

WAGAIT SHIRE COUNCIL

AGENDA

ORDINARY COUNCIL MEETING

**COUNCIL CHAMBERS FROM 7PM
LOT 62, WAGAIT TOWER ROAD**

21 October 2014

Present:

1. MEETING OPENING & Welcome

1.1 APOLOGIES –

**Resolution No. 2014/
That the apology of Cr _____ be accepted and
approved.
Moved: Cr
Seconded: Cr
Vote:**

2. DECLARATION OF INTERESTS

3. CONFIRMATION OF MINUTES

**Resolution No.
That the minutes of the Monthly Meeting of September 2014, as
amended, be confirmed.
Moved: Cr
Seconded: Cr
Vote:**

3.1 Matters Arising from the Minutes:

4. INWARDS AND OUTWARDS CORRESPONDENCE

Incoming Mail for September 2014

Date	From	About	To
3-Sep	ATO	BAS statements for May, June, July and August	admin
4/09/2014	Minister for Lands, Planning & Environment - Peter Chandler	Letter thanking Lisa Marie for the proposal regarding the possibility of amending the NT Planning scheme	Lisa-Marie
4/09/2014	Meertens	Letter advising they have appointed Administrators for AllCivilINT	admin
5/09/2014	Westpac	Cheque statement	admin
5/09/2014	Westpac	cash management statement	admin
5/09/2014	Office of Valuer General	Unimproved Capital Values - August Reconciliation	admin
8/09/2014	CBA	Merchant Statement	admin
10/09/2014	CBA	Merchant Fees summary	admin
16/09/2014	Comunico	account details for satellite phones	admin
16/09/2014	Comunico	online account management confirmation	admin
16/09/2014	Jacana Energy	letter informing us of reduced annual cost for repeal of carbon tax.	admin
22/09/2014	Crown Land	Occupancy Licence No. 3564 - car and maintenance of picnic table due to expire 30 September	admin
22/09/2014	ATO	Notice - failure to lodge notice on time	admin
25/09/2014	MVR	Rego renewal notice for Kubota tractor	admin
25/09/2014	RSL South Australia	Poppy Appeal - asking for held for donations from community	admin
25/09/2014	APRA Amcos	License requirements to hold music for events such as ANZAC days	admin

Outgoing Mail for September 2014

Date	To:	About
3/09/2014	ATO	May, June, July bas statements
16/09/2014	ATO	August bas statement

<p>Resolution No That the Correspondence for the Month of September 2014 be confirmed. Moved: Cr Seconded: Cr Vote:</p>
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5. CHIEF EXECUTIVE OFFICER'S REPORT (Incorporating Work Supervisors Report)

CEO REPORT

- 5.1 LOCAL GOVERNMENT ISSUES:** Darwin Council meeting was attended by three Councillors and CEO. It was a very worthwhile exercise and lessons learnt that will improve content/quality of our Council meetings.
- 5.2 ASSISTANCE TO COMMUNITY:** Notice board at road side in front of Shire office has been painted and new sign and road map erected. This is a free service for local businesses and a small charge for others.
- 5.3 COMMUNITY CONCERNS:** Complaints re dogs have been absent this past month. Notices have been on notice board at shop and office and article in Wagaitear.
- 5.4 WORKS:** New vehicle has been received and in use for Works team. CEO had to arrange for shop to obtain new bowser pump hose to fit vehicle. Log books have been issued to Works team for equipment/vehicle and have been checked. Initial entries modified and checks now occurring a minimum of twice weekly.
- 5.5 GRANTS:** Two ANZAC grants applied for. A history of area during WW2 and improvement of road to MILADY site for next year's celebration.
- Arrangements finalised for installation of genset at office and goal posts and wall at Sports Ground.
- Sat phones for ES and Recovery management have been received and CEO will attend next ES meeting to distribute and arrange for training.
- 5.6 SEALINK:** Meeting CHAIRED BY Local Member held at Cullen Bay. Notice board has been erected on vessel for use by Council.
- 5.7 STAFFING/ OFFICE:** CEO was on leave for one week. Admin Officer attended minute taking course in Darwin. Pest control carried out on all Council building's this month. Time sheets have been subject to extra scrutiny and checks against dairies. CEO on two days Sick leave 15/16 October due to operation at RDH.
- 5.8 SPORTS AND RECREATION:** Soccer comp held at Sports Ground on Saturday 18/10/14 from 10am till 3pm. Parents are encouraged to attend. CEO will be in attendance for awards. We are liaising closely with Department of Sports and Recreation re this. Belyuen youth to participate in this competition.
- 5.9 COUNCIL MEMBERS:** A letter of resignation received from Councillor Ian Crawshaw received and all Councillors notified immediately. Arrangements are in hand with Electoral Commission for possible voting on Saturday 15 November if more than on application received. Nominations are open from 25/10 till 31/10/2014. Notices have been put up at Office notice board, shop and ferry.
- 5.10 COMMUNITY MEETING:** Timings for Open Community meeting to be decided by Council.
- 5.11 OFFICE:** Website continues to improve. Inclusions this month are notices re cyclone preparation, Recovery Management minutes, President's message, By-Election time frames, Sports Gala Day, Cyclone preparation.

