

WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

LOT 62, WAGAIT TOWER ROAD
7PM
Tuesday 19 JANUARY 2021



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

Date: Tuesday, 19 January 2021

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 attend however are required to contact Council by 10am Tuesday 19 January 2021 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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1. OPENING OF MEETING

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

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

1.1. Address by Chair President Neil White

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

<p>Resolution No. 2021/ That the apology of Cr Graham Drake be accepted approved. Moved: Seconded: Vote:</p>

2. DECLARATION OF INTERESTS

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Tuesday 17 November 2020

<p>Resolution No. 2021/ That the Minutes of the Ordinary Meeting of Tuesday 17 November 2020 be confirmed by Council as a true and correct record. Moved: Seconded: Vote:</p>
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3.2. Matters arising from Minutes of Council Meeting Tuesday 17 November 2020

4. GUEST SPEAKERS – NIL

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 15 November 2020 to 15 January 2021.

5.1. Inwards Correspondence

17/11/2020	Pickles	Sale of Holden Trailblazer	email
17/11/2020	DIPL	National Road Safety Week 2020	email
18/11/2020	Country Solar NT	Solar Panels - Building Certification permit	email
19/11/2020	Pickles	Sale Payment advice CEO vehicle \$37,120.00	email
19/11/2020	NT Sports & Playground	Softfall at Playground - certificate of compliance, maintenance and cleaning, warranty	email
23/11/2020	Power Water	Request for still photography of Power & Water poles and towers on Council Land using Drones	email
26/11/2020	Dept of Health	New Chief Health Officer Directions for COVID19 which take effect 30 November 2020	email
30/11/2020	Dept of Health	QR Code for COVID-19	email
9/12/2020	Nexia Edwards Marshall	2019/20 Audited Financials - Remote Sports Program	email
9/12/2020	Country Solar NT	Occupancy Certificate - 142 Wagait Tower Road	email
14/12/2020	T Plunket	Proposed temporary structures	email
15/12/2020	J Smith	Wagait Beach Clinic Information	email
16/12/2020	IIP Infrastructure	LCRI Phase 2 Grant Agreement	email
18/12/2020	J Hardwick	Boundary fences Head Court ongoing issue	email
18/12/2020	Australia Day Council	Grant received \$2000 + information kit	email
18/12/2020	DCMC/DLGCD	Disaster Recovery Fund standard approach	email
21/12/2020	DCMC/DLGCD	Extension of SCALE funding to 31 March 2021	email
21/12/2020	Water Licensing	Water Extraction License Decision	email
22/12/2020	Justin Hardwick	Boundary fences Head Court ongoing issue	email
22/12/2020	DCMC/DLGCD	Compliance Review procurement information - request	email
29/12/2020	I Murphy	Uncontrolled dogs on Erickson	email
31/12/2020	CAL Registrar	Contractor Accreditation renewal	email
4/01/2021	LGANT	Call for Nominations - Neighbourhood Watch NT	email
4/01/2021	Office Lord Mayor Brisbane	Invitation to Asia-Pacific Summit	letter
6/01/2021	Territory Families	Youth Week 2021 grant agreement information	email
6/01/2021	DIPL	Changes to Planning Notices	email
6/01/2021	DCMC/DLGCD	Compliance Review cancel site visit	email
6/01/2021	G Harrison	Cloppenburg Park Masterplan feedback	email
7/01/2021	DCMC/DLGCD	Support for WSC transition to Local Government Act 2019	email
7/01/2021	LGANT	LGANT President and CEO visits to Councils	email
7/01/2021	M Lim	Registration of a declared dog	email
11/01/2021	LGANT	Call for agenda items for AGM Darwin 22 April	email
11/01/2021	IIP Infrastructure	LCRI Phase 2 Grant Agreement - received	email
13/01/2021	DCMC/DLGCD	Commercial Rates Replenishment Program	email
13/01/2021	DCMC/DLGCD	NTGC Annual Return Complete	email
14/01/2021	J Ellis	Council Verge Policy request to discuss at Council meeting	email

5.2. Outwards Correspondence

17/11/2020	Rate Payers	17 x letter to overdue rate payers	email
23/11/2020	Power Water	Reply to email - for still photography of Power & Water assets on Council Land using Drones	email
23/11/2020	Compliance	NTGC Annual Report due 30 November 2020	email
27/11/2020	Ian Sloan, MLA	Invitation to attend Australia Day 2021 Ceremony	email
2/12/2020	Nexia Edwards Marshall	Signed 2019/2020 Audited Financials - Remote Sport Program	email
9/12/2020	Territory Families	2019/20 Audited Financials - Remote Sports Program	email
15/12/2020	J Smith Top End Health	Wagait Beach Clinic info - thankyou	email
22/12/2020	IIP Infrastructure	LCRI Phase 2 Grant Agreement - Signed and returned	email
22/12/2020	L Buchanan	Complaint: Bamboo on fence-line	email
22/12/2020	Mark Eastwell	Complaint: Ongoing property damage	email
22/12/2020	NTPFES	Darwin LEP correction	email
23/12/2020	DLGCD	Compliance Review procurement information - provided	email
4/01/2021	I Murphy	Complaint: Uncontrolled dogs on Erickson	email
4/01/2021	T Plunket	Proposed temporary structures	email
6/01/2021	DLGCD	Compliance Review cancel site visit - noted	email
6/01/2021	G Harrison	Cloppenburg Park Masterplan feedback thankyou	email
7/01/2021	Territory Families	Youth Week 2021 grant agreement - signed	email
8/01/2021	LGANT	LGANT President and CEO visits to Councils	email
8/01/2021	M Lim	Registration of a declared dog - response	email
11/01/2021	DLGCD	Compliance Review procurement information - provided	email
11/01/2021	J Hardwick	Followup on Meeting 6 January 2021	email
12/01/2021	ABS	ABS Quarterly statement	email

Resolution No. 2021/

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

Moved:

Seconded:

Vote:

6. COUNCILLORS REPORTS

6.1. Presidents Report for the period 15 Nov 2020 to 15 Jan 2021

Hello, and welcome to all on the return to Council activities for 2021, following the Christmas/ New Year break and the last Council meeting in November. The school holidays Sport and Recreation program resumes, and general Council maintenance programs continue such as verge mowing following good early wet season rains. CEO Renita has returned after a short break to continue the important work required this year, including operational matters required under the new Local Government Act, which comes into effect later this year.

Where have I been:

Thursday 19 November:

- 8:00am meet Health Clinic Community representatives to discuss Community health requirements/options.
- 2:30pm meet CEO for weekly catch-up.
- 6:00pm attended/hosted International Men's Day with a BBQ at Cloppenburg Park, which at short notice, still drew some 35 attendees to celebrate IMD at Wagait Beach for the first time.

Thursday 24 November: attended Council Community Centre with NTG representative to inspect/assess Council's medical room and supplies.

Saturday 28 November: attended Community Centre with all other Councillors for Council photographs.

Tuesday 1 December: attended Council office in CEO's absence.

Monday 7 December: met with CEO for weekly catchup.

Thursday 10 December: Council met to vote on Australia Day nominations.

Tuesday 15 December: Council and volunteers Xmas party, also celebrating 25 years of local government for Wagait Beach including previous Council officials and the official unveiling of the updated Council honour board.

Thursday 17 December: attended the quarterly TOPROC meeting with CEO, followed by Christmas lunch at City of Darwin Chambers.

Tuesday 5 January: met with CEO, signed Commonwealth Bank document.

Thursday 7 January: met with CEO for weekly catchup.

Thursday 14 January: met with CEO for weekly catchup.

**Resolution No. 2021/
That Council receives and notes President Neil White's report for the period 15
November 2020 to 15 January 2021.
Moved:
Seconded:
Vote:**

7. OFFICERS REPORTS

7.1. Chief Executive Officer's Report for the period 15 Nov 2020 to 15 Jan 2021

Staff/HR	<ul style="list-style-type: none"> • Staff Leave RG – AnLeave x13; PW – RDO x1; AnLeave x26 • New contract discussed for Sports and Recreation Officer • Accredited procurement training completed (PW, RG) • PowerWater accreditation in process for works staff (RR) • Positions Vacant - Cloppenburg Park Caretaker (x2 Eol's received) • Workplace Surveillance Policy implementation • Casual staff reminders and rosters • Special thankyou to Works Officer Rowan Roberts and the casual team including Mark James, Rik Dove, Sara Sailor and Rick Barton for continuing essential services and being on-call during the Christmas/New Year period.
WHS	<ul style="list-style-type: none"> • Staff Weekly Toolbox Meetings x7 • CPR training arrangements confirmed for staff 12 Feb <p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • Jetty COVID washes recommenced 31 July ; DIPL contract continuing with approval for month-to-month service • Council facilities all have current COVID Operation Plans <p><u>Incidents Reported During the Period - Nil</u></p> <p><u>Actions Outstanding</u></p> <ul style="list-style-type: none"> • Power & Water Induction Works laborer • Evacuation Procedures and signage for Workshop, Community Centre, Administration Office, Cloppenburg Park to be finalised
Meetings and Communications	<ul style="list-style-type: none"> • Staff Toolbox x7 • President x6 weekly catchups • Myatt Media - website upgrades, design for reports and plans ; 16 Nov, 12 Jan • Top End Health - Wagait Clinic ; 19 Nov, 8 Dec • WSC Emergency Management Committee ; 19 Nov, 14 Dec • Urban Design - Cloppenburg Park Masterplan ; 19 Nov, 9 Dec, • Community Consultation - Cloppenburg Park Masterplan; 12 Dec • Australia Day Council NT - 2021 planning ; 12 Dec, 8 Jan • LGANT - Waste Forum ; 15 Dec • TOPROC meeting 4 ; 17 Dec • Belyuen CEO ; 23 Dec, 14 Jan • Veolia - recycling & toxic waste management ; 5 Jan • NT Police - general patrol catchup; 6 Jan • J Hardwick - Head Crt ; 6 Jan • Aust Gov Infrastructure & Transport - LCRI ; 19 Dec • DLGCD - Disaster Recovery Funding ; 4 Dec • DLGCD - SCALE funding extension ; 23 Dec • DLGCD - Compliance Review ; 12 Jan • QP Group - Estate drainage remediation ; 13 Jan • ThinkWater - Clop Park irrigation ; 14 Jan

