



WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 15 AUGUST 2023**

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

Date: **Tuesday 15 August**

Time: **7.00pm**

Location: Council Chambers, 142 Wagait Tower Road, Wagait Beach

Conditions: Public are welcome to attend however are required to contact Council by **10am Monday 14 August 2023** if attending so that arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if required.

Renita Glencross
Chief Executive Officer

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1. OPENING OF MEETING

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

Staff: CEO, Renita Glencross

1.1. Address by Chair and President

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

1.2. Apologies and Leave of Absence

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

2. DECLARATION OF INTERESTS

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

3. CONFIRMATION OF MINUTES

3.1. Confirmation of Minutes of Council Meeting Tuesday 18 July 2023

**Resolution No. 2023/
That the Minutes of the Ordinary Meeting of Tuesday 18 July 2023 be confirmed by Council as a true and correct record.
Moved:
Seconded:
Vote:**

3.2. Matters arising from Minutes of Council Meeting Tuesday 18 July 2023

4. GUESTS – Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

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

5.1 Inwards Correspondence

18/07/2023	DCMC Office	Local Government Schedule of Payments year ended 30 June 2023	email
18/07/2023	DCMC Office	Summary of submissions on Guideline for mngem't of human remains	email
18/07/2023	Office of ICAC	Launch of Integrity Advocates Program - CEO Support	email
18/07/2023	LGANT	22-23 Member Value Proposition Report and Subscription invoice	email
18/07/2023	DCMC Office	Audit Confirmation - FAA funds for 2022 - 2023	email
19/07/2023	Australia Day Council NT	2023 Australia Day Council Regional Conference - 20th October 2023	email
25/07/2023	CEO, NT Dept of Health	Request to discuss Wagait Health Clinic Operations accepted	email
3/08/2023	Australia Day Council NT	Citizen, Senior, Youth, Event of the Year awards registration	email
4/08/2023	Darwin Legal Service	Wagait Beach - Visit 18/9/2023- 21/9/2023	email
8/08/2023	LGANT	Independent Review of Commonwealth Disaster Funding	email
8/08/2023	Dev Assess Services	PA2023/0249 Lot 00138 Hundred of Bray - new application for dwelling	email
8/08/2023	Dev Assess Services	PA2023/0195 No location specified - review of development guidelines	email
8/08/2023	True North	Core Lithium presentation at Wagait Beach	email
8/08/2023	Heritage Council NT	Notice of Decision "Protected Class of Place - Historic Aircraft Wrecks"	email
9/08/2023	Dheran Young MLA	Invitation to VV50 commemoration at Milady crash site - accepted	email
10/08/2023	Heritage Council NT	Invitation to VV50 commemoration at Milady crash site - accepted	email
10/08/2023	DCMCLG Unit	Enquiry on 2023-24 Operational Funding response	email
11/08/2023	Stantec	Road Safety Audit and Condition reports	email

5.2 Outwards Correspondence

18/07/2023	DCMC Office	Signed Audit Confirmation 2022-2023 - FAA	email
20/07/2023	Australia Day Council NT	Australia Day Council conference PW to attend on 20 October 2023	email
3/08/2023	4 x Residents	Letter of thanks for participating in Plastic Free July challenge	email
4/08/2023	Darwin Legal Service	Wagait Beach - Visit 18/9/2023- 21/9/2023	email
5/05/2023	NT News	Advertisement - CEO Position	email
8/08/2023	Local veterans x5	Invitation to VV50 commemoration at Milady crash site	email
8/08/2023	Dheran Young MLA	Invitation to VV50 commemoration at Milady crash site	email
8/08/2023	Heritage Council NT	Invitation to VV50 commemoration at Milady crash site	email
8/08/2023	LGANT	Independent Review of Commonwealth Disaster Funding	email
8/08/2023	DCMC LG Unit	Enquiry on 2023-24 Operational Funding	email
9/08/2023	NT Australia Day Council	Registration - Australia Day Awards	email
9/08/2023	Potential suppliers	WSC RFT-2023-02 Waste Collection Services	email
10/08/2023	Stantec	Road Safety Audit and Condition reports	email

Resolution No. 2023/

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

Moved:

Seconded:

Vote:

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see President's report attached.

Resolution No. 2023/**That Council receives and notes President Neil White's report for the period 17 July to 12 August 2023.****Moved:****Seconded:****Vote:****7. OFFICERS' REPORTS****7.1. CEO Report for the period 17 July to 11 August 2023**

Staff, HR, PD & Training	<ul style="list-style-type: none"> • Leave: RP (17-27 July); RG (PL 22-29 Aug; AL 04-11 Sep); PW (LSL 14 Aug > 14 Sep); RR (LSL 31 July-25 Aug) • Training: FC & HP attended weekly financial audit training sessions with Nexia Edwards in Darwin, which will be ongoing through August • Training: PW completed Record-Keeping training • Training: Works staff completed Chainsaw & Chemical Handling training (3)
WHS	<ul style="list-style-type: none"> • Staff Toolbox meetings x4 • Staff WIP meetings x3 (changed schedule of meetings due to staff) • Staff WHS meeting regarding new Hard-Waste arrangements • NT WorkSafe/Recouvre/GIO insurance for WC claims and return-to-work meetings
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President weekly catchups x3 • Australia Day Council NT correspondence & registration ; 19 July, 7 Aug • Correspondence with contractor re Road safety audit ; 21 July, 8 Aug • Correspondence with Auditors responding to audit queries ; 21 July, 4 Aug • Belyuen CEO collaborative projects ; 23 July, • Meetings with contractor civil works ; 23 July, 2 Aug • Correspondence CE Dept Health re community services ; 25 July • Coomalie CEO mtg & recruitment panel ; 27 July • DCMC Top End Regional Coordination Committee; 31 July • Keep Australia Beautiful Foundation 6R's registration ; 31 July • Correspondence with winners of the Plastic-Free-July challenge ; 3 Aug • Correspondence Crown Land Office CLO re Occupational Licenses ; 4 Aug • LGANT Emergency & Disaster • CEO position advertised and panel correspondence ; • Rates notices to 387 property owners ; 11 Aug • Waste Collection 2023-2025 RFT emails to known suppliers ;
Projects	<p><u>Current Capital Projects & Procurement</u></p> <ul style="list-style-type: none"> • Skate-park & Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction drawings, staging & final QS ; site cleared for stage 1 earthworks • Design & Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending • Solar lights (\$50k) ; council carpark installation pending, sportsground pending • Ninja exercise equipment (\$145k) ; redesign and retender pending • Road Safety Audit & condition report (\$25k) ; draft completed, pending priority list • Road shoulder remediation (\$30k) ; in progress • Waste Collection 2023-2025 RFT (\$200k); advertising and website, closes 30 Aug <p><u>Current Special Purpose Grant Applications Pending/Current</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$39k) ; road shoulders/verge maintenance, court fence, pending • WaRM #2 & #3 (\$150k) ; ReDiscovery centre & other Waste Strategy initiatives • Alcohol & Drug program 2023; Wagait Youth Leadership Program (\$20k), successful • Tourism Town Asset program; solar lights (\$50k) & resurface court (\$30k) • DCMC IPG ; Cloppenburg Park Ninja Exercise Station (\$142k), successful

	<ul style="list-style-type: none"> • TFHC ; Men’s Program (\$8k), successful • OFST ; Seniors Month activities (\$2k), successful • DoH Suicide Prevention (\$10k), successful <p><u>Reporting</u></p> <ul style="list-style-type: none"> • LRCI all phases progress reports for Q4 completed • Tourism Town Asset 2023 (\$80k), partially acquitted • Remote Sport Program annual report (20k), in progress due 14 Aug • Seniors Healthy Lifestyle 2022-23 (20k), in progress due 14 Aug • Youth QRS School Holiday Program (2k), in progress due 14 Aug • Budget Snapshot development for inclusion with rates notice • Preparation of the draft Annual Report <p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of minutes for WSC mtg • Preparation of new Waste Management procedures & policy revision • Preparation of 2023-24 Elected Members Allowances policy • Review of financial procedures in line with auditor recommendations <p><u>Sport & Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Youth Program: pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. A ‘come & try’ training session was hosted by Netball NT with more than 10 young people attending. • Seniors Program: Weekly Yoga and Pilates are still both very well attended. The 2023 Seniors’ month excursion will be to Darwin River Tavern for lunch and bocce by bus on Monday 14 August. Other events include camp-chair cinema, jewellery-making & a writers’ workshop. • Men’s Program: several meetings have now taken place and council is providing further assistance to facilitate a program of events. • Suicide Prevention Program events commences with dinner and guests on Sunday 10 September (World Suicide Prevention Awareness Day) at Cox Club. Council has engaged a consultant & psychologist to assist with evaluation of the program. <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident enquiries regarding camping on properties within the estate • Resident reported dog attack at beach <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • August Council e-newsletter • Facebook & poster communications re: <ul style="list-style-type: none"> – Waste Management update & changes to Hard-Waste – Seniors Month events
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> • Vietnam Veterans event at Milady site – Sat 19 Aug • Seniors Month – see item 14 upcoming events • Suicide Prevention Awareness Event #1 – Sunday 10 Sept, Cox Club dinner & talks • Darwin Legal Service consultations – 19-20 Sept, Community Centre

7.2. Works Manager’s Report for the period 17 July to 11 August 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> • Leave – R Roberts (PL) 26 Jul-8 Aug (LSL) 8-25 Aug • Leave – J Allcorn (RDO) 24 July • Training – First aid, Chainsaw and Chemical Applications
WHS	<ul style="list-style-type: none"> • Accidents – NIL • Incidents – council bins burned at Sportsground ; 7 Aug

Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x4 • TOPROC Animal Management Reference Group meeting ; 11 Aug
Contracts	<p><u>Power Water</u></p> <ul style="list-style-type: none"> • Bore Runs x12 • Water Samples x8 • Imaluk water compound maintenance (snip) x1 <p><u>Jetty Maintenance</u></p> <ul style="list-style-type: none"> • Jetty wash and rubbish collection x10 • Jetty landing barrier & replacement issue followed up (call out) • Pressure clean boat-ramp x1
Actions	<p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Remove cut down tree trunk from drain on Uhr • Repair two potholes on Vangeman with bitumen cold mix • Shoulder repair work, ongoing <p><u>Vehicle and Plant Maintenance</u></p> <ul style="list-style-type: none"> • 1x new tyre for JD mower • 3x tyre repairs on Kubota mower • 1x tyre repair on ute • 2x new spark plugs for small engines • New starter parts for chainsaw • Repairs to fire hose and nozzle <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 • Wandering-dog reports followed up x2 <p><u>Environmental Maintenance & Waste Management</u></p> <ul style="list-style-type: none"> • Neem trees cut and poisoned in coastal RUA and • Mowing at Council Grounds, Cloppenburg Park, WTR beach access x2 • Cloppenburg Park daily monitoring & monthly bore reporting • Green Waste push up x7 and burn x1 • Council bins in, out & cleaned weekly x41 • Clean up at hard-waste compound ongoing ; change-out of skip bins x2 • Burned wheelie bin at Cloppenburg Park replaced <p><u>Community Activities Support</u></p> <ul style="list-style-type: none"> • Assist pack up stage, dance floor and pin boards after WAG • Assemble + supply ten wheelie bins to Cox Club for MUFF and collect after event <p><u>Contractor Management & Support</u></p> <ul style="list-style-type: none"> • Water, gravel & sweeping for road-shoulder remediation • Solar light installation follow up with contractor

Resolution No. 2023/
That council receives and accepts the Officers' reports for 17 July to 11 August 2023.
Moved:
Seconded:
Vote:

8. ACTION SHEET for the period 17 July to 11 August 2023

Item	Res No	Resolution	Date	Status	
1	None	Water Compound Masterplan	11/08/2023	No change.	
			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.	
			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.	
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage.	
			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.	
			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.	
			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.	
2	2020/101	Local Area Planning, Environment and Climate Change	11/08/2023	Response received from Minister Paech; CEO and President will meet with LG Unit on 18 August to discuss LAP.	
			13/07/2023	Occupational licenses pending. Meetings with contractor to confirm scope of works.	
			15/06/2023	Funding through DCMC Community Places for People grant submission approved and project to remediate beach access roads and carparks will commence once Occupational Licenses are received.	
			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 for the work.	
			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.	
			11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.	
	2020/113			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.
				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.
				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.
				12/11/2021	CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.

