



WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 16 NOVEMBER 2021**

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

Date: **Tuesday, 16 November 2021**

Time: **7.00pm**

Location: Council Chambers, 142 Wagait Tower Road, Wagait Beach

Conditions: Public are welcome to attend however are required to contact Council by **10am Tuesday 9 November 2021** if attending so that arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if required.

Renita Glencross
Chief Executive Officer

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1. OPENING OF MEETING

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

Staff: Chief Executive Officer, Renita Glencross
Policy Officer, Fiona Carter

1.1. Address by Chair and President

The President advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

1.2. Apologies and Leave of Absence

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

2. DECLARATION OF INTERESTS

The President asks councillors if they have read the agenda papers and wish to declare any conflicts.

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Tuesday 19 October 2021

<p>Resolution No. 2021/ That the Minutes of the Ordinary Meeting of Tuesday 19 October 2021 be confirmed by Council as a true and correct record. Moved: Seconded: Vote:</p>

3.2. Matters arising from Minutes of Council Meeting Tuesday 19 October 2021

4. GUESTS – Rowan Riley, Office of Water Security

Rowan Reilly, Director of the Office of Water Security is here to brief and discuss with Council Members the recently released NT Strategic Water Plan Directions Paper and any key water security issues from a Wagait Council perspective.

**Resolution No. 2021/
That Council thank Rowan Reilly for his brief on the recently released NT Strategic Water Plan Directions Paper.
Moved:
Seconded:
Vote:**

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 16 October to 12 November 2021.

5.1 Inwards Correspondence

Date	From	About	
18/10/2021	LGANT	First national mental health plan for emergency services workers: 2021-2025	email
18/10/2021	LGANT	Are elected members "workers" under CHO Direction?	email
18/10/2021	TR Telecom	3 x Sim Cards - Satellite phones for Cyclone season	email
20/10/2021	Nexia Edwards	2021 Audit Completion letter	email
20/10/2021	NatO Ceremonies	Australia Day 2022 - Citizenship ceremony on Australia Day	email
21/10/2021	Nexia Edwards	2021 R2R Audit Report	email
28/10/2021	LGANT	Call for Nominations - NT Water Safety Advisory Council	email
28/10/2021	Dept of I T R D & C	LRCI Program Phase 3 Grant Agreement	email
28/10/2021	Nexia Edwards	Wagait Shire Sports & Rec Audited Financials	email
29/10/2021	Office of Water Security - DEPWS	Consultation with Wagait Council to discuss the recently released NT Strategic Water Plan Directions Paper	email
1/11/2021	Nexia Edwards	Sports and Rec Audited Financials	email
1/11/2021	Nexia Edwards	Sports and Rec Grant acquittal audit report.	email
1/11/2021	Nexia Edwards	Remote Sports Program Reports	email
5/11/2021	Deputy Electoral Commissioner	Local Government Elections 2021 - non voter information	email
5/11/2021	Office of ICAC (NT)	Correspondence from Mr Michael Riches, ICAC - Draft mandatory reporting directions	email
8/11/2021	Office of Youth Affairs	Youth Vibe Holiday Grant - Funding Agreement - December 21/January 21	email
8/11/2021	Sealink	Maintenance to Milady track	email
8/11/2021	Heritage Branch	Milady track and site maintenance	email
8/11/2021	Litchfield Council	LG2020 Strategy Draft	email
8/11/2021	CMC-DLGRD	Letter – elected member allowances	email
8/11/2021	ICAC	Correspondence from Mr Michael Riches - ICAC Draft mandatory reporting directions	email
8/11/2021	Senator McCarthy	Electoral Legislation Amendment (Voter Integrity) Bill 2021	email
8/11/2021	LGANT	Vaccination Policy Questions for council members	email
8/11/2021	Power Water	Continuity of Power and Waters suppliers - COVID 19	email
12/11/2021	NT Dept of TF	COVID-19 vaccination of workers letter	email

12/11/2021	NT Dept of Health	COVID-19 vaccination of workers letter	email
11/11/2021	CMC-DLGRD	LG 2030 Strategy draft	email

5.2. Outwards Correspondence

Date	To	About	
18/10/2021	Australia Day Council NT	Australia Day Community Grant application form	email
18/10/2021	Niraj Gurung, DIPL	Request from community for installation of CCTV cameras at the Mandorah Jetty Carpark.	email
18/10/2021	Nexia Edwards	R2R Audited Annual Report for approval	email
19/10/2021	Carers NT	Carers Report - due 29 October 2021.	email
19/10/2021	Ratepayers of Sache Street	Sachse Street drains and Crossovers - update regarding drain remediation and property crossovers.	email
19/10/2021	Nexia Edwards	Management Representation letter	email
20/10/2021	Nexia Edwards	Signed letter ad Statement for the R2R report.	email
20/10/2021	Local Government and Regional Development	Professional Development Dates for Councillors	email
21/10/2021	Roads to Recovery	2021 R2R Grant acquittal audit report	email
21/10/2021	Ian Manahan - Contractor	CHO Directions regarding Mandatory Vaccination	email
21/10/2021	Council Staff	CHO Directions regarding Mandatory Vaccination	email
1/11/2021	LRCI Program	Signed Phase 3 LRCI Grant Agreement	email
3/11/2021	Heritage Branch	Milady track and site maintenance	email
5/11/2021	DIPL	Letter - COVID-19 Vaccination contractors	email
5/11/2021	Office of ICAC	Response to Draft mandatory reporting directions and guidelines for public officers.	email
8/11/2021	Power Water	Continuity of Power and Waters suppliers - COVID 19 confirmation provided by CEO	email
8/11/2021	ICAC	CEO response to ICAC - Draft mandatory reporting directions	email
10/11/2021	NT Grants Commission	Annual Return of Local Government Information completed and submitted to NT Grants	email
11/11/2021	Crown Land Estate	Occupation License No. 3953 over Section 240(A)	email
11/11/2021	Power Water	Imaluk Spring Station upgrades	email
12/11/2021	NT Dept of Territory Families	COVID-19 vaccination of workers – signed confirmation	email
12/11/2021	NT Dept of Health	COVID-19 vaccination of workers – signed confirmation	email

