



# **WEST ARNHEM REGIONAL COUNCIL AGENDA**

**KAKADU WARD ADVISORY COMMITTEE  
FRIDAY, 17 OCTOBER 2025**

**1.00 PM - 2.00 PM**



## **WEST ARNHEM REGIONAL COUNCIL**

Notice is hereby given that a Kakadu Ward Advisory Committee Meeting of the West Arnhem Regional Council will be held in Jabiru on Friday 17 October 2025 at 9:00 pm.



Katharine Clare Murray  
Chief Executive Officer

## Code of Conduct: The Local Government Act 2019

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

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

# TABLE OF CONTENTS

ITEM	SUBJECT	PAGE NO
<b>1</b>	<b>ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING.....</b>	<b>6</b>
<b>2</b>	<b>PERSONS PRESENT.....</b>	<b>7</b>
<b>3</b>	<b>APOLOGIES AND ABSENCES .....</b>	<b>7</b>
3.1	Apologies, Leave of Absence and Absence Without Notice .....	7
<b>4</b>	<b>ELECTION OF CHAIRPERSON .....</b>	<b>8</b>
4.1	Election of Kakadu Ward Advisory Committee Chairperson .....	8
<b>5</b>	<b>ACCEPTANCE OF AGENDA .....</b>	<b>10</b>
5.1	Acceptance of Agenda .....	10
<b>6</b>	<b>DECLARATION OF INTEREST OF MEMBERS OR STAFF .....</b>	<b>11</b>
6.1	Disclosure of Interest of Members or Staff.....	11
<b>7</b>	<b>CONFIRMATION OF PREVIOUS MINUTES.....</b>	<b>12</b>
7.1	Confirmation of Kakadu Ward Advisory Committee Meeting Minutes .....	12
<b>8</b>	<b>DEPUTATIONS AND PRESENTATIONS .....</b>	<b>20</b>
8.1	Presentations and Visitors - Menzies School of Health Research .....	20
8.2	Invited Guest - NT Police.....	21
8.3	Presentations and Visitors - Red Lily Health Clinic Update .....	22
<b>9</b>	<b>RECEIVE AND NOTE REPORTS.....</b>	<b>23</b>
9.1	Jabiru Waste Report.....	23
9.2	Technical Services Jabiru Projects Report.....	26
9.3	CSM Operations Report on Current Council Services .....	29
9.4	Human Resources Report up to 30 September 2025 .....	38
9.5	2025 Local Government Supplementary Elections .....	41
<b>10</b>	<b>ACTION REPORTS .....</b>	<b>44</b>
10.1	Review of Action Items .....	44
10.2	KWAC Terms of Reference - Review .....	46
<b>11</b>	<b>COMMITTEE MEMBER QUESTIONS WITH OR WITHOUT NOTICE.....</b>	<b>52</b>

11.1 Kakadu Ward Advisory Committee Member Questions .....	52
<b>12 NEXT MEETING .....</b>	<b>53</b>

## **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 17 OCTOBER 2025

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

#### SUMMARY

This report is to table, for the Kakadu Ward Advisory Committee record, any apologies, and requests for leave of absence received from Committee members, as well as record any absence without notice for the meeting held on 17 October 2025.

#### RECOMMENDATION

THAT THE COMMITTEE:

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

#### COMMENT

The Committee can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by the committee will be recorded as absent without notice.

#### LEGISLATION AND POLICY

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

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING {MEETING-DATE}

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Election of Kakadu Ward Advisory Committee Chairperson</b>
<b>Author:</b>	<b>Debbie Branson, Governance Advisor</b>

#### SUMMARY

The purpose of this report is for the Kakadu Ward Advisory Committee to consider electing a Chairperson.

#### RECOMMENDATION

THAT THE COMMITTEE:

1. Receive and note the report titled *Election of Kakadu Ward Advisory Committee Chairperson*; and
2. Elected Council Member ... to the position of Kakadu Ward Advisory Committee Chairperson for a period of 12 months.

#### BACKGROUND

The Kakadu Ward Advisory Committee currently comprises of the following members:

Elected Members

- Mayor James Woods
- Deputy Mayor Jacqueline Phillips
- Cr Ralph Blyth
- Cr Mickitja Onus

#### COMMENT

All members of the Committee can vote for the Chairperson. The successful candidate will be appointed for a period of 12 months.

#### LEGISLATION AND POLICY

Section 78 of the *Local Government Act 2019*.

Clause 67 of the *Local Government (General) Regulations 2021*.

*Reasonable Expenses and Benefit for Council, Local Authority and Council Committee Members Policy*

*Code of Conduct (Elected, Local Authority and Committee Members) Policy.*

*Conflict of Interest (Elected, Local Authority and Committee Members) Policy.*

*Gifts, Benefits and Hospitality (Elected, Local Authority and Committee Members) Policy.*

#### FINANCIAL IMPLICATIONS

Allowances to be paid to eligible members (not including Principal Members) are:

Fee for attendance at extra meetings or activities is the accumulated hours on any one day and are as follows:



*	Up to 2 hours	\$200
*	between 2 and 4 hours	\$300
*	more than 4 hours	\$500 (maximum payable for any one day)

## **STRATEGIC IMPLICATIONS**

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

### **PILLAR 6 FOUNDATIONS OF GOVERNANCE**

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

#### **Goal 6.3 Council and Local Authorities**

Excellence in governance, consultation administration and representation.

## **ATTACHMENTS**

{attachment-list}

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Debbie Branson, Governance Advisor</b>

#### SUMMARY

Agenda papers are presented for acceptance at the Kakadu Ward Advisory Committee meeting held on 17 October 2025.

#### RECOMMENDATION

THAT THE COMMITTEE accepts the agenda papers as circulated for the Kakadu Ward Advisory Committee meeting held on 17 October 2025.

#### LEGISLATION AND POLICY

Section 92(1) *Local Government Act 2019*.

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

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

##### Goal 6.5 Planning and Reporting

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

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

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

#### SUMMARY

**Kakadu Ward Advisory Committee Members** are required to disclose an interest in a matter under consideration at the Committee meeting:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the meeting as soon as possible after the matter is raised.
- 2) In the case of a matter raised in a general debate or by any means other than the printed agenda of the Council meeting, disclosure as soon as possible after the matter is raised.

Under disclosure, the Member must abide by the decision of the Committee on whether they shall remain in the Chambers and/or take part in the vote on the issue. The Committee may elect to allow the Member to provide further and better particulars of the interest prior to requesting them to leave the Chambers.

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

#### RECOMMENDATION

THAT THE COMMITTEE acknowledges the declarations of interest relating to the items listed for the Kakadu Ward Advisory Committee meeting held on 17 October 2025.

#### LEGISLATION AND POLICY

Section 114 (Elected Members) *Local Government Act 2019*

Section 179 (staff members) *Local Government Act 2019*

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

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.4 Risk Management

The monitoring and minimisation of risks associated with the operations of Council.

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Confirmation of Kakadu Ward Advisory Committee Meeting Minutes</b>
<b>Author:</b>	<b>Debbie Branson, Governance Advisor</b>

#### SUMMARY

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

#### RECOMMENDATION

THAT THE COMMITTEE confirms the minutes of the Kakadu Ward Advisory Committee held on Friday, 18 July 2025 as a true and correct record.

#### LEGISLATION AND POLICY

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

Clause 13.1 *Guideline 1: Local Authorities 2021*.

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

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. 2025-07-18 KWAC Minutes - Unconfirmed [7.1.1 - 7 pages]



Minutes of the West Arnhem Regional Council Kakadu Ward Advisory Committee  
Friday, 18 July 2025 at 10:00 am  
Council Chambers

---

1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING

Chairperson Blyth declared the meeting open at 10:00am, welcomed all in attendance and did an Acknowledgement of Country.

