



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, WAGAIT TOWER ROAD
7PM MONDAY 20 JUNE 2023**

CONTENTS

1.	OPENING OF MEETING	3
2.	DECLARATION OF INTERESTS	3
3.	CONFIRMATION OF MINUTES	3
4.	GUESTS – Nil	4
5.	INWARDS AND OUTWARDS CORRESPONDENCE.....	4
5.1	Inwards Correspondence.....	4
5.2.	Outwards Correspondence.....	4
6.	COUNCILLORS’ REPORTS	5
6.1	President’s Report	5
7.	OFFICERS’ REPORTS	5
7.1.	CEO Report for the period 15 May to 16 June 2023	5
7.2.	Works Officer’s Report for the period 15 May to 16 June 2023	7
8.	ACTION SHEET for the period 15 May to 16 June 2023	9
9.	FINANCIAL REPORTS	12
9.1.	May 2023 Reports	12
9.2.	May 2023 Supplier Payment History	12
9.3.	Councillor Allowances	13
9.4.	CEO Declaration.....	13
10.	AGENDA ITEMS.....	14
10.1.	Elected Members Allowances	14
10.2.	Annual Budget for 2023-24	14
10.3.	Long Term Financial Plan.....	15
10.4.	Shire Plan for 2023-24	15
10.5.	Nominations for Top End Regional Economic Growth Committee	15
10.6.	Use of Common Seal	16
10.7.	Request for Support	16
10.8.	Grant Updates & Approvals.....	17
11.	QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE.....	18
11.1.	Opt-In to Rates Notice by Email (PC).....	18
12.	QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil.....	18
13.	PETITIONS/DEPUTATIONS - Nil.....	18
14.	CURRENT/UPCOMING EVENTS.....	19
14.1.	ALGA Conference – 13-16 June	19
14.2.	LGANT & Cabinet Meeting – Wednesday 21 June 2:30-4:30pm.....	19
14.3.	School Holiday Program – Monday 26 June.....	19
14.4.	Territory Day – Saturday 1 July – Cloppenburg Park 6:30-7:30pm	19
14.5.	Wagait Arts Festival Exhibition – Saturday 15 July – Community Centre	19

14.6. Wagait Arts Festival Market – Sunday 16 July – Council Grounds	19
14.7. Mandorah Ukelele Folk Festival – Saturday 22 July – Cox Club	19
15. LATE ITEMS AND GENERAL BUSINESS	19
16. IN-CAMERA ITEMS	19
17. DATE OF NEXT MEETING	20
18. CLOSE OF MEETING	20

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 16 May 2023

Resolution No. 2023/091
That the Minutes of the Ordinary Meeting of Tuesday 16 May 2023 be confirmed by Council as a true and correct record.
Moved: Vice President Tom Dyer
Seconded: President Neil White
Vote: AIF

3.2. Matters arising from Minutes of Council Meeting Tuesday 16 May 2023

- Cr Peter Clee joins the meeting by electronic conferencing.
- CEO will send out a web link on facebook to connect to the community meeting notes on council website.

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

19/05/2023	Ratepayer	Query re having tree lopped on verge	email
19/05/2023	AEC	Polling station & staffing for Referendum	email
23/05/2023	GrantsNT	Advice on successful grant for Wagait Men's Program	email
24/05/2023	Jack Ellis	Advice on communication with NTG re 15 Erickson	email
27/05/2023	Jack Ellis	Regarding no action of feral animals in Shire Plan	email
31/05/2023	Contractor Accreditation Ltd	Licenses and Insurances	email
1/06/2023	Dept Chief Minister	TERCC Actions re Economic Growth Committee	email
2/06/2023	TFHC Investment Management	CPI, Efficiency Dividend & Savings Measures	email
2/06/2023	Hon Eva Lawler MLA	Public Bus Service	email
6/06/2023	Dept of Chief Minister	Feedback on 23/24 Annual Plan	email
6/06/2023	DIPL	Development Assessment Forum	email
8/06/2023	DHIP/DIPL	Mandorah Marine Facilities Project - Stakeholder Notice	email
14/06/2023	Hon Chansey Paech MLA	Re CPP Grant for beach access	email
14/06/2023	Hon Lauren Moss MLA	Advice on successful grant for Seniors Week	email
15/06/2023	Larrakia Nation	Advice re Darwin Harbour Cleanup	email
15/06/2023	Phillip Eaton	Sponsorship request	email
15/06/2023	CMC	Professional development allowance for Councillors	email
16/06/2023	Josh Keating	Sponsorship request	email

