

**WAGAIT SHIRE COUNCIL
AGENDA
COUNCIL CHAMBERS**

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

Tuesday 20 November 2018



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1.0 PRESENT

Councillors:

- President Peter Clee
- Cr Neil White
- Cr Michael Vaughan
- Cr Tom Dyer
- Cr Graham Drake

Staff: Chief Executive Offer Mark Sidey
Officer Manager Pamela Wanrooy

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 of be accepted and approved. Moved: Seconded: Vote:</p>
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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 16 October 2018



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1.0 PRESENT

Councillors:

Vice-President Neil White
Cr Michael Vaughan
Cr Tom Dyer
Cr Graham Drake

Staff: Chief Executive Offer Mark Sidey
Officer Manager Pamela Wanrooy

1.1 Vice-President Neil White opened the meeting at 7.08pm and welcomes Cr Tom Dyer, Cr Graham Drake and all visitors to the meeting.

The Vice-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:

Due to ill health, President Peter Clee had submitted written notes to for the meeting. President Peter Clee needs to be noted as absent however his written submission will be considered during the meeting.

Resolution No. 2018/253

That the apology of President Peter Clee be accepted and approved.

Moved: Cr Michael Vaughan

Seconded: Cr Tom Dyer

Vote: AIF

1.3 APPOINTMENT OF VICE-PRESIDENT

It was noted that Cr Neil White was elected as Vice-President for the period concluding after the September 2018 by-election. Accordingly, Vice-President Neil White is thanked for his contribution to this position and nominations for vice-president for the next twelve months are now called.

Only one nomination was received for the position of Vice-President. Cr Tom Dyer has been voted unanimously to the position of Vice-President.

Resolution No. 2018/254

That Cr Tom Dyer be appointed to the position of Vice-President for the term of 12 months from today's date.

Moved: Cr Michael Vaughan

Seconded: Cr Graham Drake

Vote: AIF

The chair now hands the meeting over to Vice-President Tom Dyer.

Resolution No. 2018/255

Council would like to thank Shenagh Gamble for her 6 years of service with council. Shenagh Gamble served Wagait Shire Council from April 2012 to August 2018

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes of Monday 18 September 2018 Council Meeting

Resolution No. 2018/256

That the minutes of the Monthly Meeting of Tuesday 18 September 2018, be confirmed by council as a true and correct record.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

3.2 Matters arising from September 2018 Minutes

Resolution No. 2018/257

That the council minutes include a brief record of discussions which occurs prior to motions being voted for.

Moved: Cr Graham Drake

Seconded: Vice-President Tom Dyer

Vote: AIF

There was discussion about the detail and content of the minutes. Various different models were discussed. It was noted Councils differ in relations to the level of detail provided in their minutes. It was outlined that the minutes are a record of decisions, not of the specific content of individual contributions. It was noted that the Agenda includes a large amount of information. It was suggested that given the nature, size and age of the community, the minutes should contain additional information
Cr Drake proposed a motion:

Resolution No. 2018/258

That the council minutes include a brief record of discussions which occurs prior to motions being voted for.

Moved: Cr Graham Drake

Vote Against: Cr Neil White, Cr Michael Vaughan, Vice-President Tom Dyer

Further discussion about the content of the minutes ensued. It was suggested that brief additional summary of discussions be included but this should not be a full record of discussion. A further resolution was put.

Resolution No. 2018/259

That the minutes increase the details providing the summary of the decisions and the key issues discussed.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

4.0 GUEST SPEAKERS

Nil

5.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

5.1 Nil.

6.0 INWARDS AND OUTWARDS CORRESPONDENCE - September 2018

The Inwards and Outwards correspondence for the month of September 2018 has been circulated to councillors prior to the October 2018 meeting.

Resolution No. 2018/260
That council receive and note the correspondence as detailed in the agenda for the month of September 2018.
Moved: Cr Michael Vaughan
Seconded: Cr Neil White
Vote: AIF

A question was raised in relation to how the inclusions in the inward and outwards correspondence were decided. It was explained to councillors that there are no set guidelines as to what is included. Generally, official correspondence (ie Department related) is included in the register but responses to members of the public about operational matters are generally not included.

7.0 COUNCILLORS REPORTS

7.1 President's Report

President Peter Clee has been unable to provide a report this month as he has been unwell. Councillors and staff wish him a speedy recovery.

Resolution No. 2018/261
That Council note the President was unable to submit a report for the month of September 2018.
Moved: Cr Neil White
Seconded: Vice-President Tom Dyer
Vote: AIF

7.2 Cr Graham Drake's Report

Resolution No. 2018/262
That the Councillor Graham Drake's report for the month of September 2018 be received and accepted.
Moved: Cr Michael Vaughan
Seconded: Cr Neil White
Vote: AIF

8.0 OFFICERS REPORTS

In addition to the CEO's report:

The **Community Benefit Fund Briefing** discussed changes to the way the community benefit fund is distributed with a government briefing detailing how the funds are distributed, the application process and priorities.

Dog Management - CEO to write to NTG and seek an update as to the present position of the By Law drafting.

Youth Vibe Grant Application – a grant application has been lodged to provide additional activities in the school holidays.

Cloppenburg Park – covered picnic area project – concerns have been raised by members of the community as to whether this a project worth pursuing. CEO Mark Sidey confirmed that the project has been approved by Council, and location and final design are currently being investigated.

