

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

**20 September 2016**



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**1.0 PRESENT**

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

**1.2 APOLOGIES AND LEAVE OF ABSENCE:**

<p>Resolution No. 2016/..... That the apology of Cr approved. Moved: Seconded: Vote:</p>	<p><b>be accepted and</b></p>
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**2.0 DECLARATION OF INTERESTS**

**3.0 CONFIRMATION OF MINUTES**

**3.1 Confirmation of 16 August 2016 Council Meeting**

<p>Resolution No. 2016/..... That the minutes of the Monthly Meeting of 16 August 2016, as amended be confirmed. Moved: Seconded: Vote:</p>
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**3.1.1 Matters arising from the August 2016 Minutes**

## 3.2 Darwin Regional Transport Plan – 20 September 2016



MEETING DATE: 7PM 20 SEPTEMBER 2016  
MEETING TYPE: ORDINARY  
FILE REF: \\Server\data\Council Meetings\2016\September 2016  
ATTACHMENTS: No

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*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.*

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<b>Agenda Item No: 3.2</b>
<b>Report Title:</b> Darwin Regional Transport Plan 2016
<b>Attachments:</b> No

**Summary:**

This report has been provided to inform Council about the Department of Transport's 'Darwin Regional Transport Plan 2016' and any potential impacts for the Cox Peninsula.

**Background:**

The Darwin Regional Transport Plan (the Transport Plan) sets out the NT Government's strategic vision, key issues and priorities for transport within the Darwin Region. For the purposes of the Transport Plan, the boundaries of the Darwin Region mirror the boundaries of the Darwin Regional Land Use Plan 2015, incorporating the administrative boundaries of Darwin, Palmerston, Litchfield, Coomalie, Cox Peninsula and Finniss.

The Transport Plan identified the following goals and actions and refer to the Cox Peninsula:

1. Goal - Integrating Transport and Land Use:  
"Looking to the future, should opportunities for development of the Cox Peninsula emerge, improving transport connections to the Peninsula in consultation with local communities will be an essential enabler of development. Potential for the development of a vehicle ferry, including the development of supporting infrastructure and reservation of suitable land will need to be investigated."
2. Action - Consistent with the Roads and Bridges Strategy use updated transport modelling to confirm forecasts for improving the road network including  
"Duplicate the Stuart Highway from Cox Peninsula Road to Acacia Hills."

3. Goal – Fast, Frequent, Reliable, Accessible and Comfortable Public Transport  
“The current passenger ferry between Cullen Bay and Mandorah is privately operated and is expected to continue to provide an alternative transport route between the Darwin CBD and the Cox Peninsula. The Darwin Regional Land Use Plan has highlighted that longer term, there may be potential for further development of harbour ferry services, depending on the ability of these services to compete with alternative modes of commuter transport. The viability of additional harbour ferry services will increase with population growth. In the future, it is likely that additional or alternative ferry terminal infrastructure will be required in addition to the existing Cullen Bay facilities. Planning for potential additional infrastructure is required in the medium to long term to support the development of harbour ferry services.

The full Transport Plan can be located via the following link;  
[https://transport.nt.gov.au/\\_data/assets/pdf\\_file/0011/297452/DOT-DwnRegionalTransportPlan2016.pdf](https://transport.nt.gov.au/_data/assets/pdf_file/0011/297452/DOT-DwnRegionalTransportPlan2016.pdf)

**Consultation:**

Not applicable at this point in time.

**Statutory Obligations:**

No statutory obligations identified at this point in time.

**Policy Implications:**

No policy implications identified at this point in time.

**Budget/Financial Implications:**

No budgetary or financial implications identified at this point in time.

**Strategic Implications:**

Council need to ensure they are engaged as a stakeholder should development opportunities present in the future.

**Sustainability Implications:**

No sustainability implications identified at this point in time.

**Governance**

No governance requirements identified at this point in time.

