

**WAGAIT SHIRE COUNCIL
AGENDA
COUNCIL CHAMBERS**

**LOT 62, WAGAIT TOWER ROAD
7PM**

Tuesday 20 March 2018



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1.0 PRESENT

Councillors:

- President Peter Clee
- Vice-President Trish McIntyre
- Cr Shenagh Gamble
- Cr Michael Vaughan
- Cr Neil White

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:

<p>Resolution No. 2018/..... That the apology ofbe accepted and approved. Moved: Seconded: Vote:</p>

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

WAGAIT SHIRE COUNCIL
DRAFT MINUTES
COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD
7PM

Tuesday 20 February 2018



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1.0 PRESENT

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

Staff: Chief Executive Officer 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 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: Nil

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation minutes of 16 January 2018 Council Meeting

Resolution No. 2018/147

That the amended minutes of the Monthly Meeting of 16 January 2018 as amended, be confirmed by council as a true and correct record.

Moved: Cr Shenagh Gamble

Seconded: Vice-President Trish McIntyre

Vote: AIF

3.2 Matters arising from 16 January 2018 Minutes

Council asked that Item 1.1 – “Opening of Meeting” in the Minutes of the Monthly Meeting of 16 January 2018, page 3, that the word Conference Room be changed to Council Chambers.

3.3 CONFIRMATION OF MINUTES OF SPECIAL MEETING 22 January 2018

Resolution No. 2018/148

That the amended minutes of 22 January 2018 Special Meeting, be confirmed by council as a true and correct record.

Moved: Vice-President Trish McIntyre

Seconded: Cr Michael Vaughan

Vote: AIF

3.4 Matters arising from 22 January 2018 Special Council Meeting 2018 Minutes

That the minutes of the Special Meeting dated 22 January 2018 be amended to reflect that under Section 2 – “Declaration of Interest” Cr Michael Vaughan requested President Peter Clee advise of any possible conflict of Interest in relation to item 3.0 which concerned Australia Day nominations.

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.

CEO advised that a report in relation to the submissions after the due date will be written up and provide to council for discussions.

5.0 INWARDS AND OUTWARDS CORRESPONDENCE – January 2018

Cr Michael Vaughan has asked that the Inwards and Outwards Correspondence be more detailed.

Resolution No. 2018/149

That council receive and note the correspondence as detailed in the agenda for the month of January 2018.

Moved: Cr Michael Vaughan

Seconded: Cr Shenagh Gamble

Vote: AIF

6.0 COUNCILLORS REPORTS

Resolution No. 2018/150

That the President's report for the month of January 2018 be received and accepted.

Moved: President Peter Clee

Seconded: Vice-President Trish McIntyre

Vote: AIF

7.0 OFFICERS REPORTS

Resolution No. 2018/151

That the Officer's reports for the month of January 2018 be received and accepted.

Moved: Cr Neil White

Seconded: Cr Shenagh Gamble

Vote: AIF

Cr Shenagh Gamble has asked that council try to avoid removing the Turkey Bushes that grow along the drains during the clearing of the drains works.

Cr Michael Vaughan has asked CEO to approach the relevant department to see what can be done to get authority have the drains near the Club cleared as this is creating a haven for mosquitos and future damage to the road.

8.0 FINANCIAL REPORT

Resolution No. 20178/152

That the financials for the month of January 2018 be received and accepted.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

9.0 BUSINESS ARISING FROM PREVIOUS MINUTES – Action Sheet January 2018

Item 9.10 - Mandorah Jetty Maintenance to be amended to include "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".

Item 9.10 "Mandorah Jetty Maintenance" item 9.11 "Planning for a Vibrant Future – Cox Peninsula" is to be removed from the Action List.

Resolution No. 2018/153

That Council receives and notes the Action Sheet, items 9.10 and 9.11 to be noted as completed for the month of January 2018

Moved: Cr Michael Vaughan

Seconded: Vice-President Trish McIntyre

Vote: AIF

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. 2018/154

That Council acquit the amount of \$2,000.00 for the 2018 Australia Day Regional activities.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

10.2 Improving Council Financial Transparency

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

Resolution No. 2018/155

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, contractors and Councillors. ”
Moved: Cr Shenagh Gamble
Seconded: Vice President Trish McIntyre
Vote: AIF

10.3 Community Benefit Fund

This item is to be discussed in Camera.

11.0 UPCOMING EVENTS

11.1 ANZAC Day – 25 April 2018

11.2 Walk to School – May 2018

12.0 LATE ITEMS AND GENERAL BUSINESS

12.1 AUDIT COMMITTEE

Vice President Trish McIntyre advised she was resigning from the Audit Committee.

Resolution No. 2018/156
That Cr Neil White be nominated to become a member of the Audit Committee
Moved: Cr Neil White
Seconded: Cr Shenagh Gamble
Vote: AIF

Councillors thank Vice-President Trish McIntyre for her participation in the Audit Committee and welcomes Cr Neil White.

