



## WAGAIT SHIRE COUNCIL

### AGENDA COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD  
7PM TUESDAY 21 MARCH 2023**

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

Date: **Tuesday, 21 March 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 20 March 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

## CONTENTS

1. OPENING OF MEETING .....	3
2. DECLARATION OF INTERESTS.....	3
3. CONFIRMATION OF MINUTES .....	3
4. GUESTS – Nil .....	3
5. INWARDS AND OUTWARDS CORRESPONDENCE .....	4
5.1 Inwards Correspondence .....	4
5.2. Outwards Correspondence .....	4
6. COUNCILLORS’ REPORTS.....	5
6.1 President’s Report.....	5
7. OFFICERS’ REPORTS .....	5
7.1. CEO/Acting CEO Report for the period 18 February to 17 March 2023 .....	5
7.2. Works Manager’s Report for the period 18 February to 17 March 2023.....	6
8. ACTION SHEET for the period 18 February to 17 March 2023 .....	9
9. FINANCIAL REPORTS .....	12
9.1. February 2023 Reports.....	12
9.2. February 2023 Supplier Payment History .....	12
9.3. Councillor Allowances .....	13
9.4. CEO Declaration.....	13
10. AGENDA ITEMS .....	14
10.1. Policy Development.....	14
10.2. Waste Management Strategy Progress.....	14
10.3. Grant Updates & Approvals .....	14
11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE - Nil .....	15
12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil.....	15
13. PETITIONS/DEPUTATIONS - Nil .....	15
14. CURRENT/UPCOMING EVENTS.....	15
14.1. International Women’s Day (IWD) – Saturday 11 March .....	15
14.2. Seniors’ Games Lunch – Thursday 23 March 2023 .....	16
14.3. Ride to School – Friday 24 March 2023.....	16
14.4. School Holiday Program & Youth Week – 6-16 April 2023 .....	16
14.5. 18 April 2023 – Site visit from Northern Territory Administrator.....	16
14.6. Community Consultation Meeting – Thursday 27 April 2023.....	16
15. LATE ITEMS AND GENERAL BUSINESS .....	16
15.1. Council Meeting Calendar for 2023 .....	16
16. IN-CAMERA ITEMS .....	17
17. DATE OF NEXT MEETING .....	18
18. CLOSE OF MEETING .....	18

## 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

**Resolution No. 2023/  
That the apologies of Cr Peter Clee be accepted by Council.  
Moved:  
Seconded:  
Vote:**

## 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 21 February 2023

**Resolution No. 2023/  
That the Minutes of the Ordinary Meeting of Tuesday 21 February 2023 be confirmed  
by Council as a true and correct record.  
Moved:  
Seconded:  
Vote:**

### 3.2. Matters arising from Minutes of Council Meeting Tuesday 21 February 2023

## 4. GUESTS – Nil

## 5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period since the February meeting.

### 5.1 Inwards Correspondence

Date	From	About	
21/02/2023	Infrastructure Commissioner	Infrastructure Plan & Pipeline Review	email
2/03/2023	Central Business Equipment	year Rental Agreement for photo copy machine @ \$150/month exclusive	email
2/03/2023	LGANT	Rateable Mineral Titles - March 2023	email
2/03/2023	Government House	The Administrator visiting Wagait Beach on 18 April	email
3/03/2023	Ray Laurence Constructions	RFQ-2022-05 Re Discovery Centre tender response/quote	email
3/03/2023	Estimator/Co-Ordinator Quality Constructions	RFQ-2022-05 Re Discovery Centre tender response/quota	email
3/03/2023	Simeon Latham	RFQ-2022-05 Re Discovery Centre tender response quote	email
6/03/2023	Cox Country Club	Community Grant Funding Agreement - Bowling equipment	email
6/03/2023	Wagait Arts Group	Community Grant Funding Agreement - Essential equipment for showcasing	email
10/03/2023	Dept of Planning, Infrastructure and Logistics	Request for consent for works at 50 Forsyth Road CLP2077 - (Crown Land Estate has no objection to proposed Rediscovery Ctr DlvP)	email
13/03/2023	Bryson Kelly Barristers	Rate Search	email
13/03/2023	Territory Conveyancing	Rate Search	email

### 5.2. Outwards Correspondence

Date	To	About	
24/02/2023	Cox Country Club	Cox Country Club Funding agreement - purchase of bowling equipment	email
24/02/2023	Wagait Arts Group	Wagait Arts Group Funding agreement - purchase of panel feet for Exhibition panels	email
6/03/2023	Central Business Equipment	Signed rental agreement for photocopy machine @ \$150/month plus gst.	email
7/03/2023	Government House	Confirming council is happy to host the Administrator's visit on 18 April	email
13/03/2013	Bryson Kelly Barristers	Rates Search	email
14/03/2023	Territory Conveyancing	Rates Search	email
15/03/2023	Parks and Wildlife	replacement of 2 signs - Box Jellyfish and warning at end of Erickson Crescent.	email

#### **Resolution No. 2023/**

**That Council receives and notes the Inwards and Outwards correspondence reports for the period since the February 2023 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 18 February to 17 March 2023.**  
**Moved:**  
**Seconded:**  
**Vote:**

## 7. OFFICERS' REPORTS

### 7.1. CEO/Acting CEO Report for the period 18 February to 17 March 2023

<b>Staff, HR, PD &amp; Training</b>	<ul style="list-style-type: none"> <li>• Staff Leave FC (AL 21 Feb); RG (AL 2 &gt; 17 Mar); HP (AL 7 Apr &gt; 19 May); PW (LSL 7 May &gt; 2 June)</li> <li>• Records Management (FC, PW) ; April</li> <li>• Works staff attended LGANT Waste Management Training Forum; 7 Mar</li> </ul>
<b>WHS</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox meetings x4</li> <li>• Staff WIP meetings x4</li> <li>• NT WorkSafe/Recouvre/GIO insurance for WC claims and return-to-work meetings</li> <li>• Nil staff incidents to report</li> </ul>
<b>Meetings and Correspondence</b>	<p><u>Council Business</u></p> <ul style="list-style-type: none"> <li>• President weekly catchups x3</li> <li>• Acting CEO handover</li> <li>• <b>Tourism 2030 Conference; Thur 23 Feb</b></li> <li>• Top End Regional Coordination Committee; Mon 27 Feb</li> <li>• Development Assessment Forum 2023; Tue 28 Feb</li> <li>• LGANT Waste Management Forum ; 8 Mar</li> <li>• Emergency Management Committee mtg ; 15 Mar</li> <li>• Correspondence with Crown Lands re ReDiscovery Centre development at Clop Park</li> <li>• Correspondence with NT Grants Commission Portal Data 2021-2022 re: requested financial update</li> </ul> <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> <li>• Resident enquiries regarding verge drainage on Erickson</li> <li>• Resident concerns regarding wild dog presence in community and attack</li> </ul>
<b>Actions</b>	<p><u>Governance</u></p> <ul style="list-style-type: none"> <li>• Preparation of agenda &amp; minutes for WSC mtg</li> <li>• Review of Work Health &amp; Safety Manual</li> </ul> <p><u>Sport &amp; Active Recreation Programs</u></p> <ul style="list-style-type: none"> <li>• Sport &amp; Rec Manager completed and submitted Healthy Lifestyles grant application for 2022-23 Seniors' program.</li> <li>• Youth Program: pop-ups continue with new Youth Program Officer and 2023 youth program planning is underway, including the April school holiday program arrangements and Youth Week film project.</li> </ul>

	<ul style="list-style-type: none"> <li>• Seniors Program: Weekly Yoga and Pilates have recommenced, and both are well attended. Planning for the 2023 program is currently underway.</li> <li>• Purchase of a new inflatable movie screen with projector and speakers.</li> </ul> <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> <li>• LCRI phase 3 - Skate-park &amp; Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction staging &amp; final QS ; earthworks for pump-track to commence in March 2023.</li> <li>• DLGRD (CMC) WaRM #2 - Design &amp; Construct for Re-Discovery Centre (\$75 + \$25k) preparation of tender documents ; tender addendum issued Feb 2023.</li> <li>• Tourism Town Assets - refurbish sport court (\$30k) and &amp; solar lights (\$50k) ; services &amp; assets procured for delivery April-May 2023.</li> </ul> <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> <li>• Alcohol &amp; Drug program 2023; Wagait Youth Leadership Program (\$20k), successful</li> <li>• LCRI-P3 ext; TBC (\$30k) most likely roads/verge maintenance, court fence</li> <li>• WaRM #3; TBA (\$75k) most likely ReDiscovery centre, glass crusher, equipt</li> <li>• Youth-Vibe School Holiday program (\$4k), successful</li> <li>• Tourism Town Asset program; solar lights (\$50k), successful</li> <li>• International Women’s Day (\$3k), successful</li> <li>• Strong and Resilient Communities (SARC); Women’s program 2023-25 (\$360k), pending</li> <li>• Youth Week 2023; Film Festival (\$2k), successful</li> <li>• PIF ; Tipper-truck (\$110k), Cloppenburg Park Exercise Station (\$150k), pending</li> <li>• CBF ; Skate Park Stage 2 (\$250k), pending</li> <li>• DITT ; Recycling Modernisation Fund (\$150k) ; pending</li> <li>• NTPFES ; Eol for Disaster Ready Fund (\$1.4M) pending</li> </ul> <p><u>Reporting</u></p> <ul style="list-style-type: none"> <li>• Remote Sport Program - mid-year report &amp; meeting completed</li> <li>• LRCI - all phases progress reports/ variations completed</li> <li>• AOD - 2022 Youth Program acquittal completed</li> <li>• Australia Day acquittal completed</li> <li>• Preparation of documents for CAL accreditation</li> </ul> <p><u>Public Communications</u></p> <ul style="list-style-type: none"> <li>• March Council e-newsletter delayed due to compromised email system</li> <li>• Facebook &amp; poster communications re: <ul style="list-style-type: none"> <li>○ setting of dog trap at southern end of community</li> <li>○ International Women’s Day event</li> <li>○ Community Grants Round #2</li> </ul> </li> </ul>
<b>Actions</b>	<p><u>Community Events</u></p> <ul style="list-style-type: none"> <li>• International Women’s Day march &amp; event ; Sat 11 Mar</li> <li>• Walk to School ; Fri 24 Mar</li> <li>• Wagait Youth Film Screening ; Fri 14 April</li> <li>• Community Consultation meeting ; Thur 27 April (to be rescheduled)</li> </ul>

## 7.2. Works Manager’s Report for the period 18 February to 17 March 2023

<b>Staff/HR, PD &amp; Training, WHS</b>	<ul style="list-style-type: none"> <li>• Leave -Jim Allcorn Sick leave 03/03 2023</li> <li>• Leave -Jim Allcorn RDO 20/02/23</li> <li>• Leave- Rowan Roberts RDO 14/03/2023</li> <li>• Training Waste Management Course for Work Shop Staff and 2 Casuals 07/03/23</li> </ul>
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<b>WHS</b>	<ul style="list-style-type: none"> <li>• Incidents &gt; NIL</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox and planning x 6</li> </ul>
<b>Actions</b>	<u>Power Water (contract works)</u> <ul style="list-style-type: none"> <li>• Bore Runs x 12</li> <li>• Water Samples x 8</li> <li>• Imaluk water compound maintenance (weed control, mow and snip) x 2</li> </ul>
<b>Actions</b>	<u>Jetty Maintenance (contract works)</u> <ul style="list-style-type: none"> <li>• Jetty wash x 12</li> <li>• Jetty carpark verge maintenance (weed control, mow and snip) x 2</li> <li>• Life Ring and Wheelie Bin Replaced back on jetty due to vandalism</li> <li>• Boat ramp algae removed</li> <li>• Jetty landing barnacles removed</li> </ul> <u>Waste Management</u> <ul style="list-style-type: none"> <li>• Green Waste push up x 10 and burn x 1</li> <li>• Council bins in, out &amp; cleaned weekly x 30</li> <li>• Clean up at hard-waste compound ongoing</li> </ul> <u>Animal Management</u> <ul style="list-style-type: none"> <li>• Cat-traps currently with residents x3</li> <li>• Several wandering dogs reported and followed up</li> <li>• Wild Dogs Roaming Estate Causing Death to Residents Pets</li> <li>• Dog Trap has been placed in southern end of Bularia and has been monitored every morning with no result</li> </ul> <u>Environmental Management &amp; Maintenance</u> <ul style="list-style-type: none"> <li>• Cloppenburg Park daily monitoring &amp; monthly Bore reporting</li> <li>• Mowing at Council Grounds, Cloppenburg Park, WTR beach access x 2</li> </ul> <u>Road &amp; Verge Maintenance</u> <ul style="list-style-type: none"> <li>• Weed poisoning and removal from verges/drains x 1</li> <li>• Vehicle crossover rehabilitation for properties on Massey St</li> <li>• Repaired pot holes Wagait Tower Rd x 1</li> <li>• Trimming Trees on Verges for mowing purposes</li> <li>• Mahogany Trees removal from Dellisa Drive beach access on going</li> <li>• Mowing Estate verges on going</li> <li>• Drain in End of Erickson Cresnet was inspected and checked out</li> </ul> <u>Vehicle and Plant</u> <ul style="list-style-type: none"> <li>• Kubota mower Regerstired</li> <li>• Works ute picked up from Kerrys Holden 3 weeks to fix</li> <li>• Spare Parts for Tractor and Mowers picked up from Town</li> <li>• General Maintance of workshop equipment</li> </ul> <u>Council Grounds/Sports Ground</u> <u>Mowing ongoing</u> <u>Set up Sports Ground for International Women's Day</u>

**Resolution No. 2023/**

**That council receives and accepts the Officers' reports for 18 February to 17 March 2023.**

**Moved:**

**Seconded:**

**Vote:**



## 8. ACTION SHEET for the period 18 February to 17 March 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
			13/02/2023	Letters received from Minister Uibo and Lawler in response to letters written in January were tabled at the January meeting of council. A meeting date has been set for April to further discuss issues with Minister Lawler.
2	2020/101	Local Area Planning, Environment and Climate Change	21/07/2020	Council noted submission from Kevin Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA.
	2020/113		18/08/2020	Council noted information provided in the Climate Change Risk Assessment and Adaption Planning Report and requested a briefing and action plan proposal be presented at the September meeting.
			9/09/2020	Shire President and CEO met with Crown Lands Estate representatives on 5 August to discuss beach access on RUA's at Baluria, Erickson, WTR and Delissa.
			15/10/2020	Refer Agenda Items 10.5 and 10.6 : Climate Change Action Plan and Grant Application to NT CMC NT Risk Reduction Program
			12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues.
			12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
			20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.

