



WAGAIT SHIRE COUNCIL

MEETING MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 27 APRIL 2021**

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1. OPENING OF MEETING

Councillors: President Neil White
Vice-President Tom Dyer (via phone)
Cr Michael Vaughan
Cr Graham Drake
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 7am 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

<p>Resolution No. 2021/053 That the apology of Graham Drake be accepted approved. Moved: Cr Peter Clee Seconded: Cr Michael Vaughan Vote: AIF</p>
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2. DECLARATION OF INTERESTS - NIL

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Wednesday 17 March 2021

<p>Resolution No. 2021/054 That the Minutes of the Ordinary Meeting of Wednesday 17 March 2021 be confirmed by Council as a true and correct record. Moved: Cr Michael Vaughan Seconded: Cr Peter Clee Vote: AIF</p>

3.2. Matters arising from Minutes of Council Meeting Wednesday 17 March 2021 - NIL

4. GUEST SPEAKERS – NIL

5. INWARDS AND OUTWARDS CORRESPONDENCE

Resolution No. 2021/055

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

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

6. COUNCILLORS REPORTS

6.1. Presidents Report for the period 15 March 2021 to 16 April 2021

Hullo and welcome to our deferred April Council meeting, now held on Tuesday the 27th of April. Last week has been particularly busy, with a Reception at Government House for CEOs and the Presidents/ Mayors on Tuesday, the LGANT CEOs and Mayors forum on Wednesday followed by the LGANT General meeting on Thursday. Our bi-annual Community Consultation to be held on Saturday 24 April and Anzac Day celebration on Sunday 25 April.

Where I have been this month:

- *Friday 19 March: attended TOPROC meeting with CEO at Litchfield Shire's Bees Creek offices at 8:30 am. At 4:30 performed Citizenship ceremonies for 2 local Wagait Beach residents, followed by refreshments.*
- *Thursday 25 March: CEO catchup.*
- *Tuesday 30 March: met with CEO, Office Manager and Chief Petty Officer Clayton Rowe regarding forthcoming Anzac Day ceremonies.*
- *Thursday 1 April: CEO catchup.*
- *Thursday 8 April: further Community Grants applications, considered by the panel of Clare Milikins, Chair of Audit Committee, CEO and myself. CEO catchup later that afternoon.*
- *Thursday 15 April: CEO catchup.*
- *Tuesday 20 April: reception at Government House for Mayors and CEOs.*
- *Wednesday 21 April: LGANT CEOs and Mayors forum, all day at Darwin City Council chambers.*
- *Thursday 22 April: LGANT General Meeting, all day.*
- *Saturday 24 April 10:00-12:00 Community Consultation at Council Meeting room.*
- *Sunday 25 April: 10:00am Anzac Day ceremony at Council office grounds.*

*Neil White
President*

Resolution No. 2021/056

That Council receives and notes President Neil White's report for the period 15 March 2021 to 16 April 2021.

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

7. OFFICERS REPORTS

7.1. Chief Executive Officer's Report for the period 15 March 2021 to 23 April 2021

Staff/HR	<ul style="list-style-type: none"> • Staff Leave RG - nil; PW - RDO x2; PL x15 • IR consultant engaged to assist with long-standing staff issues • Staff Induction - Casual (cleaner) engaged for 1 month to cover incumbent on leave • Positions Vacant - Emergency Committee Chair • Recruitment - Administrative Officer (Policy) • Fair Work Act and local workforce development planning (casual conversion)
WHS	<p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • Jetty COVID washes recommenced 31 July 20 • DIPL Civil service contract secured until June 21 • All Council facilities have current COVID Operation Plans <p>Incidents Reported During the Period – School Holiday Program</p>
Meetings and Comms	<ul style="list-style-type: none"> • Staff Toolbox x5 • President x5 weekly catchups • Artists - Welcome to Wagait signage ; 17 Mar • Citizenship ceremony /planning ; 17-19 Mar • Myatt Media - website upgrades ; 17 Mar, 31 Mar, 7 Apr • Donald-Cant-Watts - Cloppenburg Park Masterplan QS ; 18 Mar • TOPROC (Litchfield Council); 19 Mar • TOPROC AMRG - Deputy Ombudsman Information ; 25 Mar • ThinkWater - Cloppenburg Park irrigation testing ; 29 Mar • HMAS Coonawarra CPO - ANZAC Day ; 30 Mar • Community Garden meeting ; 31 Mar • CIVIQ - new water fountains ; 31 Mar • DLGCD compliance - procurement exemption ; 31 Mar • WAG - Liquor License for festival ; 31 Mar, • QP Group - drainage contractors ; 5 Apr • Community Grants Assessment Panel ; 8 Apr • Arjays - contractor negotiations for guardrail install ; 8 Apr, 12 Apr, 15 Apr • Parap Vet ; 10 Apr • DIPL - Jetty contracts extension ; 12 Apr • CommBank - direction for investments ; 13 Apr • Nexia Edwards - Audit schedule confirmation; 13 Apr • Cox Pen Volunteer Bushfire Brigade - green waste reduction ; 13 Apr • NBN - Community Wi-Fi installation on Health/Community Centre ; 15 Apr • Government House - LGANT reception ; 20 Apr • LGANT GM + CEO/Mayors & Presidents meetings ; 21-22 Apr