12.2 Skate Park

In light of the recent break ins that have happened in the community, Cr Shenagh Gamble has been approached by some community members to reinvigorate and revisit the notion of having a skate park for Wagait Beach. This is to be included in the Action List.

12.3 Australia Day Policy

CEO Mark Sidey to develop a policy for the process of reviewing the nominees for our Australia Day Awards.

12.4 Public Submissions

Council has a policy in place that clearly outlines council’s expectations in relation to public submissions. CEO Mark Sidey to distribute the policy and call for submissions amongst councillors. This is to be included on the Action List.

12.5 Insurance

Cr Michael Vaughan asked if council’s insurance include a Director’s liability? CEO Mark Sidey to investigate and respond to council.

13.0 IN-CAMERA ITEMS

Collaboration on Insurance Practices

Community Benefit Fund Grant Application

Sport & Recreation Equipment

Resolution No. 2018/157

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: President Peter Clee

Seconded: Cr Neil White

Vote: AIF

Resolution No. 2018/161

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 Michael Vaughan

Vote: AIF

14.0 GENERAL BUSINESS - RESOLUTIONS MOVED FROM IN CAMERA

14.1 Collaboration on Insurance Practices

Resolution No. 2018/158

That Council resolves to

- a) **Become a member of the proposed discretionary trust established by Jardine Lloyd Thompson for the purpose of providing insurance services to Trust members; and**
- b) **Contribute to the Discretionary Trust subject to financial benefit and no reduction in cover and/or protection**
- c) **Notify LGANT of Council's decision**
- d) **Move this decision into General Business**

Moved: Cr Shenagh Gamble

Seconded: Vice-President Trish McIntyre

Vote: AIF

14.2 Community Benefit Grant Fund Application

Resolution No. 2018/159

That Council

- a) **Submit a Community Benefit Grant Fund Application to the Northern Territory Government for a skate park project at Cloppenburg Park with an overall cost of a maximum of \$100,000.**
- b) **Contribute 40% of the overall cost, capped at \$40,000 from reserves.**
- c) **Move this decision into General Business**

Moved: Cr Shenagh Gamble

Seconded: Vice-President Trish McIntyre

Vote: AIF

14.3 Sport and Recreation Funding

Resolution No. 2018/160

That Council

- a) **authorise the expenditure of up to \$5,000 for necessary equipment for Sport & Recreation program.**
- b) **Move this decision into General Business**

Moved: Cr Shenagh Gamble

Seconded: Cr Neil White

Vote: AIF

15.0 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.

16.0 CLOSE OF MEETING

The Chair declared the meeting closed at 8.50 pm.

3.1 Confirmation minutes of 20 February 2018 Council Meeting

Resolution No. 2018/.....

That the minutes of the Monthly Meeting of 20 February 2018, be confirmed by council as a true and correct record.

Moved:

Seconded:

Vote:

3.2 Matters arising from 20 February 2018 Minutes

4.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

4.1 Darwin Duchess

Submissions for the Darwin Duchess closed 28 February 2018. Two submissions were received before the due date, however one submission relating to the future of the Darwin Duchess has now been withdrawn.

