WAGAIT SHIRE COUNCIL
AGENDA
COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD
7PM

Tuesday 20 February 2018
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1.0 PRESENT
Councillors:

Staff:  Chief Executive Offer Mark Sidey
        Officer Manager Pamela Wanrooy

Visitors:

1.1 OPENING OF MEETING: - Chaired by .................................................................

The President advises that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

1.2 APOLOGIES AND LEAVE OF ABSENCE:

<table>
<thead>
<tr>
<th>Resolution No. 2017/ .............</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the apology of .................. ....be accepted and approved.</td>
</tr>
<tr>
<td>Moved:</td>
</tr>
<tr>
<td>Seconded:</td>
</tr>
<tr>
<td>Vote:</td>
</tr>
</tbody>
</table>

2.0 DECLARATION OF INTERESTS

Nil
3.0 CONFIRMATION OF MINUTES

WAGAIT SHIRE COUNCIL
DRAFT ORDINARY COUNCIL MEETING
COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD
7 PM

Tuesday 16 January 2018
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3.2 Matters arising from 21 November 2017 Minutes  
4.0 Questions and feedback from the public  
4.1 Proposed Dog-Bylaws  
5.0 Inwards and Outwards Correspondence  
6.0 Councillors Reports  
6.1 President’s Report  
7.0 Officers Reports  
7.1 CEO’s Report  
7.2 Sports Report  
8.0 Financial Report  
9.0 Business Arising from previous minutes  
9.1 Proposed Dog Management By-Laws  
9.2 Council Amalgamation  
9.3 2017/2018 Budget  
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9.5 Water Facilities Tender  
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9.7 Tree Planting on Verge  
9.8 Green Waste Management  
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10.1 UHF Communications Tower  
10.2 Health in all Councils  
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10.4 CCTV’s Mandorah Jetty  
10.5 Planning for a Vibrant Future – Cox Peninsula  
10.6 Draft Audit Committee Minutes  
10.7 Draft Wagait Shire Emergency Management Recovery Committee Mtg  
11.0 Upcoming Events  
11.1 Australia Day  
12.0 Late Items and General Business  
12.1 Special Purpose Grants application  
12.2 Governance Essentials for Local Government  
13.0 In-Camera Items  
14.0 Date of Next Meeting  
15.0 Close of Meeting
1.0 PRESENT
Councillors: President Peter Clee
Vice President Trish McIntyre
Councillor Shenagh Gamble
Councillor Neil White
Councillor Michael Vaughan

Staff: Chief Executive Offer Mark Sidey
       Officer Manager Pamela Wanrooy

1.1 OPENING OF MEETING:

President Peter Clee declared the meeting open at 7.00pm at the Council Conference Room and welcomed all Councillors to the meeting.

The President advised an Audio recording of this meeting is being made for minute taking purposes as authorised by the Chief Executive Officer.

1.2 APOLOGIES AND LEAVE OF ABSENCE: Nil

2.0 DECLARATION OF INTERESTS

UHF CB Repeater and Communications Project

<table>
<thead>
<tr>
<th>Resolution No. 2018/129</th>
</tr>
</thead>
<tbody>
<tr>
<td>That due to actions regarding to the so called UHF CB Repeater and Communications Project, President Peter Clee must declare that he has a conflict of interest in this matter.</td>
</tr>
<tr>
<td>Moved: Cr Micheal Vaughan</td>
</tr>
<tr>
<td>Seconded: Cr Shenagh Gamble</td>
</tr>
<tr>
<td>Vote: Lost</td>
</tr>
<tr>
<td>Division called: those in favour, Cr Michael Vaughan, Cr Shenagh Gamble</td>
</tr>
<tr>
<td>Against: Cr Neil White, President Peter Clee, Vice President Trish McIntyre</td>
</tr>
</tbody>
</table>

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation minutes of 21 November 2017 Council Meeting

<table>
<thead>
<tr>
<th>Resolution No. 2018/130</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the minutes of the Monthly Meeting of 21 November 2017, as amended be confirmed by council as a true and correct record.</td>
</tr>
<tr>
<td>Moved: Vice-President Trish McIntyre</td>
</tr>
<tr>
<td>Seconded: Cr Michael Vaughan</td>
</tr>
<tr>
<td>Vote: AIF</td>
</tr>
</tbody>
</table>

3.2 Matters arising from 21 November 2017 Minutes

Nil
4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

4.1 Proposed Dog By-Laws

The submission from Jack Ellis was submitted and this will be included in a public forum scheduled for 1 February 2018.