5.2. Outwards Correspondence

16/05/2023	Dept Infrastructure	LRCI Quarterly Report	email
18/05/2023	Resident	Upkeep of Memorial Garden	email
19/05/2023	TOPROC-AMRG	Agenda & Minutes	email
25/05/2023	CEO Belyuen	Climate Change Action Plan	email
25/05/2023	Ratepayer	Regarding fire breaks	email
26/05/2023	Ratepayers x 13	Letter re Gamba grass infestation	post
26/05/2023	Ratepayer	Agreement to repay arrears	email
27/05/2023	Resident	Comment on Shire Plan re feral animals	email
30/05/2023	Ratepayer	Letter querying missed payments in arrears agreement	email
31/05/2023	Ratepayer	Response regarding lopping of tree on verge	email
12/06/2023	Minister Paech	Letter regarding strategic planning on Cox Peninsula	email
14/06/2023	Minister McBain	Advising Cr Clee will be WSC rep at ACLG & ALGA Assembly	email
15/06/2023	Dept Chief Minister	Expression of interest to be part of TERECC	email

- Minister's response re: remote public bus service – Wagait Beach is not eligible for this service as the population is less than 1,000. No other options were offered.
- Could Wagait Council join with Belyuen Council to approach education department for a public bus service? This has been discussed with Belyuen council and school. There are limitations to education being able to provide a bus for public services. Letter to be written to MLA requesting support.

- Letter has been sent to Minister for Local Government, Chansey Paech, requesting information to assist strategic planning, including boundary reform and strategic infrastructure such as waste management.

Resolution No. 2023/092

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

Moved: Vice President Tom Dyer

Seconded: Cr Sarah Smith

Vote: AIF

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see President's Report attached.

President and CEO attended a very worthwhile meeting at Belyuen with their council and stakeholders re: current situation and plans for Belyuen.

Resolution No. 2023/093

That Council receives and notes President Neil White's report for the period 15 May to 16 June 2023.

Moved: Vice President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

7. OFFICERS' REPORTS

7.1. CEO Report for the period 15 May to 16 June 2023

Staff, HR, PD & Training	<ul style="list-style-type: none"> • Staff Leave HP (AL 7 Apr > 19 May); RG (PL 26-30 Apr); PW (AL 16 May > 16 June; LSL 14 Aug > 14 Sep); RP (17-27 July)
WHS	<ul style="list-style-type: none"> • Staff Toolbox meetings x5 • Staff WIP meetings x4 • NT WorkSafe/Recouvre/GIO insurance for WC claims and return-to-work meetings • Nil staff incidents to report
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> • President weekly catchups x4 • DCMC Top End Regional Coordination Committee; 24 Apr • Correspondence Crown Land Office CLO re Occupational Licenses ; 28 Apr • Belyuen CEO collaborative waste management projects ; 29 May, 2 June, 15 June • Road safety audit procurement correspondence ; 15 May, 25 May • TOPROC AMRG ; 24 May • LGANT Circular Economy ; 24 May • DCMC Top End Regional Coord ; 29 May • Bowman Advisory re local projects ; 29 May • Sport NT site visit re Cloppenburg Park Masterplan ; 30 May • Disaster Relief Australia meeting re local projects ; 30 May • CBA site visit ; 30 May

