

**WAGAIT SHIRE COUNCIL
AGENDA
ORDINARY COUNCIL MEETING
COUNCIL CHAMBERS
LOT 62, WAGAIT TOWER ROAD
7PM
21 June 2016**



TABLE OF CONTENTS

| | | |
|-------------|--|----------------|
| 1.0 | PRESENT | Page 4 |
| 1.1 | Opening of Meeting | Page 4 |
| 1.2 | Apologies and Leave of Absence | Page 4 |
| 2.0 | DECLARATION OF INTERESTS | Page 4 |
| 3.0 | CONFIRMATION OF MINUTES | Page 4 |
| 3.1 | Confirmation of 17 May 2016 Council Meeting | Page 4 |
| 3.1.1 | Matters arising from 17 May 2016 Minutes | Page 4 |
| 3.2 | EOI Chair of Audit Committee Selection Panel Outcome | Page 5 |
| 3.2.1 | Matters Arising from the EOI Chair of Audit Committee Selection Panel and outcome | Page 6 |
| 3.3 | Wagait Shire Council's Dispute Resolution Policy | Page 7 |
| 3.3.1 | Matters Arising from the Wagait Shire Council's Dispute Resolution Policy | Page 10 |
| 3.4 | Investment Strategy and Financial Institution Recommendation | Page 11 |
| 3.4.1 | Matters arising from the Investment Strategy and Financial Institution Recommendation Report | Page 17 |
| 4.0 | QUESTIONS AND FEEDBACK FROM THE PUBLIC | Page 17 |
| 4.1 | Nil | Page 17 |
| 5.0 | INWARDS AND OUTWARDS CORRESPONDENCE | Page 17 |
| 5.1 | Inwards Correspondence | Page 17 |
| 5.2 | Outwards Correspondence | Page 18 |
| 6.0 | COUNCILLORS REPORTS | Page 19 |
| 6.1 | Cr VJ Thorpe's report | Page 19 |
| 7.0 | OFFICERS REPORTS | Page 20 |
| 7.1 | Chief Executive Officers Report | Page 20 |
| 7.2 | Works Supervisors Officers Report | Page 21 |
| 7.3 | Sports & Recreation Officers Report | Page 22 |
| 8.0 | FINANCIAL REPORTS | Page 24 |
| 8.1 | Cash Income & Expenditure Report – May 2016 | Page 24 |
| 8.2 | Financial Report –May 2016 | Page 25 |
| 8.3 | Rate Payers | Page 25 |
| 8.4 | Asset List | Page 25 |
| 8.3 | Supplier Payment History – May 2016 | Page 26 |
| 9.0 | BUSINESS ARISING FROM PREVIOUS MINUTES | Page 29 |
| 9.1 | Independent Chair of the Audit Committee | Page 29 |
| 9.2 | Waste Management Contract for 2016-2018 | Page 29 |
| 9.3 | Councillor's Allowances – set elected member allowance expenses | Page 29 |
| 9.4 | Animal Management | Page 29 |
| 9.5 | Overdue Rates | Page 29 |
| 9.6 | Draft 2016/2017 Annual Plan | Page 29 |
| 9.7 | Draft Budget 2016/2017 | Page 29 |
| 9.8 | Cox Peninsula Bushfire Shed – Peppercorn Lease, Bendigo Bank | Page 29 |
| 9.9 | Power Point Presentation – Financial Reporting System | Page 29 |
| 9.10 | Mandorah Ferry Survey | Page 29 |
| 9.11 | Darwin Duchess – Community Benefit Fund | Page 30 |
| 9.12 | Street Signs – old signs for auction | Page 30 |
| 10.0 | AGENDA ITEMS | Page 30 |
| 10.1 | LGANT Executive Elections 2016 | Page 30 |
| 10.2 | Finalise and adopt shire plan | Page 30 |
| 10.3 | Adopt annual budget | Page 30 |
| 10.4 | Declare Rates | Page 30 |
| 10.6 | Notice of Consent – Cox Country Club | Page 30 |
| 10.7 | Change of Resolution Numbers for April Meeting | Page 30 |

| | | | |
|-------------|--|-------------------------------------|----------------|
| | 10.8 | Offensive and personal attacks | Page 30 |
| | 10.9 | Common Seal | Page 30 |
| 11.0 | UPCOMING EVENTS | | Page 30 |
| | 11.1 | Territory Day – 1 July 2016 | Page 30 |
| | 11.2 | Seniors Day – Monday 15 August 2016 | Page 30 |
| 12.0 | LATE ITEMS AND GENERAL BUSINESS | | Page 31 |
| 13.0 | IN-CAMERA ITEMS | | Page 31 |
| | 13.1 | Nil | Page 31 |
| 14.0 | DATE OF NEXT MEETING | | Page 31 |
| 15.0 | CLOSE OF MEETING | | Page 31 |

1.0 PRESENT

1.1 OPENING OF MEETING and chaired by:.....

1.2. APOLOGIES AND LEAVE OF ABSENCE:

Resolution No. 2016/

**That the apology of Cr
approved.**

be accepted and

Moved:

Seconded:

Vote:

2.0 DECLARATION OF INTERESTS

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of 19 April 2016 Council Meeting

Resolution No. 2016/

That the minutes of the Monthly Meeting of 17 May 2016, as amended be confirmed.

Moved:

Seconded:

Vote:

3.1.1 Matters arising from the May 2016 Minutes

3.2 EOI Chair of Audit Committee Selection Panel Outcome



MEETING DATE: 7PM 21 JUNE 2016
MEETING TYPE: ORDINARY
FILE REF: \\Server\data\Council Meetings\2016\June 2016
ATTACHMENTS: No

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.

| |
|---------------------|
| Agenda Item No: 3.2 |
|---------------------|

| |
|--|
| Report Title: EOI Chair of Audit Committee Selection Panel Outcome |
|--|

| |
|------------------|
| Attachments: Nil |
|------------------|

Summary:

The purpose of this report is to advise Council of the outcome of the selection panel for the Chair of the Audit Committee.

Recommendations:

1. THAT Council receive this report and note that Mr Russell Anderson has been selected as the Independent Chair of the Audit Committee
2. THAT Council appoint two Councillors to the Audit Committee for the period 01 July – 31 December 2016

Background:

An advertisement was run in the NT Classifieds on 11 May 2016 seeking expressions of interest (EOI) from suitably experienced persons who are independent from Council to fill the position of Chairperson for the Audit Committee. The closure date to submit the EOI was 19 May 2016 and two submissions were received electronically by the CEO. Deputy President Brad Irvine and the CEO formed the selection panel.

A comparative process was undertaken regarding experience in:

- NT Local Government auditing standards
- Risk management
- Local Government internal controls
- Accounting standards and financial management
- Local Government at an operational level
 - Sitting fees

Both EOI demonstrated very good experience with NT Local Government auditing standards, risk management, Local Government internal controls, accounting standards and financial management. The successful submission was also able to articulate significant Local Government experience from both operational and strategic roles. Sitting fees were identical.

Page 1 of 2

operational and strategic roles. Sitting fees were identical.

Consultation:

No external/internal engagement or consultation is required.

Statutory Obligations:

Council must comply with the *Local Government Act (Accounting) Regulations - Part 4*, and Section 10(3)

(3) Without limiting subregulation (1), the CEO must establish and maintain an audit committee:

- (a) to monitor:
 - (i) compliance by the council with proper standards of financial management; and
 - (ii) compliance by the council with these regulations and the Accounting Standards; and
- (b) whose Chairperson must not be a member of council or a member of the council's staff.

Policy Implications:

There are no policy implications as actions required are detailed in legislation.

Budget/Financial Implications:

The Chair of the Audit Committee will receive \$800 per sitting plus reimbursement for travel; the committee will be expected to meet quarterly. These costs have been factored into the 2016 – 2017 budget.

Strategic Implications:

There are no strategic implementations.