5.0 INWARDS AND OUTWARDS CORRESPONDENCE – November and December 2017

Resolution No. 2018/131
That council receive and note the correspondence as detailed in the agenda for the month of November and December 2017.
Moved: Cr Shenagh Gamble
Seconded: Cr Neil White
Vote: AIF

6.0 COUNCILLORS REPORTS

6.1 President’s Report

Resolution No. 2018/132
That the President’s report for the month of November and December 2017 be received and accepted.
Moved: President Peter Clee
Seconded: Vice President Trish McIntyre
Vote: Carried

Resolution No. 2018/133
That the President’s report for the month of November and December 2017 be struck from the minutes on the basis that it provides incomplete and deceptive information.
Moved: Cr Shenagh Gamble
Seconded: Cr Michael Vaughan
Vote: lost

7.0 OFFICERS REPORTS

7.1 CEO’s Report

7.2 Sports and Recreation Officer’s Report - Rebecca Taylor

Resolution No. 2018/134
That the Officer’s reports for the month of November and December 2017 be received and accepted.
Moved: Vice President Trish McIntyre
Seconded: Cr Michael Vaughan
Vote: AIF
8.0 FINANCIAL REPORT

Resolution No. 2018/135
That the financials for the month of November and December 2017 be received and accepted.
Moved: Vice President Trish McIntyre
Seconded: Cr Neil White
Vote: AIF

9.0 BUSINESS ARISING FROM PREVIOUS MINUTES

9.1 Proposed Dog Management By-Laws

Submissions for the proposed Dog Management By-Laws closed on Thursday 21 December 2017. The Community consultation to discuss the proposed Dog Management By-Laws is scheduled for 1 February 2018.

9.2 Council Amalgamation

Council acknowledges that Belyuen Community Government Council and Commalie Community Government Council are in discussions regarding possible amalgamation.

9.3 2017/2018 Budget Update

Ongoing

9.4 2018/2019 to 2022/2023 Strategic Plan

A workshop to discuss the 2018/2019 to 2022/2023 Strategic Plan is scheduled for Saturday 10 February 2017 at 9.00am.

9.5 Water Facilities Tender

Council has submitted a tender for the water facilities at Wagait Beach. The successful tenderer is yet to be announced.

9.6 Health Group

The draft updated Belyuen Clinic/Emergency Contact protocol has been agreed and council is presently awaiting final signoff from the NT Government. President Peter Clee has arranged for some stickers for distribution and a sign to be placed on the notice board advising the community what they should do in case of an emergency.

9.7 Tree Planting on Verge

A policy is to be developed and public consultation undertaken.

9.8 Green Waste Management

Council has submitted a grant application for the purpose of building a Green Waste Recycling facility.
9.9 Darwin Duchess

The community has been invited to put forward a fully costed project plan by January 31, 2018. Council has received a number of enquiries regarding the Darwin Duchess however no formal proposals have been received.

10.0 AGENDA ITEMS

10.1 UHF Communications Tower

Resolution No. 2018/136
1. That no further action be taken in relation to progressing the communication project by council staff until a formal proposal is provided to council for consideration.

2. That the project ceases to be referred to as a project of the Wagait Shire Council.

Moved: Cr Michael Vaughan
Seconded: Cr Shenagh Gamble
Vote: AIF

10.2 Health in all Councils

In 2016, Council staff and elected members were asked to complete an online survey “Health in all Councils”. There was a great response to the survey. Kara Lily (postgraduate student) would like to thank all that gave their time to share their thoughts and experience.

10.3 Mandorah Jetty Maintenance

Council notes the failure of the new jetty grid fastenings that occurred on 3 December and 25 December. Council has written to NT Government on a number of occasions expressing their concern over the failures.

10.4 CCTVs Mandoah Jetty

President Peter Clee presented a proposal to the Recreational Fishing Advisory Committee (RFAC) for the installation of CCTV at Mandoah Jetty. The presentation was well received.

Councillors requested that an invitation be extended to Louise McCormack from the Department of Infrastructure to attend the next Ordinary Council Meeting to address any questions regarding the Mandoah Jetty upgrade.

10.5 Planning for a Vibrant Future – Cox Peninsula

NTG has requested council facilitate a community consultation session in relation to their “Planning for a Vibrant Future” discussion paper. The community consultation will be occur on 1 February. For further information please refer to https://haveyoursay.nt.gov.au/vibrantfuture. There is an online survey that council encourages the community to complete.
10.6 Draft Audit Committee Minutes

Resolution No. 2018/137
That the draft Audit Committee Minutes dated Tuesday 17 October 2017 be received and noted.
Moved: Vice President Trish McIntyre
Seconded: Cr Neil White
Vote: AIF

10.7 Draft Wagait shire Emergency Management Recovery Committee Minutes

Resolution No. 2018/138
That the draft Emergency Management Recovery Committee minutes dated 22 November 2017 be received and noted.
Moved: Vice President Trish McIntyre
Seconded: Cr Shenagh Gamble
Vote: AIF

11.0 UPCOMING EVENTS

11.1 Friday 26 January 2018 – Australia Day

12.0 LATE ITEMS AND GENERAL BUSINESS

Nil to action.

13.0 IN-CAMERA ITEMS

Resolution No. 2018/139
That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulation 8;
(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual;
(b) information about the personal circumstances of a resident or ratepayer;
Moved: President Peter Clee
Seconded: Cr Shenagh Gamble
Vote: AIF

Resolution No. 2018/140
That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act.
Moved: President Peter Clee
Seconded: Cr Neil White
Vote: AIF

The meeting was closed off to the public at 8.15pm.

14.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 20 February 2018 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.
15.0 CLOSE OF MEETING

The Chair declared the meeting closed at 8.30 pm.

