

WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD
7PM
Tuesday 15 September 2020



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

Date: Tuesday, 15 September 2020
Time: 7.00pm

Location: Council Chambers, 142 Wagait Tower Road, Wagait Beach

Conditions: Current COVID-19 restrictions allow for only 10 persons in the Council Chamber. Council and secretariat are 7 people. Public are welcome to participate however are required to contact Council by 10am Tuesday 15 September 2020 if attending so that arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made.

Renita Glencross
Chief Executive Officer

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Attachments:

Attachment A – Compliance Audit Review

Attachment B – Draft 2020 Audited Financial Report

1.0 PRESENT

Councillors:

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

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 President Neil White be accepted approved.
Moved:
Seconded:
Vote:**

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

3.1 Confirmation of Minutes of Tuesday 18 August 2020 Council Meeting

**Resolution No. 2020/
That the Minutes of the Ordinary Meeting of Tuesday 18 August 2020 be confirmed by Council as a true and correct record.
Moved:
Seconded:
Vote:**

3.1.1 Matters arising from 18 August 2020 Minutes

4.0 GUEST SPEAKERS

4.1 Rocky Magnoli

Rocky Magnoli is here to discuss the Waste Management Fees for unoccupied properties.

**Resolution No. 2020/
That Council thanks and notes Rocky Magnoli's concerns on Waste Management Fees for unoccupied properties.**
Moved:
Seconded:
Vote:

5.0 INWARDS AND OUTWARDS CORRESPONDENCE – July 2020

Since Council's 18 August 2020 Council meeting, the following correspondence has been received and sent.

Inwards Correspondence

Date	From	About	
19/08/2020	Grants NT	Notice of payment - FAA General Purpose \$1798.00	email
19/08/2020	Grants NT	Notice of payment - FAA Roads \$6,791.00	email
28/08/2020	MacDonell Regional Council	LGANT G&HR Language, Literacy ad Numeracy breakout linkup	email
28/08/2020	LGANT	Civil Services Procurement Plant - August 2020	email
29/08/2020	Nexia Edwards	2020 Draft Audited Financial Report	email
2/09/2020	Resident	Drainage needs on Sachse Street	email
3/09/2020	Tidy Towns	2020 Tidy Towns Sustainable Communities - Litter Rating	email
4/09/2020	Dept of Infrastructure, Civil Services	Request to lower speed limit to 60km/hr - Wagait Tower Road (from Charles Point turnoff to 50km/hr speed sign)	email
7/09/2020		Rateable Mineral titles September 2020	email
8/09/2020	Paige Richter - Weed Management Branch	Participation as distribution centre in the 2020/2021 Gamba Action Program	email
8/09/2020	Litchfield Council	Service Level Agreement - advising need to postpone the development of a shared services agreement until at least early 2020	email
8/09/2020	Dept of Chief Minister, NT Govt	NTPS Machinery of Government changes - Local government function	email
8/09/2020	NT Grants	NT Operational Subsidy Funding Advice Letter - 2020/2021	email
8/09/2020	Litchfield Council	Service Level Agreement - advising need to postpone the development of a shared services agreement until at least early 2021	email
8/09/2020	Cyclone Shelter Group Leader - Richard Pye	Cyclone Shelter Contact List	email
9/09/2020	Dept Infrastructure, Transport and Regional Development	Executed Local roads and Community Infrastructure Grant Agreement	email
9/09/2020	Local Government and Community Development	Letter to Wagait Shire Council - Reminder letter of new Disaster Recovery Funding Arrangements requirement.	email
9/09/2020	Maree De Lacey - Local Govt & Community Dlv	Local Government and Community Development Team's transfer to Dept of the Chief Minister and Cabinet	email
10/09/2020	Resident	Vicious Dogs Incident	email
10/09/2020	LGANT	Call for Policy and Action Motions	email
10/09/2020	Resident	Damage to Beach/Soil Conservation and Land Utilisation Act	email

Outwards Correspondence

Date:	To:	About:	
4/09/2020	Dennielle Cahill Transport & civil Services	Request to lower speed limit	email
8/09/2020	Litchfield Council	Service Level Agreement - thank you email for notification.	email
10/09/2020	Greg Woodroffe	Restricted Use Area - Fact Sheet	email
10/09/2020	Resident	Damage to Beach/Soil conservaion and Land Utilisation Act	email

Resolution No. 2020/

That Council receives and notes the Inwards and Outwards correspondence report for the period since 18 August 2020 Council meeting be accepted.

Moved:

Seconded:

Vote:

6.0 COUNCILLORS REPORTS

6.1 President's Report – August 2020

Greetings to all from Adelaide, where I am located for the next two weeks to have long-awaited knee replacement surgery. I have already had one knee operated on, and will have the other one carried out on Tuesday the 15th of September, which unfortunately is the date of this Council Meeting. I trust that Vice President Tom Dyer will chair this meeting with his usual aplomb. I plan to fly back to Darwin on Wednesday the 23rd of September, followed by a return to Wagait Beach by car travel, as my mobility will be limited for some weeks thereafter.

It was pleasing to note that the Community Open Day/BBQ at Cloppenberg Park on Saturday the 22nd of August following voting in the Territory election was well received by those in attendance.

I look forward to Council working cooperatively with the new Territory Government to progress the various issues affecting Cox Peninsula, including the proposed Mandorah Marine Project and progressing the nearly finalised Kenbi land claim.

Where I have been:

Friday 31 July: weekly meeting/catch up with CEO, followed by Zoom teleconference with Blair Duncan from Core Lithium regarding the proposed Lithium mine off Cox Peninsula Road bear DARWIN River.

Wednesday 5 August: with the CEO, met with Greg Woodford and staff from the Crown Land Management team, to discuss improvements to the RUA beach access points and signage, as well as the issue of restricting vehicular use at these points as well as along the beach.

Friday 7 August: attended the Seniors lunch with the CEO and Sport and Recreation Officer which occurred at the Boatshed restaurant at Cullen Bay with 25 seniors from Wagait Beach. The lunch was a success with a quiz and various raffles of prizes donated by local business operators.

Thursday 13 August: weekly meeting with CEO.

Monday 17 August: together with CEO and VP Tom Dyer, met with Larrakia Development Corporation with a view to establishing and maintaining connection and communication with the L.D.C., who will be an important player in the future development of Cox Peninsula.

Wednesday 19 August: took part in a telephone interview with Adam Steer of the ABC for the program, "Grass Roots".

Saturday 22 August: attended Council's Community Open Day at the sports oval from 10:00am to 2:00pm.

Monday 24 August: held a telephone discussion with Andrew Kirkman, CEO of the Department of Infrastructure, Planning and Logistics including the MMP, the proposed change of speed limit along Wagait Tower Road from 80kmh to 60kmh.

Wednesday 26 August: flew to Adelaide for dual knee replacement surgery, which was originally scheduled for March this year, but postponed due to the Coronavirus lockdown of State borders.

*Neil White
President*

Resolution No. 2020/

That Council receives and notes President Neil White's report for the month of August 2020.

Moved:

Seconded:

Vote:

7.0 OFFICERS REPORTS

7.1 Chief Executive Officer's Report – August 2000

CEO Report August/September 2020	
Staff/HR	<ul style="list-style-type: none"> • Full-time and part-time staff JDs review completed in line with Local Government Industry Award 2020 and PDP reviews completed for full-time staff. • New contracts in place for Office Manager, Works Manager and Works Labourer. • PowerWater accreditation in process for works staff (RR) <p><u>Coming Up</u></p> <ul style="list-style-type: none"> • Procurement accredited training 31 Sept-2 Oct (PW, RG) • Rates Workshop (LGANT), 15 Oct (PW)
WHS	<p><u>Prevention, Mitigation and Awareness</u></p> <ul style="list-style-type: none"> • Worksite Inspection Reports • COVID-19 restrictions and modifications ongoing • Lock up procedures for all work areas reviewed and delegated <p><u>Incidents reported during the month</u></p> <ul style="list-style-type: none"> • 13/08/2020 – Works staff accident, finger jammed under verge kerbing • 23/08/2020 – Works vehicle minor scratch from jetty rail <p><u>Actions Outstanding at 13/08/2020</u></p> <ul style="list-style-type: none"> • Power & Water Induction Works labourer. • Evacuation Procedures for Workshop, Community Centre, Administration Office, Cloppenburg Park to be finalised
Meetings	<ul style="list-style-type: none"> • Staff Toolbox x4 • President x4 weekly catchups • Larrakia Development Corporation ; 17 Aug • LGANT HR & Governance RG ; 21 Aug • Belyuen CEO ; 20 Aug, 27 Aug • Ironbark CDP ; 25 Aug • Residents complaints ; 26 Aug, 8 Sept • Dog Incident Complaints ; 10 Sept • DIPL – Speed Limit Reduction on WTR ; 24 Aug • DIPL - Waste Management Masterplan ; 7 Sept • DIPL - Jetty Management contract ; 8 Sept • Audit Committee ; 8 Sept • Regional Development Australia (NT) ; 10 Sept <p><u>Coming Up</u></p> <ul style="list-style-type: none"> • DIPL - Local Area Planning ; 24 Sept • Procurement Symposium (LGANT) 31 Sept-2 Oct (PW, RG) • Waste Management Symposium (LGANT) 7-9 Oct (RG) • LGANT CEO & Presidents Forum and AGM 4-6 Nov (RG,NW)
Projects	<p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • Jetty washes recommenced 31 July ; DIPL contract continuing with approval for month-to-month only • Council facilities have all been assessed and have COVID Operation Plans

	<p><u>Welcome to Wagait Beach</u></p> <ul style="list-style-type: none"> Proposed site agreed by Council in 21 April meeting was not approved by DIPL; alternative sites are being considered <p><u>Disaster/Emergency Management</u></p> <ul style="list-style-type: none"> No meetings held in August/September No response to Eol for Committee Chair, approaches to individuals non-productive Cyclone Shelter review checklist and contacts <p><u>Dog Management Campaign and Bylaw Implementation</u></p> <ul style="list-style-type: none"> Dog Day on 29 August very successful with 70 dogs now registered; thanks to Parap Vet and Palmerston rangers who also assisted on the day PropertyWise database being prepared to include dog registration and info <p><u>Local Area & Environmental Planning</u></p> <ul style="list-style-type: none"> Presentation by Kevin Hoults & Climate Change Report tabled at 21 July meeting Email to Crown Lands Estate (DIPL) to follow up meeting discussion points regarding RUA on beachfront and shared responsibility areas post Kenbi settlement + other estate roads related issues Briefing paper and action plan proposal for Climate Change and Disaster Risk Reduction prepared for Council Grant submission to NT Risk Reduction Program submitted Gamba grass and local weed plan in progress; request made to DENR for consideration of Area A zoning; DENR 2020-21 Gamba Action Program will commence Mon 30 Nov and finish on 30 April, with WSC as distribution point Meeting with DIPL arranged for mid-Sept to discuss consultation process for local area planning and mapping, boundary road construction
Actions	<p><u>Administration and Reporting</u></p> <ul style="list-style-type: none"> Preparation for 2019-20 Annual Report Liaison with bookkeeper and auditors in preparation for annual audit Liaison with Crown Lands Office and DENR regarding RUA management Liaison with DENR Weeds Branch regarding planning for 2020-30 Ongoing review of WSC policy papers to meet compliance issues Liaison with CouncilWise to progress implementation of PropertyWise rates management system Preparation and research for Dog Management By-law implementation, policy and registration day 29 August 2020 Liaison with Coastcare Group to prepare briefing papers and action plan for Climate Change report to Council Sept meeting Sport & Rec planning and program development, mid-year reports and acquittals for Youth-vibe and Seniors grants Preparation of agenda and liaison with Audit Committee for meeting 8 September <p><u>Public Communications</u></p> <ul style="list-style-type: none"> Council e-newsletter (September) Notices: Senior's events, Dog Registration open day, Council Events Calendar <p><u>Repairs and Maintenance</u></p> <ul style="list-style-type: none"> CEO tyres replaced

