



WEST ARNHEM REGIONAL COUNCIL
LOCAL AUTHORITY MEETING
AGENDA

THURSDAY, 6 JULY 2023



WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that a Local Authority Meeting of the West Arnhem Regional Council will be held in Jabiru Council Chambers on Thursday, 6 July 2023 at 10:00.

Paul Hockings
Chief Executive Officer

Code of Conduct: The Local Government Act 2019.

As stipulated in Schedule 1 of the Act, the Code of Conduct for Members is as follows:

1. **Honesty and Integrity:** A member must act honestly and with integrity in performing official functions.
2. **Care and diligence:** A member must act with reasonable care and diligence in performing official functions.
3. **Courtesy:** A member must act with courtesy towards other members, council staff, electors and members of the public.
4. **Prohibition on bullying:** A member must not bully another person in the course of performing official functions.
5. **Conduct towards Council staff:** A member must not direct, reprimand, or interfere in the management of, council staff.
6. **Respect for cultural diversity and culture:** A member must respect cultural diversity and must not therefore discriminate against others, or the opinions of others, on the ground of their cultural background.
A member must act with respect for cultural beliefs and practices in relation to other members, council staff, electors and members of the public.
7. **Conflict of interest:** A member must avoid any conflict of interest, whether actual or perceived, when undertaking official functions and responsibilities.
If a conflict of interest exists, the member must comply with any statutory obligations of disclosure.
8. **Respect for confidences:** A member must respect the confidentiality of information obtained in confidence in the member's official capacity.
A member must not make improper use of confidential information obtained in an official capacity to gain a private benefit or to cause harm to another.
9. **Gifts:** Members must not solicit, encourage or accept gifts or private benefits from any person who might have an interest in obtaining a benefit from the council.
A member must not accept a gift from a person that is given in relation to the person's interest in obtaining a benefit from the council.'
10. **Accountability:** A member must be prepared at all times to account for the member's performance as a member and the member's use of council resources.
11. **Interests of municipality, region or shire to be paramount:** A member must act in what the member genuinely believes to be the best interests of the municipality, region or shire.
In particular, a member must seek to ensure that the member's decisions and actions are based on an honest, reasonable and properly informed judgment about what best advances the best interests of the municipality, region or shire.
12. **Training:** A member must undertake relevant training in good faith.

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Acknowledgement of Country

West Arnhem Regional Council acknowledges the First Nations Custodians, and the many Language and Family groups who are Managers and Caretakers to each of their Traditional homelands and Waters across the West Arnhem Region Wards.

West Arnhem Regional Council pays its respects and acknowledges Elders, past, present and rising.

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	3.1
Title:	Apologies and Leave of Absence
File Reference:	1084785
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report is to table, for the Kakadu Ward Advisory Committee record, any apologies and requests for leave of absence received from members for the meeting held on 6 July 2023.

STATUTORY ENVIRONMENT

Clauses 7.1(f) and 9 *Guideline 1: Local Authorities 2021*

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2023-2024* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
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RECOMMENDATION:

That the Kakadu Ward Advisory Committee received and noted member's apologies and/or requests for leave of absence for the meeting held on 6 July 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	4.1
Title:	Absent Without Notice
File Reference:	1084786
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

This report is to table, for the Kakadu Ward Advisory Committee's record, any appointed members that are absent without notice for the meeting held on 6 July 2023.

STATUTORY ENVIRONMENT

Clauses 7.1(f) and 9 *Guideline 1: Local Authorities 2021*

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2023-2024* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
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RECOMMENDATION:

That the Kakadu Ward Advisory Committee received and noted member's absences without notice for the meeting held on 6 July 2023.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	5.1
Title:	Acceptance of Agenda
File Reference:	1084787
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

Agenda papers are submitted for acceptance by appointed members for the Kakadu Ward Advisory Committee meeting of 6 July 2023.

COMMENT

The Local Authority is encouraged to review the agenda and to accept or not accept the agenda.

STATUTORY ENVIRONMENT

Clause 11 of *Guideline 1: Local Authorities 2021* is relevant to this matter.

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 in the *Regional Plan and Budget 2023-2024* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3

Council and Local Authorities

Excellence in governance, consultation administration and representation

Goal 6.5

Planning and Reporting

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

RECOMMENDATION:

That the agenda for the Kakadu Ward Advisory Committee meeting of 6 July 2023 as circulated be accepted.