WORKS REPORT
Gary Zikan, Works Supervisor

- 5.12 We have taken delivery of the Works Department's new Ute. Required is an overall inspection due at 3,000 kms. The odometer reading as at Oct.14, 2014 is 1635 km.
- 5.13 Dogs roaming the Estate unattended and thoughtless dumping practices at the Tip continue to be amongst our concerns.
- 5.14 Relevant Dept notified of Jetty Railing damage and Fence damage at intersections of Wagait Tower, Charles Pt and Cox Peninsula Roads. (photos sent)
- 5.15 Jobs performed September:**
- Improvements to Council Residence as requested by CEO
 - Collect and bury fly riddled dead dog from Mungalo Rd. Verge
 - Dead Wallaby on road to Jetty taken from road and disposed off
 - Water Facility Standpipe hose replaced
 - Water pipe fixed at Works Depot
 - Community Centre Genset started fortnightly
 - Trees at roadside outside Community Centre watered
 - Rubbish and used toilet paper removed once more from area adjacent to Jetty Car park
 - Roadside Community Notice Board prepared and painted, advertising signs hung
 - Photo display board hung at Community Centre
 - Memorial Garden cleared of debris
 - No Smoking signs fastened at Council Buildings inc. Sportsground
 - Power and Water Obligations fulfilled inc. a number of callouts
 - Jetty works completed (washing, cobwebs)
 - RUA obligations met
 - WWII site cleared
 - Log books have been introduced by CEO and have been subject to checks. Modifications made to initial entries

<p>Resolution No. That the Officers' reports for the month of September 2014 be received and accepted. Moved: Cr Seconded: Cr Vote:</p>
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7.0 FINANCIAL REPORT