7.2 Works Report – August 2020

Works Report August/September 2020	
Staff/HR	Leave – GZ (PLx3, RDO x1); RR (RDO x3, RecLx5, PersLx1) Ongoing work planning for casual staff
Meetings	Staff Toolbox x4 PowerWater x2 DIPL – Jetty Maintenance contract, 8 Sept
Actions	<p><u>Power Water</u></p> <ul style="list-style-type: none"> • Bore Runs x 12 • Water Samples x 8 • Imulak Spring compound fence replaced <p><u>Jetty Maintenance + COVID-19</u></p> <ul style="list-style-type: none"> • Jetty Wash x 12 • Jetty Handrails and bins sanitised x 58 • Jetty Carpark turf watering weekly • Remove boat ramp algae and jetty stairway barnacles • Secure dislodged jetty landing grates and made area safe <p><u>Waste Maintenance</u></p> <ul style="list-style-type: none"> • Green Waste push up x 8 (total fire ban, unable to burn) • Council bins x 8 in, out & cleaned weekly <p><u>Dog Management</u></p> <ul style="list-style-type: none"> • Dog Day tagging and chipping, 29 Aug <p><u>Roads Maintenance</u></p> <ul style="list-style-type: none"> • Complete shoring of roadside barriers on Vangemann • Pothole repairs WTR <p><u>General Maintenance</u></p> <ul style="list-style-type: none"> • Sportsground and playground equipment checked and repaired • Council grounds garden maintenance & turf watering daily • General plant & equipt maintenance • Painting of concrete picnic tables in Council ground and playground • Repair Community Centre door • Assist with Seniors gardening day • Completed tidy-up of Council easement on Erickson <p><u>Planning for September/October</u></p> <ul style="list-style-type: none"> • Scope of works Cox Drive floodway • Scope of works Green Waste track & Cloppenburg Park culvert/drain issues • Community mapping of drain, road and verge issues in preparation for wet season and disaster risk management • Contract works for DIPL, Charles Pt Rd fencing, potholes, verge and signage • Construction of 2 new concrete picnic tables in Council grounds • Construction of Dog Containment area

7.3 Sport & Recreation Report – August 2020

Sport & Recreation Report August/September 2020	
Staff	Leave -Nil PD-Nil
Meetings	<p>4 x Staff Toolbox</p> <p>1 x Make and Create Brainstorming Session</p> <p>2 x Kenbi Rangers – Seniors Month Activities</p> <p>2 x Helen Montgomerie – Seniors Month Activity</p> <p>1 x Tactile Arts – Seniors Month Activity</p> <p>1 x Wild Poppy Arts – Seniors Month Activity</p> <p>1 x Yots – Seniors Month Activity</p> <p>2 x Boatshed – Seniors Month Activity</p> <p>4 x Works staff re Extra Planning & Collaboration Seniors Month Activities</p> <p>1 x CEO re Library Conditions, Terms of use.</p> <p>4 x Dr Sandra Thibodeaux – Seniors Month Activity</p> <p>4 x Catering Seniors Month Activity</p>
Administration Grants Applied Grants awarded Grants Reported Planning Activities/Events Correspondence	<ul style="list-style-type: none"> • Coordinate venue use, key exchange, communications. • Running program and calendars. • Planning 8 Week Challenge Commencing Sept 8th Runners & Walkers. • Sponsorship and logistics for hosting a City to Surf event (Belyuen to Beach) including MVR forms, traffic management plans. • Prepare equipment and cleaning materials in line with Covid 19 guidelines from NTG. • Seniors Month Events administration for increased programs from 1 to 5 in 2020. • Facebook Statistics. • Advertising Healthy Bones Week – Link into sport & rec program. • Collect testimonials for award nomination Runners & Walkers. • Liaison with local artists programming workshops for Make & Create Community group. • Preparation of reports for DTSC and Territory Families grants
Community Events	<p><u>Seniors Luncheon:</u> Seniors invited to luncheon at Boatshed. Activity, social inclusion and celebration of being a senior this senior’s month.</p> <p><u>Write Your Story Part 1:</u> Dr Sandra Thibodeaux hosted a workshop for interested seniors to write their story with the theme How I landed in Wagait Beach.</p> <p><u>Tell Your Story Part 2:</u> Dr Sandra Thibodeaux hosted a platform for seniors to share their written works with members of the public.</p> <p><u>Horticulture: Grow your own food garden Day:</u> Specialist Helen Montgomery presented an engaging workshop on how to grow your own food garden using soils, mixtures, building materials from what you find in the yard. A practical session ended with a display garden at the Community Centre. The knowledge shared very valuable and able to be passed down the generations for families of food gardeners to come.</p> <p><u>En Plein Air Art Excursion:</u> Local artist Aileen Blyth led a group of seniors on an excursion out to the termite mounds where participants tuned in to the natural environment sketching what caught their eye. A bush morning tea</p>

	<p>then back to the community centre to compose and paint their masterpiece. Another enjoyable senior's month activity.</p> <p><u>Movie Night:</u> Support Parent Volunteer with access to data projector, screen, keys to facility. Coordinate pick up, drop off and accountability procedures for council assets.</p>
Programs	<p><u>Runners & Walkers.</u> All ages. Weeks 12 to 15 of the Belyuen to Beach training program. Final race day was altered due to NTG weather warnings and limited resources available through Wagait Shire Council. Winner of the Inaugural premier distance event for Wagait Beach (15km) Christhol Swanson.</p> <p><u>Stretch & Mobility.</u> 15yrs plus, mid-week, mid-morning program well attended. August saw a massive jump in numbers participating in the weekly stretch class. Chairs and tables need to be stored in a different room to allow more space for participation.</p> <p><u>Cricket:</u> Hosted Wednesday nights by the Wagait Beach Big Bash Cricket Group at Cloppenburg park. A WSC sponsored BBQ was held during the month of August.</p> <p><u>Pilates.</u> External Service Provider facilitated by WSC S&R staff. Weekly sessions.</p> <p><u>Functional Movement.</u> School aged children. Functional movement, balance, catching & throwing skills. Weekly sessions.</p>
2020-21 Shire Performance Indicators	<p>I (Deliver at least 4 activities every month) Achieved.</p> <p>II (Maintain current attendance & participation numbers) Achieved.</p> <p>III (Maintain SafeNT Reg) Achieved.</p>
Thank you	<p><u>Kenbi Rangers</u> - Steve Brown and Ian. Use of bus and driver for Seniors Luncheon transport and En Plein Air Art Excursion to the termite mounds.</p> <p><u>Christhol Swanson, Rick Barton</u> - Volunteer time planning of the Belyuen to Beach FunRun.</p> <p><u>Lorna Manning</u>- additional support of Runners & Walkers duties such as track marking.</p> <p><u>Wagait Beach Supermarket, Wagait Shire Council, Beckie Taylor Massage, Gary and Rhonda Higgins</u> - Donations of prizes for senior's luncheon:</p> <p><u>Dave Elliott</u> - donation of ingredients toward senior's month activity.</p> <p><u>S&R Staff Volunteer Hours</u></p> <p><u>NTG Territory Families</u> - Seniors Day Grant for above mentioned programs</p> <p><u>WSC Works Department</u> - Ongoing support of recreation programs, shopping and planning Seniors Garden Day, planning for Clean Up Harbour Day.</p>

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

8.0 ACTION SHEET – August 2020

	ResolutionNo.	Resolution	Meeting Date	Status
1	2019/438	Wagait Shire Council (Dog Management) By-Laws	16/07/2019	<ul style="list-style-type: none"> • 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. • CEO to develop an implementation strategy and present this to the November 2019 meeting for Council consideration. • Refer Agenda Item 11.3 • 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. • Correspondence received from NTG-PAC with further recommendations for amendments to the By-Laws. • Dog Management Implementation Strategy being finalised and will be used for grant variation request once approved. • Dog Management Implementation Strategy provided to public at the community consultation on 04/07/20 and open online for 2 weeks, no feedback received. Noted by Council. Dog Registration Day 29 August included to events in Activate Wagait Program. • Funding variation approved and holding pen works progress. Advertising campaign for Dog Registration Day in place. Council acquitted \$2680 being a proportion of Special Project funds spent to date on Dog Pound
	2019/474		17/09/2019	
	2020/047		19/11/2019	
			17/03/2020	
	2020/119		21/04/2020	
			19/05/2020	
	2020/120		21/07/2020	
			18/08/2020	
		09/09/2020	<p>Refer Agenda Item 10.3</p> <ul style="list-style-type: none"> • P14 Dog Management has been endorsed by the Audit Committee and has already been presented for public feedback with no further comments. • Litchfield Council have advised that they do not currently have capacity to support an MoU for dog impounding services to WSC but will review this decision in early 2021. CEO is seeking to confirm a similar MoU with City of Palmerston. 	

2	<p>2019/444</p> <p>2019/474</p> <p>2020/040</p>	Irrigation at Cloppenburg Park	<p>16/07/2019</p> <p>17/09/2019</p> <p>15/10/2019</p> <p>18/02/2020</p> <p>17/03/2020</p> <p>16/06/2020</p>	<p>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.</p> <p>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.</p> <p>CEO confirmed an additional \$650 was expended on the construction of the bore protective cage. Modification still required for the BMX track.</p> <p>Update to Council:</p> <ul style="list-style-type: none"> • notice of Water Extraction License advertised in the NT News on 7 February 2020; • 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. <p>Refer Agenda Item 10.3</p> <p>That Council acquit the project grant funds of \$83 694 as presented by the financial reports.</p> <p>Update to Council:</p> <ul style="list-style-type: none"> • request for further information received regarding Careflight helicopter landings on the oval/ requested from Careflight and provided to DENR; • redesign of BMX track and upgrades to playground (softfall), court and exercise equipment have been included in budget for 2020-21 (SCALE).
3	<p>2019/461</p> <p>2019/503</p> <p>2019/551</p> <p>2020/078</p> <p>2020/090</p> <p>2020/115</p>	Audit Committee Endorsements	<p>20/08/2019</p> <p>15/10/2019</p> <p>19/11/2019</p> <p>19/05/2020</p> <p>16/06/2020</p> <p>21/07/2020</p>	<ul style="list-style-type: none"> • 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. • 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. • Council noted Minutes of Audit Committee meeting on 13 November 2019. • Council noted Minutes of Audit Committee meeting on 22 January 2019. <p>Refer Agenda Item 10.1</p> <p>Council noted the Report of the May Audit Committee meeting on 18 May 2020.</p> <p>Refer Agenda Item 10.7</p>

			09/09/2020	<p>Policies Endorsed by Audit Committee for Adoption approved by Council</p> <ul style="list-style-type: none"> • P05, P08, P31, P32 and P34 adopted • P21 Dispute Resolution rescinded <p>Refer Agenda Item 10.4</p> <p>Policies Endorsed by Audit Committee and recommended for approval by Council</p> <ul style="list-style-type: none"> • P13, P14, P38 and P46 be adopted • P06 Vehicular Crossovers and Drainage be rescinded
4	2019/457	Water Access for Tourists	<p>20/08/2019</p> <p>19/05/2020</p> <p>16/06/2020</p>	<p>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.</p> <p>CEO to provide a report to Council in July 2020 for consideration.</p> <p>Power/Water decline to install a tap for visitor access. Other options might include meter installations at the Council Office or Community Centre where access for large vehicles is an issue and which would require additional staff resources to manage.</p>
5	2019/476	Implement a marketing campaign to highlight the hard waste facility for residents.	<p>15/10/2019</p> <p>21/04/2020</p> <p>19/05/2020</p> <p>16/06/2020</p> <p>21/07/2020</p> <p>2020/111</p>	<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> <p>Pending 2020-21 budget approval, CEO will finalise campaign.</p> <p>Refer CEO Report.</p> <p>Refer Agenda Item 10.3 – Shire Business Plan p17</p> <p>Refer Agenda Item 10.7 – Project Brief Allocation of Stimulus Grants</p>
6	2019/542	P10 Council Records	<p>19/11/2019</p> <p>21/07/2020</p> <p>2020/111</p>	<p>CEO to report back to Councillors on process with staff training and compliance issues regarding records management.</p> <p>Refer Agenda Item 10.3 – Shire Business Plan p37</p> <ul style="list-style-type: none"> • Council acquitted \$30984.74 being a proportion of Special Project funds spent to date on Records Management.

