

# WAGAIT SHIRE COUNCIL

## AGENDA COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD  
7PM  
Tuesday 21 April 2020



I hereby give notice that an Ordinary Meeting of Council will be held on:

Date: Tuesday, 21 April 2020

Time: 7.00pm

Location: This meeting will be attended by video conference due to COVID-19 restrictions on gatherings. Public are welcome to participate on a personal device or telephone. Please contact Council for details.

Renita Glencross  
Chief Executive Officer

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**1.0 PRESENT**

Councillors:

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

Staff: Chief Executive Officer, Renita Glencross  
Office Manager, Pamela Wanrooy

**1.1 OPENING OF MEETING: - Chaired by .....**

The President advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

**1.2 APOLOGIES AND LEAVE OF ABSENCE:**

**Resolution No. 2020/  
That the apology of..... be accepted approved.  
Moved:  
Seconded:  
Vote:**

**1.2 TELECONFERENCE MEETING**

**Resolution No. 2020/  
This meeting will be attended by video conference due to COVID-19 restrictions on gatherings. Elected Members and Local Authority Members and senior staff are to participate by way of teleconferencing subject to conditions in accordance with Chapter 6, Part 6.1 (4) (a), (b) & (c) of the Local Government Act 2008.  
Moved:  
Seconded:  
Vote:**

**2.0 DECLARATION OF INTERESTS**

Nil

### 3.0 CONFIRMATION OF MINUTES

#### 3.1 Confirmation of Minutes of Tuesday 17 March 2020 Council Meeting

**Resolution No. 2020/**  
**That the Minutes of the Ordinary Meeting of Tuesday 17 March 2020 be confirmed by Council as a true and correct record.**  
**Moved:**  
**Seconded:**  
**Vote:**

#### 3.1.1 Matters arising from 17 March 2020 Minutes

### 4.0 GUEST SPEAKERS - Nil

### 5.0 INWARDS AND OUTWARDS CORRESPONDENCE – March 2020

Since Council's 17 March 2020 Council meeting, the following correspondence has been received and sent.

#### Inwards Correspondence

Date	From	About	
13/03/2020	DIPL - Emma Williams	Invitation to contribute to 10 Year Infrastructure Plan 2020-2029	email
17/03/2020	Crown Land	Occupational Licence 3760 over section 240(A), Hundred of Bray	email
20/03/2020	Belyuen Clinic	list of equipment for Wagait Beach Clinic due for replacement.	email
23/03/2020	DIPL	2020 Annual Review of the 10 Year Infrastructure Plan	email
23/03/2020	Eva Lawler - Minister for Infrastructure, Planning and Logistics	Transport on the Cox Peninsula	email
26/03/2020	Local Govt Housing & Community Dlv	Compliance standards during COVID19 arrangements	email
1/04/2020	Dept LOCAL Govt & Community Dlv	2020-2021 Council Plans, Budgets, Long-term Financial Plans, Rates and Charges	email
3/04/2020	Valuation Rolls Administrator	March Wagait Reconciliation reports 2016 & 2019	email
4/04/2020	Territory Families	NT Youth Week grant - \$2,000.00	email
14/04/2020	Ken Davies - Territory Families	Grant Funding Arrangements in relation to COVID19	email
14/04/2020	Jardine Lloyd Thompson	2020/2021 Insurance renewal Declaration	email

## Outwards Correspondence

Date	To	About	
12/03/2020	Eileen Blyth	Gamba Grass Roots function - assistance from WSC.	email
18/03/2020	Anthony Burrige - NT Electoral Commission	Report of Council Officer to WSC Elected Members in relation to Constitutional Arrangements	email
23/03/2020	Territory Surgical Supplies	quote for equipment that need replacement for WSC clinic	email
23/03/2020	Contractor Accreditation Limited	Accreditation certificate	email
24/03/2020	Australia Day Council	2020 Australia Day Acquittal	email
24/03/2020	DIPL	10 Year Infrastructure 2020-2029 Delay	email
27/03/2020	NT Compliance	Acquittal - Irrigation Project	email
31/03/2020	NT Government	Ministerial Correspondence on Subordinate Legislation - July 2019 - March 2020	email
7/04/2020	Advertisement	Cleaner Position - advertised on website	email
7/04/2020	Territory Families	NT Youth Week 2020 Agreement	email
15/04/2020	Dave Barry	Thank you letter - Community Library services	mail
15/04/2020	Chrissie Nichols	Thank you letter - Book Exchange Facility Approval	email

### **Resolution No. 2020/**

**That Council receives and notes the Inwards and Outwards correspondence report for the period since 17 March 2020 Council meeting be accepted.**

**Moved:**

**Seconded:**

**Vote:**

## 6.0 COUNCILLORS REPORTS

### 6.1 President's Report

#### Purpose of Report

To Inform Council and community of activities and to provide the community at large with information that is important and noteworthy.

#### What's been happening.....

Well COVID-19 is taking up all the headlines so I'll avoid it as much as possible.

I will just emphasise that any ratepayer that has been impacted financially by the pandemic and may have issues with rates payments should contact our CEO Renita to discuss alternative arrangements. The council will consider this on a case by case basis.

At this stage this community is free of COVID-19. We need to ensure that community members ensure good hygiene practices and keep a suitable social distance. There is no doubt we will be affected in due course. So, we need to keep an eye on our fellow community members, especially the aged. The council has reconstituted the Emergency Committee and they have been meeting on a weekly basis.

TOPROC has been proactive in lobbying the political parties involved in the NT Elections that will be held in August. A list of priorities has been developed and will be discussed in open forum with the parties and candidates on later this month. A priority for this council is assurance of continuity of the proposed Marina Precinct. The community is also keen to see KENBI settled, although this is not really an election issue.

The NTG needs to be lobbied to ensure that the water supply for proposed LDC development located between Belyuen and Wagait Beach is expanded and carried on to supply this community with mains water.

The Commonwealth Government sought applications for key infrastructure projects that can be started and completed this year. Our council have sought a grant of \$2m, with a contribution by WSC of \$1m to re-sheet all of the road surfaces at Wagait Beach estimated to cost approximately \$3million . If we are successful in getting this grant it will represent a significant savings to the residents of Wagait Beach, as we would be up for the full cost at some time in the next few years.

#### Where have I been ....

17 <sup>th</sup> March	Weekly meeting with CEO
17 <sup>th</sup> March	WSC Ordinary meeting
24 <sup>th</sup> March	Weekly meeting with CEO
30 <sup>th</sup> March	Emergency Committee meeting
31 <sup>st</sup> March	Weekly meeting with CEO
6 <sup>th</sup> April	Emergency Committee meeting by teleconference
7 <sup>th</sup> April	Weekly meeting with CEO
9 <sup>th</sup> April	LGANT meeting by video conference.
14 <sup>th</sup> April	Emergency Committee meeting by Teleconference
14 <sup>th</sup> April	Weekly meeting with CEO
16 <sup>th</sup> April	LGANT General Meeting
16 <sup>th</sup> April	LGANT Mayors and Presidents Meeting
20 <sup>th</sup> April	Emergency Committee meeting by teleconference
21 <sup>st</sup> April	Weekly meeting with CEO
21 <sup>st</sup> April	Ordinary Council meeting by teleconference

#### **Resolution No. 2020/**

**That Council receives and notes President Peter Clee's report for the month of March 2020.**

**Moved:**

**Seconded:**

**Vote:**

## 7.0 OFFICERS REPORTS

### 7.1 Chief Executive Officer's Report

Since Council's 17 March 2020 meeting, the Chief Executive Officer participated in/or completed the following:

<b>CEO Report March/April 2020</b>	
<b>Staff</b>	Leave – Pam Wanrooy (PL x6) ; Renita Glencross - Nil
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox x8 – increased to 3x weekly from 30 March to support staff during COVID-19 preparedness, planning and response</li> <li>• President x4 – weekly catch-up to</li> <li>• Darwin Harbour Reporting Forum with Larakia Nation &amp; CDU; 18-19 Mar</li> <li>• DLGHCD Council staff workshop on new Local Government Act; 24 Mar</li> <li>• LGANT-CEO Forum via ZOOM; 26 Mar, 2 Apr, 9 Apr</li> <li>• Wagait Beach Emergency Management; 30 Mar, 6 Apr, 14 Apr, 20 Apr</li> <li>• LGANT-Planning Reform Briefing via ZOOM; 14 Apr</li> <li>• LGANT-GM via ZOOM; 16 Apr</li> </ul>
<b>Projects</b>	<p><u>Jetty Maintenance – COVID-19</u></p> <ul style="list-style-type: none"> <li>• DIPL approved additional cleaning measures for jetty stair handrails during COVID-19 emergency. Income to WSC = \$1470/week. Increased work for WS casuals = aprox 28hrs/week.</li> <li>• WHS measures were implemented and WS casual staff provided chemicals and PPE gear for the project.</li> </ul> <p><u>Council Services – COVID-19</u></p> <ul style="list-style-type: none"> <li>• Community Centre and Library services were closed 27 March however community demand for books and internet access has increased due to residents self-isolating and home from work, school etc.</li> <li>• Council has set up tables, power and book exchange on Community Centre verandah for residents to use at their own risk.</li> <li>• Handwashing station provided and social distancing protocols must be observed. Any failure to do so and the access will be dismantled.</li> </ul> <p><u>Welcome to Wagait - Community Place-Making</u></p> <ul style="list-style-type: none"> <li>• DCM Population/Boundless Possible Campaign will provide funds up to \$2000 for entry sign/statement.</li> <li>• WAG committee members consulted regarding design.</li> <li>• Design competition announced in March/April newsletter - \$200 prize.</li> <li>• Quotes received for delivery of various signage infrastructure.</li> <li>• Proposed site to be discussed.</li> </ul> <p><u>Dog Management Campaign and Implementation</u></p> <ul style="list-style-type: none"> <li>• Consultation with DLGHCD regarding additional requirements of NTG-PAC.</li> <li>• Consultation with CEO Litchfield and Parap vet for associated service costs.</li> <li>• Consultation with AMRIC to develop community campaign.</li> <li>• Follow up quotes for construction of dog cages for vehicle and other equipment required to implement By-Laws.</li> </ul>
<b>Actions</b>	<p><u>Administration and Reporting</u></p> <ul style="list-style-type: none"> <li>• Prepared and submitted ABS Local Govt Financial Quarterly Report.</li> <li>• Prepared and submitted DLGHCD Road Data Quarterly Report.</li> </ul>

