenditure are higher compared to budget because of higher spending for Governance, Community Service Delivery and Local Roads activities.

Operating results show an operating surplus of $3,019,215 compared to a budgeted operating surplus of $2,798,293.
CORE SERVICES – TIED FUNDING

Activities in this category include Grants received for Closing the Gap Initiatives, Special Purpose Grants for infrastructure upgrades and the purchase of equipment, one-off special projects, etc.

Total Operating Revenue is $4,789,687 which is higher compared to the budget amount by 1% ($44,996) mainly because grant for installation of LED lights was received after adoption of the revised budget.

Operating Expenditure is higher than budget by 29% ($1,125,605). Contract and material expenses and travel, freight and accommodation expenses show higher spending while all other areas are below budget. Contract and material expenses are higher by 71% ($1,326,497) mainly because of spending for Roads to Recovery Program and Local Authorities Communities Projects. Grant for Roads to Recovery Program was received after adoption of the revised budget and the expenditure was therefore not part of the budget estimates. Travel, freight and accommodation expenses are higher mainly because of higher spending for Housing Management Fencing Program and Local Authorities Communities Projects. Employee expenses show favourable variance of 15% ($197,001) because of lower spending for Murganella Roads Project and Closing the Gap – Governance Training grant.

Capital Grants income shows favourable variance of 52% ($705,406) mainly because grant for Roads to Recovery Program was received after adoption of the revised budget and was not part of budget estimates. Capital expenditure shows lower spending of 70% ($1,438,409) because of lower spending for Local Authorities Communities Project.
COMMERCIAL SERVICES

Activities in this category include the provision of Centrelink Services, Power and Water Essential Services, Tenancy Management, Visitor Accommodation, etc.

Revenue is lower compared to the budget by 2% or $88,895. This is mainly due to lower allocation income. Allocation income represents internal charge and have equal amount of expenditure as an offset with nil affect on the bottom line. However this allocation does generate cashflow for the Council. Income for agency and commercial services shows favourable variance of 2% ($45,774) mainly because of higher income from Essential Services Contract with Power and Water and higher Visitor Accommodation income.

Total operational expenditure is lower than budget by 1% ($41,914). Employee expenses, contract and material expenses and fuel, utilities and communication expenses show lower spending while all other areas show higher spending compared to the budget. Most significant savings come from employee expenses and contract and material expenses. Employee expenses are lower because of lower spending for Private Works, Aerodrome Reporting and Manage Commercial Services activities. Contract and material expenses are lower because of lower spending for Airstrip Maintenance and Manage Electricity and Water activities. While Manage Electricity and Water has lower contract and material expenses, they have higher other expenses resulting in overall higher spending for other expenses. Other expenses are also higher for Jabiru Childcare.

Operating result shows a deficit of $44,516 compared to a budgeted surplus of $2,465.
COMMUNITY SERVICES

Activities in this category include grants provided for Night Patrol, Sports & Recreation, the maintenance of Indigenous Languages, Indigenous Broadcasting Programs, and a range of Community Care services, etc.

Revenue is above budget by 2% ($86,951) mainly because of higher operating grants income compared to budget. Main reason for higher operating grants income is that grants for Indigenous Employment Initiative – Broadcasting and Community Benefits Funds were received after the adoption of the revised budget and were there not part of budget estimates. Agency and commercial services income is lower because of lower income for Home Care Program. Similarly other income is lower because of lower income for Home Care Program.

Operating expenditure is lower than budget by 15% ($737,573). All areas are below budget with the exception of contract and material expenses and finance expenses. Most significant savings come from other expenses and employee expenses. Other expenses are lower mainly because of lower spending for Indigenous Broadcasting Program and Warruwi Creche activities. At the same time there is no spending for Job Creation Package – Sport & Rec and Aged Care Services funding. Employee expenses are lower because of lower spending for Housing Management Fencing Program, Night Patrol and Commonwealth Health Support Program. Contract and Materials expenses show higher spending because higher spending for Housing Management Fencing Program and Commonwealth Health Support Program.

Operating results show a surplus of $671,961 compared to a budgeted deficit of $152,563.
RESERVE FUNDING PROJECTS

The Council in its meeting held on 12 November 2014 had resolved (OCM196/2014) to transfer $2,535,000 from accumulated surplus to the reserve and use that amount of money for purchase of new plant and equipment items.

The unspent reserves amounting $1,834,255 were carried forwarded from the previous financial year and that amount has been fully spent during the year.

The Council in its meeting held on 11 May 2016 further allocated $1,527,000 to Capital Reserve by passing resolution OCM92/2016. Out of this allocation, $1,499,549 is unspent as at 30 June 2016 and will be carried forward in the next financial year.
CASHFLOW

As at 30 June total cash on hand and at bank, including investments, was $14,091,409 ($14,190,639 June 2015), an decrease of $99,230 on the balances as at 30 June 2015. For the period ending 30 June, operating activities resulted in net cash inflows of $1,748,436. Net cash outflows through investment activities, i.e. the sale and purchase of assets, have amounted to $1,847,666 during this period.

