"MOODITJ (EXAMPLE) COMMUNITY"

ENVIRONMENTAL HEALTH PLAN

NB: This proforma guide is not intended to inform “how” or “why” to consult with Aboriginal communities nor to justify the need for an environmental health plan for each Community. It is intended to be used as a guide as to how to structure and to show the kinds of things that should be included in a Community’s environmental health plan. The environmental health plan is meant to be the Community’s Plan for itself and not an Environmental Health Practitioner’s plan for the Community. NB: The red italicised is for information/instruction and should be deleted when no longer needed and the plan completed.

Example 1 (This is an opportunity for the Community to make a statement about themselves and environmental health – i.e. how they see it)
Most people living in Australia do not need to consider how to access safe drinking water and power or how waste water and rubbish are removed from their homes and managed. If their house is damaged or any water or power connections, fittings or outlets are not working, it is a straightforward process to get the problem fixed.

However, in our case and for many other remote Aboriginal communities like ours, this is not the case. The distances from the nearest town(s), service providers and tradespersons is vast, making access to repairs and maintenance expensive and slow. This affects the quality of our living environment and, in turn, affects the health of people living in our community.

We acknowledge the presence and work done by local and regionally based Environmental Health Practitioners (EHPs). We understand EHPs are part of the Public Health workforce that targets environmental issues which affect health, particularly in communities like ours where mainstream services do not exist. EHPs undertake a wide range of activities, from the level of individual households, to the community and regional levels, and because of this they can and do make a genuine and highly valued contribution to improving the health of everyone living in our Community.

We also acknowledge that many diseases experienced by Aboriginal people are directly linked to poor environmental health conditions in their communities. If the overall health levels of indigenous people are to improve, the environmental health and general living conditions that currently exist in our and many other communities, must be raised to a better standard. It is only by keeping people, homes and communities clean, hygienic and safe that the health of our community members will be significantly improved.

This Community Environmental Health Action Plan records (1) what we consider to be our priorities and (2) records what and how everyone will work with us to improve the living conditions in our community.

This Plan is OUR plan. We are looking for you, our friends and partners, to work with us (not for or instead of us), to help improve our living conditions and make “Mooditj Community” a better, healthier place for all who live and work here.

Or
Example 2

Introduction:

The quality of the living environment in our homes and in our community has a direct effect on the health of our people. Many diseases experienced by Aboriginal people are directly linked to poor environmental health conditions.

Environmental Health Practitioners are part of the Public Health workforce that target elements of the environment which can affect health. This is particularly important in our community where the standard of essential service supply (water, sanitation and power) differs from that provided to large towns and cities.

Because of our location and remoteness we have limited access to the range of service providers and tradespersons. Housing and community infrastructure maintenance and repairs can be expensive and slow. This can affect the quality of our living environment and compromise the health of our people.

We know that access to safe drinking water, suitable housing with functional health hardware, nutritious food and sanitation management are the basic requirements for our community to survive. We acknowledge the work of local and regionally based Environmental Health Practitioners (EHPs) and their role in promoting health, preventing disease and managing risks in the living environment. We also acknowledge that if the overall health levels of our community are to improve, the environmental health and general living conditions that currently exist must be improved.

We have developed this Community Environmental Health Action Plan together with our environmental health service provider. This plan identifies our priority needs and aspirations relating to the health of our community and our living environment, and will be used to inform service delivery. We understand that this plan will only work with our support and the interaction of all services provided to this community.
“Our Place” Community Profile

Community Layout Plan:
Arial View of Our Place Community (ex Google Maps)
Number of people living in community:

<table>
<thead>
<tr>
<th>Number of Adults (18 yrs &amp; older)</th>
<th>35</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Children (0-17 yrs)</td>
<td>18</td>
</tr>
<tr>
<td><strong>Total No. of Persons</strong></td>
<td>53</td>
</tr>
</tbody>
</table>

Variance in number of people living in *Our Place* Community: 40 – 85 persons; <500 persons during Lore (Dec-Feb each year)

Language(s) and Skin Group(s): (list here if needed/appropriate)

Number of Houses in community:

<table>
<thead>
<tr>
<th>Number of Houses inhabited</th>
<th>9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of Houses not inhabited</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total Number of Houses</strong></td>
<td>11</td>
</tr>
</tbody>
</table>

Number of Dogs/Cats in community: __________________________

- Other comments re their general health and condition: __________________________

