



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 19 APRIL 2022**

CONTENTS

1. OPENING OF MEETING	3
2. DECLARATION OF INTERESTS - Nil	3
3. CONFIRMATION OF MINUTES	3
4. GUESTS - Nil	3
5. INWARDS AND OUTWARDS CORRESPONDENCE.....	4
5.1 Inwards Correspondence.....	4
5.2. Outwards Correspondence.....	4
6. COUNCILLORS REPORTS	6
6.1 President’s Report	6
7. OFFICERS’ REPORTS	7
7.1. CEO Report for the period 14 March to 14 April 2022	7
7.2. Works Manager’s Report for the period 14 March to 14 April 2022	8
8. ACTION SHEET for the period 14 March to 14 April 2022	10
9. FINANCIAL REPORTS	14
9.1. March 2022 Reports Attached	14
9.2. March 2022 Supplier Payment History.....	14
9.3. Councillor Allowances	16
10. AGENDA ITEMS.....	16
10.1. Rates Assessment Record.....	16
10.2. Grants Funding Acquittal.....	17
10.3. Community Consultation - Draft Shire Plan and Budget.....	17
10.4. Council Policy Review	18
11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE.....	18
11.1. ALGA National General Assembly in June 2022	18
12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil	19
13. PETITIONS/DEPUTATIONS - Nil.....	19
14. UPCOMING EVENTS.....	19
14.4. Youth Week – Build-Up Skate Session #3 – Sunday 17 April.....	19
14.5. ANZAC Day – Wagait Cenotaph – Monday 25 April	19
15. LATE ITEMS AND GENERAL BUSINESS	19
15.1. Additional Policies – Discussed at 10.4.....	19
16. IN-CAMERA ITEMS	19
16.1. Community Grants Fund Panel Assessment.....	19
16.2. Appointment of Auditors.....	20
17. DATE OF NEXT MEETING	20
18. CLOSE OF MEETING	20

1. OPENING OF MEETING

Councillors: President Neil White
Cr Michael Vaughan
Cr Noeletta McKenzie (via teleconference)
Cr Peter Clee

Staff: CEO, Renita Glencross

Meeting opened at 7:06pm

1.1. Address by Chair and President

The President makes an acknowledgment of country and 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. 2022/062 That the apologies of Vice President Tom Dyer be accepted by council. Moved: Cr Peter Clee Seconded: Cr Michael Vaughan Vote: AIF</p>

2. DECLARATION OF INTERESTS - Nil

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 22 March 2022

<p>Resolution No. 2022/063 That the Minutes of the Ordinary Meeting of Tuesday 22 March 2022 be confirmed by Council as a true and correct record. Moved: Cr Michael Vaughan Seconded: President Neil White Vote: AIF</p>
--

3.2. Matters arising from Minutes of Council Meeting Tuesday 22 March 2022

4. GUESTS - Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 14 March to 14 April 2022.

5.1 Inwards Correspondence

11/03/2022	NTG Compliance	SPG Water tank acquittal	email
17/03/2022	JLT Insurance	Motor Vehicle Claim - Works Ute	email
18/03/2022	Dept of Infrastructure - LRCIP	Annua Report LRCI - phase 1	email
23/03/2022	Tess Cooper	TOPROC-AMRG Meeting in Wagait	email
24/03/2022	CEO Belyuen	Invitation to Public Consultation on Amalgamation	email
28/03/2022	Mitchell Murphy	Letter of Offer - Youth Development Officer	email
30/03/2022	Resident	Wagait Beach participants for Citrus Pest Project	email
30/03/2022	Tess Cooper	TOPROC-AMRG Meeting in Wagait	email
30/03/2022	DEPWS - Rangelands Division	Follow up from Meeting	email
31/03/2022	Electorate Daly	Invitation to ANZAC service on 25 April	email
31/03/2022	Sports & Rec Grants Administration	Signed Agreement - RSVS00030 Agreement Remote Sport Voucher Scheme 2021-2022	email
4/04/2022	Belyuen Community Government Council	Incorporation of Unincorporated Areas	email
4/04/2022	NT Grants Commission	Completed 2022 Road Return and CEO certification for Wagait	email
4/04/2022	Makers & Creators	Community Grant - purchase of overlocker successful	email
4/04/2022	Department of Health	Healthy Lifestyle Grants 2021-22 - Signed Agreement	email
8/04/2020	JLT	Questionnaire - Cyber Liability and Liability Member renewal submitted	email
8/04/2020	ABS	Local Government Finance Statistics Quarterly estimates 21-22 for March quarter submitted	email
11/04/2022	Cathy Winsley, CEO Belyuen Community Government	Invitation to ANZAC service on 25 April	email
13/04/222	Sureline (Debt Collectors)	Letter to Debt collectors - 9 overdue ratepayers	email
14/04/2022	Australian Electoral Commission	Use of Premises - 2022 Federal Election	email
14/04/2022	JLT Insurance	Claim for broken windscreen from resident	email

