

**WAGAIT SHIRE COUNCIL
MINUTES
COUNCIL CHAMBERS**

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

Tuesday 16 April 2019



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1.0 PRESENT

Councillors:

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

Staff: Chief Executive Officer Russell Anderson
Office Manager Pam Wanrooy

1.1 OPENING OF MEETING: - President Peter Clee declared the meeting open at 7.02pm and welcomes everyone.

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:

Nil

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

Resolution No. 2019/361

That the minutes of the Monthly Meeting of Tuesday 19 March 2019, be confirmed by council as a true and correct record.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

3.1 Matters arising from March 2019 Minutes

Nil

4.0 GUEST SPEAKERS

Nil

5.0 QUESTIONS AND FEEDBACK FROM THE PUBLIC

5.1 Wagait Arts Group (WAG's)

Jill Mumme, on behalf of the WAG's group addressed council tonight seeking some kind of financial assistance from council for their local arts activities.

With the 2019/2020 budget due soon, President Peter Clee has asked CEO Russell Anderson if council can somehow include in the budget an allocation of money for community activities. CEO Russell Anderson

informed council that the budget can have an amount of money allocated to community groups as long as there is a trail and an audited report to council to justify the costs.

Another issue raised was public liability insurance. CEO Russell Anderson to enquire with our insurance to see if the insurance can be extended to help cover the cost of public liability for the WAG's group.

5.3 Mosquito Investigation Report for Wagait Beach January 2015 and December 2017

Resolution No. 2019/362

That the Mosquito investigation report dated 14-15 January 2015 and 18-19 December 2017 written by the Health Department be put on Council's website.

Moved: Cr Michael Vaughan

Seconded: Cr Graham Drake

Vote: AIF

5.4 Cox Peninsula Economic Development Committee

A member of the community has asked a councillor if council can discuss the Cox Peninsula Economic Development Committee and to see if this can be put back onto the agenda. The third meeting which was scheduled for 24 July 2018 was deferred and never rescheduled.

President Peter Clee to contact our local member – Hon Gary Higgins MLA to see if he can convene another meeting within the next month or two.

President Peter Clee informed council that the previous minutes should be put on Council's website and copies be distributed to councillors for their information.

6.0 INWARDS AND OUTWARDS CORRESPONDENCE - March 2019

The Inwards and Outwards correspondence for the month of March 2019 has been circulated to councillors prior to the April 2019 meeting.

Resolution No. 2019/363

That the inwards and outwards correspondence items be part of the agenda items rather than an attachment.

Moved: Cr Graham Drake

Seconded: Cr Michael Vaughan

Vote: AIF

Resolution No. 2019/364

That council receive and note the correspondence as detailed in the agenda for the month of March 2019.

Moved: Cr Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

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.....

Well our CEO finished up at the end of March and accordingly I would like to welcome Russell Anderson, the acting CEO who will look after council and community needs in the interim.

The previous CEO was to update his Position Description Statement so that we could utilise it to commence to advertise for a replacement, this was not done.

On his leaving we also discovered that the Annual Budget had not been commenced. Nor had the 5-year Strategic Plan been started (despite a year or longer of the CEO saying that the plan was started, had commenced, was nearly finished) it was not. Nor had he started our 5-year financial outlook. The council asset register has not been updated in 2 years.

The acting CEO has hit the ground running and has commenced work on all of the aforementioned documents. He has already finalised a 5 Years Strategic Outlook and a draft document may well be available for public comment shortly, well done Russell.

A walk through the CEO residence revealed a property in poor repair. Basically, it would appear that the residence is uninhabitable. It is not the least bit ready for a CEO to move into at this point in time.

The acting CEO will obtain some quotes for repairs and maintenance which will need to be done before we start a new CEO.

The CEO and I will do a full asset audit over the next few weeks.

I recently attended a meeting of TOPROC. Several items were discussed including the need to identify a regional waste dump to replace the Shoal Bay site when it comes to end of life in the next few years. Toproc have been keen to identify an emergency waste site to be used in the event of another disastrous cyclone hits the top end council areas.

At this point in time, Council has not passed a finance report for 4 months. The reports have been inaccurate or incomplete and council did not have the confidence to accept the information that was tabled. The acting CEO has made it a priority to ensure that the data provided is accurate.

I will be holding a Community Forum on 1st May @ 7.00pm in the community centre. On the agenda will be many items of interest including the proposed Caravan Park and the council verge policy. Come along and make sure your feelings are aired to councillors.

Where have I been

19 th March	Ordinary Council Meeting
27 th March	ABC Radio – Grass Roots
28 th March	TOPROC Meeting @ Litchfield Council
29 th March	Commonwealth Bank to change bank signatories.
2 nd April	Weekly meeting with CEO

9 th April	Weekly meeting with CEO
10 th April	LGANT – Mayors and Presidents Forum - Katherine
11 th April	LGANT General Meeting – Katherine
16 th April	Weekly meeting with CEO
16 th April	Ordinary Council Meeting

Resolution No. 2019/365

That President Peter Clee’s report for the month of March 2019 be received and accepted.