**Environment**

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

**Social**

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

**Recommendations:**

1. THAT Council receive and note the report.

Recommending Officer: DEBORAH ALLEN – CHIEF EXECUTIVE OFFICER

**Resolution No. 2016/ .....**

**That Council receive and note the Darwin Regional Transport Plan 2016.**

**Moved:**

**Seconded:**

**Vote:**

#### 4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

##### 4.1

#### 5.0 INWARDS AND OUTWARDS CORRESPONDENCE – AUGUST

##### 5.1 Inwards Correspondence

12/08/2016	Department of Business - Cindy Bravos	Funding - Alcohol Action Initiatives	CO
12/08/2016	NT Government - David Welling	Local Government Funding Levels - 2016-2017	CO
12/08/2016	Department of Transport	MVR Rego, Holden Colorado	Admin
18/08/2016	Solomon Gaturu - NT Govt	Dog By-Laws - drafting of the instructions is currently underway	CEO
19/08/2016	Resident	Minutes posted on website in timely manner and feed back on recent consultation.	admin
22/08/2016	NT Government	\$13280 First Quarter 2016/2017 FAA Roads	admin
22/08/2016	NT Government	\$2172 First Quarter Release 2016/2017 FAA General Purpose	admin
22/08/2016	Peter Clee	TOPTOC Minutes of Meeting	admin and councillors
23/08/2016	MVR	Certificate of Registration, Works Ute	admin
24/08/2016	Valuations Rolls Administrator - Dept Lands/Planning	Proposed Vs Current UCV Report - Wagait	admin
29/08/2016	West Arnhem Regional Council	Lobby Group for Rural and Remote Local Government	admin
31/08/2016	NT Government	Audit - Confirmation of grants received 2015/2016	admin
1/09/2016	Nexia Edwards Marshall NT	June Review of Financial reports	admin
5/09/2016	VJ Thorpe	Resignation of Councillor VJ Thorpe	admin
5/09/2016	Local Government	Submission on the proposed changes to the Local Government (Accounting)_ Regulations	P Clee
6/09/2016	West Arnhem Regional Council	meeting to lobby Govt over widespread concerns by NT local govt. councils	
6/09/2016	Dept of Lands, Planning & Environment	Monthly reconciliation report	admin
7/09/1931	NTEPA	NT EPA seeking comment on their environmental draft reform	admin
7/09/2016	resident	resident query on the amalgamation of properties	admin
7/09/2016	Resident	Letter - rates assessment applied to 3 properties	admin

## 5.2 Outwards Correspondence

10/08/2016	Ironbark	Signed Agreement	email
17/08/2016	Solomon & Lee - NT Gov	Update on Dog By-Law status	email
17/08/2016	Norsign	Follow up for quote for WSC	email
17/08/2016	Lowry's Accounting	Quotation for Asset Register	email
22/08/2016	Lowry's Accounting	signed R2R report	email
23/08/2016	Dept of Sports & Rec	Application for grant for resurface playing courts at sportsground	email
23/08/2016	Mark Hagger - LGANT	Agree to contribute to the funding of engaging a consultant - joint insurance project	email
23/08/2016	Department of Business	Community benefit Fund - Small Grant application - received	email
29/08/2016	ATO	Tax Declaration Forms	mail
29/08/2016	NT Electoral Commission - Mr Wayne Harlock	Wagait Shire Council Electoral Review	email
31/08/2016	Allen Chisolm - Dept of Infrastructure	Completed and signed R2R Annual Report for 2015-2016	email
31/08/2016	Mark Hagger - LGANT	Collaboration on Insurance	email
31/08/2016	Jardine Lloyd Thompson	Workers Compensation Adjustment - 2015-16	email
5/09/2016	Michael Gunner - Minister for Local Govt	Resignation - Councillor Thorep	mail
5/09/2016	Wayne Harlock - NT Electoral Commission	Resignation - Councillor Thorep	mail
6/09/2016	Hon Michael Gunner	Wagait Shire Council Electoral Review	mail
8/09/2016	Luke - Green Frogs System	Solar Street Lighting Proposal	email
8/09/2016	Dept of Education	Shelter Group Update - September	mail
8/09/2016	CBA	CommBiz account authority form - Credit card	mail
9/09/2016	Resident	Letter - rates assessment regarding three properties	mail

### Resolution No. 2016/.....

**That the correspondence for the month of August 2016 be noted.**

**Moved:**

**Seconded:**

**Vote:**

## 6.0 COUNCILLORS REPORTS

## 7.0 OFFICERS REPORTS

### 7.1 Chief Executive Officer's Report

#### Important Dates

Next hard waste collection: 16 - 30 December

Council meeting every third Tuesday of the month

#### Meetings CEO Attended

Weekly meetings with President

10 August – Emergency Management Recovery – Wagait

25 August – CEO's Litchfield and Coomalie – Darwin

25 August – CouncilBiz – Darwin

25 August - DLGCS Dog By-law - Darwin

#### CEO Key Objectives Endorsed By Council August 2016

- 1. Dog management:** Wagait Shire Council to have by-laws by June 2017: CEO to report on progress at every meeting.