ATTACHMENTS

WEST ARNHEM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	7.1
Title:	Confirmation of Previous Kakadu Ward Advisory Committee - 4 May 2023
File Reference:	1084833
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

Unconfirmed minutes of 4 May 2023 Kakadu Ward Advisory Committee meeting minutes are submitted to the Committee for confirmation that the minutes are a true and correct record of the meeting.

COMMENT

The minutes as submitted and confirmation of the minutes must comply with section 101 of the *Local Government Act 2019*.

STRATEGIC IMPLICATIONS

This report is aligned to goals in pillar 6 as outlined in the *Regional Plan and Budget 2023-2024* as follows:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.2	Records Delivery of storage and retrieval of records processes which support efficient and transparent administration
Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

RECOMMENDATION:

That the minutes of the 4 May 2023 Kakadu Ward Advisory Committee meeting are adopted as a true and correct record of the meetings.

ATTACHMENTS

- 1 20230504 - Kakadu Ward Advisory Committee Minutes - Unconfirmed1.pdf



Minutes of the West Arnhem Regional Council Kakadu Ward Advisory Committee Meeting
4 May 2023 at 9:00am

The Chief Executive Officer declared the inaugural meeting open at 09:17, welcomed all in attendance and did an Acknowledgement of Country.

ELECTED MEMBERS PRESENT

Deputy Mayor	Elizabeth Williams
Councillor	Ralph Blyth

STAFF PRESENT

Chief Executive Officer	Paul Hockings
Chief Operating Officer	Fiona Ainsworth
Chief Corporate Officer	Deirdre O'Sullivan
Governance and Risk Advisor	Jessie Schaecken
Executive Assistant to CEO	Jasmine Mortimore
General manager Technical Services	Clem Beard
Senior Project Manager Technical Services	Hilal Ahmad

APOLOGIES

3.1 APOLOGIES AND LEAVE OF ABSENCE

The Committee considered Apologies and Leave of Absence.

KWACC1/2023 RESOLVED:

On the motion of Councillor Ralph Blyth

Seconded Deputy Mayor Elizabeth Williams

That the Kakadu Ward Advisory Committee received and noted members apologies for Mayor Ryan and NIL leave of absence for the meeting held on 4 May 2023.

CARRIED

ABSENT WITHOUT NOTICE

4.1 ABSENT WITHOUT NOTICE

The Committee considered Absent Without Notice.

KWACC2/2023 RESOLVED:

On the motion of Councillor Ralph Blyth

Seconded Deputy Mayor Elizabeth Williams

That the Committee received and noted Cr Catherine Ralph's absence at 09:25 without notice for the meeting held on 4 May 2023.

CARRIED

ACCEPTANCE OF AGENDA**5.1 APPOINTMENT OF COMMITTEE CHAIRPERSON - KAKADU WARD ADVISORY COMMITTEE**

The Committee considered Appointment of Committee Chairperson - Kakadu Ward Advisory Committee.

KWACC3/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That the Kakadu Ward Advisory Committee appointed Cr Ralph Blyth as Chairperson for the remaining term of the Council.

CARRIED

Paul Hockings handed over official chairperson duties to Cr Blyth at 9:32.

5.2 ACCEPTANCE OF AGENDA

The Committee considered Acceptance of Agenda.

KWACC4/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That the agenda for the Kakadu Ward Advisory Committee meeting of 4 May 2023 as circulated be accepted.

CARRIED**9.1 REVIEW OF ACTION ITEMS**

The Committee considered Review of Action Items.

KWACC5/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That the Kakadu Ward Advisory Committee approved the creation of an Action Items Register to be brought back to each committee meeting.

CARRIED

Piers Gillespie from Umwelt Pty Ltd entered the meeting at 0945 and left at 1000.

VISITOR PRESENTATIONS**14.1 PRESENTATIONS TO KAKADU WARD ADVISORY COMMITTEE**

The Committee considered Presentations to Kakadu Ward Advisory Committee.

RECOMMENDATION:

That Committee noted the presentations by Umwelt Pty Ltd and Australian Bureau of Statistics.

GENERAL ITEMS**15.1 CSM OPERATIONS REPORT ON CURRENT COUNCIL SERVICES**

The Committee considered the CSM Operations Report on Current Council Services.

KWACC6/2023 RESOLVED:

On the motion of Councillor Ralph Blyth

Seconded Deputy Mayor Elizabeth Williams

That the Kakadu Ward Advisory Committee received and noted the report entitled '*CSM Operations Report on Current Council Services*'.

CARRIED

15.2 WASTE AND RESOURCE MANAGEMENT REPORT

The Committee considered Waste and Resource Management Report.