Community Buildings:

<table>
<thead>
<tr>
<th>Name/Function</th>
<th>Short description of use (number of people and frequency etc) and condition</th>
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<tbody>
<tr>
<td>Admin/Office Building</td>
<td>etc</td>
</tr>
<tr>
<td>Community Shower/Laundry Block</td>
<td><em>Example:</em> 1 male and 1 female shower, 2 unisex toilets, 2 laundry basins with access to hot and cold water, 120 litre solar hot water system on roof. Used 3-4 times per week by 5-10 people. Used by visitors to community and when household infrastructure non-functional. Condition – good. No immediate repairs required.</td>
</tr>
<tr>
<td>Basketball court</td>
<td><em>Used daily by up to 15 young people</em></td>
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<tr>
<td>Community Hall</td>
<td>etc</td>
</tr>
<tr>
<td>etc</td>
<td>etc</td>
</tr>
</tbody>
</table>
Environmental Health Infrastructure *:

<table>
<thead>
<tr>
<th>Date Checked</th>
<th>Description</th>
<th>Brief general condition report</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Drinking Water supply including:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Source: Bore / Soak / Town / Rainwater / Carted / Other</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Pumps</td>
<td></td>
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<tr>
<td></td>
<td>• Treatment Plant</td>
<td></td>
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<tr>
<td></td>
<td>• Storage &amp; Treatment Tanks</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Fences &amp; gates</td>
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<tr>
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<tr>
<td></td>
<td>Power Generators</td>
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<tr>
<td></td>
<td>Waste Water including:</td>
<td></td>
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<tr>
<td></td>
<td>• Septic Tanks &amp; Lids</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Septic and Sewage pipes</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Sewage pumps</td>
<td></td>
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<tr>
<td></td>
<td>• Sewage ponds</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Fences &amp; gates</td>
<td></td>
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<tr>
<td></td>
<td>Solid Waste including:</td>
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</tr>
<tr>
<td></td>
<td>• Rubbish bins – domestic</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rubbish bins – communal</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Rubbish collection trucks, trailers or other equipment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Landfill (Rubbish) sites</td>
<td></td>
</tr>
<tr>
<td></td>
<td>• Fences &amp; gates</td>
<td></td>
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<tr>
<td></td>
<td>Internal Community Roads</td>
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<td></td>
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<td></td>
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<tr>
<td></td>
<td>Community Store</td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>Health Clinic</td>
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<td></td>
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<td></td>
<td>Community School</td>
<td></td>
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<td></td>
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<tr>
<td></td>
<td>Fuel store/bowsers</td>
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</tbody>
</table>
*Note: Community infrastructure should be audited / inspected by EHP for general condition at least per year and especially during annual update of this plan.

Environmental Health Priorities

- As Identified by Community members:

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>REASON</th>
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<tbody>
<tr>
<td>Eg. Drinking Water</td>
<td>Eg. Too salty to taste; Calcium deposits destroying taps and other health hardware</td>
</tr>
<tr>
<td>Eg. Dust</td>
<td>Eg. Community would like internal roads to be bitumenised with appropriate concrete curbs to be installed</td>
</tr>
<tr>
<td>Eg. Irregular overflows of sewage from main pump</td>
<td>Eg. Need macerator installed to stop flushed objects and other materials from jamming pumps causing overflows from system to flow up and over land adjacent to pump</td>
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<tr>
<td>Etc</td>
<td>Etc</td>
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</tbody>
</table>

- As Identified by Environmental Health Practitioner:

<table>
<thead>
<tr>
<th>ISSUE</th>
<th>REASON</th>
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</thead>
<tbody>
<tr>
<td></td>
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</table>

- Note: The above identified Environmental Health Priorities have been raised with our partner agencies and agreement has been reached with them on the following plan and record of what each agency’s role is and will be in addressing those priorities

Help: Source documents that can be used to identify EH issues and priorities include: Environmental Health Needs Survey; previous Contract Activity reports to Department of Health; Expert (external to community) assessments/reports. (Delete these comments when finished drafting CEHP)
**Name of WA Environmental Health Directorate funded EH Provider**

