



WAGAIT SHIRE COUNCIL

AGENDA

COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 18 May 2021**

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1. OPENING OF MEETING

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

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

**Resolution No. 2021/
That the apology of Graham Drake be accepted approved.**
Moved:
Seconded:
Vote:

2. DECLARATION OF INTERESTS

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Tuesday 28 April 2021

**Resolution No. 2021/
That the Minutes of the Ordinary Meeting of Tuesday 28 April 2021 be confirmed by
Council as a true and correct record.**
Moved:
Seconded:
Vote:

3.2. Matters arising from Minutes of Council Meeting Tuesday 28 April 2021

4. GUEST SPEAKERS

Blair Duncan and Sean Buxton from Core Lithium are attending the meeting to present an update to Councillors and respond to any questions from Council. A new Fact Sheet is attached for information.

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 27 April 2021 to 14 May 2021.

5.1 Inwards Correspondence

Date	From	About	
29/04/2021	LGANT	Call for Nominations - Minister's Advisory Council for Senior	email
29/04/2021	Dept of Chief Minister & Cabinet	Notice of payment - Local Govt Priority Infrastructure Fund 2020-21 - towards the construction of a safer access and parking for	email
27/04/2021	Nt Gov - Dept of Industry, Science, Energy & Resource	WSC grant application for "Wagait Shire Road Resealing" project (BRFIPV000551)	email
4/05/2021	Integrated Valuation Services	Valuations of Assets - 142 Wagait Tower Road	email
4/05/2021	Integrated Valuation Services	Valuations of Assets - 52 Forsyth Road (Sports Ground)	email
4/05/2021	LG Compliance	LG General Instruction - Extension to Enter Supply Contract up to 5	
4/05/2021	Wagait Arts Group	Request for Support - booking of Community Centre and Grounds from Wed 7 July to Sunday 11 July	email
5/02/2021	Coomalie Community Govt Council	Be Connected Program - help with phones/tablets for seniors	email
5/05/2021	Resident	Waste and Recycling Strategy	email
5/05/2021	LGANT	So You Want to be on Council -	email
6/05/2021	Nexia Edwards	Audit 2021 - Engegement letter, fraud letter, clients assistance pack	email
6/05/2021	NT Electoral Commission	Draft Electoral Service Agreement - WSC	email

5.2 Outwards Correspondence

Date	To:	About:	
29/04/2021	Samatha Hadfield Road Safety and Compliance	Approval - Road Event - Katherine to Darwin Challenge 2021	email
30/04/2021	Nt Gov - Dept of Industry, Science, Energy & Resource	WSC grant application for the "Wagait Shire Road Resealing" project (BRFIPV000551) - amended account declaration	email
30/04/2021	Howards Fireworks	Completed application for Fireworks display for Territory day	email
4/05/2021	Power Water	Water Report reading for April 2021	email
4/05/2021		WSC - grant application for the "Wagait Shire Road Resealing" project	email
4/05/2021	Veolia	Rubbish Collection - missed bin	email
11/05/2021	Nexia Edwards	Signed Fraud letter, Signed engagement letter and procedure questions	email
11/05/2021	IIP Infrastructure	Wagait Shire Council third Quarterly report for LCRI Phase 1 Project - Wagait Beach Drainage Remediation.	email
11/05/2021	Ben Langdon - DIPL	Black Spot funding	email
12/05/2021	Ben Langdon - DIPL	Black Spot funding	email
13/05/2021	Aust Govt - Dept of Infrastructure, Transport & Regional Dlv	LCRI Ph2 Quarterly Report	email

Resolution No. 2021/

That Council receives and notes the Inwards and Outwards correspondence reports for the period since the April 2021 Council meeting be accepted.

Moved:

Seconded:

Vote:

6. COUNCILLORS REPORTS

6.1 President's Report

PRESIDENT'S REPORT

MAY 2021

Purpose: *As part of my responsibility, inform Council and the community of activities and information that is important.*

Update:

It is a short turn-around since the last Council meeting, which was deferred a week due to concerns about having a quorum.

A budget workshop with Council was held on Tuesday 4th May. The CEO and I had a phone brief with Claire from True North regarding the Core Lithium project.

The CEO and I have been attempting to arrange a meeting with the Department of Infrastructure, Planning and Logistics regarding the latest status of the Mandorah Marine project. We anticipate meeting with departmental representatives in the next two weeks regarding concerns about amendments to the Project Brief.

Meetings Attended

DATE	ITEM
Thursday 29 th April	CEO Catch up
Sunday 2 May	Car Boot Sale at Council Grounds
Tuesday 4 th May	Budget Workshop at Council Chambers with Council members
Thursday 6 th May	Phone brief Claire of True North representing Core Lithium and project at Berry Springs. CEO Catch up
Tuesday 11 th May	Audit Committee meeting including introduction to new Committee member Shelley.
Wednesday 12 th May	Radio interview with Adam Steer of ABC Radio Grass Roots program

Neil White
May 2021

**Resolution No. 2021/
That Council receives and notes President Neil White's report for the period 27 April 2021 to 14 May 2021.**

Moved:

Seconded:

Vote:

7. OFFICERS REPORTS

7.1. Chief Executive Officer's Report for the period 27 April 2021 to 14 May 2021

CEO Report for Period 28 April to 14 May 2021	
Staff/HR	<ul style="list-style-type: none"> • Staff Leave RG - nil; PW - PL x10 • IR consultant engaged to assist with long-standing staff issues • Modified workloads for all administration staff • Positions Vacant - Emergency Committee Chair • Recruitment - Administrative Officer (Policy) part-time contract (non-perm)
WHS	<p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • Jetty COVID washes recommenced 31 July 2020 • DIPL Civil service contract secured until June 2021 • All Council facilities have current COVID Operation Plans
Meetings and Communications	<ul style="list-style-type: none"> • Staff Toolbox x3 • President x4 weekly catchups • Myatt Media - website upgrades ; • ThinkWater - Cloppenburg Park irrigation testing ; • WAG - Liquor License for festival ; • Arjays - contractor negotiations for guardrail install ; • DIPL - Jetty contracts extension ; • CommBank - direction for investments ; • Nexia Edwards - Audit schedule confirmation; • Cox Pen Volunteer Bushfire Brigade – estate safety planning ; • NBN - Community Wi-Fi installation on Health/Community Centre ; • WSC Audit Committee Meeting ; 11 May
Actions	<p><u>Administration / Reporting</u></p> <ul style="list-style-type: none"> • Liaison with accountant in preparation for financial reporting • Liaison with DIPL Crown Lands Management and DENR regarding RUA • Liaison with DIPL Civil Services for Jetty contract preparation for upcoming tender • Ongoing review of WSC policy papers for LG Act 2019 alignment • DLGCD Compliance follow up - HR procedures • WAG - Liquor License and hire agreement for festival • Preparation of grants applications including FRRR, NTRRF and BBRF • Preparation of agenda and minutes for WSC Meeting 27 April • Preparation of agenda and minutes for WSC Audit Committee Meeting 11 May • Preparation of statutory documents for 2021-2022 including draft budget, fees and charges, rates assessment and declaration <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • DLGCD PIF – Clop Park & green waste track culverts and carparking upgrades (\$100,000) • R2R - Cox Dr floodway (\$125,000 - panel required), surveying completed • Blackspot - Road guards and barriers (\$140,000 – awarded to Arjays) • LCRI - Signage (inc Welcome to Wagait) • Healthy Lifestyles DoH - Drinking water fountains (\$14,500) <p><u>Grants Pending</u></p> <ul style="list-style-type: none"> • Building Better Regions Fund (BBRF) – Estate Roads Re-sheeting (\$2.8M) • COTA Seniors – Seniors Month Fund (\$2,000) • NTRRF – Climate Change Adaptation and Risk Reduction Research/Planning (\$30,000) • FRRR – Wagait Youth Leadership Activities (\$15,000) <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletter (May) • Community Updates – Waste Management Discussion Paper <p><u>Events Attended / Planning</u></p> <ul style="list-style-type: none"> • Biannual Community Consultation Meeting ; 24 Apr • ANZAC Day Service ; 25 Apr