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 extensions to 30 June & preparation for upcoming select tender opportunity • Ongoing review of WSC policy papers for LG Act 2019 alignment • DLGCD Compliance - review finalisation (HR follow up) • DLGCD Compliance - procurement exemption • WAG - Liquor License for festival • SCALE fund acquittal • ABS Quarterly Local Government Financials <p><u>Grants Preparation/Pending</u></p> <ul style="list-style-type: none"> • Building Better Regions Fund (BBRF) – Estate Roads Re-sheeting (\$2.8M) • NT Risk Reduction Fund – Review of 2010 LGANT Report and Action Plan (\$TBC) • FRRR – Wagait Youth Leadership Program (\$15,000) • COTA Seniors – Seniors Month Fund (\$2,000) <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • DLGCD PIF - Clop Park carpark & green waste track upgrades (\$100,000) • R2R - Cox Dr floodway (\$100,000) surveying completed • Blackspot - Road guards and barriers (\$140,000) • LCRI - Signage (inc Welcome to Wagait) • Healthy Lifestyles DoH - Drinking water fountains (\$14,500) <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletter (April) • Community Fund 2021 Projects (update) • Community Meeting Agenda – Update #26 • ANZAC Day Service – Update #27 <p><u>Events Attended / Planning</u></p> <ul style="list-style-type: none"> • Citizenship Ceremony ; 19 Mar • Government House reception (LGANT) ; 20 Apr • LGANT General Meeting ; 21-22 Apr • Biannual Community Consultation Meeting ; 24 Apr • ANZAC Day Service ; 25 Apr
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7.2. Works Managers Report for the period 15 March 2021 to 23 April 2021

Staff/HR	<ul style="list-style-type: none"> • Leave – GZ (RecL x5, RDO x2); RR (RDO x1) • Ongoing work plans for casual staff
Meetings	<ul style="list-style-type: none"> • Staff Toolbox x4 • PowerWater x1 • QP contractors ; • Cloppenburg Park Caretaker ; 10 Feb

Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 16 • Water Samples x 10 • 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 16 • Jetty Handrails and bins sanitised (COVID) x 76 • Jetty Carpark verge maintenance <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 3 + burn 16 Mar • Council bins x 28 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"> • Estate drainage desilting, consultation with contractors and community members • 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 maintenance • Weeds NT Gamba program - distribution completed and reports finalised to Dept • Assist with preparations in Council Grounds for ANZAC Day <p><u>Repairs and Maintenance Plant/Vehicles</u></p> <ul style="list-style-type: none"> • Re-licensing and certification for works plant and equipment
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7.3. Sports and Recreation Officers Report for the period 15 March 2021 to 16 April 2021

Staff	PL - 6hrs + 7 days
Meetings	CEO Meetings (S&R priorities coming into School Holidays and Youth Week) 4 x Toolbox 1 x Volunteer Support Group – Runners & Walkers (Dry Season Running Calendar and Events Planning Session) 1 x Community Garden meeting (held, date clashed with a Memorial Day for resident, meeting postponed to community consultation day)