- 23 June - met with Department of Local Government and Community Services (DLGCS) for a briefing on the process to make by-laws
- 29 July – emailed DGLCS to advise that the CEO is the instructing officer and the type of by-law required
- 25 August – met with DGLCS to receive feedback on by-law requirement
- 29 August – received an email from DGLCS advising to contact Darwin City Council (DCC) and discuss the issues that DCC have encountered to ensure a sound understanding of what is involved, including the pros and the cons before the by-law process is started

**2. Roads upgrades:** Road upgrade plan and budget presented to Council at September meeting: CEO to report on progress at every meeting

Council's 2015 – 2016 Roads to Recovery (R2R) annual report was accepted by the Department of Infrastructure and Regional Development on 31 August. This satisfies council's reporting requirements for the expenditure on roads last FY. R2R funded works have not been identified for the 2016 – 2017 FY at this point in time.

A number of road shoulders adjacent to resident's driveways have been reinstated with dirt aggregate in this FY. Funding for the works has been via Council's allocation in its budget. Sourcing aggregate suitable for this type of road maintenance has become difficult since the Kenbi Land settlement. Other more expensive forms of road maintenance may have to be considered in the future.

Cold asphalt has been purchased and the works team will start to repair pot holes in the sealed road areas throughout the year.

**3. Electoral review and election preparation:** Electoral review completed prior to 2017 elections: CEO to report on progress at every meeting

The electoral review has been completed and the Electoral Commissioner has been advised of the outcomes IAW Part 6 of the Local Government (Electoral) Regulations. The general consensus of the community during the review was to reduce the number of councillors from seven to five. This outcome has been forwarded to the DLGCS and the relevant Minister with a request to consider and approve a reduction in elected members accordingly.

Advice and guidance has been sort from DCC regarding preparation for the Local Government election in August 2017. The Executive Manager has very kindly offered to go through a document DCC has drafted specifically for the procedure. I'll arrange to meet with him when timings allow.

### **Acting CEO**

Identifying possible Acting CEO/s was a task identified during the CEO's annual review. Two very experienced Managers from DCC were identified by the DCC CEO and have expressed an interest in the role. Their resumes will be provided at an 'In-camera' session for Council to consider.

### **Waste Management**

The skip bins were placed in situ from 02 – 16 September. Unfortunately, some residents continue to deposit general household waste, tyres and large amounts of cardboard in the bins. To ensure emptying of the bins isn't refused by Shoal Bay Transfer Station due to none hard waste items being placed in them, the works team have been partially emptying the bins to remove waste that won't be accepted and then reloading them with accepted waste. This is not efficient use of the works team hours nor is it safe for staff to handle mixed waste without appropriate machinery or safety



equipment. Fencing around the bins with set opening hours along with manning of the site is being considered to ensure responsible waste disposal during the next collection. Given the current level of complacency from some residents when depositing hard waste, it will not be unreasonable to expect a similar attitude will exist when depositing green waste. Similar management measures should be put in place before establishing a green waste site near Cloppenburg Park.

The kerbside waste collection contractor has advised that some residents place additional rubbish bags placed alongside their wheelie bin on collection day. While the contractor has been utilising small trucks that require the operator to assist with emptying wheelie bins, the operator has been good enough to throw the additional bags into the compactor. This practice will cease when the side lift truck is operational again and the operator won't be required to exit the vehicle.

The school bus driver has asked if residents can place their wheelie bin about a meter from the edge of the bitumen as he is sometimes left with little room to manoeuvre when another vehicle is coming towards him on the opposite side of the road.

### **Administration**

The date for the first Audit Committee meeting has been moved to 18 October. This is to facilitate an opportunity for the committee to review the Auditor's Annual Report prior to it being submitted to the DLGCS.

The Administration Officer will be on leave for most of September and that position will be filled by a participant of the Community Development Program (CDP). Ongoing administration support is a must for the CEO and Council during annual leave, rostered days off and personnel leave as it is in excess of two months per year. While not ideal, the CDP participant is available from 8am – 12.30pm on a daily basis which alleviates some of the daily front of house duties during leave periods.

## **7.2 Works Supervisor Officer's Report**

There hasn't been any wild dogs trapped for several months nor have the works team received any reports of wild dogs wandering around the estate.

Cold asphalt has been purchased to repair pot holes in the sealed roads and repairs are underway.

