



WAGAIT SHIRE COUNCIL

AGENDA COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD
7PM TUESDAY 21 NOVEMBER 2023**

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

Date: **Tuesday 21 November 2023**

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 13 November 2023** if attending. Arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if requested.

Virginya Boon
Chief Executive Officer

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	4
6.1 Inwards Correspondence	4
6.2 Outwards Correspondence	4
7. COUNCILLORS’ REPORTS.....	5
7.1. President’s Report.....	5
8. OFFICERS’ REPORTS	5
8.1 CEO Report for the period 6 November to 17 November 2023	5
8.2 Works Manager’s Report for the period 14 October to 17 November 2023	7
9. ACTION SHEET for the period 14 October to 17 November 2023.....	9
10. FINANCIAL REPORTS	13
10.1 October 2023 Reports	13
10.2 October 2023 Supplier Payment History.....	13
10.3 Councillor Allowances	15
10.4 CEO Declaration.....	16
11. AGENDA ITEMS	16
11.1 Waste & Resource Management Funding	16
11.2 Grant Updates & Approvals	16
12.0QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE.....	17
13.0QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil	17
14.0PETITIONS/DEPUTATIONS – Nil	17
15.0CURRENT/UPCOMING EVENTS.....	17
15.1 Staff/Councillors Christmas Party	17
15.2 Office Closure	17
15.3 Australia Day Nominations – close Wednesday 6 December	17
15.4Suicide Prevention and Awareness Program – Kids Session and Parents Session.....	17
16.0LATE ITEMS AND GENERAL BUSINESS	18
Nil	18
17.0IN-CAMERA ITEMS	18
18.0DATE OF NEXT MEETING	18
19.0CLOSE 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, Virginia Boon

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 17 October 2023

**Resolution No. 2023/
That the Minutes of the Ordinary Meeting of Tuesday 17 October 2023 be confirmed by Council as a true and correct record.
Moved:
Seconded:
Vote:**

3.2. Matters arising from Minutes of Council Meeting Tuesday 17 October 2023

4. GUESTS – Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

The following correspondence has been received and sent in the period since the October 2023 meeting.

6.1 Inwards Correspondence

Date	From	About	
18/10/2023	Chief Minister	Appointment of N White to TE Regional Economic Growth Committee	email
18/10/2023	Fleetcare	CEO vehicle hire - signed contract and authorised signatory notification.	email
23/10/2023	Keep Australia Beautiful Council NT	Invitation to attend 2023 Territory Tidy Towns Sustainable Communities Awards dinner in Katherine - Friday 24 November 2023.	email
23/10/2023	LGANT	Convention Registration - 8-10 November 2023	email
23/10/2023	Office of the Chief Minister of NT	Letter of congratulations on nomination and appointment as member of Top End Regional Economic Growth Committee.	email
26/10/2023	Australia Day Council NT	2023 Australia Day Community Grant Application	email
27/10/2023	Department of Health	2023 Cyclone Shelter contact list	email
6/11/2023	Nexia Edwards	LRCI phase 2 and Remote Sports Program - 2023 acquittal audit reports	email
9/11/2023	Telstra	Land Access and Activity Notice - Darwin Harbour foreshore adjoining Section 35 Hundred of Bray (Mandorah) & Section 35, 36 and 103 Hundred of Bray	email
14/11/2023	Local Roads and Community Infrastructure Program	LRCI Phases 1-3 JULSEP2023 quarterly report: action required - cannot progress as some of the information provided is conflicting.	email
15/11/2023	Australia Day Council NT	Letter of offer for 2024 Australia Day Council NT grants programme - \$2,250.00	email

6.2 Outwards Correspondence

Date:	To:	About:	
23/10/2023	Dept of Infrastructure, Transport, Regional Dlv & Communications	Declaration - LCRI Qtr reports - Q1 2023-24	email
23/10/2023	Carers NT	2023 Carers NT Acquittal	email
25/10/2023	9 x residents	Cyclone Hard Waste Pickup letters regarding items that need payment	email
27/10/2023	Australia Day Council NT	signed 2023 Australia Day Grant application	email
27/10/2023	Department of Education	2023 Cyclone Shelter contact list	email
30/10/2023	CBA	Authorisation forms for V Boon and removal of R Glencross from bank accounts	email
3/11/2023	Nexia Edwards	Signed acquittals - LRCI phase 2 and Remote Sports Program	email
6/11/2023	17 x residents	1st overdue rates notices	email
6/11/2023	7 x residents	1st overdue rates notices	mailed
7/11/2023	Weeds Management Branch	Request to visit WSC and train for use of WeedMate App	email
10/11/2023	Minister of Local Government - Chansey Peach	2022 - 2023 WSC Annual Report and Audited Financial Statements	email
10/11/2023	NT Grants Commission	2022 - 2023 WSC Annual Report and Audited Financial Statements	email
13/11/2023	Hon Chansey Paech MLA	2022-2023 WSC Annual Report and Audited Financial Statements	mailed

13/11/2023	Minister Eva Lawler	Mandorah Marine facilities - project update	email
15/11/2023	Fleet Care	Request for quote	email
16/11/2023	Crown Land Management	Illegal Dumping	email

Resolution No. 2023/

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

Moved:

Seconded:

Vote:

7. COUNCILLORS' REPORTS

7.1. 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 14 October to 17 November 2023.

Moved:

Seconded:

Vote:

8. OFFICERS' REPORTS

8.1 CEO Report for the period 6 November to 17 November 2023

Staff	<ul style="list-style-type: none"> Handover: Policy Officer / Ag CEO
WHS	<ul style="list-style-type: none"> Staff Toolbox meetings x2
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none"> President weekly catchups x1 17 Nov Belyuen CEO catchups x1; 6 Nov Meetings/comms with civil works contractors; ?? Wagait Community Meeting; 11 Nov Meeting/Discussion Sport & Recreation – Opportunities for Sporting Activities in Belyuen, Coomalie and Wagait; 13 Nov Attended online briefing discussion on Circular Economy Grant Program to improve recycling outcomes; 13Nov Correspondence to Crown Land Office CLO re Occupational Licenses 6 Nov Meeting with DIPL to discuss Jetty Cleaning Contract and other opportunities 16 Nov Northern Region Emergency Committee meeting pre-season briefing; 16 Nov Correspondence with Veolia Waste Collection 2023-2025 RFT Meetings with Bowman Advisory re Community Meeting presentation; 10 Nov

