

Minutes

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

16 June 2015

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

1.0 MEETING OPENING

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

1.3 APOLOGIES: - President Peter Clee, Cr VJ Thorpe

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

Moved: Cr Kurt Noble
Seconded: Cr Shenagh Gamble
Vote: AIF

2.0 DECLARATION OF INTERESTS - Nil

3.0 CONFIRMATION OF MINUTES

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

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

Moved: Cr Lisa-Marie Stones
Seconded: Cr Alex Richmond
Vote: AIF

3.2 Special Meeting – Delegated Authority to Chief Executive Officer

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

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

Moved: Alex Richmond

Seconded: Vice-President Lisa-Marie Stones

Vote: AIF

4.0 REQUESTS FOR INFORMATION FROM RATEPAYERS – Nil

5.0 REPORTS BY PRESIDENT AND COUNCILLORS

5.1 President Peter Clee's report:

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

6.0 INWARDS AND OUTWARDS CORRESPONDENCE

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

Moved: Cr Brad Irvine

Seconded: Cr Kurt Noble

Vote: AIF

7.0 CHIEF EXECUTIVE OFFICER – DEBORAH ALLEN

7.1 STAFFING/ OFFICE:

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

7.2 MEETINGS CEO ATTENDED:

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

7.3 COMMUNITY ISSUES:

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

8.0 WORKS SUPERVISOR REPORT – GARY ZIKAN

8.1 RESTRICTED USE AREA

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

8.2 GUN TURRETS

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

8.3 WALK TO SCHOOL DAY

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

8.4 SIGN REPLACEMENT – CHARLES POINT ROAD

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

8.5 JOBS PERFORMED FOR THE MONTH

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

9.0 SPORTS & RECREATION'S OFFICER REPORT – ROBYN PRESLEY

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

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

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

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

Moved: Cr Shenagh Gamble

Seconded: Vice-President Lisa-Marie Stones

Vote: AIF

10.0 FINANCIAL REPORT

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

Income and Expenditure Report - For Month Ending 30 May 2015

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
25 Accountancy		\$ 1,184.00	-\$ 1,184.00	\$ 12,360.00	\$ 13,024.00	-\$ 664.00	\$ 14,200.00
26 Audit Fees		\$ 687.00	-\$ 687.00		\$ 7,557.00	-\$ 7,557.00	\$ 8,240.00
27 Administration	\$ 140.00	\$ 125.00	\$ 15.00	\$ 3,749.02	\$ 1,375.00	\$ 2,374.02	\$ 1,500.00
28 Advertising	\$ 150.00	\$ 84.00	\$ 66.00	\$ 2,250.94	\$ 924.00	\$ 1,326.94	\$ 1,000.00
29 Animal Control		\$ 21.00	-\$ 21.00		\$ 231.00	-\$ 231.00	\$ 250.00
30 Bank Charges	\$ 423.79	\$ 135.00	\$ 288.79	\$ 1,243.40	\$ 1,485.00	-\$ 241.60	\$ 1,600.00
31 Cleaning	\$ 11.02	\$ 30.00	-\$ 18.98	\$ 653.76	\$ 330.00	\$ 323.76	\$ 360.00
32 Community & Other Orgs Support		\$ 584.00	-\$ 584.00	\$ 1,172.91	\$ 6,424.00	-\$ 5,251.09	\$ 7,000.00
33 Entertainment	\$ 8.50	\$ 141.00	-\$ 132.50	\$ 2,007.87	\$ 1,551.00	\$ 456.87	\$ 1,700.00
34 Senior Xmas Party Expenditure		\$ 42.00	-\$ 42.00	\$ 51.72	\$ 462.00	-\$ 410.28	\$ 500.00
35 Senior Week Function Exp		\$ 84.00	-\$ 84.00	\$ 1,388.30	\$ 924.00	\$ 464.30	\$ 1,000.00
36 Computer Maintenance		\$ 333.00	-\$ 333.00	\$ 620.00	\$ 3,663.00	-\$ 3,043.00	\$ 4,000.00
37 Consultant Fees		\$ 416.00	-\$ 416.00	\$ 5,606.36	\$ 4,576.00	\$ 1,030.36	\$ 5,000.00
38 Capital/Office Equipment		\$ 167.00	-\$ 167.00		\$ 1,837.00	-\$ 1,837.00	\$ 2,000.00
39 Election Expenses		\$ 417.00	-\$ 417.00	\$ 8,681.49	\$ 4,587.00	\$ 4,094.49	\$ 5,000.00
40 Environment		\$ 166.00	-\$ 166.00		\$ 1,826.00	-\$ 1,826.00	\$ 2,000.00
41 Community Recreation Act	\$ 1,449.29	\$ 250.00	\$ 1,199.29	\$ 2,651.33	\$ 2,750.00	-\$ 98.67	\$ 3,000.00
42 Electricity		\$ 1,250.00	-\$ 1,250.00	\$ 12,070.15	\$ 13,750.00	-\$ 1,679.85	\$ 15,000.00
43 Gas supplies	\$ 44.55	\$ 8.00	\$ 36.55	\$ 621.65	\$ 88.00	\$ 533.65	\$ 100.00
44 Freight	\$ 160.00	\$ 67.00	\$ 93.00	\$ 160.00	\$ 737.00	-\$ 577.00	\$ 800.00
45 Insurance	-\$ 750.00	\$ 1,333.00	-\$ 2,083.00	\$ 17,525.72	\$ 14,663.00	\$ 2,862.72	\$ 16,000.00
46 Hire of Plant & Equipment		\$ 792.00	-\$ 792.00		\$ 8,712.00	-\$ 8,712.00	\$ 9,500.00
47 LGANT Membership		\$ 208.00	-\$ 208.00	\$ 1,737.28	\$ 2,288.00	-\$ 550.72	\$ 2,500.00
48 Meeting Expenses	\$ 77.06	\$ 125.00	-\$ 47.94	\$ 168.67	\$ 1,375.00	-\$ 1,206.33	\$ 1,500.00
49 Members Payments				\$ 380.95	\$ -	\$ 380.95	
50 Printing & Stationery	\$ 222.96	\$ 250.00	-\$ 27.04	\$ 2,189.26	\$ 2,750.00	-\$ 560.74	\$ 3,000.00
51 Postage		\$ 42.00	-\$ 42.00	\$ 561.87	\$ 462.00	\$ 99.87	\$ 500.00
52 Professional Development		\$ 84.00	-\$ 84.00	\$ 868.18	\$ 924.00	-\$ 55.82	\$ 1,000.00
53 Pest Control		\$ 125.00	-\$ 125.00	\$ 1,400.00	\$ 1,375.00	\$ 25.00	\$ 1,500.00
54 Gdn and ground Maintenance		\$ 291.00	-\$ 291.00	\$ 1,315.86	\$ 3,201.00	-\$ 1,885.14	\$ 3,500.00