7.2. Works Managers Report for the period 27 April 2021 to 14 May 2021

Works Report for Period 15 February to 12 March 2021	
Staff/HR	<ul style="list-style-type: none"> • Leave – GZ (RDO x1); RR (RDO x1, RecLeave x5) • Work experience participant – Jack Zikan ; 10-14 May • Ongoing work planning for casual staff
Meetings	<ul style="list-style-type: none"> • Staff Toolbox x 2 • PowerWater x 1 • Cloppenburg Park Caretaker ; 10 Feb
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 8 • Water Samples x 16 • Imaluk Spring compound clean-up • Replaced standpipe hose <p><u>Jetty Maintenance + COVID-19 (contract works for DIPL)</u></p> <ul style="list-style-type: none"> • Jetty Wash x 7 • Jetty Handrails and bins sanitised (COVID) x 34 • Jetty Carpark verge maintenance <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 3 • Council bins x 23 in, out & cleaned weekly • Ongoing procurement and certification for permanent Hard Waste shelter • Casual workforce management assistance <p><u>Dog Management</u></p> <ul style="list-style-type: none"> • Follow up reports of wandering dogs <p><u>Road Maintenance</u></p> <ul style="list-style-type: none"> • Continued verge mowing and weed control program throughout estate • Charles Pt Rd intersection fencing completed • Assist with scope of works Cox Drive floodway • Assist with scope of works & procurement estate guardrails <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> • Cloppenburg Park mowing and irrigation maintenance • Estate firebreak slashing <p><u>Repairs and Maintenance Plant/Vehicles</u></p> <ul style="list-style-type: none"> • Re-licensing certification for works plant and equipment



7.3. Sports and Recreation Officers Report for the period 27 April 2021 to 14 May 2021

Sport & Recreation Report 28 April to 14 May 2021	
Staff	PL - 66hrs Casual employed for Youth Week excursions
Meetings	3 x CEO Meetings (S&R priorities, HR priorities) 1 x Volunteer Support Group Runners & Walkers
Administration Grants Applied Grants awarded Grants Reported Planning Activities/Events Correspondence	<p><u>General Administration</u></p> <ul style="list-style-type: none"> • Setting up office for alternative and modified work conditions • Restructure May roster to comply with HR directions <p><u>Grants Applications & Reporting</u></p> <ul style="list-style-type: none"> • Youth Week activities included trips to Flip Out and Darwin Ice Skating. Huge attendance and great appreciation shown by families and youth participants. • Budget and participation stats compiled for reporting due end of May. • Application Jacana Energy Grant (Belyuen to Beach July 2021) unsuccessful. <p>Activities are temporarily on hold until further notice.</p>
Programs	<p><u>Runners & Walkers:</u> New 6 Week Program commenced 6th April in preparation for the first run series of the 2021 Dry Season. Several new participants in 2021. R&W has moved back to 3 days weekly for the dry season. All sessions currently run by volunteers.</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>Programs are temporarily on hold until further notice.</p>
Community Events	<p><u>Make and Create:</u> Coordinated by volunteer community members for residents 15 Years plus, user-pays art/craft/creativity sessions x2 weekly</p> <p><u>Tai Chi:</u> Coordinated by resident and available to residents through the Wagait Community Grants Program</p> <p><u>Crafternoons:</u> Coordinated by volunteer community members</p> <p><u>Cricket:</u> coordinated by Wagait Beach Big Bash Cricket Group on Wednesday nights at Cloppenburg park</p>
2020/21: NTG Performance Indicators	<p>I (Deliver at least 4 activities every month) TBC.</p> <p>II (Maintain current attendance & participation numbers) Achieved.</p> <p>III (Maintain SafeNT Reg) Achieved.</p>
Thank you	Nigel Weston, Josh Keating, Gill Webb – Volunteer support Youth Week Holiday Program Excursions.



Resolution No. 2021/
That Council receives and accepts the Officers Reports for the period 27 April 2021 to 14 May 2021.
Moved:
Seconded:
Vote:

8. ACTION SHEET for the period 27 April 2021 to 14 May 2021

Item	Res No	Resolution	Meeting Date	Status
1	2019/457	Water Access for Tourists	20/08/2019	CEO to investigate options for regulated water access for tourists and visitors to Wagait Beach at either Cloppenburg Park or the PowerWater Compound area.
			19/05/2020	Preliminary discussions held with PowerWater. Pending further research, stakeholder consultation and costings.
			16/06/2020	CEO to provide a report to Council in July 2020 for consideration.
			15/09/2020	Power/Water decline to install a tap for visitor access. Other options might include meter installations at the Council Office or Community Centre.
			15/10/2020	Council request CEO to lobby MLA Daly for PW solution and other local upgrades.
			12/03/2021	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.
			20/04/2021	Refer Agenda Item 10.1 - Healthy Lifestyles Grant
			14/05/2021	Arranged meeting with PW Manager Danny Browne for 7 May
				Met with Danny Browne, PW Safety Officers and Civil Engineers on 7 and 12 May to discuss site upgrades and options for public and visitor access. A master plan will be drawn up to include: safer traffic access/egress, boundary bollards and fencing, spoon drains and road resurfacing, concrete pad for commercial standpipe, and increased flow rate to and capacity of holding tanks. Reticulation was also discussed and provision for this transisiton will be made in the planning documents.

2	2020/101	Local Area Planning, Environment and Climate Change	21/07/2020	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.
	2020/113		18/08/2020	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.
			9/09/2020	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.
			15/10/2020	Refer Agenda Items 10.5 and 10.6 : Climate Change Action Plan and Grant Application to NT CMC NT Risk Reduction Program <ul style="list-style-type: none"> • 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.
			15/01/2021	Next steps: Seek quotes for road remediation, surveying and signage to support funding applications.
			12/02/2021	On 3 February Council closed the Erickson Beach vehicular access and removed exposed concrete footings in the interest of public safety, on receiving approval from Crown Land Management DIPL. Crown Land Manager has also requested that Council prepare a map/drawing of where to place/replace steel bollards on the beach access points where the RUA is being damaged.
			12/03/2021	Map for steel bollards prepared and sent to Crown Land Manager.
			20/04/2021	Council public messaging campaign regarding use of vehicles in RUA commenced.
			14/05/2021	Grant application submitted to the 2021-22 NT Risk Reduction Fund for review of the 2010 LGANT Report and Climate Change Adaptation Action Plan.

