



WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 17 JANUARY 2023**

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

Date: **Tuesday, 17 January 2023**

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 Monday 16 January 2023** 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 Peter Clee
Cr Sarah Smith

Staff: CEO, Renita Glencross

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

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 15 November 2022

<p>Resolution No. 2023/ That the Minutes of the Ordinary Meeting of Tuesday 15 November 2022 be confirmed by Council as a true and correct record. Moved: Seconded: Vote:</p>
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3.2. Matters arising from Minutes of Council Meeting Tuesday 15 November 2022

Minutes for the Special Meeting of Council held on 14 December 2022 will be reviewed at the in-camera session of this meeting.

4. GUESTS – James Sheridan JLT

In November 2022, James led a Risk Management workshop with Wagait Shire Council staff which reviewed key risks and the management structures that council has in place to reduce vulnerability and increase resilience. James will present an overview of the good governance and risk management relationship to council that includes elements of the workshop and the councils managed approach to risk, as well as how to read risk information and ask informed questions.

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 16 October to 11 November 2022.

5.1 Inwards Correspondence

Date	From	About	
18/11/2022	Resident	Complaint: Pothole WTR and Forsyth Road	email
14/11/2022	Jenny Foley, Lisa Buchanan, Shauna Upton, Severine Meunier, Michelle Ensbey	Superannuation contributions for contractors	email
22/11/2022	Grants NT	Alcohol and Other Drugs Youth Grants 2022/23 application for Youth Program 2023 has been successful for funding amount of \$20,000.00	email
22/11/2022	NT Grants	Notice of Payment related to application FARD2300016 Financial Assistance Grants - Roads - 2022-2023	email
18/11/2022	Foundation for Rural & Regional (FRRR) Grants	Acquittal letter - FRRR Program - Strengthening Rural Communities - Wagait Youth Program	email
29/11/2022	The Cities Power Partnership Team	Certificate of Membership - Joining the Cities Power Partnership	email
29/11/2022	Australia Day Council	Australia Day Community Grants programme approved for the amount of \$2,500.00.	email
5/12/2022	Office of the Hon Selena Uibo MLA	Letter regarding water supply services to the Wagait Community	email
5/12/2022	Grants NT	Grant Outcome - Tourism Town Asset Program Round Two (resurface outdoor court and solar lighting for council carpark and Cloppenburg Park)	email
5/12/2022	NT Government	T21-2063A - Addendum 2 - Darwin Region - Mandorah Design and Construct New Marine Facilities to Service Mandorah	email
5/12/2022	LGANT	Seeking Nominations - NT Grants Commission and Neighbourhood Watch NT - closes 22 December 2022	email
5/12/2022	LGANT	NT Youth Strategy 2023-2030	email
12/12/2022	Northern Territory Tourism NT	Tourism Town Asset grant agreement - extension of project to 31 May 2023.	email
13/12/2022	DIPL	Mandorah Jetty planned maintenance - December 2022	email
19/12/2022	Dept of Chief Minister and Cabinet	Procedural Fairness in Deciding Code of Conduct Complaints	email
19/12/2022	Grants NT	Letter Grant Agreement - International Women's Day Event	email
19/11/2022	Citizenship and Multicultural Affairs Division	Australia Day 2023 - Changes to the Australian Citizenship Ceremonies Code.	email
3/01/2023	NT Electoral Commission	2022 Wagait Shire Council by-election report	email
3/01/2023	Grants Administration Unit	Executed Grant Funding Agreement between NT Health and WSC	email
09/01/2023	Minister Moss	Acceptance of International Women's Day Grant 2023	email

5.2. Outwards Correspondence

Date	From	About	
14/11/2022	Amanda McKenzie, CEO Climate Change	Letter - joining the Cities Power Partnership	email
16/11/2022	3 x Residents	Overdue rates notice	mail/email
23/11/2022	33 invitations	Christmas Party 2022	email
23/11/2022	Request for quotes	Wagait Shire Council RFQ!2022-05 Repurpose Shed - 50 Forsyth Road	email
25/11/2022	Grants NT	Alcohol and Other Drugs Youth Grant 2022/23 registration.	email
29/11/2022	NT Grants	NTGC Annual Return of Local Government Information	email
29/11/2022	Australia Day Council	Australia Day Community Grant - acceptance of offer	email
13/12/2022	The Hon Eva Lawler MLA	Letter - Wagait Beach Roads, Water Reticulation and Local Area Planning	email
13/12/2022	4 x applicants	Request for Interview - WSC Admin Officer (Casual)	email
15/12/2022	LGANT	NT Grants Commission & Neighbourhood Watch NT - Peter Clee	email
16/12/2022	Megan Giles, Senior Commissioning Officer	Grant Agreement - Youth Program 2023	email
19/12/2022	Crown Land	Consent for works at 50 Forsyth Road (Section 110 Hundred of Bray)	email
9/01/2023	Kenbi Rangers	Abandoned vehicle on Harney Beach	email
10/01/2022	DIPL - Emma Williams	Mandorah Jetty Project audit - tender currently open until 8 February 2023	email
10/01/2022	Valuations	December Wagait Reconciliations 2019 & 2022 and Wagait Valuation Roll 2022	email

Resolution No. 2023/

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

Moved:

Seconded:

Vote:

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see Presidents Report attached.

Resolution No. 2023/

That Council receives and notes President Neil White's report for the period 14 November 2022 to 13 January 2023.

Moved:

Seconded:

Vote:

7. OFFICERS' REPORTS

7.1. CEO Report for the period 14 November 2022 to 13 January 2023

Staff, HR, PD & Training	<ul style="list-style-type: none"> • Staff Leave Taken ; RG (AL x3); PW(AL x3, RDO x1); FC (AL x4); HP (nil); • Exit interview with GZ conducted by CEO • Recruitment for Works Manager, Works & Services Assistant ; completed • Recruitment for Admin Officer casual (Ron McCullough) ; completed • Recruitment for Sports & Active-Recreation Manager, Youth Dev Officer ; in progress • Records Management (FC, PW) ; 14 Feb • CEO APR in progress
WHS	<ul style="list-style-type: none"> • Staff Toolbox meetings x6 • Staff WIP meetings x8 • NT WorkSafe/Recouvre/GIO insurance WC claims and return to work • Nil staff incidents to report
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President weekly catchups x6 • CMC Top End Regional Coordination committee ; Mon 28 Nov • TOPROC-AMRG ; 7 Dec • JLT Risk Management Workshop follow-up ; 8 Dec • Council > Australia Day nominations ; 13 Dec • TOPROC ; 16 Dec • Belyuen CEO ; Waste Strategy, Aged Care services and other possible collaborations & strategies for 2023 ; 9 Jan • Correspondence with DIPL-CLO regarding RUA contract & OL for beach accesses • Correspondence with DIPL-CLO regarding S226 remediation • Correspondence with DIPL and EPA re ReDiscovery Centre at Clop Park • Correspondence with Sealink re reference group meeting • Correspondence with JLT • Correspondence with Skate Park designer <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident concerns & enquiries regarding S226 drainage easement • Resident enquiries for group use of Community Centre for exercise classes
Actions	<p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of agenda & minutes for WSC mtg • Preparation of agenda & minutes for Emergency Committee mtg • Review of asset management policies and procedures • Research for cat management community campaign, policy and bylaws • Follow up on actions for Audit Committee • Preparation of 2023 Community Fund documents (opened 1 Dec) • JSEA's for Jetty-Wash and Hard-Waste compound finalised • Research and development of NT Disability Action Plan contributions • Review of Work Health & Safety Manual <p><u>Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Youth Program: pop-ups continued with Youth Program Officer through November and December. Christmas party was a huge success. School holiday program arrangements for January are in progress. Planning for 2023 Youth Program and Youth Week are underway.

	<ul style="list-style-type: none"> Seniors Program: Weekly Yoga and Pilates continued until just before Christmas and both are well attended. Sessions will recommence in late January. Cooking Class on 30 Nov and Christmas party at Cox Club on 22 Dec both well attended. Planning for the 2023 program is currently underway.
Actions	<p><u>Current Procurement</u></p> <ul style="list-style-type: none"> LCRI phase 3 - Skate-park & Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction staging & final QS ; earthworks for pump-track to commence in Feb-March 2023. DLGRD (CMC) WaRM #2 - Design & Construct for Re-Discovery Centre (\$75k) preparation of tender documents ; tender closed Tourism Town Assets - refurbish sport court (\$30k) and & solar lights (\$50k) ; services & assets procured for delivery April-May 2023. <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> Alcohol & Drug program 2023; Wagait Youth Leadership Program (\$20k), successful LCRI-P3 ext; TBC (\$30k) most likely roads/verge maintenance, court fence WaRM #3; TBA (\$75k) most likely ReDiscovery centre, glass crusher, equip Youth-Vibe School Holiday program (\$4k), successful Tourism Town Asset program; solar lights (\$50k), successful International Women's Day (\$3k), successful Australia Day (\$2.5k), successful Strong and Resilient Communities (SARC); Women's program 2023-25 (\$360k) Youth Week 2023; Film Festival (\$2k), pending PIF ; Tipper-truck (\$110k), Cloppenburg Park Exercise Station (\$150k), pending CBF ; Skate Park Stage 2 (\$200k) <p><u>Reporting</u></p> <ul style="list-style-type: none"> Remote Sport Program - mid-year report in progress & meeting end Jan LRCI - all phases progress reports/ variations in progress due end Jan AOD - 2022 Youth Program acquittal due end Jan WaRM #1; tractor procurement and waste strategy (75k) acquitted 28 Nov FRRR - skate-sessions (\$6k) acquitted 22 Nov Preparation of documents for CAL accreditation <p><u>Public Communications</u></p> <ul style="list-style-type: none"> Council e-newsletter (November, December, January) Community updates (Recruitment, Cyclone Watch) <p><u>Community Events</u></p> <ul style="list-style-type: none"> International Men's Day ; 23 Nov Seniors cooking class ; 30 Nov 6-9pm Kids Xmas party ; Fri 16 Dec 6-9pm Volunteers Xmas party ; Tues 20 Dec Seniors Xmas party ; Thurs 22 Dec Australia Day ; Wed 26 Jan NBN Cyber-safety morning tea ; Thurs 9 Feb

7.2. Works Manager's Report for the period 14 November 2022 to 13 January 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> Leave - GZ (AL x6, RDO x2); RR (RDO x2) Recruitment for Works team – Rowan Roberts and Jim Allcorn Ongoing work plans for casual staff inc. Youth Dev Officer
WHS	<ul style="list-style-type: none"> Incidents > NIL

Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 6
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 27 • Water Samples x 5 • Imaluk water compound maintenance (weed control, mow and snip) <p><u>Jetty Maintenance (contract works)</u></p> <ul style="list-style-type: none"> • Jetty wash x 27 • Jetty carpark verge maintenance (weed control, mow and snip) x 3 • Boat ramp algae removed x 1 • Jetty landing barnacles removed • Jetty grates wired down <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 16 and burn x 2 • Council bins in, out & cleaned weekly x 48 • Clean up at hard-waste compound ongoing <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x 3 • Several wandering dogs reported and followed up <p><u>Environmental Management & Maintenance</u></p> <ul style="list-style-type: none"> • Cloppenburg Park daily monitoring & monthly bore reporting • Mowing at Council Grounds, Cloppenburg Park, WTR beach access • Glyphosate distribution to residents and Belyuen CGC • RUA weed map and plan finalised • Road & verge clean up after storm damage (7 truckloads) <p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Weed poisoning and removal from verges & drains throughout the estate • Vehicle crossover rehabilitation for properties on Massey St • Repaired potholes WTR, Forsyth & council access road <p><u>Vehicle and Plant</u></p> <ul style="list-style-type: none"> • Box Trailer and Kubota mower rego checks and licenses • ATV Quad replaced carburettor and battery, collected from mechanic • High pressure hose and pump maintenance <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> • Assisted with set up for council Christmas events • Planning for Australia Day event

Resolution No. 2023/
That council receives and accepts the Officers reports for 14 November 2022 to 13 January 2023.
Moved:
Seconded:
Vote:

8. ACTION SHEET for the period 14 November 2022 to 13 January 2023

Item	Res No	Resolution	Meeting Date	Status
1	None	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.
			13/05/2022	Power-Water tank-cleaning activity at the facility on 5 May ; further upgrades to UV filter flow to tank and increased header tank capacity discussed with PW. CEO has discussed watertank subsidies (grants) with DCMC.
			16/09/2022	No further update from PW regarding upgrades to compound.
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage. See agenda item 10.2
			13/01/2023	Letter received from Minister Uibo regarding PW intentions for future development; and written to Minister Lawler on same.
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 Hault 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.	
		12/08/2022	Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.	
		16/09/2022	Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.	
		14/10/2022	DIPL-CLO have requested management services for RUA to be quoted. Occupational licenses for Erickson and Baluria access carparks are being considered, with other safety and vehicle control measures.	
		11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.	
		13/01/2023	RUA weed map and plan completed. Action to remove mission & gamba grasses commencing January and neem trees in March-April prior to flowering. Preparation of documents required for occupational licenses on Baluria and Erickson beach carparks has commenced.	
3		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 Wi-Fi' 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 Wi-Fi' 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 Wi-Fi 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.
05/05/2022	DoH Remote Health Unit COVID-vax-clinic attended WB on Thursday 5 May, with 15+ residents attending.
12/08/2022	CEO raised WB Health Centre support & staff issue with DoH and Territory Families at TERCC meeting 03/08/2022. DoH advised it is a (legacy) services planning issue and Belyuen clinic upgrades are for triage/emergency and will not increase capacity for outreach services.
16/09/2022	Raised at TERCC meeting 15/09/2022 as a priority issue affecting community wellbeing and safety.
08/11/2022	Raised in correspondence with CMC and in the NT Disability Strategy Action Plan as a priority issue affecting community safety. See agenda item 10.3
13/01/2023	NFR

Resolution No. 2023/

That council receives and accepts the Officers reports for 14 November 2022 to 13 January 2023.

