



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM MONDAY 17 APRIL 2023**

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1. OPENING OF MEETING

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

Staff: CEO, Renita Glencross

1.1. Address by Chair and President

The President makes an acknowledgment of country and advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

1.2. Apologies and Leave of Absence - NIL

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 March 2023

Resolution No. 2023/57
That the Minutes of the Ordinary Meeting of Tuesday 21 March 2023 be confirmed by Council as a true and correct record.
Moved: Cr Michael Vaughan
Seconded: Cr Sarah Smith
Vote: AIF

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

- Ferry cancellations and responsibility/duty of care for school children on their way to school; Sealink has confirmed they have duty of care. Routinely the children are unattended when transiting between the ferry and the bus. President Neil White to write to Sealink and Dheran Young MLA to express council's concern in regard to these issues.
- Concerns for the upcoming dry season visitor impact; President and CEO raised this with Minister Lawler at meeting.
- Potholes on Head Crt & Dalmeny Rd; CEO confirmed that these are on the road edges and is checking if current fill material will be appropriate, as without remediation on road shoulders the mix may not last long.
- Road Audit update; three companies have been approached to provide a scope and quote.
- Powerbox on council verge in Delissa Dr; CEO has written to the builder to relocate the power box and to inside the property boundary.

4. GUESTS – Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

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

5.1 Inwards Correspondence

Date	From	About	
19/03/2023	Howard & Sons Pyrotechnics	Application for fireworks for Territory Day 2023	email
24/03/2023	Minister for Local Govt	Funding applications - \$90,910 for new tipper truck and \$142,644 for outdoor fitness equipment	email
24/03/2023	Dept Chief Minister & Cabinet	Remuneration Tribunal Determination	email
27/03/2023	Cox Pen Vol Bushfire Brigade	Community Grants Round #2 application	email
27/03/2023	Wagait Beach Fishing Club	Community Grants Round #2 application	email
28/03/2023	Contractor Accreditation Limited	Accreditation certificate - expires 30 March 2024	email
28/03/2023	Dept Territory Families	Executed Grant agreement Youth Week	email
28/03/2023	Grants NT	Grant application for NT Men's Places Grants Program has been received	email
30/03/2023	NT Disaster Ready Fund	Cox Peninsula Natural Disaster Reduction Plan	email
4/04/2023	Dept of Infrastructure, P&L	Mandorah ferry operations - matters raised	email
4/04/2023	Minister Lawlers Office	Follow Up - Wagait Shire Council	email
4/04/2023	Resident	Hard Waste - request for opening hours on weekends to include mornings	email
5/04/2023	Resident	Notification of approval of Australian Citizenship - invitation to hold ceremony at Wagait Beach	email
5/04/2023	Crown Land	Thank you email to Crown Land regarding visit to Wagait Beach to discuss current drainage concerns	email
5/04/2023	Dept of Chief Minister & Cabinet	Feral Pig Management	email
5/04/2023	Crown Land Office	Wagait Shire issues update and OL requests	email
6/04/2023	Core Lithium	Core Lithium Community Grants Program	email
6/04/2023	Ironbark & Belyuen Council	NT Recycling Modernisation Fund - Partnership agreement for funding purposes	email
11/04/2023	Dept of Chief Minister & Cabinet Local Government	Draft guidelines for the management of human remains - consultation	email
12/04/2023	NT Health	Application - Healthy Lifestyle Grants 2022-2023	email
12/04/2023	LGANT	Chief Minister Round Table issues	
12/04/2023	Water Resources	Annual Announced Allocations - formal notice	email
13/04/2023	LGANT	Local Emergency Committees	email
13/04/2023	Dept Chief Minister & Cabinet Local Government	Community Places for People grant program	email

5.2. Outwards Correspondence

Date	To	About	
21/03/2023	Erynn Gould	Letter of support to assist with achieving sports goals	email
23/03/2023	Dept Territory Families	Signed Agreement - Wagait Beach Youth Week	email
23/03/2023	LG Grants	Roads Return Data	email
24/03/2023	Rate payers	2 x overdue reminder notices	email
24/03/2023	Sureline - Debt Collectors	2 x recovery for debt letters	email
29/03/2023	St John	Provide Cardiopulmonary Resuscitation course	email
2/04/2023	Dept of Infrastructure, P&L	Signed Agreement for phases 1,2 and 3 of the Local Roads and Community Infrastructure Program	email