	2020/116		18/08/2020	<p>Update to Council on Record Keeping:</p> <ul style="list-style-type: none"> • Councils record keeping system is currently a mix of digital in cloud-based storage and hard copy in metal filing cabinets. A records framework is in place, to be finalised once migration to digital is completed (anticipated by March 2021). All staff receive ongoing training and advice in systems management and records classification practices. • Council financial systems have been migrated to Xero cloud platform (from MYOB). • Councils rates have been migrated to Property-Wise platform, with further training to be undertaken in August. Final account from Council-Wise may create overspend grant funds allocated by approx. \$13,000 which will need to be considered by Council.
7	No Resolution 2020/111 2020/114	Welcome to Wagait Beach Project	<p>19/11/2019</p> <p>18/03/2020</p> <p>19/05/2020</p> <p>21/07/2020</p> <p>18/08/2020</p> <p>09/09/2020</p>	<p>Discussion noted at 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.</p> <p>Welcome to Wagait design competition closed on 11 May, panel will meet to assess entries and winner will be announced 22 May 2020. Further design development will be undertaken, pending budget outcomes for 2020-21.</p> <p>Refer Agenda Item 10.3 – Shire Business Plan p21</p> <p>Refer Agenda Item 10.6 – Project Brief Activate Wagait approved by Council</p> <p>Refer Agenda Item 7.1 – CEO reported site not approved by DIPL. Council requested CEO to bring alternate site options to next meeting.</p> <p>To be discussed with DIPL at meeting arranged for 24 September 2020.</p>
8	No Resolution 2020/111 2020/	Sport and Recreation Forward Years Program	<p>19/11/2019</p> <p>19/05/2020</p> <p>21/07/2020</p> <p>18/08/2020</p>	<p>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 2020-21.</p> <p>Pending budget outcomes for 2020-21 a consultant will be engaged to develop a Strategic Plan for Wagait Sports and Recreation 2021-2025, incorporating community feedback.</p> <p>Refer Agenda Item 10.3 – Shire Business Plan p22</p> <p>Refer Agenda Item 16.1 – Sports and Recreation Forward Years Program</p>
9	No Resolution	Honour Board	<p>15/10/2019</p> <p>16/06/2020</p>	<p>President Peter Clee requested the CEO investigate the creation of an Honour Board for Wagait Shire Council.</p> <p>Additional Honour Board has been costed at \$1000+ and is included in the 2020-21 budget.</p>

10	2020/101 2020/113	Local Area Planning, Environment and Climate Change	21/07/2020 18/08/2020 09/09/2020	<p>Council noted submission from Kevin Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA. Council noted information provided in the Climate Change Risk Assessment and Adaption Planning Report and requested a briefing and action plan proposal be presented at the September meeting.</p> <p>Update to Council:</p> <ul style="list-style-type: none"> • Shire President and CEO met with Crown Lands Estate representatives on 5 August to discuss beach access on RUA's at Baluria, Erickson, WTR and Delissa. <p>Refer Agenda Items 10.5 and 10.6</p> <ul style="list-style-type: none"> • Climate Change Brief and Action Plan • Grant Application – NT Risk Reduction Program submitted 02 September <p>A meeting has been arranged with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues, including undeveloped road on southern estate boundary.</p>
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Resolution No. 2020/

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

Moved:

Seconded:

Vote:

9.0 FINANCIAL REPORT

9.1 Cash Income and Expenditure Report – August 2020

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %	Note
Income									
Contracts, Fees & Charges	\$2,800.00	\$9,183.00	-\$6,383.00	-69.5089%	\$24,887.72	\$18,366.00	\$6,521.72	35.5097%	1
Miscellaneous Income	\$21.16	\$1,250.00	-\$1,228.84	-98.3072%	\$149.09	\$2,500.00	-\$2,350.91	-94.0364%	2
Operating Grant Revenue	\$62,320.00	\$28,652.00	\$33,668.00	117.5066%	\$166,330.00	\$132,663.00	\$33,667.00	25.3778%	3
Less Unexpended Grants	-\$120,139.09				-\$120,139.00				4
Rates Income	\$225,504.00	\$236,048.00	-\$10,544.00	-4.4669%	\$228,353.51	\$236,192.00	-\$7,838.49	-3.3187%	5
Rental Income	\$513.64	\$933.00	-\$419.36	-44.9475%	\$1,327.28	\$1,866.00	-\$538.72	-28.8703%	6
Waste Management Income	\$111,434.18	\$119,184.00	-\$7,749.82	-6.5024%	\$112,684.59	\$119,252.00	-\$6,567.41	-5.5072%	7
Total Income	\$282,453.89	\$395,250.00	\$7,342.98		\$413,593.19	\$510,839.00	\$22,893.19		
Gross Profit	\$282,453.89	\$395,250.00	-\$112,796.11	-28.5379%	\$413,593.19	\$510,839.00	-\$97,245.81	-19.0365%	
Less Operating Expenses									
Administration Expenses	\$11,076.78	\$5,892.00	\$5,184.78	87.9969%	\$24,949.81	\$28,339.00	-\$3,389.19	-11.9595%	8
Contracts & Material Expenses	\$14.62	\$209.00	-\$194.38	-93.0048%	\$14.62	\$418.00	-\$403.38	-96.5024%	9
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$356.98	\$1,572.00	-\$1,215.02	-77.2913%	10
Employment Expenses	\$33,733.85	\$33,768.00	-\$34.15	-0.1011%	\$58,694.00	\$67,536.00	-\$8,842.00	-13.0923%	11
Projects & Activities - WSC Contributions	\$827.11	\$1,250.00	-\$422.89	-33.8312%	\$1,312.11	\$1,500.00	-\$187.89	-12.526%	12
Repairs & Maintenance	\$1,037.99	\$2,625.00	-\$1,587.01	-60.4575%	\$3,684.22	\$5,250.00	-\$1,565.78	-29.8244%	13
Services	\$840.00	\$1,063.00	-\$223.00	-20.9784%	\$1,291.24	\$2,126.00	-\$834.76	-39.2643%	14
Vehicle & Plant Expenses	\$984.30	\$1,750.00	-\$765.70	-43.7543%	\$2,132.96	\$3,783.00	-\$1,650.04	-43.6172%	15
Waste Management Expenses	\$0.00	\$6,833.00	-\$6,833.00	-100.0%	\$5,211.90	\$13,666.00	-\$8,454.10	-61.8623%	16
Total Operating Expenses	\$48,871.63	\$54,176.00	-\$5,304.37	-9.8%	\$97,647.84	\$124,190.00	-\$26,542.16	-21.4%	
Operating Profit	\$233,582.26	\$341,074.00	-\$107,491.74	-31.5157%	\$315,945.35	\$386,649.00	-\$70,703.65	-18.2863%	
Non-operating Income									
Special Purpose Grants	\$3,216.54	\$0.00	\$3,216.54		\$5,216.54	\$270,370.00	-\$265,153.46	-98.0706%	
Total Non-operating Income	\$3,216.54	\$0.00	\$3,216.54		\$5,216.54	\$270,370.00	-\$265,153.46	-98.1%	
Non-operating Expenses									
Special Purpose Grant Expenses	\$7,319.65	\$9,300.00	-\$1,980.35	-21.2941%	\$9,762.64	\$11,300.00	-\$1,537.36	-13.605%	
Total Non-operating Expenses	\$7,319.65	\$9,300.00	-\$1,980.35	-21.3%	\$9,762.64	\$11,300.00	-\$1,537.36	-13.6%	
Net Profit	\$229,479.15	\$331,774.00	-\$102,294.85	-30.8327%	\$311,399.25	\$645,719.00	-\$334,319.75	-51.7748%	

9.2 Notes on Cash Income and Expenditure Report for August 2020

1. August lower than budget, however year to date higher due to timing of contracts.
2. Sundry income budget averaged out through the year, presently August & year to date lower overall.
3. Relates to FAA & Operational funding. August & Year to date higher due to timing of receiving funding.
4. Operating Grants liability deducted for unexpended income.
5. Now using Councilwise to generate rates notices which means, a journal is entered in Xero for all rates billed regardless of when they are paid. The difference in August relates to the pensioner concession applied.
6. August & year to date lower than budget, however year to date lower due to Park rental payments being slow.
7. Now using Councilwise to generate rates notices which means, a journal is entered in Xero for all rates billed regardless of when they are paid. The difference in August relates to the pensioner concession applied.
8. August higher than budget due to timing of predominantly audit & valuation costs. However year to date lower overall.
9. August & year to date lower due to timing of completing contracts.
10. August lower than budget due to part of the budget line includes Professional development not yet being spent. Year to date also lower than budget due to 1st payments being in August rather than July.
11. August on par with budget, year to date slightly lower than budget.
12. Relates to WSC contributions for activities. Presently lower than budget due to grant funding yet to be expended for Youth activities & Seniors week.
13. Lower than budget overall due to timing of required R&M.
14. Lower than budget overall due to timing of required R&M.
15. August & year to date lower than budget, again similar to services & R&M.
16. August appears nil (cash reporting), however this is due to the cost being received late & paid Sept.

9.5 Supplier Payment History – August 2020

Date	Supplier	Particulars	Amount \$
CHEQUE ACCOUNT			
6/08/2020	Super Choice	July Super	\$2,675.01
14/08/2020	Wagait Beach Supermarket	Various, fuel, R&M, staff amenities etc	\$458.80
14/08/2020	Marks Rural Services	Water for CEO House	\$264.00
14/08/2020	Ian Manahan	Water for sports ground	\$150.00
14/08/2020	Central Business Equipment	Photocopier charges	\$255.65
14/08/2020	Rik Dove Expense Claim	Criminal History Check & Working with children card	\$144.00
14/08/2020	Barnyard Trading	Logs for sports ground	\$457.66
14/08/2020	Pamela Wanrooy Exp Claim	Taxi to course	\$11.30
14/08/2020	Harvey Distributors	Cleaning supplies	\$72.75
14/08/2020	Officeworks	Office supplies	\$57.11
14/08/2020	Harvey Distributors	Cleaning supplies	\$313.08
14/08/2020	Pamela Wanrooy Exp Claim	taxi from course	\$12.00
14/08/2020	Central Business Equipment	Photocopier charges	\$30.00
14/08/2020	Sandra Thibodeaux	Seniors Storytelling	\$500.00
19/08/2020	Aileen Blyth	Seniors art activities	\$400.00
20/08/2020	Australian Taxation Office (ATO)	July BAS	\$3,075.00
20/08/2020	Department of Infrastructure, Planning & Logistics	Valuation Costs (18/19 fin year)	\$1,817.00
20/08/2020	Department of Infrastructure, Planning & Logistics	Valuation Costs (19/20 fin year)	\$1,824.00
26/08/2020	Central Business Equipment	Photocopier charges	\$174.41
31/08/2020	Ian Manahan	Water for CEO House	\$150.00
31/08/2020	Ian Manahan	Water for sports ground	\$150.00
31/08/2020	L.G.A.N.T	Trainign for Procurement for Renita & Pam	\$800.00
31/08/2020	Scanner Angel Oz	Dog tags	\$315.00
31/08/2020	Officeworks	Office supplies	\$262.14
31/08/2020	Colleen Fergusson	Catering seniors	\$120.00
31/08/2020	Colleen Fergusson	catering council meeting	\$108.00
31/08/2020	Colleen Fergusson	Catering community activity at sports ground	\$325.00
31/08/2020	Colleen Fergusson	Catering seniors	\$48.75
31/08/2020	Wagait Beach Supermarket	Various, fuel, R&M, staff amenities etc	\$563.61
31/08/2020	Payment: Pamela Wanrooy Exp Claim	Food for Community activity day at Sports ground	\$16.10
31/08/2020	Terracorp	Water tank Sports Ground	\$3,430.00
31/08/2020	Nexia Edwards Marshall NT	Audit	\$3,300.00
31/08/2020	Amrric Ltd	Dog day - registrations	\$979.00
31/08/2020	Bunnings	Sleeper for seniors week for their garden	\$105.28
31/08/2020	Harvey Distributors	Cleaning supplies	\$198.77
31/08/2020	Colleen Fergusson	council meeting catering	\$108.00
31/08/2020	Ian Manahan	Water for sports ground	\$150.00
31/08/2020	Michele Hughes	August accounting	\$1,540.00
CREDIT CARDS			
3/08/2020	Xero	Accounting subscription	\$90.00
4/08/2020	MYOB	Accounting subscription	\$140.00
6/08/2020	Microsoft	Software subscription	\$83.49
6/08/2020	Microsoft	Software subscription	\$75.68
6/08/2020	LogMeIn	Software subscription	\$41.25
7/08/2020	Sealink	Ferry ticket	\$103.93
10/08/2020	Boardwalk Café	Seniors Lunch	\$195.20
11/08/2020	Bunnings	Materials for R&M & Seniors day	\$558.30
11/08/2020	Bunnings	Materials for R&M & Seniors day	\$8.29
11/08/2020	Finlays Stone	Seniors grant materials for garden	\$190.00
11/08/2020	Totally Workwear	Uniforms/safety clothing	\$73.20
11/08/2020	Trojan Fencing	fencing materials R&M sports ground	\$1,631.00
11/08/2020	Tyre traders NT	Tyres work ute	\$265.21
14/08/2020	Coles Express	Fuel	\$84.20
17/08/2020	United Petrol	Fuel	\$56.82
19/08/2020	Café 21	Renita meeting	\$42.90
19/08/2020	Finlays Stone	Soil for seniors garden	\$193.00
19/08/2020	Palmer Wire fencing supplies	fencing materials R&M sports ground	\$225.10
19/08/2020	Top End Steel Supplies	R&M garden & grounds	\$26.00
20/08/2020	Adobe	Software subscription	\$43.99
21/08/2020	Woolworths	Seniors wekk food	\$152.10
24/08/2020	Wash n Go	Car wash	\$13.40
27/08/2020	United Petrol	Fuel	\$50.25
27/08/2020	Think Water	Accidental person purchase. Repaid WSc same day	\$595.00
28/08/2020	Dept of Infrastructure	Administrative maps	\$21.00