Moved:

Seconded:

Vote:

9. FINANCIAL REPORTS

9.1. November 2022 Reports

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

9.2. November 2022 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/11/2022	Nexia Edwards Marshall NT - Audit of Wagait Shire Council's financial statements for FY22	\$4,648.70	
1/11/2022	Water to CEO house	\$150.00	
1/11/2022	Wagait Beach Supermarket - Tissues for office	\$2.89	
1/11/2022	Wagait Beach Supermarket - Council meetings - milk	\$24.37	
1/11/2022	Wagait Beach Supermarket - Council meetings - biscuits	\$8.88	
1/11/2022	Wagait Beach Supermarket - Battery for Community Centre - Defib	\$6.90	
1/11/2022	Wagait Beach Supermarket - Small engine - unleaded fuel	\$36.34	
1/11/2022	Wagait Beach Supermarket - Small engines - unleaded fuel	\$17.75	
1/11/2022	Wagait Beach Supermarket - Small engine - fuel	\$12.45	
1/11/2022	Wagait Beach Supermarket - CEO fuel	\$130.35	
1/11/2022	Wagait Beach Supermarket - Seniors Dinner - ice	\$15.00	
1/11/2022	Wagait Beach Supermarket - Cards - Senior's program	\$5.50	
1/11/2022	Wagait Beach Supermarket - Ice - Darwin Harbour Clean-up	\$10.00	
1/11/2022	Wagait Beach Supermarket - Drinks for Councillor Meeting Cr Sarah Smith induction	\$71.98	
1/11/2022	Wagait Beach Supermarket - Biscuits - Senior Games - Meetings	\$8.88	
1/11/2022	Wagait Beach Supermarket - Milk - Seniors Games - meetings	\$7.99	
1/11/2022	Wagait Beach Supermarket - Council meeting - milk	\$4.65	
1/11/2022	Wagait Beach Supermarket - Insect repellent - workshop	\$10.89	
1/11/2022	Wagait Beach Supermarket - Ute - fuel	\$159.87	
1/11/2022	Wagait Beach Supermarket - Works Ute - fuel	\$275.90	
1/11/2022	Wagait Beach Supermarket - Small engines - fuel	\$44.12	
1/11/2022	Wagait Beach Supermarket - Fuel for generator - Diesel	\$591.01	
1/11/2022	Wagait Beach Supermarket - Tractor - Fuel	\$97.00	
1/11/2022	Wagait Beach Supermarket - Mower - fuel	\$16.40	
1/11/2022	Wagait Beach Supermarket - Small engine fuel	\$15.83	
1/11/2022	Wagait Beach Supermarket - Small engine - fuel	\$17.80	
1/11/2022	Wagait Beach Supermarket - CEO - fuel	\$375.42	
1/11/2022	Wagait Beach Supermarket - CEO fuel	\$116.45	
1/11/2022	Wagait Beach Supermarket - Ice for Youth Cooking class and movie night	\$15.00	
1/11/2022	Wagait Beach Supermarket - Ice - Halloween Party	\$20.00	
1/11/2022	Wagait Beach Supermarket - Council Meetings - milk	\$20.84	
1/11/2022	Wagait Beach Supermarket - Workshop - spray bottle	\$4.85	
1/11/2022	Wagait Beach Supermarket - Works Ute - fuel	\$264.70	
1/11/2022	Wagait Beach Supermarket - Small engines - fuel	\$57.03	
1/11/2022	Wagait Beach Supermarket - Blower - fuel	\$8.99	
1/11/2022	Wagait Beach Supermarket - Small engines - unleaded fuel	\$28.90	
1/11/2022	Wagait Beach Supermarket - Tractor - fuel	\$98.90	
1/11/2022	Wagait Beach Supermarket - Small engine - fuel	\$22.35	
1/11/2022	Wagait Beach Supermarket - CEO - fuel	\$225.98	
1/11/2022	Wagait Beach Supermarket - Skateboard session - bread	\$12.48	

1/11/2022	Wagait Beach Supermarket - Skateboard session - ice	\$10.00	
1/11/2022	Wagait Beach Supermarket - Skateboard session - food	\$23.43	
2/11/2022	Central Business Equipment - Copy and printing charges	\$322.48	
2/11/2022	CBA - Merchant fees		\$61.06
2/11/2022	CBA - Merchant fees		\$122.13
3/11/2022	Yoga classes for seniors	\$408.00	
4/11/2022	RDO Equipment - Replace of door to John Deere Tractor	\$1,402.95	
7/11/2022	Fleetcare - CEO vehicle leasing		\$1,427.12
8/11/2022	Harvey Distributors - 2 carton Livi (Harvey) 2 ply toilet roll (400 x 48)	\$88.88	
8/11/2022	Harvey Distributors - 2 carton SCA Roll Towel 90M (2187951) ctn 16 (02000)	\$77.20	
8/11/2022	Harvey Distributors - 1 x EC4 Glass Cleaner 5 litre	\$30.09	
8/11/2022	Harvey Distributors - Harvey Spice Disinfectant 5L	\$59.86	
8/11/2022	Harvey Distributors - 1 x Durawipes roll 45M/90M Yellow HW030Y	\$29.65	
8/11/2022	Power Water - Water swipe card	\$25.29	
9/11/2022	Norsign - Credit for \$81.84 CN99463803	\$81.84	
9/11/2022	Norsign - Community Centre and Health Care Clinic sign	\$157.41	
10/11/2022	Belyuen Community Government Council Store - Risk Management Meeting	\$42.50	
11/11/2022	Veolia Environmental Services - Credit note for Veolia invoice no. 2800274194		-\$702.37
14/11/2022	Yoga classes for Seniors	\$508.00	
14/11/2022	Wagait Beach Supermarket - Territory Day - fireworks	\$10.00	
14/11/2022	Wagait Beach Supermarket - Newspapers - 25/1/22 to 17/3/22)	\$131.00	
14/11/2022	Wagait Beach Supermarket - Council Meetings - milk	\$13.85	
14/11/2022	Wagait Beach Supermarket - Spray	\$6.75	
14/11/2022	Wagait Beach Supermarket - Works Ute - Diesel	\$289.83	
14/11/2022	Wagait Beach Supermarket - Works Ute - fuel	\$162.00	
14/11/2022	Wagait Beach Supermarket - Tractor - fuel	\$64.75	
14/11/2022	Wagait Beach Supermarket - small machinery - unleaded fuel	\$17.93	
14/11/2022	Wagait Beach Supermarket - Small engine - fuel	\$55.92	
14/11/2022	Wagait Beach Supermarket - Small engines - fuel	\$14.05	
14/11/2022	Wagait Beach Supermarket - CEO - Fuel	\$212.56	
14/11/2022	Cleaning products	\$27.05	
15/11/2022	Design of 2 x cat posters and Digital design workshop facilitator	\$400.00	
15/11/2022	CBA - Commbiz fees		\$7.55
15/11/2022	CBA - Commbiz fees		\$0.31
18/11/2022	Ferry Ticket	\$108.00	
21/11/2022	Optus - phone, internet		\$125.00
21/11/2022	Optus - mobile phone charges		\$215.20
21/11/2022	Repairs to Kubota mower	\$100.00	
25/11/2022	Council meals - 25 November 2022 Council Meeting	\$108.00	
28/11/2022	Curby's (NT) Pty Ltd - Medallion, Ribbon, Engraved plate - Australia Day Fun Run 2023	\$82.50	
28/11/2022	Motor Vehicle Registry - Registration renewal - CC57OG- Green mower	\$161.00	
28/11/2022	Motor Vehicle Registry - Registration renewal - CC57OG - Green mower	\$180.15	
28/11/2022	Central Business Equipment - Rental charges for Photocopy Machine	\$174.41	
30/11/2022	L.G.A.N.T. - Registration for LGANT Convention November 2022	\$1,400.00	
30/11/2022	GIO Workers Compensation Claims	-\$374.55	
30/11/2022	Santa bags for Children's Christmas party	\$24.00	
30/11/2022	Senior's Yoga classes	\$200.00	
CREDIT CARD - CEO			
1/11/2022	Xero - monthly subscription		\$124.00
3/11/2022	Encore Pilates & Wellness - Seniors Pilates classes - online	\$79.00	
6/11/2022	Microsoft - Monthly subscription		\$94.60
6/11/2022	Microsoft - Monthly subscription		\$108.24
8/11/2022	Officeworks - Engraved name badges	\$44.00	
9/11/2022	Palmerston Lions Club - Christmas cakes for Christmas activities	\$85.00	
11/11/2022	Copytime - Books wire bound	\$69.00	
11/11/2022	Woolworths - Fruit for Community Meeting	\$12.00	

11/11/2022	Woolworths - Chiller bag	\$2.49	
14/11/2022	City of Darwin - CEO parking - city of Darwin	\$20.00	
14/11/2022	Adobe Systems Incorporated - Monthly Subscription		\$18.69
15/11/2022	Australia Post - Postage envelopes (post-paid) x3	\$32.97	
16/11/2022	NT News - 2021-2022 Annual Financial Report - Advertisement	\$745.00	
16/11/2022	Officeworks - Office stationery	\$32.84	
17/11/2022	Uber - Uber fees - CEO and President to attend LGANT Meeting	\$14.68	
17/11/2022	NT Police, Fire & Emergency Services - Working with Children- Alan Jones	\$7.00	
18/11/2022	Vintage Cellars - Drinks for Xmas party	\$120.00	
18/11/2022	Adobe Systems Incorporated - Monthly subscription		\$29.99
23/11/2022	Coles - Food for International Men's Day	\$111.80	
23/11/2022	Beta Coolalinga Butchers - Meat for International Men's Day	\$71.67	
23/11/2022	Puma - CEO fuel	\$134.84	
CREDIT CARD			
3/11/2022	RDO Equipment - Isolator for tractor	\$182.03	
4/11/2022	Supercheap Auto - Grease gun 450g trigger type		\$93.99
4/11/2022	Airpower - Belts for Kubota mower x4	\$575.46	
8/11/2022	Belyuen Community Government Council - Cyclone preparation - diesel	\$399.00	

9.3. December 2022 Reports

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

9.4. December 2022 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/12/2022	Power Water - Water swipe card usage	\$18.86	
1/12/2022	EASA Inc - EAP Counselling Session from 16th to 30th November 2022	\$235.00	
1/12/2022	GIO Workers Compensation Claims - John Notais Medical reimbursement	-\$252.00	
2/12/2022	Central Business Equipment - Copy charges - photocopy machine	\$207.99	
2/12/2022	CBA - Merchant fees		\$95.91
2/12/2022	CBA - Merchant fees		\$29.50
5/12/2022	Alloy & Stainless Products - 5 sets of Kubota Blade mower blades		\$486.66
5/12/2022	GIO Workers Compensation Claims - John Notais Medical reimbursement	-\$146.00	
7/12/2022	Seniors cooking class - food and Sea Link	\$166.20	
7/12/2022	Seniors cooking class	\$400.00	
7/12/2022	Power Water - Water swipe card	\$53.16	
7/12/2022	Fleetcare - CEO vehicle lease	\$1,427.12	
8/12/2022	Rego inspection for box trailer	\$110.00	
9/12/2022	NT Electoral Commission - 2022 Wagait Shire By-Election	\$8,533.47	
13/12/2022	Councilwise - Licencing - CouncilWise Property and Rating annual licence	\$10,395.00	
13/12/2022	Raffle Tickets - Seniors Xmas party	\$5.49	
13/12/2022	Presents - Children's Xmas party	\$24.90	
14/12/2022	Pumps and Pressure Cleaner Repairs NT - Pressure pump - supply and fit	\$860.20	
15/12/2022	Curby's (NT) Pty Ltd - Australia Day - Cricket bat engraving	\$25.00	
15/12/2022	CBA - Commbiz fees		\$1.08
15/12/2022	CBA - Commbiz fees		\$10.32
16/12/2022	Volunteer Christmas Party - 20 December 2022	\$990.00	
16/12/2022	Wigg Plumbing - Waste Water Treatment - Forsyth Road (Sports Ground)	\$242.42	
20/12/2022	Optus - Optus phone/fax/internet	\$149.20	
20/12/2022	Optus - Optus mobile charges	\$191.00	

21/12/2022	Balanced Choice Program - Balance Choice 2 hours session 28/11 and 7/12 2022	\$660.00	
21/12/2022	Donald Cant Watts Corke (DCWC) - Supply a QS for the concept design (WRM#2)	\$1,650.00	
28/12/2022	Central Business Equipment - Rental charges for Photocopy Machine	\$174.41	
CREDIT CARD - CEO			
1/12/2022	Coles - Xmas festive crackers for Seniors Xmas party	\$75.00	
1/12/2022	Bunnings - PPE supplies	\$82.88	
1/12/2022	TR Telecom - Satellite phone charges	\$295.00	
2/12/2022	Xero - Monthly subscription		\$124.00
2/12/2022	WSB Distributors - Hose clamp and spot jet spray gun	\$83.82	
5/12/2022	Encore Pilates & Wellness - Online Pilates	\$79.00	
6/12/2022	Microsoft - Monthly subscriptions		\$94.60
6/12/2022	McAfee - Secure VPN and Virus protection and security		\$204.95
6/12/2022	Microsoft - Computer services subscription		\$108.24
7/12/2022	Mister Minit - Engraving on tools (gift for G Zikan)	\$30.00	
7/12/2022	Alfreds Pty Ltd - Tools (gift for G Zikan)	\$259.00	
8/12/2022	Coles - Food for meetings (G Zikan morning tea)	\$101.94	
9/12/2022	City of Darwin - Parking - City of Darwin	\$20.00	
9/12/2022	Motor Vehicle Registry - Trailer Registration - TF8536	\$75.80	
9/12/2022	Motor Vehicle Registry - Trailer Registration - TF8536	\$58.00	
13/12/2022	Woolworths - Seniors Xmas Party - Icecream and custard	\$21.80	
13/12/2022	Woolworths - Seniors Xmas Party - Custard	\$19.50	
13/12/2022	Woolworths - Hand wash - cleaning	\$9.00	
13/12/2022	Adobe Systems Incorporated - adobe subscription		\$18.69
13/12/2022	Officeworks - Stationery - office	\$237.22	
13/12/2022	Woolworths - Biscuits for council meetings	\$13.00	
13/12/2022	Woolworths - Food for Children's Xmas Party	\$101.22	
13/12/2022	Kmart - Children's gifts for Christmas party	\$367.50	
16/12/2022	Adobe Systems Incorporated - Adobe monthly subscription - photoshop		\$29.99
19/12/2022	EG Fuel - CEO fuel	\$133.62	
21/12/2022	TR Telecom - Satellite phone subscription	\$150.00	
21/12/2022	Sushi Izu - Food for Staff Christmas party	\$115.00	
22/12/2022	Cox Country Club #49794402 - Seniors Xmas lunch	\$1,471.50	
CREDIT CARD			
5/12/2022	Fulton Hogan - 10 x buckets of cold asphalt mix	\$880.00	
5/12/2022	Puma - Adaptor pin plug for trailer	\$12.95	
5/12/2022	Belyuen Community Government Council - Works Ute fuel	\$120.00	
5/12/2022	Cadillac Transport Repairs - Repairs to tipper-truck	\$264.35	

9.5. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 13 January 2023 is \$2250.72

9.4. CEO Declaration

That, to the best of the CEO's knowledge, information, and belief:

- i) The internal controls implemented by the council are appropriate; and
- ii) The council's financial reports best reflect the financial affairs of the council.

Resolution No. 2023/

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

Moved:

Seconded:

Vote:

10. AGENDA ITEMS

10.1. Guideline 7 – Procedural Fairness in Deciding Code of Conduct Complaints

A new local government guideline has been endorsed by the Minister for Local Government and provided to all NT councils, which provides guidance to help councils and the public ensure that the Code of Conduct complaints are handled in accordance with the principals of procedural fairness (natural justice). The Guideline can be provided to complainant and respondent on commencement of the complaint process, to enhance understanding of all parties.