	<ul style="list-style-type: none"> <li>• Prepared and submitted DLGHCD Constitution Report.</li> <li>• Prepared and submitted Irrigation Project Acquittal to DLGHCD.</li> <li>• Prepared and submitted Australia Day Acquittal to ADC.</li> <li>• Provided additional information to DIPL for Black Spot grant proposal.</li> <li>• Provided WS workforce information to LGANT for COVID-19 advocacy actions.</li> <li>• Convened WS Emergency Management group and prepared documents including ToR, COVID-19 arrangements, community Action Plan, community Mapping of vulnerable people and all secretariat functions for meetings.</li> <li>• Liaised with DLGHCD regarding outstanding Special Purpose grant variations for Watertanks, Dog Pound, Picnic Area.</li> <li>• Liaised with Chair, Wagait Shire Council Audit Committee regarding alternative meeting dates as requested by Council.</li> <li>• Liaised with Belyuen CEO, Health service and Aged Care services for information on ways to best support Wagait residents during COVID-19.</li> <li>• Liaison with Police and Emergency Services to follow up enquiries regarding self-isolating residents.</li> <li>• Ongoing review and preparation of WSC Policy papers to be compliant with new Local Government Act 2019 and Regulations 2020.</li> <li>• On-going liaison with CouncilWise to progress implementation of Xero accounting and payroll systems and PropertyWise rates management system.</li> <li>• Ongoing preparation and research for Dog Management By-Law implementation and campaign proposal.</li> </ul> <p><u>Public Communications</u></p> <ul style="list-style-type: none"> <li>• 4 x Community Coronavirus e-updates</li> <li>• 1 x Council e-newsletters (March-April)</li> </ul> <p><u>Repairs and Maintenance</u></p> <ul style="list-style-type: none"> <li>• CEO 104,000km vehicle service completed. Brake pads will need to be replaced within the next month. Plans to replace off-road tyres with regular.</li> <li>• Works ute tyres replaced</li> <li>• Works ute minor body works</li> <li>• Works truck wing mirror replaced</li> <li>• Whipper-snipper head replaced</li> <li>• Mower tyre replaced</li> </ul>
<b>Incidents</b>	<ul style="list-style-type: none"> <li>• Two new incidents reported during the month: <ul style="list-style-type: none"> <li>- Works Casual minor incident; cut from water hose nozzle, first-aid provided and gloves provided for future use.</li> <li>- PowerWater (PW) electrical issues at the compound; commercial pipe not operational and public card access to water was not working on 2 Apr. Some residents accessed free water. PowerWater were called out and resolved the issue on 3 Apr.</li> <li>- Ongoing staff workplace issue (2020/01/22) progressed, plan in place with monthly reviews.</li> </ul> </li> </ul>



## 7.2 Works Report

Since Council's 17 March 2020 meeting, the Works Team participated in/or completed the following actions:

<b>Works Report March/April 2020</b>	
<b>Staff</b>	Leave – GZ (PL x1, RL x4, RDO x1) ; RR (RDO x1) Training/PD – Nil
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Contributed to weekly staff Toolbox Meetings x8</li> <li>• WHS meeting with Works Casual staff, WSC work shed, Apr 8-9</li> </ul>
<b>Actions</b>	<p><u>PLANNING</u></p> <ul style="list-style-type: none"> <li>• Vangemann roadside barrier painting</li> <li>• Vangemann roadside barrier concrete shoring</li> <li>• Drain &amp; Verge clearing of shrubs, branches etc</li> <li>• PowerWater fence repair &amp; foliage clearing</li> </ul> <p><u>COMPLETED</u></p> <ul style="list-style-type: none"> <li>• Mowing – Sportsground x2</li> <li>• Mowing – Jetty entry and carpark area x2</li> <li>• Mowing – PowerWater compound x2</li> <li>• Stormwater diversion earthworks Sasche St &amp; Joseph Ct</li> <li>• Greenwaste – regular maintenance x6</li> <li>• PowerWater weed control ( Gamba &amp; Neem)</li> <li>• Replenish Chlorine Holding Tank volume</li> </ul> <p><u>ROUTINE</u></p> <ul style="list-style-type: none"> <li>• Complete regular Bore Run x14</li> <li>• Weekly Water Sampling x13</li> <li>• Over-see Casual workforce</li> <li>• Regular Jetty maintenance x14</li> <li>• Additional COVID-19 Jetty maintenance x20</li> <li>• Weekly Bin placement, collection &amp; wash</li> <li>• Green waste site maintenance</li> <li>• Estate verge mowing</li> <li>• Estate verge/drain weed control</li> <li>• Sports ground mow, snip &amp; weed control</li> <li>• Water Facility now, snip, poison</li> <li>• Gensets weekly start-up</li> </ul> <p><u>SPECIAL PROJECTS</u></p> <ul style="list-style-type: none"> <li>• Ride to School Day – assisted with setup and pack-down, bike security</li> <li>• Council lawns – dirt and lawn installed</li> <li>• Larrakia Nation Darwin Harbour Forum – assisted with setup and pack-down of tables and chairs at Cloppenburg Park 17 Mar</li> </ul>

### 7.3 Sport & Recreation Report – March 2020

<b>Staff</b>	<ul style="list-style-type: none"> <li>• Staff leave – Nil</li> <li>• Staff PD - Resistance Training, Sports Medicine Australia, Darwin</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• 5 x Staff Toolbox</li> <li>• 24/3 Local Government Regulations</li> <li>• 30/3 Wagait Shire Emergency Management Committee</li> <li>• Encore Pilates – Weekly telephone meeting to discuss changing circumstances</li> <li>• Dept Tourism Culture Sport &amp; Arts – Ongoing telephone meetings with changes and adaptations to programs due to Corona Virus</li> </ul>
<b>Administration</b>	<ul style="list-style-type: none"> <li>• Ride2School – very successful day with 44 participants between the morning and afternoon session.</li> <li>• School Holiday Program – Treasure Hunts, Sports events, Disco, Bike maintenance all cancelled.</li> <li>• Taste of Harmony – Finalise YOTS gift vouchers as prizes. Postponed until further notice on morning of event due to Corona Virus self-isolation rules.</li> <li>• April planning – Programs changing daily due to Corona Virus.</li> <li>• Youth Week Basketball tournament &amp; disco planning postponed until further notice.</li> <li>• Quick Response Grant Disco initially postponed. Bike Maintenance postponed.</li> <li>• Advertising – Facebook, Shop and Shire Noticeboards plus provide information for Council Web.</li> <li>• Pilates – Touch base with service provider weekly with conditions changing.</li> <li>• Measure running tracks.</li> <li>• NT Young Achievers Award Nomination awards night postponed until September.</li> </ul>
<b>Community Events</b>	<ul style="list-style-type: none"> <li>• <u>Ride2School Day</u>. Nationally in its 12<sup>th</sup> year Wagait Shire Council hosted the event for the first time this March. What a great success. Kids and parents (Mums) up early to meet at 6.30am for a ride to school with friends. The kids returned from jetty to the sportsground for afternoon tea and a basketball game after school. Great success and will become an annual event. Thank you to Wagait Beach Supermarket for donation of healthy food for the event.</li> <li>• <u>Taste of Harmony</u>. The room was set up and cancelled on the morning of the event due to concerns around the Corona Virus and self-isolation coming into action.</li> </ul>
<b>Regular Programs</b>	<ul style="list-style-type: none"> <li>• <u>Bootcamp</u> for 15+years. Monday's. Combination of body weight and equipment used for an outdoor strength and conditioning program. Permitted through month of March with a maximum of 10.</li> <li>• <u>Runners &amp; Walkers – Thursday's</u>. Each Thursday in March we met at Golden Sands for running and beach activity followed by a series of BBQ's where family, friends and new participants were welcomed in good food and good company.</li> <li>• <u>Stretch &amp; Mobility – Thursday's</u>. Designed as a gentle whole body stretch to increase mobility. Cancelled last 2 sessions in March due to being hosted as an indoor activity.</li> <li>• <u>Youth Basketball – Monday's</u>. Afterschool basketball designed to encourage teams forms and youth working together toward the 3 on 3 tournament to be held in April for Youth Week and the completion of term 1. Officials encouraged to be part of the afterschool program and hopefully reach a level able to assist with the tournament officiating pathway. Basketball program was changed to outdoor cycling for the last 2 weeks in March due to contact sport rules and the Corona Virus.</li> <li>• <u>Youth Cycling - Tuesday's</u>. Designed to get some mileage in the legs as Wagait Beach Community participate for the first time in the National Ride to School event hosted on Friday 13<sup>th</sup> March.</li> </ul>
<b>Thank you</b>	<p>Volunteers:</p> <ul style="list-style-type: none"> <li>• Michelle and Rick Barton from Golden Sands. Hosting a month of BBQ's and Runners &amp; Walkers post run gatherings.</li> <li>• Alex Jennes – Ride2School parent helper. (Morning and Afternoon Session)</li> <li>• Wagait Beach Supermarket – Sponsors of Ride2School Day.</li> </ul>

**Resolution No. 2020/  
That Council receives and accepts the Officers Reports for the month of March 2020.  
Moved:  
Seconded:  
Vote:**

## 8.0 ACTION SHEET

	Resolution No.	Resolution	Meeting Date	Status
1	2018/272	Community Newsletter	16/10/2018	That we commence between now and the next meeting a newsletter from Council to ratepayers.
	2019/508		15/10/2019	Six (6) month trial newsletter insert in the <i>Wagait Watch</i> to commence from November 2019. A subsequent report will be presented to Council after three (3) months.
			21/04/2020	WSC January e-newsletter published 08/01/2020 WSC February e-newsletter published 28/02/2020 WSC March/April e-newsletter published 09/04/2020 (changed to bi-monthly production) <i>Wagait Watch</i> will also consider changing to bi-monthly, publishing on the months in between WSC newsletters (TBC).
2	2019/438	Wagait Shire Council (Dog Management) By-Laws	16/07/2019	CEO to develop an implementation strategy for Council's consideration that includes 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. Council allow the CEO to investigate and report to Council in relation to the construction of a dog pound.
	2019/474		17/09/2019	CEO to develop an implementation strategy and present this to the November 2019 meeting for Council consideration.
			19/11/2019	Refer Agenda Item 11.3 Council to give guidance on Implementation Strategy before a draft be developed.
	2020/047		17/03/2020	For discussion. Council to give guidance on Strategy development and CEO to provide update on options for implementation. Council request CEO to continue to develop a Dog Management Implementation Strategy taking Council guidance into consideration.
			21/04/2020	Correspondence received from NTG-PAC with further recommendations for amendments to the By-Laws.