KWACC7/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That Council received and noted the report entitled '*Waste and Resource Management Report*'.

CARRIED**15.3 UPDATE ON JABIRU PROJECTS**

The Committee considered Update on Jabiru Projects.

KWACC8/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That Kakadu Ward Advisory Committee:

1. received and noted the report entitled '*Update on Jabiru Projects*' and,
2. requested this update return each committee meeting.

CARRIED**15.4 COMMITTEE MEMBERS QUESTIONS**

The Committee considered Committee Members Questions.

KWACC9/2023 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Councillor Ralph Blyth

That the Chairperson invites questions from Committee Members:

1. Cr Ralph Blyth raised the potential for the purchase of a drone with Technical Services to investigate costings and potential application across Council services.

CARRIED**NEXT MEETING**

The next meeting of the Kakadu Ward Advisory Committee is 6 July 2023.

MEETING DECLARED CLOSED

Chairperson Blyth declared the meeting closed at 10:47.

This page and the preceding pages are the minutes of the Kakadu Ward Advisory Committee Meeting held on 4 May 2023.

Chairperson

Date Confirmed

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	9.1
Title:	Review of Action Items
File Reference:	1084805
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

To present to the Kakadu Ward Advisory Committee an update on the attached action items list.

BACKGROUND

The members are encouraged to discuss the action items list. The actions that the advisory committee resolves to occur are to be acted upon by the Chief Executive Officer and relevant staff. Delays or complications in complying with a decision may occur and this report enables committee and staff to progressively acknowledge the completion of actions or provide reasons for actions that are not completed.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to the goals in pillars 1 and 6 of the *Regional Plan and Budget 2023-2024* as outlined below:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1

Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.2

Records

Delivery of storage and retrieval of records processes which support efficient and transparent administration

Goal 6.5

Planning and Reporting

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

RECOMMENDATION:

That Kakadu Ward Advisory Committee received and noted the updates on Actions Items Register.

ATTACHMENTS

- 1 KWAC Action Items List - In Progress.pdf

Kakadu Ward Advisory Committee Action Item List – In Progress

Meeting Date	Item/ Resolution Number	Action Required	Status	Comment	Action Officer
4 May 2023	KWAC9/2023	Cr Blyth Raised the potential for the purchase of a drone	In Progress	Investigating the legalities and associated costs and processes	Tech Services

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	15.1
Title:	CSM Operations Report on Current Council Services
File Reference:	1081022
Author:	Dana Hewett, CSM Jabiru

SUMMARY

This report will present the Committee with an update on matters relating to current regional council services provided in the Jabiru Township, as prepared and presented by Council Services Manager (CSM) Dana Hewett.

BACKGROUND

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

COMMENT

1. Attendance rates

1.1. **Staff Attendance**

The Jabiru Council department has averaged 94.2% attendance for the period of 17 April 2023 through to 16 June 2023.

- Minjilang CSM covered CSM duties in Jabiru 8 – 19 May 2023.
- The Jabiru Senior Works Officer acted as the CSM Gunbalanya 5 – 8 May 2023, while the Senior Management Workshop took place in Maningrida.
- The Childcare Centre Manager supported Warruwi Crèche 29 May – 1 June 2023.

Currently recruiting for the following positions:

- Works Officer – Permanent Full Time – Currently advertising, close date extended past 21 June 2023 due to lack of applicants. No housing with this position is proving challenging.
- Manager Community Services Support – Successful applicant commences 10 July 2023.
- Council Services Manager Jabiru – Successful applicant commenced 19 May 2023.
- Administration Coordinator – Successful applicant commenced 31 May 2023.
- Community Care Senior Project Officer – Successful applicant commenced 13 June 2023.

Total number of vacancies – 15 April to 13 June 2023	1
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Resignations received:

- Mechanic – Permanent Full time – Resigned on 5 June 2023, effective immediately.
- Cleaner – Casual – Resigned on 22 June 2023, effective immediately.
- Wellbeing Services Coordinator – Permanent Full Time – Resigned on 19 June 2023, finishing employment on 7 July 2023.

2. Administration Services

2.1. **Administration**

The Jabiru Council administration office was open from 8:30am – 4:30pm on each business day during the report period.