Resolution No. 2023/

That Council receive and note the Local Government Act 2019 Guideline 7 – Procedural Fairness in Deciding Code of Conduct Complaints.

Moved:

Seconded:

Vote:

10.2. Policy Development

The following policies have been reviewed according to regular council procedure and updated for your review and consideration:

- Employee Assistance Program

Resolution No. 2023/

That Council receive and accept the following updated council policies:

- Employee Assistance Program

Moved:

Seconded:

Vote:

10.3. Disposal of Council Assets

At the ordinary meeting in October 2021, council resolved by resolution 2021/189 to sell a list of council assets by silent auction, that were surplus to council needs. However, the tender process did not take place due to Covid disruptions. In the interim, several other items have been added to list which is provided as an attachment for consideration.

Resolution No. 2023/

That Council authorises the CEO to dispose of the council assets on the attached list in accordance with the Council Asset Disposal Policy.

Moved:

Seconded:

Vote:

10.4. Grant Updates & Approvals

The CEO requests that council note the table below showing current grant progress updates; including acquittals for completed and fully expended grants, variation requests, pending submissions and new funds granted, and new grant application proposals for approval.

The council cash contribution amount identified for the project highlighted will require a transfer from the Asset Renewal Reserve as agreed by resolution 2022/125 at the ordinary meeting on 16 August 2022. A total breakdown of the grant expenses is attached.

Approved Council Project	Funding Program	Grant	Contribution	Status
Replace Tractor & Waste Strategy	WaRM #1 2020-21	75,000		Acquitted
ReDiscovery Centre	WaRM #2 2021-22	75,000		In progress
TBC	WaRM #3 2022-23	75,000	TBC	Pending
Youth Program 2022	FRRR	6,000		Acquitted
Green-waste track & Signage	LRCI Phase 2	30,387	0	Completed
Skate-park & Pump-track Stage 1	LRCI Phase 3	50,232	0	In progress
Youth Program 2022	Alcohol & Drugs (DoH)	20,000	0	Completed
Youth Program 2023	Alcohol & Drugs (DoH)	20,000	0	In progress
Solar Lighting & Court upgrades	Town Asset (DITT)	82,483	12,346	In progress
International Women's Day	Territory Families	3,000	0	In progress
Australia Day Event	Australia Day Council	2,500	0	In progress

The following grant applications have been submitted and are still pending confirmation of outcome.

Proposed Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-kind
Replace truck	PIF CMC	90,000	90,000	0	0
Replace exercise stations	PIF CMC	125,000	125,000	0	0
Families Program 2023-25	SARC (DSS)	360,000	360,000	0	0

The following proposed grant applications require council endorsement for the CEO to proceed.

Proposed Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-kind
Skate-park & Pump-track Stage 2	DITT CBF	250,000	250,000	0	0

Resolution No. 2023/

That council notes the grants update information provided and endorses the CEO to:

- a) Transfer the council contribution amount of \$12,346 from the Asset Renewal Reserve to the Special Purpose Grants account for the solar lighting and court resurfacing project; and**
- b) Make a submission to the NT Community Benefit Fund for Stage 2 construction of the skate-park and pump-track at Cloppenburg Park.**

Moved:

Seconded:

Vote:

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE - Nil

12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil

13. PETITIONS/DEPUTATIONS - Nil

14. CURRENT/UPCOMING EVENTS

14.1. Seniors Program Activities

- Morning tea 09 February 11:30am-1:30pm at the Community Centre
- Cooking Class Wednesday 30 November 6pm-9pm at the Community Centre

14.2. School Holiday & Youth Program Activities

- Youth Program Balance Choice program ; 4-6pm Wed 4, 11 & 18 Jan at Cloppenburg Park
- Makers & Creators sewing workshops ; 2-4pm Tues 10 Jan at Community Centre
- Giggling Geckoes waterslide & bouncy obstacle course ; 10am-1pm Sat 14 January

14.3. Australia Day – Thursday 26 January

Council has received funds from the Australia Day Council to host this annual community event. Dheran Young MLA has been invited to raise the inaugural council Aboriginal flag and has yet to confirm. The outgoing Administrator of the NT has also been invited, however has declined.

The CEO and council staff will be in attendance as well as previous award receivers and councillors to present the 2023 awards. This year, recognition awards will be given to all nominees.

The procedure for day will follow past events:

- 7am – Jack Ellis Fun Run
- 9am – Awards Ceremony
- 10am – BBQ and games

14.4. Cyber-Safety Morning Tea – Thursday 9 February

Council will be co-hosting this morning tea with NBN, who installed the free community wi-fi system at the Community Centre. The focus of the workshop is online safety, identifying scams and an introduction to my Gov services. All welcome!

14.5. International Women’s Day (IWD) – Saturday 11 March

Council has received funds from the NT Office of Diversity for an event on Saturday 11 March, from 5.45pm to 9pm. The Minister for Gender Equality and Diversity, Lauren Moss MLA has been invited and has yet to confirm. Following last year’s success, the 2023 event will begin with a street march culminating in the unveiling of the Women of Wagait mural design and a community barbecue. The march will include flags decorated by local women, representing their passions, dreams and backgrounds, which were created as part of the 2022 International Women’s Day event.

15. LATE ITEMS AND GENERAL BUSINESS – Nil

16. IN-CAMERA ITEMS

Resolution No. 2023/

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 ratepayer.
- 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.

Confidential Items raised In-Camera:

- Minutes from the Special meeting in December 2022
- CEO Annual Performance Review

Resolution No. 2023/

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 Tuesday 21 February 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at pm.



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 15 NOVEMBER 2022**

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1. OPENING OF MEETING

Councillors: President Neil White
Vice President Tom Dyer
Cr Michael Vaughan
Cr Peter Clee
Cr Sarah Smith

Staff: CEO, Renita Glencross

1.1. Address by Chair and President

President White 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

President White notes that Vice-President Tom Dyer has advised he will be late to the meeting.

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 18 October 2022

<p>Resolution No. 2022/178 That the Minutes of the Ordinary Meeting of Tuesday 18 October 2022 be confirmed by Council as a true and correct record. Moved: Cr Sarah Smith Seconded: Cr Peter Clee Vote: AIF-Carried</p>

3.2. Matters arising from Minutes of Council Meeting Tuesday 18 October 2022 - Nil

CEO advised that the RUA management will commence in the next fortnight and the first action is to survey and audit the RUA, and document the current state, including weeds, infrastructure, encroachment, location of survey pegs, etc. An initial recommendation to Crown Lands may be to conduct an official survey of the RUA boundary.

4. GUESTS - Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period 16 October to 11 November 2022.

5.1 Inwards Correspondence

Date	From	About	
17/10/2022	Nato Ceremonies	Publishing of citizenship ceremony 'wait time' data on website	email
17/10/2022	Office of Water Security	Draft Territory Water Plan released for community consultation	email
21/10/2022	Maree DeLacey - LG, DCMC	2022-23 Local Government Immediate Priority Grant Program - Grant round open	email
21/10/2022	LGANT	LGANT Convention and AGM 16-18 November 2022	email
25/10/2022	Valuations Office	Notice of valuation - 142 Wagait Tower Road (\$345,000.00)	mail
25/10/2022	Valuations Office	Notice of valuation - 50 Forsyth Road (\$380,000.00)	email
25/10/2022	NT Grants Commission	NT Grants Commission Financial Assistance Grant allocations 2022-23	email
25/10/2022	NT Grants Commission	Disaster Recovery Funding Arrangements - \$25,000.00 for Shire Councils	email
31/10/2022	Minister for Infrastructure, Planning and Logistics	New tender for Mandorah marine facilities	email
2/03/2022	Resident	Permit application to undertake works on Council Verges	by hand
4/11/2022	Allan Lewis - Australian Defence Force	ANZAC Day 2023 - ADF Ceremonial request for support	email
4/11/2022	LGANT	Consultation on improving economic regulation of water and sewerage services	email
7/11/2022	Residents of Joseph Court and Erickson Crescent	Works to commence on easement S226 - email notifying residents of works to commence on Tuesday 8/11/22	email
8/11/2022	LGANT	Submission - Local Government Council Members Allowances	email
8/11/2022	Maree De-Lacey, Dept of Chief Minister and Cabinet	Rates Debts - Statutory charges on mineral or petroleum titles for rates debts.	email
9/11/2022	Nexia Edwards	Amended audited statements	email
9/11/2022	LGANT	Rateable Mineral Titles - November 2022	email
9/11/2022	Crown Land Management	Acceptance of Quote for works for maintenance of the Wagait Beach Restricted Use Area (RUA)	email
9/11/2022	Crown Land Management	S226 drainage easement works	email
10/11/2022	Resident, Erickson Cres	S226 drainage easement works update	email
10/11/2022	Sealink	Ferry Reference Group meeting	email

5.2. Outwards Correspondence

Date	To	About	
17/10/2022	Crown Land Management	Quote for works for maintenance of the Wagait Beach Restricted Use Area (RUA)	email
19/10/2022	Residents in the Storm Surge zones	105 Storm Surge Zone awareness letters	email
19/10/2022	Residents in the Storm Surge zones	105 Storm Surge Zone awareness letters	mailed
25/10/2022	NT Government	Community Benefit Fund Grant - Makers and Creators (acquitted by M Newman)	email
25/10/2022	NT Classifieds	2022-2023 1st Budget Review advertisement	email
28/10/2022	LGANT	LGANT's General Meeting and AGM - November 2022	email
1/10/2022	Carers NT	Carers NT Morning Tea held Tuesday 18 October acquittal	email
1/10/2022	Rose Russell	Caretakers signed agreement - Cloppenburg Park	email
2/10/2022	Australia Day NT	Grant application - Australia Day 2023	email
4/11/2022	Defence Force	Request for Ceremonial support for ANZAC Day	email

7/11/2022	Residents of Joseph Court and Erickson Crescent	Works to commence on easement S226 - email notifying residents of works to commence on Tuesday 8/11/22	email
8/11/2022	Residents	10 Notices for 2022.2023 Rates and Charges	email
8/11/2022	Residents	3 Notices for 2022.2023 Rates and Charges	mail
9/11/2022	Crown Land Management	Acceptance of Quote for works for maintenance of the Wagait Beach Restricted Use Area (RUA)	email
9/11/2022	Crown Land Management	S226 drainage easement works	email
10/11/2022	Resident, Erickson Cres	S226 drainage easement works update	email
10/11/2022	Sealink	Ferry Reference Group meeting	email

CEO advised that a short-term lease for 4 months has been signed with the new caretaker at Cloppenburg Park. The lease will be reviewed at this point as to the timing of the repurposing of the area for the ReDiscovery Centre.

Resolution No. 2022/179

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

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF-Carried

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see Presidents Report attached.

Resolution No. 2022/180

That Council receives and notes President Neil White's report for the period 16 October to 11 November 2022.

Moved: Cr Sarah Smith

Seconded: Cr Peter Clee

Vote: AIF-Carried

7. OFFICERS' REPORTS

7.1. CEO Report for the period 16 October to 11 November 2022

Staff, HR, PD & Training	<ul style="list-style-type: none"> • Staff Leave Taken ; RG (AL x5); PW(nil); FC (nil); HP (nil); RT (WC ongoing) • Staff Leave Approved ; FC (22/10 to 30/10) • Recruitment for Sports & Active-Recreation Manager, Administration casual • Records Management (FC, PW) ; TBC • Staff APRs completed, CEO APR in progress • Risk management workshop (JLT) ; 8/11
WHS	<ul style="list-style-type: none"> • Staff Toolbox meetings x3 • Staff WIP meetings x3 • Nil staff incidents to report
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President x3 weekly catchups • WIP meetings x3 • NT WorkSafe/Recouvre/GIO insurance WC claims and return to work • Auditor requests for information & correspondence • DCMC TERCC regional monthly meeting ; 31 Oct • Audit Committee mtg ; 1 Nov • Meeting with Ironbark re CDP and council opportunities ; 2 Nov • Darwin Local Emergency Committee meeting new regional LEP ; 4 Nov • JLT Risk Management Workshop (staff) ; 8 Nov • Meeting with DIPL re MMF ; 9 Nov • Meeting with TFH re NT Disability Strategy actions; 10 Nov • Cyclone Preparedness workshop ; 12 Nov • Community meeting ; 12 Nov • Correspondence with Core Lithium regarding meeting attendance & road-use • Correspondence with Larrakia Nation and Kenbi Rangers re Darwin Harbour CleanUp • Correspondence with DIPL regarding MMF tender & meeting • Correspondence with DIPL-CLO regarding RUA contract & OL for beach accesses • Correspondence with DIPL-CLO regarding S226 remediation • Correspondence with DEPWS regarding S226 remediation • Correspondence with DITT follow up on childcare business development • Correspondence with Troppo Architects for Recovery Centre design drawings and QS • Correspondence with DIPL and EPA re ReDiscovery Centre at Clop Park • Correspondence with Belyuen CEO Waste Strategy • Correspondence with LGANT re TSA crumb rubber pilot projects Eol • Correspondence with residents for Verge Permits x 2 • Correspondence with MLA re MMF and Nov/Dec functions • Correspondence with Sealink re reference group meeting <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident meeting regarding realignment of vehicle cross-over on verge Erickson • Resident meeting regarding deterioration of vehicle cross-over on verge Massey • Resident concerns & enquiries regarding S226 drainage easement x10 • Resident concerns with dogs on Dalmeny
Actions	<p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of agenda & minutes for WSC mtg • Preparation of agenda & minutes for Audit Committee mtg • Assist Finance Officer with development of internal finance procedures • Review of asset management policies and procedures