		14/05/2021	Next steps: Seek quotes for road remediation, surveying and signage to support funding applications.	
		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.	
		20/07/2021	NTRRF submission 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 year 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.	
		13/02/2023	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
21/02/2023	Future action – write to the Chief Minister/Minister for Health

**Resolution No. 2023/**

**That council receives and accepts the Officers reports for 18 February to 17 March 2023.**

**Moved:**

**Seconded:**

**Vote:**

## 9. FINANCIAL REPORTS

### 9.1. February 2023 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. February 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
<b>TRANSACTION ACCOUNT</b>			
1/02/2023	Wagait Beach Supermarket - Ice for International Mens day	\$10.00	
1/02/2023	The BelRose Group - Review case file notes from Council	\$970.20	
1/02/2023	Wagait Beach Supermarket - Food for Risk Management meeting	\$8.88	
1/02/2023	Wagait Beach Supermarket - Food for Risk Management meeting	\$4.60	
1/02/2023	Wagait Beach Supermarket - Milk for Council meetings	\$4.60	
1/02/2023	Wagait Beach Supermarket - Milk for office meetings	\$4.60	
1/02/2023	Wagait Beach Supermarket - Works Ute fuel	\$305.00	
1/02/2023	Wagait Beach Supermarket - Small engines fuel	\$171.61	
1/02/2023	Wagait Beach Supermarket - Fuel for tractor	\$98.90	
1/02/2023	Wagait Beach Supermarket - Mower fuel	\$82.44	
1/02/2023	Wagait Beach Supermarket - CEO fuel	\$138.17	
2/02/2023	CBA - Merchant fees		\$73.23
2/02/2023	Totally Work Wear -staff uniform	\$395.00	
2/02/2023	Totally Work Wear -staff uniform	\$147.00	
2/02/2023	Totally Work Wear -staff uniform	\$158.00	
2/02/2023	Totally Work Wear -staff uniform	\$33.00	
2/02/2023	Totally Work Wear -staff uniform	\$16.50	
2/02/2023	Totally Work Wear -staff uniform	\$55.00	
2/02/2023	Totally Work Wear -staff uniform	\$33.00	
2/02/2023	Totally Work Wear -staff uniform	\$225.00	
3/02/2023	Rowan Roberts Exp Claim - Repairs to work mobile phone	\$270.00	
3/02/2023	Jacana Energy - Electricity for 142 Wagait Tower Road	\$1,898.71	
6/02/2023	Central Business Equipment - Printing Charges	\$187.92	
7/02/2023	Totally Work Wear -staff uniform	\$75.00	
7/02/2023	Totally Work Wear -staff uniform	\$33.00	
7/02/2023	Totally Work Wear -staff uniform	\$98.00	
7/02/2023	Fleetcare - CEO Vehicle Hire		\$1,427.12
8/02/2023	RDO Equipment - Canopy bracket & air filters for tractor.	\$304.58	
9/02/2023	Wagait Beach Supermarket - Ice Kids Xmas Party	\$10.00	
9/02/2023	Wagait Beach Supermarket - Council Xmas Party - Drinks	\$280.83	
9/02/2023	Wagait Beach Supermarket - Council Xmas Party - Ice	\$20.00	
9/02/2023	Wagait Beach Supermarket - Kids Xmas Party - drinks	\$30.80	
9/02/2023	Wagait Beach Supermarket - Ice	\$5.00	
9/02/2023	Pamela Wanrooy Exp Claim - Galaxy A12 phone case	\$9.95	
9/02/2023	Wagait Beach Supermarket - Milk for meeting	\$5.99	
9/02/2023	Wagait Beach Supermarket - Diesel for Ute	\$279.45	
9/02/2023	Wagait Beach Supermarket - Diesel for tractor	\$92.15	
9/02/2023	Wagait Beach Supermarket - Petrol for small machinery	\$35.04	
9/02/2023	Wagait Beach Supermarket - Dese for Mower	\$68.30	
9/02/2023	Wagait Beach Supermarket - Diesel CEO Ute	\$249.65	
14/02/2023	Brandit NT - staff uniform	\$44.00	

15/02/2023	CBA - Commbiz fees		\$0.15
15/02/2023	CBA - Commbiz fees		\$6.01
15/02/2023	CBA - Commbiz fees		\$10.50
20/02/2023	Optus - office phone/internet/fax		\$80.35
20/02/2023	Optus - mobile phones		\$260.20
23/02/2023	Ken's Plumbing Pty Ltd - Install new pump and fittings	\$275.00	
23/02/2023	Ken's Plumbing Pty Ltd - Supply New Pump	\$449.00	
24/02/2023	Sealink travel expenses	\$108.00	
27/02/2023	Central Business Equipment - Rental charges for Photocopy Machine	\$174.41	
27/02/2023	Power Water - January 2023 water swipe card	\$26.50	
28/02/2023	Colleen Fergusson - Council meals for Feb meeting	\$54.00	
28/02/2023	Veolia Environmental Services - General wheelie bin collection Feb 2023		\$4,482.08
<b>CREDIT CARD - CEO</b>			
1/02/2023	Sealink Ferries - CEO Multi pass for ferry	\$109.08	
1/02/2023	Boatshed Coffee House Darwin - Meeting expenses	\$17.88	
2/02/2023	Xero - Monthly subscription		\$124.00
6/02/2023	NT Police, Fire & Emergency Services - National Police Check	\$76.00	
6/02/2023	NT Police, Fire & Emergency Services - Working with Children	\$76.00	
6/02/2023	Microsoft - Online services		\$108.24
6/02/2023	Microsoft - monthly subscription		\$94.60
9/02/2023	Department of Industry Tourism and Trade - Darwin Conference	\$25.00	
11/02/2023	Officeworks - Laptop and case	\$806.00	
13/02/2023	Qantas - R Glencross flights, Alice Springs for LGANT Meeting		\$873.58
13/02/2023	Qantas - President flights - Alice Springs for LGANT Meeting		\$873.58
13/02/2023	Adobe Systems Incorporated - monthly subscription		\$18.69
16/02/2023	Sealink Ferries - CEO - Ferry multipass	\$109.08	
16/02/2023	Adobe Systems Incorporated - Monthly photoshop subscription		\$29.99
16/02/2023	Copytime - Copy charges	\$61.00	
22/02/2023	Malwarebytes - Yearly subscription - computer virus		\$87.99
27/02/2023	BGHotels - TRG Meeting on 27th Feb	\$8.00	
28/02/2023	TR Telecom - Satellite phone charges		\$201.00
<b>CREDIT CARD</b>			
14/02/2023	Sealink Ferries – Ferry ticket	\$28.99	
20/02/2023	Rays By Day - Meeting breakfast for Council Meetings	\$44.19	

### 9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 17 March 2023 is \$3,073.52

### 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 February 2023.  
Moved:  
Seconded:  
Vote:**

## 10. AGENDA ITEMS

### 10.1. Policy Development

The Investment Policy has been reviewed by the Audit Committee and recommended to council.

**Resolution No. 2023/  
That Council receive and accept the updated Investment Policy.  
Moved:  
Seconded:  
Vote:**

### 10.2. Waste Management Strategy Progress

Following the February council meeting recommendations, the CEO has reworked the budget to progress some of the recommendations from the Waste Management Strategy, which includes seeking funding from the NT Department of Industry, Tourism and Trade Waste Modernisation Fund (WMF). This budget now focuses on the FOGO only.

The WMF requires a 50% of total cost contribution from councils, which would be shared equally from Wagait Shire Council and Belyuen Community Government Council using an allocation of the 2023 Waste & Resource Management (WaRM) grant funds.

Cr Sarah Smith has provided further information on the expansion of the container deposit scheme. The NT Government Container Deposit Scheme Discussion Paper is attached.

**Resolution No. 2023/  
That Council notes the focus on the FOGO only and the updated budget for the application to the Waste Modernisation Fund.  
Moved:  
Seconded:  
Vote:**

### 10.3. 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.

<b>Approved Council Project</b>	<b>Funding Program</b>	<b>Grant</b>	<b>Contribution</b>	<b>Status</b>
Replace Tractor & Waste Strategy	WaRM #1 2020-21	75,000	8,000	Acquitted
ReDiscovery Centre	WaRM #2 2021-22	75,000		In progress
Waste Strategy projects	WaRM #3 2022-23	75,000	TBC	Pending
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	Acquitted
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
Youth Week 2023	DTHFC – Youth Week	1,980	1,000	In progress

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

<b>Proposed Council Project</b>	<b>Funding</b>	<b>Total Cost</b>	<b>Funding</b>	<b>WSC cash</b>	<b>WSC in-kind</b>
Replace truck	PIF CMC	90,000	90,000	0	0
Replace exercise stations	PIF CMC	125,000	125,000	0	0
Seniors' Program 2022-23	NTG	74,000	20,000	35,000	18,500
Families Program 2023-25	SARC (DSS)	360,000	360,000	0	0
Skate-park & Pump-track Stage 2	DITT CBF	250,000	250,000	0	0

<b>Proposed Council Project</b>	<b>Funding</b>	<b>Total Cost</b>	<b>Funding</b>	<b>WSC cash</b>	<b>Belyuen CGC</b>
Waste Strategy projects	DITT WMF	46,000	23,000	11,500	11,500
Eol Shelter & Emergency Services	NTPFES	1.5M	1.5M	0	0

**Resolution No. 2023/**

**That council notes the grants update information provided.**

**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. International Women's Day (IWD) – Saturday 11 March**

Council received funds from the NT Office of Diversity to run an International Women's Day event on Saturday 11 March. Following last year's success, the 2023 event began with a street march culminating in a BBQ and activities at Cloppenburg Park, which included Dancing by the Women of the Kenbi Dancers, a quiz hosted by Sandra Thibodeaux, and the unveiling of the Women of Wagait mural design. Prizes for the event were donated by Trish McIntyre, Territory Conveyancing.

A new mural celebrating the women of Wagait Beach was designed by Lisa Buchanan in collaboration with local women and Mili Eaton. An electronic rendering of the mural was unveiled on the night as a projection.

#### **14.2. Seniors' Games Lunch – Thursday 23 March 2023**

This is the first seniors' gathering planned by the new Sport & Rec Manager. It's an opportunity for the S&R Manager to meet and chat with the seniors about this year's program. Belyuen seniors and carers will also be invited.

#### **14.3. Ride to School – Friday 24 March 2023**

The new Sport & Active Recreation Manager is working with the Youth Program Officer to coordinate this favourite annual early morning event for school-age children.

#### **14.4. School Holiday Program & Youth Week – 6-16 April 2023**

Council has received funding to run a youth week film project. Local residents Peta Khan and Leigh Bramall will run film-making workshops with local young people. The participants will use phones and ipads to make short movies about life in Wagait Beach. The films will be shared with the community at a movie night on Friday 14 April, 7-9pm.

Council will also run general school holiday activities as part of the youth program.

#### **14.5. 18 April 2023 – Site visit from Northern Territory Administrator**

His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory will visit Wagait for morning tea.

#### **14.6. Community Consultation Meeting – Thursday 27 April 2023**

The bi-annual community meeting date was rescheduled at the February meeting for Thursday 27 April, however the CEO will be on personal leave that day so will need to again reschedule the meeting. The CEO suggests to reschedule for Thursday 20 April. Polls and surveys will be sent out prior to identify priorities for discussion. The outcomes from the meeting will contribute to the development of the Shire Plan for 2023-24.

### **15. LATE ITEMS AND GENERAL BUSINESS**

#### **15.1. Council Meeting Calendar for 2023**

The statutory requirements for council to meet its planning and reporting obligations depend on timely meetings to discuss and agree on matters of importance to and with the community.

The table below shows dates for council to meet NT Government compliance responsibilities (submitting statutory documents). and a copy of the current council meeting & events calendar is attached for reference.

<b>Item</b>	<b>Audit Committee</b>	<b>Council Date</b>	<b>NTG Due Date</b>
2nd Financial Year Budget Review	-	Mar/April 2023	30 April 2023
2024 Shire Plan & Budget - Draft	May	April 2023	-
2024 Shire Plan & Budget - Final	May	May 2023	30 June 2023
2023 Financial Audit - Draft	August	September	-
2023 Annual Report - Draft	September	September	-
Adopt 2023 Financial Audit	October	October	15 November



Adopt 2023 Annual Report	October	October	15 November
Q1 Budget Review	-	October	31 December

The council meeting calendar for 2023 needs to be reviewed to manage conflicting holidays and maximise participation. The proposed changes are:

- Council 2023-24 Budget planning meeting – rescheduled to Thursday 30 March
- Community consultation meeting – proposed reschedule from 27 April to 20 April

**Resolution No. 2023/**

**That Council note information provided and agree to reset the following meeting date:**

- **Community consultation meeting on Thursday 20 April 2023**

**Moved:**

**Seconded:**

**Vote:**

**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;**

- information about the personal circumstances of a residence or ratepayer.
- information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- 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 to be raised In-Camera:

- Minutes from the in-camera February 2023

**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 18 April 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**

## **DRAFT MINUTES COUNCIL CHAMBERS**

**LOT 62, WAGAIT TOWER ROAD  
7PM TUESDAY 21 FEBRUARY 2023**

## CONTENTS

1. OPENING OF MEETING .....	3
2. DECLARATION OF INTERESTS .....	3
3. CONFIRMATION OF MINUTES .....	3
4. GUESTS – Nil .....	3
5. INWARDS AND OUTWARDS CORRESPONDENCE.....	4
5.1 Inwards Correspondence.....	4
5.2. Outwards Correspondence.....	4
6. COUNCILLORS’ REPORTS .....	5
6.1 President’s Report .....	5
7. OFFICERS’ REPORTS .....	5
7.1. CEO Report for the period 16 January to 17 February 2023 .....	5
7.2. Works Manager’s Report for the period 16 January to 17 February 2023 .....	7
8. ACTION SHEET for the period 16 January to 17 February 2023 .....	9
9. FINANCIAL REPORTS .....	12
9.1. January 2023 Reports .....	12
9.2. January 2023 Supplier Payment History.....	12
9.3. Councillor Allowances .....	13
9.4. CEO Declaration.....	13
10. AGENDA ITEMS.....	14
10.1. Report from the Audit Committee .....	14
10.2. Policy Development.....	14
10.3. Wagait Shire Council By-Election Report.....	14
10.4. Council Remuneration Tribunal Determination .....	14
10.5. Waste Management Strategy Progress.....	15
10.6. Grant Updates & Approvals.....	15
11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE - Nil .....	16
12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil.....	17
13. PETITIONS/DEPUTATIONS - Nil.....	17
14. CURRENT/UPCOMING EVENTS.....	17
14.1. Bombing of Darwin Anniversary – Sunday 19 February.....	17
14.2. International Women’s Day (IWD) – Saturday 11 March.....	17
14.3. Ride to School – Friday 24 March 2023 .....	17
14.4. School Holiday Program & Youth Week – 6-16 April 2023.....	17
14.5. Community Consultation Meeting – Saturday 29 April 2023.....	17
15. LATE ITEMS AND GENERAL BUSINESS – Nil .....	18
15.1. Council Meeting Calendar for 2023.....	18
16. IN-CAMERA ITEMS .....	18
17. DATE OF NEXT MEETING .....	19
18. CLOSE OF MEETING .....	19

## 1. OPENING OF MEETING

Councillors: President Neil White  
Cr Michael Vaughan  
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

**Resolution No. 2023/022**

**That the apologies of Cr Peter Clee AND Cr Tom Dyer be accepted by Council.**

**Moved: President Neil White**

**Seconded: Cr Michael Vaughan**

**Vote: AIF/Carried**

## 2. DECLARATION OF INTERESTS

The President asks councillors if they have read the agenda papers and wish to declare any conflicts. Cr Sarah Smith has a conflict of interest with the Wagait Arts Group (in camera).

## 3. CONFIRMATION OF MINUTES

### 3.1. Confirmation of Minutes of Council Meeting Tuesday 17 January 2023

**Resolution No. 2023/023**

**That the Minutes of the Ordinary Meeting of Tuesday 17 January 2023 be confirmed by Council as a true and correct record.**

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

### 3.2. Matters arising from Minutes of Council Meeting Tuesday 17 January 2023

Potholes – thank you to the works team for filling in potholes. There are still a couple of potholes that require attention, which are currently difficult to miss if there is oncoming traffic – Dalmeny Rd, and Cox Drive.

