



# **WAGAIT SHIRE COUNCIL**

## **MINUTES COUNCIL CHAMBERS**

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

## CONTENTS

1. OPENING OF MEETING .....	3
2. DECLARATION OF INTERESTS.....	3
3. CONFIRMATION OF MINUTES .....	3
4. GUESTS – Nil .....	4
5. INWARDS AND OUTWARDS CORRESPONDENCE .....	4
5.1 Inwards Correspondence .....	4
5.2 Outwards Correspondence .....	5
6. COUNCILLORS’ REPORTS.....	5
6.1 President’s Report.....	5
7. OFFICERS’ REPORTS .....	6
7.1. CEO/Acting CEO Report for the period 18 February to 17 March 2023 .....	6
7.2. Works Manager’s Report for the period 18 February to 17 March 2023.....	7
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.....	16
13. PETITIONS/DEPUTATIONS - Nil.....	16
14. CURRENT/UPCOMING EVENTS.....	16
14.1. International Women’s Day (IWD) – Saturday 11 March .....	16
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 .....	17
15.1. Council Meeting Calendar for 2023 .....	17
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

<p><b>Resolution No. 2023/43</b> <b>That the apologies of Cr Peter Clee and Tom Dyer be accepted by Council.</b> <b>Moved: Cr Sarah Smith</b> <b>Seconded: Cr Michael Vaughan</b> <b>Vote: AIF</b></p>
--

## 2. DECLARATION OF INTERESTS - NIL

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

## 3. CONFIRMATION OF MINUTES

### 3.1. Confirmation of Minutes of Council Meeting Tuesday 21 February 2023

<p><b>Resolution No. 2023/44</b> <b>That the Minutes of the Ordinary Meeting of Tuesday 21 February 2023 be confirmed by Council as a true and correct record.</b> <b>Moved: Cr Sarah Smith</b> <b>Seconded: Cr Michael Vaughan</b> <b>Vote: AIF</b></p>
--

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

Removal of service pole on De Lissa Drive. CEO has met with the builder and will follow up with correspondence requesting the removal of the pole.

There are still several potholes on the estate that need attention.

#### 4. GUESTS

Representatives from the Cox Country Club attending the meeting to discuss club business and provide an update on council support for community projects.

Currently recruiting a new Manager. New committee appointed last year.

Created a survey which highlighted 3 main elements: need to attract locals and community investment, need to address quality of food, need to apply for grants to upgrade club.

Sealink been notified that the club can no longer provide bus service from 1 March 2023 for tourists and visitors due to ageing bus and volunteer driver. Club bus is now focused on local transport only.

Club wishes to talk to council about an extended community bus service. Options include another grant application or purchasing a bus and recouping cost through pay for service. Sealink has communicated that they are looking at providing a bus service Fri – Sunday through peak season and is now looking for a driver. This removes a pressing/immediate need for council to support a bus service, however long-term there could still be benefits for a community-wide bus service.

Club also looking at how to support locals through fundraisers, etc more regularly.

CEO will write to the club re: creating a business case for a community bus service.

#### 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
2/02/2023	Pickles Auctions	Sale of Kubota tractor – Sales Account. Sold for \$8,000.	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
6/03/2023	Contractor Accreditation Limited	Renewed accreditation for Grounds Maintenance and Pest and Weed Control	letter
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 Dlv)	email
13/03/2023	Bryson Kelly Barristers	Rate Search	email

13/03/2023	Territory Conveyancing	Rate Search	email
15/03/2023	LGANT	Prescribed corporation panel name change, now called the local government code of conduct panel	email
16/03/2023	DITT, Executive Director Industry Development	Top Tourism Town Awards – invitation to enter	letter

## 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
13/03/2023	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

New grant available – Community Place for People (CPP). Open to local government for up to \$415,000 each application. Funding to establish more liveable spaces in their communities, making spaces more attractive, accessible, peaceful and family friendly. Application due by 14 April. CEO will work with the policy officer on ideas for this grant.

### **Resolution No. 2023/45**

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

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 3. COUNCILLORS' REPORTS

### 6.1 President's Report

Please see Presidents Report attached.

Council owns 3 dog traps. Current issue with a large, brown roaming dog.

Radio interview topics included – potholes on Cox Peninsula Rd, IWD event, mini MUFF.