<p>Actions</p>	<p><u>General Administration and Reporting</u></p> <ul style="list-style-type: none"> • Liaison with bookkeeper and auditors in preparation for reporting • Liaison with Immigration regarding Citizenship ceremonies for residents • ABS Quarterly LG Reporting (Dec 2020) • DLGCD - NTG Operational acquittal (Dec 2020) • DLGCD - Compliance Review (Jan 2021) • Emergency Shelter arrangements finalised and published • Emergency SMS communications service access established and published • Content creation for new website • Installation of computer cabinet • Preparations for Australia Day • Waste Management Strategy development • Youth Leadership Program development <p><u>Policy Development and Review</u></p> <ul style="list-style-type: none"> • Ongoing review of WSC policies to meet new Local Government Act 2019 and DLGCD compliance issues • Emergency Communications • Verge Management • Delegations • Employee Manual • Work Health Safety Manual • Councilor Induction Manual <p><u>Grants Administration</u></p> <ul style="list-style-type: none"> • Territory Families - Youth Week 2020 acquittal • Australia Day Council - successful \$2000 • Youth Week 2021 - successful \$2000 • Healthy Lifestyle 2021 - pending (water fountains and seniors aqua program) <p><u>Procurement Ongoing</u></p> <ul style="list-style-type: none"> • LCRI - Scope and RFQ for green waste track, carpark & culvert; surveying completed (\$80,000 - panel required) • R2R - Cox Dr floodway (\$125,000 - panel required), surveying completed • Blackspot - Road guards and barriers (\$140,000 - panel required) • DLGCD SCALE + LCRI - Estate drainage remediation ; \$60,000 • DLGCD SCALE - Signage (inc Welcome to Wagait) ; \$15,000 <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletters (December, January) • Notice of Market and Community Consultation (Cloppenburg Park) ; 9 Dec • Notice of Cyclone Shelter & SMS Opt-in Info ; 18 Dec • Notice of Draft Cloppenburg Park Masterplan and callout for feedback ; 23 Dec • Notice of Australia Day Celebrations ; 18 Jan <p><u>Events</u></p> <ul style="list-style-type: none"> • Staff Christmas Party ; 11 Dec • Christmas Market ; 12 Dec • Council 25 Year Celebration ; 15 Dec • Seniors Christmas Party ; 22 Dec
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7.2. Works Managers Report for the period 15 Nov 2020 to 15 Jan 2021

Staff/HR	Leave – GZ (AnnLeave x5, RDO x2); RR (RDO x2, PersLx5) Ongoing work planning and management of casual staff
Meetings	Staff Toolbox x7 PowerWater x1 DIPL x1 Veolia x1
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 26 • Water Samples x 30 • Imulak Spring compound clean-up and burn-off <p><u>Jetty Maintenance + COVID-19 (contract works for DIPL)</u></p> <ul style="list-style-type: none"> • Jetty Wash x 24 • Jetty Handrails and bins sanitised (COVID) x 114 • Remove Jetty landing and stairway barnacles • Jetty Carpark verge maintenance • Replace Mandorah Jetty lifebuoy ring and case
Actions	<p><u>Waste Maintenance</u></p> <ul style="list-style-type: none"> • Green Waste push up x 9 • Council bins x 49 in, out & cleaned weekly • Clean up and pack down of Hard Waste compound pre-Christmas <p><u>Dog Management</u></p> <ul style="list-style-type: none"> • Follow up reports of wandering dogs on Erickson • Fencing dog containment compound complete, shadecloth to be installed • Dog-cages collected from AllyFab and installed at compound <p><u>Road Maintenance</u></p> <ul style="list-style-type: none"> • Scope of works and quotes acquired for Green Waste track • Scope of works and quotes acquired Cloppenburg Park culvert/drain issues • Verge drainage audit consultation with community members • Assisted surveyors for scope and specification documents • Acquired quotes for desilting of all community drain-pipes/culverts • Continued verge mowing and weed control program <p><u>General Maintenance</u></p> <ul style="list-style-type: none"> • Council grounds and memorial garden maintenance • Repair cisterns in Community Centre • Weeds NT program distribution of Glyphosate to residents x4 (30 litres) <p><u>Repairs and Maintenance Plant/Vehicles</u></p> <ul style="list-style-type: none"> • Re-licensing for works plant and equipment • New bucket for tractor ordered • Mower blades replaced on Kubota and <p><u>Planning for January/February</u></p> <ul style="list-style-type: none"> • Scope of works Cox Drive floodway

7.3. Sports and Recreation Officers Report for the period 15 Nov 2020 to 15 Jan 2021

Staff	Leave – Office Closure - Christmas Leave. Personal Leave x2 PD- Nil
Meetings	Staff Toolbox x9 CEO Meetings – Dogs chasing Runners & Walkers participants Speak with CPVBFB to advise when burning around sports ground and running tracks due to a few unknown burns and runners needing to turn back. Participants suffering asthma when burning close to sports ground. Notification needed for CPVBFB controlled burns. 1 x Australia Day Meeting (Internal) 1 x Fun Bus / Toy Library
Administration Grants Applied Grants awarded Grants Reported Planning Activities/Events Correspondence	General Administration <ul style="list-style-type: none"> • Office furniture re-shuffle. Creating Space 😊 • Runners & Walkers weekly admin • Aquatic Program for WB residents to travel to Parap Pool (20 Week program) • Palmerston Cinema. Logistics for Group Bookings and Movies • Australia Day activities & Citizenship Administration • Covid Check In placed in all buildings & Clip Boards for mobile programs • Youth Leadership Program – Emerging Leaders concept outline • JLT Insurance Details – Makers & Creators market day activities • Masterplan for Sports Ground. Consultation process through Urban Place Design • School Holiday Administration. • Youth Vibe Grant Application - \$2,000 Cinema & Disco. Budgeted to include Palmerston Water Slide within the grant funding • Re-organise roster for food garden volunteer • Survey Youth Sport & Recreation. 50 Hard Copies distributed and 11 Returned. 7 Digital Copies and QR codes sent to private email on request 0 completed. Results attached. • Continue to liaise and engage local artists programming workshops for Make & Create Community group • Advertising Make & Create group • Collect Photos and distribute for the NT Community Achievement Awards finalist panel • Follow up Goal Post Padding from Youth Week Grant • New Water Tank at Sports Ground • Logistics and organisation for each Christmas Function • 4 x Runner & Walkers attend Awards Australia Community Achiever Awards Night • Grants Administration • Communications with Makers & Creators re: Grass Roots Development Program Grant. • NTG Youth Vibe, Territory families grant received. • Australia Day Grant received. • Youth Week 2021 Grant for Ice Skating and Flip Out Excursions. – Applied and Received. (April School Holiday Period) • Follow up Audited Financial Statement for Grant Acquittal. (Remote Sport Program Grant) • Health & Wellbeing Grant Application (Water Fountains & Aquatic Program)

Programs	<p><u>Runners & Walkers</u>: Back to twice weekly for the wet season. Santa Fun Run 16 Dec</p> <p><u>Stretch & Mobility</u>: 1 x Weekly</p> <p><u>Strength</u>: 1 x Weekly</p> <p><u>Core/Gut Buster</u>: 1 x Weekly</p> <p><u>Cricket</u>: Hosted Wednesday nights by the Wagait Beach Big Bash Cricket Group at Cloppenburg Park.</p> <p><u>Active After School Program</u>: 2 x Weekly at Cloppenburg Park; basketball, cricket</p> <p><u>Make and Create</u>: 15 Years plus. External providers. Adult art / creativity sessions</p> <p><u>School Holiday Program</u>: Disco, Acrylic Pouring Art, Beading Art, Tie Dye Art, basketball, Cricket, Court Sports, Bike Rides, Runners & Walkers for Kids, Cinema Excursion, Palmerston Water Slides, Afternoon Tea, Story Telling, Poetry Reading & Dress Up afternoon</p> <p><u>Australia Day Community Celebrations</u>: bike parade, tug-o-war, thong throwing, fishing comp, colour in comp, cake decorating, cricket.</p> <p>CPR for emerging leaders.</p>
Community Events	<p><u>International Men's Health Day BBQ</u>: Hosted at Sports Ground. Pilot program. Well received and intended to continue in 2021.</p> <p><u>Youth Week Activity</u>: Water Slide & Community BBQ.</p> <p><u>Santa Fun Run</u>: Annual Event well attended.</p> <p><u>Volunteers, Sponsors, Councillors Christmas Function</u>: Honour board revealed. Volunteers and Sponsors thanked. All presented with a gift from WSC to acknowledge 25 years self-governance.</p> <p><u>Aged Pension Christmas Function</u>: Pilot program. Well received and intended to continue in 2021.</p> <p><u>Makers & Creators Christmas Function</u>: Extra participants on night joining new craft activities. Good wrap for 2020. Another pilot program that will be continued. Community has taken ownership and the committee is to meet with WSC Jan / Feb to establish events going forward.</p> <p><u>Makers & Creators Community Market Day</u>: Cox Club and CPVBF joined. Santa visited for the children. Successful event held at Council grounds and in the Community Centre.</p> <p><u>Disco</u>: Kids Christmas Disco to celebrate end of school year, start of school holidays.</p>
2020/21: NTG 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>Christhol Swanson, Rick Barton, Michelle Barton, Lorna Manning</u> – ongoing support and volunteer work with Runners & Walkers group.</p> <p><u>NTG Territory Families</u> – Territory Families Youth Vibe Grant (Disco, Cinema Experience and Palmerston Water Slides)</p> <p><u>Wagait Beach Supermarket</u> – Sponsors Santa Fun Run & donation of prizes.</p>

**Resolution No. 2021/
That Council receives and accepts the Officers Reports for the period 15 November 2020 to 15 January 2021.**

Moved:

Seconded:

Vote:

8. ACTION SHEET for the period 15 November 2020 to 15 January 2021.

	Resolution No.	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.
			17/09/2019	<ul style="list-style-type: none"> • CEO to develop an implementation strategy and present this to the November 2019 meeting for Council consideration.
	2019/474		19/11/2019	<ul style="list-style-type: none"> • Refer Agenda Item 11.3
			17/03/2020	<ul style="list-style-type: none"> • 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.
	2020/047		21/04/2020	<ul style="list-style-type: none"> • Correspondence received from NTG-PAC with further recommendations for amendments to the By-Laws.
			19/05/2020	<ul style="list-style-type: none"> • Dog Management Implementation Strategy being finalised and will be used for grant variation request once approved.
			21/07/2020	<ul style="list-style-type: none"> • 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 planned for 29 August.
	2020/119		18/08/2020	<ul style="list-style-type: none"> • 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.
			09/09/2020	<ul style="list-style-type: none"> • Refer Agenda Item 10.3 • 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.
			15/10/2020	<ul style="list-style-type: none"> • Dog containment compound construction underway. Slab and fencing completed, pending transportable cage ETC end October.
		12/11/2020	<ul style="list-style-type: none"> • Dog containment compound construction 80% complete. Transportable cage delayed ETC end November. 	