Sustainability Implications:

- **Governance**

This report shows the clear and transparent selection process utilised in making the decision to select a Chair for the Audit Committee. The selection of the Audit Committee Chair is the first step in establishing an Audit Committee who will:

- safeguard the assets of the council
- ensure the accuracy, completeness and reliability of the accounting data
- promote the operational efficiency of the council
- ensure compliance with relevant laws in force in the Territory
- ensure adherence to council policies

- **Environment**

There are no known significant environmental implications relating to the report or officer recommendation.

- **Economic**

The costs have been factored into the 2016 – 2017 annual budget.

- **Social**

There are no known significant social considerations relating to the report or officer recommendation.

Risk

There are no risks identified.

Recommending Officer: DEBORAH ALLEN – CHIEF EXECUTIVE OFFICER

Resolution No. 2016/

That Council receive the report “EOI Chair of audit committee Selection Panel Outcome” and note:

1. That Mr Russell Anderson has been selected as the Independent Chair of the Audit Committee.
2. That Council appoint two Councillors to the Audit Committee for the period 1 July – 31 December 2016.

Moved:

Seconded:

Vote:

3.2.1 Matters Arising from the EOI Chair of Audit Committee Selection Panel and Outcome.

3.3 Wagait Shire Council's Dispute Resolution Policy

| | |
|---|---|
| POLICY TITLE: | WAGAIT SHIRE COUNCIL'S DISPUTE RESOLUTION POLICY |
| POLICY NUMBER: | |
| CATEGORY: | COUNCIL POLICY |
| CLASSIFICATION: | GOVERNANCE |
| STRATEGIC PLAN REFERENCE: | EFFECTIVE AND EFFICIENT SHIRE MANAGEMENT |
| ENCOURAGE HIGH LEVELS OF EXPERTISE AND ACCOUNTABILITY OF CEO AND STAFF | |
| STATUS: Draft | |

| | | | | | |
|----------------|--|--------------|------------------------------|------------------|-----------------------|
| Date Approved: | | Approved By: | Councillors – resolution no. | Date for review: | Next Council Election |
| Date Approved: | | Approved By: | | Date for review: | |
| Date Approved: | | Approved By: | | Date for review: | |
| Date Approved: | | Approved By: | | Date for review: | |

2. PURPOSE:

To inform staff of the grievance process and ensure any disciplinary procedure shall be applied in a consistent, fair and objective manner.

3. ORGANISATIONAL SCOPE:

This policy applies to all employees of Wagait Shire Council.

The Wagait Shire Council may consider issues of staff misconduct and unacceptable performance levels that require disciplinary action.

4. POLICY STATEMENT:

Council is committed to ensuring that staff have access to an appropriate grievance resolution process. This is to ensure that a fair and equitable process is followed and actively encourages employees to follow the process in order to resolve workplace grievances.

5. PROCEDURE

Self-Resolution

A complainant should attempt to resolve the issue directly with the person(s) concerned. The complainant should identify the specific conduct that has caused offence, explain the impact of that conduct on them and request that the conduct stops. This attempt should be made as soon as possible.

If the complainant is not comfortable attempting to resolve the issue directly with the person(s) concerned, or if their attempts to resolve the issue are unsuccessful, they should lodge a written complaint.

Making a Complaint

Written complaints should be made to the complainant's immediate supervisor. If the complaint is about the supervisor, the complaint should be made to the next most senior manager, who will handle the complaint or refer it to another manager at an appropriate level. If the complaint is to be made about the Chief Executive Office of Council, the complaint is to be made to the President of the Council. The complaint should be made as soon as possible.

Complaints should include the following information:

- The complainant's name and contact details
- Details of the specific incident or issue being complained about
- If the complaint is about a person(s), the identity of the person(s) being complained about and their relationship to the complainant
- The remedy/outcome the complainant is seeking
- Action already taken in an effort to resolve the issue

Complainants should be aware that the supervisor handling their complaint will generally need to disclose details of the complaint to the respondent (if there is one) in order to afford them procedural fairness.

Complainants should consider how they would like their complaint to be handled and indicate their preference. There are two options: informal and formal.

Informal: The informal complaint procedure is more appropriate for less serious issues such as interpersonal conflict or the application of Local Government policies and procedures. The informal procedure may also be appropriate where the parties are likely to continue working together.

Formal: The formal complaint procedure is suited to serious issues such as sexual harassment, discrimination or other similar conduct. It may also be appropriate for sensitive matters or where there is a high level of factual dispute. If the complainant would like their complaint handled under the formal complaint procedure, the complaint must be made in writing and copied to the Chief Executive Officer.

The Chief Executive Officer may still take action without a written complaint if it considers a staff member's health, safety or wellbeing is in jeopardy or if the Chief Executive Officer considers that misconduct or serious misconduct may have occurred.

Whilst the Chief Executive Officer will take into account the complainants preferred option for handling the dispute, the Chief Executive Officer is ultimately responsible for determining which process will be used.

Informal Complaint Procedure

The Complainant's supervisor is responsible for conducting the informal complaint procedure. Under the informal complaint procedure there is a broad range of options for resolving the complaint to the satisfaction of all parties. The supervisor should take action to resolve the complaint within 14 days.

The following list provides possible options for resolving the dispute in accordance with the informal complaint procedure.

- The supervisor meeting with the complainant and respondent (either separately or together) to discuss the issues and explore possible solutions
- The supervisor writing to the complainant and respondent to obtain further information about the complaint and explore possible solutions
- The supervisor requesting approval from the Chief Executive Officer to arrange a mediation or conciliation session
- The supervisor exploring an issue on behalf of the complainant and options to address the issue

If the matter is resolved to the satisfaction of all parties, the matter will be concluded. If the matter is not resolved, the supervisor handling the complaint will determine whether any further action is required. The complainant may also respond if the matter is not resolved.

Information collected during the informal complaint procedure may be provided to the person handling the formal complaint.

Formal Complaint Procedure

The person responsible for conducting the formal complaint procedure is the complainant's supervisor. If the complaint is serious or complex, the matter can be referred directly to the Chief Executive Office. The request can be made by the complainant or by the supervisor handling the complaint.

Part A: Preliminary Inquiry

Before commencing a formal investigation, the supervisor will normally conduct a preliminary enquiry. The purpose of a preliminary enquiry is to:

- Obtain details about the complaint and assess the seriousness of the allegations
- Determine the level of factual dispute
- Assess whether there is sufficient evidence to proceed to a formal investigation

A preliminary enquiry normally involves collecting information from the complainant and the respondent about the complaint. It does not normally involve interviewing witnesses. Where this information has already been collected through the informal complaint procedure, it may not be necessary to conduct a preliminary enquiry. A preliminary enquiry should be conducted within 21 days of the complaint having been made.

The supervisor will consider the information and determine the next steps. A matter should not proceed to a formal investigation or misconduct proceeding if there is insufficient evidence, the matter is not serious enough to warrant a formal investigation or misconduct proceeding or if there is not (or little) factual dispute. The supervisor should notify the complainant of the decision and provide reasons for their decision.

Part B: Formal Investigation

If deemed necessary, the supervisor is to conduct a formal investigation or the Chief Executive Officer can elect to appoint a person from outside Council to conduct the formal investigation.

Wagait Shire Council

The role of the supervisor is to collect information about the complaint and make findings about whether the factual allegations are substantiated. The supervisor should focus on determining the facts. The supervisor should not determine outcomes, as this role is allocated to the Chief Executive Officer. A formal investigation should be conducted within 6 weeks of the complaint having been made.

Determination of outcomes

The outcomes of the informal or formal complaint procedure will vary depending on the circumstance.

Some possible outcomes include:

- The parties getting a clear understanding of the issue
- An apology
- A change in working arrangements
- A commitment to change behaviour
- Guidance, counselling or warnings being issued
- Disciplinary action

Under the informal complaint procedure, the supervisor handling the complaint is responsible for determining outcomes through discussion and consultation with the parties. Under the formal complaint procedure, the Chief Executive Officer is responsible for determining outcomes and advising the complainant and the respondent. It may also be appropriate for the supervisor handling the complaint to consult with the Chief Executive Officer about any outcomes which affect the respondent.