			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.
			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.
			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.
			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.
			20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
			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.
			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.
			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.
			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 2020/113.
			12/04/2020	Council noted submission from Kevin Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA 2020/101.
3		Wagait Health Service and Clinic	11/08/2023	CEO and President will meet with CE Health Dr Marco Briceno on 16 August.
			13/07/2023	Letter to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy, pending response.
			15/06/2023	Development of a Health Strategy is included to the 2023-24 Shire Plan, which will need to be budgeted and outsourced. CEO will write to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy.
			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.
			21/02/2023	CEO to discuss with MLA prior to preparing letter to the Chief Minister/Minister for Health for President to sign.
			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
			16/09/2022	Raised at TERCC meeting 15/09/2022 as a priority issue affecting community wellbeing and safety.
			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.
			16/09/2021	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.

			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.
			14/05/2021	Community Wi-Fi network is operational, Belyuen Health Service has been informed.
			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.
			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.
			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.
			15/09/2020	Council requested CEO to confirm opening hours for Wagait Clinic and seek potential opportunities for alternative regular service provider.
4	2023/073	Cat By-laws	11/08/2023	CMC-LG Animal Management Working Group meeting scheduled for 17 August.
			10/07/2023	Still waiting for WG meeting date to be set. A community meeting to discuss cat management is being proposed for September with invited guests RSPCA, AMRRIC and NTG Animal Welfare.
			14/06/2023	On 24 June, CEO hosted a meeting for the TOPROC Animal Management Reference Group (AMRG) with regulatory officers and rangers from 6 Top-End councils attending. Discussion included updates on the challenges from all councils on the drafting & processing of bylaws. On 2 June, CEO and President attended TOPROC meeting of CEO's and Principal Members of 6 Top-End councils which included a presentation from the NTG local government unit on the draft local government regulatory framework. Discussion included questions directed to the Dept regarding timeframes for processing subordinate legislation and was advised that there is no mention of this in the framework. TOPROC members will nominate staff for new NTG Local Government WG (working group) to progress bylaws & discuss the Uniform Animal Management Legislation. The first meeting of the new WG will be in July.
			16/05/2023	Action initiated to investigate Cat By-laws and the delay in processing of by-laws through Parliamentary council.

Resolution No. 2023/

That council receives and accepts the Action Sheet for 17 July to 11 August 2023.

Moved:

Seconded:

Vote:

9. FINANCIAL REPORTS

9.1. July 2023 Reports

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

9.2. July 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/07/2023	L.G.A.N.T. - 2023-24 Annual Member Subscriptions	\$1,880.93	
2/07/2023	CBA - Merchant fees		\$43.00
4/07/2023	JTAGZ -WSC Dog Registration 2023 with Wagait Shire Council Logo		\$165.00
4/07/2023	Encore Pilates & Wellness - Community Pilates Class	\$539.00	
4/07/2023	Harvey Distributors - Harvey Spice Disinfectant 5L 2044161 x 6	\$207.80	
4/07/2023	Harvey Distributors - Lemon Bleach 5ltr (206196) x 2	\$28.47	
4/07/2023	Harvey Distributors - Toilet paper	\$77.18	
4/07/2023	Harvey Distributors - SCA Roll Towel	\$184.45	
4/07/2023	Harvey Distributors - luxury unwrapped soap 15g x 500	\$79.04	
4/07/2023	Harvey Distributors - TP Prem Garbage bags 73L ctn 500 bin blk	\$84.17	
5/07/2023	One Music Australia - One music invoice		\$364.00
5/07/2023	Belyuen Community Government Council - Contribution for Belyuen's NAIDOC Day	\$500.00	
6/07/2023	Central Business Equipment - printing and copy charges for month of June 2023	\$433.72	
6/07/2023	Power Water - water swipe card	\$81.80	
7/07/2023	Fleetcare - CEO vehicle lease		\$1,427.12
7/07/2023	Han Na Park Expense Claim - Sealink travel pass	\$113.40	
7/07/2023	Fiona Carter Exp. Claim - Travel expenses - Uber	\$12.26	
7/07/2023	Fiona Carter Exp. Claim - Ferry ticket - multi pass	\$114.53	
9/07/2023	Ken's Plumbing Pty Ltd - Repairs and maintenance to relim drain at Community Centre	\$1,594.00	
10/07/2023	Renee Pollard Exp Claim - Juice and snacks for School Holiday programme	\$74.80	
11/07/2023	Renee Pollard Exp Claim - Entry pass to Territory Wildlife Park for School Holiday Program	\$343.25	
12/07/2023	MJ Electrical - Replace power points on generator	\$225.00	
13/07/2023	Central Business Equipment - Support and help with scanning issues with office printer	\$307.73	
13/07/2023	Smine Enterprises - Excavator works - drain repair and removal of tree	\$1,848.00	
13/07/2023	MJ Electrical - Community centre x 9	\$720.00	
13/07/2023	MJ Electrical - Workshop x 1	\$80.00	
13/07/2023	MJ Electrical - Office x 3	\$240.00	
13/07/2023	MJ Electrical - CEO House x 4	\$320.00	
17/07/2023	CBA - Commbiz fees		\$11.09
17/07/2023	CBA - Commbiz fees		\$0.31
17/07/2023	Stantec - Wagait RSA and Condition Assessment		\$21,743.04
18/07/2023	Ian Manahan - Delivery of water to CEO house	\$340.00	
18/07/2023	Josh A Keating - Request for support for Iseyah Keating Refer to resolution no. 202/103	\$250.00	
18/07/2023	Youth Program - Balanced Choice Session	\$330.00	
20/07/2023	Optus - office phone/fax/internet		\$82.55
20/07/2023	Optus - Mobile phone charges		\$236.00
20/07/2023	R&M Newman - Repairs to John Deere mower	\$445.00	
24/07/2023	Useful Projects - Evaluation Suicide Prevention Program	\$3,300.00	
24/07/2023	Jacana Energy - Electricity charges for 142 Wagait Tower Road, Wagait Beach	\$1,429.26	
25/07/2023	St John - FA Training J Allcorn	\$190.00	
26/07/2023	St John - Online FA training for J Allcorn	\$190.00	

26/07/2023	Harvey Distributors - Harvey Spice Disinfectant 5L 2044161	\$245.67	
26/07/2023	Harvey Distributors - Lemon Bleach 5ltr (206196)	\$28.47	
26/07/2023	Harvey Distributors - Toilet paper = 1 ply HYG Com Toil/Roll 850 x 48 roll	\$77.18	
26/07/2023	Harvey Distributors - SCA Roll Towel (2187951)	\$184.45	
26/07/2023	Harvey Distributors - luxury unwrapped soap 15g x 500	\$79.04	
26/07/2023	Harvey Distributors - TP Prem Garbage bags 73L ctn 500 binblk	\$84.17	
27/07/2023	Colleen Fergusson - Meals for monthly meeting for Councillors for July 2023	\$132.00	
30/07/2023	Lara Bronwen Grady - Yoga Seniors class and ferry ticket	\$414.53	
31/07/2023	Motor Vehicle Registry - Registration for green mower - CE95NK	\$607.25	
31/07/2023	Veolia Environmental Services - Hard Waste hooklift for month of July 2023		\$2,355.91
31/07/2023	Veolia Environmental Services - Wheelie bin pickup		\$5,325.71
31/07/2023	Severine Meunier - Seniors Yoga class	\$100.00	
CREDIT CARD - CEO			
1/07/2023	Apple Itunes - I Cloud storage		\$1.49
1/07/2023	Xero - XERO monthly subscription for July 2023		\$124.00
3/07/2023	Encore Pilates & Wellness - On line Pilates	\$79.00	
3/07/2023	Motor Vehicle Registry - Hino Truck registration - rego 974016	\$302.80	
6/07/2023	Microsoft - monthly subscription		\$94.60
6/07/2023	RG CC - Microsoft online services	\$126.57	
7/07/2023	Nationwide News - NT Division - NT News Subscription		\$2.00
7/07/2023	NT News - Monthly subscription	\$2.00	
10/07/2023	IRIS Consulting Group - Records Management training - P Wanrooy		\$209.00
13/07/2023	Woolworths - Chiller Bag for cold food for Wagait Beach Men's Program	\$2.49	
13/07/2023	Adobe Systems Incorporated - Adobe Software license 13/7 -12/12		\$18.69
13/07/2023	Officeworks - Office stationery	\$424.19	
13/07/2023	Officeworks - Stamps	\$240.00	
13/07/2023	Dobbie's Butchery Pty Ltd - Meat for Wagait Beach Men's Program	\$37.92	
13/07/2023	Puma - CEO Fuel	\$56.03	
13/07/2023	Dobbie's Butchery Pty Ltd - Meat for Wagait Beach Men's Program	\$76.73	
13/07/2023	Woolworths - Milk and tea for office meetings	\$8.25	
13/07/2023	Woolworths - Food for Wagait Beach Men's Program	\$24.90	
13/07/2023	Woolworths - bag to carry food	\$0.50	
14/07/2023	Copytime - A4 books	\$52.00	
16/07/2023	Adobe Systems Incorporated - Photoshop License		\$29.99
27/07/2023	United Petroleum - CEO fuel	\$72.33	
31/07/2023	Apple iTunes - I Cloud storage monthly subscription		\$1.49
31/07/2023	Sealink - Ten Trips on Ferry for CEO	\$114.53	
CREDIT CARD			
4/07/2023	Berry Springs Home Hardware - 4 x padlocks - combination	\$83.00	
4/07/2023	Finlay's Stone - Granite stones	\$330.00	
13/07/2023	Think Water - Firefighting poly hose reel and nozzle	\$1,080.40	

9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2023 to 30 July 2023 is \$xx which did not consider the increases agreed by council following Determination 755/1 of Councillor Allowances. An appropriate top-up amount will be paid to elected members following endorsement of the policy at Item 10.1 of this agenda.

9.4. CEO Declaration

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

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

Resolution No. 2023/**That Council receives and accepts the Financial Reports for the month of July 2023.****Moved:****Seconded:****Vote:****10. AGENDA ITEMS****10.1. Policy Review – Elected Member Allowances for 2023-24**

Council has prepared the annual review of the Elected Member Allowances policy taking into consideration the Determination 755/1 of the Remuneration Tribunal and its limitations, as agreed by council resolutions in April (2023/063) and June (2023/097) .

Specifically, a clause has been added to provide elected members with an option to table proposals for additional training or professional development funds and seek approval by council resolution.

Resolution No. 2023/**That council adopts the 2023-24 Elected Members Allowances policy.****Moved:****Seconded:****Vote:****10.2. Strategic Plan 2025-2035**

The CEO has prepared a brief outlining the process and timeline for community and council consultation on a new strategic plan for the shire. The process will be led by consultants and include input from both the current and new CEO's.

