

**WAGAIT SHIRE COUNCIL  
AGENDA  
ORDINARY COUNCIL MEETING  
COUNCIL CHAMBERS  
LOT 62, WAGAIT TOWER ROAD  
7PM 21 JULY 2015**



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**2. PRESENT**

**3. OPENING OF MEETING**

**4. APOLOGIES AND LEAVE OF ABSENCE:**

Resolution No. 2015/

That the apology of Cr be accepted and approved.

Moved:

Seconded:

Vote:

**5. CONFIRMATION OF MINUTES**

**Draft Minutes**

**ORDINARY COUNCIL MEETING  
COUNCIL CHAMBERS  
LOT 64 WAGAIT TOWER ROAD**

**16 June 2015**

**PRESENT:** Vice-President Lisa Marie Stones  
Cr Shenagh Gamble  
Cr Alex Richmond  
Cr Kurt Noble  
Cr Brad Irvine  
Deborah Allen - CEO

**1.0 MEETING OPENING**

1.1 Vice-President Lisa-Marie Stones declared the meeting open at 7.02pm at the Council Conference Room and welcomed all Councillors, and visitors to the meeting.

1.3 **APOLOGIES:** - President Peter Clee, Cr VJ Thorpe

**Resolution No. 2015/188 – That the apology President Peter Clee and Cr VJ Thorpe be accepted and approved.**

Moved: Cr Kurt Noble

Seconded: Cr Shenagh Gamble

Vote: AIF

2.0 **DECLARATION OF INTERESTS** - Nil

**3.0 CONFIRMATION OF MINUTES**

3.1 Refer to 16 June Agenda for Incoming and Outgoing correspondence for the Month of May 2015.

**Resolution No. 2015/ 189 - That the minutes of the Monthly Meeting of 19 May 2015, as tabled be confirmed.**

Moved: Cr Lisa-Marie Stones

Seconded: Cr Alex Richmond

Vote: AIF

**3.2 Special Meeting – Delegated Authority to Chief Executive Officer**

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A Special meeting was held on Tuesday 5 June at 4.30pm in the Council Chambers to discuss the delegated authority to Chief Executive Officer for our new CEO Deborah Allen.

**Resolution No. 2015/190 - That Council endorse the delegation of the CEO as per special meeting held Friday 5 June 2015 in the Council Chambers.**

Moved: Alex Richmond

Seconded: Vice-President Lisa-Marie Stones

Vote: AIF

#### **4.0 REQUESTS FOR INFORMATION FROM RATEPAYERS – Nil**

#### **5.0 REPORTS BY PRESIDENT AND COUNCILLORS**

##### **5.1 President Peter Clee's report:**

As you are no doubt aware the previous CEO Michael Campaign departed much earlier than was expected leaving the council without a CEO at what is a very busy time of the year. The council strategic and shire plan required to be updated; the budget needed to be finalised and there needed to be preparations for the annual report and end of the financial year. It was unfortunate that little work had been done on these important projects prior to the departure.

The proposed start date for the new CEO was not until June 1, some 6 weeks after Michaels's departure. Accordingly council appointed Mr Russell Anderson at the end of April, as the temporary CEO. Russell was previously a councillor for Litchfield Shire Council. He then spent about 8 years as there CEO until he retired about 2 years ago. He now does consultancy work and has part time positions on various council boards and committees. It was great to have him on board for the last 5 weeks. Russell experience and knowledge was of great assistance to council staff and he has been asked to provide support and backup on an ongoing basis.

Ms Deborah Allen, the new permanent CEO commenced work on 1 June. Deborah has hit the ground running and has taken up the challenges with enthusiasm.

I wrote to Minister Price to confirm that the new CEO had commenced duties.

In this last 6 weeks I have had a number of media events including ABC Radio where I was able to discuss some of the issues concerning local residents as well as advertise local events including the MUFF and WAGS. I am also aware that the television story relating to the cleanup of the Kenbi Land claim area first broadcast on ABC TV in April, was re-broadcast nationally earlier this month.

The Council Auditor has done an interim audit this month and I met with him to discuss some issues. I continue to meet with the CEO, face to face on a weekly basis.

I have had meetings and telephone discussions with a number of residents wishing to air some concerns and clarify council position and policy on a number of matters.

I have also successfully lobbied TELSTRA to install ADSL Internet free of charge at the Cox Country Club. Hopefully it will be installed in time for MUFF

Council had a visit from Mr David Willing and Mr Shaun Harding from the Department of Local Government who called to meet the new CEO and to discuss long term plans for the Cox Peninsula. The department advised that it is currently looking for a suitable site to establish a waste transfer station. The department officers warned that whilst the cost of establishing the Waste transfer station will be met by the NTG and the Commonwealth government, but the ongoing costs will need to be met from the council's budget. We will need to build this expense into the 2016-17 budget. It is thought that the ongoing costs could be in excess of \$100,000 annually and may well require the implementation of a Waste Disposal levy on top of rates.

In discussions with NTG some time ago I was assured that the construction of a Transfer Station at Wagait would be done to meet more than the short term requirements of the area. However more recent discussions with NTG seems to indicate that they are looking to renege on these proposals and only provide Wagait with a cheap and nasty short term solution. I did indicate strongly that we would not accept any such shortcuts.

On Friday 5<sup>th</sup> June there was a briefing by KPMG in relation to the TOPROC Strategic Plan which should be in a final draft very shortly.

On 9<sup>th</sup> June the CEO, Councillor Thorpe and I attended the Belyuen, Coomalie, Wagait LG working group meeting at Belyuen.

The Dept of Local government officers reiterated what they had said earlier in the week in so far as the NTG cabinet will be discussing this issue this month and that the time is probably near when councils should consider an amalgamation. To this end they propose that all unincorporated lands and Belyuen be incorporated as soon as possible in one local Government area and that this new entity along with the existing councils of Coomalie and Wagait form a transition committee to move forward. This will be discussed in more detail at the next working group meeting which is to be held at Wagait in August or September.

The Department has indicated that Gary Higgins and Kezia Purick are both in favour of this proposal which was first suggested by Dave Tollner back in 2007. The department was also keen to bring Litchfield Council into the discussions to re-establish the originally proposed Top-End Regional Council.

The Department of Local government are very adamant that they want to see these three councils amalgamate along with the unincorporated land into a regional Council with local boards. These local Boards do not seem to work well for the existing regional councils and I indicated they the community may not be very receptive to this proposal. Residents who feel strongly about this issue should speak with councillors and more importantly to the local member Gary Higgins.

- 5.2 Cr Shenagh Gamble attended a meeting with ALGWA (Australian Local Government Women's Association). This was a special meeting held to change the constitution to allow all organisations to change the constitution. The next meeting will be held Friday 19 June from 5.30pm at City of Darwin. This meeting is open to anybody who support's women in Local Government.

## 6.0 INWARDS AND OUTWARDS CORRESPONDENCE

**Resolution No. 2015/191 - That the correspondence for the Month of May 2015 be noted.**

**Moved: Cr Brad Irvine**

**Seconded: Cr Kurt Noble**

**Vote: AIF**

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## **7.0 CHIEF EXECUTIVE OFFICER – DEBORAH ALLEN**

### **7.1 STAFFING/ OFFICE:**

- New CEO started work on 01 June; Acting CEO stayed on until 05 June to conduct a hand over
- Works Supervisor attended a traffic management course 09 June - 11 June
- Report received from the Works Supervisor advising that the works team had been subject to verbal abuse at the rubbish tip by an agitated resident; CEO will follow up with a letter for The Wagaitair informing residents that all complaints/concerns/issues are to be directed to the CEO and not council staff

### **7.2 MEETINGS CEO ATTENDED:**

- Met David Willing and Shaun Hardy from the Department of Local Government and Regions 04 June
- TOPROC Planning Workshop 05 June
- Westpac bank for account access and credit card application 05 June
- Council Special Meeting for CEO Delegation 05 June
- Meet and greet with key community members 05 June
- Met with President Clee on several occasions throughout the first week

### **7.3 COMMUNITY ISSUES:**

- Report with photos of a dog attack by 2 other dogs received from a resident; CEO will discuss the matter with NT Police to ascertain if they are able to assist with local dog management issues
- Report of 3 missing white concrete barriers at De Lissa Drive received, works team will replace them prior to start of wet season

## **8.0 WORKS SUPERVISOR REPORT – GARY ZIKAN**

### **8.1 RESTRICTED USE AREA**

We had a visit by a representative from the Dept. of Lands and Planning, who was happy with the progress of Weed Control on the RUA. It was explained the presence of Mission Grass is mainly due to the fact that it grows on properties adjacent to the RUA and the seed is blown onto the RUA by the South-East winds. The absence of Gamba Grass was much appreciated.

### **8.2 GUN TURRETS**

We had been asked to provide a quote to clear, once again the area in and around the Gun Turrets.

### **8.3 WALK TO SCHOOL DAY**

The lack of a strong Dry Season wind made this year's event even more enjoyable by all concerned.

#### **8.4 SIGN REPLACEMENT – CHARLES POINT ROAD**

No word has been received after a couple of inquiries were sent to the Dept. of Infrastructure in regard to the replacement of the old Mandorah Hotel Sign at the end of Cox Peninsula Road. Another email and phone call will be sent during the week preceding June's Council Meeting. I will advise our CEO of the outcome.

#### **8.5 JOBS PERFORMED FOR THE MONTH**

- Powerwater – one call out during May due to Water delivery system malfunction.
- Truck inspected, registered
- Boreline slashed
- Sportsground Mission Grass poisoned
- Liberator Wreck site job invoiced, submitted
- Sportsground mowed.
- Estate Verge Mowing
- Waterblast verandah (council residence)
- Dismantle beds, clear rooms (council residence)
- Receive quote for Sportsground shade cloth replacement
- Deliver Dog Trap to resident – no luck
- Confirm attendance for Traffic Management Course on June 9,10,11
- All contract obligations met – Power water, RUA and Jetty.