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Example Environmental Health Service (EEHS)</th>
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</thead>
<tbody>
<tr>
<td><strong>Address and Contact Details</strong></td>
<td></td>
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<tr>
<td>Postal Address:</td>
<td></td>
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<tr>
<td>Street Address:</td>
<td></td>
</tr>
<tr>
<td>Contact Person:</td>
<td>Ph: Fax: Mob: Email:</td>
</tr>
<tr>
<td><strong>Services Provided</strong></td>
<td>Below is a ‘checklist’ describing the focus, scope and work that can be undertaken by Agencies funded by WA Health Department’s Environmental Health Directorate and contracted under the WA Aboriginal Environmental Health Program. Delete and or edit the text to describe the services being provided by your Agency. The description below should reflect the response to the identified EH priorities noted above.</td>
</tr>
</tbody>
</table>

**Potable Water**

**For RAESP Communities**

Note: Providing potable water to a RAESP covered community is the responsibility of the RAESP Regional Service Provider and the Department of Housing. The role here of the YEHS employed environmental health practitioner is to monitor and record the services that ensure water is safe to drink and of adequate supply:-

- Monitor & record the type of water infrastructure in each community from source to tap
  - Water source
  - Treatment process
  - Storage tanks (pre and post treatment)
- Monitor & report on the management of community water
  - Who maintains the infrastructure
  - Who tests the water
  - How are water testing results divulged to the community
  - How are bacterial and/or chemical alerts indicated to the community
  - How often are storage tanks cleaned
  - How quickly are problems addressed by the contractor
- Monitor and report on water quality issues
  - What are the water quality issues in community
  - Do they need attention
  - Are there any scheduled upgrades/maintenance/repairs to the community water supply and treatment

**For Non-RAESP Communities**

- Provide advice to the Community regarding water quality, supply, safe storage and use.
• Monitor and record the type of water infrastructure in each community from source to tap
• Monitor and report on the quality of water infrastructure
  o Age
  o Operation
  o Capacity

Waste Water
• Check that waste water is treated appropriately and does not make people sick by monitoring and reporting on:
  o Installation, maintenance and management of
    ▪ Community waste water infrastructure
      • Sewerage Ponds
      • Articulated sewerage systems
      • Ablution Blocks
      • Temporary facilities
    ▪ Household waste water infrastructure:
      • Septic Tanks
      • Leach Drains
      • Flushing toilets in the home
      • Other toilet systems
  o Safe treatment, disposal and or use of grey and black waste water
• Provide and/or organise emergency pump outs and clearing or unblocking of:
  o septic tanks,
  o leach drains,
  o grease traps, and
  o household plumbing e.g. toilets and drains
• Record the type of waste water infrastructure in each community from source to tap
• Report on the quality of community water infrastructure
  o Age
  o Operation
  o Capacity
  o fencing
• Provide advice on waste water management in the home
  o What can and cannot be put down a toilet
  o What should not be put down drains
  o How to unblock drains and toilets
Solid Waste (Rubbish)

- Provide advice regarding:-
  - the design and capacity of tips
  - Management of landfill sites
    - Fencing, access, filling, new trenches
  - separation/sorting of putrescible (domestic industrial and clinical waste) and inert (building materials, whitegoods, furniture, car bodies)
  - Recycling of inert waste items
  - The risk to the health of the community from its landfill site
- Report on waste management infrastructure
  - Frequency of collection from homes
  - Manner of collection
  - Vehicle and equipment condition for collection
    - Bins, rubbish collection vehicle, trailer, lifting devices
  - Who provides the service and who funds this
    - How many people are employed
    - What their role is
    - What they do not do
  - How rubbish is disposed or sorted at the landfill site
  - What machinery or vehicles are available to the community to manage the landfill site
  - What skills there are in community to manage the site
  - What the condition of the landfill is
- Report on activity at the landfill site
  - does it allow access to children, adults and animals
  - are there scavengers at the tip
  - what is the litter like
  - how is loose litter managed
- Provide advice on the management of clinical and hazardous waste
  - Investigate what clinical waste is generated in the community
  - Investigate what hazardous waste is generated in the community
  - How these waste types are managed
  - Options for better management
- Report on community rubbish issues
  - General community litter
  - Litter within each property
Community clean-ups organised

Power
- Report on the quality of power service provided to the community
  - Power infrastructure described
  - Capacity
  - Condition of operation
    - Frequency of break down
    - Repair response times
    - Personnel responsible for power supply maintenance
    - Services in community dependent on power supply (clinic, store, school)
- Report on the quality of power hardware in the community housing
  - Frequency of supply interruption and identification of causes
  - Exposed wires and risks to safety in and around the home
  - Upgrades/repairs/maintenance conducted
  - Use of power cards in community
    - Individual house meters
    - Availability of power cards