	<ul style="list-style-type: none"> • Citizenship Ceremony (Palmerston) ; 1 June • TOPROC ; 2 June • Belyuen Stakeholder meeting ; 7 June • Correspondence with Auditors in preparation for audit ; 9 June • Letter to Minister Local Gov't re strategic planning ; 12 June • DTFHC 2023-24 Grant Indexation Session ; 13 June • Auditors meetings ; 16 June
Actions	<p><u>Current Procurement</u></p> <ul style="list-style-type: none"> • Skate-park & Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction staging & final QS ; earthworks for pump-track to commenced • Design & Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending • Resurface sport court (\$30k) and & solar lights (\$50k) ; installation in progress • Tipper-truck (\$101k) ; delivered • Condensed exercise equipment (\$145k) ; redesign and retender pending • Road Safety Audit & condition report (\$30k) ; in progress • Road shoulder remediation (\$20k) ; in progress <p><u>Current Special Purpose Grants Applications Pending/Current</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$30k) ; 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), pending • OFST ; Seniors Month activities (\$2k), pending • DoH Suicide Prevention (\$10k), pending <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 and Audit Committee meeting • Response to the DEPWS Container Deposit Scheme discussion paper • Funding submissions and acquittals <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. Youth Pilates discontinued due to non-attendance. School holiday program is confirmed with activities including bouncy castle, craft, fishing, camping and an excursion to Territory Wildlife Park. • Seniors Program: Weekly Yoga and Pilates are both are well attended. Program planning at morning tea will contribute to 2023-24 activities program, including the senior's month excursion, popular cooking sessions and inter-age activities. <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident enquiries regarding firebreaks and weeds • Resident requests for repairs to vehicle crossovers • Resident requests for stump removal on Erickson <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • May Council e-newsletter • Community Update – Consultation meeting

	<ul style="list-style-type: none"> • Facebook & poster communications re: <ul style="list-style-type: none"> ○ ANZAC service ○ Youth Program events ○ Senior events
Events	<u>Community Events</u> <ul style="list-style-type: none"> • Walk to School ; Friday 19 May • Seniors Morning tea/planning meeting ;Thurs 25 May • School holiday Program ; Sunday 25 June to 17 July • Plastic Free July activities and competition • Territory Day ; Saturday 1 July • Wagait Arts Festival Exhibition ; Saturday 15 July • Wagait Arts Festival Market ; Sunday 16 July

7.2. Works Officer's Report for the period 15 May to 16 June 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> • Leave – R Roberts (PL) 7 June, (AL) 13-16 June • Leave – J Allcorn (PL) 1 June)
WHS	<ul style="list-style-type: none"> • Incidents > NIL
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 5
Contracts	<u>Power Water</u> <ul style="list-style-type: none"> • Bore Runs x15 • Water Samples x14 • Imaluk water compound maintenance (weed control, mow and snip) x1 and completed firebreak cleanup and weed poisoning • Callouts on weekend (card-reader issues) x2 <u>Jetty Maintenance</u> <ul style="list-style-type: none"> • Jetty wash and rubbish collection x14 • Jetty carpark verge maintenance (weed control, mow and snip) x1
Actions	<u>Road & Verge Maintenance</u> <ul style="list-style-type: none"> • Weed poisoning and shrub removal from verges/drains x8 • Vehicle crossover rehabilitation for properties on WTR, Sachse & Milady x4 • Removed stump & termite mound verge on Erickson • Planning & installation of solar lighting at council carpark • Investigated resident requests for tree lopping on verge • Verge Audit ongoing <u>Vehicle and Plant Maintenance</u> <ul style="list-style-type: none"> • New tyres for work ute x2 • Hino re-registered (pending sale) • Took delivery of new Mitsubishi work truck 8 June • Test& Tag all equipment and repairing of two power outlets • Plumbing repairs on pressure pump that supplies workshop <u>Environmental Maintenance & Waste Management</u> <ul style="list-style-type: none"> • 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 x 2 • Cloppenburg Park daily monitoring & monthly bore reporting • Green Waste push up x 10 and burn x 1 • Council bins in, out & cleaned weekly x 34 • Clean up at hard-waste compound ongoing ; change-out of skip bins x1