Moved: President Peter Clee

Seconded: Cr Neil white

Vote: AIF

8.0 OFFICERS REPORTS

8.1 CEO and Works report

CEO Actions since Monday 1st April:

- Strategic Plan 2019 – 2024 (draft with Council)
- Draft Shire Plan (questions: status of Local Emergency Services is with President, water reticulation, expand shire boundaries)
- Budget Review, accountant employed (ongoing)
- Four-year Financial Plan, possible rate increase, FAGS, Roads and NT OPS (ongoing)
- Authorised Officer (dog removal)
- Fire break inspection
- Jetty works quote request from Department of Infrastructure Planning Logistics. (ongoing)
- Two-day meetings in Katherine (CEO and LGANT)
- Green waste issues
- Minor works (repair door locks, water leak, etc.)

Council works Report:

- Slashing bore line and fire break
- Poison drains and verges
- Jetty wash x 14
- Bore Run X 13
- Mow estate, Jetty carpark, Bike Path, Water facilities and sports grounds X 2
- Pushup green waste x 4
- Scrub Community Centre verandah
- Attend poison course
- Truck to town for repair.
- BBQ clean
- Beach bins and Council bins
- Remove boat ramp sand
- Attended to the road side rubbish pickup
- Cleaned workshop tea room and toilets
- Repair of shade cloth on boundary fence

In addition to the CEO report:

Green Waste – CEO Russell Anderson is concerned that the Green Waste Compound has not been ideally placed and the site can potentially catch fire one day through internal combustion. CEO Russell Anderson has asked councillors to think about this potential danger and to seriously think about a new location for the compound. Councillors to think about management options to mitigate or other ways to try and reduce the risk of the waste burning if it does burn.

8.2 Sports Report – March 2019

Activity	Session Frequency / Day of Week	Comment
Children’s Activities		
Basketball	Weekly Session Monday	Nil attendance
Cross Country on Bike	Weekly Session Wednesday & Thursday Mix	Touring the bush tracks on the outskirts of Wagait Beach residential area and the Mandorah Jetty. Rain hindered some participants. 5 Participants.
Runners & Walkers	Weekly Session Tuesday	An opportunity for kids and parents to share an activity. Children 12+ able to participate without a parent. Some families of children under 12 have met with sport and rec staff and it has been a mutual decision to allow the child to run without parent attending each week. Under 12’s is a case by case basis. Nil attendance
School Term Sport has resumed therefore regular participants are back in Darwin based club sport. Competition Netball, Rugby, Soccer hosted in at Darwin – weekday training sessions therefore students on late ferry home.		
Adults / Seniors		
Runners & Walkers	Weekly Session Tuesday	Tuesday night attendance has been affected by rain, Mums attending netball training pick up, drop off with their daughters, holidays and illness of regular participants. 16 Participants in the March Program. 17.2km ran/walked In March
Cross Country on Bike	Weekly Session Wednesday & Thursday	Touring the bush tracks on the outskirts of Wagait Beach residential area and the Mandorah Jetty. 8 Participants for the month of March.
Boot Camp	Twice Weekly Monday PM Wednesday AM / PM	Boot Camp has been running with 2 sessions weekly performing as the highest participating activity over the last 12 months. An early morning session has replaced the second afternoon session on occasion during the months of Feb & March. Trials will likely go on for about a 3month period. Participants are notified of changes at the beginning of each month. 22 Participants in March.
Seniors Exercise Class	Twice Weekly Tuesday/Thursday AM / PM	Numbers are starting to increase again with our senior residents. Programs were flexible in delivery days / times this month. April will see a more regular routine back in place with the exception of days when the Community Centre will be occupied by a sporting/cycling school group. 12 Participants
Stretch	Once Weekly Friday AM	Open to all. 3 Participants. Stretch session on Fridays will be moved back to the more popular time slot on Thursday afternoon in April.

Administration

- **Runners and Walkers - tracks mapped and in place for April.**
- **Acquittal Youth Vibe Holiday Grant Administration**
- **Youth Vibe Application for July Holidays**
- **Inaugural City to Surf plans continued. Supermarket to Mandorah Jetty.**
- **April Planning Calendar (Sport & Rec Info)**
- **Walk to School Day – May 2019.**

Resolution No. 2019/366

That the Officers reports for the month of March 2019 be received and accepted.