Resolution No. 2018/263

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

Moved: Cr Michael Vaughan

Seconded: Cr Neil White

Vote: AIF

9.0 FINANCIAL REPORT

Resolution No. 2018/264

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

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

10.0 BUSINESS ARISING FROM PREVIOUS MINUTES – SEPTEMBER ACTION SHEET

Green Waste Compound – this has now been acquitted and can be taken of the action list.

Tree Planting on Verge – the policy is to be brought to the November 2018 Council Meeting.

Mandorah Jetty Maintenance – Department representatives are to be reinvited to address council.

Speeding Motorists in Shire – A temporary electronic billboard is to be investigated.

Resolution No. 2018/265

That Council receives and notes the Action Sheet for the month of September 2018

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

11.0 AGENDA ITEMS

11.1 Christmas Shutdown Period

The Council office will be closed from Friday 21 December 2018 and will reopen on Monday 7 January 2019. The Works Depot will remain open at reduced staffing levels other than public holidays. CEO will be available by phone in case any urgent matters arise.

Resolution No. 2017/266

The council administration close for business for period Friday 27 December 2018 to Monday 7 January 2019.

Moved: Cr Michael Vaughan

Seconded: Cr Graham Drake

Vote: AIF

11.2 P15 PROCEDURES FOR COUNCIL MEETINGS AND COUNCIL COMMITTEE MEETINGS

Policy P15 Procedures for Council Meetings and Council Committee Meetings requires updating.

CEO Mark Sidey has asked Councillors to review the existing policy and provide input in relation to any changes. Following receipt of Councillor feedback, an amended policy is to be drafted and circulated amongst councillors for comment and brought back to the next council meeting for discussion.

Resolution No. 2018/267

That councillors review the existing policy, P15 Procedures for Council Meetings and Council Committee Meetings and provide the CEO with feedback prior to the next Council meeting.

Moved: Cr Graham Drake

Seconded: Cr Neil White

Vote: AIF

11.3 2017-2018 ANNUAL REPORT

The 2017-2018 Annual Report is due 15 November 2018. CEO to work with President in relation to any final amendments.

Resolution No. 2017/268

That Council note the 2017-2018 Annual Report.

Moved: Cr Michael Vaughan

Seconded: Cr Neil White

**Vote: In Favour – Cr Michael Vaughan, Cr Neil White and Vice-President Tom Dyer
1 abstained – Cr Graham Drake**

11.4 Emergency Recovery Committee

The Emergency Recovery Committee, which is not an official Committee of Council has suspended its operations. CEO to investigate whether, this noted as having occurred, there is now potentially a hole in Council's Emergency Management arrangements. CEO Mark Sidey to present options to councillors at the next council meeting.

Resolution No. 2018/269

That Council note the Emergency Recovery Committee has suspended its operations pending a review of Council's Emergency Management arrangements.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

Resolution No. 2018/270

That Council thank the Emergency Recovery Committee volunteer's contribution since 2011.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

CEO Mark Sidey to report back to councillors and to let them know how prepared council is in the event of a cyclone. An update to be included in the November CEO Report.

12.0 UPCOMING EVENTS

12.1 Community Consultation – 10 November 2018 – 10am to 1pm at the Community Centre.

12.2 **Armistice Day Ceremony** – 11 November 2018. Council will hold a ceremony on armistice day at the council cenotaph. A program will go out nearer to date.

13.0 **LATE ITEMS AND GENERAL BUSINESS**

13.1 **Wagait Beach Progress Association** – The Wagait Beach Progress Association has submitted a letter addressed to the Councillors outlining a number of concerns. CEO Mark Sidey to draft a response to the concerns raised, and have this presented to the next Council meeting for review by Councillors.

13.2 **Council Newsletter** - A council newsletter is to be developed by council staff. Gary Higgins office has offered to assist with printing and support.

Resolution No. 2018/271
That we commence between now and the next meeting a newsletter from council to ratepayers.
Moved: Cr Graham Drake
Seconded: Cr Neil White
Vote: AIF

13.3 **Entrance to Wagait Beach** – Cr Michael Vaughan has asked if it be possible for a welcome sign to be installed to the entrance of Wagait Beach community. CEO Mark Sidey to investigate and explore options for this.

13.4 **Lithium Mining** – Cr Graham Drake has asked if there is any way the community can be notified in advance of any blasting that is to take place for the Lithium Mining project. CEO advised he is confident that this would occur.

13.5 **Mandorah Jetty** – Residents of Wagait Beach held a rally on Saturday 13 October at the Mandorah Jetty protesting for safer access for all especially the disabled.

Resolution No. 2018/272
That council thanks the effort of the Wagait Beach Progress Association in organising the public rally on Sat 13th Oct 2018 relating to the jetty replacement.
Moved: Cr Graham Drake
Seconded: Cr Neil White
Vote: AIF

14.0 **IN CAMERA**
Nil.

15.0 **DATE OF NEXT MEETING**

Vice-President Tom Dyer thanks everyone for attending the meeting. The next Council Meeting is to be held on Tuesday 20 November 2018 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

16.0 **CLOSE OF MEETING**

The Chair declared the meeting closed at 9.30 pm.