9.6 Operational Grants Report – current for August 2020

Date Received	Grant	From	Amount	Exp to date	Amount Remaining	Acquittal Due
May 2020	GP advance	FAA	\$3,976	\$0	\$3,976	
May 2020	Roads advance	FAA	\$29,037	\$0	\$29,037	
June 2020	Remote Sports Program	Dept Tourism, Sport & Culture	\$20,718	\$0	\$0	
July 2020		DLGHCD	\$104,010			

9.7 Special Purpose Grants Report – current for August 2020

Date Received	Grant	From	Amount	Exp to date	Amount Remaining	Acquittal Due
Nov 2018	Construct Dog Pound and Associated Septic Pit	DLGHCD SPG	\$30,537	\$2,680	\$27,857	Partially acquitted 22 July 2020
June 2019	25,000ltr Water Tank	DLGHCD SPG	\$7,607	\$3,430.00	\$4,117.00	30 June 2020
June 2019	Electronic Records Management System	NTG	\$34,889	\$30,984.74	\$3,904.26 (partially acquitted 22 July 2020)	30 June 2020 (request for extension submitted)
14 April 2020	Youth Engagement Grants Program Youth Week	Territory Families	\$2,000	\$0	\$2,000	Deferred to Oct 2020 due to COVID-19
May 2020	SCALE – COVID-19	DLGHCD	\$100,000	\$132.91	\$99,867.09	30 September 2020 – applied for extension.
May 2020	R2R	Comm DRT	\$125,000	\$0	\$125,000	Quarterly reporting
June 2020	Remote Sports Program Stimulus Package Round 2 (Grant period 20 June to 31 July)	Dept Tourism, Sport & Culture	\$4,954		\$4,954	31 August 2020
June 2020	Quick Response – Youth Engagement Grant	Territory Families	\$2,000	\$1,697.78	302.00	TBA
June 2020	Youth vibe – School Holiday Program	Territory Families	\$2,000	\$1,267.34	732.66	24 August 2020
July 2020	Seniors Month Grant	Territory Families	\$2,000	\$2,059.06	\$0	28 September 2020

9.8 Councillor Allowance – July 2020

The total payment to Councillors from 1 July 2020 to 31 August 2020 is \$714.14

Resolution No. 2020/.....

That Council receives and accepts the Financial Reports for the month of August 2020.

Moved:

Seconded:

Vote:

10.0 AGENDA ITEMS

10.1 Minutes of the Audit Committee Meeting dated Monday 18 May 2020

At the Audit Committee meeting held on 8 September 2020 in Wagait Shire Council Chambers, the minutes of the Audit Committee meeting dated 18 May 2020 were accepted by resolution of the Audit Committee and are provided to Council. See Attachment A

A report of the May Audit Committee meeting was provided by the Audit Committee Chair and presented to Council at the meeting in June and accepted by Resolution 2020/090.

Resolution No. 2020/.....

That Council receives and accepts the Minutes of the Audit Committee Meeting dated Monday 18 May 2020

Moved:

Seconded:

Vote:

WAGAIT SHIRE COUNCIL

MINUTES

AUDIT COMMITTEE MEETING

COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD

8.00AM

Monday 18 May 2020



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1.0 Present:

Committee members:

Chair Clare Milikins
Mr Barry Bamford
Ms Maureen Newman
Cr Graham Drake
Cr Neil White

Council staff:

CEO, Renita Glencross
Office Manager, Pamela Wanrooy

2.0 Opening of Meeting:

The Chair declared the meeting open at 8.01am and welcomed all to the meeting.

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

2.1 Apologies

Nil

3.0 Conflict of Interest

Nil

4.0 In Camera

At 8.03am Chair closed the meeting to the general public and council staff for items to be discussed in camera. At 8.08 am the Audit Committee re-opened the meeting to staff and the general public.

5.0 Confirmation of Previous Minutes for the Audit Committee held Wednesday 22 January 2020.

The Minutes of the Audit Committee Meeting held Wednesday 22 January 2020.

Resolution No. 2020/065

That the Minutes of the Audit Committee Meeting of Wednesday 22 January 2020 be confirmed by Committee Members as a true and correct record.

Moved: Maureen Newman

Seconded: Cr Neil White

Vote: AIF

6.0 Matters Arising from the Previous Minutes:

- 6.1 Communication of Minutes to Council** – The minutes of the Audit Committee belong to the Audit Committee so they must be ratified out of session by Committee members before they go to Council however Council is seeking more timely updates of Audit Committee work. It was discussed and agreed that once the draft minutes are prepared and cleared by the Chair, the Chair will draft a report to Council. This Report will be circulated to all Committee members for endorsement and then go to Council for noting.

Resolution No. 2020/066

That an Audit Committee Meeting report by the Chair be ratified by Committee members out of session before it goes to Council for noting.

Moved: Chair Clare Milikins

Seconded: Barry Bamford

Vote: AIF

7.0 Action Sheet

Council Management was asked to include updates in the Status column of the Action Sheet specifically referencing the Agenda item for the current meeting if the matter is being addressed. Individual Items from meetings are to be separated into individual items not grouped as a single item.

Updates on actions items were provided as follows:

Resolution No. 2019/485 – Re-evaluation of Council’s buildings.

CEO noted a Request for Quote for revaluation had been accepted. Integrated Valuation Services carried out the valuation of Council infrastructure assets last Thursday and Council should receive a report within the next week.

Resolution 2019/492 – 2018 Compliance Review

The CEO noted that she had endeavoured to discuss Councils response with the Department of Local Government Housing and Community Development (DLGHCD), however their focus has been on the Covid 19 action. The Chair requested the CEO to follow up with Department as soon as possible to get their response.

Budget and Finance Reports

The Committee noted that this action item was outstanding and had not been addressed in the Finance Report for the current meeting.

Management Letter from Auditor

Report was circulated to members and the Committee noted there were no significant areas of concern. Committee discussed items listed on pages 16, 17 and 18 "Areas for Improvement" be listed on a status report (issues raised, how Council management plans to address them and their current status) in preparation for audit this year.

Resolution No. 2020/067

That the Action sheet be accepted by the Audit Committee.

Moved: Cr Graham Drake

Seconded: Maureen Newman

Vote: AIF

8.0 Agenda Items

8.1 Local Government Act 2019 – Update

The revised *Local Government Act 2019* (the Act) was legislated by the NT Government in November 2019. In January-February 2020, Local Governments were advised by the Department Local Government Housing and Community Development (DLGHCD) that implementation of the new Regulations and Guidelines of the Act, including changes to financial and policy matters, would need to be undertaken starting July 2020.

Due to COVID-19 interruptions to Local Government business and additional pressure on Council operations, this has now been deferred to an implementation commencement date of June 2021.

A full report with information about the new legislative requirements will be provided to the Committee at the September meeting, to assist with planning of policy review and development going forward.

8.2 Policy Update – COVID-19 Policies being implemented

As a result of the COVID-19 pandemic restrictions and measures put in place by the Northern Territory and Commonwealth Governments for essential service operators, Local Government has been required to adopt new policies that enable business continuity as required by their legislative responsibilities. These are:

- P17 Teleconferencing and Videoconferencing; and
- A policy prepared by the Department regarding a rates waiver for commercial operators suffering hardship due to impacts of COVID-19 and for Council eligibility to SCALE funding.

Resolution No. 2020/068

That the Audit Committee note that:

- a) **P17 Video conferencing Policy is in place has been adopted by Council.**
- b) **A new policy provided by the Department relating to rates waivers for commercial operators, will go to Council to ensure eligibility for SCALE funding.**

Moved: Chair Clare Milikins

Seconded: Barry Bamford

Vote: AIF

8.3 Policy Update - P06 – Vehicular Crossovers/Drainage

The Vehicular Crossovers/Drainage Policy has been deferred and will be presented at the Audit Committee Meeting to be held in September 2020.

8.4 P13 - Use of Council Firearms

The use of Council Firearms Policy has been deferred and will be presented at the Audit Committee Meeting to be held in September 2020.

The Committee noted that at the last meeting Management had been requested to perform an ammunitions audit and compliance report against the existing policy– and this should be done before the end of financial year. CEO Renita Glencross to report back to Committee members on the Compliance for the Use of Council Firearms and the state of the register.

8.5 Policy Review: P31 Counselling, Disciplining and Dismissing Employees and P21 Dispute Resolution

At the last Audit Committee Meeting, there were concerns that the policy did not address:

- Complaints against CEO;
- Did not take into account real and perceived conflicts of interest;
- Insufficiently clear on requirements around reporting for misconduct; and
- Does not deal with whistle blowers (this may need to be a separate policy).

Item 4.2.2 – Making a complaint – the last two sentences to form a new paragraph.

Item 4.5 – Serious Misconduct, Fraud, Corruption – The fraud must be reported and investigated; and employees would not be not suspended or terminated.

All changes to Policies to be made with track changes using word, not just highlighted.

The chair requested that a separate Whistle-blower Policy be drafted, however it was not urgent.

Resolution No. 2020/069

The Chief Executive Officer to provide further information in the revised policy P31 Dispute Resolution, Counselling, Disciplining and Dismissal including:

- complaints against the Chief Executive Officer;
- avenues for external investigation where there is a conflict of interest or a perceived conflict of interest;
- alignment with Fair Works laws and processes;
- requirements to deal with fraud;

Once this this Policy has been adjusted, Committee members have asked that this Policy proceed to Council.

Moved: Chair Clare Milikins

Seconded: Barry Bamford

Vote: AIF

8.6 Policy Review: P32 Discrimination, Harassment and Bullying

Resolution No. 2020/070

That P32 Discrimination, Harassment and Bullying be reduced and revised to include links to Fair Work practices in relation to Discrimination, Harassment and Bullying. CEO Renita Glencross to circulate the revised P32 Discrimination, Harassment and Bullying to Committee members for endorsement out of session before proceeding to Council.

Moved: Chair Clare Milikins

Seconded: Barry Bamford

Vote: AIF

8.7 Workplace, Health and Safety Minutes

CEO advised that WHS issues are reported weekly at the Staff Toolbox meetings and incidents are dealt with as they occur. Measures are in place for essential reporting and Council has engaged a local consultant to conduct a review of the Council WHS Manual, policies and procedures. Implementation and staff training will follow immediately on completion of the review.

The Committee noted that Workplace, Health and Safety is not usually an Audit Committee responsibility but rather Councils, however if there was an incident that indicated that Council had a major systemic problem in terms of risk then this should be referred to the Audit Committee.

8.8 March Budget Report

The Audit Committee reiterated that it sought a financial report with separate reporting of grants and ordinary council operations to provide clarity as to that actual financial position. It also asked for a separate report on current grants and their status to be brought to the next meeting. The Chair also offered to work closely with the CEO to develop a Financial Report that is clearer, easier to read and interpret, with income and expenses from Operational Grants and Special Purpose Grants separated.

9.0 General Business

Budget Workshops

CEO advised that Council has held two workshops to assist development of the 2020-21 Budget and noted that Council is facing issues of sustainability due to depreciation costs.

10.0 Closure of Meeting:

The next meeting of the Wagait Shire Council Audit Committee will be held in the Wagait Shire Council Chambers at 9.00am, Tuesday 8 September 2020.

The Chair declared the meeting closed at 9.23am.

10.2 Report of Audit Committee Meeting 8 September 2020

WAGAIT SHIRE AUDIT COMMITTEE – REPORT TO COUNCIL SEPTEMBER 2020

The Audit Committee met on 8 September 2020. The minutes of its previous meeting were ratified and are presented to Council at this meeting.