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 – ongoing discussion with Builder and Designer to reduce cost • Solar lights (\$50k); council carpark installation partially completed • Ninja exercise equipment (\$145k); redesign and requote in progress (no further action taken) • Road Safety Audit & condition report (\$25k); completed, QS pending – reviewed and scheduling into works as well as requesting quotes • Road shoulder remediation (\$45k); in progress (no further action taken) • Waste Collection 2023-2025 RFT (\$200k); have accepted offer for a one plus one in conjunction with Belyuen Community Government Council
Projects	<p><u>Current Special Purpose Grant Applications Pending/New</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$39k); drainage and culverts, sport-court fence • WaRM #4 (\$75k); council to endorse proposal at Nov meeting <p><u>Reporting</u></p> <ul style="list-style-type: none"> • Preparation of Q1 Budget Review <p><u>Governance</u></p> <ul style="list-style-type: none"> • <p><u>Sport, Active Recreation & Community Resilience Programs</u></p> <ul style="list-style-type: none"> • Youth Program: the pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. Film night was held Sat 21 Oct and Hallowe'en party held on 28 Oct. • Seniors Program: Weekly Yoga and Pilates are still both very well attended. • Men's Program: has come to a standstill, with no engagement from the community. – as per last month's report (no further action) • Suicide Prevention Program events continue with the 'Adult' session held on Monday 6 Nov. All verbal reports heard have indicated it being a worthwhile event <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Two local businesses providers have advised of the services they offer <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council notices on Facebook & poster communications re: <ul style="list-style-type: none"> – Council organised Community events/information – Known Power outages and availability of Community Centre during these outages
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> • Seniors Christmas Party – 11:30am to 2pm 7 December, Cox Country Club • Kids Christmas Concert – 5:30pm til Late 16 December, Cloppenburg Park • Council Elected Members, Council Staff, Volunteers Bush Fire Brigade and NTES Christmas Party – 22 December, Community Centre

8.2 Works Manager's Report for the period 14 October to 17 November 2023

Staff/HR, PD & Training, WHS	<p>Leave Rowan Roberts Annual Leave 6th 7th November 2023 Rowan Roberts RDO 3th November 2023</p>
WHS	<ul style="list-style-type: none"> • Incidents > NIL
Meetings	<ul style="list-style-type: none"> • Staff Toolbox and planning x 3
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> • Bore Runs x 15 • Water Samples x 10 and 6months annually x17 • Mow and Snip Water Compound
Actions	<p><u>Jetty Maintenance (contract works)</u></p> <ul style="list-style-type: none"> • Jetty wash x 13 • Boat Ramp Removal of Alge • Blasting and scraping of barnacles on jetty grates • Reported walking Platform still wired on • Mowing Snipping and poison Carpark Area <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 9 • Council bins in, out & cleaned weekly x 47 • Clean up at hard-waste compound ongoing • Changed out 2 skip bin • Road side Pick up 4 skip bins • Steel bin filled with Fridges • All Fridges Freezers and Aircons Degassed x 52 • No more White Goods Accepted till after wet Season <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 ongoing <p><u>Environmental Management & Maintenance</u></p> <p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Shoulder repair work, ongoing. • Use sweeper on mower and tidy up after the shoulder work. • Straighten knocked kerbs on Wagait Tower Rd <p><u>Vehicle and Plant</u></p> <p><u>Belyuen Council returned Mower and Sweeper for use on their community</u></p> <p><u>Received New Mower from RDO</u></p> <p><u>Hino Truck sent to Pickle Auctions</u></p> <p><u>Council Grounds/Sports Ground</u></p> <p>Gurnie and Paint CEO House Mow and snip Sports Ground</p>

Resolution No. 2023/

That council receives and accepts the Officers' reports for 14 October to 17 November 2023.

Moved:

Seconded:

Vote:

9. ACTION SHEET for the period 14 October to 17 November 2023

Item	Res No	Resolution	Date	Status
1	None	Water Compound Masterplan	17/11/2023	No further action taken to date.
			10/10/2023	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	17/11/2023	No further action to date for shared services with Belyuen. Beach access sites – work still ongoing
			10/10/2023	Letter received from NTG LG Unit confirming NFA on boundary reform. Belyuen, Coomalie and Wagait CEOs met to discuss opportunity for shared services and a response to letter. Crown Land advised the OL's for Baluria and Erickson beach access carparks are being considered. Remediation works on both sites commences 16 October.
			11/09/2023	CEO and President met with NTG LG Unit on 18 August to discuss LAP and boundary reform as well as current projects. LG advised that no further action will be taken to amalgamate councils in the foreseeable future. Council will undertake a 5-10 year strategic planning process with the community and other stakeholders commencing September.
			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.

2020/113	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 Local Area Planning and related issues.	
	09/09/2020	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	17/11/2023
03/10/2023			Letter from council to CE Dept Health with request to convene working group as proposed.
10/09/2023			CEO and President met with CE Dept Health Prof Marco Briceno on 16 August to discuss concerns, issues & options to progress health services in Wagait Beach. A regional approach to increase services overall is proposed through a dedicated working group which will also include Belyuen, Dundee and Berry Springs as well as other allied stakeholders such as PHN, NDIS, Top End Health and the Dept.
13/07/2023			Letter to new CE 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 CE 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 (19-20 April).
			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.
			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.
			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	17/11/2023	No further action taken to date.
			10/10/2023	No change.
			14/09/2023	CMC-LG Animal Management Working Group meeting was held on 14 September and animal management legislation was discussed. LGANT and NTG Animal Welfare also attended and it is proposed further research be undertaken by CMC and LGANT to progress several actions including sensitive information sharing, consistent penalty systems and definitions, and animal legislation that captures relevant regulations in control orders that are not in the Development Planning Guidelines for rural, remote and unincorporated property. CMC-LG will provide regular updates on progress of subordinate legislation to parliamentary council.
			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	WSC hosted the TOPROC Animal Management Reference Group (AMRG) 24 June, 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.. 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 14 October to 17 November 2023.