3.1 **Confirmation minutes of Tuesday 16 October 2018 Council Meeting**

Resolution No. 2018/.....
That the minutes of the Monthly Meeting of Tuesday 16 October 2018, be confirmed by council as a true and correct record.
Moved:
Seconded:
Vote:

3.2 Matters arising from October 2018 Minutes

4.0 GUEST SPEAKERS

Nil

5.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

5.1 Nil.

6.0 INWARDS AND OUTWARDS CORRESPONDENCE - October 2018

The Inwards and Outwards correspondence for the month of October 2018 has been circulated to councillors prior to the November 2018 meeting.

Resolution No. 2018/.....

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

Moved:

Seconded:

Vote:

7.0 COUNCILLORS REPORTS

7.1 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 LGANT Annual General Meeting was held recently. Minister Gerry McCarthy recognised long service awards at that meeting. A big congratulations to Denise Arratta for the recognition of her 12 years of service to Local Government as a councillor and President of the Cox Peninsula Community Government Council.

I attended the NT Australian of the Year presentations recently representing Wagait Beach community.

Nominations for the Wagait Beach Australia Day awards opened on 6th November and will close on 14th December.

The council by-election for the 2 vacant council positions was held on 22 September. I congratulate and welcome the two new councillors Tom Dyer and Graham Drake. They have hit the ground running with Tom being elected as Council Vice President

This community was very pleased when an options paper was published on the proposed upgrade or replacement of the Mandorah Jetty structure. The Jetty has been subject to a patchwork of maintenance over the last few years but its days as a commercial jetty servicing the Mandorah / Darwin ferry service are limited. There is a major issue in so far as there is no disabled access to alight the ferry. Also, the jetty is open

to the ocean making it dangerous for the offloading of passengers in bad weather. Option 2 of the options paper was promulgated as the preferred option and was embraced by the communities on the Peninsula.

We first asked the Department of Infrastructure for a briefing and update in relation to the Mandorah Jetty and Ferry Terminal, last January. The briefing was subsequently deferred and postponed several times.

I was recently advised that the Executive Director, Transport Planning DIPL would be providing a confidential briefing to councillors. This is a great opportunity to understand better "where things are at" and ask questions, but it should not be restricted to just 5 councillors only. The department needs to be seen to be open and transparent.

It is reassuring to see that the project is featured (page 60) in the 10 YEAR INFRASTRUCTURE PLAN 2018 – 2027 as being a project in the 2023/27 outlook

Much has happened since January and whilst a briefing earlier this year was appropriate, I now believe that a confidential briefing for councillors is no longer appropriate. The briefing needs to be open to the public generally. I have written to the Minister expressing those views.

The Wagait Shire Council, five-year Strategic Plan has now well and truly expired. A meeting was held in the community centre this month and was very well attended. A vision for the next five years will assist the council to develop the 2019 -24 Strategic Plan.

The Strategic Planning Workshop expresses much disquiet over the quality of the Council Minutes. I agree with the community demands for the minutes to be more informative. The argument that the Agenda should be read in conjunction with the minutes does not hold weight with me. The agenda is not an important document, whereas the minutes are the long-term record of the decisions of council and the reasons behind those decisions. Council is meant to be open and transparent, but the brevity of the current minutes over the last 6 months is unacceptable to me.

Where have I been

24 th Oct	ABC Grass Roots
26 th Oct	Meeting with local member
31 st Oct	Attend NT Parliament House
5 th Nov	Meeting with Employsure @ Wagait Beach
7 th Nov	Mayors and Presidents Forum
7 th Nov	NT Australian of the Year Awards Ceremony
8 th Nov	LGANT General meeting
8 th Nov	LGANT Networking Dinner
9 th Nov	LGANT Annual General meeting
10 th Nov	WSC Strategic Planning Workshop
11 th Nov	Remembrance Day commemoration
15 th Nov	TOPROC meeting at Palmerston
20 th Nov	DIPL Briefing on Mandorah jetty
20 th Nov	WSC Ordinary meeting
21 st Nov	ABC Grass Roots

I wish everyone all the best for the Christmas and New Year, be safe.

Resolution No. 2018/.....

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

Moved:

Seconded:

Vote:

8.0 OFFICERS REPORTS

8.1 CEO Report

1. Meetings CEO Attended

23 rd & 24 th Oct	Waste Management Symposium
25 th Oct	Australia Day Council NT networking dinner
26 th Oct	Australia Day Council NT Conference
30 th Oct	TOPROC Animal Management reference group meeting
2 nd Nov	Meeting with LGANT
5 th Nov	Meeting with Employsure @ Wagait Beach
7 th Nov	CEO Forum
8 th Nov	LGANT General meeting
8 th Nov	LGANT Networking Dinner
9 th Nov	LGANT Annual General meeting
10 th Nov	WSC Strategic Planning Workshop
11 th Nov	Remembrance Day commemoration
14 th Nov	Meeting with Dept Housing and Community Development
14 th Nov	Meeting with Ironbark
15 th Nov	TOPROC meeting
20 th Nov	DIPL Briefing on Mandorah jetty
20 th Nov	WSC Ordinary meeting

2. Details of meetings attended and other matters

2.1 Waste Management Symposium

On 23rd & 24th October I attended a waste management symposium. Regional waste management strategies were discussed, as was the need to enhance recycling activities to reduce landfill. A tour of Darwin's Shoal Bay waste management facility was undertaken.

