

**WAGAIT SHIRE COUNCIL
MINUTES
COUNCIL CHAMBERS**

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

Tuesday 20 August 2019



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1.0 PRESENT

Councillors:

President Peter Clee
Vice-President Tom Dyer
Cr Michael Vaughan

Staff: Chief Executive Officer Anna Malgorzewicz
Office Manager Pam Wanrooy

1.1 OPENING OF MEETING: - Chaired by President Peter Clee at 7.00pm

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

Resolution No. 2019/452
That the apology of Cr Graham Drake and Cr Neil White be accepted and approved.
Moved: President Peter Clee
Seconded: Vice-President Tom Dyer
Vote: AIF

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes of Tuesday 16 July 2019 Council Meeting.

The Minutes of the Meeting for 16 July 2019 were included as an attachment to the Agenda papers for this meeting.

Resolution No. 2019/453
That the Minutes of the Monthly Meeting of Tuesday 16 July 2019, be confirmed by Council as a true and correct record.
Moved: Vice-President Tom Dyer
Seconded: Cr Michael Vaughan
Vote: AIF

3.1.1 Matters arising from 16 July 2019 Minutes

Nil

3.2 Confirmation of Minutes of Special Meeting on Friday 2 August 2019

Resolution No. 2019/454
That the Minutes of the Special Meeting of Friday 2 August 2019, be confirmed by Council as a true and correct record.
Moved: Vice-President Tom Dyer
Seconded: President Peter Clee
Vote: aif

4.0 GUEST SPEAKERS

Nil

5.0 QUESTIONS, FEEDBACK AND PRESENTATION BY MEMBERS FROM THE PUBLIC

6.0 INWARDS AND OUTWARDS CORRESPONDENCE - July 2019

Resolution No. 2019/455

That Council receive and note the correspondence as detailed in the agenda for the month of July 2019.

Moved: Vice-President Tom Dyer

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.....

First up I would like to thank acting CEO Russell Anderson for his hard work in cleaning up the mess left by the previous CEO. Russell has managed to get the strategic plan completed, the dog by-laws under way and the annual budget completed. He has the thanks of the council and the blessing of the community. Russell has been able to provide a good handover takeover on his departure, and he is not so far away if help is required.

Next I want to welcome Anna Malgorzewicz, our new CEO for the Wagait Shire Council. Anna was previously employed by the NTG, Litchfield Council and Darwin City Council. Anna was selected from a field of 75 applicants. Anna is stamping her mark on the operations of the Council, but has the important job of preparing the annual report for council.

Anna was able to meet many in the community on the very successful senior's day out to Berry Springs.

Unfortunately, Anna is using her own vehicle at the moment as the council vehicle had to undergo some warranty work and is off the road for another week.

The Cloppenburg Park Irrigation project has not unexpectedly exceeded the original budget of \$103,694 and it has been necessary to call on WSC reserves to finalise it. Unfortunately finalising the project was the lesser of two evils. Council could have stopped the project in its unfinished state, but still be liable for the \$83,694 expense that was authorised by the previous CEO and not the council, or complete the project for an additional \$11,334.

Shortfall of funds have been transferred from council reserves. This will require a redrafting of the Annual Budget which will be finalised and tabled later this year.

Where have I been

16 th July	Ordinary WSC meeting
19 th July	DLGDC Disciplinary Committee meeting
23 rd July	Weekly Meeting with CEO
30 th July	Weekly Meeting with CEO
2 nd August	Special Meeting WSC
6 th August	Weekly Meeting with CEO
9 th August	Meeting with Mayor of Litchfield
12 th August	DLGDC Disciplinary Committee Meeting
13 th August	Weekly meeting with CEO
15 th August	TOPROC Meeting @ Palmerston City Council
20 th August	Weekly Meeting with CEO
20 th August	Ordinary Council Meeting

In addition to the President's Report:

The President's report to be amended to include the Interview on ABC Grass Roots on 7th August 2019.

Resolution No. 2019/456

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

Moved: President Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

8.0 OFFICERS REPORTS

8.1 CEO and Works Report

The new Chief Executive Officer commenced in the position on Wednesday 7th August 2019. Focus and activities included:

- Established and resolved outstanding necessary administrative and financial profiles for the smooth ongoing operations of the position;
- Coordinated Leading Edge, Council's IT hardware provider, to address unresolved systems matters for the position and Council staff;
- Completed research and briefings regarding critical projects and issues;
- Participated in the Senior's Day program, 13th August 2019, which provided an opportunity to meet many Wagait residents;
- Attended the TOPROC meeting 15th August 2019;
- Commenced discussions with CouncilWise regarding project plan and implementation strategy development for Council's grant funded business application project;
- Discussed with team members improved shared communication protocols, role clarity and accountability and development of annual work program and business planning exercise; and
- Responded to resident requests and introductions as required.