## 4. GUESTS – Nil

## 5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period since the January meeting.

### 5.1 Inwards Correspondence

Date	From	About	
13/01/2023	Office of Chief Minister	Seeking information on Wagait Shire for new residents.	email
20/01/2023	Jardine Lloyd Thompson	Risk Management Presentation	email
23/01/2023	Grants NT	IWD Grant agreement/offer letter for International Women's Day Event, Reference No. IWD230022 for \$3,000.00	email
25/01/2023	Office of the Hon Eva Lawler MLA	Reply to President Neil White - concerns in the Wagait Community area - Wagait Beach Roads and Water Reticulation and Local Area Planning	email
30/01/2023	Cox Country Club	Community Grants Fund Application	email
30/01/2023	Development Assessment Services	Exceptional Development Permit for a Motor body works at Lot 87, Head Court.	email
31/01/2023	WAGS	Community Grants Fund Application	email
6/02/2023	Roads to Recovery (RTR) Team	New R2R program commences 1 July 2024 and council eligible for funding at the time.	email
10/02/2023	NT Government	Addendum - T21-2063A - Mandorah Design and Construct New Marine Facilities to Service Cox Pen.	email
16/02/2023	Northern Territory Electoral Commission	2022 Wagait Shire Council By-election.	email
15/02/2023	NT Remuneration Tribunal	Determination of Allowances for Local Authorities	email

### 5.2. Outwards Correspondence

Date	To	About	
16/01/2023	Office of Chief Minister	Answers to questions raised re living in Wagait Beach for Territory Australia	email
16/01/2023	3 x applications for Casual Administration position	Letter advising Casual Administration position	email
16/01/2023	ATO	Tax File Declaration forms for new staff	mail
18/01/2023	Nexia Edwards Marshall	2022 audit completion letter	email
18/01/2023	Lord Mayor of Darwin	Invite to Bombing of Darwin 19/02/2023	email
20/01/2023	CAL - Accreditation	Contractor Accreditation submitted	email
23/01/2023	Territory Families	Signed International Women's Day agreement 2023	email
23/01/2023	Department of Infrastructure, Planning and Logistics	Mandorah Jetty T22-1840 project awarded to Quality Construction and Maintenance	email
23/01/2023	Department of Territory Families	International Women's Day Calendar 2023	email
1/02/2023	Sports & Recreation Officer	Letter advising Sports and Recreation position	email
10/02/2023	ATO	Tax File Declaration forms for new staff	email
16/02/2023	Australia Day Council	2023 Australia Day Acquittal.	email
16/02/2023	6 x Rate payers	Overdue rate notices	email
17/02/2023	Contractors	Information relating to WSC RFQ-2022-05 Re Discovery Centre	email

Motor body works have been approved at Lot 87, Head Court.

Reply to Minister Lawler MLA's office was tabled at the January meeting. Will not support application for roads because WSC is receiving R2R and LCR funding. WSC does not receive R2R funding at the moment, this grant was completed over a year ago. LCR funding is only \$25,000. Since this response, Minister Lawler MLA's Chief of Staff has set up a meeting for WSC in March.

**Resolution No. 2023/024**

**That Council receives and notes the Inwards and Outwards correspondence reports for the period since the January 2023 Council meeting be accepted.**

**Moved: Cr Sarah Smith**

**Seconded: President Neil White**

**Vote: AIF/Carried**

**6. COUNCILLORS' REPORTS**

**6.1 President's Report**

Please see President's Report attached.

**Resolution No. 2023/025**

**That Council receives and notes President Neil White's report for the period 16 January 2023 to 17 February 2023.**

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

Amendments: Renee Pollard, not Renee Gardener, also Molly Martin not Molly Dye.

**7. OFFICERS' REPORTS**

**7.1. CEO Report for the period 16 January to 17 February 2023**

<p><b>Staff, HR, PD &amp; Training</b></p>	<ul style="list-style-type: none"> <li>• Staff Leave RG (AL 2 &gt; 17 Mar); HP (AL 7 Apr &gt; 19 May); PW (LSL 7 May &gt; 2 June)</li> <li>• Recruitment for Sports &amp; Active-Recreation Manager ; commenced 6 Feb</li> <li>• Recruitment for Youth Dev Officer ; commenced 6 Feb</li> <li>• Exit interview with MM conducted by CEO ; 9 Feb</li> <li>• Records Management (FC, PW) ; 14 Feb</li> <li>• CEO APR completed</li> </ul>
<p><b>WHS</b></p>	<ul style="list-style-type: none"> <li>• Staff Toolbox meetings x4</li> <li>• Staff WIP meetings x4</li> <li>• NT WorkSafe/Recouvre/GIO insurance for WC claims and return-to-work meetings</li> <li>• Nil staff incidents to report</li> </ul>
<p><b>Meetings and Correspondence</b></p>	<p><u>Council Business</u></p> <ul style="list-style-type: none"> <li>• President weekly catchups x4</li> <li>• DCMC Top End Regional Coordination committee ; Mon 30 Jan</li> <li>• DCMC site visit &gt; Tues 31 Jan</li> <li>• DHTF &gt; Heritage for WW2 trail proposal mtg ; Wed 1 Feb</li> <li>• DHTF &gt; Remote Sport Program annual mtg ; Thurs 2 Feb</li> <li>• Belyuen CEO progressing collaborative projects including Waste Strategy, Emergency Services, Aged Care services ; Wed 8 Feb</li> <li>• DIPL &gt; Emergency waste management planning mtg ; Fri 3 Feb</li> <li>• Cox Peninsular Tourism &amp; Transport Committee ; 13 Feb</li> <li>• Audit Committee ; 14 Feb</li> <li>• Community Fund Panel ; 17 Feb</li> <li>• Correspondence with DIPL-CLO regarding S226 remediation</li> </ul>

	<ul style="list-style-type: none"> <li>• Correspondence with DoH regarding mosquito monitoring and JE risk from pigs</li> <li>• Correspondence with DIPL and EPA re ReDiscovery Centre at Clop Park</li> <li>• Correspondence with Tourism NT re coastal walking/bike trail proposal</li> <li>• Correspondence with Skate Park designer</li> <li>• Correspondence with police regarding nuisance behaviour on Sat 4 Feb</li> </ul> <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> <li>• Resident concerns &amp; enquiries regarding S226 drainage easement</li> <li>• Resident enquiries regarding verge drainage on Erickson</li> <li>• Caretaker reports from weekend nuisance behaviour</li> </ul>
<b>Actions</b>	<p><u>Governance</u></p> <ul style="list-style-type: none"> <li>• Preparation of agenda &amp; minutes for WSC mtg</li> <li>• Preparation of agenda &amp; minutes for Audit Committee mtg</li> <li>• Review of risk management policies and procedures</li> <li>• Preparation of 2023 Community Fund panel documents (closed )</li> <li>• Review of Work Health &amp; Safety Manual</li> </ul> <p><u>Sport &amp; Active Recreation Programs</u></p> <ul style="list-style-type: none"> <li>• New Manager commenced on 10 Feb and is settling in.</li> <li>• Youth Program: pop-ups continue with new Youth Program Officer and 2023 youth program planning is underway, including the April school holiday program arrangements, pending outcome of Youth Week funding application.</li> <li>• Seniors Program: Weekly Yoga and Pilates have recommenced, and both are well attended. Planning for the 2023 program is currently underway.</li> </ul> <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> <li>• LCRI phase 3 - Skate-park &amp; Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction staging &amp; final QS ; earthworks for pump-track to commence in Feb-March 2023.</li> <li>• DLGRD (CMC) WaRM #2 - Design &amp; Construct for Re-Discovery Centre (\$75 + \$25k) preparation of tender documents ; tender addendum issued Feb 2023.</li> <li>• Tourism Town Assets - refurbish sport court (\$30k) and &amp; solar lights (\$50k) ; services &amp; assets procured for delivery April-May 2023.</li> </ul> <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> <li>• Alcohol &amp; Drug program 2023; Wagait Youth Leadership Program (\$20k), successful</li> <li>• LCRI-P3 ext; TBC (\$30k) most likely roads/verge maintenance, court fence</li> <li>• WaRM #3; TBA (\$75k) most likely ReDiscovery centre, glass crusher, equipt</li> <li>• Youth-Vibe School Holiday program (\$4k), successful</li> <li>• Tourism Town Asset program; solar lights (\$50k), successful</li> <li>• International Women's Day (\$3k), successful</li> <li>• Strong and Resilient Communities (SARC); Women's program 2023-25 (\$360k), pending</li> <li>• Youth Week 2023; Film Festival (\$2k), pending</li> <li>• PIF ; Tipper-truck (\$110k), Cloppenburg Park Exercise Station (\$150k), pending</li> <li>• CBF ; Skate Park Stage 2 (\$250k), due 28 Feb</li> <li>• DITT ; Recycling Modernisation Fund (\$150k) ; due 28 Feb</li> <li>• NTPFES ; Eol for Disaster Ready Fund (\$1.4M) ; due 23 Feb</li> </ul> <p><u>Reporting</u></p> <ul style="list-style-type: none"> <li>• Remote Sport Program - mid-year report &amp; meeting completed</li> <li>• LRCI - all phases progress reports/ variations completed</li> <li>• AOD - 2022 Youth Program acquittal completed</li> <li>• Australia Day acquittal completed</li> <li>• Preparation of documents for CAL accreditation</li> </ul>



	<u>Public Communications</u> <ul style="list-style-type: none"> <li>• Council e-newsletter (February)</li> </ul>
<b>Actions</b>	<u>Community Events</u> <ul style="list-style-type: none"> <li>• Australia Day ; Wed 26 Jan</li> <li>• NBN Cyber-safety morning tea ; Thurs 9 Feb</li> <li>• International Women’s Day workshops ; Sat/Sun 18-19 Mar</li> <li>• International Women’s Day march &amp; event ; Sat 11 Mar</li> <li>• Walk to School ; Fri 24 Mar</li> <li>• <b>Community Consultation meeting ; Sat 15 April</b></li> </ul>

## 7.2. Works Manager’s Report for the period 16 January to 17 February 2023

<b>Staff/HR, PD &amp; Training, WHS</b>	<ul style="list-style-type: none"> <li>• Leave - RR (RDO x1) ; JA (7-14 Apr)</li> <li>• Induction of Works Services Assistant</li> <li>• Ongoing work plans for casual staff inc. Youth Dev Officer</li> </ul>
<b>WHS</b>	<ul style="list-style-type: none"> <li>• Incidents &gt; NIL</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox and planning x4</li> <li>• TOPROC-AMRG ; 8 Feb</li> </ul>
<b>Actions</b>	<u>Power Water (contract works)</u> <ul style="list-style-type: none"> <li>• Bore Runs x 15</li> <li>• Water Samples x 5</li> <li>• Imaluk water compound maintenance (weed control, mow and snip) x2</li> </ul>
<b>Actions</b>	<u>Jetty Maintenance (contract works)</u> <ul style="list-style-type: none"> <li>• Jetty wash x 27</li> <li>• Jetty carpark verge maintenance (weed control, mow and snip) x 2</li> <li>• Boat ramp algae removed</li> <li>• Jetty landing barnacles removed</li> </ul> <u>Waste Management</u> <ul style="list-style-type: none"> <li>• Green Waste push up x 10 and burn x 1</li> <li>• Council bins in, out &amp; cleaned weekly x 48</li> <li>• Clean up at hard-waste compound ongoing</li> </ul> <u>Animal Management</u> <ul style="list-style-type: none"> <li>• Cat-traps currently with residents x 3</li> <li>• Several wandering dogs reported and followed up</li> </ul> <u>Environmental Management &amp; Maintenance</u> <ul style="list-style-type: none"> <li>• Cloppenburg Park daily monitoring &amp; monthly bore reporting</li> <li>• Mowing at Council Grounds, Cloppenburg Park, WTR beach access x 2</li> <li>• Glyphosate distribution to WB residents</li> <li>• RUA weed plan actions commenced (remove Neem + Gamba from section 4)</li> </ul> <u>Road &amp; Verge Maintenance</u> <ul style="list-style-type: none"> <li>• Weed poisoning and removal from verges &amp; drains throughout the estate</li> <li>• Vehicle crossover rehabilitation for properties on Massey St</li> <li>• Repaired potholes WTR &amp; Cox Drive x 5</li> <li>• Tree trimming for mowing purposes</li> <li>• Complete mowing of estate (3 weeks)</li> <li>• Cleanup of public disturbance in Winal Crt</li> </ul>

	<p><u>Vehicle and Plant</u></p> <ul style="list-style-type: none"> <li>• Box Trailer and Kubota mower rego checks and licenses</li> <li>• ATV Quad replaced carburettor and battery, collected from mechanic</li> <li>• Works ute service issues (out of action for 3 days + weeknd)</li> <li>• High pressure hose and pump maintenance</li> </ul> <p><u>General Maintenance and Support</u></p> <ul style="list-style-type: none"> <li>• Assisted with set up for Australia Day event, including new flag-pole spigots x 6 and relocation of flag-poles at council grounds</li> </ul>
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Notes to Reports:

- Points of interest have been highlighted.
- Staff leave coming up in the following months, including Renita Glencross, Hanna Park, and Pam Wanrooy. Pam will be taking a mix of annual leave and long service leave, from May to July. Ron McCulloch will step into Pam's role while she is away.
- A lot of work has been done collaboratively recently with Belyuen, in particular to develop and submit grant applications due end of Feb, including the Recycling Modernisation Fund (NTG) and an Eol the Disaster Ready Fund (NTG+AG). Both will be discussed in more detail at item 10.5
- Chris Chaplin, Maureen Newman and Julie Lawrence have been appointed to the new Cox Peninsula Tourism & Transport Committee. First meeting held 13 February on board the Tiwi Mantawi, Terms of Reference still to be finalised.
- NBN Cyber workshop was unattended, NBN will look to hosting another later in the year.
- The works utility is currently being serviced and has been unavailable for more than a week, pending parts to be delivered.

**Resolution No. 2023/026**

**That council receives and accepts the Officers reports for 16 January to 17 February 2023.**

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

## 8. ACTION SHEET for the period 16 January to 17 February 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
			13/02/2023	Letters received from Minister Uibo and Lawler in response to letters written in January were tabled at the January meeting of council. A meeting date has been set for April to further discuss issues with Minister Lawler.
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 year 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.
		13/02/2023	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
13/02/2023	Future action - write to the Chief Minister/Minister for Health.