5.2. Outwards Correspondence

11/03/2022	NTG Compliance	SPG Water tank acquittal	email
17/03/2022	JLT Insurance	Motor Vehicle Claim - Works Ute	email
18/03/2022	Dept of Infrastructure - LRCIP	Annua Report LRCI - phase 1	email
23/03/2022	Tess Cooper	TOPROC-AMRG Meeting in Wagait	email
24/03/2022	CEO Belyuen	Invitation to Public Consultation on Amalgamation	email
28/03/2022	Mitchell Murphy	Letter of Offer - Youth Development Officer	email
30/03/2022	Resident	Wagait Beach participants for Citrus Pest Project	email
30/03/2022	Tess Cooper	TOPROC-AMRG Meeting in Wagait	email
30/03/2022	DEPWS - Rangelands Division	Follow up from Meeting	email
31/03/2022	Electorate Daly	Invitation to ANZAC service on 25 April	email
31/03/2022	Sports & Rec Grants Administration	Signed Agreement - RSVS00030 Agreement Remote Sport Voucher Scheme 2021-2022	email

4/04/2022	Belyuen Community Government Council	Incorporation of Unincorporated Areas	email
4/04/2022	NT Grants Commission	Completed 2022 Road Return and CEO certification for Wagait	email
4/04/2022	Makers & Creators	Community Grant - purchase of overlocker successful	email
4/04/2022	Department of Health	Healthy Lifestyle Grants 2021-22 - Signed Agreement	email
8/04/2020	JLT	Questionnaire - Cyber Liability and Liability Member renewal submitted	email
8/04/2020	ABS	Local Government Finance Statistics Quarterly estimates 21-22 for March quarter submitted	email
11/04/2022	Cathy Winsley, CEO Belyuen Community Government	Invitation to ANZAC service on 25 April	email
13/04/222	Sureline (Debt Collectors)	letter to Debt collectors - 9 overdue ratepayers	email
14/04/2022	Australian Electoral Commission	Use of Premises - 2022 Federal Election	email
14/04/2022	JLT Insurance	Claim for broken windscreen from resident	email

- Broken windscreen is most likely the result of a stone thrown by the council lawnmower onto a vehicle parked in the undesignated space next to the Mandorah boat ramp. There were no witnesses and council has negotiated with the vehicle's owner re: responsibility and replacement. In future, council will mark this area with witches' hats and flags prior to mowing. Parking will then be done in this area at the owners' own risk.

Resolution No. 2022/064

That Council receives and notes the Inwards and Outwards correspondence reports for the period since the March 2022 Council meeting be accepted.

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

6. COUNCILLORS REPORTS

6.1 President's Report

Purpose: As part of my responsibility, provide advice to Council and the community of information and activities that are important.

Update: Welcome to the April Wagait Shire Council meeting.

Interesting to note that the Federal election will finally take place on the 21st of May and eligible Wagait residents will be able to vote for the seat of Lingiari.

I was pleased to attend the bi-annual community meeting of the Wagait Shire to address the Shire Business Plan 2022-2023. There was a good turnout of residents, and we had an in-depth discussion of proposed boundary reform which would include various unincorporated areas on Cox Peninsula.

Other items discussed included water security, the future Mandorah Marine Facility (MMF) as well as animal management.

I note our new part-time Finance Office Ms Hanna Park has commenced work with the Council, Welcome on-board Hanna.