Works report

- Weekly Works Team onsite meeting schedule established;
- Activities for the month included:

Bore run x 14

Water samples x 8

Bins out/in and washed x 4

Regular as needed push-up of green waste

Sports ground fencing partially completed to enable trenching works for electrical works. Anticipated completion end August 2019.

Neem trees cleared– Erickson beach access area.

Weekly attendance of Memorial Garden and surrounds.

Water facility mow and snip.

Jetty carpark mow and snip.

Contracted Carpark works completed, including signage and bollard replacement.

Arranged for pumping of Council residence and Community Centre septics.

Tractor tyre removed and repaired.

Prepared equipment for pre wet season mowing program.

- A key item to be developed during the month is a documented and structured regular works program, including panel contract obligations and regular maintenance works.

8.2 Sports Report – July 2019

Activity	Session Frequency / Day of Week	Comment
Court Sports	5 Sessions	With 3 Weeks of school holidays in July there were only 5 specific court sessions held as part of the after school / junior sport program. Chosen sports in July were Basketball and Net Cricket. School Age children all welcome.
Runners & Walkers	Twice Weekly Session. 8 Total Tuesday Pm, Friday Am	More walk sessions were on offer through July to give access to a group of ladies that prefer to exercise in the mornings before work. Runners & Walkers has a steady and regular following with kids and adults all able to join the fun.
Boot Camp	6 sessions through out July. Some sessions were traded with school holiday program commitment.	Boot Campers were given a little extended running in this month's program to compliment those that attend runners and walkers. Anecdotal evidence would suggest it worked – lots of comments about the leg and butt muscles being worked a little extra. Open to 15 Years Plus.
Seniors - Strength & Conditioning / Stretch	7 Sessions held in July.	The seniors make the most of the indoor, airconditioned environment to enjoy their strength and stretch sessions on a twice weekly basis.
School Holiday Program	39 Hours over 3 weeks of holidays!!!	The kids of Wagait Beach enjoyed a full 39 hours of activity in 3 weeks of the mid-year school holiday. Activities included Circus Skills and Acrobatics, Night Disco, court sports, art, indoor games, bbq lunches, movie day, athletics and runners and walkers group.
Territory Day Fireworks Display.	Special Events	Over 230 participants attending community events in July. It is always a pleasure to see the community gather for

Disco. Darwin Harbour Clean Up		these events that help lift morale, encourage networking and inclusive community behaviour.
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Administration

- Runners and Walkers – tracked and mapped for August.
- Belyuen Community Government Council cancelled the holiday program they were hosting for Wagait Beach and Coomalie Shires.
- August Planning
- Ongoing work with Corrugated Iron Youth Arts on the Circus skills budget and availability.
- Logistics and administration for Seniors Day to be held in August.
- Darwin Harbour Clean Up – Cox Peninsular. It is a great tribute to our beautiful community that there has been less rubbish to remove from our beaches over the past 2 years. Congratulations to the locals that are continually out with a bag collecting rubbish from our coastline.
- Logistics and liaison with Kenbi land Council, Larrakeyah Land Council, local catering and community groups in regard to Harbour Clean Up Day.
- Territory Day another huge success. Fireworks display made an impact with many really enjoying the evening and the WSC funded BBQ.
- Wagait Shire Disco's are always well attended by kids and their parents / grandparents. It is always a pleasure to witness such a beautiful night.
- Discussions around a Library Open Day, lifting the library profile and a few changes to engage the public.
- Exercise session planning and programming.
- Australia Day Council NT discussions re workshop attendance.
- Communications with Territory Transit & Rocco Magnoli in regard to transport for Seniors Day Outing, August 2019.
- Ongoing water refill requests from tourists directed from the Wagait Beach Supermarket and Private Camping Areas within Wagait Beach.

In Addition to the Officers Reports:

CEO Anna Malgorzewicz to investigate options for regulated water access for tourists and visitors to Wagait Beach at either Cloppenburg Park or the Power Water Compound area.

Resolution No. 2019/457

That Council receives and accept the Officers reports for the month of July 2019.

Moved: Cr Michael Vaughan

Seconded: Vice-President Tom Dyer

Vote: AIF

9.0 FINANCIAL REPORT

In order to capture new monies that Council are to receive, as well as decisions that council make with regard to transfers from reserves, CEO Anna Malgorzewicz will be bringing to the October Council Meeting a quarterly variation so that this Budget (2019/2020 Budget) will be amended. This will be published publicly as required under the act.

Resolution No. 2019/458

That Council receive and accept the Financial Report for the month of July 2019.