WAGAIT SHIRE COUNCIL								
Income and Expenditure Report								
For Month Ending 30 September 2014								
	Month to Date			Year to Date			Full Year	
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$	
	INCOME							
1	Grants Roads to Recovery	\$ 2,500.00	-\$ 2,500.00	\$ 14,005.00	\$ 2,500.00	\$ 11,505.00	\$ 30,000.00	
2	Grants for Others	\$ 6,250.00	-\$ 6,250.00	\$ 18,335.00	\$ 6,250.00	\$ 12,085.00	\$ 75,000.00	
3	Grant/C'wealth/FAG	\$ 833.00	-\$ 833.00		\$ 833.00	-\$ 833.00	\$ 10,000.00	
4	Grant NT Government	\$ 1,666.00	-\$ 1,666.00		\$ 1,666.00	-\$ 1,666.00	\$ 20,000.00	
5	Grant/NT Operational	\$ 6,250.00	-\$ 6,250.00	\$ 71,775.00	\$ 6,250.00	\$ 65,525.00	\$ 75,000.00	
6	Grant/Sports & Recreation	\$ 1,666.00	-\$ 1,666.00		\$ 1,666.00	-\$ 1,666.00	\$ 20,000.00	
7	Interest Received	\$ 1,666.00	-\$ 1,666.00		\$ 1,666.00	-\$ 1,666.00	\$ 20,000.00	
8	Penalties Received Rates	\$ 60.00	-\$ 60.00		\$ 60.00	-\$ 60.00	\$ 721.00	
9	Pensioner Rebates	\$ 1,000.00	-\$ 1,000.00	\$ 11,400.00	\$ 1,000.00	\$ 10,400.00	\$ 12,000.00	
10	Other Income General Rates Received	\$ 166.00	-\$ 166.00		\$ 166.00	-\$ 166.00	\$ 2,000.00	
11		\$ 64,980.40	\$ 16,952.00	\$ 48,028.40	\$ 188,637.21	\$ 16,952.00	\$171,685.21	\$ 203,425.00
12	Rental	\$ 792.00	-\$ 792.00	\$ 6,681.81	\$ 792.00	\$ 5,889.81	\$ 9,500.00	
13	Rental - Caravan Park	\$ 238.00	-\$ 238.00		\$ 238.00	-\$ 238.00	\$ 2,860.00	
14	Hire Plant & Equipment	\$ 27.27	\$ 84.00	-\$ 56.73	\$ 390.91	\$ 84.00	\$ 306.91	\$ 1,000.00
15	Other Income	\$ 166.00	-\$ 166.00	\$ 438.23	\$ 166.00	\$ 272.23	\$ 2,000.00	
16	12/13 Surplus brought fwd	\$ 4,489.00	-\$ 4,489.00		\$ 4,489.00	-\$ 4,489.00	\$ 53,872.00	
17	Heritage & Site maintenance	\$ 250.00	-\$ 250.00		\$ 250.00	-\$ 250.00	\$ 3,000.00	
18	Jetty Income	\$ 5,283.47	\$ 5,365.00	-\$ 81.53	\$ 13,188.93	\$ 5,365.00	\$ 7,823.93	\$ 64,379.00
19	Power & Water	\$ 4,306.73	\$ 4,417.00	-\$ 110.27	\$ 12,588.37	\$ 4,417.00	\$ 8,171.37	\$ 53,000.00
20	Transfer from reserves	\$ 4,166.00	-\$ 4,166.00	\$ 122,000.00	\$ 4,166.00	\$117,834.00	\$ 50,000.00	
	TOTAL INCOME	\$ 74,597.87	\$ 58,976.00	\$ 15,621.87	\$ 459,440.46	\$ 58,976.00	\$400,464.46	\$ 707,757.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 30 September 2014