Meetings Attended

DATE	ITEM
22 nd March	Deferred Monthly Council Meeting (held one week later)
25 th March	CEO catch up
30 th March	Community Fund Panel to consider applications for Community funded grants
31 st March	I attended a meeting with Renita Glencross at Belyuen Council office to discuss the NTG's proposed rationalisation of unincorporated areas on Cox Peninsula. In attendance were representatives from Coomalie Shire (President and CEO) and the Belyuen President (Rex Edmonds) and CEO (Cathy Winsley)
1 st April	Audit Committee meeting
8 th April	CEO catch up
9 th April	Bi-annual Community consultation

Neil White

President Wagait Shire Council

Resolution No. 2022/065

That Council receives and notes President Neil White's report for the period 14 March to 14 April 2022.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

7. OFFICERS' REPORTS

7.1. CEO Report for the period 14 March to 14 April 2022

Staff, HR & Training	<ul style="list-style-type: none"> • Staff Leave Taken ; PW – AnnL (10) ; RT - WC ongoing; • Staff Leave Approved ; GZ (22-29/04 to 06/05) ; FC (3-4/05) ; RG (9-13/05) • Youth Program Coordinator commenced 29/03/2022 • Recruitment ongoing for Active Recreation Manager • CEO and Policy Officer have completed Mental Health First Aid training
WHS	<ul style="list-style-type: none"> • Staff Toolbox meetings x4 • Incident report ; mower flicking rock into car parked at jetty <p><u>COVID-19 Council Compliance</u></p> <ul style="list-style-type: none"> • CHO Direction 55 actioned, all staff are currently compliant • Special cleaning of jetty handrails and bins ongoing to 04/07/2022 • Council is currently reviewing all COVID Operation Plans for its facilities
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President x4 weekly catchups • Preparation of Shire Plan and Budget for 2022-23 • Youth Program planning mtgs • Civil contractors completion meetings for roadworks Forsythe, Cox • Meeting with President WSC, Presidents and CEO's from Belyuen and Coomalie to discuss planning for unincorporated areas • NT WorkSafe/JLT/WALGA/GIO insurance WC claims and return to work • DCMC/NIAA/LG Regional meeting • Remote Health Unit Covid Clinic (next clinic on 5 May) • Audit Committee meeting • LGANT General Meeting • Community Consultation Meeting • DEPWS arrangement for stakeholder meeting regarding boat access, dune protection and hazard burning at Imaluk (DIPL, CLE and Bushfires NT) <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident requests for asset hire • Resident concerns for feral animal control
Actions	<p><u>Services, Programs & Projects</u></p> <ul style="list-style-type: none"> • School holiday program arrangements have been challenging due to no response from advertising for excursion leaders or casual SRO. • Youth Leadership program has commenced with Youth Development Officer coordinating twice-weekly pop-up events at the park and supporting special events such as the disco and the Balanced Choice session. Both events were attended by 10-15 young people. • Planning for Verge Audit and pedestrian access through the community, funding applications and meetings with NTG and LGANT. • Healthy Lifestyle Seniors Program development based on new budget, shared with community through newsletter. <p><u>Governance</u></p> <ul style="list-style-type: none"> • Ongoing review of WSC policies and registers for LG Act alignment • Preparation of minutes for WSC and Audit Committee Meetings (1 Apr) • Preparation of policies for Audit Committee meeting (7 Jun) • Assist Finance Officer with development of procedures for • Review of Asset Management policies and procedures

Actions	<p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • LCRI phases 2 - Signage, drainage & verge remediation (\$25k) • LCRI phases 3 - Skate-park & Pump-track design and construct stage 1 (\$50k) • DLGRD (CMC) WaRM #1 - Replace tractor (\$50k) + Waste strategy (\$25k) • DLGRD (CMC) WaRM #2 - Design & Construct for Re-Discovery Centre (\$75k) • Auditors 2022-24 - Advertised Eol (\$50k) <p><u>Current Grants</u></p> <ul style="list-style-type: none"> • Alcohol & Drug program ; Wagait Youth Leadership Program (\$20k) successful • Healthy Lifestyles ; Seniors Program (\$20) successful • Youth Week event funding (\$2k) successful • Remote Sport Program funding (\$5k) successful • LCRI-P3 (\$51,) approved for skate-park and pump-track • Wagait Community Grants Fund acquittals for 2021 • Wagait Community Grants Fund applications assessment for 2022 • International Women’s Day event funding acquitted <p><u>Reporting</u></p> <ul style="list-style-type: none"> • Territory Families Youth Vibe and Youth Week 2021 acquittals • International Women’s Day acquittal • DCMC-LGRD Priority Infrastructure Fund acquittal (see 10.2) • TOPROC > preparation of council documents for strategic planning • LRCIP & R2R > Quarterly reporting x3 • NTGC Annual Road Report <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletters (April) • Community updates : Covid Mandate Update <p><u>Events – Current and Upcoming</u></p> <ul style="list-style-type: none"> • Build-up Skate session #3 ; 17 Apr (Easter) / Youth Week • ANZAC ; 25 April
----------------	---