- Administration support provided to Travel, Library and Post Office due to staff absence throughout the reporting period.
- New Administration Coordinator had planned leave 13 -22 June 2023.
- Relief Administration Officer 1:
 - Acting Administration Coordinator from 31 March 2023 to 2 June 2023.
 - Provide lunch coverage at Post Office 1 – 5 May 2023
 - Relief cover at the Jabiru Licenced Post Office 24 May 2023
 - Relief cover at the Jabiru Centrelink office 25 May 2023.
 - Relief cover at the Jabiru Licenced Post Office 9 June 2023
 - Acting Administration Coordinator from 13 -22 June 2023.
 - Relief Administration Officer 1 – Centrelink Relief – 25 June 2023.
- Relief Administration Officer 2:
 - Provided relief in Warruwi as Administration Assistant 8 – 12 May 2023.
 - Relief help with colour fun run held on 28 April 2023.
 - Provide lunch coverage at Post Office 1 – 5 May 2023
 - Relief cover for Library on 15 May 2023.
 - Relief administration in Maningrida 23 - 26 May 2023
 - On annual leave 1 – 2 May 2023.
 - Attended First Aid training on 29 May 2023.
 - Relief cover at the Gunbalanya Licenced Post Office (LPO) 13 – 16 June 2023.

2.2. Post Office

Post Office services are provided by Jabiru Council post and administration staff during normal business hours 9.00am to 5.00pm. Mail was received, sorted and dispatched each business day, except on 16 May 2023 and 19 May 2023 when the Post Office was closed for Sorry Business.

- Retail and Postal Service Officer 1 – Annual leave 24 – 30 May 2023.
- Post Office Team Leader – Annual leave 9 June 2023.
- Retail and Postal Service Officer 2 (Part Time) – Annual leave 15 – 20 June 2023.
- Lott Site Survey conducted on 4 June 2023.
- Budget forecast for retail sales for May was \$1,988.00. Actual retail products sold was \$14,110.00, an increase of 609.78%.

Postage received 15 April to 30 April 2023	3,816.70 kg
Postage received 01 May to 30 May 2023	10,020.90 kg
Postage received 01 June to 13 June 2023	4,169.00 kg
Total postage received	18,006.60 kg

2.3. Centrelink

The Jabiru Centrelink Office operates between 9.00am – 3.30pm each business day; however, is closed for lunch from 12:30pm until 1.00pm most days.

- Staff were kept busy assisting residents with enquiries and facilitating agency contact via computers and phone.

2.4. Cleaning

Scheduled cleaning of council assets have been completed as follows:

- Council office – daily.
- Brockman, Basketball courts and Magela toilets have been changed to a fortnightly clean due to the off season.
- Roster Change (Trial) – Full Time Cleaner 5.30am – 2.00pm with 1 hour lunch.
- Roster Change (Trial) – Casual Cleaner 09.00am – 11.00am to providing coverage at Childcare Centre for programming, and 4.00pm – 6.00pm Childcare cleaning.
- Full time Cleaner on annual leave 9 June 2023.

- Cleaners continue to clean residential properties prior to new staff occupying.

3. Wellbeing Services

3.1. **Sport & Recreation**

- No activities ran between 22 April 2023 and 22 May 2023, due to Youth, Sport and Recreation (YSR) Officer going on parental leave.
- The new YSR Officer (fixed term) commenced on 15 May 2023 and hit the ground running, working positively with other stakeholders and developing rapport with the participants.
- New YSR Officer completed Life Guard training in Maningrida late May 2023, so can now assist at the Jabiru pool.
- The video produced during the Alcohol and other drugs project, was previewed at a public screening held on 21 April 2023. There was a strong turnout.

Attendance totals – 15 April to 13 June 2023	560
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3.2. **Aquatic Centre**

The aquatic centre was open Wednesday, Friday, Saturday, Sunday and public holidays: 1.30pm – 6:30pm and Tuesday and Thursday 1:30pm – 6:00pm as per regular schedule.

- As of the 1 May 2023, opening hours changed to allow structured staff working hours, including schedule brakes. New opening times:
 - Monday, Wednesday, Saturday, Sundays and public holidays 1.30pm – 6.30pm.
 - Tuesday, Thursday and Friday 1.30pm – 6.00pm.
- Aqua fitness and underwater hockey have been very successful.
- The Youth, Sport and Recreation team often runs programs in the pool or utilises the grounds, and attendance has been high.
- Jabiru Area School held a successful NT Swimming program (good attendances) late April 2023.
- There are several general maintenance repair requests which are being prioritised with the Senior Works Officer.

Attendance totals – 15 April to 13 June 2023	2,962
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3.3. **Library**

The library operates Monday to Friday, 10:30am – 4:30pm.