	<p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 • Horse destroyed and carcass removed from Cox Pen Rd <p><u>Community Activities Support</u></p> <ul style="list-style-type: none"> • Walk to school day, set up tables and chairs for breakfast at the jetty ; 19 May
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- Pre-30 June audit has begun and is going well.
- Council has received the new truck.
- The Cloppenburg sports court reseal has been completed and looks good.

Resolution No. 2023/094
That council receives and accepts the Officers' reports for 15 May to 16 June 2023.
Moved: Vice President Tom Dyer
Seconded: Cr Peter Clee
Vote: AIF

8. ACTION SHEET for the period 15 May to 16 June 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 2020/113	Local Area Planning, Environment and Climate Change	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.
			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 meeting2020/113.
			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	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. Eol 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	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. 2023/095

That council receives and accepts the Action Sheet for 15 May to 16 June 2023.

Moved: Vice President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

9. FINANCIAL REPORTS

9.1. May 2023 Reports

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

9.2. May 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/05/2023	Cox Country Club for ANZAC Day	\$210.00	
1/05/2023	Belyuen Commiunity Government Council - ANZAC Biscuits for ANZAC Day	\$80.00	
1/05/2023	Balanced Choice Program - Balanced Choice Session	\$330.00	
2/05/2023	Jacana Energy - Electricity charges for 342 Wagait Tower Road	\$1,847.64	
2/05/2023	Severine Meunier - Yoga classes for seniors for 3 April and 17 April 2023.	\$200.00	
4/05/2023	Encore Pilates & Wellness - Senior yoga	\$323.50	
4/05/2023	Reimburse resident for broken pot	\$50.00	
4/05/2023	St John - CPR Course	\$2,000.00	
4/05/2023	CBA - Merchant fees		\$57.16
5/05/2023	Maitree House - April 2023 School holiday workshop program: Film workshop	\$1,980.00	
5/05/2023	Fleetcare - CEO vehicle leasing	\$1,427.12	
7/05/2023	L.G.A.N.T. - LGANT Waste Symposium - F Carter	\$150.00	
8/05/2023	Build Up Skateboarding - Skateboard Youth Empowerment Feb, Apr, May	\$2,200.00	
9/05/2023	Colleen Fergusson - Provide meals for the monthly council meeting	\$110.00	
10/05/2023	Ken's Plumbing Pty Ltd - Plumbing works at Community Centre	\$110.00	
11/05/2023	Donation to Erynn Gould - support for achieving sports goals and studies in Spain	\$500.00	
12/05/2023	Banyan Contracting - Repair Generator	\$110.00	
13/05/2023	R&M Newman - Slashing of PAWA Block	\$550.00	
15/05/2023	NT Electoral Commission - COSTS for NON-VOTERS FOR BY-ELECTION	\$522.89	
15/05/2023	CBA - Commbiz fees		\$0.62
15/05/2023	CBA - Commbiz fees		\$6.93
17/05/2023	Central Business Equipment - Rental, copy and printing charges	\$371.81	
18/05/2023	Shauna Upton (Karuna Yoga Wellness) - Yoga Classes	\$300.00	
19/05/2023	Power Water - Water Bill	\$31.38	
20/05/2023	Optus - Optus mobiles and internet		\$372.60
23/05/2023	Ian Manahan - Water for CEO House	\$170.00	
25/05/2023	RGM Maintenance - Fuso Euro5 Tipper	\$96,572.42	
25/05/2023	RGM Maintenance - Registration, Admin, Plate issue	\$603.00	
25/05/2023	RGM Maintenance - Stamp Duty	\$2,898.00	
25/05/2023	RGM Maintenance - CTP Contribution	\$591.30	
28/05/2023	Colleen Fergusson - Catering for TOPROC meeting	\$200.00	
29/05/2023	Krisco Contracting - Loader Hire for Soil Leveling at Cloppenburg Pk	\$2,310.00	
29/05/2023	Rowan Roberts Exp Claim - Urgent purchase plumbing material(Tee pipe)	\$35.75	
31/05/2023	Fleetcare - CEO Vehicle	\$1,427.12	
31/05/2023	Veolia Environmental Services - Regular Bin Collection		\$6,232.72
31/05/2023	Veolia Environmental Services - Hard Waste Collection		\$2,392.93
CREDIT CARD - CEO			
1/05/2023	Australia Post - Post Office Bag	\$168.00	
2/05/2023	Xero - Xero monthly subscriptions		\$124.00
3/05/2023	Encore Pilates & Wellness - Encore Pilates online classes for May 2023	\$79.00	
4/05/2023	Apple cloud storage - monthly subscription		\$1.49