The primary items of business for the September meeting was consideration of the Councils Draft Financial Statements for the 2019-20 financial year. The Committee discussed the Financial Statements in detail noting that the revaluation of Council assets was not taken up as it was provided as an insurance valuation. The valuers will be asked to extend this to encompass a financial reporting valuation, however this is unlikely to be available in time for inclusion in the financial statements. The Committee was satisfied, after discussion with the auditors, that any revaluation is likely to increase the value of the Councils assets and thus there was no risk of overstatement in the financial statements. The Committee held a discussion 'In Camera' with the auditors, Nexia Edwards Marshall, who confirmed they had no further issues to raise. The Audit Committee recommends the Draft Financial Statements for 2019-20 to Council for approval.

The Audit Committee is also tracking progress against the statutory Compliance Review and is satisfied that management have progressed these requirements.

The following Policy recommendations were made by the Audit Committee at this meeting:

Policy	Action
P13 - Use of Council Firearms	Recommended to Councils for approval, noting that an ammunition audit has been conducted.
P14 Dog Management Policy	Recommended to Council for approval and management was recognised for its positive engagement initiatives in this area.
P38 Waste Management Policy	Recommended to Council for approval
P46 Council Verge Management Policy	Recommended to Council for approval.

There remain some concerns with regard to clarity of current period financial reporting presented to the Audit Committee and specific work will be invested in improving this before the November meeting.

Clare Milikins
Chair, Audit Committee

Resolution No. 2020/.....
That Council receives and accepts the Report of Audit Committee Meeting 8 September 2020.
Moved:
Seconded:
Vote:

10.3 Compliance Audit Review – Actions Update

At the meeting in August, Council requested an update.

A spreadsheet of the Compliance Audit Recommendations and Council actions undertaken to date has been prepared and is included as an attachment. See Attachment A.

10.4 Policies Endorsed by the Audit Committee

At the Audit Committee meeting held on 8 September 2020, the Committee considered the following new and revised policies and recommended Council to adopt:

- a) P13 Use of Council Firearms (revised) p32
- b) P14 Dog Management (new)) p34
- c) P38 Waste Management (revised) p39
- d) P46 Council Verge Management (revised) p42

And rescind:

- e) P06 Vehicular Crossovers and Drainage p47

Resolution No. 2020/.....

That Council adopts the following policies, as endorsed by the Audit Committee:

- a) P13 Use of Council Firearms**
- b) P14 Dog Management**
- c) P38 Waste Management**
- d) P46 Council Verge Management**


And rescinds:

- e) P06 Vehicular Crossovers and Drainage**

Moved:

Seconded:

Vote:

	POLICY NUMBER:	P13
	COUNCIL USE OF FIREARMS	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2020 REF:	
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

The purpose of this policy is to prescribe standards and accountabilities for the safe use and compliant keeping of firearms.

2. SCOPE

This policy applies to all authorised officers of Wagait Shire Council who have as part of their responsibilities, the safe and proper use of firearms.

3. DEFINITIONS - Nil

4. POLICY

- 4.1. Council firearms are to be used in accordance with the conditions of Council's licence, that is for animal control and welfare.
- 4.2. Council will maintain the appropriate licensing for its firearms.
- 4.3. The storage, safe use and maintenance of firearms will comply with the requirements as set out in the *Firearms Act 1997* and the *Firearms Regulations 1997*.
- 4.4. Ammunition for the firearms must be stored in a locked container that is kept separate from the receptacle containing the firearm.
- 4.5. Only Authorised officers of Council can use firearms and must maintain an incident log that records:
 - 4.3.1. each occasion the firearm is removed from storage;
 - 4.3.2. the reason the firearm is taken;
 - 4.3.3. any ammunition taken from the safe;
 - 4.3.4. the purpose for the ammunition; and
 - 4.3.5. any incident involving the use of the firearm.
- 4.6. Any use of the firearms should also be verbally reported to the Chief Executive Officer as soon as possible after the event. An audit will be undertaken by the Chief Executive Officer each time a firearm is used, to account for what ammunition has

been taken and used.

- 4.7. If firearms are carried in a vehicle it must be secured in an appropriate manner. Ammunition for the firearms must be stored in a separate compartment of the vehicle. If the vehicle is left unattended and a firearm is stored in the vehicle, the vehicle must be locked at all times and the firearm must be secured in the appropriate manner and obscured from view.
- 4.8. Authorised officers must clean the firearms and maintain it in a safe and functional condition at all times. Authorised Officers must report any faults or outside maintenance required immediately to the Chief Executive Officer. The Authorised Officer must ensure that the complaint is rectified within 7 days and must notify the Chief Executive Officer. Firearms will be sent to be professionally cleaned and sights checked bi-annually.

5. ASSOCIATED DOCUMENTS


P14 Dog Management Policy
P33 Work Health and Safety Policy

6. REFERENCES AND LEGISLATION

Animal Welfare Act 1999
NT Firearms Act 1997
NT Firearms Regulations 1997
NT Firearms Legislation Amendment Act 2020
Local Government Act 2008
Wagait Shire Council (Dog Management) By Laws 2019
Weapons Control Act 2001
Work Health and Safety (National Uniform legislation) Act 2011

7. REVIEW HISTORY

Date Approved: 21/01/2007	Approved By Council: Moved: Cr Clee Seconded: Cr Egan Vote: AIF	Resolution No. 2007/07	Date for review: Next Council Election
Date Approved: 17/03/2009	Approved By Council: Moved: Cr McIntyre Seconded: Cr Lamont Vote: AIF	Resolution No. 2008/195	Date for review: Next Council Election
Date Approved:	Approved By: Moved: Seconded: Vote:	Resolution No.	Date for review:

	POLICY NUMBER:	P14
	DOG MANAGEMENT POLICY	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2020 REF:	
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

The Wagait Shire Council Dog Management By-laws 2019 have been implemented to improve the safety of our community and the amenity, accessibility and usability of our public spaces. This policy provides the framework to address:

- Safety
- Responsible pet ownership
- Registration, licensing and de-sexing
- Nuisance behaviors
- Dog attacks
- Dog holding and impounding operations

The purpose of this policy is to prescribe expectations, standards and accountabilities of dog-owners for the delivery of the Dog Management By-laws within the Shire.

2. SCOPE

Dog Management is an important function of Wagait Shire Council. Councils objective is to be responsive in its regulatory approach while supporting responsible dog ownership. Council has endorsed the Dog Management Strategy 2020 to establish clear guidelines for the Wagait Shire Council Dog Management By-laws 2019. This policy applies to all dog owners and keepers in the Wagait Shire.

3. DEFINITIONS

Dog Owner/ Keeper(s)	Any person that owns or looks after a dog for themselves or another person or holds responsibility for looking after a dog.
Responsible pet ownership	Ensuring animals under your care have adequate food, shelter and water; are provided regular exercise; are registered and microchipped; are not at large in the shire area; are in effective control and are not displaying nuisance behaviours.
Dog containment	A dog is contained if it is kept within a fenced or enclosed area from which it is unable to escape; or restrained by a suitable leash in or upon a vehicle in a manner where no part of the dog protrudes from the vehicle. Permanent tethering is not considered a suitable means of containing a dog.

Nuisance behaviours	Include: persistent barking; chasing vehicles, bikes, pedestrians, runners, etc; fence-rushing and fence-fighting; are generally at large or endangering the health of a person or another animal; repeatedly defecating in a public place that causes annoyance; or causing damage to anything outside of the premises where the dog is normally kept.
Dog attack	Means the dog bites or holds a person or animal in their mouth and may be accompanied by shaking, pulling or pushing and the person or animal suffers any injury, physical or otherwise; or the dog approaches, chases, menaces, harasses or rushes at a person or animal in a manner endangering or causing fear, alarm or distress to the person or animal.
Penalty units	Penalty units are regulated under the Penalty Unit Acts 2009 and the value of a penalty unit is reviewed for each financial year, with a value unit determined in line with the Darwin consumer Price Index.

4. POLICY

This policy relates to the activities undertaken in accordance with legislation or Council policy and relates to the enforcement of the Wagait Shire Council Dog Management By-laws 2019. The policy ensures that Councils Dog Management operations and approach to enforcement practices are lawful, safe, fair, practical, educational and consistent.

4.1. Registration and Licensing

- 4.1.1. All dogs over the age of 6 months must be registered by their owner/keeper.
- 4.1.2. Registration will be annual and due on 1 September each year, in line with all Top End Councils. Registration fees are payable at the time of registration (see Council website for current fees).
- 4.1.3. Registered dogs will be provided a Council identification tag, however dogs must also have contact identification on them such as a tag with a contact number or by an implanted microchip.
- 4.1.4. Removal of an identification device is an offence and will incur a penalty.
- 4.1.5. The maximum number of dogs kept on premises without a license in the Shire Council area is two (2).
- 4.1.6. Residents with more than two dogs are required to apply to Council to have their premises to be licensed for more than two (2) dogs and additional fees may apply. Licenses will only be granted following a thorough assessment that includes:
 - An inspection of the property to ensure suitability such as adequate fencing;
 - Consultation with adjoining neighbors and surrounding properties;

- Complaint history including previous breaches or substantiated complaints against the owner(s); and
 - Consideration of the animal species, breed and temperament.
- 4.1.7. Properties with more than two dogs on commencement of implementing the By-laws will need to confirm to Council if they will seek a license or agree to reduce the number of dogs on the property to two (2) by natural attrition.
- 4.1.8. Dogs must be contained on the premises they are registered to, at all times unless accompanied by the owner/keeper. Dogs found or reported on premises or property other than that they are registered to, will be considered dogs at large and treated accordingly.

4.2. Wandering Dogs, Dogs at Large and Repeated Offences

- 4.2.1. Lost or wandering dogs reported and brought to Council will be entered into the lost dog register.
- 4.2.2. Dogs collected by Council staff that are registered and tagged appropriately will be returned to their owner as soon as possible. There is no charge if the dog is returned or collected by the owner by 4:30 pm on the same day, otherwise local overnight holding and release fees will apply.
- 4.2.3. If an owner cannot be identified or contacted, the dog will be held by Council and further attempts will be made to locate the dog's owner for a period of no more than 24 hours.
- 4.2.4. Dogs held by Council that have no microchip or other form of identification will be photographed and placed on the Council website Dog Gallery and on the Council Facebook page for 24 HRs only and both holding fees, release fees and penalty fees will apply before the dog can be returned.
- 4.2.5. Dogs can be collected Monday to Friday between 8.30am and 4.30pm. Proof of ownership is required to collect a dog. If the dog is not registered, owners will be required to register it and pay the registration fee before collection. If owners cannot attend Council within these hours, alternative arrangements must be made with Council to avoid penalties and charges being incurred.
- 4.2.6. For repeat offences of a dog at large, penalties may be issued and release fees will apply, whether the dog is registered with Council or not.
- 4.2.7. When the owner of a dog is identified and they fail to collect their dog from the pound, they may be issued with a penalty for abandoning a dog in accordance with Dog Management By-law 37(1).
- 4.2.8. Declared or dangerous dogs seized or captured will be transferred IMMEDIATELY to Litchfield or Palmerston Council Pound and owners will be

responsible for any costs imposed by that Council and Wagait Shire Council prior to release.

4.3. Nuisance Behaviors

- 4.3.1. Dogs reported to Council as displaying nuisance behaviors as described the Definitions of this document will be investigated by Council and appropriate action taken, as set out in *Wagait Shire Council Dog Management By-laws (2019)*.
- 4.3.2. If through carrying out an investigation, no nuisance behavior is substantiated, a further investigation for that property will not be undertaken unless there is a significant change in circumstances.

4.4. Dangerous or Threatening Behaviors or Dog Attacks

- 4.4.1. Dogs reported to Council as displaying dangerous or threatening behaviors including dog attacks as described in the Definitions of this document will be immediately investigated by Council and seized by Council pending the outcome of the investigation.
- 4.4.2. An authorised person of Council may declare a dog dangerous after establishing the behaviors of a dog meet the description of dangerous and threatening behavior as outlined in the Definitions of this document and the owner/keeper(s) will be notified in writing. The declaration is in effect from the date the Council notifies the owner/keeper(s) of the declaration.
- 4.4.3. Owner/keeper(s) of declared or dangerous dogs will have to meet additional requirements, as set out in the *Wagait Shire Council Dog Management By-laws (2019)*.
- 4.4.4. Owner/keeper(s) of declared or dangerous dogs may apply to Council to revoke the declaration and an assessment will be made by Council to determine if the dog is still dangerous and notify the owner/keeper(s) of the decision.
- 4.4.5. If Council refuses an application to revoke a declaration, it is not required to consider any further application in relation to the same dog within 6 (six) months of the refusal.