Moved:

Seconded:

Vote:

10. FINANCIAL REPORTS

10.1 October 2023 Reports

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

10.2 October 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/10/2023	Rural Fire Protection - 6 monthly fire equipment service - fire extinguisher services	\$735.96	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - renewal	\$1,487.42	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - renewal	\$1,614.21	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Motor Vehicle - Renewal	\$5,057.50	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Stamp Duty	\$505.75	
1/10/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - JLT Discretionary Trust - Renewal	\$27,422.47	
1/10/2023	Northern Australian Foundations and Anchoring Pty Ltd - Install 3 x Foundations for 6m light poles	\$3,850.00	
2/10/2023	Optus - Optus mobile phone charges		\$244.20
2/10/2023	Optus - Optus phone charges - phone fax internet		\$80.00
2/10/2023	Renee Pollard Exp Claim - Food for Skateboard session for 2.10.23	\$12.90	
2/10/2023	Severine Meunier - Senior Yoga Classes for Monday 11 Sept, 18 Sept and 25 Sept	\$300.00	
2/10/2023	CBA - Merchant fees		\$318.97
5/10/2023	Central Business Equipment - Copy and printing charges	\$495.01	
5/10/2023	St John - Credit for Overpayment on Inv 690106	-\$190.00	
6/10/2023	Fleetcare - CEO vehicle - leasing charges	\$1,427.12	
8/10/2023	RBK Contracting - Road verge rehab works from 4 September 2023 to 20 September 2023	\$10,175.00	
9/10/2023	Wagait Beach Supermarket - Coca Cola	\$2.80	
9/10/2023	Wagait Beach Supermarket - Diesel	\$133.30	
9/10/2023	Wagait Beach Supermarket - Diesel	\$16.95	
9/10/2023	Wagait Beach Supermarket - Diesel	-\$5.80	
9/10/2023	Wagait Beach Supermarket - Diesel	\$114.40	
9/10/2023	Wagait Beach Supermarket - Diesel	\$130.50	
9/10/2023	Wagait Beach Supermarket - Diesel	\$135.00	
9/10/2023	Wagait Beach Supermarket - Diesel	\$122.65	
9/10/2023	Wagait Beach Supermarket - Ice	\$5.00	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.45	
9/10/2023	Wagait Beach Supermarket - Petrol	-\$1.36	
9/10/2023	Wagait Beach Supermarket - Petrol	\$10.15	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.90	
9/10/2023	Wagait Beach Supermarket - Petrol	\$9.84	
9/10/2023	Wagait Beach Supermarket - Petrol	\$12.00	
9/10/2023	Wagait Beach Supermarket - Petrol	\$23.70	
9/10/2023	Wagait Beach Supermarket - Petrol	\$9.45	
9/10/2023	Wagait Beach Supermarket - Petrol	\$14.75	
9/10/2023	Wagait Beach Supermarket - Petrol	\$15.50	

9/10/2023	Wagait Beach Supermarket - Petrol	\$15.03	
9/10/2023	Wagait Beach Supermarket - Biscuits	\$17.76	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Soy Milk	\$3.75	
9/10/2023	Wagait Beach Supermarket - Milk	\$4.65	
9/10/2023	Wagait Beach Supermarket - Sausage Rolls	\$50.00	
9/10/2023	Wagait Beach Supermarket - Soy Milk	\$3.75	
10/10/2023	Jennifer Foley - Supply prepare and cook Halloween food for Children's class	\$593.87	
10/10/2023	Amy's Hearings - Jewellery making necklaces, earrings, bracelets, anklets	\$350.00	
10/10/2023	Pest Off - General pest treatment for Council Office	\$298.00	
10/10/2023	Pest Off - General pest treatment Sports Ground	\$298.00	
10/10/2023	Pest Off - General pest treatment Community Centre	\$298.00	
10/10/2023	Pest Off - General pest treatment for Workshop	\$298.00	
10/10/2023	Pest Off - General pest treatment for CEO House	\$298.00	
10/10/2023	Ian Manahan - CEO house water	\$170.00	
10/10/2023	Power Water - water swipe card - purchase of water	\$110.94	
11/10/2023	Colleen Fergusson - Council meeting meals for meeting	\$230.00	
11/10/2023	Alloy & Stainless Products - 5 x sets mower blades - BR-07473S		\$478.12
11/10/2023	Rowan Roberts Exp Claim - Broom cobweb for cleaning jetty	\$17.20	
11/10/2023	Rowan Roberts Exp Claim - Gas bottles for Power Water contract	\$24.00	
12/10/2023	Stantec - Wagait RSA and Condition Assessment - Final report		\$5,435.76
13/10/2023	Carmel Ryan - Workshop for Halloween	\$190.00	
16/10/2023	MJ Electrical - Repairs to Workshop air conditioner	\$180.00	
16/10/2023	MJ Electrical - install power circuit from workshop building to corner structure.	\$1,610.00	
16/10/2023	CBA - Commbiz fees		\$0.62
16/10/2023	CBA - Commbiz fees		\$14.00
16/10/2023	CBA - Commbiz fees		\$0.30
16/10/2023	CBA - Commbiz fees		\$11.09
18/10/2023	Totally Work Wear - K Courts - Uniform	\$92.00	
18/10/2023	Sue Chaplin/Snapper Artsy - Gift for Renita Glencross - go away present	\$220.00	
19/10/2023	Michelle (Miki) Ensbey - Senior Week workshop	\$340.30	
20/10/2023	Jacana Energy - Electricity for 142 Wagait Tower Road	\$1,368.20	
20/10/2023	RDO Equipment - 1 x JD Z997R Mower (Zero-turn) Quote # 197590 (Rodney Greenwood)	\$46,950.00	
20/10/2023	Optus - mobile charges		\$259.20
20/10/2023	Optus - office phone/fax for month of September 2023		\$80.00
20/10/2023	Han Na Park Expense Claim - Reimbursement for travel	\$114.53	
22/10/2023	PBI Haulage - Supply and deliver type 2 gravel	\$8,013.17	
23/10/2023	Fiona Carter Exp. Claim - Wrapping Paper for CEO present	\$9.45	
23/10/2023	Pamela Wanrooy Exp Claim - Taxi Fare - Australia Day Preparation	\$20.00	
24/10/2023	Severine Meunier - Pilates classes for 9 October 2023 and 23 October 2023	\$314.53	
25/10/2023	Colleen Fergusson - October monthly council meeting for 7 people	\$154.00	
25/10/2023	Colleen Fergusson - Provide salads for outgoing CEO send off BBQ night	\$280.00	
26/10/2023	Renee Pollard Exp Claim - Suicide Prevention - Food for adults' session for 6.10.23	\$33.55	
26/10/2023	Renee Pollard Exp Claim - Suicide Prevention - food for adults' session for 6.10.23	\$36.35	
26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October Food for Youth party	\$158.74	
26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October Food for Youth party	\$70.07	
26/10/2023	Renee Pollard Exp Claim - Halloween party - Friday 27 October food for Youth party	\$15.23	
26/10/2023	Renee Pollard Exp Claim - Cleaning Supplies	\$7.90	
26/10/2023	Renee Pollard Exp Claim - Cleaning supplies	\$39.46	

