

Minutes

ORDINARY COUNCIL MEETING  
COUNCIL CHAMBERS  
LOT 64 WAGAIT TOWER ROAD

15 March 2016

- 1.0 PRESENT:** President Peter Clee  
Cr VJ Thorpe (via teleconference)  
Cr Shenagh Gamble (via teleconference for 10 min)  
Cr Kurt Noble  
Cr Alex Richmond  
Deborah Allen - CEO

**1.1 MEETING OPENING**

- 1.2** President Peter Clee declared the meeting open at 7.08pm at the Council Conference Room and welcomed all Councillors to the meeting.

**1.3 APOLOGIES: -**

**Resolution No. 2016/018 – That the apology of Vice-President Brad Irvine and Cr Shenagh Gamble be accepted and approved.**

Moved: President Peter Clee

Seconded: Cr Alex Richmond

Vote: AIF

**2.0 DECLARATION OF INTERESTS - NIL**

**3.0 CONFIRMATION OF MINUTES OF PREVIOUS MEETING**

**Resolution No. 2016/019 - That the minutes of the Monthly Meeting of 16 February 2016 as amended be confirmed.**

Moved: Cr Shenagh Gamble

Seconded: Cr Alex Richmond

Vote: AIF

**3.1 Matters arising from the February 2016 Minutes**

- 3.1.1** Cr VJ Thorpe ask that item 6.2 in the 16 February 2016 minutes be amended. The minutes noted that Cr VJ Thorpe informed residents that the kerbside service will cease to operate once the transfer station opens". The

minutes should have read "Cr VJ Thorpe said that she would have to find out as she was not sure if the Waste Transfer Station was going to close".

### **3.2 Report – 16 February 2016 –Transfer Station – Waste Management**

Two skip bins are now in place in front of the Council Workshop. In the first day a large quantity of hard waste was deposited, however this has since slowed down and some of the larger items have been rehomed by residents. Residents have been responsible with their dumping, leaving the place neat and tidy.

President Peter Clee informed councillors that the report from CEO Deborah Allen details the history of the landfill and points out where council stands in relation to the discussions with the traditional owners. Council would be up for an amount of money to the Aboriginal Areas Protection Authority for a clearance certificate if establishing a transfer station outside the town boundary was pursued.

#### **Resolution No. 2016/020**

- 1. That Council agree to provide a quarterly waste management service for Wagait Beach residents using similar skip bin practices to the Berry Springs Transfer Station.**
- 2. That Council agree to provide a site for skip bins near the works depot.**

**Moved: Cr VJ Thorpe**

**Seconded: Cr Alex Richmond**

**Vote: AIF**

At 7.10pm Cr Kurt Nobile arrives to the Council meeting and Cr Shenagh Gamble leaves the Council meeting.

#### **3.2.1 Matters arising from the Waste Transfer report dated 17 February 2016**

CEO Deborah Allen briefed Cr Kurt Noble on the Skip bin pickup. The first bin pickup will be on Wednesday. Cr Alex Richmond has asked if this could be added to the Council Wrap Up. President Peter Clee suggested that a summarised report be taped to each skip bin informing residents of what can and cannot be dumped here.

### **3.3 CEO Report 17 February 2016**

This is a report prepared by CEO Deborah Allen written for interested residents on various aspects of contract works held by Wagait Shire Council. This report is to inform residents what the contracts are costing Council and what they deliver.

#### **Resolution No. 2016/021 – That the report by CEO Deborah Allen, dated 17 February 2016 be noted.**

**Moved: President Peter Clee**

**Seconded: Cr VJ Thorpe**

**Vote: AIF**

#### **3.3.1 Matters arising from the CEO report dated 17 February 2016**

Nil

### 3.4 Report – 16 March – Auditor Recommendations

CEO Deborah Allen had advertised an expression of Interest in relation to acquiring an Auditor for the next 3 years, in which four replies were received with significant differences to costs.

To help with the shortlist of the selection, a spreadsheet was prepared by CEO Deborah Allen showing the services each of the applicants provided, extra charges in addition to their base quote and experience in working with the NT Local Government Act.

There was a significant difference with pricing with each of the auditor’s quotes, CEO Deborah Allen has recommended that council change their auditor and engage Lowry’s Accountants for a period of 3 years.