Resolution No. 2023/**That council notes the proposal and timeline for developing a new Strategic Plan 2025-35.****Moved:****Seconded:****Vote:****10.3. Disposal of Council Assets**

In June - July 2023 council purchased a new tipper-truck with grant funds received from Department of Chief Minister, supported by the sale of the old tipper-truck with any remainder to be added to the asset-replacement reserve. The current market value of a similar vehicle is aprox \$30,000 (per redbook.com.au).

In line with the council Asset Disposal policy which states that council must authorise any sales of assets over \$2000, the CEO requests permission from council to sell the tipper-truck by open tender, advertised locally and online for a period of 1 month. Should there be no offers close to market value, the tipper-truck will be sold by public auction.

Resolution No. 2023/010

That council authorises the CEO to dispose of the council asset (Hino Tipper-Truck) in accordance with the council Asset Disposal policy.

Moved:

Seconded:

Vote:

10.4. Draft Local Government Regulatory Framework

Please see attached brief for council's consideration and noting.

Resolution No. 2023/

That council notes the draft Local Government Regulatory Framework.

Moved:

Seconded:

Vote:

10.5. 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, submissions pending an outcome, unsuccessful and new funds granted.

The following are council approved grants; *denotes in-kind contribution:

Approved Council Project	Funding Program	Grant	WSC Contr	Status
ReDiscovery Centre	WaRM #2 2021-22	75,000	0	In progress
ReDiscovery Centre + FOGO	WaRM #3 2022-23	75,000	0	In progress
Green-waste track & Signage	LRCI Phase 2	30,387	0	Completed
Skate-park & Stage 1	LRCI Phase 3	50,232	0	In progress
Youth Program 2022-23	Alcohol & Drugs (DoH)	20,000	0	In progress
Seniors Program 2023-24	Healthy Lifestyles (DoH)	20,000	18,500	In progress
Solar Lighting & Court upgrades	Town Asset (DITT)	82,483	12,346	In progress
Youth Week 2023	DTHFC-Youth Week	1,980	*1,000	Acquitted
Replace tipper-truck	DCMC-Priority Infra	90,910	1000	Acquitted
Replace exercise stations	DCMC-Priority Infra	142,640	2,360	In progress
Men's Program activities	DTHFC-Men's Program	8,115	*2,500	In Progress
Seniors Month activities	DTFHC-OFTA	2,000	*500	In Progress
Youth Vibe QRS	DTFHC	2,000	*500	In Progress
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress
Suicide Prevention program	DoH	10,000	*500	In Progress
Road Verges & fencing	LCRI Phase 4	39,000	16,000	In Progress

Advice has been received that the following grant applications have been unsuccessful. Discussions are ongoing with DCMC and DITT for funding to support strategic local area planning.

Approved Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-
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 RMF	46,000	23,000	11,500	11,500
Skate-park & Pump-track Stage 3	CMC-CPP	450,000	415,000	0	35,000
NW Cox Peninsula Tourism Plan	DITT-TTA	44,000	33,000	5,500	5,500
Wagait Trail Business Plan	RDANT	50,000	50,000	0	0

Resolution No. 2023/

That council notes the grants update information provided.

Moved:

Seconded:

Vote:

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil

13. PETITIONS/DEPUTATIONS - Nil

14. CURRENT/UPCOMING EVENTS

14.1. Seniors Month Events

- 11 August – 6:00pm Campchair Cinema
- 14 August – 11:30am Lunch & Bocce at Darwin River Tavern
- 25 August – ? Creative Writing Workshop
- 27 August – 9:00am Jewellery Making Workshop

14.2. Vietnam Veterans 50 Commemoration – Saturday 18 August – Milady Site

Council is hosting a special event to commemorate 50 years since the end of the Vietnam war. Invited guests include all local defence veterans, Dheran Young MLA and Alan McGill, Chair of the Heritage Council. The event will commence at 10am with comments from council President followed by wreath laying and a BBQ.

14.3. TOPROC Meeting – 1 September – Wagait Shire Council

Wagait Shire Council will be hosting the TOPROC meeting with Mayors, Presidents & CEOs from Belyuen, Coomalie, Darwin, Litchfield and Palmerston for the first time in 4 years.

14.4. Suicide Prevention Dinner – Saturday 10 September – Cox Club

The first in a program of events hosted by council to bring awareness to suicide prevention, held on International Suicide Prevention Day. The dinner will be free to local residents and guest presenters will speak on the issue. The program will run through to December 2023 and include information-sharing aligned with existing council youth and seniors' programs.

14.5. Audit Committee Meeting – Tuesday 12 September – Council Chambers

14.6. Darwin Legal Service – 19-20 September – Community Centre

Darwin Legal Service (DLS) will return to Wagait and be available for consultation with residents about legal advocacy matters including health & transport services.

14.7. Strategic Planning Consultations – TBC September

The strategic planning process will be a series of meetings with community, elected members, and council staff facilitated by an external consultant.

14.8. Core Lithium Consultation – TBC September – Community Centre

14.9. Cats in Community – TBC October – Community Centre

15. LATE ITEMS AND GENERAL BUSINESS - Nil

16. IN-CAMERA ITEMS

Resolution No. 2023/

That Council close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;

- a) information about the personal circumstances of a residence or ratepayer.
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

Moved:

Seconded:

Vote:

At pm Council closed the meeting to the general public.

Resolution No. 2023/

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

Moved:

Seconded:

Vote:

At pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 19 September 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at pm.



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM TUESDAY 18 JULY 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 20 June 2023

Resolution No. 2023/110
That the Minutes of the Ordinary Meeting of Tuesday 20 June 2023 be confirmed by Council as a true and correct record.
Moved: Cr Peter Clee
Seconded: President Neil White
Vote: AIF

3.2. Matters arising from Minutes of Council Meeting Tuesday 20 June 2023

Add a Facebook link to the website

4. GUESTS – Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

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

5.1 Inwards Correspondence

Date	From	About	
19/06/2023	Dept Chief Minister & Cabinet	2022-23 Community Places for People - Letter of Offer	email
19/06/2023	Office of the Hon Lauren Moss MLA	Congratulation letter on receiving 2023 Men's Places Grant	email
20/06/2023	Liquor Licence	Wagait Arts Group Liquor Licence for WAGS festival	email
23/06/2023	Cr Peter Clee	2023 NGA Communique & Follow up information	email
23/06/2023	NT Grants Commission	Early payment 23-24 NT Financial Assistance Grants	email

23/06/2023	NT Grants Commission	early payment of the 23-24 Financial Assistance Grants	email
26/06/2023	Dept Chief Minister & Cabinet	2022-23 Community Places for People Grant Program	email
26/06/2023	Disaster Relief NT	Disaster Relief Australia NT - Milady site cleanup	email
28/06/2023	Tourism NT	Wagait Shire Council - Revised Acquittal	email
30/06/2023	Dept Infrastructure & Planning	Traffic Management Changes Mandorah Jetty & Carpark area	email
3/07/2023	Office Information Commissioner	2022/2023 Annual Statistical Return - due 21 July 2023	email
3/07/2023	LGANT	Media release - recognition of Councillor Kaye Thurlow AM	email
3/07/2023	Crown Land Estate	Occupational licenses - Baluria & Erickson Beach Access	email
3/07/2023	LRCIP - Dept of Infrastructure	LCRI Phase 4 - LRI Phase 4 Grant Agreement	email
1/07/2023	Cr Peter Clee	Vietnam Veterans' Day 18 August 2023	email
4/07/2023	Territory Families	Seniors Month Grant - Letter of Agreement	email
4/07/2023	Australian Bureau of Statistics	Engineering Construction Survey - due 11 July 2023	mail
4/07/2023	Dept Chief Minister & Cabinet (LG)	Draft Local Government Regulatory Framework	email
4/07/2023	The Hon Chansey Peach MLA	Letter thanking WSC's intention to undertake strategic planning	email
6/07/2023	Dept Chief Minister & Cabinet (LG)	Strategic Planning for the Cox Peninsula request for meeting	email
7/07/2023	Territory Families	Annual Property and Garbage Rates concession 2023/2024	email
7/07/2023	FRRR	Request to promote Wagait Shire Council's youth program	email
8/07/2023	Resident	Request for gravel on drive apron for school bus	email
10/07/2023	Jardine Lloyd Thomas (JLT)	Certificates of Currency - WC and CIA	email
10/07/2023	Regional Development Australia NT	RDA NT Seeding New Investment Fund	email
10/07/2023	Resident	Dog Complaint - east side of Erickson beach access.	email
12/07/2023	Territory Families	2023 Property and Garbage Rates concession	email
12/07/2023	LGANT	LGANT Service Awards - Call for Nominations	email
13/07/2023	LGANT	Follow up from the Aust Govt Dept of Health and Aged Care	email

5.2 Outwards Correspondence

Date	To	About	
19/06/2023	Dept Chief Minister & Cabinet	Signed Agreement 2022-23 Community Places for People Grant	email
22/06/2023	LG Grants	Payment of 2022-23 Community Places for People Grant	email
28/06/2023	Tourism NT	Wagait Shire Council - Revised Acquittal	email
3/07/2023	MVR	Change of Operator for Hino Tipper-truck	email
3/07/2023	Territory Families	Signed Seniors Month Grant	email
4/07/2023	Office Information Commissioner	2022/2023 Annual Statistical Return	email
4/07/2023	LRCIP - Dept of Infrastructure	NT Wagait Shire Council LRCI Phase 4 signed agreement	email
4/07/2023	Dept Chief Minister & Cabinet (LG)	Draft Local Government Regulatory Framework	email
6/07/2023	Dept Chief Minister & Cabinet (LG)	Strategic Planning for the Cox Peninsula meeting & site visit	email
10/07/2023	Regional Development Australia NT	Seeding New Investment Fund	email
10/07/2023	Australian Bureau of Statistics	Engineering Construction Survey	email
10/07/2023	Resident	Request for gravel on drive apron for school bus	email
12/07/2023	LGANT	LGANT Service Awards - Call for Nominations	email
13/07/2023	LGANT	Aust Govt Dept of Health and Aged Care	email
13/07/2023	Disaster Relief NT	Disaster Relief Australia NT - Milady site cleanup	email
14/07/2023	Dept Health CEO	Request for Meeting to discuss Community Health Centre	email

Discussion to note:

- Strategic Visitor Destination Planning for the Cox Peninsula is big picture tourism development. Previous proposal for 'Top End Tourist Trail' may be relevant.

Resolution No. 2023/111

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see President's report attached. Additional notes to the report include:

- ABC radio interview topics included WAG Arts Festival, large croc caught at 2 Fella Ck, and MUFF.
- Minister Worden MLA visit to Wagait Beach. The Minister shared information on the sports voucher scheme in relation to council and gave positive feedback on Wagait Shire Council's plans to develop local emergency services. Minister Worden will follow up with the department re: supporting council's bid for a permanent emergency services presence on the Peninsula. The Minister also visited Belyuen CEO and acknowledged the close working relationship between both communities.

Resolution No. 2023/112

That Council receives and notes President Neil White's report for the period 19 June to 14 July 2023.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF

6.2. Cr Clee's Report

Cr Clee attended the ALGA National Assembly and Council of Local Government held 13-16 June in Canberra and has provided a summary report of the meetings.