27/10/2023	Curby's (NT) Pty Ltd -Australia Day 2024 Fun run	\$79.20	
31/10/2023	Veolia Environmental Services - Hard waste pickup	\$5,257.82	
31/10/2023	Veolia Environmental Services - Regular wheelie bin pickups - October 2023	\$5,243.61	
CREDIT CARD - CEO			
1/10/2023	Xero - Xero monthly subscription and analytics		\$140.00
1/10/2023	Apple Itunes - Icloud storage - CEO phone		\$1.49
3/10/2023	Encore Pilates & Wellness - Online Pilates class	\$79.00	
5/10/2023	Officeworks - Stationery	\$4.95	
5/10/2023	Officeworks - Desktop monitor for CEO Serial no's: UHB2324019208 and UHB2315005031	\$294.00	
6/10/2023	Microsoft - Microsoft Subscription		\$102.85
6/10/2023	Microsoft - Microsoft Subscription		\$126.28
9/10/2023	Ray's Cafe Patisserie - CEO lunch	\$30.36	
9/10/2023	Golden Sands Retreat - Accommodation - V Boon	\$556.15	
10/10/2023	Officeworks - Desktop monitors for CEO office	\$220.00	
12/10/2023	Spot Trace - Activity statement - subscription		\$289.02
12/10/2023	CBA - Bank fees		\$7.23
13/10/2023	Adobe Systems Incorporated - Adobe Subscription		\$18.69
16/10/2023	Puma - CEO fuel	\$123.56	
16/10/2023	Bunnings - Ratsack for Workshop	\$16.93	
16/10/2023	Woolworths - CEO Farewell BBQ - food	\$100.02	
16/10/2023	Malone's Butchery - CEO Farewell BBQ - meat	\$163.49	
16/10/2023	Woolworths - Carers NT 2023 - food for morning tea	\$29.25	
16/10/2023	Woolworths - Carers NT 2023 - food for morning tea	\$32.20	
16/10/2023	Woolworths - Carers NT 2023 - morning tea	\$235.98	
16/10/2023	Woolworths - Cyclone shelter - batteries and milk	\$34.50	
16/10/2023	Woolworths - Cyclone shelter - milk	\$18.00	
16/10/2023	Brumby's - CEO farewell BBQ - bread rolls	\$28.00	
18/10/2023	Copytime - Annual Report 2022-2023 - printing copies	\$29.70	
18/10/2023	Caltex Berry Springs #49793732 - CEO fuel	\$79.50	
18/10/2023	Adobe Systems Incorporated - Adobe monthly subscription		\$29.99
19/10/2023	REINT - Tenancy Agreement - CEO lease for accommodation	\$60.00	
19/10/2023	PayStay - CEO vehicle Parking - R Glencross	\$20.00	
20/10/2023	Steve Coulton - Accommodation - V Boon - CEO	\$185.38	
26/10/2023	Survey Monkey - monthly subscription		\$13.00
27/10/2023	Mailchimp - Monthly subscription		\$20.58
27/10/2023	CBA - Bank fees		\$0.51
27/10/2023	NT News - monthly subscription - NT News	\$14.00	
CREDIT CARD			
2/10/2023	Motor Vehicle Registry - Hino Truck Registration - 974016	\$50.60	
2/10/2023	Motor Vehicle Registry - Hino Truck Registration - 974016	\$61.00	
27/10/2023	Berry Springs Home Hardware - Community Centre - Hinges to fix cupboard door	\$23.21	
27/10/2023	Berry Springs Home Hardware - Workshop - padlocks and fan	\$231.00	
27/10/2023	Berry Springs Home Hardware - CEO House - paint for veranda	\$357.44	
31/10/2023	Dulux Trade Centre - Beach Access - Paint	\$165.80	
31/10/2023	Dulux Trade Centre - CEO House - Paint and painting equipment for CEO veranda	\$665.61	

10.3 Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2023 to 31 October 2023 is \$5,744.71.
The total year-to-date payment for professional development expenses is \$7,709.09.

10.4 CEO Declaration

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

10.4.1 The internal controls implemented by the council are appropriate; and

10.4.2 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 October 2023.
Moved:
Seconded:
Vote:**

11. AGENDA ITEMS

11.1 Waste & Resource Management Funding

Please see attached Council Meeting Brief.

**Resolution No. 2023/
That Council receives and notes the proposal to allocate the 2023-24 WaRm Funding to the ReDiscovery Centre Project..
Moved:
Seconded:
Vote:**

11.2 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. Those highlighted are new or have new information.

The following are council's current approved special purpose 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
Road Verges & fencing	LCRI Phase 4	39,000	TBC	Pending
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)	62,126	13,256	In progress
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	Completed
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress
Suicide Prevention program	DoH	10,000	*500	In Progress
TBC	WaRM #4 2023-24	75,000	0	TBA

Resolution No. 2023/

That council notes the special purpose grants update information provided.

Moved:

Seconded:

Vote:

12.0 QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

13.0 QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil

14.0 PETITIONS/DEPUTATIONS – Nil

15.0 CURRENT/UPCOMING EVENTS

15.1 Staff/Councillors Christmas Party

- 7 December – Seniors Xmas party at Cox Country Club from 11.30am to 2pm
- 16 December – Kids Xmas concert at Cloppenburg Park from 5pm
- 22 December – Staff/Councillor/Volunteer Xmas party from 3.00pm in Community Centre

15.2 Office Closure

Council office will be closed for the Christmas and New Year holiday period from Monday 25 December 2023 and reopen on Tuesday 2 January 2024.

15.3 Australia Day Nominations – close Wednesday 6 December

Nominations for Citizen of the Year, Senior of the Year, Young person of the Year and Community Group/Activity of the Year opened on Monday 21 October 2023 and will close on Wednesday 6 December 2024. A Special Council Meeting will be held on December 2023 to discuss the nominations for the Australia Day 2024 awards.