A determination of outcomes should occur within 7 days after the conclusion of the complaint procedure.

Variation to Policy

This policy may be varied or cancelled when required.

All employees will be notified by the normal correspondence method of any variation to this policy.

REFERENCES:

| | |
|-----------------------|-----------|
| Policy Number: | |
| Policy Owner: | Council |
| Endorsed by: | Council |
| Final Approval: | |
| Date Approved: | |
| Revision Date: | July 2017 |
| Amendments: | |
| Related Policies: | |
| Related Publications: | |

CONTACT PERSON:

| | |
|----------------|-------------------------|
| Contact Person | Deborah Allen |
| Position | Chief Executive Officer |

Resolution No. 2016/

That Council adopt the Wagait Shire Council's Dispute Resolution Policy.

Moved:

Seconded:

Vote:

3.3.1 Matters arising from the Wagait Shire Council's dispute resolution Policy.

3.4 Investment Strategy and Financial Institution Recommendation



MEETING DATE: 7PM 21 JUNE 2016
MEETING TYPE: ORDINARY
FILE REF: \\Server\data\Council Meetings\2016\June 2016
ATTACHMENTS: No

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.

| |
|---|
| Agenda Item No: 3.4 |
| Report Title: Investment Strategy and Financial Institution Recommendation |
| Attachments: No |

Summary:

This report has been provided to Council so they may make an informed decision about how they chose to invest Council's surplus funds and which banking institutions will be utilised to manage daily transactional and investment banking needs.

Background:

The Cox Peninsula Volunteer Fire Brigade received sponsorship of \$80,000 from the Bendigo Bank last year for the purpose of building a shed to house their equipment and the shed was subsequently erected on Council land. After providing this sponsorship, the Bendigo Bank asked for an opportunity to deliver a proposal for banking services to Wagait Shire Council. To test the banking market in general, Litchfield and Coomalie Councils were consulted about their investment strategies and bank recommendations and a proposal was also requested from the Commonwealth Bank. Wagait Shire Council currently has its trading, investment and credit card accounts with Westpac so the three institutions have been compared against each other. Merchant facilities are with the Commonwealth Bank and it is recommended that remains unchanged.

Consultation:

No external/internal engagement or consultation is required.

Statutory Obligations:

Local Government Act

Section 121(1) of the *Local Government Act* provides that "a Council may invest money not immediately required for the purposes of the Council."

Section 121(3) provides that "an investment must be consistent with guidelines in force at the time the investment is made."

Local Government (Accounting) Regulations

Regulation 18(2) prescribes the disclosure requirements for investment in the Financial Reports to Council. Additional disclosure requirements are also provided under the Australian Accounting Standards.

Investment Guidelines

These guidelines prescribe the fact that council must have an investment policy and what must be in that policy.

Australian Accounting Standards

Councils are to account for financial instruments as required by the relevant Australian Accounting Standards.

AASB 132 – Financial Instruments: Presentation AASB 132 prescribes the financial reporting requirements for financial instruments.

AASB 7 - Financial Instruments: Disclosures AASB 7 has broadened the scope of financial instruments and requires more extensive balance sheet and income statement disclosures.

Policy Implications:

Wagait Shire Council policy number P 16: Investment Policy. This policy is no longer compliant with Local Government Guideline 4 – investments. It will be updated in due course.

Budget/Financial Implications:

Section 121(1) of the *Local Government Act* provides that “a Council may invest money not immediately required for the purposes of the Council.”

It is recommended:

- Council funds are invested evenly between the Commonwealth Bank and Bendigo Bank
- \$200,000 is invested in Bendigo Bank's 3 monthly term deposits and renewed upon maturity, currently returning 2.45%
- \$200,000 is invested in Bendigo Bank's on call investment account, currently returning 1.75%
- The remainder of the funds are invested in the Commonwealth Bank's on call investment account, currently returning 1.25%
- funds transferred from the Commonwealth Bank investment account to the trading account on a fortnightly basis to meet operational costs, no interest return on this account
- Credit card accounts are held with the Commonwealth Bank
- Merchant facilities remain with the Commonwealth Bank

If interest rates remain unchanged, Council will see a return of approximately \$9500 next financial year if it continues to use its current investment strategy with Westpac. If the recommended strategy is put in place, Council can expect to see a return of approximately \$14,650 next financial year.

Strategic Implications:

In the event that an unforeseen and catastrophic event occurred requiring all of Council's funds, \$200,000 may be untouchable for a period of 3 months if the term deposit had just been renewed.

Sustainability Implications:

There are no known sustainability implications relating to the report or officer recommendation.

Governance

Guideline 4 - Investment

6 Governance

69) Corporate governance for a council includes ensuring that the actions of the council are directed at securing the best outcomes for its residents and ratepayers. Good governance strengthens credibility and confidence. In order for a Council to fulfil its statutory duties it needs to ensure there are proper policies and procedures in place to safeguard council's resources in accordance with Local Government (Accounting) Regulations, Regulation 10.

70) A central tenet of good corporate governance is the role of the Council in the protection of the interest of the residents and ratepayers. It is essential that the Council monitors the pursuit of self interest by corporate insiders and ensures that management and other corporate insiders do not pursue pet projects to the detriment of the organisation. This stewardship also encompasses guarding against the incentives of other "non-equity" shareholders such as banks, advisors and others.

71) Good governance is about ensuring that the appropriate checks and balances are in place. Councils must have in place robust and transparent financial governance policies and procedures directed to the oversight of the financial management responsibilities identified in the investment policy.

72) Paramount to good governance is the independence of the Council. The Council must remain vigilant to ensure that it does not become a "corporate insider".

6.1 Reporting

73) Council has a responsibility to measure the performance of its investments and to report its position to its residents and ratepayers. All reporting must be transparent to both the Council and the residents and ratepayers and must comply with the legislative framework.

74) Monthly reporting of investment activity to council must include, but not be limited to, the following:

- a list of securities by maturity date;
- the percentage of the portfolio held by investment type and by counterparty;
- the value of the investment portfolio;
- reporting on investment category and disclosure of market value, par value and maturity dates;
- where applicable, the comparison of performance against anticipated return and reference against benchmarks; and
- a note on compliance with investment policy or explanation of breaches.

Environment

There are no known significant environmental implications relating to the report or officer recommendation.

Economic

A list of authorised deposit taking Institutions was sourced from

<http://www.apra.gov.au/adi/Pages/adilist.aspx#AOBC>

This list was last updated on 18 May 2016

The institutions listed on the page are regulated by APRA in accordance with the *Banking Act 1959*.

The Bendigo and Adelaide Bank Limited, the Commonwealth Bank and Westpac are included as an authorised deposit taking institutions.

Key features of the Scheme

In the unlikely event that a bank, building society or credit union becomes insolvent, the Australian Government may activate the Financial Claims Scheme, which enables quick access to deposits that are protected under the Scheme. The Scheme is also referred to as the Australian Government guarantee on deposits. Under the Scheme, certain deposits are protected up to a limit of \$250,000 for each account-holder at any bank, building society or credit union that is authorised by the Australian Prudential Regulation Authority (APRA). These institutions are known as authorised deposit-taking institutions (ADIs). The Australian Parliament passed laws in 2008 to establish the Financial Claims Scheme and, if activated by the Australian Government, the Scheme would be administered by APRA. APRA would aim to pay the majority of account-holders their protected deposits under the Scheme in seven calendar days. The Scheme can only be activated by the Australian Government and it would only be done so when a bank, building society or credit union is insolvent and a decision had been made to wind it up. The Scheme applies only to deposit accounts denominated in Australian dollars.

