



# **WEST ARNHEM REGIONAL COUNCIL AGENDA**

**ORDINARY COUNCIL MEETING  
TUESDAY, 19 NOVEMBER 2024**



## WEST ARNHAM REGIONAL COUNCIL

Notice is hereby given that an Ordinary Meeting of the West Arnhem Regional Council will be held in Council Chambers Jabiru on Tuesday 19 November 2024 at 10:00 am.

Andrew Walsh  
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 19 NOVEMBER 2024

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

#### SUMMARY

This report is to table, for Council's record, any apologies, and requests for leave of absence received by Council's Chief Executive Officer from Elected Members, as well as record any absence without notice for the Ordinary Council meeting held on 19 November 2024.

#### RECOMMENDATION

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

#### COMMENT

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

#### LEGISLATION AND POLICY

Section 47(o) of the *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

#### ATTACHMENTS

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

Agenda papers are presented for acceptance at the Ordinary Council meeting held on 19 November 2024.

#### RECOMMENDATION

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 19 November 2024.

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

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

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

#### RECOMMENDATION

THAT COUNCIL receive the declarations of interest as listed for the Ordinary Council meeting held on 19 November 2024.

#### LEGISLATION AND POLICY/STATUTORY ENVIRONMENT

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

1. Declaration of Interest Register Elected Members [5.1.1 - 2 pages]



### Declaration of Interest Register

Elected Members	Declared Interest	Connection
<b>Mayor James Woods</b>	Local Government Association Northern Territory (LGANT)	Board Member
	Malala Health Clinic	Staff Member, Board Member
	Maningrida AFL Committee	Committee member
	Maningrida Emergency Response Group	Acting Unit Officer
	Bawinanga Aboriginal Corporation	Board Member
	Maningrida Housing Reference Group	Member
<b>Deputy Mayor Elizabeth Williams</b>		
<b>Cr Ralph F Blyth</b>	Warnbi Aboriginal Corporation	Executive Officer
	Wark Aboriginal Corporation	Director
	Red Lily Health Board	Alternative Director / Board Member
<b>Cr Mickitja Onus</b>	Energy Resources Australia (ERA)	Staff Member
<b>Cr Gabby Gumurdul</b>	Gunbalanya Economic Development Aboriginal Corporation	Director
	Gunbalanya Sports and Social Club	Member
<b>Cr Donna Nadjamerrek</b>	National Indigenous Australians Agency (NIAA)	Indigenous Engagement Officer for Gunbalanya, Minjilang and Waruwi.
	Injalak Aboriginal Corporation	Member
	Adjumarllarl Aboriginal Corporation	Member
<b>Cr Otto Dann</b>	Northern Land Council (NLC)	Board Member
	Adjumarllarl Aboriginal Corporation	Member
<b>Cr James Marrawal</b>		
<b>Cr Henry Guwiyul</b>		
<b>Cr Jacqueline Phillips</b>	JP Cultural Solutions	Director
	Northern Land Council (NLC)	Board Member
	Bawinanga Aboriginal Corporation	Chair
	Maningrida Housing Reference Group	Member
	Maningrida Homelands School Company	Board Member
<b>Cr Jermaine Namanurki</b>	Malala Health Centre	Staff Member

<b>Cr Monica Wilton</b>	Maningrida Homelands School Company	Deputy Chair
	Maningrida School	Teacher / Language and Cultural Team



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Special and Ordinary Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The Minutes of the Special Council meeting held on 16 October 2024 and the Ordinary Council meeting held on 21 October 2024 are submitted to Council for confirmation that those minutes are a true and correct record of the meeting.

#### RECOMMENDATION

##### THAT COUNCIL

1. Confirm the minutes of 16 October 2024 Special Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of 21 October 2024 Ordinary Council meeting as a true and correct record of the meeting.

#### STATUTORY AND POLICY

Section 101 and 102 *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 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. Special Council Meeting\_-16 October 2024 [6.1.1 - 4 pages]
2. Ordinary Council Meeting\_-\_21 October 2024 [6.1.2 - 10 pages]



Minutes of the West Arnhem Regional Council Special Council Meeting  
Wednesday, 16 October 2024 at 1:00 pm  
Council Chambers

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**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Mayor Woods declared the meeting open at 1:11 pm, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F. Blyth
Councillor	Mickitja Onus
Councillor	James Marrawal
Councillor	Monica Wilton
Councillor	Jermaine Namanurki

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Governance Advisor	Jasmine Mortimore

**3 APOLOGIES AND ABSENCES**

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

The Council considered a report on Apologies, Leave of Absence and Absent Without Notice.

**OCM288/2024 RESOLVED:**

**On the motion of Cr Blyth**

**Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Notes the absence of Cr Dann, Cr Nadjamerrek, Cr Gumurdul, Cr Guwiyul, Cr Phillips.
2. Notes the apology received from Cr Dann, Cr Nadjamerrek, Cr Gumurdul, Cr Guwiyul, Cr Phillips.

**CARRIED**

**4 ACCEPTANCE OF AGENDA**

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Acceptance of Agenda.

**OCM289/2024 RESOLVED:**

**On the motion of Cr Blyth**

**Seconded Cr Marrawal**

THAT COUNCIL accept the agenda papers as circulated for the Special Council meeting held on 16 October 2024.

**CARRIED**

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM290/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Cr Wilton**

THAT COUNCIL receive the declarations of interest as listed for the Ordinary Council meeting held on 16 October 2024.

**CARRIED**

**6 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Grant Funding Acquittals</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director of Finance</b>

The Council considered a report on Grant Funding Acquittals.

**OCM291/2024 RESOLVED:**

**On the motion of Mayor Woods  
Seconded Cr Wilton**

THAT COUNCIL:

1. Receive and note the report titled *Grant Funding Acquittals*; and
2. Approve the 2023-24 grant funding acquittals for the Waste and Resource Management (WaRM) grant; the Immediate Priority Grant (IPG) program for the Jabiru Sewerage and Water Telemetry System; and the Community Places for People (CPP) program grant for the Waruwi Community Hall Upgrade.

**CARRIED**

<b>Agenda Reference:</b>	<b>6.2</b>
<b>Title:</b>	<b>Ratification of letter regards WARC sporting infrastructure</b>
<b>Author:</b>	<b>Leanne Johansson, Business Development Manager</b>

The Council considered a report on Ratification of letter regards WARC sporting infrastructure.

**OCM292/2024 RESOLVED:  
On the motion of Cr Onus  
Seconded Cr Marrawal**

THAT COUNCIL:

1. Receive and note the report titled *Ratification of letter regards WARC sporting infrastructure*; and
2. Approve sending the recommended list of sporting infrastructure to the NTG Department of People, Sport and Culture.

**CARRIED**

**7 RECEIVE AND NOTE REPORTS**

**8 PROCEDURAL MOTIONS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM293/2024 RESOLVED:  
On the motion of Mayor Woods  
Seconded Cr Namanurki**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

**CARRIED**

**9 CONFIDENTIAL ITEMS**

The information in this section of the Agenda is classed as confidential under Section 293(1) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (Administration) Regulations 2021*.

<b>Agenda Reference:</b>	<b>9.2</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM295/2024 RESOLVED:**  
**On the motion of Deputy Mayor Williams**  
**Seconded Cr Onus**

THAT COUNCIL:

1. Approve to disclose the resolution 9.1 from the confidential section of this meeting in the non-confidential meeting minutes; and
2. Open the meeting to the public after the discussion of confidential items.

**CARRIED**

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Further term subleases for Council buildings offered by GACJT</b>
<b>Author:</b>	<b>Leanne Johansson, Business Development Manager</b>

The Council considered a report on Further term subleases for Council buildings offered by GACJT.

**OCM294/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Marrawal**

THAT COUNCIL:

3. Receive and note the report titled *Further term subleases for Council buildings offered by GACJT*;
4. Approve taking up the five extensions of sublease offered using the original lease terms and request a further sublease of five years, not the two years currently being offered; and
5. Recommend this report not be published for public disclosure.

**CARRIED**

The public was re-admitted at 1:33pm.

#### **10 MEETING DECLARED CLOSED**

Chairperson Mayor Woods declared the meeting closed at 1:34 pm.

This page and the preceding pages are the minutes of the Special Council Meeting held on 16 October 2024.

[Click here](#) to view the agenda for the Special Council Meeting held on 16 October 2024.



Minutes of the West Arnhem Regional Council Ordinary Council Meeting  
Wednesday, 23 October 2024 at 10:00 am  
Council Chambers

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**1 ACKNOWLEDGEMENT OF COUNTRY AND OPENING OF MEETING**

**Chairperson Mayor Woods declared the meeting open at 10:19 am, welcomed all in attendance and did an Acknowledgement of Country.**

**ELECTED MEMBERS PRESENT**

Chairperson	James Woods (Mayor)
Deputy Mayor	Elizabeth Williams
Councillor	Ralph F. Blyth
Councillor	Mickitja Onus
Councillor	Otto Dann
Councillor	Donna Nadjamerrek
Councillor	Monica Wilton
Councillor	Jacqueline Phillips
Councillor	James Marrawal
Councillor	Jermaine Namanurki

**STAFF PRESENT**

Chief Executive Officer	Andrew Walsh
Director Community and Council Services	Fiona Ainsworth
Director Finance	Jocelyn Nathanael-Walters
Communications and Public Relation Coordinator	Heidi Walton
General Manager, Technical Service (Acting)	Clem Beard
Governance Advisor	Jasmine Mortimore

**GUESTS**

Colvin Crowe	Department of Chief Minister and Cabinet
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**3 APOLOGIES AND ABSENCES**

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

The Council considered a report on Apologies, Leave of Absence and Absent Without Notice.

**OCM296/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Notes the absence of Cr Guwiyul and Cr Gumurdul.
2. Notes the apology received from Cr Gumurdul.
3. Determines Cr Gumurdul is absent with permission of the Council.
4. Determines Cr Guwiyul is absent without permission of the Council;
5. Request letter be sent to Cr Gumurdul outlining absences and apologies from meetings throughout the year; and
6. Request letter be sent to Cr Guwiyul informing him of disqualification from Council.

**CARRIED**

**4 ACCEPTANCE OF AGENDA**

<b>Agenda Reference:</b>	<b>4.1</b>
<b>Title:</b>	<b>Acceptance of Agenda</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Acceptance of Agenda.

**OCM297/2024 RESOLVED:**  
**On the motion of Deputy Mayor Williams**  
**Seconded Cr Namanurki**

THAT COUNCIL accept the agenda papers as circulated for the Ordinary Council meeting held on 23 October 2024, including items tabled from the Supplementary agenda.

**CARRIED**

**5 DECLARATION OF INTEREST OF MEMBERS OR STAFF**

<b>Agenda Reference:</b>	<b>5.1</b>
<b>Title:</b>	<b>Disclosure of Interest of Members or Staff</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM298/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Cr Wilton**

THAT COUNCIL

1. Receive the declarations of interest for Cr Phillips and Cr Dann for item 12.5, 12.6 for their position on the NLC board, as listed for the Ordinary Council meeting held on 23 October 2024;
2. Receive the declarations of interest for Cr Phillips and Cr Dann for item 12.2 for their position on the NLC board, as listed for the Supplementary Council meeting held on 23 October 2024.

**CARRIED**

**6 CONFIRMATION OF PREVIOUS MINUTES**

<b>Agenda Reference:</b>	<b>6.1</b>
<b>Title:</b>	<b>Confirmation of Ordinary and Special Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Confirmation of Ordinary and Special Council Meeting Minutes.

**OCM299/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Cr Namanurki**

THAT COUNCIL

1. Confirm the minutes of 30 September 2024 Ordinary Council meeting as a true and correct record of the meeting.
2. Confirm the minutes of 30 September 2024 Special Council meeting as a true and correct record of the meeting.

**CARRIED**

**7 ACTION REPORTS**

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Review of Action Items.

**OCM300/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled *Review of Action Items*;
2. Review the outstanding action items and give approval for completed items to be removed from the register; and
3. Request item 10 be removed from the action register as it is not a priority of Council at this time and recognise the past councillors who designed the WARC logo.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Approval to Dispose of Surplus Fleet Assets</b>
<b>Author:</b>	<b>Graham Baulch, Project Coordinator Fleet Operations</b>

The Council considered a report on Approval to Dispose of Surplus Fleet Assets.

**OCM301/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Mayor Woods**

THAT COUNCIL:

1. Receive and note the report titled Approval to Dispose of Surplus Fleet Assets; and
2. Approve the disposal of listed assets: 988044 and 988063 offered for expression of interest in community with no reserve.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.3</b>
<b>Title:</b>	<b>Amendment to Expenditure of WaRM Grant Funding</b>

<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>
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The Council considered a report on Amendment to Expenditure of WaRM Grant Funding.

**OCM302/2024 RESOLVED:**

**On the motion of Cr Blyth  
Seconded Cr Dann**

THAT COUNCIL:

1. Receive and note the report titled *Amendment to Expenditure of WaRM Grant Funding*; and
2. Approve the expenditure of the following amounts from the WaRM Grant Funding of \$140,000:
  - \$85,000 contribution towards purchase of a new Wheel Loader for Maningrida;
  - \$25,000 for Recycling activities and infrastructure;
  - \$15,000 for Community Engagement Activities;
  - \$10,000 for Reduce, Reuse, Recycle Community Grant Program; and
  - \$ 5,000 to run a West Arnhem Waste Forum.

**CARRIED**

<b>Agenda Reference:</b>	<b>7.4</b>
<b>Title:</b>	<b>Remote Jobs &amp; Economic Development Program</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Remote Jobs & Economic Development Program.

**OCM303/2024 RESOLVED:**

**On the motion of Mayor Woods  
Seconded Cr Marrawal**

THAT COUNCIL:

1. Receive and note the report titled *Remote Jobs & Economic Development Program*; and
2. Approve West Arnhem Regional Council applying for the following positions and support funding under the Remote Jobs and Economic Development program:
  - Animal Control Officers – Jabiru x 2
  - Funeral Cultural and Burial Liaison Officer – Maningrida x 2
  - Oval and Sports Field Caretaker – Maningrida, Gunbalanya, Jabiru x 2 (per location).
  - Aquatic Lifeguard – Maningrida, Jabiru x 2 (per location)
  - Data & Records Officer Trainee – Darwin x 1
  - Resource Officers (Waste Awareness) - All Locations

**CARRIED**

**8 RECEIVE AND NOTE REPORTS**

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Incoming and Outgoing Correspondence.

**OCM304/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams  
Seconded Cr Onus**

THAT COUNCIL receive and noted the attached items of incoming and outgoing correspondence.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>Jabiru Landfill EPA License Update</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

The Council considered a report on Jabiru Landfill EPA License Update.

**OCM305/2024 RESOLVED:**  
**On the motion of Cr Wilton**  
**Seconded Cr Onus**

THAT COUNCIL receive and note the report titled *Jabiru Landfill EPA License Update*.

**CARRIED**

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>Technical Services Projects Report</b>
<b>Author:</b>	<b>Clem Beard, Acting General Manager Technical Services</b>

The Council considered a report on Technical Services Projects Report.

**OCM306/2024 RESOLVED:**  
**On the motion of Deputy Mayor Williams**  
**Seconded Mayor Woods**

THAT COUNCIL:

1. Receives and notes the report titled *Technical Services Projects Report*;
2. Kakadu Ward Councillors acknowledge the work and thanks the team who delivered the Jabiru Grandstands; and
3. Mayor Woods thanked WARC staff on their effort and work with delivering all projects in the region.

**CARRIED**

**9 ELECTED MEMBER QUESTIONS WITH OR WITHOUT NOTICE**

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Elected Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Elected Member Questions with or without Notice.

**OCM307/2024 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Cr Onus**

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

1. Requests letter be sent to DLI and BAC on the road works at dreaming lady with regards to lack of consultation with Traditional Owners, noting that Cr Phillips will provide an update to Elected Members from BAC CEO;
2. Cr Dann raised concerns over the Gunbalanya Shoulder works undertaken earlier in the year. Administration confirmed the faults have been reported and rectification works will be undertaken at no cost to Council prior to the Wet Season. Council is also currently planning full internal roads reseal in the 2025-2026 financial year;
3. Maningrida Elected Members raised concerns with lack of Council services such as public toilets, access to drinking water and public bins in all our communities and asked administration to investigate these projects;

4. Invite Nja-Marleya Cultural Leaders and Justice Group and the Department Housing, Local Government and Community Development - Local Government Unit to discuss Bylaws in Maningrida to control animals;
5. Requested sprinkler be fixed in Maningrida; and
6. Cr Onus raised concerns with the condition of the Brockman Oval (holes on playing field) and cricket Oval - awaiting formal correspondence from Jabiru Bombers Football Club.