#### **9.0 SPORTS & RECREATION'S OFFICER REPORT – ROBYN PRESLEY**

- 9.1 Things are in process for our day trip to the Tiwi Islands which will be on Thursday July 16<sup>th</sup>. It will be a long day but I think well worth it. We had a "Lawn Sale" at the shop on Saturday June 6<sup>th</sup> and raised \$159.00 towards the trip. There is another planned for Saturday June 20<sup>th</sup> again at the shop. President Clee is lobbying on my behalf for some sort of discount for the trip and will hear in the near future. Thank you Peter. CEO Deb's partner has kindly offered us a watch to raffle for more funds. Thank you Leigh.
- 9.2 The long school holidays are just around the corner and I have attached a program with everything planned on it. Not quite set in concrete, things may change but basically will go with what's there.
- 9.3 We are also in the planning stages of another community concert which will be performed at the Cox Country Club when the children are ready.



- 9.4 Exciting major sporting events are happening in Darwin during the holidays and I plan to take those interested to see the AFL footy and Dais Cut tennis tie.

Monday Basketball/dance	May 4 9 attend	Away	May 18 3 attend	May 25 2 attend	June 1 11 attend
Tuesday Tennis	May 5 2 attend	Away	May 19 2 attend	May 26 5 attend	June 2 2 attend
Wednesday Ukulele	May 6 4 attend	away	May 20 4 attend	May 27 4 attend	June 3 4 attend
Thursday Netball/Dance	Away	May 14 2 attend	May 21 4 attend	May 28 3 attend	June 4 4 attend
Friday Cooking	Away	May 15 5 attend	May 22 7 attend	May 29 11 attend	June 5
Saturday "Littlies"	Away	May 16 0 attend	May 23 2 attend		June 6 lawnsale
Saturday Movie					June 6 4 attend

**Resolution No. 2015/192 - That the officers' reports for the month of May 2015 be received and accepted.**

**Moved: Cr Shenagh Gamble**

**Seconded: Vice-President Lisa-Marie Stones**

**Vote: AIF**

10.0 FINANCIAL REPORT

WAGAIT SHIRE COUNCIL							
Income and Expenditure Report for Month Ending 30 May 2015							
	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	
<b>INCOME</b>							
Grants Roads to Recovery	\$ 14,005.00	\$ 2,500.00	\$ 11,505.00	\$ 56,020.00	\$ 27,500.00	\$ 28,520.00	\$ 30,000.00
Grants for Others	\$ 2,338.00	\$ 6,250.00	\$ -3,912.00	\$ 35,943.00	\$ 68,750.00	\$ -32,807.00	\$ 75,000.00
Grant/C*Wealth/FAG		\$ 833.00	\$ -833.00	\$ 9,163.00	\$ -9,163.00	\$ 10,000.00	\$ 10,000.00
Grant NT Government		\$ 1,666.00	\$ -1,666.00	\$ 18,326.00	\$ -18,326.00	\$ 20,000.00	\$ 20,000.00
Grant/NT Operational		\$ 6,250.00	\$ -6,250.00	\$ 143,551.00	\$ 68,750.00	\$ 74,801.00	\$ 75,000.00
Grant/Sports & Recreation		\$ 1,666.00	\$ -1,666.00	\$ 22,195.80	\$ 18,326.00	\$ 3,869.80	\$ 20,000.00
Interest Received	\$ 1,009.37	\$ 1,666.00	\$ -656.63	\$ 16,635.76	\$ 18,326.00	\$ -1,690.24	\$ 20,000.00
Penalties Received Rates		\$ 60.00	\$ -60.00		\$ 660.00	\$ -660.00	\$ 721.00
Pensioner Rebates		\$ 1,000.00	\$ -1,000.00	\$ 11,400.00	\$ 11,000.00	\$ 400.00	\$ 12,000.00
Other Income		\$ 166.00	\$ -166.00		\$ 1,826.00	\$ -1,826.00	\$ 2,000.00
General Rates Received	\$ 63.34	\$ 16,952.00	\$ -16,888.66	\$ 195,528.16	\$ 186,472.00	\$ 9,056.16	\$ 203,425.00
Rental		\$ 792.00	\$ -792.00		\$ 8,712.00	\$ -8,712.00	\$ 9,500.00
Rental - Caravan Park		\$ 238.00	\$ -238.00	\$ 2,120.00	\$ 2,618.00	\$ -498.00	\$ 2,860.00
Hire Plant & Equipment		\$ 84.00	\$ -84.00	\$ 640.91	\$ 924.00	\$ -283.09	\$ 1,000.00
Other Income	\$ 20,002.23	\$ 166.00	\$ 19,836.23	\$ 27,882.10	\$ 1,826.00	\$ 26,056.10	\$ 2,000.00
12/13 Surplus brought fwd		\$ 4,489.00	\$ -4,489.00		\$ 49,379.00	\$ -49,379.00	\$ 53,872.00
Heritage & Site maintenance		\$ 250.00	\$ -250.00		\$ 2,750.00	\$ -2,750.00	\$ 3,000.00
Jetty Income	\$ 4,293.64	\$ 5,365.00	\$ -1,071.36	\$ 50,813.10	\$ 59,015.00	\$ -8,201.90	\$ 64,379.00
Power & Water	\$ 9,013.68	\$ 4,417.00	\$ 4,596.68	\$ 53,967.22	\$ 48,587.00	\$ 5,380.22	\$ 53,000.00
<b>TOTAL INCOME</b>	<b>\$ 50,725.26</b>	<b>\$ 54,810.00</b>	<b>\$ -4,084.74</b>	<b>\$ 616,697.05</b>	<b>\$ 602,910.00</b>	<b>\$ 13,787.05</b>	<b>\$ 707,757.00</b>
Transfer from reserves	\$ 30,000.00	\$ 4,166.00	\$ 25,834.00	\$ 135,000.00	\$ 45,826.00	\$ 89,174.00	\$ 50,000.00

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Income and Expenditure Report - For Month Ending 30 May 2015							
	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	
25 Accountancy	\$ 1,184.00	\$ 1,184.00	\$ -	\$ 12,360.00	\$ 13,024.00	\$ -664.00	\$ 14,200.00
26 Audit Fees		\$ 687.00	\$ -687.00		\$ 7,557.00	\$ -7,557.00	\$ 8,240.00
27 Administration	\$ 140.00	\$ 125.00	\$ 15.00	\$ 3,749.02	\$ 1,375.00	\$ 2,374.02	\$ 1,500.00
28 Advertising	\$ 150.00	\$ 84.00	\$ 66.00	\$ 2,250.94	\$ 924.00	\$ 1,326.94	\$ 1,000.00
29 Animal Control		\$ 21.00	\$ -21.00		\$ 231.00	\$ -231.00	\$ 250.00
30 Bank Charges	\$ 423.79	\$ 135.00	\$ 288.79	\$ 1,243.40	\$ 1,485.00	\$ -241.60	\$ 1,600.00
31 Cleaning	\$ 11.02	\$ 30.00	\$ -18.98	\$ 653.76	\$ 330.00	\$ 323.76	\$ 360.00
32 Community & Other Orgs Support		\$ 584.00	\$ -584.00	\$ 1,172.91	\$ 6,424.00	\$ -5,251.09	\$ 7,000.00
33 Entertainment	\$ 8.50	\$ 141.00	\$ -132.50	\$ 2,097.87	\$ 1,551.00	\$ 456.87	\$ 1,700.00
34 Senior Xmas Party Expenditure		\$ 42.00	\$ -42.00	\$ 51.72	\$ 462.00	\$ -410.28	\$ 500.00
35 Senior Week Function Exp		\$ 84.00	\$ -84.00	\$ 1,388.30	\$ 924.00	\$ 464.30	\$ 1,000.00
36 Computer Maintenance		\$ 333.00	\$ -333.00	\$ 620.00	\$ 3,663.00	\$ -3,043.00	\$ 4,000.00
37 Consultant Fees		\$ 416.00	\$ -416.00	\$ 5,606.36	\$ 4,576.00	\$ 1,030.36	\$ 5,000.00
38 Capital/Office Equipment		\$ 167.00	\$ -167.00		\$ 1,837.00	\$ -1,837.00	\$ 2,000.00
39 Election Expenses		\$ 417.00	\$ -417.00	\$ 8,681.49	\$ 4,587.00	\$ 4,094.49	\$ 5,000.00
40 Environment		\$ 166.00	\$ -166.00		\$ 1,826.00	\$ -1,826.00	\$ 2,000.00
41 Community Recreation Act	\$ 1,449.29	\$ 250.00	\$ 1,199.29	\$ 2,651.33	\$ 2,750.00	\$ -98.67	\$ 3,000.00
42 Electricity		\$ 1,250.00	\$ -1,250.00	\$ 12,070.15	\$ 13,750.00	\$ -1,679.85	\$ 15,000.00
43 Gas supplies	\$ 44.55	\$ 8.00	\$ 36.55	\$ 621.65	\$ 88.00	\$ 533.65	\$ 100.00
44 Freight	\$ 160.00	\$ 67.00	\$ 93.00	\$ 160.00	\$ 737.00	\$ -577.00	\$ 800.00
45 Insurance	\$ 750.00	\$ 1,333.00	\$ -2,083.00	\$ 17,525.72	\$ 14,663.00	\$ 2,862.72	\$ 16,000.00
46 Hire of Plant & Equipment		\$ 792.00	\$ -792.00		\$ 8,712.00	\$ -8,712.00	\$ 9,500.00
47 LGANT Membership		\$ 208.00	\$ -208.00	\$ 1,737.28	\$ 2,288.00	\$ -550.72	\$ 2,500.00
48 Meeting Expenses	\$ 77.06	\$ 125.00	\$ -47.94	\$ 168.67	\$ 1,375.00	\$ -1,206.33	\$ 1,500.00
49 Members Payments				\$ 380.95	\$ -	\$ 380.95	
50 Printing & Stationery	\$ 222.96	\$ 250.00	\$ -27.04	\$ 2,189.26	\$ 2,750.00	\$ -560.74	\$ 3,000.00
51 Postage		\$ 42.00	\$ -42.00	\$ 561.87	\$ 462.00	\$ 99.87	\$ 500.00
52 Professional Development		\$ 84.00	\$ -84.00	\$ 868.18	\$ 924.00	\$ -55.82	\$ 1,000.00
53 Pest Control		\$ 125.00	\$ -125.00	\$ 1,400.00	\$ 1,375.00	\$ 25.00	\$ 1,500.00
54 Gdn and ground Maintenance		\$ 291.00	\$ -291.00	\$ 1,315.86	\$ 3,201.00	\$ -1,885.14	\$ 3,500.00