2 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Chairperson	Ralph F. Blyth
Mayor	James Woods
Deputy Mayor	Elizabeth Williams
Councillor	Mickitja Onus (vid video)

STAFF PRESENT

Chief Executive Officer	Katharine Clare Murray
Director of Finance	Jocelyn Nathanel-Walters (via video)
Manager Technical Services	Kylie Gregson
Project Manager	Clem Beard
Governance Advisor	Debbie Branson
Executive Assistant to Mayor and CEO	Gina Carrascalao (via video)
Community Well Being Senior Project Officer	Gemma Loyer (item 7.3 only)

GUESTS

NT Police	Senior Sergeant Chris Harden
Red Lily Health Clinics	Mark DiFrancesco and Brad Palmer

## 3 APOLOGIES AND ABSENCES

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

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

KWAC23/2025 RESOLVED:  
On the motion of Mayor James Woods  
Seconded Cr Mickitja Onus

THAT THE COMMITTEE notes that there are nil apologies received.

CARRIED

## 4 ACCEPTANCE OF AGENDA

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

The Local Authority considered a report on Acceptance of Agenda.

KWAC24/2025 RESOLVED:  
On the motion of Chairperson Cr Ralph Blyth  
Seconded Cr Mickitja Onus

THAT THE COMMITTEE accept the agenda papers as circulated for the Kakadu Ward Advisory Committee meeting held on 18 July 2025.

CARRIED

## 5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

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

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

KWAC25/2025 RESOLVED:  
On the motion of Deputy Mayor Elizabeth Williams  
Seconded Mayor James Woods

THAT THE COMMITTEE received nil declarations of interest for the Kakadu Ward Advisory Committee meeting held on 18 July 2025.

CARRIED

## 6 CONFIRMATION OF PREVIOUS MINUTES

Agenda Reference:	6.1
Title:	Confirmation of Kakadu Ward Advisory Committee Meeting Minutes
Author:	Debbie Branson, Governance Advisor

The Local Authority considered a report on Confirmation of Kakadu Ward Advisory Committee Meeting Minutes.

KWAC26/2025 RESOLVED:  
On the motion of Deputy Mayor Elizabeth Williams  
Seconded Cr Micketja Onus

THAT THE COMMITTEE adopted the minutes of the Kakadu Ward Advisory Committee meeting held Friday 16 May 2025 as a true and correct record.

CARRIED

## 7 DEPUTATIONS AND PRESENTATIONS

Item 7.1 – Invited Guest – NT Police was deferred and Item 7.2 – Presentations and Guest Speakers was brought forward.

Agenda Reference:	7.2
Title:	Invited Guest – Red Lilly Health Clinic
Author:	Debbie Branson, Governance Advisor

Mark DiFrancesco and Fiona Brooks from Red Lily Health Clinics joined the meeting at 10:00am and left the meeting at 10:26am.

KWAC27/2025 RESOLVED:  
On the motion of Chairperson Cr Ralph Blyth  
Seconded Cr Micketja Onus

THAT THE COMMITTEE noted the update from Red Lilly Health Clinic.

CARRIED

Agenda Reference:	7.1
Title:	Invited Guest - NT Police
Author:	Debbie Branson, Governance Advisor

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

Senior Sergeant Chris Harden joined the meeting at 10:00am and left at 10:49am.

KWAC28/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Cr Mickitja Onus

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

CARRIED

Item 7.3 – NAIDOC Week Celebrations was deferred and Item 8.1 – Review of Action Items was brought forward.

## 8 ACTION REPORTS

Agenda Reference:	8.1
Title:	Review of Action Items
Author:	Debbie Branson, Governance Advisor

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

KWAC29/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Chairperson Cr Ralph Blyth

THAT THE COMMITTEE:

1. Received and noted the report titled *Review of Action Items*; and
2. Request that the BMX track action be removed as completed and grants be sourced for the Splash Park.

CARRIED



## 7 DEPUTATIONS AND PRESENTATIONS (Continued)

Agenda Reference:	7.3
Title:	NAIDOC Week Celebrations
Author:	Debbie Branson, Governance Advisor

The Community Well Being Senior Project Officer, Gemma Loyer addressed the Committee to formally invite the committee members to attend, and if interested, speak at the upcoming West Arnhem Regional Council NAIDOC event.

Gemma Loyer joined the meeting at 10:58am and left the meeting at 11:04am.

KWAC30/2025 RESOLVED:

On the motion of Chairperson Cr Ralph Blyth

Seconded Mayor James Woods

THAT THE COMMITTEE noted the invitation to attend

CARRIED

The meeting adjourned at 11:04am and reconvened at 11:22am.

## 9 RECEIVE AND NOTE REPORTS

Agenda Reference:	9.1
Title:	Technical Services Jabiru Projects Report
Author:	Kylie Gregson, Manager Technical Services

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

KWAC31/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Cr Mickitja Onus

THAT KAKADU WARD ADVISORY COMMITTEE receives and notes the report titled *Technical Services Jabiru Projects Report*.

CARRIED

Agenda Reference:	9.2
Title:	CSM Operations Report on Current Council Services
Author:	Kevin Voisey, Seniors Works Officer

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

KWAC32/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Mayor James Woods

THAT KAKADU WARD ADVISORY COMMITTEE:

1. Receives and notes the report titled *CSM Operations Report on Current Council Services*; and
2. Acknowledge the improvements with street lighting around Jabiru.

CARRIED

Agenda Reference:	9.3
Title:	Human Resources Report as at 30 June 2025
Author:	Linda Veugen-Yong, Human Resources Manager (Acting)

The Committee considered a report on Human Resources Report as at 30 June 2025.

KWAC33/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Cr Mickitja Onus

THAT THE COMMITTEE receive and note the report titled *Human Resources Report as at 30 June 2025*.

CARRIED

Agenda Reference:	9.4
Title:	2025 Local Government General Elections
Author:	Katharine Murray, Chief Executive Officer

The Committee considered a report on 2025 Local Government General Elections.

KWAC34/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Chairperson Cr Ralph Blyth

THAT THE COMMITTEE receive and note the report title *2025 Local Government General Elections*.

CARRIED

Agenda Reference:	9.5
Title:	Jabiru Lake - Catch and Release Program
Author:	Fiona Ainsworth, Director of Community and Council Services

The Committee considered a report on Jabiru Lake - Catch and Release Program.

KWAC35/2025 RESOLVED:

On the motion of Deputy Mayor Elizabeth Williams

Seconded Chairperson Cr Ralph Blyth

THAT KAKADU WARD ADVISORY COMMITTEE agree to close the item and no further action required.

CARRIED

#### 10 COMMITTEE MEMBER QUESTIONS WITH OR WITHOUT NOTICE

Agenda Reference:	10.1
Title:	Kakadu Ward Advisory Committee Member Questions
Author:	Debbie Branson, Governance Advisor

The Committee considered a report on Kakadu Ward Advisory Committee Member Questions.

KWAC36/2025 RESOLVED:

On the motion of Cr Mickitja Onus

Seconded Deputy Mayor Elizabeth Williams

THAT THE COMMITTEE record the following questions from Members for action:

- Dog By-laws

CARRIED

Chairperson Blyth acknowledged the work carried out by staff and extended the committee's appreciation.

#### 11 NEXT MEETING

The next meeting is scheduled for Friday, 17 October 2025.

#### 12 MEETING DECLARED CLOSED

Chairperson Cr Blyth declared the meeting closed at 12:13pm.

This page and the preceding pages are the minutes of the Kakadu Ward Advisory Committee held on Friday 18 July 2025.

Click [here](#) to view the agenda for the Kakadu Ward Advisory Committee held on Friday 18 July 2025.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

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

#### SUMMARY

The purpose of this report is to provide the Kakadu Ward Advisory Committee with a presentation from the Menzies School of Health Research regarding ORVA and THRIVE studies regarding respiratory infections in young Aboriginal children.

#### RECOMMENDATION

THAT THE COMMITTEE notes the presentations on ORVA and THRIVE studies from the Menzies School of Health Research.

#### BACKGROUND

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

#### COMMENT

Dr Bianca Middleton will be in attendance in person at 11:00am to present to the Committee Members.