			15/01/2021	Dog containment compound complete and transportable cages delivered. Grant acquittal and report will be presented to the February meeting of Council.
2	2019/444 2019/474 2020/040	Irrigation at Cloppenburg Park	16/07/2019 17/09/2019 15/10/2019 18/02/2020 17/03/2020 16/06/2020 15/09/2020 15/10/2020 12/11/2020 15/01/2021	<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. CEO confirmed an additional \$650 was expended on the construction of the bore protective cage. Modification still required for the BMX track.</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 That Council acquit the project grant funds of \$83 694 as presented by the financial reports.</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). • Masterplan for Cloppenburg Park is underway, including redesign of Pump track and upgrades to playground, courts, cricket run and exercise equipment is underway. Stage 1 playground compliance maintenance and softfall installation by 31 Oct. • CEO and President White met with MLA Daly on 14 October and discussed local issues including Bore water license for irrigating Cloppenburg Park. MLA to follow up and advise. • MLA Daly has advised that Controller has escalated WSC's application and will have an outcome by end November. <p>Council received advice from the NT Water Controller on 21/12/2020 confirming the water extraction license. Terms and conditions apply, including a minimum and maximum water extraction /year. Thinkwater will be contacted to provide training to Council staff for management of the irrigation system and consideration of resurfacing the playing fields will be included to the Cloppenburg Park Masterplan.</p>
3	2019/461	Audit Committee Endorsements	20/08/2019	<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.

	2019/503 2019/551 2020/078 2020/090 2020/115 2020/148 2020/182 2020/183		15/10/2019 19/11/2019 19/05/2020 16/06/2020 21/07/2020 09/09/2020 12/11/2020	<ul style="list-style-type: none"> • 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. • Refer Agenda Item 10.1 - Council noted the Report of the May Audit Committee meeting on 18 May 2020. • Refer Agenda Item 10.7 - Policies Endorsed by Audit Committee and recommended for approval by Council (P05, P08, P31, P32 adopted ; P21 Dispute Resolution rescinded) • Refer Agenda Item 10.4 - Policies Endorsed by Audit Committee and recommended for approval by Council (P13, P14, P38 adopted ; P46 and P06 Vehicular Crossovers and Drainage for further review). • Refer Agenda Item 10.2, 10.3 and 10.4 - Policies Endorsed by Audit Committee and recommended for approval by Council (P12 Surveillance Policy, P40 Procurement Policy) • Refer Agenda Item 10.5 - P46 Verge Management Policy • Refer Agenda Item 10.6 - 2021 Meetings Calendar
4	2019/457	Water Access for Tourists	20/08/2019 19/05/2020 16/06/2020 15/09/2020 15/10/2020	<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.</p> <p>Council request CEO to lobby MLA Daly for PW solution and other local upgrades.</p> <p>CEO and President White met with MLA Daly on 14 October and discussed local issues including: PW compound upgrades including visitor's standpipe, ferry passenger terminal, RUA degradation, cyclone preparedness and shelter capacity, clinic services, sportsground upgrades.</p>
5	2019/542 2020/111 2020/116	P10 Council Records	19/11/2019 21/07/2020 18/08/2020	<p>CEO to report back to Councilors 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. <p>Update to Council on Record Keeping:</p>

			15/10/2020 15/01/2021	<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. • Final invoice has been requested from Council-Wise in order to acquit grant. <p>Grant acquittal and report will be prepared for February Meeting of Council.</p>
6	No Resolution 2020/111 2020/114	Welcome to Wagait Beach Project	19/11/2019 18/03/2020 19/05/2020 21/07/2020 18/08/2020 15/10/2020 15/01/2021	<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> <ul style="list-style-type: none"> • Proposed new site closer to supermarket pending advice from DIPL regarding WTR road widening on Kenbi boundary. • Replacement/new road and directional signage will be installed during Oct/Nov <p>Quotes have been received for signage frame and artwork, to be progressed in consultation with the designers.</p>
7	No Resolution 2020/111	Sport and Recreation Forward Years Program	19/11/2019 19/05/2020 21/07/2020 18/08/2020	<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 Forward Years.</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>

	2020/143		15/09/2020 15/10/2020 12/11/2020 15/01/2021	Refer Agenda Item 7.3 – Council requests youth survey be prepared to assess demand for after-school activities. Parents and youth info-session and discussion on Sports and Rec Program held 5 October at Community Centre. Survey prepared and distributed, pending return for data analysis. Surveys have been collected, pending analysis. Total of 11 responses received from 50 surveys distributed, 3 of which attended the info-session on 5 October 2020. Analysis identifies preferred sports and events as well as days and times for regular activities which have been taken into consideration in planning for the 2021 calendar year.
8	No Resolution	Honour Board	15/10/2019 16/06/2020 12/11/2020 15/01/2021	President Peter Clee requested the CEO investigate the creation of an Honor Board for Wagait Shire Council. Additional Honor Board has been costed at \$1000+ and is included in the 2020-21 budget. ETC end November, suggest hold unveiling ceremony for past/present Councilors to coincide with end of year party for Councilors, volunteers and sponsors. Installed!
9	2020/101 2020/113	Local Area Planning, Environment and Climate Change	21/07/2020 18/08/2020 09/09/2020 15/10/2020 15/01/2021	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. <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. • Refer Agenda Items 10.5 and 10.6 : Climate Change Action Plan and Grant Application to NT CMC NT Risk Reduction Program • CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues. • Further emails with photos have been sent to the Crown Land Office with request for intervention such as a boundary survey of beachfront properties. Nil response to date. • Grant Application to NT CMC NT Risk Reduction Program unsuccessful. Next steps: Seek quotes for road remediation, surveying and signage to support funding applications.

10	2020/140	Waste Management Fees Modelling	15/09/2020 15/01/2021	<p>Council noted CEO presented a fee model for user-pays community waste management, following resident request to consider reducing fees for unoccupied properties. Council requested CEO to:</p> <ul style="list-style-type: none"> • Review and prepare a fee model for Council to consider prior to the 2021-22 FY that allows unoccupied properties to still access the hard waste and green waste compounds; and • Prepare a 'Where Does Your Waste Levy Go' info-sheet similar to the rates snapshot provided with the 2020-21 rates notice. <p>CEO met with Veolia to discuss consistent damage to bins as reported by residents. An offer to supply 240 litre bins at cost has been made for consideration by Council. A waste management and recycling strategy is being prepared which will include options for cost-sharing with Belyuen ACC.</p>
11		Wagait Health Service and Clinic	15/09/2020 15/10/2020 15/01/2021	<ul style="list-style-type: none"> • Council requested CEO to confirm opening hours for Wagait Clinic and seek potential opportunities for alternative regular service provider. • CEO has met with Top End Health Regional Manager to confirm current outreach service arrangements for the immediate future with Belyuen Health and this has been communicated to the WB community through the newsletter and notices at the WB Supermarket. Another meeting is arranged for 19 November to discuss increases and capacity for arrangements in the future. <p>Meeting 19 November with Top End Health RM, Belyuen Health Services staff, Council members and WB residents. Top End Health RM advised that Belyuen cannot provide additional services to WB and the outreach arrangements stand. Approach to alternative providers will be made in Feb. A flyer has been received from Top End Health for printing and distribution.</p>

**Resolution No. 2021/
That Council receives and notes the Action Sheet for the period 15 November 2020 to 15 January 2021.
Moved:
Seconded:
Vote:**

9. FINANCIAL REPORTS

9.1. Financial Report for the Month ended 30 November 2020

Wagait Shire Council
Financial Report for the period ending 30 November 2020

Cash at Bank & on Hand	TOTAL
Petty Cash	\$ -
Un-Deposited Funds	\$ 1,039.00
CBA - transaction account	\$ 68,210.36
CBA - Cash Saver	\$ 19,733.75
CBA - Fixed Term Deposits 1 (07/12/20)	\$ 500,000.00
CBA - Fixed Term Deposit 2 (25/01/21)	\$ 100,000.00
CBA - Fixed Term Deposit 3 (08/03/21)	\$ 250,000.00
CBA - Fixed Term Deposit 4 (13/04/21)	\$ 300,000.00
Bendigo Bank - Investment Q/C	\$ 500,000.00
Total Cash at Bank & on Hand	\$ 1,738,983.11

Debtors	Current	> 30 days	> 60 days	> 90 days	
Trade Debtors	4,382.50	330.00	165.00	765.00	\$ 5,642.50
Rates 20/21 (not overdue)	63,309.51	18,778.86			\$ 82,088.37
Rate Arrears (estimated due to Councilwise reporting)				9,233.14	\$ 9,233.14
					\$ 96,964.01
less Rates paid in Advance					-\$ 528.35
Total Debtors					\$ 96,435.66

Creditors & Current Liabilities	Current	> 30 days	> 60 days	> 90 days	
Trade	50,764.80	8,331.37			\$ 59,096.17
Tax & Super Liabilities	7,016.86				\$ 7,016.86
Sundry Creditors	0.00				\$ -
Unexpended Grants	259,162.46				\$ 259,162.46
Total Creditors & other current Liabilities					\$ 325,275.49

Net Cash Position	\$ 1,510,143.28
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9.2. November 2020 Reports Attached

- Cash Income and Expenditure Report for November 2020
- Accrual Income and Expenditure Report for November 2020
- Special Purpose Grants Report for November 2020

9.3. Financial Report for the Month ended 30 December 2020

Wagait Shire Council Financial Report for the period ending 31 December 2020

Cash at Bank & on Hand	TOTAL
Petty Cash	\$ -
Un-Deposited Funds	\$ 1,115.00
CBA - transaction account	\$ 1,186.33
CBA - Cash Saver	\$ 4,734.34
CBA - Fixed Term Deposits 1 now at call as at 7th December	\$ 500,000.00
CBA - Fixed Term Deposit 2 (25/01/21)	\$ 100,000.00
CBA - Fixed Term Deposit 3 (08/03/21)	\$ 250,000.00
CBA - Fixed Term Deposit 4 (13/04/21)	\$ 300,000.00
Bendigo Bank - Investment Q/C	\$ 500,000.00
Total Cash at Bank & on Hand	\$ 1,657,035.67