WEST ARNHEM REGIONAL COUNCIL
STATEMENT OF CASH FLOWS
For The Period Ending 30 June 2016

30 JUNE 2016

$  

<table>
<thead>
<tr>
<th>Cash Flows from Operating Activities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
</tr>
<tr>
<td>Receipts from rates &amp; annual charges</td>
<td>5,184,191</td>
</tr>
<tr>
<td>Receipts from user charges &amp; fees</td>
<td>211,542</td>
</tr>
<tr>
<td>Interest received</td>
<td>346,299</td>
</tr>
<tr>
<td>Grants &amp; contributions</td>
<td>13,064,199</td>
</tr>
<tr>
<td>Other operating receipts</td>
<td>12,651,566</td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>31,457,796</td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
</tr>
<tr>
<td>Payments to employees</td>
<td>13,761,129</td>
</tr>
<tr>
<td>Payments for materials &amp; contracts</td>
<td>8,982,460</td>
</tr>
<tr>
<td>Payments of bank charges</td>
<td>6,311</td>
</tr>
<tr>
<td>Other operating payments</td>
<td>6,959,460</td>
</tr>
<tr>
<td><strong>Total Payments</strong></td>
<td>29,709,361</td>
</tr>
<tr>
<td><strong>Net Cash Flows provided by/(used in) the Operating Activities</strong></td>
<td>1,748,436</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash Flows from Investing Activities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
</tr>
<tr>
<td>Capital Grants</td>
<td>1,725,309</td>
</tr>
<tr>
<td>Proceeds from sale of assets</td>
<td>263,796</td>
</tr>
<tr>
<td><strong>Total Receipts</strong></td>
<td>1,989,105</td>
</tr>
<tr>
<td><strong>Payments</strong></td>
<td></td>
</tr>
<tr>
<td>Purchase of assets</td>
<td>3,836,770</td>
</tr>
<tr>
<td><strong>Total Payments</strong></td>
<td>3,836,770</td>
</tr>
<tr>
<td><strong>Net Cash Flows from (/ used in) Investing Activities</strong></td>
<td>(1,847,666)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Cash Flows from Financing Activities</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Payments</strong></td>
<td></td>
</tr>
<tr>
<td>Investment in Joint Venture</td>
<td>0</td>
</tr>
<tr>
<td><strong>Net Cash Flows used in the Financing Activities</strong></td>
<td>0</td>
</tr>
<tr>
<td><strong>NET INCREASE/(DECREASE) IN CASH HELD</strong></td>
<td>-99,230</td>
</tr>
</tbody>
</table>

Cash & Cash Equivalents at Beginning of Reporting Period (01-07-15) 14,190,639

Cash & Cash Equivalents at End of Reporting Period 14,091,409
**DEBTORS & CREDITORS**

Included for the Committee’s information are details relating to the top 5 Debtors and Creditors as at 30 June 2016. Top debtors include both general and water related receivables. The overall value of Debtors is moderate with 70% being owed by Power and Water Corporation, Energy Resources of Australia, Dajbulukgu Association, Jabiru Town Development Authority, Kakadu National Park West Arnhem Regional Council’s largest debtors.

### Age Analysis - Summary Report - TOP 5 DEBTORS – General & Water

<table>
<thead>
<tr>
<th>#</th>
<th>Details</th>
<th>Outstanding As at 30/06/2016</th>
<th>Outstanding % of Total</th>
<th>Ageing Dissection - Top 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Current</td>
</tr>
<tr>
<td>00310</td>
<td>Power &amp; Water Corp</td>
<td>192,078</td>
<td>23%</td>
<td>189,193</td>
</tr>
<tr>
<td>W00003</td>
<td>Energy Resources of Australia (ERA)</td>
<td>160,490</td>
<td>21%</td>
<td>160,490</td>
</tr>
<tr>
<td>W00022</td>
<td>Djabulukgu Association</td>
<td>116,328</td>
<td>16%</td>
<td>20,759</td>
</tr>
<tr>
<td>00143</td>
<td>Jabiru Town Dev. Authority</td>
<td>39,698</td>
<td>14%</td>
<td>0</td>
</tr>
<tr>
<td>W00032</td>
<td>Kakadu National Park</td>
<td>31,491</td>
<td>4%</td>
<td>0</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>540,085</td>
<td>70%</td>
<td>370,442</td>
</tr>
</tbody>
</table>

**TOTAL DEBTORS AS AT 30.06.2016** 754,900

### Age Analysis - Summary Report - TOP 5 CREDITORS

<table>
<thead>
<tr>
<th>#</th>
<th>Details</th>
<th>Outstanding As at 30/06/2016</th>
<th>Outstanding % of Total</th>
<th>Ageing Dissection - Top 5</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Current</td>
</tr>
<tr>
<td>11460</td>
<td>Vander Field</td>
<td>247,191</td>
<td>22%</td>
<td>247,191</td>
</tr>
<tr>
<td>11590</td>
<td>Statewide Super</td>
<td>139,680</td>
<td>13%</td>
<td>92,300</td>
</tr>
<tr>
<td>10447</td>
<td>Demountable Sales/Hire</td>
<td>109,824</td>
<td>10%</td>
<td>0</td>
</tr>
<tr>
<td>12106</td>
<td>Aust. Taxation Office</td>
<td>76,890</td>
<td>7%</td>
<td>76,890</td>
</tr>
<tr>
<td>13158</td>
<td>Arnhem Frontier Civil &amp; Construction</td>
<td>55,026</td>
<td>5%</td>
<td>41,953</td>
</tr>
<tr>
<td>TOTAL</td>
<td></td>
<td>628,611</td>
<td>57%</td>
<td>458,334</td>
</tr>
</tbody>
</table>