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

##### Goal 1.1 Community Engagement

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

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

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

#### SUMMARY

The purpose of this report is for the NT Police and the Kakadu Ward Advisory Committee to discuss issues and concerns in the community. These discussions are supported by the MoU between West Arnhem Regional Council and the NT Police.

#### RECOMMENDATION

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

#### BACKGROUND

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

Senior Sergeant Chris Harden will attend in-person, Senior Sergeant Glenn Leafe will attend online at 11:30am.

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

##### Goal 1.1 Community Engagement

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

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

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

#### SUMMARY

The purpose of this report is to provide the Committee with an update from the Red Lily Health Clinic.

#### RECOMMENDATION

THAT THE COMMITTEE notes the presentation from Red Lily Health Clinic.

#### BACKGROUND

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

#### COMMENT

Mark DiFrancesco, Brad Palmer and the Local Manager have been invited to provide an update at 1:00pm.

Please raise any Community health-related issues with the representatives.

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

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

##### Goal 1.1 Community Engagement

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

#### ATTACHMENTS

Nil

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Jabiru Waste Report</b>
<b>Author:</b>	<b>Meredith Newall, Waste and Resource Coordinator</b>

#### SUMMARY

This report is to provide an update Kakadu Ward Advisory Committee on current activities in the waste management area.

#### RECOMMENDATION

THAT THE COMMITTEE receives and notes the report titled *Jabiru Waste Report*.

#### BACKGROUND

The Jabiru Waste Management area is a rapidly developing portfolio that has three significant areas of reporting for Kakadu Ward Advisory Committee oversight.

These areas are as follows;

- Waste operations – kerbside collection and landfill operations;
- Landfill Northern Territory Environment Protection Authority (NTEPA) compliance – progress reporting on maintenance of compliance to EPL351-01;
- Landfill Remediation – current remediation updates according to the Office of Supervising Scientist.

#### COMMENT

##### Waste Operations

The reduction in the scheduled clearance of kerbside bins continues with success.

The landfill site is operated by an experienced staff member enabling the ongoing collection of commercial waste fees. The segregation bays are sorted and materials appropriately managed to maintain NTEPA compliance. Waste engine oil is stored in a bunded and covered area and car batteries are currently stored on pallets. Suitable storage containers for used car batteries will be sourced and delivered to site when available. There are minimal volumes of tyres currently present at site and generally are dropped off by residents only.

##### Landfill EPA Compliance

The Environmental Management and Operational Plan (EMOP) was amended in September 2025 in support of the landfill licence amendment submission which was subsequently issued. The plan needs to be updated to reflect current site capacity and resources, and this will be developed with the assistance of operational staff. The plan will also be amended when infrastructure to support better practice at the site is introduced.

The Jacobs detailed Site Investigation Report was finalised August 2025 and a copy was forwarded to West Arnhem Regional Council (WARC). A copy of the report was sent to the NTEPA due to non-

compliance issues and WARC is still to be contacted by them with regards to the identified issues. A summary of the areas of concern is provided below:

- The current landfill environmental management and operations plan (EMOP) need to be updated to include appropriate precautions and personal protective equipment to be worn whilst on the site based on the known contaminants.
- The EMOP figure 9 needs to be updated to illustrate the correct location of the pond.
- A wet season monitoring program be established to determine the potential migration of leachate and or surface water from the site.
- The licensee must implement the recommendations in Agon Environmental report – HAZMAT Register JA0619/2352. The licensee must ensure there is no migration or overflow of a contaminant or waste, which causes or may cause environmental harm, beyond the boundary of the land on which the premises are located.
- The licensee must ensure that all leachate is managed in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.
- Asbestos was identified as surface scatterings and bonded and friable asbestos within underlying fill materials across areas of the southern and central portions of the site, the recommendations listed in the Agon Environmental report should also extend to these areas.
- An environmental monitoring plan should be developed comprising groundwater and surface water sampling on a biannual basis (coinciding with dry and wet season).

The EMOP is currently being reviewed by the Waste and Resource Coordinator and will address the issues of concern identified by the Jacobs report.

#### Landfill Remediation

The Office of Supervising Scientist (OSS) has taken over from Parks Australia in delivering the Commonwealth Government remediation obligations. The first meeting was held with WARC Waste and Resource Coordinator and two OSS representatives on 10 February to discuss the plans for the Jabiru Landfill remediation project. Some notable points from this meeting are as follows:

- Jacobs are still performing hydrology testing at the site until May 2025. We expect the outcomes of this report to be available not long after that. The initial data from the reports indicate that a two-cell system for future landfill will not be the best course of action. The report's outcome will determine how the Commonwealth Government decides to proceed with remediation.
- The landfill remediation project does not have funding released for it from a federal level and it is envisaged no financial release is expected until the 2026 budget.
- With OSS terminating service delivery agreements with the Department of Infrastructure and Logistics they will now be managing the landfill remediation project with their own staff until the project is completed.

Our role in the process is minor as the operator of the site our interests lie in advocating for a remediation solution that is compliant with NTEPA regulations and financially viable for our operations team. WARC staff will continue to consult on this project into the future and provide feedback on solutions that best suit the needs of the community.

#### Green Waste

In late August the potential for asbestos containing material was identified in the green waste disposal area on land managed by GACJT. Council engaged Agon to take and analyse samples of the material.



Agon submitted a report to council in September 2025 confirming some of the samples were asbestos material. A copy of the report was sent to GACJT and they arranged for a licensed contractor to remove the asbestos containing material and dispose at a licensed facility.

When the material was confirmed as containing asbestos the Jabiru works team barricaded entry to the green waste disposal site, put up warning signs and advised of the relocation of green waste disposal at the council operated landfill site. The current green waste area at the landfill is not a permanent solution however, WARC will not be returning to the GACJT green waste site.

The management of future green waste disposal was discussed at the remediation progress meeting 3 October 2025. Remediation works to be undertaken by the Federal Government has not committed funds to assist in green waste management. A meeting has been requested to be held with representatives from WARC, GACJT and the Federal Government to discuss options for the management of green waste into the future.

#### **LEGISLATION AND POLICYS**

Environmental license EPL351.

#### **FINANCIAL IMPLICATIONS**

Any potential liability for penalties imposed due to non-compliance has been overcome.

#### **STRATEGIC IMPLICATIONS**

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

##### **PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT**

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

##### **Goal 4.3 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.

#### **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 October 2025

Agenda Reference:	9.2
Title:	Technical Services Jabiru Projects Report
Author:	Kylie Gregson, Manager Technical Services

#### SUMMARY

This report will present the Kakadu Ward Advisory Committee (KWAC) with an update on the overview of Council projects delivered in Jabiru, for the reporting period up to 6 October 2025.

#### RECOMMENDATION

THAT THE COMMITTEE receives and notes the report titled *Technical Services Jabiru Projects Report*.

#### BACKGROUND

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

#### COMMENT

The table below provides a comprehensive snapshot of all current projects occurring in Jabiru.

#### JABIRU COUNCIL PROJECTS

STATUS	PROJECTED COMPLETE	TASK	DESCRIPTION	% DONE
In Progress	30-10-2025	Design (awarded to NTBS) is now completed. Additional onsite meetings in progress with Bombers Football Club. Approval received from GACJT at the board meeting 20/02/2025. Final updated design received, went to Tender in April 2025. Tender awarded to Molley Electrical Contracting (MEC). Target completion end of October 2025.	Jabiru Brockman Oval Lights.	80%
In Progress	30-6-2026	Cultural approval received for Dog Park, Playground and Outdoor Gym from GAC. Awaiting release of funds to commence tender procurement process of projects.	Dog Park & Playground - Lakeside Park. Outdoor Gym - Brockman Oval.	25%

In Progress	30-12-2025	Overview - Replanting of garden beds, moving existing park benches under cover, install charging ports and bubbler.	Jabiru Town Square Revitalisation (Rio Tinto).	40%
In Progress	31-10-2025	Housing upgrades to 5 Allamanda Close, 30 Calvert Crescent, 32 Calvert Crescent. Three compliant tenders received. Tender awarded to Kakadu Contracting NT as per Council approval. Start-up meeting was held 15 July 2025 and works have commenced. Target completion end of October 2025.	Jabiru Housing Upgrades.	80%

#### STATUTORY ENVIRONMENT

Not Applicable.