Resolution No. 2023/113

That Council receives and notes Cr Peter Clee's report from attendance at the ALGA National Assembly and Council of Local Government held 13-16 June 2023.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

7. OFFICERS' REPORTS

7.1. CEO Report for the period 19 June to 14 July 2023

Staff, HR, PD & Training	<ul style="list-style-type: none">• Leave: FC (PL/AL 28-30 June); JA (AL 03-07 July); RP (17-27 July); RG (PL 22-29 Aug; AL 04-11 Sep); PW (PL19-24 June; LSL 14 Aug > 14 Sep); RR (LSL 31 July-25 Aug)• Training: RG, FC & HP attended weekly financial audit training sessions with Nexia Edwards in Darwin, which will be ongoing through July• Training: PW completed Record-Keeping training• Training:
WHS	<ul style="list-style-type: none">• Staff Toolbox meetings x4• Staff WIP meetings x2 (changed schedule of meetings due to staff)• Staff WHS meeting regarding new Hard-Waste arrangements• NT WorkSafe/Recouvre/GIO insurance for WC claims and return-to-work meetings• One staff incident reported

<p>Meetings and Correspondence</p>	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President weekly catchups x2 • Correspondence with contractor re Road safety audit ; 19 June, 3 July, 5 July • LGANT & Cabinet Meeting ; 21 June • Belyuen CEO collaborative projects ; 22 June, 13 July • DCMC Top End Regional Coordination Committee; 26 June • Meetings with contractor civil works ; 26 June, 3 July • Correspondence with Auditors responding to audit queries ; June, July • Correspondence Crown Land Office CLO re Occupational Licenses ; 3 July • Coomalie CEO re recruitment panels ; 3 July • Correspondence with DCMC LG unit re local area planning ; 5 July • RDANT meeting re submission feedback ; 6 July • Letter to CE Dept Health re community services ; 10 July • LGANT Attorney-General & Justice correctional work teams meeting ; 12 July • Meetings with Veolia NT Sales Manager, Belyuen CEO ; 13 July <p><u>Current Projects & Procurement</u></p> <ul style="list-style-type: none"> • Skate-park & Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction drawings, staging & final QS ; site cleared for stage 1 earthworks • Design & Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending • Resurface sport court (\$30k) and & solar lights (\$50k) ; installation in progress • Condensed exercise equipment (\$145k) ; redesign and retender pending • Road Safety Audit & condition report (\$25k) ; draft completed • Road shoulder remediation (\$30k) ; in progress
<p>Actions</p>	<p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$39k) ; road shoulders/verge maintenance, court fence, pending • WaRM #3 (\$75k) ; ReDiscovery centre & other Waste Strategy initiatives • Alcohol & Drug program 2023; Wagait Youth Leadership Program (\$20k), successful • Tourism Town Asset program; solar lights (\$50k) & resurface court (\$30k), successful • DCMC IPG ; Tipper-truck (\$90k), Cloppenburg Park Exercise Station (\$142k), successful • TFHC ; Men’s Program (\$8k), successful • TFHC ; Youth QRS (holiday excursion) (\$2k), successful • OFST ; Seniors Month activities (\$2k), successful • DoH Suicide Prevention (\$10k), successful <p><u>Reporting</u></p> <ul style="list-style-type: none"> • LRCI all phases progress reports for Q4 in progress • Tourism Town Asset 2023 (\$80k) acquittal completed • Youth Week 2023; Film Festival (\$2k), completed <p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of minutes for WSC mtg • Preparation of new Waste Management procedures & policy revision • Preparation of 2023-24 Elected Members Allowances policy • Review of financial procedures in line with auditor recommendations • Facilitation of Men’s Program startup • Coordination of Suicide Prevention Program events <p><u>Sport & Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Youth Program: pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. School holiday program successfully delivered with activities on 10/21 days including bouncy castle, film-night, water-wars, craft sessions, fishing workshops and an excursion to Territory Wildlife Park. • Seniors Program: Weekly Yoga and Pilates are still both very well attended. Program plan for 2023-24 includes the ongoing fitness focus, cooking sessions and inter-age craft and sewing activities. Seniors month excursion planning is underway.

	<ul style="list-style-type: none"> • Mens Program: several meetings have now taken place and will require further facilitation from council to ensure a program of events is delivered. <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident enquiries regarding camping on properties within the estate • Resident requests for repairs to vehicle crossovers • Resident enquiry to removal of rocks from council verge • Resident enquiries regarding road-shoulder remediation <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • June Council e-newsletter • Facebook & poster communications re: <ul style="list-style-type: none"> ○ Youth School Holiday Program events ○ Plastic-Free-July competition ○ Waste Management update & changes to Hard-Waste
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> • School holiday Program ; Sunday 25 June to 17 July • Plastic Free July activities and competition ongoing through the month • Territory Day ; Saturday 1 July (Cloppenburg Park) • NAIDOC March & celebrations ; Tuesday 12 July (Belyuen) • Wagait Arts Festival Exhibition ; Saturday 15 July (Council Grounds) • Wagait Arts Festival Market ; Sunday 16 July (Council Grounds) • Mandorah Ukelele Folk Festival ; Saturday 22 July (Cox Country Club)

7.2. Works Officer's Report for the period 19 June to 14 July 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> • Leave – R Roberts (PL) 12 & 21 June, (LSL) 31 Jul-25 Aug • Leave – J Allcorn (PL) 1 June, (RDO) 30 June, (AL) 3-7 July • Training – First aid, Chainsaw, Firearms and Chemical Application in planning.
WHS	<ul style="list-style-type: none"> • Incidents – x1 at council workshop spark from grinder set man-bag on fire
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x5
Contracts	<p><u>Power Water</u></p> <ul style="list-style-type: none"> • Bore Runs x12 • Water Samples x8 • Imaluk water compound maintenance (snip) x1 • Callouts on weekend (card-reader issues) x2 <p><u>Jetty Maintenance</u></p> <ul style="list-style-type: none"> • Jetty wash and rubbish collection x14
Actions	<p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Verge Audit completed • Removed rocks from Delissa verge to assist mowing & maintenance • Planning & installation of solar lighting at council carpark • Vehicle crossover rehabilitation on Milady for school bus driver <p><u>Vehicle and Plant Maintenance</u></p> <ul style="list-style-type: none"> • Mower deck repairs • Generator replaced power points (contractor) <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 • Wandering-dog reports followed up x2

Environmental Maintenance & Waste Management

- RUA weed map and plan finalised for upcoming months
- Mahogany trees removed from Baluria beach access carpark
- Mowing at Council Grounds, Cloppenburg Park, WTR beach access x2
- Cloppenburg Park daily monitoring & monthly bore reporting
- Green Waste push up x10 and burn x1
- Council bins in, out & cleaned weekly x40
- Clean up at hard-waste compound ongoing ; change-out of skip bins x2

Community Activities Support

- Junior Fishing workshops setup at jetty ; 28 June, 12 July
- Preparation for Territory Day fireworks at Cloppenburg Park ; 30 June
- WAG Festival, assist with stage & exhibition setup at council grounds ; 14 July

Contractor Management & Support

- Securing site and water supply for sport-court resurfacing
- Water, gravel & sweeping for road-shoulder remediation
- Collect Mt Bundy stone for replacement of relim drain at council grounds
- Clean-up of tree roots around new relim drain in council grounds

Notes to questions from elected members:

- RDA NT is Regional Development Australia (NT branch)
- All of the road verges in Wagait Beach will be remediated in the current process.
- Men's Program is activities and opportunities for men to gather socially in a positive environment.

Resolution No. 2023/114

That council receives and accepts the Officers' reports for 19 June to 14 July 2023.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

8. ACTION SHEET for the period 19 June to 14 July 2023

Item	Res No	Resolution	Date	Status	
1	None	Water Compound Masterplan	15/06/2023	No further updates.	
			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.	
			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.	
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage.	
			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.	
			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.	
			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.	
2	2020/101	Local Area Planning, Environment and Climate Change	13/07/2023	Occupational licenses pending. Meetings with contractor to confirm scope of works.	
			15/06/2023	Funding through DCMC Community Places for People grant submission approved and project to remediate beach access roads and carparks will commence once Occupational Licenses are received.	
			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 for the work.	
			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.	
			11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.	
			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.	
	2020/113			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.
				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.
				12/11/2021	CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.

		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.
		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.
		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.
		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.
		20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
		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.
		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.
		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.
		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 2020/113.
		12/04/2020	Council noted submission from Kevin Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA 2020/101.
3	Wagait Health Service and Clinic	13/07/2023	Letter to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy, pending response.
		15/06/2023	Development of a Health Strategy is included to the 2023-24 Shire Plan, which will need to be budgeted and outsourced. CEO will write to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy.
		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.
		21/02/2023	CEO to discuss with MLA prior to preparing letter to the Chief Minister/Minister for Health for President to sign.
		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
		16/09/2022	Raised at TERCC meeting 15/09/2022 as a priority issue affecting community wellbeing and safety.
		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.
		16/09/2021	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.

			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.
			14/05/2021	Community Wi-Fi network is operational, Belyuen Health Service has been informed.
			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.
			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.
			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.
			15/09/2020	Council requested CEO to confirm opening hours for Wagait Clinic and seek potential opportunities for alternative regular service provider.
4	2023/073	Cat By-laws	10/07/2023	Still waiting for WG meeting date to be set. A community meeting to discuss cat management is being proposed for September with invited guests RSPCA, AMRRIC and NTG Animal Welfare.
			14/06/2023	On 24 June, CEO hosted a meeting for the TOPROC Animal Management Reference Group (AMRG) with regulatory officers and rangers from 6 Top-End councils attending. Discussion included updates on the challenges from all councils on the drafting & processing of bylaws. On 2 June, CEO and President attended TOPROC meeting of CEO's and Principal Members of 6 Top-End councils which included a presentation from the NTG local government unit on the draft local government regulatory framework. Discussion included questions directed to the Dept regarding timeframes for processing subordinate legislation and was advised that there is no mention of this in the framework. TOPROC members will nominate staff for new NTG Local Government WG (working group) to progress bylaws & discuss the Uniform Animal Management Legislation. The first meeting of the new WG will be in July.
			16/05/2023	Action initiated to investigate Cat By-laws and the delay in processing of by-laws through Parliamentary council.

Resolution No. 2023/115

That council receives and accepts the Action Sheet for 19 June to 14 July 2023.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF

9. FINANCIAL REPORTS

9.1. June 2023 Reports

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

9.2. June 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/06/2023	Wagait Beach Supermarket - ANZAC Day milk and ice	\$10.99	
1/06/2023	Wagait Beach Supermarket - Milk for office meetings	\$8.35	
1/06/2023	Wagait Beach Supermarket - Drinks for Administrator visit to Wagait Beach	\$14.69	
1/06/2023	Wagait Beach Supermarket - Ice for Administrator visit to Wagait Beach	\$5.00	
1/06/2023	Wagait Beach Supermarket - Drinks for Administrator visit to Wagait Beach	\$9.90	
1/06/2023	Wagait Beach Supermarket - Works Ute Fuel	\$234.09	
1/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$120.03	
1/06/2023	Wagait Beach Supermarket - mower fuel	\$295.20	
1/06/2023	Wagait Beach Supermarket - small machinery fuel	\$8.31	
1/06/2023	Wagait Beach Supermarket - CEO fuel	\$71.08	
1/06/2023	Wagait Beach Supermarket - Fuel Rebate	-\$6.97	
1/06/2023	Wagait Beach Supermarket - Kleenheat Gas	\$230.00	
1/06/2023	Wagait Beach Supermarket - Ice for Sports and Recreation activities	\$5.00	
1/06/2023	Wagait Beach Supermarket - Ice for Sports and Rec	\$5.00	
1/06/2023	Wagait Beach Supermarket - Stamps for office	\$5.10	
1/06/2023	Wagait Beach Supermarket - Batteries for office	\$8.90	
1/06/2023	Wagait Beach Supermarket - Milk for Council meetings	\$5.99	
1/06/2023	Wagait Beach Supermarket - Youth Pop-Up farewell party for M Murphy (last day) - food	\$20.96	
1/06/2023	Wagait Beach Supermarket - Milk office meetings	\$4.60	
1/06/2023	Wagait Beach Supermarket - Milk for office meetings	\$4.60	
1/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$246.41	
1/06/2023	Wagait Beach Supermarket - Mower Fuel	\$238.04	
1/06/2023	Wagait Beach Supermarket - Works Ute diesel	\$57.02	
1/06/2023	Wagait Beach Supermarket - Ride-On Mower diesel	\$72.36	
1/06/2023	Wagait Beach Supermarket - Fuel for mower	\$22.11	
1/06/2023	Wagait Beach Supermarket - Quad bike fuel	\$19.70	
1/06/2023	Wagait Beach Supermarket - Tractor fuel	\$73.56	
1/06/2023	Wagait Beach Supermarket - Fuel for small engines	\$8.70	
1/06/2023	Wagait Beach Supermarket - CEO Fuel	\$339.24	
1/06/2023	Wagait Beach Supermarket - Fuel Rebate	-\$10.53	
1/06/2023	Wagait Beach Supermarket - Truck Fuel	\$130.39	
1/06/2023	Wagait Beach Supermarket - Mitch Murphy farewell morning tea	\$45.00	
1/06/2023	Wagait Beach Supermarket - Youth Pop-Up farewell party for M Murphy - Ice	\$5.00	
1/06/2023	MA & R Newman - Remove stump 144 Erickson Cr.	\$100.00	
1/06/2023	Veolia Environmental Services - Regular Bin Collection	\$4,738.70	
1/06/2023	Veolia Environmental Services - Hard Waste Removal	\$2,273.32	
1/06/2023	Wagait Beach Supermarket - Ice for Australia Day	\$25.00	
1/06/2023	Wagait Beach Supermarket - milk for Council meetings	\$14.34	
1/06/2023	Wagait Beach Supermarket - Milk for office meetings	\$12.90	
1/06/2023	Wagait Beach Supermarket - Tissues for office	\$4.45	

1/06/2023	Wagait Beach Supermarket - Works Ute Diesel	\$286.69	
1/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$239.52	
1/06/2023	Wagait Beach Supermarket - Small engine fuel	\$39.47	
1/06/2023	Wagait Beach Supermarket - Tractor fuel	\$187.04	
1/06/2023	Wagait Beach Supermarket - Mower Fuel	\$261.87	
1/06/2023	Wagait Beach Supermarket - mower diesel	\$52.00	
1/06/2023	Wagait Beach Supermarket - CEO Fuel	\$374.54	
1/06/2023	Wagait Beach Supermarket - Fuel rebate	-\$12.46	
1/06/2023	Wagait Beach Supermarket - Food for Youth activities	\$31.99	
1/06/2023	Wagait Beach Supermarket - International Women's Day - Ice	\$15.00	
1/06/2023	Wagait Beach Supermarket - Ice for Sports and Recreation	\$5.00	
1/06/2023	Wagait Beach Supermarket - Milk for Council meetings	\$22.74	
1/06/2023	Wagait Beach Supermarket - Milk for meetings	\$5.99	
1/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$257.02	
1/06/2023	Wagait Beach Supermarket - Mower fuel	\$496.89	
1/06/2023	Wagait Beach Supermarket - Mower Diesel	\$78.00	
1/06/2023	Wagait Beach Supermarket - Tractor fuel	\$89.40	
1/06/2023	Wagait Beach Supermarket - Ute fuel	\$108.58	
1/06/2023	Wagait Beach Supermarket - CEO fuel	\$312.89	
1/06/2023	Wagait Beach Supermarket - Fuel rebate	-\$12.45	
1/06/2023	Wagait Beach Supermarket - Walk to School food and drinks	\$60.78	
1/06/2023	Wagait Beach Supermarket - Milk for meetings	\$5.99	
1/06/2023	Wagait Beach Supermarket - Biscuits for Council meetings	\$8.88	
1/06/2023	Wagait Beach Supermarket - Milk for Council meetings	\$3.75	
1/06/2023	Wagait Beach Supermarket - milk for meeting	\$8.40	
1/06/2023	Wagait Beach Supermarket - milk for council meetings	\$5.99	
1/06/2023	Wagait Beach Supermarket - Methylated Spirits for workshop	\$12.99	
1/06/2023	Wagait Beach Supermarket - Ute Diesel	\$118.90	
1/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$102.00	
1/06/2023	Wagait Beach Supermarket - Tractor fuel	\$123.76	
1/06/2023	Wagait Beach Supermarket - Mower fuel	\$286.40	
1/06/2023	Wagait Beach Supermarket - small engine fuel	\$33.70	
1/06/2023	Wagait Beach Supermarket - Work Ute fuel	\$115.00	
1/06/2023	Wagait Beach Supermarket - CEO fuel	\$144.00	
1/06/2023	Wagait Beach Supermarket - fuel rebate	-\$11.68	
1/06/2023	Wagait Beach Supermarket - Seniors morning tea	\$28.55	
1/06/2023	CBA - Annual Fee		\$6.67
2/06/2023	CBA - Merchant fees		\$44.95
6/06/2023	Power Water - Water swipe card	\$66.75	
7/06/2023	Fleecare - CEO Vehicle	\$1,427.12	
7/06/2023	Central Business Equipment - Printer rental & usage	\$461.50	
7/06/2023	Banyan Contracting - Hino Registration Check	\$136.40	
8/06/2023	Giggling Geckos - Hire of Dinosaur Kingdom	\$1,155.00	
8/06/2023	Kleenheat Gas - Service Charge	\$46.75	
9/06/2023	Ian Manahan - Water for CEO House	\$170.00	
12/06/2023	NT Sports & Playground Surfacing Pty Ltd - Refurbishment of Sports Court	\$8,884.59	
12/06/2023	PBI Haulage - Truck Hire - supply gravel	\$2,127.62	
15/06/2023	CBA - Commbiz fees		\$0.31
15/06/2023	CBA - Commbiz fees		\$8.78
16/06/2023	Fishing & Outdoor World - Community Grant - Fishing Equipment	\$1,000.00	
18/06/2023	Ken's Plumbing Pty Ltd - Repair pump at workshop	\$335.00	
19/06/2023	L.G.A.N.T. - LGANT Waste Management Training Forum	\$880.00	
19/06/2023	Balanced Choice Program - Balanced Choice session with Yvonne 15/6/2023	\$330.00	
19/06/2023	Colleen Fergusson - Council meeting meals for Tuesday 20 June 2023	\$132.00	
19/06/2023	MJ Electrical - Test & Tag 186 appliances	\$950.00	
19/06/2023	MJ Electrical - Minor electrical repairs	\$320.00	

20/06/2023	Optus - office phone/fax		\$80.70
20/06/2023	Optus - Mobile phone charges		\$238.70
21/06/2023	Ian Manahan - Supply Water Sportsground	\$170.00	
21/06/2023	NT Sports & Playground Surfacing Pty Ltd - Final invoice for sports court refurbishment	\$8,884.59	
22/06/2023	Amy Lewis - Crazy pots workshop	\$300.00	
28/06/2023	MJ Electrical - Repairs to TV reception - CEO house	\$140.00	
28/06/2023	Ian Manahan - Water Delivery	\$170.00	
28/06/2023	WSB Distributors - M99-66 Boomless Noz Kit No 5 Jet	\$240.90	
28/06/2023	WSB Distributors - Solenoid 1/2" x1/2" barb	\$172.70	
28/06/2023	WSB Distributors - Single Hose Clamp	\$7.04	
28/06/2023	WSB Distributors - Switch	\$13.77	
29/06/2023	Encore Pilates & Wellness - Seniors Pilates Class	\$608.28	
29/06/2023	Encore Pilates & Wellness - Seniors Pilates Class	\$254.12	
29/06/2023	Encore Pilates & Wellness - Youth Pilates Class	\$323.40	
30/06/2023	Wigg Plumbing - Waste water treatment system service	\$210.99	
30/06/2023	Veolia Environmental Services - Regular Bin collections	\$3,405.43	
30/06/2023	Veolia Environmental Services - Hard Waste collections	\$4,941.78	
30/06/2023	Carmel Ryan - School Holiday workshop - Wax Wraps and T-shirt Bags	\$250.00	
30/06/2023	Shauna Upton (Karuna Yoga Wellness) - Yoga Classes	\$200.00	
30/06/2023	Jennifer Foley - Seniors Cooking Class	\$572.33	
30/06/2023	Severine Meunier - Yoga Classes	\$200.00	
30/06/2023	Wagait Beach Supermarket - Coca Cola for black board cleaning	\$5.60	
30/06/2023	Wagait Beach Supermarket - Coca Cola for blackboard cleaning	\$11.20	
30/06/2023	Wagait Beach Supermarket - Office stamps	\$2.40	
30/06/2023	Wagait Beach Supermarket - Milk for meetings	\$4.65	
30/06/2023	Wagait Beach Supermarket - Milk for Council meeting	\$5.99	
30/06/2023	Wagait Beach Supermarket - Methylated spirits - workshop	\$12.99	
30/06/2023	Wagait Beach Supermarket - Works Ute fuel	\$251.53	
30/06/2023	Wagait Beach Supermarket - Small engine fuel	\$25.35	
30/06/2023	Wagait Beach Supermarket - Unleaded fuel - small engine	\$30.62	
30/06/2023	Wagait Beach Supermarket - Unleaded fuel for quad bike	\$7.92	
30/06/2023	Wagait Beach Supermarket - Fuel rebate	-\$4.21	
30/06/2023	Wagait Beach Supermarket - CEO Fuel	\$139.98	
30/06/2023	Wagait Beach Supermarket - Ice for School holiday program	\$10.00	
30/06/2023	Wagait Beach Supermarket - Ice for Seniors Beeswax workshop	\$5.00	
30/06/2023	Wagait Beach Supermarket - Ice for Youth workshop	\$5.00	
30/06/2023	Wagait Beach Supermarket - Crush Ice for youth school holidays	\$10.00	
30/06/2023	CDC Northern Territory - Transport to Territory Wildlife Park - School holiday program	\$715.00	
CREDIT CARD - CEO			
1/06/2023	Uber - Uber Trip Meeting Palmerston Council	\$9.86	
1/06/2023	Uber - Uber Temple Tce-Lakeview Blv	\$9.86	
1/06/2023	Xero - Xero Subscription	\$124.00	
5/06/2023	Encore Pilates & Wellness - Online Pilates	\$79.00	
6/06/2023	Microsoft - Microsoft Subscription		\$117.26
6/06/2023	Microsoft - Microsoft Online Services		\$94.60
12/06/2023	NT News - Monthly subscription	\$2.00	
13/06/2023	Adobe Systems Incorporated - Acrobat standard - monthly subscription		\$18.69
20/06/2023	Spotlight - materials for Seniors workshop	\$91.00	
21/06/2023	Coles - Stationery - office supplies	\$37.52	
21/06/2023	Coles - Garbage bags - Cleaning supplies	\$28.35	
21/06/2023	Coles - Biscuits for Council meetings	\$19.20	
21/06/2023	Kmart - Coffee mugs - council meetings	\$35.00	
21/06/2023	Kmart - Microwave for Community Centre	\$109.00	
22/06/2023	REINT - Tenancy Agreement - R Glencross	\$65.00	
22/06/2023	Adobe Systems Incorporated - adobe - photoshop monthly subscription		\$29.99
22/06/2023	Coles - Food for Seniors (no GST)	\$14.90	