Debtors	Current	> 30 days	> 60 days	> 90 days	
Trade Debtors	8,235.00	477.50	330.00	930.00	\$ 9,972.50
Rates 20/21 (not overdue)	61,078.67				\$ 61,078.67
Rate Arrears Current Year				13,311.12	\$ 13,311.12
Rate Arrears Historical (estimated due to Council wise rep)				8,732.33	\$ 8,732.33
					\$ 93,094.62
less Rates paid in Advance					(\$628.09)
Total Debtors					\$ 92,466.53

Creditors & Current Liabilities	Current	> 30 days	> 60 days	> 90 days	
Trade	13,354.17	330.41			\$ 13,684.58
Tax & Super Liabilities	7,712.21				\$ 7,712.21
Sundry Creditors	0.00				\$ -
Unexpended Grants	226,433.18				\$ 226,433.18
Total Creditors & other current Liabilities					\$ 247,829.97

Net Cash Position	\$ 1,501,672.23
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9.4. December 2020 Reports Attached

- Cash Income and Expenditure Report for December 2020
- Accrual Income and Expenditure Report for December 2020
- Special Purpose Grants Report for December 2020

9.5. Supplier Payment History November and December 2020

Wagait Shire Council
Supplier Payment History November and December 2020

To	For	Paid Date	Paid
Xero	Software subscription	3/11/2020	\$ 90.00
Darwin International Airport	Parking long term	7/11/2020	\$ 90.00
NT News	Advertising	8/11/2020	\$ 378.00
Double Tree Hilton	LGANT meeting	9/11/2020	\$ 298.00
Microsoft	Software subscription	9/11/2020	\$ 83.49
Totally Work Wear	Cleaner shirts	13/11/2020	\$ 69.80
A.B.G.	R&M plant	13/11/2020	\$ 165.00
Curby's (NT) Pty Ltd	Honor board	13/11/2020	\$ 1,512.50
Australia Day Council	Conference tickets	13/11/2020	\$ 200.00
Norsign	Disabled toilet signs	13/11/2020	\$ 124.74
Central Business Equipment	Printing	13/11/2020	\$ 246.95
Michele Hughes	Accounting services	13/11/2020	\$ 1,232.00
Enzed Service Centre Darwin	R&M plant	13/11/2020	\$ 47.90
Australian Taxation Office (ATO)	BAS	13/11/2020	\$ 4,857.00
Officeworks	Stationery	13/11/2020	\$ 190.18
Pamela Wanrooy Exp Claim	Taxi reimbursed	13/11/2020	\$ 53.40
Pamela Wanrooy Exp Claim	Taxi reimbursed	13/11/2020	\$ 8.89
Clare Milikins Expense Claim	Ferry reimbursed	13/11/2020	\$ 27.30
Ian Manahan	Water cartage	14/11/2020	\$ 150.00
Motor Vehicle Registry	Vehicle license	14/11/2020	\$ 373.30
Richmond Wheel & Castor Co	R&M plant	16/11/2020	\$ 126.50
Snapper Artsy	Copyright photos	24/11/2020	\$ 330.00
Stickers and Stuff	Cups & banners	30/11/2020	\$ 1,342.00
Motor Vehicle Registry	Vehicle license	30/11/2020	\$ 326.30
Exhibitionist	Pull up banner	30/11/2020	\$ 700.70
Xero	Software subscription	1/12/2020	\$ 90.00
Colemans	Printing	1/12/2020	\$ 104.50
P.J. Parker T/A Matelot	Scaffold hire	7/12/2020	\$ 132.00
Jardine Llody Thompson Pty Ltd	Insurance	7/12/2020	\$ 1,651.65
Paul Myatt Media	Website	7/12/2020	\$ 110.00
RHO Surveys	Surveying	7/12/2020	\$ 1,369.50
All Hours Group	Public toilets repairs	7/12/2020	\$ 1,011.71
Optus	Mobile phones	7/12/2020	\$ 259.15
Wagait Beach Supermarket	Various (fuel/ice/BBQ)	7/12/2020	\$ 554.44
Urban Place Design	Masterplan consult fees	7/12/2020	\$ 5,400.00
Territory Technology Solutions	Data cabinet install	7/12/2020	\$ 2,336.40
Giggleline Geckos	Waterslide hire	7/12/2020	\$ 660.00
Veolia Environmental Services	Rubbish collection	7/12/2020	\$ 5,747.60
NT Sports & Playground Surfacing Pty Ltd	Playground soft-fall	7/12/2020	\$ 22,542.00
National Flags	Replace flags	7/12/2020	\$ 264.00
Central Business Equipment	Printing	7/12/2020	\$ 168.04
Fleetcare	CEO vehicle lease	7/12/2020	\$ 2,854.24
L.G.A.N.T.	Conference attendance	7/12/2020	\$ 600.00
Power Water	Water usage	7/12/2020	\$ 57.35
Power Water	Water usage	7/12/2020	\$ 63.36
HD Pumps	Pump sportground	7/12/2020	\$ 1,072.50
Pam Wanrooy	Reimburse taxi	7/12/2020	\$ 32.05
Officeworks	Stationery	7/12/2020	\$ 141.06
Neil White Expense Claim	LGANT meeting	7/12/2020	\$ 120.55
Colleen Fergusson	Catering	7/12/2020	\$ 500.00
Councilwise	Consulting fees (final)	8/12/2020	\$ 17,206.73
Colleen Fergusson	Catering	8/12/2020	\$ 108.00
Barden's Pharmacy	Cleaning	10/12/2020	\$ 13.35
Colemans	Report binding	10/12/2020	\$ 88.00
Officeworks	Stationery	10/12/2020	\$ 19.36
Fleetcare	CEO vehicle lease	7/01/2021	\$ 1,427.12

9.6. Councillor Allowances

The total payment to Councillors from 1 July 2020 to 30 December 2020 is \$1784.90

Resolution No. 2021/.....
That Council receives and accepts the Financial Reports for the months of November 2020 and December 2020.
Moved:
Seconded:
Vote:

10. AGENDA ITEMS

10.1. 2021 Meeting Dates for Council and Council Committees

At the November meeting Council noted the proposed 2021 meeting dates for the Audit Committee. The calendar has been updated to include scheduled Emergency Management Committee meetings and will be published on the Council website.



2021 WAGAIT SHIRE COUNCIL, COUNCIL COMMITTEE & COMMUNITY CONSULTATION MEETING DATES

JANUARY	FEBRUARY	MARCH	APRIL
	Audit Committee 09 February 2021 (Tues 9:30am)		Community Consultation 24 April 2021 (Sat 10am)
		Emergency Committee 03 March 2021 (Wed 8:30am)	
Council Meeting 19 January 2021 (Tues 7pm)	Council Meeting 16 February 2021 (Tues 7pm)	Council Meeting 16 March 2021 (Tues 7pm)	Council Meeting 20 April 2021 (Tues 7pm)
MAY	JUNE	JULY	AUGUST
Audit Committee 11 May 2021 (Tues 9:30am)			Audit Committee 10 August 2021 (Tues 9:30am)
	Emergency Committee 02 June 2021 (Wed 8:30am)		
Council Meeting 18 May 2021 (Tues 7pm)	Council Meeting 15 June 2021 (Tues 7pm)	Council Meeting 20 July 2021 (Tues 7pm)	Council Meeting 17 August 2021 (Tues 7pm)
SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
	Audit Committee 12 October 2021 (Tues 9:30am)	Community Consultation 6 November 2021 (Sat 10am)	
Emergency Committee 8 September (Wed 8:30am)			Emergency Committee 15 December 2021 (Wed 8:30am)
Council Meeting 21 September 2021 (Tues 7pm)	Council Meeting 19 October 2021 (Tues 7pm)	Council Meeting 16 November 2021 (Tues 7pm)	Council Meeting Deferred TBC

Resolution No. 2021/
That Council receives and notes the 2021 Council and committee meetings Calendar for publication online.
Moved:
Seconded:
Vote:

10.2. P23 Emergency Communications Policy

At the December meeting of the Emergency Management Committee, a business paper was presented for Council to procure access to a SMS Broadcast service to provide updates to residents for community emergencies.

A copy of the draft policy and associated papers are attached for your consideration.

**Resolution No. 2021/
That Council adopts the P23 Emergency Communications Policy as recommended by the Emergency Management Committee.
Moved:
Seconded:
Vote:**

10.3. Draft Cloppenburg Park Masterplan 2020

In November 2020 Urban Place Design architects were engaged to deliver a masterplan for the Cloppenburg Park facility through a community consultation process.

On Saturday 9 December 2020, Urban Place Design architects met with community residents, Council officers and members in the Council grounds to discuss sports and recreation priorities. A document including an analysis of the consultation responses and a draft landscape plan was provided to Council in late December, which was then published online for public comment on 27 December and 15 January 2021. The consultants will hold a further consultation meeting for residents in late January for final comments before finalising the plan. A copy of the draft masterplan is attached for your consideration.

**Resolution No. 2021/
That Council receives and notes the Draft Cloppenburg Park Masterplan 2020.
Moved:
Seconded:
Vote:**

10.4. SCALE Grant Report 2020

Council is requested to note the report of SCALE grant expenditure to the end of November, provided to the Department of Local Government on 14 December 2020.

**Resolution No. 2021/
That Council receives and notes the SCALE Grant report provided to the Department on 14 December 2020.
Moved:
Seconded:
Vote:**

10.5. Community Grants 2020-21

At the July 2020 Meeting Council approved the SCALE Grant allocations which included \$5000 for community-based initiatives, activities or projects delivered by local community groups. The Community Grants Project Brief is attached for consideration and approval.

Resolution No. 2021/

That Council receives and notes the Community Grants Project Brief and approves delivery of the initiative as presented by the CEO.

Moved:

Seconded:

Vote:

11. AGENDA ITEMS FOR RECEIVING AND NOTING

12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

13. QUESTIONS FROM THE PUBLIC WITH NOTICE

14. PETITIONS/DEPUTATIONS

15. UPCOMING EVENTS

15.1. Australia day Ceremony and Celebrations Tuesday 26 January 2021

A Special Council Meeting was held Thursday 10 December 2019 to confirm and agree on the winning nominations for the Australia Day 2021 awards.

A schedule of events has been promoted by Council and a flyer distributed to the community through agreed communications channels including newsletter, social media and public noticeboards at Council office and the Supermarket.

A running order has been prepared by Council and shared with event officiators.

16. LATE ITEMS AND GENERAL BUSINESS

17. IN-CAMERA ITEMS

Resolution No. 2021/.....

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. 2021/.....

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. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 16 February 2021 in the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

19. CLOSE OF MEETING

The Chair declared the meeting closed at pm.