Housing
- Provide advice and support to community residents with regard to housing including:
  - Maintenance and repairs of health hardware in the home
    - Identify housing maintenance organisation
    - Identify all tradespersons working in community
    - Map and record all service providers and contacts
    - Develop relationship with the service provider
    - Report on deficiencies in homes and repairs required that affect health
    - Record repairs requested and completion/response times
  - Promotion of Healthy Living Practices
    - Washing people - especially children under 5
    - Washing clothes and bedding
    - Removing wastewater, sewage and rubbish
    - Maintaining food hygiene and water quality
    - Reducing crowding
    - Improving dog health
    - Controlling dust
- Controlling temperature in living areas
- Reducing risk situations (trauma)
- Controlling insects and pests

- Provide assistance to basic repairs to health hardware
  - Perform basic repairs to water and waste water infrastructure
  - Provide assistance in organising trades persons to attend to repairs

**Animal Management**

- Lead Dog Health Program activities in the community including:
  - Education
    - animal care and training
    - Providing sufficient food for dogs
    - Keeping dogs healthy
    - Controlling dog numbers
    - Managing the impact of dogs and other animals on community health
  - Coordinating veterinarian and non-veterinarian intervention strategies
    - Frequency of visits/program service
    - Desexing/Pregnancy prevention: Surgical and drug (Covinan) strategies
    - Treatment of internal and external parasites (Cydectin)
    - Euthanasing of surrendered dogs
  - Working with community to encourage participation in dog health program visits
    - Promotion of visits
    - Community awareness of the benefits
    - Community support and assistance for EH team providing the service

- Consult with the regional environmental health coordinator/agency to plan scheduled visits to communities.

- Consider the implementation of animal management strategies in community
  - Identify who provides this service (if anyone)
  - Work with the community to develop a framework that protects people from aggressive dogs
  - Identify strategies to deal with problematic dogs and owner responsibilities
  - Develop relationships with local government rangers
  - Identify funding opportunities for vet led programs

**Pest Control**

- Provide advice and assistance in pest management
  - Identify pest problems in the community and seasonal variations
  - Identify pest management service providers
- Organise scheduled visits to treat community houses
- Organise pest management options for between service visits
- Assist pest control service providers in treatment of all community houses
  - Encourage community participation in preparing houses for treatment
  - Educate community members of the need to treat houses
  - Educate community in practices that reduce pest activity in the home
- Undertake training in basic pest control activities
- Develop a store of pest control equipment and products for use in the community
- Provide advice for household pest prevention
  - Storage of food
  - Disposal of waste
  - Cleaning up around the yard
  - Flyscreens installed in windows
  - Mosquito management

Food Security
- Provide advice and assistance in the supply and safety of food to and in the community including:
  - Growing and accessing local produce
  - Preparation of food in the community store and other venues
  - Delivery and transportation of food to and from the community store
  - Promotion of food safety in cooking, consumption and storage of leftovers in the store and in the home
  - Promotion of nutritious food in the community
  - Liaison with nutritional workforce in the region to promote food preparation, cooking, healthy choices at community level

Emergency Management
- Development of Community Emergency Management Plans covering some or all of the following:
  - Flood
  - Fire
  - Storm / Cyclones
  - Other eg violence and other anti-social behaviours
- Preparing for seasonal events
  - Cyclone preparation and cleanup
  - Wet season preparation
    - Flood preparation
    - Assist in bulk store of non-perishable foods
- Organise the crushing and removal of unwanted car bodies and scrap metal
- Arrange community visits prior to the wet

**Climate control**
- Provide advice on climate control in the house
  - Shade areas around the house
  - Greening opportunities
  - Fans and air-conditioning
    - Effective operation
    - Safe installation
- Provide advice on climate control in the community
  - Shaded meeting areas
  - Greening opportunities
  - Safe swimming/bathing areas

**Dust**
- Provide advice on dust prevention measures at community and household level
- Explore opportunities to green community areas