CARRIED

**Supplementary Agenda Items**

Minute Note: Meeting broke for lunch at 12:08 and recommenced at 12:45  
Cr Blyth, Cr Dann were not present at opening of meeting

<b>Agenda Reference:</b>	<b>8.1 - Supplementary Agenda Item</b>
<b>Title:</b>	<b>WARC Delegations Manual</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

Cr Blyth joined at 12:49pm

Cr Dann joined the meeting at 12:50

The Council considered a report on WARC Delegations Manual.

**OCM308/2024 RESOLVED:**

**On the motion of Mayor Woods**

**Seconded Cr Wilton**

THAT COUNCIL:

1. Received and noted the report titled *WARC Delegations Manual*;
2. Approved the revised Delegations Manual tabled at the meeting; and
3. Approve amendment to item 32 to seek Council authorisation by resolution for Banking.

CARRIED

<b>Agenda Reference:</b>	<b>9.1 - Supplementary Agenda Item</b>
<b>Title:</b>	<b>Meetings and Events attended by the Mayor</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Meetings and Events attended by the Mayor.

**OCM309/2024 RESOLVED:**

**On the motion of Cr Phillips**

**Seconded Cr Dann**

THAT COUNCIL receive and note the report titled *Meetings and Events attended by the Mayor*.

CARRIED

<b>Agenda Reference:</b>	<b>9.2 - Supplementary Agenda Item</b>
<b>Title:</b>	<b>Meetings and Events attended by the CEO</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

The Council considered a report on Meetings and Events attended by the CEO.

**OCM310/2024 RESOLVED:**

**On the motion of Deputy Mayor Williams**

**Seconded Mayor Woods**

THAT COUNCIL receive and note the report titled *Meetings and Events attended by the CEO*.

CARRIED

<b>Agenda Reference:</b>	<b>9.3 - Supplementary Agenda Item</b>
<b>Title:</b>	<b>Finance Report for the period ended 30 September 2024</b>
<b>Author:</b>	<b>Jocelyn Nathanael-Walters, Director Finance Corey White, Accountant</b>

The Council considered a report on Finance Report for the period ended 30 September 2024.

**OCM311/2024 RESOLVED:  
On the motion of Cr Blyth  
Seconded Cr Nadjamerrek**

THAT COUNCIL receive and note the report titled *Finance Report for the period ended 30 September 2024*.

**CARRIED**

## **10 PROCEDURAL MOTIONS**

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM312/2024 RESOLVED:  
On the motion of Deputy Mayor Williams  
Seconded Mayor Woods**

That pursuant to section 99(2) and 293(1) of the Local Government Act 2019 and section 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the Confidential items of the Agenda.

**CARRIED**

## **12 CONFIDENTIAL ITEMS**

The information in this section of the Agenda is classed as confidential under Section 293(1) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (Administration) Regulations 2021*.

<b>Agenda Reference:</b>	<b>12.7</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

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

**OCM322/2024 RESOLVED:  
On the motion of Mayor Woods  
Seconded Deputy Mayor Williams**

THAT COUNCIL open the meeting to the public after the discussion of confidential items, and approve to disclose the resolution 12.2, 12.3 and 12.4 from the confidential section of this meeting in the non-confidential meeting minutes.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Confirmation of Confidential Ordinary and Special Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will remain confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(ii). It contains information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.*

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

The Council considered a report on Incoming and Outgoing Correspondence.

**OCM318/2024 RESOLVED:**  
**On the motion of Cr Marrawal**  
**Seconded Cr Namanurki**

THAT COUNCIL receive and note the attached items of incoming and outgoing correspondence.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Tender Evaluation- Langford Smith Drive and footpath resealing works</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on Tender Evaluation- Langford Smith Drive and footpath resealing works.

**OCM319/2024 RESOLVED:**  
**On the motion of Cr Onus**  
**Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Receive and note the report titled *Tender Evaluation- Langford Smith Drive and footpath resealing works*; and
2. Approve the awarding of Langford Smith Drive and footpath resealing works tender in Jabiru to Road Network Services (RNS) for a total cost of \$265,672.52.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.4</b>
<b>Title:</b>	<b>Gunbalanya Oval Resurfacing and Irrigation Works</b>
<b>Author:</b>	<b>Hilal Ahmad, Senior Project Manager</b>

The Council considered a report on Gunbalanya Oval Resurfacing and Irrigation Works.

**OCM320/2024 RESOLVED:**  
**On the motion of Cr Dann**  
**Seconded Cr Nadjamerrek**

THAT COUNCIL:

1. Receive and note the report titled Gunbalanya Oval Resurfacing and Irrigation Works; and
2. Notes the awarding of the oval resurfacing and irrigation works in Gunbalanya to Think Water Darwin with an exemption for a total cost of \$227,253.02.

**CARRIED**

<b>Agenda Reference:</b>	<b>12.5</b>
<b>Title:</b>	<b>Proposed Yield Up - Lot 660 Maningrida</b>
<b>Author:</b>	<b>Clem Beard, Acting General Manager Technical Services</b>

*The Report will remain confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

<b>Agenda Reference:</b>	<b>12.6</b>
<b>Title:</b>	<b>Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council</b>
<b>Author:</b>	<b>Clem Beard, Acting General Manager Technical Services</b>

*The Report will remain confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

#### Supplementary Confidential Agenda Items

<b>Agenda Reference:</b>	<b>12.4 - Supplementary Confidential Agenda Items</b>
<b>Title:</b>	<b>Disclosure of Confidential Resolutions and Re-admittance of the Public</b>
<b>Author:</b>	<b>Ben Heaslip, Information Advisor</b>

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

**OCM316/2024 RESOLVED:**  
**On the motion of Cr Phillips**  
**Seconded Cr Marrawal**

THAT COUNCIL

1. Opened the meeting to the public after the discussion of confidential items;
2. Approved to disclose resolution 12.1 and 12.3 from the confidential section of this meeting in the non-confidential meeting minutes; and
3. Requested 12.2 resolution to be released pending legal advice

**CARRIED**

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Payment Plan</b>
<b>Author:</b>	<b>Richard Denaro, Management Accountant</b>

The Council considered a report on Payment Plan.

**OCM313/2024 RESOLVED:**  
**On the motion of Cr Blyth**  
**Seconded Deputy Mayor Williams**

THAT COUNCIL:

1. Receive and note the report titled *Payment Plan*;
2. Approve a payment plan of 4 installments with first payment being \$42,793.63 and the other 3 installments to be equal amounts to be paid in full by 30 June 2025; and
3. Approve remission of interest if payments in relation to the 2024-25 rates and charges are made in accordance with the offered payment plan.



CARRIED

<b>Agenda Reference:</b>	<b>12.2 - Supplementary Confidential Agenda Items</b>
<b>Title:</b>	<b>Lot 385 Gunbalanya</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer, Fiona Ainsworth, Director of Community and Council Services</b>

*The Report will remain confidential under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

<b>Agenda Reference:</b>	<b>12.3 - Supplementary Confidential Agenda Items</b>
<b>Title:</b>	<b>Approve Expression of Interest offer</b>
<b>Author:</b>	<b>Graham Baulch, Project Coordinator Fleet Operations</b>

Meeting broke at 2:31 and recommenced at 2:38pm  
 Cr Marrawal was not in the meeting when it recommenced  
 Cr Marrawal joined the meeting at 2:40pm  
 The Council considered a report on Approve Expression of Interest offer.

**OCM315/2024 RESOLVED:**  
**On the motion of Cr Phillips**  
**Seconded Cr Marrawal**

THAT COUNCIL:

1. Receive and note the report titled *Approve Expression of Interest Offer*; and
2. Approve acceptance of the two CAT landfill machines offers at \$190,000 each including GST.

CARRIED

## **12 NEXT MEETING**

The next meeting is scheduled to take place on 19 November 2024.

## **13 MEETING DECLARED CLOSED**

Chairperson Mayor Woods declared the meeting closed at 3:41 pm.

This page and the preceding pages are the minutes of the Ordinary Council Meeting held on 23 October 2024.

[Click here](#) to view the agenda for the Ordinary Council Meeting held on Wednesday 23 October 2023.

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>7.1</b>
<b>Title:</b>	<b>Visitor - CEO of Department Housing, Local Government and Community Development</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

#### RECOMMENDATION

THAT COUNCIL noted the discussion with the Chief Executive Officer of the Department of Housing, Local Government and Community Development.

#### BACKGROUND

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

#### COMMENT

The following visitor will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors		
Visitor	Organisation	Invited by
Luccio Cercarelli PSM - CEO	Department of Housing, Local Government and Community Development	WARC

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>7.2</b>
<b>Title:</b>	<b>Presentation - Charles Darwin University on BiBi Planes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

#### RECOMMENDATION

THAT COUNCIL noted the presentations on BiBi Planes by Charles Darwin University.

#### BACKGROUND

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

#### COMMENT

The following visitor/presentation will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter	Organisation	Invited by
BiBi Plane for medical supplies	Hamish Campbell	Charles Darwin University	At their request to attend

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>7.3</b>
<b>Title:</b>	<b>Visitor - Red Lily Board</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

#### RECOMMENDATION

THAT COUNCIL noted the discussion with Red Lily Health Board.

#### BACKGROUND

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

#### COMMENT

The following visitor will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors		
Visitor	Organisation	Invited by
Red Lily Board Members	Red Lily Health Board	At their request to attend

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>7.4</b>
<b>Title:</b>	<b>Presentation - Traditional Credit Union</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to provide Council with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

#### RECOMMENDATION

THAT COUNCIL noted the presentation on services by Traditional Credit Union.

#### BACKGROUND

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

#### COMMENT

The following visitors/presentations will be in attendance at today's meeting.

Ordinary Council Meeting – Presentations / Visitors			
Topic	Presenter/Visitor	Organisation	Invited by
Discuss TCU services and opportunities in our region	Iain Summers – Chair Simon Lyons - CEO	Traditional Credit Union (TCU)	At their request to attend.

#### 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

1. About TCU [7.4.1 - 11 pages]



## TRADITIONAL CREDIT UNION

### Corporate profile



#### THE TCU BUSINESS

Traditional Credit Union (TCU) occupies a unique position as the only Indigenous-owned banking organisation in Australia. It has been delivering employment opportunities and financial services in remote Indigenous communities since December 1994, when traditional owners formed it as a replacement for banks that were closing branches and exiting remote areas.

As an Indigenous organisation owned by Indigenous customers and guided by Indigenous leaders, TCU has a strong understanding of the culture of Australia's First Nations peoples. We understand the needs of the communities we support because we employ Indigenous staff from those communities. TCU's primary mission is to empower Indigenous communities by providing sustainable banking solutions along with training and employment opportunities.

#### UNIQUE VALUE PROPOSITION

Providing services in Indigenous communities is dependent on trust and strong relationships gained through personal contact. TCU maintains a network of 12 remote community branches in northern Australia, supported by a service centre in Katherine and our Head office in Casuarina, Darwin. We are trusted by our customers because we provide 'face-to-face' services on country, delivered by Indigenous staff and speaking the language of the community. The banking branch network is supported by a fleet of ATMs in remote community stores, where members receive free transactions, and by an Indigenous call centre that works closely with branch staff.



Look out from Ubirr towards TCU's Gunbalanya branch

We are proud of where we have come from and recognise that we have a unique opportunity to make a profound difference to the lives of people in the communities that we serve by creating employment opportunities for Indigenous people, contributing to local economies and self-sufficiency.

## OUR BUSINESS MODEL

TCU serves a unique demographic - indigenous members living and working in traditional, remote communities - who typically do not require conventional financial products like home or personal loans, or revolving credit. Consequently, TCU does not generate revenue through these traditional methods that are used by other banks to offset the cost of providing bank services.

To sustain its operations and continue providing essential services, TCU must charge fees that larger banks have been able to eliminate. These fees are crucial for TCU, as they allow the bank to continue to operate in remote communities where there are no other options, offer up-to-date services, meet regulatory requirements, provide employment and education opportunities, and keep up with the rapid pace of technological change. TCU regularly reviews its fees to ensure they remain as low as possible while still covering costs. This approach helps minimize expenses for members who prefer traditional banking methods, such as face-to-face interactions or phone banking through a call centre (staffed in Darwin, by Indigenous employees who can speak in language with our members).

The demand for these services is significant, with over 50,000 phone enquiries each month and remote branches that are open and staffed year-round. Everything about these traditional styles of banking is expensive; other banks have increasingly chosen digital banking as the future, closing branches and moving call centres overseas. Our members are not yet part of the digital transformation of banking, many either not having mobile/smart phones, or sharing these devices which rule them out of easily using secure banking apps. Our members primarily use cash and can access this through TCU ATMs and branches for free. Card access through the major banks is difficult for our customers, with replacement cards taking 3-5 weeks to arrive in their communities. Our branches are able to reissue replacement cards on demand, ensuring that our members have access to their money when they need it most.

TCU is actively exploring new revenue streams to reduce and eventually eliminate the fees charged to its members. By diversifying its income sources, TCU aims to enhance its financial stability and continue providing essential services without relying on member fees. This strategic initiative will enable TCU to maintain high service levels, invest in modern technologies, and meet regulatory requirements, all while easing the financial burden on its members.





## OUR PEOPLE

Of the 87 staff TCU employs over 86% are indigenous and over 60 of our staff reside and work in local communities. This focus on employing staff from remote communities creates valuable employment, training and financial education for Indigenous people. TCU believes that where possible, services to Indigenous people on country should be provided by Indigenous organisation's staffed by Indigenous people. This self-sufficiency is important to communities.

We have been able to increase our Indigenous employment ratio by being able to promote several of our Indigenous staff members into more senior roles. This progression of people within the organisation provides fantastic role models for our younger staff members and members of the community as well.

## MEET THE TCU MANAGEMENT TEAM



**Simon Lyons**  
Chief Executive  
Officer



**Luke Cousins**  
Chief Operating  
Officer



**Jim Dracopoulos**  
Chief Financial  
Officer



**Alex  
Porrovecchio**  
GRC Manager



**Joeline Seden**  
Human  
Resources  
Manager



**Tanya Johnson**  
Operations  
Manager



**Reagan De Vera**  
Process Manager



**Jo Davies**  
Finance Manager



**Deb Say**  
Training Officer

At TCU, our management team is deeply passionate about delivering quality banking services to remote Indigenous communities. As a customer-owned bank, we are committed to promoting the financial well-being of our customers through dignified and compassionate service. We recognise the unique challenges these communities face, including gaps in digital literacy, and strive to provide personalised support that empowers our customers to achieve their financial goals. Our mission is to build trust and foster financial resilience, ensuring that every member of our bank feels valued and supported.

Everything about “banking in the bush” is different and difficult to do when compared to mainstream services in larger towns or cities. Communication outages, the “wet season”, cyclones, means we have to do things and think about things differently.

## CULTURALLY APPROPRIATE EMPLOYMENT AND SERVICES

TCU tailors its services to respect and reflect the cultural values, beliefs, and practices of the communities it serves. This includes:

- Understanding Cultural Context - Acknowledging the unique histories, traditions, and languages of Indigenous communities and integrating that understanding into service delivery.
- Flexible Work Arrangements – Allowing staff to accommodate cultural events, ceremonies and family commitments.
- Building Relationships - Prioritising trust and strong relationships by engaging with community leaders and members, ensuring that interactions are respectful and meaningful.
- Communication - Using language and communication styles that resonate with staff and community members, which includes offering services in local languages etc. Maintaining open communication about the importance of cultural events. We encourage employees to share their needs to discuss how we may better support them.
- Inclusivity - Designing services and products that meet the specific needs and preferences of Indigenous customers, ensuring they feel represented and valued. Providing face-to-face services to really help people by understanding what they need.
- Holistic Approach - Considering the broader social and economic factors affecting Indigenous communities and addressing those in a way that aligns with cultural practices and values.
- Recognition of Cultural Days – TCU recognises and celebrates Indigenous cultural days and events in the workplace, providing opportunities for our employees to learn and participate.
- Feedback Mechanisms – we have implemented feedback systems that allows our employees to voice their experiences, and they can suggest improvements to workplace practices on any matters but also in relation to cultural participation.




Overall, our approach emphasises respect, understanding, and active engagement with the community to provide services that are relevant and effective.



## THE TCU BOARD

Our Board of Directors currently comprises four Indigenous and four Non-Indigenous Directors, each with a status of being independent and non-executive. Our Board and senior management are committed to managing our business ethically and maintaining exacting standards of corporate governance. The Board has adopted practices and processes to ensure the sound management and oversight of TCU within the legal and regulatory framework we operate under.

The Board has a formal charter setting out its roles and responsibilities. The interests of our members and customers are paramount to our operations. These interests are best protected when TCU stays strongly focused on its objectives and legal obligations. The Board oversees this and ensures management is meeting all of the business's responsibilities and reporting requirements.