Profit and Loss
WAGAIT SHIRE COUNCIL
1 Nov 2020 to 30 Nov 2020
ACCRUALS REPORT

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %
Income								
Contracts, Fees & Charges	\$10,900.00	\$9,183.00	\$1,717.00	18.6976%	\$56,096.44	\$45,915.00	\$10,181.44	22.1745%
Miscellaneous Income	\$22,637.75	\$1,250.00	\$21,387.75	1711.02%	\$23,528.76	\$6,250.00	\$17,278.76	276.4602%
Operating Grant Revenue	\$26,107.09	\$7,804.00	\$18,303.09	234.5347%	\$116,220.42	\$140,467.00	-\$24,246.58	-17.2614%
Rates Income	\$195.47	\$144.00	\$51.47	35.7431%	\$236,903.85	\$236,624.00	\$279.85	0.1183%
Rental Income	\$738.64	\$933.00	-\$194.36	-20.8317%	\$3,575.02	\$4,665.00	-\$1,089.98	-23.3651%
Waste Management Income	\$177.27	\$68.00	\$109.27	160.6912%	\$119,661.45	\$119,456.00	\$205.45	0.172%
Total Income	\$60,756.22	\$19,382.00	\$41,374.22	213.5%	\$555,985.94	\$553,377.00	\$2,608.94	0.5%
Gross Profit	\$60,756.22	\$19,382.00	\$41,374.22	213.4672%	\$555,985.94	\$553,377.00	\$2,608.94	0.4715%
Less Operating Expenses								
Administration Expenses	\$16,595.17	\$9,447.00	\$7,148.17	75.666%	\$72,597.15	\$68,880.00	\$3,717.15	5.3966%
Contracts & Material Expenses	\$0.00	\$209.00	-\$209.00	-100.0%	\$178.90	\$1,045.00	-\$866.10	-82.8804%
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$1,427.92	\$3,930.00	-\$2,502.08	-63.6662%
Employment Expenses	\$33,855.92	\$33,768.00	\$87.92	0.2604%	\$172,644.77	\$168,840.00	\$3,804.77	2.2535%
Projects & Activities - WSC Contributions	\$181.82	\$250.00	-\$68.18	-27.272%	\$1,054.51	\$2,250.00	-\$1,195.49	-53.1329%
Repairs & Maintenance	\$2,368.45	\$2,625.00	-\$256.55	-9.7733%	\$12,958.41	\$13,125.00	-\$166.59	-1.2693%
Services	\$264.95	\$1,063.00	-\$798.05	-75.0753%	\$3,028.88	\$5,315.00	-\$2,286.12	-43.0126%
Vehicle & Plant Expenses	\$1,720.56	\$4,963.00	-\$3,242.44	-65.3323%	\$9,341.89	\$16,422.00	-\$7,080.11	-43.1136%
Waste Management Expenses	\$5,225.09	\$6,833.00	-\$1,607.91	-23.5315%	\$33,541.72	\$34,165.00	-\$623.28	-1.8243%
Total Operating Expenses	\$60,568.94	\$59,944.00	\$624.94	1.0%	\$306,774.15	\$313,972.00	-\$7,197.85	-2.3%
Operating Profit	\$187.28	-\$40,562.00	\$40,749.28	100.4617%	\$249,211.79	\$239,405.00	\$9,806.79	4.0963%
Non-operating Income								
Special Purpose Grants	\$29,663.91	\$0.00	\$29,663.91		\$71,967.80	\$272,370.00	-\$200,402.20	-73.5772%
Total Non-operating Income	\$29,663.91	\$0.00	\$29,663.91		\$71,967.80	\$272,370.00	-\$200,402.20	-73.6%
Non-operating Expenses								
Special Purpose Grant Expenses	\$29,161.57	\$48,824.00	-\$19,662.43	-40.2721%	\$77,970.27	\$122,270.00	-\$44,299.73	-36.2311%
Total Non-operating Expenses	\$29,161.57	\$48,824.00	-\$19,662.43	-40.3%	\$77,970.27	\$122,270.00	-\$44,299.73	-36.2%
Net Profit	\$689.62	-\$89,386.00	\$90,075.62	100.7715%	\$243,209.32	\$389,505.00	-\$146,295.68	-37.5594%

NOTES

- 1 Nov & YTD higher than budget & YTD mainly due to revenue from Jetty Management
- 2 Nov & YTD higher due to disposal of motor vehicle & interest from matured investments
- 3 Operating Grant revenue less unexpended. Figure shown is actual total revenue used. Refer to unexpended Grants report for more detail
- 4 Rates income is the adjustment required to transfer balances from Xero debtors to Councilwise. Slightly higher than budget due to interest & search fees
- 5 Nov & YTD, Slightly lower than budget due to no income as per budget for community centre
- 6 Nov & YTD on par with budget

- 7 Nov & YTD slightly higher than budget mainly due to Councilwise subscription being annual payment. Other higher costs include mobile phones, travel, computer & IT, valuation costs, bank charges & LGANT membership. Other admin costs lower due to timing of expenses including insurance, fees & permits etc
- 8 Nov nil expenses & YTD lower than budget. Mainly due to timing of contract work
- 9 Nov & YTD slightly lower than budget, mainly due to Prof Dev included in budget figures
- 10 Nov on par with budget & YTD slightly higher due to averaging across the months and previous month being 3 pay month
- 11 Nov & YTD slightly lower, again to do with timing of costs
- 12 Nov & YTD slightly lower than budget, however R&M to porst ground & office equipment higher
- 13 Nov & YTD less than budget mainly due to timing of costs, particulalry for animal management. Water & Sewerage slightly above budget
- 14 Nov & YTD lower than budget due to timing of costs & new leasing costs incl in Sept budget
- 15 Nov & YTD slightly lower than budget

- Special Purpose Grant revnue less unexpended. Refer to Unexpende Grants report for more detail

- Special Purpose Grant Costs. Refer to unexpended Grants Sheet for more detail

Profit and Loss
WAGAIT SHIRE COUNCIL
1 Nov 2020 to 30 Nov 2020
Cash Basis

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %	NOTES
Income									
Contracts, Fees & Charges	\$18,036.36	\$9,183.00	\$8,853.36	96.4103%	\$74,634.16	\$45,915.00	\$28,719.16	62.5485%	1 Nov & YTD higher than budget & YTD mainly due to revenue from Jetty Management, Also to note appears higher than accruals as it includes funds invoiced pre June yet received since
Miscellaneous Income	\$22,637.75	\$1,250.00	\$21,387.75	1711.02%	\$25,388.24	\$6,250.00	\$19,138.24	306.2118%	2 Nov & YTD higher due to disposal of motor vehicle & interest from matured investments
Operating Grant Revenue	\$26,107.09	\$7,804.00	\$18,303.09	234.5347%	\$116,220.42	\$140,467.00	-\$24,246.58	-17.2614%	3 Operating Grant revenue less unexpended. Figure shown is actual total revenue used. Refer to unexpended Grants report for more detail
Rates Income	\$195.47	\$144.00	\$51.47	35.7431%	\$248,283.31	\$236,624.00	\$11,659.31	4.9274%	4 Rates income is the adjustment required to transfer balances from Xero debtors to Councilwise. Slightly higher than budget due to interest & search fees
Rental Income	\$363.64	\$933.00	-\$569.36	-61.0247%	\$3,231.84	\$4,665.00	-\$1,433.16	-30.7215%	5 Nov & YTD, Slightly lower than budget due to no income from Community Centre as budgeted
Waste Management Income	\$118.18	\$68.00	\$50.18	73.7941%	\$123,367.47	\$119,456.00	\$3,911.47	3.2744%	6 As above, same with rates income, result of adjustment to transfer to councilwise
Total Income	\$67,458.49	\$19,382.00	\$48,076.49	248.0%	\$591,125.44	\$553,377.00	\$37,748.44	6.8%	
Gross Profit	\$67,458.49	\$19,382.00	\$48,076.49	248.0471%	\$591,125.44	\$553,377.00	\$37,748.44	6.8215%	
Less Operating Expenses									
Administration Expenses	\$3,977.52	\$9,447.00	-\$5,469.48	-57.8965%	\$59,908.86	\$68,880.00	-\$8,971.14	-13.0243%	7 Nov & YTD lower than budget, however higher costs include mobile phones, travel, computer & IT, valuation costs, bank charges & LGANT membership. Other admin costs lower due to timing of expenses including insurance, fees & permits etc
Contracts & Material Expenses	\$0.00	\$209.00	-\$209.00	-100.0%	\$178.90	\$1,045.00	-\$866.10	-82.8804%	8 Nov nil expenses & YTD lower than budget. Mainly due to timing of contract work
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$1,427.92	\$3,930.00	-\$2,502.08	-63.6662%	9 Nov & YTD slightly lower than budget, mainly due to Prof Dev included in budget figures
Employment Expenses	\$33,855.92	\$33,768.00	\$87.92	0.2604%	\$172,644.77	\$168,840.00	\$3,804.77	2.2535%	10 Nov on par with budget & YTD slightly higher due to averaging across the months
Projects & Activities - WSC Contributions	\$263.88	\$250.00	\$13.88	5.552%	\$1,054.51	\$2,250.00	-\$1,195.49	-53.1329%	11 Nov & YTD slightly lower, again to do with timing of costs
Repairs & Maintenance	\$86.72	\$2,625.00	-\$2,538.28	-96.6964%	\$10,638.51	\$13,125.00	-\$2,486.49	-18.9447%	12 Nov & YTD slightly lower than budget, however R&M to porst ground & office equipment higher
Services	\$331.81	\$1,063.00	-\$731.19	-68.7855%	\$2,913.93	\$5,315.00	-\$2,401.07	-45.1754%	13 Nov & YTD less than budget mainly due to timing of costs & payments
Vehicle & Plant Expenses	\$2,006.88	\$4,963.00	-\$2,956.12	-59.5632%	\$9,033.84	\$16,422.00	-\$7,388.16	-44.9894%	14 Nov & YTD lower than budget due to timing of costs & new leasing costs incl in Sept budget
Waste Management Expenses	\$9,168.99	\$6,833.00	\$2,335.99	34.1869%	\$20,742.66	\$34,165.00	-\$13,422.34	-39.2868%	15 Nov higher due to payment of Sept & Oct in November , however YTD lower than budget due to timing of bills & payments compared with the accrual report
Total Operating Expenses	\$50,048.70	\$59,944.00	-\$9,895.30	-16.5%	\$278,543.90	\$313,972.00	-\$35,428.10	-11.3%	
Operating Profit	\$17,409.79	-\$40,562.00	\$57,971.79	142.9214%	\$312,581.54	\$239,405.00	\$73,176.54	30.566%	
Non-operating Income									
Special Purpose Grants	\$29,663.91	\$0.00	\$29,663.91		\$71,967.80	\$272,370.00	-\$200,402.20	-73.5772%	
Total Non-operating Income	\$29,663.91	\$0.00	\$29,663.91		\$71,967.80	\$272,370.00	-\$200,402.20	-73.6%	
Non-operating Expenses									
Special Purpose Grant Expenses	\$3,681.38	\$48,824.00	-\$45,142.62	-92.4599%	\$52,476.44	\$122,270.00	-\$69,793.56	-57.0815%	
Total Non-operating Expenses	\$3,681.38	\$48,824.00	-\$45,142.62	-92.5%	\$52,476.44	\$122,270.00	-\$69,793.56	-57.1%	
Net Profit	\$43,392.32	-\$89,386.00	\$132,778.32	148.5449%	\$332,072.90	\$389,505.00	-\$57,432.10	-14.7449%	