Social

There are no known significant social considerations relating to the report or officer recommendation.

| Bendigo Bank | | Commonwealth Bank | Westpac Bank |
|-------------------------|--------------------------|---|--------------------------|
| Trading Account | | | |
| \$0 - \$249,999 | 0.90% | N/A | N/A |
| \$250,000 - \$499,999 | 1.00% | N/A | N/A |
| >\$500,000 | 1.60% | N/A | N/A |
| Any Amount | N/A | N/A | 0.1% |
| Electronic Transactions | 30 per month | Unlimited | Unlimited |
| Cheques | 6 per month | 30 per month | 28 per month |
| Fees | \$16.20 per month | Nil | Nil |
| Token Fee | Nil | 2 free, \$27.50 for 3 rd token @ free, \$5.50 per month for 3 rd token | Nil |
| Investment Account | | | |
| Interest Rate | 1.75% | 1.25% > \$10,000 | 1.05% |
| Fees | Nil | Nil | Nil |
| Credit Card | | | |
| Monthly Fee | \$4.00 per card | Nil | Nil |
| | | | |
| 3 Months | 2.45% | 2.35% > \$50,000 | 2.35% > \$5,000 |
| 4 Months | 2.00% | N/A | N/A |
| 6 Months | 2.60% | N/A | 2.4% > \$5,000 |
| 7 Months | N/A | 2.4% > \$10,000 | N/A |
| 12 Months | 2.65% | 2.45% > \$50,000 | 2.45% > \$5,000 |
| Merchant Facility | | | |
| Rental Fee | Remain with Commonwealth | \$29.50 per month | Remain with Commonwealth |

Risk

| Risk | Risk Likelihood (based on history and with existing controls) | Risk / Impact / consequence | Risk Rating (Prior to treatment of control) | Principal Risk Theme | Risk Action Plan (Controls or treatment proposed) |
|---|---|-----------------------------|---|---------------------------------------|--|
| That Council is subject to unnecessary financial risk | Unlikely (1) | Insignificant | Insignificant | Deliberate breach or gross negligence | Only authorised deposit taking institutions have been compared. Operational requirements have been considered. |
| That Council may not see the projected returns from the investment strategy | Possible and likely | Insignificant | Insignificant | Reduced interest earning capacity | Monitor interest rate movement and reconsider investment strategy annually. |

Recommendations:

1. **THAT Council agree to utilise the Bendigo Bank for term deposit and investment accounts**
2. **That Council agree to utilise the Commonwealth Bank for its merchant facilities, trading, investment and credit card accounts.**

Recommending Officer: DEBORAH ALLEN – CHIEF EXECUTIVE OFFICER

| | | | Consequences | | | | |
|------------|--|--|-------------------|-----------|--------------|-----------|------------------|
| | | | 1 - Insignificant | 2 - Minor | 3 - Moderate | 4 - Major | 5 - Catastrophic |
| Likelihood | | Almost certain to occur in most circumstances | High | High | High | Extreme | Extreme |
| | | Likely to occur frequently | Medium | High | High | Extreme | Extreme |
| | | Possible and likely to occur at some time | Low | Medium | High | Extreme | Extreme |
| | | Unlikely to occur but could happen | Low | Low | Medium | High | Extreme |
| | | May occur but only in rare and exceptional circumstances | Low | | Medium | High | High |

Resolution No. 2016/.....

1. **That Council agree to utilise the Bendigo Bank for term deposit and investment accounts.**
2. **That Council agree to utilise the Commonwealth Bank for its member facilities, trading, investment and credit card accounts.**

Moved:

Seconded:

Vote:

3.4.1 Matters Arising from the Investment Strategy and Financial Institution Recommendation Report.

4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

4.1 Nil

5.0 INWARDS AND OUTWARDS CORRESPONDENCE - APRIL

5.1 Inwards Correspondence

| | | | |
|------------|--|---|-----------------|
| 9/05/2016 | Solomon Gaturu, Local Govt Div | Meeting about dog by-laws | CEO |
| 9/05/2016 | Chris & Jack Ellis | Emergency Management Minutes/agenda | admin |
| 9/05/2016 | CEO | Draft Plan and Budget for review | all councillors |
| 11/05/2016 | NTRS | Waste Management Services Tender | CEO |
| 11/05/2016 | Fin Bins | Waste Management Services Tender | CEO |
| 11/05/2016 | GSR Industrial Solutions Pty Ltd | Waste Management Services Tender | CEO |
| 12/05/2016 | Dept of Infrastructure | Remittance advice - R2R quarterly payment - \$101,734.00 | CEO |
| 12/05/2016 | Northern Skipbins | Waste Management Services Tender | |
| 12/05/2016 | Tox Free | Waste Management Services Tender | |
| 12/05/2016 | Planning & Dvlp, Dept of Lands | Signed notice of consent, Development permit and endorsed drawings for extension | admin |
| 16/05/2016 | Aldebarran Contracting | Quote - extra work on beach access roads - \$3,800.00 | admin |
| 16/05/2016 | Damian Mulvenna - JLT Insurance | Insurance Renewal Declaration | CEO |
| 16/05/2016 | Swan Business Advisory | Audit committee - quote | CEo |
| 19/05/2016 | NT News | Query on Dog Issues | CEO |
| 20/05/2016 | Brad Irvine | Mandorah Ferry Survey | CEO |
| 20/05/2016 | LGANT | LGANT Executive Election | CEO |
| 23/05/2016 | Sealink NT | Letter outlining important matters in relation to provision of ferry services at Wagait Community | CEo |
| 25/05/2016 | Aust Electoral Commission | Short Term Premises Hire Agreement | CEO |
| 27/05/2016 | CEO Deborah Allen | | |
| 31/05/2016 | Deputy Chief Ministers Office - Peter Styles | Seniors Day grant has been approved - \$1500 | CEO |
| 31/05/2016 | Dept of Chief Minister | Registration of Seniors Calendar | CEO |
| 3/6/2016 | Valuation Rolls Administrator | W.S.C. May 2016 Reconciliation | CEo |
| 3/06/2016 | Fire Brigade | Directional signs guiding people to water tanks | CEO |
| 6/06/2016 | Australia Council | Invitation to attend 30th Year Anniversary | CEO/Pam/Robyn |
| 6/06/2016 | CBA | Proposal for Banking Services | CEO |

| | | | |
|-----------|--|---|------------|
| 6/06/2016 | Northern Land Council | Nothern Land Council - invitation to celebrate handover to Kenbi Land Claim | Peter Clee |
| 6/06/2016 | ATO | Failure to lodge tax return ontime | Admin |
| 8/06/2016 | NT Pensioner & Carer Concession Scheme | 2016-2017 Rates and Garbage Concession | CEO |

5.2 Outwards Correspondence

| | | | |
|------------|---|---|---------|
| 10/05/2016 | Ben Mountcastle, Dept of Transport | Walk Safely to School Day - Friday 20 May 2016 | email |
| 11/05/2016 | NTRS | Waste Management Services Tenders | |
| 11/05/2016 | Area 9 | Query on quotes and invoices | email |
| 12/05/2015 | Hazel - Lowrys Accounts | zip copy of MYOB | email |
| 16/05/2016 | Howard & Sons | Signed completed form for Territory Day Fireworks | email |
| 18/05/2016 | Pat McIntyre - Bushfire Brigade | Update on Frie Brigade stuff | email |
| 18/05/2016 | Alex Richmond | Boundary reform documents | email |
| 18/05/2016 | All Councillors | Audit Committee Terms of Referenece | email |
| 18/05/2016 | Wagait Garden Group | Wagait Garden Centre | email |
| 20/05/2016 | NT News | Answers to NT News queries | email |
| 25/05/2016 | JLT Insurance | Insurance Declaration | email |
| 25/05/2016 | NT News | Request for quote for advertisement of 2016.2017 Shire Plan | email |
| 28/05/2016 | CEO Deborah Allen | Draft Shire Plan 2016-2017 put on website | website |
| 28/05/2016 | Overdue Rate payers | Reminder letters for Rates in Arrears | mail |
| 28/05/2016 | Australian Electoral Commission | Tax invoice and Signed agreement for hire of hall | email |
| 1/06/2016 | Australian Bureau of Meteorology | Rain fall reading for month of May 2016 | mail |
| 1/06/2016 | Russell Anderson | Letter re Expression of Interest for position of Chair for WSC Audit Committee | email |
| 1/06/2016 | Swan Business Advisory | Letter re Expression of Interest for position of Chair for WSC Audit Committee | email |
| 2/06/2016 | Dept of Chief Minister | Registration for Calendar of Events - Seniors Day | email |
| 2/06/2016 | Cathy Winsley | Email inviting the Children of Belyuen to join our children for a trip to the Tiwi's. | email |
| 7/06/2016 | Jack Ellis - Cox Peninsula Fire Brigade | Mission grass on private property | email |
| 8/06/2016 | Line Marking | Line marking on Wagait Streets | email |
| 10/06/2016 | Eun Ju Kim-Baker - Dept of Health | query on pensioners concession for waste managaement | email |
| 10/06/2016 | Lisa and Wendy, Dept of Lands, Planning & Environment | Follow up on visit - proposal to install stairs at Wagait Tower Road Beach access | email |