Resolution No. 2021/

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

Moved:

Seconded:

Vote:

6. COUNCILLORS REPORTS

6.1 President's Report

Hello and welcome to the November Wagait Council meeting. A great deal of activity in the past month including a meeting with the Crown Lands Unit and NRETAS regarding the RUA.

The CEO and I travelled to Alice Springs for 3 days to attend the LGANT AGM and conference which was interrupted by the Covid lockdowns in Katherine and Darwin, but nonetheless a great opportunity to meet with senior staff and mayors from other jurisdictions and discuss our common issues. We also had a very insightful excursion to the Alice Springs Rediscovery Centre, arranged by our own CEO and the CEO of Alice Springs and attended by Litchfield, Coomalie and Barkly CEOs and Mayors. It gave us all an appreciation of what a well-organised and well-run waste and recycling station can look like and is definitely something to aspire to here through our new strategy.

This week I also participated in another amazing experience as an official guest of the Palmerston Town Council for their Citizenship Ceremony at the Palmerston Sports Centre, where some 35 citizens officially became Australian.

Meetings Attended:

Date	Meeting
Tuesday 19 October	LGANT Zoom meeting re mandatory vaccination
	Wagait Shire Council meeting
Thursday 21 October	CEO Catch up
Friday 29 October	CEO Catch up
Tuesday - Friday 2- 5 November	Meetings and conference LGANT AGM (Alice Springs)
Tuesday 9 November	ABC Radio interview (Head Honcho Hoedown)
Wednesday 10 November	Attended Citizenship ceremony at Palmerston Town Council
Thursday 11 November	Remembrance Day Ceremony at Wagait Council Cenotaph
	CEO catch up
Saturday 13 November	Biannual Community Consultation

Neil White

President Wagait Shire Council

November 2021

Resolution No. 2021/

That Council receives and notes President Neil White's report for the period 16 October to 12 November 2021.

Moved:

Seconded:

Vote:

7. OFFICERS REPORTS

7.1. Chief Executive Officer's Report for the period 16 October to 12 November 2021.

Staff, HR & Training	<ul style="list-style-type: none"> • Staff Leave Taken RG - 0 ; PW - 0 ; RT - WC ongoing; FC - 0 • Staff Leave Requested ; PW (10 Dec-14 Jan) • Staff Leave Approved ; RG (20-28 Nov) • Staff Toolbox meetings x4 • CEO and Governance Officer attended data management workshop at RDANT ; 20 Oct • WALGA+IR consultant assisting with staff issues + WC claim ongoing to Dec/21 • Staff meeting & correspondence regarding CHO directions ; 21 Oct, 26 Oct, 28 Oct, 2 Nov, 9 Nov, 10 Nov, 11 Nov, 12 Nov • Recruitment for Finance Officer position ; applications closed 12 Nov
WHS	<p>No reportable WHS incidents</p> <p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • CHO Direction 55 actioned, staff emailed 21 Oct advice to comply or risk disciplinary action including dismissal • Special cleaning of jetty handrails and bins was continued • All Council facilities have current COVID Operation Plans • Cyclone shelter has been issued a QR code
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President x3 weekly catchups • Buildup Skate Program planning for youth workshops 2022 ; 19 Oct, • Tourism NT Darwin Destination Management Plan meetings ; 19 Oct, 9 Nov • LGANT CHO 55 meeting ; 19 Oct • Waste & Recycling Strategy start up meeting with consultant ; 21 Oct • CMC/NIAA/LG Regional meeting ; 25 Oct • TOPROC planning meeting ; 25 Oct • NT Cyclone Managers meeting ; 26 Oct • WSC Procurement Panel ; 26 Oct • WSC Cyclone Shelter team meeting ; 27 Oct • Veolia planning for pre-cyclone hard waste collection & bin replacement ; 9 Nov • Belyuen & Coomalie CEO catchup ; 27 Oct • Civil contractors for roadworks Forsythe, Sasche, Cox ; 1 Nov, 9 Nov • Animal Management issues & reporting ; Nil • DLGRD (CMC) LG 2030 Cross Government Workshop ; • DIPL Assets Management contract for Mandorah Jetty maintenance ; 1 Nov • LGANT AGM and Conference in Alice Springs ; 2-5 Nov • Seniors' fitness sessions with Encore Pilates ; 5 Nov, 9 Nov • NT WorkSafe/JLT/GIO insurance WC claims; 8 Nov • DIPL Crown Lands Office regarding occupational licences ; 11 Nov • Power Water Imaluk Spring Upgrades ; 11 Nov <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident crossover preparations Sachse, Brisbane, Massey ; CEO email 18 Oct • Resident interest in support for business development ; 29 Oct • Resident vending machine arrangements ; 8 Nov • Resident concerns over hole appearing on property ; 8-10 Nov • Support to Kids Halloweén disco ; 30 Oct