3.1 Confirmation minutes of 16 January 2018 Council Meeting

<table>
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<tr>
<th>Resolution No. 2017/ ...............</th>
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<tbody>
<tr>
<td>That the minutes of the Monthly Meeting of 16 January 2018, be confirmed by council as a true and correct record.</td>
</tr>
<tr>
<td>Moved:</td>
</tr>
<tr>
<td>Seconded:</td>
</tr>
<tr>
<td>Vote:</td>
</tr>
</tbody>
</table>

3.2 Matters arising from 16 January 2018 Minutes
CONFIRMATION OF MINUTES OF SPECIAL MEETING 22.01.2018

WAGAITH SHIRE COUNCIL
MINUTES
SPECIAL MEETING
COUNCIL CHAMBERS

LOT 62, WAGAITH TOWER ROAD
6PM

Monday 22 January 2018
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1.0 Present  
1.1 Opening of Meeting  
1.2 Apologies and Leave of Absence  
2.0 Declaration of Interests  
3.0 In Camera Item  
4.0 Close of Meeting
1.0 PRESENT

Councillors: President Peter Clee
             Vice President Trish McIntyre
             Cr Neil White
             Cr Michael Vaughan

Staff:     CEO, Mark Sidey
          Office Manager, Pamela Wanrooy

1.1 OPENING OF MEETING: President Peter declared the meeting open at 6.02pm and welcomes everyone to the meeting.

Audio Disclaimer

The President advised an audio recording of this meeting is being made for minute taking purposes as authorised by the Chief Executive Officer.

1.2 APOLOGIES AND LEAVE OF ABSENCE

<table>
<thead>
<tr>
<th>Resolution No. 2018/141</th>
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</thead>
<tbody>
<tr>
<td>That the apology of Cr Shenagh Gamble be accepted and approved.</td>
</tr>
<tr>
<td>Moved: President Peter Clee</td>
</tr>
<tr>
<td>Seconded: Cr Neil White</td>
</tr>
<tr>
<td>Vote: AIF</td>
</tr>
</tbody>
</table>

2.0 DECLARATION OF INTERESTS

Cr Michael Vaughan declared a possible conflict of interest in relation to Item 3.0.

At 6.11pm Cr Michael Vaughan left the Council Meeting.

The meeting was closed off to the public at 6:12pm.

3.0 IN-CAMERA ITEMS

Australia Day Nominations were discussed.

<table>
<thead>
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<th>Resolution No. 2018/142</th>
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<tbody>
<tr>
<td>That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulation 8;</td>
</tr>
<tr>
<td>(a) Information about the personal circumstances of a resident or ratepayer;</td>
</tr>
<tr>
<td>(c) (iv) prejudice the interests of the council or some other person.</td>
</tr>
<tr>
<td>Moved: Cr Neil White</td>
</tr>
<tr>
<td>Seconded: Vice President Trish McIntyre</td>
</tr>
<tr>
<td>Vote: AIF</td>
</tr>
</tbody>
</table>
3.4.1 Confirmation minutes of 22 January Special Council Meeting

Resolution No. 2018/146
That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act.
Moved: President Peter Clee
Seconded: Cr Neil White
Vote: AIF

The meeting reopened to the public at 6.24pm

4.0 Close of Meeting

The Chair declared the meeting closed at 6.28 pm.

3.4.2 Matters arising from 22 January Special Council Meeting 2018 Minutes
4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

4.1 Darwin Duchess

Council received two submissions relating to the future of the Darwin Duchess. The initial submission closure date was 31 January 2018. Following feedback from Councillors and the Public, the CEO extended the submission date to 28 February 2018.

I wish to formally submit my interest in developing a proposal for the Darwin Duchess to be restored to become an historical icon of our community.

Since the November 2017 meeting of Wagait Shire Council I have had discussions with our local member and Leader of the Opposition, Gary Higgins and with staff of Heritage Branch of NT Government.

As a result of my discussions and interaction with Gary Higgins a meeting was scheduled for today that has since been deferred due to the weather. This meeting was to be attended by Gary, Michael Wells & Steven Ashford from Heritage Branch, Tony Clementson (Tourism NT) and other relevant stakeholders. Included on the agenda of the meeting is Darwin Duchess. My intention in discussions at that meeting and separately with Heritage Branch &/or Tourism NT is to ascertain how the Darwin Duchess may be restored and what funding sources may exist to complete the restoration.

After having those discussions I felt that I would be better informed as to what proposal may be submitted to council.

With the deferral of the meeting called by Gary Higgins I am not going to have that information prior to the deadline of 31 January imposed by Wagait Shire Council for submissions regarding the Darwin Duchess by interested parties.

Further, given that the period of time granted by Wagait Shire Council for interested parties to prepare a proposal has coincided with the Christmas/New Year holiday period it has been difficult to make contact with staff from relevant Government agencies so as to prepare a detailed proposal.

I am aware of other residents who have an interest in retaining the Darwin Duchess within the community and once we have held the meeting being organised by Gary Higgins we will be able to better determine an approach.

I formally request that Wagait Shire Council register my interest in the matter and agree to an extension of time for submission of a detailed proposal for restoration of the Darwin Duchess.