#### FINANCIAL IMPLICATIONS

Not Applicable.

#### STRATEGIC IMPLICATIONS

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

#### PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT

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

##### Goal 4.1 Strategic Infrastructure and Asset Management

Strategically manage, maintain and enhance community infrastructure.

##### Goal 4.2 Fleet, Plant and Equipment

Provide a modern and well-maintained fleet of plant and vehicles capable of meeting service delivery requirements.

##### Goal 4.3 Waste and Water Management

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

##### Goal 4.4 Local Road Management and Maintenance

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

#### PILLAR 5 SUSTAINABILITY AND CLIMATE ACTION

Leading by example, we commit to developing a culture of sustainable practice. We recognise and champion the importance of safe-guarding our environment for future generations by working collectively with community, private enterprises and all tiers of government.

##### Goal 5.1 Recycling and Waste

Develop recycling and waste initiatives which protect and preserve community natural resources and the local environment.

**Goal 5.2 Procurement**

Develop and implement a leading-edge sustainability procurement strategy.

**ATTACHMENTS**

Nil

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING {17<sup>TH</sup> OF OCTOBER}

<b>Agenda Reference:</b>	<b>9.3</b>
<b>Title:</b>	<b>CSM Operations Report on Current Council Services</b>
<b>Author:</b>	<b>Kevin Voisey, Council Services Manager, Jabiru</b>

#### SUMMARY

This report will present the Kakadu Ward Advisory Committee (KWAC) with an update on council services provided in the Jabiru community for the period 01 June 2025 – 31 August 2025, as prepared and presented by Council Services Manager (CSM), Kevin Voisey.

#### RECOMMENDATION

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

#### BACKGROUND

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

#### COMMENT

##### 1. Community Recruitment

Positions filled during the report period:

- Wellbeing services coordinator – Commenced 30 June 2025.
- Customer Services Officer – Commenced 07 July 2025.
- Relief Administration Officer – Commenced 05 August 2025.
- Early childhood educator – Commenced 11 August 2025.

##### 2. Administration Services

###### 2.1 Administration

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

- 11 July 2025 – Closure due to National Aborigines and Islanders Day Observance Committee (NAIDOC) Day public holiday, only applicable to West Arnhem Regional Council (WARC) staff and services provided.
- Administrator Coordinator has been working with finance to ease the process for little hotelier refunds and has been assisting staff and external clients with issues with the little hotelier program.
- Relief Administration Officer (No.1) provided support to the Maningrida Post Office 11-14 August 2025 and the administration team provided remote support to the Maningrida Office by assisting with enquiries and purchase orders.
- Relief Administration Officer (No.2) provided support to the Jabiru Post Office from 19-20 August 2025 due to staff availability.
- Services Assistant has been assisting Tenancy cleaning houses, mowing lawns and other handyman tasks.
- Relief Administration Officer (No.1) – On leave 05-13 June 2025.

## 2.2 Post Office

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

- The Post Office staff are working to increase retail sales and improving merchandising displays.
- Jabiru administration team provide support backfill with post office staff are on leave.
- Retail and Post Officer – On leave 30 June - 11 July 2025
- Retail and Post Officer – On leave 19-20 July 2025

Total postage received	24,810kg
------------------------	----------

## 2.3 Centrelink

The Jabiru Centrelink Office opens between 8:00am to 4:30pm each business day during the report period.

- New monitor from Services Australia desk arrived and installed.
- Money Management team visited Jabiru 15-17 July 2025, but due to internet issues in Centrelink set-up at the ALPA Store.
- Centrelink Office was closure on 23 June – 21 July 2025, due to internet and phone disruptions.
- The Money Management team visited Jabiru from 19-21 August 2025. Due to previous internet issues that our Centrelink Office experienced, Money Management set up in the ALPA office.

## 2.4 Cleaning

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

- Council Offices and Library – Daily Monday-Friday – total of 65 occasions.
- Public (Town Plaza) toilets – Daily Monday-Friday – total of 65 occasions.
- Lake Playground amenities and BBQ area – Daily Monday-Friday – total of 65 occasions.
- Workshop office – Once a week – total of 13 occasions.
- Brockman oval – Once a week – total of 13 occasions, and restocked supplies prior to Australian Football League (ALF) games and hires.
- Magela Oval amenities – Once a week – total of 13 occasions.
- Basketball Court amenities – as required.
- Community (Aged) Care, Centrelink, and Post Office – Twice a week – total of 26 occasions.
- Town Hall amenities – Twice a week – total of 26 occasions.
- Town Hall – No weekly clean currently while construction works occurring.
- Childcare Centre – Daily Monday-Friday – total of 65 occasions.
- Services Assistant attended Weed and Chemical training on 10 – 12 June 2025.
- Services Assistant on leave 11 August 2025 – 05 September 2025.

## 3. Wellbeing Services

### 3.1 Sport & Recreation

Sport and Recreation team delivered activities involving after-school sessions, school holiday initiatives, and young adult-oriented programs. The activities offered included:

- Youth, Sport and Recreation did not operate during June 2025, due to staff availability.
- After school activities conducted at the library.
- On 01 July 2025, WARC and the Northern Territory Events team hosted a Territory Day fireworks display and BBQ at the lakeside playground .

- In August 2025, WARC supported the delivery of a four-week AFL Program in Jabiru, coordinated by Australia Football League Northern Territory on average, around 15 young people attended each week at Magela Oval – total of 4 occasions.
- The Jabiru community netball competition, hosted by WARC in partnership with Jabiru Area School teachers. The competition has continued to grow in momentum, becoming a much-anticipated Wednesday activity for the community.
- The Australia Football League Northern Territory (AFL NT) talent scouting took place at the Gunbalanya AFL NT oval. Teams from Maningrida, Jabiru, Minjilang, and Warruwi gathered for the event, with six young players from Jabiru, aged 15 and under, making the long journey for a chance to be selected for the annual Michael Long Cup, which will be held in Darwin in August. The games were played in nine (9) round-robin formats, designed to showcase key elements of Territory footy, speed, skill, and teamwork.
- AFL NT ran 4 weeks of AFL in Jabiru starting 05 August 2025, to further support the young youth with skills in the community.
- Red Lily hosted a Hoops4life event on 23 July 2025, bringing energy, culture, and healing through smoke-free vibes while promoting the importance of staying away from smoking and vaping. This basketball event, led by First Nations people, was grounded in cultural strength and healing. Hoops 4 Health creates a safe space for young people to connect with their culture, reflect, regulate, and build resilience, all while learning important life lessons through sport. WARC supported this activity by providing two marquees, two BBQ's and the basketball courts.
- Jabiru held NAIDOC Week celebrated on 24 July 2025, to coincide with the return of kids after the school holidays. This year's theme 'The Next Generation: Strength, Vision & Legacy', highlighted the powerful role of enduring strength and intergenerational knowledge within First Nations communities. Our guest speaker, Mayor James Woods, issued a challenge to all Jabiru residents, urging them to support future leaders and help ensure that the culture, connection, and legacy remain vibrant and strong.
- From 10 July 2025, WARC in partnership with the Jabiru Area School teachers, will be hosting a community netball competition that will run for 10 weeks. With six (6) teams currently registered with the possibility of another two (2) teams joining later, this competition continues, fostering community spirit, encouraging healthy activity, and strengthening social connections across Jabiru through sport.
- A meeting was held with the Clontarf Foundation to discuss opportunities for increasing WARC Youth, Sports and Recreation (YSR) presence and engagement with students during their daily activities. Discussions focused on how West Arnhem Regional Council could provide additional support and input into Clontarf's structured program across the remainder of the school year. This includes integrating into both wellbeing check-ins and sports sessions.