### **Resolution No. 2023/46**

**That Council receives and notes President Neil White's report for the period 18 February to 17 March 2023.**

**Moved: Cr Sarah Smith**

**Seconded: President Neil White**

**Vote: AIF**

## 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>• Tourism 2030 Conference; Thur 23 Feb</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> <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> </ul>

	<ul style="list-style-type: none"> <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>

### 5.3. 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>
<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>	<p><u>Power Water (contract works)</u></p> <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>	<p><u>Jetty Maintenance (contract works)</u></p> <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> <p><u>Waste Management</u></p> <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>

	<p><u>Animal Management</u></p> <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> <p><u>Environmental Management &amp; Maintenance</u></p> <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> <p><u>Road &amp; Verge Maintenance</u></p> <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> <p><u>Vehicle and Plant</u></p> <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> <p><u>Council Grounds/Sports Ground</u>  <u>Mowing ongoing</u>  <u>Set up Sports Ground for International Women's Day</u></p>
--	---

Community consultation meeting to be moved to 4 May. Meeting will include draft Shire Plan.

Solar lights are in transit to Wagait Beach.

Life ring has been replaced and is taped to hold it in place. DIPL didn't supply a cover for the ring.

CEO will follow up on cover.

RUA weed survey and erradication – have been waiting for the rain to stop to get vehicles into the area and take action.

**Resolution No. 2023/47**

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

**Moved: Cr Sarah Smith**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**



## 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 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
21/02/2023	Future action – write to the Chief Minister/Minister for Health

**Resolution No. 2023/48**

**That council receives and accepts the Action Sheet for 18 February to 17 March 2023.**

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 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 - Diese 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. 2023/49**

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

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 10. AGENDA ITEMS

### 10.1. Policy Development

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

**Resolution No. 2023/50**

**That Council receive and accept the updated Investment Policy.**

**Moved: Cr Michael Vaughan**

**Seconded: President Neil White**

**Vote: AIF**

### 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. The proposal is that all glass bottles, 2 litre plastic milk bottles and milk cartons are all included. The rules are to be simplified and more inclusive. Legislation needs to be changed in order to include these additional items. CEO will make a submission on behalf of council, supporting the proposal for increased inclusion.

Bio bin – comes in different sizes. Shared with Belyuen, we will endeavour to buy the largest bin. The bin creates compost from food, organic, green and paper waste. The bio bin would be housed at the Belyuen market garden. The compost could either be used for council purposes or sold. Waste would be collected through the hard waste compound and transported to Belyuen.

**Resolution No. 2023/51**

**That Council notes the focus on the FOGO only and the updated budget for the application to the Waste Modernisation Fund.**

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

### 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	360,000	360,000	0	0

### **Resolution No. 2023/52**

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

**Moved: Cr Michael Vaughan**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

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

Cr Michael Vaughan – Tourism season concerns. How will council manage the issues that continue to arise at Cloppenburg Park, particularly without a caretaker in future? Is there need for a gate on the culvert crossing as a deterrence?

Also, there has been a problem with online camping apps and illegal accommodation provision (business) in the community.

Cloppenburg Park – are we meeting required bore usage? Yes, this has been calculated per sprinkler. We could also be fined if we go over the required usage.

Cr Sarah Smith – supervision of school children between the school bus and the ferry on the town side? Whose jurisdiction is this? A local boy tripped and injured himself on the ramp on 17/03/23 and neither the ferry staff or bus driver were able to provide ongoing assistance. Residents of

Wagait Beach who were travelling on the ferry provided assistance until the ambulance arrived. CEO will write to DIPL and Sealink in regards to supervision.

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

**13. PETITIONS/DEPUTATIONS - Nil**

**14. CURRENT/UPCOMING EVENTS**

**17.1. 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.

**17.2. 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.

**17.3. 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.

**17.4. 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.

**18.5. 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 Beach for morning tea. The morning tea will be open to members of the community.

**18.6. 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. Meeting rescheduled to Thursday 4 May.



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.

### 18.7. LGANT General Meeting, Alice Springs – 19-20 April

CEO and President will attend the LGANT General Meeting.

## 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 – rescheduled to Thursday 30 March
- Community consultation meeting – rescheduled to Thursday 4 May

#### Resolution No. 2023/53

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

- Community consultation meeting on Thursday 4 May 2023
- Budget planning meeting on Thursday 30 March
- April council meeting on Monday 17 April

Moved: Cr Sarah Smith

Seconded: President Neil White

Vote: AIF

## 16. IN-CAMERA ITEMS

#### Resolution No. 2023/54

**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 8.39 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. 2023/56**

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

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

At 8.45 pm Council opened the meeting to the general public.

## **17. DATE OF NEXT MEETING**

The next Council Meeting is to be held on Monday'  
17 April 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

## **18. CLOSE OF MEETING**

The Chair declared the meeting closed at 8.46 pm.