



# **WAGAIT SHIRE COUNCIL**

## **SPECIAL MEETING MINUTES COUNCIL CHAMBERS**

**LOT 62, WAGAIT TOWER ROAD  
7:30PM THURSDAY 16 September 2021**

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## **1. OPENING OF MEETING**

Councillors: Cr Michael Vaughan  
Cr Neil White  
Cr Noeletta McKenzie  
Cr Peter Clee  
Cr Tom Dyer

Staff: Chief Executive Officer, Renita Glencross

### **1.1. Address by CEO**

The CEO advises that the special meeting of council is called for the induction of new elected members and will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

### **1.2. Apologies and Leave of Absence - Nil**

## **2. DECLARATION OF INTERESTS**

Under section 110 of the Local Government Act, elected members must make an annual return of interests within 60 days of the council member's election and no later than 30 September each year for the duration of their membership. The CEO will introduce the elected members to the new form for the annual declaration of interests, which needs to be completed and returned to the CEO by 15 October 2021.

The declaration of interests is also a permanent agenda item at each meeting of council and relates to items in the agenda that may require members to note at the beginning of the meeting.

## **3. CONFIRMATION OF MINUTES**

Minutes of previous meeting Wednesday 18 August 2021 will be tabled at the next ordinary meeting of Council on Tuesday 21 September 2021.

## **4. COUNCILLOR INDUCTION**

The CEO introduced the elected members to the structure of council, council's facilities and council staff, including an overview of staff roles, delegations and protocols for interaction between councillors and staff.

The CEO provided information regarding council meeting procedure and attendance, and councillor allowances and how these can be claimed.

The CEO also provided a brief overview of the council's strategic projects, long-term plan and current financial position, which will be further discussed at the ordinary meeting next week.

The formal induction will also include information provided by the Department of Chief Minister and Cabinet on elected member roles and responsibilities.

## 5. AGENDA ITEMS

### 5.1. Councillors' Code of Conduct

The Code of Conduct will be read by the CEO as it appears under section 119 of *the Act*, for council to re-adopt.

**Resolution No. 2021/144**  
**That the Council resolve to adopt the Code of Conduct.**  
**Moved: Cr Peter Clee**  
**Seconded: Cr Tom Dyer**  
**Vote: AIF**

### 5.2. Election of President

Under section 61(2) of *the Act*, council must at the first meeting after an election appoint a principal member. The CEO called for nominations and only one was received: NEIL WHITE.

**Resolution No. 2021/145**  
**That the Council resolve to appoint Neil White to the position of principal member of Wagait Shire Council, known as the President.**  
**Moved: Cr Tom Dyer**  
**Seconded: Cr Peter Clee**  
**Vote: AIF**

### 5.3. Election of Vice-President

Under section 61(3) of the Act, council may at the first meeting after an election appoint a deputy member. The CEO called for nominations and only one was received: TOM DYER.

**Resolution No. 2021/146**  
**That the Council resolve to appoint Tom Dyer to the position of deputy principal member of Wagait Shire Council, known as the Vice-President.**  
**Moved: Cr Michael Vaughan**  
**Seconded: Cr Peter Clee**  
**Vote: AIF**

**The CEO handed the meeting over to the elected Chair/President Neil White.**

### 5.4. Schedule of Meetings for the Term of Council

Under section 90(3)(b) of *the Act*, council must at the first meeting after an election set the schedule for the holding of ordinary meetings for the term of Council.

**Resolution No. 2021/147**

**That the Council resolves to set the schedule for holding the ordinary meetings of council on the third Tuesday of every month.**

**Moved: President Neil White**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**

**5.5. Casting Vote of President/Chair**

Under section 95(6)(a) of *the Act*, council must at the first meeting after an election adopt policy by resolution allowing the President/Chair to exercise a casting vote. Wagait Shire Council P03 Casting Vote of Chair is attached for your consideration and endorsement.

**Resolution No. 2021/148**

**That the Council resolves to adopt P03 Casting Vote of Chair, allowing the President/Chair to exercise a casting vote.**

**Moved: Cr Peter Clee**

**Seconded: Cr Tom Dyer**

**Vote: AIF**

**5.6. Nominations to the Council Audit Committee**

Per section 86 of *the Act*, council is required to establish and maintain an Audit Committee and by resolution, appoint persons to the Committee. The Terms of Reference for the Audit Committee are set out in P29 (4); The Committee will comprise five (5) members, including two (2) Councillors.

Nominations for the Audit Committee:

1. President Neil White
2. Cr Michael Vaughan

**Resolution No. 2021/149**

**That Council support the nominations of President Neil White and Cr Michael Vaughan to the Council Audit Committee.**

**Moved: Cr Peter Clee**

**Seconded: Cr Tom Dyer**

**Vote: AIF**

**5.7. Nominations to the Emergency Management Committee**

Per section 86 of *the Act*, council can establish and maintain an Emergency Management Committee and by resolution, appoint persons to the Committee. The Terms of Reference for the Emergency Management Committee are set out in P25 (4); The Committee will comprise five (5) members, including two (2) Councillors.

Nominations for the Emergency Management Committee:

1. Noeletta McKenzie
2. Neil White

**Resolution No. 2021/150**

**That Council support the nominations of Cr Noeletta McKenzie and President Neil White to the Emergency Management Committee.**

**Moved: President Neil White**

**Seconded: Cr Peter Clee**

**Vote: AIF**

**6. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE**

**7. QUESTIONS FROM THE PUBLIC WITH NOTICE**

Council will defer any questions from the public with notice to the next ordinary meeting of council on Tuesday 21 September 2021.

**8. PETITIONS/DEPUTATIONS**

Council will defer any petitions or deputations to the next ordinary meeting of council.

**9. UPCOMING EVENTS**

**9.1. LGANT Elected Member Symposium, 5-6 October 2021**

LGANT is hosting an Elected Members' Symposium on 5-6 October 2021 in Darwin for newly elected and more experienced council members. Held over two days, the symposium includes information sessions on a range of topics relevant to new and existing elected members.

**9.2. LGANT AGM, GM and Conference, 3-5 November 2021**

LGANT is holding the 2021 AGM and conference in Alice Springs. The Council President and CEO usually attend the meetings and there is an allowance in the approved budget to meet these costs.

**10. IN-CAMERA ITEMS – NIL**

**11. DATE OF NEXT MEETING**

The next ordinary Council Meeting is to be held on Tuesday 21 September 2021 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

**12. CLOSE OF MEETING**

The Chair declared the meeting closed at 8:17pm.