**Resolution No. 2023/027**

**That council receives and accepts the Officers reports for 16 January to 17 February 2023.**

**Moved: Cr Michael Vaughan**

**Seconded: President Neil White**

**Vote: AIF**

## 9. FINANCIAL REPORTS

### 9.1. January 2023 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. January 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
<b>TRANSACTION ACCOUNT</b>			
1/01/2023	Veolia Environmental Services - Hardwaste collection for November 2022	\$2,482.35	
1/01/2023	Veolia Environmental Services - Wheelie bin collections for November 2022	\$7,045.18	
1/01/2023	Veolia Environmental Services - Hardwaste collections	\$1,364.13	
1/01/2023	Veolia Environmental Services - wheelie bin collections for December 2022		\$5,637.04
2/01/2023	CBA - Merchant fees		\$54.89
3/01/2023	Fleetcare - CEO vehicle leasing charges		\$1,427.12
5/01/2023	Balanced Choice Program - School Holiday Youth Program - Workshop	\$330.00	
5/01/2023	Pamela Wanrooy Exp Claim - Australia Day prizes for children	\$30.00	
6/01/2023	Central Business Equipment - Copy Charges	\$122.64	
6/01/2023	Power Water - Power Water swipe card	\$23.48	
6/01/2023	Han Na Park - Ferry travels - Hanna Park	\$108.00	
9/01/2023	Giggling Geckos - Giggling Geckos Jumping Castle Hire for Saturday 14 January 2023	\$660.00	
9/01/2023	Harvey Distributors - Bin Liners	\$200.28	
9/01/2023	Rowan Roberts Exp Claim - Gas Bottles	\$14.00	
10/01/2023	City Wreckers - Pickup orange Kubota Tractor	\$165.00	
10/01/2023	Makers & Creators - Kids Holiday Workshop	\$400.00	
10/01/2023	Makers & Creators - Kids Holiday Workshop	\$100.00	
12/01/2023	Balanced Choice Program - Balance Choice Session 11/1/23 -	\$330.00	
13/01/2023	National Flags - 1 x Territory Flag	\$143.00	
13/01/2023	National Flags - 4 x spigots	\$286.00	
16/01/2023	CBA - Commbiz fees		\$0.77
16/01/2023	CBA - Commbiz fees		\$7.55
18/01/2023	Officeworks - Office Stationery	\$107.73	
20/01/2023	Optus - Landline Internet Fax		\$122.00
20/01/2023	Optus - Mobile telephones		\$218.55
23/01/2023	Balanced Choice Program - Balance Choice session 18/1/23	\$330.00	
24/01/2023	Pamela Wanrooy Exp Claim - Face paint for Australia Day (Spotlight)	\$24.00	
24/01/2023	Pamela Wanrooy Exp Claim - Food for Australia Day (Brumbies)	\$29.00	
24/01/2023	Pamela Wanrooy Exp Claim - Food for Australia Day (Malone Butchers)	\$32.78	
24/01/2023	Pamela Wanrooy Exp Claim - Food for Australia Day (Malones)	\$288.83	
24/01/2023	Pamela Wanrooy Exp Claim - Food for Australia Day (Woolworths)	\$70.25	
24/01/2023	Pamela Wanrooy Exp Claim - Food scraper for BBQ (Woolworths)	\$12.00	
26/01/2023	Giggling Geckos - Australia Day - Water slide for activities	\$880.00	
27/01/2023	Colleen Fergusson - Food for Council Meetings	\$108.00	
27/01/2023	Central Business Equipment - Rental charges for Photocopy Machine	\$174.41	
30/01/2023	Officeworks - Stationery	\$55.90	
31/01/2023	Veolia Environmental Services - Garbage Collection		\$5,636.13
31/01/2023	Veolia Environmental Services - Hard Waste Collection		\$1,368.79

<b>CREDIT CARD - CEO</b>			
1/01/2023	Xero - Monthly subscription for January 2023.		\$124.00
3/01/2023	Encore Pilates & Wellness - Pilates Lounge Monthly access	\$79.00	
4/01/2023	Catch - Sport equipment for young children		\$1,284.79
5/01/2023	Officeworks - Office Stationery	\$158.93	
6/01/2023	McAfee - McAfee Computer Security	\$159.95	
6/01/2023	Microsoft - Monthly Subscription		\$108.24
6/01/2023	Microsoft - Monthly Subscription		\$94.60
6/01/2023	NT motorcycle Centre - Repairs to Suzuki quad bike	\$1,242.76	
17/01/2023	Zoom Video Communication Inc. - Zoom subscription		\$209.90
18/01/2023	Adobe Systems Incorporated - monthly subscription		\$29.99
24/01/2023	Rebel Sport Pty Ltd - Equipment		\$9.94
24/01/2023	Rebel Sport Pty Ltd - Sports equipment		\$936.74
24/01/2023	TR Telecom - Satellite phone services	\$150.00	
<b>CREDIT CARD</b>			
13/01/2023	Jacksons Darwin Supplies - Supplies Youth Vibes SHP	\$69.20	
13/01/2023	Spotlight - Materials	\$40.00	
16/01/2023	NT Police, Fire & Emergency Services - National Police Check - Jim Allcorn	\$76.00	
17/01/2023	Adobe Systems Incorporated - monthly subscription		\$18.69
20/01/2023	Big W - prizes and games for Australia Day	\$116.70	
20/01/2023	Big W - Prizes for Australia Day	\$68.00	
20/01/2023	Contractor Accreditation Limited - CAL Fees	\$506.00	
20/01/2023	House In Casuarina - Prizes for Australia Day	\$46.99	
20/01/2023	Woolworths - Australia day food	\$41.55	
20/01/2023	Woolworths - Australia Day food	\$149.07	
20/01/2023	Woolworths - garbage bags for cleaning	\$10.70	

Notes:

- Veolia invoices for Nov 2022 has been reviewed and council has been issued with a credit note, so will now be paid. December and January invoices are still under dispute.
- Infrastructure depreciation for roads and paths has nearly doubled on the balance sheet due to recent road and culvert upgrades.

### 9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 17 February 2023 is \$2662.12

### 9.4. CEO Declaration

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

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

#### **Resolution No. 2023/028**

**That Council receives and accepts the Financial Reports for the month of January 2023.**

**Moved: President Neil White**

**Seconded: Cr Michael Vaughan**

**Vote: AIF/Carried**

## 10. AGENDA ITEMS

### 10.1. Report from the Audit Committee

The Audit Committee met on the 14 February 2023 however the report was unable to be presented for council's information and review.

### 10.2. Policy Development

The following policies have been reviewed by the Audit Committee and recommended to council:

- Emergency Communications
- Covid-19 and Infectious Diseases Policy
- Risk Management Policy
- Working from Home Arrangements Policy

#### **Resolution No. 2023/029**

**That Council receive and accept the following reviewed and updated council policy:**

- **Emergency Communications Policy**

**And the following new policies:**

- **Covid-19 and Infectious Diseases Policy**
- **Risk Management Policy**
- **Working from Home Arrangements Policy**

**Moved: Cr Sarah Smith**

**Seconded: President Neil White**

**Vote: AIF**

### 10.3. Wagait Shire Council By-Election Report

The NT Electoral Commission has provided a final report for the Wagait Shire Council By-Election held on 17 September 2022. Council is requested to accept the report.

#### **Resolution No. 2023/030**

**That Council accept the report provided by the NT Electoral Commission on the outcomes of the Wagait Shire Council By-Election held in September 2022.**

**Moved: President Neil White**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**

### 10.4. Council Remuneration Tribunal Determination

In 2022, an independent inquiry into Local Government Council Members Allowances was commissioned by the NT Administrator and consultation was undertaken with all local government councils and LGANT. Wagait Shire Council President and CEO met with the tribunal on 18 October 2022.

The report and recommendations from the tribunal's investigations were presented to Northern Territory Legislative Assembly Sittings on 14 February 2023 and Determinations 775 and 776 were made on Council Members' Allowances. The two Determinations are attached for your review. CEO notes that this will impact on the budget forecast for 2023-24 and council are requested to note and accept the Determinations.



Determination 776 is not relevant to Wagait Shire Council.

WSC council member allowances have previously been determined as a percentage of the annual allowance. This has now changed. WSC is now mentioned in Determination 775 with a level set for council member allowances.

**Resolution No. 2023/031**

**That Council note and accept NT Legislative Assembly Determinations 775 and 776 on Council Members Allowances.**

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

### 10.5. Waste Management Strategy Progress

The CEO has prepared a project brief for council's review, which includes seeking funding from the NT Department of Industry, Tourism and Trade NT Recycling Modernisation Fund (RMF) to progress some of the recommendations from the Waste Management Strategy completed in October 2022.

The WMF requires a 50% of total cost contribution from councils, which would be shared equally from Wagait Shire Council and Belyuen Community Government Council using an allocation of the 2023 Waste & Resource Management (WaRM) grant funds.

WSC and Belyuen could each submit \$52,500, which when doubled to \$210,000 by NTG will allow for new initiatives to be actioned. New initiatives include a waste education program, improve kerbside collection services, a FOGO Bio bin trial (organics, cardboard, paper, dead animals, etc), glass crusher, business case for transfer station.

Cr Vaughan and Cr Smith questioned impact on value of the glass crusher if wine bottles are added to the cash returns scheme. Cr Smith to follow up and advise CEO.

**Resolution No. 2023/032**

**That Council note information provided in the project brief and agree to progress an application to the NT Recycling Modernisation Fund, for FOGO only.**

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

### 10.6. 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.

A total breakdown of the grant expenses is attached.

<b>Approved Council Project</b>	<b>Funding Program</b>	<b>Grant</b>	<b>Contribution</b>	<b>Status</b>
Replace Tractor & Waste Strategy	WaRM #1 2020-21	75,000	8,000	Acquitted
ReDiscovery Centre	WaRM #2 2021-22	75,000		In progress
Waste Strategy projects	WaRM #3 2022-23	75,000	TBC	Pending

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	Acquitted
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	Acquitted

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

<b>Proposed Council Project</b>	<b>Funding</b>	<b>Total Cost</b>	<b>Funding</b>	<b>WSC cash</b>	<b>WSC in-kind</b>
Replace truck	PIF CMC	90,000	90,000	0	0
Replace exercise stations	PIF CMC	125,000	125,000	0	0
Youth Week 2023	DTHFC	3,000	3,000	2,000	1,000
Families Program 2023-25	SARC (DSS)	360,000	360,000	0	0
Skate-park & Pump-track Stage 2	DITT CBF	250,000	250,000	0	0

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

<b>Proposed Council Project</b>	<b>Funding</b>	<b>Total Cost</b>	<b>Funding</b>	<b>WSC cash</b>	<b>Belyuen CGC</b>
Waste Strategy projects	DITT WMF	200,000	100,000	50,000	50,000
Eol Shelter & Emergency Services	NTPFES	380,000	380,000	0	0

An Eol to the Disaster Ready Fund for Emergency Services upgrades has been prepared by Wagait and Belyuen councils with assistance from LGANT. The proposal will be staged over the 5 years of the program (2023-27). Stage one is an EOI for funds to prepare a Shelter & Emergency Services (FERG) feasibility study in Wagait Beach. This will establish a base for NT emergency services in Wagait Beach to service the Cox Peninsula. The valued volunteer services will still contribute but be supported by additional professional services required for services to private properties. All emergency services will be housed together in a purpose-built construction at Cloppenburg Park, which would multi-function as an overflow shelter, recovery centre and recreation space. The proposal looks to have the building completed by 2027 at a cost of \$12.6M.

#### **Resolution No. 2023/033**

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

- a) Make a submission to the NT Waste Modernisation Fund to progress collaborative projects from the shared Waste Management Strategy with Belyuen CGC, and**
- b) Submit an Eol to NTPFES to consider for the NT submission to the federal Disaster Ready Fund.**

**Moved: Cr Michael Vaughan**

**Seconded: President Neil White**

**Vote: AIF**

## **11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE**

- Picnic table at back of tennis court. Measure to repair the table have been unsuccessful. Table either needs to be dismantled and removed, or another means to repair it identified. This is currently being considered.

- Uhr Rd culvert crossover marked by danger tape as a verge safety issue has been identified.
- Power box pole/meter pole for a private property on Cox Drive that is on council property. The same builder is currently working in Wagait Beach. The builder should again be requested to remove the pole.

## **12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil**

## **13. PETITIONS/DEPUTATIONS - Nil**

## **14. CURRENT/UPCOMING EVENTS**

### **14.1. Bombing of Darwin Anniversary – Sunday 19 February**

President White attended the memorial at the Darwin Cenotaph at the invitation of the Lord Mayor. An invitation from the Chief Minister to attend the reception at Parliament House was declined. The CEO was also invited however declined both invitations.

### **14.2. 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.

A collaborative workshop to design the mural was led by Lisa Buchanan on the 18 & 19 February in the Community Centre and she was joined by Carmel Ryan to lead umbrella decorating.

### **14.3. Ride to School – Friday 24 March 2023**

The new Sport & Active Recreation Manager will be working with the Youth Program Officer to coordinate this favourite annual early morning event for school-age children.

### **14.4. School Holiday Program & Youth Week – 6-16 April 2023**

Pending notification of successful funding submission.

### **14.5. Community Consultation Meeting – TBC 2023**

The bi-annual community meeting date was proposed for Saturday 15 April, however with Easter and school holidays the CEO suggests rescheduling for later in April. Polls and surveys will be sent out prior to identify priorities for discussion. The outcomes from the meeting will contribute to the development of the Shire Plan for 2023-24. Suggestion is to move the meeting to the evening of Thursday 27 April.

## 15. LATE ITEMS AND GENERAL BUSINESS

### 15.1. Council Meeting Calendar for 2023

The statutory requirements for council to meet its planning and reporting obligations depend on timely meetings to discuss and agree on matters of importance to and with the community.

The table below shows dates for council to meet NT Government compliance responsibilities (submitting statutory documents) and a copy of the current council meeting & events calendar is attached for reference.

Item	Audit Committee	Council Date	NTG Due Date
2nd Financial Year Budget Review	-	Mar/April 2023	30 April 2023
2024 Shire Plan & Budget - Draft	May	April 2023	-
2024 Shire Plan & Budget - Final	May	May 2023	30 June 2023
2023 Financial Audit - Draft	August	September	-
2023 Annual Report - Draft	September	September	-
Adopt 2023 Financial Audit	October	October	15 November
Adopt 2023 Annual Report	October	October	15 November
Q1 Budget Review	-	October	31 December

The council meeting calendar for 2023 needs to be reviewed to manage conflicting holidays and maximise participation. The proposed changes are:

- Council 2023-24 Budget planning meeting – date to be decided
- Community consultation meeting – rescheduled from 15 April

#### **Resolution No. 2023/034**

**That Council note information provided and agree to reset the following meeting dates:**

- **Council Budget planning meeting on Thursday 23 March 2023**
- **Community consultation meeting on Thursday 27 April 2023**

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 16. IN-CAMERA ITEMS

#### **Resolution No. 2023/035**

**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: Cr Michael Vaughan**

**Seconded: President Neil White**

**Vote: AIF**

At 9:10 pm Council closed the meeting to the general public.

Confidential Items to be raised In-Camera:

- 16.1. Minutes from the in-camera January 2023
- 16.2. Walking & Bike Trail Proposal
- 16.3. Community Fund panel recommendations
- 16.4. Community Requests for Support
- 16.5. Worker Compensation update

**Resolution No. 2023/041**

**That council resolves to move the following statement to general business in accordance with section 293(1) of the Local Government Act:**

- a) 16.1 Confirmation of In-Camera Minutes for meeting 17 January 2023; and
- b) 16.4 Request for Support to Council from Erynn Gould

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF/Carried**

**Resolution No. 2023/042**

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

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

At 9:35 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 March 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

**18. CLOSE OF MEETING**

The Chair declared the meeting closed at 9:41 pm.

## PRESIDENT'S REPORT MARCH 2023

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

### **Update:**

Welcome to the March Wagait Shire Council meeting.

Reports of dingoes present in the subdivision, resulting in the death of a much-loved family pet, are disturbing. Council has placed dog traps at selected locations and will continue to monitor the situation.

On Saturday 11 March, a group of local women marched with banners and flags from the local shop to Cloppenburg Park from 5:30 pm followed by a BBQ to celebrate International Women's Day. It was great to see the Belyuen ladies in attendance, who also performed three dances for the crowd.

As discussed in my interview on Wednesday the 15<sup>th</sup> with ABC's Adam Steer, I highlighted the issue of on-going damage to Cox Peninsula Road both from the current wet season and the increased heavy traffic from the Core Lithium mine. I noted that DPIL has been attempting repairs, which have also been hampered by the rain. I urge all residents to take care and drive according to the conditions.