5.0 INWARDS AND OUTWARDS CORRESPONDENCE – February 2018

5.1 Inwards Correspondence – February 2018

Date	From	About	
12/02/2018	Alice ryder - NT Govt	Territory Day Community Grants	email
12/02/2017	Tony Tapsell - LGANT	Community Infrastructure Projects	email
13/02/2018	Megan Carter - Training	2 day course FOI training course - Wed 11 Feb	email
14/02/2018	Maleys Solicitors	Rate Search - 48 Uhr Road	email
14/02/2018	Resident	Customer Service Request - Dog attack 13/2/2018	Phone call
14/02/2018	W Snowdon MP Office	Armistice Centenary Grants Program - endorsed (Cenotaph upgrade)	email
14/02/2018	Dept of Housing	Acceptance of Strategic Local Govt Infrastructure Fund Grant for 2017-18 (BBQ)	email
14/02/2018	Rate Payers	overdue rates	mail
19/02/2018	Dept of Infrastructure, Planning & Logistics	Mandorah Jetty and Carpark General Maintenance	email
19/02/2018	Dept of Housing & Community Dlvp	Revised letter - Offer of Acceptance - Irrigation of Cloppenburg Park	email
19/02/2018	Chris Chaplin	Wagait and Cox Peninsula Tourism Opportunities - Draft Agenda	email
19/02/2016	Territory Families	Grant Application - 2018 Seniors Month - due 16 March 18	email
19/02/2018	JLT	Collaboration of Insurance - Powerpoint presentation	email
19/02/2018	Hon Gary Higgins	Elder Abuse Prevention Project Survey	email
19/02/2018	Dept of Chief Minister	Natural Disaster Resilience Program - 2017-18 Funding Round (opens 19 Feb, closes 1 April)	email
19/02/2018	NT Govt	NDIS Innovation Grant Round One Outcome	email
19/02/2018	NT Govt	Financial Assistance Grants for General Purpose (\$1,107) and Roads (\$6,691)	email
20/02/2018	NT Police - Paul Woods	Policing in Wagait Beach/Mandorah/Belyuen	email
20/02/2018	Chris Tyzac	Public consultation begins on inaugural Coastal and Marine Management Strategy	email
23/02/2018	PowerWater	Regarding Power and Water Tender	email
23/02/2018	NT Government - Tenders online	Tender - Maintenance of the Mandorah Jetty and Carpark Areaa for a period of 36 months, due 7 March 2pm	email
23/02/2018	Resident	Darwin Duchess - documentation for review at Strategic Meeting Sat 24 Feb	email
26/02/2018	Seafood Council NT	Darwin Harbour Clean Up - letter to introduce Nick Fewster, Regional Coordinator, Conservation Volunteers Aust and to encourage us to contribute to the 2018 event.	email
26/02/2018	Neena Zanos - WAG Committee	Letter of support - for grant application and licencing requirements	email
27/02/2018	Resident	Darwin Duchess - notification to discontinue participation in fate of Darwin Duchess	email
1/03/2018	Power Water	Water Sample Collection - change of format for submitting water quality sample collection	email
1/03/2018	Alicia Smith - Chief Minister's Office	Advertisement/public notices "First Circles Engagement Program, requesting to be put on website and newsletter	email
3/03/2018	Resident	Complaint - rubbish bins not picked up	email
5/03/2018	Fin Bins	Rubbish Bins collection - Baluria Road missed out	email
6/03/2018	Maleys Barristers & Solicitors	Notice of Change of Ownership	email
6/03/2018	Ironbark	Ironbark's Community Projects Manager and Prime Minister Cabinet's visit to WSC on tue 13th March	email
6/03/2018	Territory Conveyancing	Notice of Sale or Transfer of Land	email
8/03/2018	Mark Hagger	Rates Workshop - scheduled for Wed 14 March 2018	email
8/03/2018	WAGS	WAGS proposed arts festival date - 20 -28 July 2018	email
9/03/2018	TOPROC	TOPROC Agenda for Friday 16 Meeting	email

5.2 Outwards Correspondence – February 2018

Date	To	About	
12-Feb-18	Hon Gerry McCartnhy	Thank you letter - \$83,694 grant - Irrigation of Cloppenburg Park	mail
13/02/2018	Megan Carter - training	RSVP - Mark to attend full day FOI course on Wed 11 April	email
14/02/2018	Malays Solicitors	Rate Search	email
14/02/2018	Tony Tapsell LGANT	Proposals for Community Infrastructure Projects x 3	email
19/02/2018	Dept of Infrastructure, Logistics and Planning	Response - re Jetty	email
19/02/2018	Dept of Housing & Community Dlvp	Irrigation of Cloppenburg Park - offer of acceptance	email
20/02/2018	NT Police - Paul Woods	Policing in Wagait Beach/Mandorah/Belyuen	email
20/02/2018	Lee Williams - NT Govt	Strategic Local Infrastructure Grant 17-18 - thank you letter for \$83,694 towards irrigation of Cloppenburg Park	email
21/02/2018	Helmy Bakermans - Office of Commissioner	Megan Carter's FOI course 11 April 2018 - registration for Mark Sidey to attend	email
26/02/2018	Australia Day Council NT	Australia Day Grant Acquittal 2018	email
26/02/2018	WAGS	Letter of support - for grant application and licencing requirements	email
27/02/2018	IXOM	application for credit account - for purchase of chlorine for Water Treatment facility.	email
28/02/2018	Dept of Veteran Affairs	Armistice Centenary Grant application	email
28/02/2018	NT Police - Paul Woods	Wagait Council Community Centre Accommodation	email
1/03/2018	NT Govt	Application for Grant or Renewal of a Bore - Cloppenburg Park	email
1/03/2018	Crownland	Sec 110 Hundred of Bray - works authorisation request - towards irrigation on the subject property	email
5/03/2018	Resident	Explanation as to why bins were not picked up.	email
5/03/2018	Fin Finns	Rubbish bin collection - Baluria Road missed	email
7/03/2018	Dept of Infrastructure, Logistics and Planning	Jetty Contract	email and faxed
9/03/2018	Ian Dawson - Chaplain	Invitation to ANZAC Day ceremony	email
9/03/2018	Wing Commander Mark Larter	ANZAC Day Flyover invitation	email

Resolution No. 2018/.....