Resolution No. 2016/.....

That the correspondence for the month of May 2016 be noted.

Moved:

Seconded:

Vote:

6.0 COUNCILLORS REPORTS

6.1 Cr VJ Thorpe's report

Community Councillor Consult 28 May 2016 VJ Thorpe
Shop 9-11am CC Club 1-3pm

All participants were advised their names would not be used unless they specifically asked.

- A number of compliments about the verges, happy and glad they came/coming back and fix/fixing the missed bits.
- A number of grizzles about the verges, responded as below.
- One constituent said "that road job is shit" and I explained as below, and that it was grant funded.
- 100 Baluria was mentioned as being missed.
- Messaging: Explained Council is getting them back to do some more - explained high traffic areas done first. Some have been missed, Council have noted. Constituents happy with that.
- Change Shop lanes to dual entry/ exit.

- Carpark - near boat ramp, move disabled parks closer to the boat ramp, for our senior citizens and differently-abled people. Explained due to provider financial issues we didn't get the carpark originally arranged, but again when development happens the carpark highly likely to get an upgrade (especially if Giles -re the media release- car ferry eventuates)

- Garbage situation, happy to pay.
- Garbage situation, would like something for green waste i.e. cut down trees etc, perhaps hire a wood chipper on an infrequent and regular schedule, then people could chip their stuff up and take it with them.

- Constituents chatted about Regional Council and how now they 'get it' with the Kenbi future impact.
- Constituents opposed to amalgamation but after chat decided with Kenbi happening that they would like Wagait to have the ability for a 'say' about what happens there (Regional Council).
- Some elderly constituents are happy with way things are (condition of Wagait and character of community), were concerned about impact of Kenbi and that things might happen to Wagait because of the development i.e. it gets 'taken over', until I explained that:
 - 1) Wagait is excised from the Land Claim and the NLC has no say over Wagait,
 - 2) The development not impact Wagait directly,
 - 3) And will eventually bring a wide range of health and other services available nearby.

- Some constituent happy with Community and Council, knows we got dog management underway, happy to pay extra for that. One thinks all dog owners should have some fencing/electronic fencing to contain their dog.
- Constituents unhappy with dog management fees - chatted about its actually animal management and that it'll be a community service, like the Park- there if you want to access.

- "Adam Giles 6 star hotel should be built on Mandorah pub site and have water taxis etc".

- Shelby (wants her name used) says the boat ramp is dangerous, I explained that this is noted but it is not on Council land and when the development goes ahead that will be solved eventually.

- No footpaths/streetlights – I explained that is a view held by many locals.

7.0 OFFICERS REPORTS

7.1 Chief Executive Officer's Report

7.1.1 MEETINGS CEO ATTENDED:

11 May – BCWLGAG – Coomalie
11 May – Emergency response group – Wagait
13 May – TOPROC – Litchfield
18 May – NTRS – Wagait
20 May – Bendigo Bank – Coolalinga
25 May – Peter McLinden LGANT – Wagait
26 May – Crown Lands – Wagait

7.1.2 Walk To School - Council hosted the annual Walk to School day on 20 May and the Wagait Super Market once again sponsored the event. Breakfast was provided for almost 50 children with many of them going off to school with fresh fruit for recess. I wish to acknowledge and thank Chris and Sue for their ongoing support for Council and community events.

7.1.3 Waste Management Contract for 2016 – 2018 - An advertisement requesting quotes from waste management contractors for the provision of weekly kerbside and quarterly hard waste collections was published on 11 May 2016. Four submissions were received and reviewed by a selection panel that consisted of the Deputy President, one of the Councillors and myself. The successful contractor is Fin Bins. Their first collection will be 06 July and it is expected that residents will not see any change in the level of service delivery. The life of the contract is for two years with an option to extend for one more.

7.1.4 Administration - The interim management report year ending 30 June 2015 provided 29 recommendations to improve the systems of internal accounting control for Wagait Shire Council. One of those recommendations was to engage a qualified accountant to oversee monthly accounting and financial reporting in addition to setting up necessary accounting processes and systems to ensure compliance with the ATO and Government. The priority of the recommendation was high. Barry Hansen Accounting has been engaged to provide the following services:

- Check and review bank and ledgers on a monthly basis
- Review payroll liabilities, accruals and other liabilities on a monthly basis
- Review of monthly trial balance for any anomalies
- Review of BAS liabilities in the ledger and reconciliation with BAS submitted to ATO
- Review of year end trial balance, profit and loss and balance sheet
- Coordination and communication with the Office Manager with regards to above and related matters

The delivery of this service began 01 June 2016 and the costs have been factored into next year's budget.

7.1.5 Another recommendation was to establish an Audit Committee and this is underway with an advertisement requesting expressions of interest for the role of Independent Chair for the Audit Committee published on the 04 May. The selection panel appointed to review the submissions consisted of the Deputy President and myself. The successful applicant is Mr Russell Anderson; he has previously been an Acting CEO for Wagait Shire Council and has extensive experience in local Government and Audit Committees. A request for expressions of interest from community members has been posted on notice boards and is also at the end of this report to increase circulation of the information.

7.1.6 Rates Management - Seventeen letters of notice were sent to overdue rate payers on the 27 May. They were advised that if a response has not been received after 21 days of the date on the notice, their account will be forwarded to Council's debt collection agency for recovery action. Emails have been sent reminding property owners that the final instalment for this financial year will be due on 30 June. One of two ratepayers who had their accounts forwarded to the bailiff has started a regular payment program.

7.1.7 Roads to Recovery - Remediation works on the shoulders of town roads have been finalised with white lines repainted on Wagait Tower Road and the bike path adjacent to Wagait Tower Road and new lines painted on Cox Drive and Erickson Crescent. This will see Council meeting their expenditure requirements for the Roads to Recovery program this financial year. Further road works will be undertaken in the next financial year.

7.1.8 Maintenance of Council Facilities - A request for a free inspection of the sportsground court surface and a quote to refurbish it has been requested. Repair and replacement of gutters, water tanks and plumbing will be started early in the financial year.

7.1.9 Expression of Interest – Audit Committee Community Member

Council is establishing an Internal Audit Committee and is seeking Expressions of Interest (EOI) from persons who are a community member and independent from Council to fill a position on the committee.

The committee will provide Council with advice, independent of management; about financial and risk management, internal controls, governance and accounting regulations. It is expected that the community member will have financial and risk management experience as well as an understanding of accounting and auditing standards in a local government environment.

Mr Russell Anderson has been selected as Chair of the Audit Committee and two members from Council will also sit on the committee. The Internal Audit Committee will be required to meet at least four times a year. EOI are to include details of financial knowledge and/or public sector experience.