Moved: Cr Neil White

Seconded: Vice-President Tom Dyer

Vote: AIF

9.0 FINANCIAL REPORTS

Reports for November 2018, December 2018, January 2019, February 2019 and March 2019 which were not passed in the previous council meetings as a result of the total not adding up correctly has now been amended and distributed to councillors. An assistant has gone through the reports and verified that all of the amounts are now correct. Financial Report Notes on variations to be included in the next Agenda.

A report from Merrily Robb, an accountant who was asked by CEO Russell Anderson to investigate our reports regarding our financials was distributed to councillors. The report found that some of the year end journals provided by the 2017-2018 auditors were incorrect and that these incorrect journals were entered into the council's accounting system from which the financial report was extracted, resulting in anomalies which were not able to be explained therefore giving incorrect information on the spreadsheets when extracted for the financial reports. Once faults have been resolved, council will end up with a different budget.

CEO Russell Anderson advised council that they do a budget review. President Peter Clee is not in favour of a budget review. President Peter Clee would like to see the budget review rejected so that is reported fully at the end of the Financial Year and the variance reported to the rate payers.

Resolution No. 2019/367

That the financials for Nov and Dec 2019 and Jan, Feb and March 2019 be received and accepted.

Moved: President Peter Clee

Seconded: Vice President Tom Dyer

Vote: AIF

10.0 ACTION SHEET – March 2019

In Addition to the Action Sheet:

Item 10.6 – Health Group - The Clinic is now only open one afternoon a week rather than two. President Peter Clee has asked if council can get figures on the use of the Wagait clinic from the Belyuen Clinic for council to look at. CEO Russell Anderson to find out why we are still awaiting a final signoff from the NT Government and have this resolved.

Item 10.11 – Asset Management Plan - CEO Russell Anderson informed councillors that a re-evaluation of the council assets is required. CEO Russell Anderson to check and see when this is due.

Item 10.12 – 2017.2018 Annual Budget – the process has now been finalised and the application was found to be against the council and CEO Russell Anderson is looking to tidy this up and have this finalised in the next few days.

10.13 Cloppenburg Park Undercover Picnic Area – the quote for an undercover picnic area was excessive and well over the grant received. President Peter Clee would like to see the design remodified and for council to look at a shade cloth structure, rather than a steel structure. This is to remain on the action list.

10.15 Road and Drainage – Application for the Black Spot Funding is due in November. Council has received quotes for the armarguard so the new budget can have an indicative figure as council is hoping to get a grant for the program. The Action sheet to be updated.

Resolution No. 2019/368

That Council receives and notes the Action Sheet for the month of March 2019.

Moved: Cr Neil White

Seconded: Cr Graham Drake

Vote: AIF

11.0 AGENDA ITEMS

11.1 Recruitment of CEO to be updated by the President.

Councillors were given a copy of the Chief Executive Officer's Position Description selection criteria at tonight's meeting and asked to review and forward all feedback back to him.

The position description is to be finalised in In-Camera Session.

11.2 Audio Tape Recording for council meetings.

A councillor has asked for the audio recordings of Council minutes be circulated to all Councillors for their information.

Resolution No. 2019/369

That access be given to councillors to the audio tape recording for each council meeting on request.

Moved: Vice-President Tom Dyer

Seconded: Cr Graham Drake

Vote: AIF

11.3 Short Term Strategic Priorities for Council

Vice-President Tom Dyer has asked for council to look at 6-10 key issues to focus on over the short term (next three months).

Vice-President Tom Dyer, since coming on council has noticed that council is not driving the Agenda, they are following issues that the CEO puts on the table. Some of the key issues Vice President Tom Dyer has raised for council to focus on are:

1. Community engagement
2. Corporate Governance -making sure that the 13 recommendations aren't the extent of it and to address any additional recommendations that need to be followed up;
3. Staffing structure – looking at staff functions and how we can efficiently get it done better;
4. Sustainability of Council -rates, etc.

Vice-President Tom Dyer has asked that CEO Russell Anderson bring back to the next meeting as a draft option the above key issues for council to start considering.

11.4 Memorandum of Understanding between the North Australian Aboriginal Justice Agency and Wagait Shire Council

Priscilla Atkins CEO of North Australian Aboriginal Justice Agency (NAAJA) had developed a Memorandum of Understanding (MOU) between NAAJA and Wagait Shire Council. Council to advise if they still support this MOU?

Resolution No. 2019/370
That council support the NAAJA (North Australian Aboriginal Justice Agency) memorandum of understanding.
Moved: Vice-President Tom Dyer
Seconded: Cr Neil White
Vote: AIF

11.5 LGANT – Nomination of Office Bearers

Following advice from the Tiwi Islands Regional Council CEO, Marion Scrymgour, of the formal resignation of Mayor Gawin Tipiloura, a vacancy exists for the position of Vice President – Regional and Shires on the LGANT Executive. Regional and shire councils are therefore asked to nominate one elected member for the position. LGANT requires nominations to be received by **Thursday, 9 May 2019** in readiness for the Executive meeting that is to be held on 20 May 2019. Casual vacancies on the LGANT Executive are decided by the LGANT Executive. The person appointed will hold office until November 2020.