**TOTAL CREDITORS AS AT 30.06.2016** 1,106,065

### Other Receivables:

- Rates and Charges $544,727
STATEMENT OF WORKING CAPITAL

Current Ratio as at 30 June is 3.81

<table>
<thead>
<tr>
<th>CURRENT ASSETS</th>
<th>30.06.16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash and cash equivalents</td>
<td>$11,907,346</td>
</tr>
<tr>
<td>Trade and Other Receivables</td>
<td>$1,787,225</td>
</tr>
<tr>
<td>Inventories</td>
<td>$80,445</td>
</tr>
<tr>
<td>Prepayments and Other</td>
<td>$459,914</td>
</tr>
<tr>
<td><strong>TOTAL CURRENT ASSETS</strong></td>
<td>$14,234,930</td>
</tr>
</tbody>
</table>

Less:

<table>
<thead>
<tr>
<th>CURRENT LIABILITIES</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade and Other Payables</td>
<td>$1,181,215</td>
</tr>
<tr>
<td>Provisions</td>
<td>$2,053,386</td>
</tr>
<tr>
<td>Borrowings</td>
<td>-</td>
</tr>
<tr>
<td>Other Liabilities</td>
<td>$498,401</td>
</tr>
<tr>
<td><strong>TOTAL CURRENT LIABILITIES</strong></td>
<td>$3,733,002</td>
</tr>
</tbody>
</table>

**NET CURRENT ASSETS (Working Capital)**

$10,501,928

**CURRENT RATIO**

3.81

Following restricted assets have been excluded from above working:

**RESTRICTED ASSETS:**

Tied Grant Funding

$2,184,067

Last twelve months history of Current Ratio

<table>
<thead>
<tr>
<th></th>
<th>June 15</th>
<th>July 15</th>
<th>Aug 15</th>
<th>Sept 15</th>
<th>Oct 15</th>
<th>Nov 15</th>
<th>Dec 15</th>
<th>Jan 16</th>
<th>Feb 16</th>
<th>Mar 16</th>
<th>Apr 16</th>
<th>May 16</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ratio</td>
<td>3.90</td>
<td>5.43</td>
<td>3.09</td>
<td>2.87</td>
<td>3.03</td>
<td>2.95</td>
<td>3.17</td>
<td>3.71</td>
<td>3.55</td>
<td>3.61</td>
<td>3.45</td>
<td>3.33</td>
</tr>
</tbody>
</table>
SUMMARY

Total Cash at Bank, on hand and investments as at 30 June 2016: $14,091,409
This amount comprises:

Cash at Bank and on hand
Cash at Bank - Operational Account 126,740
Cash at Bank – Maxi Account 803,288
Cash at Bank - ERISS Trust Account 101,269
Cash at Bank - Grant Trust Account 371,131
Cash at Bank - Traditional Credit Union 19,956
Cash on Hand General - Cash Floats in Communities 2,200

Investments
Westpac – Term Deposits 12,666,825

Total Cash and Investments 14,091,409
Restricted Cash included above 2,184,067

Investments Detail:

<table>
<thead>
<tr>
<th>Sr. No.</th>
<th>Bank</th>
<th>Principal $</th>
<th>Rate of Interest</th>
<th>Interest Type</th>
<th>Term</th>
<th>Maturity Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>WESTPAC</td>
<td>3,086,597</td>
<td>2.85%</td>
<td>Fixed</td>
<td>90 Days</td>
<td>15/08/2016</td>
</tr>
<tr>
<td>2</td>
<td>WESTPAC</td>
<td>1,543,291</td>
<td>2.85%</td>
<td>Fixed</td>
<td>90 Days</td>
<td>27/08/2016</td>
</tr>
<tr>
<td>3</td>
<td>WESTPAC</td>
<td>3,525,718</td>
<td>3.02%</td>
<td>Fixed</td>
<td>90 Days</td>
<td>05/07/2016</td>
</tr>
<tr>
<td>4</td>
<td>WESTPAC</td>
<td>1,511,219</td>
<td>3.04%</td>
<td>Fixed</td>
<td>90 Days</td>
<td>18/07/2016</td>
</tr>
<tr>
<td>5</td>
<td>WESTPAC</td>
<td>3,000,000</td>
<td>3.04%</td>
<td>Fixed</td>
<td>90 Days</td>
<td>20/07/2016</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>12,666,825</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

STATUTORY ENVIRONMENT
Section 18 of the Local Government Accounting Regulations 2008 outlines the requirements for financial reporting to council.

POLICY IMPLICATIONS
Not applicable.

FINANCIAL IMPLICATIONS
Not applicable.
STRATEGIC IMPLICATIONS

<table>
<thead>
<tr>
<th>Goal 2 Local Government Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems and processes that support the effective and efficient use of financial and human resources.</td>
</tr>
</tbody>
</table>

| Objective 2.1 | An effective, efficient and accountable Regional Council which maximises revenue opportunities |

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council receives and approves the Finance Report - as recommended by the Finance and Policy Committee - for the period ending 30 June 2016.
SUMMARY

It is customary in local government that elected members receive recognition for their service to the community upon their retirement.