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# Income and Expenditure Report - For Month Ending 30 May 2015

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	
55 Jetty/p&W Maint contract exp	\$ 337.99	\$ 866.00	-\$ 528.01	\$ 1,641.21	\$ 9,526.00	-\$ 7,884.79	\$ 10,400.00
56 Jetty /P&W Maintenance - materials		\$ 68.00	-\$ 68.00	\$ 547.28	\$ 748.00	-\$ 200.72	\$ 824.00
57 R&M Housing & Office		\$ 835.00	-\$ 835.00	\$ 2,337.31	\$ 8,185.00	-\$ 6,847.69	\$ 10,000.00
58 R&M Community Centre	\$ 836.57	\$ 584.00	\$ 252.57	\$ 3,309.27	\$ 6,424.00	-\$ 3,114.73	\$ 7,000.00
59 R&M Reserves		\$ 167.00	-\$ 167.00		\$ 1,837.00	-\$ 1,837.00	\$ 2,000.00
60 R&M Town site		\$ 942.00	-\$ 942.00	\$ 1,203.45	\$ 10,362.00	-\$ 9,158.55	\$ 11,300.00
61 R&M Ablution Blocks	\$ 3,527.27	\$ 292.00	\$ 3,235.27	\$ 3,736.36	\$ 3,212.00	\$ 524.36	\$ 3,500.00
62 R&M Recreation		\$ 167.00	-\$ 167.00		\$ 1,837.00	-\$ 1,837.00	\$ 2,000.00
63 Sports & Rec wages & overheads	\$ 1,915.62	\$ 1,666.00	\$ 249.62	\$ 23,116.86	\$ 18,326.00	\$ 4,790.86	\$ 20,000.00
64 Sports Ground Grant 14/15				\$ 39,003.16	\$ -	\$ 39,003.16	
65 NTES Grant				\$ 33,168.64	\$ -	\$ 33,168.64	
66 Rubbish Dump Mite Wagait	\$ 318.18	\$ 833.00	-\$ 514.82	\$ 3,181.81	\$ 9,163.00	-\$ 5,981.19	\$ 10,000.00
67 Stores, Materials & Loose Tool		\$ 667.00	-\$ 667.00	\$ 4,104.21	\$ 7,337.00	-\$ 3,232.79	\$ 8,000.00
68 Safety Supplies & Equipment		\$ 250.00	-\$ 250.00	\$ 570.00	\$ 2,750.00	-\$ 2,180.00	\$ 3,000.00
69 Subscriptions & Publications		\$ 167.00	-\$ 167.00	\$ 348.00	\$ 1,837.00	-\$ 1,489.00	\$ 2,000.00
70 Superannuation	\$ 2,412.24	\$ 2,084.00	\$ 328.24	\$ 26,089.90	\$ 22,924.00	\$ 3,165.90	\$ 25,000.00
71 Telephone & Facsimile	\$ 1,002.13	\$ 808.00	\$ 194.13	\$ 8,852.47	\$ 8,888.00	-\$ 35.53	\$ 9,700.00
72 Training	\$ 5,348.36	\$ 250.00	\$ 5,098.36	\$ 7,957.36	\$ 2,750.00	\$ 5,207.36	\$ 3,000.00
73 Travel & Accommodation	\$ 1,221.83	\$ 500.00	\$ 721.83	\$ 6,508.91	\$ 5,500.00	\$ 1,008.91	\$ 6,000.00
74 Uniforms	\$ 181.82	\$ 167.00	\$ 14.82	\$ 1,608.82	\$ 1,837.00	-\$ 228.18	\$ 2,000.00
75 Vehicle & Plant maintenance			\$ -	\$ 11,496.67	\$ -	\$ 11,496.67	
76 Vehicle & Plant Fuel & Oil	\$ 1,313.15	\$ 834.00	\$ 479.15	\$ 12,184.11	\$ 9,174.00	\$ 3,010.11	\$ 10,000.00
77 Vehicle Rego	\$ 997.64	\$ 250.00	\$ 747.64	\$ 2,701.55	\$ 2,750.00	-\$ 48.45	\$ 3,000.00
78 Workshop Maintenance		\$ 667.00	-\$ 667.00	\$ 5,974.68	\$ 7,337.00	-\$ 1,362.32	\$ 8,000.00
79 Water & Sewerage	\$ 595.12	\$ 250.00	\$ 345.12	\$ 7,169.49	\$ 2,750.00	\$ 4,419.49	\$ 3,000.00
80 Wages & Salaries	\$ 24,890.34	\$ 22,636.00	\$ 2,254.34	\$ 269,548.25	\$ 248,996.00	\$ 20,552.25	\$ 271,643.00
81 Workers Compensation		\$ 334.00	-\$ 334.00	\$ 851.20	\$ 3,674.00	-\$ 2,822.80	\$ 4,000.00
82 Road Works Upgrade		\$ 167.00	-\$ 167.00		\$ 1,837.00	-\$ 1,837.00	\$ 2,000.00

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## Purchase Card Statement for June Council Meeting

President Peter Clee			
Date	From	Particular	Amount
4.6.2015	Woolworths	Softdrinks for CEO welcome	\$38.98
4.6.2015	Woolworths	Wine and refreshments for CEO welcome	\$427.80
5.6.2015	BWS	Wine	\$167.40
5.6.2015	Coles	Bread for CEO welcome/dishwashing liquid com ctr	\$8.01
		Total;	\$642.19

Works Supervisor – Gary Zikan		
No purchases		

- 10.1 The 2015/16 Budget is almost complete. CEO Deborah Allen will circulate the 2015/16 Budget to councillors for their review before the next Special Meeting. Vice-President Lisa Mare has asked that this be arranged prior to the July Council Meeting. The special meeting will be to discuss and endorse the 2015/16 Budget, and the Shire Plan.

<b>Resolution No.</b>	<b>2015/193 – That the financials for the month of May 2015 be received and accepted.</b>
<b>Moved:</b>	<b>Cr Brad Irvine</b>
<b>Seconded:</b>	<b>Vice-President Lisa-Marie Stones</b>
<b>Vote:</b>	<b>AIF</b>

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## 11.0 OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

**11.1 Roads to Recovery – Peter McLinden.** This report has not been received as of yet by council. CEO to contact Peter McLinden from LGANT to see if this report can be completed prior to the July Council Meeting.

**11.2 Overdue Rates – with Debt Collectors.** There are four property owners who have been sent to the Debt Collectors. One of the rate payer who is overdue has contact Council and has offered to make periodical re-payments. Pam has also contacted all quarterly payment rates payers reminding them that the last quarter is due on 30 June.

Cr Kurt Noble reminded Councillors that at the last meeting there was an option to seize properties by using the "Power of Council". Cr Kurt Noble asked that this be kept on the agenda so that this topic can be revisited again after the budget has been passed.

**11.3 Mandorah Ferry Survey –** Cr Brad Irvine conducted this survey on 15 and 19 May 2015. Cr Brad Irvine found that the majority of people who park their cars at Cullen Bay travel quite a distance every day to go to work. Those that work in the city area commute mainly by using public transport. Cr Brad Irvine has passed the data he has collected to the Cullen Bay Marina Management Corporation.

Cr Brad Irvine has explained to Councillors that his role is to attend all meetings with the Cullen Bay Marine Management Corporation relating the Cullen Bay Ferry Terminal carpark and to keep councillors informed with up to date information.

Cr Brad Irvine to continue to carry out the survey every six months.

**11.4 Email from resident – Mungalo Road.** The matter has been resolved.

**11.5 Strategic Planning Workshop –** This was held Saturday 13<sup>th</sup> June and attended by Cr Alex Richmond, Cr VJ Thorpe, President Peter Clee and CEO Deborah Allen. Cr Alex Richmond thanks Deborah for all her preparations to have this report produced with short notice. The Strategic Plan has been circulated to all councillors, and CEO Deborah Allen asks that Councillors review this before the next special meeting. Councillors to be advised of meeting date in due course.

**11.6 UCASH –** Response letter has been mail and the matter resolved.

**11.7 ARC Report –** The acquittal for the \$50,000 received from the NT Government to install goal posts at the Sports Ground and replace the shade cloth which covers the sand pit area is due 30 June 2015. The shade sails have been ordered, and the invoice sent to us for acquittal purposes. The invoice will be paid once the sails have been erected.

**Resolution No. 2015/194 – That Council agrees to acquits the \$50,000 received to install goal posts and shade cloth at the Sports Ground due on 30 June 2015.**

**Moved: Cr Alex Richmond**

**Seconded: Cr Shenagh Gamble**

**Vote: AIF**

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- 11.8 UHF Communications** – There is concern that our communication system (telephone and satellite phone) is costing Council a lot of money every year considering the size of this council. CEO Deborah Allen would like to see costs reduced by cancelling some mobile phone's held by staff at the end of their contracts. One of the satellite phone's is missing and the monthly rental fee for this has now been cancelled as well. This is to be carried over to the next meeting with a new heading "Telecommunication Audit – CEO to speak on".

Vice-President Lisa Marie has pointed out that next Recovery Committee meeting will be held on Wednesday 24 June and CEO Deborah Allen has been encouraged to speak to the SES about access to their telecommunications system.