Actions	<p><u>Grants/Tenders</u></p> <ul style="list-style-type: none"> • Alcohol & Drug program ; Wagait Youth Leadership Program (\$20k) pending • Australia Day 2022 event funding (\$2k) pending • Territory Day grant variation arrangements (\$1.2k) • International Men’s Day event funding application submitted (\$0.5k) pending • International Women’s Day event funding application submitted (\$3k) pending • DCMC Waste and Resource Management (WaRM) #2 (\$75k) TBC • DCMC Immediate Priority Grants TBC • Wagait Community Grants Fund acquittals for 2021 and preparation for 2022 grants <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • R2R – Cox Drive causeway (\$125k) – awarded to Krisco Contracting • DLGCD (CMC) PIF - Clop Park culverts, carparks & green-waste track upgrades (\$125k) - awarded to Krisco Contracting • LCRI phases 1,2 & 3 - Signage, drainage & verge remediation, pump track (\$100k) • DLGRD (CMC) WaRM - Strategic business plan for recycling/transfer station (\$25k) • DLGRD (CMC) WaRM - Asset renewal (\$50k) <p><u>Reporting</u></p> <ul style="list-style-type: none"> • Liaison with accountant & auditors with preparation of EoFY financial reporting • Publishing of 2020-21 Annual Report and Audited Financial Statements • Territory Families Remote Sport Program 2020-21 reports finalised • Roads to Recovery (R2R) 2020-21 annual reports finalised • Local Road and Community Infrastructure (LCRI) 2020-21 annual reports finalised • NT CMC Local Government Operational Funds 2020-21 annual reports finalised • NT FAA Roads and Operational 2020-21 annual reports finalised <p><u>Governance</u></p> <ul style="list-style-type: none"> • Ongoing maintenance and review of WSC policies and registers for LG Act alignment • Preparation of agenda and minutes for WSC Meetings in November • Preparation of minutes from WSC Audit Committee Meeting 12 Oct <p><u>Operational</u></p> <ul style="list-style-type: none"> • Youth Leadership/Internship Program development • Waste & Recycling Strategy development • Planning for Community Consultation meeting (13 Nov) • Communications strategy development • Planning for Community Centre veranda upgrades • Planning for Verge Audit <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletter (November) • Community Updates : Covid Lock-in, <p><u>Meetings and Events</u></p> <ul style="list-style-type: none"> • LGANT AGM, GM and forum Alice Springs ; 4-5 Nov • Remembrance Day ceremony ; 11 Nov • Council Family BBQ and Kids Christmas Disco ; 17 Dec • Council and Volunteers Christmas Party ; 21 Dec • Council Seniors Christmas Luncheon ; 22 Dec
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7.2. Works Managers Report for the period 16 October to 12 November 2021.

Staff/HR	<ul style="list-style-type: none"> • Leave - GZ (RDO x2, PL x5); RR (RDO x1, PL x1) • Ongoing work planning for casual staff
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 4 • Staff meeting regarding CHO directions ; 26 Oct, 9 Nov
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 12 • Water Samples x 23 • Imaluk water compound maintenance (weed control, mow and snip) <p><u>Jetty Maintenance + COVID-19 (contract works for DIPL)</u></p> <ul style="list-style-type: none"> • Jetty Wash x 11 • Jetty Handrails and bins sanitised (COVID) x 52 • Jetty Carpark verge maintenance (weed control, mow and snip) • Jetty landing barnacle removal • Boat ramp algae removal <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 6 + 1 burn • Council bins in, out & cleaned weekly x 40 • Hard-waste bins packing and changeover x 6 • Assistance with fridge gas recycling and steel bin <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3
	<p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Verge mowing and weed control program throughout estate • Cox Drive causeway and crossover drain interim repairs • Road audit digital documentation • Follow up drainage easements on Erickson, Harney and Cox • Preparation for vehicular crossover repairs on Sasche and Brisbane <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> • Cloppenburg Park irrigation monitoring daily/monthly reporting • Preparation for plumbing of 2 x new water-tanks • Preparation for new drinking fountains at Community Centre & Cloppenburg Park • Preparation for Community Centre veranda upgrade (paint, vending machine install) <p><u>Repairs and Maintenance Plant/Vehicles</u></p> <ul style="list-style-type: none"> • Registration checks pending for tractor, trailer and quad-bike

Council Sports and Recreation Officer is on a period of extended workplace leave and any relevant information will be provided through the CEO.