Director	Qualifications & Experience
	<p><b>Iain Summers</b> Non-Executive Director and Chair of the Board from Nov 2023, Chair of the Board Audit &amp; Finance Committee until Nov2023, then Member of Board Audit &amp; Finance Committee and Member of the Board Risk Committee. Director since 2005</p> <ul style="list-style-type: none"> <li>• Bachelor of Commerce</li> <li>• Bachelor of Laws</li> <li>• Fellow of Chartered Accountants Australia and New Zealand</li> <li>• Fellow of the Australian Institute of Company Directors</li> <li>• Independent Chair of Risk Management and Audit Committees</li> <li>• Self-Employed Consultant</li> </ul>
	<p><b>David Djalangi</b> Non-Executive Director. Director since 2002</p> <ul style="list-style-type: none"> <li>• Traditional Owner from Galiwinku, Elcho Island</li> <li>• Former Member of the Full Council of the Northern Land Council (until 2019)</li> <li>• Elected Councillor of the East Arnhem Regional Council (2017-23)</li> <li>• Member of the Advisory Council of East Arnhem Regional Council</li> <li>• Community Liaison and Cultural Monitor at the ALPA since 2004</li> </ul>
	<p><b>Bunug Galaminda</b> Non-Executive Director. Director since 2010</p> <ul style="list-style-type: none"> <li>• Traditional Owner from Warruwi Community, Goulburn Island</li> <li>• Member of the Full Council of the Northern Land Council</li> <li>• Chair of the Yagbani Aboriginal Corporation</li> <li>• Member of the Ajurumu Store Committee</li> </ul>



**Lily Roy**  
Non-Executive Director.  
Director since 2024

- Traditional Owner of Milingimbi
- Director of the Arnhem Northern and Kimberley Artists Aboriginal Corporation (ANKA) since 2018 (also 2012-2014)
- Director of ALPA since 2015



**Peter Djumbu**  
Non-Executive Director.  
Director since 2024

- Community Representative of Ramingining
- Member of Ramingining Store Committee
- Elected Councilor of the East Arnhem Regional Council 2012-2017



**David Knights**  
Non-Executive Director, Chair of the Board Risk Committee and Member of the Board Audit & Finance Committee.  
Director since 2009

- Senior Executive with National Australia Bank
- Degree in Engineering
- Master of Business Administration MBA
- Graduate of the Australian Institute of Company Directors GAICD
- Graduate of Institute of Superannuation Trustees (GAIST)
- Graduate of FINSIA (Fundamentals of banking)



**Elsbeth Torelli**  
Non-Executive Director, Company Secretary, Member of the Board Audit & Finance Committee and then Chair of the Committee from Nov 2023, and Member of the Board Risk Committee.  
Director since 2016.

Company Secretary since February 2018

- Chief Risk Officer and Chief Operating Officer at First Option Bank
- Fellow of the Institute of Public Accountants
- Fellow of the Governance Institute of Australia
- Director of the Customer Owned Banking Association (COBA)
- Member of the Australian Institute of Company Directors MAICD
- Member of FINSIA



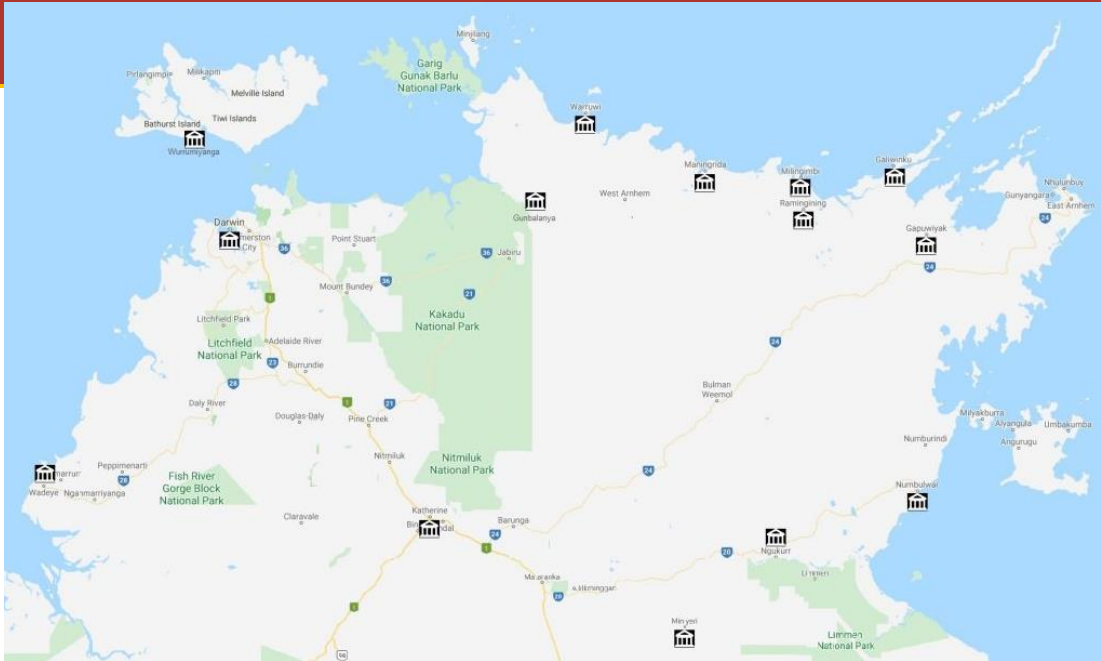
**Sharyn Innes**  
Non-Executive Director and Member of the Board Risk Committee.  
Director since 2016.

- Director of Sharyn Innes Consultancies Pty Ltd
- Director of Palmerston Golf and Country Club Inc
- Director of Cazalys Palmerston Club Inc
- President of Down Under Craft Group
- Member of the Sunshine Coast Community Cooperative Ltd.



Zelda, Julie Anne, Tsharni, Tanya and Lisa at Gapuwiyak branch

**TCU Branch Network in the Territory**



TCU's customers base is spread far and wide. Approximately 14% of our members are based in Darwin, 6% in or around Katherine and the balance of 80% are located in remote communities.

## SUPPORTING OUR COMMUNITIES & INFLUENCING POLICY

Members and customers of TCU, being largely welfare dependent and with limited knowledge of digital / electronic banking, have indicated that without our services they would feel excluded from the nation's financial system, and would struggle to understand where their welfare funds are located and how their spending is tracking. Consistent and regular interaction with TCU's locally based Indigenous staff and Indigenous-operated call centre helps our customers understand their banking options and continue their banking literacy journey.



Our customers' preference for a 'face-to-face' experience has resulted in the popularity of our access channel usage being the reverse of what other banks experience. Our customers prefer our branch and call centre channels over digital channels. Of our digital channels they prefer the automated phone banking to Internet and mobile banking channels. Cash remains 'king' in remote communities with ATM usage as important as eftpos.

Being an essential component of remote community services and having a voice to Northern Territory and Federal politicians, Government departments, Regulators and Indigenous support organisations, allows TCU to be a part of the solution and self-determination for Indigenous people living on country. The former Chair and CEO along with other Indigenous Directors continued to be active in several Indigenous organisations and helped to coordinate a focused and effective approach to improvement.

TCU was actively involved in the **Senate Inquiry into regional banking closures**, an investigation by the Australian Senate that aimed to address the increasing number of bank branch closures in rural and regional areas. It examined the impact of these closures on local communities, access to financial services, and potential solutions to ensure that residents in these areas can maintain access to banking services. The inquiry gathered evidence from community members, financial institutions, and experts, highlighting the need for more support and alternatives for regional Australians affected by these changes.

The key outcomes of the Senate inquiry into regional banking closures included:

- **Recommendations for Increased Access:** The inquiry called for banks to improve access to services in regional areas, including maintaining a physical presence and enhancing digital banking options.
- **Support for Community Solutions:** It emphasised the importance of community-led solutions, such as banking hubs or partnerships with local businesses to provide essential services.
- **Regulatory Measures:** The inquiry recommended that the government consider regulatory measures to protect regional banking services, ensuring that banks are accountable for their service commitments.
- **Enhanced Consumer Protections:** It suggested stronger consumer protections for regional residents, particularly vulnerable populations, to ensure they are not left without banking options.
- **Ongoing Monitoring:** The need for regular monitoring of banking services in regional areas was highlighted, to assess the impact of closures and to track service availability.

There were several recommendations that could be of benefit to TCU as it seeks to grow its business and enhance its services in regional and remote communities in the future.

## BUSINESS AND COMMUNITY SUPPORT

TCU will soon be celebrating its 30-year anniversary. We simply would not be able to exist without the ongoing support provided to us by key service providers. We would like to acknowledge and thank ALPA and the Murrinhpatha Nimmipa Store in Wadeye for their ongoing support in providing ATM locations within their Stores. Local councils in remote communities also assist TCU with Branch accommodation, in particular the West Arnhem Regional Council has provided generous support over many years.

Technology, compliance and training is key to our strong foundations, we thank GRC Solutions for providing us with their Salt compliance and training suite, Frollo with assistance in Open Banking compliance, and DB Legal for their ongoing support. All of these services are supplied at concessional pricing.



TCU customer and staff testing our pop-up branch concept

TCU would like to explore partnerships or relationships with indigenous owned businesses and other corporates to find ways where we can work together to improve the lives of people living in remote communities. We encourage businesses to align their ESG programs with TCU's mission to empower Indigenous communities by providing sustainable banking solutions along with training and employment opportunities.

There are many partnership models and sponsorship opportunities and ways for other businesses to support TCU's commitment to making a profound difference in the lives of Indigenous peoples through trusted banking services, employment and community engagement.

## CORPORATE INFORMATION

TCU is an Australian Public Company and registered under the Corporations Act 2001 (ABN 50 087 650 922). It is a mutual entity with the core purpose of benefiting its Members. TCU is an Authorised Deposit-taking Institution (ADI) supervised by the Australian Prudential Regulation Authority (APRA) under the Banking Act 1959. TCU is also supervised by the Australian Securities & Investments Commission (ASIC) under the Corporations Act 2001 and holds an Australian Financial Services Licence and a Credit Licence.

**Thank you for  
your attention.**





## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>7.5</b>
<b>Title:</b>	<b>Presentation - NT Police MOU Update</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to provide {meeting-type} with a list of presentations to be made by various stakeholders of the West Arnhem Regional Council.

#### RECOMMENDATION

THAT COUNCIL noted the discussions on the Memorandum of Understanding by NT Police.

#### BACKGROUND

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

#### COMMENT

The following visitors/presentations will be in attendance at today's meeting.

<b>{meeting-type} Meeting – Presentations / Visitors</b>			
<b>Topic</b>	<b>Presenter/Visitor</b>	<b>Organisation</b>	<b>Invited by</b>
Memorandum of Understanding with WARC and NT Police	Jody Nobbs – Superintendent	NT Police	WARC

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>8.1</b>
<b>Title:</b>	<b>Review of Action Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

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

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Review of Action Items*; and
2. Review the outstanding action items and give approval for completed items to be removed from the register.

#### BACKGROUND

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

#### COMMENT

The actions that Council resolves to occur are to be acted upon by the administration. This report enables Council 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. Action Items Ordinary Council Meeting 19 20 November 2024 (1) [8.1.1 - 12 pages]

Item	Status	Action Required	Assignee/s	Action Taken
<b>1</b>	In Progress	<p><b>OCM19/2024</b></p> <ol style="list-style-type: none"> <li>1. Directed Council to reach out to the Office of Marion Scrymgour to offer funding better suited to West Arnhem and to accept funding for purchase of community buses.</li> <li>2. Requested alternative letter outlining organisations in communities better suited to deliver service within the communities, cc'ing in those organisations</li> </ol>	Fiona Ainsworth, Jasmine Mortimore	<p><b>15/04/2024 Jasmine Mortimore</b></p> <p>Outcome from action has changed as the offer of buses is being negotiated with the Office of Marion Scrymgour. WARC have sent a proposal to use buses for sport and recreations as this fits within the funding guidelines.</p> <p><b>10/05/2024 Jasmine Mortimore</b></p> <p>Working with Office of Marion Scrymgour, updates will be provided out of session.</p> <p><b>23/09/2024 Jasmine Mortimore</b></p> <p>As off 23 September 2024 administration has reached out to Office of Marion Scrymgour 5 times without response. Will continue to follow up.</p> <p><b>15/10/2024 Jasmine Mortimore</b></p> <p>Office of Marion Scrymgour Office attended Council Meeting on 30 September and provided an update.</p> <p><b>13/11/2024 Jasmine Mortimore</b></p> <p>Emailed Office of Marion Scrymgour for an update on this item</p>
<b>2</b>	In Progress	<p><b>OCM190/2023</b></p> <p>Cr Phillips and Cr Woods raised issues with new drain out the front of Maningrida clinic / road quality for wet season.</p>	Hilal Ahmad	<p><b>22/03/2024 Ben Heaslip</b></p> <p><b>05 December 2023 – Hilal Ahmad:</b> A Council report is included in the agenda today for discussion of options to be presented to Council members.</p> <p><b>10 January 2024 – Hilal Ahmad:</b> Purchase Order raised to concrete the crossing, U shaped rails installed on both sides of the crossing to make it safe. 22 Check dams installed in the drain to slow the water and stop scouring.</p> <p><b>09 February 2024 – Hilal Ahmad</b></p> <p>Contractor will commence the works, depending on the weather.</p> <p><b>11 March 2024 – Hilal Ahmad</b></p> <p>Contractor will commence the works, depending on the weather as concreting works are involved installing additional culverts.</p> <p><b>12/04/2024 Hilal Ahmad</b></p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>Contractor will commence work by the end of April 2024 and will complete the work by mid May 2024.</p> <p><b>07/05/2024 Clem Beard</b></p> <p>Contractor will commence at the end of the month. Project delayed due to late rains in Maningrida. Works include concreting entrance and both sides of the culvert to the takeaway stores opposite clinic.</p> <p><b>07/06/2024 Clem Beard</b></p> <p>Planned works are scheduled to commence mid June - delays due to local available capacity.</p> <p><b>18/07/2024 Sara Fitzgerald</b></p> <p>Works Scheduled to begin first week of August, will be completed in 2 parts with driveway widening being part of a tender for drainage maintenance being advertised prior to end July.</p> <p><b>12/08/2024 Sara Fitzgerald</b></p> <p>Drainage tender to be awarded this meeting anticipated works complete prior to wet season</p> <p><b>16/09/2024 Hilal Ahmad</b></p> <p>Tender awarded to BV Contracting and the works to commence in mid of October 2024. All works are scheduled to be completed prior to the onset of wet season.</p> <p><b>10/10/2024 Clem Beard</b></p> <p>BV Contracting will mobilise on the 28th of October and expected to be onsite for three (3) weeks to complete drainage/driveway works on Mallabam Road.</p> <p><b>04/11/2024 Clem Beard</b></p> <p>BV Contracting have mobilized and commenced planned works in Maningrida for works with Mallabam Road drainage, stone pitching and culvert works for entrance to takeaway stores. Planned works expected to be completed by the end of November.</p>

Item	Status	Action Required	Assignee/s	Action Taken
3	In Progress	<p><b>OCM101/2022 MANINGRIDA SUBDIVISION HANDOVER REVIEW FROM NTG TO WARC</b> The Administration will instruct NTG to complete the civil remedial works for new subdivision to the required Australian Standards per independent consultant recommendations and Delay for another wet season to ensure the roads, drains, road furniture and culverts are sufficiently designed and constructed to accommodate wet season run off and to mitigate any potential areas of flooding.</p> <p><b>OCM62/2023 New Subdivision meeting held with DIPL and WARC 17 March 2023</b> The Administration to: - Assist representatives from DIPL to conduct a full and comprehensive conditional report for Maningrida Subdivision post Wet Season 2022/23. - Instruct a subcontractor to carry out immediate works on the remediation of potholes in Maningrida.</p> <p><b>Background:</b> <b>05 December 2022:</b> Administration drafted a response to the NTG stating conditions of handover required prior to accepting ownership. <b>24 March 2023:</b> Report included in April OCM <b>09 June 2023:</b> WARC met with DIPL on site and discussed the current deteriorating condition and fire risk of the drainage network. DIPL has agreed to cover the cost for the drainage works rectification and has requested WARC to provide a quote for the remediation of</p>	Andrew Walsh, Jasmine Mortimore	<p><b>22/03/2024 Ben Heaslip</b></p> <p><b>09 August 2023 – Hilal Ahmad:</b> WARC works staff in conjunction with JMK will continue to clean out drains progressively and complete prior to onset of wet season to reduce flooding and scouring in the new subdivision.</p> <p><b>13 September 2023 – Hilal Ahmad</b> WARC works staff continue working in conjunction contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the next LA to discuss the deteriorating condition of new subdivision.</p> <p><b>03 November 2023 – Hilal Ahmad</b> DIPL representative will attend the OCM to discuss the new subdivision handover in Maningrida and Gunbalanya.</p> <p><b>05 December 2023 – Hilal Ahmad</b> WARC works staff continue working in conjunction with contractors where required to complete drainage clean out as part of Pre-Cyclone wet season internal road network maintenance program. If works staff capacity is limited, WARC will engage subcontractors to complete the works. WARC has requested DIPL's representative to attend the December OCM to discuss the deteriorating condition of new subdivision.</p> <p><b>9 February 2024 – Hilal Ahmad</b> WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying.</p> <p><b>11 March 2024 – Hilal Ahmad</b> WARC works staff continue working in conjunction with contractors where required to complete drainage clean out, mowing grass and weed spraying. 6 Bags of Cold mix (1 Ton each) delivered to Maningrida to fix the potholes.</p> <p><b>12/04/2024 Hilal Ahmad</b> A site meeting was held on 5th April 2024 with Anuerin Townsend, Regional Director of West Arnhem region for the Department of Chief Minister and Cabinet on the current status of the civil infrastructure of the new subdivision. West Arnhem Regional Council was ensured that the request will be escalated to the Department of</p>