2.2 Australia Day Council NT Conference

On 26th October I attended the Australia Day Council NT Conference. Strategies to ensure an inclusive Australia Day event were discussed.

2.3 TOPROC Animal Management reference group meeting

On 30th October I attended the inaugural TOPROC Animal Management reference group meeting. The purpose of this group is to develop consistent animal management strategies amongst member councils.

2.4 Meeting with LGANT

On 2nd October I met with LGANT to review their draft road condition report.

2.5 Meeting with Employsure

On 5th October, I met with a representative of Employsure to discuss the possibility of outsourcing some of Council's Human Resources function.

2.6 CEO Forum, LGANT General Meeting & LGANT Annual General Meeting

On 7th, 8th & 9th November I attended the CEO Forum, LGANT General Meeting & LGANT Annual General Meeting. President Peter Clee was presented with medal recognising his 20 years of service in Local Government.

2.7 WSC Strategic Planning Workshop

On 10th November I attended the WSC strategic Planning Workshop. 24 Community members were in attendance. A summary of the content of the meeting will be distributed. The document will be used to inform Council in its development of its 2019 – 2023 Strategic Plan.

2.8 Meeting with Department of Housing and Community Development

On 14th November I met with three representatives of the Department of Housing and Community Development. The primary purpose of this meeting was to be introduced to a new member of their team, Ethan Redshaw who responsibilities include Wagait, Belyuen and Coomalie Council areas. A familiarisation tour was provided.

2.9 Meeting with Ironbark

On 15th November I met with Ironbark representatives regarding their ongoing business relationship with WSC. The outcome was positive.

2.10 TOPROC Meeting

On 15th November I attended a TOPROC meeting. This forum provides member councils an opportunity to discuss priorities and challenges. Topics such as animal management, cemeteries and waste management were discussed.

CEO Key Objectives Endorsed By Council August 2016

3.1 Dog management:

An amended draft By-law was received by Council. A period of public consultation in relation to the By-law commenced on 15 November and is open until 14 December. The consultation period has been advertised in the NT News, on councils Webpage and on Council's Facebook page. Associated Policies and procedures are being finalised. Design of, and costings for the dog pound are being finalised.

3.2 Roads upgrades:

LGANT has undertaken an inspection of Wagait Shire's road network. A draft report has been reviewed and the final report is expected in the near future. Discussions are ongoing with NTG about the upgrade of the shoulders to Charles Point Road.

3.3 Administration and other Business:

The vacant position of Cleaner has been filled.

4 Project and Grant Updates

4.1 Cloppenburg Park Irrigation Project

Council has applied for a water extraction license and is awaiting a decision from NTG. NTG has confirmed it is in order to install and commission the infrastructure whilst the water extraction license application is being assessed. A storage tank has been installed and fencing around same is currently under construction. Installation of the irrigation system is expected to commence late November.

4.2 Cloppenburg Park – Covered Picnic Area Project

Design options and locations are currently being identified.

4.4 Cloppenburg Park – Solar Electricity System Project

The solar hot water system on the ablution block has been replaced. The installation of the solar array is scheduled to occur late November.

4.5 Cenotaph Project

The cenotaph has been repainted, as have the flag poles and nearby brickwork. The surrounding garden has been landscaped. The rejuvenation of existing signage is underway.

4.6 Special Purpose Grant Applications – Round 1 – 2018/2019

Council has been provided with a grant in the amount of \$30,537 by the Department of Housing and Community Development for the design and construction of a dog pound. It is estimated that the grant will cover 75% of total costs, with council contributing the remainder.

Wagait Shire Council sincerely thanks the Department of Housing and Community Development and the Northern Territory Government for their support.

Grant applications for a water cartage tank for the council truck and an electronic gate for the council workshop compound were unsuccessful.

4.7 Youth Vibe Grant Application

Council was successful in obtaining a \$2,000 grant from Territory Families under their Youth Vibe program. The funds will be used to enhance our December 2018 / January 2019 school holiday sport & recreation programme. Wagait Shire Council sincerely thanks Territory Families and the Northern Territory Government for their support.

5 Work, Health & Safety

One incident reported.

6 Works Report

For the period October 13 – November 15 2018:

The jetty and jetty carpark were cleaned on 14 occasions.

The jetty carpark was mowed on 1 occasion.

The bores were inspected on 15 occasions.

Water quality tests were undertaken on 5 occasions.

Additional periodic water samples were taken on 1 occasion.

Water tank levels at our water distribution point were topped up manually over a period of three days to ensure supply.

The jetty landing grates were water blasted.

Leaf matter was removed from the Council carpark and memorial garden on 5 occasions.

The cenotaph, flag poles and surrounding brickwork were cleaned and repainted.

The cenotaph garden was cleaned up and landscaped.

A skid to mount the water tank, pump and hose reel on the ute was fabricated.

Construction of a security fence around the new water tank at Cloppenburg Park was commenced.

The BBQs at Cloppenburg Park were cleaned on 10 occasions.

A fallen tree was removed from Cox Peninsular Road.

Broken glass was removed from Charles Point Road.