	<ul style="list-style-type: none"> • Research for cat management community campaign, policy and bylaws • Follow up on actions for Audit Committee • Preparation of 2023 Community Fund documents (opening 1 Dec) • JSEA's for Jetty-Wash and Hard-Waste compound • Research for SARC program 2023-25 • Research and development of NT Disability Action Plan contributions • Research and development for response to Treaty Commission Report • Research and development of response to Economic Regulation of Water & Sewerage
Actions	<p><u>Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Youth Leadership program continues with special Wild-care sessions led by consultants including registration for Aussie-Bird-Count. Youth Program Officer currently has exams and pop-ups have been infrequent. Hallowe'en party was a huge success. Christmas party and school holiday program arrangements for and Dec/Jan in progress. • Healthy Lifestyle Seniors Program: Weekly Yoga and Pilates continue, both are well attended. Carer's morning tea event was also successful with reps from Carer's NT attending. Games luncheons continue and another Cooking Class is scheduled for 30 Nov. Planning is underway for workshops that will look at cyber-security and scam awareness and Christmas party is booked at Cox Club on 22 Dec. <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • LCRI phases 3 - Skate-park & Pump-track design and construct stage 1 (\$50k) • DLGRD (CMC) WaRM #2 - Design & Construct for Re-Discovery Centre (\$75k) <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> • Alcohol & Drug program 2023; Wagait Youth Leadership Program (\$20k), pending • LCRI-P3 ext; TBC (\$30k) most likely roads/verge/drainage maintenance • WaRM #3; TBA (\$75k) most likely ReDiscovery centre • Youth-Vibe School Holiday program (\$4k), successful • CBF; Tennis Court (\$30k), pending • Tourism Town Asset program; solar lights (\$50k), pending • International Women's Day (\$3k), pending • Strong and Resilient Communities (SARC); Women's program 2023-25 (\$360k) • Youth Week 2023 ; due 30 Nov • PIF ; Truck/Cloppenburg Park Exercise Station ; due 2 Dec <p><u>Reporting</u></p> <ul style="list-style-type: none"> • LRCI all phases progress reports/ variations and R2R • DLGRD (CMC) WaRM #1 - Replace tractor (\$50k) + Waste strategy (\$25k) <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletter (October) • Community update (Youth Program & School Holidays) • Community update (PRE-Cyclone Preparation) <p><u>Community Events – Current and Upcoming</u></p> <ul style="list-style-type: none"> • Seniors Games Luncheons ; 9 Nov 11am-1pm • Youth Program Balance Choice ; 27 Nov 4-6pm • Seniors cooking class ; 30 Nov 6-9pm • International Men's Day ; 23 Nov • Kids Xmas party ; Fri 16 Dec 6-9pm • Volunteers Xmas party ; Tues 20 Dec • Seniors Xmas party ; Thurs 22 Dec

7.2. Works Manager's Report for the period 16 October to 11 November 2022

Staff/HR, PD & Training	<ul style="list-style-type: none"> • Leave - GZ (AL x6, RDO x2); RR (RDO x1) • Ongoing work planning for casual staff
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 3 • Return to Work meeting for JN (Recouvre) • CEO > JSEA's for Jetty-Wash and Hard-Waste compound • Incidents > NIL
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 13 • Water Samples x 23 • Imaluk water compound maintenance (weed control, mow and snip)
Actions	<p><u>Jetty Maintenance (contract works)</u></p> <ul style="list-style-type: none"> • Jetty wash x 13 • Jetty carpark verge maintenance (weed control, mow and snip) • Boat ramp algae removed • Jetty landing barnacles removed <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 7 and burn • Council bins in, out & cleaned weekly x 28 • Pre-cyclone kerbside collection (3 days x 3 people) • Pre-cyclone season clean up at hard-waste compound ongoing <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 • Several wandering dogs reported and followed up <p><u>Environmental Management & Maintenance</u></p> <ul style="list-style-type: none"> • Cloppenburg Park irrigation monitoring daily/monthly reporting • Replaced old signage in council grounds • Memorial garden clean-up and replace/refresh quartz gravel <p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Weed poisoning and removal from verges/drains • Replaced & realigned damaged road-side barriers on WTR & Erickson <p><u>Vehicle and Plant</u></p> <ul style="list-style-type: none"> • Replaced mower blades and belts • High pressure hose and pump maintenance <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> • Assisted with set up for Seniors games luncheon

Resolution No. 2022/181

That council receives and accepts the Officers reports for 16 October to 11 November 2022.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF-Carried

8. ACTION SHEET for the period 16 October to 11 November 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.
			13/05/2022	Power-Water tank-cleaning activity at the facility on 5 May ; further upgrades to UV filter flow to tank and increased header tank capacity discussed with PW. CEO has discussed watertank subsidies (grants) with DCMC.
			16/09/2022	No further update from PW regarding upgrades to compound.
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage. See agenda item 10.2
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 Hault 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.
			12/08/2022	Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.
			16/09/2022	Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.
			14/10/2022	DIPL-CLO have requested management services for RUA to be quoted. Occupational licenses for Erickson and Baluria access carparks are being considered, with other safety and vehicle control measures.
			11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.
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 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.
		12/08/2022	Draft strategy and plan provided to council, pending QS and final design. Proposal currently favours positioning waste transfer, recycling and recovery centre facility on freehold land in-between Wagait Beach and Belyuen and discusses opportunity for interim recycling and organics re-use initiatives. Veolia and Core Lithium have both shown interest and support for development and management of a new facility. Final strategy with QS due September.
		16/09/2022	The Waste Management Strategy has been received and is tabled for council endorsement. Next steps will be to share the document with LGANT and present the package to NTG DIPL and LG for consideration.
		14/10/2022	A public consultation forum to present the Waste Strategy was held on Sat 15 Oct, with representatives from DITT attending to discuss local business development for circular economy and tourism.
		14/11/2022	CEO requests to remove this item from the action list as the Waste Strategy has been completed and implementation of the strategy is underway with development of a ReDiscovery Centre.
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.
05/05/2022	DoH Remote Health Unit COVID-vax-clinic attended WB on Thursday 5 May, with 15+ residents attending.
12/08/2022	CEO raised WB Health Centre support & staff issue with DoH and Territory Families at TERCC meeting 03/08/2022. DoH advised it is a (legacy) services planning issue and Belyuen clinic upgrades are for triage/emergency and will not increase capacity for outreach services.
16/09/2022	Raised at TERCC meeting 15/09/2022 as a priority issue affecting community wellbeing and safety.
08/11/2022	Raised in correspondence with CMC and in the NT Disability Strategy Action Plan as a priority issue affecting community safety. See agenda item 10.3

- Item 1: Recent consultation on water has included the international right to clean and safe water, and economic regulatory reform for water and sewerage with a focus on areas with reticulation. The CEO has made a response to the consultation in regard to a comparison between the services of Wagait Beach and Southport with other areas that are considered reticulated services on the PowerWater map. There is a considerable difference here.

- Item 2: As discussed at 3.2 Matters arising from previous minutes and in CEO report. Cr Vaughn queried if council have the human resources to manage the additional weed monitoring and management services given there is quite a bit of need here in the community at the moment? CEO has increased labour capacity in line with the need and additional contract income received to manage this.
- Item 3: CEO is requesting to remove this item from the action list as the strategy has been delivered. Councillors happy to remove.
- Item 4: CEO is working to place Wagait Beach's need for a clinic in every possible NT action plan so it is impossible to ignore.

Resolution No. 2022/182

That council receives and accepts the Action Sheet for 16 October to 11 November 2022 and agrees to remove Action item 3, as it is complete.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF-Carried

9. FINANCIAL REPORTS

9.1. October 2022 Reports

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

9.2. October 2022 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
2/10/2022	CBA - Merchant fees	\$0.00	\$392.73
3/10/2022	Balanced Choice Program - Balanced Choice session on 2/10/22	\$330.00	\$0.00
3/10/2022	Renita Glencross Expense Claim - games for Halloween Disco	\$42.00	\$0.00
4/10/2022	Lisa Buchanan - Digital Art Workshop	\$200.00	\$0.00
4/10/2022	Severine Meunier - Yoga classes for Seniors	\$200.00	\$0.00
5/10/2022	Aircon Cleaning - CEO House	\$528.00	\$0.00
5/10/2022	Aircon Cleaning - Community Centre	\$528.00	\$0.00
5/10/2022	Aircon Cleaning - Clinic	\$528.00	\$0.00
5/10/2022	Aircon Cleaning - Office	\$396.00	\$0.00
5/10/2022	Aircon Cleaning - Workshop	\$132.00	\$0.00
5/10/2022	Power Water - Water swipe card usage	\$93.68	\$0.00
7/10/2022	Central Business Equipment - Printing and copy charges	\$247.88	\$0.00
7/10/2022	Fleetcare - CEO Vehicle leasing charges for September 2022	\$0.00	\$1,427.12
10/10/2022	Jennes, Alex - Sponsorship of \$200 for Naomi Manahan	\$200.00	\$0.00
10/10/2022	Larissa Latham - Sponsorship of \$200 for Sky Latham	\$200.00	\$0.00
10/10/2022	Pamela Wanrooy Exp Claim - Halloween bowls and plates	\$18.75	\$0.00
10/10/2022	East By West - Schematic, render and consultation material	\$6,930.00	\$0.00
10/10/2022	Makers & Creators - Sewing workshop for School Holidays	\$150.00	\$0.00
11/10/2022	MJ Electrical - Battery replacement for UPS - Comms Cabinet	\$110.00	\$0.00
11/10/2022	Motor Vehicle Registry - CD15CQ Registration - orange mower - CTP Contribution	\$45.05	\$0.00
11/10/2022	Motor Vehicle Registry - CD15CD Registration - registration	\$35.75	\$0.00
11/10/2022	Just Stitchin - Berina Sewing Machine	\$599.00	\$0.00
12/10/2022	Katie Crane - Sponsorship of \$200 for Cassidy Crane	\$200.00	\$0.00
12/10/2022	Colleen Fergusson - Meals for the monthly council meeting	\$90.00	\$0.00
12/10/2022	Colleen Fergusson - Provide finger food for Council members Sarah Smith	\$170.00	\$0.00
12/10/2022	Michelle (Miki) Ensbey - Snake workshop - Youth program	\$300.00	\$0.00
12/10/2022	Michelle (Miki) Ensbey - Snake workshop - youth program	\$39.84	\$0.00
14/10/2022	MJ Electrical - 14 October - rectify power supply to Workshop after power blackout	\$72.60	\$0.00
17/10/2022	CBA - Commbiz fees	\$0.00	\$13.09
17/10/2022	Pest Off - pest control	\$250.00	\$0.00
17/10/2022	Pest Off - pest control	\$500.00	\$0.00
17/10/2022	APM Advanced Property Maintenance - Recover refrigeration gas	\$1,500.00	\$0.00
17/10/2022	Pest Off - pest control	\$250.00	\$0.00
17/10/2022	Pest Off - pest control	\$230.00	\$0.00
17/10/2022	Pest Off - pest control	\$260.00	\$0.00
18/10/2022	Totally Work Wear - uniform	\$88.00	\$0.00
19/10/2022	Alloy & Stainless Products - 5 sets of Kubota Blade mower blades	\$536.16	\$0.00
20/10/2022	Optus - Office fax, internet, phone charges	\$0.00	\$80.00
20/10/2022	Optus - Mobile phone charges	\$0.00	\$260.70
20/10/2022	Elite Electrical NT - Installation of 2 x ceiling fans - 1400mm and 1 x wall mount fan	\$749.37	\$0.00
21/10/2022	Han Na Park - Sealink ferry multi tickets	\$108.00	\$0.00

21/10/2022	Ian Manahan - Water to CEO House	\$150.00	\$0.00
24/10/2022	APM Advanced Property Maintenance - air con R&M	\$1,850.00	\$0.00
24/10/2022	APM Advanced Property Maintenance - air con R&M	\$1,850.00	\$0.00
24/10/2022	Jennifer Foley - cooking class	\$604.42	\$0.00
24/10/2022	Encore Pilates & Wellness - Community Pilates classes	\$1,548.80	\$0.00
24/10/2022	Balanced Choice Program - 2 hour workshop Youth program	\$330.00	\$0.00
25/10/2022	Colleen Fergusson - Council meals for meeting held 18 October 2022	\$108.00	\$0.00
25/10/2022	Jacana Energy - electricity for office premises	\$1,560.59	\$0.00
26/10/2022	Brandit NT - Item # 1386 - uniform	\$1,466.30	\$0.00
26/10/2022	Central Business Equipment - Rental charges for Photocopy machine	\$174.41	\$0.00
27/10/2022	CBA - bank fees	\$0.00	-\$0.06
27/10/2022	Makers & Creators - Halloween workshop for children activities	\$326.95	\$0.00
27/10/2022	Michelle (Miki) Ensbey - Snake Workshop for Youth program	\$300.00	\$0.00
27/10/2022	Michelle (Miki) Ensbey - Reimbursement for Ferry travel	\$28.70	\$0.00
31/10/2022	ArborWork Tree Services - Tree removals and pruning	\$3,700.00	\$0.00
31/10/2022	Veolia Environmental Services - Wheelie bin collections	\$0.00	\$8,530.17
31/10/2022	Veolia Environmental Services - Hardwaste collections	\$0.00	\$2,953.98
31/10/2022	Tropo - ReDiscovery Centre design development & documentation	\$4,246.00	\$0.00
CREDIT CARD - CEO			
3/10/2022	Xero - monthly subscription	\$0.00	\$121.26
3/10/2022	Encore Pilates & Wellness - Online Pilates monthly subscription	\$79.00	\$0.00
4/10/2022	Spot Trace - Vehicle tracking	\$289.14	\$0.00
6/10/2022	CBA - Bank fees	\$0.00	\$7.23
7/10/2022	U-Tube - UTube movies for children movie night	\$0.00	\$6.99
10/10/2022	Microsoft - Monthly services	\$0.00	\$91.08
10/10/2022	Microsoft - Monthly services	\$0.00	\$94.60
11/10/2022	Copytime - A4 books wire bound	\$60.50	\$0.00
13/10/2022	NT Police, Fire & Emergency Services - working with children check - Maureen Newman	\$7.00	\$0.00
13/10/2022	Adobe Systems Incorporated - Monthly subscriptions	\$0.00	\$18.69
14/10/2022	Woolworths - Cyclone shelter supplies - restock	\$16.00	\$0.00
14/10/2022	Woolworths - cyclone shelter supplies - restock	\$32.00	\$0.00
14/10/2022	Officeworks - postage stamps	\$110.00	\$0.00
14/10/2022	Officeworks - Office stationery	\$260.89	\$0.00
14/10/2022	Woolworths - Office meeting - coffee, tea, insect spray	\$17.15	\$0.00
14/10/2022	Woolworths - Office meeting - coffee, tea	\$25.20	\$0.00
14/10/2022	NT Keys - Keys cut for sliding door - Community Centre	\$49.75	\$0.00
14/10/2022	Woolworths - Carers NT Moring tea - Tuesday 18 October 2022	\$268.71	\$0.00
14/10/2022	Woolworths - Carers NT morning tea - Tuesday 18 October 2022	\$35.40	\$0.00
16/10/2022	Adobe Systems Incorporated - monthly subscriptions	\$29.99	\$0.00
17/10/2022	Our Community Pty Ltd - ICDA (BASIC) individual	\$0.00	\$65.00
18/10/2022	Berry Springs Home Hardware - 2 x Extra Duty Tarps for Darwin Harbour Cleanup	\$118.00	\$0.00
20/10/2022	Sealink Ferries - Sealink Multi pass	\$108.00	\$0.00
26/10/2022	Woolworths - Catering supplies	\$60.00	\$0.00
26/10/2022	NT News - Advertisement - 2022-2023 1st Budget Review.	\$653.00	\$0.00
26/10/2022	Woolworths - Halloween Party food - Friday 28 October 2022	\$143.77	\$0.00
26/10/2022	Woolworths - Halloween party food - Friday 28 October 2022	\$64.85	\$0.00
26/10/2022	Dollars & Sense - Halloween party - toys for prizes	\$60.92	\$0.00
CREDIT CARD			
4/10/2022	cabcharge #49794244 - Cab fare for Neil White to attend CEO recruitment course	\$11.97	\$0.00

9.3. Councillor Allowances

The total payment to Councillors from 1 July 2022 to 30 October 2022 is \$1,427.92

9.4. CEO Declaration

That, to the best of the CEO's knowledge, information, and belief:

- i) The internal controls implemented by the council are appropriate; and
- ii) The council's financial reports best reflect the financial affairs of the council.