Item	Status	Action Required	Assignee/s	Action Taken
		<p>the drainage network. WARC is awaiting quotes from JMK and City Earthmoving for the drainage network remediation.</p> <p><b>OCM269/2024 RESOLVED:</b> Invite DLI CEO through formal correspondence to discuss Action Item 7, in the action register in detail.</p>		<p>Infrastructure, Planning and Logistics regarding the failings of the current civil infrastructure with remediation solutions accordingly.</p> <p><b>07/05/2024 Clem Beard</b> Administration will continue to advocate for additional works by DIPL for new subdivision.</p> <p><b>11/06/2024 Clem Beard</b> Funding has been allocated to carryout remedial works by DCT Australia for the intersection at the entrance of the new subdivision under construction. Council will continue to advocate for additional drainage works throughout the new subdivision to reduce flooding of drains and culverts.</p> <p><b>18/07/2024 Sara Fitzgerald</b> DCT works are complete. Council staff continue to advocate for further improvements to overall drainage and stormwater management of New Subdivision</p> <p><b>12/08/2024 Sara Fitzgerald</b> No further actions at this stage. Working with Office of Chief Minister and Cabinet to advocate for better drainage in New sub.</p> <p><b>16/09/2024 Hilal Ahmad</b> As part of the remediation works for stage 1 of the new subdivision:</p> <p>a) The intersection to the new subdivision will be reconstructed to eliminate drainage issues and water ponding. The works will be completed by early November</p> <p>b) The damaged section of road parallel to the drain will be resealed. The seal is bleeding due to heavy traffic utilized when the new houses were constructed, and this road will be utilized as the main entrance road to the subdivision under construction in Maningrida. The works will be completed next year when the spray sealing contractors are onsite sealing the new subdivision roads by the end of the project completion.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p><b>23/09/2024 Jasmine Mortimore</b> CEO recommends that Council accept ownership of the Maningrida Subdivision in current condition.</p> <p><b>15/10/2024 Jasmine Mortimore</b> Action from 30 September OCM still in progress</p> <p><b>13/11/2024 Jasmine Mortimore</b> CEO is meeting with DLI CEO on 29/11/2024 to discuss</p>
<b>4</b>	In Progress	<b>OCM159/2024 RESOLVED:</b> Review procurement policy to include community benefit as a criteria of assessment.	Sara Fitzgerald	<p><b>18/07/2024 Sara Fitzgerald</b> Review of procurement strategy and policy is underway wholistically to encompass items of Indigenous participation, environmental sustainability, inclusivity and community benefit will be included in this. Council will be delivered a draft of any strategy or policy prior to publishing for endorsement.</p> <p><b>12/08/2024 Sara Fitzgerald</b> Procurement working group established to ensure policy and strategy is legislatively compliant and comprehensive to Council's strategic plan</p> <p><b>19/09/2024 Sara Fitzgerald</b> Draft policy to be delivered at the October OCM.</p> <p><b>11/10/2024 Sara Fitzgerald</b> Draft Procurement Policy under executive review for presentation to Council in November OCM</p> <p><b>05/11/2024 Sara Fitzgerald</b> Draft Policy is under final review and will be presented at the next Council meeting in December</p>
<b>5</b>	In Progress	<b>OCM136/2024 RESOLVED:</b> Invite Demed and BAC CEO to Council meeting to discuss gravel usage surrounding Gunbalanya township area.	Andrew Walsh, Jasmine Mortimore	<p><b>15/08/2024 Ben Heaslip</b> Waiting for DEMED CEO recruitment to be finalised.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p><b>13/11/2024 Jasmine Mortimore</b></p> <p>BAC CEO has agreed to meet with Council at a later date, DEMED CEO has been recruited and CEO will reach out to discuss</p>
<b>6</b>	In Progress	<p><b>OCM137/2024 RESOLVED:</b> Request policy of fleet disposal to be updated to include assessment of each vehicle and expression of interests within community before auction in Darwin.</p>	Graham Baulch, Sara Fitzgerald	<p><b>18/07/2024 Sara Fitzgerald</b></p> <p>Vehicle disposal policy is being adjusted to reflect the following items</p> <ul style="list-style-type: none"> <li>- All efforts will be made to offer passenger vehicles for disposal in community</li> <li>- When disposing of a vehicle in community a reasonable estimate of repair costs will be provided to interested community members.</li> <li>- If a vehicle is deemed beyond repair it will be removed from community for sale at auction or disposal to scrap to prevent excessive waste generated by council remaining in community</li> </ul> <p>All of the above Items once formalised will be administered by the Fleet Coordinator in collaboration with the mechanic to ensure process is fair and transparent and follows the guidelines set out by the Local Government Act 2019.</p> <p><b>12/08/2024 Sara Fitzgerald</b></p> <p>Policy creation still in process</p> <p><b>19/09/2024 Sara Fitzgerald</b></p> <p>Draft policy in review, new documents have been created to support the EOI process.</p> <p><b>11/10/2024 Sara Fitzgerald</b></p> <p>First round of EOI has been completed, further information on effectiveness available at next OCM</p> <p><b>05/11/2024 Garth Borgelt</b></p> <p>A report will be tabled at the next Ordinary Council Meeting in December.</p>
<b>7</b>	In Progress	<p><b>OCM149/2024 RESOLVED:</b> Investigate using the heavy vehicle rest area initiative funding for wash down bay at Cahills Crossing and truck stop near Jabiru entrance.</p>	Fiona Ainsworth	<p><b>18/07/2024 Sara Fitzgerald</b></p> <p>A Submission was made to the Heavy Vehicle Rest area program to suggest improvements to the rest areas surrounding Jabiru with detailed information on Cahills crossing and the need for a wash down bay. Unfortunately, this program is not for new rest areas</p>



Item	Status	Action Required	Assignee/s	Action Taken
		<b>OCM269/2024 RESOLVED:</b> Cr Blyth advised that he will raise Action Item 16 with Parks Australia and report back to Council.		<b>12/08/2024 Sara Fitzgerald</b> Working with DIPL to recommend they access the SLIRP funding pool to install truck washdown facility. Awaiting feedback from Parks Australia to support this initiative from a biosecurity level. <b>19/09/2024 Sara Fitzgerald</b> WARC staff will continue to advocate for this project with new Department of Infrastructure and Logistics. Recommend complete. <b>13/11/2024 Jasmine Mortimore</b> Cr Blyth has forwarded the Kakadu National Parks contact to staff. Director of Community and Council Services to reach out to Kakadu National Parks to discuss action
<b>8</b>	In Progress	<b>OCM155/2024 RESOLVED:</b> Investigate inviting appropriate department for Identification Cards to a Ordinary Council meeting.	Andrew Walsh, Jasmine Mortimore	<b>24/07/2024 Leanne Johansson</b> Currently ascertaining which is the appropriate department. <b>21/08/2024 - OCM</b> Appropriate Department is the MVR. CEO will seek to meet with the Responsible Officer <b>15/10/2024 Jasmine Mortimore</b> Change of Government has delayed progress, will provide further update in December OCM post meeting with relevant department. <b>13/11/2024 Jasmine Mortimore</b> CEO will be meeting with Greg Turner, Director Motor Vehicle Registry on 15/11/2024 to discuss action
<b>9</b>	In Progress	<b>OCM303/2024 RESOLVED:</b> Approve West Arnhem Regional Council applying for the following positions and support funding under the Remote Jobs and Economic Development program: a. Animal Control Officers – Jabiru x 2	Andrew Walsh, Karen Borgelt, Leanne Johansson	<b>04/11/2024 Leanne Johansson</b> Still awaiting Remote Jobs and Economic Development (RJED) guidelines to be published. Grant applications will not be open until the RJED guidelines are published. Publishing is expected before 31/12/2024.

Item	Status	Action Required	Assignee/s	Action Taken
		b. Funeral Cultural and Burial Liaison Officer – Maningrida x 2 c. Oval and Sports Field Caretaker – Maningrida, Gunbalanya, Jabiru x 2 (per location). d. Aquatic Lifeguard – Maningrida, Jabiru x 2 (per location) e. Data & Records Officer Trainee – Darwin x 1 f. Resource Officers (Waste Awareness) - All Location  - Human Resource Manager to develop PDs - Business Development Manager to complete applications to RJED		
<b>10</b>	In Progress	<b>OCM307/2024 RESOLVED:</b> Invite Nja-Marleya Cultural Leaders and Justice Group and the Department Housing, Local Government and Community Development - Local Government Unit to discuss Bylaws in Maningrida to control animals.	Ben Heaslip, Jasmine Mortimore	<b>13/11/2024 Jasmine Mortimore</b>  Information Advisor to table a report to the Local Authorities. Invitation will be sent to Nja-Marleya Cultural Leaders and Justice Group
<b>11</b>	On Hold	<b>OCM157/2023 RESOLVED:</b> Request increased advocacy for AFL in West Arnhem Region please refer to AFL in West Arnhem document  <b>BACKGROUND:</b> Marnie Mitchell: Through a partnership with AFL NT remote development managers will help support program and development sessions for both Minjilang and Warruwi with WARC covering accommodation/travel/meal costs and AFLNT cover wages of the staff. Community leadership are working together to facilitate the community visits bimonthly.	Marnie Mitchell	<b>04/04/2024 Jasmine Mortimore</b>  Updates: Hall/oval and highly successful event in Warruwi. 5 community members signed up for umpiring. 15 January 2024 – Matt Griffiths: Nil further. AFL & AFLW included on YSR participation plans. 12 February 2024 – Marnie Mitchell: Matt Levens from AFLNT continues to work with Warruwi and Minjilang. Sport and Recreation staff in community are working with Community to have bi monthly visits to community working in conjunction with the school and council. 13 February 2024 – Dana Hewett: Jabiru – Plans are to continue with Auskick in 2024.  <b>02/05/2024 Marnie Mitchell</b>  This is an advocacy and strategic item for WARC.

Item	Status	Action Required	Assignee/s	Action Taken
		<p>Council Services Managers continue to support AFL initiatives within their Sport and Recreation Teams</p> <p><b>OCM109/2024 RESOLVED:</b> Requests further information on the details including cost of Tiwi Bombers football team for AFL NT.</p> <p><b>OCM215/2024</b> Approach West Arnhem stakeholders to support the development of a West Arnhem AFL team</p>		<p>My suggestion is that the WARC staff work with the Council and Mayor to discuss the role of WARC in this process of having a team in the AFLNT from West Arnhem.</p> <p>Sport and Recreation staff will continue to provide fundamental training and mentoring opportunities for players, coaches and umpires as well as support ongoing community lead AFL competitions.</p> <p>AFLNTs recommendations form part of the WARC Australian Rules Plan.</p> <p><b>11/06/2024 Marnie Mitchell</b></p> <p>I have made initial contact with the Tiwi Bombers president Lindsey Whiting based on a introduction from AFLNT. We had an indepth conversation around the prospect of having a West Arnhem team in the Premier level.</p> <p>His feedback is noted:  *700-800K per year including the cost of a General Manager, travel and other costs to run successfully and professionally  * Grants and fundraising is required to cover the costs  *Men's and women's team represent Tiwi Bombers  *Currently they fly in players weekly to Darwin from Tiwi dependant on game time and accommodate in Darwin  *13 of 16 games are played in Darwin with only 3 home games. AFL subsidise the cost of teams travelling to Tiwi to play  *They have an affiliation with Tracey Village - when players for Tracey in Div I and II are ready they then move to play Premier level with Tiwi  *They train across 3 communities in Tiwi plus Darwin and only come together on game day</p> <p>I have also made contact with the appropriate staff at the AFLNT Leigh Elder - Leigh.Elder@afl.com.au and Gavin May - gavin.may@afl.com.au to discuss financial. governance, logistical and venue challenges.</p> <p>I hope to be able to source specific information and contacts that will be useful for the AFL programs in Maningrida.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>AFL 9s boys competition for 13-17 years including Maningrida, Gunbalanya and Jabiru is scheduled for 4th July in Jabiru. It is hoped that it will be expanded to include girl's next time.</p> <p><b>12/06/2024 Jasmine Mortimore</b></p> <p>Made initial contact with Jabiru Bombers Football Club, they are currently awaiting the election of a new president and will continue conversations when role has been filled.</p> <p><b>11/07/2024 Marnie Mitchell</b></p> <p>AFL9s mini carnival was held in Jabiru during the school holidays. Young men 13-17 years from Maningrida (two teams), Gunbalanya and Jabiru played games Thursday afternoon and Friday. They camped at Jabiru school, cooked BBQ, played basketball into the night and then all sat together and yarned. This was a very successful event facilitated and managed by the Sport and Rec teams across the three communities.</p> <p>TeamHealth, AFLNT, School Attendance officer, Red Lily and Jabiru school helped with transport, coaching and supervision with the community of Jabiru supporting the event by spectating, running water and umpiring the games.</p> <p>Some of the big boy's plan on coming back to Jabiru to play in the men's teams for Football and Basketball for Kurrung Sports Festival at the end of August.</p> <p>Next time we would like to have all communities involved.</p> <p>New AFLNT Staff Graham Hayes is now based in Maningrida. His role is to support and facilitate community training, competition and upskilling of players, coaches, umpires and other volunteers. Sport and Recreation team in Maningrida will support AFLNT.</p> <p><b>08/08/2024 Marnie Mitchell</b></p> <p>8/8/24 Marnie Mitchell</p> <p>AFLNT new staff member has started in Maningrida. Rec and Sport team working with AFLNT staff to ensure a team is training and coming to compete at the Kurrung Festival at the end of August.</p>

Item	Status	Action Required	Assignee/s	Action Taken
				<p>AFLNT Darwin office are also engaging with Jabiru staff in relation to other events and opportunities to engage in competitions and tournaments.</p> <p>There has been no further progress or discussion about a team in the AFLNT.</p> <p><b>18/09/2024 Marnie Mitchell</b></p> <p>Australian Rules Football played a major part in the recent Kurrung Festival with men's teams from all communities competing.</p> <p>Maningridas upcoming L'urra Festival also includes Australian Rules Football games across various age groups. West Arnhem Regional Councils Sport and Recreation staff are playing support roles across the festival football activities.</p> <p>Jabiru Bombers AFLNT official season begins 12th October 2024.</p> <p>Letters to be sent to West Arnhem stakeholders seeking support to develop a West Arnhem AFL Team - further update will be provided at the November Ordinary Council Meeting.</p> <p><b>23/09/2024 Jasmine Mortimore</b></p> <p>Meeting scheduled with Sydney Swans on 24 September 2024 to discuss AFL in West Arnhem.</p> <p><b>15/10/2024 Jasmine Mortimore</b></p> <p>Request item be put on hold until conflicting priorities are resolved regarding Councils position. (following government advice and direction received in September 2024).</p>
<b>12</b>	On Hold	<b>OCM307/2024 RESOLVED:</b> Requested letter be sent to DLI and BAC on the road works at dreaming lady with regards to lack of consultation with Traditional Owners, noting that Cr	Andrew Walsh, Fiona Ainsworth	<p><b>13/11/2024 Jasmine Mortimore</b></p> <p>Awaiting advice from Bawinanga Aboriginal Corporation (BAC)</p>

Item	Status	Action Required	Assignee/s	Action Taken
		Phillips will provide an update to Elected Members from BAC CEO.		