3/04/2023	Howards Fireworks	Signed application for fireworks display at Wagait Beach	email
4/04/2023	Resident	Hard Waste open hours	email
4/04/2023	Residents	15 x Dog Renewal overdue notices	email
4/04/2023	Crown Land Office	Wagait Shire issues update and OL requests	email
5/04/2023	Resident	Australian Citizenship ceremonies in Wagait Beach	email
6/04/2023	Administrator of the NT	Attendance Briefing for the NT Administrator visit	email
12/04/2023	NT Health	Healthy Lifestyle Grants - 2022-2023 - Signed application	email
13/04/2023	Dept Environment, Parks	Response to Container Deposit Scheme discussion paper	email
13/04/2023	Residents	Invitations to Morning tea with NT Administrator	email
13/04/2023	LGANT	Chief Minister Round Table issues for LGANT conference	email

- Cox Country Club has confirmed Sealink will provide their bus to transit passengers between the ferry and club for the dry season. The club no longer requires council assistance in this matter.
- Feral pigs are a broader top end problem. Dept of Chief Minister & Cabinet are assisting to develop a regional plan for this.
- Core Lithium grants program is offering community grants of up to \$2,000.

Resolution No. 2023/58

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

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see President's Report attached.

Dheran Young MLA meeting covered same topics as the meeting with Eva Lawler MLA. Both are supportive of the local issues raised, including the development of the Mandorah Marine Precinct and upgrading the Cox Peninsula Rd.

Resolution No. 2023/59

That Council receives and notes President Neil White's report for the period 20 March 2023 to 14 April 2023.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF

7. OFFICERS' REPORTS

7.1. CEO/Acting CEO Report for the period 20 March 2023 to 14 April 2023

Staff, HR, PD & Training	<ul style="list-style-type: none"> • Staff Leave HP (AL 7 Apr > 19 May); RG (PL 26-30 Apr) PW (LSL 7 May > 2 June) • Records Management (FC, PW) ; 5 April • All staff attended CPR Refresher ; 12 April
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WHS	<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
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President weekly catchups x3 • Meeting with Crown Land Office (CLO) re S226 and RUA ; 23 Mar • DCMC Top End Regional Coordination Committee; 27 Mar • Correspondence with CLO re Occupational Licenses ; 28 Mar • TOPROC CEO’s meeting on 2030 strategy ; 29 Mar • Darwin Legal Services community consultation ; 29 Mar • Budget preparation > council workshop ; 30 Mar • Belyuen CEO collaborative projects ; 23 Mar, 5 Apr • Development Assessment Meeting 2023; • Minister Infrastructure meeting ; 3 Apr • WALGA salary workforce meeting ; 4 Apr • Local Member meeting ; 5 Apr • LGANT Cybersecurity WG meeting ; 5 Apr • Ongoing email issues with Microsoft resolved ; 12 Apr • Response to Container Deposit Scheme discussion paper ; 12 Apr • JLT Insurance annual declaration ; 14 Apr • LGANT conference Alice Springs ; 19-20 Apr • ANZAC event preparations ; ongoing <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident enquiries regarding verge drainage on Erickson, Massey, WTR • Resident concerns regarding wandering dogs & wild-dog presence in community • Resident concerns about feral pigs at sportsground • Resident enquiries about street & tourism signage • Resident enquiries about citizenship ceremonies • Resident concerns regarding Cox Pen Rd hazards and safety
Actions	<p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of minutes for WSC mtg • Review of Work Health & Safety Manual • Response to the DEPWS Container Deposit Scheme discussion paper • Review the draft Guidelines for the management of human remains • Funding submissions and acquittals <p><u>Sport & Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Sport & Rec Manager coordinated and facilitated Ride 2 School, school holiday program activities and Auskick program development with Belyuen. • The making of ‘Our Place’ documentaries by local youth will be showcased on the new inflatable movie screen with projector and speakers at Cloppenburg Park on 14 April. • Youth Program: pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. Youth Pilates will commence Term 2. • Seniors Program: Weekly Yoga and Pilates have recommenced, and both are well attended. Planning for the 2023 program is currently underway, including healthy cooking workshops with Jenny Foley and excursions for Senior’s month. <p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • 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 dry season 2023.

