



# **WAGAIT SHIRE COUNCIL**

## **MINUTES COUNCIL CHAMBERS**

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

## CONTENTS

1. OPENING OF MEETING .....	3
2. DECLARATION OF INTERESTS .....	3
3. CONFIRMATION OF MINUTES .....	3
4. GUESTS – Nil .....	3
5. INWARDS AND OUTWARDS CORRESPONDENCE.....	3
5.1 Inwards Correspondence.....	4
5.2 Outwards Correspondence.....	4
6. COUNCILLORS’ REPORTS .....	5
6.1 President’s Report .....	5
7. OFFICERS’ REPORTS .....	5
7.1. CEO Report for the period 17 July to 11 August 2023.....	5
7.2. Works Manager’s Report for the period 17 July to 11 August 2023.....	7
8. ACTION SHEET for the period 17 July to 11 August 2023.....	9
9. FINANCIAL REPORTS.....	12
9.1. July 2023 Reports .....	12
9.2. July 2023 Supplier Payment History .....	12
9.3. Councillor Allowances .....	13
9.4. CEO Declaration.....	13
10. AGENDA ITEMS.....	14
10.1. Policy Review – Elected Member Allowances for 2023-24 .....	14
10.2. Strategic Plan 2025-2035.....	14
10.3. Disposal of Council Assets .....	15
10.4. Draft Local Government Regulatory Framework .....	15
10.5. Grant Updates & Approvals.....	15
11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE.....	16
12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil .....	16
13. PETITIONS/DEPUTATIONS - Nil.....	16
14. CURRENT/UPCOMING EVENTS.....	16
15. LATE ITEMS AND GENERAL BUSINESS - Nil.....	17
16. IN-CAMERA ITEMS.....	18
17. DATE OF NEXT MEETING .....	18
18. CLOSE OF MEETING .....	18

## 1. OPENING OF MEETING

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

Staff: CEO, Renita Glencross

### 1.1. Address by Chair and President

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

### 1.2. Apologies and Leave of Absence - 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 18 July 2023

**Resolution No. 2023/128**  
**That the Minutes of the Ordinary Meeting of Tuesday 18 July 2023 be confirmed by Council as a true and correct record.**  
**Moved: Cr Peter Clee**  
**Seconded: Vice President Tom Dyer**  
**Vote: AIF**

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

- Query on new fees for air-conditioner degassing – do these only apply if the unit already has certification of degassing? Local electricians are able to degas and certify split air-conditioners. Any units with certification will not attract the fee.

## 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 management of 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 proposed for September	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

- Have had a response from the CEO of the Department of Health. Wagait Council CEO is meeting with him on Wednesday 16 August.
- Road safety and conditions report has not been published as we don't yet have the finalised report. CEO has requested a prioritised list as an attachment to the report.
- Core Lithium have emailed the CEO to request another community engagement presentation, possibly in September.
- Audit has not yet been completed. It will be completed on 28 August and sent to the audit committee for review at their meeting on 12 September. The draft financial statement will be presented to council at the September meeting. The final financial statement will be presented at the October council meeting.
- Department of Chief Minister has said operational funding will be paid any day now. It has not yet come through.

- Request has been sent by CEO to upgrade and maintain the Milady site and access road. The access road is now a gazetted road. NT Government does not have current plans to attend to this.
- Waste collection services tender closes on 30 August. Tender documents have been sent to all known suppliers in the area. The existing service will continue until commencement of new agreement as soon as possible after 30 August.

**Resolution No. 2023/129**

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

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF**

## 6. COUNCILLORS' REPORTS

### 6.1 President's Report

Please see President's report attached.