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>8.2</b>
<b>Title:</b>	<b>Approval to Dispose of Executive Fleet Prado</b>
<b>Author:</b>	<b>Graham Baulch, Project Coordinator Fleet Operations</b>

#### SUMMARY

This report seeks Council's approval for the disposal of an executive fleet asset by way of public auction.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Approval to Dispose of Executive Fleet Prado*; and
2. Approve to dispose of fleet asset Toyota Prado CE56JU.

#### BACKGROUND

In accordance with the fleet asset retention and disposal schedule developed within Council's Strategic Asset Management Policy, the General Manager Technical Services and Project Coordinator Fleet Operations identifies vehicles and plant to be disposed of via public auction.

#### COMMENT

Council currently has one more executive vehicle than is requires, as the Toyota Prado CE56JU has over 100,000 kms it is the vehicle chosen for disposal.



#### LEGISLATION AND POLICY

This asset disposal will be conducted in accordance with relevant provisions in the Local Government Act 2019. Council's Strategic Asset Management Policy is relevant to this report.

#### **FINANCIAL IMPLICATIONS**

Income from the sale of surplus vehicles and plant will be utilised to support the purchase of replacement vehicles and plant in line with Council's Strategic Asset Management Policy.

#### **STRATEGIC IMPLICATIONS**

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

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

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

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

Strategically manage, maintain and enhance community infrastructure.

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

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

#### **ATTACHMENTS**

Nil



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>8.3</b>
<b>Title:</b>	<b>LGANT November Conference</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to update Council on the LGANT Conference and seek retrospective approval for changes made since the report.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report titled *LGANT November Conference*;
2. Retrospectively approve all associated costs for Cr Otto Dann to attend the LGANT Conference.

#### BACKGROUND

On 6-7 of November 2024 Mayor James Woods, Cr Otto Dann (in place of Cr James Marrawal), CEO Andrew Walsh, Director of Finance Jocelyn Nathanael-Walters and Director of Community and Council Services Fiona Ainsworth attended the LGANT Conference in Alice Springs.

#### COMMENT

Cr Blyth advised the Mayor and CEO on 22/10/2024 that he would like to revoke his nomination for Vice President of the LGANT Board and therefore did not travel to Alice Springs.

Cr Marrawal advised the Mayor and CEO that he was no longer able to travel to Alice Springs for LGANT Conference.

Cr Dann travelled to Alice Springs and attended the Conference.

Mayor James Woods was successfully voted as a Regional Director of the LGANT Board.

#### LEGISLATION AND POLICY

LGANT Constitution.

Allowances an Expenses (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.

##### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>8.4</b>
<b>Title:</b>	<b>Draft Council Meeting Schedule for 2025 Calendar Year</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is to present the proposed calendar dates for all Council meetings for the 2025 calendar year.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Draft Council Meeting Schedule for 2025 Calendar Year*; and
2. Approve the attached 2025 Council Meeting Schedule

#### BACKGROUND

Meetings are an integral component of Council's governance framework. It is through meetings that Elected Members, representatives from various government agencies and non-governmental organisations, and members of the public participate in discussions and debates on matters that are important to West Arnhem communities. Through its meetings, Council ensures that:

1. The needs and wishes of the community are raised and addressed.
2. There is transparency about decisions that are made in the public interest.
3. The development and management of community assets, resources and infrastructure, as well as the delivery of services is monitored and improved.

To meet legislative and regulatory requirements, Council must:

1. Hold an Ordinary Council meeting at least once every two months.
2. Hold a meeting where Council's financial statements are reviewed and approved during the months that an Ordinary Council meeting is not held.
3. Hold a minimum of four meetings for each Local Authority each financial year.
4. Determine the number of committee meetings that should be held each year in accordance with specified legislative and regulatory requirements.
5. Provide information about the dates, times and locations for meetings to the public.

#### COMMENT

The proposed meeting schedule for 2025 is as follows:

1. Ordinary Council meetings will be held every month, starting at 9:00am
2. Ordinary Council meetings will alternate between in-person and online Teams meetings. The in-person meetings will be preceded by a workshop which will take place from 12:00 noon on the day before the meeting.
4. Each Local Authority will meet four times in a financial year.
5. The Risk Management and Audit Committee will meet four times a financial year.
6. The Kakadu Ward Advisory Committee will meet four times in a financial year.

A calendar of meeting dates for 2025 is attached to this report for Council's review and feedback.

#### **LEGISLATION AND POLICY**

NT Local Government Act 2019

NT Local Government (General) Regulations 2021.

Guideline 1: Local Authorities 2021.

Scheduling and Conduct of Meetings (Elected, Local Authority and Council Committee Members)  
Policy is relevant to this report.

#### **FINANCIAL IMPLICATIONS**

Provisions for meeting expenses are included in Council's annual budget.

#### **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.

#### **Goal 6.5 Planning and Reporting**

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

#### **ATTACHMENTS**

1. 2025 Council Meeting Schedule [8.4.1 - 2 pages]



### 2025 Council Meetings Schedule

#### JANUARY

M	T	W	T	F	S	S
		<b>1</b>	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
<b>27</b>	<b>28</b>	<b>29</b>	30	31		

#### FEBRUARY

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	<b>18</b>	<b>19</b>	20	21	22	23
24	25	26	<b>27</b>	28		

#### MARCH

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	15	16
17	18	19	20	21	22	23
24	25	<b>26</b>	27	28	29	30
31						

#### APRIL

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	<b>18</b>	19	20
<b>21</b>	22	23	24	<b>25</b>	26	27
28	<b>29</b>	<b>30</b>				

#### MAY

M	T	W	T	F	S	S
			1	2	3	4
<b>5</b>	6	7	8	9	10	11
<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	17	18
19	20	21	22	23	24	25
26	27	<b>28</b>	29	30	31	

#### JUNE

M	T	W	T	F	S	S
						1
2	3	4	<b>5</b>	6	7	8
<b>9</b>	10	11	12	13	14	15
16	17	18	19	20	21	22
23	<b>24</b>	<b>25</b>	26	27	28	29
30						

#### JULY

M	T	W	T	F	S	S
	1	2	3	<b>4</b>	5	6
7	8	9	10	11	12	13
<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	19	20
21	22	23	24	<b>25</b>	26	27
28	29	<b>30</b>	31			

#### AUGUST

M	T	W	T	F	S	S
				1	2	3
<b>4</b>	5	6	7	8	9	10
11	12	13	<b>14</b>	15	16	17
18	19	20	21	22	23	24
25	26	<b>27</b>	28	29	30	31

#### SEPTEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	<b>23</b>	<b>24</b>	25	26	27	28
29	30					

#### OCTOBER

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	18	19
20	21	22	23	24	25	26
27	28	<b>29</b>	30	31		

#### NOVEMBER

M	T	W	T	F	S	S
					1	2
3	4	5	<b>6</b>	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	<b>25</b>	<b>26</b>	27	28	29	30

#### DECEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	<b>18</b>	19	20	21
22	23	24	<b>25</b>	<b>26</b>	27	28
29	30	31				

PO Box 721, Jabiru NT 0886 | info@westarnhem.nt.gov.au | www.westarnhem.nt.gov.au



Jabiru (Head Office)  
08 8979 9444

Gunbalanya  
08 8970 3700

Maningrida  
08 8979 6600

Warruwi  
08 8970 3600

Minjilang  
08 8970 3500





### Dates for Meetings

<u>Ordinary Council Meeting (in person)</u>	<u>Ordinary Council Meeting (via video)</u>	<u>Risk Management and Audit Committee Meeting</u>	<u>Maningrida Local Authority</u>	<u>Warruwi Local Authority</u>	<u>Gunbalanya Local Authority</u>	<u>Minjilang Local Authority</u>	<u>Kakadu Ward Advisory Committee Meeting</u>	<u>Special Finance Committee Meeting</u>
18-19 Feb 2024 29-30 April 2024 24-25 June 2024 23-24 Sept 2024 25-26 Nov 2024	29 January 2024 26 March 2024 28 May 2024 30 July 2024 29 October 2024	27 Feb 2024 5 June 2024 14 August 2024 6 November 2024	10 March 2024 12 May 2024 14 July 2024 13 October 2024	11 March 2024 13 May 2024 15 July 2024 14 October 2024	12 March 2024 14 May 2024 16 July 2024 15 October 2024	13 March 2024 15 May 2024 17 July 2024 16 October 2024	14 March 2024 16 May 2024 18 July 2024 17 October 2024	27 August 2024 18 December 2024

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☎ 08 8970 3500



## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>8.5</b>
<b>Title:</b>	<b>Proposed Change to December Ordinary Council Meeting</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

The purpose of this report is for Council to consider moving the December Ordinary Council meeting from 11 December 2024 to 18 December 2024.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report entitled *Proposed Change to December Ordinary Council Meeting*; and
2. Approve to hold the December Ordinary Council meeting on 18 December 2024.

#### BACKGROUND

On 9 October 2024 the Department of Housing, Local Government and Community Development sent a correspondence notifying West Arnhem Regional Council of a compliance review. This review will be held in person from 9 – 13 December, clashing with our current scheduled Ordinary Council Meeting.

#### COMMENT

The CEO would like Council to consider moving the December Ordinary Council meeting to now be via video conference on Wednesday, 18 December 2024.

#### 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.

##### Goal 6.5 Planning and Reporting

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

#### ATTACHMENTS

Nil

## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>9.1</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

This report is to table items of correspondence received and sent since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and noted the attached items of incoming and outgoing correspondence.

#### BACKGROUND

In October 2012 Council resolved only to table hard copy mail due to its volume. In 2021 the Administration aligned its definition of Correspondence with section 55(2) of the *Local Government (General) Regulations 2021*, as all correspondence addressed to, or sent by, the council or its principal member. Correspondence matching that definition is presented to Council in this report.

#### COMMENT

ATTACHMENT NO	CORRESPONDENCE TYPE	DATE	SENT BY	DOCUMENT NAME
1	Incoming	24.10.2024	Matthew Large, President for Jabiru Bombers Football Club	2024-10-24 Letter to WARC from Jabiru Bombers Football Club
2	Incoming	30.10.2024	Byran Baker - NT Environment Protection Authority	241030 Letter Andrew Walsh WARC 30 Oct 2024 EP L 351
3	Incoming	1.11.2024	Naomi Loudon – Acting Independent Commissioner Against Corruption	2024-11-01 Ltr Loudon to Walsh
4	Outgoing	5.11.2024	Mayor James Woods	Letter of support - Maningrida security Nov 2024

#### LEGISLATION AND POLICY

*Local Government (General) Regulations 2021 s55(2)*  
Incoming and Outgoing Correspondence Policy

#### STRATEGIC IMPLICATIONS

This report is aligned to the following pillars of the *Regional Plan and Budget 2023-2024*:

#### PILLAR 6 FOUNDATIONS OF GOVERNANCE

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

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

Excellence in governance, consultation administration and representation.

#### **ATTACHMENTS**

1. 2024-10-24- Letter to WARC from Jabiru Bombers Football Club [9.1.1 - 1 page]
2. 241030 Letter Andrew Walsh WARC 30 Oct 2024 EP L 351 [9.1.2 - 3 pages]
3. 2024-11-01 Ltr Loudon to Walsh [9.1.3 - 3 pages]
4. Letter of support - Maningrida security Nov 2024 [9.1.4 - 1 page]



# JABIRU BOMBERS FOOTBALL CLUB



24 October 2024

Att: Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council  
Via email only: [andrew.walsh@westarnhem.nt.gov.au](mailto:andrew.walsh@westarnhem.nt.gov.au)

Dear Andrew,

**Re: Brockman Oval**

We write to you about the condition of Brockman Oval and attached facilities.

You may be aware that our first home game was held on Saturday just gone at Brockman Oval. It was a wonderful day, with many community members present and our club had two big wins.

Unfortunately, in the leadup, during the pre-game inspection (that we are obligated to do under our insurance) and during the games, it was observed that the condition of the oval is in question.

We draw your attention to the following observations:

1. The cricket pitch in the middle of the oval is a safety hazard and needs a layer of preferable topsoil as soon as possible. It is quite dangerous to play on at this time.
2. There appears to be a burst pipe issue in the pump shed at the back of the change rooms. There is a water leak audible from the change rooms.
3. There is a long standing water leak at the edge of the concrete pad at the clubhouse. This is hazardous and keeps filling with water and causes a buildup of mud, sand, water and bugs.
4. There is a large hole at the golf course end of the ground. There were a number of ankle injuries treated during the games this past weekend, which is more than normal.
5. There was a burst pipe on the ground in the leadup to our home game last week causing a bubble in the middle of the ground. This needed to be addressed by our volunteers on the morning of the game. We understand steps may have been taken since to resolve this issue, but we still raise it as this is obviously a potential ongoing concern.

Traditionally we have taken it upon ourselves to fill up the holes caused by the cockies. We have managed this, but there are now large separate areas on the ground that are dangerous or risky. The way that the ground line marking has been managed (burnt off) has caused large dents in the ground and an abrupt edge to the lines which are now a trip hazard.

We are deciding how to manage this going forward. Because we have knowledge of the increase in risk we must consider whether we now need to advise Northern Territory Football League as to whether there is too much risk for us to continue with our home games.

Our next home game is scheduled for Saturday 16 November, with two home games scheduled in a row. We would like to meet to discuss these issues as a matter of urgency to discuss how this can be resolved so that the Jabiru community can continue to enjoy home game football.

Should you require any more information, please don't hesitate to contact me on the number below.

Kind regards

Matthew Large  
President  
Jabiru Bombers Football Club  
Contact: 0428 263 646



Department of LANDS,  
PLANNING AND  
ENVIRONMENT

Environment Division  
Arnhemica House, Level 1  
16 Parap Road, PARAP NT 0820

Postal address  
GPO Box 3675  
Darwin NT 0801

E [pollution@nt.gov.au](mailto:pollution@nt.gov.au)

T 08 8924 4218  
F 08 8942 6554

File reference  
33-D24-5841

30 October 2024

Mr Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council  
PO Box 721  
JABIRU NT 0886

Via email: [andrew.walsh@westarnhem.nt.gov.au](mailto:andrew.walsh@westarnhem.nt.gov.au)  
cc: [sara.fitzgerald@westarnhem.nt.gov.au](mailto:sara.fitzgerald@westarnhem.nt.gov.au)

Dear Mr Walsh

**Re: EPL351 - West Arnhem Regional Council - Official Warning**

On 6 June 2024, officers authorised under section 70 of the *Waste Management and Pollution Control Act 1998 (WMPC Act)*, conducted an inspection and assessment of compliance against the environment protection licence (EPL) 351 at 147 Elsherana Road, Jabiru, operated by West Arnhem Regional Council (WARC).

On 24 June 2024, the Department wrote to WARC about the observed contraventions of EPL351 (detailed in **Attachment 1**).

Under section 39(2) of the WMPC Act, the holder of an environment protection approval or a licence must not contravene or fail to comply with the approval or licence. Contraventions of s39(2) are deemed level 4 environmental offences.

If convicted in a court, individual breaches for level 4 environmental offences can result in penalties of up to 385 penalty units for a company (up to \$71,225 at current values).

In the alternative to prosecution, each level 4 environmental offence could incur a Penalty Infringement Notice (PIN) of up to 50 penalty units for a company (up to \$9,250 at current values).

On 24 July 2024 WARC provided a response to the identified non-compliances, detailing the commitment by WARC to comply with the WMPC Act, review internal procedures and prevent environmental harm. WARC committed to rectifying all identified non-compliances with EPL351, by 30 October 2024

I am encouraged by the commitments made by WARC to take immediate action to rectify all identified non-compliances.

This commitment has been carefully considered in accordance with the Environment Regulation branch's [Compliance and Enforcement Policy](#) and [Enforcement Guideline](#).

On this occasion, a decision has been made to issue an Official Warning to WARC for offences against s39(2) of the WMPC Act, as detailed in **Attachment 1**.

The Department of Lands, Planning and Environment expects WARC to fulfil all commitments it has made to rectify the non-compliances with EPL351 as outlined in its response letter. A follow up inspection will be conducted on **Monday, 4 November 2024**, to review the current state of compliance with EPL351.

WARC should be aware that any future breaches of the WMPC Act may lead to escalated regulatory action, guided by this Official Warning.

If you have any questions about this correspondence, please contact me via email to [environmentalregulation@nt.gov.au](mailto:environmentalregulation@nt.gov.au) or phone (08) 8924 4218.