**Resolution No. 2021/
That Council receives and accepts the Officers Reports for the period to 16 October to 12 November 2021.
Moved:
Seconded:
Vote:**

8. ACTION SHEET for the period 16 October to 12 November 2021.

Item	Res No	Resolution	Meeting Date	Status
1		Water Compound Masterplan	14/05/2021	CEO 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 transition will be made in the planning documents.
			10/06/2021	PW Civil engineers have been on site measuring for upgrades.
			12/11/2021	Update provided by PW on 11 Nov including drawings, no timeline on project commencement.
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
			12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues.
			12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
			20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
			14/05/2021	Next steps: Seek quotes for road remediation, surveying and signage to support funding applications.
			10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.
			20/07/2021	NTRRF submission was again unsuccessful however NTES have been advised to work with us to create an LEP. CEO to follow up meeting with NTES and Emergency Management Committee meeting in September. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. New locks put onto Imaluk Beach RUA access. Further meeting dates TBA.

			13/08/2021	Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired with new chain and padlock. CEO to work with President on approach and discuss with CLE & DEPWS after elections.
			15/10/2021	Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
			12/11/2021	CLE has confirmed 5 yr occupational lease for Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.
3	2020/140	Waste Management Strategy and Fees Modelling	15/09/2020	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 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 per rates snapshot for 2020-21 rates notice.
			15/01/2021	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 underway which will include options for cost-sharing with Belyuen ACC.
			12/02/2021	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.
			12/03/2021	Refer Agenda Item 10.2 - Draft Waste Management Strategy
			20/04/2021	Refer Agenda Item 10.3 - Community Meeting Forward Planning Discussion Paper presented at the Community Meeting on 24 April and available on website for comment and feedback until Friday 7 May. Additional funding in 2021-22 proposed by DLGCD to facilitate strategic waste initiatives that align with the national waste strategy.
			14/05/2021	Refer Agenda Item 10.3 - Proposed Fees and Charges for 2021-22 Council requested CEO to publish for community feedback and bring back to next meeting.
			10/06/2021	Refer Agenda Item 10.1 - Proposed Fees and Charges for 2021-22. Council resolved to not adopt new modelling this year and be reviewed again in 2022 budget considerations.
			20/07/2021	CEO to hold final consultation on strategies for 2021-22 waste management & recycling with operational staff on Tues 27 July. A progress update will be provided to council at October meeting.
			16/08/2021	Procurement for consultant to develop long term waste management and recycling business case commences in late September.
			15/10/2021	Consultant has been contracted and start-up meetings to take place in late October. Meetings with stakeholders including government agencies, community groups and individuals will commence in November. Final strategy document available Jan 2022 for discussion as tri-partite project with NTG, Aus Gov and Councils.

4	Wagait Health Service and Clinic	15/09/2020	Council requested CEO to confirm opening hours for Wagait Clinic and seek potential opportunities for alternative regular service provider.
		15/10/2020	Meeting 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. A flyer has been received from Top End Health for printing and distribution.
		12/02/2021	CEO has secured solution for 'Community Wifi' internet provision with NBN to support tele-health arrangements with local patients.
		12/03/2021	NT Breast-screen will be providing services to the community on 27 & 28 April.
		20/04/2021	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 with 1B COVID vaccine rollout, to be raised at Community meeting 24 April as awareness for overarching health issue.
		14/05/2021	Community Wifi network is operational, Belyuen Health Service has been informed.
		10/06/2021	Council letter to new CEO NT Health from Council requesting a meeting to discuss local issues. EoI call out for nominees to new Regional Community Engagement Group.
		16/09/2021	Propose to convene meeting with Aged Care to discuss & develop new approach for using health centre as a community care meeting place with medical facilities, in line with new NTG Seniors Strategy and WB increasing aged population. Carers NT event scheduled for 13 October 2021. DoH Remote Health Unit COVID-clinic at the community Health Centre on Tuesday 28 September.
		15/10/2021	DoH Remote Health Unit has been conducting regular weekly COVID-vax-clinic at the community Health Centre to continue as long as required. Successful carer's event 13 October.

**Resolution No. 2021/
That Council receives and notes the Action Sheet for the period 16 October to 12 November 2021.
Moved:
Seconded:
Vote:**

9. FINANCIAL REPORTS

9.1. October 2021 Reports Attached

- Cash Flow Statement
- Special Purpose Grants Report
- Balance Sheet including Financial Report and Notes
- Accrual Income and Expenditure Report
- Income and Expenditure Statement - Template