Further information can be sourced from the Council website <http://wagait.nt.gov.au/wp-content/uploads/2014/11/Audit-Committee-Terms-of-reference-.pdf> and General Instruction No. 3 Audit Committees https://dlgcs.nt.gov.au/_data/assets/pdf_file/0020/261272/general-instruction-3-audit-committees.pdf

Submissions may be mailed to:

Chief Executive Officer
Wagait Shire Council
PMB 10
Darwin NT 0801

or emailed to ceo@wagait.nt.gov.au and will be accepted until 5pm 01 July 2016.

7.2 Works Supervisor Officer's Report

7.2.1 Walk to School Day came and went without any problems. One improvement next year will be to cordon off the area where the generator is located to reduce trip hazards from people walking over power cords that go from the generator to the kitchen appliances.

- 7.2.2** Mowing of the Estate verges continues as a result of the bursts of rain experienced during May. One reasonable shower means approximately 3 weeks of mowing. There is still more work to be done before the mowers can be mostly rested for the duration of the dry season.
- 7.2.3** Painting of the roadside barriers is almost complete with a few of the smaller streets left to do. Slashing of the RUA firebreaks has commenced and general poisoning in this area has ceased. Neam trees will be our main target until the rains once again commence. Neam trees are pulled in their infancy and larger specimens are sawn and their trunks coated with a poison which prohibits their regrowth. New regrowth is an ongoing problem with the presence of prohibited weeds on properties adjoining the RUA. Seeds are spread onto the RUA by birds and the prevailing S/E winds.
- 7.2.4** Wheelie Bins are now located at beach access points at the end of Erickson Crescent and also Baluria Road. All beach access points have been recently mowed.
- 7.2.5** Yellow warning signs have been replaced at various locations on town roads where needed, no new signage has been erected.
- 7.2.6** Transmission and hydraulic oil has been replaced on the tractor with regular maintenance required on the ride on lawn mower due to age. Contractual obligations are being met for the jetty, PowerWater and RUA contracts.

7.3 Sports and Recreation Officer's Report

A quiet month as I had two weeks leave. Our Thursday twilight netball game is going along nicely with the children improving each week. A great big thank you to Jade who kept the game and training going while I was away; and did it very capably.

Thank you also to June Stones and Dave Elliot for continuing with the ukulele lessons in my absence as MUFF is fast approaching.

The school holidays are fast approaching and the program is coming along. I am trying to incorporate some different activities. There will be netball clinics and I have contacted AFLNT, BMXNT and FFNT for clinics.

The children have also expressed interest in returning to the Tiwi Islands for another visit.

ATTENDENCES

| | | | | |
|-----------|-------------------------|---|---|--------------------|
| MONDAY | May Day holiday | L | L | Leave |
| TUESDAY | 3-May craft-2 | E | E | 24-May tennis-8 |
| WEDNESDAY | Mother's Day cards-2 | A | A | Basketball 10 |
| THURSDAY | Netball 15 | V | V | Netball 15 |
| FRIDAY | Cooking 14 | E | E | Cooking 12 |
| SATURDAY | Movie Night 11 | | | |
| SUNDAY | | | | |

Resolution No. 2016/.....

That the Officer's reports' for the month of May 2016 be received and accepted.

Moved:

Seconded:

Vote:

8.0 FINANCIAL REPORT –

| WAGAIT SHIRE COUNCIL - Income & Expenditure Cash Report -31 May 2016 | | | | | | | |
|---|------------------|-----------------|------------------|------------------|------------------|------------------|------------------|
| | Month to Date | | | Year to Date | | | Full Year |
| | Actual \$ | Budget \$ | Variance \$ | Actual \$ | Budget \$ | Variance \$ | Budget \$ |
| INCOME | | | | | | | |
| Rates and charges | \$1,294 | \$16,985 | -\$15,690 | \$190,516 | \$186,831.70 | \$3,684 | \$203,816 |
| Outstanding Rates | | \$950 | -\$950 | | \$10,450.00 | -\$10,450 | \$11,400 |
| Grants | \$109,331 | \$23,194 | \$86,137 | \$339,386 | \$255,131.25 | \$84,255 | \$278,325 |
| Grant - Sports & Recreation | | \$2,000 | -\$2,000 | \$21,000 | \$22,000.00 | -\$1,000 | \$24,000 |
| Grant - Sports Ground - Carried Over | | \$1,000 | -\$1,000 | | \$11,000.00 | -\$11,000 | \$12,000 |
| Contract Income | \$14,958 | \$10,786 | \$4,172 | \$132,608 | \$118,646.00 | \$13,962 | \$129,433 |
| Rental | | \$834 | -\$834 | \$2,900 | \$9,175.65 | -\$6,276 | \$10,010 |
| Interest Received | \$917 | \$1,000 | -\$83 | \$10,552 | \$11,000.00 | -\$448 | \$12,000 |
| Professional Assistance for CEO | | \$667 | -\$667 | | \$7,333.26 | -\$7,333 | \$8,000 |
| Other Income | \$226 | | \$226 | \$430 | \$0.00 | \$430 | |
| | | | | | | | |
| TOTAL INCOME | \$126,726 | \$57,415 | \$69,311 | \$697,393 | \$631,568 | \$65,825 | \$688,984 |
| OPERATING EXPENDITURE | | | | | | | |
| Administration | \$4,077 | \$5,338 | -\$1,261 | \$77,418 | \$58,712.50 | \$18,706 | \$64,050 |
| Employment | \$26,566 | \$32,800 | -\$6,234 | \$302,840 | \$360,800.00 | -\$57,960 | \$393,600 |
| Roads | | \$9,444 | -\$9,444 | \$6,509 | \$103,878.50 | -\$97,370 | \$113,322 |
| Contracts & materials | \$1,002 | \$1,125 | -\$123 | \$4,745 | \$12,375.00 | -\$7,630 | \$13,500 |
| R&M Town Assets | \$557 | \$1,809 | -\$1,252 | \$22,895 | \$19,903.03 | \$2,992 | \$21,712 |
| Veh & Plant Exp | \$1,880 | \$1,750 | \$130 | \$16,469 | \$19,250.00 | -\$2,781 | \$21,000 |
| Grant Exp | \$5,160 | \$1,258 | \$3,902 | \$76,797 | \$13,841.67 | \$62,955 | \$15,100 |
| Other Operational Exp | \$1,038 | \$1,133 | -\$95 | \$3,950 | \$12,466.67 | -\$8,517 | \$13,600 |
| Services | \$683 | \$1,592 | -\$909 | \$20,909 | \$17,508.33 | \$3,401 | \$19,100 |
| Capital Purchases | | | | \$37,003 | \$0.00 | | |
| TOTAL OPERATING EXPENDITURE | \$40,964 | \$56,249 | -\$15,285 | \$569,533 | \$618,736 | -\$86,205 | \$674,984 |
| OPERATING SURPLUS / (DEFICIT) | \$85,763 | \$1,167 | \$84,596 | \$127,860 | \$12,832 | \$152,030 | \$14,000 |

8.2 Financial report for period ending 31 May 2016

| Cash at Bank & on hand | | | | | Total |
|--|---------------------|--------------|--------------|---------------------|----------------------|
| Petty cash | | | | | \$ 51.45 |
| Westpac Operational Account | | | | | \$ 129,461.56 |
| Westpac Cash Management Account | | | | | \$ 862,391.88 |
| Total Cash at Bank & onHand | | | | | \$ 991,904.89 |
| | | | | | |
| Debtors | Current | over 30 days | over 60 days | over 90 days | |
| Trade | \$ 11,421.90 | | | | \$ 11,421.90 |
| Rates | | | | \$ 17,577.66 | \$ 17,577.66 |
| Total Debtors | \$ 11,421.90 | \$ - | \$ - | \$ 17,577.66 | \$ 28,999.56 |
| | | | | | |
| Creditors | Current | over 30 days | Over 60 days | Over 90 days | |
| Trade | \$ 2,637.30 | | | | |
| Total Creditors | \$ 2,637.30 | \$ - | \$ - | \$ - | \$ 2,637.30 |