Moved: President Peter Clee

Seconded: Vice-President Tom Dyer

Vote: AIF

10.0 AGENDA ITEMS

10.1 Use of Common Seal

Wagait Shire Council (Dog Management) By-Laws 2019

Resolution No. 2019/459

That Council give approval to utilise the Common Seal on the Wagait Shire Council (Dog Management) By-Laws 2019.

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

10.2 APPOINTMENT OF VICE-PRESIDENT

Cr Tom Dyer was elected Vice-President for the term of 12 months as of 16 October 2018 as per resolution 2018/254. Nominations for Vice-President for the next twelve months are now called.

Only one nomination was received and this is to appoint Cr Tom Dyer to the position of Vice-President.

Resolution No. 2019/460

That Cr Tom Dyer be appointed to the position of Vice-President for the term of 12 months from today's date (20 August 2019).

Moved: President Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

11.0 ACTION SHEET – August 2019

11.1 CMCA (Campervan and Motorhome Club of Australia) – Dump Point

CEO to investigate the costs to install the Dump Point provided by CMCA.

11.2 Draft 2020/2024 Budget

To be amended as per resolution 2019/440 and published on the website.

11.3 Irrigation at Cloppenburg Park

Think Water commenced work on the irrigation project yesterday.

11.4 Audit Report

Councillors thank Barry Bamford for his hard work for undertaking the on-site Audit in his own time. There are items on the list that do belong to the NT Government and we will need to identify these assets and have the asset list amended. This is ongoing.

11.5 Audit Committee Meeting

The next Audit Committee Meeting is scheduled for 15 September 2019. The Terms & Reference Policy for the Audit Committee is due for review and Council nominating two of its Council members for this Committee is now also due. CEO Anna Malgorzewicz recommends Council put before the Audit Committee its Terms of Reference, and for the committee to review this at the meeting. At the same time putting a recommendation to Council at the next meeting that Council nominate two council members and also appoint the Chair.

11.6 Cox Peninsula Economic Development Committee

Council supports to proceed to offer facilities for the meeting. This is ongoing.

11.7 Proposed Dog Management By-Laws

CEO to develop an implementation strategy for Council's consideration that looks at resourcing as well as budget implications.

CEO to investigate and report to Council in relation to the construction of a dog pound. The dog pound to come back to Council before any action is taken.

11.8 Health Group

The draft updated Belyuen Clinic/Emergency Contact protocol has been agreed and Council is presently awaiting final signoff from the NT Government. Ongoing.

11.9 Re-Surfacing of Tennis Courts

The surface of the Tennis Court is old and damaged and will need re-surfacing in the near future. This is to be reviewed after the wet season and CEO to do further investigation and to come back to Council.

11.10 Community Newsletter

CEO Anna Malgorzewicz asked that Councillors provide her with direction as to what they would like the Community Newsletter to look like and how they would like it written before she comes back to Council with a recommendation.

Resolution No. 2019/461

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

Moved: Cr Michael Vaughan

Seconded: Vice-President Tom Dyer

Vote: AIF

UPCOMING EVENTS

12.1 Combined Staff and Council Christmas Party

To be discussed closer to the time.

12.2 Office Closure over Christmas Period

Propose that the Office will be closed between Christmas and New Year only.

12.2 Australia Day Event – Saturday 26 January 2020

2020 is a significant year for Wagait Shire Council. It has been 25 years since the Cox Peninsula Community Government Council was formed.

13.0 LATE ITEMS AND GENERAL BUSINESS

13.1 Showers at Sportsground

Northern Land Council have been given permission to use the shower facilities at Cloppenburg Park for this week only. As this was a last minute request, CEO Anna Malgorzewicz has asked for some structure and consistency around this request and that Council be recompensed for the water usage.

13.2 Cloppenburg Park Irrigation Project

Resolution No. 2019/463

1. That Council receive and note the Cloppenburg Park Irrigation Project Update.

2. That this decision be moved into open.

Moved: President Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

14.0 IN-CAMERA ITEMS

Resolution No. 2019/462

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: Vice-President Tom Dyer
Vote: AIF

At 7.55 pm Council closed the meeting to the general public to discuss the Cloppenburg Park Irrigation Project update.

Resolution No. 2019/465
That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act and with the consent of Council that item 14.1 be moved to General Business.
Moved: President Peter Clee
Seconded: Cr Michael Vaughan
Vote: AIF

At 8.34 pm Council opened the meeting to the general public.

15.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 17 September 2019 in the Council Chambers, 62 Wagait Tower Road, Wagait Beach.

16.0 CLOSE OF MEETING

The Chair declared the meeting closed at 8.35 pm.