3	2020/140	Waste Management Fees Modelling	15/09/2020	<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.
			15/01/2021	<p>CEO has met with Veolia on 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>
			12/02/2021	<p>CEO met with Veolia on 11 February to further discuss research into replacement bins issue and solutions for improved recycling. Attempts to meet with Belyuen have not eventuated.</p>
			12/03/2021	<p>Refer Agenda Item 10.2 - Draft Waste Management Strategy</p>
			20/04/2021	<p>Refer Agenda Item 10.3 - Community Meeting Fwd Planning Discussion Paper presented at the Community Meeting on 24 April and available on website for comment and feedback until Friday 7 May.</p>
			14/05/2021	<p>Additional funding in 2021-22 proposed by DLGCD to facilitate strategic waste initiatives that align with the national waste strategy.</p> <p>Refer Agenda Item 10.3 - Proposed Fees and Charges for 2021-22</p>

4	Wagait Health Service and Clinic	15/09/2020	<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.
		15/10/2020	<ul style="list-style-type: none"> • 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.
		15/01/2021	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.
		12/02/2021	A flyer has been received from Top End Health for printing and distribution. CEO has secured NBN 'Community Wifi' internet provision to support tele-health arrangements with local patients.
		12/03/2021 20/04/2021	NT Breastscreen will be providing services to the community on 27 & 28 April. NBN satellite 'Community Wifi' network was installed at the Community/Health Centre on 15 April, connection pending (an approach to independent medical service providers can be made on activation). Local Aged Care client & WB resident raised concerns re 1B COVID vaccine rollout, to be raised a Community meeting 24 April as awareness for overarching health issue.
		14/05/2021	Community Wifi network is operational, Belyuen Health Service has been made aware and a meeting arranged to discuss opportunities for telehealth. Letters to residents informing them of the availability of Wifi at the Community Health Centre for access to tele-health with private GP's.

Resolution No. 2021/

That Council receives and notes the Action Sheet for the period 27 April 2021 to 14 May 2021

Moved:

Seconded:

Vote:

9. FINANCIAL REPORTS

9.1. Financial Report for the Month ended 30 April 2021

Wagait Shire Council					
Financial Report					
for the period ending 30 April 2021					
Cash at Bank & on Hand					TOTAL
Petty Cash					\$ -
Un-Deposited Funds					\$ 250.00
CBA - transaction account					\$ 92,663.34
CBA - Cash Saver					\$ 235.98
CBA - Fixed Term Deposits (at call)					\$ 450,000.00
CBA - Fixed Term Deposit 2 (27/04/21)					\$ 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					\$ 1,693,149.32
Debtors	Current	> 30 days	> 60 days	> 90 days	
Trade Debtors	13,390.58	75.00	0.00	1,832.50	\$ 15,298.08
Sundry Debtors	0.00				\$ -
Rates 20/21 (not overdue)					\$ -
Rate Arrears Current Year				12,555.65	\$ 12,555.65
Rate Arrears Historical (estimated due to Council w				5,291.81	\$ 5,291.81
					\$ 33,145.54
less Rates paid in Advance					(\$2,351.90)
Total Debtors					\$ 30,793.64
Creditors & Current Liabilities	Current	> 30 days	> 60 days	> 90 days	
Trade Creditors	13,390.58	108.65	11,781.00	14.50	\$ 25,294.73
Tax & Super Liabilities	11,695.03				\$ 11,695.03
Sundry Creditors	5,100.00				\$ 5,100.00
Unexpended Grants - Operational	47,919.83				\$ 47,919.83
Unexpended Grants - Special Purpose	222,240.93				\$ 222,240.93
Total Creditors & other current Liabilities					\$ 312,250.52
				Net Cash Position	\$ 1,411,692.44

9.2. April 2021 Reports Attached

- Accrual Income and Expenditure Report for April 2021
- Balance Sheet and Notes for April 2021
- Special Purpose Grants Report for April 2021

9.3. Supplier Payment History

Date	Supplier	Particulars	NT Supplier	Interstate/O' Seas
CHEQUE ACCOUNT				
01-Apr-21	Makers & Creators	Community Grant	528.00	-
01-Apr-21	Wagait Beach Runner & Walkers	Community Grant	1,000.00	-
01-Apr-21	Aileen Blyth	Community Grant	460.00	-
01-Apr-21	Tai Chi	Community Grant	1,000.00	-
01-Apr-21	Wagait Arts Group	Community Granty	1,000.00	-
07-Apr-21	Fleetcare	Car Lease	1,427.12	-
23-Apr-21	Donald Cant Watts Corke	Surveying Cloppenburg Park	-	1,501.50
23-Apr-21	Michele Hughes	April Accounting	1,276.00	-
23-Apr-21	Rural Fire Protection	Service fire extinguishers	896.50	-
23-Apr-21	Alex Jennes	Community Grant	668.00	-
23-Apr-21	Wagait Beach Supermarket	Various - fuel, newspapers, milk etc	327.14	-
23-Apr-21	QP Group	Drainage works	13,704.70	-
23-Apr-21	City of Darwin	YOPROC membership fees	47.10	-
23-Apr-21	MJ Electrical	Repair circuit board	460.00	-
23-Apr-21	Central Business Equipment	Photocopier printing charges	246.99	-
26-Apr-21	Central Business Equipment	Photocopier rental	174.41	-
30-Apr-21	Optus	Optus	256.20	-
30-Apr-21	I.R. 2000	HR & Consultancy	-	3,300.00
30-Apr-21	Wagait Beach Supermarket	Various - fuel, newspapers, milk etc	370.10	-
30-Apr-21	Veolia Environmental Services	Waster Management	6,870.19	-

CREDIT CARD ACCOUNT				
1/04/2021	Xero	Software subscription		92.00
8/04/2021	NT Police, Fire & Emergency Services	Working with Children card	72.00	-
8/04/2021	Harvey Distributors	Cleaning products	156.86	-
8/04/2021	Garrards Pty Ltd	Weed products	175.31	-
9/04/2021	Microsoft	Software subscription		83.49
9/04/2021	Microsoft	Software subscription		75.68
9/04/2021	Valspar	Paint council grounds	218.74	-
9/04/2021	Berry Springs Hardware	Fence droppers	120.00	-
9/04/2021	Bunnings	Tape & Brasso	20.90	-
12/04/2021	BCF	R&M materials	24.99	-
12/04/2021	dominos	School holiday programs	275.70	-
12/04/2021	NT motorcycle Centre	Quad battery	179.95	-
14/04/2021	Sealink Ferries	Ferry Ticket multi pass	102.90	-
14/04/2021	All About Pizza	School holiday programs	250.00	-
14/04/2021	Flipout	School holiday programs	673.00	-
15/04/2021	Darwin Ice Skating	School holiday programs	452.20	-
16/04/2021	TR Telecom	Sat Phones	-	150.00
19/04/2021	Adobe Systems Incorporated	Software subscription	-	29.99
21/04/2021	Cabcharge	Neil Taxi	11.34	-
22/04/2021	Cabcharge	Neil Taxi	12.18	-
22/04/2021	Alfonsino's	meeting ext	15.50	-
22/04/2021	Cabcharge	Neil Taxi	11.45	-
22/04/2021	Cabcharge	Neil Taxi	9.03	-
23/04/2021	Cabcharge	Neil Taxi	12.81	-
23/04/2021	Cabcharge	Neil Taxi	11.97	-
26/04/2021	Double Tree Hilton	Local Government meeting	29.00	-
26/04/2021	coles	ANZAC Day	5.15	-
26/04/2021	Cabcharge	Renita taxi ANZAC Day	12.59	-

9.4. Councillor Allowances

The total payment to Councillors from 1 July 2020 to 30 April 2021 is \$3569.80.

Resolution No. 2021/.....

That Council receives and accepts the Financial Reports for the April 2021.

