

**WAGAIT SHIRE COUNCIL
MINUTES
COUNCIL CHAMBERS**

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

Tuesday 16 JULY 2019



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1.0 PRESENT

Councillors:

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

Staff: Chief Executive Officer Russell Anderson
Office Manager Pam Wanrooy

- 1.1 **OPENING OF MEETING:** - President Peter Clee declared the meeting open at 7.00pm and welcomes everyone to the meeting.

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. 2019/430 That the apology of Cr Graham Drake be accepted and approved. Moved: President Peter Clee Seconded: Vice-President Tom Dyer Vote: AIF</p>

2.0 DECLARATION OF INTERESTS

- 2.1 Cr Michael Vaughan declares a declaration of Interest for item 10.7 – Irrigation of Clopenburg Park.

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation minutes of Tuesday 18 June 2019 Council Meeting

<p>Resolution No. 2019/431 That the Minutes of the Monthly Meeting of Tuesday 18 June 2019, be confirmed by council as a true and correct record. Moved: Cr Michael Vaughan Seconded: Cr Neil White Vote: AIF</p>
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3.1.1 Matters arising from June 2019 Minutes

Cr Michael Vaughan has asked that the motion for Resolution No. 2019/424 – “That Council investigate the costs to install the Dump Point provided by Campervan and Motorhome Club of Australia (CMCA) be included in the Action List.

3.2 Confirmation of Minutes of Monday 1 July 2019 Special Meeting

Resolution No. 2019/432

That the Minutes of the Special Meeting of Monday 1 July 2019, be confirmed by council as a true and correct record without amendments.

Moved: Cr Neil white

Seconded: Cr Michael Vaughan

Vote: AIF

4.0 GUEST SPEAKERS

4.1 Sports & Recreation

At 7.05pm President Peter Clee welcomes Rebecca Taylor, Sports and Recreation Officer to give a 20 min presentation outlining her programme.

Rebecca Taylor spoke of her activities with a presentation using a slideshow.

At 7.25pm Rebecca Taylor ended her presentation and thanked everyone for giving her the opportunity to share her activities.

5.0 QUESTIONS, FEEDBACK AND PRESENTATION BY MEMBERS FROM THE PUBLIC

5.1 Wagait Arts Group (WAG's)

Council received a letter received from WAG's advising of their decision not to proceed with plans to have limited camping at Cloppenburg Park this year. However, there will be an opportunity for community event to come back to council and ask for a way to vary the provisions based on their expected use.

6.0 INWARDS AND OUTWARDS CORRESPONDENCE - June 2019

Resolution No. 2019/433

That Council receive and note the correspondence as detailed in the Agenda for the month of June 2019.

Moved: Cr Michael Vaughan

Seconded: Vice-President Tom Dyer

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.....

I am pleased to report that the process for recruiting a new CEO has now been completed. The position was advertised in early May and closed on 22 may. There were 75 applications received from all over Australia including Applications from 3 residents of Wagait Beach. LGANT did an initial assessment of applications and presented a selection panel with

a “long list” of 11 applicants for consideration. All 11 in the Long List were very well qualified and suitable for appointment.

A panel comprising Peter Clee (President WSC), Graham Drake (WSC Councillor), Tony Tapsell (LGANT CEO) and Kaylene Conrick (former CEO Litchfield Council). The assessment panel went through the selection criteria and applied that to the applications which were then shortlisted from the 11 down to 4 for interview, including 1 Wagait Beach resident. All 4 were extremely well qualified for the position. Reference checks were conducted on the shortlisted applicants

The selection panel produced a report and made a recommendation to council which was approved at a special council meeting on Monday 1st July 2019. Council has made an offer of employment to Anna Malgorzewicz, who has subsequently accepted the offer.

Anna was previously employed by:

- NTG as Director, Museums & Art Galleries of NT (2001-2010)
- Litchfield Council as Public Relations and Community Support Officer and Acting Governance Manager (2011-2012)
- Darwin City Council as Community Engagement Officer (2012-2014) and
- Darwin City Council as General Manager, City Life (2014-2018)

Anna comes highly recommended from previous employers and will commence work with Wagait Shire Council on 7th August 2019.

I would like to thank the members of the selection panel, LGANT and Kaylene for their contribution to the employment process.