	<ul style="list-style-type: none"> • Design & Construct for Re-Discovery Centre (\$125k) ; assessment of tender documents delayed due to procurement panel availability. • Resurface sport court (\$30k) and & solar lights (\$50k) ; services & assets to be installed in dry season 2023. • Tipper-truck (\$115k) under review • Condensed exercise equipment (\$145k) • Road Safety Audit & condition report (\$30k) <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$30k) ; roads/verge maintenance, court fence • WaRM #3 (\$75k) ; ReDiscovery centre, FOGO contribution • Alcohol & Drug program 2023; Wagait Youth Leadership Program (\$20k), successful • Tourism Town Asset program; solar lights (\$50k) & resurface court (\$30k), successful • Strong and Resilient Communities (SARC); Women’s program 2023-25 (\$360k), pending • DCMC IPG ; Tipper-truck (\$90k), Cloppenburg Park Exercise Station (\$142k), successful • TFHC ; Men’s Places (\$10k), pending • DITT CBF ; Skate Park Stage 2 (\$250k), pending • DITT ; Recycling Modernisation Fund (\$24k) ; pending • NTPFES ; Eol for Disaster Ready Fund (\$1.4M) ; unsuccessful, feedback requested <p><u>Reporting</u></p> <ul style="list-style-type: none"> • LRCI - all phases progress reports for Q3 completed • Tourism Town Asset (80k) interim report completed • NTGC Roads Report completed • International Women’s Day (\$3k), in progress • Youth Week 2023; Film Festival (\$2k), in progress • Youth-Vibe School Holiday program (\$4k), in progress <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • April Council e-newsletter • Community Update – Council Communications • Facebook & poster communications re: <ul style="list-style-type: none"> ○ Setting of dog traps ○ International Women’s Day event ○ Container Deposit Scheme
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> • Rise 2 School ; Fri 24 March • Memorial Garden busy-bee ; 12 April • Wagait Youth Film Screening ; Fri 14 April • Administrator NT site visit ; 10-11am Tues 18 April • ANZAC Commemorations ; Tues 25 April • Community Consultation meeting ; 7pm Thur 4 May

7.2. Works Manager’s Report for the period 20 March 2023 to 14 April 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> • Leave ; Jim Allcorn (RDO-1, AL-5) • Leave ; Rowan Roberts (RDO-1, PL-1) • Traffic Management (ETAS) - JA • First Aid CPR refresher - RR
WHS	<ul style="list-style-type: none"> • Incidents > NIL
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 6

Actions	<u>Power Water (contract works)</u> <ul style="list-style-type: none"> • Bore Runs x 12 • Water Samples x 8 • Imaluk water compound maintenance (weed control, mow and snip) x 2
Actions	<u>Jetty Maintenance (contract works)</u> <ul style="list-style-type: none"> • Jetty wash x 12 • Jetty carpark verge maintenance (weed control, mow and snip) x 2 • Life Ring and Wheelie Bin Replaced back on jetty due to vandalism • 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 30 • Clean up at hard-waste compound ongoing <u>Animal Management</u> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 • Several wandering dogs reported and followed up on Cox & Milady • Dog Trap has been placed in southern end of Baluria to snare roaming wild-dogs and has been monitored every morning with no result • Feral pig incident reported at sportsground <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 • RUA weed removal planning <u>Road & Verge Maintenance</u> <ul style="list-style-type: none"> • Weed poisoning and removal from verges/drains • Vehicle crossover rehabilitation for properties on Massey • Repaired potholes Wagait Tower Rd • Trimming trees on verges and in drains • Mahogany trees removal from Delissa beach access ongoing • Mowing estate verges on going • Drain & easement in Erickson was inspected as residents request <u>Vehicle and Plant</u> <ul style="list-style-type: none"> • Kubota mower re-registered • New deck for mower ordered • General maintenance of workshop equipment