Attendance totals	1,660
-------------------	-------





AFL 9S, Jabiru NAIDOC Week activities and Jabiru netball

### 3.2 Aquatic Centre

The Jabiru aquatic centre was open Monday, Tuesday, Wednesday, Saturday, Sunday and Public Holidays 1.30pm – 6.30pm, as per regular schedule. Closed on Thursday and Friday until further notice.

- 11-18 June 2025 – Closure due to staff availability.
- 21-23 June 2025 – Closure due to staff availability.
- 21 July 2025 – Closure due to staff availability.
- Attendance low during the report period due to cooler weather and cooler water temperatures.
- Jabiru Area School Swim program, conducted by Swimming NT held on 18-22 August 2025.
- Jabiru Pool Royal Life savers services NT Safety Assessment completed in early September 2025.
- Jabiru Area School Swimming Carnival held on 28 August 2025.
- Aqua Fitness continues, running one session per week currently.



- Jabiru Under Water Hockey (Adults only) is still occurring on Monday nights.
- Caulfield Grammar student groups – regular visitations – new group each month.

Attendance totals	3,854
-------------------	-------

### 3.3 Library (Jabiru only)

The library operates Monday to Friday, from 10:30am to 12:00pm and 12:30pm to 4:30pm, during the reporting period.

- Meeting room continues to be utilised both internally and externally.
- Regular after school computer usage and craft activity.
- School Holiday Program commenced 26 June 2025 – 10 July 2025.
- 18 July – 05 August 2025 – Closure due to maintenance and upgrade works occurring.
- Sensory Zone completed on the 07 August 2025.

Attendance totals	779
-------------------	-----

### 3.4 Early Learning

The Jabiru Childcare Centre hours of operation are Monday to Friday, 7:30am – 5:00pm.

- NAIDOC Week WARC Jabiru activities were held on 27 June 2025 – 03 July 2025, with children attending the celebrations and the centre creating a child friendly zone with activities for all age groups.
- Partnership with Caulfield Grammar, the Jabiru Area School and their STARS program continues.
- Childcare Manager visited Minjilang Creche to provide training and mentoring to staff.
- Early Childhood Australia visited on 14th August 2025, to review services and provided support to staff and children.
- There has been participation increase for 3–5 years age group, with the hope to build bookings for Wednesday, Thursday and Fridays.
- Collaborating with ALPA men's activities to improve the outside yard.
- Commencement of community engagement walks and excursions.

Attendance totals	610
-------------------	-----



Jabiru Childcare Centre children attending NAIDCO Week activities.

### 3.5 Community Care (Aged Care)

The Jabiru Community Care team provides services Monday – Friday to nine (9) clients.

The usual services provided to clients continue to include meal deliveries, domestic assistance, transport and social support.

- Clients have been receiving their meals at their communities. Currently, some clients are away from home and are not in their communities and a client has recently passed.
- Clients Packages – Nine (9)
- Commonwealth Health Support Programs – Six (6)
- National disability Insurance scheme (NDIS) – Two (2)
- Home Care Package (HCP) – One (1)
- Manaburduma Town Camp clients receive their breakfast every weekday, Monday to Friday.
- Due to sorry business on 30 June 2025 at Mudginberri Community, alternative arrangements were made to deliver meals to clients.

Total meals provided	618
----------------------	-----

### 3.6 Disability Care

The Jabiru National Disability Insurance scheme (NDIS) service operates from 09.00am until 3.00pm each business day. Services provided are as follows:

- Meals;
- Personal Care;
- Household Tasks;
- Transport; and
- Social Support.
- Kakadu currently delivers breakfast and lunch to a NDIS client. Due to the client's location, breakfast is also included for the following day, when lunch is delivered.
- Focus is connecting and growth over the next few months.

Total number of NDIS participants	2
-----------------------------------	---

## 4. Community Works

### 4.1 Parks and Open Space

The community is generally clean and tidy with rubbish collection occurring 2 days per week.

- Cleaned out drains and gutters around township.
- Work crews were helping tenancy maintenance and furniture moving.
- Slashing around fire breaks.
- Relieved landfill officer when on leave during reporting period.
- Mowing Magela oval for sport events.
- Started setup furniture and game at the plaza.
- Repaired potholes around Jabiru.
- Set up event for Territory Day and NAIDOC Day.
- Trimmed and remove dead tree at Jabiru community pool.
- Emptied green waste trailer at the pool.
- Cleared fire break area behind low level tank.
- Cleaned out drains and gutters around township.
- Relieved landfill officer when on leave.
- Two (2) works staff completed weed spraying course.
- Cleaned lane ways and alleyways around Jabiru Township.

- Watering and mowing parklands and playgrounds around Jabiru Township.
- Maintained feral animal traps around township.
- Maintained plaza lawns, garden beds and car parks.
- Repairing water leaks and replacing sprinklers on Brockman oval for sports event

#### 4.2 Roads

Generally minor road repairs and maintenance are undertaken across the community.

- Potholes Road Street sweeping minimally around Jabiru this reporting period. The street sweeper air conditioning is not working, limiting capability, awaiting repairs.
- Awaiting ongoing issues to be identified in the investigation into the storm water system by Department of Logistics and Infrastructure (DLI), report currently with DLI not yet distributed to WARC:
  - Lewis place needs drain to be unblocked as this causes flooding in Auld place during wet season.
  - Drain on corner of Calvert crescent and Civic drive needs to be cleared and potentially modified. There are many tree roots inside the pipework contributing to it flooding when the lake level rises, and the drain cannot flow into the lake

#### 4.3 Waste

Landfill site operated between Monday to Friday, 7:00am to 3:00pm with no disruption to service. After hours dumping into the segregation bays.

- Spot fire occurred at the landfill site on 11th of August 2025, jumping across from the sprinkler farm. With the assistance of the Council Services Manager, Senior Works Officer and Jabiru brigade, the fire was stopped prior to getting to the landfill face and causing major damage.
- Green waste is now being accepted at the landfill.

Total volume of waste on-charged	1340 cubic meters
Total value on-charged	\$117,909.00 inc

### 5. Essential Services

#### 5.1 Power

- Streetlight repairs completed, however a further fault on the red phase power supply was identified. Contractor reset breaker and repaired red phase fault for streetlights.
- Backup generators run weekly, and data recorded on checklist.

#### 5.2 Water

- Telemetry was struck by lightning during a storm. This has damaged plant at sprinkler farm, low level tanks, sewage ponds and bore no. 2. Quote and reports for insurance claim and has been submitted
- Repaired several water leaks around Jabiru
- Quote sourced for water leaks on mains as this repair needs asbestos removal licences to repair.
- Daily checks of bores completed, and data recorded on checklist.
- Daily chlorine levels checked on potable water and data recorded on checklist.
- Completed bi-weekly bacterial water testing.
- New water leaks around town identified and added to CSM list.

#### 5.3 Sewage

- Sewerage Remediation project funding continues, with relationships built between the Council and the contractor.
- Sewage lift pump checked daily, and data recorded on checklist.
- Grids and filter for sewage and sprinkler farm cleaned weekly.
- Unlocked dump point for contractor.

## 6. Community

### 6.1 Community meetings and events

- 12 June 2025 – Program Steering Group meeting
- 10 July 2025 – Program Steering Group meeting
- 20 July 2025 – Jabiru Service Delivery Meeting
- 14 August 2025 – Program Steering Group meeting
- 20 August 2025 – First Aid training
- 29-30 August 2025 – Vet visited Jabiru to provide vet care services to the community

Total number of meetings and events attended by the CSM	37
---	----

### 6.2 Community key focus areas

- Storm water rectification.
- Jabiru landfill.
- Asbestos now found at the green waste dump site all green waste now going to the Jabiru landfill.

## LEGISLATION AND POLICY

Not applicable.

## FINANCIAL IMPLICATIONS

Not applicable.

## STRATEGIC IMPLICATION

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

### PILLAR 1 PARTNERSHIPS, RELATIONSHIPS AND BELONGING

Investing in relationships and partnerships at all levels supports and strengthens community and belonging. We 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 1.4 Community Events

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

#### Goal 1.6 Youth Engagement

Deliver diverse, targeted programs and events which actively empower and engage young people as valuable partners in decision-making which effects them.