7.2. Works Manager’s Report for the period 14 March to 14 April 2022

Staff/HR	<ul style="list-style-type: none"> • Leave - GZ (RDO x1); RR (RDO x1, PL x2) • Ongoing work planning for casual staff • Firearms training for license renewal • Traffic Management training registration; 23-26 May
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 3 • <p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 12 • Water Samples x 29 • Imaluk water compound maintenance (weed control, mow and snip) x2 <p><u>Jetty Maintenance + COVID-19 (contract works for DIPL)</u></p> <ul style="list-style-type: none"> • Jetty wash x 12 • Jetty handrails and bins sanitised (COVID) x 56 • Jetty carpark verge maintenance (weed control, mow and snip) x2

Actions	<p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 5 • Council bins in, out & cleaned weekly x 26 • Hard-waste bins packing and changeover x 1 <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 <p><u>Environmental Management & Maintenance</u></p> <ul style="list-style-type: none"> • Estate mowing & poisoning • Weed program location map established for Snakeweed, Bellyache Bush • Council firebreak slashed and mowed (Forsyth Rd) <p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Follow up drainage easements clearing • Dalmeny drain repair • Estate culvert headwalls repaired and painted (ongoing) • Delissa beach access & drain cleared (removal of 30 acacias) • Baluria beach access drain cleared <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> • Cloppenburg Park irrigation monitoring daily/monthly reporting • Plumbing of 2 x new water-tanks • Drinking Fountain installed at Community Centre • Glyphosate distribution to residents (program finished 6 Mar) • Defibrillator cabinet installed at Health Centre, pending unit check by Health staff • International Women's Day preparations and pack-down <p><u>Repairs and Maintenance Plant/Vehicles</u></p> <ul style="list-style-type: none"> • John Deere Mower (blades, fuel-line) • Holden Colorado Utility (front passenger panel and wheel guard) • Arrangements for new tractor delivery
----------------	--

Highlights:

- Dept of Environment, Parks & Water Security have agreed to a stakeholder meeting re: boat access and dune protection. Attending will be DIPL, Crown Land, Bushfires NT, DEPWS and Wagait Shire Council. A date hasn't been set yet, potentially next month.
- The Youth Leadership Program has commenced with the Youth Development Officer (YDO) Mitchell Murphy). A program of regular weekly and weekend activities. Mitchell Murphy is the new Youth Development Officer. Mili Eaton is doing some graphic design for the program.
- The Seniors' Program is in planning stage. Alongside specific seniors' activities there will be some intergenerational activities.

Resolution No. 2022/066
That Council receives and accepts the Officers Reports for the period 14 March to 14 April 2022.
Moved: Cr Peter Clee
Seconded: Cr Michael Vaughan
Vote: AIF

8. ACTION SHEET for the period 14 March to 14 April 2022.

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.
			14/01/2022	Project to upgrade and seal road and turn-around commenced mid-Dec and was completed before Christmas. Schedule for upgrades to tank and flow capacity are yet to be advised.
			11/03/2022	Director Water Security, Penny Renc, attended the January council meeting via videoconference to present the NT Water discussion paper and respond to council enquiries regarding the public water supply in WB. Ms Renc advised that while there is plenty of artesian water in the peninsula, infrastructure costs to extract and reticulate are prohibitive due to the very low pressure. At the February council meeting a resident presented concepts for watertank subsidies (grants) as offered in other jurisdictions. Council to follow up with NTG/MLA.
2	2020/101 2020/113	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.
			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 again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at 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.
			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.
			14/01/2022	Meeting with DIPL/CLE and DEPWS to continue discussion has been proposed for 20 January.
			11/02/2022	CLE advise DIPL have no record of boat access at Imaluk/Erickson. Public Access is subject to occupational license held by council. Further meetings pending advice from DEPWS.
			14/04/2022	DEPWS advise the boat access and carpark are a DIPL asset and is arranging for stakeholder meeting (DIPL, CLE, DEPWS, Bushfires NT and Council) to discuss access, protection and hazard burning for 2022. Date TBA.
3	2020/140	Waste Management Strategy and Fees Modelling	15/09/2020	CEO presented a fee model for user-pays community waste management, following resident request to consider reducing fees for unoccupied properties. 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 Gerard Rosse of Tropics Consulting has been contracted and start-up meetings are arranged for late October.
			14/01/2022	Consultant met with Councillors on 9 December to provide a progress update. Meetings with stakeholders including government agencies, community groups and individuals have continued through Nov& Dec 2021.
			10/02/2022	Further meetings are scheduled for February in Belyuen & Wagait Beach. Draft strategy proposed end March 2022. Council is also preparing tender for residential waste collection for service past June 2022.
			11/03/2022	Consultation report will be presented to council at March meeting, inclusive of Belyuen, NTG, NLC, LDC and other major stakeholders. Meeting also to be attended by Belyuen CGC to discuss outlook. Report delayed by QS.
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; communicated to community through the newsletter and notices at the WB Supermarket.
			15/01/2021	Meeting 19 November with Top End Health RM, Belyuen Health Services staff, Council members and WB residents. Top End Health RM advise that Belyuen cannot provide additional services to WB and the outreach arrangements stand. A flyer has been received from Top End Health for 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. Local Aged Care client & WB resident raised concerns with 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	Meeting with Aged Care to discuss 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 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.
			14/01/2022	DoH Remote Health Unit recommenced COVID-vax-clinic on 23 December and will reschedule monthly as long as there is demand.
			10/02/2022	DoH Remote Health Unit COVID-vax-clinic assisted over 50 residents on 20 January and 20+ on 10 February.
			11/03/2022	DoH Remote Health Unit COVID-vax-clinic attended WB on Thursday 17 March, with 10+ residents attending. Belyuen Clinic upgrades are noted in NTG Infrastructure Plan for 2022-23, CEO to follow up and confirm if this might change the capacity to service WB as well.