- May was a busy month with the Alcohol and other Drugs project.
- Cataloguing and shelving continues.
- The library held an event for the childcare attendees and community for National Simultaneous Story Time.
- Guest reader Marcia Brennan held a story time reading for National Reconciliation Week.
- The street library kits for other communities have arrived and plans are underway to roll the service out.
- School holiday programs for June and July 2023 have been planned.
- Jabiru Library was closed for sorry business on 16 May 2023 and 19 May 2023.

Attendance totals – 15 April to 13 June 2023	738
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3.4. **Early Learning**

The childcare centre operated Monday to Friday, 7:30am – 5:00pm. Daily attendances as follows:

- Jabiru Childcare Centre staff has been assisting with relief cover to Waruwu Crèche in the early part of this reporting period.

- The additional casual staff have provided the managers with the flexibility to attend to programming. Although some contact time is required of them, it has been dramatically reduced.
- The service is looking into funding options for an educator to support children with additional needs via NDIS.
- CCS provider approval device has finally been reactivated. Data is being uploaded so that parent accounts can be reconciled.
- The children made a wreath and participated in the ANZAC Day ceremony.
- Mother's Day afternoon for the children and their mothers.
- The last fundraiser brought together the community with families baking cakes to sell, Kakadu Air donated two x 1-hour scenic flights and educators volunteered their time. All this summated to a massive \$1,024.50, with an ongoing 100's board this is expect to be at least \$2,000.
- Staff attended first aid training and CPR refreshers.
- Five staff were fortunate to attend the First-Aid trauma, with lots of positive feedback and we are investigating an industry specific training package for all staff in all children services across WARC.
- Other projects: After School Care, fee structure, policies and procedures, reviewing staffing structure.

Attendance totals – 15 April to 13 June 2023	981
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3.5. Aged Care

- Community Care Team Leader returned after an extended absence.
- The contributions of the two Community Care Officers were recognised during the flag raising event at National Reconciliation Week.

Total meals provided – 15 April to 13 June 2023	319
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3.6. Disability care

Services provided are as follows:

- Accommodation, Personal care / household tasks, Centre Activities, Home modifications, Plan management, and Transport.
- With the return of Marcia the team is working closely with our NDIS remote connection team to connect with potential clients and grow the service.
- The WARC Jabiru NDIS Connector spent six days in Gunbalanya in total for the reporting period, including three days with the NDIS National Delivery Team.
- New participants eligible for NDIS have been identified in both Jabiru and Gunbalanya.
- NDIS connector will be visiting Warruwi to work with the school in late June 2023. This is to focus on children with hearing difficulties and Cerebral Palsy.

Total number of NDIS participants	5
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4. Community Works

4.1. Parks and Open Space

The community is generally clean and tidy.

- Some staff movements between casual and fulltime appointments.
- Advertised for one Works Officer to replace vacancies.
- Cleaned lane way and alley ways around Jabiru township.
- Pushed up green waste.
- Slashed Jabiru sprinkler farm.
- Tree removed from around Jabiru vacant blocks, park lands and child care area.

- Mowed park lands and playgrounds around Jabiru township.
- Weed spraying conducted around Jabiru township.
- Fire break maintained around commercial properties in the industrial area.
- Assisted contract plumber with repairing water leak around Jabiru Township.
- Maintained feral animal traps around township.
- Housing gardening maintenance completed fortnightly.
- Pool car delivery service.
- Pressure cleaning around Post Office and town plaza.
- Trade officer conducted repairs in staff housing and assisted with furniture delivery and assembly.
- Adjusted timer on spot light for high level water tower.
- Replaced faulty sprinklers on irrigation system at parks and ovals around Jabiru.

4.2. Roads

Road repairs have commenced across the community.

- Road repairs Started on King Place and Civic Drive due to water damage and water mains leaks caused by contractors.
- All sink hole repairs started by contractor around Jabiru road ways.
- Lewis Close needs drain to be unblocked as it causes flooding in Auld Place during wet season.
- Drain in Calvert Crescent and Civic Drive needs to be cleared and might need to be modified – drain blocks with heavy rain fall. There are a lot of tree roots inside pipe work and lake level rises stopping flow of water into the lake.
- Potholes repaired at Buchanan Road and Jabiru Drive.
- Jabiru golf club driveway repaired.
- Leichardt street pothole repaired outside Puma service station.
- Quilp Court pothole repaired.
- Roads street sweeping ongoing around Jabiru.

4.3. Waste

Landfill site operated between Monday to Friday, 8:30am to 4:00pm with no disruption to service.