9.2. Supplier Payment History

Date	Supplier	Particulars	NT Supplier	Interstate/O'Seas
CHEQUE ACCOUNT				
07-Oct-21	Payment: Fleet care	Lease of vehicle		1,832.20
14-Oct-21	Payment: One Music Australia	Royalties	88.22	
14-Oct-21	Payment: Pritchard Francis Consulting Pty Ltd	Hard waste shelter	1,056.00	-
14-Oct-21	Payment: Michele Hughes	Accounting	924.00	
14-Oct-21	Payment: Central Business Equipment	Photocopier charges	180.49	-
14-Oct-21	Payment: Ian Manahan	Water CEO house	150.00	
14-Oct-21	Payment: Nexia Edwards Marshall NT	Audit fees	1,127.30	
14-Oct-21	Payment: Giggline Geckos	Childrens activities 6th Oct	990.00	-
14-Oct-21	Payment: Paula Moggs	Bead workshop & materials	150.00	-
14-Oct-21	Payment: Wagait Beach Supermarket	Various	517.37	-
14-Oct-21	Payment: I.R. 2000	Consultancy Services		280.50
14-Oct-21	Payment: Encore Pilates & Wellness	Pilates & fitness classes	418.00	-
26-Oct-21	Central Business Equipment	Photocopier rental	174.41	-
27-Oct-21	Payment: Gary Zikan	Rugby donation	250.00	-
27-Oct-21	Payment: Colleen Fergusson	Catering counsellor meetings	90.00	-
27-Oct-21	Payment: HMEC	Service generator		2,676.44
27-Oct-21	Payment: L.G.A.N.T.	Elected members dinner	220.00	-
27-Oct-21	Payment: Northern Territory Rugby	Donation for Tomasi Eaton to attend QLD	250.00	-
28-Oct-21	Payment: Tropics Consultancy Group	Consultancy - Waste strategy	13,689.50	-
28-Oct-21	Payment: Wagait Beach Supermarket	Various	532.33	-
28-Oct-21	Payment: Optus	Phones		232.20
28-Oct-21	Payment: Jacana Energy	Electricity	1,213.95	-
28-Oct-21	Payment: Power Water	water card charges	82.14	-
28-Oct-21	Payment: Ian Manahan	Water CEO house	150.00	

28-Oct-21	Payment: Pamela Wanrooy Exp Claim	Australia Day balloons	3.25	
28-Oct-21	Payment: Veolia Environmental Services	Waste & rubbish collections	10,416.77	
28-Oct-21	Payment: APM Advanced Property Maintenance	Degas fridges & air cons in hard-waste	1,120.00	
CREDIT CARD ACCOUNT				
01-Oct-21	Sealink Ferries	ferry ticket	102.90	
04-Oct-21	Xero	XERO subscription		100.00
04-Oct-21	Woolworths	Youth Vibe	9.65	
04-Oct-21	NT Keys	keys	19.90	
04-Oct-21	Officeworks	stationery	237.74	
04-Oct-21	Berry Springs Home Hardware	poly elbow	10.35	
04-Oct-21	Berry Springs Home Hardware	poly pipe fittings	95.30	
05-Oct-21	Sealink Ferries	ferry ticket	27.30	
06-Oct-21	Qantas	Darwin ASP return LGANT Meeting		728.88
06-Oct-21	Qantas	Darwin ASP return LGANT Meeting		728.88
06-Oct-21	City of Darwin	Parking	20.00	
06-Oct-21	Sealink Ferries	ferry ticket	102.90	
06-Oct-21	Spot Trace	GPS Tracking Works Ute		257.24
06-Oct-21	Sealink Ferries	Neil Ferry ticket to attend meeting	27.30	
07-Oct-21	Double Tree Hilton	parking	7.50	
07-Oct-21	Double Tree Hilton	parking	7.50	
07-Oct-21	Microsoft	Software subscription		94.60
07-Oct-21	Cabfare	Neil Taxi to attend meeting	11.03	
08-Oct-21	Microsoft	Software subscription		83.49
08-Oct-21	Qantas	Seat upgrade for Neil		30.00
11-Oct-21	Officeworks	Notebook for Jetty Contract	587.00	
11-Oct-21	Coles Supermarkets	Food for Carers NT	82.30	
11-Oct-21	Coles Supermarkets	Carers NT food	43.13	
11-Oct-21	Cabfare	Neil Taxi to attend meeting	12.59	
14-Oct-21	Happy Gardens	Meeting meals	54.60	
15-Oct-21	United Petroleum	CEO fuel	87.51	
18-Oct-21	Adobe Systems Incorporated	Software subscription		29.99
20-Oct-21	City of Darwin	parking	20.00	
22-Oct-21	JB Hi Fi	Video conference camera	119.00	
27-Oct-21	NT News	advertising E Chin	334.00	
27-Oct-21	NT News	Advertising Shire Plan	322.00	
29-Oct-21	Bunnings	Cyclone shelter items	121.76	
29-Oct-21	Woolworths	Cyclone Shelter kit	44.30	

9.3. Councillor Allowances

The total payment to Councillors from 1 July 2021 to 31 October 2021 is \$2,166.19.

Resolution No. 2021/.....
That Council receives and accepts the Financial Reports for the month of October 2021.
Moved:
Seconded:
Vote:

10. AGENDA ITEMS

10.1. December Council Meeting

It is proposed that the December 2021 Ordinary Council meeting scheduled for Tuesday 21 December 2021 is postponed. The next scheduled Ordinary Council meeting will be Tuesday 18 January 2022.

Resolution No. 2021/
That the Ordinary Council meeting scheduled for Tuesday 21 December 2021 is postponed.
Moved:
Seconded:
Vote:

10.2. Engagement of Auditors

In September 2019 Council engaged Nexia Edwards for the purpose of auditing and delivering financial statements for Wagait Shire Council for 3 financial years ending 2021.

Expression of Interests are to be sought from qualified and experienced audit firms to delivery auditing services for the next 3 financial years ending 30 June 2024.

Resolution No. 2021/
That Council advertise for Expression of Interest from qualified and experienced audit forms to deliver audit services for the next 3 financial years ending 30 June 2024.
Moved:
Seconded:
Vote:

10.3. NT Water Safety Advisory Council – Call for Nominations

LGANT is calling for nominations to represent LGANT on the NT Water Safety Advisory Council (NTWSAC). Members of the council are ministerially appointed and comprise of stakeholders who hold an interest in water safety.