6/05/2023	Microsoft - Microsoft monthly subscription		\$117.26
6/05/2023	Microsoft - Monthly 365 Business Standard		\$94.60
15/05/2023	NT Police, Fire & Emergency Services - Renew Ochre Card for CEO	\$76.00	
15/05/2023	Bunnings - Hardware for Sportsground	\$33.39	
15/05/2023	Adobe Systems Incorporated - Monthly Subscription photoshop		\$18.69
17/05/2023	NT News - Advertise 23/24 WSC Plan	\$595.00	
17/05/2023	Adobe Systems Incorporated - Monthly subscription pdf		\$29.99
18/05/2023	NT News - Monthly subscription	\$2.00	
21/05/2023	NT News - NT News Subscription	\$112.50	
24/05/2023	NT News - Publication of Rates Notice	\$1,957.00	
30/05/2023	PayStay - Paystay parking	\$20.00	
31/05/2023	Apple cloud storage - monthly subscription		\$1.49
31/05/2023	Ontherun (OTR) - Fuel for CEO Vehicle	\$127.76	
CREDIT CARD - WORKS			
5/05/2023	Think Water - 125 x 100mm piping	\$323.84	
5/05/2023	Bunnings - Tape Measure and lubricant	\$47.88	
16/05/2023	Barnyard Trading - Lawn Fertiliser	\$59.95	
16/05/2023	Bunnings - Drill bits & replacement tools	\$188.91	
16/05/2023	NT Fasteners - Variety Drill Bits	\$51.84	
16/05/2023	Repco - Brake Fluid	\$17.00	
16/05/2023	Territory Tyres - Tyres for vehicle CD33GS	\$580.00	
18/05/2023	Coles - Supplies for Walk to School	\$69.29	
18/05/2023	Coles - Supplies for Walk to School	\$206.91	
18/05/2023	Coles - Mop Bucket and cleaning fluid	\$45.89	
18/05/2023	Kmart - Foldback Clips, staples, kettle	\$27.00	
23/05/2023	Coles - Flour & Cream	\$11.50	

- Capital Expenditure budget is starting to be populated as council purchases new plant and equipment. Asset items over \$100,000 currently includes some items worth less than \$100,00 as the total project expenditure will come to over \$100,000, eg. skate park and re-discovery hub.
- Statement of Cash Flows – highlights August as greatest income month and March as greatest expenditure. Statement does not include additional grant income on top of operational, yet the expenditure includes both operational and grant expenditure. Finance Officer is currently working on this.

9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2022 to 31 May 2023 is \$4,307.72 and additional \$2045.46 in professional development allowances.