- 11.9 Report on Community regarding Dog Control back in March** – Cr Shenagh Gamble has prepared and emailed to councillors a copy of a brief report she has written up from the Dog Community meeting held back in March 2015. Cr Shenagh Gamble has asked that this report be included in the minutes. Below is a copy of Cr Shenagh Gamble's Report.

**Wagait Shire Council Community Meeting - Dog Management**

7:00pm 24 March 2015

**Summary:**

A public meeting was held to discuss dog management issues that have been increasingly causing concern in the community. The discussion was based on a report that was delivered to the Wagait Shire Council at the March Council Meeting (17 March 2015). Attendance was reasonable with approximately 20 residents and three elected members in attendance. Contained below are summary notes from elected members that attended the meeting.

**By law discussion**

- Could limit the number of dogs per household
- By laws mean increase in rates
- If you attach fees for wandering dogs they should go to ratepayer (make the responsible for the tenants they get)
- Share resources with other councils

**At the moment**

- Wagait council has a dog trap
- Dog register active, includes photos
- S75A Summary Offences Act covers dangerous dogs
- Police stated that: If dog attacks or menaces a person, livestock, or pet then the person who owns the dog can be charged (whoever is deemed to be responsible)
- NOTE – can't discharge a firearm within 2.5km of a public road
- Police – with regards to the summary offences act it is possible to defend by saying "it was enticed"
- Bulletin board for unknown dogs
- Council can trap dogs within the estate (on council property)
- Council can trap and destroy wild dogs
- Any dog not known (ie on registry) immediately to council is considered to be a wild dog and

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will be destroyed

- It is your responsibility to make your dog known to council, and always identifiable
- Animal policy
  - Control – kids can't control dogs
- Council can issue regulatory order saying a dog is a hazard (eg, about to break through a fence) or a nuisance (ie barking), and order that some action be taken to reduce the hazard or nuisance
- Council to invest in dog control equipment

#### **Police**

Local police in attendance provided the community with the following information:

- Interested in attack and menace (not barking dogs)
  - "cause fear"
- If you feel you can't talk to your neighbour the police are happy to talk to that person for you
- Member of police force only needs to "reasonably believe" that the dog has attacked or menaced.
  - Then they can destroy the dog
  - How to prove attack or menace? Video is good evidence.

#### **Action items to follow up:**

1. Develop fact sheet for residents - "what can I do about problem dogs", "what is my responsibility as a dog owner"
2. Develop Dog/Animal Management Policy '
3. Investigate by laws

Cr Alex Richmond would like to see a costing for Animal Management also included in the 2015/16 Budget.

Vice-President Lisa-Marie Stones reminded councillors that LGANT announced some time back that it will establish a fund to assist Councils in establishing Dog by-laws and that the legalities for this will need to be follow up.

- 11.10 Copies of "Audit Committee Terms of Reference, Accounting and Policy Manual and the Privacy Manual".**  
Copies have been sent to our Compliance Officer and put on website for public view. Matter is resolved.

## 12.0 AGENDA ITEMS

**12.1 Media Policy** –The wrong attachments were attached to the Agenda. The “Privacy Policy was attached instead of the Media Policy”. Below is the “Media Policy” with amendments made as per council meeting.

### WAGAIT SHIRE MEDIA POLICY

(Including Social Media)



#### PURPOSE

This document details Wagait Shire Council's (Council) procedures and directives regarding the use of and interaction with media and social media by elected members.

Council recognises the importance of the media in keeping the community informed, getting feedback on important issues and ensuring Council operates in a transparent and open way.

This policy acknowledges the important news gathering role of traditional media as well as the growing role of social media.

The objective of this Policy is to provide guidance to elected members and the media as to who is authorised to speak to the media, parameters on what can be released to the media and when.

#### GUIDING PRINCIPLES

The procedural statement and directive in this document adhere to:

- Effective two-way communication with the community and other stakeholders that helps Council achieve its broader objectives in providing municipal services
- Timely and accurate dissemination of information that the community needs to understand Council's role and services
- Professional and accountable media relations that ensures the media is able to do its job effectively while not compromising Council's legal and ethical responsibilities
- Coordinating risk management practices
- Ensuring appropriate accountability by users
- Targeted and cost-effective communication, thereby minimising cost to Council.

#### DEFINITIONS

Traditional media may include (but is not limited to):

- Printed (newspapers, newsletters, magazines)
- Broadcast (radio, digital radio)
- Online (online news sites, blogs)
- Televised (TV news, programs)

Social Media may include (but is not limited to):

- social networking sites (eg Facebook, Myspace, LinkedIn, Bebo, Yammer)
- video and photo sharing websites (eg Flickr, Youtube)
- blogs, including corporate blogs and personal blogs
- blogs hosted by media outlets (eg 'comments' or 'your say' features)
- micro-blogging (e.g. Twitter)
- wikis and online collaborations (eg Wikipedia)
- forums, discussion boards and groups (eg Google groups, Whirlpool)
- vod and podcasting
- online multiplayer gaming platforms (eg World of Warcraft, Second life)

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- instant messaging (including SMS)
- geo-spatial tagging (Foursquare)

## PROCEDURAL STATEMENTS

### Exceptions:

- There are no exceptions to this procedural statement and directive.

### Applicability:

- This procedural statement and directive applies to all Council employees, elected members and contractors.

### Procedures:

- Pursuant to *Section 43 of the Local Government Act*, the role of the President is to speak on behalf of Council as Council's principal representative. The President will be the principal spokesperson for Council's issues. Should the President be unavailable the Chief Executive Officer is the spokesperson or will designate an appropriate senior Council officer. The Vice-President may also be the spokesperson in that absence.
- Elected members are under no obligation to seek permission from, or to advise the Chief Executive Officer or the designated officer of any attempt to gain media attention for themselves. However elected members are requested to inform the Chief Executive Officer or the designated officer out of professional courtesy.
- Issues of an operational nature should be directed to the Chief Executive Officer in the first instance. All comments made via the media (traditional and social) are in the public domain, thus sound judgement and professionalism should be exercised when engaging with media. Comments must comply with all relevant Council policies and values.
- Views expressed by elected members should be clearly identified as their own, either personal or professional. Comments should be in line with relevant Council policies and not at any time bring the reputation of Council into disrepute.

### Business related use of all media:

- As a general principle, only the President or the Chief Executive Officer make official comments on behalf of Council to the media (both traditional media and social media).
- All media statements and official comment made on behalf of Council shall reflect the decisions made by Council as stated in its adopted resolutions or the positions taken by Council as articulated in its strategic and policy documents.
- Personal comments are not represented as the view of Council and this should be identified.

### Personal use of social media:

- Elected members need to be aware that as Community representative their personal or professional site may be viewed as a public site, especially when reference to the elected member's position is present. Therefore when expressing a personal view this should be identified and care taken not to show disrespect for the Council, its decisions, decision making process or other elected members and staff.

### Social Media material:

- The Council's website remains the Council's primary and predominant online presence.

### Elected members using social media must:

- Only disclose and discuss publicly available information.

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- Ensure postings should be professional and designed to aid in the dissemination and promotion of Council information to public.
- Ensure that all content published is accurate and not misleading and complies with Council's Codes of Conduct for elected members, policies and Portable Storage Device and confidentiality pursuant to the *Local Government Act*;
- Avoid the use of council images (such as photo, video, logos and so on) unless it is a promotional poster or item. If an image is used it should be low resolution and not contravene council's or the owners copyright.
- be polite and respectful to all people with whom they interact; and
- adhere to the Terms of Use of the relevant social media platform/website, as well as copyright, privacy, defamation, contempt of court, discrimination, harassment and other applicable laws.

Those using social media must not:

- Post material that is offensive, disrespectful of colleagues, obscene, defamatory, threatening, harassing, bullying, discriminatory, hateful, racist, sexist, infringes copyright, constitutes a contempt of court, breaches a Court suppression order, or is otherwise unlawful;
- Use the identity or likeness of another elected member or employee of Council;
- Use or disclose any confidential information obtained in their capacity as an elected member;
- Make any comment or post any material that might otherwise cause damage to a colleague or to Council's reputation or bring it in any way into disrepute.

Reasonable/ unreasonable use of Social Media:

- Use of media or social media during the conduct of Council meetings is not permitted.
- Council resources shall not be used to access or post any material that is fraudulent, harassing, threatening, bullying, embarrassing, sexually explicit, profane, obscene, racist, sexist, intimidating, defamatory or otherwise inappropriate or unlawful.

Legal consequences:

- Council may be held liable for statements made by an authorised elected member commenting in an official capacity on behalf of Council, no matter the media platform.

Failure to Comply:

- Failure to comply with these procedures may result in disciplinary action and the recovery of any costs incurred by the Wagait Shire Council.

LEGISLATION BASE

*Local Government Act and  
Privacy Act*

## **6. ASSOCIATED DOCUMENTS**

Codes of Conduct for Elected Members

## **7. ASSOCIATED FORMS/RECORD KEEPING**

**Nil**

**Note:** *Portable Storage Device (PSD): a portable device designed to store digital data. In this document the term includes any laptop computer, small external device such as a USB stick, digital camera, mobile phone or any other portable device that contains identifiable information.*

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12.1.1 Councillors would like to see some changes made to the Draft Wagait Shire Media Policy. The 3 changes to the Policy are as follows:

- Procedural Statements – Procedures: “However elected members are required to inform the Chief Executive Officer or the designated officer out of professional courtesy” the word “required” is to be replaced with “requested”.
- Business related use of all media: - The word “new” has been removed in the first sentence and replaced with the word “social”. Sentence now reads (both traditional media and social media).
- Elected members using social media must - The word :Council” has been added to the second sentence to read “Avoid the use of Council images instead of Avoid the use of images”.

**Resolution No. 2015/195 That Council approves the Draft Media Policy as amended and directs the CEO to publish on the Website.**

**Moved: Cr Shenagh Gamble**

**Seconded: Cr Brad Irvine**

**Vote: AIF**

**12.2 Rates and Charges Policy** – This policy was included in the May Agenda.

In the last sentence in the Rates and Charges Policy, the word “will” has been changed to “may” to read “Council **may** commence proceedings to sell the property subject to and by virtue of its powers.....”.