#### **Resolution No. 2016/022**

- 1. That Council receive and note the four quotes to audit and deliver the financial statements for WSC over three financial years ending 2018.**
- 2. That Council agree to engage Lowrys Accountants for the purpose of auditing and delivering financial statements for WSC for 3 financial years ending 2018.**

**Moved: President Peter Clee**

**Seconded: Cr Kurt Noble**

**Vote: AIF**

#### 3.4.1 Matters arising from the Auditor report dated 16 March 2016.

Cr Kurt Noble asked if it was practice or part of the policy to have council members assist with the selection criteria’s for engagements of contractors. CEO Deborah Allen explained that for contracts that are worth a lot of money (i.e. waste management) councillors are invited to assist with the selection. In this case the engagement of an Auditor is less than \$10,000 per annum, so there is no need for a selection panel.

### 4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

#### 4.1 Will Green – Dog Control

Will Green (Territory Animal Solutions) was invited by CEO Deborah Allen to speak to councillors about dog control. For the past 3 years Will has worked for Litchfield Council as their Regulatory Services Manager and has since started his own business. Will’s primary job is to humanely capture dogs. He can also hire out traps, work with By-Law enforcements and microchip dogs.

Will seems to think that our problem is “Dogs at Large”, with both wild and domestic dogs. All dogs captured will be transported to Litchfield Council and owners will have to travel to Litchfield to retrieve their dogs. If a dog is there for more than once a release fee of \$144 plus \$25 per night will have to be paid by the owner to retrieve their dogs. All captured dogs will have to be microchipped before they are released to the owners. Will can also assist with By-Laws when they do come in.

Residents will be notified with a letter drop from Council to each property informing residents when Micro-Chipping will take place and that dogs wandering at large will no longer be acceptable and dogs caught will be taken to Litchfield Council and a release fee will have to be paid by the owner to get the dog back.

Will explained that Under the Local Government Act, an Authorised Officer can within 24 hours, obtain a warrant from the court to have a dangerous dog that has caused harm seized from private properties removed and destroyed with the assistance of police if needed. Authorised Officers also have the power under the CEO's instruction in the state of an emergency to have dangerous dogs removed from Council property (roads, verges, parks. Council to decide if they would like to engage Will as their Authorised Officer.

President Peter Clee would like to see Microchipping introduced as the first stage and it has been suggested that this be introduced with a Saturday BBQ at the sports ground on Saturday 9 April. Will also has the equipment to have dogs microchipped at \$30 per dog. Council is looking at engaging Will to start work a week after the microchipping day.

The fee to engage Will as our Dog Controller is approximately \$340 per day with extras for trap hire. Council will look at engaging Will intermittently for a period of 6 months, and Will is to submit a monthly report to council. Will to give a report to council showing the breakdown of costs with all of his services.

CEO would like Council to engage Will's services for a week to monitor and set traps in the problem areas and have the captured dogs relocated to Litchfield.

7.55pm – Council thanks Will Green for his time. Will leaves the meeting room.

#### **4.2 Pat McIntyre – Cox Peninsula Bushfire Brigade**

At 7.55pm, council welcome Pat McIntyre to the meeting to give council an update as to where they are with the construction of the Furies shed.

Patrick last spoke about the shed in the October 2015 Council meeting. Pat informed councillors that that he came to the October meeting to resolve 2 outstanding matters. The first matter was that Council had agreed to do some of their banking with the Coolalinga Bendigo Bank and the second is that a lease for the shed be written up with a service agreement.

Pat is concerned because the Furies received correspondence from the Bendigo Bank stating that they have not received any action from council and they have asked him to follow up on this. Pat reminded council that the Furies have entered into an arrangement with the Bendigo bank and one of the terms for receiving the \$70,000 grant is that the bank understood that in return for giving the money Council would do some banking with them. Pat would like council to agree to move some of their banking to the Coolalinga Bendigo Bank and if Council will do this they can contact the bank and let them know. If council resolves that they do not want to move their banking can they let both the furies and Coolalinga Bendigo Bank know that this is council's decision.