8.3 Rate Payers

41 Rate payers on quarterly instalments.

Overdue Rate payers – 17 ratepayers (of these 4 properties in arrears for more than 2 years (\$10,152.01, 1 property coming to 2 years (\$1,164.16) and 12 properties in arrears this rate year (\$6,261.49)

8.4 Asset List

| | | | | | |
|------------|--------------------|------------|-----------|--------------|-------------|
| July - | CEO Samsung Tablet | \$399.00 | January - | Solar Panels | \$32,737.07 |
| | Water Filter | \$1,400 | | | |
| December - | Office Blinds | \$2,865.45 | | | |

8.3 Supplier Payment History

Created: 8/06/2016 11:06 AM

Supplier Payment History

May 2016

Wagait Shire Council

62 Wagait Tower Road

Wagait Beach NT 0822

ABN: 65 843 778 569

Email: council@wagait.nt.gov.au

| Cheque No. | Chq Date | PO No. | Date | Supplier's Inv. No. | Purchase Total Amt | Amount Applied |
|---|------------|----------|------------|---------------------|------------------------|----------------|
| Airpower | | | | | | |
| eft | 3/05/2016 | 00000588 | 12/04/2016 | 163701 | \$591.32 | \$591.32 |
| | | | | | Total for Payment eft: | \$591.32 |
| Barry Hansen Chartered Accountants | | | | | | |
| eft | 3/05/2016 | 00000593 | 19/04/2016 | 15474 | \$1,472.16 | \$1,472.16 |
| | | | | | Total for Payment eft: | \$1,472.16 |
| Belyuen Community Government Council | | | | | | |
| eft | 3/05/2016 | 00000594 | 8/04/2016 | 11169 | \$523.60 | \$523.60 |
| | | | | | Total for Payment eft: | \$523.60 |
| Bunnings | | | | | | |
| eft | 3/05/2016 | 00000590 | 14/04/2016 | 2315/01196323 | \$45.06 | \$45.06 |
| eft | 16/05/2016 | 00000599 | 6/05/2016 | 2315/01219164 | \$505.97 | \$505.97 |
| | | | | | Total for Payment eft: | \$551.03 |
| Darwin Fibreglass | | | | | | |
| 581 | 16/05/2016 | 00000597 | 6/05/2016 | 1982 | \$187.00 | \$187.00 |
| | | | | | Total for Payment 581: | \$187.00 |
| eft | 3/05/2016 | 00000595 | 14/04/2016 | 1757 | \$140.00 | \$140.00 |
| | | | | | Total for Payment eft: | \$140.00 |
| Dollars & Sense | | | | | | |
| p/cash | 5/05/2016 | 00180243 | 5/05/2016 | R. Presley | \$4.00 | \$4.00 |
| | | | | | Total for Payment p/ca | \$4.00 |
| Geminex | | | | | | |
| 577 | 3/05/2016 | 00180227 | 22/04/2016 | GXAL4707 | \$318.69 | \$318.69 |
| | | | | | Total for Payment 577: | \$318.69 |
| eft | 16/05/2016 | 00000606 | 9/05/2016 | GXAL5694 | \$264.49 | \$264.49 |
| | | | | | Total for Payment eft: | \$264.49 |
| Harvey Distributors | | | | | | |
| eft | 16/05/2016 | 00000598 | 6/05/2016 | 432373 | \$62.23 | \$62.23 |
| | | | | | Total for Payment eft: | \$62.23 |
| Hosepower Pty Ltd | | | | | | |
| eft | 3/05/2016 | 00180225 | 28/04/2016 | 40332 | \$138.81 | \$138.81 |
| | | | | | Total for Payment eft: | \$138.81 |
| K Mart | | | | | | |
| p/cash | 5/05/2016 | 00180242 | 5/05/2016 | R. Presley | \$20.00 | \$20.00 |
| | | | | | Total for Payment p/ca | \$20.00 |

Created: 8/06/2016 11:06 AM

Wagait Shire Council

62 Wagait Tower Road
Wagait Beach NT 0822

ABN: 65 843 778 569

Email: council@wagait.nt.gov.au

Supplier Payment History

May 2016

| Cheque No. | Chq Date | PO No. | Date | Supplier's Inv. No. | Purchase Total Amt | Amount Applied |
|---|------------|----------|------------|---------------------|------------------------|----------------|
| L.G.A.N.T. | | | | | | |
| eft | 3/05/2016 | 00000592 | 18/04/2016 | 3525 | \$230.00 | \$230.00 |
| | | | | | Total for Payment eft: | \$230.00 |
| M Kiem & D Harry | | | | | | |
| eft | 3/05/2016 | 00180221 | 20/04/2016 | J07 | \$450.00 | \$450.00 |
| | | | | | Total for Payment eft: | \$450.00 |
| Marks Rural Services | | | | | | |
| eft | 3/05/2016 | 00000597 | 18/04/2016 | 42 | \$500.00 | \$500.00 |
| eft | 16/05/2016 | 00000604 | 16/05/2016 | 44 | \$80.00 | \$80.00 |
| eft | 16/05/2016 | 00000605 | 16/05/2016 | 44 | \$180.00 | \$180.00 |
| | | | | | Total for Payment eft: | \$760.00 |
| MYOB Australia Pty Ltd | | | | | | |
| 32 | 2/05/2016 | c/c | 2/05/2016 | 1-30798090987 | \$99.00 | \$99.00 |
| | | | | | Total for Payment 32: | \$99.00 |
| NT News | | | | | | |
| c/c | 10/05/2016 | c/c | 10/05/2016 | D. Allen | \$388.80 | \$388.80 |
| | | | | | Total for Payment c/c: | \$388.80 |
| Officeworks | | | | | | |
| eft | 3/05/2016 | 00000571 | 6/04/2016 | Q42015/16 | \$92.75 | \$92.75 |
| | | | | | Total for Payment eft: | \$92.75 |
| Qantas | | | | | | |
| c/c | 23/05/2016 | c/c | 23/05/2016 | P. Clee | \$456.98 | \$456.98 |
| | | | | | Total for Payment c/c: | \$456.98 |
| Rhino Industrial | | | | | | |
| c/c | 10/05/2016 | 00000601 | 9/05/2016 | | \$59.40 | \$59.40 |
| | | | | | Total for Payment c/c: | \$59.40 |
| Sealink Ferries | | | | | | |
| 36 | 13/05/2016 | c/c | 13/05/2016 | D. allen | \$99.47 | \$99.47 |
| | | | | | Total for Payment 36: | \$99.47 |
| Smart Yard Outdoor Power Equipment | | | | | | |
| eft | 3/05/2016 | 00000591 | 14/04/2016 | 53022 | \$126.72 | \$126.72 |
| | | | | | Total for Payment eft: | \$126.72 |
| Soniq Australia | | | | | | |
| c/c | 23/05/2016 | 00290052 | 21/05/2016 | A83E07092 | \$54.00 | \$54.00 |
| | | | | | Total for Payment c/c: | \$54.00 |