22/06/2023	Coles - Food for seniors (inc GST)	\$13.93	
22/06/2023	Coles - Food for youth event	\$35.10	
23/06/2023	Sealink - Ten Trip Card	\$114.53	
23/06/2023	Discovery Nightclub - Meeting with accountant	\$38.00	
26/06/2023	NT News - Budget & Shire Plan	\$411.00	
28/06/2023	Chemist Warehouse - Antigen Tests	\$49.95	
28/06/2023	Puma - Diesel	\$125.25	
29/06/2023	Coles - Food for Territory Day	\$32.70	
29/06/2023	Coles - Food for Territory Day	\$102.40	
29/06/2023	Coles - Food for Youth Vibe activity	\$72.60	
29/06/2023	Coles - Food for Youth Vibe activity	\$3.90	
29/06/2023	Spotlight - Canvas for Youth Vibe Activity	\$55.50	
CREDIT CARD			
1/06/2023	Melissa's Take-Away - Coffee and morning tea - LGANT meeting	\$29.80	
7/06/2023	Mower World - 2 x saw chain	\$95.04	
7/06/2023	Th Big Mower - Harness	\$168.30	
8/06/2023	Nutrien AG Solutions - Adam Cutlass 500 - 10L	\$271.93	
8/06/2023	Cabfare - Cabfare to collect tipper-truck	\$27.72	
8/06/2023	Autobarn - Fluid Syringe	\$44.99	
8/06/2023	Berry Springs Home Hardware - Wire Brush	\$17.70	
21/06/2023	Cabcharge - Taxi fare - LGANT Meeting	\$13.86	
27/06/2023	Hosepower Pty Ltd - Sunnyhose HD	\$469.00	
27/06/2023	Jaycar - Power Adapters for generator	\$98.90	
27/06/2023	Bunnings - Paint & Tools	\$193.33	
27/06/2023	Harvey Distributors - Garbags & cleaning cloths	\$285.77	
27/06/2023	Barnyard Trading - Pliers Crescent	\$109.32	

9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 30 June 2023 is **\$4,719.12** and additional **\$2,045.46** in professional development allowances.

9.4. CEO Declaration

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

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

Resolution No. 2023/116

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

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

10. AGENDA ITEMS

10.1. Use of Common Seal

On 14 July 2023, the Common Seal of council was used by the CEO to execute a new Crown Land occupational license application for the beach access carparks at the end of Baluria and Erickson. In line with the Local Government Regulations (General) 2021, a council resolution is requested to ratify use of the common seal for the purposes described above.

Resolution No. 2023/117

That council endorses the use of the Wagait Shire Council common seal to execute the occupational licenses application to Crown Land for the beach access carparks at the end of Baluria Rd and Erickson Cres.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

10.2. Draft Road Condition and Safety Inspection Reports

In May 2023, council engaged Stantec (previously Cardno) engineers to provide an accredited road safety report and condition assessment for use in the strategic management and repair of all roads in the estate. The final report will be used to secure funding for future road upgrades.

Identified improvements include:

- More pedestrian bridges across drains
- A pedestrian crosswalk at the Supermarket

CEO will request a priority list of works, identifying the areas that need most urgent attention.

Resolution No. 2023/118

That council accepts the draft road safety and condition reports provided by Stantec.

Moved: Cr Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

10.3. Waste Management Policy Development & Changes

Considerable work has been done this month to review the council Waste Management Policy and Procedures as we prepare for changes to Hard-Waste processing.

The policy has been reviewed and aligned with new Federal and NT legislation with regard to the circular economy, disaster management and community education.

New procedures have been developed to accommodate the increasing costs to transfer and dispose of community waste. Specific items will be an additional cost to ratepayers in order to recover some of these costs.

Wagait Shire Council's total weight of hard-waste to Shoal Bay in 2022-23 FY was 49.54 tonnes, which was an increase from 2022 by only 2 tonne. The total cost of delivering the community waste service in 2022-23 was \$164,278; which means that council currently contributes around \$40,000 on top of the waste levy from ratepayers. In an overall comparison to 2021-22 FY, we dumped about the same amount but it cost us 25% more.

In June 2023, council adopted the Shire Plan for 2023-24 and budget supporting a minimal increase to rates and fees for the 2023-24 FY. In 2023-24 Darwin City Council will be increasing its Shoal Bay weighbridge fees by 30%, and with a new tender being negotiated for ongoing services, we anticipate that service charges will also increase by at least 10%.

This means that council will be attempting to recover expenses through charging for some services that have been to date included in the waste levy, as outlined in the 2023-24 Shire Plan and the 2023-24 Fees and Charges published on council website last month.

From 1 August 2023, ALL FRIDGES, FREEZERS, AIR-CONDITIONERS and MATTRESSES will be charged at \$35 per item for drop-off & processing at the hard-waste compound. Residents wishing to use this service will need to contact the office during work hours (8:00am-4:30pm) and arrange a payment to receive a receipt that must be presented to council staff at the Hard-Waste compound when dropping off the item(s).

There may be additional items added to the fees & charges list during 2023-24 to recover costs.

Construction materials cannot be accepted at the hard waste.
 Veolia has flagged that everyone will be expected to separate waste or be charged for this service.
 All jurisdictions are experiencing rises in fees for waste processing and disposal.
 Veolia made a recent site visit and complimented Wagait Shire Council on their current waste management processes.

Council could consider future developments such as collecting and disposing of a particular type of item once a year.

Resolution No. 2023/119
That council adopts the revised Waste Management Policy and notes the information provided including increased costs for 2023-24, new procedures for Hard-Waste and the associated community education campaign.
Moved: Cr Peter Clee
Seconded: Cr Sarah Smith
Vote: AIF

10.4. Grant Updates & Approvals

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

The following Local Road sand Community Infrastructure grant is an allocation of federal funding that it proposed to be use for 1. verge & road shoulder remediation throughout the estate (\$45,000) and replacement of the sports court netting (\$10,000); with a council contribution of \$16,000.

<i>Proposed Council Project</i>	<i>Funding Program</i>	<i>Grant</i>	<i>WSC cash</i>	<i>WSC in-kind</i>
Roads & Community Infrastructure	LCRI Phase 4	39,000	16,000	TBC

The following are council approved grants; *denotes in-kind contribution:

<i>Approved Council Project</i>	<i>Funding Program</i>	<i>Grant</i>	<i>WSC Contr</i>	<i>Status</i>
ReDiscovery Centre	WaRM #2 2021-22	75,000	0	In progress
ReDiscovery Centre + FOGO	WaRM #3 2022-23	75,000	0	In progress
Green-waste track & Signage	LRCI Phase 2	30,387	0	Completed
Skate-park & Stage 1	LRCI Phase 3	50,232	0	In progress
Youth Program 2022-23	Alcohol & Drugs (DoH)	20,000	0	In progress
Seniors Program 2023-24	Healthy Lifestyles (DoH)	20,000	18,500	In progress
Solar Lighting & Court upgrades	Town Asset (DITT)	82,483	12,346	In progress
Youth Week 2023	DTHFC-Youth Week	1,980	*1,000	Acquitted
Replace tipper-truck	DCMC-Priority Infra	90,910	1000	Acquitted
Replace exercise stations	DCMC-Priority Infra	142,640	2,360	In progress

Men's Program activities	DTHFC-Men's Program	8,115	*2,500	In Progress
Seniors Month activities	DTFHC-OFTA	2,000	*500	In Progress
Youth Vibe QRS	DTFHC	2,000	*500	In Progress
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress
Suicide Prevention program	DoH	10,000	*500	In Progress

Advice has been received that the following grant applications have been **unsuccessful**. Discussions are ongoing with DCMC and DITT for funding to support strategic local area planning.

Approved Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-
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 RMF	46,000	23,000	11,500	11,500
Skate-park & Pump-track Stage 3	CMC-CPP	450,000	415,000	0	35,000
NW Cox Peninsula Tourism Plan	DITT-TTA	44,000	33,000	5,500	5,500
Wagait Trail Business Plan	RDANT	50,000	50,000	0	0

Notes to Questions from elected members:

- CEO has been advised by Dept Transport that the Roads 2 Recovery allocation for Wagait Beach commences again in 2024. The previous funding of \$125k was an accumulated amount over 4 years that was invested in the Cox Rd floodway remediation last year.
- The Department of Chief Minister (Local Government) has not yet notified CEO of this year's total for the operational grant. The grant usually increases by CPI.
- The submission for Wagait Trail Business Plan with Regional Development Australia (NT) is to develop an extended community bike and pedestrian path from the jetty via West Point and Cloppenburg Park, linking back into the existing path on Wagait Tower Road. The plan would include consultation, design and cost to build and maintain this trail.

Resolution No. 2023/120

That council notes the grants update information provided and approves:

- a) the LRCI Phase 4 allocation to be used for verge and vehicle crossover remediation, and the replacement of the fence-mesh on the sports court.**

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

11.1. Cr Peter Clee

Please see attached proposal for a Vietnam Veteran's Day Commemoration Event from Cr Clee for council's consideration. A draft budget has been prepared for this event at a cost of around \$500, which does not include transport for people.

The Milady site could be an appropriate venue if accessible and permission given. There may be an opportunity for the defence disaster relief group to assist with a clean-up of the site.

Resolution No. 2023/121**That council agrees to host a service for Vietnam Veterans Day on Saturday 19 August 2023.****Moved: Cr Peter Clee****Seconded: Cr Michael Vaughan****Vote: AIF****11.2. Cr Michael Vaughan**

- What is happening with the solar lighting at carparks?
NAFA (contractors) have made a site visit to confirm installation of lighting. Recommendation is for bigger footings on the lights to achieve certification standard.
- Flag spigots at Cloppenburg Park are currently covered by witches' hats. Cr suggests a more permanent arrangement be made to keep spigots from being a hazard – noted.
- No give way sign on the Baluria beach access entrance back onto the road – noted.
- Community Welcome map will be placed at front of council grounds on existing 3-sided sign.
- Are there any fees/charges for cleaning of the community centre by hirers?
Yes if there is no hire fee paid and additional cleaning is required. Some programs also charge back to the program grant for cleaning.
- Star pickets outside property on Cox Drive need to have plastic covers added to make safe for pedestrians – noted.

11.3. Vice President Tom Dyer

Many questions about the sports court from the community. Unhappy about having to ask to use the court, having to wear correct shoes, unable to use for skateboarding. Does council need to reconsider the balance between maintaining the asset and making it available and usable by the community?

Cr Vaughan and Cr White said the court used to be locked and required booking. The key is accessible through the office and caretaker. Skateboarding can still happen in the pavilion and skate ramps are made available twice a week and on request. Complaints should be directed to the CEO as an operational matter.

12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil**13. PETITIONS/DEPUTATIONS - Nil****14. CURRENT/UPCOMING EVENTS**

- 14.1. Wagait Arts Festival Exhibition – Saturday 15 July – Community Centre**
- 14.2. Wagait Arts Festival Market – Sunday 16 July – Council Grounds**
- 14.3. Mandorah Ukelele Folk Festival (MUFF) – Saturday 22 July – Cox Club**
- 14.4. Vietnam Veterans' Commemoration – Saturday 19 August – Milady Site (TBC)**
- 14.5. Suicide Prevention Dinner – Sunday 10 September – Cox Club**

14.6. Cats in Community – Saturday 16 September – Community Centre (TBC)

15. LATE ITEMS AND GENERAL BUSINESS

15.1. Working Together for Our Communities

CEO has received a letter from Dept of Chief Minister & Cabinet seeking nominations from each NT government agency to champion the Working Together for Our Communities principles, and a council representative to take responsibility for embedding the principles and providing input and feedback. The Department would like details for this contact by 28 July 2023.

CEO will request further information on the requirements on council's behalf.