### **Meetings Attended**

DATE	ITEM
Tuesday 21 February	February Council meeting
Friday 24 February	CEO Catch up
Thursday 2 March	Attended Council office to discuss email issues
Friday 3 March	TOPROC meeting at Litchfield Shire Council (Bees Creek)
Friday 10 March	CEO Catch up with acting CEO
Saturday 11 March	Attended Cloppenburg Park from 5:30 pm to celebrate International Women's Day.
Wednesday 15 March	ABC Radio interview with Adam Steer – "Head Honcho Hotline"
Friday 17 March	CEO Catch up with acting CEO

Neil White  
President  
March 2023

**WAGAIT SHIRE COUNCIL**

Balance Sheet as at 28 February 2023

Notes to the Balance Sheet

Assets	28 Feb 2023	28 Feb 2022	Note
<b>Tied Funds</b>			
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	\$117,638.74	\$0.00	2
<b>Total Tied Funds</b>	<b>\$1,617,638.74</b>	<b>\$1,600,000.00</b>	
<b>Untied Funds</b>			
CBA Online Saver	\$251,002.30	\$145,246.10	
CBA Transaction Account	\$128,551.46	\$136,351.65	
<b>Total Untied Funds</b>	<b>\$379,553.76</b>	<b>\$281,597.75</b>	
<b>Total Bank</b>	<b>\$1,997,192.50</b>	<b>\$1,881,597.75</b>	
<b>Current Assets</b>			
Less Prov'n for Doubtful Debts	-\$5,838.00	-\$12,115.00	
Rates Debtors Account	\$41,407.45	\$45,880.91	3
Rates in Advance	-\$5,233.79	-\$1,293.33	
Rates Payment Control Account	\$0.00	-\$18.86	
Trade Debtors [11405]	\$442.50	\$3,184.15	4
Undeposited Funds working A/c	\$0.00	\$706.00	
<b>Total Current Assets</b>	<b>\$30,778.16</b>	<b>\$36,343.87</b>	
<b>Non-current Assets</b>			
Buildings Accum Dep	-\$84,416.54	-\$18,717.18	
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.	-\$507,199.64	-\$473,997.00	
Land at Cost	\$350,000.00	\$350,000.00	
Leased Vehicle Accum Depreciation	-\$31,672.36	-\$15,835.00	
Motor Vehicles Accum Dep	-\$69,688.36	-\$67,104.00	
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.	-\$175,768.64	-\$175,247.00	
Plant & Equipment at Cost	\$674,766.34	\$606,428.39	
Plant & Equipment Accum Dep	-\$470,491.36	-\$423,138.00	
Right Use of Assets	\$54,294.00	\$54,294.00	
Sports Ground Accum Dep	-\$50,167.00	-\$9,739.00	
Sports Ground at Cost	\$310,000.00	\$310,000.00	
<b>Total Non-current Assets</b>	<b>\$2,105,418.91</b>	<b>\$1,854,079.86</b>	
<b>Total Assets</b>	<b>\$4,133,389.57</b>	<b>\$3,772,021.48</b>	
<b>Liabilities</b>			
<b>Current Liabilities</b>			
CBA CC - Gary Zikan new	\$0.00	\$109.98	
CBA CC - Renita Glencross	\$8.00	\$132.00	
Current Lease Liabilities	\$13,678.00	\$0.00	
GST	-\$753.79	-\$2,043.07	
PAYG Withholding Payable	\$7,478.00	\$7,350.00	
Provision for Annual Leave	\$59,044.32	\$60,839.68	
Provision for Long Service Leave	\$42,130.46	\$44,484.73	
Rounding	\$0.04	-\$0.02	
Super Payable	\$4,115.28	\$3,562.89	
Super Payable control account	\$0.00	-\$136.59	
Trade Creditors	\$45,050.84	\$37,780.87	5
Unexpended Grant Liability	\$188,696.27	\$192,445.38	6
<b>Total Current Liabilities</b>	<b>\$359,447.42</b>	<b>\$344,525.85</b>	
<b>Non-Current Liabilities</b>			
Non-current Lease Liabilities	\$19,367.00	\$45,984.00	
Provision for Non Current Long Service Leave	\$10,056.00	\$7,455.00	
<b>Total Non-Current Liabilities</b>	<b>\$29,423.00</b>	<b>\$53,439.00</b>	
<b>Total Liabilities</b>	<b>\$388,870.42</b>	<b>\$397,964.85</b>	
<b>Net Assets</b>	<b>\$3,744,519.15</b>	<b>\$3,374,056.63</b>	
<b>Equity</b>			
Asset Revaluation Reserve	\$991,467.27	\$991,467.27	
Current Year Earnings	\$190,397.71	\$170,078.40	
Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03	
Retained Earnings	\$10,368.14	-\$89,775.07	
<b>Asset Renewal Reserve</b>			
Asset Renewal Reserves	\$0.00	\$500,000.00	7
Other Asset Renewal Reserve	\$300,000.00	\$0.00	
Roads Renewal Project Reserve	\$450,000.00	\$0.00	
<b>Total Asset Renewal Reserve</b>	<b>\$750,000.00</b>	<b>\$500,000.00</b>	
<b>Total Equity</b>	<b>\$3,744,519.15</b>	<b>\$3,374,056.63</b>	
<b>Total Equity</b>	<b>\$5,557,173.32</b>	<b>\$5,086,567.59</b>	

**Note 1. Details of Cash and Investments Held**

<b>1 (a) Bendigo Bank Investment Account</b>	\$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
<b>1 (b) Total CBA Investments</b>	<b>\$ 1,000,000.00</b>

**Note 2. CBA Online Saver - Special Purpose Grants**  
Feb 23 movement of SP Grants occurred on 13/03/23

Balance as of 13/03/23	\$ 192,734.89
Transfer from CBA Transaction Account (+)	-\$ 3,942.47
Transfer interest earned to Trans Account (-)	\$ 96.15
<b>Balance as of 13/03/23</b>	<b>\$ 188,696.27</b>

**Note 3. Details of Rates Control Account**

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

Rates Prior years (pre 2022)	\$ 3,002.66
Rates 22/23 over due	\$ 10,329.02
Rates 22/23 not over due yet	\$ 28,075.77
<b>Total Rates Arrears</b>	<b>\$ 41,407.45</b>

**Note 4. Details of Trade Debtors**

Debtors	Current	> 30 days	> 60 days +	> 90 days
Trade Debtors	372.75	69.75	0.00	0.00

**Note 5. Details of Trade Creditors**

Creditors	Current	> 30 days	> 60 days +	> 90 days
Trade Creditors	4,933.08	23,533.62	0.00	16,584.14

\*Veolia Oct22 - Jan23 invoices on disputes - waiting for credit notes

**Note 6. Details of Unexpended Grants Liability**

Unexpended Grants - Special Purpose	188,696.27
<b>Total Unexpended Grants Liability</b>	<b>188,696.27</b>

**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 28 February 2023**

<b>CAPITAL EXPENDITURE FOR THE PERIOD October 2022</b>	<b>YTD Actuals</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Approved Annual Budget</b>
Buildings (ReDiscovery Hub Stage 1)	0	25,000	(25,000)	75,000
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
<b>TOTAL CAPITAL EXPENDITURE*</b>	<b>19,180</b>	<b>43,784</b>	<b>(24,604)</b>	<b>119,352</b>
<b>Total capital expenditure funded by:</b>				
Capital Grants	0	0	0	113,352
Transfers from Reserves	0	0	0	0
Sale of Assets	0	0	0	0
Other (Operational)	0	0	0	6,000
<b>OPERATING SURPLUS / DEFICIT</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119,352</b>

<b>By Project / Asset Item* over \$100,000</b>	<b>Class of Assets</b>	<b>Prior Year Actuals</b>	<b>YTD Actuals</b>	<b>YTD Budget</b>	<b>YTD Variance</b>	<b>Total Approved Budget</b>	<b>Total Cost to Date</b>
		<b>\$ (A)</b>	<b>\$ (B)</b>	<b>\$ (C)</b>	<b>\$ (D = B-C)</b>	<b>\$ (E)</b>	<b>\$ (F = A+B)</b>
					0		0
PIF Fund & LRCI Phase 2 (Cloppenburg Park Access)	Infrastructure	133,141					133,141
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
<b>TOTAL</b>		<b>258,427</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>258,427</b>



**WAGAIT SHIRE COUNCIL**  
**Income & Expenditure Statement Actual v Budget Feb 2023**

	Feb Actual	YTD Actual	YTD Budget	YTD Variance	WHOLE YEAR BUDGET	NOTES
<b>Income</b>						
Contracts, Fees & Charges	\$ 6,786.36	\$ 106,596.26	\$ 103,000.00	\$ 3,596.26	\$ 153,500.00	<b>1</b> February YTD higher due to timing of invoices
Interest/Investment Income	\$ 218.96	\$ 11,337.07	\$ -	\$ 11,337.07	\$ 30,000.00	<b>2</b> Accrued term deposit interest due Sep/Oct/Nov in Jun 23
Operating Grant Revenue	\$ 6,281.00	\$ 315,190.00	\$ 311,603.00	\$ 3,587.00	\$ 315,990.00	<b>3</b> 2nd instalment of Operational grants received in Jan 23 (FAA c/f = \$ 53,980)
Other Income	-\$ 24,550.04	\$ 5,455.22	\$ -	\$ 5,455.22	\$ -	<b>4</b> February lower due to workers comp reimbursement (\$25K)moved to offset the wages on workers comp
Other Income - Disposal of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 20,000.00	<b>6</b> February & YTD Nil due to timing of disposal of fixed assets
Rates Income	\$ 444.43	\$ 253,026.59	\$ 252,416.00	\$ 610.59	\$ 252,924.00	<b>5</b> Includes rates, rates interest, and rates search income (FY23 rates = \$251,424 for 387 properties)
Rental Income	\$ 1,209.09	\$ 4,804.57	\$ 3,024.00	\$ 1,780.57	\$ 5,045.00	<b>6</b> February YTD slightly higher due to caretakers rental at Cloppenburg Park
Waste Management Income	\$ 72.73	\$ 123,868.76	\$ 123,996.00	-\$ 127.24	\$ 124,496.00	<b>7</b> Includes waste management levy and additional bins income (FY23 waste mgmt levy = \$122,996 for 387 properties)
<b>Total Income</b>	<b>-\$ 9,537.47</b>	<b>\$ 820,278.47</b>	<b>\$ 794,039.00</b>	<b>\$ 26,239.47</b>	<b>\$ 901,955.00</b>	
<b>Gross Profit</b>	<b>-\$ 9,537.47</b>	<b>\$ 820,278.47</b>	<b>\$ 794,039.00</b>	<b>\$ 26,239.47</b>	<b>\$ 901,955.00</b>	
<b>Less Operating Expenses</b>						
Administration Expenses	\$ 5,490.45	\$ 37,515.73	\$ 39,288.00	-\$ 1,772.27	\$ 61,950.00	<b>8</b> YTD lower
Contracts & Material Expenses	\$ -	\$ -	\$ 648.00	-\$ 648.00	\$ 1,000.00	<b>9</b> February & YTD NIL mainly due to timing
Depreciation Expenses	\$ 12,995.34	\$ 103,962.72	\$ 103,964.00	-\$ 1.28	\$ 155,944.00	<b>10</b> Estimated monthly depreciation \$12995.34/month
Elected Member Allowances	\$ 411.40	\$ 3,073.52	\$ 3,336.00	-\$ 262.48	\$ 5,000.00	<b>11</b> YTD lower due to members not claiming allowances
Elected Member Expenses & PD	\$ -	\$ 1,272.73	\$ 1,664.00	-\$ 391.27	\$ 2,500.00	<b>12</b> YTD lower
Employment Expenses	\$ 18,204.12	\$ 307,316.22	\$ 301,976.00	\$ 5,340.22	\$ 457,572.00	<b>13</b> YTD higher due to 2 new staff started, 1 staff exited, and additional pay-cycle (July)
Insurance	-\$ 30.97	\$ 53,181.57	\$ 52,000.00	\$ 1,181.57	\$ 52,000.00	<b>14</b> Insurance payments due July/August (\$53,403)
Other Expenses - Election	\$ -	\$ 7,757.70	\$ 9,100.00	-\$ 1,342.30	\$ 9,100.00	<b>15</b> YTD lower
Projects & Activities	\$ 324.21	\$ 6,182.60	\$ 8,328.00	-\$ 2,145.40	\$ 12,500.00	<b>16</b> YTD lower pending community grants program in Q2
Repairs & Maintenance	\$ 658.18	\$ 13,120.04	\$ 10,976.00	\$ 2,144.04	\$ 16,500.00	<b>17</b> YTD higher due to annual maintance and road reserve expenses
Services	\$ 1,752.60	\$ 6,304.75	\$ 8,956.00	-\$ 2,651.25	\$ 12,700.00	<b>18</b> February & YTD lower
Vehicle & Plant Expenses	\$ 2,956.71	\$ 31,172.25	\$ 19,392.00	\$ 11,780.25	\$ 29,100.00	<b>19</b> YTD higher due to annual services and licencing in Q1
Waste Management Expenses	\$ 4,074.62	\$ 59,020.93	\$ 60,664.00	-\$ 1,643.07	\$ 91,000.00	<b>20</b> February & YTD lower, Veolia invoices for Oct 22 to Jan 23 still on dispute and waiting for credit notes
<b>Total Operating Expenses</b>	<b>\$ 46,836.66</b>	<b>\$ 629,880.76</b>	<b>\$ 620,292.00</b>	<b>\$ 9,588.76</b>	<b>\$ 906,866.00</b>	
<b>Operating Profit</b>	<b>-\$ 56,374.13</b>	<b>\$ 190,397.71</b>	<b>\$ 173,747.00</b>	<b>\$ 16,650.71</b>	<b>-\$ 4,911.00</b>	
<b>Non-operating Income</b>						
Special Purpose Grants	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	<b>21</b> Grants brought forward = unexpended at June 30 (\$122,269.92)
<b>Total Non-operating Income</b>	<b>\$ 10,636.55</b>	<b>\$ 65,494.31</b>	<b>\$ -</b>	<b>\$ 65,494.31</b>	<b>\$ -</b>	
<b>Non-operating Expenses</b>						
Special Purpose Grant Expenses	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	<b>22</b> Special Purpose Grants, refer to unexpended Grants Sheet for more detail
<b>Total Non-operating Expenses</b>	<b>\$ 10,636.55</b>	<b>\$ 65,494.31</b>	<b>\$ -</b>	<b>\$ 65,494.31</b>	<b>\$ -</b>	
<b>Net Profit</b>	<b>-\$ 56,374.13</b>	<b>\$ 190,397.71</b>	<b>\$ 173,747.00</b>	<b>\$ 16,650.71</b>	<b>-\$ 4,911.00</b>	
Total Rates incl waste invoiced	\$ 374,420.00					
Less current year outstanding	\$ 38,404.79		\$ 483.35	Total from difference above		
<b>Total Rates in received in Cash 2022-23</b>	<b>\$ 336,015.21</b>					