3	2019/440	Draft 2020/2024 Budget and Long-Term Financial Plan	16/07/2019	To be amended as per resolution 2019/440 and published on the website.
	2019/474		17/09/2019	The Long-Term Financial Plan to be presented to the November 2019 meeting for Council consideration.
			19/11/2019	Refer Agenda Item 10.2 Added as an action item for the February 2020 meeting, deferred to March 2020.
			17/03/2020	CEO to provide workshop meeting date for Councillors.
4	2019/444	Irrigation at Cloppenburg Park	16/07/2019	That the CEO investigate and arrange to proceed on the existing contract to irrigate Cloppenburg Park.  Project nearing completion. Some matters to be resolved in confidential meeting session 17 September 2019.
	2019/474		17/09/2019	CEO to advise Council of additional costs associated with construction and installation of secure cage to address safety concerns. A verbal update will be provided at the October 2019 meeting.
			15/10/2019	CEO confirmed an additional \$650.00 was expended on the construction of the bore protective cage. Modification still required for the BMX track.
			18/02/2020	Update to Council: <ul style="list-style-type: none"> <li>• notice of Water Extraction License advertised in the NT News on 7 February 2020;</li> <li>• dirt from BMX track is being used by Council Works to deal with verge and track issues resulting from storm damage, noting BMX modifications plan still to be advised.</li> </ul>
			17/03/2020	Refer Agenda Item 10.3 That Council acquit the project grant funds of \$83 694 as presented by the financial reports.

5	2019/461	Audit Committee	20/08/2019	Audit Committee TOR requires review and endorsement by Council. In addition, the matter of the Chair and two Council representatives requires resolution. Audit Committee meeting scheduled 26 September 2019 at which the TOR will be endorsed for Council approval, following which other actions will be implemented.
	2019/503		15/10/2019	Council adopted the revised TOR, nominated Crs N White and G Drake and agreed to call for EOI's for Chair and additional Community Member.
	2019/551		19/11/2019	Council noted Minutes of Audit Committee meeting on 13 November 2019.
6	2019/445	Audit Committee Report	16/07/2019	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.  There are items on the list that belong to the NTG and the asset list requires amendment as appropriate. Matters are being addressed and a final report will be presented to the Audit Committee.
			17/03/2019	Refer to Agenda Item 10.1 a) Review the dates for 2020 Audit Committee Meetings so that wherever feasible, Audit Committee Meetings are held prior to Council Meetings; and b) Invite the Anti-Corruption Commissioner to attend a Council Meeting.
	2020/039		17/03/2020	CEO to confirm reviewed dates with Audit Committee Chair.
7	2019/457	Water Access for Tourists	20/08/2019	CEO to investigate options for regulated water access for tourists and visitors to Wagait Beach at either Cloppenburg Park or the PowerWater Compound area.  Preliminary discussions held with PowerWater. Pending further research, stakeholder consultation and costings. A report to be provided to Council in May 2020 for consideration.

8	2019/476	Implement a marketing campaign to highlight the hard waste facility for residents.	15/10/2019  21/04/2020	<p>Council resolved to suspend kerbside quarterly hard waste collection from 2020 to be replaced with annual pre-cyclone collection.</p> <p>The provision of 24/7 hard waste area to be promoted as part of the information campaign leading up to the final kerbside hard waste collection service scheduled for 23 and 24 November 2019.</p> <p>CEO reported hard waste being well-used by community with no major issues. Further permanent signage and open/close hours should be considered.</p>
9	2019/542	P10 Council Records	19/11/2019	CEO to report back to Councillors on process with staff training and compliance issues regarding records management.
10	2019/545	Rates in Arrears	19/11/2019	CEO to provide update for Council in 2020/21 Budget deliberations.
11	2019/549	CEO Vehicle	19/11/2019	CEO Vehicle Report noted and to commence action for disposal through commercial auction following delivery and replacement in 2020/21 FY.
12	2020/044	P28 Media Policy	19/11/2019 17/03/2020	<p>CEO to provide presentation to Councillors on implementation of Media Policy.</p> <p>Council received and noted the policy.</p>
13	2020/042	Review of constitutional Arrangements	19/11/2019 17/03/2020	<p>For discussion in early 2020 and the Community Consultation session on Thursday 21 November 2019.</p> <p>For discussion and resolution. Notes from the Community consultation session support no significant changes; however recent numbers could indicate a trend. Council resolved for CEO to lodge with no significant changes.</p>

14	No Resolution	Boundless Possible Project Welcome to Wagait	19/11/2019  18/03/2020  21/04/2020	For discussion in early 2020 and the Community Consultation session on Thursday 21 November 2019.  Was not raised at November CC session. CEO provided update of meeting with WAG and proposed position of a community entry statement/welcome sign.  Welcome to Wagait design competition is underway, closing on 11 May, winner announced 22 May 2020.
15	No Resolution	Sport and Recreation Forward Years Program	19/11/2019  18/03/2020	For discussion in early 2020 with a report on community engagement and expectations. Reports to note. Council have requested CEO to support the S&R Officer to develop a more strategic approach to the S&R Program for Forward Years.
16	No Resolution	Honour Roll	15/10/2019	President Peter Clee requested the CEO investigate the creation of an Honour Roll for Wagait Shire Council.
17	2020/046	Community Library	17/03/2020  21/04/2020	CEO to draft a thankyou letter to Dave Barry, Library founder and volunteer librarian, on behalf of Council.  CEO has approved a three-month trial for community run book-exchange for self-regulated readers at the Community Centre during the COVID-19 restrictions.
18	No resolution	Culverts Cleanup	17/03/2020	CEO to follow up with Works.

**Resolution No. 2020/**

**That Council receives and notes the Action Sheet for the month of March 2020.**

**Moved:**

**Seconded:**

**Vote:**

## 9.0 FINANCIAL REPORT

### 9.1 Cash Income and Expenditure Report – February 2020

	Feb 2020 Actual \$	Feb 2020 Budget \$	Variance in \$	Variance as %	Year to date Actuals \$	Year to date Budget \$	Variance in \$	Variance as %	Actual Approved Budget	Forecast to June 2020	Notes
<b><u>INCOME</u></b>											
RATES	\$8,130	\$8,750	-\$620	-7.1%	\$209,306	\$204,248	\$5,058	2.5%	\$233,297	\$233,297	1
WASTE MANAGEMENT	\$4,162	\$26,500	-\$22,338	0.0%	\$105,119	\$117,400	-\$12,281	-10.5%	\$117,800	\$117,800	2
GRANTS - Operational	\$7,804	\$14,739	-\$6,935	-47.1%	\$366,034	\$255,076	\$110,957	43.5%	\$294,931	\$294,931	3
GRANTS - Subject to approval	\$0	\$0	\$0	0.0%	\$0	\$53,700	-\$53,700	-100.0%	\$65,700	\$65,700	4
CONTRACTS	\$14,591	\$8,150	\$6,441	79.0%	\$67,590	\$65,200	\$2,390	3.7%	\$98,000	\$98,000	5
RENTAL INCOME	\$0	\$665	-\$665	-100.0%	\$5,195	\$5,330	-\$135	-2.5%	\$8,000	\$8,000	6
MISCELLANEOUS	\$986	\$0	\$986		\$14,294	\$10,733	\$3,561	33.2%	\$14,000	\$14,000	7
TRANSFER FROM RESERVES			\$0			\$34,500	-\$34,500		\$34,500	\$34,500	
<b>TOTAL INCOME</b>	<b>\$35,674</b>	<b>\$58,804</b>	<b>-\$23,130</b>	<b>-39.3%</b>	<b>\$767,537</b>	<b>\$711,687</b>	<b>\$55,850</b>	<b>7.8%</b>	<b>\$866,228</b>	<b>\$866,228</b>	
<b><u>EXPENSES</u></b>											
ADMINISTRATION EXPENSES	\$1,836	\$7,765	\$5,929	76.4%	\$76,007	\$83,345	\$7,338	8.8%	\$103,200	\$103,200	8
EMPLOYMENT EXPENSES	\$27,713	\$37,500	\$9,787	26.1%	\$259,956	\$294,600	\$34,644	11.8%	\$441,300	\$441,300	9
ROADS	\$0	\$3,000	\$3,000	0.0%	\$2,393	\$42,000	\$39,607	94.3%	\$73,000	\$73,000	10
CONTRACTS & MATERIALS	\$0	\$900	\$900		\$1,860	\$1,400	-\$460		\$5,000	\$5,000	11
REPAIR & MAIN TOWN ASSETS	\$48	\$100	\$52	51.5%	\$10,002	\$8,600	-\$1,402	-16.3%	\$17,400	\$17,400	12
VEHICLE & PLANT	\$1,776	\$1,408	-\$368	-26.1%	\$16,431	\$13,964	-\$2,467	-17.7%	\$22,600	\$22,600	13
GRANT EXPENSES	\$17,483	\$165	-\$17,318	-10496.0%	\$83,778	\$71,520	-\$12,258	-17.1%	\$67,700	\$67,700	14
WASTE MANAGEMENT	\$5,216	\$5,000	-\$216	-4.3%	\$58,997	\$55,000	-\$3,997	-7.3%	\$90,000	\$90,000	15
SERVICES	\$196	\$0	-\$196		\$5,531	\$8,525	\$2,994	35.1%	\$11,400	\$11,400	16
<b>TOTAL EXPENSES</b>	<b>\$54,270</b>	<b>\$55,838</b>	<b>\$1,568</b>	<b>-2.8%</b>	<b>\$514,956</b>	<b>\$578,954</b>	<b>\$63,998</b>	<b>-11.1%</b>	<b>\$0</b>	<b>\$831,600</b>	<b>\$831,600</b>
<b>TOTAL OPERATIONAL SURPLUS / DEF</b>	<b>-\$18,596</b>	<b>\$2,966</b>	<b>-\$21,562</b>	<b>-727.0%</b>	<b>\$252,581</b>	<b>\$132,733</b>	<b>\$119,848</b>	<b>90.3%</b>	<b>\$34,628</b>	<b>\$34,628</b>	