8.2 Sports and Recreation Officer's Report - Rebecca Taylor

OCTOBER 2018

Activity	Sessions	Comment
Children's Activities		
School Holiday Activities	22 Activity Sessions Mon to Fri Week 1 & 2 of NT Public School Holiday Period	Activities Include: Wii games for girls, boys, mixed. Sessions for individual genders proving to be well received. Mixed gender Wii activities well attended too. Modified Cricket, Runners and Walkers for families, 12+ morning fitness, 12+ Morning AFL fitness, Basketball, Netball, Cross Country on Bikes, Drawing / colouring, Ball Sports, T Ball, Supervised free play, Table Tennis Championships
Cricket	5 Sessions outside the holiday program	Modified rules and equipment to ensure all are able to participate to the best of their ability.
Ball Sports	3 sessions outside the school holiday program	Sport on the day is chosen by the children in attendance. Majority decision is final. All games are modified pending on children's ages and levels of varying ability.
Adults / Seniors		
Boot Camp	2 x Weekly 10 Sessions	Majority of those attending females. A mix of senior students and ladies in the work place.
Mobility (Stretch Class)	1 x weekly 3 Sessions (generally 5) - due to school holidays.	The last exercise class on offer each week includes a full body stretch. Each muscle group is included in the program. A variety of stretches for each muscle group so that all can find the most effective stretch for them as an individual.
Runners & Walkers	1 x Weekly 5 sessions	Runners and Walkers commenced the first week of October. Participants have the choice of running, walking, riding at their own pace using a group to gain momentum and support. It is largely aimed at adults and older children with children 12 and Under being encouraged to attend with an adult. A running fixture is available 1 month in advance. Each event is a different track and a variety of distances included. Distances mapped will be between 3 and 5km.
Cross Country on Bikes	1 x Weekly 5 sessions	A group ride around the outskirts of Wagait Beach. Exploring new tracks and places of interest. A group decision on the night dictated the track. Rides general last for 30 minutes out, 30 minutes return at a leisurely to medium pace.

Administration

- Runners and Walkers tracks mapped and in place for the month.
- Christmas Holiday planning.
- November general program and advertising.
- Creating a digital library for local sport and rec.

Resolution No. 2018/.....

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

Moved:

Seconded:

Vote:

9.0 FINANCIAL REPORT

9.1 Cash Income and Expenditure Report –October 2018

	October 2018 Actual \$	October 2018 Budget \$	Variance	Year to date Actuals \$	Year to date Budget \$	Variance \$	Forecast to 30 June 2019	Variance (Revised Budget and Actual) \$	Notes
INCOME									
RATES	33284	\$8,150	\$25,134	168133	\$153,750	\$14,383	\$233,847		
GRANTS	24182	\$20,500	\$3,682	129079	\$135,600	-\$6,521	\$243,700		
CONTRACTS	10601	\$9,150	\$1,451	45884	\$36,600	\$9,284	\$109,800		1
RENTAL INCOME	660	\$690	-\$30	2400	\$2,760	-\$360	\$8,280		2
MISCELLANEOUS	618	\$2,500	-\$1,882	2804	\$10,000	-\$7,196	\$30,000		3
WASTE MANAGEMENT	16211	\$3,979	\$12,232	82807	\$76,343	\$6,464	\$117,360		
TOTAL OPERATING INCOME	85556	\$44,969	\$40,587	431107	\$415,053	\$16,054	\$742,987		
EXPENSES									
ADMINISTRATION EXPENSES	23483	\$9,540	-\$13,943	48634	\$52,160	\$3,526	\$82,350		
STRATEGIC PLAN GOALS		\$0			\$0		\$20,000		4
EMPLOYMENT EXPENSES	27650	\$26,600	-\$1,050	94858	\$101,700	\$6,842	\$327,400		
ROADS	0	\$1,000	\$1,000	0	\$4,000	\$4,000	\$12,000		5
CONTRACTS & MATERIALS	515	\$425	-\$90	3436	\$4,100	\$664	\$7,500		6
REPAIR & MAIN TOWN ASSETS	702	\$0	-\$702	8151	\$5,600	-\$2,551	\$22,400		7
VEHICLE & PLANT	2652	\$3,375	\$723	8442	\$9,010	\$568	\$25,610		
GRANT EXPENSES	105	\$100	-\$5	4853	\$1,900	-\$2,953	\$4,700		8
WASTE MANAGEMENT	10550	\$5,000	-\$5,550	22616	\$37,500	\$14,884	\$100,000		9
SERVICES	613	\$2,100	\$1,487	2528	\$6,600	\$4,072	\$12,850		10
CAPITAL ASSETS	34975			34975					
OTHER ASSETS	25181			32048					
TOTAL OPERATING EXPENSES	126426	\$48,140	-\$78,286	260541	\$222,570	-\$37,971	\$614,810		
OPERATING PROFIT	-\$40,870	-\$3,171	\$118,873	170566	\$192,483	\$54,025	\$128,177		
Total Income	85556	\$44,969	\$40,587	431107	\$415,053	\$16,054			
Total Expense	126426	\$ 48,140	-\$ 78,286	260541	\$ 222,570	-\$ 37,971			
Surplus	-40870	-\$3,171	\$118,873	170566	\$192,483	\$54,025			
NET PROFIT/(LOSS)	\$85,556	\$44,969	\$40,587	431107	\$415,053	\$16,054	\$128,177		

9.2 Finance Report Notes October 2018 - P & L Cash (Budget Analysis)

Income

Note 1 – Contract Income – 25% over budget - ↑ An overdue invoice was paid in July, resulting in contracts income being greater than budgeted.