4.5. Penalty Units and Infringement Charges

- 4.5.1. Penalty units are regulated under the Penalty Unit Acts 2009 and the value of a penalty unit is reviewed for each financial year, with a value unit determined in line with the Darwin consumer Price Index. Pursuant to Regulation 2 of the Penalty Units Regulations 2010, the current value of a penalty unit is \$158.00 (August 2020).

4.5.2. The penalties for the most common offences under the *Wagait Shire Council Dog Management By-laws (2019)* are listed in the table below showing by-law reference, maximum penalty unit and prescribed infringement charges (per 2020 penalty units rates) for each offence. The maximum penalty for all offences is 20 units. Depending on the severity of the offence, Wagait Shire Council may increase the infringement charges noted here.

<i>Offence</i>	<i>By-law Clause</i>	<i>Prescribed Penalty Units</i>	<i>Prescribed Infringement</i>
Unregistered dog	11	1	\$ 158.00
Failure to comply with condition of registration	12	1	\$ 158.00
Change of ownership notification	13	1	\$ 158.00
Change of address notification	14	1	\$ 158.00
Failure to comply with condition of license	17	2	\$ 316.00
Failure to properly contain a dog	27	2	\$ 316.00
Removal of identification device	28	1	\$ 158.00
Dog at large and not under effective control	31	1	\$ 158.00
Menacing dog	33	3	\$ 474.00
Dog attack	34	6	\$ 948.00
Dog chasing vehicles	35	2	\$ 316.00
Dog causing nuisance (including persistent barking)	36	2	\$ 316.00
Abandoning a dog	37	2	\$ 316.00

5. ASSOCIATED DOCUMENTS


P13 Use of Council Firearms
P33 Work Health and Safety Policy
Wagait Shire Council Fees and Charges

6. REFERENCES AND LEGISLATION

Animal Welfare Act 1999
NT Firearms Act 1997
NT Firearms Regulations 1997
NT Firearms Legislation Amendment Act 2020
Local Government Act 2008
Wagait Shire Council (Dog Management) By Laws 2019
Work Health and Safety (National Uniform legislation) Act 2011

7. REVIEW HISTORY

Date Approved:	Approved By Council: Moved: Seconded: Vote:	Resolution No. 2020/	Date for review: Next Council Election
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	POLICY NUMBER:	P38
	WASTE MANAGEMENT POLICY	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2020 REF:	
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE:

To provide clear guidelines for the domestic waste collection services provided by Council and the usage of the Hard Waste and Green Waste Compounds by Wagait Shire residents, ratepayers and local contractors. External Contractors and excluded people are not permitted to use the facility.

2. SCOPE:

The Policy applies to all Wagait Shire residents, ratepayers, local contractors, external contractors and people located outside Wagait Shire boundaries.

3. DEFINITIONS:

Users	Means all Wagait Shire residents, ratepayers, local businesses, and contractors.
External Contractors	Means any contractors that do not have their primary place of business inside Wagait Shire boundaries.
Excluded People	People that are not resident within Wagait Shire boundaries or have been banned from using the facility by the CEO.
Domestic Waste	Means all putrescible waste collected from the household that is generated as a result of the ordinary day-to-day use of a residential premise or property.
Accepted Hard Waste	Means all hard waste including whitegoods, furniture, timber, rags, sheet iron, bikes, mesh, poly-pipe, ceramics (excluding used toilets) and tiles (must be in boxes).
Unaccepted Hard Waste	Means organic waste, recyclable materials such as cardboard, glass and plastics; toilets, used plumbing pipes and materials, concrete, gravel, soil, liquids, oils, solvents, car batteries, syringes or sharps, gas cylinders, fire extinguishers, other toxic or noxious substances.
Hard Waste Access	Means the bitumen driveway located between the Community Centre and the boundary of 142 and 132 Wagait Tower Rd.
Hard Waste Compound	Means the fenced compound located in front of the Council Workshop compound located at 142 (Lot 62), Wagait Tower Rd.
Green Waste	Means all green waste excluding tree stumps, leaves and grass dippings.
Green Waste Access	Means the track leading off the end of Forsyth Rd on the North side of Cloppenburg Park.

Green Waste Compound	Means the open cleared area on the North-East side of Cloppenburg Park (Section 50) Forsythe Rd.
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4. POLICY:

Council provides the following waste services to the community through levies included in the annual rates notice.

4.1. GENERAL WASTE

- 4.1.1. Council provides a weekly general domestic waste collection service to the community via a third-party contractor.
- 4.1.2. On commencement of the service in 2015, Council will provide to each property one 240 (two hundred and forty) litre wheelie bin which will be registered to each property-owner for record-keeping purposes.
- 4.1.3. Council will hold unclaimed bins for each property until collected.
- 4.1.4. Property owners are responsible for replacing damaged and broken bins.
- 4.1.5. Property owners can make a request to Council for weekly collection of an additional wheelie bin at a cost determined by Council on a quarterly basis (see Fees and Charges <http://wagait.nt.gov.au/publications-2/>).
- 4.1.6. Additional wheelie bins are not provided by Council.

4.2. HARD WASTE AREA

- 4.2.1. Access to the Hard Waste Area will only be by way of the Hard Waste access road.
- 4.2.2. Users are not permitted to deviate from the approved driveway.
- 4.2.3. Users must obey all signage.
- 4.2.4. There will be no charge to users for either dropping off hard waste or collecting recycled hard waste items, other than as described at (9).
- 4.2.5. Users vehicles must not remain in the compound longer than 20 minutes for unloading and loading of hard waste items.
- 4.2.6. The compound opening hours will be:
 - a) Saturday 3.00pm to 6:00pm
 - b) Sunday 3.00pm to 6:00pm
 - c) Public holidays 3.00pm to 6:00pm (except as listed at (7))
- 4.2.7. The compound will be CLOSED Good Friday and Christmas Day.
- 4.2.8. The compound will be CLOSED on Tuesday, Wednesday, Thursday, Friday.
- 4.2.9. Outside of the opening hours, users can arrange to deliver hard waste to the compound by appointment. Appointments must be made with notice to Council two (2) days in advance and this may incur a fee.
- 4.2.10. The CEO may also close the Compound if there is illegal dumping or damage caused to the Compound or Work, Health & Safety violations.
- 4.2.11. Ad-hoc closures will be communicated by the CEO prior to the closure where viable, with notices on the Council website, facebook page, and Council Office and Supermarket noticeboards.
- 4.2.12. During the opening hours users are authorised to drop off hard waste and collect recycled hard waste items from designated stockpiles.
- 4.2.13. Council employees will keep a record of users entering and leaving the Compound.
- 4.2.14. Council employees are not permitted to either unload hard waste or load recycled hard waste items for users unless by prior arrangement.

- 4.2.15. Council employees are not permitted to take recycled hard waste items from the Hard Waste Compound without prior notice to the CEO.
- 4.2.16. Access to the Council workshop compound by users is prohibited.
- 4.2.17. No machinery or plant is to be brought into the compound by a user.
- 4.2.18. The Hard Waste Compound will be monitored 24 hours a day by CCTV.

4.3. GREEN WASTE AREA

- 4.3.1. Access to the Green Waste Area will only be by way of the Green Waste access road.
- 4.3.2. Users are not permitted to deviate from the approved access road.
- 4.3.3. The compound opening hours will be daylight hours.
- 4.3.4. The Compound will be closed during a burn-off.
- 4.3.5. The CEO may also close the compound if there is illegal dumping, damage caused to the compound or Work, Health & Safety violations.
- 4.3.6. Ad-hoc closures will be communicated by the CEO prior to the closure where viable, with notices on Council website, facebook page, and the Council Office and Supermarket noticeboards.
- 4.3.7. During the opening hours users are authorised to drop off green waste and collect woodchips (if available) from designated stockpiles.
- 4.3.8. There will be no charge to users for either dropping off green waste or collecting woodchips.
- 4.3.9. All signage must be obeyed.
- 4.3.10. Council employees are not authorised to either unload green waste or load woodchip for users.
- 4.3.11. No machinery or plant is to be brought into the compound by a user.

5. ASSOCIATED DOCUMENTS


P33 Work Health & Safety Policy
 P46 Council Verge Management Policy
 Wagait Shire Council Fees and Charges

6. REFERENCES AND LEGISLATION

Local Government Act 2019
 Local Government Regulations 2019
 Work, Health & Safety Act 2011

7. REVIEW HISTORY

Date Approved: 18/09/2018	Approved By Council Moved: Vice President Neil White Seconded: Cr Michael Vaughan Vote:	Resolution No. 2018/249	Date for review: 3 years from approval
Date Approved:	Approved By Council Moved: Seconded: Vote:	Resolution No.	Date for review:

	POLICY NUMBER:	P46
	COUNCIL VERGE MANAGEMENT POLICY	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2019 REF:	
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

The purpose of this policy is to define:

- the approvals, responsibility, and financial liability for any works on a Council verge,
- the provision of vehicular crossovers to private property; and
- maintenance of the estate drainage network.

2. SCOPE

This policy applies to all Wagait Shire property owners and properties within the Wagait shire estate.

3. DEFINITIONS

Road verge	Means that area of public land between the property boundary and the edge of the road.
Tree	Means a woody perennial plant, typically having a single stem or trunk growing to a considerable height and bearing lateral branches at some distance from the ground
Owner	Means a property owner in the Wagait Shire
Drainage network	The network of structures supporting the road network including unlined open drains, open V drains and culverts.
Road network	Refers to the road reserve that is the area of land from a property boundary and includes all road verges, road-ways, bike-paths, crossovers and pedestrian pathways.
Vehicular crossover	The vehicle accessway from the road carriageway to the property boundary.

4. POLICY

Council maintains the road verges throughout Wagait Shire estate by mowing, snipping, herbicide application, tree and bush pruning and/or removal.

4.1 Council Responsibility

- 4.1.1. Council is responsible for the care and maintenance of the drainage network adjacent to roads.
- 4.1.2. Council is responsible for the care and maintenance of the road network, that includes road reserves (verges).

- 4.1.3. Any person wanting to undertake work within the road reserve needs to obtain the prior written approval of Council.
- 4.1.4. Any person wanting to undertake work on vehicular crossovers needs to obtain the prior written approval of Council.
- 4.1.5. All works that are undertaken on a road verge or within the road reserve at the request of a property owner shall be at the property owners' expense.

4.2 Verge Treatment Options

4.2.1. *Grassed verges* remain the most common and preferred form of treatment for road verges in Wagait Shire and include:

- The use of tropical grasses provides a low maintenance treatment for dust suppression which requires periodic mowing and weeding
- Grassed verges must allow for pedestrian traffic and ensure clear site lines for pedestrians and motorists
- No permit is required to establish a grassed verge

4.2.2. Alternative Plantings on a road-verge require an application to Council for a permit which must be approved prior to the commencement of any works. Owners are advised that all maintenance activities for a landscaped verge are to be undertaken by the owner at the owners expense.

Completed applications can be sent to Wagait Shire Council, PMB 10, Darwin NT 0800 or emailed to council@wagait.nt.gov.au for council's consideration.

The submission will then be reviewed and the owner will be notified in writing of the outcome. Should the application be approved by Council, the owner will then receive a *Works Within a Road Reserve Permit*.

The following information is to be contained in the application:

- A council road reserve permit application
- A sketch of the landscape proposal for the verge; this need not be to scale however all relevant dimensions are to be included
- A list of the plant species to be used
- Confirmation that the applicant is the owner of the property

The application should also contain a signed letter from the owner indicating:

- They will irrigate the landscaped area from a supply within the property
- They accept all physical and fiscal responsibility for any required maintenance of the landscaped area
- They accept that should the need arise Council may request the removal of the landscaped area

4.2.3. Non-Approved Plants

Plants that must not be planted on the verge or on the property boundary include, but are not limited to:

- Prickly or thorny plants, e.g. Bougainvillea
- Plants with spiked leaves or fronds, e.g. Agave, yucca, cycads
- Poisonous plants
- Plants carrying large, heavy fruit, e.g. coconuts
- Declared weed species
- Trees unless otherwise allowed for in this policy

4.2.4. Prohibited

No trees shall be planted in a position such that it is probable they will interfere overhead power lines at maturity.