**Resolution No. 2023/130**

**That Council receives and notes President Neil White's report for the period 17 July to 12 August 2023.**

**Moved: Cr Peter Clee**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**

## 7. OFFICERS' REPORTS

### 7.1. CEO Report for the period 17 July to 11 August 2023

<b>Staff, HR, PD &amp; Training</b>	<ul style="list-style-type: none"> <li>• Leave: RP (17-27 July); RG (PL 22-29 Aug; AL 04-11 Sep); PW (LSL 14 Aug &gt; 14 Sep); RR (LSL 31 July-25 Aug)</li> <li>• Training: FC &amp; HP attended weekly financial audit training sessions with Nexia Edwards in Darwin, which will be ongoing through August</li> <li>• Training: PW completed Record-Keeping training</li> <li>• Training: Works staff completed Chainsaw &amp; Chemical Handling training (3)</li> </ul>
<b>WHS</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox meetings x4</li> <li>• Staff WIP meetings x3 (changed schedule of meetings due to staff)</li> <li>• Staff WHS meeting regarding new Hard-Waste arrangements</li> <li>• NT WorkSafe/GIO insurance for WC claims and return-to-work meetings</li> </ul>
<b>Meetings and Correspondence</b>	<p><u>Council Business</u></p> <ul style="list-style-type: none"> <li>• President weekly catchups x3</li> <li>• Australia Day Council NT correspondence &amp; registration ; 19 July, 7 Aug</li> <li>• Correspondence with contractor re Road safety audit ; 21 July, 8 Aug</li> <li>• Correspondence with Auditors responding to audit queries ; 21 July, 4 Aug</li> <li>• Belyuen CEO collaborative projects ; 23 July,</li> <li>• Meetings with contractor civil works ; 23 July, 2 Aug</li> <li>• Correspondence CE Dept Health re community services ; 25 July</li> <li>• Coomalie CEO mtg &amp; recruitment panel ; 27 July</li> </ul>

	<ul style="list-style-type: none"> <li>• DCMC Top End Regional Coordination Committee; 31 July</li> <li>• Keep Australia Beautiful Foundation 6R's registration ; 31 July</li> <li>• Correspondence with winners of the Plastic-Free-July challenge ; 3 Aug</li> <li>• Correspondence Crown Land Office CLO re Occupational Licenses ; 4 Aug</li> <li>• LGANT Emergency &amp; Disaster</li> <li>• CEO position advertised and panel correspondence ;</li> <li>• Rates notices to 387 property owners ; 11 Aug</li> <li>• Waste Collection 2023-2025 RFT emails to known suppliers ;</li> </ul>
<p><b>Projects</b></p>	<p><u>Current Capital Projects &amp; Procurement</u></p> <ul style="list-style-type: none"> <li>• Skate-park &amp; Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction drawings, staging &amp; final QS ; site cleared for stage 1 earthworks</li> <li>• Design &amp; Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending</li> <li>• Solar lights (\$50k) ; council carpark installation pending, sportsground pending</li> <li>• Ninja exercise equipment (\$145k) ; redesign and retender pending</li> <li>• Road Safety Audit &amp; condition report (\$25k) ; draft completed, pending priority list</li> <li>• Road shoulder remediation (\$30k) ; in progress</li> <li>• Waste Collection 2023-2025 RFT (\$200k); advertising and website, closes 30 Aug</li> </ul> <p><u>Current Special Purpose Grant Applications Pending/Current</u></p> <ul style="list-style-type: none"> <li>• LCRI-PH4 (\$39k) ; road shoulders/verge maintenance, court fence, pending</li> <li>• WaRM #2 &amp; #3 (\$150k) ; ReDiscovery centre &amp; other Waste Strategy initiatives</li> <li>• Alcohol &amp; Drug program 2023; Wagait Youth Leadership Program (\$20k), successful</li> <li>• Tourism Town Asset program; solar lights (\$50k) &amp; resurface court (\$30k)</li> <li>• DCMC IPG ; Cloppenburg Park Ninja Exercise Station (\$142k), successful</li> <li>• TFHC ; Men's Program (\$8k), successful</li> <li>• OFST ; Seniors Month activities (\$2k), successful</li> <li>• DoH Suicide Prevention (\$10k), successful</li> </ul> <p><u>Reporting</u></p> <ul style="list-style-type: none"> <li>• LRCI all phases progress reports for Q4 completed</li> <li>• Tourism Town Asset 2023 (\$80k), partially acquitted</li> <li>• Remote Sport Program annual report (20k), in progress due 14 Aug</li> <li>• Seniors Healthy Lifestyle 2022-23 (20k), in progress due 14 Aug</li> <li>• Youth QRS School Holiday Program (2k), in progress due 14 Aug</li> <li>• Budget Snapshot development for inclusion with rates notice</li> <li>• Preparation of the draft Annual Report</li> </ul> <p><u>Governance</u></p> <ul style="list-style-type: none"> <li>• Preparation of minutes for WSC mtg</li> <li>• Preparation of new Waste Management procedures &amp; policy revision</li> <li>• Preparation of 2023-24 Elected Members Allowances policy</li> <li>• Review of financial procedures in line with auditor recommendations</li> </ul> <p><u>Sport &amp; Active Recreation Programs</u></p> <ul style="list-style-type: none"> <li>• Youth Program: pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. A 'come &amp; try' training session was hosted by Netball NT with more than 10 young people attending.</li> <li>• 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 &amp; a writers' workshop.</li> <li>• Men's Program: several meetings have now taken place and council is providing further assistance to facilitate a program of events.</li> <li>• 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 &amp; psychologist to assist with evaluation of the program.</li> </ul>