15.4 Suicide Prevention and Awareness Program – Kids Session and Parents Session

The Suicide Prevention and Awareness Program for the Kids and Parents session has been postponed until early 2024.

16.0 LATE ITEMS AND GENERAL BUSINESS

Nil

17.0 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 and return to Standing Orders.

Moved:

Seconded:

Vote:

At pm Council opened the meeting to the general public.

18.0 DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 16 January 2024 in the Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

19.0 CLOSE OF MEETING

The Chair declared the meeting closed at pm.



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD
7PM TUESDAY 17 OCTOBER 2023**

CONTENTS

1.	OPENING OF MEETING	3
2.	DECLARATION OF INTERESTS	3
3.	CONFIRMATION OF MINUTES	3
4.	GUESTS – Noel Clifford, Director Nexia Edwards (Auditor).....	3
5.	CHANGE TO STANDING ORDERS	4
6.	INWARDS AND OUTWARDS CORRESPONDENCE.....	4
6.1	Inwards Correspondence.....	4
6.2	Outwards Correspondence.....	4
7.	COUNCILLORS’ REPORTS	5
7.1.	President’s Report	5
8.	OFFICERS’ REPORTS	5
8.1.	CEO Report for the period 18 September to 13 October 2023	5
7.2.	Works Manager’s Report for the period 18 September to 13 October 2023	6
8.	ACTION SHEET for the period 18 September to 13 October 2023	8
9.	FINANCIAL REPORTS	12
9.1.	September 2023 Reports.....	12
9.2.	Q1 Snapshot & Budget Review.....	12
9.3.	September 2023 Supplier Payment History	12
9.4.	Councillor Allowances	13
10.	AGENDA ITEMS.....	14
10.1.	Financial Statements for the Year Ending 30 June 2023	Error! Bookmark not defined.
10.2.	Annual Report for 2022-23.....	Error! Bookmark not defined.
10.3.	Policy Review	14
10.4.	Grant Updates & Approvals.....	14
11.	QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE.....	15
12.	QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil	15
13.	PETITIONS/DEPUTATIONS – Nil	15
14.	CURRENT/UPCOMING EVENTS.....	15
14.3.	Community BBQ – from 5:30pm Friday 20 October – Council Grounds.....	15
15.	LATE ITEMS AND GENERAL BUSINESS	16
15.1.	Strategic Planning Update	16
15.2.	Welcome to Wagait Sign Update	16
16.	IN-CAMERA ITEMS.....	16
17.	DATE OF NEXT MEETING	17
18.	CLOSE OF MEETING	17

1. OPENING OF MEETING

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

Staff: CEO, Renita Glencross (outgoing)
CEO, Virginya Boon (incoming)

1.1. Address by Chair and President

The President welcomes the new CEO and guests to the council meeting and 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

<p>Resolution No. 2023/167 That the apologies of Cr Peter Clee be accepted by Council. Moved: President Neil White Seconded: Cr Sarah Smith Vote: AIF</p>
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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 19 September 2023

<p>Resolution No. 2023/168 That the Minutes of the Ordinary Meeting of Tuesday 19 September 2023 be confirmed by Council as a true and correct record. Moved: Cr Sarah Smith Seconded: Vice President Tom Dyer Vote: AIF</p>

3.2. Matters arising from Minutes of Council Meeting Tuesday 19 September 2023 – NIL

4. GUESTS – Noel Clifford, Director Nexia Edwards (Auditor)

Mr Clifford will present the council's Financial Statement for the Financial Year ending 30 June 2023.

5. CHANGE TO STANDING ORDERS

Council President asks council to accept a change to Standing Orders to Agenda Item 10.1 and hear from Mr Clifford,
with regard to the council's Financial Statement for the Financial Year ending 30 June 2023.

Resolution No. 2023/169

That the council accept a change to Standing Orders and move to in-camera Item 16.1 to receive Mr Clifford's presentation on the council's Financial Statements for 2023.

Moved: Cr Michael Vaughan

Seconded: Vice President Tom Dyer

Vote: AIF

After the presentation by the Auditor, the meeting returned to standing orders.

6. INWARDS AND OUTWARDS CORRESPONDENCE

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

6.1 Inwards Correspondence

21/09/2023	LGANT	Letter advising proposed Single Use Plastics Ban in NT	email
21/09/2023	Chief Minister and Cabinet	Disaster Recovery Funding arrangements - \$25,000 for shires	email
29/09/2023	Carers NT	National Carers Week	email
3/10/2023	Health Department CE	Email acknowledging receipt of correspondence	email
4/10/2023	NT Remuneration Tribunal	Review of Allowances for Local Government Council & LA's	email
10/10/2023	Valuations	Reconciliation report for Wagait for September 2022 values	email
12/10/2023	LGANT	Rateable Mineral Titles - August 2023	email
13/10/2023	NT Electoral Commission	2022 Wagait Shire Council by-election report	email
13/10/2023	Crown Land	Application Crown Land Licence Section 104 Hundred of Bray	email
13/10/2023	LGANT	Remuneration Tribunal inquiry - Council member allowances	email
13/10/2023	Coomalie CEO	Boundary Reform proposal	email

6.2 Outwards Correspondence

21/09/2023	Australian Electoral Com	Signed Agreement for Community Centre for Referendum	email
21/09/2023	NT Grants	Executed grant agreement - QRS School Holiday Program	email
22/09/2023	The Hon Dr Anne Aly MP	Support for regional early learning services	email
22/09/2023	LG Grants	Acceptance of 2023-24 Waste and Resource Management	email
26/09/2023	Nexia Edwards	2023 Procedures Questionnaire completed	email
27/09/2023	Australian Electoral Com	Executed Agreement for use of Premises for Referendum	email
29/09/2023	JLT	GIO Workers Compensation - Declaration of Actual Wages	email
3/10/2023	CEO, Department Health	Follow up letter regarding health service delivery	email
4/10/2023	7 x CEO Position candidates	Letter advising CEO position filled	email
4/10/2023	Carers NT	Funding application for carers morning tea 18 October 23	email
12/10/2023	LGANT	Inaugural Circular Economy Award nomination	email
13/10/2023	Coomalie CEO	Boundary Reform proposal	email

Resolution No. 2023/170

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

Moved: President Neil White

Seconded: Vice President Tom Dyer

Vote: AIF

7. COUNCILLORS' REPORTS

7.1. President's Report

Please see President's report attached.