**Resolution No. 2015/196 – That Council adopts the Rates and Charges Policy as amended.**

**Moved: Vice President Lisa-Marie Stones**

**Seconded: Cr Alex Richmond**

**Vote: AIF**

**12.3 Access all Areas to Film Festival – President Peter Clee**

President Peter Clee is not present to speak on this topic, however Vice President Lisa-Marie stones informed us that he is in the process of signing up for this as there is no cost involved. This is a free travelling film festival too promote accessible events. To be carried over to the next Council meeting.

**12.4 Junior Ranger Program Teaching Kids to be Territory Tough** - CEO Deborah Allen will pass this onto the Sports and Recreation Officer.

Councillors would like to see included in our Council Wrap Up with the Wagaitair the school holiday program. Residents are encouraged to contact the Council office to add their names to the Sports & Recreation Officer contact email list for programs and activities.

**12.5 Threat of Forced Amalgamation – Cr Alex Richmond.**

Cr Alex Richmond is concerned that the minutes from the Belyuen, Coomalie, and Wagait Local Government Working Group did not reflect the feedback that was received by councillors from the last meeting. Cr Alex Richmond would like to see that councillor’s keep the community informed with all updates from meetings.

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A resolution was passed last year that outlines Council's position regarding the potential boundary changes in the Cox Peninsula. Councillors would like to see this resolution included in the July 2015 Agenda to remind Councillors of their position on this issue. The heading "Threat of Forced Amalgamation" in the June Agenda is also to be changed to "Boundary Reform".

This is to be carried over to the next meeting.

Cr Alex Richmond to email CEO Deborah Allen with the proposal that was put together and sent to Government requesting for an extension to Wagait Shire Council boundaries.

- 12.6 Adequate Levels of Building Cover – in particular CEO House and Council Office** – CEO Deborah Allen is concerned that the valuation as stated in the Insurance Policy for the CEO House and Council office is not adequate and will not be sufficient should the buildings be destroyed in an accident. Councillors instructed CEO Deborah Allen to pursue this and to ensure that there is adequate cover for these buildings.

### **13.0 UPCOMING EVENTS**

- 13.1 Territory Day – July 1<sup>st</sup>.** This event has been organised. Volunteer staff for the evening are Robyn Presley, Pam Wanrooy and CEO Deborah Allen and the NTES. The BBQ will start at 5pm staffed by our volunteers the NTES and fireworks will begin at 7pm sharp. All residents are invited to attend.

### **14.0 LATE ITEMS AND GENERAL BUSINESS**

- 14.1 Multiple Dwellings on single blocks** – There is concerns by a resident that multiple dwellings are being put on one of the residential blocks without approval. Jack Ellis to investigate and keep CEO Deborah Allen updated. CEO Deborah Allen to inform Councillors if there is any action that can be undertaken.

### **15.0 IN-CAMERA ITEMS**

Nil

### **16.0 Date of Next Meeting**

The next Council Meeting is to be held on Tuesday 21 July in the Council Chambers at 7.00pm.

The date for the next Special meeting is to be held on Tuesday 30 June at 7.00pm in the Council Chambers. CEO Deborah Allen to send councillors an email to confirm the Date.

### **17.0 MEETING CLOSE**

Vice President Lisa-Marie Stones declares the meeting closed 8.27pm

Resolution No. 2015/

That the Minutes for the monthly meeting of June 2015, as amended be confirmed.

Moved:

Seconded:

Vote:

## **6. BUSINESS ARISING FROM MINUTES**

Roads to recovery – Peter McLinden report – CEO

Overdue rates – ongoing and with debt collectors – CEO

Mandorah ferry survey – ongoing – Councillor Irvine

Budget/strategic planning workshop – held Saturday 20 June 2015

ARC Report – \$50,000 grant for goal posts and shade cloth due 30 June 2015. Acquitted - Resolved

Telecommunication audit – CEO

Report on dog control from March 2015– Cr Shenagh Gamble – report presented - Resolved.

CEO delegation – Policy on website and emailed to Compliance Officer - Resolved.

Media policy – Policy on website and emailed to compliance Officer. Resolved.

Rates and charges policy – Policy on website emailed to compliance Officer. Resolved.

Access all areas to film festival – ongoing

Junior ranger program teaching kids to be territory tough – passed to Sports & Rec Officer - Resolved

Animal management – Included in the 2015/16 Budget - ongoing

Dog By-Laws – legalities with LGANT to be followed up - ongoing - CEO

Threat of forced amalgamation – proposal emailed to CEO

Adequate levels of building insurance – ongoing - CEO

Sign replacement – Charles Point Road – ongoing - CEO

Report of 3 missing white concrete barriers - DeLissa Drive – ongoing - CEO

Multiple dwellings on single blocks – ongoing - CEO

## **7. CONFLICT OF INTEREST**

## **8. PRESENTATIONS**

Shaun Hardy – Project Director Regional Governance

Ginny Rabeling – Governance Trainer

## **9. LATE ITEMS**

## **10. QUESTIONS/FEEDBACK FROM THE PUBLIC**

## **11. PRESIDENTS REPORT – PETER CLEE**

Councillors,

I am pleased to report that our new CEO Deborah Allen has performed very well at this most difficult time of the year. The Budget and Shire plan had not been started until May this year

Deborah has definitely hit the ground running and things are starting to run more smoothly.

The Annual Budget is a most important part of the Wagait Shire Councils operations. Deborah has done a superior job in preparing and dealing with council requests for project funding. It was most disappointing that the 2014-15 year looks like being a deficit year. The areas of concern have been identified and will be closely monitored over the next 12 months.

The Shire Plan has been updated and placed on our web site. The strategic plan and annual report will be completed next.

Wagait Shire has always had a policy of rating on the basis of a flat rate per block and the proposed rate for 2015 / 16 budget of \$560 per annum is due to be adopted at our July meeting. I believe that Wagait Shire Council is most certainly sustainable in the long term whilst still able to maintain the lowest rates in the Northern Territory. Details are available in the Wagait Shire Plan 2015 – 16 which is available on the council web site.

Many blocks now have multiple residential dwellings. It will be necessary for the CEO to look at alternative rating methodology to more evenly distribute the burden of rates.

During the first half of 2015 a community meeting was held in relation to an issue of unrestrained and feral dogs roaming the community. It was reported by the meeting that these animals were causing a general nuisance to residents. Council has resolved to introduce a program for companion animal registration and to investigate a longer term animal control program. This year will see the establishment of an animal registration system, a policy on Companion Animals and introduce By-Laws for uncontrolled animals. It is hoped that we may also see the voluntary introduction of microchips for companion animals.

The Companion Animal Management Program is a long term initiative of council in response to resident concerns. A small levy of \$50.00 per block will be imposed in addition to the general rates to partly fund this program. It is hoped that eventually the program may become self-funding.

The council has had an interim audit finalised and the auditor identified areas where council can make improvements.

I have previously reported to council about the Commonwealth funding for the Kenbi / Cox remediation Project. I attended a hearing held by the Commonwealth in relation to the proposed funding and subsequent to that hearing I was of the understanding that the Northern territory Government were looking to close the Wagait Tip. In doing so I understood that the NTG were going to fund a new Waste Transfer Station to be located in a suitable position where it could be utilised by both Belyuen and Wagait.

At a tri-council meeting at Belyuen recently it was discussed that use could be made of the Belyuen Rubbish dump as an interim measure, however Belyuen Manager advised that there was much work to be done at that site. The use of this facility was dependent wholly on the prior construction of a suitable transfer station closer to Wagait. We understood that it is not the wish of the residents of Belyuen for casual dumping of individual rubbish at that rubbish tip. A transfer station would be used for receipt of the rubbish and that could then be transported to Belyuen, or some other tip, on an as needs basis. Nor is it the wish of Wagait residents to impose on the quiet comfort of the good residents of Belyuen.

It is imperative for NTG to construct an adequate and suitable Transfer Station elsewhere to meet our long term needs but preferably the needs of both communities. Such a transfer station may well service both Belyuen and Wagait well into the foreseeable future. They first must identify and gain agreement for the use of a suitable location, as this council area is too small to incorporate any such facility. Mr Shaun Hardy, Dept of Local Govt has been looking at some suitable land south of the current tip site, between Belyuen and Wagait which would be suitable. The NTG need to identify this land and negotiate with the TO's and the NLC if appropriate. Negotiations of this nature are beyond the ability of this council.

The Wagait Shire has no land and no budget for any establishment of such facility nor any budget for operational costs for the transfer site, so it will also be dependent on the NTG to meet the operational costs for at least the current financial year or until we can build such costs into our annual budget.

It appears that the NTG are looking to renege on this arrangements. I have been adamant that a long term solution is what is needed, not the short term-band aid solution that is preferred by the NTG.

Our holiday sports program has received a significant boost with the assistance of significantly reduced fares for participants to visit the TIWI Islands on 16 July. This should be a really great day. Hopefully this can be repeated again in the future and possibly children from Belyuen can join our tours.

This past month I have attended to the following meetings and events:-

NTG –re Wagait Tip  
Thiess Services – Remediation Project  
McMahon Services – Remediation Project  
Intract – Remediation Project  
Media Interview – ABC Radio Grass Roots.  
Wagait Emergency Recovery committee  
Sealink NT Ferries – School Holiday Program  
Darwin Festival Committee  
Mandorah Ukulele and Folk Festival  
Media Interview – Wagaitear  
Electorate Office – Garry Higgins  
Cox Club

I continue to meet with the CEO on a regular basis and have taken a large number of telephone enquiries from residents and ratepayers.