Wagait Shire Council
AS AT 30th November 2020

SPECIAL PURPOSE GRANTS UNEXPENDED

Funding Body	Project Name	Grants Current	Grants Brought forward	Total Grants	Current Expenditure 2020	Prior expenditure	Total Expenditure	Balance	Notes
Federal Gov	R2R Roads Grant		125,583.00	125,583.00	0.00		0.00	125,583.00	
NT Gov	Scale 2019/20		100,000.00	100,000.00	51,107.15		51,107.15	48,892.85	
Dept of Housing & Community Dev	Dog Pound		27,857.00	27,857.00	10,551.48		10,551.48	17,305.52	
Dept of Housing & Community Dev	Electronic Records Management		3,906.00	3,906.00	3,906.00		3,906.00	0.00	
Dept of Housing & Community Dev	Water Tank 5000 litre		7,607.00	7,607.00	3,568.18		3,568.18	4,038.82	
Dept of Housing & Community Dev	Seniors Week	2,000.00		2,000.00	2,000.00		2,000.00	0.00	
Asustralia Day Council	Australia Day	1,000.00		1,000.00	1,236.00		1,236.00	-236.00	
Dept of Sport & Rec	RSP Stimulus Round 2		4,954.00	4,954.00	1,000.00	3,954.00	4,954.00	0.00	NOT in auditors financials
	Youth Vibe holiday		2,000.00	2,000.00	1,268.81	731.19	2,000.00	0.00	NOT in auditors financials
	Youth week		2,000.00	2,000.00	1,598.99		1,598.99	401.01	NOT in auditors financials
	Youth Vibe quick response		2,000.00	2,000.00	2,000.00		2,000.00	0.00	NOT in auditors financials
Totals		3,000.00	275,907.00	278,907.00	78,236.61		82,921.80	195,985.20	

Less not incl in Auditors financials 10,954.00

Total Special Purpose Grants 267,953.00

Wagait Shire Council
AS AT 30th November 2020

OPERATIONAL GRANTS UNEXPENDED

Funding Body	Project Name	Grants Current	Grants Brought forward	Total Grants	Current Expenditure 2020	Total Expenditure	Balance	Notes
Dept of Housing & Community Dev	FAA General Purpose	3,596.00	3,976.00	7,572.00	3,155.00	3,155.00	4,417.00	Grant divided by 12 x 5
Dept of Housing & Community Dev	FAA Roads	13,582.00	29,037.00	42,619.00	17,757.92	17,757.92	24,861.08	Grant divided by 12 x 5
Dept Sport & Rec	Sport & Rec	20,718.00		20,718.00	8,632.50	8,632.50	12,085.50	Grant divided by 12 x 5
Dept of Housing & Community Dev	NT Operational	104,010.00		104,010.00	86,675.00	86,675.00	17,335.00	Grant divided by 6 x 5
Totals		141,906.00	33,013.00	174,919.00	116,220.42	116,220.42	58,698.58	

GRAND TOTAL 254,683.78

Profit and Loss
WAGAIT SHIRE COUNCIL
1 Dec 2020 to 31 Dec 2020
ACCRUALS REPORT

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %
Income								
Contracts, Fees & Charges	\$12,296.36	\$9,183.00	\$3,113.36	33.9035%	\$68,392.80	\$55,098.00	\$13,294.80	24.1294%
Miscellaneous Income	\$1,751.27	\$16,250.00	-\$14,498.73	-89.223%	\$25,280.03	\$22,500.00	\$2,780.03	12.3557%
Operating Grant Revenue	\$23,244.08	\$0.00	\$23,244.08		\$139,464.50	\$140,467.00	-\$1,002.50	-0.7137%
Rates Income	\$136.36	\$144.00	-\$7.64	-5.3056%	\$237,040.21	\$236,768.00	\$272.21	0.115%
Rental Income	\$363.64	\$933.00	-\$569.36	-61.0247%	\$3,938.66	\$5,598.00	-\$1,659.34	-29.6417%
Waste Management Income	\$0.00	\$68.00	-\$68.00	-100.0%	\$119,661.45	\$119,524.00	\$137.45	0.115%
Total Income	\$37,791.71	\$26,578.00	\$11,213.71	42.2%	\$593,777.65	\$579,955.00	\$13,822.65	2.4%
Gross Profit	\$37,791.71	\$26,578.00	\$11,213.71	42.1917%	\$593,777.65	\$579,955.00	\$13,822.65	2.3834%
Less Operating Expenses								
Administration Expenses	\$5,127.45	\$9,697.00	-\$4,569.55	-47.1233%	\$77,724.60	\$78,577.00	-\$852.40	-1.0848%
Contracts & Material Expenses	\$142.60	\$209.00	-\$66.40	-31.7703%	\$321.50	\$1,254.00	-\$932.50	-74.362%
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$1,784.90	\$4,716.00	-\$2,931.10	-62.1522%
Employment Expenses	\$34,452.07	\$34,268.00	\$184.07	0.5371%	\$207,096.84	\$203,108.00	\$3,988.84	1.9639%
Projects & Activities - WSC Contributions	\$1,515.45	\$250.00	\$1,265.45	506.18%	\$2,569.96	\$2,500.00	\$69.96	2.7984%
Repairs & Maintenance	\$204.82	\$2,625.00	-\$2,420.18	-92.1973%	\$13,163.23	\$15,750.00	-\$2,586.77	-16.4239%
Services	\$163.83	\$1,063.00	-\$899.17	-84.588%	\$3,192.71	\$6,378.00	-\$3,185.29	-49.9418%
Vehicle & Plant Expenses	\$4,088.41	\$4,213.00	-\$124.59	-2.9573%	\$13,430.30	\$20,635.00	-\$7,204.70	-34.915%
Waste Management Expenses	\$7,637.17	\$6,833.00	\$804.17	11.7689%	\$41,178.89	\$40,998.00	\$180.89	0.4412%
Total Operating Expenses	\$53,688.78	\$59,944.00	-\$6,255.22	-10.4%	\$360,462.93	\$373,916.00	-\$13,453.07	-3.6%
Operating Profit	-\$15,897.07	-\$33,366.00	\$17,468.93	52.3555%	\$233,314.72	\$206,039.00	\$27,275.72	13.2381%
Non-operating Income								
Special Purpose Grants	\$9,006.52	\$0.00	\$9,006.52		\$80,974.32	\$272,370.00	-\$191,395.68	-70.2705%
Total Non-operating Income	\$9,006.52	\$0.00	\$9,006.52		\$80,974.32	\$272,370.00	-\$191,395.68	-70.3%
Non-operating Expenses								
Special Purpose Grant Expenses	\$9,006.52	\$25,000.00	-\$15,993.48	-63.9739%	\$86,976.79	\$147,270.00	-\$60,293.21	-40.9406%
Total Non-operating Expenses	\$9,006.52	\$25,000.00	-\$15,993.48	-64.0%	\$86,976.79	\$147,270.00	-\$60,293.21	-40.9%
Net Profit	-\$15,897.07	-\$58,366.00	\$42,468.93	72.7631%	\$227,312.25	\$331,139.00	-\$103,826.75	-31.3544%

NOTES

- 1** Dec & YTD slightly higher than budget & YTD mainly due to revenue from Jetty Management
 - 2** Dec lower than budget due to disposal of motor vehicle which occurred November but budgeted December. However YTD higher including disposal of vehicle & interest from matured investments also being higher than budget due to timing of investments maturing
 - 3** Operating Grant revenue less unexpended. Figure shown is actual total revenue used. Refer to unexpended Grants report for more detail
 - 4** Rates income is the adjustment required to transfer balances from Xero debtors to Councilwise. Slightly higher than budget due to interest & search fees
 - 5** Dec lower than budget due to no rent for Cloppenburg park or community centre & YTD also slightly lower than budget due to no income for Cloppenburg or community centre
 - 6** Dec NIL due to no bins being invoiced & YTD close to budget but may also relate to no extra bins being invoiced.
 - 7** Dec higher than budget mainly due to payment of councilwise annual subscription which has been averaged across the months. YTD slightly lower than budget, however higher costs include mobile phones, travel, valuation costs, bank charges & LGANT membership. Other admin costs lower due to timing of expenses including insurance, fees & permits etc
 - 8** Dec & YTD lower than budget. Mainly due to timing of contract work
 - 9** Dec & YTD slightly lower than budget, mainly due to Prof Dev included in budget figures
 - 10** Dec on par with budget & YTD slightly higher due to averaging across the months and previous month being 3 pay month
 - 11** Dec higher than budget & YTD close to being on par with budget, again to do with timing of costs
 - 12** Dec & YTD lower than budget, however R&M to sports ground, abulution block & office equipment higher
 - 13** Dec & YTD less than budget mainly due to timing of costs, particulary for animal management. Water & Sewerage slightly above budget
 - 14** Dec & YTD lower than budget due to timing of costs & new leasing costs incl in Sept budget going forward
 - 15** Dec & YTD marginally higher than budget
- Special Purpose Grant revenue less unexpended. Refer to Unexpended Grants report for more detail
- Special Purpose Grant Costs. Refer to unexpended Grants Sheet for more detail