## 9.2 Notes on Cash Income and Expenditure Report for February 2020

1. February slightly lower, however slightly higher overall
2. February lower than expected, and lower overall for the year, due to timing of receiving payments from rate payers
3. Grants Year to date higher mainly due to grants being carried forward & not included in budget, namely Electronic records management, water tank & Solar panels. Additional grants received January included 2nd instalment for the Operational Grant.
4. Grants received subject to approval are included in the above totals, namely Senior's week, dog pound & Australia Day. Grants yet to be received as per budget include Youth Vibe & Cloppenburg Park Irrigation
5. February higher than budgeted and now higher overall. Funds received Feb included works for jetty, water management & fencing
6. No income received February. Year to date slightly lower than budgeted due to no rentals during February.
7. February & Year to date slightly higher than budgeted as stated previously mainly due to interest received being higher than expected
8. As stated in December report, February & year to date are slightly lower than budgeted however partly due to the timing of expenses and in consideration of being now 8 months into the financial year, administration costs for cleaning supplies, travel, insurance & memberships are all fully expended, with travel costs being more than double the budget. Costs still yet to be expensed include FBT, valuation costs and costs continuing to be lower than budget include telephone, meeting & community expenses which gives us the current result.
9. February & Year to date slightly lower than budget.
10. No costs February as budgeted. Year to date lower as stated previously due to budgeted road works not yet commenced
11. No costs February. Year to date higher as mentioned in October report for additional expenses not included in budget for jetty & water compound fencing. Costs here budgeted to be spent between January & June.
12. February lower than budget, however year to date still higher than budgeted overall due to timing of maintenance projects and budget being averaged on quarterly basis.
13. February & year to date overall, mainly due to repairs & maintenance on plant & vehicles.
14. February & year to date higher than budgeted due to timing of spending of grant funds. February costs included the electronic management system, from funds secured in 2019.
15. February higher & year to date higher than budget mainly due to regular weekly collections and timing of receiving/paying bills. Overall in relation to budget year to date hard & green waste is under.
16. February & year to date lower due to savings being made using solar power, however to be noted water & sewerage charges continue to be over budget to date

### 9.3 Financial Report for Month ended February 2020

<b>Wagait Shire Council</b>					
<b>Financial Report</b>					
<b>for the period ending 29 February 2020</b>					
					<b>TOTAL</b>
<b>Cash at Bank &amp; on Hand</b>					
Petty Cash					\$ 329.49
Un-Deposited Funds					\$ -
CBA - transaction account					\$ 3,285.18
CBA - Cash Saver					\$ 30,000.00
CBA - Fixed Term Deposit 1					\$ 400,000.00
CBA - Fixed Term Deposit 2					\$ 150,000.00
CBA - Fixed Term Deposit 3					\$ 100,000.00
CBA - Fixed Term Deposit 4					\$ 90,000.00
CBA - Fixed Term Deposit 5					\$ 125,000.00
Bendigo Bank - Investment Q/C					\$ 500,000.00
<b>Total Cash at Bank &amp; on Hand</b>					<b>\$ 1,398,614.67</b>
<b>Debtors</b>	<b>Current</b>	<b>&gt; 30 days</b>	<b>&gt; 60 days</b>	<b>&gt; 90 days</b>	
Trade Debtors	9,079.00			195.00	\$ 9,274.00
Rates 19/20 financial year (not overdue)				25,164.13	\$ 25,164.13
Rate Arrears				29,191.51	\$ 29,191.51
					<b>\$ 63,629.64</b>
less Rates paid in Advance					-\$ 1,123.67
<b>Total Debtors</b>					<b>\$ 62,505.97</b>
<b>Creditors &amp; Current Liabilities</b>	<b>Current</b>	<b>&gt; 30 days</b>	<b>&gt; 60 days</b>	<b>&gt; 90 days</b>	
Trade	14,892.02				\$ 14,892.02
Tax & Super Liabilities	7,241.24				\$ 7,241.24
Sundry Creditors	88.67				\$ 88.67
Unexpended Grants	158,974.43				\$ 158,974.43
<b>Total Creditors &amp; other current Liabilities</b>					<b>\$ 181,196.36</b>
					<b>Net Cash Position</b>
					<b>\$ 1,279,924.28</b>

### 9.4 Rate Payers in Arrears for the Month of February 2020

<b>Rate Payers in Arrears</b>		
2016-17	\$1,684.08	no change
2017-18	\$4,463.86	no change
2018-19	\$5,542.29	no change
2019-20	\$17,501.28	
	<b>\$29,191.51</b>	

## 9.5 Supplier Payment History for the month of February 2020

Date	Supplier	Particulars	Amount
<b>Cheque Account</b>			
6/02/2020	Super Clearing	Staff superannuation January	\$2,411.95
13/02/2020	Central Business Equipment	Photocopier rental	\$204.80
14/02/2020	Australian Taxation Office (ATO)	December BAS	\$6,845.00
14/02/2020	Motor Vehicle Registry	Quad bike registration	\$226.95
14/02/2020	Airpower	Belt for mower	\$393.40
14/02/2020	Officeworks	Printing & stationery	\$80.96
14/02/2020	Alloy & Stainless Products	Mower blades for tractor	\$597.08
14/02/2020	Harvey Distributors	Cleaning Consumables	\$121.10
14/02/2020	Councilwise	Electronics Management record system	\$17,330.21
14/02/2020	Wigg Plumbing	Waste water treatment	\$215.83
14/02/2020	Totally Work Wear	Uniforms casual staff	\$106.00
14/02/2020	Fairy Jill	Australia Day - children's entertainment	\$1,155.00
14/02/2020	Central Business Equipment	Photocopier printing charges	\$109.21
14/02/2020	Wagait Beach Supermarket	Fuel, consumables & Australia day expenses	\$888.74
14/02/2020	Veolia Environmental Services	Rubbish collections	\$5,737.85
14/02/2020	Wagait Beach Supermarket	Fuel, consumables, newspapers etc	\$747.87
25/02/2020	Peter Clee	Travel allowance	\$198.12
<b>Petty Cash</b>			
1/02/2020	Woolworths	Australia Day consumables & food	\$166.85
11/02/2020	Coles Supermarket	Australia Day consumables & food	\$30.00
14/02/2020	Sealink Ferries	Travel	\$15.50
17/02/2020	Woolworths	Sport & rec activities	\$72.60
26/02/2020	Checked Australia	Police Check Mark James	\$50.00
26/02/2020	Bunnings	replacement tap	\$16.50
<b>Credit Card</b>			
3/02/2020	MYOB Australia Pty Ltd	Accounting software subscription	\$140.00
4/02/2020	NT Police, Fire & Emergency Services	Working with Children application - Renita	\$72.00
6/02/2020	Adobe Systems Incorporated	ADOBE software subscription	\$36.29
10/02/2020	Microsoft	MICROSOFT software subscription	\$75.68
10/02/2020	Microsoft	MICROSOFT software subscription	\$83.49
11/02/2020	Apple Itunes	Music for ipad	\$11.99
18/02/2020	TR Telecom	Satellite Phone	\$96.00
18/02/2020	Australia Post	PO Box renewal	\$121.00
21/02/2020	NT Police, Fire & Emergency Services	Working with Children Application - Michael Vaughan	\$7.00
28/02/2020	NT Police, Fire & Emergency Services	Working with Children application - Gary	\$72.00
28/02/2020	CBA	Annual fee	\$16.67