Please let me know if you have any questions.
Hi Mark

Consistent with the wishes of the Council, I am providing a response in respect to the future of the Darwin Duchess as indicated in the Minutes of the November council meeting.

I am reliably informed that there is no desire to have the vessel destroyed and disposed of, which to me would represent a missed opportunity to go towards meeting the council’s objective in respect to their core service 5.1 of the service delivery plan. Put bluntly, there is little to no viable physical tourism or historical elements that exist in the Shire, other than the memorial garden and Anzac monument at council property and that Darwin Duchess does represent an opportunity to recognize an integral part of Wagait Beach history by way of a permanent display.

Just to confirm the history of how we got to this situation, the vessel was secured from the previous owner Les Benfield who had sold his Frances Bay Marine business, and transported initially at my cost of $3500 (subsequently reimbursed by council resolution).

The original intent was that provided grant funds could be obtained for prerequisite materials to effect the repairs, there were a number of people who indicated their preparedness to provide the labour and skills towards the project. Once the vessel was brought up to scratch the intention was to seek further funding to have it positioned securely to the southern side of the community hall as this was considered the safest location (car parking away from Wagait Tower Road). Clearly, as evidenced over time, this approach was admirable, however destined to fail given that no grant funding was successfully obtained despite attempts made.

May I recommend an alternative approach is to seek from suitably qualified boat builders and associated skillsets relevant quotations so that we then seek funding through appropriate channels. Whilst I am no longer on council, I am happy to contribute time and energy to obtain and compile this information and present it council for their consideration and decision-making processes. After all did initially this folly!

The Council has requested as a result of its November meeting, that fully costed proposals be submitted by 31/1/2018 – in today. May I respectfully suggest that given the various periods, that this is a little unreasonable? Further cannot see what the urgency is for such a priority for action?

I am confident that I could obtain relevant information by the end of February and respectfully ask council to delay any action on the fate of the Darwin Duchess please?

Regards,
Brad Irvine

__________________________________________

Copied from the Wagait Shire Council Service Delivery Plan 2014-2016

CORE SERVICE: 5.1 TOURISM, PARKING AND OTHER

5.1.8

Development of a Tourist Information Centre in Wagait

Through the means of:

Support the establishment of a Tourist Information Centre by identifying sites, grants submissions and Project management if required.

As a Priority 2 for the period of 15/16.

[Link](https://mail.google.com/mail/u/0?ui=2&ik=23116021688&prev=/mail/SS-ZIxKEE.ahk&er...1=1614ade677b1d6c&dsm=1614ade9...1=12)
## 5.0 INWARDS AND OUTWARDS CORRESPONDENCE – January 2018

### 5.1 Inwards Correspondence – January 2018

<table>
<thead>
<tr>
<th>Date</th>
<th>From</th>
<th>About</th>
<th>Type</th>
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</thead>
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<tr>
<td>10/01/2017</td>
<td>Remote Sports</td>
<td>Repoto Sports Program</td>
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<td>13/01/2017</td>
<td>Valuations</td>
<td>Wagait Reconciliation December 2016</td>
<td>email</td>
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<tr>
<td>15/01/2017</td>
<td>Resident</td>
<td>CB radio Project - access to documents</td>
<td>email</td>
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<tr>
<td>16/01/2017</td>
<td>Louise McCormick</td>
<td>Mandorah Jetty issues</td>
<td>email</td>
</tr>
<tr>
<td>17/01/2017</td>
<td>Office of OIC</td>
<td>Information Commissioner’s Guideline - A guide to FOI Exemptions</td>
<td>email</td>
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<td>18/01/2018</td>
<td>MVR</td>
<td>Registration Certificate -</td>
<td>email</td>
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<td>24/01/2018</td>
<td>NT Grants Commission</td>
<td>2018 Annual Road Return - due 9 March 2018</td>
<td>email</td>
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<td>24/01/2018</td>
<td>Elsie Ballard</td>
<td>BYO Licence - Australia Day Festivities</td>
<td>email</td>
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<tr>
<td>25/01/2018</td>
<td>Sholto Brown</td>
<td>Poison Spraying</td>
<td>email</td>
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<td>29/01/2017</td>
<td>Jack Ellis</td>
<td>Tree damage on verge</td>
<td>email</td>
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<tr>
<td>29/01/2018</td>
<td>Territory Conveyancing</td>
<td>Notice of Sale or Transfer - 44 Erickson Cr</td>
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<tr>
<td>31/01/2018</td>
<td>Chris Chaplin</td>
<td>Darwin Duchess - Restoration interest in submitting a proposal</td>
<td>email</td>
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<tr>
<td>31/01/2018</td>
<td>Brad Irvine</td>
<td>Darwin Duchess - Restoration - interest in submitting a proposal</td>
<td>email</td>
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<td>31/01/2018</td>
<td>Meri Williams</td>
<td>Itchy Grugs on Bike track</td>
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<td>31/01/2018</td>
<td>WikiCamps</td>
<td>Beach Camping at Wagait Beach</td>
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<td>1/02/2018</td>
<td>Minister Manison</td>
<td>Letter from resident to Minister Manison - Ridiculous situation at Mandorah</td>
<td>email</td>
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<td>1/02/2018</td>
<td>ALGA</td>
<td>Invitation to Cox Peninsula Remediation Project</td>
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<td>1/02/2018</td>
<td>Brad Irvine</td>
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<td></td>
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<td>5/02/2018</td>
<td>Jkara Lilly</td>
<td>Health in all Councils results</td>
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<td>5/02/2018</td>
<td>Latitude 12</td>
<td>Records Management Services</td>
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<td>5/02/2018</td>
<td>Project Building Certifiers</td>
<td>Cox Club - alterations and additions to existing building</td>
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<td>6/02/2018</td>
<td>NSW State Archives &amp; Records</td>
<td>Keyword for Councils (CD)</td>
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<td>8/02/2018</td>
<td>LG Grants</td>
<td>Grant - drainage along wagait tower road - unsuccessful grant</td>
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<td>8/02/2018</td>
<td>Brad Irvine</td>
<td>Darwin Duchess</td>
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<td>LG Grants</td>
<td>Funding approval for Bore and irrigation Sports Ground - $83,694</td>
<td>email</td>
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<td>9/02/2018</td>
<td>Stephen Ashford</td>
<td>Milady Site and access track - quote for removing tree</td>
<td>email</td>
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<td>9/02/2018</td>
<td>Kirstene Ost</td>
<td>Assist with Muff funding application</td>
<td>email</td>
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<tr>
<td>9/02/2018</td>
<td>NT Govt</td>
<td>Animal Protection Bill 2018</td>
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5.2 Outwards Correspondence – January 2018