None of the following items are to be placed on a Council road verge in such a manner that the items form a barrier to either vehicular or pedestrian traffic.

- Rocks
- Timber posts/poles/sleepers
- Retaining walls
- Hard surfaces such as concrete, pavers, asphalt or stepping-stones

If the landscaped verge is not consistent with the original submission and does cause risk to the public, the treatment may be removed by council and council may seek to recover removal costs.

4.3. Guidelines for Development and Maintenance of a Verge

4.3.1. *Excavation and Cultivation of the verge* must be carried out manually. Mechanical excavation is not permitted other than for the purpose of installing an approved culvert or driveway.

4.3.2. The property owner is responsible for repairing any damage to Council infrastructure caused by any works undertaken.

4.3.3. Installation of Driveways and Culverts on Verge

Each property is entitled to a single access. Access may be bare earth, concrete or bitumen spoon drain, a culvert or a combination thereof.

Applications must be made to Council for any new works to property driveways and culverts within a Council road verge.

The following information is to be contained in the application:

- A works within a council road reserve permit application
- A sketch showing the proposed location of the property access
- Engineering drawings for the proposed access treatment

Council will consider applications for multiple property accesses on a case by case basis.

Completed applications can be sent to Wagait Shire Council, PMB 10, Darwin NT 0800 or emailed to council@wagait.nt.gov.au for council's consideration.

4.3.4. Clearways are to be established and maintained on the verge as follows:

- A minimum clear pedestrian width of 1.5 metres is to be retained.
- The buffer zone MUST be grassed to ensure sight lines are maintained.
- Vegetation should not encroach onto road-ways or impede the vision of motorists.
- Approved plantings are to be maintained preferably below a height of 30 centimetres with a maximum unpruned height of 1.5 metres.
- No trees are to be planted within 4 metres of the roadway.

4.4. Works on Council Verges by Other Agencies

Regardless of any development of the verge area, council reserves the right to construct or maintain infrastructure on any part of the verge at its discretion.

If necessary, in doing so, Council may remove any existing plants, shrubs, groundcover, irrigation systems or decorative features without compensation to the owner or resident for such removal or alteration.

Utility companies may require access to the verge to perform maintenance work from time to time and the following regulations will apply:

- The companies are required to make good the verge following maintenance work, but are not required to re-instate residential verges that have been landscaped other than with grass.
- Council will not be responsible for replacing plants or landscaping as a result of such works by others.

4.5. Risk Management and Safety

Wagait Shire Council is dedicated to providing a safe environment within the municipality.

Any feature placed by an owner that is deemed by council to be a risk to the public as a tripping hazard, obstruction or other hazard, or for which a permit has not been issued or does not comply with the requirements of the permit, may be removed from the verge without consultation or warning.

Council will act to rectify problems in relation to tripping hazards or road-safety issues. Council will write to the relevant owner requiring that they attend to the identified problem.

Failure to act following a request by Council may result the works being undertaken by Council at the expense of the property owner, or in legal action.

5. ASSOCIATED DOCUMENTS


Works within a road reserve permit application.

6. REFERENCES AND LEGISLATION

Local Government Act 2019.

7. REVIEW HISTORY

Date Approved:	Approved By: First: Seconded: Vote:	Resolution No:	Date for review:

	POLICY TITLE:	VEHICULAR CROSSOVERS & DRAINAGE
	POLICY NUMBER:	PD6
	CATEGORY:	COUNCIL POLICY
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

The purpose of this policy is to define the responsibility and financial liability for the provision of vehicular crossovers to private property and maintenance of the drainage network.

2. SCOPE

This policy applies to all vehicular crossovers on Council roads within the Shire and the drainage network.

3. DEFINITIONS

For the purposes of this policy, the following definitions apply:

Term	Definition
Drainage Network	The network of structures supporting the road network including unlined open drains, open V drains and culverts.
Road Network	Refers to the road reserve (verge), that is the area of land from a property boundary and includes all roadways and pathways.
Vehicular Crossover	The vehicle accessway from the road carriageway to the property boundary.

4. POLICY

- 4.1 Council is responsible for the care and maintenance of the drainage network adjacent to roads.
- 4.2 Council is responsible for the care and maintenance of the road network, that includes road reserves (verges).
- 4.3 Any person wanting to undertake work within the road reserve and drainage area, needs to obtain the prior written approval of Council.
- 4.4 Any person wanting to undertake work on vehicular crossovers needs to obtain the

prior written approval of Council.

- 4.5 All works that are undertaken at the request of a property owner shall be at the property owners' expense.

5. ASSOCIATED DOCUMENTS

Nil

6. REFERENCES AND LEGISLATION

Local Government Act 2008

7. REVIEW HISTORY

Date Approved:	16/09/2008	Approved By: Moved: Cr Edwards Seconded: Cr Murphy Vote: 6 - 0	Councillors – Resolution No. 2008/65	Date for review:	Next Council Election
Date Approved:	21/04/2009	Approved By: Moved: Cr Withnall Seconded: Cr Lamont Vote: AIF	Councillors – Resolution No. 2008/214	Date for review:	Next Council Election

10.5 Draft 2020 Audited Financial Report

At the Audit Committee meeting held on 8 September 2020, the Committee considered the Wagait Shire Council draft Audited Financial Report for the Year Ended 30 June 2020. The Auditors, Nexia Edwards, attended the meeting via Zoom video-conference to provide a brief of the report findings and respond to any queries from the Committee.

The Draft 2019-2020 Audited Financial Report was prepared by the auditors nominated by Council and is included as an attachment to the Agenda. **Please see Attachment B.**

Resolution No. 2020/.....

The Audit Committee recommends that Council accept the draft Audited Financial Report for the Year Ended 30 June 2020, after confirmation with the bookkeeper that the final adjustments are complete.

Moved:

Seconded:

Vote:

10.6 Climate Change Action Plan

At the July meeting Council noted the information provided in the *Climate Change Risk Assessment and Adaption Planning Report* (2010 LGANT Report) and requested a briefing and action plan proposal be presented at the September meeting.

A brief and draft Action Plan for implementing recommendations from the 2010 LGANT Report has been prepared for Councils consideration and is provided below.


Resolution No. 2020/.....

That Council receives and notes the information provided in the Brief and accepts the proposed Action Plan for Climate Change.

Moved:

Seconded:

Vote:

	BRIEFING and PROPOSAL TO COUNCIL	
	TOPIC	Climate Change and Adaptation Planning
	DELIVERABLE	Brief & Action Plan
	RECORD#/ REFERENCE	

1. Background

As a result of International and National reports looking at risks associate with climate change the Australian government launched research into adaptation practices by local government areas containing coastal regions (National sea change task force Nov 2011).

In 2010, research reports titled '*Climate Change Risk Assessment and Adaptation Planning*' (the LGANT report) for Wagait Beach, Belyuen and Coomalie were commissioned by LGANT and undertaken by AECOM with funding from the Local Adaptation Pathways Program (LAPP).

The Wagait area was also identified in an earlier 2007 report *National Climate Change adaptation framework*. This report identified around 3.5% of buildings in Wagait would be inundated by a 1.1 metre sea rise.

The 2010 LGANT report was tabled at the July 2020 Wagait Shire Council meeting.

At that meeting Council also allowed a local resident (Kevin Hoult) to address the meeting about his concerns regarding sea inundation of the coastal dunes causing erosion and the degradation of the access points through the RUA (Section104).

In July Council also received further letters from residents, raising concerns about increased visitation and climate change impacts including dune degradation, vehicle damage to the dunes, damage to turtle breeding sites and damage to trees and plants along the foreshore.

The Northern Territory has several over-arching documents related to the issues raised. They are :

- Climate Change Response: Towards 2005 and a three-year action plan;
- NT Coastal and Marine Management Strategy 2019 to 2029; and
- NT Natural Resource Management Plan 2016-2020 Top end region.

These documents give Council management an opportunity to work with the recommendations and strategies mentioned in the report and to assist in adaptation and create a specific action plan for Wagait Beach (the Shire) and perhaps the Cox Peninsula at large.

2. Consideration of the issues

Climate change will not go away and there are several anticipated impacts that are already well-known. These are: variable rainfall; greater intensity of weather events; increased bushfire intensity; more days of higher temperature; and sea level rise.

The key vulnerabilities identified in the LGANT report are:

- increased damage to coastal areas;

- vulnerable ecosystems and biodiversity loss;
- risks to building and infrastructure;
- implication for traditional practices;
- risks to human health and safety; and
- uncertainty and unexpected events.

These impacts will affect the amenity of Wagait Beach and the identified adaptation options.

In its conclusions the report said the most threatening risks include: a loss of access roads; damage caused by intense cyclones and storm surge; heat related illness, damage to houses; and damage/loss of electrical and water supply infrastructure.

Not all disaster response actions are under direct control of Council but it does have an advocacy role to negotiate for climate adaptation.

For this community to prepare and adopt natural disaster risk-reduction and climate-change adaptation practices, a review of the report is required and appropriate communications collateral developed to garner the support of the community and related agencies in working towards mitigation, remediation, and timely responses.

It is critical for Wagait Beach to have an effective risk reduction plan in preparation for natural disaster events and an appropriate implementation plan if it is to maintain resilience and a level of sustainable independence when becomes completely isolated by a natural disaster event. Key to any planning is an up-to-date understanding of the capacity and assets of the community that can be utilised in the event of a natural disaster.

Council has an active community-based Emergency Management Committee that supports Council in decision making and assists in first-response disaster management and recovery to the communities of Wagait Beach and Belyuen but requires planning support from professionals to ensure that risk-reduction planning is effective and can be efficiently undertaken by the residents. For this to be realised, it is critical that plans are well communicated and understood by everyone in the community.

A Draft action plan is attached to move forward on these issues.

The action plan has been designed to respond to those items considered by the report as high risk by 2030 to the Wagait community. Several others are determined as high risk by 2070.

3. Recommendation

Wagait Shire Council endorse the draft action plan attached.

End.



Wagait Shire Action Plan for Climate Change

<p>Risks Identified - Major (high)</p> <p>Assets and Infrastructure: Loss of sealed and unsealed road access</p> <p>Emergency management and extreme climactic events: damage from cyclones; significant flooding and storm surge</p> <p>Public Health: Heat related illness/Aged population very susceptible</p> <p>Assets and Infrastructure: Loss of power and water supply; damage to the jetty; and damaged housing</p>	<p>Risks Identified - Minor (medium-low)</p> <p>Emergency management and extreme climactic events: damage from bushfires</p> <p>Public Health: Mosquito and vector borne disease</p> <p>Natural Environment and Culture: Salt-water intrusion into freshwater water ways and billabongs</p>
<p>Local Stakeholders: Wagait Shire Council; LGANT; Wagait Shire Emergency Management Committee; Wagait Beach community residents</p>	
<p>Related Authorities/Agencies: Department of Environment and Natural Resources (DENR), Department Local Government (DLGHCD), Department Infrastructure and Planning (DIPL), Crown Lands Estate Office, Power Water Corporation; NTRM; Environment centre; Topend Coasts, and Land Care/Coast Care</p>	
<p>Related Information Sources:</p> <ul style="list-style-type: none"> • <i>Climate Change Risk Assessment and Adaption Planning Report</i> (2010 LGANT Report) http://wagait.nt.gov.au/publications-2/ • Australian Government Climate Change Council https://www.climatecouncil.org.au/category/climate-impacts/ • NT Government <i>Climate Change Response Towards 2050</i> (2020 NTG Action Plan) https://denr.nt.gov.au/programs-and-strategies/climate-change-response-towards-2050 	

Goal: To ensure Wagait Shire prepares, responds and recovers and adapts to issues arising from climate change within the local area

Objective 1: Review the risks identified in the 2010 LGANT report for Wagait Beach community

Action Area	Action Items	Responsible	Timing	Outcomes
Develop small working group to assist review of 2010 LGANT report and re affirm risks and adaption practices	<ul style="list-style-type: none"> • Council endorsement • Seek funding to engage consultant to undertake scientific data collection to update 2010 LGANT report 	CEO	Commence asap	Risks and recommendations are confirmed and updated
Review Council strategic and annual plans to incorporate climate change	<ul style="list-style-type: none"> • Amend Council plans 	CEO	Following	Council plan include climate change considerations

Objective 2: Seek to establish a resident based (voluntary) group to champion the issues