Created: 8/06/2016 11:06 AM

Wagait Shire Council

62 Wagait Tower Road
Wagait Beach NT 0822

Supplier Payment History

May 2016

ABN: 65 843 778 569
Email: council@wagait.nt.gov.au

| Cheque No. | Chq Date | PO No. | Date | Supplier's Inv. No. | Purchase Total Amt | Amount Applied |
|--------------------------------------|------------|----------|------------|---------------------|--------------------|----------------|
| Supercheap Auto | | | | | | |
| c/c | 10/05/2016 | c/c | 10/05/2016 | G. Zikan | \$102.87 | \$102.87 |
| Total for Payment c/c: | | | | | | \$102.87 |
| Telstra | | | | | | |
| b/pay | 16/05/2016 | 00000603 | 12/05/2016 | P032391801-2 | \$423.91 | \$423.91 |
| Total for Payment b/pay: | | | | | | \$423.91 |
| Territory Animal Solutions | | | | | | |
| eft | 16/05/2016 | 00000602 | 9/05/2016 | 0004 | \$340.00 | \$340.00 |
| Total for Payment eft: | | | | | | \$340.00 |
| Tradelink | | | | | | |
| eft | 3/05/2016 | 00180224 | 28/04/2016 | SO51766632 | \$144.62 | \$144.62 |
| Total for Payment eft: | | | | | | \$144.62 |
| United Petroleum | | | | | | |
| 35 | 13/05/2016 | c/c | 13/05/2016 | D. Allen | \$45.41 | \$45.41 |
| Total for Payment 35: | | | | | | \$45.41 |
| Veolia Environmental Services | | | | | | |
| 578 | 3/05/2016 | 00180222 | 24/04/2016 | 2800161468 | \$5,644.67 | \$5,644.67 |
| Total for Payment 578: | | | | | | \$5,644.67 |
| Wagait Beach Supermarket | | | | | | |
| eft | 3/05/2016 | 00179645 | 7/04/2016 | 10328 | \$94.22 | \$94.22 |
| eft | 3/05/2016 | 00180063 | 12/04/2016 | 10359 | \$54.34 | \$54.34 |
| eft | 3/05/2016 | 00180220 | 14/04/2016 | 15.50 | \$15.50 | \$15.50 |
| eft | 16/05/2016 | 00180229 | 16/04/2016 | 10391 | \$10.10 | \$10.10 |
| eft | 16/05/2016 | 00180230 | 18/04/2016 | 180627 | \$22.50 | \$22.50 |
| eft | 16/05/2016 | 00180231 | 20/04/2016 | 10424 | \$57.01 | \$57.01 |
| eft | 16/05/2016 | 00180232 | 21/04/2016 | 10428 | \$21.55 | \$21.55 |
| eft | 16/05/2016 | 00180233 | 21/04/2016 | 10430 | \$32.35 | \$32.35 |
| eft | 16/05/2016 | 00180234 | 22/04/2016 | 10439 | \$7.16 | \$7.16 |
| eft | 16/05/2016 | 00180235 | 23/04/2016 | 10441 | \$10.10 | \$10.10 |
| eft | 16/05/2016 | 00180236 | 26/04/2016 | 10455 | \$23.40 | \$23.40 |
| eft | 16/05/2016 | 00180237 | 28/04/2016 | 10478 | \$82.00 | \$82.00 |
| eft | 16/05/2016 | 00180238 | 29/04/2016 | 10483 | \$23.52 | \$23.52 |
| eft | 16/05/2016 | 00180239 | 29/04/2016 | 10489 | \$103.00 | \$103.00 |
| eft | 16/05/2016 | 00180240 | 30/04/2016 | 10493 | \$3.65 | \$3.65 |
| eft | 16/05/2016 | 00180241 | 30/04/2016 | 10496 | \$10.59 | \$10.59 |
| eft | 3/05/2016 | 00281305 | 1/04/2016 | 10292 | \$22.05 | \$22.05 |
| eft | 3/05/2016 | 00282120 | 5/04/2016 | 10306 | \$67.70 | \$67.70 |
| eft | 3/05/2016 | 00282212 | 5/04/2016 | 10313 | \$10.10 | \$10.10 |
| eft | 3/05/2016 | 00282513 | 7/04/2016 | 10325 | \$13.78 | \$13.78 |
| eft | 3/05/2016 | 00282528 | 7/04/2016 | 10326 | \$20.10 | \$20.10 |
| eft | 3/05/2016 | 00282932 | 9/04/2016 | 10335 | \$10.10 | \$10.10 |
| eft | 3/05/2016 | 00283792 | 13/04/2016 | 10362 | \$44.97 | \$44.97 |

Supplier Payment History

May 2016

| Cheque No. | Chq Date | PO No. | Date | Supplier's Inv. No. | Purchase Total Amt | Amount Applied |
|--------------------------|------------|----------|------------|---------------------|--------------------|----------------|
| Total for Payment eft: | | | | | | \$759.79 |
| Wigg Plumbing | | | | | | |
| eft | 3/05/2016 | 00180226 | 29/04/2016 | 53032 | \$241.58 | \$241.58 |
| Total for Payment eft: | | | | | | \$241.58 |
| Woolworths | | | | | | |
| p/cash | 9/05/2016 | p/cash | 9/05/2016 | P. Wanrooy | \$29.10 | \$29.10 |
| p/cash | 28/05/2016 | p/cash | 23/05/2016 | P. Wanrooy | \$58.05 | \$58.05 |
| p/cash | 3/05/2016 | P/cash | 3/05/2016 | P. Wanrooy | \$15.15 | \$15.15 |
| Total for Payment p/cash | | | | | | \$102.30 |
| P/Cash | 27/05/2016 | p/cash | 27/05/2016 | R. Presley | \$6.85 | \$6.85 |
| Total for Payment P/Cash | | | | | | \$6.85 |
| Woolworths Petrol | | | | | | |
| c/c | 6/05/2016 | c/c | 6/05/2016 | G. Zikan | \$71.24 | \$71.24 |
| Total for Payment c/c: | | | | | | \$71.24 |
| Yacca Gold | | | | | | |
| eft | 16/05/2016 | 00000600 | 9/05/2016 | SA00131867 | \$99.24 | \$99.24 |
| Total for Payment eft: | | | | | | \$99.24 |

Resolution No. 2016/.....**That the financials for the month of May 2016 be received and accepted.****Moved:****Seconded:****Vote:**

- 9.0 BUSINESS ARISING FROM PREVIOUS MINUTES**
- 9.1 Independent Chair of the Audit Committee**
- 9.2 Waste Management Contract for 2016 – 2018**
- 9.3 Councillor's Allowance – set elected member allowance expenses**
- 9.4 Animal Management**
- 9.5 Overdue Rates**
- 9.6 Draft 2016/2017 Annual Plan**
- 9.7 Draft Budget 2016/2017**
- 9.8 Cox Peninsula Bushfire Shed – Peppercorn Lease, Bendigo Bank**
- 9.9 Power Point Presentation – Financial Reporting System – this will start in the new financial year**
- 9.10 Mandorah Ferry Survey – scheduled for 19 May 2016**

9.11 Darwin Duchess – Community Benefit Fund – This is ongoing

9.12 Street Signs – old signs for auction

10.0 AGENDA ITEMS

10.1 LGANT Executive Elections 2016

10.2 Finalise and adopt shire plan

10.3 Adopt annual budget

10.5 Declare Rates

10.6 Notice of Consent – Cox Country Club

10.7 The Resolution numbers in the 19 April Minutes of meeting have been entered incorrectly. The resolution numbers should be from 2016-027 to 2016-033 not 2016-173 to 2016-179.

Resolution No. 2016/.....

That council approve to change the Resolution Numbers for the 19 April Minutes of Meeting from 2016/173 – 2016-179 to 2016/027 – 2016-033.

Moved:

Seconded:

Vote:

10.8 Offensive and Personal Attacks

Resolution No. 2016/.....

That the Council agrees that Territorians who serve their communities in public office should not be singled out for offensive and personal attacks such as those recently levelled at the Lord Mayor of Darwin and, actions such as those are actions against democracy and not acceptable in the Northern Territory.

Moved:

Seconded:

Vote:

10.9 Common Seal

Resolution No. 2016/.....

That Council resolves signing and the use of the common seal on the Common Services Agreement between the Councils who are a party to that agreement as at the date of the Deed of Accession.

Moved:

Seconded:

Vote:

11.0 UPCOMING EVENTS

11.2 Territory Day – 1 July 2016

11.3 Seniors Day – August 2016

12.0 LATE ITEMS AND GENERAL BUSINESS

13.0 IN-CAMERA ITEMS

Nil

14.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 19 July 2016 in the Council Chambers, 64 Wagait Tower Road, Wagait Beach.

15.0 CLOSE OF MEETING

The Chair declared the meeting closed at pm.