Yours sincerely



Bryan Baker  
Authorised Officer

*Providing services for the*  
Northern Territory Environment Protection Authority

**Attachment 1 – Contraventions of EPL351 identified on 6 June 2024**

<p><b>Condition 4.1</b> The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details: environment protection licence number issued under the WMPC Act.</p> <p><b>Condition 4.2</b> The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details: 24 hour emergency contact details.</p> <p><b>Condition 5</b> The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.</p> <p><b>Condition 17</b> The licensee must not exceed any of the storage limits specified in Table 3.</p> <p><b>Condition 18</b> The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB.</p> <p><b>Condition 19</b> The licensee must not exceed any of the tyre stack limits specified in Table 4.</p> <p><b>Condition 20</b> The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.</p> <p><b>Condition 22</b> The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.</p> <p><b>Condition 23</b> The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.</p> <p><b>Condition 24.1</b> The licensee must ensure that litter: is contained within the boundary of the premises.</p> <p><b>Condition 24.2</b> The licensee must ensure that litter: is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s).</p> <p><b>Condition 24.3</b> The licensee must ensure that litter: does not accumulate along the boundary of the premises.</p> <p><b>Condition 28</b> The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.</p> <p><b>Condition 29:</b> 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.</p> <p><b>Condition 30:</b> The licensee must ensure that neither leachate nor water pond on the surface of the landfill.</p>
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**Office of the Independent Commissioner  
Against Corruption (NT)**  
Level 7, 9 Cavenagh Street  
DARWIN CITY NT 0800

Mr Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council  
GO BOX 721  
JABIRU NT 0886

**Postal address**  
GPO Box 3750  
DARWIN NT 0801

**T** 08 8999 4015  
**E** [icac.nt@icac.nt.gov.au](mailto:icac.nt@icac.nt.gov.au)

**REF:** 63:D24:3063

Via email: [Andrew.Walsh@westarnhem.nt.gov.au](mailto:Andrew.Walsh@westarnhem.nt.gov.au)

Dear Mr Walsh

**RE: Appointment of a Nominated Recipient**

I write to you regarding the recent machinery of government changes and the impact this process may have had on your agency's nominated recipient(s) in relation to the *Independent Commissioner Against Corruption Act 2017* (the Act).

Pursuant to Section 97 of the Act, the Chief Executive of an agency may nominate a person to receive protected communications and deal with protected persons in matters of improper conduct. More information on appointing a nominated recipient(s) for your agency can be found in the attached nomination form.

Please return the completed nomination form to identify your agency Nominated Recipient(s) as soon as practicable via [icac.nt@icac.nt.gov.au](mailto:icac.nt@icac.nt.gov.au).

A Nominated Recipient forum will be held soon to provide training and support to all Nominated Recipients.

Your prompt response is greatly appreciated.

Yours sincerely

Naomi Loudon  
**Acting Independent Commissioner Against Corruption**

1 November 2024

[www.icac.nt.gov.au](http://www.icac.nt.gov.au)

## Appointing a Nominated Recipient



### Appointing a Nominated Recipient

Under the *Independent Commissioner Against Corruption Act 2017* (the Act), a Nominated Recipient is a specific person rather than a position as identified by the Chief Executive of an agency. To nominate a Nominated Recipient, a notice or letter from the Chief Executive of an agency (addressed to the Commissioner), must be sent to the Office of the Independent Commissioner Against Corruption (OICAC). The notice or letter may be sent via e-mail and must follow the directions set out in Section 97 of the Act as below:

#### Section 97 Nominated recipient

- 1) The person responsible for the management or control of a public body may nominate an eligible person to be the **nominated recipient** for the public body for this Part.
- 2) A person is eligible for nomination if:
  - a. the person is a public officer; and
  - b. the person responsible for the management or control of a public body is satisfied the person has suitable skills and training to be the nominated recipient.
- 3) **A nomination:**
  - a. **must be in writing; and**
  - b. **must specify the period for which the nomination has effect.**
- 4) The same person may be appointed as the nominated recipient for more than one public body.
- 5) **The person responsible for the management or control of a public body must notify the ICAC of a nomination, the expiry of a nomination or the revocation of a nomination as soon as practicable after the nomination is made, expires or is revoked.**
- 6) Notice of a nomination must include the name and contact details of the nominated recipient and the period of the nomination.

### Notice or letter to the Commissioner

The letter must be addressed to the Commissioner and may be sent via e-mail to [icac.nt@icac.nt.gov.au](mailto:icac.nt@icac.nt.gov.au)

The Chief Executive of an agency must notify the Commissioner in writing whenever there is a change in the status of a Nominated Recipient(s).

### Nominated Recipient training

The Office of the ICAC holds bi-annual forums to provide training and support to Nominated Recipients.

All Nominated Recipients are expected to attend the half-day forums. A calendar invite is sent to all Nominated Recipients and the Chief Executives with a date and venue details.

On-going support is available to Nominated Recipients by contacting the OICAC via email – [icac.nt@icac.nt.gov.au](mailto:icac.nt@icac.nt.gov.au)

### Nomination template

Below is a copy of the form to be completed and returned to the Commissioner identifying your agency Nominated Recipient.

[www.icac.nt.gov.au](http://www.icac.nt.gov.au)

## Appointing a Nominated Recipient



### Independent Commissioner Against Corruption NT Nominated Recipient Form

**Agency name:**

**Agency Chief Executive:**

In line with Section 97 of the *Independent Commissioner Against Corruption Act 2017*, as the Chief Executive of the Department, I nominate the staff listed below to be our Nominated Recipient. I confirm the identified staff below meet the eligibility set out in the Act as they are a public officer, and I am satisfied that they have suitable skills and training to be the nominated recipient.

Nominated Recipient name	Nominated Recipient position title	Phone	Email	Period for which nomination has effect (start and end date)	
				Start date	End date

.....  
Signature

**Name:**  
**Position:**  
**Agency:**  
  
**Date:**

[www.icac.nt.gov.au](http://www.icac.nt.gov.au)



The Honourable Lia Finocchiaro MLA  
Chief Minister of the Northern Territory

5 November 2024

**Re: Support for the continuation of visual security services in Maningrida**

Dear Chief Minister,

West Arnhem Regional Council (WARC) covers an area of almost 50,000 square kilometres across West Arnhem Land, comprising of five communities: Maningrida, Jabiru, Gunbalanya, Minjilang, Warruwi. Across the five wards, 12 elected Council members deliver advocacy and provide a strong voice for all community residents.

West Arnhem Regional Council provides a range of services to the community of Maningrida. These include sport and recreation programs, rubbish collection, parks and gardens maintenance, Australia Post agency service, in addition to managing the aquatic centre.

We are writing to you to express our support for the continuation of the provision of visual security services in Maningrida. Prior to visual security services being in place in Maningrida, our organisation was dealing with the consequences of crime in the community, which negatively impacted on the finances of our organisation, the delivery of services to the community, and the retention of staff members. Since the services have been in place, we have seen a considerable decrease in unlawful entries and damages to our assets.

We would like to thank the Northern Territory government for considering the funding proposal led by the Maningrida Progress Association, to contribute to the costs of continuing the service.

Yours faithfully,

A handwritten signature in black ink, appearing to be 'James Woods'.

Mayor James Woods  
West Arnhem Regional Council





## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>9.2</b>
<b>Title:</b>	<b>Meetings and Events attended by the Mayor</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### SUMMARY

This report provides information to Council on meetings and events attended by the Mayor since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Meetings and Events attended by the Mayor*.

#### BACKGROUND

The meetings and events listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies. The list is not a complete list of every meeting or event attended by the Mayor and excludes Council and Committee meetings.

#### COMMENT

Date(s)	Location	Reason for Meeting	Person(s) met with
30.10.2024	Via teams	Catch up with CEO	Andrew Walsh
6-7.11.2024	Alice Springs	LGANT Convention	Cr Otto Dann, Andrew Walsh, Fiona Ainsworth, Jocelyn Nathanael-Walters, Various NT Councils and Stakeholders
11-15.11.2024	Maningrida	Sydney Swans Visit	Maningrida Stakeholders and Sydney Swans Players and Representatives

#### LEGISLATION AND POLICY

Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.  
Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

#### FINANCIAL IMPLICATIONS

As per Council's policies and budget.

#### 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 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>9.3</b>
<b>Title:</b>	<b>Meetings and Events attended by the CEO</b>
<b>Author:</b>	<b>Andrew Walsh, Chief Executive Officer</b>

#### SUMMARY

This report provides information on meetings and events attended by the CEO since the last Ordinary Council Meeting.

#### RECOMMENDATION

THAT COUNCIL receive and note the report entitled *Meetings and Events attended by the CEO*.

#### BACKGROUND

The meetings listed involve discussions that influence or may affect the operations of the Council or relationships with external agencies. The list is not a complete list of every meeting attended by the CEO and excludes Council and Committee meetings.

#### COMMENT

Date(s)	Location	Reason for Meeting	Person(s) Met with
25.10.2024	Via Teams	Senior Leadership Team Meeting	WARC Senior Leadership Team
25.10.2024	Darwin	Monthly Catch Up with GACJT CEO	Dr Emma Young
28.10.2024	Via Teams	Enterprise Agreement Meeting	Union and WARC Bargaining Representatives
29.10.2024	Via Teams	Introductory Meeting with Bawinanga Aboriginal Corporation CEO	Kira Bourke
30.10.2024	Via Teams	Catch up with the Mayor	James Woods
1.11.2024	Darwin	Regular Catch up with DCMC Regional Executive Director for West Arnhem	Darren Johnson
1.11.2024	Darwin	Jaba Nats Discussion	Ian Richards from TV Works, Darren Johnson from DCMC
4.11.2024	Via Teams	Child Care Centre Partnership	Mike Gregory from Caulfield Grammer School
5.11.2024	Via Teams	Catch up with DCMC	Aneurin Townsend, Mayor James Woods
6-7.11.2024	Alice Springs	LGANT Convention	Mayor James Woods, Cr Otto Dann, , Fiona Ainsworth, Jocelyn Nathanael-Walters, Various NT Councils and Stakeholders
8.11.2024	Darwin	Monthly Catch Up with GACJT CEO	Dr Emma Young

11.11.2024	Darwin	Enterprise Agreement Meeting with Darwin Staff	Darwin WARC Staff
12.11.2024	Maningrida	Enterprise Agreement Meeting with Maningrida OStaff	Maningrida WARC Staff
13.11.2024	Minjilang	Enterprise Agreement Meeting with Minjilang Staff	Minjilang WARC Staff
13.11.2024	Warruwi	Enterprise Agreement Meeting with Warruwi Staff	Warruwi WARC Staff
14.11.2024	Gunbalanya	Enterprise Agreement Meeting with Gunbalanya Staff	Gunbalanya WARC Staff
14.11.2024	Jabiru	Enterprise Agreement Meeting with Jabiru Staff	Jabiru WARC Staff
15.11.2024	Darwin	Catch Up with Department of Logistics and Infrastructure	Claire Brown, Greg from MVR

#### **LEGISLATION AND POLICY**

Allowances and Expenses (Elected, Local Authority and Committee Members) Policy.  
Travel and Accommodation (Elected, Local Authority and Committee Members) Policy.

#### **FINANCIAL IMPLICATIONS**

As per Council's policies and budget.

#### **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 19 November 2024

<b>Agenda Reference:</b>	<b>9.4</b>
<b>Title:</b>	<b>Technical Services Projects Report</b>
<b>Author:</b>	<b>Clem Beard, Projects Manager Technical Services</b>

#### SUMMARY

This report is presented to the Council to provide an overview of all Local Authority and other Council projects delivered across the West Arnhem Regional Council locations, for the reporting period up to 15 October 2024.

#### RECOMMENDATION

THAT COUNCIL receives and notes the report titled *Technical Services Projects Report*.

#### BACKGROUND

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

#### COMMENT

As per attached report, a comprehensive snapshot is provided to Council of all current projects being undertaken by the Technical Services Team

#### 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**

1. Technical Services Projects OCM November 2024 (3) [9.4.1 - 7 pages]

## JABIRU TECHNICAL SERVICES PROJECTS - Other

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	30/11/2024	Design Phase only - Once received will allow for tender release	Jabiru Brockman Oval Lights	Jabiru	35%
In Progress	30/11/2024	Reseal Langford Drive/Taylor Place. Resealing additional footpaths	Parks Australia - Annual road maintenance funding	Jabiru	35%
In Progress	30/12/2024	Cultural approval required in preparation of receiving Rio Tinto funding	Dog Park - Lakeside Park	Jabiru	25%
Completed	Completed	Bore 3 Upgrade works have completed to connect full coverage telemetry system	Jabiru Telemetry System Upgrade	Jabiru	100%
Completed	Completed	Contractor has completed works and construction of grandstands	Jabiru Brockman Oval Grandstands	Jabiru	100%

## MINJILANG TECHNICAL SERVICES PROJECTS - Other

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	30/12/2024	Works awarded to Stedman Constructions. Works have commenced	New Minjilang Cemetery	Minjilang	30%

Completed	Completed	Works Completed	Minjilang Staff Housing	Minjilang	100%
Completed	Completed	Completed	Minjilang Creche Roof and Internal	Minjilang	100%

## WARRUWI TECHNICAL SERVICES PROJECTS - Other

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	28/2/2025	Seeking further quotes - per procurement policy	Warruwi ground penetrating radar	Warruwi	10%
In Progress	30/12/2024	Installation of sea container for storage at Recreation Hall. Additional 2 x concrete blocks to be delivered to meet certification requirements	Warruwi Recreation Hall upgrade	Warruwi	70%
In Progress	30/11/2024	Variation approved. Purchase order released and materials ordered by contractor	Warruwi staff housing	Warruwi	25%
Completed	Completed	Works complete	Warruwi Hall Reroof	Warruwi	100%



## MANINGRIDA TECHNICAL SERVICES PROJECTS - Other

STATUS	PROJECT COMPLETE	TASK	DESCRIPTION	LOCATION	% DONE
In Progress	30/3/2025	Concrete pour and pad construction works in progress	Maningrida Change Rooms	Maningrida	20%
In Progress	30/4/2025	Pre-Construction Planning. Complete works when changerooms are complete	Maningrida Toilets	Maningrida	5%
In Progress	30/11/2024	Mallabam road drainage and culvert entrance road at the office	Mallabam Roadworks	Maningrida	20%
In Progress	30/12/2024	Awaiting local approval. Additional and extensive consultations are required to proceed. Scheduled the 18/11/2024	Maningrida Cemetery	Maningrida	20%
In Progress	30/12/2024	Awaiting Development Application - expected up to 4 week turnaround	Maningrida Airport Structures	Maningrida	20%
Completed	Completed	Works complete	Maningrida Airport Road Line Marking	Maningrida	100%

## GUNBALANYA TECHNICAL SERVICES PROJECTS - Other

STATUS	PROJECT COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
In Progress	30/11/2024	Thinkwater - irrigation and pumps work is now completed. Overhead sprinklers replaced. Topsoil/seeding/fertilising works in progress	Gunbalanya Oval Upgrade	Gunbalanya	75%
In Progress	30/06/2025	Claim accepted - Works awarded to MJ Builders - Materials in procurement. Demolition works will commence after the wet	Gunbalanya Flood Insurance Toad Hall/Laundry	Gunbalanya	10%

## GUNBALANYA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
In Progress	30/11/2024	Construction complete - additional type 2 fill to be delivered to reduce potential flooding risk to shelters	Gunbalanya Shelters	Gunbalanya	50%
In Progress	30/11/2024	Works have been awarded to TB Constructions as Kakadu Contracting have no capacity	Gunbalanya Aged Care Pavers	Gunbalanya	25%
Completed	Completed	Water bottle filling fountain hardware replaced - Completed	Gunbalanya Cold Water Drinking Fountain	Gunbalanya	100%
Completed	Completed	Works Completed	Vet Program - Animal Management	Gunbalanya	100%
Completed	Completed	Materials ordered - awaiting delivery	Crosswalk/Speed Hump - Gunbalanya Office/Youth Centre	Gunbalanya	100%
Completed	Completed	Materials ordered - awaiting delivery	Modifications Office Shelter	Gunbalanya	100%

## WARRUWI LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
In Progress	30/11/2024	Purchase Order raised to Stedman Constructions to complete works	Repairs to shade structure	Warruwi	15%

Completed	Completed	Works to be completed by local contractor	Supply and Install Steel Grab Rails	Warruwi	100%
Completed	Completed	Works Completed - awaiting final invoice to be received	Vet Program - Animal Management	Warruwi	100%
Completed	Completed	Works Completed	Vet Program - Animal Management	Warruwi	100%

## MANINGRIDA LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
In Progress	31/12/2024	Preplanning/permits stage in progress	NYE Fireworks 2024	Maningrida	35%
In Progress	15/12/2024	Water bubbler to be installed. Awaiting Power Water approval	Installation Outdoor Gym	Maningrida	85%
In Progress	30/11/2024	Contractor has delivered bollards to Maningrida for completion by mid December	Bollards for Cricket Oval	Maningrida	40%
In Progress	28/02/2025	Hiace Van not fit for purpose - await quotes for a commuter bus	Funeral Hearse Vehicle	Maningrida	10%
Completed	Completed	Works Completed	Vet Program - Animal Management	Maningrida	100%
Completed	Completed	Works Complete	Grandstands Basketball Court/Footy Oval	Maningrida	100%

## MINJILANG LOCAL AUTHORITY PROJECTS

STATUS	PROJECTED COMPLETE	STAGE	DESCRIPTION	LOCATION	% DONE
Completed	Completed	Works Completed	Vet Program - Animal Management	Minjilang	100%

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>9.5</b>
<b>Title:</b>	<b>Jabiru Landfill EPA License Final Report</b>
<b>Author:</b>	<b>Sara Fitzgerald, Waste and Resource Coordinator</b>

#### SUMMARY

This report is to provide an update to Council regarding the non-compliance matters raised during recent inspection of the Jabiru Landfill, EPA license EPL351.