NTWSAC meets four time a year for two hours each time. All the meetings are 9.00am to 11.00am and are held at the Royal Life Saving NT Branch office, 77 Ross Smith Avenue, Parap.

Resolution No. 2021/

That be nominated to represent LGANT on the NT Water Safety Advisory Council (NTWSAC).

Moved:

Seconded:

Vote:

10.4. NT Electoral Commission Non-Voter Information

The Northern Territory Election Commission have provided a report of the Local Government Council election held on 28 August 2021. A total of 49 electors failed to vote and can be fined \$25 each. Council's position must be provided to the NTEC by 19 November.

Resolution No. 2021/

That Council note the information provided by the NT Electoral Commission and agree to impose fines on the 49 electors that failed to vote.

Moved:

Seconded:

Vote:

10.5. Youth Leadership Program

Please see Business Paper attached, which outlines the Youth Leadership Program to commence in 2022, pending funding outcomes.

Resolution No. 2021/

That Council note the proposed Youth Leadership Program commencing 2022.

Moved:

Seconded:

Vote:

10.6. Waste and Resource Management (WaRM) #2 – Project Endorsement

Please see Business Paper attached, with proposal for use of the funds provided by the second Waste and Resource Management fund offer from Department of Chief Minister and Cabinet.

Resolution No. 2021/

That Council agree to endorse the project proposal as prepared by the CEO for funds provided by the second Waste and Resource Management fund.

Moved:

Seconded:

Vote:

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12. QUESTIONS FROM THE PUBLIC WITH NOTICE

13. PETITIONS/DEPUTATIONS

14. UPCOMING EVENTS

14.1. Biannual Community Consultation Meeting – Saturday 13 November 2021

The next Biannual Community Consultation Meeting is scheduled for Saturday 13 December 2021 in the Community Centre from 10am to 12pm.

14.2. International Men’s Day – Friday 19 November 2021

14.3. Australia Day Nominations – close 8 December 2021

Nominations for Citizen of the Year, Senior of the Year, Young person of the Year and Community Group/Activity of the Year opened on Monday **1 November 2021** and will close on Wednesday **8 December 2021**. A Special Council Meeting will be held on **Thursday 9 December 2021** to discuss the nominations for the Australia Day 2022 awards.

14.4. Kids Christmas Disco and Family BBQ – Friday 17 December 2021

The Kids Christmas Disco and Family BBQ will be on Friday 17 December 2021 at Cloppenburg Park from 6.00pm to 10.00pm. Council provide an early BBQ for families and has booked Kev’s Disco and will arrange prizes and presents for the kids as well.

14.5. Council Christmas Party for Staff and Volunteers – Tuesday 21 December 2021

14.6. Seniors Christmas Luncheon – Wednesday 22 December 2021

14.7. Office Closure

Council Office will be closed for the Christmas and New Year holiday period from Friday 24 December 2021 and reopen on Tuesday 4 January 2022.

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 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;

- 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 99(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 16 November 2021 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at pm.

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the year ended 30 June 2022

	2022	2021
Operating Activities		
Receipts from customers	839,577.91	956,815.54
Payments to suppliers and employees	(532,149.03)	(1,043,296.73)
Cash receipts from other operating activities	173,786.41	195,983.77
Net Cash Flows from Operating Activities	481,215.29	109,502.58
Investing Activities		
Other cash items from investing activities	(72,027.07)	927,187.71
Net Cash Flows from Investing Activities	(72,027.07)	927,187.71
Financing Activities		
Other cash items from financing activities	(309,886.22)	(803,815.18)
Net Cash Flows from Financing Activities	(309,886.22)	(803,815.18)
Net Cash Flows	99,302.00	232,875.11
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	1,768,806.58	1,535,931.47
Net change in cash for period	99,302.00	232,875.11
Cash and cash equivalents at end of period	1,868,108.58	1,768,806.58

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the month ended 30 November 2021

NOV 2021

Operating Activities

Receipts from customers	300,953.43
Payments to suppliers and employees	(21,924.67)
Net Cash Flows from Operating Activities	279,028.76

Investing Activities

Other cash items from investing activities	5,776.58
Net Cash Flows from Investing Activities	5,776.58

Financing Activities

Other cash items from financing activities	(300,028.37)
Net Cash Flows from Financing Activities	(300,028.37)

Net Cash Flows	(15,223.03)
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Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	1,883,331.61
Net change in cash for period	(15,223.03)
Cash and cash equivalents at end of period	1,868,108.58