- Representative of Crown Lands met with local residents and inspected the Erickson drain. Crown Lands have made a plan to work on clearing the drain, removing certain trees and debris by June, weather permitting. A plan for drainage from the paperbark lagoon will also be considered. Hydrologists and surveyors will be engaged to upgrade drainage from properties at lowest point of Erickson Cres. Illegal use of the RUA was also discussed.
- Film night of local kids' documentaries went well, using new council inflatable movie screen and equipment. Entries to ABC Hey-wire have been flagged for future activities and possibly a media-club for youth interested in film-making and event coordination.
- Works have begun on the old bmx track at Cloppenburg Park to make this area safe.

- Expecting to hear about CBF grant outcomes soon for work on the pump track. CEO is making another grant submission for the rest of the work to complete the skate and pump track.
- Council has enquired about cat by-laws with the Department of Chief Minister. The Department has notified council it will take 2 years to develop these. In the meantime council is working with TOPROC to develop NT legislation for companion animals. Council is in the process of developing a cat policy and has commenced a community education program.
- Requests have been received for a morning opening time at the Hard-Waste compound. CEO is considering workforce capacity to accommodate this.
- Tender for the kerbside waste collection service is coming up. CEO is working with Belyuen CEO to develop a joint tender.

Resolution No. 2023/60

That council receives and accepts the Officers' reports for 20 March to 14 April 2023.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

8. ACTION SHEET for the period 20 March 2023 to 14 April 2023

Item	Res No	Resolution	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.
			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.
			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.
			04/04/2023	President White and CEO met with Minister for Infrastructure, Education and Territory Development to discuss a range of issues including water reticulation, waste transfer station, local transport & childcare services. The Minister will arrange to come out to Wagait to announce successful tender for MMF and discuss other issues in May.
2	2020/101 2020/113	Local Area Planning, Environment and Climate Change	21/07/2020	Council noted submission from Kevin Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA.
			18/08/2020	Council noted information provided in the Climate Change Risk Assessment and Adaption Planning Report and requested a briefing and action plan proposal be presented at the September meeting.
			9/09/2020	Shire President and CEO met with Crown Lands Estate representatives on 5 August to discuss beach access on RUA's at Baluria, Erickson, WTR and Delissa.
			15/10/2020	Refer Agenda Items 10.5 and 10.6 : Climate Change Action Plan and Grant Application to NT CMC NT Risk Reduction Program
			12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues.
			12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
			20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
			14/05/2021	Next steps: Seek quotes for road remediation, surveying and signage to support funding applications.

		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.
		20/07/2021	NTRRF submission again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.
		13/08/2021	Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired.
		15/10/2021	Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
		12/11/2021	CLE has confirmed 5 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.
		14/04/2023	Occupational licenses for Baluria and Erickson beach carparks have been submitted and costs for planning, carpark remediation and signage has commenced. A funding submission to CPP (DCMC-LG Unit) will be submitted.
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.
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. Eol 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 to 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
14/04/2023	Access to health services and medical centre staffing raised with Darwin Legal services, the Minister for Infrastructure & local member again. The issue has also been raised with LGANT for the Ministers round table at the GM & conference in Alice Springs (19-20 April). Pink bus will be stationed at Belyuen 2-5 May & a service for Wagait has been requested.

- Reduce the action sheets and make them more usable by moving/closing old actions. These have remained on the action sheets to show the history/progress of a particular item. Most recent actions to be prioritised at the top of the list.
- Darwin Community Legal Services community meeting – DCLS asked if the community would like them to be more proactive in helping to have a clinic established in Wagait Beach. Community representatives confirmed they would like this support.