Council's tip truck received maintenance for the intermittent tipping fault and it is expected that the replacement of a faulty solenoid will see the problem resolved. The works ute has been serviced, had two new tyres fitted and a wheel alignment to rectify an issue with the front tyres scrubbing out.

The works team have carried out a survey of the restricted use area in regard to the presence of target weeds and are pleased to report that there has been reduced count of weeds compared to the previous year. There are a number of Neem trees of various sizes still to remove before November.

A new wind sock has been assembled and will soon be fixed to the roof of the jetty shelter. Removal of barnacles from the jetty landings is well underway and is being carried out when tides permit. Algae has been removed from the boat ramp.

The Wagait Tower Road beach access was in a very poor state of repair. The works team have removed the old chains and timber slats and are in the process of attaching a combination of new recycled plastic slats and refurbishing the remaining timber slats. The sand dune will be reinstated and a longer section of new/refurbished slats will be laid along the access point.

Other jobs during August include fitting a new public toilet sign to the Forsyth Rd street pole, snipping of the estate where needed and archives destroyed. All Contract obligations have been met.

### 7.3 Sports and Recreation Officer's Report

We are having a variety of activities with cooking still the favourite. Our veggie patch has produced some zucchini so far which the children can pick and use in their cooking. Our netball game on Thursdays is up and down but those who turn up regularly enjoy it. It is open to all ages and standards.

Tuesday night tennis is trying to make a comeback with some new faces in town. We had six turn up last week and look forward to more.

Sewing has been popular with both the boys and the girls. Thank you to Shenagh Gamble for the donation of another sewing machine.

	Aug-01	Aug-08	Aug-15	Aug-22	Aug-29
MONDAY	L Ukulele	Ukulele 7	Ukulele 3	Ukulele 4	Ukulele 3
TUESDAY	E	Sewing 9	Craft 5	Funbus-9 Sewing-8	Sewing/Craft 10
WEDNESDAY	A	Tennis 5	Basketball 4	Tennis 7	Basketball 6
THURSDAY	V	Soccer-11 Netball-13	BMX-0 Netball-4	Soccer-7 Netball-6	
FRIDAY	E	Cooking 18	Cooking 10	Cooking 15	
SATURDAY		Movie Night 5			

**Resolution No. 2016/.....**

**That the Councillor's reports and Officer's reports for the month of August 2016 be received and accepted.**

**Moved:**

**Seconded:**

**Vote:**

## 8.0 FINANCIAL REPORT

### 8.1 Income and Expenditure Cash Report – August 2016

	August 2016 Actual \$	August 2016 Budget \$	Variance \$	Year to date Actuals \$	Year to date Budget \$	Variance \$	Revised Budget as at Aug 2016 \$	Forecast to 30 June 2017 \$
<b>INCOME</b>								
RATES	79,096	0	79,096	80,649	0	80,649		218,980
GRANTS	18,247	7,594	10,653	90,559	111,293	-20,734		267,775
CONTRACTS	4,776	9,550	-4,774	9,779	19,100	-9,321		132,700
RENTAL INCOME	400	220	180	600	440	160		2,640
MISC INCOME	0	1,000	-1,000	0	2,000	-2,000		37,000
WASTE MANAGEMENT	38,793	0	38,793	38,810	0	38,810		116,400
<b>TOTAL OPERATING INCOME</b>	<b>141,312</b>	<b>18,364</b>	<b>122,948</b>	<b>220,397</b>	<b>132,833</b>	<b>87,564</b>		<b>775,495</b>
<b>EXPENSES</b>								
ADMINISTRATION EXPENSES	3,265	4,070	805	11,087	41,120	30,033		78,190
EMPLOYMENT EXPENSES	23,878	32,450	8,572	49,118	66,500	17,382		391,200
ROADS	13,343	0	-13,343	22,332	0	-22,332		60,000
CONTRACTS & MATERIALS	390	50	-340	581	850	269		2,850
REPAIR & MAIN TOWN ASSETS	2,912	11,400	8,488	3,353	11,600	8,247		19,100
VEHICLE & PLANT	1,265	780	-485	1,975	1,630	-345		66,090
GRANT EXPENSES	1,197	20	-1,177	1,197	40	-1,157		25,740
WASTE MANAGEMENT	4,667	9,700	5,033	10,063	19,400	9,337		116,400
SERVICES	930	800	-130	1,898	4,140	2,242		15,300
<b>TOTAL OPERATING EXPENSES</b>	<b>51,848</b>	<b>59,270</b>	<b>7,422</b>	<b>101,605</b>	<b>145,280</b>	<b>-43,675</b>		<b>774,870</b>
<b>OPERATING PROFIT</b>	<b>89,464</b>	<b>-40,906</b>	<b>130,370</b>	<b>118,793</b>	<b>-12,447</b>	<b>131,240</b>		<b>625</b>
<b>OTHER INCOME (Interest)</b>	<b>757</b>	<b>0</b>	<b>757</b>	<b>757</b>	<b>0</b>	<b>757</b>		<b>0</b>
<b>OTHER EXPENSES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>		<b>0</b>
<b>NET PROFIT/(LOSS)</b>	<b>90,221</b>	<b>-40,906</b>	<b>131,127</b>	<b>119,549</b>	<b>-12,447</b>	<b>131,996</b>		<b>625</b>