President Clee called on the CEO to comment on this. CEO Deborah Allen has done some research on our finance policy and she can confirm that the Bendigo Bank is an authorised deposit taking institution by ACRA (Australian Credential Regulation Authority) who regulate bank insurance companies credit unions. CEO has

also had a look to see what sort of guarantee is provided in the event of a bank or credit institution falling over. CEO Deborah has also spoken to other councils to see if they also use Bendigo Bank. On the information CEO Deborah Allen has collected, she will draft a report for the next council meeting. CEO Deborah Allen to talk to Bendigo Bank to see what they can offer us in terms of rates and services. CEO Deborah Allen to arrange to meet with the Bendigo Bank to discuss options and provide this information to councillors in the April meeting.

Pat asked council if he can report back to Bendigo Bank about what has been discussed at this meeting. President Peter Clee has informed Pat that everything said in the meeting will be minuted so he is free to discuss this with the bank.

Cr Alex Richmond has told council that she does not recall any conversation about Bendigo Bank in the October 2015 meeting and there is nothing written in the October 2015 minutes to support this.

Council did receive a quote of \$8000.00 from the electrician to connect power to the shed and this is something for Council to reconsider as the shed is on Council land. President Peter Clee has pointed out that there is no money in the current budget to connect power, however this will be considered in the next financial budget. Pat explained that the Firies were expecting some component cost and that there will be some annual fee for the consumption. CEO Deborah Allen told councillors that the solar panels have been installed which will reduce the electricity bill considerably.

Pat explained that the builder certifier would not certify the work done on the building because the plumbing did not comply. Once this is fixed they can get a certification for what has been done. When the issue with the Bendigo Bank has been resolved, the Firies can look forward to an opening where the Bank and MP Gary Higgins will be invited to be part of the official opening.

For security reasons and storage of equipment, the Firies would like to have a fence built around the new building. As soon as the Firies have access to the shed they have been offered a grant from the Bushfire NT to have the radio room equipped. This will make the management of the Fire Brigade more efficient.

Pat and Cr Kurt Noble attended a meeting with our local member Gary Higgins. This meeting was arranged with all executive offices within the Fire Brigade in his electorate to discuss the new Bushfire Act and to get their thoughts on the new legislation. There will be another meeting at Berry Springs on 27 March for detailed consultations about the new Bill. The Litchfield Shire Council has just finished collaborating with the Bushfire NT and they have developed a software program for their local bushfire and the shire which is a digitised version showing this years burn off plans and weed spraying. A map produced by Pat showed areas around the Cox Peninsula where controlled burning take place and where the danger zones are. Pat explained that the Litchfield Council have an area that has an overlay of the fire brigades burn off plans. Pat has asked if Council is interested in nominating someone that would work with the Wagait Bushfire NT Brigade, and if so can they go see the Litchfield Shire to see what their program is and how it works and bring this back to the shire to see if council is interested in adopting the software package. Pat was told by the Bushfires NT that this software was prepared for the purpose of rolling out to other shire, not just for the Litchfield shire and that Litchfield have indicated that they are more than happy with sharing this.

Bushfire NT are providing a laminated version of this map and they are hoping the brigades will be happy to digitise all this information.

The Firies will have Brett Medina Lawyers write up a Peppercorn Lease (which will refer to a collateral agreement which is like a service agreement that can be changed from time to time) and will arrange for them to contact Deborah in the next week. CEO Deborah Allen has asked if the lease can have a template for a service agreement that she can populate information such as electricity costs into this lease.

At 8.30pm President Peter Clee thanks Pat McIntyre for his time.