Resolution No. 2023/61

That council receives and accepts the Action Sheets for 20 March to 14 April 2023, and for future meetings old action points will be archived and most recent actions prioritised.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF

9. FINANCIAL REPORTS

9.1. March 2023 Reports

- 2023 Q3 Snapshot
- Special Purpose Grants
- Balance Sheet including Financial Report and Notes
- Accrual Income and Expenditure Report
- Capital Expenditure Report
- YTD Cash Flow Statement

9.2. March 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/03/2023	WSB Distributors - Breather valve for tractor	\$31.90	
1/03/2023	East By West - design work for the Wagait Beach Skate Park	\$5,005.00	
2/03/2023	Banyan Contracting - Rego inspection - Kubota Mower	\$60.00	
2/03/2023	NT Sports & Playground Surfacing Pty Ltd - Refurbishment of Sports Court	\$11,846.12	
2/03/2023	RDO Equipment - Air Filters for Tractor	\$684.54	
2/03/2023	Amy Lewis - Australia Day - Face painting	\$250.00	
2/03/2023	air power - 2 x air filter, oil filter and deck belt	\$333.97	
3/03/2023	Troppo - Work for ReDiscovery Centre at Cloppenburg Park	\$4,246.00	
3/03/2023	Harvey Distributors - Cleaning supplies	\$509.48	
3/03/2023	Central Business Equipment - copy and printing charges	\$188.78	
3/03/2023	CBA - Merchant fees		\$48.19
6/03/2023	Contractor Accreditation Limited - Contractors Accreditation fee	\$253.00	
6/03/2023	Power Water - Power water swipe card invoice	\$27.17	
6/03/2023	Severine Meunier - Yoga class for Feb 2023	\$200.00	
7/03/2023	Fleetcare - CEO vehicle leasing		\$1,427.12
7/03/2023	Totally Work Wear - staff uniforms	\$66.00	
7/03/2023	Totally Work Wear - staff uniforms	\$17.00	
7/03/2023	Totally Work Wear - staff uniforms	\$33.00	
7/03/2023	Totally Work Wear - staff uniforms	\$66.00	
7/03/2023	Totally Work Wear - staff uniforms	\$17.00	
7/03/2023	Totally Work Wear - staff uniforms	\$33.00	
7/03/2023	Pamela Wanrooy Exp Claim - Cleaning Items	\$18.90	
7/03/2023	Pamela Wanrooy Exp Claim - Chiller Bags	\$5.00	
7/03/2023	Pamela Wanrooy Exp Claim - Biscuits & Sistema Cannister	\$20.90	
7/03/2023	Pamela Wanrooy Exp Claim - Tea & Coffee	\$20.30	
7/03/2023	Pamela Wanrooy Exp Claim - Batteries	\$23.10	
7/03/2023	Pamela Wanrooy Exp Claim - Malone's Meats - IWD	\$251.26	
7/03/2023	Pamela Wanrooy Exp Claim - Woolworths - Paper Plates, serviettes and bags - IWD	\$4.20	
7/03/2023	Pamela Wanrooy Exp Claim - Woolworths - Food - IWD	\$70.90	
7/03/2023	Pamela Wanrooy Exp Claim - BigW - Raffle Tickets - IWD	\$6.00	
8/03/2023	Fiona Carter Exp. Claim - Uber to Symposium - F Carter	\$10.12	
8/03/2023	Fiona Carter Exp. Claim - Multi pass for Sealink travel	\$114.53	
9/03/2023	Fiona Carter Exp. Claim - Fee for Introduction Dance for IWD Event	\$350.00	
11/03/2023	Han Na Park - Return multi pass ferry ticket	\$114.53	
12/03/2023	Wagait Beach Handyman - poles for International Womens Day flags.	\$100.00	
13/03/2023	Fiona Carter Exp. Claim - Welcome to Country, International Women's Day event	\$100.00	
15/03/2023	Rowan Roberts Exp Claim - lid for irrigation at Sports Ground	\$20.22	
15/03/2023	CBA - Commbiz fees		\$0.92
15/03/2023	CBA - Commbiz fees		\$10.01
16/03/2023	MJ Electrical - AC repair for kitchen of community centre	\$60.00	