Moved:

Seconded:

Vote:

10. AGENDA ITEMS

10.1. Policy: P07 Employee Assistance Program

A new policy has been prepared to enable Council employees to access counselling services through EASA in Darwin. The policy and a copy of the EASA flyer is attached for your consideration.

Resolution No. 2021/.....

That Council receives and adopts the Policy P07 Employee Assistance Services.

Moved:

Seconded:

Vote:

10.2. Policy: P08 Human Resource Management

The Human Resource Management policy has been revised to include new items at the request of the DLGCD Compliance Unit. Specifically, this relates to the procedures for recruitment, selection and induction for new employees and provision of transfer options for long-service-leave in line with the *Local Government Industry Award 2020* and the *Local Government Act (NT) 2019*.

Resolution No. 2021/.....

That Council receives and adopts the Policy P08 Human Resource Management.

Moved:

Seconded:

Vote:

10.3. Audit Committee Report

To be provided Monday 17 June 2021.

Resolution No. 2021/.....

That Council receives and accepts the report of the Audit Committee meeting held on 11 May 2021.

Moved:

Seconded:

Vote:

10.4. Draft Fees and Charges 2021-22

To be provided Monday 17 June 2021.

Resolution No. 2021/.....

That Council receives and notes the Draft Fees and Charges for 2021-22, to be brought before Council for ratification at the meeting in June.

Moved:

Seconded:

Vote:

10.5. Elected Member Allowances 2021-22

At the Meeting in March, Council noted advice from the Department that the maximum allowances for Elected Members will remain unchanged for 2021-22.

In accordance with *Section 71(2) of the Local Government Act*, the CEO seeks conformation from the Elected Members to maintain the current annual allowances for Elected Members of the Council, being 14.5% of the base allowance as set by the Minister with a set professional development allowance of \$500 per elected member, calculated to a total of \$ 9,432.26 and allocated as follows:

Council Elected Member	Principal	Deputy Principal	Ordinary
Base Allowance	\$ 3,630.69	\$ 1,342.63	\$ 652.98
Electoral Allowance	-	-	-
Training/PD Allowance	\$ 500.00	\$ 500.00	\$ 500.00
Max Extra Meeting Allowance	-	-	-
Total Claimable Allowance	\$ 4,130.69	\$ 1,842.63	\$ 1,152.98

Resolution No. 2021/.....

That Council receives and accepts the Elected Member Allowances for 2021-22, being 14.5% of the maximum allowance as set by the Minister.

Moved:

Seconded:

Vote:

10.6. Liquor License for Wagait Arts Festival

Wagait Arts Group (WAG) Festival is to be held at the Community Centre and Council Grounds from 9-11 July with an opening night of entertainment on Friday 9 July from 5pm to midnight. WAG Committee Chair, Aileen Blyth, has approached Council to endorse an application for a liquor license to sell alcohol on the opening night. A copy of the support letter for WAG application to NT Licensing is attached for your consideration.

Resolution No. 2021/.....

That Council receives and notes the Council support for Wagait Arts Group to seek a Liquor License for the Festival opening from 5pm on Friday 9 July 2021.

Moved:

Seconded:

Vote:

- 11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE
- 12. QUESTIONS FROM THE PUBLIC WITH NOTICE
- 13. PETITIONS/DEPUTATIONS
- 14. UPCOMING EVENTS

15.1. LGANT CEO and President Site Visit, Wednesday 10 June 2021

LGANT CEO and President will be visiting Wagait Shire Council on 10 June 2021 at 1:30pm. All Councillors are invited to attend and put forward items for an agenda.

15.2. Territory Day, Thursday 1 July 2021

Territory Day will be held Thursday 1 July 2021, hosted by Council at Cloppenburg Park and supported by NTG.

15.3. Wagait Arts Festival, Friday 19 to Sunday 21 July 2021

The theme 'REKINDLE' has been chosen for the 2021 WAG Festival, which is to be held in the Wagait Community Centre and Council Grounds. Arts workshops will be commencing in May leading up to the exhibition and festival. A full program will be promoted through Council in due course.

15. LATE ITEMS AND GENERAL BUSINESS

16. 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.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 15 June 2021 in the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at pm.

DRAFT

Finniss Lithium Project Update

MAY 2021

Core Lithium is an Australian resources company with 100% ownership of the Finniss Lithium Project. The Finniss Lithium Project covers more than 500 square kilometres on the Cox Peninsula and includes several high-grade lithium deposits including the Grants Lithium Project, the proposed BP33 Lithium Project and other exploration prospects.

GRANTS LITHIUM PROJECT

In April 2020, Core received approval from the Northern Territory Government for open pit mining and processing of lithium ore at its Grants Lithium Project, 36 kilometres west of Berry Springs. Since then, the government has approved an expansion of the Grants Lithium Project to include processing of lithium ore from the nearby BP33 deposit, which will extend the life of the operating facility at the Grants Lithium Project from three to seven years. Some of the changes to the Grants Lithium Project as a result of this include:

- ✓ water will be drawn from Observation Hill Dam for the life of the Grants Project
- ✓ extending the life of the site's dam from three to seven years
- ✓ extending the timeframe for trucking of ore from the Grants Project to Darwin Port from three to seven years
- ✓ closure and rehabilitation of the Grants Project in seven years
- ✓ employing workers for four more years.

If you have questions or feedback about the projects, please come along to one of the community information stalls at:

- ✓ **Wagait Beach Supermarket:**
Saturday 15 May, 8.30am – 12 noon
- ✓ **Berry Springs Shopping Village:**
Sunday 16 May, 9am – 12 noon
- ✓ **Berry Springs Shopping Village:**
Tuesday 18 May, 3pm – 6pm.

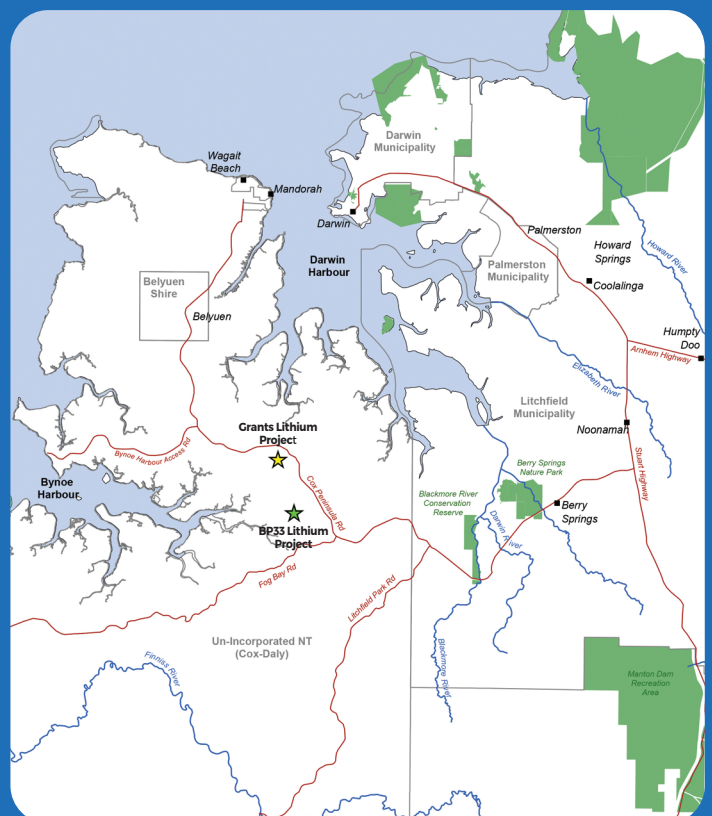


Figure 1 - Map of project location

BP33 LITHIUM PROJECT

Core Lithium's BP33 site is 33 kilometres west of Berry Springs and 2.5 kilometres south-west of Cox Peninsula Road. The BP33 site contains 2.3 million tonnes of pegmatite, a granite type rock containing spodumene (a source of lithium). Development of the BP33 site will involve underground mining and trucking the ore to the Grants Lithium Project processing plant via a 7.5 kilometre purpose-built internal haul road.