- Garbage truck in use for Jabiru domestic rubbish collection.
- Roadside rubbish collection around Jabiru Township completed as per schedule.
- Suspected asbestos found at landfill. Test confirmed fibro cement so no action needed to remove it, although corrective measures were taken until test results were received.

4.4. Plant and equipment

- All plant operating well.
- Arrangements for new generator, now on order.
- New Ice machine installed at work's yard.
- Replaced faulty hydraulic line on garbage truck, new hydraulic line picked up from Darwin.

5. Essential Services

5.1. Power

- Street light audit was completed and submitted to Power Water Corporation.
- Backup generators run weekly and data recorded on checklist.

5.2. Water

- Daily checks to bores completed and data recorded on checklist.
- Daily chlorine levels checked on potable water and data record on checklist.

- Completed bi-weekly bacterial water testing. AJ Couriers failed to pick up some samples so moved collection to the next week. Every second now scheduled for pick up.
- Telemetry grant application successful, awaiting funding.
- Meter readings completed.
- Unlocked quick fill points for contractors.

5.3. Sewerage

- Sewage lift pump checked daily and data recorded on checklist.
- Grids and filter for sewage and sprinkler farm cleaned weekly.
- New equipment installed by NTEX kept faulting out the pumps. Department of Infrastructure, Planning and Logistics (DIPL) to fix telemeter to be able to run with new system.
- Unlocked dump point for contractor.
- Sourced quote for sewage pond telemetry repairs due to DIPL upgrades. Quote passed on the Technical Services Project Manager.

6. Trade Services

6.1. Planned Maintenance

- Schedule of rates negotiated, ongoing works on Jabiru water meter replacements.
- Air conditioners in the council office were serviced.
- Scheduled servicing on four light vehicles was completed. One broken windscreen replaced.
- Various water leaks around town will be captured in a spreadsheet, prioritized and programmed.

6.2. Unplanned Maintenance

- Roof leaks Jabiru office, insurance claim submitted
- Roof Leak Jabiru childcare
- Roof Leak town hall
- Broken down grader fixed.

7. Community

7.1. Other projects

- **Opportunities**
 - Outside School hours care for Jabiru Childcare.
 - Looking at “No Parking” signage for outside Marrawudi Arts Centre.
 - Sewage pond telemetry repairs. Seeking funding for DIPL as repairs required due to upgrades they completed.
- **Current**
 - Jabiru Social & Business network.
- **Future**
 - Awaiting new skidsteer to arrive so installation of road signs can be undertaken.

7.2. Community meetings and events

- ANZAC Day 25 April 2023
- Reconciliation Week Opening Ceremony on 30 May 2023.
- Community “Meet & Greet” held on 16 June 2023, for stakeholders involved in events.
- Discussion around future sewage upgrades held on 30 May 2023, initial discussions involving JKL and NTG.
- New Council Services Manager Jabiru attended Senior Managers Workshop held in Maningrida on 6 – 7 June 2023.

- New Council Services Manager Jabiru met with the Jabiru Clinic Manager.

Total number of meetings and events attended by the CSM	5
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7.3. Community key focus areas

Jabiru remediation projects, transition of Jabiru to Tourism town:

- Sewer Ponds.
- Stormwater & Sewage Network.
- Low Level Water Tank.
- Jabiru Landfill.
- Parks road lease and remediation.
- Updating of Jabiru bylaws.
- Territory Day BBQ.
- NAIDOC week activities.



Reconciliation Week flag raising by WARC staff.



Reconciliation Week cake cutting by Deputy Mayor Elizabeth Williams

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

STRATEGIC IMPLICATIONS

The contents of this report are aligned to pillar 6 in the *Regional Plan and Budget 2022-2023* as outlined below:

PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3	Council and Local Authorities Excellence in governance, consultation, administration and representation
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RECOMMENDATION

That Kakadu Ward Advisory Committee received and noted the report entitled ‘CSM Operations Report on Current Council Services’.

ATTACHMENTS

There are no attachments for this report.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	15.2
Title:	Waste and Resource Management Report
File Reference:	1083608
Author:	Sara Fitzgerald, Waste and Resource Coordinator

SUMMARY

The purpose of this report is to provide an update to the Advisory Committee on current activity in the Waste and Resource Management areas.

BACKGROUND

Aside from normal waste activities a Future of Jabiru Landfill Stakeholders meeting was held at WARC offices with attendance from Parks Australia and Department Infrastructure, Planning and Logistics.