That council receive and note the correspondence as detailed in the agenda for the month of February 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 nearing completion, it is taking longer than 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 have advised that it is unlikely that any services will now need to be cancelled due to low tides.

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. The work seems to have come to an end, but there is still some equipment on the jetty. The final completion date is not known

Wagait Shire Council held a Strategic Planning Workshop late 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

20 th February	Ordinary Council meeting
24 th February	WSC Strategic Planning Meeting
27 th February	Weekly meeting with CEO
6 th March	Weekly Meeting with CEO
8 th March	WSC Audit Committee Meeting
14 th March	Weekly meeting with CEO
16 th March	TOPROC Meeting
20 th March	LGANT Executive Meeting
19 th March	Weekly Meeting with CEO
20 th March	Ordinary Council Meeting

Upcoming Meetings and Events

21 st March	ABC Radio – Grass Roots
12 th April	Mayors and Presidents Forum
12 th April	LGANT - REGIONAL FORUM
13 th April	LGANT General Meeting
17 th April	WSC Ordinary Meeting

<p>Resolution No. 2018/..... That the President's report for the month of February 2018 be received and accepted. Moved: Seconded: Vote:</p>

7.0 OFFICERS REPORTS

7.1 CEO's Report

1. Meetings CEO Attended

20 February	Meeting with Gary Higgins
20 February	Ordinary Council Meeting
24 February	WSC Strategic planning meeting
27 February	Weekly meeting with President
6 March	Weekly meeting with President
14 March	Weekly meeting with President
16 March	TOPROC MEETING
19 March	Weekly meeting with President
20 March	Ordinary Council Meeting

2. CEO Key Objectives Endorsed By Council August 2016

2.1 Dog management:

The draft by-law is currently being finalised and associated Policies and procedures are 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.

The new culvert at the Cloppenburg Park access has performed well during the wet season to date.

2.3 Administration and other Business:

The electric BBQ's for Cloppenburg Park are in the final stages of installation. They will be available for community use by the end of March.

The Cloppenburg Park irrigation project has commenced and approvals for the bore are being sort.

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.

Council is awaiting the outcome of a grant application to install bike, scooter and skateboard related infrastructure at Cloppenburg Park under NTG's Community Benefit Fund.

3 Works Report

For the period February 13 – 12 March 2018:

The jetty and jetty carpark were cleaned on 11 occasions.
The bores were inspected on 12 occasions.
Water quality tests were undertaken on 3 occasions.
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 2 occasions.
Weed control measures were undertaken in the memorial garden and surrounds on 1 occasion.
Trees on and / or overhanging verges were trimmed.
Verges around the shire were mowed, snipped and poisoned.
The Wagait Tower Road beach access was snipped.
The bike path surrounds were mown.
The finishing deck was rebuilt and re-fitter to the tractor.
Pot-holes were filled as required.
The Milady site was snipped, poisoned and tidied.

7.2 Sports and Recreation Officer’s Report - Rebecca Taylor

Sport & Recreation Report – Rebecca Taylor

FEBRUARY 2018

Activity	Sessions	Comment
Children’s Programs		
Ball Sports	1 x Weekly 4 sessions	Limited interest
Cycling	1 x Weekly 4 sessions	Limited Interest
Homework Centre	1 x Weekly 4 Sessions	Limited Interest
Adults		
Boot Camp	2 x Weekly	Strong interest and participation. Momentum within community really lifted. New equipment (mats) a definite value add to program.
Seniors		
Strength & Mobility	1 x Weekly	Strong Interest
Crafts	1 x Weekly	Inconsistent interest

Administration

- Meeting with NT Rugby, NT Triathlon and International Performance Strategies. Discussions around child participation rates at grass roots and elite level, key factors in programs and retention rates, why NT Rugby is being invited into so many NT Schools – what they do in their programs that is so successful, activity ideas for more unstructured recreational activity yet more balance and variety in levels of physical development – less sport, more play. Minimum safety standards for children’s cycling.
- Time lines for preparation in coming activities (Walk to School Day, Seniors Month, Anzac Day, Harbour Clean Up Day)
- Wagait Tower Times – Sport and Rec update
- Liaise Headspace NT / Anglicare re Belyuen Happy Day
- Meetings with seniors – discuss program changes and community wants / needs
- Seniors Month planning – various venues and associated logistics (transport, fuel, menu, price list)
- Co-ordination with Smile A Mile Fun Bus / Toy Library (External recreation provider)
- Planning March Program
-

Note – Adult participation in programs far greater than youth. Children participating in sporting clubs within the Darwin sporting communities therefore training on weekdays and playing fixtured games on weekends. Sport and Rec programs will move in the direction of current trends.