Administration Grants Applied Grants awarded Grants Reported Planning Activities/Events Correspondence	Sports & Recreation Administration <ul style="list-style-type: none"> • Runners & Walkers weekly admin, mapping. • Application Youth Vibe June / July Holiday Program \$2,000 ; proposed visit to King Pin, Gateway Cinemas, Palmerston Water Park • Ice Skating and Cullen Bay Precinct Picnic and Flip Out Excursions ; well attended Ice Skating (34 kids) Flip Out (36 kids) • Ride2School Planning ; advertised request for volunteer, liaise with casual S&R staff and Wagait Youth Group • Confirm casual sport & recreation staff to support school holiday program • Gold Coast Virtual Marathon ; training calendar and interest • Application Jacana Energy Grant \$3,000 ; Belyuen to Beach Fun Run July 2021
Programs	<u>Runners & Walkers:</u> New 6 Week Program commences 6 th 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. Weekend session currently run by volunteers with S&R logistical support midweek. <u>Stretch & Mobility:</u> 1 x Weekly <u>Strength</u> 1 x Weekly <u>Core / Gut Buster:</u> 1 x Weekly <u>Active After School Program:</u> 2 x Weekly at Cloppenburg Park. Basketball, Cricket. Recommended in Week 2, Term 1
Community Events	<u>Make and Create:</u> Coordinated by volunteer community members for residents 15 Years plus, user-pays art/craft/creativity sessions x2 weekly <u>Pilates:</u> External Service Provider 6 Week program commenced, final session April 8th <u>Tai Chi:</u> Coordinated by resident and available to residents through the Wagait Community Grants Program <u>Crafternoons:</u> Coordinated by volunteer community members <u>National Ride2School Day:</u> facilitated by Wagait Youth Group (<u>Cricket:</u> coordinated by Wagait Beach Big Bash Cricket Group on Wednesday nights at Cloppenburg park
2020/21: NTG Performance Indicators	I (Deliver at least 4 activities every month) Achieved. II (Maintain current attendance & participation numbers) Achieved. III (Maintain SafeNT Reg) Achieved. S&R staff renewed Ochre Card, Casual Staff with renewed Ochre Card.
Thank you	Lorna Manning – Volunteer Wagait Beach Runners & Walkers. Katie Crane – Support with National Ride2School Day via the Youth Group. Nigel Weston, Josh Keating, Gill Webb – Volunteer support Youth Week Holiday Program Excursions.

Resolution No. 2021/057
That Council receives and accepts the Officers Reports for the period 15 March 2021 to 16 April 2021.
Moved: Cr Peter Cleo
Seconded: Cr Michael Vaughan
Vote: AIF

8. ACTION SHEET for the period 15 March 2021 to 20 April 2021.

Council agreed to remove the following Action Items:

- #1 – Audit Committee endorsements, which will continue to be updated through the CEO Reports and Audit Committee Reports ongoing.
- #3 – Welcome to Wagait Beach Project, which will continue to be updated through the CEO Reports ongoing.
- #4 – Sports and Recreation Forward Years Program, which will continue to be updated through the CEO and Sport/Rec Officers Reports ongoing.

Resolution No. 2021/058

That Council receives and notes the Action Sheet for the period 15 March 2021 to 20 April 2021.

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

9. FINANCIAL REPORTS

Resolution No. 2021/059

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

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

10. AGENDA ITEMS

10.1. SCALE Funding Acquittal

On 15 April 2021 President CEO Renita Glencross provided the Department Local Government with a financial acquittal for the SCALE Program to confirm that the funding has been fully expended in accordance with the funding requirements. It is a requirement of the Department that the acquittal document is tabled before Council and that Council resolve to accept that the funding is fully expended.

Resolution No. 2021/060

That Council accept the financial acquittal for the 2021 SCALE program and resolve that the funding has been fully expended.

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

10.2. Investigation into Sustainable Camping & Facilities for Visitors to Wagait Beach

Council has received many enquiries over the past 12 months from both general public and community organisations for camping facilities in Wagait Beach.

To date, Council has not been supportive of providing these services due to capacity and resource issues, anticipating that private developers may be considering establishing local tourism business services (however this now seems unlikely in the immediate future).

Council is also aware that use of private property in the estate for these purposes over the past 2 years has significantly increased; it is unknown if any planning or environmental impact assessment has been undertaken.

CEO proposes that Council investigate local, sustainable, public and private camping solutions to better inform communications to visitors, future planning for local economic development and consider environmental maintenance & protection initiatives. A consultant may be engaged to assist the process.

Resolution No. 2021/061

That Council endorse the CEO to investigate sustainable local facilities for visitors and provide recommendations to Council for consideration.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

At 7:45pm Vice-President Tom Dyer joined the meeting via telephone.

10.3. Community Meeting Discussion Themes for Forward Planning

The biannual Community Consultation Meeting was held on 24 April with an agenda that raised public issues for comment. Taking residents comments into consideration, Council needs to consider priorities for the 2021-2022 Shire Business Plan and budget, including:

1. Waste Management & Recycling Strategy and Action Plan
2. Health Centre Activation Strategy and Action Plan
3. Local Area and Infrastructure Development Strategy and Action Plan
4. Environment and Climate Change Adaptation Strategy and Action Plan

Councillors agreed to add Water Reticulation and Tourism as themes within priorities 3. & 4.