#### RECOMMENDATION

THAT COUNCIL:

1. Receive and note the report titled *Jabiru Landfill EPA License Final Report*.

#### BACKGROUND

Following an inspection of the Jabiru Landfill site, (tabled in the July Confidential Ordinary Council meeting), the NTEPA has advised of 15 instances of non-compliance with EPL351 Environmental Protection License held by Jabiru Landfill.

#### COMMENT

The NTEPA issued Council an official warning of noncompliance to the license for Jabiru Landfill (EPL351). Council addressed the non-compliance items by action or commitments made. A close out audit inspection by NTEPA was completed on Monday 4 November 2024 (refer attached).

The NTEPA welcomed Council's commitment to rectify previously identified non-compliances with EPL351 and improve environmental outcomes at the Jabiru Waste Management Facility. Council was invited to make submissions about the observations noted in their report.

The NTEPA representative made comment about the focus on working with Council to make improvements, rather than imposing penalties for non-compliance. They also encouraged Council to provide good news stories for NTEPA to share regarding circular economy and waste reduction in remote communities.

#### LEGISLATION AND POLICY

Not applicable.

#### FINANCIAL IMPLICATIONS

Not applicable.

#### STRATEGIC IMPLICATIONS

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

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

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

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

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

#### ATTACHMENTS

1. EP L 351 Jabiru Landfill Response Document to Inspection Report [9.5.1 - 14 pages]
2. EPL355 Non-compliance Response Document Close-out report [9.5.2 - 14 pages]
3. 241030 Letter Andrew Walsh WARC 30 Oct 2024 EP L 351 [9.5.3 - 3 pages]

# EPL351 - Jabiru Landfill

## Response Document to Inspection Report



**Prepared for:** NTEPA  
**Prepared by:** Sara Fitzgerald  
**Position:** Waste and Resource Coordinator  
**Date:** October 2024

## Statement

The West Arnhem Regional Council is committed to improving waste management practices and enhancing our landfill sites across the region. We acknowledge our non-compliance to the conditions of EPL351 and this document seeks to provide evidence of rectification works completed up to October 2024.

In the period since the EPL351 has been issued, Jabiru Landfill has seen exceptional circumstances that have contributed to non-compliance, including 32 complete building demolitions (minus hazardous waste), and contraction of available resource levels. To regain compliance to the conditions of EPL351 West Arnhem Regional Council has demonstrated its commitment to upholding our environmental obligations through most effective use of limited funding to regain compliance. This report details each non compliance issue and corrective actions taken to regain compliance and maintain compliance into the future.




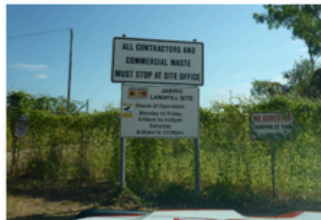


**COMPLIANCE ITEM 1:**

EPL351 Condition 4.1: The licensee must display the environment protection licence number issued under the WMPC Act, and

**COMPLIANCE ITEM 2:**

Condition 4.2: The licensee must display 24 hour emergency contact details.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
1.	EPL351 Condition 4: The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details:  4.1: environment protection licence number issued under the WMPC Act;	Signage at the entrance to the landfill does not show the EPL number	NON-COMPLIANT	
2.	EPL351 Condition 4: The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details:  4.2: 24 hour emergency contact details.	Signage at the entrance to the landfill does not show the emergency contact details	NON-COMPLIANT	

**Corrective actions**

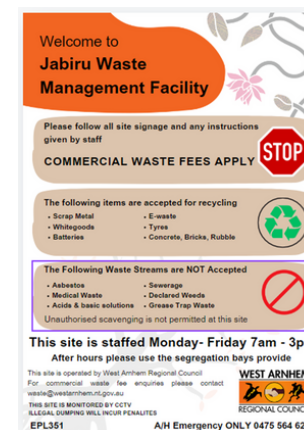
**Interim**

Temporary signage has been installed at the landfill to meet compliance obligations while awaiting new signage.

**Long Term**

Permanent signage has been ordered that will maintain compliance and will be installed as soon as it arrives. The condition of compliance for the signage will be added to the operational plan for future reference.

**Evidence**



**COMPLIANCE ITEM 3:**

EPL351 Condition 5: The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
3.	EPL351 Condition 5: The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.	Sara Fitzgerald (Waste and Resource Coordinator) advised officers over the phone during the inspection that a hard copy of the licence is not kept at the gatehouse.	NON-COMPLIANT	N/A

**Corrective actions**

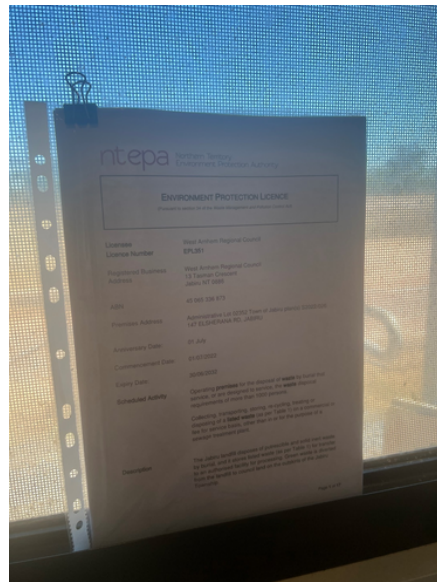
**Interim**

License is now stored in the landfill gatehouse with staff aware of its location.

**Long Term**


License will continue to be stored at the landfill gatehouse with newly inducted staff made aware of its location.

**Evidence**



### COMPLIANCE ITEM 4:

EPL351 Condition 17: The licensee must not exceed any of the storage limits specified in Table 3.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE								
4.	<p>EPL351 Condition 17: The licensee must not exceed any of the storage limits specified in Table 3.</p> <p><b>Table 3 - Storage Limits</b></p> <table border="1"> <thead> <tr> <th>Listed Waste</th> <th>Limit</th> </tr> </thead> <tbody> <tr> <td>Used Lead Acid Batteries*</td> <td>4500 kg</td> </tr> <tr> <td>Tyres</td> <td>50 m3</td> </tr> <tr> <td>Waste oils</td> <td>2000 L</td> </tr> </tbody> </table> <p>*The equivalent of 4 pallets packed in accordance with the ABRI Packaging Standard for ULAB. One pallet of ULAB stacked up to a maximum of 3 layers and does not exceed a maximum weight of 1500 kg.</p>	Listed Waste	Limit	Used Lead Acid Batteries*	4500 kg	Tyres	50 m3	Waste oils	2000 L	<p>Officers observed three locations of ULABs:</p> <ol style="list-style-type: none"> <li>1. Behind the green waste area (as per photos) - 8 wooden pallets containing approximately 150-200 batteries and a further 40-50 directly on the ground and most covered in vegetation.</li> <li>2. Adjacent to the tyre storage area - Officers were unable to estimate the number of batteries due to heavy weed cover. The batteries that could be seen were not on pallets.</li> <li>3. Adjacent to the waste oil storage - several batteries on the ground</li> </ol>	NON-COMPLIANT	
Listed Waste	Limit											
Used Lead Acid Batteries*	4500 kg											
Tyres	50 m3											
Waste oils	2000 L											

### Corrective actions

#### Interim

All batteries were collated and packed according to ABRI packaging standards and have been transported to Darwin with a licensed contractor.

#### Long Term

- West Arnhem Regional Council has applied for amendment to license to facilitate transport of ULAB\*.
- ULAB are to be stored directly on a pallet and packed for transport. Once pallet is full they will be transported to Darwin for recycling
- Council will purchase ULAB\* transport container for the storage and transport of batteries when funds are available.

\* ULAB is Used Lead Acid Battery


### Evidence



Ordinary Council Meeting  
Tuesday 19 November 2024

**COMPLIANCE ITEM 5:**

EPL351 Condition 18: The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB\*.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
5.	EPL351 Condition 18: The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB.	As Section 4 above.	NON-COMPLIANT	

**Corrective actions**

**Interim**

All batteries were collated and packed according to ABRI packaging standards to await transport. these were then transported to Darwin with a licensed contractor.

**Long Term**

- West Arnhem Regional Council has applied for amendment to license to facilitate transport of ULAB\*.
- ULAB are to be stored directly on a pallet and packed for transport. Once pallet is full they will be transported to Darwin for recycling
- Council will purchase ULAB\* transport container for the storage and transport of batteries when funds are available.


\* ULAB is Used Lead Acid Battery

**Evidence**



### COMPLIANCE ITEM 6:

EPL351 Condition 19: The licensee must not exceed any of the tyre stack limits specified in Table 4.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE										
6.	<p>EPL351 Condition 19: The licensee must not exceed any of the tyre stack limits specified in Table 4.</p> <p><b>Table 4 - Tyres Stack Limits</b></p> <table border="1"> <thead> <tr> <th>Tyre stack</th> <th>Limit</th> </tr> </thead> <tbody> <tr> <td>Height</td> <td>2 m</td> </tr> <tr> <td>Length</td> <td>5 m</td> </tr> <tr> <td>Width</td> <td>5 m</td> </tr> <tr> <td>Slope</td> <td>45°</td> </tr> </tbody> </table>	Tyre stack	Limit	Height	2 m	Length	5 m	Width	5 m	Slope	45°	<p>Tyres were stored in a bay with the pile being approximately 20 m x 30 m with an average depth of 1 m.</p>	<p>NON-COMPLIANT</p>	
Tyre stack	Limit													
Height	2 m													
Length	5 m													
Width	5 m													
Slope	45°													

### Corrective actions

#### Interim

All tyres without rims were transported to Darwin with a licensed contractor.

#### Long Term


- West Arnhem Regional Council has applied for amendment to the license to facilitate transportation of tyres
- Tyres are to be stored directly on a pallet and packed for transport. Once the pallet is full, they will be transported to Darwin for recycling
- When funds allow, Council will purchase a tipping skip bin for tyres so they can be stored in the segregation bay. This will facilitate easy moving of tyres in case of fire.

### Evidence



**COMPLIANCE ITEM 7:**

6EPL351 Condition 20: The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
7.	EPL351 Condition 20: The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.	Three sides of the tyre stockpile bay were clear of vegetation. Vegetation was present in the adjacent bay where batteries were stored. Vegetation was also observed growing over the tyre stockpile.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Tyre stocks have been greatly reduced and remaining tyres have been cleared of any vegetation and fire breaks reestablished.

**Long Term**



- West Arnhem Regional Council will maintain the necessary 10 meter fire break around the storage area

**Evidence**



**COMPLIANCE ITEM 8:**

EPL351 Condition 22: The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
8.	EPL351 Condition 22: The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.	Waste cooking oil and unused motor oil containers were stored on bare ground near the putrescible waste dumping area.  Waste motor oil was stored in bund rather than IBCs over a bund.	NON-COMPLIANT	 

**Corrective actions**

**Interim**

Excess oil was transferred to oil storage container. Cover was reestablished on waste oil storage and bunds were emptied of all liquid. Licensed contractor emptied the bund and oil storage and removed from site.

**Long Term**


- A pallet has been supplied next to the waste oil for container drop off
- Will be regularly monitored for compliance to safe storage

**Evidence**



**COMPLIANCE ITEM 9:**

Condition 23: The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
9.	EPL351 Condition 23: The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.	Lack of signage in drop off bays for clear segregation of waste as per layout of landfill.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Temporary signage has been implemented for drop off bays to segregate waste.

**Long Term**

- Permanent Signage has been ordered, and will be installed on arrival.
- Council will purchase appropriate skip bins for the segregation bays when funds allow.


**Evidence**





**COMPLIANCE ITEM 10 AND 12 :**  
**EPL351 Condition 24: The licensee must ensure that litter:**

24.1 is contained within the boundary of the premises;  
 24.3 does not accumulate along the boundary of the premises.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
10.	EPL351 Condition 24: The licensee must ensure that litter:  24.1 is contained within the boundary of the premises;	Small amounts of litter was outside of the premises.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Litter inspection has been made a standard daily procedure with resource support being made available for these actions

**Long Term**


- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Inspection reports to be monitored by Works Supervisor.

**Evidence**



**COMPLIANCE ITEM 11:**

EPL351 Condition 24: The licensee must ensure that litter: 24.2 is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s);

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
11.	EPL351 Condition 24: The licensee must ensure that litter:  24.2 is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s);	Large amounts of litter in water.	NON-COMPLIANT	

**Evidence**



**Corrective actions**

**Interim**

Litter inspection has been made a standard daily procedure with resource support being made available for these actions.


**Long Term**

- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Contractor engaged to perform earthworks to improve large area where leachate accumulates.
- Inspection reports to be monitored by Works Supervisor.



**COMPLIANCE ITEM 13:**

EPL351 Condition 28: The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
13.	EPL351 Condition 28: The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.	No evidence of recent cover material on or over waste	NON-COMPLIANT	

**Corrective actions**

**Interim**

Progressive rectification actions are being taken to cover exposed landfill face as and when suitable fill becomes available.

**Long Term**



- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Limiting access to landfill face is being progressed to ensure better oversight by the landfill operator
- Minimising exposed operational landfill face to reduce the quantity of soil for cover required .

**Evidence**



**COMPLIANCE ITEM 14 & 15:**

EPL351 Condition 29: 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, and Condition 30: The licensee must ensure that neither leachate nor water pond on the surface of the landfill.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
14.	EPL351 Condition 29: 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.	A large pit immediately behind putrescible waste disposal area contained a dark coloured water consistent with leachate (colour and odour). No lined leachate pond was present as per the layout attached to EPL351 and the Environmental Management Plan listed in Table 2 of EPL351.	NON-COMPLIANT	
15.	EPL351 Condition 30: The licensee must ensure that neither leachate nor water pond on the surface of the landfill.	As Section 14 above	NON-COMPLIANT	

**Corrective actions**

**Interim**

Rectification earthworks has been completed to improve site drainage and management of leachate by evaporation. has been updated to reflect this.

**Long Term**

.The Environmental Management Plan (EMP) for the site has been updated to include leachate management by evaporation until such time as funds allow a full remediation.

**Evidence**



# EPL351 - Jabiru Landfill

## Response Document to Inspection Report



**Prepared for:** NTEPA  
**Prepared by:** Sara Fitzgerald  
**Position:** Waste and Resource Coordinator  
**Date:** October 2024

## Statement

The West Arnhem Regional Council is committed to improving waste management practices and enhancing our landfill sites across the region. We acknowledge our non-compliance to the conditions of EPL351 and this document seeks to provide evidence of rectification works completed up to October 2024.

In the period since the EPL351 has been issued, Jabiru Landfill has seen exceptional circumstances that have contributed to non-compliance, including 32 complete building demolitions (minus hazardous waste), and contraction of available resource levels. To regain compliance to the conditions of EPL351 West Arnhem Regional Council has demonstrated its commitment to upholding our environmental obligations through most effective use of limited funding to regain compliance. This report details each non compliance issue, and the corrective actions taken to regain and maintain compliance into the future.


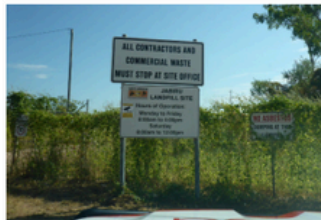


**COMPLIANCE ITEM 1:**

EPL351 Condition 4.1: The licensee must display the environment protection licence number issued under the WMPC Act, and

**COMPLIANCE ITEM 2:**

Condition 4.2: The licensee must display 24 hour emergency contact details.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
1.	EPL351 Condition 4: The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details:  4.1: environment protection licence number issued under the WMPC Act;	Signage at the entrance to the landfill does not show the EPL number	NON-COMPLIANT	
2.	EPL351 Condition 4: The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details:  4.2: 24 hour emergency contact details.	Signage at the entrance to the landfill does not show the emergency contact details	NON-COMPLIANT	

**Corrective actions**

**Interim**

Temporary signage has been installed at the landfill to meet compliance obligations while awaiting new signage.