## 5.0 INWARDS AND OUTWARDS CORRESPONDENCE – FEBRUARY 2016

### 5.1 Inwards Correspondence

2/02/2016	Peter Clee	LGANT Draft minutes of General Meeting & AGM 12/11/15	CEO	admin
2/02/2016	Valuation Services	Code 1 Valuations - updated from 387 to 388 rateable properties	admin	
4/02/2016	Lowrys Accountants	Expression of Interest - Provision of External Audit Services	admin	admin
5/02/2016	Dept of Local Govt & Com Serv	2015-16 Round Two Special Purpose Grants - Family Safe Environment Fund Applications	CEO	
5/02/2016	Compass Group Accounting	Expression of Interest - Provision of External Audit Services	CEO	
5/02/2016	Barry Hansen's Accounting	Expression of Interest - Provision of External Audit Services	CEO	
5/02/2015	Merit Partners Accounting	Expression of Interest - Provision of External Audit Services	CEO	admin
10/02/2016	Remote Jobs & Communities Program	Risk assessment for a group placement	CEO	
10/02/2016	Michael Vaughan	powerline and underground electrical services layout	CEO	
10/02/2016	Pink Stump Day	Thank you for registering letter and poster	Sports & Rec Officer	
11/02/2016	Traffic Technologies Company	Street Signs - for approval		
16/02/2016	Minister for Local Govt & Community Services	Thank you for letter dated 21 Jan 16, views on amalgamation	Peter Clee	
16/02/2016	MYOB	Membership renewal	admin	
16/02/2016	Westpac	Business Choice Mastercard Statement		
17/02/2016	Office of Valuer General	Valuation Rolls - unimproved capital values - January 2016 reconciliation.	admin	
17/02/2016	Ace Traffic Management	Upgrade of transformer hardware at pole between 129 & 135 Wagait Tower Road	admin	
17/02/2016	Westpac	Third Party Access Authority	admin	
22/02/2016	Local Government	Rates Workshop - March 2016	ceo	
19/02/2016	Cathy Winsley - Belyuen Council	Complaints - Rubbish dump being used by Wagait Residents	CEO	
19/02/2016	Lisa-Marie Stones	Resignation from Council	CEO	
23/02/2016	Aust Local Government Assoc	2016 National general Assembly of Local govt - call for motions	CEO	
23/02/2016	Country Solar	PV System Certificate - Assignment Form	CEO	
23/02/2016	Veolia	Tax invoice - \$5,644.67	CEO	
23/02/2016	Country Solar	Tax invoice - \$24,776.34	CEO	
23/02/2016	MVR	CEO Vehicle Registration Renewal Notice	CEO	
23/02/2016	Legislative Assembly of NT	Enquiry into housing maint in communities - calls for submissions	Peter Clee	
24/02/2016	NT Tourism	Tourism Infr. Dlvp fund 2015-16 - letter thanking us for application which was unsuccessful	Brad Irvine	
24/02/2016	Emily Heames - NT Govt.	Celebrating Territory day - Grant application	CEO	

23/02/2016	LGANT	Draft Agenda - Alice Springs Meeting	CEO	
1/03/2016	WAGS	Permission to leave 20ft container on Council Grounds	CEO	
1/03/2016	Dept of Local Government & Community Services	Procurement Exemptions and Requests	CEO	
1/03/2016	Dept of Infrastructure	Mandorah jetty to railings		
1/03/2016	Dept of Local Govt & Community services	General updates - amendment to local Govt act.	CEO	
2/03/2016	Valuation	Copy of February Valuation	CEO	
3/03/2016	MVR	Registration certificate for CEO Vehicle CB74FP	CEO	
3/03/2016	CAL	Renewed Accreditation for application 15284	CEO	
3/03/2016	ATO	Warning notice - failure to lodge activity statement on time for Aug 2015	CEO	
7/03/2016	Telstra	Changes to Broadband account	CEO	

## 5.2 Outgoing Correspondence

6/01/2016	Dept of Infrastructure - Antonios Mastoros	U/s lights on Mandorah Jetty	Email
7/01/2016	Works Supervisor	Traffic Management Control Plan	email
7/01/2016	Works Supervisor	Environmental Management Plan	email
18/01/2016	Top End Line Markers	Quote per road for line marking	email
21/01/2016	ATO	December BAS	email
24/01/2016	Telstra	Change of Authorisation - Cancel M Campaign, add D Allen	email
25/01/2016	Hon Bess Price MLA	Amalgamation Proposals	mail
27/01/2016	Area 9	Purchase orders for quotes	email
27/01/2016	Crocko	MUFF endorsement letter	email
27/01/2016	Geoff Metcalf	Final Waste Transfer Station Report	email
28/01/2016	Contractor Accreditation Limited	Submission report	mail/email
4/02/2016	Dept of Infrastructure	Traffic Management Plan - Jetty Contract	email
4/02/2016	Dept of Infrastructure	Environmental Management Plan - Jetty Contract	email
8/02/2016	Various Earth Moving Companies	Quote request - Road edges	email
8/02/2016	Norsign	purchase order for quote - street names	email
8/02/2016	Philbert Mukundi - NLC and cc to councillors	Abridged version of the proposed transfer station	email
10/02/2016	Ironbark	Sign Host Activity Agreement	email
10/02/2016	Donna Hadfield - NT Grants Commission	Annual Return of Local Govt Roads Information - 2016	email
11/02/2016	LGANT	Contact list update	email
17/02/2016	Aust Day Council	Acquittal for Aust Day	email
17/02/2016	Donna Hadfield - Dept of Local Govt & Community Services	Acquittal for special purpose grant - purchase of 400 bins and consultant for waste mngt	email
19/02/2016	Sebastian - Country Solar	Registration with Solar Edge	Email
19/02/2016			
24/02/2016	Small claims Court	Update on properties with overdue rates	email