**WAGAIT SHIRE COUNCIL**

**Special Purpose Grants (SPG) as at 28 February 2023**

<b>Funding Body</b>	<b>Project Name</b>	<b>Grants Current</b>	<b>Brought Fwd</b>	<b>Total Grants</b>	<b>Current Exp 2023</b>	<b>Total Exp</b>	<b>Balance</b>	<b>Notes</b>
Australia Day Council	Australia Day	2,500.00		2,500.00	2,500.00	2,500.00	0.00	Acquitted
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	9,627.92	9,627.92	8,590.92	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 into 2023
DoH - AOD	Wagait Youth Program 2022		17,900.23	17,900.23	17,900.23	17,900.23	0.00	Acquitted
DoH - AOD	Wagait Youth Program 2023	20,000.00		20,000.00	2,037.77	2,037.77	17,962.23	Program running throughout year
FRRR	Wagait Youth Program		1,079.35	1,079.35	1,079.35	1,079.35	0.00	Acquitted
DCMG-LG	WRM #2 21-22		58,337.50	58,337.50	5,360.00	5,360.00	52,977.50	ReDiscovery Centre
DCMG-LG	WRM #3 21-22	75,000.00		75,000.00		0.00	75,000.00	ReDiscovery Centre
DTF	International Women's Day	3,000.00		3,000.00	1,816.45	1,816.45	1,183.55	Event held 11 March
DTF	Youth Vibe School Holiday 2022-23	4,000.00		4,000.00	1,803.59	1,803.59	2,196.41	Program running throughout year and c/f
<b>Totals</b>		<b>135,863.13</b>	<b>122,269.92</b>	<b>258,133.05</b>	<b>69,436.78</b>	<b>69,436.78</b>	<b>188,696.27</b>	
		<b>Total Special Purpose Grants</b>		<b>258,133.05</b>	<b>GRAND TOTAL</b>		<b>188,696.27</b>	

# Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the 8 months ended 28 February 2023

JUL 2022-FEB 2023

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## Operating Activities

Receipts from customers	765,329.74
Payments to suppliers and employees	(698,499.42)
Cash receipts from other operating activities	150,751.13
<b>Net Cash Flows from Operating Activities</b>	<b>217,581.45</b>

## Investing Activities

Other cash items from investing activities	64,065.62
<b>Net Cash Flows from Investing Activities</b>	<b>64,065.62</b>

## Financing Activities

Other cash items from financing activities	(12,636.84)
<b>Net Cash Flows from Financing Activities</b>	<b>(12,636.84)</b>

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<b>Net Cash Flows</b>	<b>269,010.23</b>
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## Cash and Cash Equivalents

Cash and cash equivalents at beginning of period	1,728,174.27
Net change in cash for period	269,010.23
Cash and cash equivalents at end of period	1,997,184.50



<b>INVESTMENT POLICY</b>	
CATEGORY:	COUNCIL POLICY
SP CLASSIFICATION:	FINANCE
LG ACT 2019 REF:	Chapter 10, Part 2, Section 194
RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

**1. PURPOSE:**

The purpose of this policy is to outline the mandatory requirements for the management of council’s cash and investment portfolio under legislative restrictions. The policy is designed to safeguard council’s cash and investment portfolio, achieve appropriate earnings and ensure sufficient liquidity to meet council’s business objectives over the long, medium, and short term.

**2. SCOPE:**

This Policy applies to all employees and councillors of Wagait Shire Council and extends to all investing activities of council and any controlled entities.

**3. DEFINITIONS:**

Credit risk	The risk of default by a counterparty and subsequent loss of capital or interest due from that counterparty.
Liquidity risk	The risk that investments cannot be readily sold for “fair value” due to a lack of buyers. This could result in Council receiving less than full face value for an investment if needed to sell any investment prior to maturity.
Market risk	The risk that the price of investments varies with market conditions such that the “fair value” is less than the amount paid for the investment by Council and Council may need to accept a loss should Council wish to sell the investment either prior to or at maturity. Market risk can also result in trading profits for Council should the market conditions move favourably resulting in a price increase for the investments held.

**4. POLICY:**

Wagait Shire Council is committed to maximising appropriate investment returns under the constraints of legislation, whilst maintaining a conservative risk/return portfolio. All activities in regards to council’s investments and cash are exercised with the care, diligence and skill of a prudent person, and not for speculative purposes.

Investments are to be made in a manner that seeks to ensure the security and safeguarding of the investment portfolio, whilst ensuring cash flow requirements are met as and when they fall due, and council's risk tolerance is taken into account.

#### 4.1 Risk management

The risk of all assets included in the investment portfolio must be known, measurable and acceptable to council.

##### 4.1.1 Risk Management Guidelines

Council has to be aware and manage the market risk, credit risk and liquidity risk of the investment portfolio. To cover for risk the following frameworks have been established and decisions to invest are to comply with those. If any of council's investments are downgraded such that they no longer fall within the investment policy requirements, they will be divested as soon as practicable but in a manner that does not give rise to an unnecessary loss to Council.

##### 4.1.2.1 Portfolio Credit Framework

The Portfolio Credit Framework limits overall credit exposure of the investment portfolio. The limits on the percentage of the portfolio exposed to any particular credit rating category must be complied with as outlined in the following credit framework table.

Rating Table								
	Short Term < 12 months				Long Term > 12 months			
Standard & Poor	A1	A2	A3	B	AAA	A+ to A-	BBB+ to BBB-	BB+ to BB-
Moody's	P1	P2	P3	NP	Aaa to Aa3	A1 to A3	Baa1 to Baa3	Ba1 to Ba3
Fitch	F1	F2	F3	B	AAA to AA-	A+ to A-	BBB+ to BBB	BB+ to BB-
Maximum Limit as % of total Investment Portfolio	100%	80%	50%	10%	100%	80%	30%	5%

If a counterparty has different ratings with different rating agencies the most recent rating shall be applied.

##### 4.1.2.2 Counterparty Credit Framework

The Portfolio Credit Framework limits exposure to individual counterparties/ institutions by its credit rating so that single entity exposure is limited, as detailed below.

Rating Table								
	Short Term <12 months				Long Term > 12 months			
Standard & Poor	A1	A2	A3	B	AAA to AA-	A+ to A-	BBB+ to BBB-	BB+ to BB-
Moody's	P1	P2	P3	NP	Aaa to Aa3	A1 to A3	Baa1 to Baa3	Ba1 to Ba3
Fitch	F1	F2	F3	B	AAA to AA-	A+ to A-	BBB+ to BBB	BB+ to BB-
Maximum Limit as % of total Investment Portfolio	Unlimited	60%	40%	5%	Unlimited	50%	25%	5%

If a counterparty has different ratings with different rating agencies the most recent rating shall be applied.

#### 4.1.2.3 Term to Maturity Framework

The Term to Maturity Framework limits based upon maturity of securities. All investments have to be invested within the maturity constraints identified in the table below.

% of Total Investment Portfolio		
Duration	Minimum	Maximum
< = 12 months	50%	100%
>1 year < = 3 years	0%	50%
>3 years < = 5 years	0%	25%
>5 years	0%	10%

#### 4.1.3 Risk determination Property Investment Portfolio

In respect to investment return decision, council will apply the following table in determining the appropriateness of property investment and development activities.

Level of Risk	Benchmark above 90day BBSW
Low	<2%
Medium	2% to 5%
High	5% to 10%
Speculative	>10%

*Note – BBSW – Bank Bill Swap Rate*

In determining the level of risk council is to consider the following, as a minimum:

- Council experience in the proposed type of development;
- Nature of tenancies;
- Funding sources;
- Term asset is to be held;
- Recent precedence.

#### 4.2 Delegated Authorities

Under Section 167 (g) of the Local Government Act the Chief Executive Officer is responsible to ensure that council's assets and resources are properly managed and maintained. Delegated signatories for investments that do not require council approval under this policy are the Chief Executive Officer and President.

Investment recommendations require at least two competitive quotations that are in line with council's policies. Quotations are obtained by the Chief Executive Officer. The responsible officer must be capable of understanding and explaining how an investment product works and must be able to interpret existing council policies. Investment recommendations are approved by both of the delegated signatories. The release of funds will require approval in line with the Delegations Manual before funds are released to the counterparty.

### **4.3 Prudent Person Rule**

The investments of council will be managed with the care, diligence and skill that a prudent person would exercise. Officers are to manage the investment portfolio to safeguard it in accordance with the spirit of this policy and not for speculative purposes.

### **4.4 Ethics and Conflict of Interest**

All employees and councillors involved in the investment process must refrain from activities, personal or otherwise, that would conflict with the proper execution and management of council's investment portfolio. This policy requires all employees and councillors involved in the investment process to:

- Disclose in writing any actual, apparent or potential conflict of interest to the Chief Executive Officer;
- Avoid any actual, apparent or potential conflict of interest; and
- Control any actual, apparent or potential conflict of interest.

An independent advisor, where appointed, is also required to declare that they have no actual or perceived conflicts of interest.

### **4.5 Prohibited Investments**

This policy prohibits any investments carried out for speculative purposes including:

- Derivative based instruments;
- Principle only investments or securities that provide potentially nil or negative cash flow;
- Standalone securities issued that have underlying futures, options, forward contracts and swaps of any kind;
- Share in an unlisted company, or contribute capital to an unlisted trust, unless the Minister in consultation with the Treasurer, approves the acquisition of such share;
- The use of leveraging (borrow to invest) of an investment other than a property investment;
- Complex financial instruments that are not in line with the conservative risk appetite of council;
- Any kind of investments with counterparties without a credit rating.

Investments must not be made unless in accordance with council's policies and/or council resolution.

### **4.6 Approved Investments**

#### **4.6.1 Legal Name of Investments**

All investment must be in the name of Wagait Shire Council. Additionally, Wagait Shire Council must be the beneficial owner of all investments.

#### **4.6.2 Denomination**

All investments must be denominated in Australian Dollars.

### 4.6.3 Documentary Evidence

Documentary evidence must be held for each investment and details thereof must be maintained in an investment register. The Chief Executive Officer is responsible for the accurate, complete and timely maintenance of the investment register.

### 4.6.4 Authorised Investments

Authorised investment will be limited to:

- Any public funds or securities issued by or guaranteed by, the Commonwealth, any State or Territory of the Commonwealth;
- Interest bearing deposits with, or debentures or bonds issued by, an Authorised Deposit-taking Institution (ADI), as defined under the Banking Act 1959 (Commonwealth), but excluding debt obligations;
- Bank accepted/endorsed bank bills;
- Managed funds with a minimum long-term Standard and Poor rating of A and short term rating of A2;
- Property development and investments.

Any authorised investments for greater than 12 months are to be approved by council resolution.

## 4.7 Property Development and Investment

The overall mix and nature of investment properties will provide a balanced source of income that complement existing financial holdings. All future investment and development activities will provide a return on investment over the planned investment period. If a decision is made to accept a property investment with no return on investment, then the reasons for that decision must be outlined in the resolution relating to that investment and development activity. All property investment activities will be undertaken in accordance with council's long-term plan and will reflect council's ongoing commitment to financial sustainability. Borrowing for income generating property investments may be considered in line with relevant policy.

## 4.8 Benchmarking

Performance benchmarks must be established for all investments held or intended to be held. The benchmarks included in the following table are to be complied with for the relevant instruments.

Investment	Performance Benchmark
Cash	Cash Rate
Enhanced/Direct Investments	UBSWA Bank Bill
Diversified	CPI + appropriate margin over rolling 3year periods (depending upon composition of funds)
Property Investment Portfolio	Review of performance, assess property's value and usefulness, compare to current cash rates

Aus bond bank bill index [www.bloomberg.com](http://www.bloomberg.com)



## 4.9 Reporting

All investments are to be appropriately recorded in council's financial records and reconciled at least on a monthly basis. Certificates must be obtained from the financial institutions confirming the amounts of investments held on the council's behalf as at 30 June each year and reconciled to the investment register.

A monthly report will be provided to the elected council as part of the monthly financial report. The report will detail the investment portfolio in terms of performance, percentage exposure of total investment portfolio, maturity date and current market value as well as other indicators. Additionally, the report will include details of limits to ensure that the investment portfolio is being managed within policy limits and in accordance with the approved strategy.

## 5 ASSOCIATED DOCUMENTS

P04 Council Member Code of Conduct  
P05 Code of Conduct – Workplace Participant  
P09 Statement of Significant Accounting  
P26 Delegations Manual  
Investment register

## 6 REFERENCES AND LEGISLATION

Local Government Act 2019  
Local Government (General) Regulations 2021  
Australia Accounting Standards  
Ministerial Guidelines  
Local Government General Instructions

## 7 REVIEW HISTORY

<b>Date Approved:</b> 19/02/2019	<b>Approved By Council</b> Move: Cr Michael Vaughan Second: Cr Graham Drake Vote: AIF	<b>Resolution No</b> 2019/335	<b>Date for review:</b> 19/02/2022
<b>Date Approved:</b>	<b>Approved By Council</b> Move: Second: Vote: AIF	<b>Resolution No</b> 2023/	<b>Date for review:</b> February 2025



# Improving the Container Deposit Scheme

## Discussion Paper





Acronyms	Full form
APCO	Australian Packaging Covenant Organisation
CDS	Container deposit scheme
DEPWS	Department of Environment, Parks and Water Security
HDPE	high-density polyethylene
LPB	Liquid paper board
MRF	Materials recovery facility
NLI	National Litter Index
NT	Northern Territory
NT EPA	Northern Territory Environment Protection Authority
PCPB	polymer coated paperboard
PET	polyethylene terephthalate
WMA	Waste management arrangement

## Contents

<b>1. Acknowledgement of country</b> .....	<b>4</b>
<b>2. Purpose of this paper</b> .....	<b>4</b>
<b>3. Have your say</b> .....	<b>4</b>
<b>4. Minister’s message</b> .....	<b>5</b>
<b>5. Executive summary</b> .....	<b>6</b>
<b>6. Reflecting on our success</b> .....	<b>7</b>
<b>7. How the scheme works</b> .....	<b>7</b>
7.1. The container journey .....	9
<b>8. Opportunities for improvement</b> .....	<b>10</b>
8.1. Returns and refunds .....	10
8.2. Inconsistent material recovery rates .....	11
8.3. Simplify and expand scheme containers .....	13
<b>9. Proposed changes</b> .....	<b>15</b>
9.1. Reduce container complexity .....	15
9.2. Improved scheme reporting.....	16
9.3. Incentivise container returns with targets .....	17
<b>10. Next steps</b> .....	<b>18</b>

## 1. Acknowledgement of country

The Northern Territory Government respectfully acknowledges the First Nations people of this country and recognises their continuing connection to their lands, waters and communities. We pay our respect to Aboriginal and Torres Strait Islander cultures, and to their leaders past, present and emerging.

## 2. Purpose of this paper

This discussion paper is intended to inform the statutory and policy reforms to improve the container deposit scheme in the Territory, allowing Government to respond to the remaining recommendations from the 2018 independent review which it had committed to considering further.

We acknowledge the work and input from container deposit scheme coordinators, depots, beverage suppliers, businesses, individuals, environmental organisations, industry groups, land councils, teams and divisions across the Northern Territory (NT) Government, as well as other state governments that have informed this discussion paper.

## 3. Have your say

All Territorians are encouraged to have your say on how we can improve the container deposit scheme.

Your feedback will help inform our approach and will ensure that access to the container deposit scheme is improved, Territorians are able to collect refunds, and data on the scheme performance is made more transparent.

You can share your views by:

- Making a submission on the 'Have your say' website;
- Making a submission to [Circular.Economy@nt.gov.au](mailto:Circular.Economy@nt.gov.au); OR
- Posting a submission to GPO Box 3675, Darwin NT 0802

Closing date for all feedback 14 April 2023.

Submissions will be published on the Have your Say website unless specified otherwise. A summary of consultation feedback will be released publically.

## 4. Minister's message

In 2012, this Government introduced Australia's second Container Deposit Scheme (Scheme). Since then, New South Wales, Queensland, Western Australia and the ACT have followed our lead by introducing their own schemes. Tasmania and Victoria's will commence this year.

Together, Territorians have established a successful product stewardship scheme where manufacturers and suppliers have taken responsibility for their products, and the benefits are seen in our economy and environment. We have created over 40 jobs and generated more than \$10 million towards our economy each year.