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<th>To:</th>
<th>About:</th>
<th>Method</th>
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<tbody>
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<td>11/01/2018</td>
<td>Australia Day Council</td>
<td>Funding agreement</td>
<td>email</td>
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<tr>
<td>10/01/2018</td>
<td>Jack Schafer - Dept Infras, Planning &amp; Logistics</td>
<td>Planning for a Vibrant Future - Cox Peninsula Consulations</td>
<td>email</td>
</tr>
<tr>
<td>12/01/2017</td>
<td>President Peter Clee</td>
<td>Mandorah Jetty Maintenance</td>
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<td>13/01/2017</td>
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<tr>
<td>15/01/2017</td>
<td>Glenda Cunningham</td>
<td>Darwin Duchell - response to question</td>
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<tr>
<td>16/01/2017</td>
<td>Resident</td>
<td>CB Radio project - access to documents</td>
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<td>17/01/2017</td>
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<td>Resident - Phil Adams</td>
<td>CB radio project - access to documents</td>
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<td>Louise McCormick</td>
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<td>17/01/2018</td>
<td>Paul Scott - Power Water</td>
<td>ESO duties Cox Peninsula - January 2018 quote</td>
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<td>Power Water</td>
<td>Imaluk Spring Cox Pen Gen Chem Metals samples</td>
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<td>Jack Schafer - Dept Infras, Planning &amp; Logistics</td>
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<td>31/01/2018</td>
<td>Sport &amp; Recreation</td>
<td>Progress Report Sports and Recreation</td>
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<td>Beach camping in Wagait</td>
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<td>Sholto Brown</td>
<td>Poison Spraying</td>
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<td>ALGA</td>
<td>RSVP to Cox Peninsula Remediation Project</td>
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<td>5/02/2018</td>
<td>Jack Schafer - Dept Infras, Planning &amp; Logistics</td>
<td>Wagait Planning Image - secondary waterfront access road</td>
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<td>Project Building Certifiers</td>
<td>Cox Club - Alterations and additions to an existing clubhouse</td>
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<td>Online level 3 Smartrain chemical refresher Course AQF3</td>
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<td>8/02/2018</td>
<td>Lee Williams - Dept of Housing &amp; Comm Dlvp</td>
<td>Strategic Local Govt Infrastructure Grants 2017-18 - thank you letter - Drainage along Wagait Tower Road</td>
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<td>9/02/2018</td>
<td>Kirstene Ost - MUFF committee</td>
<td>letter to support MUFF festival 2018</td>
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</table>

Resolution No. 2017/.................
That council receive and note the correspondence as detailed in the agenda for the month of January 2018.
Moved:
Seconded:
Vote:
6.0 COUNCILLORS REPORTS

6.1 President’s Report

Purpose of Report

To inform Council and community of activities and to provide the community at large with information that is important and noteworthy.

What’s been happening......

The dredging at Cullen Bay is ongoing, it is taking longer then was anticipated. The dredging operations will mean that the Cullen Bay Marina will be back to operational standards and allow the Sealink NT Ferry service to operate in all tide conditions.

Sealink NT are currently conducting a survey about possible changes to the Ferry Timetable. Many residents have contacted me and indicated that they like the idea of having a 7 day a week timetable. There is also significant support for the retention of the midnight service on Friday and Saturday nights.

The Mandorah Jetty upgrade work had had a major upgrade to the way the new grids are held down. The new method looks to be much sturdier but only time and tides will tell.

Late last year I was elected as a member of the Executive of LGANT. I will be able to represent the needs of residents and of the Cox Peninsula in that position. I recently attended a Local Government Association Strategic Workshop which was held in conjunction with the monthly LGANT Executive meeting. The workshop discussed the long-term plans of the association.