	Month to Date			Year to Date			Full Year	
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$	
21	Accountancy	\$ 12,360.00	\$ 1,184.00	\$ 11,176.00	\$ 12,360.00	\$ 1,184.00	\$ 1,184.00	\$ 14,200.00
22	Audit Fees		\$ 687.00	-\$ 687.00		\$ 687.00	-\$ 687.00	\$ 8,240.00
23	Administration		\$ 125.00	-\$ 125.00	\$ 30.51	\$ 125.00	-\$ 94.49	\$ 1,500.00
24	Advertising		\$ 84.00	-\$ 84.00	\$ 653.64	\$ 84.00	\$ 569.64	\$ 1,000.00
25	Animal Control		\$ 21.00	-\$ 21.00		\$ 21.00	-\$ 21.00	\$ 250.00
26	Bank Charges	\$ 175.30	\$ 135.00	\$ 40.30	\$ 306.63	\$ 135.00	\$ 171.63	\$ 1,600.00
27	Cleaning		\$ 30.00	-\$ 30.00	\$ 376.31	\$ 30.00	\$ 346.31	\$ 360.00
28	Com & Other Orgs Support		\$ 584.00	-\$ 584.00	\$ 36.36	\$ 584.00	-\$ 547.64	\$ 7,000.00
29	Entertainment		\$ 141.00	-\$ 141.00	\$ 10.00	\$ 141.00	-\$ 131.00	\$ 1,700.00
30	Senior Xmas Party Expenditure		\$ 42.00	-\$ 42.00		\$ 42.00	-\$ 42.00	\$ 500.00
31	Senior Week Function Exp	\$ 32.73	\$ 84.00	-\$ 51.27	\$ 1,388.30	\$ 84.00	\$ 1,304.30	\$ 1,000.00
32	Computer Maintenance		\$ 333.00	-\$ 333.00		\$ 333.00	-\$ 333.00	\$ 4,000.00
33	Consultant Fees	\$ 1,980.00	\$ 416.00	\$ 1,564.00	\$ 2,070.00	\$ 416.00	\$ 1,654.00	\$ 5,000.00
34	Capital/Office Equipment		\$ 167.00	-\$ 167.00		\$ 167.00	-\$ 167.00	\$ 2,000.00
35	Election Expenses		\$ 417.00	-\$ 417.00	\$ 3,624.85	\$ 417.00	\$ 3,207.85	\$ 5,000.00
36	Environment		\$ 166.00	-\$ 166.00		\$ 166.00	-\$ 166.00	\$ 2,000.00
37	Community Recreation Activities		\$ 250.00	-\$ 250.00	\$ 78.55	\$ 250.00	-\$ 171.45	\$ 3,000.00
38	Electricity		\$ 1,250.00	-\$ 1,250.00	\$ 2,742.45	\$ 1,250.00	\$ 1,492.45	\$ 15,000.00
39	Gas supplies		\$ 8.00	-\$ 8.00	\$ 44.55	\$ 8.00	\$ 36.55	\$ 100.00
40	Freight		\$ 67.00	-\$ 67.00		\$ 67.00	-\$ 67.00	\$ 800.00
41	Insurance		\$ 1,333.00	-\$ 1,333.00	\$ 18,993.31	\$ 1,333.00	\$ 17,660.31	\$ 16,000.00
42	Hire of Plant & Equipment		\$ 792.00	-\$ 792.00		\$ 792.00	-\$ 792.00	\$ 9,500.00
43	LGANT Membership		\$ 208.00	-\$ 208.00	\$ 1,537.28	\$ 208.00	\$ 1,329.28	\$ 2,500.00
44	Meeting Expenses	\$ 36.08	\$ 125.00	-\$ 88.92	\$ 135.72	\$ 125.00	\$ 10.72	\$ 1,500.00
45	Members Payments				\$ 322.72			
46	Printing & Stationery	\$ 257.45	\$ 250.00	\$ 7.45	\$ 629.65	\$ 250.00	\$ 379.65	\$ 3,000.00
47	Postage		\$ 42.00	-\$ 42.00	\$ 319.73	\$ 42.00	\$ 277.73	\$ 500.00
48	Staff/dlvp & training	\$ 868.18	\$ 84.00	\$ 784.18	\$ 868.18	\$ 84.00	\$ 784.18	\$ 1,000.00
49	Pest Control		\$ 125.00	-\$ 125.00		\$ 125.00	-\$ 125.00	\$ 1,500.00