## 8.2 Financial report for period ending 31 August 2016

WAGAIT SHIRE COUNCIL					
Financial Report for period ending 31 August 2016					
<b>Cash at Bank &amp; on hand</b>					<b>Total</b>
Petty cash					\$ 304.25
Westpac Operational Account					\$ 17,128.41
Westpac Cash Management Account					\$ 860.00
CBA - Online Saver					\$ 5,375.00
CBA - Investment					\$ 957,939.45
<b>Total Cash at Bank &amp; onHand</b>					<b>\$ 981,607.11</b>
<b>Debtors</b>	<b>Current</b>	<b>over 30 days</b>	<b>over 60 days</b>	<b>over 90 days</b>	
Trade		\$ 9,144.64			\$ 9,144.64
Rates				\$ 13,091.00	\$ 13,091.00
<b>Total Debtors</b>	<b>\$ -</b>	<b>\$ 9,144.64</b>	<b>\$ -</b>	<b>\$ 13,091.00</b>	<b>\$ 22,235.64</b>
<b>Creditors</b>	<b>Current</b>	<b>over 30 days</b>	<b>Over 60 days</b>	<b>Over 90 days</b>	
Trade	\$ 6,501.00				
<b>Total Creditors</b>	<b>\$ 6,501.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,501.00</b>

## 8.3 Rate Payers

Overdue – 14 (of these 3 properties have a payment agreement. 3 properties are more than 3 years overdue and 8 properties are overdue for the 2015/2016 rate year.

## 8.4 Asset List

**July 2016** - Water Tank for carting water - \$879.35

**Resolution No. 2016/.....**

**That the financials for the month of August 2016 be received and accepted.**

**Moved:**

**Seconded:**

**Vote:**

## **9.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

**9.1 Animal Management – Process to make By-Laws by June 2017**

**9.2 Roads Upgrades – CEO to report on progress**

**9.3 Cox Peninsula Bushfire Shed – Peppercorn Lease, Bendigo Bank – has not progressed.**

**9.4 Mandorah Ferry Survey – ongoing**

**9.5 Darwin Duchess Project – Awaiting grant decision due end of August**

**9.6 Street Signs – Old signs to be auctioned at a suitable time**

## **10.0 AGENDA ITEMS**

**10.1 Roads 2 Recovery**

**Resolution No. 2016/.....**

**That Council accept the 2015-2016 Roads to Recovery (R2R) Chief Executive Officer's Financial Statement and Auditor's Report as a true statement of the receipts and expenditure for payments received by Wagait Shire Council under the R2R program.**

**Moved:**

**Seconded:**

**Vote:**

**10.2 Letter from West Arnhem Regional Council - Lobby Group for Rural and Remote Local Government**

**10.3 Resignation of Councillor VJ Thorpe**

**Resolution No. 2016/.....**

**That Council receive and note the resignation advice from Councillor VJ Thorpe.**

**Moved:**

**Seconded:**

**Vote:**

## **11.0 UPCOMING EVENTS**

**11.1 10 December – 20<sup>th</sup> Anniversary of Council Chambers – Community Centre**

**11.2 Australia Day – 26 January 2017**

**12.0 LATE ITEMS AND GENERAL BUSINESS**

**13.0 IN-CAMERA ITEMS**

**13.1 Closure of Meeting to the Public**

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider the Confidential Items of the Agenda.

**13.2 Acting CEO Consideration**

**14.0 DATE OF NEXT MEETING**

The next Council Meeting is to be held on Tuesday 18 October 2016 in the Council Chambers, 64 Wagait Tower Road, Wagait Beach.

**15.0 CLOSE OF MEETING**

The Chair declared the meeting closed at ..... pm.