The proposed BP33 Lithium Project involves the following:

- ✓ Excavating a box-cut portal over six hectares (see Figure 2) to about 60 metres deep. This is a small open cut that provides an entrance to the underground mine.
- ✓ Construction of a 450-metre long decline from the bottom of the box-cut to the top of the ore deposit. As the ore is removed, construction of the decline continues down another 5.4 kilometres over the life of the mine.
- ✓ Two temporary waste rock dumps at the site will store the waste rock removed from the box-cut and underground. This material will be used to fill in the box-cut and mined area at the end of operations.
- ✓ Construction of a dam to store water that will be used to minimise dust and supply the mine site facilities, and construction of a separate dam to store and treat water containing sediment.
- ✓ Construction of site infrastructure, including a contractor's area, internal access roads and drainage infrastructure and run of mine (ROM) pad.
- ✓ The contractor's area will include office and staff facilities, laydown and storage areas, a maintenance workshop, fuel storage and refuelling and power generators.
- ✓ Construction of a 7.5 kilometre dedicated haul road over existing tracks between the BP33 site to the Grants Lithium Project site.
- ✓ Underground mining of the BP33 resource over about four years.
- ✓ Trucking the mined ore about 7.5 kilometres along a dedicated haul road to the Grants processing plant.
- ✓ Processing of the mined ore at the Grants Lithium Project site and transporting the resulting concentrate to the Darwin Port.

JOBS AND CONTRACTS

Over the life of the Grants and BP33 projects, Core expects to employ up to 250 people.

Grants Project construction:	Up to 250 jobs
Grants operations:	A peak of 150 - 180 jobs
BP33 Project construction:	Up to 60 jobs (no longer than 12 months)
BP33 Project operations:	50 - 80 jobs

Core will employ as many local workers as possible. There will be no on-site accommodation camp, with workers expected to travel to and from site for each shift.

Core wants to maximise local jobs and business contracts and will encourage its head contractors to use local businesses.

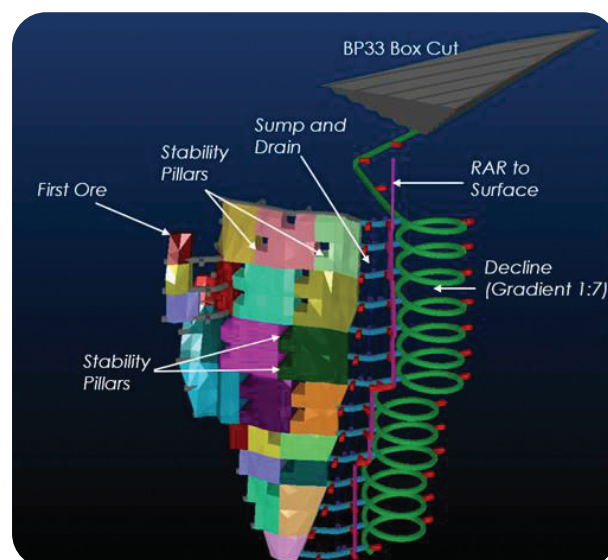


Figure 2 - Concept of a box cut portal



Figure 3 - Map of BP33 site footprint and preliminary layout

WATER USE AND SOURCES

The combined projects will need about 2000 kilolitres of water a day for mining, dust suppression and for processing at Grants.

Water for the Grants Project will be pumped about five kilometres from Observation Hill Dam via a pipeline, to the project's raw water dam. Other water sources will include groundwater and rainfall that flows into the open pit and a small mine site dam that will be constructed next to the mine. Core has applied to the Northern Territory Government for a surface water extraction licence.

The BP33 Project will use surface water (rainfall run-off) and, subject to approval, groundwater from the BP33 underground mine. The mine is not connected to the Berry Springs Dolostone aquifer, which is subject to the Berry Springs Water Allocation Plan.

TRAFFIC AND ROAD SAFETY

ROAD CLOSURES

Core consulted with the public in 2017 and 2018 about the Grants Lithium Project and advised that there could be some short, temporary closures of Cox Peninsula Road during blasting at the Grants project site. The road closures for blasting will be for about 10 minutes and will be for the first six months of the project. Core has made the following commitments for Grants Lithium Project blasting times and road closures to minimise impacts to locals. Core will:

- ✓ restrict blasting times and road closures to minimise disruptions to other road users
- ✓ not close roads on weekends, public holidays or during peak traffic periods
- ✓ notify people from Belyuen and Wagait Beach two days before any blasting operations and road closures and consult with these communities on the best process for notifying them
- ✓ place signs on Cox Peninsula Road to provide advance notice to drivers of proposed blasting times and road closures
- ✓ ensure emergency vehicles have access during any road closures.

The BP33 project will not require any road closures.

ROAD SAFETY

There will be up to ten return road train trips a day between the Grants Lithium Project site and Darwin Port via Cox Peninsula Road and the Stuart Highway, for seven years. Core will do the following things to keep the roads as safe as possible:

- ✓ limit haul truck speeds to 40km/hr within the Berry Springs school precinct
- ✓ restrict truck movements past the school during peak school traffic periods
- ✓ monitor haul truck speed and driver behaviour via monitoring systems
- ✓ provide park and ride busses for staff
- ✓ create a slip-lane at the intersection of Cox Peninsula Road and the Grants mine site entrance to enable safe entry and exit of trucks from the site.

REHABILITATION AND CLOSURE

When mining operations finish, all mining infrastructure will be removed from the sites and the areas rehabilitated as per the mine closure plans. The material in the Grants waste rock dump will be used to enclose the tailings storage facilities and the remaining mound will be shaped to provide a surface that is resistant to erosion and can be planted with groundcover species. The open pit will be left to form a pit lake, which will be surrounded by an earth bund for safety to prevent vehicles, people or animals accidentally falling in. Core will decommission the mine site dam but leave Observation Hill Dam as it is an existing dam.

Once mining ends at BP33, the underground mine and box-cut will be completely backfilled. No waste material will remain on the surface. The area will be rehabilitated and restored to its pre-mining state. Core will undertake ongoing rehabilitation, erosion and water monitoring.

The mine site landforms will be stabilised and replanted with species native to the area. Core will be responsible for protecting the sites from fire, undertaking weed control and monitoring water quality and regeneration of vegetation in the rehabilitated areas. These activities will continue until the rehabilitation criteria for the site are met. Core is required to pay a security bond to the Northern Territory Government before the start of mining, which will not be returned until the rehabilitation criteria are met.

TIMING

Construction for the Grants Project is expected to start in the second half of this year, with production starting in 2022.

Subject to approvals, construction of the BP33 mine is expected to start in 2023. Operations at BP33 will begin after the Grants ore deposit is exhausted.

FEEDBACK

In September 2020, the Northern Territory Environment Protection Authority (NT EPA) decided that the BP33 Lithium Project requires an environmental impact assessment. Core plans to submit the Supplementary Environmental Report (SER) to the NT EPA in mid 2021. The report will be available on the NT EPA website and open for public comment for 25 business days.