			14/04/2022	DoH Remote Health Unit COVID-vax-clinic to attend WB on Thursday 5 May.
--	--	--	------------	---

Notes:

- Proposed stakeholder meeting with DIPL, DEPWS and CLE to discuss management of Erickson boat access, dunes and RUA will include discussion on potential for council to manage of the RUA, including resources available.
- Slow water-flow at standpipe is likely to be an issue again during the dry season. ACTION: CEO to follow up on how much the flow is reduced and solutions to increase UV filter flow-rate. Also investigate possibility for a by-pass for the fire brigade so flow is not restricted in the case of emergency. A by-pass would mean the water is unfiltered and only usable for fire prevention.

Resolution No. 2022/067

That Council receives and notes the Action Sheet for the period 14 March to 14 April 2022.

Moved: Cr Michael Vaughan

Seconded: Cr Peter Clee

Vote: AIF

9. FINANCIAL REPORTS

9.1. March 2022 Reports Attached

- Cash Flow Statement (March and YTD)
- Special Purpose Grants Report
- Balance Sheet including Financial Report and Notes
- Accrual Income and Expenditure Report as required by NTG

9.2. March 2022 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/03/2022	Michele Hughes - Lodgement of BAS and assist with financials	\$264.00	
1/03/2022	Harvey Distributors - Cleaning supplies	\$289.50	
1/03/2022	Altbat Pty Ltd - web domain	\$1,320.00	
1/03/2022	Pritchard Francis Consulting Pty Ltd - engineering certificate	\$2,376.00	
2/03/2022	RDO Equipment - John Deere 4066R	\$50,000.00	
2/03/2022	RDO Equipment - John Deere 4066R	\$21,029.74	
2/03/2022	CBA - Merchant fees		\$53.20
2/03/2022	Carmel Ryan - Workshop for International Women's Day	\$150.00	
2/03/2022	Carmel Ryan - Workshop for International Women's Day	\$50.00	
3/03/2022	Gary Zika Expense Claim - Anti-bacterial wipes for workshop and ute	\$15.00	
7/03/2022	Central Business Equipment - Copy charges for March 2022	\$80.03	
7/03/2022	Fleetcare - ceo vehicle lease		\$1,427.12
9/03/2022	Shelley Hewitt Exp Claim - Reimbursement - Sealink Ferry Ticket	\$27.30	
9/03/2022	Dianne Quall - Welcome to Country, International Women's Day - 5 March 2022	\$100.00	
9/03/2022	Marie Mankara - Reading - International Women's Day	\$50.00	
10/03/2022	St John - (0031010) Refill Workplace Kit (First Aid) x 4	\$330.00	
11/03/2022	Krisco Contracting - Contract works - Cox Drive Floodway remediation	\$33,000.00	
11/03/2022	Krisco Contracting - Contract works - Cloppenburg Park	\$10,672.20	
11/03/2022	Krisco Contracting - Contract works - Cloppenburg Park	\$22,327.80	
11/03/2022	Sandra Thibodeaux - Reading for International Women's Day	\$50.00	
11/03/2022	Kim Jelley Exp Claim - Broom handles for Seniors Activities	\$74.25	
15/03/2022	CBA - Commbiz fees		\$12.93
16/03/2022	Pamela Wanrooy Exp Claim - Parking - LGANT Rates conference	\$12.00	
16/03/2022	Contractor Accreditation Limited - Accreditation fee	\$242.00	
16/03/2022	Pamela Wanrooy Exp Claim - Lead Patch for computer	\$22.95	
16/03/2022	Pamela Wanrooy Exp Claim - Batteries for office	\$9.90	
16/03/2022	Brandit NT - Ladies Argent Top - uniforms	\$174.35	
17/03/2022	Rowan Roberts Exp Claim - Mower parts	\$112.53	
17/03/2022	Power Water - Water swipe card usage	\$28.89	
18/03/2022	Alloy & Stainless Products - Blade J/Deere 72" step 2.18kg		\$426.02
20/03/2022	Optus - office phone/fax		\$129.60
20/03/2022	Optus - Mobile phone charges		\$157.15
25/03/2022	Colleen Fergusson - Council meeting dinner for March 2022 meeting	\$108.00	