**Long Term**

Permanent signage has been ordered that will maintain compliance and will be installed as soon as it arrives. The condition of compliance for the signage will be added to the operational plan for future reference.

**Evidence**



**COMPLIANCE ITEM 3:**

EPL351 Condition 5: The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
3.	EPL351 Condition 5: The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.	Sara Fitzgerald (Waste and Resource Coordinator) advised officers over the phone during the inspection that a hard copy of the licence is not kept at the gatehouse.	NON-COMPLIANT	N/A

**Corrective actions**

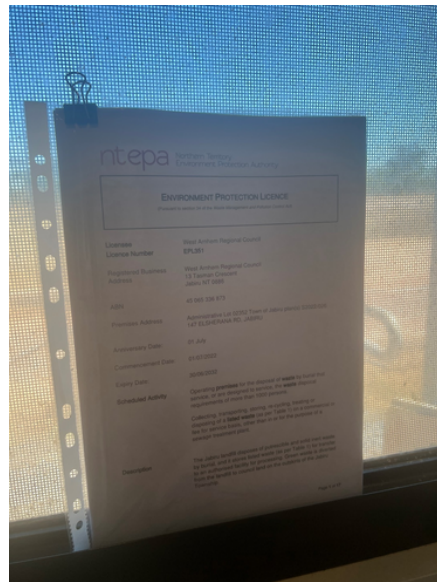
**Interim**

License is now stored in the landfill gatehouse with staff aware of its location.

**Long Term**

License will continue to be stored at the landfill gatehouse with newly inducted staff made aware of its location.


**Evidence**





### COMPLIANCE ITEM 4:

EPL351 Condition 17: The licensee must not exceed any of the storage limits specified in Table 3.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE								
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Listed Waste	Limit											
Used Lead Acid Batteries*	4500 kg											
Tyres	50 m3											
Waste oils	2000 L											

### Corrective actions

#### Interim

All batteries were collated and packed according to ABRI packaging standards and have been transported to Darwin with a licensed contractor.

#### Long Term

- West Arnhem Regional Council has applied for amendment to license to facilitate transport of ULAB\*.
- ULAB are to be stored directly on a pallet and packed for transport. Once pallet is full they will be transported to Darwin for recycling
- Council will purchase ULAB\* transport container for the storage and transport of batteries when funds are available.


\* ULAB is Used Lead Acid Battery

### Evidence



**COMPLIANCE ITEM 5:**

EPL351 Condition 18: The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB\*.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
5.	EPL351 Condition 18: The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB.	As Section 4 above.	NON-COMPLIANT	

**Corrective actions**

**Interim**

All batteries were collated and packed according to ABRI packaging standards to await transport. these were then transported to Darwin with a licensed contractor.

**Long Term**

- West Arnhem Regional Council has applied for amendment to license to facilitate transport of ULAB\*.
- ULAB are to be stored directly on a pallet and packed for transport. Once pallet is full they will be transported to Darwin for recycling
- Council will purchase ULAB\* transport container for the storage and transport of batteries when funds are available.


\* ULAB is Used Lead Acid Battery

**Evidence**



### COMPLIANCE ITEM 6:

EPL351 Condition 19: The licensee must not exceed any of the tyre stack limits specified in Table 4.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE										
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Tyre stack	Limit													
Height	2 m													
Length	5 m													
Width	5 m													
Slope	45°													

### Corrective actions

#### Interim

All tyres without rims were transported to Darwin with a licensed contractor.

#### Long Term


- West Arnhem Regional Council has applied for amendment to the license to facilitate transportation of tyres
- Tyres are to be stored directly on a pallet and packed for transport. Once the pallet is full, they will be transported to Darwin for recycling
- When funds allow, Council will purchase a tipping skip bin for tyres so they can be stored in the segregation bay. This will facilitate easy moving of tyres in case of fire.

### Evidence



**COMPLIANCE ITEM 7:**

6EPL351 Condition 20: The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
7.	EPL351 Condition 20: The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.	Three sides of the tyre stockpile bay were clear of vegetation. Vegetation was present in the adjacent bay where batteries were stored. Vegetation was also observed growing over the tyre stockpile.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Tyre stocks have been greatly reduced and remaining tyres have been cleared of any vegetation and fire breaks reestablished.

**Long Term**



- West Arnhem Regional Council will maintain the necessary 10 meter fire break around the storage area

**Evidence**



**COMPLIANCE ITEM 8:**

EPL351 Condition 22: The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
8.	EPL351 Condition 22: The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.	Waste cooking oil and unused motor oil containers were stored on bare ground near the putrescible waste dumping area.  Waste motor oil was stored in bund rather than IBCs over a bund.	NON-COMPLIANT	 

**Corrective actions**

**Interim**

Excess oil was transferred to oil storage container. Cover was reestablished on waste oil storage and bunds were emptied of all liquid. Licensed contractor emptied the bund and oil storage and removed from site.

**Long Term**


- A pallet has been supplied next to the waste oil for container drop off
- Will be regularly monitored for compliance to safe storage

**Evidence**



**COMPLIANCE ITEM 9:**

Condition 23: The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
9.	EPL351 Condition 23: The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.	Lack of signage in drop off bays for clear segregation of waste as per layout of landfill.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Temporary signage has been implemented for drop off bays to segregate waste.

**Long Term**


- Permanent Signage has been ordered, and will be installed on arrival.
- Council will purchase appropriate skip bins for the segregation bays when funds allow.

**Evidence**



**COMPLIANCE ITEM 10 AND 12 :**  
**EPL351 Condition 24: The licensee must ensure that litter:**

24.1 is contained within the boundary of the premises;  
 24.3 does not accumulate along the boundary of the premises.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
10.	EPL351 Condition 24: The licensee must ensure that litter:  24.1 is contained within the boundary of the premises;	Small amounts of litter was outside of the premises.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Litter inspection has been made a standard daily procedure with resource support being made available for these actions

**Long Term**


- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Inspection reports to be monitored by Works Supervisor.

**Evidence**



**COMPLIANCE ITEM 11:**

EPL351 Condition 24: The licensee must ensure that litter: 24.2 is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s)

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
11.	EPL351 Condition 24: The licensee must ensure that litter:  24.2 is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s)	Large amounts of litter in water.	NON-COMPLIANT	

**Corrective actions**

**Interim**

Litter inspection has been made a standard daily procedure with resource support being made available for these actions.

**Long Term**

- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Contractor engaged to perform earthworks to improve large area where leachate accumulates.
- Inspection reports to be monitored by Works Supervisor.


**Evidence**





**COMPLIANCE ITEM 13:**

EPL351 Condition 28: The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
13.	EPL351 Condition 28: The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.	No evidence of recent cover material on or over waste	NON-COMPLIANT	

**Corrective actions**

**Interim**

Progressive rectification actions are being taken to cover exposed landfill face as and when suitable fill becomes available.

**Long Term**



- More emphasis on correct landfill cover has been made in operational plans to prevent litter.
- Limiting access to landfill face is being progressed to ensure better oversight by the landfill operator
- Minimising exposed operational landfill face to reduce the quantity of soil for cover required .

**Evidence**



**COMPLIANCE ITEM 14 & 15:**

EPL351 Condition 29: 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, and Condition 30: The licensee must ensure that neither leachate nor water pond on the surface of the landfill.

#	REQUIREMENT	OBSERVATIONS	ASSESSMENT	EVIDENCE
14.	EPL351 Condition 29: 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.	A large pit immediately behind putrescible waste disposal area contained a dark coloured water consistent with leachate (colour and odour). No lined leachate pond was present as per the layout attached to EPL351 and the Environmental Management Plan listed in Table 2 of EPL351.	NON-COMPLIANT	
15.	EPL351 Condition 30: The licensee must ensure that neither leachate nor water pond on the surface of the landfill.	As Section 14 above	NON-COMPLIANT	

**Corrective actions**

**Interim**

Rectification earthworks has been completed to improve site drainage and management of leachate by evaporation. has been updated to reflect this.

**Long Term**

- The Environmental Management Plan (EMP) for the site has been updated to include leachate management by evaporation until such time as funds allow a full remediation.

**Evidence**





Department of LANDS,  
PLANNING AND  
ENVIRONMENT

Environment Division  
Arnhemica House, Level 1  
16 Parap Road, PARAP NT 0820

Postal address  
GPO Box 3675  
Darwin NT 0801

E [pollution@nt.gov.au](mailto:pollution@nt.gov.au)

T 08 8924 4218  
F 08 8942 6554

File reference  
33-D24-5841

30 October 2024

Mr Andrew Walsh  
Chief Executive Officer  
West Arnhem Regional Council  
PO Box 721  
JABIRU NT 0886

Via email: [andrew.walsh@westarnhem.nt.gov.au](mailto:andrew.walsh@westarnhem.nt.gov.au)  
cc: [sara.fitzgerald@westarnhem.nt.gov.au](mailto:sara.fitzgerald@westarnhem.nt.gov.au)

Dear Mr Walsh

**Re: EPL351 – West Arnhem Regional Council – Official Warning**

On 6 June 2024, officers authorised under section 70 of the *Waste Management and Pollution Control Act 1998 (WMPC Act)*, conducted an inspection and assessment of compliance against the environment protection licence (EPL) 351 at 147 Elsherana Road, Jabiru, operated by West Arnhem Regional Council (WARC).

On 24 June 2024, the Department wrote to WARC about the observed contraventions of EPL351 (detailed in **Attachment 1**).

Under section 39(2) of the WMPC Act, the holder of an environment protection approval or a licence must not contravene or fail to comply with the approval or licence. Contraventions of s39(2) are deemed level 4 environmental offences.

If convicted in a court, individual breaches for level 4 environmental offences can result in penalties of up to 385 penalty units for a company (up to \$71,225 at current values).

In the alternative to prosecution, each level 4 environmental offence could incur a Penalty Infringement Notice (PIN) of up to 50 penalty units for a company (up to \$9,250 at current values).

On 24 July 2024 WARC provided a response to the identified non-compliances, detailing the commitment by WARC to comply with the WMPC Act, review internal procedures and prevent environmental harm. WARC committed to rectifying all identified non-compliances with EPL351, by 30 October 2024

I am encouraged by the commitments made by WARC to take immediate action to rectify all identified non-compliances.

This commitment has been carefully considered in accordance with the Environment Regulation branch's [Compliance and Enforcement Policy](#) and [Enforcement Guideline](#).

On this occasion, a decision has been made to issue an Official Warning to WARC for offences against s39(2) of the WMPC Act, as detailed in **Attachment 1**.

The Department of Lands, Planning and Environment expects WARC to fulfil all commitments it has made to rectify the non-compliances with EPL351 as outlined in its response letter. A follow up inspection will be conducted on **Monday, 4 November 2024**, to review the current state of compliance with EPL351.

WARC should be aware that any future breaches of the WMPC Act may lead to escalated regulatory action, guided by this Official Warning.

If you have any questions about this correspondence, please contact me via email to [environmentalregulation@nt.gov.au](mailto:environmentalregulation@nt.gov.au) or phone (08) 8924 4218.

Yours sincerely



Bryan Baker  
Authorised Officer

*Providing services for the*  
Northern Territory Environment Protection Authority

**Attachment 1 – Contraventions of EPL351 identified on 6 June 2024**

<p><b>Condition 4.1</b> The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details: environment protection licence number issued under the WMPC Act.</p> <p><b>Condition 4.2</b> The licensee must cause clear and legible signage, in English, to be displayed in a prominent location at each public entrance to the premises that includes the following details: 24 hour emergency contact details.</p> <p><b>Condition 5</b> The licensee must cause a copy of this licence to be available for inspection by any person, in hard copy form, at the premises.</p> <p><b>Condition 17</b> The licensee must not exceed any of the storage limits specified in Table 3.</p> <p><b>Condition 18</b> The licensee must handle listed waste ULAB (in the form of 'acidic solutions or acids in solid form' and 'lead, lead compounds') in accordance with the Australian Battery Recycling Initiative (ABRI) Packaging Standard for ULAB.</p> <p><b>Condition 19</b> The licensee must not exceed any of the tyre stack limits specified in Table 4.</p> <p><b>Condition 20</b> The licensee must maintain a 10 metre wide firebreak around the boundary of the tyre stockpile area.</p> <p><b>Condition 22</b> The licensee must ensure that all materials that are likely to cause environmental harm are handled and stored in areas with a containment system in accordance with the relevant Australian Standard. Where no relevant Australian Standard exists, the containment system must be sized to contain 110% of the volume of the largest container within the area.</p> <p><b>Condition 23</b> The licensee must segregate waste received or generated at the premises in clearly designated areas for recycling, re-use or disposal.</p> <p><b>Condition 24.1</b> The licensee must ensure that litter: is contained within the boundary of the premises.</p> <p><b>Condition 24.2</b> The licensee must ensure that litter: is not deposited or allowed to accumulate in stormwater drain(s), water or leachate dam(s).</p> <p><b>Condition 24.3</b> The licensee must ensure that litter: does not accumulate along the boundary of the premises.</p> <p><b>Condition 28</b> The licensee must cover waste in accordance with the NT EPA Guidelines for the Siting, Design and Management of Solid Waste Disposal Sites in the Northern Territory.</p> <p><b>Condition 29:</b> 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.</p> <p><b>Condition 30:</b> The licensee must ensure that neither leachate nor water pond on the surface of the landfill.</p>
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## WEST ARNHAM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>10.1</b>
<b>Title:</b>	<b>Elected Member Questions with or without Notice</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **SUMMARY**

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

#### **RECOMMENDATION**

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

#### **ATTACHMENTS**

Nil

## WEST ARNHEM REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

<b>Agenda Reference:</b>	<b>11.1</b>
<b>Title:</b>	<b>Closure to the Public for the Discussion of Confidential Items</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

#### **SUMMARY**

Pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (General) Regulations 2021*, the meeting is to be closed to the public to consider confidential matters.

#### **LEGISLATION AND POLICY**

Section 99(2) of the *Local Government Act 2019*  
Regulations 51 and 52 of the *Local Government (Administration) Regulations 2021*

#### **RECOMMENDATION**

That pursuant to section 99(2) and 293(1) of the *Local Government Act 2019* and section 52 of the *Local Government (General) Regulations 2021* the meeting be closed to the public to consider the Confidential items of the Agenda.

#### **ATTACHMENTS**

Nil

**WEST ARNHEM REGIONAL COUNCIL**

**FOR THE MEETING 19 NOVEMBER 2024**

**EXCLUSION OF THE PUBLIC**

The information in this section of the agenda is classed as confidential under section 293(1) of the *Local Government Act 2019* and regulation 52 of the *Local Government (Administration) Regulations 2021*.



## WEST ARNHem REGIONAL COUNCIL

### FOR THE MEETING 19 NOVEMBER 2024

#### RE-ADMITTANCE OF THE PUBLIC

<b>Agenda Reference:</b>	<b>12.1</b>
<b>Title:</b>	<b>Confirmation of Confidential Special and Ordinary Council Meeting Minutes</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(ii). It contains information that would, if publicly disclosed, be likely to: prejudice the maintenance or administration of the law.*

<b>Agenda Reference:</b>	<b>12.2</b>
<b>Title:</b>	<b>Incoming and Outgoing Correspondence</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(d). It contains information subject to an obligation of confidentiality at law, or in equity.*

<b>Agenda Reference:</b>	<b>12.3</b>
<b>Title:</b>	<b>Proposed Yield Up - Lot 660 Maningrida</b>
<b>Author:</b>	<b>Clem Beard, Projects Manager Technical Services</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

<b>Agenda Reference:</b>	<b>12.4</b>
<b>Title:</b>	<b>Current Status of Outstanding Regional Land Use Agreements from the Northern Land Council</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

<b>Agenda Reference:</b>	<b>12.5</b>
<b>Title:</b>	<b>Acceptance of Land Use Agreement Lot 733 - Gunbalanya Workshop</b>
<b>Author:</b>	<b>Clem Beard, Project Manager Technical Services</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

**Agenda Reference: 12.6**

**Title: Report on Jabiru subleases**

**Author: Leanne Johansson, Business Development Manager**

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(c)(i). It contains information that would, if publicly disclosed, be likely to: cause commercial prejudice to, or confer an unfair commercial advantage on, any person.*

<b>Agenda Reference:</b>	<b>12.7</b>
<b>Title:</b>	<b>Sponsorship Proposal</b>
<b>Author:</b>	<b>Jasmine Mortimore, Governance Advisor</b>

*The Report will be dealt with under Section 293(1) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 Section 51(1)(e). It contains information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*

**13 NEXT MEETING**

**14 MEETING DECLARED CLOSED**