## 9.6 Cash Income and Expenditure Report – March 2020

	Mar 2020 Actual \$	Mar 2020 Budget \$	Variance in \$	Variance as %	Year to date Actuals \$	Year to date Budget \$	Variance in \$	Variance as %	Actual Approved Budget	Forecast to June 2020	Notes
<b>INCOME</b>											
RATES	\$10,701	\$28,999	-\$18,298	-63.1%	\$220,007	\$233,247	-\$13,240	-5.7%	\$233,297	\$233,297	1
WASTE MANAGEMENT	\$5,371	\$200	\$5,171	0.0%	\$110,490	\$117,600	-\$7,110	-6.0%	\$117,800	\$117,800	2
GRANTS - Operational	\$0	\$0	\$0	0.0%	\$366,034	\$255,076	\$110,957	43.5%	\$294,931	\$294,931	3
GRANTS - Subject to approval	\$0	\$0	\$0	0.0%	\$0	\$53,700	-\$53,700	-100.0%	\$65,700	\$65,700	4
CONTRACTS	\$8,076	\$8,150	-\$74	-0.9%	\$75,666	\$73,350	\$2,316	3.2%	\$98,000	\$98,000	5
RENTAL INCOME	\$182	\$665	-\$483	-72.7%	\$5,377	\$5,995	-\$618	-10.3%	\$8,000	\$8,000	6
MISCELLANEOUS	\$172	\$0	\$172	#DIV/0!	\$14,465	\$10,733	\$3,732	34.8%	\$14,000	\$14,000	7
TRANSFER FROM RESERVES		\$38,014	-\$38,014	-100.0%	\$0	\$34,500	-\$34,500	-100.0%	\$34,500	\$34,500	8
<b>TOTAL INCOME</b>	<b>\$24,503</b>	<b>\$76,028</b>	<b>-\$51,525</b>	<b>-67.8%</b>	<b>\$792,038</b>	<b>\$749,701</b>	<b>\$42,337</b>	<b>5.6%</b>	<b>\$866,228</b>	<b>\$866,228</b>	
<b>EXPENSES</b>											
ADMINISTRATION EXPENSES	\$4,338	\$5,045	\$707	14.0%	\$80,344	\$88,390	\$8,046	9.1%	\$103,200	\$103,200	9
EMPLOYMENT EXPENSES	\$33,528	\$36,600	\$3,072	8.4%	\$293,484	\$331,200	\$37,716	11.4%	\$441,300	\$441,300	10
ROADS	\$3	\$3,000	\$2,997	0.0%	\$2,397	\$45,000	\$42,603	94.7%	\$73,000	\$73,000	11
CONTRACTS & MATERIALS	\$0	\$900	\$900	0.0%	\$1,860	\$2,300	\$440	19.1%	\$5,000	\$5,000	12
REPAIR & MAIN TOWN ASSETS	\$4,921	\$4,300	-\$621	-14.5%	\$14,923	\$12,900	-\$2,023	-15.7%	\$17,400	\$17,400	13
VEHICLE & PLANT	\$2,270	\$2,408	\$138	5.7%	\$18,700	\$16,372	-\$2,328	-14.2%	\$22,600	\$22,600	14
GRANT EXPENSES	\$0	\$165	\$165	100.0%	\$83,778	\$71,685	-\$12,093	-16.9%	\$67,700	\$67,700	15
WASTE MANAGEMENT	\$6,291	\$12,500	\$6,209	49.7%	\$65,289	\$67,500	\$2,211	3.3%	\$90,000	\$90,000	16
SERVICES	\$46	\$0	-\$46	#DIV/0!	\$5,577	\$8,525	\$2,948	34.6%	\$11,400	\$11,400	17
<b>TOTAL EXPENSES</b>	<b>\$51,398</b>	<b>\$64,918</b>	<b>\$13,520</b>	<b>-20.8%</b>	<b>\$566,354</b>	<b>\$643,872</b>	<b>\$77,518</b>	<b>-12.0%</b>	<b>\$831,600</b>	<b>\$831,600</b>	
<b>TOTAL OPERATIONAL SURPLUS / DEF</b>	<b>-\$26,895</b>	<b>\$11,110</b>	<b>-\$38,005</b>	<b>-342.1%</b>	<b>\$225,684</b>	<b>\$105,829</b>	<b>\$119,855</b>	<b>113.3%</b>	<b>\$34,628</b>	<b>\$34,628</b>	

## 9.7 Notes on Cash Income and Expenditure Report for March 2020

1. March & Year to date lower than expected & as per debtors quite a high number of current year rates still unpaid.
2. March higher than expected, however lower overall for the year, due to timing of receiving payments from rate payers.
3. Grants Year to date higher mainly due to grants being carried forward & not included in budget, namely Electronic records management, water tank & Solar panels. Additional grants received January included 2nd instalment for the Operational Grant.
4. Grants received subject to approval are included in the above totals, namely Senior's week, dog pound & Australia Day. Grants yet to be received as per budget include Youth Vibe & Cloppenburg Park Irrigation.
5. March on par with budget and now higher overall.
6. March lower than budgeted, however now starting to receive rental income for CEO house. Year to date slightly lower than budgeted due to no rentals during February.
7. March & Year to date slightly higher than budgeted as stated previously mainly due to interest received being higher than expected.
8. transfer from reserves as budgeted not done to date.
9. As stated in December report, March & year to date are slightly lower than budgeted however partly due to the timing of expenses and in consideration of being now 9 months into the financial year, administration costs for cleaning supplies, travel, insurance & memberships are all fully expended, with travel costs being more than double the budget. Costs still yet to be expensed include FBT, valuation costs and costs continuing to be lower than budget include telephone, meeting & community expenses which gives us the current result.
10. March & Year to date slightly lower than budget.
11. Virtually no costs for March as budgeted. Year to date lower as stated previously due to budgeted road works not yet commenced.
12. No costs March. Year to date higher as mentioned in October report for additional expenses not included in budget for jetty & water compound fencing. Costs here budgeted to be spent between January & June.
13. March higher than budgeted & year to date still higher than budgeted overall due to timing of maintenance projects and budget being averaged on quarterly basis.
14. March slightly lower & year to date overall higher, mainly due to repairs & maintenance on plant & vehicles & timing of repairs.
15. No costs March & year to date higher than budgeted due to timing of spending of grant funds.
16. March & year to date now lower than budget mainly due to regular weekly collections and timing of receiving/paying bills. Overall in relation to budget year to date hard & green waste is still under.
17. March & year to date lower due to savings being made using solar power, however to be noted water & sewerage charges continue to be over budget to date.

## 9.8 Financial Report for Month ended March 2020

<b>Wagait Shire Council</b>					
<b>Financial Report</b>					
<b>for the period ending 31 March 2020</b>					
					<b>TOTAL</b>
<b>Cash at Bank &amp; on Hand</b>					
Petty Cash					\$ 329.49
Un-Deposited Funds					\$ 823.30
CBA - transaction account					\$ 99,568.71
CBA - Cash Saver					\$ -
CBA - Fixed Term Deposit 1					\$ 400,000.00
CBA - Fixed Term Deposit 2					\$ 150,000.00
CBA - Fixed Term Deposit 3					\$ 99,998.08
CBA - Fixed Term Deposit 4					\$ -
CBA - Fixed Term Deposit 5					\$ 125,000.00
Bendigo Bank - Investment Q/C					\$ 500,000.00
<b>Total Cash at Bank &amp; on Hand</b>					<b>\$ 1,375,719.58</b>
<b>Debtors</b>	<b>Current</b>	<b>&gt; 30 days</b>	<b>&gt; 60 days</b>	<b>&gt; 90 days</b>	
Trade Debtors	6,310.00	65.00		195.00	\$ 6,570.00
Rates 19/20 financial year (not overdue)					\$ -
Rate Arrears				38,493.73	\$ 38,493.73
					<b>\$ 45,063.73</b>
less Rates paid in Advance					-\$ 1,736.35
<b>Total Debtors</b>					<b>\$ 43,327.38</b>
<b>Creditors &amp; Current Liabilities</b>	<b>Current</b>	<b>&gt; 30 days</b>	<b>&gt; 60 days</b>	<b>&gt; 90 days</b>	
Trade	1,827.64	30.30			\$ 1,857.94
Tax & Super Liabilities	10,341.67				\$ 10,341.67
Sundry Creditors	1,279.98				\$ 1,279.98
Unexpended Grants	106,146.77				\$ 106,146.77
<b>Total Creditors &amp; other current Liabilities</b>					<b>\$ 119,626.36</b>
					<b>Net Cash Position</b>
					<b>\$ 1,299,420.60</b>

## 9.9 Rate Payers in Arrears for the Month of March 2020

<b>Rate Payers in Arrears</b>	
<b>Rate Payers in Arrears</b>	
2016-17	\$1,534.08
2017-18	\$4,363.86
2018-19	\$5,542.29
2019-20	\$27,053.50
	<b>\$38,493.73</b>