COMMENT

Landfill

Currently we are accepting approximately 125m³ a week in general waste and a substantial amount of commercial waste from demolition works in the area. As dry season continues we anticipate this to increase with more tourists arriving in the area.

Suspected asbestos was found dumped in the landfill in early June 2023 however testing proved to be fibre cement and the contractor responsible has been identified to peruse testing costs. NTEPA report and file closing was completed by Waste and Resource Coordinator in accordance with legislative requirements.

Ongoing excavation works being carried out by NTEX to increase the tip face dumping area and repair bund walls at the landfill. These works have been completed partially in kind for cooperation use of our Landfill and grader and partially funded from operational budgets. We have also used the time to dig two test holes for exploration works as possible sites for permanent water leachate storage pond. Neither site has been deemed viable, we will continue to manage leachate seasonally until DIPL have finalised remediation plans.

A new overhead drone picture was taken of the landfill site on 7 June 2023 to assist with planning and remediation works which can be seen as per attachments.

Litter

Waste and Resource Coordinator has completed a Litter Rating Index Audit for Jabiru. The Score is still rated at 80/100 which is positive with the starting of Dry season and more Visitors to the township. Credit to the works team for regular inspections and clean ups.

With Territory day in the coming weeks and an anticipated large volume of locals and visitors to be in attendance extra attention will be paid to litter preceding and following the day.

Remediation

The Future of Jabiru Landfill stakeholder's meeting was held on 8 June 2023 to progress the landfill remediation project. As GACJT were unable to attend and further discussions were needed with Department of Chief Ministers and Cabinet no final plans have decided.

The current proposal is to move away from a transfer station and create 2 landfill cells one for legacy waste and one for new waste. Ideally operationally WARC would like to see a hybrid model landfill where we have facility to perform waste sorting and recycling as well as landfill. This is dependent on operational funding levels from Department of Chief Ministers to be able to move forward with this model. It would require a substantial amount of funding from the Remediation funds to establish the correct facility set up and then further funding from Northern Territory Government to ensure future operational expenditure is invested as the facility would require substantially more staffing than in its current form.

Waste and Resource Coordinator has arranged for removal of the steel, whitegoods and batteries in the first 2 weeks of July to ensure DIPL can initiate testing, this will involve drill hole inspections across the landfill in a grid pattern to determine contents of the landfill and volume of waste to be remediated.

Recycling

Concrete and Timber – NTEX has commenced work crushing some of the concrete on site for used in road works. This is then mixed with grad 1 material to create the road base grade 3 material.

Metal/whitegoods/Cars – SIMS are coming to remove beginning July 2023

Car Batteries – SIMS are coming to remove beginning July 2023

Cash for Containers – ENVIROBANK –still attending community every 2 months for collection. Initial talks with ALPA regarding this being a CDP activity with possible local business opportunity have been unsuccessful at this stage. Initial talks with Jabiru area school have been positive and a meeting scheduled to discuss possibility of School based recycling collection to reduce the amount of containers going to landfill also recycling education programs within the school curriculum.

E- Waste – suitable collector identified however transport to Darwin is required to partake.

Oils – paid for service with Veolia when they attend other sites in town.

Further options are being investigated by Waste and Resource Coordinator for future implementation.

STATUTORY ENVIRONMENT

Waste Management and Pollution Control Act 1998

Environment Protection Act 2019

POLICY IMPLICATIONS

West Arnhem Regional Council Regional Strategic Plan 2022-23

West Arnhem Regional Council Waste Strategy 2021-26

FINANCIAL IMPLICATIONS

Nil

STRATEGIC IMPLICATIONS

This report is aligned to pillar 4 and 5 in the *Regional Plan and Budget 2023-2024* as follows:

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT	
We provide high quality infrastructure and service delivery that meets the unique needs of each community, creates a sense of place and contributes towards promoting a sense of pride in community.	
Goal 4.3	Waste and Water Management Deliver environmentally and economically sound solid waste, water and sewerage services

PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice.

We recognise and champion the importance of safe guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

Goal 5.1	Recycling and Waste Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment
Goal 5.2	Procurement Develop and implement a leading-edge sustainability procurement strategy
Goal 5.3	Reduce Office Waste All offices recycle and reduce waste and consumables
Goal 5.4	Education Develop and deliver locally relevant education initiatives on sustainability and climate impacts across multiple mediums and platforms
Goal 5.5	Energy Develop a Renewable Energy Strategy
Goal 5.6	Policy Devise and implement a Sustainability and Climate Action Policy

RECOMMENDATION:

That Kakadu Ward Advisory Committee received and noted report entitled '*Waste and Resource Management Report*'.