Core is consulting with the community and stakeholders in the lead up to the SER and welcomes any feedback on the project.

CONTACT

If you have questions or feedback about the project, please contact:

P. 08 8981 6445

E. feedback@truenorthcomm.com.au

OR

For all employment applications please send your resume to hr@corelithium.com.au. Additional recruitment information will be posted on the Core Lithium website in the coming months.

CORE
LITHIUM

For all other enquiries please contact the Core Lithium office via email at info@corelithium.com.au

corelithium.com.au

Income & Expenditure Statement

WAGAIT SHIRE COUNCIL

1 April 2021 to 30 April 2021

Actual v Budget

	Actual	Budget	Var AUD	Var %	YTD Actual	YTD Budget	Var AUD	Var %
Operating Income								
Contracts, Fees & Charges	\$17,060.52	\$9,184.00	\$7,876.52	85.7635%	\$130,155.67	\$91,838.00	\$38,317.67	41.7231%
Miscellaneous Income	\$729.56	\$1,248.00	-\$518.44	-41.5417%	\$26,992.27	\$27,500.00	-\$507.73	-1.8463%
Operating Grant Revenue	\$0.00	\$0.00	\$0.00		\$287,519.00	\$252,281.00	\$35,238.00	13.9678%
<i>Less Unexpended</i>	\$23,959.92	\$0.00	\$23,959.92		-\$47,919.83	\$0.00	-\$47,919.83	
Rates Income	\$232.28	\$144.00	\$88.28	61.3056%	\$240,274.84	\$237,344.00	\$2,930.84	1.2348%
Rental Income	\$363.64	\$934.00	-\$570.36	-61.0664%	\$5,575.04	\$9,333.00	-\$3,757.96	-40.2653%
Waste Management Income	\$118.18	\$68.00	\$50.18	73.7941%	\$120,015.99	\$119,795.00	\$220.99	0.1845%
Total Income	\$42,464.10	\$11,578.00	\$30,886.10	\$1.18	\$762,612.98	\$738,091.00	\$24,521.98	\$0.15
Less Operating Expenses								
Administration Expenses	\$5,591.94	\$4,446.00	\$1,145.94	25.7746%	\$106,116.44	\$97,613.00	\$8,503.44	8.7114%
Contracts & Material Expenses	\$142.60	\$207.00	-\$64.40	-31.1111%	\$840.35	\$2,084.00	-\$1,243.65	-59.6761%
Elected Member Expenses	\$356.98	\$786.00	-\$429.02	-54.5827%	\$3,212.82	\$7,861.00	-\$4,648.18	-59.1296%
Employment Expenses	\$50,032.77	\$34,267.00	\$15,765.77	46.0086%	\$360,624.05	\$338,672.00	\$21,952.05	6.4818%
Projects & Activities - WSC Contribu	\$689.50	\$1,250.00	-\$560.50	-44.84%	\$6,057.13	\$6,500.00	-\$442.87	-6.8134%
Repairs & Maintenance	\$1,791.29	\$2,625.00	-\$833.71	-31.7604%	\$22,988.70	\$26,249.00	-\$3,260.30	-12.4207%
Services	\$0.00	\$1,062.00	-\$1,062.00	-100.0%	\$3,834.26	\$10,625.00	-\$6,790.74	-63.9128%
Vehicle & Plant Expenses	\$681.79	\$3,972.00	-\$3,290.21	-82.8351%	\$24,399.50	\$32,782.00	-\$8,382.50	-25.5704%
Waste Management Expenses	\$6,245.63	\$6,834.00	-\$588.37	-8.6095%	\$73,515.46	\$68,333.00	\$5,182.46	7.5841%
Total Operating Expenses	\$65,532.50	\$55,449.00	\$10,083.50	18.2%	\$601,588.71	\$590,719.00	\$10,869.71	1.8%
Operating Surplus/Deficit	-\$23,068.40	-\$43,871.00	\$20,802.60	47.4177%	\$161,024.27	\$147,372.00	\$13,652.27	9.2638%
Non-operating Income								
Special Purpose Grants	\$100,000.00	\$0.00	\$100,000.00		\$373,953.00	\$274,370.00	\$99,583.00	36.2951%
<i>Less Unexpended</i>	-\$100,476.87	\$0.00	-\$100,476.87		-\$222,240.93	\$0.00	-\$222,240.93	
Total Non-operating Income	-\$476.87	\$0.00	-\$476.87		\$151,712.07	\$274,370.00	-\$122,657.93	-44.7%
Non-operating Expenses								
Special Purpose Grant Expenses	\$1,523.13	\$11,250.00	-\$9,726.87	-86.4611%	\$159,714.54	\$230,020.00	-\$70,305.46	-30.5649%
Total Non-operating Expenses	\$1,523.13	\$11,250.00	-\$9,726.87	-86.5%	\$159,714.54	\$230,020.00	-\$70,305.46	-30.6%
Net Surplus/Deficit	-\$25,068.40	-\$55,121.00	\$30,052.60	54.5211%	\$153,021.80	\$191,722.00	-\$38,700.20	-20.1856%

NOTES

- 1 April & YTD higher than budget, mainly due to higher revenue for Jetty Management than budget. Water Management still slightly lower than budget.
- 2 April slightly lower than budget yet YTD almost on par with budget due to timing of interest maturities
- 3 April NIL, YTD slightly higher due to higher revenue received for FAA roads & general purpose
Less unexpended grants deducted includes amount yet to be expended. YTD matches unexpended Grants worksheet
- 4 April & YTD slightly higher due to search fees & debt collection fees being charged out & YTD Refer to note below for actual Rates received to date
- 5 April & YTD lower than budget due to no rent for Cloppenburg park or community centre.
- 6 April slightly higher than budget & YTD almost on par with budget

- 7 April & YTD higher than budget mainly due to costs computer support (Councilwise), however other higher costs include mobile phones, travel, rate recovery costs, fees & licences, valuation costs & LGANT membership. Other admin costs lower include accounting & insurance
- 8 April & YTD lower than budget. Mainly due to timing of contract work
- 9 April & YTD slightly lower than budget, mainly due to Prof Dev included in budget figures
- 10 April & YTD slightly higher than budget
- 11 April & YTD slightly lower than budget mainly due to timing of activities & costs
- 12 April & YTD lower than budget, however R&M to sports ground, abulution block, office equipment, community centre & road repair higher overall.
- 13 April & YTD lower than budget mainly due to timing of costs, particulary for animal management. Water & Sewerage still on par with budget
- 14 April & YTD lower than budget overall due to timing of costs & new leasing costs incl in Sept budget going forward
- 15 April slightly lower than budget yet YTD higher than budget mainly due to costs for green waste compound, regular bin collections & hard waste on par with budget overall

Special Purpose Grant Revenue in grants carried forward from 2020 Fin yr. (refer to unexpended worksheet for details of all grants
Less unexpended grants deducted includes amount yet to be expended. YTD matches unexpended Grants worksheet

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

NOTE to actual Rates Income received including Waste Levy

Total Rates incl waste invoiced	355,020.00
Less current year outstanding	17,847.46
Total Rates in received in Cash	337,172.54