## 9.10 Supplier Payment History for the month of March 2020

Date	Supplier	Particulars	Amount Paid
<b>Cheque Account</b>			
3/03/2020	Super Clearing	Staff Superannuation for Feb wages paid out of MYOB	\$1,132.49
3/03/2020	Contractor Accreditation Limited	Accreditation Fees	\$696.85
3/03/2020	Superclearing paid in XERO	Staff Superannuation for Feb wages paid out of Xero	\$1,124.79
5/03/2020	NT Police, Fire & Emergency	Working with Children card - Ricky Barton	\$72.00
5/03/2020	Power Water	Water	\$30.33
5/03/2020	Optus	Phones	\$258.30
5/03/2020	Veolia Environmental Services	Bin collections	\$6,920.38
5/03/2020	Wagait Beach Supermarket	Various - fuel, consumables etc	\$671.75
5/03/2020	Copytime	Photocopying	\$30.00
5/03/2020	Michele Hughes	Accounting	\$704.00
5/03/2020	Recovre	Training for Rebbecca Taylor - RTW coordination	\$429.00
5/03/2020	Skilled Tree Solutions	Tree lopping	\$4,268.00
5/03/2020	Belyuen Community Government	Vehicle Inspection - quad bike	\$120.45
5/03/2020	Totally Work Wear	Protective clothing	\$171.60
5/03/2020	Officeworks	Office supplies	\$308.98
13/03/2020	Central Business Equipment	Photocopier rental	\$204.80
16/03/2020	Australian Taxation Office (ATO)	Relates to 2018 Nov BAS amendment not recorded in	\$3,126.00
16/03/2020	Harvey Distributors	Disposable gloves	\$16.34
16/03/2020	MJ Electrical	Electrical works CEO house	\$80.00
16/03/2020	Red Gum Performance Group	Workshop compliance officer essentials	\$1,925.00
16/03/2020	Think Water	Water pump for community centre	\$171.55
16/03/2020	Central Business Equipment	Photocopier usage	\$110.86
17/03/2020	NT Police, Fire & Emergency	Working with Children card - Mark James	\$72.00
19/03/2020	Turf NT	Carpet Grass	\$280.00
28/03/2020	L.G.A.N.T.	Registration for finance reference group meeting	\$55.00
28/03/2020	Finlay's Stonemasonry	Top soil	\$135.00
28/03/2020	Power Water	swipe card water usage	\$17.77
28/03/2020	Heath Motor Group	Cap & mirror for Hino truck	\$207.77
28/03/2020	Turf NT	Carpet Grass	\$280.00
28/03/2020	Wagait Beach Supermarket	Various - fuel, consumables etc	\$472.16
28/03/2020	Central Business Equipment	Installation of new printer	\$550.00
28/03/2020	Officeworks	Office supplies	\$65.70
28/03/2020	3C Projects	Travel to collect items for CEO house	\$187.20
28/03/2020	Finlay's Stonemasonry	Top soil	\$90.00
28/03/2020	The Handy Truck	Relocation costs for the CEO	\$810.00
28/03/2020	Rural Fire Protection	Service to fire extinguishers	\$321.60
28/03/2020	Bunnings	Fertilizer, lawn builder, buffalo grass	\$84.50
28/03/2020	Optus	Phones	\$257.60
31/03/2020	Central Business Equipment	Photocopier usage	\$174.41
<b>Credit Card</b>			
4/03/2020	sports Agencies	Training for lower back pain	\$20.00
4/03/2020	sports Agencies	Resistance training for S&R	\$20.00
5/03/2020	MYOB Australia Pty Ltd	MYOB Software subscription	\$140.00
6/03/2020	Adobe Systems Incorporated	Adobe Software subscription	\$36.29
11/03/2020	Officeworks	office supplies	\$41.03
12/03/2020	Darwin Bus	Bus multipass	\$20.00
19/03/2020	United Petroleum	Fuel CEO car	\$70.63
19/03/2020	National Flags	Flags	\$144.00
20/03/2020	TR Telecom	Satellite Phone	\$96.00
31/03/2020	Beaupairs	R&M on CEO car new tyres	\$1,115.00
31/03/2020	Woolworths	Gloves & wipes	\$16.98
31/03/2020	Harvey Distributors	Hydrogen peroxide	\$168.00

## 9.11 Grants Report

Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
8/11/2018	Construct Dog Pound and Associated Septic Pit	Dept of Local Govt Housing & Community Development	\$30,537.00	\$2,680.00	\$27,857.00	Before 31 August 2019 or thereafter for a period of two years.
June 2019	5,000ltr Water Tank	NT Government	\$7,607.00		\$7,607.00	30 June 2020
June 2019	Electronic Records Management System	NT Government	\$34,889.00	\$11,230.00	\$23,569.00	30 June 2020
14 April 2020	Youth Week	Territory Families	\$2,000		\$2,000	

## 9.12 Councillor Allowances

Councillors payment for the month of February 2020 - \$300.00.

Councillors payment for the month of March 2020 - \$300.00.

Total payment to Councillors from 1 July to 31 March 2020 - \$2,700.00.

**Resolution No. 2020/.....**

**That Council receives and accepts the Financial Reports for the months of February 2020 and March 2020.**

**Moved:**

**Seconded:**

**Vote:**



**10.0 AGENDA ITEMS**

**10.1 RV Tourism / Dump Points**

This is to be carried over to the May 2020 meeting.

**10.2 Occupational Licence 3760 over Section 240A, Hundred of Bray**

The Occupational Licence (OL3760), has been issued for the sole purpose of care and maintenance of picnic table and association infrastructure on Section 240(A) Hundred of Bray, being the unsealed carpark at the Erickson Crescent beach access point.

This Licence expired on 6 October 2019. As OL3760 has reached its five (5) year term allowed under the *Crown Lands Act 1992*, should Wagait Shire Council wish to hold an OL beyond this date, a new application will be required.

All conditions of OL3760 will remain the same.

**Resolution No. 2020/.....**

**That Council authorise the use of the Wagait Shire Council Common Seal for Occupational Licence 3760 over Section 240(A), Hundred of Bray.**

**Moved:**

**Seconded:**

**Vote:**

### **10.3 North Australian Aboriginal Justice Agency (NAAJA) Memorandum of Understanding**

An MoU between WSC and NAAJA for service delivery in the Wagait Shire area expired in 2018. A new agreement has been prepared that will take effect on 1 May 2020 for two years, until 31 April 2022.

The agreement sets out the way in which Wagait Shire Council and the North Australian Aboriginal Justice Agency (NAAJA) will work together in the community of Wagait Beach.



**North Australian Aboriginal Justice Agency**

### **Memorandum of Understanding**

between the

**North Australian Aboriginal Justice Agency**

and

**Wagait Shire Council**



## 1. Purpose

This agreement sets out the way in which Wagait Shire Council and the North Australian Aboriginal Justice Agency (NAAJA) will work together in the community of Wagait.

## 2. Background

The Wagait Shire Council provides the following services in their region:

- Community Governance, Planning & Reporting
- Advocacy and Representation on Local & Regional Issues
- Local Roads Upgrades, Maintenance & Traffic Management
- Asset Management
- Maintenance & Upgrade Council Buildings
- Library & Heritage Services
- Cultural & Social Development
- Civic, Cultural & Sporting Events
- Memorial Garden & Centotaph
- Maintenance & Upgrade Parks & Reserves
- Weed Control & Fire Hazard Reduction
- Local Emergency Management
- Waste Management
- Companion Animal Welfare, Management & Control
- Public & Corporate Relations
- Records Management
- Revenue Growth
- Financial Management
- Risk Management
- Human Resource Management
- Training & Employment
- Information Technology

NAAJA provides the following services in the Wagait Shire Council region:

- Criminal Law Services for Bush Courts
- Civil Law Services
- Community Legal Education
- Indigenous Prisoner Throughcare

## 3. Details

It is agreed that the Wagait Shire Council will provide the following assistance to NAAJA:

- Vehicle hire (or alternatively assistance with transport into and out of community).
- Reduced accommodation rate.
- Use of Community offices and Community IT equipment i.e. photocopiers.
- Assistance of community staff in contacting and locating NAAJA's clients, family or other relevant persons connected to court proceedings during their working hours.
- Assist with notification of the community regarding NAAJA's upcoming visits including display of NAAJA posters with contact details and visit days and court lists if required.
- Assist with notification of individuals regarding their appearance on upcoming Court lists.
- The assistance of Community staff in organizing workshops and other activities during their working hours.
- Use of community notice boards.
- The assistance of Community staff putting up posters and promotional materials in communities on behalf of NAAJA.
- Advice on culturally affective conduct in the community.

NAAJA undertakes to:

- Notify the Coordinator and Team Leaders in each community in advance of their visit.
- Provide court lists to local offices in advance of their visit.
- Subject to capacity and NAAJA's budgetary constraints, provide training and workshops for community staff members around NAAJA's services, the legal system, Australian law, police powers, client rights and other topics related to the Australian justice system.
- Invite staff of Wagait Shire Council to participate in other relevant training and education activities being undertaken by NAAJA in Darwin and communities falling within the region serviced by Wagait Shire Council.
- Provide information and resources relating to NAAJA's services and the justice system to Community Offices.
- Pay the standard amount in each community for airport pickups and accommodation.

Where NAAJA's needs in terms of local facilitation and client pickups exceeds the capacity of local Community staff to provide, or where local staff are not working at the time NAAJA requires assistance, the Council will endeavor to assist NAAJA to find suitable people for NAAJA to employ on a casual basis.

NAAJA and the Council will keep each other up to date with staff names and contact details.

#### 4. Limitations

NAAJA understands that offices, vehicles and staff use in the Council's communities is subject to availability.

#### 5. Period

This agreement will be in force from 1 April 2020 to 31 March 2022, when it will be reviewed.

**EXECUTED** as an Agreement on [DATE]

Renita Glencross  
Chief Executive Officer  
Wagait Shire Council

Priscilla Collins  
Chief Executive Officer  
North Australian Aboriginal Justice Agency

**Resolution No. 2020/.....**

**That Council note the North Australian Aboriginal Justice Agency Memorandum of Understanding between the North Australian Aboriginal Justice Agency and Wagait Shire Council.**

**Moved:**

**Seconded:**

**Vote:**

#### **10.4 Rates during COVID-19**

In response to the Australian Government and the NT Government COVID-19 health measures and movement restrictions that directly affect the 'non-essential' workforce, Wagait Shire Council has considered its capacity to provide rates concessions to alleviate financial hardship under Parts 11.7 and 11.8 of the Local Government Act 2008. Concessions can include remissions of interest, waivers and deferments.

Wagait Shire Ratepayers impacted by the COVID-19 restrictions and experiencing financial hardship may apply directly to Wagait Shire Council CEO for rates concessions and alternative payment options for rates due 31 March 2020. The requests will be considered on a case-by-case basis. Any concessions granted will be reviewed after 30 June 2020 in line with COVID-19 measures in place at that time.

**Resolution No. 2020/.....**

**That Council note and endorse the CEO to offer rates concessions and alternative payment options to ratepayers experiencing financial hardship as a direct result of COVID-19 measures and restrictions.**

**Moved:**

**Seconded:**

**Vote:**

## 10.5 Report of Ministerial Correspondence on Subordinate Legislation

On 9 March 2020, The Hon Gerry McCarthy MLA Minister for Local Government Housing and Community Development wrote to Chair of Public Accounts Committee (PAC), Mrs Kate Worden MLA, in response to the PAC's queries regarding the Wagait Shire By-Laws dated 11 February 2020.