The acting CEO, Russell Anderson will be in a position to provide a handover / takeover to make the change as transparent as possible. I look forward to working with Anna as we look at the implication of the introduction of a new Local Government Act.

Where have I been

18 th June	Ordinary WSC Council meeting
20 th June	Opening Night – Darwin Festival
21 st June	Teleconference @ LGANT – CEO Selection panel
22 nd June	Interviews @ LGANT – CEO Selection panel
25 th June	Weekly meeting with CEO
1 st July	Meet with prospective new CEO @ Wagait Beach
1 st July	WSC Special meeting – Consideration of Selection Panel report
2 nd July	Weekly meeting with CEO
9 th July	TOPROC Special meeting – New Local Government Act
10 th July	Weekly Meeting with CEO
15 th July	Meet with new CEO – Contract signing
16 th July	Weekly meeting with CEO
16 th July	Ordinary WSC meeting

Cr Tom Dyer asked if it was possible for Anna Malgorzewicz. to produce some sort of community engagement newsletter and to see if Anna can investigate and discuss with the president and put in place a solution. This is to be included in the Action list for the next meeting.

Resolution No. 2019/434

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

Moved: President Peter Clee

Seconded: Cr Neil White

Vote: AIF

8.0 OFFICERS REPORTS

8.1 CEO and Works Report

Actions since Tuesday 18 June:

- Green waste issues resolved with a temporary site located at Cloppenburg Park.
- Veolia commenced road side pickup on 3rd July. Resulted in Boom Place being missed. Veolia was quick to fix the issue.
- Councilwise grant included three PC's and two laptops. Four PC's have been ordered to replace the existing old desk top units.
- MUFF generated local residents concerns and these were resolved with a temporary fencing.
- Two dangerous trees removed by contractors at Cloppenburg park.
- Attended TOPROC meeting at Palmerston.
- Audit/Stock take of Council assets.
- Preparation of CEO contract / house / combiz documentation.
- A draft dog operating procedure was attached for Council information and the following issues will require Council consideration:
 1. Dog pound constructed and maintained when occupied.
 2. Sections of the Dog By-Laws to be implemented. (barking processes, registration, dangerous dogs, stray dogs, etc.)
 3. Resources and budget are required for: (microchip reader, trailer with dog cage, protective clothes, and dog handling tools).
 4. Process training: (authorised person, preparation of statements, fees, fines, charges and fines recovery)

Works Report

- Jetty wash x 13
- Bore Run x 14
- Water Samples x 10
- Bins out/in, cleaned
- Sports ground mow, snip, hedge trim, fallen limb cleared
- Council Residence garden maintenance
- Jetty Carpark mow
- Jetty Carpark bollard replacement etc.
- Boat ramp de-algae
- Cenotaph refurbishment work
- Injured wallaby destroyed
- Hard waste road side pickup

CEO Russell Anderson had made a decision to put up a temporary Green Waste site at Cloppenburg Park after receiving no feedback from councillors. Vice-President Tom Dyer reminded council members that at the last meeting council resolved to consider the new location at Cloppenburg Park and seek additional quotes to install a all weather road and hard stand to this site. Vice-President Tom Dyer reminded councillors that council decisions are not to be made outside of a quorum and that as a council they don't ask for something and then don't let it come back to council.

Veolia has provided 2 skip bins for hard waste. One bin is currently located at Cloppenburg Park and the other is located inside the workshop full of white goods because Darwin City have decided they will no longer take anymore white goods and the white goods that were piled up around the community are currently in the yard of the workshop.

8.2 Sports Report – June 2019

Sport & Recreation June Report, 2019 – Rebecca Taylor

Activity	Session Frequency / Day of Week	Comment
Court Sports		Participants learn the specific skills of a variety of sports. Time is allocated into the session to practise those skills in game sense and pressure situation creating quick decision making.
Runners & Walkers	Weekly Session Tuesday's	Variety of track lengths and locations is selected and given out on a monthly planner on the last week of the month before the activity. A couple of young enthusiastic runners have joined the adults and really set the pace up the front of the pack. There has been a group discussion and participants are happy to start at a regular meeting point that will now only change monthly and not weekly. This was to support those who come and go irregularly. Commencing July 2 nd .
Boot Camp	Twice Weekly	Morning and Afternoon Session continued in June. Outdoor fitness groups still proving to be a popular choice. Afternoon sessions are the preferred option and will be on the calendar for July.
Strength Conditioning &	Once Weekly	An opportunity for low impact exercise and air-conditioned comfort to grow the muscles. Includes functional movement, body weight, hand weights and resistance bands.
Stretch	Once Weekly	A full body stretch to unwind at the end of each week. A variety of stretches allowing a few different techniques and positioning to ensure all muscles are given weekly attention.