Wagait Shire Council will be holding its own Strategic Planning Workshop later in February. The Strategic Workshop will take the proposals discussed in a public meeting and put them into the 5-year plan for this council.

Where have I been ....

16th January Ordinary Council Meeting
22nd January Special Council Meeting
23rd January Weekly Meeting with CEO
26th January Australia Day Celebrations
6th February Weekly Meeting with CEO
7th February LGANT Strategic Planning Workshop
7th February LGANT Networking dinner
19th February Bombing of Darwin Celebrations
20th February Weekly Meeting with kigCEO
20th February Ordinary Council meeting

Upcoming Meetings and Events

20th February AICD – Training workshop
23rd February TOPROC Meeting
8th March WSC Audit Committee Meeting
16th March TOPROC Meeting
20th March LGANT Exec Meeting
20th March Ordinary Council Meeting
21st March ABC Radio – Grass Roots

Peter Clee
Wagait Shire Council
Resolution No. 2017/………………
That the President's report for the month of January 2018 be received and accepted.
Moved:
Seconded:
Vote:

7.0 OFFICERS REPORTS

7.1 CEO's Report

1. Meetings CEO Attended

- 16 January  Ordinary Council Meeting
- 22 January  Special Council Meeting
- 23 January  Meeting with DIPL & DENR
- 26 January  Australia Day
- 1 February  Vibrant Communities consultation
- 1 February  Dog By-Law consultation
- 13 February  Meeting with Belyuen CEO
- 15 February  Cox Peninsular remediation project update
- 16 February  Meeting with JLT
- 20 February  Meeting with Belyuen sports program

2. CEO Key Objectives Endorsed By Council August 2016

2.1 Dog management:

A community consultation meeting occurred on 1 February. Ten community members were in attendance and their feedback was noted. The draft by-law is currently being finalised.

2.2 Roads upgrades:

Council has commenced clearing drains of obstructions (predominantly trees and shrubs) that impede water flow.

Quotations to complete the shoulder remediation project within Council boundaries have been received. The outstanding works will be undertaken after the wet season.

Discussions are ongoing with NTG about the upgrade of the shoulders to Charles Point Road.

2.3 Administration and other Business:

The electric BBQ's for Cloppenburg Park have arrived. Installation is being arranged.

Council has now been advised of the outcome of our Strategic Local Government Infrastructure Fund grants applications:

- The irrigation of the Cloppenburg Park sporting fields – Successful.
- A feasibility study relating to the replacement of the remaining sections of open drain along Wagait Tower Road with underground pipes – Unsuccessful.
Council thanks the Northern Territory Government and the Department of Housing & Community Infrastructure for providing a grant of $83,694 toward the irrigation of the Cloppenburg Park sporting fields.

Council is awaiting the outcome of the following Special Purpose Grant applications:
- A replacement zero turn lawnmower;
- CCTV cameras for Cloppenburg park and the Council offices / workshop; and
- The construction of a green waste facility.

Council is awaiting the outcome of a grant application for the improvement of the Cenotaph and surrounding area under the Federal Government’s Armistice Centenary Grant programme.

17 Community members attended the Vibrant Communities consultation on 1 February and their feedback was noted.

At a meeting which occurred on 15 February Ventia provided an update on the Cox Peninsular remediation project, confirming project completion occurred in March 2017. The remediated land is in the process of being handed back to the traditional owners. Ventia has left their site office at Charles point in situ, with the intention being that the building will serve as a future headquarters for the Kenbi Rangers.

3 Works Report

For the period January 9 – 12 February 2018:

The jetty and jetty carpark were cleaned on 15 occasions.
The bores were inspected on 15 occasions.
Water quality tests were undertaken on 5 occasions.
The boat ramp was water blasted on 1 occasion.
Sand was removed from the boatramp on 1 occasion.
The jetty carpark was mowed and snipped on 1 occasion.
The council grounds were mowed on 1 occasion.
Cloppenburg Park was mowed on 2 occasions.
Leaf matter was removed from the memorial garden and surrounds on 4 occasions.
Trees on and / or overhanging verges were trimmed.
Verges around the shire were mowed, snipped and poisoned.
7.2 Sports and Recreation Officer’s Report - Rebecca Taylor

JANUARY 2018

<table>
<thead>
<tr>
<th>Activity</th>
<th>Sessions</th>
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<tbody>
<tr>
<td><strong>Children’s Programs</strong></td>
<td></td>
</tr>
<tr>
<td>School Holiday Program</td>
<td>11+ Aus Day 4 x weekly for 3 weeks in January 32 Male, 17 Female, 4 Parents staying with 2 Non School Age children Activities included: water play, board games, art, cooking, ball sports, table tennis, handball</td>
</tr>
<tr>
<td>Australia Day</td>
<td>1</td>
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<tr>
<td><strong>Adults</strong></td>
<td></td>
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<tr>
<td>Boot Camp</td>
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<tr>
<td><strong>Seniors</strong></td>
<td></td>
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<tr>
<td>Mobility &amp; Fitness</td>
<td>Seniors programs on hold during January as per request of program participants.</td>
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<tr>
<td>Crafts</td>
<td></td>
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</tbody>
</table>