### PILLAR 3 SAFETY AND WELLBEING

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

#### Goal 3.4 Community Service Delivery

Provision of high quality, culturally informed programs that support and enhance the safety and wellbeing of community members.

#### **PILLAR 4 SERVICE DELIVERY AND BUILT ENVIRONMENT**

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

##### **Goal 4.3 Waste and Water Management**

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

#### **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 October 2025

Agenda Reference:	9.4
Title:	Human Resources Report up to 30 September 2025
Author:	Katharine Murray, Chief Executive Officer

#### SUMMARY

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

#### RECOMMENDATION

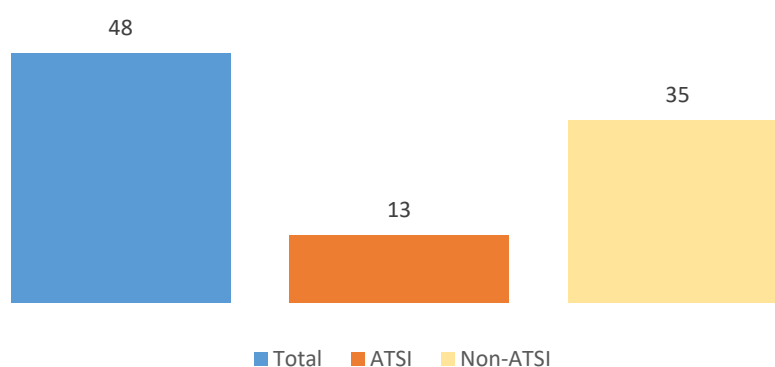
THAT THE COMMITTEE receives and notes the report titled *Human Resources Report up to 30 September 2025*.

#### COMMENT

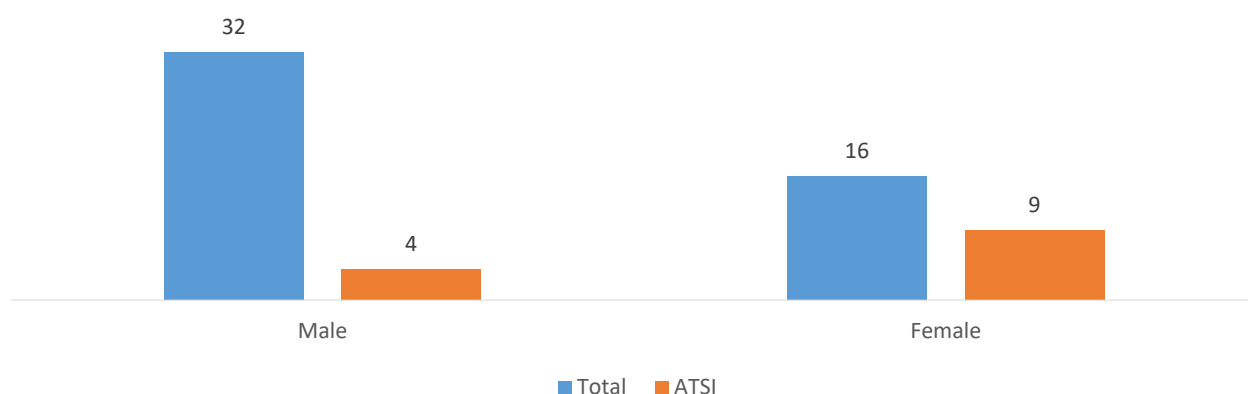
#### Workforce Report

As of 30 September 2025

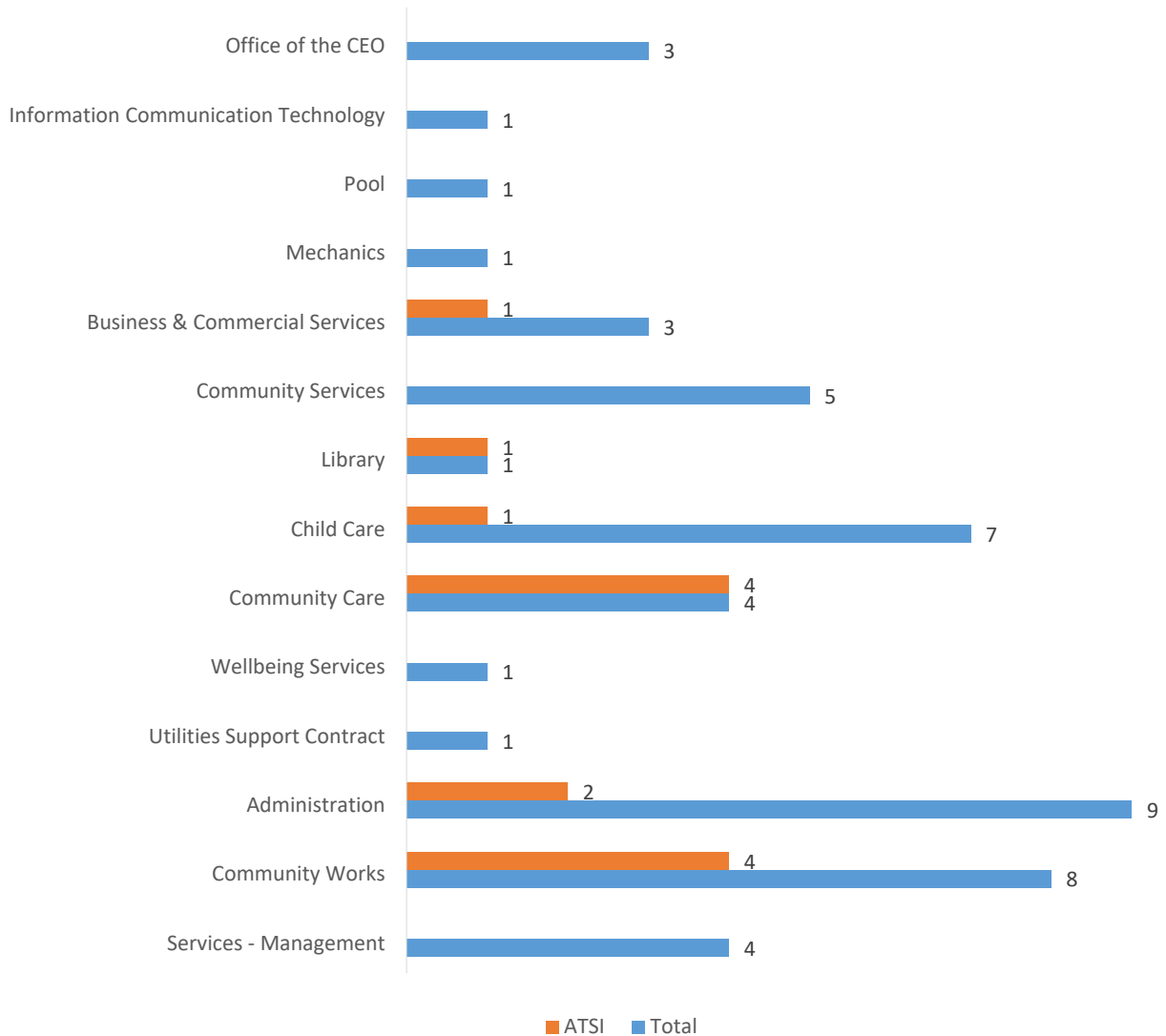
Employees by Number - Jabiru



Employees by Gender - Jabiru



## Employees by Work Group - Jabiru



## Vacancies by location as of 30 September 2025

### Jabiru

- **Centrelink Senior Officer** | \$73–82k | Permanent | 30 hrs | No Accommodation | Open until filled
- **Community Care Senior Project Officer** | \$101k | Permanent | Full time | Subsidised Accommodation | Closes Wed 8 Oct 2025
- **Manager Business & Commercial Services** | \$116k | Permanent | Full time | Subsidised Accommodation | Closes Wed 1 Oct 2025
- **Works Assistant** | \$26.53/hr | Permanent | Full time | No Accommodation | Open until filled
- **Early Childhood Educator Assistant** | \$61–73k | Permanent | Full time | No Accommodation | Open until filled
- **Pool Officer** | \$61k | Permanent | 25 hrs | Subsidised Accommodation | Open until filled

## LEGISLATION AND POLICY

*Local Government Act 2019 (Act)*

Council's Organisational Structure

Council's Budget and Long-Term Financial Plan

## FINANCIAL IMPLICATIONS

The Council must maintain an organisational chart showing the council's staff structure, per regulation 6(1)(a) of the *Local Government (General) Regulations 2021*. The Council approved Organisational Structure is used to develop, and later review, the Budget and Long-Term Financial Plan.