ATTACHMENTS

- 1 Jabiru Landfill Aerial 07.06.23.pdf



WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	15.3
Title:	Update on Jabiru Road Projects
File Reference:	1084957
Author:	Hilal Ahmad, Senior Project Manager

SUMMARY

The report is presented to provide information about the completed projects in Jabiru undertaken by WARC.

BACKGROUND

Ranger uranium mine, Jabiru is now in the process of rehabilitation. The mine closure represents a significant economic challenge to the region. To tackle this challenge Australian Government will invest \$216M over the next 10 years in realising a new vision for Jabiru and the national park to transition the town from mining town to a tourist destination. Alongside upgrades to current camping sites and roads, there are plans to build a world-class visitor centre in Jabiru that will combine traditional storytelling with cutting-edge technology.

COMMENT

The following Projects are ongoing and are managed by WARC and Parks Australia.

WARC Projects:

WARC had delivered 2 Projects in Jabiru in 2023:

- Jabiru Roads Maintenance
- Jabiru Roadworks and Sinkholes works

Jabiru Roads Maintenance:

Parks Australia and WARC signed a 40 years lease for Jabiru roads. As per the agreement, WARC will receive \$280,000 annually to maintain the roads. This year WARC has engaged NTEX to undertake Jabiru local roads maintenance. The works commenced on 23 April 2023 and was completed in 6 weeks.

The works Included:

- Road reconstruction
- Pothole repair
- Shoulder maintenance
- Drainage Cleaning
- Line Marking
- New signage
- Spray sealing

The works are completed and WARC will receive \$280,000 for year 2023-24 for the maintenance works. Ongoing maintenance works will be reviewed by the administration to scope work for the annual maintenance program in Jabiru. The annual roadworks maintenance program will be released for tender in the coming weeks for this current financial year funding.

Jabiru Roadworks and Sinkholes works

Due to the poor condition of Jabiru roads, sinkholes are forming and is creating a traffic hazard. WARC is continually engaging with Parks Australia to provide additional funding for the ongoing

repair and remediation works of the current and emerging sinkholes throughout the township of Jabiru internal roads.

WARC tendered the works to engage City Earthmoving to undertake the sinkhole repair works. The works commenced on 03 May 2023 and were completed by 03 June 2023.

WARC is identifying additional sinkholes and additional road repair works and will apply for extra funding of up to a \$1,000,000.00 from Parks Australia to continue remediation works on the internal road network in Jabiru.

STATUTORY ENVIRONMENT

Not applicable.

POLICY IMPLICATIONS

Council procurement policy per LGA.

FINANCIAL IMPLICATIONS

Ongoing remediation works and maintenance works funded by Parks Australia

STRATEGIC IMPLICATIONS

This report is aligned to goal 4.1 in the *Regional Plan and Budget 2023-2024*:

PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

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

Goal 4.1

Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure

This report is aligned to pillar 1 as outlined in the *Regional Plan and Budget 2023-2024* as follows

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1

Community Engagement

Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life

Goal 1.3

Communication

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

VOTING REQUIREMENTS

Simple majority

RECOMMENDATION:

That Kakadu Ward Advisory Committee received and noted the report entitled “*Update on Jabiru Road Projects*”.

ATTACHMENTS

There are no attachments for this report.

WEST ARNHAM REGIONAL COUNCIL

FOR THE MEETING 6 JULY 2023

Agenda Reference:	15.4
Title:	Committee Members Questions
File Reference:	1084807
Author:	Jessie Schaecken, Governance and Risk Advisor

SUMMARY

The purpose of this report is to give Kakadu Ward Advisory Committee Members a formal forum where they can table items for discussion at meeting.

STATUTORY ENVIRONMENT

Section 83 of the *Local Government Act 2019*.

STRATEGIC IMPLICATIONS

This report is aligned to pillars 1 and 6 in the *Regional Plan and Budget 2023-2024* as outlined below:

PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

Goal 1.1	Community Engagement Seek out and support diverse perspectives and collaborations with community, community leaders, businesses, agencies and local service providers to enhance community life
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PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

Goal 6.3	Council and Local Authorities Excellence in governance, consultation administration and representation
Goal 6.5	Planning and Reporting Robust planning and reporting that supports Council's decision-making processes

RECOMMENDATION:

That the Chairperson invites questions from Committee Members.

ATTACHMENTS

**WEST ARNHEM REGIONAL COUNCIL
CLOSURE OF MEETING**