17/03/2023	Wigg Plumbing – waste water treatment system service at Cloppenburg Park	\$243.99	
17/03/2023	Colleen Fergusson - Council meeting meals	\$110.00	
20/03/2023	Optus - office charges		\$80.00
20/03/2023	Optus - mobile charges		\$260.20
21/03/2023	Karuna Yoga Wellness - Yoga classes 13/03/2023 and Ferry ride pass	\$213.40	
21/03/2023	Sandra Thibodeaux - Quiz MC services for International Women’s Day	\$100.00	
21/03/2023	Makers & Creators - Sewing tablecloths for International Women’s Day	\$100.00	
23/03/2023	Veolia Environmental Services - Credit note for tax invoice 2800280984		-\$1,492.98
23/03/2023	Veolia Environmental Services - Credit note for invoice 2800278750		-\$1,392.28
23/03/2023	Veolia Environmental Services - Credit note for invoice 2800277166		-\$1,149.72
23/03/2023	Cox Country Club - Community Grant - bowls activity equipment	\$1,000.00	
23/03/2023	WAGS - Wagait Arts Group - Community Grant - equipment for showcasing	\$627.00	
25/03/2023	Airpower - KOH Element Air Filter for Kubota Mower	\$60.31	
27/03/2023	Balanced Choice Program - Sports & Recreation	\$330.00	
28/03/2023	Veolia Environmental Services - Credit note for tax invoice 2800279825		-\$1,379.14
28/03/2023	Airpower - Part for Kubota mower as per your quote number Q29067	\$213.61	
28/03/2023	CBA - bank fees		\$2.50
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$10,234.40
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$5,247.00
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$629.20
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$169.40
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$227.70
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$2,475.00
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$1,234.20
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$4,611.20
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$6,336.00
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$5,438.40
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$4,827.90
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$2,420.00
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$1,019.70
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$1,257.30
29/03/2023	Leadsun Australia - AE3S90R1 - Solar lightling panel for Tourism Town Asset grant		\$3,328.60
30/03/2023	Fiona Carter Exp. Claim - Working with Children card	\$76.00	
CREDIT CARD - CEO			
1/03/2023	Xero - Monthly subscription for March 2023		\$124.00
1/03/2023	Motor Vehicle Registry - Kubota Tractor - registration CD15CQ	\$104.00	
1/03/2023	Motor Vehicle Registry - Kubota Tractor - registration CD15CQ	\$180.15	
3/03/2023	Encore Pilates & Wellness - online pilates class for seniors	\$79.00	
6/03/2023	Smart Digital - HTEXREME Handi Theatre Extreme Package		\$5,500.00
6/03/2023	Microsoft - monthly subscription - Online services		\$94.60
6/03/2023	Microsoft - Monthly subscription		\$108.24
7/03/2023	Woolworths - Food Bag - Operational	\$0.25	
7/03/2023	Woolworths - Food - Operational	\$2.18	
7/03/2023	Bunnings - Tools & Materials	\$41.40	
7/03/2023	Puma - Fuel - CEO	\$75.65	
7/03/2023	Brumby's - Bread Rolls - IWD	\$22.00	
7/03/2023	Woolworths - Food -IWD	\$6.00	
7/03/2023	Woolworths - Food - IWD	\$13.62	
7/03/2023	Spotlight - Tablecloths - IWD	\$55.00	
13/03/2023	Adobe Systems Incorporated - monthly subscription	\$18.69	
16/03/2023	Adobe Systems Incorporated - monthly subscription	\$29.99	
21/03/2023	L.G.A.N.T. - Booking fees	\$2.00	
21/03/2023	L.G.A.N.T. - Sustainable Councils - LGANT Conference reg for President Neil White	\$500.00	
21/03/2023	L.G.A.N.T. - Sustainable Councils - LGANT Conference reg for CEO Renita Glencross	\$500.00	
30/03/2023	Uber - CEO Uber trip	\$16.04	
30/03/2023	Uber - Uber travel for CEO	\$11.22	