Note 2 – Rental income 13% under budget ↓
Due community centre usage being over-estimated.

Note 3 – Miscellaneous income 72% under budget ↓
Returns on Investing activities not matured yet, no additional income realised. Term deposit matured on 16 November.

Expenses

Note 4 – Strategic Plan Goals – 100% under budget ↓
Budgeted funds yet to be spent.

Note 5 – Roads 100% under budget ↓
No road repairs were required.

Note 6 – Contracts and Materials 16% under budget ↓
Costs associated with contracts are well contained.

Note 7 – Repair & Main Town Assets 46% over budget ↑
Solar HWS at Cloppenburg Park was replaced. This was not budgeted for. Income from a grant received last financial year has covered this expense. Rejuvenation of cenotaph precinct.

Note 8 – Grant expenses 155% over budget ↑
Grant expenses expected to have been incurred last financial year are now being incurred.

Note 9 – Waste Management 40% under budget ↓
Contractor sent invoice in late. Waste management costs are well contained. Disposal of Darwin Duchess has been budgeted for, but not yet incurred.

Note 10 – Services 38% under budget ↓
Services costs are well contained.

9.3 Financial Report for month ended October 2018

Cash at Bank & on hand					Total
Petty cash					\$ 399.70
CBA - transaction account					\$ 37,613.00
CBA Cash Saver					\$ 765,467.00
Undeposited Funds					\$ 2,478.00
Bendigo Bank- Investment a/c					\$ 500,000.00
Total Cash at Bank & on Hand					\$ 1,305,957.70
Debtors	Current	over 30 days	over 60 days	over 90 days	
Trade	\$ 12,127.00				
Rates	\$ 88,938.00	\$ 8,322.36		\$ 29,476.00	
Total Debtors	\$ 101,065.00	\$ 8,322.36	\$ -	\$ 29,476.00	\$ 138,863.36
Creditors	Current	over 30 days	Over 60 days	Over 90 days	
Trade	\$ 9,069.00				\$ 9,069.00
Total Creditors	\$ 9,069.00	\$ -	\$ -	\$ -	\$ 9,069.00

9.4 Rate Payers

2018/2019 Rate Year	\$97,260.36
2017/2018 Rate Year	\$1,647.81
2016/2017 Rate Year	\$4,458.30
2015/2016 Rate Year	\$4,302.74
2014/2015 Rate Year plus	\$19,068.00

9.5 Credit Card Transaction for October 2018

CEO – Mark Sidey

1/10/218	Douglas Daly Tourist Park	CEO Fuel	64.60
3/10/2018	MYOB	Monthly subscription	130.00
5/10/2018	Adobe Systems	Monthly subscription	36.29
5/10/2018	Officeworks	Stationery	119.61
5/10/2018	Viva Water Pty Ltd	Water filter for workshop	
5/10/2018	Kerry's Automotive	Mat for works ute	127.55
6/10/2018	Spot Trace	GPS for Works ute	232.64
9/10/208	United Petroleum	CEO fuel	11.40
11/10/2018	Dwn River Supermarket	CEO fuel	32.01
12/10/2018	St John	Seniors First Aid – M Sidey & B Taylor	360.00
12/10/2018	Red Cross	Provide CPR – workshop staff	140.00
16/10/2018	Darwin River Supermarket	Works Ute fuel	10.03
17/10/2018	Cab Charge	Drop Ute to Pickles	17.85
18/10/2018	Supercheap Auto	Truck Wash	41.99
18/10/2018	Dwn River Tavern	CEO fuel	122.10
22/10/218	Berry Springs Hardware	Fittings for works ute tank	118.91
25/10/2018	Cab Charge	Aust Day – Pam Wanrooy	16.38
30/10/2018	Bunnings	Potting mix	17.97
30/10/218	Bunnings	Weed mat & methylated spirits	133.54
30/10/2018	Wildkat Spare parts	Joint assembly for tractor	125.10

President Peter Clee

Nil

Works Supervisor – Gary Zikan

18/10/2018	Bunnings	Stores materials & loose tools	61.80
18/10/2018	Bunnings	Welding electrodes	13.98
18/10/2018	Bunnings	Washers	5.41
18/10/218	Bunnings	Welding accessories	47.86
18/10/2018	Caltex Berry Springs	Truck Fuel	126.22
18/10/2018	Foam & Rubber Shop	Rubber matt for works ute	152.00
18/10/2018	Outback Batteries	Truck battery	339.40
18/10/2018	Reward Supplies	Cleaning products	53.99
18/10/20181	Top End Steel Supplies	Fittings for works ute water cartage	154.22