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Income and Expenditure Report - For Month Ending 30 May 2015

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

Purchase Card Statement for June Council Meeting

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

Works Supervisor – Gary Zikan			
No purchases			

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

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

11.0 OUTSTANDING ITEMS FROM PREVIOUS MEETINGS

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

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

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

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

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

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

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

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

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

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

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

Moved: Cr Alex Richmond

Seconded: Cr Shenagh Gamble

Vote: AIF

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

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

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

Wagait Shire Council Community Meeting - Dog Management

7:00pm 24 March 2015

Summary:

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

By law discussion

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

At the moment

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

will be destroyed

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

Police

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

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

Action items to follow up:

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

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

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

11.10 Copies of "Audit Committee Terms of Reference, Accounting and Policy Manual and the Privacy Manual".

Copies have been sent to our Compliance Officer and put on website for public view. Matter is resolved.

12.0 AGENDA ITEMS

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

WAGAIT SHIRE MEDIA POLICY

(Including Social Media)



PURPOSE

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

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

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

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

GUIDING PRINCIPLES

The procedural statement and directive in this document adhere to:

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

DEFINITIONS

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

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

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

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

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

PROCEDURAL STATEMENTS

Exceptions:

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

Applicability:

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

Procedures:

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

Business related use of all media:

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

Personal use of social media:

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

Social Media material:

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

Elected members using social media must:

- Only disclose and discuss publicly available information.

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

Those using social media must not:

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

Reasonable/ unreasonable use of Social Media:

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

Legal consequences:

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

Failure to Comply:

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

LEGISLATION BASE

Local Government Act and
Privacy Act

6. ASSOCIATED DOCUMENTS

Codes of Conduct for Elected Members

7. ASSOCIATED FORMS/RECORD KEEPING

Nil

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

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

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

Resolution No. 2015/195 That Council approves the Draft Media Policy as amended and directs the CEO to publish on the Website.
Moved: Cr Shenagh Gamble
Seconded: Cr Brad Irvine
Vote: AIF

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

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

Resolution No. 2015/196 – That Council adopts the Rates and Charges Policy as amended.
Moved: Vice President Lisa-Marie Stones
Seconded: Cr Alex Richmond
Vote: AIF

12.3 Access all Areas to Film Festival – President Peter Clee

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

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

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

12.5 Threat of Forced Amalgamation – Cr Alex Richmond.

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

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

This is to be carried over to the next meeting.

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

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

13.0 UPCOMING EVENTS

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

14.0 LATE ITEMS AND GENERAL BUSINESS

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

15.0 IN-CAMERA ITEMS

Nil

16.0 Date of Next Meeting

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

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

17.0 MEETING CLOSE

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

Signed By:..... Date:.....
Chief Executive Officer

Signed By:.....Date:.....
President, Wagait Shire Council