## **12. CHIEF EXECUTIVE OFFICER'S REPORT – DEBORAH ALLEN**

### **MEETINGS CEO ATTENDED:**

09 June BCWLG Advisory Group - Belyuen  
24 June Recovery Committee Meeting at Community Centre - Wagait  
30 June Crown Lands - weeds and storm water drains - Wagait  
02 July Sealink - Cullen Bay Cancelled  
03 July Country Solar NT - Wagait  
03 July Peter McLinden LGANT - Parap

### **COMMUNITY:**

A resident considered an event at the boat ramp, during low tide and when ferry came alongside to be dangerous so enquired if council is able to do anything about upgrading the ramp. CEO can draft a letter to Department of Infrastructure if deemed appropriate.

Microbiology testing has been arranged with Primary Industries and Fisheries on water in tanks at Community Centre and Council Office. Ongoing testing has programmed for 01 May and 01 November every year.

When new shade sails for the playground were erected, an inspection of the centre pole revealed it had broken completely away from its ground plate. The works supervisor re-welded it and a twice yearly inspection of the playground shade sail infrastructure has been programmed.

Missing and broken roadside storm water barriers are currently being replaced and a repainting program will follow.

A request was forwarded to the Department of Infrastructure to remove and replace The Wagait Beach Hotel sign on Charles Point Road and this was completed by 10 July.

A letter was sent to the Development Consent Authority (DAS) seeking advice on particular lots with multiple dwellings on them. Response was that DAS considered identified properties are compliant.

A request was been forwarded to LGANT on 10 July requesting assistance with drafting companion animal by laws.

## COMPLIANCE:

Two findings from the 2014 Compliance Review are ongoing. The first is for council to adopt its 2014-2015 Shire Plan and that will be completed at the next Special Meeting on 30 July. The second is to fix the appointment of auditor for two years. CEO will request quotes

An electronic calendar in Google is now being populated with activities such as maintenance planning and office procedures i.e., WorkSafe training, water testing, CAL certification etc. to send reminders to CEO and council admin when action is required.

When the WSC insurance policy has been renewed, the replacement value of council buildings seemed to be inadequate at \$1,250,000. Consequently a site visit was conducted on 06 July by Integrated Valuation Services for the purpose of providing a valuation of the Council Office, Community Centre, Works Depot and CEO's house. Insurance valuation report received with the total replacement value deemed to be \$2,445,000. Insurance policy will be updated.

An incident occurred at the works depot which highlighted a lack of reporting and a general lack of knowledge about Workplace Health and Safety within WSC. Consequently all staff have received a brief on the Work Health and Safety (National Uniform Legislation) Act 2011 and a reporting process has been established. A folder has been created to keep on file the NT WorkSafe reporting form, a WSC report template and reference to the Act. CEO will carry out a refresher for all staff at the beginning of every FY.

## COMMUNICATIONS AUDIT:

Following an audit, it has been identified that WSC currently has the following hand held and fixed lines of communication available and the liabilities for the equipment has also been provided.

08 8978 5360 - Internet and second land line for office - \$80 + per call, approx. \$90p/m

08 8978 5102 - Internet and landline for CEO house - \$80.10 p/m

08 8978 5185 - Office main land line - per call, approx. \$70 - \$75 p/m

08 8978 5100 - Fax - \$47.95 + 0.10 per fax p/m

0429 785 185 - Previous CEO - \$80 p/m - cancelled

0447 822 996 - Works Off-sider - \$60 + \$10 purchase = \$70 p/m

0488 177 457 - Office Manager - \$60 + \$6 purchase = \$66 p/m - cancelled

0427 133 959 - Works Supervisor \$50 p/m

[wagaitshire@bigpond.com](mailto:wagaitshire@bigpond.com) \$39.95 p/m

Approx. \$7200 annually

3 x satellite phones @ \$37.40 each = \$112.20 p/m \$1346 annually

## OFFICE/STAFF:

The current Chart of Accounts in MYOB doesn't align with the Shire Budget making it difficult to accurately report on the status of Council's finances. Support from MYOB is being sought to rectify this issue; consequently the finance report for next month's meeting may still be under development when council meets again.

Works Supervisor attended a traffic management course 09 June - 11 June

Office Manager RDO and leave 23 June, 09 - 17 July

Works Supervisor RDO and leave 23 and 30 June, 2 - 3, 10 July

Works Off-sider RDO 29 June

## MAINTENANCE:

- 15000km service carried out on works Holden ute - CB50PV. Front driver's side tyre found to be scrubbing out two days after service. Dealer has been sent 2 emails asking if the tyres were rotated as per the invoice. No reply to date.
- Recall inspection to check alternator cable carried out on works Holden ute - CB50PV
- Medical bed located in Community Centre repaired
- Fan replaced in Medical Centre consulting room
- Air conditioner in Community Hall checked for noise - ok

## 13. WORKS SUPERVISOR'S REPORT – GARY ZIKAN

### Jobs during May

Assist with Workshop asset audit, twice  
Poison Memorial Garden  
Poison Sportsground Mission Grass  
Weld Finishing Deck wheel  
Repair Tractor awning  
Meet with temp. Jetty contact  
Repair bed (emergency room)  
Show Boss Water Sampling procedure  
New Jelly Fish Warning sign erected  
Beach access slats removed and re-laid at 2 locations  
Assist with CEO welcome get together  
Prepare Sportsground for Territory Day ( including Sportsground mow)  
Mow Mungalo Rd.  
Attend 3 day Traffic Management Course  
Trees cleared from around Sportsground amenities  
Green waste pushed up x 2  
Tip face tidied on numerous occasions  
Water blast Boatramp  
13 Jetty washes, rubbish removed  
Beach Bins checked each Monday & Friday  
1 Powerwater callout  
Cobwebs removed from Jetty underside  
Fit new lay flat hose to Standpipe  
22 Bore runs  
Weekly water samples dropped off to Ferry  
Pick up 1 dead kangaroo  
Destroy 1 Corrella with 2 broken wings  
Attend weekly meetings at Office  
Check emails at various times  
Hose away dirt & mud from Standpipe area  
Park Truck for coast clean up rubbish  
P/U Gas Bottles for Council Buildings  
P/U Dog Trap  
Laminate Tide Tables  
Trip to town, p/u chlorine & Tractor filters  
p/u mulch, leaves, branches from Memorial Garden  
Ute taken to town for 15000km service



#### 14. SPORTS & RECREATION'S OFFICER REPORT – ROBYN PRESLEY

The rehearsals have started for our next dance concert, which will be performed at the Cox Country Club whenever we are ready. Stay tuned! There are about 15 children involved so it is going to be awesome. They are making costumes and props as well.

Our three wonderful ukulele players; Mili, Masi and Matilda; performed at MUFF on Saturday June 27th to a rousing reception. I am so proud of them; a great achievement. There has been a request by the WAG's (Wagait Arts Group) for them to perform at the opening of their Art Exhibition on the last weekend of August. They are in demand.

We had a wonderful time painting the portable toilet at the Club. The children drew and painted some great artwork.

We had a great overnight campout at Tumbling Waters Holiday Park. There were 10 children who enjoyed it although the fishing wasn't very good.

There were five children who attended the AFL football match at TIO Stadium Saturday July 4th and thoroughly enjoyed the game; especially those who play AFL. We plan on attending the NRL match which will be played in August.

Thanks to President Clee, we have a free trip to the Tiwi Islands on Thursday July 16th. It is going to be a long day but well worth the effort. Over the past months we have raised almost \$1000.00. I am going to suggest to the children that we donate what money we have left after our trip to our Seniors in the community for their special day in August. And we thank you very much Peter.

Next term we will be learning how to play darts with the help of Jill Formby; former Territory representative. The children have shown an interest and it will be very good for their maths!

Monday DANCE/PAINTING		Jun-15 8	Jun-22 7	Jun-29 9
Tuesday TENNIS/PAINTING	Jun-09 5	Jun-16 3	Jun-23 9	Jun-30 6
Wednesday ARTS/UKULELE	Jun-10 4	Jun-17 3	Jun-24 13	Jul-01 5
Thursday DANCE	Jun-11 10	Jun-18 2	Jun-25 8	Jul-02 10
Friday Cooking & Movie	Jun-12 14	Jun-19 11	Jun-26 16	Jul-03 12
Saturday		Jun-20 6		Jul-04 5
Saturday Movie				
Refer to School Holiday Program for activities.				

Resolution No.

That the Officer's reports for the month of June 2015 be received and accepted.

Moved:

Seconded:

Vote:

## 15. FINANCIAL REPORT

WAGAIT SHIRE COUNCIL								
Income and Expenditure Report for Month Ending 30 June 2015								
			Month to Date			Year to Date		Full Year
		Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
	<b>INCOME</b>							
1	Grants Roads to Recovery		\$2,500.00	-\$2,500.00	\$56,020.00	\$30,000.00	\$26,020.00	\$30,000.00
2	Grants for Others		\$6,250.00	-\$6,250.00	\$29,443.00	\$75,000.00	-	\$75,000.00
3	Grant/C'Vealth/FAG		\$833.00	-\$833.00		\$9,996.00	-\$9,996.00	\$10,000.00
4	Grant NT Government		\$1,666.00	-\$1,666.00	\$6,500.00	\$19,992.00	-	\$20,000.00
5	Grant/NT Operational		\$6,250.00	-\$6,250.00	\$143,551.00	\$75,000.00	\$68,551.00	\$75,000.00
8	Grant/Sports & Recreation		\$1,666.00	-\$1,666.00	\$22,195.80	\$19,992.00	\$2,203.80	\$20,000.00
9	Interest Received	\$1,030.78	\$1,666.00	-\$635.22	\$17,677.63	\$19,992.00	-\$2,314.37	\$20,000.00
11	Penalties Received Rates		\$60.00	-\$60.00		\$720.00	-\$720.00	\$721.00
12	Pensioner Rebates		\$1,000.00	-\$1,000.00	\$11,400.00	\$12,000.00	-\$600.00	\$12,000.00
13	Other Income		\$166.00	-\$166.00		\$1,992.00	-\$1,992.00	\$2,000.00
14	General Rates Received	\$809.00	\$16,952.00	\$16,143.00	\$198,789.33	\$203,424.00	-\$4,634.67	\$203,425.00
15	Rental		\$792.00	-\$792.00	\$6,681.81	\$9,504.00	-\$2,822.19	\$9,500.00
16	Rental - Caravan Park		\$238.00	-\$238.00	\$2,120.00	\$2,856.00	-\$736.00	\$2,860.00
17	Hire Plant & Equipment		\$84.00	-\$84.00	\$640.91	\$1,008.00	-\$367.09	\$1,000.00
18	Other Income	\$1,520.00	\$166.00	\$1,354.00	\$46,320.29	\$1,992.00	\$44,328.29	\$2,000.00
19	12/13 Surplus brought fwd		\$4,489.33	-\$4,489.33		\$53,871.96	-	\$53,872.00
20	Heritage & Site maintenance		\$250.00	-\$250.00		\$3,000.00	-\$3,000.00	\$3,000.00
21	Jetty Income	\$4,946.55	\$5,365.00	-\$418.45	\$55,373.41	\$64,380.00	-\$9,006.59	\$64,379.00
22	Power & Water	\$4,314.01	\$4,416.67	-\$102.66	\$58,281.23	\$53,000.04	\$5,281.19	\$53,000.00