A 2018 independent review found that the Scheme was effective in reducing beverage container waste and increasing resource recovery, reuse and recycling. It also found that more than 80% of those who participated in the review considered the scheme 'successful' or 'very successful'.

21 recommendations were made to improve the Scheme, the majority of which have been implemented in accordance with our staged approach since 2019.

This discussion paper explores the final phase of our staged approach, involving improvements to the regulatory and policy framework. We are committed to making the Scheme even more accessible, removing its complexity for suppliers and consumers, and making sure all Territorians can access their refunds.

We want our Scheme to continue growing and improving, supporting our goal of achieving a \$40 billion economy by 2030, and delivering on our commitments under the Northern Territory Circular Economy Strategy 2022 – 2027.

We invite you to have your say on improving the Scheme.

The Hon. Lauren Moss  
Minister for the Environment

## 5. Executive summary

The *Environment Protection (Beverage Containers and Plastic Bags) Act 2011* (the Act) establishes the Northern Territory's container deposit scheme (scheme) which is our only Territory based product stewardship scheme.

Prior to the Act's commencement, the Territory had a beverage container recycling rate of 12.3% compared with the national rate of approximately 47% in 2012. The scheme has turned this around, dramatically increasing resource recovery, minimising beverage container waste to landfill and incentivising Territorians to return eligible containers for a refund of 10c per container.

The Northern Territory Circular Economy Strategy 2022-2027 (the CE strategy) sets out the Territory's plan to reduce, reuse and recycle waste into a valuable resource, and start the transition to a circular economy. It includes a commitment to build on the success of the scheme by implementing the remaining recommendations of the independent review conducted in 2018 by Ernst & Young<sup>1</sup> (the review).

Since the review, we have improved the scheme by reforming the approvals and registration scheme, removing unnecessary processes and streamlining administrative processes for industry and the environmental regulator.

Changes to the Act are needed to implement the remaining review recommendations. The proposed changes intend to:

- expand and simplify the types of containers included in the scheme;
- increase accessibility to the scheme in regional and remote areas;
- further incentivise container returns;
- improve and streamline reporting requirements for industry;
- reduce the administrative burden on scheme participants and the environmental regulator; and
- harmonise the scheme with other Australian jurisdictions to support market development and the transition to a circular economy.

This discussion paper proposes three changes to improve the scheme and deliver these commitments.

### Next Steps

The public, industry and other stakeholders are invited to make a submission.

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<sup>1</sup> ['Evaluation of the Operation of the Northern Territory Container Deposit Scheme' by EY dated 20 August 2018](#)

## 6. Reflecting on our success

From 2012 to June 2022, more than 1.5 billion eligible containers have been sold in the Territory, more than 930 million eligible containers have been returned for recycling and reuse, and \$93 million have been refunded to Territorians. This is an overall scheme return rate of 60%.

In the 2021-22 financial year, the annual rate of containers returned (the return rate) was 75%, meaning that of all the 135 million eligible containers sold in the Territory, 75% were returned through the scheme for a refund and recycling<sup>2</sup>. This equates to over 6,000 tonnes of container materials diverted from landfill that year.

The independent review found there was strong public support for the scheme, and that it is effectively reducing beverage container waste in the Territory. Implementation of the first two stages of the review recommendations has seen further improvement in the scheme's operation, reducing administrative burdens on scheme participants, government and consumers.

Importantly, the scheme is also providing recycling opportunities to towns and communities across the Territory that do not have access to local Council kerbside recycling collection services. This contributes to the Territory's progress against the National Waste Policy Action Plan targets which seek to achieve an 80% average recovery rate from all waste streams by 2030, and significantly increase the use of recycled content by governments and industry<sup>3</sup>.

## 7. How the scheme works

The current scheme established by the Act is a market driven product stewardship program. The Northern Territory Government and the NT Environment Protection Authority are responsible for strategic oversight of the scheme, ensuring it operates effectively to deliver its objectives.

The industry participants are Container Deposit Scheme coordinators, beverage suppliers and collection depot operators. Industry and scheme participants operate the scheme. 'CDS coordinators' manage the activities of beverage suppliers, collection depot operators and other participants.

Beverage containers that are eligible for the scheme are called 'regulated containers'.

Registered CDS suppliers (manufacturers, distributors and retailers) can supply regulated containers in the Territory. Regulated containers are called permitted containers if supplied by registered Territory CDS suppliers (permitted containers).

Beverage containers come in many different forms. There are different brands, beverage products, flavours, sizes and container materials. Generally they are made from aluminium, glass and plastic beverage containers between 30 millilitres and 3 litres. The scheme currently excludes plain milk containers, spirituous liquor bottles, wine bottles, and large<sup>4</sup> juice or flavoured milk containers.

Permitted containers display the nationally recognised approved refund marking<sup>5</sup>.

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<sup>2</sup> *Environment Protection (Beverage Containers and Plastic Bags) Act 2011 Annual Report 2022* prepared by the Northern Territory Environment Protection Authority dated 15 September 2022

<sup>3</sup> [National Waste Policy Action Plan - DCCEEW](#)

<sup>4</sup> 1 litre or more

<sup>5</sup> The other less common forms of approved refund marking are "10c refund at SA/NT collection depots in state/territory of purchase" or "10c refund at collection depots when sold in NT."



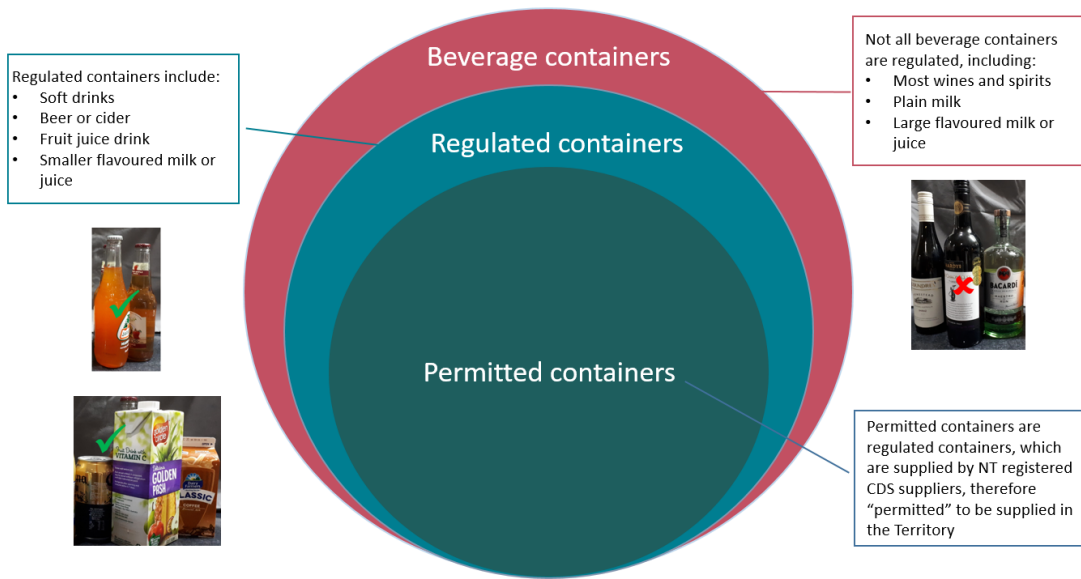


Figure 1. Beverage containers, regulated containers, and permitted containers

Members of the public can take empty permitted containers to approved collection depots in the Territory to receive a 10 cent refund in exchange for each container.

The collection depot operator sorts and aggregates the permitted containers by material type ready for transport. The CDS coordinators accept containers from collection depot operators on behalf of beverage suppliers for recycling (Figure 2).

The CDS coordinators further process and aggregate the containers if required and sell the containers for reprocessing and recycling into new products.

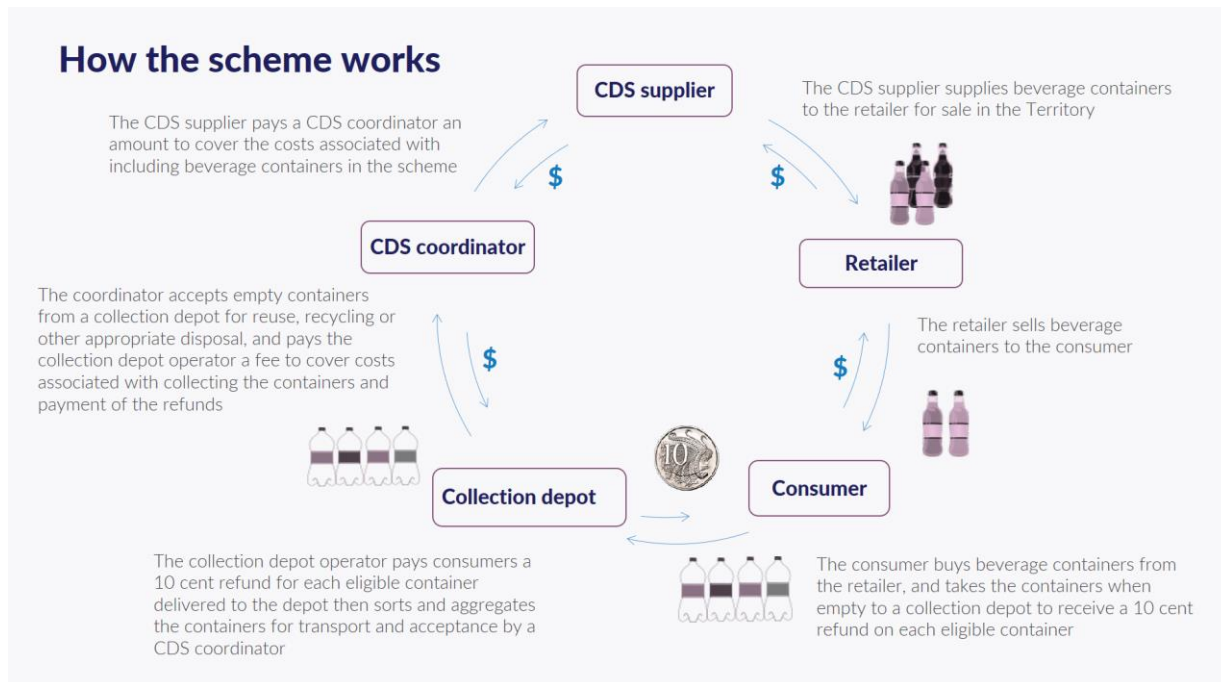


Figure 2. How the scheme works

## 7.1. The container journey

Once a beverage container is returned to a collection depot operator, materials are dealt with differently depending on type and market.

Glass is typically crushed onsite at the collection depot to reduce the volume, then transported by train to recycling factories in South Australia to be turned into bottles and other glass products.

Aluminium cans are crushed and sold interstate or overseas to be made into sheet metal or 'ingots' which are made into new cans.

Polyethylene terephthalate (PET) containers are bailed and sent to reprocessing plants interstate where they are made into new bottles.

Other containers such as high-density polyethylene (HDPE) and liquid paper board (LPB) flavoured milk and juice based beverage containers are pressed and bailed, then sent interstate to be sold overseas where HDPE is recycled into new HDPE bottles and the paper fibre from LPB is turned into tissue paper writing paper.



## 8. Opportunities for improvement

### 8.1. Returns and refunds

Territorians pay for the right to return containers through the scheme when they purchase a beverage. Every year, 20-30% of permitted containers sold in the Territory are not recovered, meaning they are not returned to an approved collection depot for the 10c refund. This equates as many as 20-40 million containers annually.

In 2018-19, the Scheme experienced a peak return rate of 84%. Unfortunately since then there has been a decline in return rates, meaning the proportion of beverage containers that are sold and not returned by consumers is increasing. In 2021-22 almost 35 million containers were not returned, compared with around 20 million in 2018-19 (Figure 3).

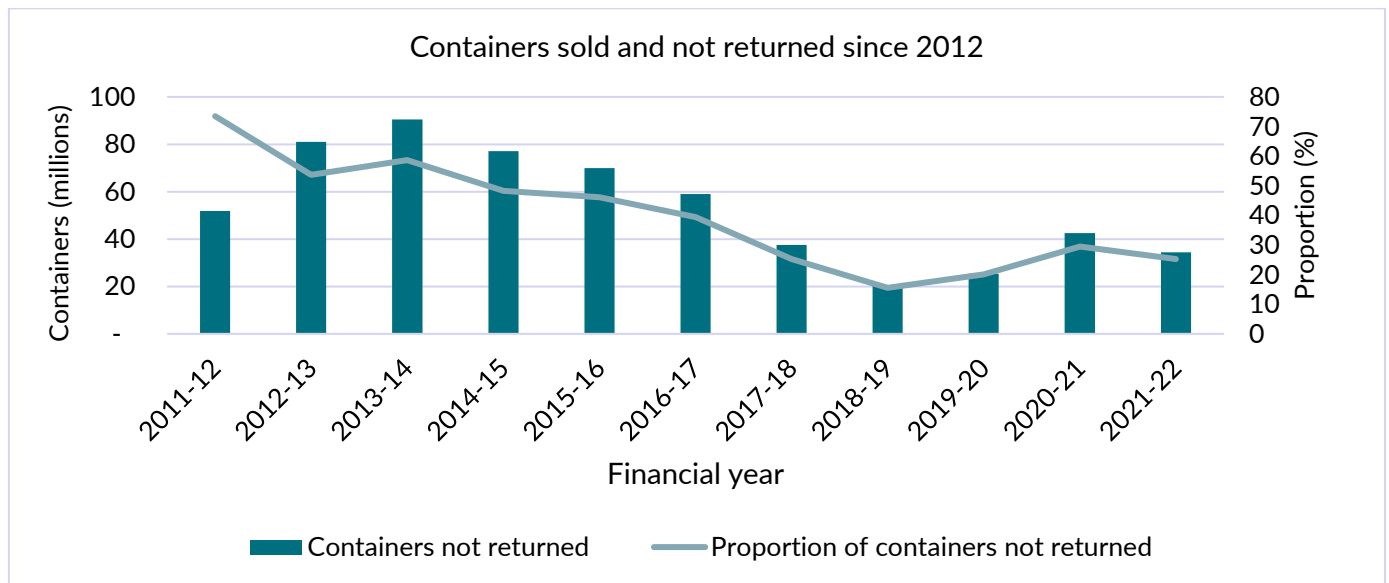
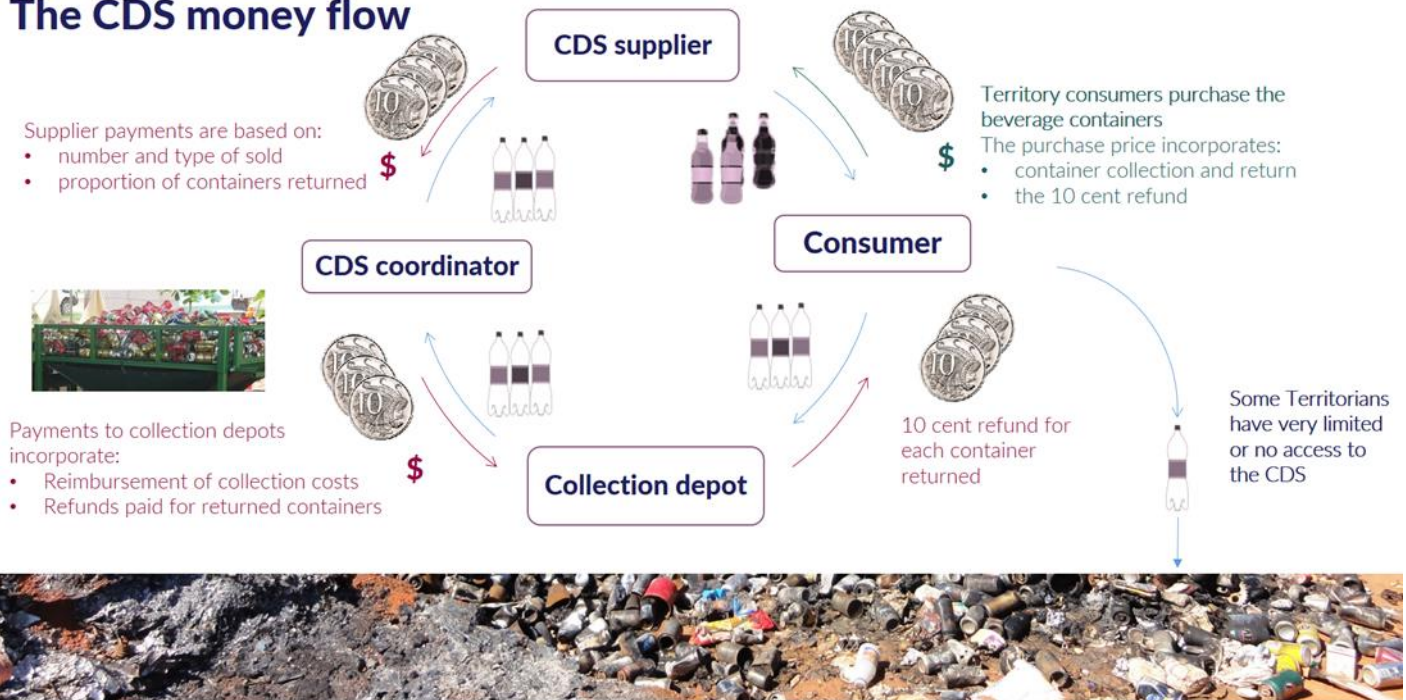


Figure 3. Containers sold in the Territory and not returned through the scheme since 2012

If containers are not returned, Territorians do not receive the financial benefit of funds paid into the scheme through the refunds. Containers that are not returned are likely to end up in landfill, which in turn costs Territorians through council rates (Figure 4). In addition, landfilled containers slowly break down, impacting the environment. Finally, there is a lost opportunity in recovering and recycling these valuable materials, which reduces the demand for virgin material in manufacturing new containers.