3/03/2016	Capt Pat McIntyre	Update on events regarding the New Furies Shed	mail
3/03/2016	Regional Economic Dlvp Fund Application	access road to Milady Liberator - re grant application seeking funding	email

Cr VJ Thorpe questioned the incoming correspondence from Ironbark – Remote Jobs and Community Program and wanted to know if this is CDEP. This correspondence is from Ironbark Aboriginal corporation.

Cr VJ Thorpe also questioned an incoming correspondence from NT Tourism informing us that our application was unsuccessful. This application was submitted by Vice-President Brad Irvine for the old Mandorah Ferry.

Cr Kurt Noble questioned the incoming correspondence from Belyuen Council re complaints – rubbish dump being used by Wagait Residents. CEO Deborah Allen had been asked to put signs up informing residents not to use the Belyuen rubbish tip.

**Resolution No. 2016/023 - That the Inwards and Outwards correspondence for the month of February 2016 be noted.**

**Moved: President Peter Clee**

**Seconded: Cr VJ Thorpe**

**Vote: AIF**

## 6.0 COUNCILLORS REPORTS

**6.1** Cr Kurt Noble attended the Governance Training provided by Litchfield council with both President Peter Clee and CEO Deborah Allen. This training session was held over 2 days and was combined with other councils. Useful information was provided and one of the useful things was that there was a check list that was provided independently on the training that was added to the training that will have benefits for councillors. It is the legislative requirements and has been written in very simple terms. This lists all the policies and registers council need in place. Cr Kurt Noble would like to see a copy of this distributed to all councillors. President Peter has asked CEO Deborah Allen to utilise this on a quarterly basis to report back to council. These legislative requirements will help councils with decision making process and the extent of authority, clarifying boundaries and to help set councils priorities. This was good networking between all councils.

## 7.0 OFFICERS REPORTS

### 7.1 Chief Executive Officer's Report – Deborah Allen

#### 7.1.1 MEETINGS CEO ATTENDED:

- 05 February – Litchfield CEO – Wagait Beach
- 12 February – Fin Bins Manager – Bees Creek
- 12 February – Litchfield Transfer Station Waste Manager – Humpty Doo
- 03 March – Governance Training – Darwin
- 04 March – Governance Training - Darwin

- 7.1.2** A 20kW solar system was installed onto the works depot roof on 18 February and is now delivering power to the office, community centre, works depot and CEO house. The total system cost was \$48,000. Council was eligible for small scale technology certificate which resulted in a reduction in cost of \$17,860, resulting in the final total of \$34,500. A request to access a renewables (on-grid) grant for a partial reimbursement has also been forwarded to the Department of Business Support Services.
- 7.1.3** There are two ratepayers who each own two properties in Wagait Beach that have had a Statement of Claim for Debt lodged in the Small Claims Court. Neither are making payments to the court so the NT Bailiff has been requested to issue an Examination Summons on one rate payer and a Warrant of Seizure or Sale on the other.
- 7.1.4** The kerbside household waste pickup service has been delivered to residents since last November with 200 bins being emptied on a regular basis. To assist with identifying how much hard waste is likely to be generated on a quarterly basis, two skip bins are going to be placed outside of council's works depot for the period 09 – 23 March. When the amount of hard waste generated is known, the cost of providing this type of service can be calculated for inclusion when setting the rates. The kerbside pickup and hard waste collection services will be included together when a call for expressions of interest is advertised. Solutions for green waste are being considered.
- 7.1.5** New street signs to replace the current signs have been ordered and the replacement activity will start in the next week.