Balance Sheet
WAGAIT SHIRE COUNCIL
As at 30 April 2021

Notes to the Balance Sheet
WAGAIT SHIRE COUNCIL
As at 30 April 2021

	30 Apr 2021	30 Apr 2020	Note
Assets			
Bank			
Bendigo Investment Acc	\$500,000.00	\$500,000.00	1 (a)
CBA Fixed Term Deposits	\$1,100,000.00	\$775,000.00	1 (b)
CBA Online Saver	\$235.98	\$40,003.90	
CBA Transaction Account	\$92,663.34	\$10,457.22	
Petty Cash	\$0.00	\$329.49	
Undeposited Funds working A/c	\$250.00	-\$654.69	
Total Bank	\$1,693,149.32	\$1,325,135.92	
Current Assets			
Prepayments	\$7,397.00	\$7,397.00	
Rates Control Account	\$17,847.46	\$0.00	2
Rates in Advance	-\$2,351.90	\$0.00	
Trade Debtors [11405]	\$15,298.08	\$47,456.48	3
Less Prov'n for Doubtful Debts	-\$4,237.00	\$0.00	
Total Current Assets	\$33,953.64	\$54,853.48	
Non-current Assets			
Buildings Accum Dep	-\$932,906.18	-\$877,338.00	
Buildings at Cost	\$3,458,647.18	\$3,458,647.18	
Inf Roads & Paths at Cost	\$484,500.00	\$864,460.41	
Infr Roads & Path Accum Depn.	-\$466,519.00	-\$764,222.00	
Motor Vehicles Accum Dep	-\$52,660.00	-\$62,573.14	
Motor Vehicles at Cost	\$74,097.55	\$118,732.55	
Office Equip & Furn at Cost	\$175,930.46	\$175,930.46	
Office Equip Furn Accum Depn.	-\$175,037.00	-\$174,917.00	
Plant & Equipment at Cost	\$563,336.67	\$488,050.35	
Plant & Equipment Accum Dep	-\$350,219.00	-\$313,489.74	
Sports Ground Accum Dep	-\$339,980.00	\$0.00	
Sports Ground at Cost	\$379,958.00	\$0.00	
Total Non-current Assets	\$2,819,148.68	\$2,913,281.07	
Total Assets	\$4,546,251.64	\$4,293,270.47	
Liabilities			
Current Liabilities			
GST	\$160.35	-\$2,398.96	
Rounding	\$0.00	-\$0.05	
Sundry Creditors	\$5,100.00	\$0.00	4
Trade Creditors	\$12,269.92	\$7,448.54	5
Total Current Liabilities	\$17,530.27	\$5,049.53	
Non-Current Liabilities			
Annual Leave Provision	\$39,517.00	\$23,116.00	
Long Service Leave	\$30,252.00	\$27,075.00	
Non Current Long Service Leave	\$4,641.00	\$318.00	
PAYG Withholding Payable	\$8,594.00	\$9,144.00	
Super Payable	\$2,940.68	\$4,299.33	
Unexpended Grant Liability	\$270,160.76	\$0.00	6
Total Non-Current Liabilities	\$356,105.44	\$63,952.33	
Total Liabilities	\$373,635.71	\$69,001.86	
Net Assets	\$4,172,615.93	\$4,224,268.61	
Equity			
Asset Replcmnt and Maint Res	\$500,000.00	\$500,000.00	
Asset Revaluation Reserve	\$1,870,024.27	\$1,870,024.27	
Current Year Earnings	\$153,021.80	\$204,745.53	
Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03	
Retained Earnings	-\$152,716.17	-\$152,787.22	
Total Equity	\$4,172,615.93	\$4,224,268.61	

Note 1. Details of Cash and Investments Held

1 (a) Bendigo Bank Investment Account	\$500,000.00
CBA - Fixed Term Deposits (at call)	\$ 450,000.00
CBA - Fixed Term Deposit 2 (27/04/21)	\$ 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
1 (b) Total CBA Investments	\$ 1,100,000.00

Note 2. Details of Rates Control Account

Rates Control Account - Relates to Rates balance owing as per Councilwise

Rates Prior years (pre 2020)	5,291.81
Rates overdue Current Year	12,555.65
Total Rates Arrears	17,847.46

Note 3. Details of Trade Debtors

Debtors	Current	> 30 days	> 60 days +	> 90 days
Trade Debtors	13,390.58	75.00	0.00	1,832.50

Note 4. Details of Sundry Creditors

Provision for Project - SCALE expense - Bill not received at time of reporting

Note 5. Details of Trade Creditors

Creditors	Current	> 30 days	> 60 days +	> 90 days
Trade Creditors	13,390.58	108.65	11,781.00	14.50

Note 6. Details of Unexpended Grants Liability

Unexpended Grants - Operational	47,919.83
Unexpended Grants - Special Purpose	222,240.93
Total Unexpended Grants Liability	270,160.76


**Wagait Shire Council
AS AT 30th April 2021**

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	100,000.00		100,000.00	0.00	
Dept of Housing & Community Dev	Dog Pound		27,857.00	27,857.00	26,046.21		26,046.21	1,810.79	
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 the Chief Minister & Cabinet	PIF Funding	100,000.00		100,000.00			0.00	100,000.00	
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	3,000.00		3,000.00	0.00	
Dept of Sport & Rec	2021 Youth week	2,000.00		2,000.00			0.00	2,000.00	
	LCRI				12,458.82		12,458.82	-12,458.82	
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	Grant BFWD NOT in auditors financials
Dept of Sport & Rec	Youth Vibe Holiday	2,000.00	2,000.00	4,000.00	2,533.46	731.19	3,264.65	735.35	Grant BFWD NOT in auditors financials
Dept of Sport & Rec	Youth Week	2,000.00	2,000.00	4,000.00	3,468.21		3,468.21	531.79	Grant BFWD NOT in auditors financials
Dept of Sport & Rec	Youth Vibe quick response		2,000.00	2,000.00	2,000.00		2,000.00	0.00	Grant BFWD NOT in auditors financials
Totals		111,000.00	275,907.00	386,907.00	159,980.88		164,666.07	222,240.93	

Less not incl in Auditors financials 10,954.00

Total Special Purpose Grants 375,953.00

	POLICY NUMBER:	P07
	EMPLOYEE ASSISTANCE PROGRAM POLICY	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	HR
	LG ACT 2020 REF:	Section
	EFFECTIVE:	April 2021
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

Wagait Shire Council recognises that an employee's work performance can be affected by problems in their personal life and is committed to assisting employees in dealing with these issues. The objective of this policy is to provide the means by which staff members can access counselling.

2. SCOPE

An Employee Assistance Program (EAP) is provided by Wagait Shire Council to provide confidential counselling and guidance for employees and their families, relating to personal issues that are affecting work performance such as:

- marriage and family problems;
- interpersonal relationships;
- grief and loss;
- stress and trauma;
- alcohol and drug dependency;
- financial and legal problems;
- work related problems;
- gambling problems; or
- life threatening illness.

3. DEFINITIONS

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

Term	Definition
Employee	Permanent, fulltime, part-time, casual and volunteer employees of Wagait Shire Council.

4. POLICY

Employee Assistance Services Australia (EASA) have been contracted to provide the Employee Assistance Program to all employees of Wagait Shire Council. Wagait Shire Council will meet the costs of up to 3 counselling sessions per year per employee.

The Employee Assistance Program emphasises a positive approach to and allows time for the employee to overcome their problems without adverse consequences to their status or employment or promotional opportunities.

A vital feature of this program is the high level of confidentiality and respect for the individual employee's privacy. EASA will not identify employees directly by name and any information shared with EASA will not be communicated unless expressly authorised by the employee.