Action Area	Action Items	Responsible	Timing	Outcomes
Establish climate change/coast care group of concerned residents	<ul style="list-style-type: none"> • Engage with DENR/CLO and other Ngo groups to identify assistance available • Discuss with Top end coasts what support may be available • Advertise /conduct public meeting 	CEO	Commenced asap	Community group established Relevant contacts made

Objective 3: Develop and deliver community education and awareness to build community resilience

Action Area	Action Items	Responsible	Timing	Outcomes
Develop locally appropriate community information and communications collateral	<ul style="list-style-type: none"> • WSEMC agenda item • Seek funds to develop communications collateral and update website 	CEO	ASAP	Community is educated and prepared
Build community awareness	<ul style="list-style-type: none"> • Correspond with residents directly affected by sea rise and surge risks • Publish the 2014 surge map on council web site • Publish RUA information on Council web site and in e-news • Develop a welcome brochure for new residents 	CEO	Oct 2020	Residents are aware of current issues and guidelines

Objective 4: Incorporate heat wave related illness into education provided by health service

Action Area	Action Items	Responsible	Timing	Outcomes
Health and aged services	<ul style="list-style-type: none"> • Discuss with Belyuen clinic staff • Discuss with aged care service provider • Identify older residents who may be at risk in high temperature events • Put on WSEMC agenda 	CEO	As required	Older vulnerable residents safe

Objective 5: Understand in all procurement practices the requirements for adaption due to climate change

Action Area	Action Items	Responsible	Timing	Outcomes
Include climate change adaptation in purchasing policy	<ul style="list-style-type: none"> Review and amend 	CEO/Council	As required	Safe work practice
Councils safety and risk policy be reviewed to include identified climate risks	<ul style="list-style-type: none"> Review and amend 	CEO/Council	As required	Ensure community needs are safely met

Objective 6: Include climate change considerations in the upgrade, design and development of key community infrastructure

Action Area	Action Items	Responsible	Timing	Outcomes
Road surfaces	<ul style="list-style-type: none"> Cox Drive floodway design Green waste track Review previous roads assessment undertaken (2019) 	CEO	ASAP	Community Infrastructure and facilities future proofed
Estate drainage network	<ul style="list-style-type: none"> Council audit with assistance from community Desilt drains and remove vegetation (contractors engaged as required) Engage with road specialist eg Ostoijic or Kings to develop drainage remediation master-plan Seek assistance to undertake drainage study for the subdivision in particular the outlets on to the coastal foreshore Identify possible funding sources for enclosing Wagait Tower Road drain 	CEO	ASAP Nov 2020	Priority areas are re-affirmed Planning undertaken Funding sourced Drainage issues remediated

Cyclone shelters	<ul style="list-style-type: none"> • Review and update Cyclone Management information • Review community population and shelter capacity • Seek funding for additional shelters 			Emergency networks confirmed Community facilities are upgraded Community is prepared
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Objective 7: Ensure the power and water supply for residents will not be affected by the impacts of climate change

Action Area	Action Items	Responsible	Timing	Outcomes
Commence a dialogue with PWC regarding the location and vulnerability of key infrastructure	<ul style="list-style-type: none"> • Substation near jetty • Water tanks alongside creek 	CEO		

Objective 8: Sea level rise and increased storm surge impacts are understood and mitigated

Action Area	Action Items	Responsible	Timing	Outcomes
Participate in the Coastal beach clean-up 28 September 2020	<ul style="list-style-type: none"> • Engage with Larrakia Rangers • Council staff preparations • E-news and FB to residents 	CEO/Community Group		Beach cleaned
Coast Care week 7-13 December 2020	<ul style="list-style-type: none"> • Engage with DENR regarding possible activities for Wagait Beach 	Community Group		Attention on coastal issues
RUA protection	<ul style="list-style-type: none"> • Work with DIPL and CLO to develop strategies to protect the RUA • E-news and letter to residents 	CEO/Community Group	Ongoing	RUA
Coastal review (coastal and marine strategy actions)	<ul style="list-style-type: none"> • Engage with DENR to negotiate for coastal spatial mapping of the Cox Peninsula 	CEO/Community Group		

	<ul style="list-style-type: none"> Engage with Water resources to identify water flows and possible salt water intrusion concerns (bores) 			
Ensure coastal habitat and fauna is protected and enhanced	<ul style="list-style-type: none"> Engage with DENR to obtain survey data from Conservation commission on turtle breeding sites to be protected Engage with DENR/DIPL/Crown Lands Office to seek approval to establish a weed control program and re-afforest program for the RUA Seek approval to repair or decommission coastal access points Seek to identify means of minimising vehicular access across the dunes and on the beach 	CEO/Community Group		<p>Turtle breeding sites protected</p> <p>Fire risk on RUA mitigated</p> <p>Dunes stabilised with local trees</p> <p>Damage to the dunes minimised</p>

Document Version control: Issue, Review and Amendment

Version	Date	Origin	Description	Check	Approval
Draft 1	04/08/2020	C Tyzack	First draft	CEO	
Draft 2	09/09/2020	CEO	Second draft	CT	
Final		WSEMC	Final draft	WSC	
Revised					

10.7 Grant Application – NT Risk Reduction Program

Council were provided a project brief for endorsement out-of-session of a grant application to the NT Risk Reduction Program, as the application closing date was 31 August 2020. An extension was sought from NTG however the latest possible submission date was 2 September 2020.

The project relates to the Action Plan at 10.6 and will undertake to engage consultants and a Council-based research officer to review the 2010 LGANT Report to confirm data, prepare a Disaster Risk Reduction Implementation Plan and develop appropriate communications collateral for our local area.

Resolution No. 2020/.....

That Council receives and accepts the Project Brief for Wagait Beach NT Risk Reduction Program and endorses the funding application to the NT Risk Reduction Program.

Moved:

Seconded:

Vote:

10.8 Greenhouse Gas Emissions Profiles for NT Councils

Regional Development Australia NT (RDANT) have provided a copy of the 2018 Greenhouse Gas Emissions Profiles for Wagait Beach, produced for all NT Councils.

Resolution No. 2020/.....

That Council receives and notes the Greenhouse Gas Emissions Profiles for Wagait Beach.

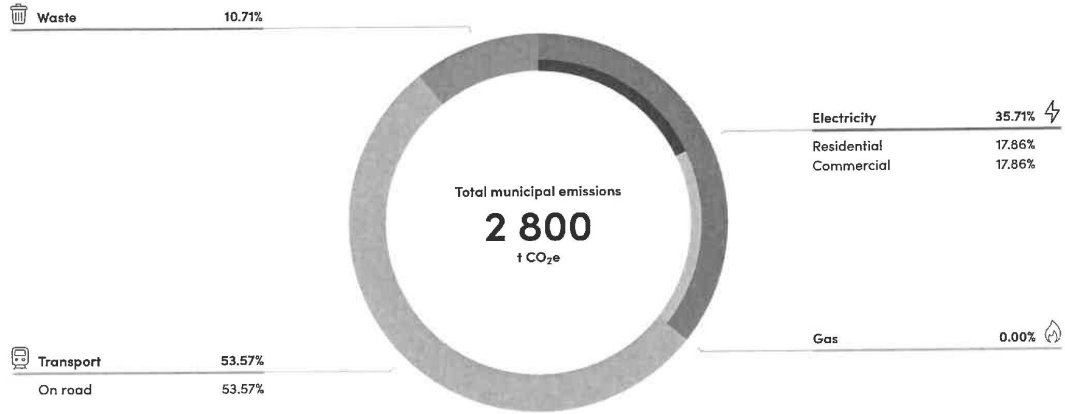
Moved:

Seconded:

Vote:

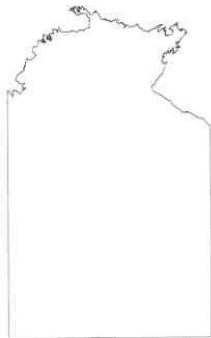
Wagait

2018 municipal emissions snapshot



Wagait is a rural municipality that is geographically very small relative to the state average and has a very low urban density. It's major emissions source is on road transportation, due to the community's larger commuting and other travel requirements. The second largest source of emissions is electricity consumption.

There are many reasons why a profile can change over time including changes in emissions sources, updates to methodology and more accurate data sources. Read our FAQs for more information.



Source	Sector	Emissions (t CO ₂ e)
Electricity	Residential	500
	Commercial	500
	Industrial	0
Gas	Residential	0
	Commercial	0
	Industrial	0
Transport	On road	1 500
	Domestic air travel	0
Waste	Landfill	200
	Water	100
Agriculture		0
Land Use		0

Land Use data is not used in the chart nor the displayed total municipal emissions.

Characteristics	
Land area	6 km ²
Population	508
Gross regional product	\$ 12 500 000
Climate zone	1



About this report

Sources of emissions

This report outlines the major sources of carbon emissions for the entire municipality. Due to the approximate nature of the profile, the emission values are represented as rounded numbers. This report includes the following sources:

- Stationary energy (grid supplied electricity/gas)
- Transport (on-road use and domestic passenger air travel)
- Waste (landfill and wastewater)
- Agriculture (enteric fermentation, manure management, and synthetic fertilizer use)
- Land Use Change (land clearance and reforestation)

It has been developed to be consistent with the Global Protocol of Carbon Emissions reporting (GPC Protocol), the main international standard for cities and local government areas.

Inclusions & Exclusions

The Snapshot provides you with a profile of your municipality's emissions for the inventory year (2017) and gives a breakdown of emissions by sector. This Snapshot of your local government area's greenhouse gas emissions profile is based on portioning state level data sets. Snapshot can be used alongside local data sets where more detail is needed.

There are a number of minor emissions sources that are included as part of a larger total or excluded. The full list of inclusions and exclusions can be found in the Methodology document.

Understanding uncertainty

With any data, there is some level of uncertainty. This report will be more accurate for municipalities that are closer to the average across Australia. You may have local data that doesn't match up exactly with what you are seeing here. That's ok – the purpose of this profile is to provide comparisons that work for everyone across Australia, and it may be that in some areas there is locally supplied data which is more accurate or measures different areas than the Snapshots. What makes it unique is that it uses a common framework. This means the total of all local profiles match the national emissions total and no emissions go unaccounted for.

CO₂e

Carbon dioxide equivalent

All data is presented in carbon dioxide equivalent (CO₂e). This measure combine all the different greenhouse gases (such as methane) into a single figure + represents an equivalent amount of carbon dioxide being released.

Characteristics

Climate Zone 1

Hot humid summer, warm winter

For help using this report to plan CO₂ reductions strategies, please see our [user guide](#).

10.9 Kerbside Waste Collection Modelling – Discussion

Council has requested the CEO to provide data and simple modelling in order to consider the viability of waste management expenses being reallocated to a user-pays system, releasing undeveloped or unoccupied properties in the estate from waste management fees.

The total number of rated properties in Wagait Beach is 388 and the estimated number of developed & habited properties is 333 (i.e. undeveloped properties = 55); this amounts to approximately 15% of properties in the estate are unoccupied and not using the weekly rubbish collection service.

The total annual revenue collected for Waste Management fees is \$119,116, currently distributed as \$307/week per property which includes contracted services for a weekly kerbside collection, a pre-cyclone kerbside collection and management of the hard waste and green waste compounds. A redirection of all waste management fees to the 355 occupied properties would amount to \$357.70, an increase of \$50.70 to each occupied property per annum.

Council is asked to note the information and consider the impacts of redirecting all waste management fees to the 355 occupied properties in the estate.

Resolution No. 2020/.....

That Council receives and notes the information provided with regards to waste management fees.

Moved:

Seconded:

Vote:

10.10 Notice of Travel to LGANT AGM

The Council CEO and President are invited to attend the LGANT AGM in Alice Springs in November and travel arrangements will be made as set out in P44 Travel and Accommodation Policy. An amount is allocated in the approved budget for this travel.

Resolution No. 2020/.....

That Council note the notice of travel for the CEO and President to attend the LGANT AGM in Alice Springs in November.

Moved:

Seconded:

Vote:

10.11 Call for Policy and Action Motions

LGANT is calling for Policy and Action Motions to be put forward at the General Meeting to be held in Alice Springs on 5-6 November 2020. Motions put forward by Councils require resolutions from Council and there are timeframes for submission. Council is asked to consider if there are motions to be proposed from Wagait Shire.

No resolution required at this time.

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 Community Campfire Dinner – Saturday 19 September 2020

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;

- a) information about the personal circumstances of a residence or rate payer;
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) 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 15 September 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.