*CEO Deborah Allen would like to inform residents that she is aware that one of the street signs reads "De Lissa Road" and not "De Lissa Drive". She will endeavor to have this fixed.*

- 7.1.6** Quotes to carry out repair works on road edges have been requested from four civil contractors. Two have carried out site inspections, one quote has been received and a second one should be received in the next week or two.

*CEO Deborah Allen will be getting the other quotes tomorrow for fixing the edges on the road. There are 2 methods. The first one is using a hot mix and the other is using the compacted edging. CEO to investigate the 2 different types of works. It was suggested that we should go with the compacted dirt as it increases the edges by a metre and we can get 14km of edging done which should hopefully fix up all the road edges in town. This is ongoing.*

## **7.2 Works Supervisors Report – Gary Zikan**

- 7.1.1** There has been a reduction in the amount of wild dog sightings since council started setting traps a couple of months ago. Although the traps are set regularly, only one wild dog has been captured this month. Domesticated dogs wandering at large continue to be the biggest problem for residents.
- 7.1.3** The Community Development Program (CDP) is a program that assists participants with building their skills so they are better placed to secure a job while participating in work like activities that benefit their community. There is currently one CDP participant who has been very helpful. As well as showing this young chap some of our operations, he has been burning archives and helping to prepare and paint the cyclone window screens for the Council office. He will be trained in how to safely operate Council's machines and have the opportunity to obtain different types of qualifications such as poison application and Industry White card.
- 7.1.4** The Sportsground was prepared for the annual Pink Stumps Day on Saturday February 19<sup>th</sup>. A bent bait cutting table was replaced on the jetty, as has the gate padlock. The plane wreck site has been poisoned as well as all three bore sites and the water facility. The memorial garden has been cleared and fertilized in preparation for

ANZAC Day. Poisoning of RUA is ongoing. Dead trees around the estate verges have been felled. Two dead kangaroos have removed from the roadside. The jetty and PowerWater contract obligations are being fulfilled.

### 7.3 Sport & Recreation Officer's Report – Robyn Presley

The children are back at school after the big break and have settled in well. We are trying something a bit different with alternating activities; apart from ukulele Mondays and cooking Fridays.

Pink Stumps Day was a fizzer with only 10 players turning up. We played 'indoor cricket' and enjoyed a BBQ lunch afterwards. Next year we will try having it at night when it is a bit cooler.

I went and watched the girls play AFL in their first semi-final at TIO stadium Sunday morning. They were soundly beaten by the Tiwi Island girls but played so well. A woman involved with the Tiwi team complimented them for not giving up. They have a golden opportunity to have a career in AFL with the national women's league beginning next year.

I am looking at taking some children to Melbourne in July for a game of AFL at the 'G' and other attractions so we will be keeping an eye out for cheap flights and start fund raising.

MON DAY	1-Feb sewing-0	8-Feb ukulele-3	15-Feb ukulele-6	22-Feb ukulele-6	29-Feb ukulele-6
TUES DAY	cricket-4	cricket & handball-4	cricket & handball-5	sewing-1	
WED NESD AY	sports & games-2	basketball & tennis-3	basketball & tennis-2	cricket & handball-5	
THUR SDAY	tennis & cricket-3	cricket & handball-3	cricket & handball-3	handball,AFL basketball-6	
FRID AY	cooking-9	cooking-8	cooking-9	cooking-15	
SATU RDAY	movie-10		pink stumps day-10	playgroup-0	
SUN DAY		market stall -2			