Administration

- Australia Day Administration / Event Management Team
  - Fun Run Logistics (Checkpoints and measurement of new track, Volunteers & Checks on First Aid, Ochre Card, Liaison with medal presenter)
  - Games (resources) and prizes
  - Food & Beverage stands and volunteers
  - Checking, cleaning facility, chairs, tables
  - Decoration, Set-Up
  - Liaison with persons nominating Award Winners (ensure availability on the day)
  - Liaison Event Sponsors and Volunteers
- Communications with Headspace NT / Anglicare: Belyuen Happy Day February 2018
- Equipment Order: Multi purpose mats for Bootcamp, Seniors Strength and Mobility, Kids programs
- Progress Report – Grants Tracker completed
- Commence Anzac Day Project Management Time Line
- Planning February Program: Including new activities such as Homework Centre and Bike Riding as trial programs.

Resolution No. 2017/.................
That the Officer’s reports for the month of January 2018 be received and accepted.
Moved:
Seconded:
Vote:
## 8.0 FINANCIAL REPORT

### 8.1 Cash Income and Expenditure Report – January 2017

<table>
<thead>
<tr>
<th></th>
<th>January 2018 Actual $</th>
<th>January 2018 Budget $</th>
<th>Variance</th>
<th>Year to date Actuals $</th>
<th>Year to date Budget $</th>
<th>Variance $</th>
<th>Revised Budget as at January 2018</th>
<th>Forecast to 30 June 2018</th>
<th>Variance (Revised Budget and Actual) $</th>
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8.2 Finance Report Notes January 2018 - P & L Cash (Budget Analysis)

Income

**Note 1 - Rates Income 52% over budget**
Actual Rates received is presently 52% over the budgeted amount. This because the monthly budgeted amount doesn’t reflect the propensity of residents to pay their rates in full, rather than by instalments. Rates income will likely fall back into line with the budget as the year progresses.

**Note 2 – Contracts Income 13% under budget**
Due to initial late payments from Power & Water and CDEP actual income lags the budgeted amount by 1 month.

**Note 3 – Miscellaneous 13% under budget**
Trade in of CEO Vehicle was budgeted at $25,000 but actual trade in amount was only $19,000.00. Our term deposit matured on 16 October and interest received is now running ahead of budget.

**Note 4 - Waste Management Income 104% over budget**
Actual waste management income is presently 36% over the budgeted amount. This because the monthly budgeted amount doesn’t reflect the propensity of residents to pay their waste management levy in full, rather than by instalments. Waste management income will likely fall back into line with the budget as the year progresses.

Expenses

**Note 5 - Employment Expenses -18% under budget**
Keeping the use of casual employees to a minimum has brought Employment Expenses under budget by reducing superannuation and wages costs. The cleaning position was budgeted for, but is no longer an employment expense.

**Note 6 – Roads - 72% under budget**
Expenses of $22,245 have been incurred year to date and the annual budget of $122,100 is shown in the month of November. Significant road works are scheduled for after the wet season.

**Note 7 – Contracts & Materials 492% over budget**
Costs associated with the cleaning contract were not budgeted for.

**Note 8 – Repair & Main Town Assets 67% under budget**
Necessary repairs and maintenance to town assets are running well below budget.

**Note 9 – Vehicle & Plant 36% over budget**
The tractor finishing deck required refurbishment – this was not budgeted for.

**Note 10 - Grant Expenses 22% under budget**
Grant expenses were substantially less than budgeted over the quarter. This is a small budget line and minor variation have a major impact percentage wise.

**Note 11 – Waste Management 20% under budget**
Costs associated with waste management are well contained.

**Note 12 – Other Expenses (Current Assets)**
A replacement CEO vehicle was purchased out of cash reserves. This was not budgeted for as it was envisaged the vehicle would be financed.
### Financial Report for month ended January 2018

**WAGAIT SHIRE COUNCIL**

**Financial Report for period ending 31 January 2018**

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<th>Cash at Bank &amp; on hand</th>
<th>Total</th>
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<td>Undeposited Funds</td>
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<td>Bendigo Bank- Investment a/c</td>
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<td><strong>Total Cash at Bank &amp; on Hand</strong></td>
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<table>
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<th>over 30 days</th>
<th>over 60 days</th>
<th>over 90 days</th>
<th>Total</th>
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<tbody>
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<td><strong>Total Debtors</strong></td>
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<td>$-</td>
<td>$-</td>
<td>$36,039.00</td>
<td>$45,000.21</td>
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<table>
<thead>
<tr>
<th>Creditors</th>
<th>Current</th>
<th>over 30 days</th>
<th>Over 60 days</th>
<th>Over 90 days</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
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<td><strong>Total Creditors</strong></td>
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<td>$-</td>
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<td>$8,708.12</td>
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### Rate Payers

- **2017/2018 Rate Year**  $12,386.95
- **2016/2017 Rate Year**  $1595.65
- **2015/2016 Rate Year**  $4,557.44
- **2014/2015 Rate Year**  $17,500.00

**TOTAL:**  $36,039.09

Ratepayers with outstanding balances have been written to this month requesting payment. Ratepayers with substantial long term arrears continue to be pursued by a private bailiff.
8.9 Supplier Payment History – January 2018

The Supplier Payment History for the month of January 2018 was circulated to all councillors prior to the council meeting.