9.4. CEO Declaration

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

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

Resolution No. 2023/096

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

Moved: Vice President Tom Dyer

Seconded: President Neil White

Vote: AIF

10. AGENDA ITEMS

10.1. Elected Members Allowances

Per Section 201(2)(g) of the Act, elected members of Wagait Shire Council agreed by resolution 2023/063 at the ordinary meeting in April to set the elected members professional development allowance at \$4000 per member to enable councillors to undertake the AICD Company Director's course as recommended at 5.3 of the *Determination of Allowances for Members of Local Government Councils Determination No 1 of 2023/755* (the Determination).

Council has been advised by the NT Local Government Compliance Unit that the amount per member for professional development allowance is limited to \$1000 as set out at 5.2 of the Determination.

Council is advised that the Annual Budget for 2023-24 will need to be amended accordingly and other budget arrangements will be made for members wishing to undertake the AICD Company Director's training course.

The revised elected members allowances package for the purposes of the annual budget will be as set out in the table below, noting that some councillors may choose not to claim allowances.

	Base Allowance	Additional Allowance	Cap Extra Meeting	Professional Development	SUBTOTAL per member	TOTAL CLAIM
Councillor (x3)	5000		1000	1000	7,000	13,000
Vice President	5000		1000	1000	7,000	0
President	5000	5000		1000	11,000	11,000
TOTALS						24,000

Resolution No. 2023/097

That Council receives and accepts the revised councillor allowances for the 2023-24 Wagait Shire Council Budget, as set out in the Determination of Allowances for Members of Local Government Councils Determination No 1 of 2023/755 and in accordance with Section 201(2)(g) of the Local Government Act 2019.

Moved: Vice President Tom Dyer

Seconded: Cr Sarah Smith

Vote: AIF

10.2. Annual Budget for 2023-24

The draft Annual Budget for 2023-24 was put before council at the meeting in May and accepted by Resolution 2023/087. Some adjustments have been made in the interim, as follows:

- Professional Development Allowance for councillors and principal members has been reduced to \$1000 set out by *Determination of Allowances for Members of Local Government Councils – Determination No 1 of 2023/755* (the Determination) for Community Government Councils.

In accordance with Sections 203 of the Local Government Act 2019 (*the Act*), the Wagait Shire Council Annual Budget for 2023-24 is presented for council's endorsement.

Resolution No. 2023/098

That Council receives and accepts the adjusted 2023-24 Wagait Shire Council Budget in accordance with Section 203 of the Local Government Act 2019.

Moved: Vice President Tom Dyer

Seconded: Cr Michael Vaughan

Vote: AIF

10.3. Long Term Financial Plan

The long-term financial plan of council includes funding models for proposed major capital projects (including use of reserves) and is set out in the attached budget as Table 2, in accordance with 34(b)(ii) of the Local Government Act 2019.

An operating deficit is showing for this year and consecutive 3 years, which will be offset by grants and includes \$170,000 depreciation. CEO advised that the purchase of new capital assets over this period will also impact on the future depreciation total, potentially increasing deficit further.

Resolution No. 2023/099

That council receives and accepts the Wagait Shire Council Long Term Financial Plan in accordance with 34(b)(ii) of the Local Government Act 2019.

Moved: President Neil White

Seconded: Vice President Tom Dyer

Vote: AIF

10.4. Shire Plan for 2023-24

The draft Shire Plan for 2023-24 was put before council at the meeting in May and accepted by Resolution 2023/087. The draft plan was advertised in the NT News and made publicly available on the council's website for 25 days as required by Section 35(3)(c) of *the Act*, with 2 (two) written submissions being received; one from a resident and one from the Department of Chief Minister and Cabinet Local Government Compliance Unit.

The Shire Plan has been updated with recommendations from both submissions, and in accordance with Section 35(1) of *the Act*, the Shire Plan for 2023-24 is presented for council's endorsement.

Two public submissions were received, one from a Northern Territory Government department and one from a resident. This feedback has been incorporated into the plan.