BACKGROUND

West Arnhem Regional Council, including staff, would like to acknowledge the dedication and commitment that elected members have demonstrated to the West Arnhem Region.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

It is entirely relevant that elected members receive recognition for their service to public life. The impact of the Caretaker Policy will be one of a positive nature.

On 27 July 2016, the Policy: Plaques for Retiring Elected Members, was submitted to the Finance and Policy Committee to review: the Committee has recommended that the policy be tabled at the 10 August 2016 Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

The financial implications would be minimal. An example of cost is as follows but does not include inscription:

1. Plaque 200 x 250mm: $61.45 singular or $58.38 to purchase 10 units and over.
2. Plaque 275 x 375mm: $97.50 singular or $92.63 to purchase 10 units and over.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council adopts - as recommended by the Finance and Policy Committee - the Plaques for Retiring Elected Members Policy.

ATTACHMENTS

Attachments supplied at meeting.
SUMMARY

This policy is to provide West Arnhem Regional Council employees direction for those who are seeking public office via the Local Government General Election; so too, sitting elected members that have made application to West Arnhem Regional Council for a staff position.

BACKGROUND

West Arnhem Regional Council staff who choose to nominate, as a precursor to seeking a position as an elected member, shall resign his / her employee from West Arnhem Regional Council at the point-in-time that the Northern Territory Electoral Commission formally makes a declaration of nominations via their dedicated election web pages on the Northern Territory Electoral Commission website.

Conversely, should an existing elected member choose to make application for a staff position within the West Arnhem Regional Council, the elected member shall resign his / her position as an elected member of Council. Upon resignation, the ex-councillor and now, new staff member, will have the same conditions of employment as that of other staff members.

STATUTORY ENVIRONMENT

West Arnhem Regional Council’s policy statement is pursuant to the Local Government Act, 37(1)(d) to which, is unequivocal in its direction:

37  Disqualification

(1) A person is disqualified from office as a member of a council if the person:

(a) Holds a judicial office (other than justice of the peace); or

(b) Is bankrupt or subject to an arrangement or arrangement with creditors pursuant to the Bankruptcy Act 1966 (Cth); or

(c) Has been sentenced to a term of imprisonment (which has not yet expired) of one year or more; or

(d) Is an employee of the Council; or

(e) is indebted to the council for rates or surcharge and fails to discharge the debt within 6 months after the debt becomes due and therefore payable; or

(f) is certified mentally unfit to carry out the functions of a member.

(2) However, an employee of a council is not disqualified from office as a member of some other council.

A person who lives in Alice Springs (within the Alice Springs area) and is employed as an administration officer by the council of another area is not disqualified by that employment
from office as a member of the Alice Springs Town Council.

(3) A person is certified mentally unfit to carry out the functions of a member if two (2) medical practitioners have certified that the person is mentally unfit, and is likely to remain unfit for the remainder of the person's term of office.

West Arnhem Regional Council’s policy statement shall be pursuant to the following Northern Territory Electoral Commission’s Nomination Form: Council Elections; Part 2, Section (2c), Declaration of Eligibility.

I declare that I:

- am enrolled as an elector within the council area;
- do not hold a judicial position (Justice of the Peace excepted); or
- am not bankrupt or in an arrangement with creditors under the Commonwealth Bankruptcy Act 1966; or
- am not sentenced to a term of imprisonment (which has not expired) of one year or more; or
- am not an employee of the council named above; or
- am not owing council rates or surcharges and have failed to discharge the debt within six (6) months of the debt becoming due and payable; or
- am not certified mentally unfit to carry out the functions of a member.

POLICY IMPLICATIONS

The policy is entirely unambiguous in that the West Arnhem Regional Council shall abide by the Local Government Act and the Northern Territory Electoral Commission’s Nomination Form to the letter of the law.

On 27 July 2016, the Employees Standing as an Elected Member Policy was submitted to the Finance and Policy Committee to review: the Committee has recommended that the policy be tabled at the 10 August 2016 Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

Not applicable

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council adopts - as recommended by the Finance and Policy Committee - the Employees Standing as an Elected Member Policy.

ATTACHMENTS

Attachments supplied at meeting.
SUMMARY
The present Code of Conduct is due for revision.

BACKGROUND
The present Code of Conduct is due for comprehensive revision on the basis of the following rationale:

- The policy is overdue for a review.
- It is some eleven pages in length.
- It is not written in a manner that is conducive for one that has English as a second language.
- The current Code of Conduct Policy is inclusive of Elected Members, Employees and by de facto, Local Authorities, which can be confusing and convoluted.
- The current policy additionally included considerable content on conflict of interest. The majority of the conflict of interest section has been removed to minimise duplication with the existing Conflict of Interest Policy (currently under review).

There are now three distinct policies:


For the purpose of the 10 August 2016 West Arnhem Regional Council meeting, it is the Code of Conduct – Elected Members Policy that is tabled for consideration.

The Code of Conduct – Elected Members Policy and been shortened to six pages, inclusive of:

- Attachment A: Code of Conduct Elected Members – Disciplinary Proceedings
- Attachment B: Contact List – Delegated Officers.

The sub-title Definitions has been expanded with a view to an absence of presumption of another’s knowledge. The expansion of the Definitions section in the Policy is particularly pertinent for a newly elected council in August 2017.

An important development in the Code of Conduct for Elected Members is the implementation of delegated officers to assist elected members. This initiative is to ensure that elected members – if they so choose to seek advice on matters that relate to conduct and conflict of interest – will have delegated officers to provide assistance at any given time (Attachment B: Contact List – Delegated Officers).