**Environmental Health Promotion**
- Specific Trachoma targeted programs
- Hand Washing
- Face Washing
- Hygiene – personal and domestic/household
- Basic germ theory: use of “Mr Germ and the Germinator” resources
- Importance of and how plumbing systems work
- Importance and place of electrical safety etc
- Treatment and disposal of domestic and community solid waste, including food waste
- Parasites – recognition of life cycle and treatment and prevention (what/how/why)
- Animal faeces: pick-up and treatment of (including why)
- Potable water – treatment of and why
- Vector born diseases and pests – treatment and prevention including the slashing of weeds, especially around water sources and elimination/reduction in number of potential breeding sites
- Target audiences for EH Promotion:
  - Community Councils,
- individual families and households,
- schools,
- Mothers/women’s groups,
- clinic staff (including Aboriginal Health Workers),
- other small groups,
- one-on-one as required and referred

**Training / Mentoring / Personal and Professional Support**

- Working with and supporting
  - Less experienced staff
  - Other staff or workers in your own or other agencies providing environmental health services i.e. other agencies working in your region.
- Seeking and getting this support for yourself from others such as:
  - Program and Service Agreement Manager at the Department of Health’s Environmental Health Directorate;
  - Environmental Health Officer employed by your local Government Authority
  - Other EH staff that you trust and have a good relationship with

**Working with and Referral to other Agencies and related Programs’ services**
- Coordination, collaboration with and referral to other agencies and services

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**Remote Aboriginal Housing: Regional Service Provider / Department of Housing**

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Eg Example Indigenous Housing Organisation (EIHO)</th>
</tr>
</thead>
</table>
| Address and Contact Details | Postal: PO Box 10449, Kalgoorlie WA 6433  
Office: 40A Maritana Street, Kalgoorlie WA 6430  
Telephone: (08) 9021 8036 |

- No. of Community Houses Managed: 23 houses

- Services Provided: Management of all community houses including:
• Tenancy Support
• Repairs and maintenance of houses
• Property Inspections
• Collection of Rent

Frequency of Visits by EIHO Housing Officer(s)
Housing Officer (Mr Joe Josephs) visits Our Place every second Wednesday between 10am and 3pm. He uses the spare office in the Community admin building.

• Remote Area Essential Services Program (RAESP) & Essential Services Program (ESOs)

<table>
<thead>
<tr>
<th>Name of Organisation</th>
<th>Eg. Example Regional Aboriginal Corporation (ERAC)</th>
</tr>
</thead>
</table>
| Address and Contact Details | Postal: PO Box 10450, Kalgoorlie WA 6433  
Office: 44 Clearly Street, Kalgoorlie WA 6430  
Telephone: (08) 9021 4567 |
| Services Provided | What do they do - ERAC is responsible for servicing and maintaining power generation, water and wastewater infrastructures and includes an intensive water quality program which involves the sampling and testing of drinking water to ensure that the drinking water being consumed in the community meets Australian drinking standard and health guidelines as set down by the Western Australian Department of Health.  

**Power**  
ERAC maintain the power for our community by providing regular servicing of the generator and ensuring the generator, feeder, power lines and all associated equipment required to keep the generator running, such as bulk fuel tanks, are maintained for optimal operation. ERAC provide the following:  
• Diesel generator service, maintenances and repairs  
• Diagnostic fault finding on Intelligen and DEIF control systems  
• Electrical installations  
• RCD, emergency lighting and portable test and tagging  
• Generator load testing and oil sampling  
  o Fuel tank installations  

**Water & Wastewater**  
WRAC maintains the water and wastewater infrastructure for our community by providing regular servicing and essential maintenance as well as necessary upgrades. They are responsible for the bore pumps, transfer pumps, tanks, water
treatment and all relevant telemetry systems, pipe work, fittings and the power required to run the equipment as well as maintaining the sewerage pumps, ponds and pipe work. They also ensure that the headwork and equipment are kept to standard in order to provide a constant and good quality supply of drinking water to our community. ERAC provide the following:

- Water and wastewater service, maintenance and repairs
- Diagnostic fault finding
- Telemetry control and installation
- Water and wastewater installations
- Bore testing
- UV and chlorine gas disinfection installations
- Bore headwork installations
- Water and sewerage sampling
- Water and sewerage main repairs

**Potable Water Sampling Program**

ERAC conducts monthly microbiological and 6 monthly chemical water sampling of our community’s drinking water following the Australian Drinking Water Guidelines (ADWG). The monthly microbiological water sampling carried out tests for bacteria and amoeba in the drinking water from samples taken at two different sample points. In the event of a non-compliant test result ERAC will ensure remediation, the cleaning of tank/s and flushing of bores prior to another sample being taken and resubmitted for testing. Chemical water sampling is carried out 6 monthly, testing for major ions, all metals and mercury. All samples are carried out as per the statutory guidelines to ensure quality samples are taken. Should failures occur ERAC will be able to offer recommendations for improving and upgrading water treatment facilities and can implement these recommendations.