**Resolution No. 2016/024 - That the Officer's reports' for the month of February 2016 be received and accepted.**

**Moved: President Peter Clee**

**Seconded: Cr Kurt Noble**

**Vote: AIF**

## 8.0 FINANCIAL REPORTS

### 8.1

#### WAGAIT SHIRE COUNCIL - Cash Income & Expenditure Report - 29 February 2016

	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
<b>INCOME</b>							
Rates and charges	\$2,030	\$16,985	-\$14,955	\$186,588	\$135,877.60	\$50,710	\$203,816
Outstanding Rates		\$950	-\$950		\$7,600.00	-\$7,600	\$11,400
Grants	\$7,653	\$23,194	-\$15,541	\$251,055	\$185,550.00	\$65,505	\$278,325
Grant - Sports & Recreation	\$0	\$2,000	-\$2,000	\$21,000	\$16,000.00	\$5,000	\$24,000
Grant - Sports Ground - Carried Over		\$1,000	-\$1,000		\$8,000.00	-\$8,000	\$12,000
Contract Income	\$9,659	\$10,786	-\$1,127	\$119,231	\$86,288.00	\$32,943	\$129,433
Rental	\$200	\$834	-\$634	\$2,500	\$6,673.20	-\$4,173	\$10,010
Interest Received	\$1,061	\$1,000	\$61	\$7,690	\$8,000.00	-\$310	\$12,000
Professional Assistance for CEO		\$667	-\$667		\$5,333.28	-\$5,333	\$8,000
Other Income			\$0	\$139	\$0.00	\$139	
					\$0.00		
<b>TOTAL INCOME</b>	<b>\$20,603</b>	<b>\$57,415</b>	<b>-\$36,812</b>	<b>\$588,203</b>	<b>\$459,322</b>	<b>\$128,881</b>	<b>\$688,984</b>
<b>OPERATING EXPENDITURE</b>							
Administration	\$3,955	\$5,338	-\$1,383	\$67,167	\$42,700.00	\$24,467	\$64,050
Employment	\$23,580	\$32,800	-\$9,220	\$227,060	\$262,400.00	-\$35,340	\$393,600
Roads	\$0	\$9,444	-\$9,444	\$3,105	\$75,548.00	-\$72,443	\$113,322
Contracts & materials	\$53	\$1,125	-\$1,072	\$3,108	\$9,000.00	-\$5,892	\$13,500
R&M Town Assets	\$4,166	\$1,809	\$2,357	\$20,410	\$14,474.93	\$5,935	\$21,712
Veh & Plant Exp	\$2,161	\$1,750	\$411	\$28,975	\$14,000.00	\$14,975	\$21,000
Grant Exp	\$13,719	\$1,258	\$12,460	\$64,571	\$10,066.67	\$54,505	\$15,100
Other Operational Exp	\$178	\$1,133	-\$956	\$2,369	\$9,066.67	-\$6,698	\$13,600
Services	\$24,019	\$1,592	\$22,427	\$37,223	\$12,733.33	\$24,490	\$19,100
		\$1,166	-\$1,166	\$4,090	\$9,328.00	-\$5,238	\$14,000
<b>TOTAL OPERATING EXPENDITURE</b>	<b>\$71,830</b>	<b>\$57,415</b>	<b>\$14,415</b>	<b>\$458,078</b>	<b>\$459,318</b>	<b>-\$1,239</b>	<b>\$688,984</b>
<b>OPERATING SURPLUS / (DEFICIT)</b>	<b>-\$51,227</b>	<b>\$1</b>	<b>-\$51,227</b>	<b>\$130,125</b>	<b>\$4</b>	<b>\$130,121</b>	<b>\$0</b>

**WAGAIT SHIRE COUNCIL**

**Financial Report for period ending 29 February 2015**

<b>Cash at Bank &amp; on hand</b>					<b>Total</b>
Petty cash					\$252.80
Westpac Operational Account					\$31,505.32
Westpac Cash Management Account					\$919,528.32
<b>Total Cash at Bank &amp; on Hand</b>					<b>\$951,286.44</b>
<b>Debtors</b>	<b>Current</b>	<b>over 30 days</b>	<b>over 60 days</b>	<b>over 90 days</b>	
Trade	\$8,298.88				
Rates				\$15,551.23	
<b>Total Debtors</b>	<b>\$8,298.88</b>	<b>\$-</b>	<b>\$-</b>	<b>\$15,551.23</b>	<b>\$23,850.11</b>
<b>Creditors</b>	<b>Current</b>	<b>over 30 days</b>	<b>Over 60 days</b>	<b>Over 90 days</b>	
Trade	-				
<b>Total Creditors</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>	<b>\$-</b>

**Rate Payers**

No. of rate payers on quarterly instalments - 64  
 No. of rate payers overdue – 13  
 No. of rate payers in small claims court – 1

**Asset List**

July – CEO Samsung Tablet \$399.00  
 Drinking water fountain \$539.70  
 December – Office blinds \$3,152.00  
 December – deposit for solar panels \$10618.43  
 February – balance for solar panels \$24776.34

President Peter Clee has asked that the Financial Cash Income and Expenditure Report show a break up of the dollar value showing those that are paying their rates in an agreed arrangement and those that are not.