Wagait Shire Council

SPECIAL PURPOSE GRANTS UNEXPENDED as at 31st OCTOBER 2021

Funding Body	Project Name	Grants Current	Grants Brought forward	Total Grants	Current Expenditure 2021	Total Expenditure	Balance	Notes
Federal Gov	R2R Roads Grant		125,285.90	125,285.90	0.00	0.00	125,285.90	Cox drive causeway
Dept of Housing & Community Dev	Dog Pound		124.06	124.06	124.06	124.06	0.00	Completed and acquitted
Dept of Housing & Community Dev	Water Tank 5000 litre		4,038.82	4,038.82	3,118.18	3,118.18	920.64	Remainder to be used for plumbing tanks
Dept of the Chief Minister & Cabinet	PIF Funding		99,702.90	99,702.90	0.00	0.00	99,702.90	Forsyth road and culvert remediation
Federal Gov	LCRI	10,046.00		10,046.00	0.00	0.00	10,046.00	Drain and property crossover remediation
Dept of the Chief Minister & Cabinet	WaRM 21-22		75,000.00	75,000.00	24,890.00	24,890.00	50,110.00	Replace assets and consult fees for strategy
Federal Gov	BlackSpot Fund	140,000.00		140,000.00	127,272.73	127,272.73	12,727.27	Guardrails
Australia day Council	Territory Day	3,000.00		3,000.00	1,855.99	1,855.99	1,144.01	Variation requested
Dept of Sport & Rec	Youth Vibe 2021		2,000.00	2,000.00	1,225.16	1,225.16	774.84	Variation requested
Totals		153,046.00	306,151.68	459,197.68	158,486.12	158,486.12	300,711.56	

Total Special Purpose Grants

459,197.68

Grand Total

300,711.56

WAGAIT SHIRE COUNCIL
Balance Sheet as at 31 October 2021

WAGAIT SHIRE COUNCIL
Notes to the Balance Sheet

	31 Oct 2021	31 Oct 2020	Note
Assets			
Bank			
11101 - CBA Transaction Account	\$63,913.28	\$10,828.91	
11102 - CBA Online Saver	\$220,240.39	\$29,729.45	
11103 - Bendigo Investment Acc	\$500,000.00	\$500,000.00	1 (a)
11105 - CBA Fixed Term Deposits	\$1,100,000.00	\$1,150,000.00	1 (b)
Total Bank	\$1,884,153.67	\$1,690,558.36	

Current Assets			
11185 - Undeposited Funds working A/c	\$0.00	\$2,577.20	
11405 - Trade Debtors [11405]	\$700.00	\$13,015.00	2
11410 - Less Prov'n for Doubtful Debts	-\$12,115.00	-\$4,237.00	
11451 - Prepayments	\$0.00	\$7,397.00	
131105 - Rates in Advance	-\$356.89	\$0.00	
190 - Rates Control Account	\$115,907.18	\$119,060.14	3
192 - Rates Payment Control Account	\$74.40	\$0.00	
Total Current Assets	\$104,209.69	\$137,812.34	

Non-current Assets			
11500 - Right Use of Assets	\$54,294.00	\$0.00	
11501 - Leased Vehicle Accum Depreciation	-\$12,819.00	\$0.00	
13115 - Land at Cost	\$350,000.00	\$0.00	
13118 - Buildings at Cost	\$980,000.18	\$3,458,647.18	
13120 - Buildings Accum Dep	-\$12,213.18	-\$932,906.18	
13150 - Sports Ground at Cost	\$310,000.00	\$379,958.00	
13160 - Sports Ground Accum Dep	-\$7,707.00	-\$339,980.00	
13210 - Motor Vehicles at Cost	\$73,398.55	\$118,732.55	
13220 - Motor Vehicles Accum Dep	-\$63,640.00	-\$78,683.00	
13310 - Plant & Equipment at Cost	\$606,428.39	\$562,361.67	
13320 - Plant & Equipment Accum Dep	-\$409,250.00	-\$350,219.00	
13410 - Office Equip & Furn at Cost	\$177,345.92	\$175,930.46	
13420 - Office Equip Furn Accum Depn.	-\$175,207.00	-\$175,037.00	
13510 - Inf Roads & Paths at Cost	\$484,500.00	\$484,500.00	
13520 - Inf Roads & Path Accum Depn.	-\$472,573.00	-\$466,519.00	
Total Non-current Assets	\$1,882,557.86	\$2,836,785.68	

Total Assets **\$3,870,921.22** **\$4,665,156.38**

Liabilities

Current Liabilities			
21170 - CBA CC - Renita Glencross	\$822.06	\$178.70	
21200 - Trade Creditors	\$33,986.61	\$19,501.88	4
21310 - GST	-\$4,760.64	-\$4,182.67	
860 - Rounding	-\$0.02	-\$0.10	
Total Current Liabilities	\$30,048.01	\$15,497.81	

Non-Current Liabilities			
21420 - PAYG Withholding Payable	\$6,372.00	\$8,380.00	
21430 - Super Payable	\$3,367.07	\$2,875.78	
21710 - Provision for Annual Leave	\$4,500.32	\$39,517.00	
21720 - Provision for Long Service Leave	\$41,792.68	\$30,252.00	
21721 - Provision for Non Current Long Service Le:	\$7,455.00	\$4,641.00	5
23060 - Unexpended Grant Liability	\$300,711.56	\$301,865.78	
28000 - Lease Liabilities	\$45,984.00	\$0.00	
804 - Wages Payable - Payroll	\$272.45	\$0.00	
Total Non-Current Liabilities	\$460,455.08	\$387,531.56	