27/03/2022	Wagait Beach Supermarket - batteries for cyclone shelter	\$9.99	
27/03/2022	Wagait Beach Supermarket - stamps for office	\$23.10	
27/03/2022	Wagait Beach Supermarket - milk for office	\$26.13	
27/03/2022	Wagait Beach Supermarket - milk for meeting	\$3.54	
27/03/2022	Wagait Beach Supermarket - biscuits for office	\$6.48	
27/03/2022	Wagait Beach Supermarket - milk for office meeting	\$8.19	
27/03/2022	Ken's Plumbing Pty Ltd - Connect drinking fountain	\$1,348.70	
27/03/2022	Wagait Beach Supermarket - Vinegar for Beach access	\$9.39	
27/03/2022	Wagait Beach Supermarket - Works Ute fuel	\$688.66	

27/03/2022	Wagait Beach Supermarket - Small engine fuel	\$75.77	
27/03/2022	Wagait Beach Supermarket - Diesel for mower	\$53.10	
27/03/2022	Wagait Beach Supermarket - mower fuel	\$498.45	
27/03/2022	Wagait Beach Supermarket - Tractor fuel	\$45.99	
27/03/2022	Wagait Beach Supermarket - CEO fuel	\$474.47	
27/03/2022	Wagait Beach Supermarket - Truck fuel	\$48.71	
27/03/2022	Wagait Beach Supermarket - Batteries and cleaning bleach for Jetty	\$20.51	
27/03/2022	Wagait Beach Supermarket - Gas for CEO house	\$210.00	
27/03/2022	Wagait Beach Supermarket - Crushed Ice for Australia Day	\$45.92	
27/03/2022	Wagait Beach Supermarket - Food for Skateboard session for 13 February 2022	\$23.99	
27/03/2022	Wagait Beach Supermarket - Food for Skateboard session for 13 February 2022	\$140.90	
27/03/2022	Wagait Beach Supermarket - Ice for Australia Day	\$10.00	
27/03/2022	Wagait Beach Supermarket - Food for Australia Day	\$22.09	
27/03/2022	Wagait Beach Supermarket - Ice for International Women's Day	\$20.00	
27/03/2022	Wagait Beach Supermarket - milk for Australia day	\$4.65	
27/03/2022	Ken's Plumbing Pty Ltd - Connect rainwater tank at Council House	\$486.80	
28/03/2022	Central Business Equipment - Rental charges for Photocopy machine	\$174.41	
31/03/2022	Recovre - Mental Health First Aid - 2 Day training		\$550.00
31/03/2022	Veolia Environmental Services - Wheelie bin collection for the month of March 2022		\$5,745.72
31/03/2022	Veolia Environmental Services - Hardwaste pickup for the month of March 2022		\$2,849.50
CREDIT CARD			
2/03/2022	Xero - monthly subscription		\$100.00
3/03/2022	Dollars & Sense - Community Activities plates, cups, cutlery	\$18.61	
3/03/2022	NT News - Advertisement - Shire Plan and Budget	\$510.00	
3/03/2022	RDO Equipment - Repairs to machinery	\$249.95	
3/03/2022	Woolworths - oil and raffle tickets	\$7.50	
3/03/2022	Encore Pilates & Wellness - Monthly fees for Pilates for Seniors activities	\$79.00	
3/03/2022	Bunnings - cable ties for international Women's Day	\$25.22	
3/03/2022	Mad Harrys - decorations for International Women's Day	\$49.75	
3/03/2022	Dollars & Sense - plates, cups, cutlery	\$44.29	
8/03/2022	Microsoft - monthly subscription		\$83.49
8/03/2022	Microsoft - monthly subscription - Business standard		\$94.60
14/03/2022	Adobe Systems Incorporated - Monthly Subscription		\$18.69
16/03/2022	NT News - NT News - 6 months subscription	\$171.50	
16/03/2022	TR Telecom - Satellite phone charges		\$150.00
17/03/2022	Adobe Systems Incorporated - Monthly subscription		\$29.99
21/03/2022	Officeworks - Office stationery	\$208.52	
21/03/2022	Officeworks - Stationery	\$66.00	
25/03/2022	NT News - Advertisement - Revised Budget	\$632.00	
25/03/2022	NT News - Advertisement - Draft Plan & Budget	\$676.00	
28/03/2022	The Good Guys - Mobiles	\$498.00	
28/03/2022	Officeworks - Office stationery	\$14.97	