Resolution No. 2018/.....
That the Officer’s reports for the month of February 2018 be received and accepted.
Moved:
Seconded:
Vote:

8.0 FINANCIAL REPORT

8.1 Cash Income and Expenditure Report –February 2017

	January 2018 Actual \$	January 2018 Budget \$	Variance	Year to date Actuals \$	Year to date Budget \$	Variance \$	Revised Budget as at February 2017 \$	Forecast to 30 June 2018	Variance (Revised Budget and Actual) \$	Notes	
<u>INCOME</u>											
RATES	3167	\$50,542	-\$47,375	188340	\$172,193	\$16,147		\$223,175		1	109%
GRANTS	7798	\$7,500	\$298	278148	\$294,800	-\$16,652		\$302,300			94%
CONTRACTS	1133	\$10,150	-\$9,017	63019	\$81,200	-\$18,181		\$121,800		2	78%
RENTAL INCOME	0	\$220	-\$220	1575	\$1,760	-\$185		\$2,640		3	89%
MISC INCOME	501	\$800	-\$299	27151	\$31,400	-\$4,249		\$34,600		4	86%
WASTE MANAGEMENT	1577	\$0	\$1,577	98248	\$71,000	\$27,248		\$116,400		5	138%
TOTAL OPERATING INCOME	14176	\$69,212	-\$55,036	656481	\$652,353	\$4,128		\$800,915			101%
<u>EXPENSES</u>											
ADMINISTRATION EXPENSES	2173	\$4,800	\$2,627	64911	\$69,915	\$5,004		\$95,815			93%
EMPLOYMENT EXPENSES	22798	\$31,175	\$8,377	193881	\$243,700	\$49,819		\$364,300		6	80%
ROADS	0	\$0	\$0	22245	\$122,100	\$99,855		\$122,100		7	18%
CONTRACTS & MATERIALS	2433	\$425	-\$2,008	21293	\$3,400	-\$17,893		\$5,100		8	626%
REPAIR & MAIN TOWN ASSETS	3073	\$13,000	\$9,927	14441	\$48,000	\$33,559		\$57,770		9	30%
VEHICLE & PLANT	2649	\$1,100	-\$1,549	16915	\$11,530	-\$5,385		\$18,430		10	147%
GRANT EXPENSES	960	\$100	-\$860	4004	\$2,600	-\$1,404		\$3,000		11	154%
WASTE MANAGEMENT	5606	\$7,750	\$2,144	57589	\$74,100	\$16,511		\$120,500		12	78%
SERVICES	26	\$0	-\$26	10366	\$10,500	\$134		\$13,900			99%
CURRENT ASSETS				66548.52							
TOTAL OPERATING EXPENSES	39718	\$58,350	\$18,632	472193.52	\$585,845	\$113,651		\$800,915			81%
OPERATING PROFIT	-25542	10862	-36404	184287.48	\$66,508	\$117,779		\$0			277%
OTHER INCOME	0		\$0	0	\$0	\$0		\$0			
OTHER EXPENSES		\$0			\$0	\$0		\$0			
NET PROFIT/(LOSS)	-25542	\$10,862	-\$36,404	184287.48	\$66,508	\$117,779		\$0			277%

8.2 Finance Report Notes February 2018 - P & L Cash (Budget Analysis)

Income

Note 1 - Rates Income 9% over budget ↑

Rates income has now largely aligned with budget as there was a large allowance for incoming revenue in February 2018.

Note 2 – Contracts Income 22% under budget ↓

Due to initial late payments from Power & Water and CDEP actual income lags the budgeted amount by 1 month. Income being realised from contracts has also fallen.

Note 3 – Rental Income 11% under budget ↓

Due to the caretaker position at Cloppenburg Park being vacant.

Note 4 – Miscellaneous 14% 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 5 - Waste Management Income 38% over budget ↑

Actual waste management income is presently 38% 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 6 - Employment Expenses -20% 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 7 – 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 8 – Contracts & Materials 526% over budget ↑

Costs associated with the cleaning contract were not budgeted for.

Note 9 – Repair & Main Town Assets 70% under budget ↓

Necessary repairs and maintenance to town assets are running well below budget.

Note 10 – Vehicle & Plant 47% over budget ↑

The tractor finishing deck required refurbishment – this was not budgeted for.

Note 11 - Grant Expenses 54% over budget ↑

This is a small budget line and minor variation have a major impact percentage wise.

Note 12 – Waste Management 22% 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.