	<p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> <li>• Resident enquiries regarding camping on properties within the estate</li> <li>• Resident reported dog attack at beach</li> </ul> <p><u>Public Communications</u></p> <ul style="list-style-type: none"> <li>• August Council e-newsletter</li> <li>• Facebook &amp; poster communications re: <ul style="list-style-type: none"> <li>– Waste Management update &amp; changes to Hard-Waste</li> <li>– Seniors Month events</li> </ul> </li> </ul>
<b>Events</b>	<p><u>Community Events</u></p> <ul style="list-style-type: none"> <li>• Vietnam Veterans event at Milady site – Sat 19 Aug</li> <li>• Seniors Month – see item 14 upcoming events</li> <li>• Suicide Prevention Awareness Event #1 – Sunday 10 Sept, Cox Club dinner &amp; talks</li> <li>• Darwin Legal Service consultations – 19-20 Sept, Community Centre</li> </ul>

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

<b>Staff/HR, PD &amp; Training, WHS</b>	<ul style="list-style-type: none"> <li>• Leave – R Roberts (PL) 26 Jul-8 Aug (LSL) 8-25 Aug</li> <li>• Leave – J Allcorn (RDO) 24 July</li> <li>• Training – First aid, Chainsaw and Chemical Applications</li> </ul>
<b>WHS</b>	<ul style="list-style-type: none"> <li>• Accidents – NIL</li> <li>• Incidents – council bins burned at Sportsground ; 7 Aug</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox and planning x4</li> <li>• TOPROC Animal Management Reference Group meeting ; 11 Aug</li> </ul>
<b>Contracts</b>	<p><u>Power Water</u></p> <ul style="list-style-type: none"> <li>• Bore Runs x12</li> <li>• Water Samples x8</li> <li>• Imaluk water compound maintenance (snip) x1</li> </ul> <p><u>Jetty Maintenance</u></p> <ul style="list-style-type: none"> <li>• Jetty wash and rubbish collection x10</li> <li>• Jetty landing barrier &amp; replacement issue followed up (call out)</li> <li>• Pressure clean boat-ramp x1</li> </ul>
<b>Actions</b>	<p><u>Road &amp; Verge Maintenance</u></p> <ul style="list-style-type: none"> <li>• Remove cut down tree trunk from drain on Uhr</li> <li>• Repair two potholes on Vangeman with bitumen cold mix</li> <li>• Shoulder repair work, ongoing</li> </ul> <p><u>Vehicle and Plant Maintenance</u></p> <ul style="list-style-type: none"> <li>• 1x new tyre for JD mower</li> <li>• 3x tyre repairs on Kubota mower</li> <li>• 1x tyre repair on ute</li> <li>• 2x new spark plugs for small engines</li> <li>• New starter parts for chainsaw</li> <li>• Repairs to fire hose and nozzle</li> </ul> <p><u>Animal Management</u></p> <ul style="list-style-type: none"> <li>• Cat-traps currently with residents x3</li> <li>• Wandering-dog reports followed up x2</li> </ul> <p><u>Environmental Maintenance &amp; Waste Management</u></p> <ul style="list-style-type: none"> <li>• Neem trees cut and poisoned in coastal RUA and</li> <li>• Mowing at Council Grounds, Cloppenburg Park, WTR beach access x2</li> </ul>

	<ul style="list-style-type: none"> <li>• Cloppenburg Park daily monitoring &amp; monthly bore reporting</li> <li>• Green Waste push up x7 and burn x1</li> <li>• Council bins in, out &amp; cleaned weekly x41</li> <li>• Clean up at hard-waste compound ongoing ; change-out of skip bins x2</li> <li>• Burned wheelie bin at Cloppenburg Park replaced</li> </ul> <p><u>Community Activities Support</u></p> <ul style="list-style-type: none"> <li>• Assist pack up stage, dance floor and pin boards after WAG</li> <li>• Assemble + supply ten wheelie bins to Cox Club for MUFF and collect after event</li> </ul> <p><u>Contractor Management &amp; Support</u></p> <ul style="list-style-type: none"> <li>• Water, gravel &amp; sweeping for road-shoulder remediation</li> <li>• Solar light installation follow up with contractor</li> </ul>
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- Several staff currently on leave. Office Manager and Works Manager are on long service leave. CEO will be taking one week's leave, with some daily work from a remote location.
- Dog attack on beach has been resolved. Person injured resolved this directly with the owner.
- Seniors' month activities are happening and are mostly well attended.
- Darwin Community Legal Services are returning for another legal session in September and to follow up on previous sessions with people.
- Shoulder repairs on the estate roads are continuing.