30/03/2023	Uber - Uber travel for CEO	\$12.22	
31/03/2023	TR Telecom - Satellite phone charges	\$201.00	
CREDIT CARD - WORKS			
2/03/2023	cabcharge #49794244 - Cab charge - Rowan Roberts to pick up works Ute	\$13.76	
2/03/2023	Berry Springs Hardware - screws for pump	\$6.33	
2/03/2023	Bunnings - extension lead for workshop	\$33.95	
2/03/2023	Beaurepairs - John Deere Mower Tyre	\$160.00	
2/03/2023	WSB Distributors - pump for quad bike	\$438.90	
2/03/2023	Kerry's Automotive Group - Repairs to Works Ute	\$650.26	
7/03/2023	Sealink Ferries - Sealink travel for Works crew to attend Waste Symposium		\$144.83
7/03/2023	Cabfare - Taxi To Works Symposium 7/3/23	\$13.75	
7/03/2023	Cabcharge - Taxi From Works Symposium	\$16.17	
8/03/2023	Fulton Hogan - 20kg of asphalt for roadworks	\$880.00	
9/03/2023	Bunnings - Cable Ties	\$38.39	
9/03/2023	Beaurepairs - Tyre for Tractor	\$280.00	
20/03/2023	Coles - Catering for Ride 2 School activity 24 March 2023	\$14.00	
20/03/2023	Coles - Catering for Ride 2 School activity 24 March 2023	\$11.98	
20/03/2023	K Mart - diaries and highlighters	\$15.00	
20/03/2023	Coles - Biscuits for Council meetings	\$9.00	
20/03/2023	Coles - Biscuits for Seniors morning tea	\$4.50	
28/03/2023	Barnyard Trading - Glyphosate - workshop weed control	\$287.10	
29/03/2023	Cabcharge - Cab charge for R Roberts - pick up work vehicle	\$13.13	
29/03/2023	Sealink Ferries - Ferry Ticket - R Roberts - travel to town to pick up vehicle		\$30.30

9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 30 March 2023 is \$3,484.92

8.4. 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. 2023/62

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

10. AGENDA ITEMS

10.1. Elected Member Allowances for 2023-24

In accordance with *Section 201(g) of the Local Government Act 2019*, the CEO sought confirmation from the elected members to set the current annual allowances for elected members of the council for the purposes of finalising the draft budget for the next financial year.

In February 2023, Determination 2023/755 was passed through NT legislation after a tribunal enquiry and consultation in 2022. The **table below shows the maximum allowances** for elected members in community government councils as set by the Determination, and councillors were requested to set and advise the CEO of the allowances for 2023-24.

	Base Allowance	Additional Allowance	Extra Meeting or Activity	Professional Development	SUBTOTAL	TOTAL
Councillor (x3)	5000		1000	4000	10,000	30,000
Vice President	5000		1000	4000		10,000
President	5000	5000		4000		19,000
						59,000

Resolution No. 2023/63

That Council receive and accept the following decisions for councillor allowances in 2023-24, per Determination 2023/755:

- a) Cr Tom Dyer – requests no allowances or professional development allowance.
- b) President Neil White – accepts the base, additional and professional development allowances which offset the workload of the President.
- c) Cr Michael Vaughan – requests no allowance, will accept the professional development allowance.
- d) Cr Peter Clee – requests the base, extra meeting or activity, and professional development allowances.
- e) Cr Sarah Smith – requests the professional development allowance and \$1,000 p.a. of the base allowance.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

10.2. Draft Guidelines for the Management of Human Remains

The Department of the Chief Minister and Cabinet is currently consulting with stakeholders on the draft Guideline for the management of human remains which is drafted under section 194 of the *Burial and Cremation Act 2022*.

The draft Guideline has been developed in response to recommendations and concerns that Elected Members have raised during various meetings with the Department, and at the Local Government Association of the Northern Territory (LGANT) Convention in November 2022,

All local government councils are being asked to participate in the development of the draft Guidelines is tabled at a Council meeting and feedback is provided by close of business on Friday, 28 April 2023. The CEO will prepare and submit a response based on the councillors' comments.

This Guideline does not really apply to Wagait Shire, except possibly in the event of a major disaster. Council would like to congratulate the Department on further development of the Guideline.

Resolution No. 2023/64

That Council notes the draft Guidelines for the Management of Human Remains and endorses the CEO to provide a response based on the discussion.

Moved: Cr Peter Clee

Seconded: President Neil White

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.

Included in the motion for this item, there is also a request to release \$23,450 to support purchase of a new tipper-truck and replacement exercise equipment at Cloppenburg Park, being the difference between the total cost and the funding received. The cost increase is mainly due to a revised quote for the tipper-truck and will be offset by proceeds from the sale of the old tipper-truck, which can be returned to the council reserves.