Total Liabilities **\$490,503.09** **\$403,029.37**

Net Assets **\$3,380,418.13** **\$4,262,127.01**

Equity

31100 - Asset Revaluation Reserve	\$991,467.27	\$1,870,024.27	
31400 - Asset Replcmnt and Maint Res	\$500,000.00	\$500,000.00	
37000 - Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03	
38000 - Retained Earnings	-\$89,775.07	-\$152,702.99	
Current Year Earnings	\$176,439.90	\$242,519.70	
Total Equity	\$3,380,418.13	\$4,262,127.01	
Total Equity	\$5,269,368.99	\$6,154,229.75	

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 2021)	5,028.82
Rates 21/22 over due	6,085.51
Rates 21/22 not over due yet	104,792.85
Total Rates Arrears	115,907.18

Note 3. Details of Trade Debtors

Debtors	Current	> 30 days > 60 days +	> 90 days
Trade Debtors	0.00	0.00	700.00

Note 4. Details of Trade Creditors

Creditors	Current	> 30 days > 60 days +	> 90 days
Trade Creditors	17,105.61	0.00	16,881.00

Note 5. Details of Unexpended Grants Liability

Unexpended Grants - Special Purpose	0.00
Total Unexpended Grants Liability	0.00

WAGAIT SHIRE COUNCIL
1 October 2021 to 31 October 2021
Income & Expenditure Statement Actual v Budget

	Oct Actual	YTD Actual	YTD Budget	YTD Variance	WHOLE YEAR BUDGET	NOTES
2021/22 Budget to be amended & approved						
Operating Income						
Contracts, Fees & Charges	\$2,547.38	\$36,878.26	\$54,458.00	-\$17,579.74	\$161,624.00	1 October & YTD lower than budget, mainly due to timing of contracts
Miscellaneous Income	\$359.51	\$693.09	\$3,332.00	-\$2,638.91	\$69,996.00	2 October & YTD lower than budget due to timing of maturities
Operating Grant Revenue	\$0.00	\$117,256.00	\$133,681.00	-\$16,425.00	\$294,894.00	3 October & YTD lower due to June FAA grants in prior financial year & delayed Sports & Rec funds
Rates Income	\$279.16	\$244,039.23	\$243,717.00	\$322.23	\$244,717.00	4 October & YTD almost on par with budget, see notes below on actuals received
Rental Income	\$363.64	\$2,091.38	\$3,068.00	-\$976.62	\$9,204.00	5 October & YTD slightly lower due to the CEO house being the main source of income
Waste Management Income	\$72.73	\$123,359.65	\$123,282.00	\$77.65	\$123,850.00	6 October & YTD on par with budget
Total Income	\$3,622.42	\$524,317.61	\$561,538.00	-\$37,220.39	\$904,285.00	
Less Operating Expenses						
Administration Expenses	\$14,235.90	\$106,968.92	\$64,212.00	\$42,756.92	\$115,900.00	7 October & YTD higher due to insurance & now including monthly depreciation costs
Contracts & Material Expenses	\$10.36	\$425.29	\$752.00	-\$326.71	\$2,250.00	8 October & YTD lower than budget mainly due to timing
Elected Member Expenses	\$411.40	\$1,482.34	\$3,976.00	-\$2,493.66	\$11,932.00	9 October & YTD lower than budget due to timing of professional development
Employment Expenses	\$38,742.27	\$160,359.60	\$144,984.00	\$15,375.60	\$435,864.00	10 Oct slightly higher than budget & YTD higher than budget, now also includes leave accruals
Projects & Activities - WSC Contributions	\$395.15	\$1,105.64	\$3,332.00	-\$2,226.36	\$9,000.00	11 Oct almost on par with budget, YTD lower due to timing of activities
Repairs & Maintenance	\$35.67	\$15,348.83	\$6,162.00	\$9,186.83	\$18,500.00	12 October lower, yet YTD higher due to R&M on roads, community centre & sports ground
Services	\$1,335.73	\$4,402.77	\$2,220.00	\$2,182.77	\$6,650.00	13 October & YTD higher due to increased water & sewerage & electricity costs
Vehicle & Plant Expenses	\$4,818.17	\$14,576.27	\$13,536.00	\$1,040.27	\$40,300.00	14 October & YTD slightly higher than budget
Waste Management Expenses	\$11,549.79	\$43,208.05	\$29,669.00	\$13,539.05	\$89,000.00	15 October & YTD higher due to costs R&M for hard waste compound & green waste compound costs
Total Operating Expenses	\$71,534.44	\$347,877.71	\$268,843.00	\$79,034.71	\$729,396.00	
Non-operating Income						
Special Purpose Grants	\$26,206.98	\$158,786.12	\$0.00	\$0.00	\$0.00	18 Net portion of grants received & expended. Refer to unexpended grants sheet
Total Non-operating Income	\$26,206.98	\$158,786.12	\$0.00	\$0.00	\$0.00	
Non-operating Expenses						
Special Purpose Grant Expenses	\$26,206.98	\$158,786.12	\$0.00	\$0.00	\$0.00	19 Net portion of grants received & expended. Refer to unexpended grants sheet
Total Non-operating Expenses	\$26,206.98	\$158,786.12	\$0.00	\$0.00	\$0.00	
Net Profit	-\$67,912.02	\$176,439.90	\$292,695.00	-\$116,255.10	\$174,889.00	
Total Rates incl waste invoiced	355,020.00					
Less current year outstanding	110,878.36					
Total Rates in received in Cash	244,141.64					