The CEO is responsible for the appointment of the council's staff in accordance with a budget allocated to staff expenditure approved by the Council, per section 170 of the Act.

## STRATEGIC IMPLICATIONS

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

### **PILLAR 2 INCREASED LOCAL INDIGENOUS EMPLOYMENT**

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

#### **Goal 2.1 Indigenous Employment Framework**

Create Council Indigenous employment framework including tailored pathways to employment.

#### **Goal 2.2 Policy and Procedures**

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

#### **Goal 2.3 Policy and Procedures**

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

### **PILLAR 3 SAFETY AND WELLBEING**

As an 'Employer of Choice', we provide and promote a positive culture of safety, inclusion and respect. Our people are skilled, informed and have opportunities to grow and develop within our organisation. Services provided to community are professional, impactful, engaging and appropriate to local needs.

#### **Goal 3.2 Health and Safety**

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

#### **Goal 3.3 Training and Development**

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

## ATTACHMENTS

Nil



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 October 2025

<b>Agenda Reference:</b>	<b>9.5</b>
<b>Title:</b>	<b>2025 Local Government Supplementary Elections</b>
<b>Author:</b>	<b>Katharine Murray, Chief Executive Officer</b>

#### SUMMARY

The purpose of this report is to provide Local Authority members information in relation to 2025 Local Government Supplementary Elections for Gunbalanya and Jabiru.

#### RECOMMENDATION

THAT THE LOCAL AUTHORITY receives and notes the report titled *2025 Local Government Supplementary Elections*.

#### BACKGROUND

The Northern Territory Electoral Commission held a Local Government General Election in August 2025. The Gunbalanya Ward and Jabiru Ward did not receive enough nominations for the Council Member vacancies available.

Nominations open Friday 17 October 2025. Voting in the areas of Gunbalanya and Jabiru commence Monday 17 October 2025. A timetable is attached.

Local Authority members are encouraged to canvas suitable representatives within community to nominate.

#### LEGISLATION AND POLICY

Electoral Act 2024 and Regulations

#### FINANCIAL IMPLICATIONS

Nil.

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. Timetable [9.5.1 - 1 page]
2. West Arnhem Gunbalanya and Kakadu Wards as at 23 September. 2025 [9.5.2 - 1 page]



## Election timetable

### 2025 Local Government Supplementary Elections

#### 29 November 2025

Date	Time	
Tuesday 22 July	5:00 pm	Electoral roll closes
Friday 17 October		Nominations open
Thursday 6 November	12:00 noon	Nominations close
Friday 7 November	12:00 noon	Declaration of nominations, draw for position on ballot papers
Monday 10 November		Postal vote mail-out commences
Monday 17 November	8:00 am	Early voting commences
	9:00 am	Mobile voting commences
Tuesday 25 November	6:00 pm	Overseas postal voting despatches cease
Thursday 27 November	6:00 pm	All postal voting despatches cease
Friday 28 November	6:00 pm	Early voting ceases
<b>Saturday 29 November</b>		<b>Election day</b>
	8:00 am	Election day voting commences
	6:00 pm	Election day voting ceases
		Mobile voting ceases
		Primary counts of ordinary, postal and early votes commence
Monday 1 December	9:00 am	Declaration vote verification checks, commence recheck of all counts
Wednesday 10 December	9:00 am	Primary counts of accepted declaration votes, further postal counts
Friday 12 December	12:00 noon	Deadline for receipt of postal votes
		Final counts of postal votes commence
	6:00 pm	Distribution of preferences
Monday 15 December	10:00 am	Declaration of the election result
Monday 29 December		Campaign disclosure period ends
Saturday 7 February		Campaign donation return due

Correct as at 23 September 2025

# Voting schedule - with LGA

2025 LG Supplementary (29 Nov 2025)  
Mobile Team West Arnhem 2

Remote Voting Team Leader:  
Remote Deputy Voting Team Leader:  
Remote Voting Team Member:

Travel mode	Depart from	Time	Arrive at	Time	Voting location	Official voting times		Num electors	Comments
						Start	End		
Mon 17 Nov 2025									
Plane - Chtr	Darwin	7:30am	Mamadawerre (GNBLYNA)	9:30am		10:15am	11:15am	31	
Plane - Chtr	Mamadawerre	11:45am	Manmoyi (GNBLYNA)	12:15pm		1:00pm	2:00pm	59	
Plane - Chtr	Manmoyi	2:30pm	Gunbalanya	3:30pm					
Tue 18 Nov 2025									
4wd	Gunbalanya	7:45am	Gunbalanya (GNBLYNA)	8:00am		8:30am	3:30pm	904	
4wd	Gunbalanya	3:45pm	Gunbalanya	4:00pm					
Wed 19 Nov 2025									
4wd	Gunbalanya	7:45am	Gunbalanya (GNBLYNA)	8:00am		8:30am	3:00pm	904	
Plane - Chtr	Gunbalanya	3:15pm	Darwin	4:15pm					
Fri 21 Nov 2025									
4wd	Darwin	8:00am	Kakadu National Park HQ (KAKADU)	11:00am		11:30am	12:30pm	57	
4wd	Kakadu National Park H	1:00pm	Mudginberri (KAKADU)	1:30pm		3:00pm	4:00pm	55	
4wd	Mudginberri	4:15pm	Jabiru	4:45pm					
Sat 22 Nov 2025									
4wd	Jabiru	7:00am	Jabiru (KAKADU)	7:30am		8:00am	2:30pm	345	
	Jabiru	2:45pm		2:45pm					

Tuesday, 23 September 2025 3:29 pm

Page 1 of 1

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Debbie Branson, Governance Advisor</b>

#### SUMMARY

This report is submitted for Kakadu Ward Advisory Committee to review and discuss the progress on outstanding action items from meetings.

#### RECOMMENDATION

THAT THE COMMITTEE:

1. Received and noted the report titled *Review of Action Items*; and
2. Reviewed the outstanding action items and gave approval for completed items to be removed from the register.

#### BACKGROUND

Action items arise out of resolutions of the Kakadu Ward Advisory Committee or questions asked by Members. The attached register provides the current status of the action items as provided by the administration. The administration recommends items as complete but it is for the Committee to determine whether the item remains active or is complete and can be removed.

#### COMMENT

The actions that Committee resolves to occur are to be acted upon by the administration. This report enables Committee to progressively discuss and acknowledge the status of items.

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. Actions KWAC [10.1.1 - 1 page]

Meeting Date	Item No.	Status	Action Required	Assignees	Action Taken
16/05/2025	10.1	Recommend Complete	Follow up on having lifetime access to fixed sign light box next to Bowali Visitor Centre and Pine Creek turn off.	Fiona Ainsworth	The electronic signboards on the roads in Kakadu National Park are operated by Department of Logistics and Infrastructure (DLI). The intent of the signs is to display road conditions and adverse conditions. IE: weight restrictions, fire, smoke and other road risk notifications. The signs are also used to display road safety information and seasonal campaign reminders. WARC is unable to obtain lifetime access which is centrally managed by DLI. If DLI gets a call from the public about a road hazard (e.g. water over the road) DLI will verify it first, usually with one of their officers travelling on the road mentioned. Once verified, and if it is determined the event may last more than a few hours, DLI will action messaging. If requested by police to use the sign for a major incident, DLI will publish the details. DLI have advised they will not put up messages about community events unless it will have a definite impact on traffic. For example, if the Kakadu Triathlon was held on the highway they would place a message up several days before the event to notify road users. As per information provided above, recommend the item closed.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 17 OCTOBER 2025

<b>Agenda Reference:</b>	<b>10.2</b>
<b>Title:</b>	<b>KWAC Terms of Reference - Review</b>
<b>Author:</b>	<b>Katharine Murray, Chief Executive Officer</b>

#### SUMMARY

The purpose of this report is to provide an opportunity for the Kakadu Ward Advisory Committee to review the Terms of Reference, followed by Council's approval.