Resolution No. 2019/371
That President Peter Clee be nominated for the positions of Vice President - Regional and Shires, Executive Member - Regional and Shire and Executive Member - All councils of the LGANT Executive.
Moved: Vice-President Tom Dyer
Seconded: Cr Neil White
Vote: AIF

11.6 Audit Committee

Resolution No. 2019/372
That Barry Bamford be appointed Acting Chair of the Audit committee whilst the chair is vacated and that Maureen Newman be seconded to backfill his position.
Moved: Cr Neil White
Seconded: Cr Graham Drake
Vote: AIF

Resolution No. 2019/373
That authority be given for Russell Anderson to participate as Chair of Audit Committee for Coomalie Community Government Council.
Moved: Vice-President Tom Dyer
Seconded: Cr Neil White
Vote: AIF

11.7 Council Assets

There is various Council assets less than \$2000 in value that are beyond the economic life, including old cupboards etc. These need to be tendered out, or written off the asset register.

All assets will be listed and publicly advertised and if it fails to sell, will be written off.

Resolution No. 2019/374

That a delegation to be given to the Chief Executive Officer to dispose all surplus assets less than the value of \$2,000.00.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

11.8 Road Verge

This is to be discussed at the May Community Consultation meeting.

Resolution No. 2019/375

That Council seeks further input from the planned public meeting on the 1st May 2019.

Moved: Cr Neil White

Seconded: Vice-President Tom Dyer

Vote: AIF

11.9 Identification of opportunities for dual naming of geographic features in the Wagait Shire

The two features the Place Names Committee is looking at dual naming of geographic features are Picnic Point and Imaluk Spring, both of which are not located within the shire boundaries.

Resolution No. 2019/376

That Council is interested in seeing the progression of dual or Aboriginal naming.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

11.10 2018 – 2024 Strategic Plan

Resolution No. 2019/377

That council advertise the draft 2019-2024 Strategic Plan on the council website and local press to seek written submissions from the community by 30 April.

Moved: Vice-President Tom Dyer

Seconded: Cr Graham Drake

Vote: AIF

12.0 UPCOMING EVENTS

12.1 ANZAC DAY – Thursday 25 April 2019

HMAS Glenelg – Navy personnel to attend ceremony

Flyover – by RAAF Tindal

Chaplin – Captain Ian Dawson is attending.

12.2 Community Consultation – Wednesday 1 May 2019

12.3 2019 National Walk to School Day – Friday 17 May

12.4 Hard Waste Pickup Dates

Put Rubbish Out	22 and 23 June 2019
	7 and 8 September 2019
	23 and 24 November 2019

12.5 Seniors Outing – August 2019

13.0 LATE ITEMS AND GENERAL BUSINESS

13.1 Commonwealth Land in front of Commonwealth building at the Jetty – a community member has approached Cr Graham Drake and asked if council can mow the piece of land overlooking the harbour to make it more picturesque and beautify the panorama. CEO Russell Anderson suggested that if council were to enlarged the workload, they should look at charging to recover costs.

13.2 Dog By-Laws – Cr Michael Vaughan has asked council to keep the discussion open on the Dog By-Laws. He pointed out the President Peter Clee and Cr Graham Drake indicated at the last meeting that they had some alternatives for the dog pound. This is to be kept as an agenda item for future meetings.

13.3 March 2019 TOPROC Meeting – President Peter Clee updated councillors on the TOPROC Meeting. At the March 2019 TOPROC meeting those in attendance were addressed by Maree DeLacey, Director from the Local Government, Robert Cooper, Chief Executive Officer of the Larrakia National Aboriginal Corporation and Senator Malarndirri Mccarthy. The main item in discussion was the lack of emergency and regional waste dump, and one of the things they plan to do is to get the Chief Minister to lock in a Regional Waste Site and an emergency waste site should there be another cyclone for fear that Shoal Bay tip will fillup and close as a result.

Also discussed was the Animal Management Reference Group where it was agreed to bring forward the date for the Annual ferocity fee to be the same for all the councils and also to look at a way forward in notifying shires of problem animals.

At 9.05pm the meeting was closed to the general public and moved to In-Camera.

14.0 IN-CAMERA ITEMS

Resolution No. 2019/378

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:

(iv) prejudice the interests of the council or some other person;

Moved: President Peter Clee

Seconded: Cr Neil White

Vote: AIF

At 9.30pm council re-opened the meeting to the general public.

Resolution No. 2019/379

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

15.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 21 May 2019 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

16.0 CLOSE OF MEETING

The Chair declared the meeting closed at 9.33pm and thanks everyone for attending.