<table>
<thead>
<tr>
<th>Resolution No. 2017/..................</th>
</tr>
</thead>
<tbody>
<tr>
<td>That the financials for the month of January 2018 be received and accepted.</td>
</tr>
<tr>
<td>Moved:</td>
</tr>
<tr>
<td>Seconded:</td>
</tr>
<tr>
<td>Vote:</td>
</tr>
</tbody>
</table>
9.0 BUSINESS ARISING FROM PREVIOUS MINUTES – Action Sheet

9.1 Proposed Dog Management By-Laws
A community Consultation information session was held Thursday 1 February 2018 in the Community Centre.

9.2 Council Amalgamation
Council acknowledges that Belyuen Community Government Council and Commalie Community Government Council are in discussions regarding possible amalgamation.

9.3 2017/2018 Budget
Ongoing

9.4 2018/2019 to 2022/2023 Strategic Plan
Ongoing

9.5 Water Facilities Tender
Council has submitted a tender for the water facilities at Wagait Beach. The successful tenderer is yet to be announced.

9.6 Health Group
The draft updated Belyuen Clinic/Emergency Contact protocol has been agreed and council is presently awaiting final signoff from the NT Government.

9.7 Tree Planting on Verge
A policy is to be developed and public consultation undertaken.

9.8 Green Waste Management
Council has submitted a grant application for the purpose of building a Green Waste Recycling facility.

9.9 Darwin Duchess
Submissions for the Darwin Duchess has been extended to 28 February 2018.

9.10 Madorah Jetty Maintenance
Council notes the failure of the new jetty grid fastenings that occurred on 3 December and 25 December. Council has written to NT Government on a number of occasions expressing their concern over the failures.

Louise McCormack was invited to attend the meeting, however she requested that her attendance be put on hold pending the completion of works under investigation so that she can give a more thorough update to council.

9.11 Planning for a Vibrant Future – Cox Peninsula
NTG facilitated a community consultation session relation to their “Planning for a Vibrant Future” discussion paper. The community consultation occurred on Thursday 1 February 2018 in the Community Centre.

9.12 Long Term Infrastructure Plan
Ongoing

Resolution No. 2017/………………
That Council receives and notes the Action Sheet
Moved:
Seconded:
Vote:
10.0 AGENDA ITEMS

10.1 Australia Day Community Grant Acquittal

Australia Day was a great success with over 100 community members attending throughout the day. Activities included fun run, formal flag raising ceremony, awards ceremony, inflatable water slide, tug of war, cricket, cake decoration competition and a ute run. Council thanks the Australia Day Council NT for its grant contribution and the volunteers that helped make the day so special.

Council would like to recognise the following award recipients:
- Citizen of the Year – Kathryn Burnes
- Youth Citizen of the Year – Nyah Brown
- Community Event of the Year – Wagait Arts Group

Resolution No. 2018/...............  
That Council acquit the amount of $2,000.00 for the 2018 Australia Day Regional activities.  
Moved:  
Seconded:  
Vote:
10.2 Improving Council Financial Transparency

MEETING DATE: 7PM 20 February 2018
MEETING TYPE: ORDINARY
FILE REF: \Server\data\Council Meetings\2018\February\2018
ATTACHMENTS: Nil.

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

Agenda Item No: 10.2
Report Title: Improving Council Financial Transparency
Attachments: Nil.

Summary:
This report has been provided to advise Council on the matter of improved financial transparency.

Background:
Wagait Shire Council’s level of financial disclosure in its monthly meetings meets all regulatory requirements however financial transparency could be improved by including additional information.

Outcome:
A review of NT Councils shows a number of councils publish a full account of payments made through working accounts, along with corporate credit card transactions.

Recommendations:

THAT Council include in its monthly meeting agenda financials:
1. Full details of all corporate credit card transactions.
2. Full details of all payments to suppliers, contractor and Councillors.

Recommending Officer: MARK SIDEY – CHIEF EXECUTIVE OFFICER

Resolution No. 2017/……………..
That Council agrees with the Officer’s recommendation
“THAT Council include in its monthly meeting agenda financials:
1. Full details of all corporate credit card transactions.
2. Full details of all payments to suppliers, contractor and Councillors.”

Moved:
10.5 Community Benefit Fund

11.0 UPCOMING EVENTS

11.1 ANZAC Day – 26 April 2018
11.2 Walk to School – May 2018

12.0 LATE ITEMS AND GENERAL BUSINESS

13.0 IN-CAMERA ITEMS

Collaboration on Insurance Practices

Resolution No. 2017/..................
That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulation 8;
(c) information that would, if publicly disclosed, be likely to:
   (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person;

Moved:
Seconded:
Vote:

Resolution No. 2017/..................
That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act.
Moved:
Seconded:
Vote:

14.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 20 March 2017 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

15.0 CLOSE OF MEETING

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