**Resolution No. 2023/131**  
**That council receives and accepts the Officers' reports for 17 July to 11 August 2023.**  
**Moved: President Neil White**  
**Seconded: Cr Sarah Smith**  
**Vote: AIF**



## 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. 2023/132**

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

**Moved: Cr Peter Clee**

**Seconded: CR Sarah Smith**

**Vote: AIF**

## 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
<b>TRANSACTION ACCOUNT</b>			
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	
<b>CREDIT CARD - CEO</b>			
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	
<b>CREDIT CARD</b>			
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 \$411.40 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.

- Dog registration fees are due on 1 September. Notices have been sent out.
- Rates notices have also been sent out.
- The balance sheet still needs to be reconciled by the auditors, so there may be some slight changes. The Q1 review will allow council to consider the final balance sheet and any other budget changes.
- Overdue rates are currently around \$8,800. The majority of these are being paid incrementally with a payment agreement.

**Resolution No. 2023/133**

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

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF**

## 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. 2023/134**

**That council adopts the 2023-24 Elected Members Allowances policy.**

**Moved: Cr Peter Clee**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

### 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 CEOs.

The Plan will include a design ‘portfolio’ that will be used as a template for all council communications, and request for quotes have been sent out for consultants to apply.

This is separate strategic document to any local area planning or destination business cases for the Cox Peninsula, but these will be included to the Shire Strategic Plan and contribute to other economic growth plans being undertaken by NT Government.

**Resolution No. 2023/135**

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

**Moved: Cr Peter Clee**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**

### 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. 2023/136**

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

**Moved: Cr Peter Clee**

**Seconded: Cr Michael Vaughan**

**Vote: AIF**

### 10.4. Draft Local Government Regulatory Framework

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

The department has clarified that they would like a commitment from someone from council to work with them. This person has been identified as the CEO.

#### **Resolution No. 2023/137**

**That council notes the draft Local Government Regulatory Framework.**

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF**

### 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:

<b>Approved Council Project</b>	<b>Funding Program</b>	<b>Grant</b>	<b>WSC Contr</b>	<b>Status</b>
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.

<b>Approved Council Project</b>	<b>Funding</b>	<b>Total Cost</b>	<b>Funding</b>	<b>WSC cash</b>	<b>WSC in-</b>
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. 2023/138**

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

**Moved: Cr Peter Clee**

**Seconded: Cr Sarah Smith**

**Vote: AIF**

## 11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

- Tennis court: social media commentary on this topic is acknowledged. Council has not received any formal complaints. CEO has approached several community members to discuss issues raised. Council suggests an information flier is created to outline why certain care and maintenance of the court is required, and why access is not freely open.
- Community members can call council and will be given a code for key-safe to the access the court. Several council staff also have keys.

## 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 – 9.00am Creative Writing Workshop



- 27 August – 9:00am Jewellery Making Workshop

**14.2. Vietnam Veterans 50th Commemoration – Saturday 19 August – Milady Crash 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 – Sunday 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 March 2024 and include information-sharing aligned with existing council 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**

**15.1 Minister's Advisory Council for Senior Territorians**

Wagait Shire Council supported local resident, Alan Amezdroz, to nominate to the Minister's Advisory Council for Senior Territorians and he has recently been advised of his success. Council congratulates Alan on his appointment and encourages Wagait Beach residents to discuss items of concern with Alan in his new role, advocating for senior Territorians.

**15.2 Belyuen Community Funeral**

Belyuen Community Council CEO has advised that the funeral for the resident who was involved in an accident on Tiger Brennan Rd last month will be held this Friday 18 August between 11am and 1pm. The community is anticipating a large number of visitors and the possibility of social unrest could be higher than usual. Police, Larrakia Nation and others have been advised but it is not known at this stage if there will be a presence in the area on the day.

**Resolution No. 2023/139**

**That council notes the late items.**

**Moved: Cr Sarah Smith**

**Seconded: President Neil White**

**Vote: AIF**

## 16. IN-CAMERA ITEMS

### **Resolution No. 2023/140**

**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 8:02 pm Council closed the meeting to the general public.

### **Resolution No. 2023/145**

**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 In Camera Minutes from 18 July accepted by Resolution 2023/141
- b) 16.2 Risk Management Progress Report noted by Resolution 2023/142
- c) 16.3 CEO recruitment update noted by Resolution 2023/143

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF/Carried**

### **Resolution No. 2023/142**

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

**Moved: Cr Peter Clee**

**Seconded: President Neil White**

**Vote: AIF/Carried**

At 8:11 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 8:12 pm.