50	Garden and ground Maint	\$ 120.00	\$ 291.00	-\$ 171.00	\$ 1,013.91	\$ 291.00	\$ 722.91	\$ 3,500.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 31 September 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
51 Jetty/p&W Maint contract	\$ 211.82	\$ 866.00	-\$ 654.18	\$ 446.68	\$ 866.00	-\$ 419.32	\$ 10,400.00
52 Jetty /P&W Main - materials		\$ 68.00	-\$ 68.00		\$ 136.00	-\$ 136.00	\$ 824.00
53 R&M Housing & Office	344.95	835	-490.05	475.93	1670	-1194.07	\$ 10,000.00
54 R&M Community Centre		584	-584	110.48	1168	-1057.52	\$ 7,000.00
55 R&M Reserves		167	-167		334	-334	\$ 2,000.00
56 R&M Town site		942	-942	381.81	1884	-1502.19	\$ 11,300.00
57 R&M Ablution Blocks	\$ 209.09	\$ 292.00	-\$ 82.91	\$ 209.09	\$ 584.00	-\$ 374.91	\$ 3,500.00
58 R&M Recreation		\$ 167.00	-\$ 167.00		\$ 334.00	-\$ 334.00	\$ 2,000.00
59 Sport& Rec wages & o/h	\$ 1,658.90	\$ 1,666.00	-\$ 7.10	\$ 6,139.88	\$ 3,336.00	\$ 2,803.88	\$ 20,000.00
60 Sports Ground Grant 14/15	\$ 3,081.36			\$ 12,560.08			
61 NTES Grant	\$ 47,486.30			\$ 47,486.30			
62 Rubbish Dump Mtce Wagait	\$ 509.09	\$ 833.00	-\$ 323.91	\$ 1,018.18	\$ 1,666.00	-\$ 647.82	\$ 10,000.00
63 Stores, Materials & Loose Tool		\$ 667.00	-\$ 667.00		\$ 1,334.00	-\$ 1,334.00	\$ 8,000.00
64 Safety Supplies & Equipment	\$ 570.00	\$ 250.00	\$ 320.00	\$ 570.00	\$ 500.00	\$ 70.00	\$ 3,000.00
65 Subscriptions & Publicat		\$ 167.00	-\$ 167.00	\$ 3.00	\$ 334.00	-\$ 331.00	\$ 2,000.00
66 Superannuation	\$ 1,962.27	\$ 2,084.00	-\$ 121.73	\$ 7,243.40	\$ 4,168.00	\$ 3,075.40	\$ 25,000.00
67 Telephone & Facsimile	\$ 517.58	\$ 808.00	-\$ 290.42	\$ 1,621.03	\$ 1,616.00	\$ 5.03	\$ 9,700.00
68 Training		\$ 250.00	-\$ 250.00		\$ 50.00	-\$ 50.00	\$ 3,000.00
69 Travel & Accommodation		\$ 500.00	-\$ 500.00	\$ 1,842.21	\$ 1,000.00	\$ 842.21	\$ 6,000.00
70 Uniforms	\$ 43.50	\$ 167.00	-\$ 123.50	\$ 374.77	\$ 334.00	\$ 40.77	\$ 2,000.00
71 Vehicle & Plant maint	\$ 130.87		\$ 130.87	\$ 1,979.90		\$ 1,979.90	
72 Vehicle & Plant Fuel & Oil	\$ 932.62	\$ 834.00	\$ 98.62	\$ 2,901.94	\$ 1,668.00	\$ 1,233.94	\$ 10,000.00
73 Vehicle Rego		\$ 250.00	-\$ 250.00	\$ 684.40	\$ 500.00	\$ 184.40	\$ 3,000.00
74 Workshop Maintenance	\$ 1,398.05	\$ 667.00	\$ 731.05	\$ 2,308.72	\$ 1,334.00	\$ 974.72	\$ 8,000.00
75 Water & Sewerage	\$ 883.64	\$ 250.00	\$ 633.64	\$ 4,226.73	\$ 500.00	\$ 3,726.73	\$ 3,000.00
76 Wages & Salaries	\$ 20,255.53	\$ 22,636.00	-\$ 2,380.47	\$ 75,476.81	\$ 45,272.00	\$ 30,204.81	\$ 271,643.00
77 Workers Compensation		\$ 334.00	-\$ 334.00		\$ 668.00	-\$ 668.00	\$ 4,000.00
78 Road Works Upgrade		\$ 167.00	-\$ 167.00		\$ 334.00	-\$ 334.00	\$ 2,000.00