Administration

- **Runners and Walkers - tracks mapped and in place for July. One starting point for the month. Various distances and directions from this starting point.**
- **Planning and Collaboration with Belyuen Community Government Council in regards to July School Holiday Circus Skills activities / Disco. Shared expenses for service providers.**
- **Collaboration with Coomalie and Belyuen Community Government Council re sports day based at Belyuen for all communities to be incorporated into the July School Holiday Program. July 3rd.**
- **July / August Planning**
- **Ongoing work with Corrugated Iron Youth Arts on the Circus skills budget and availability.**
- **Advertising through grant provider for the Seniors Luncheon. (August)**
- **Clean Up Harbour Day – budget and logistics. Conservation Volunteers no longer exist in the NT. Search for other means to provide resources on the day. Work with Larrakia Nation in regard to data collection, clean up points, catering.**
- **Meeting with Dept Sport and Recreation re 2019/20 Planning**
- **Support Office Staff with changes in the office – change of scenery with the furniture making it more practical and user friendly for all.**
- **Compile a Sport & Rec List of all assets. Include in WSC Asset Register and Audit Report. Work with Audit Committee Chair Barry Bamford for S&R equipment.**

Resolution No. 2019/435

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

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

9.0 FINANCIAL REPORT

In addition to the financial report

Parts of the Cash and Expenditure Report for May 2019 has not been copied properly into the Agenda is missing. Pam Wanrooy to amend.

Resolution No. 2019/436

That the financials for the month of June 2019 be received and accepted.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

10.0 AGENDA ITEMS

10.1 Wagait Shire Council Dog Management By-Laws 2019

Resolution No. 2019/437

Council adopts the making of the “Wagait Shire Council (Dog Management) By-Laws 2019” certified by the legal practitioner and instructs the CEO to sign them.

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

Resolution No. 2019/438

That Council allow the Chief Executive Officer to investigate and report to Council in relation to the construction of a dog pound.

Moved: Cr Michael Vaughan

Seconded: Cr Neil White

Vote: AIF

10.2 Wagait Shire Council 2019-2024 Shire Plan

A copy of the Shire plan was advertised for 21 days to seek public comments for Council consideration. Four comments were received from the public.

Changes to the 2019-2024 Shire Plan - Page 19 of the 2019-2024 Shire Plan. Under the heading “Any future changes”, change the word in the second paragraph from “are” to “may” so that the sentence will read “Special levies for multiple dwellings on one lot and on commercial sites may be considered”.

President Peter Clee to write to the President of the Cox Country Club to see if they would like to proceed with camping on their premises. This is to be added to the Action List.

Council will consider project budgeting as a future management tool when implementing XERO. This is to be added to the Action List.

Resolution No. 2019/439

That Council adopt the Wagait Shire Council 2019-2024 Shire Plan with amendment as published as per Section 24(1) of the Local Government Act.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

10.3 2019-2024 Budget

Council resolved to advertise the draft 2019/2024 budgets for public comment. The draft 2020/24 budgets with the 2% increase resulted in deficit's that breaches the NT Local Government Act. It is recommended there is a 3% increase for the years 2020/2024 years.

Resolution No. 2019/440

That the draft 2019/20 budget be adopted. (Section 128(1) of the Local Government Act) and the draft 2020/2024 Budget to be amended.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

10.4 2019-2020 Council Rates

The certification was made by the CEO at a council meeting before the adoption of the budget for that financial year – (Regulation 24 of the *Local Government (Accounting) Regulations*).

A copy of the Declaration of Rates and Charges 2019-2020 was included in the agenda for 16 July 2019.