Discussion Notes:

- Plant & Equipment Repairs and Maintenance budget has had a lot of expenditure. All of the mower blades and belts have been replaced in readiness for the wet season.
- Airconditioning cleaning looks very expensive, above average charge. Council sought 2 quotes before awarding the contract.
- Sewing machine was bought on behalf of Makers & Creators with a CBF grant. WSC is administering the grant. The asset belongs to Makers & Creators.
- There is always someone on call. At present this is covered by the works team.
- All of the assets are currently being evaluated (stock-take). A revaluation of assets is not yet due.
- Sponsorships x 3 were for youth residents attending in the ice skating competition being held in November in Newcastle.
- Trade creditors over 90 days for \$5,900 is Veolia. Council is disputing 2 invoices which are not in line with the new contract agreement. Several past invoices have had charges around \$750 above the agreed amount.
- Council is not currently charging for the disposal of fridges. Implementing a minimal charge may be a consideration for next year's budget workshop.

Resolution No. 2022/183

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF-Carried

10. AGENDA ITEMS

10.1. Response to Treaty Commission Final Report

LGANT has requested a response from councils to the Treaty Commission Final Report, with regard to nine recommendations including proposed legislation that may effect significant changes to the local government sector. The NTG is expected to provide a formal response by the end of the year.

The CEO has consulted with LGANT and other regional and shire councils and prepared an in-principle response which is attached for consideration.

The implementation of these recommendations and establishment of a First Nations Self Government Act will have major implications for Wagait Shire. The local Government Act will only be applicable in municipal areas, which are currently Darwin, Palmerston, Alice Springs. Other areas will fall under the First Nations Self Government Act.

Vice President Tom Dyer arrived at 7.30pm.

Resolution No. 2022/184

That Council receive and accept the brief prepared by the CEO and agree to consider a response to the Treaty Commission Report out-of-session.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: 4/5-Carried (Vice President Tom Dyer abstained)

10.2. Response to Economic Regulation of Water & Sewerage

The consultation paper for Economic Regulation of Water and Sewerage was released in early November and is calling for submissions, due on 19 November. The CEO has attended meetings with PWC and LGANT and prepared a response for council approval.

The water charge in Wagait Beach is significantly higher than in other reticulated areas.

Resolution No. 2022/185

That Council receive and accept the response to the consultation paper for Economic Regulation of Water and Sewerage as prepared by the CEO.

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF-Carried

10.3. NT Disability Strategy Action Plan

The NT Disability Strategy was released in August 2022 and NT local government organisations have been invited to contribute to the Action Plan. The CEO has been representing council on the NT committee and CEO has prepared a proposal for council approval.

In response to this, council will audit its buildings and facilities for accessibility.

Resolution No. 2022/186

That Council receive and accept the proposal for council actions to contribute to the NT Disability Strategy Action Plan and develop our own strategy and plan to ensure access and inclusion for all is embedded in the decision making for our community.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF-Carried

10.4. Grant Updates

The CEO requests that council note the table below showing current grant progress updates; including acquittals for fully expended grants, variation requests, new funds granted and new grant application proposals for approval.

Cr Clee requested an additional column to separately identify Approved and Pending grant applications.

SARC Families program is Strong And Resilient Communities funding from the Dept of Social Security. This grant application is for \$180,000 per year for 2 years, 2023-2025 to run a pilot childcare program and knowledge keeping program for women and families.

The grant to create an artwork on the triptych billboard at the front of council has been fully expended. The artist will deliver the final artwork by May 2023.

Council could not get original approval for an entry sign due to new road and verge regulations, complicated by pending road reserve changes proposed in Kenbi .

The total skate park implementation will cost over \$500,000. The designer has created a staged approach to the design that can be developed over time.

Council Project	Funding Program	Total Grant	Funds Recvd	Expended
TBC	WaRM 2022-23 (DCMC)	75,000	75,000	0
Green-waste track &	LRCI Phase 2	30,387	21,271	30,387
Skate-park & Pump-track	LRCI Phase 3	50,232	37,674	23,414
Youth Program 2023	Alcohol & Drugs (DoH)	20,000	0	0
Solar Lighting	Town Asset (DITT)	42,000	0	0
Tennis Court resurfacing	Town Asset (DITT)	20,170	0	0
Families Program 2023-25	SARC (DSS)	360,000	0	0
International Women's Day	Territory Families	3,000	0	0
Australia Day Event	Australia Day Council	3,000	0	0

The CEO requests that council review and endorse proposed grant applications for the Priority Infrastructure Fund as set out in the table below, noting that contributions from council may be required if the submissions are successful.

Project	Funding Program	Total Cost	Funding	WSC cash	WSC in-kind
Replace truck	PIF CMC	90,000	90,000	0	0
Replace exercise stations	PIF CMC	125,000	125,000	0	0

Resolution No. 2022/187

That council notes the grant progress information provided, and approves:

a) Applications to Priority Infrastructure Fund to replace ageing assets.

Moved: Cr Sarah Smith

Seconded: Cr Peter Cleo

Vote: AIF-Carried

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE - Nil

12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil

13. PETITIONS/DEPUTATIONS - Nil

14. CURRENT/UPCOMING EVENTS

14.1. Seniors' Program Activities

- Games Luncheon Wednesday 09 November 11:30am-1:30pm at the Community Centre
- Cooking Class Wednesday 30 November 6pm-9pm at the Community Centre

14.2. Youth Program Activities

- Youth Program Balanced Choice program ; 4-6pm Monday 28 Nov at Cloppenburg Park

14.3. International Men's Day – 23 November

The 2022 theme is #MakeTime4Mates and Wagait community will celebrate IMD with an extra Big Bash and BBQ at Cloppenburg Park on Wednesday 23 November. All welcome!

14.4. Christmas Functions

- Kids' Xmas party 16 December 6pm-9pm at Cloppenburg Park
- Councillor & Volunteers' Xmas party 20 December 6pm-9pm at Community Centre
- Seniors' Xmas party 22 December 11:30am-1:30pm at Cox Club

15. LATE ITEMS AND GENERAL BUSINESS – Nil

15.1. Report from Cr Clee National Roads Conference

Cr Clee attended the National Roads Conference in Tasmania last week in his capacity as LGANT Vice-President Shires and Regionals and was able to appeal to the Minister for funding to remediate Wagait roads. Cr Clee proposes that a tripartite agreement for equal amounts of federal, territory and council funds is made to fully fund the cost.

15.2. Sealink Meeting & Ferry Reference Group

CEO attended a meeting with Sealink General Manager after a request was received to reconvene the Ferry Committee. The committee has not met for over a year and several members have since resigned. The committee terms of reference has representatives from the community and the council, as well as Sealink and DIPL.

Cr Clee advised that the committee was appointed by the Minister and the approach to reconvene or reappoint new members may also need to be through the Minister. The CEO will advise Sealink that the President and CEO will nominate and provide a list of possible community members, to progress instruction from the Minister.

15.3. Works Manager Resignation

CEO received an email from the Works Manager, Gary Zikan, advising his resignation from the position as his family are moving to Darwin. He has also accepted a full-time position with Sealink. Gary was first employed by council in 2005 and has been a great asset to the organisation 17+ years. He will be hard to replace and missed greatly, but we wish him well and thank him for his service to the community.

CEO has commenced recruitment processes and anticipates the position to be filled before council closure at Christmas to commence in the new year.

16. IN-CAMERA ITEMS

Resolution No. 2022/188

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: Cr Michael Vaughan

Vote: AIF-Carried

At 8.28 pm Council closed the meeting to the general public.
Confidential Items raised In-Camera:

- Minutes from previous in-camera items at the October meeting.

16.1. Confirmation of In-Camera Minutes from Meeting 18 October 2022

Resolution No. 2022/189

That the In-Camera Minutes of the Ordinary Council Meeting of Tuesday 18 October 2022 be confirmed by council as a true and correct record.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF-Carried

Resolution No. 2022/190

That Council re-open the meeting to the general public in accordance with section 99(1) of the Local Government Act.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF-Carried

At 8.30 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on 17 January 2023 at the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8.32 pm.

Purpose: *As part of my responsibility, inform Council and the community of activities and information that is important.*

Update:

Hello and welcome to the January Wagait Shire Council meeting.

Our last meeting was in November, and as has become the norm for WSC, the December meeting was postponed over the Christmas period, although a brief meeting was held to consider our Australia Day nominations.

We farewelled our long-serving Works Manager in Garry Zikan at a small morning tea on 9 December, who has moved to town and can now be seen regularly piloting the ferry. Welcome to our new Works Manager in "Robbo", who brings much experience to the role having been part of the Works team for several years. Also welcome to "Jimbo" to the works team, we look forward to this small but dedicated team working hard around the community to keep it in tiptop shape.

We look forward to another successful Australia Day event this year, from the competitors in the Jack Ellis 1M millimetres run/walk, the actual ceremony at Cloppenberg Park at 9:00am, followed by fun and activities throughout the day. Let's hope the rain holds off!

Meetings Attended

DATE	ITEM
Tuesday 15 November	Ordinary Council meeting
Thursday 17 November	LGANT Annual Conference (all day)
Friday 18 November	LGANT AGM (all morning)
Wednesday 23 November	International Men Day – BBQ & cricket
Friday 25 November	CEO catchup
Friday 2 December	CEO catchup
Friday 9 December	CEO catchup & Gary Zikan's farewell
Wednesday 14 December	brief Council meeting for Australia Day nominations/awards
Friday 16 December	TOPROC meeting at Palmerston Council Offices
Tuesday 20 December	Council & Volunteers Christmas Party
Monday 9 January '23	CEO catchup
Friday 13 January	CEO catchup

Neil White
 President
 January 2023



MINISTER FOR ESSENTIAL SERVICES

Parliament House
State Square
Darwin NT 0800
minister.uibo@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8936 5529

Mr Neil White
President
Wagait Shire Council

Email: council@wagait.nt.gov.au

Dear Mr ~~White~~ ^{Neil}

Thank you for your recent enquiry regarding water supply services to the Wagait community, raised at the recent Local Government Association of the NT conference.

As you will be aware, the Wagait community has no reticulated water or sewer networks.

The water supply is limited, with three low-yielding bores and a rising main providing water via a card-operated bulk water supply facility.

Power and Water has no plans to connect Wagait to a town water supply.

Power and Water is also not aware of any water mains in a new subdivision.

Thank you for raising this matter with me.

Yours sincerely

SELENA UIBO

- 6 DEC 2022



PMB 10 Darwin NT 0801
142 Wagait Tower Road
Wagait Beach NT 0822
Tel: 08 8978 5185
Fax: 08 8978 5100
Email: council@wagait.nt.gov.au

The Hon Eva Lawler MLA
Minister for Infrastructure, Planning and Logistics and Minister for Territory Development
minister.lawler@nt.gov.au

9 December 2022

Dear Minister,

RE: Wagait Beach Roads, Water Reticulation & Local Area Planning

Thank you for speaking with me during the meeting with other NT cabinet ministers at the LGANT Convention on 17 November. As discussed, our growing community has several development issues that we would like to raise for your awareness and consideration.

Wagait Beach Roads

Wagait Shire Council maintains 14.2km of local roads in the estate of Wagait Beach, which were first sealed more than 30 years ago. A [road network investigation report executed by LGANT in 2018](#) found that the condition of the roads was generally deteriorated with many unsafe elements due to erosion and age. In 2020, the cost of resealing and repairing the network has been estimated at \$3.6M and we are currently undertaking a new road audit to confirm condition and costs post-Covid.

Wagait Shire Council has set aside reserves of \$0.6M to contribute to this project and is seeking funding for the remainder between the federal Department of Infrastructure, Transport, Regional Development and Local Government and the NT Government. We have commenced discussions with Assistant Ministers Brown and Chisolm and federal department representatives, and hope that you will also **assist us with this critical infrastructure request.**

Water Reticulation

Wagait has a permanent population of approx 560, which increases to over 600 during the dry season (when the demand for water is higher). Like many rural areas in the greater Darwin region, Wagait residents rely on rain-water tanks and water cartage from Imaluk PWC tanks at a cost per kilo-litre rate 3x that in urban areas. Water is an essential service and increasingly so with our growing population.

Since the UV filter was installed at the Imaluk Standpipe (2020) the flow of water through the system from tank to pipe has decreased, resulting in the header tanks being drained very quickly & consumers having to wait for hours to fill a tank for essential use. In the event of a bush-fire, there would be no capacity to fill fire-fighting tanks to the capacity needed.

The current system is no longer workable and on behalf of residents, council would like to work with the NT Government to **include plans for water reticulation to Wagait Beach properties in the Infrastructure pipeline.**

We have also contributed these comments to the recent 'have-your-say' consultations on Water Security Planning for the NT and Economic Regulation of Water and Sewerage and hope to have some acknowledgement of this in due course.

We also received a letter from Minister Uibo on 02 December 2022 in response to a query at the LGANT convention, however the information provided is contradictory to what we have been advised in our research of the water availability here. Our understanding is that there is plenty of good quality water in aquifers at Charles Point which feed our current system, and it is just the flow pressure that is sub-standard and would require infrastructure to extract it.

Alternatively, consideration could be given to extending the infrastructure proposed for Larrakia Development Corp interests in the Cox Peninsula another 10km to service Wagait Beach.

Local Area Planning

Wagait Shire Council and the Wagait Beach community are very much looking forward to the construction of the new marine facility and know that this will be a game-changer for safety, accessibility and future sustainable, culturally sensitive and ecologically-sound business development on the Cox Peninsula.

Wagait has long been recognised as a close-to-Darwin beach getaway for locals and tourists, and this was particularly evident during Covid when the community was inundated with RV's and caravans with nowhere for them to go. In fact, since 2020 more than 13% (50/380) of local properties have been resold, many of them as a place to put a van!

As our population now reaches 600+ council is at capacity with service delivery and without many options to create a greater rate-base or other local income stream. Local business development is also very limited within the current Rural Living (RL) zoning, and we are **seeking your support to develop a local area plan** that will realise the potential of the area as another great top-end tourism destination as well as a secure and safe home for those that live here.