STATUTORY ENVIRONMENT
1. The Local Government Act
2. The Conflict of Interest Policy (under review)
POLICY IMPLICATIONS

It is anticipated that the revised Code of Conduct Policy will provide clarity in the written word and that elected members have a distinctive policy free from ambiguity that should make for ease of reference. In contrast, the prevailing policy included elected members, local authorities and staff.

Further, elected members will now delegated officers that can provide advice at any given time on matters that pertain to Code of Conduct and Conflict of Interest.

On 27 July 2016, the Code of Conduct Policy was submitted to the Finance and Policy Committee to review: the Committee has recommended that the policy be tabled at the 10 August 2016 Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

Not applicable

STRATEGIC IMPLICATIONS

To improve upon good governance practices.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That Council adopts - as recommended by the Finance and Policy Committee - the Code of Conduct Policy.

ATTACHMENTS

Attachments supplied at meeting.
SUMMARY

West Arnhem Regional Council currently does not have a Caretaker Policy. The Local Government Act states that:

96A Caretaker policy during general election

1. A council must formally adopt by resolution a caretaker policy governing the conduct of the council and its staff during the period that:
   
a) commences on the nomination day for a general election as defined in the Local Government (Electoral) Regulations; and
   
b) ends when the result of the general election is declared under regulation 56 of those Regulations.

2. The caretaker policy must be made in accordance with any guidelines that the Minister may make.

3. If the Minister makes guidelines under subsection (2), the council must formally amend by resolution its caretaker policy so that it complies with the, as soon as practicable after the guidelines are made.

BACKGROUND

In Australia the term Caretaker Government is used to describe the status of a government during a period that commences when the notices are issued for an election and continues for a short period post election until such a time that the new council is formed.

Caretaker provisions for Local Government were first introduced in Victoria, Australia, through amendments to the Local Government Act 1989 (Victoria). Queensland and South Australian jurisdictions have introduced similar provisions. Importantly, caretaker arrangements for Local Government, unlike those for Federal and State Governments, have been included in the relevant Local Government Acts. They are therefore legal requirements rather than political agreements.

COMMENT

Leading into the August 2017 Local Government General Election, the policy must be distributed to all directors and managers to ensure that they are aware of their responsibilities. It is the directors and managers that are responsible to inform their staff of the importance of adhering to proper conduct pursuant to the Caretaker Policy.

STATUTORY ENVIRONMENT

The Local Government Act obligates West Arnhem Regional Council to have a Caretaker Policy that is pursuant to the Act.
POLICY IMPLICATIONS

The policy implications can be as immense as they are far reaching. There are unequivocal rules (Caretaker Conventions) that relate to a Major Policy Decision during the Caretaker Period. During the Caretaker Period, Council cannot make Major Policy Decisions. However, should extraordinary circumstances arise; the Chief Executive Officer may submit a Major Policy Decision to Council for consideration.

The definition of Extraordinary Circumstances translates to a situation whereby a major policy decision is required of the Council because:

a) in the CEO’s opinion, the urgency of the issue is such that it cannot wait until after the election;

b) of the possibility of legal and / or financial repercussions if a decision is deferred; or

c) in the CEO’s opinion, it is in the best interests of the West Arnhem Regional Council for the decision to be made as soon as possible.

To assist the Council to comply with its commitment to appropriate decision making during the Caretaker Period, a Caretaker Statement will be included in each report submitted to the Council where the Council’s decision would, or could, be a Major Policy Decision. The Caretaker Statement shall state:

*The decision the Council may make in relation to this item could constitute a ‘Major Policy Decision’ within the context of the West Arnhem Regional Council Caretaker Policy, however, an exemption should be made because ... (insert the circumstances for supporting the recommended exemption)...

In the event that a Major Policy Decision is made by Council, substantial justification for that decision must be forthcoming. Council will need to be guided through the Caretaker Period with utmost prudence.

On 27 July 2016, the Caretaker Policy was submitted to the Finance and Policy Committee to review: the Committee has recommended that the policy be tabled at the 10 August 2016 Ordinary Council Meeting.

FINANCIAL IMPLICATIONS

It is of utmost importance that Council adheres to the conventions of the Caretaker Period with regard to financial decision making. Council must abide by the Major Policy Decision criteria as it pertains to finance.

Council shall not:

- Spend unbudgeted monies.
- Make a decision that relates to the Chief Executive Officer’s remuneration.
- Dispose of council land.
- Endorse a new financial policy.
- Terminate the Chief Executive Officer.
- Appoint a Chief Executive Officer.
- Approve community grants.
- Enter into contracts or leases that involve expenditure that exceeds (1%) one percent of the annual budgeted revenue in the relevant financial year.
- Progress financial issues that may be viewed as provocative by the public and / or the Department of Local Government and Regional Services.
STRATEGIC IMPLICATIONS
If not prior then upon the point-in-time that the Northern Territory Electoral Commission formally makes a declaration of nominations via their dedicated election web pages on the Northern Territory Electoral Commission website, Council shall distribute the Caretaker Policy to all directors and managers to ensure that there are no strategic implications with regard to staff behaviour and indeed that there is clarity between elected members and staff with regard to acceptable behaviour.

