



WAGAIT SHIRE COUNCIL

MINUTES 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 Peter Clee

Staff: Chief Executive Officer, Renita Glencross

1.1. Address by Chair President Neil White

The President officially declared the meeting open at 7.00am and welcomes everyone to the meeting.

The President advised 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

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|--|
| <p>Resolution No. 2021/067 That the apology of Graham Drake be accepted approved. Moved: Cr Michael Vaughan Seconded: Vice-President Tom Dyer Vote: AIF</p> |
|--|

2. DECLARATION OF INTERESTS

Nil

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Tuesday 27 April 2021

| |
|---|
| <p>Resolution No. 2021/068 That the Minutes of the Ordinary Meeting of Tuesday 27 April 2021 be confirmed by Council as a true and correct record. Moved: President Neil White Seconded: Cr Peter Clee Vote: AIF</p> |
|---|

3.2. Matters arising from Minutes of Council Meeting Tuesday 27 April 2021

4. GUEST SPEAKERS

President Neil White welcomes Blair Duncan from Core Lithium and Claire Butler from True North to the meeting. Both Blair and Clare are here tonight to present an update to Councillors on the Core Lithium Project.

Vice President Tom Dyer thanks Blair Duncan and Clair Butler for their update on the Core Lithium Project.

5. INWARDS AND OUTWARDS CORRESPONDENCE

Resolution No. 2021/069

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

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

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. 2021/070

That Council receives and notes President Neil White's report for the period 27 April 2021 to 14 May 2021.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF

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 | I (Deliver at least 4 activities every month) TBC. II (Maintain current attendance & participation numbers) Achieved. III (Maintain SafeNT Reg) Achieved. |
| Thank you | Nigel Weston, Josh Keating, Gill Webb – Volunteer support Youth Week Holiday Program Excursions. |

Resolution No. 2021/071

That Council receives and accepts the Officers Reports for the period 27 April 2021 to 14 May 2021.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

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

In addition to the Action List:

- Item #1 “Water Access for Tourists” be renamed to “Standpipe Master Plan”

Resolution No. 2021/072

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

Moved: President Neil White

Seconded: Vice-President Tom Dyer

Vote: AIF

9. FINANCIAL REPORTS

In addition to the Financial Reports:

- CEO to follow up with the Auditors and Audit Committee Chair that the line item Less Provision for Doubtful Debts noted in the Balance Sheet should not be a liability where Council retains the right to sell property to repay rates debts under Division 5 Sections 258-261 of the *Local Government Act 2019*.

Resolution No. 2021/073

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

Moved: Vice-President Tom Dyer

Seconded: President Neil White

Vote: AIF

10. AGENDA ITEMS

10.1. Policy: P07 Employee Assistance Program

Resolution No. 2021/074

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

Moved: President Neil White

Seconded: Vice-President Tom Dyer

Vote: AIF

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 2019*.

Resolution No. 2021/075

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

Moved: Cr Peter Clee

Seconded: Vice-President Tom Dyer

Vote: AIF

10.3. Audit Committee Meeting Report (May 2021) and Minutes (Feb 2021)

Resolution No. 2021/076

That Council receives and accepts from the Audit Committee:

a) Report for meeting held 11 May 2021; and

b) Minutes of the meeting held 9 February 2021.

Moved: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

10.4. Draft Fees and Charges 2021-22

The CEO presented a Draft Fees and Charges 2021-22 including proposed tiered waste charges for vacant and non-vacant land to Council.

As there is no public meeting to discuss the proposal prior to Fees and Charges being adopted for 2021-22, Councillors agreed to publish the Draft Fees and Charges 2021-22 including proposed waste charges for vacant and non-vacant land for public comment and that the responses be brought to the next Council meeting.

Resolution No. 2021/077

That Council receives and notes the Draft Fees and Charges for 2021-22, and directs the CEO to publish for community comment and the responses to be brought before Council at the meeting in June 2021.

Moved: Vice-President Tom Dyer

Seconded: President Neil White

Vote: AIF

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 confirmation 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 Allowances for 2020-21 | Principal Member | Deputy Principal Member | Ordinary x 3 Members |
|--|-------------------------|--------------------------------|-----------------------------|
| 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. 2021/078

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: Cr Michael Vaughan

Seconded: President Neil White

Vote: AIF

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.

Resolution No. 2021/079

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: Vice-President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

Nil

12. QUESTIONS FROM THE PUBLIC WITH NOTICE

Nil

13. PETITIONS/DEPUTATIONS

Nil

14. UPCOMING EVENTS

14.1. LGANT CEO and President Site Visit, TBA

LGANT CEO and President have requested to reschedule the planned visit to Wagait Shire Council on 10 June 2021 at 1:30pm. Councillors will be advised as soon as a new date is confirmed.

14.2. 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.

14.3. Wagait Arts Festival, Friday 9 to Sunday 11 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

15.1. Hansard Extract – Mandorah Marine Facility

The Draft Hansard Extract from Ian Sloan MLA (Member for Daly) was received by Council. President Neil White and CEO Renita Glencross will be attending a meeting with Project Manager at DIPL on 4 June 2021 to receive a further update.

16. IN-CAMERA ITEMS

Resolution No. 2021/080

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: President Neil White

Seconded: Cr Peter Clew

Vote: AIF

At 9:03 pm Council closed the meeting to the general public.

Resolution No. 2021/081

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

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

At 9:15 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 9:17 pm.