Resolution No. 2023/100

That Council notes the submissions received and accepts the amended 2023-24 Wagait Shire Council Plan, in accordance with Section 35(1) of the Local Government Act 2019.

Moved: Vice President Tom Dyer

Seconded: Cr Sarah Smith

Vote: AIF

10.5. Nominations for Top End Regional Economic Growth Committee

The current term of Top End Regional Economic Growth Committee (REGC) members concludes on 23 June 2023 and the Dept of Chief Minister & Cabinet is currently seeking expressions of interest for

appointments to the Committee. Terms are for a period of two years and membership is approved by Cabinet. Nominations closed on 15 June and an out of session email was sent to elected members to consider a nomination for Wagait Shire Council, which was agreed by majority response. The Terms of Reference for the committee and other information is attached for reference and council is requested to confirm the out-of-session agreement to nominate for the Top End REGC.

President Neil White will represent Wagait Shire Council on this committee.

Resolution No. 2023/101

That council confirm the out of session agreement to nominate CEO Wagait Shire Council for the Top End Regional Economic Growth Committee.

Moved: President Neil White

Seconded: Vice President Tom Dyer

Vote: AIF

10.6. Use of Common Seal

On 7 June 2023, the Common Seal of council was used by the CEO to execute a grant agreement for a Healthy Lifestyles grant from the NT Department of Health, for the Wagait Seniors Healthy Lifestyle program of activities for 2023-24.

In line with the Local Government Regulations (General) 2021, a council resolution is requested to ratify use of the common seal for this purpose.

Resolution No. 2022/102

That council endorses the use of the Wagait Shire Council common seal to execute the grant agreement for the Wagait Seniors Healthy Lifestyle program of activities for 2023-24.

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

10.7. Request for Support

A request of financial support has been received for two resident young people who have been selected to represent the NT at the Southern States Rugby Championships in Canberra from 11-14 July.

The CEO notes that council has previously supported individual requests, per council Community Support policy arrangements and recommends council consider an amount of \$250 per person in line with previous requests for support to travel interstate for representation sporting events.

Resolution No. 2022/103

That council endorses the amount of \$250 per person for two young residents, Tomasi Eaton and Iseyah Keating, to represent the NT in Canberra.

Moved: Cr Michael Vaughan

Seconded: Cr Sarah Smith

Vote: 4 in favour, 1 abstain

10.8. 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 new grant application proposals to be approved by council:

Proposed Council Project	Funding Program	Request	WSC cash	WSC in-kind
Waste Strategy projects	WaRM #3 2022-23	75,000	0	TBC
NW Cox Peninsula Tourism Plan	Town Asset (DITT)	33,000	5,500	5,500
Wagait Trail Business Plan	Regional Dev Aust	50,000	0	4,500

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

Approved Council Project	Funding Program	Grant	WSC Contr	Status
Replace Tractor & Waste	WaRM #1 2020-21	75,000	8,000	Acquitted
International Women's Day	Territory Families	3,000	0	Acquitted
Australia Day Event	Australia Day Council	2,500	0	Acquitted
Youth Program 2022	Alcohol & Drugs	20,000	0	Acquitted
ReDiscovery Centre	WaRM #2 2021-22	75,000	0	In progress
Green-waste track & Signage	LRCI Phase 2	30,387	0	Completed
Skate-park & Pump-track	LRCI Phase 3	50,232	0	In progress
Youth Program 2022-23	Alcohol & Drugs	20,000	0	In progress
Seniors Program 2023-24	Healthy Lifestyles	20,000	18,500	In progress
Solar Lighting & Court	Town Asset (DITT)	82,483	12,346	In progress
Youth Week 2023	DTHFC-Youth Week	1,980	*1,000	In progress
Replace tipper-truck	DCMC-Priority Infra	90,910	1000	Completed
Replace exercise stations	DCMC-Priority Infra	142,640	2,360	In progress
Men's Program activities	DTHFC-Men's	8,115	*2,500	In Progress
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress

Seniors Month activities	DTFHC-OFTA	2,000	2,000	0	0
Youth Vibe QRS	DTFHC	2,000	2,000	0	

Advice has been received that the following grant applications have been unsuccessful (noting the FOGO Waste Strategy Project was withdrawn due to ineligible WaRM contribution):

Approved Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-kind
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

The following council approved grant applications have been submitted and are pending notification:

Approved Council Project	Funding	Total Cost	Funding	WSC cash	WSC in-kind
Skate-park & Pump-track Stage 3	CMC-CPP	450,000	415,000	0	35,000
Suicide Prevention program	DoH	10,000		0	

Resolution No. 2023/104

That council notes the grants update information provided and approves:

- a) allocation of the 2022-23 Waste & Resource Management program funds to complete construction of the ReDiscovery Hub at Cloppenburg Park; and**
- b) acquitting the Priority Infrastructure grant funds for purchase of the tipper-truck.**

Moved: Vice President Tom Dyer

Seconded: President Neil White

Vote: AIF

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

11.1. Opt-In to Rates Notice by Email (PC)

A first and final rates notice has to date been posted by mail to property owners in the shire at a cost of over \$400 per annum. Rates reminders are emailed to property owners that have provided an email address and are paying by instalment.

It has been confirmed with the Department of Chief Minister & Cabinet Local Government Unit that the Local Government Act 2019 (the Act) or Regulations 2021 provides no advice or requirement on how councils need to provide the rates notice to property owners and so the option for ratepayers to receive all notices by email is allowed.

The CEO proposes a public notice to be made through social media, council newsletter and website, that offers the option for ratepayers to provide an email address and/or mailing address to receive all rates notices for the 2023-24 financial year and ongoing.

Resolution No. 2022/105

That council notes the proposed change to rates notices by email as an option for Wagait Shire Council ratepayers.

Moved: Cr Peter Clee

Seconded: Vice President Tom Dyer

Vote: AIF

12. QUESTIONS FROM THE PUBLIC WITH NOTICE - Nil

13. PETITIONS/DEPUTATIONS - Nil

14. CURRENT/UPCOMING EVENTS

14.1. ALGA Conference – 13-16 June

Cr Peter Clee attended as a member of the ALGA Board and represented Wagait Shire Council at the Australian Council of Local Government.

14.2. LGANT & Cabinet Meeting – Wednesday 21 June 2:30-4:30pm

CEO and President will be attending a Cabinet round table for local government at Parliament House. Councils are able to contribute to the agenda in arrangement with LGANT and priority is given to common issues experienced by more than one council.

14.3. School Holiday Program – Monday 26 June

A program has been shared with community which includes activities such as fishing workshops, craft and sewing sessions, bouncy-castles and an excursion to the Territory Wildlife Park. A camping trip with Kenbi Rangers has been cancelled.

14.4. Territory Day – Saturday 1 July – Cloppenburg Park 6:30-7:30pm

Arrangements for 2023 Territory Day are underway and again supported by NT Major Events. Council has commenced advertising inviting the community to watch fireworks at Cloppenburg Park, BYO picnic food and drinks from 6:30pm.

14.4.1. Wagait Arts Festival Exhibition – Saturday 15 & Sunday 16 July – Community Centre

14.5. Wagait Arts Festival Market – Sunday 16 July – Council Grounds

14.7. Mandorah Ukelele Folk Festival – Saturday 22 July – Cox Club

15. LATE ITEMS AND GENERAL BUSINESS

16. IN-CAMERA ITEMS

Resolution No. 2023/106

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: President Neil White

Seconded: Vice President Tom Dyer

Vote: AIF

At 8:05 pm Council closed the meeting to the general public.

Confidential Items to be raised In-Camera:

- Minutes previous in-camera
- Insurance update

Resolution No. 2023/109

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 8:05 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 18 July 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 8:06 pm.