President Peter Clee has also asked that the Bank Reconciliation reports be forwarded to him.

**Resolution No. 2016/025 - That the financials for the month of February 2016 be received and accepted.**

**Moved: President Peter Clee**

**Seconded: Cr Alex Richmond**

**Vote: AIF**

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

**9.1 Power Point Presentation – Financial Reporting System** – At the Governance training The Tiwi's financial were spoken very highly by other councils. CEO Deborah to try and get a bar graph similar to theirs using MYOB. This is ongoing.

**9.2 Firies Shed – Lease to be provided and update from Firies** – refer to item 4.2 – Pat McIntyre – Firies Shed.

**9.3 Overdue Rates** – There are 4 lots owned 2 residents who still have outstanding rates. CEO has contacted the Small Claims Court and the Bailiff and has been given two options. The first is to ask for an examination summons through the Small Claims Court which means small claims issues a summons to the person who has the outstanding debt to come in and sit down and let the council know of their income and expenses. The court will then determine a payment regime for them and they will take the money from their account for rates. It is recommended that this be done with one of the rate payers.

The other one is a warrant of seizure for sale. One of the rate payers has two properties. The owners are living in a house on one of these blocks and the other block is a vacant lot. A Warrant for Seizure is recommended where the Bailiff will put the property up for auction to sell. It is recommended that Council look at this option.

**9.4 Asset Write-Off** - at the Governance Training meeting the Compliance officer said that councils do not have to muster everything every year and that councils can target one building at a time. CEO suggests the first building we target is the Workshop.

**9.5 Roads to Recovery** – this has been discussed in item CEO report.

**9.6 Mandorah Ferry Survey** – No further action.

**9.7 Animal Management – By-Laws** – this is ongoing

**9.8 Darwin Duchess** – the grant application was declined.

**9.9 Waste Management** – this has already been discussed

**9.10 Governance Training** – refer to Cr Kurt Nobles report.

**9.11 Tenders to Audit Wagait shire Council Financial Statements** - Refer to item 3.4 – special report – auditor Recommendation.

## **10.0 AGENDA ITEMS**

10.1 Resignation of Cr Lisa-Marie Stones

**Resolution No. 2016/ - With respect to Cr Lisa-Marie Stones resignation, that Cr Lisa-Marie Stones be thanked for her contribution to council during her term of office.**

**Moved: President Peter Clee**

**Seconded: Cr Alex Richmond**

**Vote: AIF**

**10.2 Co-Op to fill casual vacancy or leave position vacant –**

The resignation of Cr Lisa-Marie Stones has been handed in within the 18month period of when the next election is due so council does not have to go to a By-Election. Council can co-op to fill the position or leave the position vacant. This could be an opportunity for council to review the number of councillors, and if they decide to reduce the numbers a decision has to be made to the Department with the number of council sitting in January 2017.

**10.3 Audit Committee Terms of Reference**

The policy for the Audit Committee was adopted at Councils May 2015 meeting, however it has not been put in place. The membership consists of 2 councillors, 1 community member, and the council will appoint a chair person from outside of the organisation. Put back on agenda for next meeting with a view to reword the policy and then having the rest of the council here . For next meeting for further discussion.

**10.4 Mandorah Jetty Dangers**

All matters relating to the Mandorah Jetty are to be referred to the Department of Infrastructure. Their telephone number is noted on the sign at the jetty.

## **11.0 UPCOMING EVENTS**

**11.1 ANZAC Day – 25 April 2016** – Preparations are underway.

**11.2 Territory Day – 1 July 2016**

**1.3 Seniors Day – August 2016**

## **12.0 LATE ITEMS AND GENERAL BUSINESS**

**12.1** Cr Kurt Noble would like council to consider the vacant lots which are left unattended. These lots if left unattended are possible fire hazards and also attracts rodents. Cr Kurt Noble has asked if council can investigate

to see if there are any By-Laws or any other way to get a system in place where the lands owners can be asked to clean up their block.

### **13.0 IN-CAMERA ITEMS**

**13.1** 1 item – held over to the next meeting.

### **14.0 DATE OF NEXT MEETING**

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

### **15.0 CLOSE OF MEETING**

The Chair declared the meeting closed at 9.25pm.