Notes:

- This is the second set of reporting the new Finance Officer, Hanna Park, has done. CEO is feeling pleased with progress and is confident there should be few issues at audit.
- The latest LCRI funding is not yet showing in the reports as it hasn't yet been received. It will appear in next month's report as a special purpose grant.
- Budget in the reports is now the revised annual budget, which has been inputted into Xero.
- One of the term deposits came to maturity and has been renewed. This happened outside of scope of today's meeting.

- Statement of Cash Flows has been set up in two ways, one has been done monthly so a comparison can be made across the year. This will clearly show peak income periods and be useful for future budgeting. The other Statement of Cash Flows is Year to Date.
- Council raised concern at the cost of advertising and requested the CEO to consider a motion to go to the LGANT General Meeting in November that councils no longer be required to advertise their plans and budgets in the NT News but simply advertise only on their own websites and perhaps the LGANT website. To be added to the agenda for ordinary council meeting in May.

9.3. Councillor Allowances

The total payment to Councillors from 1 July 2021 to 31 March 2022 is \$3,539.44

Resolution No. 2022/068

That Council receives and accepts the Financial Reports for the month of March 2022.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF

10. AGENDA ITEMS

10.1. Rates Assessment Record

In accordance with Part 11.4 Section 230 of the *Local Government Act 2019* and Section 29 of the *Local Government Regulations (General) 2021*, the Chief Executive Officer must certify to Council that, to the best of her knowledge, information and belief, the **Council Rates Assessment Record for 2022-23** is a true and correct comprehensive record of all rate-able land within the Wagait Shire Council area.

The CEO has reviewed the rates assessment record for 2022-23 and found it to be true and correct and requests that council note the certification.

Resolution No. 2022/069

That council notes the CEO's certification that the rates assessment record for 2022-23 is a true and correct comprehensive record of all rate-able land within the Wagait Shire Council area.

Moved: Cr Peter Clee

Seconded: Cr Noeletta McKenzie

Vote: AIF

10.2. Grants Funding Acquittal

The civil works on Forsyth Road and at Cloppenburg Park are now completed, including:

- the widening and deepening of the park access culvert,
- a new concrete crossover-drain and remediation to the green-waste track facility, and
- the construction of a new gravel carpark behind the storage containers.

The project was supported by the NTG Priority Infrastructure Fund (\$100,000) and the Local Roads and Community Infrastructure (LRCI) fund (\$22,451); the total expense being \$122,451 (\$9 under budget of \$125,000).

Council is requested to approve acquittal of the PIF and LRCI grants.

Resolution No. 2022/070

That council note the information provided of the grant expenditure and agree to acquit the amount of \$100,000 provided by the Priority Infrastructure Fund, and \$22,451 provided by the Local Roads and Community Infrastructure (LRCI) funds.

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

10.3. Community Consultation - Draft Shire Plan and Budget

Elements of the 2022-23 draft Shire Plan and Budget were presented and discussed at a community consultation meeting at the Wagait Beach Community Centre 10am-12pm on Saturday 9 April 2022, attended by 15 community members, elected members, the CEO and staff.

Major highlights of the discussion included:

- Overview of council's current consolidated position and achievements to date.
- A continued priority of developing strategic plans and securing funding for increased civil amenity, including:
 - ~ upgrades to roads, verges and public access pathways through the estate;
 - ~ upgrades to increase safety & serviceability of the civic spaces and buildings;
 - ~ recommendations from the Waste and Recycling Strategy; and
 - ~ priority elements of the Cloppenburg Masterplan, including a skate-park.
- Impacts of incorporation or boundary review in the next 12 months.