9.6 Supplier Payment History for October 2018

Supplier Payment History

October 2018

02 Wagait Lower Road
Wagait Beach NT 0822

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
Central Business Equipment						
eft	15/10/2018	00014193	1/10/2018		\$204.80	\$204.80
eft	4/10/2018	00014197	1/10/2018	605363	\$88.46	\$88.46
Total for Payment eft:						\$293.26
City of Darwin						
p/cash	5/10/2018	00014229	8/10/2018	p/cash	\$3.00	\$3.00
p/cash	5/10/2018	00014230	3/10/2018	p/cash	\$1.00	\$1.00
Total for Payment p/ca:						\$4.00
CSE Crosscom						
eft	15/10/2018	00014231	3/10/2018		\$452.00	\$452.00
Total for Payment eft:						\$452.00
Easy Plants						
p/cash	30/10/2018	00014253	30/10/2018		\$115.00	\$115.00
Total for Payment p/ca:						\$115.00
Fin Bins						
eft	4/10/2018	00014198	30/09/2018	24465	\$4,933.63	\$4,933.63
eft	4/10/2018	00014203	30/09/2018	25354	\$6,671.07	\$6,671.07
Total for Payment eft:						\$11,604.70
Harvey Distributors						
eft	4/10/2018	00013998	18/09/2018	494690	\$165.84	\$165.84
Total for Payment eft:						\$165.84
Ian Manahan						
715	4/10/2018	00014195	3/10/2018		\$300.00	\$300.00
Total for Payment 715:						\$300.00
Jardine Llody Thompson Pty Ltd						
151	4/10/2018	00014201	21/09/2018	048-030007	\$11,560.40	\$11,560.40
Total for Payment 151:						\$11,560.40
Lowrys Accountants						
eft	4/10/2018	00013985	14/09/2018	524111	\$1,320.00	\$1,320.00
eft	4/10/2018	00013986	14/09/2018	524110	\$3,575.00	\$3,575.00
Total for Payment eft:						\$4,895.00
MJ Electrical						
eft	4/10/2018	00014196	1/10/2018	23396	\$137.50	\$137.50
eft	15/10/2018	00014238	10/10/2018	23409	\$1,300.00	\$1,300.00
Total for Payment eft:						\$1,437.50
Motor Vehicle Registry						

Supplier Payment History

October 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
p/cash	12/10/2018	00014240	11/10/2018	TF8536	\$21.40	\$21.40
Total for Payment p/ca:						\$21.40
Norsign						
eft	4/10/2018	00014200	27/09/2018	395575	\$54.45	\$54.45
eft	4/10/2018	00014202	26/09/2018	395456	\$64.57	\$64.57
eft	4/10/2018	00014219	24/09/2018	395223	\$293.43	\$293.43
Total for Payment eft:						\$412.45
NT Electoral Commission						
eft	4/10/2018	00014199	30/09/2018	G0010116	\$5,002.03	\$5,002.03
Total for Payment eft:						\$5,002.03
Optus						
eft	4/10/2018	00014205	22/09/2018	872631510	\$229.87	\$229.87
Total for Payment eft:						\$229.87
Power Water						
eft	4/10/2018	00013999	20/09/2018	70201720	\$49.38	\$49.38
Total for Payment eft:						\$49.38
Roland Muench						
eft	4/10/2018	00014191	19/09/2018	no invoice	\$2,300.00	\$2,300.00
Total for Payment eft:						\$2,300.00
Sureline Mercantile & Commercial Agency						
eft	4/10/2018	00014220	15/09/2018	1320/18	\$330.00	\$330.00
Total for Payment eft:						\$330.00
Think Water						
716	4/10/2018	00014221	1/09/2018	TI130719	\$26,400.00	\$26,400.00
Total for Payment 716:						\$26,400.00
Vanderfield Northwest Pty Ltd						
eft	4/10/2018	00014220	20/09/2018	DAS1040292	\$571.73	\$571.73
Total for Payment eft:						\$571.73
Wagait Beach Supermarket						
eft	4/10/2018	00013987	1/09/2018	14960	\$18.70	\$18.70
eft	4/10/2018	00013988	4/09/2018	14970	\$24.45	\$24.45
eft	4/10/2018	00013989	6/09/2018	14978	\$11.99	\$11.99
eft	4/10/2018	00013990	6/09/2018	14979	\$97.17	\$97.17
eft	4/10/2018	00013991	8/09/2018	14988	\$31.50	\$31.50
eft	4/10/2018	00013992	10/09/2018	14997	\$27.31	\$27.31
eft	4/10/2018	00013993	10/09/2018	14998	\$126.30	\$126.30
eft	4/10/2018	00013994	11/09/2018	15003	\$51.90	\$51.90
eft	4/10/2018	00013995	11/09/2018	15004	\$123.60	\$123.60

Supplier Payment History

October 2018

Cheque No.	Chq Date	PO No.	Date	Supplier's Inv. No.	Purchase Total Amt	Amount Applied
eft	4/10/2018	00013996	15/09/2018	15020	\$31.50	\$31.50
eft	4/10/2018	00014206	18/09/2018	15027	\$102.00	\$102.00
eft	4/10/2018	00014207	18/09/2018	15029	\$5.00	\$5.00
eft	4/10/2018	00014208	19/09/2018	15032	\$6.75	\$6.75
eft	4/10/2018	00014209	20/09/2018	15036	\$13.65	\$13.65
eft	4/10/2018	00014210	21/09/2018	15038	\$123.71	\$123.71
eft	4/10/2018	00014211	22/09/2018	15042	\$31.50	\$31.50
eft	4/10/2018	00014212	24/09/2018	15047	\$10.11	\$10.11
eft	4/10/2018	00014213	24/09/2018	15050	\$73.86	\$73.86
eft	4/10/2018	00014214	27/09/2018	15061	\$139.18	\$139.18
eft	4/10/2018	00014215	28/09/2018	15064	\$9.39	\$9.39
eft	4/10/2018	00014216	28/09/2018	15066	\$110.00	\$110.00
eft	4/10/2018	00014217	28/09/2018	15067	\$95.13	\$95.13
eft	4/10/2018	00014218	29/09/2018	15071	\$31.50	\$31.50
Total for Payment eft:						\$1,296.20
Woolworths						
p/cash	16/10/2018	00014240	16/10/2018	p/cash	\$15.00	\$15.00
p/cash	23/10/2018	00014248	23/10/2018	p/cash	\$13.00	\$13.00
Total for Payment p/ca:						\$28.00