WAGAIT SHIRE COUNCIL
Income and Expenditure Report
For Month Ending 31 September 2014

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
79 Signage	\$ 380.16	\$ 167.00	\$ 213.16	\$ 380.16	\$ 334.00	\$ 46.16	\$ 2,000.00
80 Capital Vehicles	\$ 35,827.00	\$ 5,000.00	\$ 30,827.00	\$ 35,827.00	\$ 10,000.00	\$ 25,827.00	\$ 60,000.00
81 Library		\$ 6,250.00	-\$ 6,250.00		\$ 12,500.00	-\$ 12,500.00	\$ 75,000.00
82 Office Upgrade		\$ 553.00	-\$ 553.00		\$ 1,106.00	-\$ 1,106.00	\$ 6,640.00
83 Residence	\$ 338.73	\$ 834.00	-\$ 495.27	\$ 338.73	\$ 1,668.00	-\$ 1,329.27	\$ 10,000.00
84 Memorial Garden		\$ 125.00	-\$ 125.00	\$ 303.82	\$ 250.00	\$ 53.82	\$ 1,500.00
85 Other		\$ 166.00		\$ 2,558.38	\$ 333.00		\$ 2,000.00
86 Investment a/c	\$ 1,921.42			\$ 934,529.54			\$ 900,000.00
TOTAL CAPITAL EXPENDITURE	\$ 132,571.20	\$ 58,987.00	\$ 23,182.54	\$ 255,012.08	\$107,222.00	\$ 75,203.60	\$ 707,757.00

WAGAIT SHIRE COUNCIL

Financial Report for period ending 30 September 2014

Cash at Bank & on hand					Total
Petty cash					\$ 229.75
Westpac Operational Account					\$ 64,538.54
Westpac Cash Management Account					\$ 934,529.54
Total Cash at Bank & on Hand					\$ 999,297.83

Debtors	Current	over 30 days	over 60 days	over 90 days	
Trade	\$ 18,454.00	\$ 9,344.40			
Rates	\$ 46,926.02			\$ 13,117.62	
Total Debtors	\$ 65,380.02	\$ 9,344.40	\$ -	\$ 13,117.62	\$ 65,380.02
Creditors	Current	over 30 days	Over 60 days	Over 90 days	
Trade	\$ 23,648.51				
Total Creditors	\$ 23,648.51	\$ -	\$ -	\$ -	\$ 23,648.51

Assets acquired

17/7/14 - Zoll AED Plus Automatic Defib with standard batteries	\$3,575.00
1/8/14 - Petrol blower	\$269.00
28/8/14 Honda EU30C Genset (sportsground)	\$2,970.00
28/8/14 Chainsaw - Husqvarna E series440	\$ 749.11
5/9/14 - Round dining set (CEO house)	\$1,000
5/9/14 - Outdoor dining set (CEO house)	\$500.00
29/9/14 - Vacuum cleaner - Elux for workshop	\$382.00
18/9/14 - Holden 4 x 4 - works Ute	\$35,827.00
9/10/2014 - Soniq E55V13A TV	\$678.30
13/10/14 - 400ltr squatpak tank	\$899.91

Resolution No

That the financials for the month of September be received and accepted.

Moved: Cr

Seconded: Cr

Vote:

8. AGENDA ITEMS

- **Councillor Reports**
- **Darwin Regional Land Use plan – Shenagh Gamble**
- **Submission to Chief Minister – expansion of boundaries**
- **Questions from Public**
- **Restricted Licence - Jetty**

9. OUTSTANDING ACTIONS FROM PREVIOUS MEETINGS

- Concerns re dogs on loose
- Policy Manual
- Financial & HR Delegation manual
- Fracking of Cox Peninsula
- Date of next public meeting
- Library/Residence proposal

10. UPCOMING EVENTS

Nil

11. LATE ITEMS and GENERAL BUSINESS.

12. IN-CAMERA ITEMS

Nil

13. MEETING CLOSE AND DATE OF NEXT MEETING

..... closed the meeting at

The next monthly Council Meeting is to be held on Tuesday 18 November 2014