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council adopts - as recommended by the Finance and Policy Committee - the Caretaker Policy.

ATTACHMENTS
Attachments supplied at meeting.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

<table>
<thead>
<tr>
<th>Agenda Reference:</th>
<th>13.7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Title:</td>
<td>Composition of the Audit Committee</td>
</tr>
<tr>
<td>File Reference:</td>
<td>606213</td>
</tr>
<tr>
<td>Author:</td>
<td>Barbara Newland, Executive Officer JTDA &amp; Governance Projects</td>
</tr>
</tbody>
</table>

SUMMARY

The purpose of this report is to ratify the composition of the Audit Committee as recommended by the Committee.

BACKGROUND

At its meeting held in May the Committee asked the Administration to confirm the composition of the Committee. Doubts had arisen as to the appointment of members. A paper was subsequently presented at the June meeting of the Audit Committee.

COMMENT

The Audit Committee Terms of Reference state the Composition of the Committee as follows:

“Committee membership will be comprised of West Arnhem Regional Council members and appropriately qualified external member/s. If an external member is appointed, they may be a former member of the West Arnhem Regional Council.

Membership may include an immediate Past Mayor of the West Arnhem Regional Council, a Deputy Mayor and other Councillor/s. At least one member of the Audit Committee will be a qualified accountant holding a current accounting certification (CPA or CA).

The Committee will comprise of a minimum of three members and a maximum of five. The Committee will elect its Chair. All appointments to the Committee including any external member and the appointment of the Chair shall be approved by the West Arnhem Regional Council. The Committee Chair shall be an external member.”

- The current Chair, Mr Iain Summers, Mayor Lothar Siebert and Cr Alex Siebert were appointed to the Committee on 10 April 2012 for a period of 2 years.
- Cr James Marrawal was elected as the Deputy Mayor on 16 October 2013 to replace a deceased member. This member had been the Deputy Mayor and Barrah Ward representative on the Audit Committee. Upon his election, and as a representative of the Barrah Ward, he was automatically appointed to the Audit Committee.
- Cr Shane Namanurki was appointed to the Committee on 13 May 2015 to replace Cr Helen Williams who had resigned. He has since ceased to be an elected member.
- Cr Anna Egerton was appointed to the Committee on 9 September 2015.

The Committee therefore currently comprises:

1. Mr Iain Summers, Independent Chairman
2. Mayor Lothar Siebert
3. Deputy Mayor James Marrawal
4. Cr Alex Siebert
5. Cr Anna Egerton
This membership complies with the Terms of Reference. Because the original members were only appointed for a term of two years, and due to the lack of documentation surrounding the appointment of Cr Marrawal, it is felt that all appointments should be ratified by Council.

The Terms of Reference state that “the term of the membership to the Audit Committee will be the term of the Council”. Therefore it will also be recommended that all appointments remain current until the next local government elections due to be held in August 2017.

**STATUTORY ENVIRONMENT**

The *Local Government Act* is the legislation related to this paper and the *Local Government (Accounting) Regulations* is the related policy. Reference has also been made to General Instruction No. 3 – Audit Committees issued by the Department of Local Government and Community Services.

**POLICY IMPLICATIONS**

This paper has been prepared in order to satisfy the conditions as stipulated in the Audit Committee’s Terms of Reference.

**FINANCIAL IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

In preparing this paper the Administration has been mindful of the following Objective contained within WARC’s Regional Plan 2016-17:

<table>
<thead>
<tr>
<th><strong>Goal 2 Local Government Administration</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems and processes that support the effective and efficient use of financial and human resources.</td>
</tr>
</tbody>
</table>

| **Objective 2.6** | The minimisation of risks associated with the operations of Council. |

**VOTING REQUIREMENTS**

Simple majority.

**RECOMMENDATION:**

That Council:

1. appoints Mr Iain Summers, Mayor Lothar Siebert, Deputy Mayor James Marrawal, Cr Alex Siebert and Cr Anna Egerton as members of the Audit Committee; and

2. determines that the term of appointment of these committee members shall continue until such time as local government elections are held.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

Agenda Reference: 13.8
Title: Strategic and Operational Risk Register - Summary Report provided by the Audit Committee
File Reference: 605633
Author: Barbara Newland, Executive Officer JTDA & Governance Projects

SUMMARY

The purpose of this report is to provide an abridged/summary report to Council regarding the West Arnhem Regional Council Strategic and Operational Risk Register (the Risk Register) which was recently adopted by the Audit Committee.

BACKGROUND

The purpose of risk management is to proactively establish programmes and processes that support the achievement of West Arnhem Regional Council’s strategic goals and objectives while protecting the organisation’s assets—its employees, property, income and reputation—from loss or harm, at the lowest possible cost.

To be effective, West Arnhem Regional Council’s (WARC) risk management plan requires the development and maintenance of an ongoing process that enables the identification, analysis, evaluation, and treatment of risks that may impact the council. This knowledge further enables the prioritisation of actions to reduce these risks to an acceptable level. What results from this risk management process is a substantial amount of risk management information that needs to be managed in such a way that it can be found and applied quickly and efficiently.

WARC manages its risk management information through its Risk Register. The Risk Register serves as a central repository for the WARC’s risk information and allows for the information that results from the risk management process to be suitably sorted, standardised, and merged for relevance to the appropriate level of management. Its key function is to provide management, Council, and key stakeholders with significant information on the main risks faced by WARC. The Risk Register also gives the WARC’s risk management stakeholders a clear view of the current status of each risk, at any point in time.