Yours sincerely



Cr Neil White
Council President

Wagait Shire Council | PMB 10 Darwin NT 0801
Tel: 0488 123 757 | Email: neil.white@wagait.nt.gov.au

[Cc Daly.Electorate@nt.gov.au](mailto:CcDaly.Electorate@nt.gov.au)
[Cc Minister.Paech@nt.gov.au](mailto:CcMinister.Paech@nt.gov.au)

WAGAIT SHIRE COUNCIL

Income & Expenditure Statement Actual v Budget Nov 2022

	Nov Actual	YTD Actual	YTD Budget	YTD Variance	WHOLE YEAR BUDGET	NOTES
Income						
Contracts, Fees & Charges	\$ 10,104.54	\$ 78,420.49	\$ 65,125.00	\$ 13,295.49	\$ 153,500.00	1 November YTD higher due to timing of invoices
Interest/Investment Income	\$ 10,769.76	\$ 10,677.82	\$ -	\$ 10,677.82	\$ 30,000.00	2 Bendigo term deposit interest received in Nov, Accrued term deposit interest due Sep/Oct/Nov in Jun 23
Operating Grant Revenue	\$ 6,281.00	\$ 195,409.00	\$ 193,716.00	\$ 1,693.00	\$ 315,990.00	3 FAA Grants Q2 received in Nov, Operational grants due 01/02/23 (FAA c/f = \$ 53,980)
Other Income	\$ 6,033.38	\$ 19,724.76	\$ -	\$ 19,724.76	\$ -	4 November YTD higher due to workers comp reimbursement
Other Income - Disposal of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	6 November & YTD Nil due to timing of disposal of fixed assets
Rates Income	\$ 246.54	\$ 252,240.12	\$ 252,044.00	\$ 196.12	\$ 252,924.00	5 Includes rates, rates interest, and rates search income (FY23 rates = \$251,424 for 387 properties)
Rental Income	\$ 481.82	\$ 2,268.20	\$ 1,890.00	\$ 378.20	\$ 5,045.00	6 November & YTD slightly higher due to caretakers rental at Cloppenburg Park
Waste Management Income	\$ 145.46	\$ 123,439.65	\$ 123,621.00	\$ 181.35	\$ 124,496.00	7 Includes waste management levy and additional bins income (FY23 waste mgmt levy = \$122,996 for 387 properties)
Total Income	\$ 34,062.50	\$ 682,180.04	\$ 636,396.00	\$ 45,784.04	\$ 901,955.00	
Gross Profit	\$ 34,062.50	\$ 682,180.04	\$ 636,396.00	\$ 45,784.04	\$ 901,955.00	
Less Operating Expenses						
Administration Expenses	\$ 6,825.03	\$ 17,787.38	\$ 24,555.00	-\$ 6,767.62	\$ 61,950.00	8 YTD lower
Contracts & Material Expenses	\$ -	\$ -	\$ 405.00	-\$ 405.00	\$ 1,000.00	9 November & YTD NIL mainly due to timing
Depreciation Expenses	\$ 12,995.34	\$ 64,976.70	\$ 64,977.00	-\$ 0.30	\$ 155,944.00	10 Estimated monthly depreciation \$12995.34/month
Elected Member Allowances	\$ 411.40	\$ 1,839.32	\$ 2,085.00	-\$ 245.68	\$ 5,000.00	11 YTD lower due to members not claiming allowances
Elected Member Expenses & Professional Develop	\$ 1,272.73	\$ 1,272.73	\$ 1,040.00	\$ 232.73	\$ 2,500.00	12 YTD slightly higher, 2022 LGANT Convention in Nov
Employment Expenses	\$ 40,598.81	\$ 203,156.63	\$ 181,385.00	\$ 21,771.63	\$ 439,934.00	13 YTD higher due to additional pay-cycle in July and wages paid as workers comp (YTD = \$19,164.86)
Leave Expenses	\$ 1,566.65	\$ 7,427.62	\$ 7,350.00	\$ 77.62	\$ 17,638.00	14 November & YTD slightly higher
Insurance	-\$ 23.25	\$ 53,319.44	\$ 52,000.00	\$ 1,319.44	\$ 52,000.00	15 Insurance payments due July/August (\$53,403)
Other Expenses - Election	\$ -	\$ -	\$ 9,100.00	-\$ 9,100.00	\$ 9,100.00	16 November & YTD NIL mainly due to timing
Projects & Activities	\$ 393.16	\$ 3,020.90	\$ 5,205.00	-\$ 2,184.10	\$ 12,500.00	17 YTD lower pending community grants program in Q2
Repairs & Maintenance	\$ 329.67	\$ 11,277.53	\$ 6,860.00	\$ 4,417.53	\$ 16,500.00	18 YTD higher due to annual maintance and road reserve expenses
Services	\$ 175.29	\$ 4,208.99	\$ 5,785.00	-\$ 1,576.01	\$ 12,700.00	19 November & YTD lower
Vehicle & Plant Expenses	\$ 7,290.21	\$ 22,418.79	\$ 12,120.00	\$ 10,298.79	\$ 29,100.00	20 YTD higher due to annual services and licencing in Q1
Waste Management Expenses	-\$ 638.52	\$ 33,552.12	\$ 37,915.00	-\$ 4,362.88	\$ 91,000.00	21 November & YTD lower due to Nov invoice not yet entered (invoice disputes)
Total Operating Expenses	\$ 71,196.52	\$ 424,258.15	\$ 410,782.00	\$ 13,476.15	\$ 906,866.00	
Operating Profit	-\$ 37,134.02	\$ 257,921.89	\$ 225,614.00	\$ 32,307.89	-\$ 4,911.00	
Non-operating Income						
Special Purpose Grants	\$ 2,649.92	\$ 49,463.66	\$ -	\$ 49,463.66	\$ -	22 Grants brought forward = unexpended at June 30 (\$122,269.92)
Total Non-operating Income	\$ 2,649.92	\$ 49,463.66	\$ -	\$ 49,463.66	\$ -	
Non-operating Expenses						
Special Purpose Grant Expenses	\$ 2,649.92	\$ 49,463.66	\$ -	\$ 49,463.66	\$ -	23 Special Purpose Grants, refer to unexpended Grants Sheet for more detail
Total Non-operating Expenses	\$ 2,649.92	\$ 49,463.66	\$ -	\$ 49,463.66	\$ -	
Net Profit	-\$ 37,134.02	\$ 257,921.89	\$ 225,614.00	\$ 32,307.89	-\$ 4,911.00	
Total Rates incl waste invoiced	\$ 374,420.00					
Less current year outstanding	\$ 82,887.71		\$ 14.77	Total from difference above		
Total Rates in received in Cash 2022-23	\$ 291,532.29					

WAGAIT SHIRE COUNCIL
Balance Sheet as at 30 November 2022

Notes to the Balance Sheet

Assets	30 Nov 2022	30 Nov 2021
Tied Funds		
Bendigo Investment Acc	\$500,000.00	\$500,000.00
CBA Fixed Term Deposits	\$1,000,000.00	\$1,100,000.00
CBA Online Saver - SP Grants	\$79,783.45	\$0.00
Total Tied Funds	\$1,579,783.45	\$1,600,000.00
Untied Funds		
CBA Online Saver	\$230,563.98	\$220,242.26
CBA Transaction Account	\$34,107.60	\$98,172.41
Total Untied Funds	\$264,671.58	\$318,414.67
Total Bank	\$1,844,455.03	\$1,918,414.67
Current Assets		
Less Prov'n for Doubtful Debts	-\$5,838.00	-\$12,115.00
Rates Debtors Account	\$86,576.02	\$90,021.53
Rates in Advance	-\$2,462.05	-\$510.99
Rates Payment Control Account	\$0.00	-\$88.86
Trade Debtors [11405]	\$8,765.25	\$855.00
Undeposited Funds working A/c	\$497.00	\$400.00
Total Current Assets	\$87,538.22	\$78,561.68
Non-current Assets		
Buildings Accum Dep	-\$72,666.53	-\$13,839.18
Buildings at Cost	\$980,000.18	\$980,000.18
Inf Roads & Paths at Cost	\$863,576.00	\$484,500.00
Infr Roads & Path Accum Depn.	-\$501,738.65	-\$472,929.00
Land at Cost	\$350,000.00	\$350,000.00
Leased Vehicle Accum Depreciation	-\$28,278.85	-\$13,573.00
Motor Vehicles Accum Dep	-\$68,438.35	-\$64,506.00
Motor Vehicles at Cost	\$73,398.55	\$73,398.55
Office Equip & Furn at Cost	\$188,787.74	\$178,145.92
Office Equip Furn Accum Depn.	-\$175,676.90	-\$175,217.00
Plant & Equipment at Cost	\$674,766.34	\$606,428.39
Plant & Equipment Accum Dep	-\$458,701.60	-\$412,722.00
Right Use of Assets	\$54,294.00	\$54,294.00
Sports Ground Accum Dep	-\$44,917.00	-\$8,215.00
Sports Ground at Cost	\$310,000.00	\$310,000.00
Total Non-current Assets	\$2,144,404.93	\$1,875,765.86
Total Assets	\$4,076,398.18	\$3,872,742.21
Liabilities		
Current Liabilities		
CBA CC - Gary Zikan new	\$0.00	\$406.69
CBA CC - Renita Glencross	\$0.00	\$0.00
CBA CC - Neil White	\$0.00	\$0.00
Current Lease Liabilities	\$13,678.00	\$0.00
GST	-\$395.18	\$766.14
PAYG Withholding Payable	\$7,264.00	\$6,428.00
Provision for Annual Leave	\$59,780.65	\$61,395.93
Provision for Long Service Leave	\$54,619.76	\$42,464.29
Rounding	\$0.00	-\$0.02
Super Payable	\$4,283.66	\$0.00
Super Payable control account	\$0.00	-\$136.59
Trade Creditors	\$18,292.14	\$32,847.34
Unexpended Grant Liability	\$77,106.26	\$308,346.17
Wages Payable - Payroll	\$302.56	\$0.00
Total Current Liabilities	\$234,931.85	\$452,517.95
Non-Current Liabilities		
Non-current Lease Liabilities	\$19,367.00	\$45,984.00
Provision for Non Current Long Service Leave	\$10,056.00	\$7,455.00
Total Non-Current Liabilities	\$29,423.00	\$53,439.00
Total Liabilities	\$264,354.85	\$505,956.95
Net Assets	\$3,812,043.33	\$3,366,785.26
Equity		
Asset Revaluation Reserve	\$991,467.27	\$991,467.27
Current Year Earnings	\$257,921.89	\$162,807.03
Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03
Retained Earnings	\$260,368.14	-\$89,775.07
Asset Renewal Reserve		
Asset Renewal Reserves	\$0.00	\$500,000.00
Other Asset Renewal Reserve	\$50,000.00	\$0.00
Roads Renewal Project Reserve	\$450,000.00	\$0.00
Total Asset Renewal Reserve	\$500,000.00	\$500,000.00
Total Equity	\$3,812,043.33	\$3,366,785.26

Note 1. Details of Cash and Investments Held

1 (a)	1 (a) Bendigo Bank Investment Account	\$500,000.00
1 (b)	CBA - Fixed Term Deposit (13/09/22)	\$ 300,000.00
	CBA - Fixed Term Deposit (10/10/22)	\$ 200,000.00
	CBA - Fixed Term Deposit (17/11/22)	\$ 500,000.00
	1 (b) Total CBA Investments	\$ 1,000,000.00

Note 2. Details of Rates Control Account

Rates Control Account - Relates to Rates balance owing as per Councilwise

	Rates Prior years (pre 2022)	3,688.31
	Rates 22/23 over due	19,372.27
	Rates 22/23 not over due yet	63,515.44
2	Total Rates Arrears	86,576.02

Note 3. Details of Trade Debtors

Debtors	Current	> 30 days	> 60 days +	> 90 days
Trade Debtors	4,482.25	4,103.00	100.00	80.00

Note 4. Details of Trade Creditors

Creditors	Current	> 30 days	> 60 days +	> 90 days
Trade Creditors	13,192.14	0.00	0.00	5,100.00

Note 5. Details of Unexpended Grants Liability

Unexpended Grants - Special Purpose	77,106.26
Total Unexpended Grants Liability	77,106.26

16.4. Movements in Council Reserves and Priority Projects

Council considered the meeting paper attached and resolved to note the information provided in the brief and agree to recommendations from the CEO, being to:

- Transfer an amount of \$250,000 from the 2021-22 surplus to increase the overall reserve levels to \$1.75M;
- Allocate an amount of \$450,000 of the Asset Renewal reserve be allocated to the Road Renewal Project; and
- Draw an amount of \$30,000 from the Asset Renewal Reserve for a Road Safety Audit and Road Condition Report, building on the 2018 LGANT Report for use in grant funding submissions to upgrade the estate roads.

Resolution No. 2022/156
That council receives and notes the information provided.
Moved: Cr Peter Clee
Seconded: President Neil White
Vote: AIF

Resolution 2022/156 from September meeting to move \$250,00 from surplus to increase reserves.

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the 5 months ended 30 November 2022

JUL-NOV 2022

Operating Activities

Receipts from customers	727,261.51
Payments to suppliers and employees	(492,132.72)
Cash receipts from other operating activities	15,254.00
Net Cash Flows from Operating Activities	250,382.79

Investing Activities

Other cash items from investing activities	(23,357.71)
Net Cash Flows from Investing Activities	(23,357.71)

Financing Activities

Other cash items from financing activities	(110,744.32)
Net Cash Flows from Financing Activities	(110,744.32)

Net Cash Flows	116,280.76
-----------------------	-------------------

Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	1,728,174.27
Net change in cash for period	116,280.76
Cash and cash equivalents at end of period	1,844,455.03

WAGAIT SHIRE COUNCIL

Special Purpose Grants (SPG) as at 30 November 2022

Funding Body	Project Name	Grants Current	Brought Fwd	Total Grants	Current Exp 2023	Total Exp	Balance	Notes
Federal Gov	LRCI 2		-1,181.00	-1,181.00	10,986.47	10,986.47	-12,167.47	Verge remediation + signage, next instalment due
Federal Gov	LRCI 3		25,794.00	25,794.00	13,980.00	13,980.00	11,814.00	Skatepark & Pumptrack design & construct Stage 1
DCMG-LG	WRM #2 21-22		58,337.50	58,337.50	3,860.00	3,860.00	54,477.50	ReDiscovery Centre
DoH - Healthy Lifestyle 20/21	Seniors		18,218.84	18,218.84	7,711.59	7,711.59	10,507.25	Program running throughout year and c/f
DTF	Youth Vibe School Holiday 2022-23	4,000.00		4,000.00		0.00	4,000.00	Program running throughout year and c/f
Carers NT	Carers event	300.00		300.00	300.00	300.00	0.00	
Australia Day Council	Australia Day			0.00	75.00	75.00	-75.00	Program running until Feb 2023 and c/f
FRRR	Wagait Youth Program		1,079.35	1,079.35	1,079.35	1,079.35	0.00	Program running throughout year and c/f
DoH - AOD	Wagait Youth Program		17,900.23	17,900.23	9,426.25	9,426.25	8,473.98	Program running throughout year and c/f
DITT - CBF	Makers & Creators 2022		2,121.00	2,121.00	2,045.00	2,045.00	76.00	CBF Community Organisation Grants Program
Totals		4,300.00	122,269.92	126,569.92	49,463.66	49,463.66	77,106.26	
		Total Special Purpose Grants	126,569.92	GRAND TOTAL			77,106.26	