15.2. Inaugural Integrity Advocates Program

Applications are open for the inaugural Integrity Advocates Program (IAP). The IAP is a new program to be delivered by the Office of the Independent Commissioner Against Corruption (OICAC). The program will provide participants with the opportunity to gain an in-depth understanding of integrity in public administration, and to apply that learning through the implementation of an integrity project within their agency. The IAP runs for 12 months and will comprise 2 phases, followed by a 3-day intensive workshop. There is no cost to take part.

Council is unable to provide an applicant at this time.

15.3. LGANT Report & Value Proposition

The LGANT Fees have increased by 3%. The report outlines the value LGANT provides to its members including advocacy and group membership of peak bodies. The cost of the membership (\$1,800) remains good value at present.

16. IN-CAMERA ITEMS

Resolution No. 2023/122

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 Peter Clee

Seconded: Cr Michael Vaughan

Vote: AIF

At 8:31 pm Council closed the meeting to the general public.

In Camera Agenda Items include:

- Adopt the In-Camera minutes of the meeting on 20 June 2023 – resolution 2023/123
- Accept the CEO resignation and leave requests – resolution 2023/124
- Accept the nomination to LGANT Service Awards – resolution 2023/125

Resolution No. 2023/126

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 14 December 2022
- b) 16.2 CEO Resignation.

Moved: President Neil White

Seconded: Cr Sarah Smith

Vote: AIF

Resolution No. 2023/127

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 8:56 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 15 August 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8:56 pm.

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

Update:

Welcome to the August Wagait Shire Council meeting.

In sad news, our current CEO Renita Glencross has submitted her resignation. Council is currently advertising the position and will be proceeding with recruitment action over the next few weeks with a view towards finalising this action by mid-late September, allowing for a 1 week handover from Renita.

Renita has been a valuable addition to Council, guiding our small Council team with good leadership and developing a strong suite of policies and guidelines, on top of conforming with the then recently introduced *Local Government Act 2019*. She has set about improving communication with our small but active community and leaves Council in a far better place than when she first commenced. Well done, Renita, and thank you for all your hard work.

On Wednesday 16 August, Renita and I will travel to the city to meet with the new CEO of NT Health, Dr Marco Briceno. We intend to discuss the current lack of medical access for Wagait Beach and particularly for mobility challenged residents.

Meetings Attended

DATE	ITEM
Tuesday 18 July	July Council meeting.
Thursday 27 July	CEO Catch up
Friday 4 August	CEO Catch up
Friday 11 August	CEO Catch up

Neil White
President
August 2023

WAGAIT SHIRE COUNCIL
Balance Sheet as at 31 July 2023

Notes to the Balance Sheet

Assets	31 Jul 2023	31 Jul 2022	Note
Tied Funds			
Bendigo Investment Acc	\$500,000.00	\$500,000.00	1 (a)
CBA Fixed Term Deposits	\$1,000,000.00	\$1,000,000.00	1 (b)
CBA Online Saver - SP Grants	\$349,882.69	\$0.00	2
Total Tied Funds	\$1,849,882.69	\$1,500,000.00	
Untied Funds			
CBA Online Saver	\$295,529.91	\$160,272.69	
CBA Transaction Account	\$39,771.09	\$9,020.66	
Total Untied Funds	\$335,301.00	\$169,293.35	
Total Bank	\$2,185,183.69	\$1,669,293.35	
Current Assets			
Accured interest	\$0.00	\$0.00	
Less Prov'n for Doubtful Debts	-\$5,838.00	-\$5,838.00	
Rates Debtors Account	\$8,856.27	\$7,587.15	3
Rates in Advance	-\$13,175.42	-\$9,147.41	
Trade Debtors [11405]	\$19,583.00	\$3,640.50	4
Total Current Assets	\$9,425.85	-\$3,757.76	
Non-current Assets			
Buildings Accum Dep	-\$106,217.89	-\$56,999.85	
Buildings at Cost	\$989,220.18	\$980,000.18	
Inf Roads & Paths at Cost	\$894,075.20	\$863,576.00	
Infr Roads & Path Accum Depn.	-\$533,597.29	-\$494,457.33	
Land at Cost	\$350,000.00	\$350,000.00	
Leased Vehicle Accum Depreciation	-\$37,328.21	-\$23,754.17	
Motor Vehicles Accum Dep	-\$69,710.71	-\$66,771.67	
Motor Vehicles at Cost	\$165,230.21	\$73,398.55	
Office Equip & Furn at Cost	\$193,787.74	\$179,887.74	
Office Equip Furn Accum Depn.	-\$179,949.54	-\$175,554.58	
Plant & Equipment at Cost	\$674,766.34	\$674,766.34	
Plant & Equipment Accum Dep	-\$490,140.96	-\$442,981.92	
Right Use of Assets	\$54,294.00	\$54,294.00	
Sports Ground Accum Dep	-\$70,310.00	-\$37,917.00	
Sports Ground at Cost	\$381,883.00	\$310,000.00	
Total Non-current Assets	\$2,216,002.07	\$2,187,486.29	
Total Assets	\$4,410,611.61	\$3,853,021.88	
Liabilities			
Current Liabilities			
CBA CC - Renita Glencross	72.33	0.00	
Current Lease Liabilities	\$13,678.00	\$13,678.00	
Grants in advance	\$0.00	\$53,980.00	
GST	-\$3,538.58	-\$2,199.79	
PAYG Withholding Payable	\$8,746.00	\$7,530.00	
Provision for Annual Leave	\$59,502.79	\$56,110.07	
Provision for Long Service Leave	\$46,460.71	\$52,017.67	
Rounding	\$0.20	\$0.08	
Super Payable	\$4,413.49	\$4,193.62	
Super Payable control account	\$0.00	-\$136.59	
Trade Creditors	\$2,837.90	\$19,916.33	5
Unexpended Grant Liability	\$354,920.58	\$116,183.10	6
Total Current Liabilities	\$487,093.42	\$321,272.49	
Non-Current Liabilities			
Non-current Lease Liabilities	\$19,367.00	\$19,367.00	
Provision for Non Current Long Service Leave	\$10,056.00	\$10,056.00	
Total Non-Current Liabilities	\$29,423.00	\$29,423.00	
Total Liabilities	\$516,516.42	\$350,695.49	
Net Assets	\$3,894,095.19	\$3,502,326.39	
Equity			
Asset Revaluation Reserve	\$991,467.27	\$991,467.27	
Current Year Earnings	\$41,086.50	-\$52,866.05	
Prior Year's Surplus/Deficit	\$1,802,286.03	\$1,802,286.03	
Retained Earnings	\$329,021.79	\$261,439.14	
Asset Renewal Reserve			
Asset Renewal Reserves	\$0.00	\$500,000.00	
Other Asset Renewal Reserve	\$300,000.00	\$0.00	
Roads Renewal Project Reserve	\$430,233.60	\$0.00	7
Total Asset Renewal Reserve	\$730,233.60	\$500,000.00	
Total Equity	\$3,894,095.19	\$3,502,326.39	

Note 1. Details of Cash and Investments Held

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

Note 2. CBA Online Saver - Special Purpose Grants

July 23 movement of SP Grants occurred on 14/08/2023

Balance as of 17/07/2023	\$ 349,882.69
Transfer from CBA Transaction Account (+)	\$ 5,432.38
Transfer interest earned to Trans Account (-)	\$ 394.49
Balance as of 14/08/2023	\$ 354,920.58

Note 3. Details of Rates Control Account

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

Rates Prior years (pre 2022)	\$ 1,166.12
Rates 22/23 over due	\$ 7,690.15
Rates 22/23 not over due yet	
Total Rates Arrears	\$ 8,856.27

Note 4. Details of Trade Debtors

Debtors	Current	> 30 days	> 60 days +	> 90 days
Trade Debtors	18,900.00	289.00	469.00	0.00

Note 5. Details of Trade Creditors

Creditors	Current	> 30 days	> 60 days +	> 90 days
Trade Creditors	9,515.41	2.00	0.00	5,100.00

Note 6. Details of Unexpended Grants Liability

Unexpended Grants - Special Purpose	354,920.58
Total Unexpended Grants Liability	354,920.58

Note .7 Details of Retained Earning

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

16.4. Movements in Council Reserves and Priority Projects

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

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

Resolution No. 2022/156
That council receives and notes the information provided.

Moved: Cr Peter Clee
Seconded: President Neil White
Vote: AIF

WAGAIT SHIRE COUNCIL

Table 2&3: Capital Expenditure Actual v Budget as at 31 July 2023

*YTD Actuals includes all expenses from FY23 and July 23

CAPITAL EXPENDITURE FOR THE PERIOD JULY 2023	YTD Actuals	YTD Budget	YTD Variance	Approved Annual Budget
Buildings (ReDiscovery Hub Stage 1)	9,220	75,000	(65,780)	75,000
Infrastructure (Skate-park & Pump-track Stage 1)	22,581	38,352	(15,771)	38,352
Infrastructure (Solar-lights & Sports-court upgrades)	79,062	82,483	(3,421)	82,483
Infrastructure (Condensed exercise station)	7,162	142,640	(135,478)	142,640
Motor Vehicles (Leased / Right of Use)	0	0	0	15,200
Motor Vehicles (Tipper-truck)	91,832	90,910	922	90,910
Office Equipment	10,200	6,000	4,200	6,000
TOTAL CAPITAL EXPENDITURE*	220,057	435,385	(215,328)	450,585
Total capital expenditure funded by:				
Capital Grants	0	0	0	409,028
Transfers from Reserves	0	0	0	20,326
Sale of Assets	0	0	0	0
Other (Operational)	0	0	0	6,000
OPERATING SURPLUS / DEFICIT	0	0	0	435,354


By Project / Asset Item* over \$100,000	Class of Assets	Prior Year Actuals	YTD Actuals	YTD Budget	YTD Variance	Total Approved Budget	Total Cost to Date
		\$ (A)	\$ (B)	\$ (C)	\$ (D = B-C)	\$ (E)	\$ (F = A+B)
PIF Fund & LRCI Phase 2 (Cloppenburg Park Access)	Infrastructure	122,155				130,000	122,155
Roads 2 Recovery (Cox Dr Floodway)	Infrastructure	125,286				125,286	125,286
LCRI Ph3 (Skate-park & Pump-track Stage 1)	Infrastructure	11,880	20,630				32,510
WaRM #2 & #3 (Rediscovery Hub)	Building	0	9,220				9,220
IPG (Condensed exercise station)	Infrastructure	0			0	142,640	0
TOTAL		259,321	29,850	0	0	397,926	289,171

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the month ended 31 July 2023

	JUL 2023	JUN 2023	MAY 2023
Operating Activities			
Receipts from customers	99,737.73	(87,429.90)	107,711.41
Payments to suppliers and employees	(82,273.53)	(58,835.25)	(81,060.47)
Cash receipts from other operating activities	13,348.00	357,790.95	8,115.00
Net Cash Flows from Operating Activities	30,812.20	211,525.80	34,765.94
Investing Activities			
Other cash items from investing activities	16,369.42	(153,376.59)	17,032.99
Net Cash Flows from Investing Activities	16,369.42	(153,376.59)	17,032.99
Financing Activities			
Other cash items from financing activities	(108,654.95)	418,028.56	(82,294.95)
Net Cash Flows from Financing Activities	(108,654.95)	418,028.56	(82,294.95)
Net Cash Flows	(61,473.33)	476,177.77	(30,496.02)
Cash and Cash Equivalents			
Cash and cash equivalents at beginning of period	2,246,584.69	1,770,406.92	1,800,902.94
Net change in cash for period	(61,473.33)	476,177.77	(30,496.02)
Cash and cash equivalents at end of period	2,185,111.36	2,246,584.69	1,770,406.92

	ELECTED MEMBER ALLOWANCES 2023-24	
	CATEGORY:	FINANCE
	LG ACT 2019 REF:	Part 7.1 sections 106-109
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE:

The Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006 – Determination of Allowances for Local Government Councils, Determination No.1 of 2023 sets out the levels and conditions of council member allowances as determined by the Northern Territory of Australia Remuneration Tribunal.