COMMENT

The recently adopted Strategic and Operational Risk Register, as part of the risk management plan, will help management to:

• Understand the nature of the risks the WARC faces in achieving its strategic goals and objectives.
• Become aware of the extent of those risks.
• Identify both the level of risk that the WARC’s management is willing to accept and the level of risk that WARC itself is willing to accept.
• Recognise its ability to control and reduce risk.
• Report the risk status at any point in time.
The Risk Register will help WARC record the following risk management information:

- Type of risk
- Likelihood of the risk occurring and its potential impact to the organization.
- Risk priority, based on its effect on WARC.
- Actions taken to prevent the risk from happening.
- Risk mitigation/reduction actions taken in case the risk does occur.

A key step in Council’s risk process is the identification and evaluation of risks in relation to how they affect Council’s ability to deliver the strategies identified in Council’s Regional Plan. The Risk Register which has been adopted has come about as the result of a fundamental redevelopment and alignment of the risk effect associated with each Strategic Objective contained within WARC’s Regional Plan 2016-17. This is a key, new component of the Risk Register: the linking of risk to Strategic Objectives.

The Risk Register provides Council with an important, powerful tool: a management tool for examining the effectiveness of policy, procedures and processes; an oversight tool for measuring performance; a planning tool for providing input to the Regional Plan; and an accountability tool to ensure ownership of responsibility.

The Risk Register is available for viewing on Council’s website.

**STATUTORY ENVIRONMENT**

Elements of risk management, including the Risk Register, are included in much Federal and Northern Territory legislation. For the purposes of this report the following has been considered:

- Local Government (Accounting) Regulations – s10(3) relates
- Department of Local Government and Community Services – General Instruction No. 3 – Audit Committees – 30.3.2015

Risk management is also a key component of the Audit Committee’s Charter and Terms of Reference.

**POLICY IMPLICATIONS**

The Risk Register represents one of five related documents which comprise the Risk Management Framework of West Arnhem Regional Council.

**FINANCIAL IMPLICATIONS**

Not applicable.

**STRATEGIC IMPLICATIONS**

A new strategic objective has been included in the recently adopted Regional Plan 2016-17 to embed risk management into Council’s culture as follows:

<table>
<thead>
<tr>
<th>Goal 2 Local Government Administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Systems and processes that support the effective and efficient use of financial and human resources.</td>
</tr>
</tbody>
</table>

| Objective 2.6 | The minimisation of risks associated with the operations of Council. |
VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION:
That Council notes and accepts the report regarding WARC’s Strategic and Operational Risk Register.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

SUMMARY

On 29 July 2016, the Gunbalanya Local Authority convened and as a consequence of that meeting, the Gunbalanya Local Authority has suggested a number of recommendations for Council to consider.

The recommendations, with regard to leasing, are borne out of frustration and disappointment in that the lack of secure land tenure impedes the delivery of core local governance services and growth in remote communities.

With a view to providing further insight into the recommendations by the Gunbalanya Local Authority, the following two topics are provided, which are additionally multifaceted:

1. Local Authority Project Funding and Leasing

- Expenditure of project monies is proving to be difficult and frustrating as a result of elongated leasing negotiations.
- A possible consequence of exhaustive leasing negotiations is that community perception may view that West Arnhem Regional Council is dragging its feet with regard to infrastructure.
- The lack of expenditure of project monies can have consequences with regard to funding providers. Generally speaking, funding providers do like to see expenditure and acquittal of their grant monies.
- Gunbalanya Local Authority has recommended two Local Authority Project Funding initiatives for 2016/2017 that do not require leasing negotiations: 1. Repair of two suburban roads. 2. The refurbishment of the toilets at the Gunbalanya Administration Building.

The two new projects that Gunbalanya Local Authority has suggested will not be tabled for recommendation at the 10 August 2016 Ordinary Council Meeting as they are yet to be costed. Upon costing, a business paper will be prepared for Council deliberation.

2. Research Project

- A research project, which is being conducted by Ms Simone Georg from the Australian National University, is currently underway in Gunbalanya community. The research project is looking at “How can service providers use risk and protective factors to improve Indigenous community safety?” As a component of Ms Georg research, Ms Georg would like access to Council employees that work at the Safe House and Night Patrol for interview purposes.
- Gunbalanya Local Authority members are of the belief that research should not take place within programs that the Council is delivering on behalf of funding providers – until such a time as the funding providers have approved the research paper (methodology) and have approved access to the programs (this does include staff as staff is Council administration’s responsibility).
- Further, the Gunbalanya Local Authority articulated some concerns with regard to public liability.

Agenda Reference: 13.9
Title: Report from Gunbalanya Local Authority
File Reference: 607961
Author: Greg Gilbert, Manager Governance
BACKGROUND

The following is representative of aspects of Gunbalanya Local Authority’s agenda and minutes.

8.0  8.1 REVIEW OF ACTION ITEMS LIST

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

That the Gunbalanya Local Authority reviews the outstanding action items.

NOTED

The Gunbalanya Local Authority would like the following to be added to the Action List.

Write to the Federal Minister for Indigenous Affairs outlining the following:

1. Leasing issues that affect service delivery across the region.
2. Loss of sports and recreation facilities (Gunbalanya youth centre, etc.) as a consequence of leasing arrangements.