	<b>TOTAL INCOME</b>	\$12,620.34	\$54,810.00	-	\$42,189.66	\$654,994.41	\$657,720.00	-\$2,725.59	\$707,757.00
23	Transfer from reserves		\$4,166.00	-\$4,166.00	\$105,000.00	\$20,830.00	\$84,170.00		\$50,000.00

WAGAIT SHIRE COUNCIL Income and Expenditure Report - For Month Ending 30 June 2015								
	<b>EXPENDITURE</b>	Actual \$	Month to Date Budget \$	Variance \$	Actual \$	Year to Date Budget \$	Variance \$	Full Year Budget \$
25	Accountancy		\$1,183.33	-\$1,183.33	\$12,360.00	\$14,199.96	-\$1,839.96	\$14,200.00
26	Audit Fees		\$687.00	-\$687.00		\$8,244.00	-\$8,244.00	\$8,240.00
27	Administration		\$125.00	-\$125.00	\$3,749.02	\$1,500.00	\$2,249.02	\$1,500.00
28	Advertising	\$150.00	\$83.33	\$66.67	\$2,400.91	\$999.96	\$1,400.95	\$1,000.00
29	Animal Control		\$20.83	-\$20.83		\$249.96	-\$249.96	\$250.00
30	Bank Charges	\$155.00	\$133.33	\$21.67	\$1,148.21	\$1,599.96	-\$451.75	\$1,600.00
31	Cleaning		\$30.00	-\$30.00	\$714.39	\$360.00	\$354.39	\$360.00
32	Community & Other Orgs Support		\$584.00	-\$584.00	\$1,181.41	\$7,008.00	-\$5,826.59	\$7,000.00
33	Entertainment	\$936.72	\$141.66	\$795.06	\$2,944.60	\$1,699.92	\$1,244.68	\$1,700.00
34	Senior Xmas Party Expenditure		\$41.66	-\$41.66	\$51.72	\$499.92	-\$448.20	\$500.00
35	Senior Week Function Exp		\$83.33	-\$83.33	\$1,388.30	\$999.96	\$388.34	\$1,000.00
36	Computer Maintenance		\$333.00	-\$333.00	\$655.45	\$3,996.00	-\$3,340.55	\$4,000.00
37	Consultant Fees		\$416.66	-\$416.66	\$5,606.36	\$4,999.92	\$606.44	\$5,000.00
38	Capital/Office Equipment		\$167.00	-\$167.00		\$2,004.00	-\$2,004.00	\$2,000.00
39	Election Expenses		\$416.66	-\$416.66	\$8,681.49	\$4,999.92	\$3,681.57	\$5,000.00
40	Environment		\$166.66	-\$166.66		\$1,999.92	-\$1,999.92	\$2,000.00
41	Community Recreation Act	\$63.24	\$250.00	-\$186.76	\$1,290.57	\$3,000.00	-\$1,709.43	\$3,000.00
42	Electricity		\$1,250.00	-\$1,250.00	\$12,070.15	\$15,000.00	-\$2,929.85	\$15,000.00

43	Gas supplies	\$452.91	\$8.00	\$444.91	\$1,074.56	\$96.00	\$978.56	\$100.00
44	Freight		\$67.00	-\$67.00	\$160.00	\$804.00	-\$644.00	\$800.00
45	Insurance		\$1,333.00	-\$1,333.00	\$17,525.72	\$15,996.00	\$1,529.72	\$16,000.00
46	Hire of Plant & Equipment		\$791.66	-\$791.66		\$9,499.92	-\$9,499.92	\$9,500.00
47	LGANT Membership		\$208.33	-\$208.33	\$1,537.28	\$2,499.96	-\$962.68	\$2,500.00
48	Meeting Expenses	\$78.55	\$125.00	-\$46.45	\$2,169.88	\$1,500.00	\$669.88	\$1,500.00
49	Members Payments	\$30.00			\$410.95	\$-	\$410.95	
50	Printing & Stationery	\$102.51	\$250.00	-\$147.49	\$2,580.84	\$3,000.00	-\$419.16	\$3,000.00
51	Postage		\$41.66	-\$41.66	\$561.87	\$499.92	\$61.95	\$500.00
52	Professional Development		\$83.33	-\$83.33	\$868.18	\$999.96	-\$131.78	\$1,000.00
53	Pest Control		\$125.00	-\$125.00	\$1,400.00	\$1,500.00	-\$100.00	\$1,500.00
54	Gdn and ground Maintenance		\$291.66	-\$291.66	\$1,315.86	\$3,499.92	-\$2,184.06	\$3,500.00

55	Jetty/p&W Maint contract exp	\$335.84	\$866.00	-\$530.16	\$2,497.91	\$10,392.00	-\$7,894.09	\$10,400.00
56	Jetty /P&W Maintenance - materials		\$68.00	-\$68.00		\$816.00	-\$816.00	\$824.00
57	R&M Housing & Office		\$835.00	-\$835.00	\$2,337.31	\$10,020.00	-\$7,682.69	\$10,000.00
58	R&M Community Centre	\$10.50	\$584.00	-\$573.50	\$3,319.77	\$7,008.00	-\$3,688.23	\$7,000.00
59	R&M Reserves Roads		\$167.00	-\$167.00	\$890.90	\$2,004.00	-\$1,113.10	\$2,000.00
60	R&M Town site		\$942.00	-\$942.00		\$11,304.00	\$11,304.00	\$11,300.00
61	R&M Ablution Blocks		\$292.00	-\$292.00	\$3,736.36	\$3,504.00	\$232.36	\$3,500.00
62	R&M Recreation		\$167.00	-\$167.00		\$2,004.00	-\$2,004.00	\$2,000.00
63	Sports & Rec wages & overheads	\$2,060.00	\$1,666.00	\$394.00	\$25,260.56	\$19,992.00	\$5,268.56	\$20,000.00
64	Sports Ground Grant 14/15				\$39,003.16	\$-	\$39,003.16	
65	NTES Grant				\$33,168.64	\$-	\$33,168.64	
66	Rubbish Dump Mtce Wagait		\$833.00	-\$833.00	\$3,181.81	\$9,996.00	-\$6,814.19	\$10,000.00
67	Stores, Materials & Loose Tool	\$101.84	\$667.00	-\$565.16	\$4,206.05	\$8,004.00	-\$3,797.95	\$8,000.00

68	Safety Supplies & Equipment		\$250.00	-\$250.00	\$570.00	\$3,000.00	-\$2,430.00	\$3,000.00
69	Subscriptions & Publications	\$50.00	\$167.00	-\$117.00	\$398.00	\$2,004.00	-\$1,606.00	\$2,000.00
70	Superannuation	\$2,430.00	\$2,083.33	\$346.67	\$28,529.89	\$24,999.96	\$3,529.93	\$25,000.00
71	Telephone & Facsimile	\$747.27	\$808.33	-\$61.06	\$10,118.93	\$9,699.96	\$418.97	\$9,700.00
72	Training	\$818.00	\$250.00	\$568.00	\$3,457.67	\$3,000.00	\$457.67	\$3,000.00
73	Travel & Accommodation		\$500.00	-\$500.00	\$6,060.73	\$6,000.00	\$60.73	\$6,000.00
74	Uniforms	\$264.00	\$167.00	\$97.00	\$1,873.13	\$2,004.00	-\$130.87	\$2,000.00
75	Vehicle & Plant maintenance	\$703.64		\$703.64	\$7,988.81	\$-	\$7,988.81	
76	Vehicle & Plant Fuel & Oil	\$790.16	\$834.00	-\$43.84	\$13,114.91	\$10,008.00	\$3,106.91	\$10,000.00
77	Vehicle Rego		\$250.00	-\$250.00	\$2,701.55	\$3,000.00	-\$298.45	\$3,000.00
78	Workshop Maintenance	\$116.66	\$667.00	-\$550.34	\$7,018.18	\$8,004.00	-\$985.82	\$8,000.00
79	Water & Sewerage	\$569.92	\$250.00	\$319.92	\$7,739.41	\$3,000.00	\$4,739.41	\$3,000.00
80	Wages & Salaries	\$23,846.49	\$22,636.19	\$1,210.30	\$288,701.62	\$271,634.28	\$17,067.34	\$271,643.00
81	Workers Compensation		\$334.00	-\$334.00	\$851.20	\$4,008.00	-\$3,156.80	\$4,000.00
82	Road Works Upgrade		\$167.00	-\$167.00		\$2,004.00	-\$2,004.00	\$2,000.00