Comments and submissions to the 2022-23 draft Shire Plan and Budget closed on 14 April 2022 with no responses being received. CEO recommends that the public open period is extended for a further 3 weeks until Monday 10 May, prior to the May meeting of council on 17 May.

Resolution No. 2022/071

That Council agree to extend the submissions period for the draft 2022-23 Shire Plan and Budget until Monday 10 May 2022.

Moved: Cr Peter Clee

Seconded: Cr Noeletta McKenzie

Vote: AIF

10.4. Council Policy Review

The following policies have been reviewed in line with the Local Government Act 2019 and do not require major content changes to be reviewed by the Audit Committee. Changes to the policies listed below have been highlighted for reference.

- P38 – Waste Management Policy
- P39 – Australia Day Awards Policy
- P41 – Asset Disposal Policy
- P42 – Stocktake Policy
- P43 – Credit Card Policy
- P47 – Borrowing Policy

Resolution No. 2022/072

That Council adopt the following policies that have been reviewed and aligned with the Local Government Act 2019:

- **P38 – Waste Management Policy**
- **P39 – Australia Day Awards Policy**
- **P41 – Asset Disposal Policy**
- **P42 – Stocktake Policy**
- **P43 – Credit Card Policy**
- **P44 – Travel and Accommodation Policy**
- **P47 – Borrowing Policy**
- **P50 – Fraud and Corruption Policy**

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

During the community meeting there was a discussion about an amalgamation between the fire brigade and other emergency services. There has been no further development on this.

11.1. ALGA National General Assembly in June 2022

Cr Clee has requested this event be tabled for council consideration as a professional development possibility for the President and CEO, especially the one-day Regional Forum, in that it provides a good introduction to the national local government landscape with considerable opportunities to network and build relationships with key government officials.

Cr Clee sees this as an opportunity to lobby politicians for support for Wagait Shire, in particular to reseal our roads.

Resolution No. 2022/073

That Council support the CEO and President (or Vice President) to attend the ALGA National General Assembly from 19-22 June 2022.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil

13. PETITIONS/DEPUTATIONS - Nil

14. UPCOMING EVENTS

14.4. Youth Week – Build-Up Skate Session #3 – Sunday 17 April

Continuing the program for Youth at Cloppenburg Park over the Easter weekend, which coincides with the school holidays and Youth Week. This event was well-attended.

14.5. ANZAC Day – Wagait Cenotaph – Monday 25 April

The members of HMAS Coonawarra and Chaplain Major Ian Dawson will be attending. The full program and run sheet have been shared on council newsletter and website. Special guests will include MLA Dheran Young and Cathy Winsley, CEO Belyuen. Ceremony will begin at 9am, after the flyover at 8.25am.

15. LATE ITEMS AND GENERAL BUSINESS

15.1. Additional Policies – Discussed at 10.4

- P44 – Travel and Accommodation Policy
- P50 – Fraud and Corruption Policy

16. IN-CAMERA ITEMS

Resolution No. 2022/074

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: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

At 8:06 pm Council closed the meeting to the general public.

16.1. Community Grants Fund Panel Assessment

The independent WSC Community Grants Fund Panel met on 30 March to review three applications. The CEO Declaration attached advises that two of the grants have been successful and have been offered funding for their activities.

Resolution No. 2022/075

That Council receives and accepts the CEO Declaration of 2022 Community Grant Funds as recommended by the independent Panel.

Moved: Cr Peter Clee

Seconded: Cr Noeletta McKenzie

Vote: AIF

16.2. Appointment of Auditors

On 1 April 2022 the Audit Committee met to review the expressions of interest submitted to council's request for an auditor for the period May 2022 to October 2025.

A recommendation has been made by the committee for council to engage Nexia Edwards as the auditors for the period May 2022 to October 2025.

Resolution No. 2022/076

That council note the recommendation provided by the Audit Committee and agree to engage Nexia Edwards as the council auditors for the period May 2022 to October 2025.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

Resolution No. 2022/077

That Council re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act and resolve to move the following items into general business:

- **The successful applicants of the 2022 Community Fund grants; and the**
- **The engagement of Nexia Edwards as the council auditors for the period May 2022 to October 2025.**

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

At 8:12 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on 17 May 2022 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8:13 pm.