



WAGAIT SHIRE COUNCIL

DRAFT MINUTES COUNCIL CHAMBERS

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

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

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

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

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

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

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

CREDIT CARD - CEO			
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	
CREDIT CARD			
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.

Approved Council Project	Funding Program	Grant	Contribution	Status
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.

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

Proposed Council Project	Funding	Total Cost	Funding	WSC cash	Belyuen CGC
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.