8.3 Financial Report for month ended February 2018

Financial Report for period ending 28 February 2018					
Cash at Bank & on hand					Total
Petty cash					\$ 289.10
CBA - transaction account					\$ 15,180.00
CBA Cash Saver					\$ 687,680.81
Undeposited Funds					\$ 653.40
Bendigo Bank- Investment a/c					\$ 500,000.00
Total Cash at Bank & onHand					\$ 1,203,803.31
Debtors	Current	over 30 days	over 60 days	over 90 days	
Trade	\$ 9,148.21				\$ 9,148.21
Rates				\$ 38,051.92	\$ 38,051.92
Total Debtors	\$ 9,148.21	\$ -	\$ -	\$ 38,051.92	\$ 47,200.13
Creditors	Current	over 30 days	Over 60 days	Over 90 days	
Trade	\$ 7,379.19				\$ 7,379.19
Total Creditors	\$ 7,379.19	\$ -	\$ -	\$ -	\$ 7,379.19

8.4 Rate Payers

2017/2018 Rate Year	\$11,501.20 (13 Rate Payers)
2016/2017 Rate Year	\$1,652.90 (3 rate payers)
2015/2016 Rate Year	\$4,656.54 (3 rate payers)
2014/2015 Rate Year plus	\$20241.28 (4 rate payers)
TOTAL:	\$38,051.92

8.5 Credit Card Transaction for February 2018

CEO – Mark Sidey

1/2/2018	ALGA	Event registration – Cox Peninsula Remediation Project	\$66.00
2/2/2018	Caltex Yarrawonga	Fuel	124.00
2/2/2018	The Good Guys	USB sticks and DVD player	66.95
4/2/2018	Sealink Ferries	Multi Pass	98.98
4/2/2018	Adobe	Monthly subscription	36.29
6/2/2019	MYOB	Monthly subscription	121.00
15/2/2018	Kerry's Automotive Group	Maintenance to CEO vehicle – water in fuel	1007.35
15/2/2018	TR Telecom	Monthly satellite phone prepaid charges	105.00
16/2/2018	Kerry's Automotive Group	Wheel alignment for CEO vehicle	175.00
16/2/2018	United Petroleum	Fuel	98.30
26/2/2018	Australia Post	Private Mail Bag renewal	113.00
28/2/2018	Bunnings	Lead extensions and powerboards	37.76
28/2/2018	Cobblers Plus	Keys cut	32.00

President Peter Clee

4/2/2018	Palm City Resort	Accommodation – LGANT meeting	138.22
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Works Supervisor – Gary Zikan

20/2/2018	Konnect	Hex nuts and masonry drills	25.39
21/2/2018	Outback Batteries	Battery for tractor	225.00
28/2/2018	Outback Batteries	Refund for exchange of battery for tractor	-30.00

8.6 Supplier Payment History for February 2018

Created: 13/03/2018 7:49 AM

Wagait Shire Council

62 Wagait Tower Road
Wagait Beach NT 0822

Supplier Payment History

February 2018

ABN: 65 843 778 569

Email: council@wagait.nt.gov.au

Cheque No.	Chq Date	PO No.	Date	Supplier's Inv. No.	Purchase Total Amt	Amount Applied
cabcharge						
76	21/02/2018	00013967	21/02/2018	p/cash	\$29.50	\$29.50
Total for Payment 76:						\$29.50
Central Business Equipment						
98	13/02/2018	00000893	1/02/2018		\$204.80	\$204.80
Total for Payment 98:						\$204.80
Cobbler Plus Extra						
218	28/02/2018	00013978	27/02/2018		\$32.00	\$32.00
Total for Payment 218:						\$32.00
Coles Express						
99	28/02/2018	c/c	14/02/2018	M. Sidey	\$100.07	\$100.07
Total for Payment 99:						\$100.07
Fin Bins						
eft	15/02/2018	00000894	31/01/2018	13219	\$6,167.04	\$6,167.04
Total for Payment eft:						\$6,167.04
Michelle Rawes Cleaning and Maintenance						
663	8/02/2018	00013950	8/02/2018	22	\$1,195.80	\$1,195.80
Total for Payment 663:						\$1,195.80
eft	22/02/2018	00013973	22/02/2018	23	\$1,195.80	\$1,195.80
Total for Payment eft:						\$1,195.80
MJ Electrical						
eft	15/02/2018	00013944	5/02/2018	23193	\$247.50	\$247.50
eft	15/02/2018	00013953	3/02/2018	23198	\$374.00	\$374.00
eft	28/02/2018	00013975	27/02/2018	23213	\$2,500.00	\$2,500.00
Total for Payment eft:						\$3,121.50
Nexia Edwards Marshall NT						
eft	28/02/2018	00013970	19/02/2018	102533	\$462.00	\$462.00
Total for Payment eft:						\$462.00
Officeworks						
eft	15/02/2018	00013948	2/02/2018	Q3 2017/18	\$273.88	\$273.88
eft	28/02/2018	00013977	27/02/2018	Q3 2017/18	\$19.46	\$19.46
Total for Payment eft:						\$293.34
Optus						
b/pay	28/02/2018	00013976	22/02/2018	849628892	\$200.93	\$200.93
Total for Payment b/pa						\$200.93