The beach access upgrades relate to the occupational licences of the car parks at the end of Erickson and Baluria. Council is applying to Crown Lands for occupational licences of the entire carpark as at present council only has occupational licence on the picnic table at the Erickson beach access. The beach access upgrades will remediate the roads (particularly the Erickson access), raise the carpark, improve drainage, and add low barrier fencing and signage.

The old tipper truck is valued at \$10,00 - \$15,000.

Approved Council Project	Funding Program	Grant	WSC Contr	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	Acquitted
Australia Day Event	Australia Day Council	2,500	0	Acquitted
Youth Week 2023	DTHFC-Youth Week	1,980	1,000	In progress
Replace tipper-truck	DCMC-Priority Infra	90,910	21,090	New
Replace exercise stations	DCMC-Priority Infra	142,640	2,360	New

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

Proposed Council Project	Funding	Total Cost	Funding	WSC cash	WSC inkind
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
Waste Strategy projects	DITT WMF	46,000	23,000	11,500	11,500

The following grant applications require councils' endorsement to make the submission.

Proposed Council Project	Funding	Total Cost	Funding	WSC cash	Other
Skate-park & Pump-track Stage 3	CMC-CPP	450,000	415,000	0	35,000
Beach Access upgrades	CMC-CPP	350,000		0	

Resolution No. 2023/65

That council notes the grants update information provided and:

- a) Supports two new funding submissions to the Community Places for People program for 1. Skate-park Construction Stage 3 and 2. Beach Access upgrades; and**
- b) Supports the contributions of \$23,450 from the council asset replacement reserves towards the purchase of a new tipper-truck and the replacement of unsafe exercise equipment at Cloppenburg Park; and**
- c) Agrees that the funds from the sale of the old tipper-truck will be reserved.**

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

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. Site visit from Northern Territory Administrator – 10am Tuesday 18 April

His Honour Professor the Honourable Hugh Heggie PSM, Administrator of the Northern Territory will visit Wagait for a tour of the community hosted by the CEO. The whole community is invited to a morning tea at the community centre and councillors should consider attending if they are able.

14.2. LGANT GM and Conference – 19-20 April

President and CEO will be attending the LGANT conference and GM in Alice Springs.

14.3. ANZAC Day Service – Tuesday 25 April, 9am

Preparations for the annual ANZAC service are completed. The flyover will be at 8.35am. The crew of the HMAS Coonawarra will be presenting a catafalque and the local member will be attending with Major Ian Dawson, CEO Belyuen and Principal Belyuen School. Local residents and children have been included in the service to recite readings and present wreaths.

The service will be followed by the march from Cnr Cox & Erickson to the Cox Club, who have applied for an early licence.

14.4. Community Consultation Meeting – 7pm Thursday 4 May

Polls and surveys will be sent out to the community prior to identify priorities for discussion. The outcomes from the meeting will contribute to the development of the Shire Plan for 2023-24. Cr Sarah Smith is unable to attend.

15. LATE ITEMS AND GENERAL BUSINESS

15.1. Council Statutory Requirements 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 Meeting	NTG Due Date
2nd Financial Year Budget Review	-	Mar/April 2023	30 April 2023
2024 Budget workshop		Mar 2023	-
2024 Shire Plan & Budget – Draft*	May	May 2023	-
2024 Shire Plan & Budget - Final	-	June 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

* Per Section 35(3)(c) of *the Act*, a notice will be published on council's website and in the NT News, inviting written submissions commenting on the draft Shire Plan and Budget for a period of 25 days from the council meeting in May.

Additional to this, the items raised at the community consultation meeting at the Wagait Beach Community Centre 7pm-9pm on Thursday 4 May 2023 will contribute to the draft Shire Plan and Budget. Elected members should be in attendance to discuss issues, concerns and ideas with residents and ratepayers.

Resolution No. 2023/66
That Council note information provided.
Moved: Cr Michael Vaughan
Seconded: President Neil White
Vote: AIF

16. IN-CAMERA ITEMS - NIL

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 16 May 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8.20 pm.