Profit and Loss
WAGAIT SHIRE COUNCIL
1 Dec 2020 to 31 Dec 2020

Cash Basis

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %	NOTES
Income									
Contracts, Fees & Charges	\$8,496.36	\$9,183.00	-\$686.64	-7.4773%	\$83,130.52	\$55,098.00	\$28,032.52	50.8776%	1 Dec on par with budget & YTD higher than budget mainly due to revenue from Jetty Management, Also to note appears higher than accruals as it includes funds invoiced pre June yet received since
Miscellaneous Income	\$1,751.27	\$16,250.00	-\$14,498.73	-89.223%	\$27,139.51	\$22,500.00	\$4,639.51	20.62%	2 Dec lower than budget due to disposal of motor vehicle which occurred November but budgeted December. However YTD higher including disposal of vehicle & interest from matured investments also being higher than budget due to timing of investments maturing
Operating Grant Revenue	\$23,244.08	\$0.00	\$23,244.08		\$139,464.50	\$140,467.00	-\$1,002.50	-0.7137%	3 Operating Grant revenue less unexpended. Figure shown is actual total revenue used. Refer to unexpended Grants report for more detail
Rates Income	\$0.00	\$144.00	-\$144.00	-100.0%	\$248,283.31	\$236,768.00	\$11,515.31	4.8635%	4 Rates income is the adjustment required to transfer balances from Xero debtors to Councilwise. Slightly higher than budget due to interest & search fees
Rental Income	\$363.64	\$933.00	-\$569.36	-61.0247%	\$3,595.48	\$5,598.00	-\$2,002.52	-35.7721%	5 Dec lower than budget due to no rent for Cloppenburg park or community centre & YTD also slightly lower than budget due to no income for Cloppenburg or community centre
Waste Management Income	\$0.00	\$68.00	-\$68.00	-100.0%	\$123,367.47	\$119,524.00	\$3,843.47	3.2156%	6 Dec NIL due to no extra bins being invoiced, YTD slightly higher than budget
Total Income	\$33,855.35	\$26,578.00	\$7,277.35	27.4%	\$624,980.79	\$579,955.00	\$45,025.79	7.8%	
Gross Profit	\$33,855.35	\$26,578.00	\$7,277.35	27.3811%	\$624,980.79	\$579,955.00	\$45,025.79	7.7637%	
Less Operating Expenses									
Administration Expenses	\$16,446.81	\$9,697.00	\$6,749.81	69.6072%	\$76,355.67	\$78,577.00	-\$2,221.33	-2.8269%	7 Dec higher than budget mainly due to payment of councilwise annual subscription which has been averaged across the months. YTD slightly lower than budget, however higher costs include mobile phones, travel, valuation costs, bank charges & LGANT membership. Other admin costs lower due to timing of expenses including insurance, fees & permits etc
Contracts & Material Expense	\$0.00	\$209.00	-\$209.00	-100.0%	\$178.90	\$1,254.00	-\$1,075.10	-85.7337%	8 Dec nil expenses & YTD lower than budget. Mainly due to timing of contract work
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$1,784.90	\$4,716.00	-\$2,931.10	-62.1522%	9 Dec & YTD slightly lower than budget, mainly due to Prof Dev included in budget figures
Employment Expenses	\$34,452.07	\$34,268.00	\$184.07	0.5371%	\$207,096.84	\$203,108.00	\$3,988.84	1.9639%	10 Dec on par with budget & YTD slightly higher due to averaging across the months
Projects & Activities - WSC Co	\$815.45	\$250.00	\$565.45	226.18%	\$1,869.96	\$2,500.00	-\$630.04	-25.2016%	11 Dec higher than budget, yet YTD slightly lower, again to do with timing of costs
Repairs & Maintenance	\$2,511.00	\$2,625.00	-\$114.00	-4.3429%	\$13,149.51	\$15,750.00	-\$2,600.49	-16.511%	12 Dec on par with budget & YTD slightly lower than budget, however R&M to Sports ground, abulution block & office equipment higher
Services	\$114.95	\$1,063.00	-\$948.05	-89.1863%	\$3,028.88	\$6,378.00	-\$3,349.12	-52.5105%	13 Dec & YTD less than budget mainly due to timing of costs & payments particularly animal management, however wate & sewerage above budget
Vehicle & Plant Expenses	\$2,768.46	\$4,213.00	-\$1,444.54	-34.2877%	\$11,802.30	\$20,635.00	-\$8,832.70	-42.8045%	14 Dec & YTD lower than budget due to timing of costs & new leasing costs incl in Sept budget going forward
Waste Management Expense:	\$12,799.06	\$6,833.00	\$5,966.06	87.3125%	\$33,541.72	\$40,998.00	-\$7,456.28	-18.1869%	15 Dec higher & YTD lower than budget due to timing of bills & payments compared with the accrual report
Total Operating Expenses	\$70,264.78	\$59,944.00	\$10,320.78	17.2%	\$348,808.68	\$373,916.00	-\$25,107.32	-6.7%	
Operating Profit	-\$36,409.43	-\$33,366.00	-\$3,043.43	-9.1214%	\$276,172.11	\$206,039.00	\$70,133.11	34.0388%	
Non-operating Income									
Special Purpose Grants	\$9,006.52	\$0.00	\$9,006.52		\$80,974.32	\$272,370.00	-\$191,395.68	-70.2705%	
Total Non-operating Income	\$9,006.52	\$0.00	\$9,006.52		\$80,974.32	\$272,370.00	-\$191,395.68	-70.3%	
Non-operating Expenses									
Special Purpose Grant Expens	\$33,567.01	\$25,000.00	\$8,567.01	34.268%	\$86,043.45	\$147,270.00	-\$61,226.55	-41.5744%	
Total Non-operating Expense	\$33,567.01	\$25,000.00	\$8,567.01	34.3%	\$86,043.45	\$147,270.00	-\$61,226.55	-41.6%	
Net Profit	-\$60,969.92	-\$58,366.00	-\$2,603.92	-4.4614%	\$271,102.98	\$331,139.00	-\$60,036.02	-18.1302%	

**Wagait Shire Council
AS AT 31st December 2020**

SPECIAL PURPOSE GRANTS UNEXPENDED

Funding Body	Project Name	Grants Current	Grants Brought forward	Total Grants	Current Expenditure 2020	Prior expenditure	Total Expenditure	Balance	Notes
Federal Gov	R2R Roads Grant		125,583.00	125,583.00	0.00		0.00	125,583.00	
NT Gov	Scale 2019/20		100,000.00	100,000.00	58,587.96		58,587.96	41,412.04	
Dept of Housing & Community Dev	Dog Pound		27,857.00	27,857.00	11,221.33		11,221.33	16,635.67	
Dept of Housing & Community Dev	Electronic Records Management		3,906.00	3,906.00	3,906.00		3,906.00	0.00	
Dept of Housing & Community Dev	Water Tank 5000 litre		7,607.00	7,607.00	3,568.18		3,568.18	4,038.82	
Dept of Housing & Community Dev	Seniors Week	2,000.00		2,000.00	2,000.00		2,000.00	0.00	
Asutralia Day Council	Australia Day	3,000.00		3,000.00	1,265.77		1,265.77	1,734.23	
Dept of Sport & Rec	RSP Stimulus Round 2		4,954.00	4,954.00	1,000.00	3,954.00	4,954.00	0.00	NOT in auditors financials
Territory Families	Youth Vibe holiday	2,000.00	2,000.00	4,000.00	1,748.81	731.19	2,480.00	1,520.00	Grant BFWD NOT in auditors financials
Territory Families	Youth week		2,000.00	2,000.00	1,945.08		1,945.08	54.92	NOT in auditors financials
Territory Families	Youth Vibe quick response		2,000.00	2,000.00	2,000.00		2,000.00	0.00	NOT in auditors financials
Totals		7,000.00	275,907.00	282,907.00	87,243.13		91,928.32	190,978.68	

Less not incl in Auditors financials 10,954.00

Total Special Purpose Grants 271,953.00


**Wagait Shire Council
AS AT 31st December 2020**

OPERATIONAL GRANTS UNEXPENDED

Funding Body	Project Name	Grants Current	Grants Brought forward	Total Grants	Current Expenditure 2020	Total Expenditure	Balance	Notes
Dept of Housing & Community Dev	FAA General Purpose	3,596.00	3,976.00	7,572.00	3,786.00	3,786.00	3,786.00	Grant divided by 12 x 6
Dept of Housing & Community Dev	FAA Roads	13,582.00	29,037.00	42,619.00	21,309.50	21,309.50	21,309.50	Grant divided by 12 x 6
Dept Sport & Rec	Sport & Rec	20,718.00		20,718.00	10,359.00	10,359.00	10,359.00	Grant divided by 12 x 6
Dept of Housing & Community Dev	NT Operational	104,010.00		104,010.00	104,010.00	104,010.00	0.00	Grant divided by 6 x 6
Totals		141,906.00	33,013.00	174,919.00	139,464.50	139,464.50	35,454.50	

GRAND TOTAL

226,433.18

	POLICY NUMBER:	P23
	EMERGENCY COMMUNICATIONS	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2020 REF:	
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

To describe for the community the methods Council will employ to communicate with them during an emergency.

2. SCOPE

This policy relates to the platforms used by the Council to communicate with ratepayers and residents about critical issues. These platforms include:

- Notices placed on Council Web page www.wagait.nt.gov.au
- Notices placed on Council Facebook page
- Notices placed on the shop and Council notice boards
- Notices placed on the street side chalk board
- Notices sent by email to those registered for the newsletter service
- Notices sent by SMS message to those registered for the SMS service

3. POLICY

3.1. Principles

In an emergency it is critical that information is provided quickly and efficiently to the community and residents that will be impacted. The information needs to be:

- 3.1.1. Succinct - all the information required and presented in a manner easily read without extraneous material.
- 3.1.2. Timely - relevant and not too far in advance of the event.
- 3.1.3. Accurate - across all platforms.
- 3.1.4. Consistent - the same message across all platforms e.g. same date for event, same information about criteria etc.

3.2. Authorisation

To achieve the outcome described above a process for coordination and authorisation is required to ensure that the communication/media platform(s) used by council for an emergency event maintains integrity and confidentiality.

Authorisation can only be given by the CEO who will vet all proposed messaging prior to the notice or message broadcast and advise the communications platform(s) to be used.

Related Interest Groups


- Wagait Shire Council
- Wagait Shire Emergency Committee
- Cox Peninsula NTES
- Cox Peninsula Volunteer Bushfire Brigade

Related Legislation

- NT Emergency Management Act
- Territory Emergency plan April 2019
- Darwin Local Area Emergency Plan 2020/21
- NT Privacy Act

Date Approved: 14/12/2020	Approved By WSC EMC	Resolution No. 2020/192	Date for review: November 2021
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Date Approved:	Approved By Council:	Resolution No. 2020/	Date for review: November 2021
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	WAGAIT SHIRE COUNCIL EMERGENCY MANAGEMENT	
	DISCUSSION PAPER	SMS EMERGENCY SERVICE
	PREPARED	CT/RG 20201208
	RECORD#/ REFERENCE	2020128 WSC-EMC-SMS

Introduction/Background

Wagait Shire Council currently uses several means to communicate with its constituency (the ratepayers and residents of Wagait Beach).