WAGAIT SHIRE COUNCIL
Income & Expenditure Statement Actual v Budget Dec 2022

	Nov Actual	YTD Actual	YTD Budget	YTD Variance	WHOLE YEAR BUDGET	NOTES
2022/23 Budget to be amended & approved in October 2022						
Income						
Contracts, Fees & Charges	\$ 6,786.36	\$ 85,206.85	\$ 77,750.00	\$ 7,456.85	\$ 153,500.00	1 December YTD higher due to timing of invoices
Interest/Investment Income	\$ 189.93	\$ 10,867.75	\$ -	\$ 10,867.75	\$ 30,000.00	2 Accrued term deposit interest due Sep/Oct/Nov in Jun 23
Operating Grant Revenue	\$ -	\$ 195,409.00	\$ 193,716.00	\$ 1,693.00	\$ 315,990.00	3 Operational grants due 01/02/23 (FAA c/f = \$ 53,980)
Other Income	\$ 5,891.72	\$ 25,616.48	\$ -	\$ 25,616.48	\$ -	4 December YTD higher due to workers comp reimbursement
Other Income - Disposal of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	6 December & YTD Nil due to timing of disposal of fixed assets
Rates Income	\$ 315.41	\$ 252,555.53	\$ 252,168.00	\$ 387.53	\$ 252,924.00	5 Includes rates, rates interest, and rates search income (FY23 rates = \$251,424 for 387 properties)
Rental Income	\$ 663.64	\$ 2,931.84	\$ 2,268.00	\$ 663.84	\$ 5,045.00	6 December YTD slightly higher due to caretakers rental at Cloppenburg Park
Waste Management Income	\$ -	\$ 123,439.65	\$ 123,746.00	\$ 306.35	\$ 124,496.00	7 Includes waste management levy and additional bins income (FY23 waste mgmt levy = \$122,996 for 387 properties)
Total Income	\$ 13,847.06	\$ 696,027.10	\$ 649,648.00	\$ 46,379.10	\$ 901,955.00	
Gross Profit	\$ 13,847.06	\$ 696,027.10	\$ 649,648.00	\$ 46,379.10	\$ 901,955.00	
Less Operating Expenses						
Administration Expenses	\$ 11,506.61	\$ 29,293.99	\$ 29,466.00	-\$ 172.01	\$ 61,950.00	8 YTD lower
Contracts & Material Expenses	\$ -	\$ -	\$ 486.00	-\$ 486.00	\$ 1,000.00	9 December & YTD NIL mainly due to timing
Depreciation Expenses	\$ 12,995.34	\$ 77,972.04	\$ 77,973.00	-\$ 0.96	\$ 155,944.00	10 Estimated monthly depreciation \$12995.34/month
Elected Member Allowances	\$ 411.40	\$ 2,250.72	\$ 2,502.00	-\$ 251.28	\$ 5,000.00	11 YTD lower due to members not claiming allowances
Elected Member Expenses & PD	\$ -	\$ 1,272.73	\$ 1,248.00	\$ 24.73	\$ 2,500.00	12 YTD slightly higher, 2022 LGANT Convention in Nov
Employment Expenses	\$ 45,612.03	\$ 256,196.01	\$ 226,482.00	\$ 29,714.01	\$ 457,572.00	13 YTD higher due to one perm staff exited, additional pay-cycle (July), and workers comp wages (YTD=\$23,161.42)
Insurance	-\$ 56.82	\$ 53,262.89	\$ 52,000.00	\$ 1,262.89	\$ 52,000.00	14 Insurance payments due July/August (\$53,403)
Other Expenses - Election	\$ 7,757.70	\$ 7,757.70	\$ 9,100.00	-\$ 1,342.30	\$ 9,100.00	15 2022 Wagait Shire By-election paid in Dec
Projects & Activities	\$ 2,438.45	\$ 5,459.35	\$ 6,246.00	-\$ 786.65	\$ 12,500.00	16 YTD lower pending community grants program in Q2
Repairs & Maintenance	\$ 1,150.69	\$ 12,428.22	\$ 8,232.00	\$ 4,196.22	\$ 16,500.00	17 YTD higher due to annual maintance and road reserve expenses
Services	\$ 292.40	\$ 4,501.39	\$ 6,342.00	-\$ 1,840.61	\$ 12,700.00	18 December & YTD lower
Vehicle & Plant Expenses	\$ 3,219.59	\$ 25,638.38	\$ 14,544.00	\$ 11,094.38	\$ 29,100.00	19 YTD higher due to annual services and licencing in Q1
Waste Management Expenses	\$ -	\$ 33,552.12	\$ 45,498.00	-\$ 11,945.88	\$ 91,000.00	20 December & YTD lower due to invoice dispute (Nov & Dec invoice not yet entered)
Total Operating Expenses	\$ 85,327.39	\$ 509,585.54	\$ 480,119.00	\$ 29,466.54	\$ 906,866.00	
Operating Profit	-\$ 71,480.33	\$ 186,441.56	\$ 169,529.00	\$ 16,912.56	-\$ 4,911.00	
Non-operating Income						
Special Purpose Grants	\$ 5,394.10	\$ 54,857.76	\$ -	\$ 54,857.76	\$ -	21 Grants brought forward = unexpended at June 30 (\$122,269.92)
Total Non-operating Income	\$ 5,394.10	\$ 54,857.76	\$ -	\$ 54,857.76	\$ -	
Non-operating Expenses						
Special Purpose Grant Expenses	\$ 5,394.10	\$ 54,857.76	\$ -	\$ 54,857.76	\$ -	22 Special Purpose Grants, refer to unexpended Grants Sheet for more detail
Total Non-operating Expenses	\$ 5,394.10	\$ 54,857.76	\$ -	\$ 54,857.76	\$ -	
Net Profit	-\$ 71,480.33	\$ 186,441.56	\$ 169,529.00	\$ 16,912.56	-\$ 4,911.00	
Total Rates incl waste invoiced	\$ 374,420.00					
Less current year outstanding	\$ 68,568.89		\$ 81.18	Total from difference above		
Total Rates in received in Cash 2022-23	\$ 305,851.11					

WAGAIT SHIRE COUNCIL

Balance Sheet as at 31 December 2022

Notes to the Balance Sheet

Assets	31 Dec 2022	31 Dec 2021	Note
Tied Funds			
Bendigo Investment Acc	\$500,000.00	\$500,000.00	1 (a)
CBA Fixed Term Deposits	\$1,000,000.00	\$1,100,000.00	1 (b)
CBA Online Saver - SP Grants	\$79,850.59	\$0.00	2
Total Tied Funds	\$1,579,850.59	\$1,600,000.00	
Untied Funds			
CBA Online Saver	\$200,686.77	\$70,244.07	
CBA Transaction Account	\$44,460.09	\$253,862.22	
Total Untied Funds	\$245,146.86	\$324,106.29	
Total Bank	\$1,824,997.45	\$1,924,106.29	
Current Assets			
Less Prov'n for Doubtful Debts	-\$5,838.00	-\$12,115.00	
Rates Debtors Account	\$71,922.03	\$77,594.21	3
Rates in Advance	-\$2,928.99	-\$690.99	
Rates Payment Control Account	\$0.00	-\$168.86	
Trade Debtors [11405]	\$4,460.25	\$4,155.00	4
Undeposited Funds working A/c	\$482.00	\$0.00	
Total Current Assets	\$68,097.29	\$68,774.36	
Non-current Assets			
Buildings Accum Dep	-\$76,583.20	-\$15,465.18	
Buildings at Cost	\$980,000.18	\$980,000.18	
Inf Roads & Paths at Cost	\$863,576.00	\$484,500.00	
Infr Roads & Path Accum Depn.	-\$503,558.98	-\$473,285.00	
Land at Cost	\$350,000.00	\$350,000.00	
Leased Vehicle Accum Depreciation	-\$29,410.02	-\$14,327.00	
Motor Vehicles Accum Dep	-\$68,855.02	-\$65,372.00	
Motor Vehicles at Cost	\$73,398.55	\$73,398.55	
Office Equip & Furn at Cost	\$188,787.74	\$179,235.92	
Office Equip Furn Accum Depn.	-\$175,707.48	-\$175,227.00	
Plant & Equipment at Cost	\$674,766.34	\$606,428.39	
Plant & Equipment Accum Dep	-\$462,631.52	-\$416,194.00	
Right Use of Assets	\$54,294.00	\$54,294.00	
Sports Ground Accum Dep	-\$46,667.00	-\$8,723.00	
Sports Ground at Cost	\$310,000.00	\$310,000.00	
Total Non-current Assets	\$2,131,409.59	\$1,869,263.86	
Total Assets	\$4,024,504.33	\$3,862,144.51	
Liabilities			
Current Liabilities			
CBA CC - Gary Zikan new	\$0.00	\$0.00	
CBA CC - Renita Glencross	\$0.00	\$22.00	
CBA CC - Neil White	\$0.00	\$0.00	
Current Lease Liabilities	\$13,678.00	\$0.00	
GST	-\$2,056.43	-\$17,867.39	
PAYG Withholding Payable	\$15,609.00	\$7,068.00	
Provision for Annual Leave	\$55,713.86	\$60,058.66	
Provision for Long Service Leave	\$41,251.24	\$43,135.91	
Rounding	\$0.04	-\$0.02	
Super Payable	\$8,353.50	\$3,426.16	
Super Payable control account	\$0.00	-\$136.59	
Trade Creditors	\$16,817.96	\$228,488.66	5
Unexpended Grant Liability	\$105,275.29	\$128,116.22	6
Wages Payable - Payroll	\$302.56	\$0.00	
Total Current Liabilities	\$254,945.02	\$452,311.61	
Non-Current Liabilities			
Non-current Lease Liabilities	\$19,367.00	\$45,984.00	
Provision for Non Current Long Service Leave	\$10,056.00	\$7,455.00	
Total Non-Current Liabilities	\$29,423.00	\$53,439.00	
Total Liabilities	\$284,368.02	\$505,750.61	
Net Assets	-\$284,368.02	-\$505,750.61	
Equity			
Asset Revaluation Reserve	\$991,467.27	\$991,467.27	
Current Year Earnings	\$186,014.87	\$152,415.67	
Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03	
Retained Earnings	\$10,368.14	-\$89,775.07	7
Asset Renewal Reserve			
Asset Renewal Reserves	\$0.00	\$500,000.00	
Other Asset Renewal Reserve	\$300,000.00	\$0.00	
Roads Renewal Project Reserve	\$450,000.00	\$0.00	
Total Asset Renewal Reserve	\$750,000.00	\$500,000.00	
Total Equity	\$3,740,136.31	\$3,356,393.90	

Note 1. Details of Cash and Investments Held

1 (a) Bendigo Bank Investment Account	\$500,000.00
CBA - Fixed Term Deposit (13/09/22)	\$ 300,000.00
CBA - Fixed Term Deposit (10/10/22)	\$ 200,000.00
CBA - Fixed Term Deposit (17/11/22)	\$ 500,000.00
1 (b) Total CBA Investments	\$ 1,000,000.00

Note 2. CBA Online Saver - Special Purpose Grants
Dec 22 movement of SP Grants occurred on 10/01/23

Balance as of 01/01/23	\$ 79,918.52
Transfer from CBA Transaction Account (+)	\$ 25,529.05
Transfer interest earned to Trans Account (-)	\$ 172.28
Balance as of 10/01/23	\$ 105,275.29

Note 3. Details of Rates Control Account

Rates Control Account - Relates to Rates balance owing as per Councilwise

Rates Prior years (pre 2022)	3,353.14
Rates 22/23 over due	7,544.65
Rates 22/23 not over due yet	61,024.24
Total Rates Arrears	71,922.03

Note 4. Details of Trade Debtors

Debtors	Current	> 30 days	> 60 days +	> 90 days
Trade Debtors	287.50	69.75	4,103.00	0.00

Note 5. Details of Trade Creditors

Creditors	Current	> 30 days	> 60 days +	> 90 days
Trade Creditors	233.82	11,484.14	0.00	5,100.00

Note 6. Details of Unexpended Grants Liability

Unexpended Grants - Special Purpose	105,275.29
Total Unexpended Grants Liability	105,275.29

Note 7. Details of Retained Earning

Resolution 2022/156 from September meeting to move \$250,000 from surplus to increase reserves.

16.4. Movements in Council Reserves and Priority Projects

Council considered the meeting paper attached and resolved to note the information provided in the brief and agree to recommendations from the CEO, being to:

- Transfer an amount of \$250,000 from the 2021-22 surplus to increase the overall reserve levels to \$1.75M;
- Allocate an amount of \$450,000 of the Asset Renewal reserve be allocated to the Road Renewal Project; and
- Draw an amount of \$30,000 from the Asset Renewal Reserve for a Road Safety Audit and Road Condition Report, building on the 2018 LGANT Report for use in grant funding submissions to upgrade the estate roads.