## The CDS money flow



When containers are not returned, the refunds are not paid, and Territorians bear the cost of managing the wastes from the containers

Figure 4. The CDS funding model

Since the start of the scheme in 2012, almost 600 million containers have not been returned to collection depots by Territorians. This means that almost \$60 million in refunds have not been claimed by consumers.

In 2021-22 alone, close to 35 million containers were not returned, resulting in almost \$3.5 million worth of refunds being unclaimed by Territorians.

Unclaimed refunds remain with the CDS suppliers.

## 8.2. Inconsistent material recovery rates

The scheme has proven to be very effective in recovering and recycling aluminium, glass and PET containers. However permitted containers made of other materials such as HDPE and LPB are consistently returned at lower rates. Recent data indicates the return rate for PET containers is declining. In 2021-22 alone, 64% of containers that were not returned by consumers were HDPE, LPB, PET containers (Figure 5). Consumer feedback is that there is confusion about the types of containers covered by the scheme.

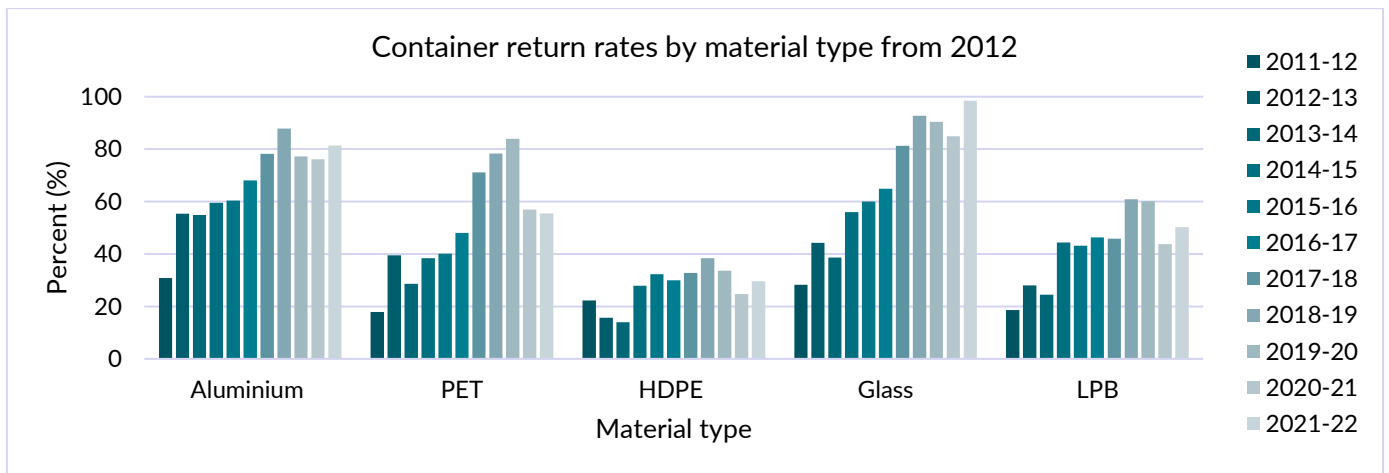


Figure 5. Container return rates by material type since 2012

There is also lower recovery rates of containers in remote and regional areas. Territorians living outside of the City of Darwin and City of Palmerston local council boundaries do not have access to kerbside recycling services, which capture permitted containers that are not returned by consumers to collection depots. For regional and remote Territorians, the scheme may provide the only access to recycling, diverting beverage containers from landfill or other informal methods of disposal.

### Case study: Innovation in remote and regional areas

A diverse range of solutions has evolved to address the remote and regional challenge.

- The East Arnhem Regional Council mobile collection depot visits nine communities in the region.
- The Thamarrurr Ranger Group operates the Wadeye collection depot.
- Roper Gulf Regional Council has established collection depots at Mataranka, Borroloola and Jilkminggan.

Despite these solutions, many communities still don't have reasonable access to collection depots and there is little or no opportunity for consumers to obtain refunds on the containers they purchase.



### 8.3. Simplify and expand scheme containers

There is significant variability in the type of containers permitted under the current scheme, creating confusion for consumers, retailers and industry. This confusion impacts on the number of containers recovered and recycled through the scheme, and potentially results in permitted containers going to landfill.

Containers holding up to three litres of beverages such as soft drink, fruit juice drink, beer, cider, and spirit based drink containers, and smaller flavoured milk or juice containers<sup>6</sup> are currently permitted in the scheme (Figure 6).

Beverage containers such as plain milk containers, spirituous liquor or wine bottles, and large<sup>7</sup> juice or flavoured milk containers are currently exempt from the scheme (Figure 7).

The policy rationale behind current permitted and excluded containers is not consistent.



Figure 6. Permitted containers

<sup>6</sup> The scheme has been designed to include single use containers of ready to drink beverage. Liquids like cordial or fruit juice concentrate that need to be diluted before drinking, or that have a recognised medicinal purpose are excluded.

<sup>7</sup> 1 litre or more



## 9. Proposed changes

### 9.1. Reduce container complexity

The independent review recommended reducing variability and complexities in permitted and exempted containers by:

1. Establishing consistent criteria for permitted and excluded containers so that consumers understand which containers they can claim a refund on, and why.
2. Including or permitting containers based on the material they are made of, not what beverage they contain.

The changes will simplify and reduce variability in permitted containers. It is proposed to amend the Act to implement these recommendations.

The proposed changes will mean the following containers will be eligible for a 10 cent refund when returned by consumers to a collection depot:

- Any recyclable container that holds 3 litres or less of ready to drink beverage.
- Currently excluded containers such as:
  - plain milk cartons and bottles, including milk substitutes (e.g. soy milk, oat milk),
  - wine and spirits bottles, and
  - larger flavoured milk or juice bottles and cartons.

An independent report by Rawtec<sup>8</sup> found that these amendments would capture an estimated 23.4 million additional beverage containers in the scheme. This will improve material recovery rates in the Territory, capture the value of the materials in the circular economy for longer and keep more materials out of landfills.

The changes are also expected to improve container return rates by reducing confusion.

#### Container lids

Container Deposit Schemes in other jurisdictions including NSW collect lids as well as containers.

Data from clean-up efforts in the Territory indicate container lids are among the most commonly littered plastic items entering the Darwin Harbour, and they are the second most commonly found plastic item in the environment.

Container lids are difficult to recycle in the Territory. They are often made from a different type or colour of plastic, and sometimes are an entirely different material. This means they need to be separated by collection depot operators before being sent to a CDS coordinator, making the collection of container lids resource intensive and costly for depots.

***Should the scheme be amended to require the collection of container lids, and make lid collection more viable for scheme participants?***

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<sup>8</sup> Review of containers regulated under the NT Container Deposit Scheme by Rawtec dated February 2014



## 9.2. Improved scheme reporting

Territorians want to be confident that the containers they return are recycled into new products. They also want a better understanding of how the scheme is operating through increased visibility and transparency.

The independent review found a lack of good quality, reliable information about what happens to permitted containers once they are returned to a collection depot. This perception may be a barrier to consumer participation in the scheme, and reduced confidence in the recycling industry.

The review recommended changes to the way the environmental regulator collects data and reports on the scheme by:

- Implementing measures to improve the quality and accuracy of data provided by approval holders.
- Including the use of audits of the recycling and reuse supply chains to verify the accuracy of approval holder reporting, and achieve greater clarity on what happens to containers sold into the recycling market by scheme coordinators.
- Making information about container recycling and reuse more accessible to the public to improve confidence the scheme and its performance.

Government and CDS participants need access to good quality reliable data about containers throughout the lifecycle to assess the effectiveness of the scheme, inform scheme improvements, and to inform industry investment in the scheme. Having reliable data on the lifecycle of products and materials is essential for attracting business investment in the recycling industry, and identifying infrastructure needed to help drive the transition to a circular economy in the Territory.

The proposed approach to improve scheme data and reporting is to amend the framework we use to collect data from CDS participants to:

- Capture data on containers through the entire container lifecycle – from the container sale, collection and acceptance by coordinators and recycling outcomes.
- Move to an online system for CDS data collection by 2025 to streamline data collection and reporting for industry and the regulator, increase data reliability and timeliness of data collection.

This will improve the availability and reliability of data to inform and support scheme participants, facilitate data verification and auditing by the regulator and businesses, build business and consumer confidence in the scheme, and support education and awareness about the scheme.

*Discussion question:*

*What else can be done to improve scheme reporting?*

### 9.3. Incentivise container returns by setting targets

The independent review identified that industry can do more to improve container return rates and recycling of container materials by improving access to the Scheme across the Territory, particularly in regional and remote communities.

The review recommended investigating ways incentivise industry to achieve these outcomes through various options, including setting container return and resource recovery targets. Targets can be effective in motivating stakeholders to take action by signalling Government's commitment to seeing improved outcomes, and setting clear expectations for Scheme participants.

The Minister has the power to set targets for the reuse, recycling or other authorised disposal of containers under the scheme<sup>9</sup>. Targets can be made for all scheme participants, particular classes of scheme participants, or holders of approvals or classes of scheme suppliers. If targets are not met, the NT EPA has the power to suspend or cancel a CDS approval or the supplier's registration<sup>10</sup>.

The proposed solution is to use the Minister's powers to introduce targets in a staged approach. This will allowing time to monitor impacts, outcomes, effectiveness and compliance.

- **Proposed Stage 1:** Minimum return rate targets will be set for identified material types, to be achieved within three years of these targets being set:
  - A 60% return rate target for HDPE,
  - A 70% return rate target for LPB,
  - A 75% return rate target for PET,
  - A 90% return rate for aluminium, and
  - a 95% return rate target for glass .
- **Proposed Stage 2:** Targeted interventions to be implemented to build on the success of Stage 1 and other changes set out in this discussion paper:
  - Minimum return rates will be considered for other material types.
  - Minimum targets will be considered for the number and proportion of containers to be returned in regional and remote areas.

The proposed solution is intended to signal Government's expectations and incentivise industry participants to improve container return rates and recycling of all container materials. It is also intended to support the use of more sustainable beverage container packaging for container types that prove to be difficult to recover through the scheme. The proposed approach will not impact consumers or retailers.

Together with geographical or regional targets these measures will help to drive industry support to improve access to collection depots regional and remote area.

#### Questions for suppliers

*What else can be done to improve access to the scheme, improve container returns, and facilitate refunds to consumers?*

<sup>9</sup> Section 49 of the *Environment Protection (Beverage Containers and Plastic Bags) Act 2011*

<sup>10</sup> Section 49(3)(c) of the *Environment Protection (Beverage Containers and Plastic Bags) Act 2011*

## 10. Next steps

We know that scheme participants, retailers and consumers need certainty to plan and prepare.

Following consultation, we will summarise and publish the feedback received during consultation.

**WAGAIT SHIRE COUNCIL**  
**RECYCLING MODERNISATION FUND (DITT)**  
**Cox Peninsular Waste Management Strategy Recycling Initiatives**



Item	WSC (Ops)	WSC (Cash)	BCC (In-Kind)	BCC (Cash)	Ironbark (In-Kind)	RMF (DITT)	TOTAL (ex GST)
<b>Project Request (eligible costs)</b>							
Consultant Fees (surveys, project analysis report)		\$ 2,500		\$ 2,500		\$ 5,000	\$ 10,000
Consultant Fees (education materials & training)		\$ 2,500		\$ 2,500		\$ 5,000	\$ 10,000
Capital Asset purchase - BioBin		\$ 6,500		\$ 6,500		\$ 13,000	\$ 26,000
<b>Total Eligible Costs</b>		<b>\$ 11,500</b>		<b>\$ 11,500</b>		<b>\$ 23,000</b>	<b>\$ 46,000</b>
<b>Other Project Costs (not eligible)</b>							
Capital Asset upgrade - ReDiscovery Centre (WSC)	\$ 35,000						\$ 35,000
Capital Asset upgrade - Garden Centre (BCC)			\$ 20,000				\$ 20,000
Consultant fees (business case for Transfer Station)	\$ 15,000		\$ 15,000				\$ 30,000
EPA approvals / permits	\$ 10,000		\$ 10,000				\$ 20,000
Wages (labour costs) @ \$85/hr/pp x 1 pax	\$ 13,260		\$ 13,260		\$ 13,260		\$ 39,780
Fuel, power and other on-costs	\$ 4,500		\$ 4,500				\$ 9,000
Plant & Equipment (tip-truck, forklift, tractor)	\$ 10,920		\$ 10,920		\$ 10,920		\$ 32,760
<b>Total Ineligible costs</b>	<b>\$ 88,680</b>		<b>\$ 73,680</b>		<b>\$ 24,180</b>		<b>\$ 186,540</b>
<b>Total Program Cost</b>	<b>\$</b>						<b>232,540</b>

**Notes:**  
Eligible contributions to this project of \$11,500 (per community council) will match the funding request of \$23,000 to purchase Bio-bin, prepare a community education program to ensure the success of the project and and prepare reports based on data collected throughout the project.

Labour and plant/equipment values are based on current charge-out service contracts rates to estimate the overall project cost, including:

- > Labour @ \$85/hr/pp. A nominal allocation of 1 pax x 3 hrs/wk would be offered in-kind to the project from all stakeholders, for waste-collections and site-work. The annual value of this to the project is \$39,780.
- > Plant/equipment charge out rates @ \$105 per hr. Estimated use of equipment is 2 hrs/wk offered in-kind to the project from all stakeholders, for waste-collections and site-work. The annual value of this to the project is \$32,760.