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

10.0 BUSINESS ARISING FROM P REVIOUS MINUTES – OCTOBER ACTION SHEET

10.1 Proposed Dog Management By-Laws

An amended draft By-law was received by Council. A period of public consultation in relation to the By-law commenced on 15 November and is open until 14 December. The consultation period has been advertised in the NT News, on councils Webpage and on Council’s Facebook page. Associated Policies and procedures are being finalised. Design of, and costings for the dog pound are being finalised.

10.2 Policy for Payment Authorisations

Policy presented to Audit Committee at during meeting of 11/09/2019. Committee recommended alterations to the policy and requested it be re-presented at the next meeting.

10.3 2018/2019 to 2022/2023 Strategic Plan

Facilitation of the 2018/2019 to 2022/2023 Strategic Plan Consultation session moderated by True North occurred on Saturday November 10. 24 Community members attended. Notes form the meeting will be circulated.

10.4 Emergency Recovery Committee Meeting

The emergency Recovery Committee has suspended its operations pending a review of Council’s Emergency Management arrangements. CEO to present other options (emergency management arrangements) to

councillors at the council meeting and an update on council's Cyclone – Emergency preparation, planning and preparedness.

10.5 Irrigation of Cloppenburg Park

A storage tank has been installed and fencing around same is currently under construction. Installation of the irrigation system is expected to commence late November.

10.6 Health Group

The draft updated Belyuen Clinic/Emergency Contact protocol has been agreed and council is presently awaiting final signoff from the NT Government. A phone tree service for residents to be set up by a resident with the support of council. CEO has met with resident and

10.7 Tree Planting on Verge

A draft policy has been circulated to councillors for consideration.

10.8 Darwin Duchess

The Darwin Duchess is to be disposed of. 1 quote for disposal has been obtained and a second is being sought.

10.9 Mandorah Jetty Maintenance

Department representatives are to provide a briefing to Council on 20 November.

10.10 Councillor Member Allowance

Councillors payment for the month of October 2018.
President Peter Clee - \$300.00.

10.11 Cloppenburg Park Lease Conditions

The tenure of Cloppenburg Park is a crown lease perpetual, CEO to contact the Department of Lands and Planning to clarify what will be involved with altering the lease conditions so that a caravan park could be developed. CEO is presently liaising with the Department. They have requested a concept plan. The concept plan is complete.

10.12 Asset Management Plan

A Management Plan is to be developed to inform future long term financial projections. - Under way - Preliminary discussions about the development of an Asset Management Plan have been held with LGANT. Options are currently being considered.

10.14 2017.2018 Annual Budget

The 2017/2018 Budget is now subject to a Freedom of Information application. The application was refused. The decision is currently under appeal.

10.15 P15 Procedures for Council Meetings and Council Committee Meetings

Feedback from Councillors is presently being considered.

10.16 2017-2018 Annual Report

The 2017-18 Annual Report was lodged with the Department on 14 November.

10.17 Cloppenburg Park – covered picnic area project – The location and final design are currently being investigated.

10.18 Wagait Beach Progress Association – The Wagait Beach Progress Association presented a letter raising their concerns regarding the management of Wagait shire. CEO has circulated a response to the concerns raised by the Wagait Beach Progress Association to councillors.

10.19 Council Newsletter – a monthly newsletter is to be developed by council staff.

10.20 Welcome Sign to Wagait Beach – A quotation for a Welcome to Wagait Beach sign has been requested. A quotation for a temporary speed in the amount of \$809.02 for a 1 week hire has been obtained.

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

11.0 AGENDA ITEMS

11.1 Core Resources Lithium Project – Draft Environment Impact Statement

Councillor Graham Drake has requested that this topic be listed for discussion. It is noted the consultation period of the draft Environment Impact Statement closes on 14 December.

11.2 Section 50, Hundred of Bray

Section 50, Hundred of Bray has been listed for sale by tender. The tender closes on This council can see benefits in pursuing the acquisition of same. Expressions of interest close on 17 December.

Resolution No. 2018/.....
That Council authorise the President and CEO lodge an expression of interest in relation to the acquisition of Section 50, Hundred of Bray.
Moved:
Seconded:
Vote:

12.0 UPCOMING EVENTS

12.1 Hard Waste collection – Put rubbish out 24 and 25 November. Pickup will be 26 to 30 November 2018.

12.2 Australia Day - Saturday 26 January 2018

13.0 LATE ITEMS AND GENERAL BUSINESS

14.0 IN-CAMERA ITEMS

15.0 DATE OF NEXT MEETING

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

16.0 CLOSE OF MEETING

The Chair declared the meeting closed at pm.