Resolution No. 2022/156
That council receives and notes the information provided.
Moved: Cr Peter Clee
Seconded: President Neil White
Vote: AIF

WAGAIT SHIRE COUNCIL

Table 2&3: Capital Expenditure Actual v Budget as at 30 October 2022

CAPITAL EXPENDITURE FOR THE PERIOD October 2022	YTD Actuals	YTD Budget	YTD Variance	Approved Annual Budget
Buildings (ReDiscovery Hub Stage 1)	0	17,659	(17,659)	52,978
Infrastructure (Skatepark & Pumptrack Design & Construct Stage 1)	13,980	12,784	1,196	38,352
Motor Vehicles (Leased / Right of Use)	0	0	0	0
Office Equipment	5,200	6,000	(800)	6,000
Plant and Machinery	0	0	0	0
Sports Ground	0	0	0	0
TOTAL CAPITAL EXPENDITURE*	19,180	36,443	(17,263)	97,330
Total capital expenditure funded by:				
Capital Grants	0	0	0	91,330
Transfers from Reserves	0	0	0	0
Sale of Assets	0	0	0	0
Other (Operational)	0	0	0	6,000
OPERATING SURPLUS / DEFICIT	0	0	0	97,330

By Project / Asset Item* over \$100,000	Class of Assets	Prior Year Actuals	YTD Actuals	YTD Budget	YTD Variance	Total Approved Budget	Total Cost to Date
		\$ (A)	\$ (B)	\$ (C)	\$ (D = B-C)	\$ (E)	\$ (F = A+B)
					0		0
PIF Fund & LRCI Phase 2 (Cloppenburg Park Access)	Infrastructure	122,155					122,155
Roads 2 Recovery (Cox Dr Floodway)	Infrastructure	125,286					125,286
Skatepark & Pumptrack Design & Construct	Infrastructure						0
	Building				0		0
Tractor replacement	Plant/ Machinery				0		0
Truck replacement	Plant/ Machinery				0		0
TOTAL		247,441	0	0	0	0	247,441

**Items listed are examples only.*

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the 6 months ended 31 December 2022

	JUL-DEC 2022	JUL-DEC 2021	JUL-DEC 2020
Operating Activities			
Receipts from customers	718,016.81	819,982.90	718,437.28
Payments to suppliers and employees	(587,155.91)	(651,947.71)	(457,078.42)
Cash receipts from other operating activities	49,211.13	188,142.41	12,091.77
Net Cash Flows from Operating Activities	180,072.03	356,177.60	273,450.63
Investing Activities			
Other cash items from investing activities	4,773.56	(25,619.32)	(67,814.75)
Net Cash Flows from Investing Activities	4,773.56	(25,619.32)	(67,814.75)
Financing Activities			
Other cash items from financing activities	(88,022.41)	(175,205.57)	(85,646.68)
Net Cash Flows from Financing Activities	(88,022.41)	(175,205.57)	(85,646.68)
Net Cash Flows	96,823.18	155,352.71	119,989.20
Cash and Cash Equivalents			
Cash and cash equivalents at beginning of period	1,728,174.27	1,768,731.58	1,535,931.47
Net change in cash for period	96,823.18	155,352.71	119,989.20
Cash and cash equivalents at end of period	1,824,997.45	1,924,084.29	1,655,920.67

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the 6 months ended 31 December 2022

	JUL-DEC 2022	JUL-DEC 2021
Operating Activities		
Receipts from customers	718,016.81	819,982.90
Payments to suppliers and employees	(587,155.91)	(651,947.71)
Cash receipts from other operating activities	49,211.13	188,142.41
Net Cash Flows from Operating Activities	180,072.03	356,177.60
Investing Activities		
Other cash items from investing activities	4,773.56	(25,619.32)
Net Cash Flows from Investing Activities	4,773.56	(25,619.32)
Financing Activities		
Other cash items from financing activities	(88,022.41)	(175,205.57)
Net Cash Flows from Financing Activities	(88,022.41)	(175,205.57)
Net Cash Flows	96,823.18	155,352.71
Cash and Cash Equivalents		
Cash and cash equivalents at beginning of period	1,728,174.27	1,768,731.58
Net change in cash for period	96,823.18	155,352.71
Cash and cash equivalents at end of period	1,824,997.45	1,924,084.29

WAGAIT SHIRE COUNCIL

Special Purpose Grants (SPG) as at 31 December 2022

Funding Body	Project Name	Grants Current	Brought Fwd	Total Grants	Current Exp 2023	Total Exp	Balance	Notes
Australia Day Council	Australia Day	2,500.00		2,500.00	97.73	97.73	2,402.27	Program running until Feb 2023 and c/f
Carers NT	Carers event	300.00		300.00	300.00	300.00	0.00	
DITT - CBF	Makers & Creators 2022		2,121.00	2,121.00	2,045.00	2,045.00	76.00	CBF Community Organisation Grants Program
DoH - Healthy Lifestyle 20/21	Seniors		18,218.84	18,218.84	8,857.95	8,857.95	9,360.89	Program running throughout year and c/f
Federal Gov	LRCI 2		-1,181.00	-1,181.00	10,986.47	10,986.47	-12,167.47	Verge remediation + signage, next instalment due
Federal Gov	LRCI 3		25,794.00	25,794.00	13,980.00	13,980.00	11,814.00	Skatepark & Pumptrack design & construct Stage 1
DITT	Tourism Town Asset 2022	31,063.13		31,063.13		0.00	31,063.13	Program running until Feb 2023 and c/f
DoH - AOD	Wagait Youth Program 2022		17,900.23	17,900.23	12,151.26	12,151.26	5,748.97	Program running throughout year and c/f
FRRR	Wagait Youth Program		1,079.35	1,079.35	1,079.35	1,079.35	0.00	Program running throughout year and c/f
DCMG-LG	WRM #2 21-22		58,337.50	58,337.50	5,360.00	5,360.00	52,977.50	ReDiscovery Centre
DTF	Youth Vibe School Holiday 2022-23	4,000.00		4,000.00		0.00	4,000.00	Program running throughout year and c/f
Totals		37,863.13	122,269.92	160,133.05	54,857.76	54,857.76	105,275.29	
		Total Special Purpose Grants		160,133.05	GRAND TOTAL		105,275.29	

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

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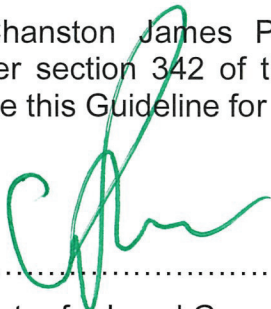
9 Reasons for decision 3

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

LOCAL GOVERNMENT GUIDELINE NO. 7

Local Government Act 2019
Making of Guideline

I, Chanston James Paech, Minister for Local Government, under section 342 of the *Local Government Act 2019*, hereby make this Guideline for the purposes of the Act.



.....
Minister for Local Government

8 / 12 / 2022

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

1 Title

- 1.1 This Guideline is titled *Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints*.

2 Commencement

- 2.1 This Guideline commences on the day after the day it is made by the Minister.

3 Definitions

For the purposes of this Guideline:

Act means the *Local Government Act 2019*.

complainant means the person who lodges a complaint believing a council member has contravened the Code of Conduct.

respondent means the council member alleged to have committed the contravention of the Code of Conduct.

4 Purpose of the Code of Conduct

- 4.1 The Code of Conduct is principles-based rather than a set of specific rules.
- 4.2 It is intended to set standards and provide guidance to council members, council staff and the public about how a council will carry out its responsibilities.

5 Objectives

- 5.1 This Guideline provides guidance to help councils ensure that Code of Conduct complaints are handled in accordance with the principles of procedural fairness (natural justice).

6 General principles

- 6.1 Procedural fairness is a requirement for those exercising power to do so in a fair manner. It is concerned with the fairness of how a decision is made, rather than the outcome of the decision. To ensure that a decision-making process is fair, the council or council panel should:
- (a) Ensure a person against whom a complaint has been lodged (the respondent) is made aware of the complaint and any substantiating details in order to be able to participate meaningfully in the complaint handling process.
 - (b) Ensure that a person whose rights and interests are to be affected by a decision be given an opportunity to be heard before the decision is made. Examples of rights and interests include a person's status and reputation.
 - (c) Observe the rule against bias. This can be actual or perceived bias. For example, if a member of a council considering a complaint is a close personal friend of the complainant, that member should consider declaring a conflict of interest as they could be perceived as being biased in favour of the complainant.
 - (d) Consider only relevant information before making the decision. For example, something the respondent is believed to have done or said before being elected as a member of the council may be irrelevant information in relation the complaint.
 - (e) Provide reasons for the decision.

Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints

- 6.2 It is recommended a copy of this Guideline is provided to complainant and respondent as early as possible in the complaint handling process, to enhance their understanding of the process.

7 Council or council panel decides complaint

- 7.1 A council or council panel, in deciding a complaint under section 123 of the Act, must ensure that the principles of procedural fairness are observed in deciding the complaint. For example, the council or council panel should provide the complainant and respondent with opportunity to make representations to the council or council panel before deciding the complaint. This could involve the complainant or respondent presenting their side of the story in writing or in person.
- 7.2 Conflict of interest is an individual responsibility. In deciding a complaint, the members of the council or council panel are expected to observe the rule against bias.
- 7.3 A person with a conflict of interest should not be part of the decision-making process as the decision could be perceived to be affected by bias.
- 7.4 A council or council panel should consider the accessibility of the process to the parties to a complaint. For example, asking a party to the complaint to provide information in person may not be fair if the person lives a long distance away.

8 Information the council or council panel may consider


- 8.1 It is important to note that the council or council panel do not have information gathering powers. For example, a council cannot force a party to the complaint or another person to answer written questions or appear in person.
- 8.2 Despite clause 8.1, a council or council panel can ask for information knowing that it is the choice of the person being asked as to what, if any, information the person will give to the council or council panel.
- 8.3 The council or council panel may seek relevant information to ensure issues raised in a complaint are sufficiently addressed. This may include asking the respondent or the complainant questions, asking another person questions, or finding out information by examining a document relevant to a complaint (e.g. council meeting agenda papers). When asking a person questions, it is not mandatory for the person to answer the questions.

9 Reasons for decision

- 9.1 A council or council panel must set out the reasons for its decision in the decision notice, which is provided to the parties to the complaint.

Note for clause 9.1

A decision notice is required under section 126(2) of the Act. See section 7 of the Act for the definition of a decision notice, which sets the matters required to be included in the notice.

	EMPLOYEE ASSISTANCE PROGRAM POLICY	
	CATEGORY:	COUNCIL POLICY
	SP CLASSIFICATION:	HR
	LG ACT 2019 REF:	Section 173
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

Wagait Shire Council recognises that an employee's performance can be affected by mental distress and illness resulting from issues in their work or personal life and is committed to assisting employees in dealing with these issues. The objective of this policy is to provide the means by which **employees and elected members** can access counselling.

2. SCOPE

An Employee Assistance Program (EAP) is provided by Wagait Shire Council to provide confidential counselling and guidance for employees, **elected members**, and their families, relating to issues that are affecting work performance such as:

- marriage and family problems;
- interpersonal relationships;
- grief and loss;
- stress and trauma;
- alcohol and drug dependency;
- financial and legal problems;
- other work related issues, such as injury, disciplinary action, re-deployment, or redundancy;
- gambling problems; or
- life threatening illness.

3. DEFINITIONS

For the purposes of this policy, the following definitions apply:

Term	Definition
Employee	Permanent, fulltime, part-time casual and volunteer employees of Wagait Shire Council.

4. POLICY

Employee Assistance Services Australia (EASA) have been contracted to provide the Employee Assistance Program to all Wagait Shire Council employees, **elected members**, and their family members. Wagait Shire Council will meet the costs of up to 3 counselling sessions per year per employee **or elected member**.

The Employee Assistance Program emphasises a positive approach to and allows time for the

employee or elected member to overcome their problems without adverse consequences to their status or employment or promotional opportunities.

A vital feature of this program is the high level of confidentiality and respect for the individual **employee/elected member's** privacy. EASA will not identify employees/**elected members** directly by name and any information shared with EASA will not be communicated unless expressly authorised by the **employee/elected member**.

Should an employee elect to attend EASA services during normal work time, their supervisor/manager will coordinate the appropriate time off work, leave or approach to be taken. The responsibility for following any course of action as an outcome of the EASA sessions, rests with the individual employee/**elected member**.

Employees/elected members can book counselling sessions directly with EASA on Freecall 1800 193 123.

5. ASSOCIATED DOCUMENTS


- Council Staff Code of Conduct
- Human Resources Policy
- Dispute Resolution, Counselling, Discipling and Dismissal
- Discrimination, Harassment and Bullying Policy
- Work Health and Safety Policy

6. REFERENCES AND LEGISLATION

- Local Government Industry Award 2020*
- Local Government Act 2019 (NT)*
- Work Health and Safety (WHZS) Act 2011*
- Fair Work Act 2009*
- Disability Discrimination Act 1992 (Cth)*
- Australian Human Rights Commission Act 1986 (Cth)*
- Racial Discrimination Act 1975 (Cth)*

7. REVIEW HISTORY

Date Approved 18/05/2021	Approved By Council Moved: President Neil White Seconded: Vice President Tom Dyer Vote: AIF	Resolution # 2021/072	Date for review 2022
Date Approved 18/01/2022	Approved By Council Moved: Vice President Tom Dyer Seconded: Cr Noeletta McKenzie Vote: AIF	Resolution # 2022/013	Date for review 2023
Date Approved / /2023	Approved By Council Moved: Seconded: Vote:	Resolution # 2023/	Date for review Next council election

	ORDINARY COUNCIL MEETING	
	MEETING DATE	17 JANUARY 2023
	AGENDA ITEM	10.3 DISPOSAL of COUNCIL ASSETS (updated)
	REPORT TITLE	DISPOSAL OF ASSETS
	FILE REFERENCE	P41 ASSETS DISPOSAL POLICY

Item	Model	Year	Specifications	Colour	Disposal method	Reserve Price
2003 Hino Tip Truck	Dutro	2003	Vin: JHFZA32H900001047 Engine No. SO5CTB11301 Rego: 974016	White	Public Auction (Pickles)	TBC
Kubota Tractor	MX5100D	2009	Chassis: MX5100D54138 Engine No. V4039Q0102 Rego: 953266	Orange	Public Auction (Pickles)	\$ 10,000
Box Trailer	Box	2008	Vin: 6T9T20NT0825UD376 Tare: 450kg ATM: 1990kg	Grey	NA	NA
SILENT AUCTION						
Pedestal 3 drawer / filing cabinet				Brown	Silent Auction	NA
Shelves/bookcase				Brown	Silent Auction	
Stereo System with 2 speakers	LG	2014	Asset No: OE0064		Silent Auction	NA
Sound system table			Asset No: CC0035	Dark Brown	Silent Auction	NA
Credenza 1800 x 450 Beach/Storm with sliding door with Slite OE105 Bookcase Hutch			Asset No: OE0077 Asset No: 0078		Silent Auction	NA

WAGAIT SHIRE COUNCIL
TOURISM TOWN ASSET GRANT 2022
Smart Solar Lighting for Public Spaces & Cloppenburg Park Upgrades



Item	In-Kind (WSC)	Cash (WSC)	Grant (TTA)	TOTAL (ex GST)
Wages (labour installation costs) @ \$85/hr/pp	\$ 6,120.00			\$ 6,120.00
Consult Fees				
Catering				
Hire - Venue				
Hire - Equipment (truck, forklift, pneumatic drill)	\$ 1,890.00	\$ 2,590.00		\$ 4,480.00
Marketing/media/advertising				
Capital Asset upgrade - Outdoor Court resurface		\$ 6,730.75	\$ 20,192.25	\$ 26,923.00
Capital Asset - Solar lights			\$ 41,934.00	\$ 41,934.00
Freight/Transport		\$ 3,026.00		\$ 3,026.00
Travel				
Accommodation				
Sub Total	\$ 8,010.00	\$ 12,346.75	\$ 62,126.25	\$ 82,483.00
Total Project Cost	\$	\$	\$	\$ 82,483.00

Notes:

Wagait Shire Council works labour value per person is based on current charge-out rate to service contracts.
 Estimated time required to install each smart solar light unit is 4 hrs for two (2) people = \$680.00 x 9 lights.

Wagait Shire Council equipment charge out rates are based on rate of \$105 per hr used.
 Estimated time required for use of equipment is 2 hrs per unit = \$210.00 x 9 lights.

Wagait Shire Council total cash-contribution of \$12,347 to this project will be funded from asset renewal reserves and untied reserves, as agreed by council resolution 2022/125 to an approximate value (pre-quotes) of \$16,000 at the ordinary meeting on 16 August 2022.