Should an employee elect to attend EASA services during normal work time, their supervisor/manager will coordinate the appropriate time off work, leave or approach to be taken. The responsibility for following any course of action as an outcome of the EASA sessions, rests with the individual employee.

Employees can book counselling sessions directly with EASA on Freecall 1800 193 123.

5. ASSOCIATED DOCUMENTS


- P05 Council Staff Code of Conduct
- P08 Human Resources Policy
- P31 Dispute Resolution, Counselling, Discipling and Dismissal
- P32 Discrimination, Harassment and Bullying Policy
- P33 Work Health and Safety Policy

6. REFERENCES AND LEGISLATION

- Local Government Industry Award 2020*
- Local Government Act 2019 (NT)*
- Work Health and Safety (WHZS) Act 2011*
- Fair Work Act 2009*
- Disability Discrimination Act 1992 (Cth)*
- Australian Human Rights Commission Act 1986 (Cth)*
- Racial Discrimination Act 1975 (Cth)*

7. REVIEW HISTORY

Date Approved:	Approved By Council	Resolution No.	Date for review:
	Moved: Seconded: Vote:		

	POLICY NUMBER:	P08
	HUMAN RESOURCE MANAGEMENT	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	GOVERNANCE
	LG ACT 2019 REF:	Section 172
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

The purpose of this policy is to ensure that overarching human resource management policies are in place and complied with by the CEO when determining employment policies.

These human resource management policies, as well as the statutory principles of human resource management, are to be reflected appropriately in all policies, procedures and processes of the Council.

2. SCOPE

This policy applies to all workplace participants of Wagait Shire Council in providing clear direction and a safe working environment during their employment.

3. DEFINITIONS

Term	Definition
Workplace participants	Includes the Chief Executive Officer, full-time and part-time staff members, casual employees, volunteers and contractors.
The Award	Means the Local Government Industry Award 2020.
The Act	Means the NT Local Government Act 2019.

4. POLICY

Council will ensure it meets its statutory and governance obligations in the recruitment, management and development of its employees in accordance with the requirements of the *Local Government Industry Award 2020* and the *Local Government Act (NT) 2019*.

For each employment policy determined by the CEO, the CEO must ensure that the policy is consistent with the principles of human resource management specified in section 172 of the *Local Government Act 2019* and the Council's human resource management policies and procedures as outlined in this document.

The CEO will update the Council at least once a year in relation to employment policies that have been introduced, materially changed or removed.

Council is committed to ensuring it attracts the most suitable individuals, who through a progressive management approach, can make a difference, experience high levels of job satisfaction, whilst working in a safe, healthy, supportive work environment.

4.1. Term of Engagement

The Council favours the granting of two-year contracts with an option to extend in the engagement of its employees.

4.2. Recruitment and Selection Process

Council will have a robust recruitment system for the appointment or promotion of all employees which will be based on merit and equity principles and protocols to ensure the most suitable candidate is selected for the role, in accordance with requirements of the Award and the Act.

Council directs the CEO to ensure that:

- a) every permanent vacancy is to be publicly advertised and existing council staff members may apply;
- b) there is a documented and transparent process based on merit for temporary appointments and existing council staff members will be given the opportunity to apply internally;
- c) all new employees will receive appropriate workplace induction and be provided with the equipment for the appointment; and
- d) a fair and reasonable probation period will apply to all new permanent employees, being 3 months.

4.3. Benefits and Performance Appraisals

Council will ensure that benefits available to council staff members will be as provided in the Award and as contained in any employment policies determined by the CEO.

Council directs the CEO to ensure that council staff members are to have:

- a) fair and equitable access to employment-related benefits according to their role;
- b) appropriate training and professional development opportunities according to their role and abilities; and
- c) an annual documented performance discussion with their supervisor, which will precede the renewal of a contract.

4.4. Employee Entitlements and Payments

Council will ensure that the employee terms and conditions of employment, and the classification and remuneration for each position will be in accordance with the terms and conditions, classification levels and pay schedules as contained in the Award.

4.5. Work Health and Safety

Council will ensure a safe and healthy working environment for all staff and provide appropriate training to ensure safety at work.

4.6. Workplace Culture

Council promotes a positive and family friendly organisational culture and ensures a flexible work environment for council staff members.

Council will ensure there is no discrimination in the workplace. Council is an equal opportunity employer. The Council will not tolerate any form of discrimination or harassment toward a staff member, or potential member of staff on the grounds of gender, sexuality, marital status, pregnancy, ethnicity, physical or intellectual challenge, age or any other ground.

All grievances or disputes raised by an employee will be treated with due respect, efficiency, and confidentiality as per the approved policy and procedure.

5. ASSOCIATED DOCUMENTS

- P05 Council Staff Code of Conduct
- P07 Employee Assistance Services
- P31 Dispute Resolution, Counselling, Disciplining and Dismissal
- P32 Discrimination, Harassment and Bullying
- P33 Work Health and Safety Policy
- WSC Procedures – Recruitment and Selection
- WSC Procedures – Induction
- WSC Employee Manual 2021

6. REFERENCES AND LEGISLATION

Local Government Act (NT) 2019

Local Government Industry Award 2020 (Cth)

7. REVIEW HISTORY

Date Approved: 19/05/2008	Approved By Council Moved: Cr McIntyre Seconded: Cr Lamont Vote: 6 - 0	Resolution No. 2008/228	Date for review: Next Council Election
Date Approved: 21/07/2020	Approved By Council: Moved: Cr Michael Vaughan Seconded: Vice President Tom Dyer Vote: AIF	Resolution No. 2020/115	Date for review: 2022
Date Approved: 18/05/2021	Approved By Council: Moved: Seconded: Vote:	Resolution No. 2021/	Date for review: 2022

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



13 May 2021

Aileen Blyth
Wagait Arts Group

Dear Wagait Arts Group Committee

Re: Letter of support for WAGAIT ARTS FESTIVAL LIQUOR LICENCE

The Wagait Shire Council (WSC) acknowledges the significant cultural and social benefit that the Wagait Arts Group (WAG) delivers to the community and provides this letter as endorsement of the WAG and in support for a special event license to sell alcohol at the WAG Festival on the weekend of 9-11 July 2021.

The WAG Festival is a celebrated event on the Wagait Beach social calendar and is located at the Wagait Community Centre on Council grounds at 142 Wagait Tower Road, Wagait Beach NT.

WSC has been impressed in how the event has been planned and professionally managed in previous years and is committed to supporting the WAG Festival with in-kind venue hire, equipment, cleaning, promotion, and marketing.

As the owner and controller of the premises where WAG Festival is held, WSC approves the use of the Council office entrance porch **between 5pm and midnight on Friday 9 July 2021**, however to manage risks and reduce liability, the conditions will be:

- a) Alcohol is only to be consumed in the Council Grounds area, no take-aways.
- b) Avoiding glass bottles, containers and drinking vessels on Council Grounds (glass bottles can be used at the bar counter but not sold over the counter);
- c) Using aluminum cans, recycled or recyclable vessels and utensils where possible; and
- d) Ensure the Council grounds are rubbish free at the close of the event and waste recycled as much as possible in the bins provided, ready for collection by Council staff.
- e) Council office will not be available for use, however outside lights will be switched on at 5pm and turned off at midnight.
- f) If access to power is required, a lead can be plugged into the pump-post on the lawn, and appropriate trip hazard protection must be used.

We look forward to working with you on this very special community event.

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