**Frequency of regular scheduled Visits by PMMRAC RAESP staff**

ERAC RAESP staff visit our community:

- once per month to conduct potable water sampling
- once every six weeks to check on and service power and water and wastewater equipment and related infrastructure

**Local Essential Services Officer (ESO) position (?)**

Our community is also funded by the Department of FaHCSIA for $x per annum to employ an ESO (currently Joe Bloggs) who is employed to provide the following support services:

- **Municipal Services Program**
Note from FaHCSIA/ICC: MUNS Resource Agencies and Organisations must provide a Service Plan / Report for each large community they service (pop approx 50+). Resource Agencies and Organisations that service smaller communities and outstations (Pop approx 49 or less) may provide a collective Service Plan / Report. That Service Plan could/should be included here.

<table>
<thead>
<tr>
<th>Name of Organisation</th>
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</thead>
<tbody>
<tr>
<td>Address and Contact Details</td>
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<tr>
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<td>Fax:</td>
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<tr>
<td>Name:</td>
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<tr>
<td>Email:</td>
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</tbody>
</table>

**Services Provided**

**Electricity services - General repairs and maintenance, including the following:**
- Check fuel tank level and refill using correct grade and type.
- Inspect / clean air cleaner and check for air restrictions.
- Drain/pump out bunding if filled with water
- Check for any leaks.
- Check coolant and oil levels – if needed, top-up with correct grade.
- Check for visual vibrations or unusual engine noise
- Record Diesel power station log items and renewable / inverter log items.
- Inspect and clear undergrowth along power line route.
- Maintain powerhouse facility - keep clean and tidy, cut grass, ensure fences and gates are secure
- Keep solar panels clean.
- Report on any Referrals (including no. of cases / instances) to RAESP provider and advise if any outstanding issues.
- Report on the operation of the Community power supply for the quarter including Number, Duration and Reasons for any power failures.
- Organise the purchase, delivery and storage of powerhouse fuel, coolant and oil.
- Read power meters, invoice consumers and collect charges
- Arrange direct debit (eg from Centrelink, etc) for electricity charges for un-metered houses
- Collect Fuel Tax rebate from the Australian Taxation Office

**Water services - Bores repairs and maintenance**
- Inspect and check system is operational.
- Report any diesel spills near bores or any other problems that may contaminate the borefield to RAESP provider.
- Report bore/pump failures or any leaks (tanks and pipes) to RAESP provider.
- Ensure alternate duty / standby pump readily accessible
- Maintain Bore Field site - keep clean and tidy, cut grass, ensure fences and gates are secure
- Record water meter readings - check for irregularities
**Water services - Reticulation / Storage repairs and maintenance**

- Inspect for signs of leaks (pipes, valves) and tank overflows.
- Ensure that water taps are not left running.
- Check the UV light is working, and report chlorinator alarms.
- Record master water usage readings - check for irregularities.
- Maintain all water facilities - keep compound clean and tidy, cut grass, ensure facility fences and gates are secure, make sure all tank access and covers shut and locked.

**Water services - Reverse Osmosis system repairs and maintenance (where installed)**

- Check for leaks or warnings (eg low pressure)
- Record flow meter and conductivity readings
- Check chemical dosing - top up if required as advised by the RAESP provider.
- Maintain all water facilities - keep compound clean and tidy, cut grass, ensure facility fences and gates are secure, make sure all tank access and covers shut and locked.

**Water Service - Reporting**

- Report on any Referrals (including number of cases/instances) to RAESP provider and advise if any outstanding issues.
- Report on the operation of the Community water supply for the quarter including Number, Duration and Reasons for any water system failures.

**Sewerage services - Reticulation / Pump Station and rising main repairs and maintenance**

- Check for any sign of overflow from pump stations / overflow manhole. Break crust and wash down float switches in wet well.
- Record AMP, volt and switchboard hour run meters.
- Maintain all sewerage facilities - cut grass, ensure facility fences and gates are secure.
- Report any problems to the RAESP service provider.