Resolution No. 2023/171

That Council receives and notes President Neil White's report for the period 18 September to 13 October 2023.

Moved: President Neil White

Seconded: Cr Sarah Smith

Vote: AIF

8. OFFICERS' REPORTS

8.1. CEO Report for the period 18 September to 13 October 2023

Staff	<ul style="list-style-type: none">• Leave: RG (PL 18-21/09); RP (AL 13-20/10); FC (PL 10/10)• Recruitment: CEO interviews and panel coordination
WHS	<ul style="list-style-type: none">• Staff Toolbox meetings x3• Staff WIP meetings x2 (changed schedule of meetings due to staff)
Meetings and Correspondence	<p><u>Council Business</u></p> <ul style="list-style-type: none">• President weekly catchups x3• Belyuen CEO catchups ; 25 Sept• Correspondence with Auditors responding to audit queries ; 26 Sept, 4 Oct• Meetings/comms with civil works contractors ; 21 Sept, 4 Oct, 12 Oct• DCMC Top End Regional Coordination Committee; 25 Sept• Special council meeting ; 27 Sept• Cox Peninsula Transport & Tourism Committee meeting ; 2 Oct• Strategic Planning workshops ; staff 22 Sept ; councillors 5 Oct• Audit Committee meeting ; 10 Oct• Emergency Committee meeting ; 12 Oct• Discussions with MLA office, Belyuen, Dundee Progress Assoc & Berry Springs with regard to Regional Health working Group• Correspondence to CE DoH regarding Regional Health working group• Correspondence to Crown Land Office CLO re Occupational Licenses• Correspondence CEO position candidates and panel• Correspondence with respondents to Waste Collection 2023-2025 RFT• Nomination for LGANT long service awards• Nomination for LGANT inaugural circular economy award
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 partially completed• Ninja exercise equipment (\$145k) ; redesign and requote in progress• Road Safety Audit & condition report (\$25k) ; completed, QS pending• Road shoulder remediation (\$45k) ; in progress• Waste Collection 2023-2025 RFT (\$200k); in progress

Projects	<p><u>Current Special Purpose Grant Applications Pending/New</u></p> <ul style="list-style-type: none"> LCRI-PH4 (\$39k) ; drainage and culverts, sport-court fence WaRM #4 (\$75k) ; council to endorse proposal at Nov meeting <p><u>Reporting</u></p> <ul style="list-style-type: none"> LRCI all phases progress reports for Q1 completed Youth QRS School Holiday Program (2k) completed Preparation of the Annual Report <p><u>Governance</u></p> <ul style="list-style-type: none"> Preparation of minutes for WSC and Audit Committee meetings Policy reviews ; Code of Conduct, HR Management, Rates & Charges <p><u>Sport, Active Recreation & Community Resilience Programs</u></p> <ul style="list-style-type: none"> Youth Program: the Sept/Oct school holiday program was well attended and pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. Film night is rescheduled for Sat 21 Oct and Hallowe'en party 28 Oct. Seniors Program: Weekly Yoga and Pilates are still both very well attended. Men's Program: has come to a standstill, with no engagement from the community. Suicide Prevention Program events continue with an 'Adult' session in the Community Centre on Monday 6 November at 6:30pm <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> Enquiries about road verge works and drainage <p><u>Public Communications</u></p> <ul style="list-style-type: none"> Council monthly e-newsletter, Facebook & poster communications re: <ul style="list-style-type: none"> Pre-Cyclone Preparations Strategic Planning surveys Introducing new CEO & community event updates Beach Access upgrades
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> CEO Farewell BBQ – Friday 20 October, Council Grounds Youth Film Night (rescheduled) – Sat 21 October, Cloppenburg Park Youth Hallowe'en Party – Sat 28 October, Cloppenburg Park Suicide Prevention Program 'Adult' session – 6:30 Monday 6 November Pre-Cyclone Workshop – 9am Sat 11 November, Community Centre Community Consultation Meeting – 10am Sat 11 November, Community Centre

7.2. Works Manager's Report for the period 18 September to 13 October 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> Leave – R Roberts (PL) 6 Sept; = Leave – J Allcorn (RDO) 28 Sept (AL) 4-6 Oct
WHS	<ul style="list-style-type: none"> Incidents/Accidents – NIL
Meetings	<ul style="list-style-type: none"> Staff Toolbox and planning x3
Contracts	<p><u>Power Water</u></p> <ul style="list-style-type: none"> Bore Runs x15 Water Samples x10 <p><u>Jetty Maintenance</u></p> <ul style="list-style-type: none"> Jetty wash and rubbish collection x13 Boat ramp removal of algae Blasting and scraping of barnacles on jetty landing grates Reported walking Platform dislodged and wired it back on ; 19 Oct

Actions	<p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Shoulder repair work, ongoing • Use sweeper on mower and tidy up after the shoulder work • Straighten knocked kerbs on Wagait Tower Rd <p><u>Vehicle & Plant Maintenance</u></p> <ul style="list-style-type: none"> • Sweeper transport to Belyuen and return (hire 3 days) <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x3 <p><u>Environmental Maintenance & Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 9 • Council bins in, out & cleaned weekly x 47 • Clean up at hard-waste compound ongoing • Changed out 2 skip bins at hard-waste compound <p><u>Contractor Management & Support</u></p> <ul style="list-style-type: none"> • Water, gravel & sweeping for road-shoulder remediation • Solar light installation in council carpark
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- Focus on progressing the regional health working group. CEO has spoken to Belyuen and Dundee. Waiting on CE from Dept of Health to notify meeting date.
- Cox Peninsula transport and tourism committee meeting had several key representatives missing. Sealink continues to struggle with alcohol management. Sealink has charted a decline in fares and is considering reducing services.
- Solar lights have been installed at the council carpark at a cost of \$3,500. Remaining lights will be installed at Cloppenburg Park (for skate-park). Installation cost will be included in the next stage of the skate park development. Increased installation cost was due to installation being more complex than planned, along with the need for specialist equipment to install into hard ground.
- Some concerns have been raised in the community about the quality of the shoulder remediation work. The work has not yet been completed.
- ReDiscovery Centre funding variation request approved on 16 October from Dept of Local Government to extend the timeline for using the grant. This now means the ReDiscovery Centre development can go ahead. CEO has a meeting with a construction team on Thursday 19 October.