Supplier Payment History

February 2018

ABN: 65 843 778 569

Email: council@wagait.nt.gov.au

Cheque No.	Chq Date	PO No.	Date	Supplier's Inv. No.	Purchase Total Amt	Amount Applied
Power Water						
b/pay	28/02/2018	00013976	8/02/2018	68800180	\$28.68	\$28.68
Total for Payment b/pay:						\$28.68
sports Agencies						
eft	15/02/2018	00013943	29/01/2018	51054	\$400.00	\$400.00
Total for Payment eft:						\$400.00
The Cricket and Football Shop						
eft	28/02/2018	00013972	22/02/2018	43507	\$196.90	\$196.90
Total for Payment eft:						\$196.90
Vanderfield Northwest Pty Ltd						
667	28/02/2018	00013969	19/02/2018	DAP1014393	\$159.63	\$159.63
Total for Payment 667:						\$159.63
Wagait Beach Supermarket						
665	15/02/2018	00000896	16/01/2018	13898	\$80.20	\$80.20
665	15/02/2018	00000897	16/01/2018	13902	\$96.36	\$96.36
665	15/02/2018	00000898	17/01/2018	13905	\$76.97	\$76.97
665	15/02/2018	00000899	18/01/2018	13910	\$58.48	\$58.48
665	15/02/2018	00000900	18/01/2018	13914	\$36.00	\$36.00
665	15/02/2018	00000901	20/01/2018	13923	\$30.50	\$30.50
665	15/02/2018	00013932	22/01/2018	13932	\$41.14	\$41.14
665	15/02/2018	00013933	22/01/2018	13934	\$94.97	\$94.97
665	15/02/2018	00013934	23/01/2018	13936	\$9.95	\$9.95
665	15/02/2018	00013935	23/01/2018	13937	\$49.25	\$49.25
665	15/02/2018	00013936	23/01/2018	13955	\$109.93	\$109.93
665	15/02/2018	00013937	26/01/2018	13955	\$370.00	\$370.00
665	15/02/2018	00013938	27/01/2018	13958	\$30.50	\$30.50
665	15/02/2018	00013939	27/01/2018	13969	\$15.45	\$15.45
665	15/02/2018	00013940	30/01/2018	13973	\$7.49	\$7.49
665	15/02/2018	00013955	1/02/2018	13962	\$97.00	\$97.00
Total for Payment 665:						\$1,204.19
666	28/02/2018	00013957	3/02/2018	13996	\$30.50	\$30.50
666	28/02/2018	00013958	5/02/2018	14005	\$87.80	\$87.80
666	28/02/2018	00013959	7/02/2018	14007	\$17.15	\$17.15
666	28/02/2018	00013960	8/02/2018	14011	\$57.30	\$57.30
666	28/02/2018	00013961	8/02/2018	14014	\$105.00	\$105.00
666	28/02/2018	00013962	10/02/2018	14021	\$11.70	\$11.70
666	28/02/2018	00013963	12/02/2018	14031	\$18.80	\$18.80
666	28/02/2018	00013964	12/02/2018	14032	\$11.34	\$11.34
666	28/02/2018	00013965	12/02/2018	14033	\$50.00	\$50.00
666	28/02/2018	00013966	15/02/2018	14048	\$14.00	\$14.00
Total for Payment 666:						\$403.59
Woolworths						
75	19/02/2018	00013956	19/02/2018	P/Cash	\$41.85	\$41.85

Supplier Payment History

February 2018

Cheque No.	Chq Date	PO No.	Date	Supplier's Inv. No.	Purchase Total Amt	Amount Applied
					Total for Payment 75:	\$41.85
Yacca Gold						
664	15/02/2018	00013941	6/02/2018		\$114.40	\$114.40
					Total for Payment 664:	\$114.40

Resolution No. 2018/.....
That the financials for the month of February 2018 be received and accepted.
Moved:
Seconded:
Vote:

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 Coomalie Community Government Council are in discussions regarding possible amalgamation.

9.3 2017/2018 Budget

In the Audit Committee Meeting dated 8 March 2018, committee members recommend that council approve the amended budget for 2017/2018.

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. Council’s submission for the water facilities at Wagait Beach was unsuccessful.

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 closed 28 February 2018. Two submissions were received before the due date, however one submission relating t the future of the Darwin Duchess has now been withdrawn.

CEO to write up a report in relation to the submissions after the due date and provide this to council for discussion.

9.10 Mandorah Jetty Maintenance

Council notes that the failure of the new jetty grid fastenings that occurred on 3 December 2017 and 25 December 2017. 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 Long Term Infrastructure Plan

Ongoing.

Resolution No. 2018/.....
That Council receives and notes the Action Sheet for the month of February 2018
Moved:
Seconded:
Vote:

10.0 AGENDA ITEMS

10.1 Councillor Member Allowance

Nil payments for February 2018. Councillor allowance payments for February were processed in March.