**Sewerage services - Treatment Ponds**

- Check inlet and interconnecting pipes - advise RAESP service provider if attention is required.
- Check for overflows
- Mow and weed around ponds to stop plants growing on banks, ensure facility fences and gates are secure.
- Report on sewage treatment pond condition to RAESP provider.

**Sewerage Services – Reporting**

- Report on any Referrals (including no. of cases / instances) to RAESP provider and advise if any outstanding issues.
- Report on the operation of the Community sewerage system for the quarter including Number, Duration and Reasons for any sewerage system failures.

**Solid Waste Disposal - Rubbish Collection / Tip Maintenance / General Cleanup**

- Collect rubbish bins from each house, building and public areas and dispose at tip.
- Maintain the tip to required standards.
- Provide general community clean-up services.
- Report on the condition of the tip and maintenance undertaken in the quarter
- Roads - Road Maintenance
  - Perform routine maintenance to roads in the community living area.
  - Report on the condition of internal roads and maintenance undertaken in the quarter
- Aerodrome - Airstrip Maintenance
  - Perform minor repairs and maintenance to airstrip
  - Report on the condition of airstrip and maintenance undertaken in the quarter
- Landscaping and dust control
  - Perform dust control services in the community including maintenance of community ovals, parks and playgrounds

**Frequency of Visits**

Part-time (15 hrs week) MUNS staff member (Dorothy Dix) lives and is based in ‘Our Community’. She works for 3 hrs per day Monday-Friday each week.

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**In Home Practical Support Program (IHPSP) – (might be known as the “Tenancy Support Program”)**

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<th>Name of Organisation</th>
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<tbody>
<tr>
<td><strong>Postal:</strong> PO Box 23, Karratha WA 6041</td>
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<tr>
<td><strong>Office:</strong> 10 Block Street, Karratha WA 6042</td>
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<tr>
<td><strong>Name:</strong> Ph: (08) 9111 1111 Fax: (08)9222 2222 Email</td>
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**Services Provided**

In our community the In Home Practical Support Program (IHPSP) (a Department of Housing Initiative) is delivered by “Xxxxxxxx”. The objective of this program is to improve the sustainability and longevity of indigenous housing in remote, regional and urban areas by developing the home living skills of aboriginal people participating in the program. The delivery of these services and activities are tailored to meet our community’s needs through providing programs identified by us and “Xxxxxx”. The IHPS program offer training and instruction in many key areas involving Health and Hygiene, Living Skills and Personal Empowerment. As part of providing these programs to the communities the IHPS program also provides them with the resources to use these skills. The IHPS team also acts as a referral service for community members redirecting queries to legal aid, health services, environmental health and other community support organisations. Specifically the IHPS Program delivers a range of activities and information such as:

- Health and Hygiene:
- Basic cleaning skills
• Personal hygiene
• Water usage and sewerage issues
• Nutrition and healthy living
• Parenting skills
• Living Skills - Correct use of appliances, Cooking, Curtain making, Soap making, Gardening
• Personal Empowerment – Budgeting, Negotiating pay options, **Self Esteem and Confidence Building**

**Frequency of Visits**: Every Thursday 10am – 3pm (based at the Women’s Meeting Place).

### WA Country Health Service – Population Health Unit

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### Local Aboriginal Medical Service / WA Country Health Service / Royal Flying Doctor Service

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**Local Government Authority**

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**Fire and Emergency Services Authority (FESA)**

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**Department of Families and Housing Community Services and Indigenous Affairs (FaHCSIA) and Indigenous Coordination Centre (ICC)**

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- **Department of Indigenous Affairs (DIA)**

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- **Plumbers Licencing Board (PLB)**

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• **Other Agencies or resources/processes that could be considered for inclusion or made reference to include:**

  ➢ Community School – i.e. health education activities such as hygiene and healthy living/eating promotions
  ➢ Community Store – i.e. running hygiene and healthy living/eating promotions
  ➢ State Emergency Services (SES)
  ➢ Department of Health – e.g. Environmental Health Directorate; Aboriginal Health Division
  ➢ Regional Aboriginal Environmental Health Planning Forum
  ➢ ACAP (Dept of Army provided program)
  ➢ ROC / LOC / LIP