Resolution No. 2023/172
That council receives and accepts the Officers' reports for 18 September to 13 October 2023.
Moved: President Neil White
Seconded: Vice President Tom Dyer
Vote: AIF

8. ACTION SHEET for the period 18 September to 13 October 2023

Item	Res No	Resolution	Date	Status
1	None	Water Compound Masterplan	10/10/2023	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	10/10/2023	Letter received from NTG LG Unit confirming NFA on boundary reform. Belyuen, Coomalie and Wagait CEOs met to discuss opportunity for shared services and a response to letter. Crown Land advised the OL's for Baluria and Erickson beach access carparks are being considered. Remediation works on both sites commences 16 October.
			11/09/2023	CEO and President met with NTG LG Unit on 18 August to discuss LAP and boundary reform as well as current projects. LG advised that no further action will be taken to amalgamate councils in the foreseeable future. Council will undertake a 5-10 year strategic planning process with the community and other stakeholders commencing September.
			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.
	2020/113		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 Local Area Planning and related issues.
		09/09/2020	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	03/10/2023	Letter from council to CE Dept Health with request to convene working group as proposed.
		10/09/2023	CEO and President met with CE Dept Health Prof Marco Briceno on 16 August to discuss concerns, issues & options to progress health services in Wagait Beach. A regional approach to increase services overall is proposed through a dedicated working group which will also include Belyuen, Dundee and Berry Springs as well as other allied stakeholders such as PHN, NDIS, Top End Health and the Dept.
		13/07/2023	Letter to new CE 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 CE 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 (19-20 April).

			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.
			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.
			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	10/10/2023	No change.
			14/09/2023	CMC-LG Animal Management Working Group meeting was held on 14 September and animal management legislation was discussed. LGANT and NTG Animal Welfare also attended and it is proposed further research be undertaken by CMC and LGANT to progress several actions including sensitive information sharing, consistent penalty systems and definitions, and animal legislation that captures relevant regulations in control orders that are not in the Development Planning Guidelines for rural, remote and unincorporated property. CMC-LG will provide regular updates on progress of subordinate legislation to parliamentary council.
			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	WSC hosted the TOPROC Animal Management Reference Group (AMRG) 24 June, 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.. 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.

Cat By-laws are waiting on the animal management working group that has been set up by local government to come back to council about progress of subordinate legislation through parliamentary council. The group is looking at uniform animal management.

Resolution No. 2023/173

That council receives and accepts the Action Sheet for 18 September to 13 October 2023.

Moved: Cr Sarah Smith

Seconded: Cr Michael Vaughan

Vote: AIF

9. FINANCIAL REPORTS

9.1. September 2023 Reports

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

9.2. Q1 Snapshot & Budget Review

9.3. September 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/09/2023	Nexia Edwards Marshall NT - Audit - third instalment	\$2,750.00	
1/09/2023	Han Na Park Expense Claim - H. Park Sealink Claim	\$113.40	
2/09/2023	Fiona Carter Exp. Claim - Pens coloured	\$22.73	
2/09/2023	Fiona Carter Exp. Claim - Coloured pencils and bubbles	\$43.65	
2/09/2023	CBA - Merchant fees		\$202.69
4/09/2023	Balanced Choice Program - Session for Wagait Youth 31/8	\$330.00	
4/09/2023	CBA - bank fees		\$2.50
5/09/2023	Shauna Upton (Karuna Yoga Wellness) - Senior's Yoga Aug-Sep + Ferry pass	\$413.40	
5/09/2023	PBI Haulage - Supply & deliver type 2 gravel to WSC	\$2,385.90	
6/09/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Management Liability Renewal	\$5,783.12	
6/09/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Stamp Duty	\$578.31	
6/09/2023	Central Business Equipment - Photocopier Rental & printing charges	\$624.30	
7/09/2023	Power Water - Water Swipe card - water	\$95.05	
7/09/2023	Wagait Beach Supermarket - Inv 22906 Biscuits	\$26.64	
7/09/2023	Wagait Beach Supermarket - Inv 22956 Biscuits	\$8.88	
7/09/2023	Wagait Beach Supermarket - Inv 22956 Groceries and Milk	\$19.65	
7/09/2023	Wagait Beach Supermarket - Inv 22964 Biscuits	\$8.88	
7/09/2023	Wagait Beach Supermarket - Inv 22964 Soy Milk	\$3.75	
7/09/2023	Wagait Beach Supermarket - Inv 22906 Milk	\$5.99	
7/09/2023	Wagait Beach Supermarket - Inv 22920 Unleaded Petrol	\$14.53	
7/09/2023	Wagait Beach Supermarket - Inv 22934 30 10c stamps	\$3.00	
7/09/2023	Wagait Beach Supermarket - Inv 22928 Diesel for Seniors Outing	\$59.60	
7/09/2023	Wagait Beach Supermarket - Inv 22929 Biscuits	\$8.88	
7/09/2023	Wagait Beach Supermarket - Inv 22929 Milk	\$4.65	
7/09/2023	Wagait Beach Supermarket - Inv 22921 Wooden Forks	\$14.95	
7/09/2023	Wagait Beach Supermarket - Inv 22940 Ice	\$10.00	
7/09/2023	Wagait Beach Supermarket - Inv 22941 Confectionary	\$16.50	
7/09/2023	Wagait Beach Supermarket - Inv 22920 Coca Cola for blackboard cleaning	\$2.80	
7/09/2023	Wagait Beach Supermarket - Inv 22925 Coca Cola for blackboard cleaning	\$2.80	
7/09/2023	Wagait Beach Supermarket - Inv 22950 Coca Cola for blackboard cleaning	\$2.80	
7/09/2023	Wagait Beach Supermarket - Inv 22931 Diesel	\$145.00	
7/09/2023	Wagait Beach Supermarket - Inv 22969 Diesel	\$138.87	
7/09/2023	Wagait Beach Supermarket - Inv 22893 Diesel	\$108.83	
7/09/2023	Wagait Beach Supermarket - Inv 22920 Diesel	\$140.00	
7/09/2023	Fleetcare - Car Lease CEO vehicle		\$1,427.12
9/09/2023	RBK Contracting - road repair June to August 23	\$45,595.00	
11/09/2023	Top Notch Mobile Detailing - Detail CEO vehicle	\$880.00	