This policy establishes the maximum allowances to be paid to elected members during the 2023-2024 financial year, and the types of allowances in line with the Determination.

2. SCOPE:

This policy applies to all elected members.

3. DEFINITIONS:

Approval	Means approval of the council or the CEO according council policy.
Acting Principal Member	Refers to a person appointed pursuant to Part 4.2 Section 59 of the Local Government Act.
Base Allowance	<p>The base allowance covers those activities required of a council member in the performance of his or her role as an elected representative. Without limiting the generality of the preceding sentence, the base allowance covers:</p> <ol style="list-style-type: none"> 1) Agenda study and meeting preparation; 2) Attendance at regular council meetings; 3) Attendance at council functions as a council representative; 4) Constituency responsibilities; and 5) Council representation outside the municipality / shire area, including delegations interstate and overseas, unless such representation has extra meeting approval.

<p>Extra Meeting Allowance</p>	<ol style="list-style-type: none"> 1) A council must not pay an extra meeting allowance unless the council has a policy which determines which meetings will attract the allowance. 2) For a principal member, deputy principal member and acting principal member, this allowance is not paid separately. It is provided for and included in the base allowance. 3) For other council members this allowance is paid only in accordance with council policy and after an approved claim is made at the end of the relevant month. 4) The extra meeting allowance must not be paid for those meetings as covered by the base allowance. 5) The extra meeting allowance is capped for each financial year.
<p>Extra Meeting</p>	<p>An “Extra Meeting” may be defined as follows:</p> <ol style="list-style-type: none"> 1) Council Committee meetings; 2) Council Advisory Committee meetings; 3) Council Workshops; 4) Meetings of external agencies or organisations to which council has formally appointed or nominated through or with LGANT, a representative; 5) Other meetings as a council representative approved by CEO
<p>Professional Development Allowance</p>	<p>An allowance payable to council members to attend appropriate and relevant conferences or training courses which sustain a member’s professional competence by keeping the member informed of, and able to comply with, development in professional standards applicable to their role as a Council Member. Any such course/conference must have approval and be in line with council policy in order to attract this allowance.</p> <ol style="list-style-type: none"> 1) The professional development allowances may be claimed multiple times each year, but the total of those claims must not exceed the amount specified in the policy. 2) The professional development allowance is to be used to cover the cost of travel to the course/conference, course/conference fees, meals and accommodation for the duration of the course/conference. 3) Only approved course/conferences that are in line with council policy attract professional development allowances (payable for each day of attendance). 4) Membership fees for bodies considered directly beneficial to the role of a council member (ie AICD) may be claimed. <p>Use of the professional development allowance must be approved by the Chief Executive Officer, prior to attendance at a professional development activity.</p>

4. POLICY:

4.1. Pursuant to Part 7.1 Sections 106-108 of the Local Government Act, a member of a council is entitled to be paid an allowance by the council. Allowances for each financial year are to be fixed as part of the council's budget for the relevant financial year.

4.2. Pursuant to Division 6 of the Local Government (General) Regulations 2021, allowances are not to be paid in advance, except for course fees, conference registration costs, travel and accommodation for professional development.

4.3. The maximum permissible allowances as set by the Determination of Allowances for Local Government Councils, Determination No.1 of 2023; which deems Wagait Shire Council as a Community Council and outlines the maximum allowances for a Community Council for the 2023-2024 financial year as follows:

Community Councils 2023-2024	Principal Member	Deputy Principal Member	Ordinary Member
Base Allowance	Up to \$5,000 as approved by Council	Up to \$5,000 as approved by Council	Up to \$5,000 as approved by Council
Additional Allowance	Up to \$5,000 as approved by Council	Not applicable	Not applicable
Professional Development Allowance	\$1,000	\$1,000	\$1,000
Max Extra Meeting/Activity Allowance	Not applicable	Up to \$1,000	Up to \$1,000

4.4. On 20 June 2023 Council resolved to pay Elected Members for the 2023-2024 financial year as follows:

Elected Member Allowances 2023-2024	Principal Member	Deputy Principal Member	Ordinary Member
Base Allowance	\$5,000	\$5,000	\$5,000
Additional Allowance	\$5,000	Not applicable	Not applicable
Professional Development Allowance	\$1,000	\$1,000	\$1,000
Max Extra Meeting Allowance	Not applicable	\$1,000	\$1,000

4.5. Section 109(2)(a) of the Local Government Act (2019) provides that council may, by resolution, adopt a proposal for the "payment or reimbursement of other reasonable expenses" incurred or required as a result of undertaking official duties.

Section 109(3)(a) and (b) of the Act prescribes that these additional expenses or benefits should be provided for in the council's budget and identified in monthly and annual financial reports.

4.6. Payments for allowances will be lodged with council's bank on the last day of every month.

5. ASSOCIATED DOCUMENTS

Nil.

6. REFERENCES AND LEGISLATION


Local Government Act 2019 Part 7.1

Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006 – Determination of Allowances for Local Government Councils, Section 5.2, Determination No.1 of 2023

Local Government (General) Regulations 2021

7. REVIEW HISTORY

Date Approved: 19/7/2016	Approved By Council Moved: President Peter Clee Seconded: Councillor VJ Thorpe	Resolution No: 2016/060	Date for review: July 2017
Date Approved: 26/6/2018	Approved By Council Moved: Cr Neil White Seconded: Cr Shenagh Gamble Vote: AIF	Resolution No: 2018/200	Date for review: June 2019
Date Approved: 21/05/2019	Approved By Council Moved: Vice President Tom Dyer Seconded: Cr Michael Vaughan Vote: AIF	Resolution No: 2019/405	Date for review: June 2020
Date Approved: 21/07/2020	Approved By Council Moved: Cr Michael Vaughan Seconded: Vice-President Tom Dyer Vote: AIF	Resolution No: 2020/115	Date for review: June 2021
Date Approved: 18/05/2021	Approved By Council Moved: Cr Michael Vaughan Seconded: President Neil White Vote: AIF	Resolution No: 2021/076	Date for review: June 2022
Date Approved: 19/10/2021	Approved By Council Moved: Vice President Tom Dyer Seconded: Cr Noeletta McKenzie Vote: AIF	Resolution No: 2021/186	Date for review: June 2022
Date Approved: 19/07/2022	Approved By Council Moved: President Neil White Seconded: Cr Michael Vaughan Vote: AIF	Resolution No: 2022/114	Date for review: June 2023
Date Approved: 15/08/2023	Approved By Council Moved: Seconded: Vote:	Resolution No: 2023/	Date for review: June 2024

	COUNCIL MEETING BRIEF	
	MEETING DATE	15 August 2023
	AGENDA ITEM(S)	10.2
	BRIEF TITLE	Council Strategic Planning 2025-35
	FILE REFERENCE	

Summary

This report has been prepared to advise council of the approach and timeline for consultation with community, elected members and council staff to contribute to the strategic planning process.

Background

A Strategic plan is a legislative requirement of council under the Local Government Act 2019 Regulations 2021. The long-term strategic plan provides a framework for a council to deliver on and a basis on which the long-term budget is formed.

Wagait Shire Council's current Strategic Plan 2020-2025 is outdated and not fit-for-purpose.

Chapter 3 Planning at local level
Part 3.3 Municipal, regional or shire plans

34 Contents of municipal, regional or shire plan

- (1) A municipal, regional or shire plan:
- (a) must include:
 - (i) a service delivery plan for the period to which the plan relates; and
 - (ii) the council's budget and any amended budget; and
 - (b) must include, or incorporate by reference.
 - (i) any long-term, community or strategic plan adopted by the council or a local authority and relevant to the period to which the plan relates; and
 - (ii) the council's long-term financial plan; and

Current Issue Details

The Chief Executive Officer is proposing to engage consultants that will assist council with the development of the Strategic Plan. The anticipated cost for the consultation and delivery of a strategic plan is around \$25-30k, which can be provided for from the additional operational funding received in June 2023 to assist with council programs and planning.

The approach will be to:

- conduct surveys and consultation with the community, elected members and council staff and other key stakeholders; and
- provide an opportunity for all contributors to review draft documents before finalising.

The final Strategic Plan will provide:

- clear messaging to all stakeholders about council’s purpose and vision; and
- set out the framework for meeting critical infrastructure and service needs for the future.

The proposed timeline is as follows:

Activity	Proposed Date by
Consultants engaged	1 September
Surveys distributed	15 September
Surveys returned	30 September
Council, Staff & Community workshops	October
Draft prepared	October
Consultations on draft	October - November
Final + design prepared for council review	November
Final issued	November -December

Impact & Risk Assessment


The table below represents risks in NOT preparing a fit-for-purpose Strategic Plan.

Potential Impact	Risk Level	Responsibility
Financial:	High	Council /CEO
Governance: alignment with council policy & the Act	High	Council /CEO
Community: perception	High	Council /CEO
Legislative: alignment with the Act	High	Minister

Recommendation

That council notes the proposal and timeline for developing a new Strategic Plan 2025-35.

Approved WSC CEO	Renita Glencross		Date	11 / 08 / 2023
Approved Council	Resolution 2023/		Date	15 / 08 / 2023

	COUNCIL MEETING BRIEF	
	MEETING DATE	15 August 2023
	AGENDA ITEM(s)	10.3
	BRIEF TITLE	Local Government Regulatory Framework
	FILE REFERENCE	

Summary

This report has been provided to advise council of the Local Government Regulatory Framework, drafted by the Local Government Unit – Department of Chief Minister and Cabinet.

The Regulatory Framework outlines the Northern Territory (NT) Department of the Chief Minister and Cabinet’s (the department) approach to conducting its role as regulator of the local government sector.

Background

The department has worked closely with Local Government in drafting the Framework.

Wagait Shire Council has participated in reviewing an early draft of the document and providing feedback if relevant.

Details

The Regulatory Framework describes the department’s approach to regulating local government councils, in line with the *Local Government Act (2019)*. The framework is not a legal document but is intended to provide clarity about how the department supports and engages with the sector and when and how it will take compliance action.

The department’s priority is to ensure local government councils have access to information, resources, guidance, and training to understand and comply with their obligations. Where a council cannot or will not comply with their obligations, compliance action is taken proportionate to the department’s assessment of risk to the council and/or community.

The department will be continuing work on this with the development of a Risk Practice Guide. The Guide will support a staged transition approach that will consider:

- Regulatory risk and risk appetite, including the identification of risk indicators and consideration of self-assessment and risk profiles
- Information and analysis needs
- Targeting of support and development utilising the tools and information above
- Enabling more effective and efficient risk assessment and decision making.

The Regulatory Framework will provide Wagait Council with clear guidelines of the working relationship with the regulator (the department), including functions, approach, standards, support & guidance, training, and enforcement.

Impact & Risk Assessment

The table below represents risks in NOT supporting the draft Regulatory Framework.

<i>Potential Impact</i>	<i>Risk Level</i>	<i>Responsibility</i>
Financial: nil	Nil	Council /CEO
Governance: alignment with council policy & the Act	High	Council /CEO
Community: perception	Med	Council /CEO
Legislative: alignment with the Act	High	Minister

Recommendation

That council notes the draft Local Government Regulatory Framework.

Approved WSC CEO	Renita Glencross		Date	11 / 08 / 2023
Approved Council	Resolution 2023/		Date	15 / 08 / 2023