On 24 March 2020, another letter from PAC was sent to the Minister noting PAC still has concerns about specific By-Laws that may create defences. In response, the Department have advised PAC that Council could consider their suggestions if Council makes amendments to the By-Laws in the future.

Council is not obliged to make the suggested amendments.

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Wagait Shire Council (Dog Management) By-Laws (No 27. of 2019)

### Wagait Shire Council (Dog Management) By-Laws (No 27. of 2019)



LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY  
13<sup>th</sup> Assembly

Public Accounts Committee

REF: COMM2019/00002.113

Hon Gerry McCarthy MLA  
Minister for Local Government, Housing and Community Development  
GPO Box 3146  
Darwin NT 0801

Dear Minister

**Re: Wagait Shire Council (Dog Management) By-Laws (No. 27 of 2019)**

The Public Accounts Committee is considering the Wagait Shire Council (Dog Management) By-Laws (No. 27 of 2019) in accordance with Sessional Order 14(2)(g).

The Committee has received the attached comments on the regulations from its independent legal counsel and seeks your advice on the issues raised including:

- Penalties for offences under the by-laws to reflect the seriousness of the offence
- Requesting a time frame for owners to abide by-law 23
- Re-wording by-law 33(4)

To enable the Committee to complete its consideration of the regulations before the end of their disallowance period, the Committee requests this advice by 18 March 2020.

Thank you for your assistance.

Yours sincerely

A handwritten signature in blue ink that reads "Kate".

Kate Worden MLA  
Chair

11 February 2020

**Advice from Prof Ned Aughterson to the Public Accounts Committee**  
***Wagait Shire Council (Dog Management) By-Laws (No 27 of 2019)***

Penalties:<sup>1</sup> it is noted that the penalty for all offences under the by-laws is 20 penalty units, regardless of the seriousness of the offence. For example, the failure of an owner of a registered owner of a dog to notify a change of address (by-law 14) carries the same penalty as the offence under by-law 34 of an owner failing to ensure that their dog does not bite a person or an animal or failing to ensure proper containment of a dangerous dog: see by-laws 23(1) and 27(1). As a general principle, a penalty should reflect the seriousness of the offence in the relevant legislative scheme.<sup>2</sup>

By-Laws 21 to 24:<sup>3</sup> By-law 21 allows an authorised person to declare a dog to be a dangerous dog, while by-law 22 allows the owner of the dog to apply to Council to revoke the declaration. While by-law 22(4) provides when any revocation takes effect (the date of notification of the revocation – that is, not when the decision was made), there is no indication as to when the initial decision (declaring the dog to be dangerous) takes effect. That is important because by-law 23 imposes certain duties on the owner of the dog, contravention of which can lead to cancellation of the registration of the dog (by-law 24) or penalties: see by-laws 23(1) and 27(1). It follows that if the revocation takes effect immediately the decision is made, liability would arise prior to notification. It is clear the revocation does not take effect only after any application to revoke under by-law 22 has been considered. That is because there may be no application to revoke and no time limit is placed on any such application. Relevant to the question of when the declaration should commence, there is a question of how much time needs to be allowed to enable the owner to take all steps required under by-law 23.

It is noted that the by-laws do not require the giving of a right to be heard in relation to the proposed declaration prior to the making of the decision – that arises only in relation to any revocation application. While it is imagined that it may be necessary to act with some urgency in ensuring that the dog is contained, one difficulty is that in giving notice of the declaration there is no requirement on the part of the Council to give reasons for the decision. Any non-disclosure of reasons would make difficult the framing of any argument by the owner against the decision.

By-Law 33(4)(c):<sup>4</sup> By-law 33 creates an offence where there is failure on the part of an owner of a dog to ensure that their dog does not menace a person or an animal (see by-law 3 as to the meaning of 'menace'). By-law 33(4) creates defences, including at 33(4)(1):

If a person was menaced – the person created a reasonable apprehension that the person was trespassing on premises owned or occupied by the defendant

The question is in whom does the reasonable apprehension need to arise. Presumably it is not the apprehension of a reasonable dog. The owner might not be present. Is it the apprehension of a reasonable person? Would it be appropriate to reframe the defence so that it arises where there is an actual trespass? See also by-law 34(6)(c).

<sup>1</sup> See Public Accounts Committee Terms of Reference, Sessional Order 14, (2)(g)(ii)(B), and in that context s 189(2)€ of the *Local Government Act*.

<sup>2</sup> See, for example, Australian Government Attorney-Generals Department, 'A guide to framing Commonwealth offences, Civil Penalties and Enforcement Powers' (2007), 38.

<sup>3</sup> See Public Accounts Committee Terms of Reference, Sessional Order 14, (2)(g)(i)(A), (B), (K).

<sup>4</sup> See Public Accounts Committee Terms of Reference, Sessional Order 14, (2)(g)(i)(K).



MINISTER FOR LOCAL GOVERNMENT, HOUSING  
AND COMMUNITY DEVELOPMENT

Parliament House  
State Square  
Darwin NT 0800  
minister.mccarthy@nt.gov.au

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8936 5553  
Facsimile: 08 8928 6645

Mrs Kate Worden MLA  
Chair  
Public Accounts Committee  
GPO Box 3721  
DARWIN NT 0801

Dear Mrs Worden

Thank you for your correspondence dated 11 February 2020, on behalf of the Public Accounts Committee, regarding the Wagait Shire Council (Dog Management) by-laws 2019.

Please find responses to your queries, including responses from the Office of the Parliamentary Counsel, the Wagait Shire Council (the Council) and the Department of Local Government, Housing and Community Development, as applicable, below.

*Penalties: It is noted that the penalty for all offences under the by-laws is 20 penalty units, regardless of the seriousness of the offence. For example, the failure of an owner of a registered owner of a dog to notify a change of address (by-law 14) carries the same penalty as the offence under by-law 34 of an owner failing to ensure that their dog does not bite a person or an animal or failing to ensure proper containment of a dangerous dog: see by-laws 23(1) and 27(1). As a general principle, a penalty should reflect the seriousness of the offence in the relevant legislative scheme.*

The Office of the Parliamentary Counsel advised that the custom has been to keep a single maximum penalty for animal management by-law offences in each council. Variations occur in infringement notices. This approach and the amounts of the maximum is a policy decision by the council. For example, the Alice Springs Town Council has 30 penalty units maximum for all offences, the City of Darwin has 100 penalty units maximum for all offences and the Coomalie Community Government Council has \$3000 maximum for all offences.





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The Department notes that these by-laws are modelled largely on the Litchfield Council (Dog Management) by-laws 2017 (the Litchfield by-laws) with minor variations to suit the specific circumstances for the Wagait Shire Council area.

The Litchfield by-laws have a maximum penalty of 20 penalty units for all offences except for a failure to notify the Council of the acquisition of ownership of a registered dog within 14 days after acquiring the dog and a failure by a registered owner to notify the Council of a change in address within 14 days of the change. These two offences have a penalty of 10 penalty units.

It is also worth noting that the schedule to the by-laws prescribe a different amount of penalty units for infringement notice offences depending on what the council deems to be the seriousness of the relevant offence. Using the examples provided by the Public Accounts Committee, in the by-laws, the prescribed amount for an infringement notice for a failure to notify a change of address (by-law 14(2)) is one penalty unit, that for a failure to properly contain a dog (by-law 27(2)) is two penalty units and that for an owner failing to ensure that their dog does not bite a person or an animal (by-law 34(2)) is six penalty units.

By-Laws 21 to 24:

*By-law 21 allows an authorised person to declare a dog to be a dangerous dog, while by-law 22 allows the owner of the dog to apply to Council to revoke the declaration. While by-law 22(4) provides when any revocation takes effect (the date of notification of the revocation – that is, not when the decision was made), there is no indication as to when the initial decision (declaring the dog to be dangerous) takes effect. That is important because by-law 23 imposes certain duties on the owner of the dog, contravention of which can lead to cancellation of the registration of the dog (by-law 24) or penalties: see by-laws 23(1) and 27(1). It follows that if the revocation takes effect immediately the decision is made, liability would arise prior to notification. It is clear the revocation does not take effect only after any application to revoke under by-law 22 has been considered. That is because there may be no application to revoke and no time limit is placed on any such application. Relevant to the question of when the declaration should commence, there is a question of how much time needs to be allowed to enable the owner to take all steps required under by-law 23.*

*It is noted that the by-laws do not require the giving of a right to be heard in relation to the proposed declaration prior to the making of the decision – that arises only in relation to any revocation application. While it is imagined that it may be necessary to act with some urgency in ensuring that the dog is contained, one difficulty is that in giving notice of the declaration there is no requirement on the part of the Council to give reasons for the decision. Any non-disclosure of reasons would make difficult the framing of any argument by the owner against the decision.*

The Office of the Parliamentary Counsel notes that the reasons for making a declaration are clearly set out in by-law 21(1). There is no show cause hearing before the declaration decision is made, but there is an opportunity to apply for its revocation. There is no time limit to apply for revocation.

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The Office of the Parliamentary Counsel states that the commencement of the declaration is not specified but the duties of the owner of a dangerous dog would only begin on receiving notice of the declaration. Those duties are conditions of the dog's registration, they are not offences. In addition, there is a show cause hearing under by-law 24, before anything adverse happens because of a breach of the dangerous dog conditions. This gives the owner an opportunity to explain the owner's failure to comply with the owner's obligations.

The Office of the Parliamentary Counsel concedes that the Public Accounts Committee is correct in saying that the by-laws do not obligate the Council to give detailed reasons. While there were no instructions to do so in these by-laws, this could be considered for when the by-laws are next amended as well as for other future dog management by-laws.

The Council advised, that as a matter of policy, it will provide the reason for the declaration as a dangerous dog to the dog owner in the written notice required under by-law 21.