#### RECOMMENDATION

THAT THE COMMITTEE:

1. Receive and note the report titled *KWAC Terms of Reference - Review*; and
2. Review the Terms of Reference and submit the reviewed document to Council for adoption.

#### BACKGROUND

Under Section 11 of the current Terms of Reference, a review is to take place with the Local Government election term to provide assurance that the Terms of Reference remains consistent with Council's objectives and responsibilities. The purpose of the review is also to ensure compliance with legislative changes.

#### LEGISLATION AND POLICY

Local Government Act NT 2019

Local Government (General) Regulations NT 2021

#### FINANCIAL IMPLICATIONS

Nil

#### STRATEGIC IMPLICATIONS

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

##### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

##### Goal 6.3 Council and Local Authorities

Excellence in governance, consultation administration and representation.

#### ATTACHMENTS

1. 230227 TERMS OF REFERENCE - Kakadu Ward Advisory Committee [**10.2.1** - 5 pages]



## West Arnhem Regional Council Kakadu Ward Advisory Committee

Version 2023.0: Approved by Committee Meeting held on ..... - Resolution KWAC...../2023

Adopted by Council on ..... – Resolution OCM.....



## Contents

<b>1. Role .....</b>	<b>1</b>
<b>2. Responsibilities .....</b>	<b>1</b>
<b>3. Composition of the Committee .....</b>	<b>1</b>
<b>4. Committee Meetings and Reporting to Council.....</b>	<b>1</b>
<b>5. Voting Right of Committee Members .....</b>	<b>2</b>
<b>6. Term of Appointment and Termination of Committee Members .....</b>	<b>2</b>
<b>7. Performance and Review .....</b>	<b>2</b>
<b>8. Remuneration of the Committee Members .....</b>	<b>2</b>
<b>9. Committee Access to Council Records and Resources .....</b>	<b>2</b>
<b>10. Conflict of Interest .....</b>	<b>2</b>
<b>11. Review of Terms of Reference .....</b>	<b>3</b>





### **1. Role**

The Kakadu Ward Advisory Committee (the Committee) is created as an advisory committee as per provisions in the *Local Government Act 2019* (the Act) and the *Local Government (General) Regulations 2021* (the Regulations). The Committee is an independent advisory body formed to add value and improve Council's operations within the Kakadu Ward.

### **2. Responsibilities**

The Committee provides recommendations to Council and the Chief Executive Officer (CEO) that encompass all areas of Kakadu Ward events and operations. The Committee will discuss and develop objectives, opportunities and activities for community and stakeholder engagement and development as well as providing feedback relevant specifically to the Kakadu Ward or WARC. Nevertheless, the Committee has no direct authority or responsibility for the activities it monitors. The Committee has no responsibility for developing or implementing procedures or systems, and it does not prepare records or engage in line processing functions or activities. Additionally, the work of the Committee does not in any way relieve Council staff of their responsibilities for the development, implementation and maintenance of management control systems in their area.

### **3. Composition of the Committee**

The Committee will comprise of all West Arnhem Regional Council (WARC) Kakadu Ward Elected Members, The Mayor, Deputy Mayor. In addition to this, the Chairperson will be decided by appointment at the first meeting of the Kakadu Ward Advisory Committee meeting of each elected term of Council.

In addition to the Committee members, the following Council staff may attend Committee meetings:

- i. Chief Executive Officer
- ii. Chief Operating Officer
- iii. Governance and Risk Advisor
- iv. Council Services Manager
- v. Administration Officer

The Committee will receive secretariat support from Council staff.

### **4. Committee Meetings and Reporting to Council**

A quorum at each Committee meeting will be the smallest integer greater than half of the total number of Committee members. In the Chair's absence from a meeting, the members of the Committee present at the meeting will select a Chair for that particular meeting.

Meetings of the Committee may be held face-to-face or through any technological means by which members can participate in a discussion. The notice and agenda of each meeting will be made available to Committee members at least three business days before each meeting. All Committee meetings are to be open to the public unless they are considered confidential as per provisions in section 293(1) of the Act division 2 of the Regulations.

The Committee may invite any persons to attend its meetings as it sees fit, and consult with other persons or seek any information it considers necessary to fulfil its responsibilities.

The minutes of each Committee meeting should be prepared as per requirements in regulation 59 of the Regulations. The Chair should review the minutes within 5-7 business days after receipt from the

[1]



secretariat. The secretariat is to ensure the minutes of Committee meetings are available on Council's website within 10 business days after the meeting to which they relate, to comply with section 102(2) of the Act.

The Committee Chair is to report to the Council following each Committee meeting to comply with section 101(4) of the Act. The manner of reporting may be by distribution of a copy of the minutes of the meeting supplemented by other written information if necessary, including any recommendations requiring Council action and/or approval.

#### **5. Voting Right of Committee Members**

All Committee members have equal voting rights on the Committee. Any matters requiring a decision will be decided by a majority of votes of members present. In the event of a tie, the Chair has the casting vote.

#### **6. Term of Appointment and Termination of Committee Members**

The term of membership for elected members will be the term of the Council, which is 4 years. Elected members will be appointed to the Committee at the first Ordinary Council Meeting following the local government general election. Membership of an elected member ceases if they are no longer an elected member.

#### **7. Performance and Review**

The Committee will review its performance at least once every 2 years. This review may be conducted as a self-assessment, and will be coordinated by the Chair. The assessment may seek input from the CEO, management and any other relevant stakeholders as determined by the CEO.

#### **8. Remuneration of the Committee Members**

WARC's elected members of the Committee shall be remunerated for their attendance at Committee meetings in accordance with Council's Allowances and Expenses (Elected, Local Authority and Committee Members) Policy. The rate payable is specified annually in Council's Regional Plan and Budget.

#### **9. Committee Access to Council Records and Resources**

Council authorises the Committee, through the Chair, to:

- i. Seek any information it requires from:
  - a. Any employee. All employees of the council are directed to co-operate with any request made by the committee, and
  - b. External parties;

#### **10. Conflict of Interest**

Committee members will be asked to disclose conflicts of interest at the commencement of each meeting. Ongoing conflicts of interest need not be declared at each meeting once acknowledged. Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions and deliberations on the issue where a conflict of interest exists.

[2]



As per section 110 (1) of the Act, elected members of the Committee should submit an annual return of interests within 60 days of the elected member's election, and no later than 30 September each year. The submission must be in the prescribed form as outlined in regulation 106 of the Regulations.

#### **11. Review of Terms of Reference**

The Committee shall review its terms of reference every year inline with the Local Government election term (four years) to provide assurance that it remains consistent with Council's objectives and responsibilities. The Committee shall also review its terms of reference to ensure compliance with any legislative changes.

[3]

## **WEST ARNHEM REGIONAL COUNCIL**

### **FOR THE MEETING 17 OCTOBER 2025**

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Kakadu Ward Advisory Committee Member Questions</b>
<b>Author:</b>	<b>Debbie Branson, Governance Advisor</b>

#### **SUMMARY**

The purpose of this report is to give Kakadu Ward Advisory Committee Members a forum in which to table items they wish to be debated.

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

#### **RECOMMENDATION**

THAT THE COMMITTEE recorded for action the following questions from Members.

#### **ATTACHMENTS**

Nil

**12      NEXT MEETING**

**13      MEETING DECLARED CLOSED**