Resolution No. 2021/062

That Council note the main themes for the 2021-22 Wagait Shire Council planning documents including the Shire Business Plan and Budget.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

11. AGENDA ITEMS FOR RECEIVING AND NOTING

11.1. Core Briefing

Core Lithium will be presenting a brief to Council at the May meeting on the project status. Members will be able to raise any concerns or opportunities and ask questions about the planned operations and impacts of the mine. True North, the communications consultant for Core Lithium, will also be holding a community information stall at the Supermarket on Saturday 15 May 2021.

11.2. Schedule for End of Financial Year Responsibilities

The CEO advised Council of the following proposed schedule of Local Government Act compliance documents that need to be ratified by Council in the next 3-4 months. A date for the 2021-2022 Budget Workshop with Councillors is proposed for Tuesday 4 May at 7pm.

Item	Audit Committee Date	Council Meeting Date	NTG Due Date
Rates Assessment Record	NA	NA	30 June
Budget Workshop	NA	4 May	
Fees and Charges	11 May	18 May	31 July
Elected Member Allowances	11 May	18 May	31 July
2021-2022 Budget - Draft	11 May	15 June	-
2021-2022 Shire Plan - Draft	11 May	15 June	-
Rates Declaration	NA	15 June	31 July
Adopt 2021-2022 Budget	June - Out of session	20 July	31 July
Adopt 2021-2022 Shire Plan	June - Out of session	20 July	31 July
Adopt Financial Report	10 August	17 August	-
Financial Audit - Draft	10 August	21 September	-
Adopt 2021 Financial Audit	12 October	19 October	15 November
Adopt 2021 Annual Report		19 October	15 November

11.3. Current Tenders for Road Construction and Maintenance

During April Council published procurement requests for Tender/Quote (RFT/RFQ) on the Local Buy portal and on the Council website. The tenders will close on 7 May 2021. A procurement assessment panel will be formed immediately after closing to facilitate a transparent selection process.

- Cox Drive Floodway remediation – design and construct (\$100,000) – R2R Fund.
- Cloppenburg Park culverts, carpark and Greenwaste track – design and construct (\$100,000) – NT DLGCD Priority infrastructure Fund.

11.4. NT Local Government Elections

A draft 2021 NT Local Government Council election campaign flyer has been provided by LGANT for consideration. The proposed date for the election is Saturday 28 August 2021, with nominations required by Thursday 5 August 2021. Early voting is expected to commence on Monday 16 August 2021.

Council staff have been consulted in the planning and delivery arrangements for the election at the Wagait Beach Community Centre.

Resolution No. 2021/063

That Council note all items presented in Item 11, being:

- 1. Core briefing at the May Meeting of Council;**
- 2. Schedule of Council responsibilities for EoFY;**
- 3. Current Council Tenders; and**
- 4. 2021 Local Government Council election dates.**

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12.1. Campers at Baluria St Beach Access

Cr Vaughan raised the issue of visitors currently camping at the Baluria Road Beach access. CEO advised that Council staff had met with the visitors and requested that the carpark be vacated to enable day-users access to the beach. CEO also advised that new signs are being prepared that will hopefully deter campers from settling-in and enable greater confidence for regulatory officers to act.

13. QUESTIONS FROM THE PUBLIC WITH NOTICE

14. PETITIONS/DEPUTATIONS

15. 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.

Other events also mentioned:

- Makers and Creators Mothers Day Market on Saturday 1 May at Council Grounds.
- Memorial for Dave Elliot on Sunday 2 May at the Cox Club.

16. LATE ITEMS AND GENERAL BUSINESS

16.1 Katherine to Darwin Cycling Challenge 25-27 June 2021

The Cycling Fundraising Event starts at Knott's Crossing Resort in Katherine on 25 June 2021 and finishes at the Wagait Beach Supermarket on 27 June 2021.

16.2 Term investments in CBA

The CEO advised that a matured investment of \$100,000 requires reinvesting and requested for Council to endorse an additional amount of \$400,000 currently on call be added to the reinvestment.

Resolution No. 2021/064

That Council invest \$500,000.00 for 6 months at 0.24%

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

16. IN-CAMERA ITEMS

Resolution No. 2021/065

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: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

At 8.08 pm Council closed the meeting to the general public.

Resolution No. 2021/066

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 8:20 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 18 May 2021 in the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8:21 pm.