GUNLAM42/2016 RESOLVED:
Moved by: Evonne Gumurdul
Seconded by Adrian Gumurdul

All of the above will need to go through Council in the first instance.

8.0  8.2 LOCAL AUTHORITY PROJECT FUNDING 2016/2017

The Authority to provide ideas for projects with the 2016/2017 Local Authority Project Funding.

GUNLAM43/2016 RESOLVED:
Moved by: Adrian Gumurdul
Seconded by: Davison Nawirridj

The Gunbalanya Local Authority has suggested the following initiatives with regard to Local Authority Project Funding:

1. Write to the Department of Local Government and Community Services stating that Council cannot expend some grants monies as a consequence of prolonged leasing negotiations with NLC.
2. Repair roads: two roads in the Banyan area of Gunbalanya community.
3. Refurbish Gunbalanya’s toilets that are located in the Gunbalanya Administration Building.
10.0 10.4 GENERAL ITEMS
Other Matters: Information on Community Safety Research
Author: Ms Simone Georg, Doctorate of Philosophy Scholar, Australian National University

<table>
<thead>
<tr>
<th>GUNLAM45/2016</th>
<th>RESOLVED: Moved by: Evonne Gumurdul Seconded by: Alex Siebert</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recommendations to Council:</td>
<td></td>
</tr>
<tr>
<td>a) Gunbalanya Local Authority recommends that the research paper by Ms Simone Georg be tabled at the West Arnhem Regional Council meeting for discussion.</td>
<td></td>
</tr>
<tr>
<td>b) Gunbalanya Local Authority recommends that Council administration communicate with the funding providers for Night Patrol and the Safe House to ensure that the funding provider(s) are aware of the research and that the funding providers agree with the research.</td>
<td></td>
</tr>
<tr>
<td>c) Gunbalanya Local Authority recommends that Council staff write to Ms Simone Georg stating that she must seek permission from the funding providers for Night Patrol and the Safe House to undertake research that relates to their programs.</td>
<td></td>
</tr>
</tbody>
</table>

STATUTORY ENVIRONMENT
The Local Government Act

POLICY IMPLICATIONS
Research Projects
It would be prudent of Council to inform the relevant funding providers that a research project is in motion and that that research incorporates aspects of their programs, i.e., Night Patrol and the Safe House, to which, Council deliver on behalf of the funding providers.

FINANCIAL IMPLICATIONS
The financial implications of unspent Local Authority Project funding are yet to materialise. There is awareness and an understanding from the Department of Local Government and Community Services that expenditure of Local Authority Project Funding is contingent, to a larger degree, on obtaining leases. At this point in time, there is no question that the Department of Local Government and Community Services will withhold funding on the basis of lack of expenditure.

STRATEGIC IMPLICATIONS
Local Authority Project Funding and Leasing
The lack of expenditure of Local Authority Project Funding, as a direct consequence of drawn-out leasing negotiations, may bring about community perception that Council ‘... is not doing enough for us...’

VOTING REQUIREMENTS
Simple majority.

RECOMMENDATION
a) that West Arnhem Regional Council approve of the writing to Senator the Hon Nigel Scullion, Minister for Indigenous Affairs, outlining the difficulties in obtaining leases so to enable the delivery of local government services to remote communities.
b) that West Arnhem Regional Council approve of the writing to the Department of Local Government and Community Services outlining the difficulties of delivering core local government services, including the expenditure of Local Authority Project Funding, due to the absence of secure land tenure as a direct result of elongated leasing negotiations.

c) that Council administration communicates with the funding providers for Night Patrol and the Safe House to ensure that the funding providers are aware that a proposed research project may well involve their programs and that the funding providers agree with the proposed research methodology.

d) that Council administration writes to Ms Simone Georg stating that Ms Georg will need to seek formal approval from the funding providers to carry out research that involves their programs, specifically, the Night Patrol and Safe House programs.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

Agenda Reference: 14.1
Title: Elected Member Questions With or Without Notice.
File Reference: 606632
Author: Clare Newland, Executive Assistant to the CEO and Mayor

SUMMARY

The purpose of this report is to give Elected Members a formal forum in which to table items they wish to be debated by Council.

BACKGROUND

Not applicable.

COMMENT

No comment is required.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

Not applicable.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the Chairperson invites Questions With or Without Notice from Elected Members.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

Agenda Reference: 15.1
Title: Closure to the Public for the Discussion of Confidential Items
File Reference: 608122
Author: Clare Newland, Executive Assistant to the CEO and Mayor

SUMMARY

Pursuant to Section 65(2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting is to be closed to the public to consider confidential matters.

STATUTORY ENVIRONMENT

Local Government Act s65(2) and Regulation 8 of the Local Government (Administration) Regulations.

VOTING REQUIREMENTS

Simple majority.

RECOMMENDATION:

That the meeting is now closed to the public as confidential items are about to be discussed which relate to matters containing confidential information. The meeting is closed in accordance with Regulation 8(c) as the matters to be discussed include:

- Information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair advantage on, any person.
EXCLUSION OF THE PUBLIC

The information is classed as confidential under Clause 9(c) of the Local Government (Administration) Regulations 2008.
WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 10 AUGUST 2016

RE-ADMITTANCE OF THE PUBLIC