10.2 Audit Committee Minutes 8 March 2018

WAGAIT SHIRE COUNCIL

**DRAFT MINUTES
AUDIT COMMITTEE MEETING**

**COUNCIL CHAMBERS
LOT 62, WAGAIT TOWER ROAD
Time 2:00PM**

Thursday 8 March 2018



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1.0 Present:

Chair Russell Anderson
Barry Bamford
Cr Neil White
President Peter Clee (via Skype)
CEO Mark Sidey

2.0 Opening of the Meeting:

The Chair Russell Anderson declared the meeting open at 2.03pm and thanked everyone for their attendance.

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

Vice-President Trish McIntyre submitted her resignation from the Audit Committee to councillors at the Ordinary Council Meeting held 20 February 2018. The Chair notes resignation of Vice-President Trish McIntyre from the Committee has been accepted by the council. Council passed a resolution nominating Cr Neil White to become a member of the Audit Committee.

3.0 Apologies: NIL

4.0 Confirmation of previous Minutes for the Audit Committee held Tuesday 17 October 2017.

Resolution No. 2018/011

That the minutes of the Audit Committee Meeting of 17 October 2017, be confirmed by committee members as a true and correct record.

Moved: President Peter Clee

Seconded: Cr Neil White

5.0 Matters arising from the previous Minutes:

The recommendations made by the Committee in relation to the Auditor's report were accepted by Council and changes made as requested.

6.0 Declaration of interests of committee members or staff:

Nil.

7.0 Agenda Items:

7.1 Functions of the Audit Committee

The functions of the Audit Committee were discussed at the meeting for the purpose of determining whether Council would benefit by using the Committee more broadly.

The existing Audit Committee Terms of Reference that were adopted by the previous Council have been carried forward. There has been no review by of these Terms of Reference at this point of time.

Resolution No. 2018/012

That the Audit Committee Terms of Reference be reviewed by the Committee and the Committee recommends to Council the expertise and skills of the committee be utilised if and when required by the Council.

Moved: Barry Bamford

Seconded: President Peter Clee

7.2 Audit Committees General Instruction No. 3

The Department of Local Government and Community Services issued General Instruction No. 3 relating to Audit Committees on 30 March 2015 was circulated. It is recommended Committee Members review this document and become familiar with its content.

7.3 Draft Amended 2017/2018 Budget

Resolution No. 2018/013

That the Audit Committee recommends to Council that the draft amended budget for 2017/2018 be approved.

Moved: President Peter Clee

Seconded: Barry Bamford

7.4 2018/2019 Shire Plan

Development of the 2018/19 Shire Plan has commenced.

7.5 Strategic Plan

The current Strategic Plan expires at the end of 2017/2018 Financial Year.
Development of the 2018/2022 has commenced with Councillors having undertaken a workshop and SWOT Analysis.

7.6 Long Term Financial Plan

This will be reviewed and updated in conjunction with the Strategic Plan Development. Ongoing.

7.7 Risk Management Framework and System

Resolution No. 2018/014

That the CEO be given authority to interview and recruit skills for work health and safety and risk assessment.

Moved: Cr Neil White

Seconded: President Peter Clee

7.8 Annual Budget

Development of the 2018/2019 Annual Budget has commenced.

8.0 Other Business:

Nil.

9.0 Confidential items:

Nil.

10.0 Closure of meeting:

The next meeting of the Wagait Shire Council Audit Committee will be held in the Wagait Shire Council Office and is planned for Thursday 7 June 2018 at 2.00pm.

The Chair declared the meeting closed at 3.25pm.

10.3 Amended Budget

The 2017/2018 Budget has been amended to account for revenue and expense flows and unforeseen capital expenditure.

Income		Expenses	
Rates	\$222,850	Administration	\$99,655
Grants	\$402,900	Employment	\$311,200
Contracts	\$110,000	Roads	\$115,800
Rental Income	\$3,180	Contracts & Materials	\$36,900
Miscellaneous Income	\$113,261	Repairs & Maintenance	\$72,790
Transfer from Reserves	\$113,621	Vehicle & Plant	\$24,130
Waste Management	\$115,200	Grant Expenses	\$4,700
Total Income	\$1,000,555	Waste Management	\$116,400
		Services	\$13,800
		Capital Expenditure	\$205,000
		Total Expenses	\$1,000,555

Resolution No. 2018/.....

That the Council accept the Audit Committee recommendation to approve the Amended 2017/2018 Budget.

Moved:

Seconded:

Vote:

11.0 UPCOMING EVENTS

11.1 ANZAC Day – 26 April 2018 – Preparations are underway

11.2 Walk to School – May 2018

12.0 LATE ITEMS AND GENERAL BUSINESS

13.0 IN-CAMERA ITEMS

Nil

14.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 17 April 2017 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

15.0 CLOSE OF MEETING

The Chair declared the meeting closed at pm.