Resolution No. 2019/441

That Council in adopting 2019-2020 Budget declare rates to be set at \$596.90 generating an income of \$231,597.00, and that Council Fees, Levies and Charges as detailed in the Shire Plan and Annual Budget for 2019/2020 be adopted. (Section 155(1) of the Local Government Act) and approve publishing the Declaration of Rates.

Moved: Cr Michael Vaughan

Seconded: Cr Neil White

Vote: AIF

10.5 Acquittal of the Energy Efficiency and Sustainability Grant

Resolution No. 2019/442

That Council acquit the amount of \$3,042 towards the Energy Efficiency and sustainability Grant to install an additional 2.1kw of solar panels to the existing solar array at Council's main office premises.

Moved: Cr Michael Vaughan

Seconded: Vice-President Tom Dyer

Vote: AIF

10.6 Members Allowance

At the Tuesday 21 May, 2019 Ordinary Council meeting, council discussed the Elected Members Allowance and Expenses.

Resolution No. 2019/443

In accordance with the Elected Members Allowance and Expenses Policy this council set the Elected Members Meeting Allowance as follows: (Section 71 of the Local Government Act)

Principal Member \$300

Ordinary Member: \$0

Deputy Principal Member: \$0

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

10.7 Irrigation at Cloppenburg Park

At 8.50pm Cr Michael Vaughan declares a conflict of interest and leaves the room

Think Water has provided a start date if council agrees to proceed with the current contract. The completion will be on or before 31 Aug 2019. They are seeking subcontractor quotes and this may vary the original cost of the contract.

Resolution No. 2019/444

That the Chief Executive Officer investigate and arrange to proceed on the existing contract to irrigate Cloppenburg Park.

Moved: Cr Neil White

Seconded: Vice-President Tom Dyer

Vote: AIF

At 9.00pm Cr Michael Vaughan returns to the meeting.

10.8 Audit Report

Barry Bamford has conducted the audit report for June 2019.

Council thanks Barry in volunteering to do the asset list.

Resolution No. 2019/445

That Council note the audit report by the Chair of the Wagait Shire Council Audit Committee. That the items recommending further attention be placed on the Council's action list.

Moved: Vice-President Tom Dyer

Seconded: Cr Neil White

Vote: AIF

10.9 Use of the Common Seal

The contract of employment with the new CEO has been executed.

Resolution No. 2019/446

That council give approval to utilise the Council Seal on the contract with the new CEO contract.

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

11.0 ACTION SHEET – June 2019

11.1 Cox Peninsula Economic Development Committee

Council supports to proceed to offer facilities for meetings. This is to be ongoing.

11.2 Green Waste - report done

A temporary Green Waste is now in operation at Cloppenburg Park. A dirt access road that leads to the site is the end of Forsyth Road.

10.3 Proposed Dog Management By-Laws

Proposed Dog Management By-Laws – standard operating procedures to stay open and to be brought back to the August Council Meeting

11.4 Health Group – CEO to investigate

The draft updated Belyuen Clinic/Emergency Contact protocol has been agreed and council is presently awaiting final signoff from the NT Government. CEO to pursue, ongoing.

11.5 Cloppenburg Park Caravan Park

The business plan is still required.

11.6 Re-surfacing of Tennis Courts - noted

The surface of the Tennis Court is old and damaged and will need some re-surfacing sometime in the near future. CEO to investigate.

Resolution No. 2019/447

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

Moved: Vice-President Tom dyer

Seconded: Cr Michael Vaughan

Vote: AIF

12.0 UPCOMING EVENTS

12.1 Seniors Outing – Tuesday 13 August 2019 – This will be held at the Berry Springs Tavern.

13.0 LATE ITEMS AND GENERAL BUSINESS

13.1 2019 – 2024 Shire Plan – Community members have asked for a response to the four comments received. CEO to draft response to comments.

14.0 IN-CAMERA ITEMS

14.1 Incident 2 July 2019 in the Wagait Shire Council Office

14.2 Keys to By-Pass Water Stand Pipe

At 9.12pm the meeting was closed to the public

Resolution No. 2019/448

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 9.20pm the meeting was opened to the public.

Resolution No. 2019/449

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 20 August 2019 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

16.0 CLOSE OF MEETING

The Chair declared the meeting closed at 9.22 pm.