These current methods include email notices and newsletters via Mail Chimp, notices on the Council web site, notices placed on the shop/Council notice boards, Council Facebook page sometimes cross referred to the Wagait Community page (usually by members of that group) and the large chalk board in front of the Council offices on Wagait tower Road.

Even with all this means of communication, criticism is often levelled at Council about lack of information.

The Issues

In an emergency situation it is critical that information is provided quickly and efficiently to the community.

In dealing with the communication profile for the council the following needs to be considered:

- Succinct-the all the information required and presented in a manner easily read with out extraneous material
- Timely-relevant and not to far in advance of the event
- Accurate-across all platforms
- Consistent -the same message across all platforms eg same date for event same information about criteria etc

Control/Cordination/Authorisation

In order to achieve the points mentioned above there does need to be some method and lines of authorisation for all forms of communication/media and use of the particular platforms emerging from the council.

Discussion

The Council currently uses an email system to get information out to those who have registered ie an opt-in system. It is understood stood there are about 300 addressees.

The Council could also seek support from the Wagait Beach Supermarket and the Cox Country Club in a situation where emergency communication needs to be broadcast by requesting those businesses forward it to their own email lists (unknown numbers).

Another option Council could consider is an SMS messaging system, similar to that currently used by Sealink (a commercial product www.smsbroadcast.com.au).

Sealink uses the 'SMSBroadcast' platform to generate messages to a pre-authorised list of some 487 phone contacts. This is an opt-in system that has been used by them for several years to advise residents of critical issues and changes to the Mandorah ferry program.

Council could use the same system for emergency situations, for example:

Wagait Shire Council advises a cyclone is approaching the region as issued by the Bureau of Meteorology. They will send next message at 16.30. Residents should now ensure your property is free of items that may cause damage and think about your decision to either stay at home or seek alternative shelter.

A message of 160 characters costs 3.7 cents per number sent (prepaid unit discount price), so 500 numbers would cost \$18.50

Messages using 320 characters (such as the message above) would be twice the cost = \$37. The maximum length of a message is five times 160 = 765 characters at 5 times cost = \$92.50

Over the course of an emergency it could be assumed at least 4 messages may go out. First advice about impending cyclone, second advice opening of the shelter, then closing of the shelter and all clear, lastly any recovery information residents need to know. The cost to Council for this series of emergency SMS would be:

- \$74 if messages are kept to 160 characters per broadcast to 500 numbers; or
- \$148 per 320 character message.

The SMS messaging system is sold in blocks of messages (credits which do not expire). For a purchase of 10,000 credits giving council about 20 messages of 160 characters the cost is \$370 a pre-paid pricing (with a 47% discount applied to the first purchase as advertised). The post-paid pricing for this volume is \$600.

If Council wants to use SMS messaging only for emergencies than this volume would suffice for at least 2-3 years.

If it is to be used for other messages, purchasing a greater number of credits should be considered noting the initial purchase discount on offer.

The post-paid system is costly and would be an additional expense to the approved Council budget that would require a drawing on reserve funds.

Any SMS messaging system would need to be an opt-in system and a sample flyer that could be used by Council is attached as is a draft policy.

Limitation

All form of communication other than the notice boards will be affected by loss of the communication infrastructure-the telephone towers and internet

Conclusion

Council consider purchasing the SMS system to allow another direct form of communication for use in emergency events.

PMB 10 Darwin NT 0801
142 Wagait Tower Road
Wagait Beach NT 0822
Tel: 08 8978 5185
Fax: 08 8978 5100
Email: council@wagait.nt.gov.au



Dear Resident/Ratepayer,

Re: Emergency Communications with you in the Shire

The Wagait Shire Council currently uses several methods to contact and notify residents about local events and share other important Council information including a monthly e-newsletter (email subscription), community updates and notices by email, local notice boards, Council website and Council FaceBook page.

This wet season, Council is implementing an Emergency Messaging service which will provide an alternative broadcast platform for us to contact residents in the event of an emergency. The service will deliver a 'SMS' message directly to your mobile phone.

Emergency events might include:

- advice about emergency response such as opening the cyclone shelter;
- advice about response and recovery activity during a flooding or fire event; and
- other important Council matters affecting our community.

To keep yourself and other residents safe, please consider providing Council with your email and mobile phone number for this purpose.

Council respects that your contact details are private and confidential and ensures you that this information, if provided, will be used solely for the purpose described above and your details will not be supplied to any third party.

For further information please see Council Communications Privacy Policy on our web site.

You can opt-in to the Emergency Messaging service, or other Council communications platforms by completing the checklist and giving your authorisation for the service(s) by signing below.

Please return the form to the Council office, giving it to Council staff or emailing to ceo@wagait.gov.au

YES! Please sign me up to:

- E-newsletter (email)
- Emergency Messaging service (SMS to mobile)

Full Name	
Mobile Phone number	
Email Address	
Residential address	
Signature	

Kind regards,



Renita Glencross
Chief Executive Officer

Wagait Shire Council | PMB 10 Darwin NT 0801
Tel: 08 8978 5185 | Email: ceo@wagait.nt.gov.au

18.12.2020

CERTIFICATION OF LOCAL GOVERNMENT SPECIAL COMMUNITY ASSISTANCE AND LOCAL EMPLOYMENT PROGRAM (SCALE) 2019-20

File number: HCD2020/02382

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 SEPTEMBER 2020

SCALE Grant 2019-20	\$ 100 000.00
Add - repurposed unspent/uncommitted SPG & SIF	
Total Income	\$ 100 000.00
Total Expenditure	\$ 62 364.00
Surplus / (Deficit)	\$ 37 636.00

We certify that the (Council Name): **WAGAIT SHIRE COUNCIL**

Spent the SCALE grant in accordance with,

- o the SCALE funding guidelines; Yes No
- o the *Local Government Act 2008* and the *Local Government (Accounting) Regulations 2008*; and Yes No
- o the Northern Territory Government's "Buy Local" policy. Yes No

Resolved to adopt and apply the "Public Benefit Concessions Policy for Commercial Ratepayers" in relation to waiving and deferring rates for commercial ratepayers based on hardship in 2019-20 and 2020-21. Yes No

Certification report prepared by **RENITA GLENCROSS 14 / 12 / 2020**

List of projects completed under the program:

- Public Benefit Rates Concessions (commercial ratepayers) \$ 298.00
- Cloppenburg Park Playground Resurfacing \$ 34 155.00
- Cloppenburg Park Masterplan \$ 4 909.00
- Council Security and WHS (CCTV and data cabinet) \$ 8 754.00
- Activate Wagait & 25 Year Celebrations \$ 7 040.00
- Council and Community Signage \$ 7 208.00

List of projects still to be completed under the program (per request 25/11/2020):

- Drainage Network Audit and Remediation (contribution) \$ 30 636.00
- Council and Community Signage \$ 2 000.00
- Local Community Group Support Fund \$ 5 000.00

Laid before the Council at a meeting to be held on 19/01/2021

Copy of minutes attached (TBA)

CEO 

15/12/2020

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Added unspent/uncommitted SPG & SIF funds confirms with 30 June 2020 details Yes No

Expenditure conforms to guidelines: Yes No

Balance of funds to be spent: \$ _____

Date of next certification/...../2020


CERTIFICATION ACCEPTED

Yes No

Comments

Omor Sharif – Grants and Rates Officer _____/...../2020

Donna Hadfield – Manager Grants Program _____/...../2020

	NEW PROJECT BRIEF	
	PROJECT NAME	COMMUNITY GRANTS 2020-21
	PROJECT DELIVERABLE	Support for Community Groups
	RECORD#/ REFERENCE	WSC Community Grants 2020-21

1. BACKGROUND

At the ordinary meeting in July 2020 Wagait Shire Council approved the proposed budget for the allocation of stimulus funds from DLGHCD (SCALE) by Resolution 2020/114, which included an amount of \$5000 for a local community groups support fund. This project brief outlines the process by which the Community Support Fund will be offered and allocated.

2. SCOPE

Council's Community Fund aims to support community projects and activities which address local needs, strengthen community relationships, build social inclusion and environmental sustainability, and enhance the well-being of Wagait Beach residents.

Council will promote the program locally through the newsletter, facebook and notice boards and seek applications from local community groups and individuals to deliver projects which align with outcomes of the Council's Strategic Plan 2020-2025 priority areas:

- Stability
- Advocacy
- Sustainability
- Community Wellbeing

The funds can be used to purchase or contribute to the purchase of capital assets or contract specialist services towards the project outcome. The funds cannot be used for wages or an organisations normal or ongoing administrative functions.

There will be three types of Community Grants available:

- Community Group Grants – established groups (up to \$1,000)
- Community Initiative Grants – new projects that benefit the whole community (up to \$1000)
- Youth Development Grants – support for youth initiatives (up to \$500)

The Community Fund is open to community groups and individuals that are permanent residents of Wagait Beach and can commit to completing the project within 12 months. Wagait Shire Council staff, committee members and elected members are ineligible to apply.

Applicants will be asked to submit an account of their project, its aims and expected outcomes and a budget or quotes to support the request. Applications will be addressed to the CEO, Wagait Shire Council and must be submitted by email to ceo@wagait.nt.gov.au

Peer assessment of the applications will be undertaken by a volunteer panel made up of Council staff and local residents. Notification of successful applications will be made by email and will publicly announced. Funding recipients will need to sign a funding agreement and comply with

Council procurement policies and Code of Conduct. Recipients will be required to provide a funding acquittal on completion of their project.


3. TIMELINE

Action	Date	Responsibility
Prepare draft guidelines	Nov/Dec 20	CEO
Approve grant guidelines	Jan 21	Council
Seek applications from community groups	Jan/Feb 21	CEO
Applications close	Feb 21	
Assessment by peer group (to be convened)	Mar 21	
Payment to successful applicants	Mar 21	CEO

4. BUDGET

Funds have been provided by the NT Department of Local Government, Housing and Community Development (DLGHCD) Stimulus grant (SCALE) can be used towards these grants. A total of \$5000 has been budgeted, which may or may not be used in its entirety pending quality of applications.

Council management is satisfied costs to deliver this program can be met within existing budgetary constraints, and the project is consistent with the Councils Long Term Financial Plan and Strategic Plan 2020-25.

Approved WSC CEO			Date	14 / 01 / 2021
Approved Council	Resolution 2021/		Date	/ / 2021