By-Law 33(4)(c):

*By-law 33 creates an offence where there is failure on the part of an owner of a dog to ensure that their dog does not menace a person or an animal (see by-law 3 as to the meaning of 'menace'). By-law 33(4) creates defences, including at 33(4)(1):*

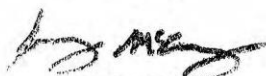
*If a person was menaced – the person created a reasonable apprehension that the person was trespassing on premises owned or occupied by the defendant*

*The question is in whom does the reasonable apprehension need to arise. Presumably, it is not the apprehension of a reasonable dog. The owner might not be present. Is it the apprehension of a reasonable person? Would it be appropriate to reframe the defence so that it arises where there is an actual trespass? See also by-law 34(6)(c).*

The Office of the Parliamentary Counsel advises that the "reasonable apprehension" could arise in the owner if, for example, the owner allowed a dog to menace an attempted trespasser. However, if the dog were alone in a backyard and menaced a person attempting to trespass, the owner could rely on that behaviour to justify the dog's menacing the intruder. But, in any event, the assessment is by the court and is an objective assessment of the behaviour of the person menaced. The question asked is "would a reasonable person think the person was trespassing?" People who reasonably appear to be trespassing cannot complain if a dog menaces them.

I thank the Committee for its interest in local government matters.

Yours sincerely

  
GERRY MCCARTHY  
9/3/2020



LEGISLATIVE ASSEMBLY OF THE NORTHERN TERRITORY  
13<sup>th</sup> Assembly

Public Accounts Committee

REF: COMM2019/00002.133

Hon Gerry McCarthy MLA  
Minister for Local Government, Housing and Community Development  
GPO Box 3146  
Darwin NT 0801

Dear Minister

**RE: Wagait Shire Council (Dog Management) By-Laws (No 27 of 2019)**

Thank you for your letter dated 9 March 2020 responding to the questions raised about the Wagait Shire Council (Dog Management) By-Laws.

The Committee remains concerned that by-laws 33(4)(c) and 34(6)(c) create defences which require the creation of an apprehension without identifying in whom that apprehension needs to have been created, and would be expected to apply in circumstances where no other person was present. The defences do not merely require behaviour that could hypothetically create an apprehension if observed.

The Committee therefore recommends that the defences be amended to be applicable regardless of whether the behaviour was observed by another person.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Kate'.

Kate Worden MLA  
Chair  
24 March 2020

**Resolution No. 2020/.....**

**That Council notes the Report of Ministerial Correspondence on Subordinate Legislation (July 2019- March 2020) regarding the Wagait Shire Council Dog Management By-Laws.**

**Moved:**

**Seconded:**

**Vote:**

## 10.6 Bi-Annual Community Forum

Council resolved to hold bi-annual community forums twice a year in the Months of August and April. Due to the COVID-19 Pandemic the Bi-Annual Community Forum for April is postponed to a future date, pending COVID-19 restrictions.

## 10.7 Emergency Management Committee

The Wagait Shire Emergency Management (WSEM) Committee has been reconvened to consider specific COVID-19 preparation and response measures and provide timely advice to Council on the impact of the pandemic in the community.

To properly establish the WSEM Committee under Part 5.2 of the Local Government Act 2008, Council is required to resolve to establish a Council Committee, assign its functions, appoint the persons to be members of the committee and determine the terms and conditions on which a person holds office as a member of the Council Committee.

The inaugural meeting of the WSEM team took place on Monday 30 March 2020 and will continue weekly until further notice. Documents prepared and provided for consideration by Members, include:

- WSEM Committee Terms of Reference (ToR)
- WSEM Committee COVID-19 Arrangements
- WSEM Committee Action Plan (Draft)

**Resolution No. 2020/.....**

**That under Part 5.2 Council Committees of the Local Government Act 2008, Council:**

- a) resolves to establish the Wagait Shire Emergency Management Committee as a Council committee; and**
- b) notes and accepts the Terms of Reference and Arrangements by which the Committee will function.**

**Moved:**

**Seconded:**

**Vote:**

## 10.8 Green Waste Facility at Cloppenburg Park

For discussion.

## 10.9 Place-Making Initiative – Welcome To Wagait

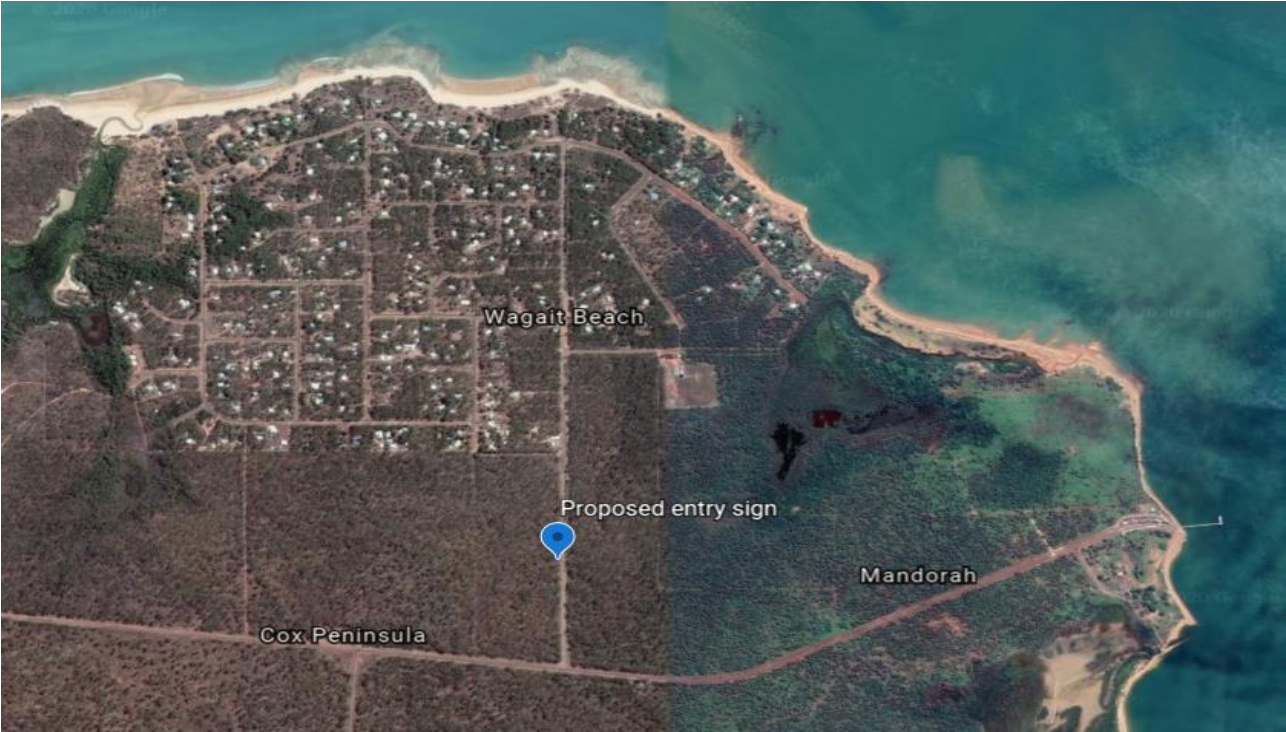
Place-making capitalizes on a local community's assets, inspiration, and potential, with the intention of creating public spaces and activities that promote people's health, happiness, and well-being. It is political due to the nature of place identity.

Place-making is both a process and a philosophy that makes use of urban design principles. It can be government-led or community driven grass roots tactical urbanism.

Current Place-making activities in Wagait Beach such as the 'Welcome to Wagait' collaboration with the Wagait Arts Group to create an entry statement/sign for the community, have the potential to develop into a range of community place-making activities and infrastructure that align to our Strategic Planning goals.

The establishment of a volunteer Place-Making Committee to assist with delivery of these goals is a consideration of Council. There is great local experience and knowledge amongst the residents that could contribute to strengthening community identity and well-being through place-based planning and action.

The proposed 'Welcome to Wagait' entry statement site is on Wagait Tower Rd (see map and photo below) and will require formal approvals from NT Government to be constructed at this location. Currently, the design process is underway with a local competition that closes on 11 May 2020.



**Resolution No. 2020/.....**

**That Council approve CEO to:**

- a) develop the Terms of Reference and structure to establish the Wagait Place-Making committee as a Council committee; and**
- b) progress the concept development for design and construction of the entry statement sign at the proposed site.**

**Moved:**

**Seconded:**

**Vote:**

## **11.0 AGENDA ITEMS FOR RECEIVING AND NOTING**

Nil

## **12.0 QUESTIONS FROM MEMBERS – WITH OR WITHOUT NOTICE**

Nil

## **13.0 QUESTIONS FROM THE PUBLIC – WITH NOTICE**

Nil

## **14.0 PETITIONS/DEPUTATIONS**

Nil

## **15.0 UPCOMING EVENTS**

### **15.1 ANZAC DAY – 25 April 2020**

The ANZAC Order of Service at Wagait Shire Council Cenotaph is cancelled in 2020 due to COVID-19 restrictions, however Council will still lower and raise the flag on Saturday 25 April at 6:30am and 10:00am respectively. Residents have been invited to lay a wreath at the Cenotaph by appointment, between these hours.

## **16.0 LATE ITEMS AND GENERAL BUSINESS**

## **17.0 IN-CAMERA ITEMS**

**Resolution No. 2020/.....**

**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;**

- (b) information about the personal circumstances of a residence or rate payer;**
- (c) information that would, if publicly disclosed, be likely to:**

- (iv) prejudice the interests of the council or some other person;
- (e) information provided to the Council on condition it be kept confidential.

**Moved:**

**Seconded:**

**Vote:**

At ..... pm Council closed the meeting to the general public.

**Resolution No. 2020/.....**

**That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act.**

**Moved:**

**Seconded:**

**Vote:**

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

#### **18.0 DATE OF NEXT MEETING**

The next Council Meeting is to be held on Tuesday 19 May 2020 in the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822

#### **19.0 CLOSE OF MEETING**

The Chair declared the meeting closed at ..... pm.