83	Signage	\$172.80	\$167.00	\$5.80	\$552.96	\$2,004.00	-\$1,451.04	\$2,000.00
84	Capital Vehicles		\$5,000.00	-\$5,000.00	\$76,176.00	\$60,000.00	\$16,176.00	\$60,000.00
85	Library		\$6,250.00	-\$6,250.00		\$75,000.00	\$75,000.00	\$75,000.00
86						\$-		
87	Plant & Equip				\$8,947.09	\$-		
88	Office Upgrade		\$553.00	-\$553.00	\$671.88	\$6,636.00	-\$5,964.12	\$6,640.00
91	Residence		\$834.00	-\$834.00	\$20,617.00	\$10,008.00	\$10,609.00	\$10,000.00
94	Memorial Garden		\$125.00	-\$125.00	\$310.17	\$1,500.00	-\$1,189.83	\$1,500.00
95	Other	\$3,500.00	\$166.00	\$3,334.00	\$44,475.00	\$1,992.00	\$42,483.00	\$2,000.00
	TOTAL CAPITAL EXPENDITURE	\$38,486.05	\$58,983.94	-\$20,527.89	\$732,324.32	\$707,807.28	\$15,569.95	\$707,757.00

Investment a/c				\$811,822.14			\$900,000.00
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Purchase Card statement July 2015 Council meeting

President Peter Clee

Date	From	Particular	Amount
18/06/15	NT Police, Fire & Emergency	Working with Children - Deborah Allen	\$55.00
23/06/15	Figleaf	Chlorine for Water Treatment	\$58.00
25/06/15	Swampindust	???	\$39.00
30/06/15	Good Guys	Samsung Galaxy Tablet for CEO	\$399.20
Total:			\$551.20

Works Supervisor - Gary Zikan

Date	From	Particular	Amount
10/06/15	Airpower	Assy Filter for tractor	\$62.38
5/06/15	Reward Distribution	Ice Bags for Ice Machine	\$22.88
5/06/15	Applied Technologies	Hose and fittings for Jetty/Power contract	\$208.98
Total:			\$294.24

Resolution No.

That the financials for the month of June 2015 be received and accepted.

Moved:

Seconded:

Vote:

## 16. OTHER BUSINESS

- 16.1 Request from rate payer to enter into an agreed payment plan with council for outstanding rates
- 16.2 LGANT – nomination for Heritage Council
- 16.3 Darwin Duchess
- 16.4 Asset write off
- 16.5 Limits on/authority for Presidents to make unilateral decisions
- 16.6 Council Action List – update
- 16.7 In the June 2015 Minutes councillors asked for the Resolution of potential Boundary Changes to be included in this agenda. This matter is ongoing

Resolution No. 2014/129

A. That Council make a submission to the Minister for Local Government/Chief Minister requesting an extension of boundaries to include unincorporated land in the North of the Cox Peninsula.

B. That the submission will demonstrate strong community support for an extension of the shire boundaries.

Moved: Cr Shenagh Gamble

Seconded: Cr Ally Richmond

Vote: AIF

## 17. INWARDS CORRESPONDENCE – July 2015 Meeting

Date	From	About	To	
11/06/2015	Cox Country Club	use of council chairs and tables for the MUFF	CEO	email
15/06/2015	Peter McLinden - LGANT	Our Water Future Discussion Paper - a Conversation with Territorians.	CEO	email
16/06/2015	Chris & Sue Chaplin	Purchases from Wagait Supermarket	CEO	email
16/06/2015	NT Redistribution	Release of the 2015 Proposed Redistribution Boundaries Tuesday 16 June 2015	CEO	email
16/06/2015	NT Redistribution	Redistribution of NT Legislative Assembly Electoral Boundaries	CEO	email
16/06/2015	Barry Hansen Auditors	Interim Management report F/Y 2014/15	CEO	email
16/06/2015	Westpac	Confirmation of changes to your Business Online Banking Service	Pam Wanrooy	mail
18/06/2015	LGANT	No Sunset Clause for Roads to Recovery is excellent news	CEO	email
18/06/2015	LGANT	Essential services will suffer if indexation of Financial	CEO	email
18/06/2015	LGANT	Invitation to attend stakeholder round table consultation re Dept Tpt Freight & Logistics Strategy	CEO	email
19/06/2015	LGANT	Our Water Future Discussion Paper - Conversation with Territorians	CEO	email
19/06/2015	Westpac	Credit Card Statement	Admin	mail
19/06/2015	Wagait Beach Supermarket	Account Statement	Admin	mail
22/06/2015	Kleenheat Gas	Tax invoice - Cylinder service charge for	admin	mail

		2016		
22/06/15	Power/Water	Tax invoice - water swipe card bill	admin	mail
23/06/2015	Dlvp Assessment Services	Lots 33 & 34 Cox Drive - Multi Dwelling Development	CEO	email
23/06/2015	Narelle Gosstray - Dept of Sports & Rec	Ongoing Sports & Rec funding	CEO	email
23/06/2015	Michael Gunners office	Early Childhood Development Policy Forum - 6pm Monday June 29 - Blue 5.1.01 Theatre, Charles Darwin University	CEO	email
25/06/2015	LGANT	Roads to Recovery circular 15/3	CEO	email
25/06/2015	LGANT	Media Release - fuel exercise change a boost for local roads	CEO	email
25/06/2015	Telstra	Dial before you dig - Darwin Duchess	CEO	email
25/06/2015	Territory Conveyancing	Request for rate search	admin	mail
25/06/2015	P Ryan - Integrated Valuation Services	Wagait Shire Council municipal buildings insurance valuation	CEO	email
26/06/2015	Bess Price - Minister for Local Govt & Community Services	Thank you letter regarding CEO appointment.	Peter Clee and Deborah Allen	
26/06/2015	WALGA	Local Govt Industry Award 2010 Wage Schedule	Admin	
26/06/2015		Wagait Shire Rates & Charges Policy		
		Wagait Shire Council Media Policy		
		Wagait Shire Council Delegations Manual		
29/06/2015	JLT Insurance	Insurance Renewal Report	Admin	email
30/06/2015	Angel Conveyancing	Request for Rate Search information	admin	email
30/06/2015	Integrated Valuation Services	buildings insurance valuations	CEO	email
30/06/2015	Vietnam General Consulate	Congratulations letter - territory Day	Peter Clee	email
30/06/2015	Dept of Transport	Draft Darwin Regional Transport Plan - initial consultation.	CEO	email
1/07/2015	Sharon Reid, Dept Lands, Planning	Lots 33 & 34 Hundred of Bray - multiple dwellings on single blocks	CEO	email
3/07/2015	Health Dept - Concession	Final NTPCCS reports for Rates and Garbage Concessions	admin	email
3/07/2015	ATO	BAS Statement for month of June 2015 - due 21 July 2015	admin	mail
3/07/2015	Westpac	Confirmation of changes to Business Online Banking Services	Pam Wanrooy	mail
3/07/2015	NT Grants Commission	Early payment - financial assistance FAA roads, FAA General purpose -	CEO	mail
3/07/2015	WALGA	Govt Remuneration survey report	CEO	mail
6/07/2015	Dept of Transport	Black Spot Program	CEO	email
6/07/2015	Australian Super	account summary	admin	mail
6/07/2015	Dept of Local Govt	Local Govt Schedule of payment for the year ended 30 June 2015	admin	mail
7/07/2015	Aboriginal Areas Protection	Tax invoice - \$1,267.01 (Green Army)	admin	mail



	Authority			
7/07/2015	Westpac	Community Solutions Cheque Account	admin	mail
7/07/2015	Hannah Feneley - Dept of Chief Minister	Remediation - Waste transfer	Peter Clee	email
7/07/2015	Dept of Local Govt	Notice of payment of Grant - \$4645 for FAA General Purpose, \$27856 FAA Roads	CEO	email
8/07/2015	Peter McLinden - LGANT	Wagait Road Report	CEO	email
8/07/2015	CBA	Merchant Statement	admin	mail
8/07/2015	Deborah Allen	Rates and Shire Plan notice	admin	email
9/07/2015	Wagait Resident	Request for information	CEO & admin	email
9/07/2015	Jack Ellis	Proposal for alternative dog management	CEO & President	email
11/07/2015	Chris Tyzack	Proposed budget & animal control	President & councillors via CEO	email
13/07/2015	JLT - Damien Mulvenne	CoC Workers Comp & Prof Indem	CEO	email
13/07/2015	Graham & Diane Drake	Feedback on Shire Plan & Budget	CEO & Admin	email
14/07/2015	MYOB Practitioner	MYOB chart of accounts	CEO	email

#### 18. OUTGOING CORRESPONDENCE – July 2015 Meeting

Date	TO:	About	
9/06/2015	ATO	Change of Business Registration Details	mail
11/06/2015	JLT Insurance	Insurance for Wagait Shire	main/e mail
11/06/2015	Hazel Jovan - Barry Hansen	copy of MYOB backup on USB stick	mail
11/06/2015	Telstra Business Ctr	Letter to cancell 0429785185	email
11/06/2015	Cox Country Club	Use of tables and chairs - MUFF festival	email
18/06/2015	Dept of Lands & Planning	Tax invoice - \$1672 - erection of 3 jellyfish signs and works carried out	email
18/06/2015	Goodline	Tax invoice - Monthly water service	email
19/06/2015	Charmaine Woods - Sports & Rec Dlv	ARC Acquittal report	email
19/06/2015	Angel Conveyancing	Rate Search	email
23/06/2015	Dlv & Assessment Services	Lots 33 & 34 Cox Drive - Multi Dwelling Dlv	email
23/06/2015	All staff	Group Certificates	mail/hand delivery
25/06/2015	Emergency Mngt members	Emergency management arrangements - water testing	email
25/06/2015	Territory Conveyancing	Request for rate search information	email
30/06/2015	Angel conveyancing	request for rate search information	email

Resolution No. 2015/

That the Correspondence for the Month of June be noted.

Moved:

Seconded:

Vote:

#### **19. IN-CAMERA ITEMS**

#### **20. NEXT MEETING**

The next Council Meeting is to be held on Tuesday 18 August 2015 in the Council

#### **21. CLOSE OF MEETING**