11/09/2023	Ken's Plumbing Pty Ltd - Repair plumbing Office Sink	\$341.00	
11/09/2023	Balanced Choice Program - Balanced Choice session 10/9	\$330.00	
12/09/2023	Neil White Expense Claim - Personal use of WSC CC in emergency	-\$35.96	
13/09/2023	Trojon Fencing - 15 Vehicle Movement Barriers	\$3,450.00	
13/09/2023	Trojon Fencing - 3 access gates	\$1,050.00	
13/09/2023	Harvey Distributors - Credit Ref for Overpayment	-\$684.74	
14/09/2023	Ian Manahan - Water supply to CEO house	\$170.00	
15/09/2023	CBA - Commbiz fees		\$0.31
15/09/2023	CBA - Commbiz fees		\$10.01
15/09/2023	Ian Manahan - Load water to Sports Ground amenities	\$170.00	
18/09/2023	Cox Country Club - Suicide Prevention Community Event	\$2,000.00	
18/09/2023	CBA - bank fees		\$2.50
18/09/2023	Motor Vehicle Registry - Works Ute registration - CD33GS	\$607.25	
18/09/2023	Motor Vehicle Registry - Works Ute registration - CD33GS	\$224.00	
21/09/2023	Renee Pollard Exp Claim - Food for School Holiday program for Sports and Rec	\$310.20	
21/09/2023	Renee Pollard Exp Claim - Food for School Holiday program for Sports and Rec	\$48.70	
21/09/2023	Renee Pollard Exp Claim - Food for Seniors Health Lifestyle morning	\$16.40	
22/09/2023	Ferry ticket consultant of Useful Projects to attend Suicide Prevention Program	\$114.53	
25/09/2023	Ian Manahan - 13,000 litre water	\$170.00	
26/09/2023	Kokoda Industries - SP Equipment	\$1,514.00	
26/09/2023	Colleen Fergusson - Councillor meals for September Council meeting	\$132.00	
27/09/2023	Basketball NT - School Holiday Program and ferry costs	\$180.00	
27/09/2023	MJ Electrical - Traced fault and replaced faulty fan at Sports Ground	\$185.00	
28/09/2023	Wigg Plumbing - waste water treatment system service at Cloppenburg Park	\$210.99	
29/09/2023	Colleen Fergusson - Morning tee for Seniors on 21st September 2023	\$150.00	
29/09/2023	Nexia Edwards Marshall NT - Audit - fourth instalment	\$1,650.00	
30/09/2023	Veolia Environmental Services - Wheelie bin collections for September 2023	\$5,103.77	
CREDIT CARD - CEO			
1/09/2023	NT News - NT news subscription	\$14.00	
1/09/2023	Xero - Monthly Xero Subscription		\$124.00
4/09/2023	Encore Pilates & Wellness - Online Pilates	\$79.00	
4/09/2023	Apple Itunes - Cloud Storage		\$1.49
6/09/2023	Microsoft - MS Services 6/8-5/9		\$126.28
6/09/2023	Microsoft - MS Online Services 6/8-5/9		\$94.60
13/09/2023	Adobe Systems Incorporated - Monthly subscription fees		\$18.69
14/09/2023	Sealink Ferries - Ferry travel pass	\$114.53	
16/09/2023	Adobe Systems Incorporated - monthly subscription fees		\$29.99
25/09/2023	Australian Institute of Company Directors - Cr Sarah Smith		\$8,480.00
26/09/2023	Mailchimp - Essential Plan - 500 contacts		\$20.31
27/09/2023	CBA - Bank fees		\$0.51
28/09/2023	NT Police, Fire & Emergency Services - Working with Children - Pam Wanrooy	\$81.00	
29/09/2023	NT News - Monthly subscription	\$14.00	
CREDIT CARD			
5/09/2023	Neil White Expense Claim - not related to WSC cost(to be reimbursed)	\$35.96	
14/09/2023	CBA - Refund of annual fee	-\$40.00	
26/09/2023	Craig's Fishing Warehouse - Staff Uniform - Fishing boots to clean Jetty (x2)	\$199.90	
26/09/2023	Dimet Tools - Silicon spray, tape duct, gloves	\$40.30	
26/09/2023	Dimet Tools - Trolley Jack 2600kg Low Profile	\$635.00	
26/09/2023	EG Fuel - Fuel for Works Truck	\$186.40	

9.4. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2023 to 30 August 2023 is **\$2,255.25**
The total year-to-date payment for professional development expenses is **\$7,709.09**

Resolution No. 2023/174**That Council receives and accepts the Financial Reports for the month of September 2023.****Moved: Cr Michael Vaughan****Seconded: Cr Sarah Smith****Vote: AIF****10. AGENDA ITEMS****10.1. Policy Review**

The following policies have been reviewed in line with annual schedules and some minor changes (highlighted) have been made that were not required to be reviewed first by the Audit Committee.

- Rates & Charges
- Human Resource Management

The following policy was reviewed by the Audit Committee at the meeting on 10 October and recommended to council for adoption by resolution 2023/166:

- Code of Conduct – Workplace Participants

Resolution No. 2023/175**That council adopts the following policies as recommended by the Audit Committee resolution 2023/166:**

- Code of Conduct – Workplace Participants (HR)

And the following policies with minor changes not required to be reviewed by the Audit Committee.

- Rates & Charges (GOV)
- Human Resource Management (HR)

Moved: Vice President Tom Dyer**Seconded: Cr Sarah Smith****Vote: AIF****10.2. 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. Those highlighted are new or have new information.

The following are council's current approved special purpose 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
Road Verges & fencing	LCRI Phase 4	39,000	TBC	Pending
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)	62,126	13,256	In progress
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	Completed
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress
Suicide Prevention program	DoH	10,000	*500	In Progress
TBC	WaRM #4 2023-24	75,000	0	TBA

The WaRM grant is received annually and has not yet been allocated to a specific purpose. This could be decided with input from the community at the next community meeting.

Resolution No. 2023/176

That council notes the special purpose grants update information provided.

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE - NIL

12. QUESTIONS FROM THE PUBLIC WITH NOTICE – Nil

13. PETITIONS/DEPUTATIONS – Nil

14. CURRENT/UPCOMING EVENTS

14.1. Youth Hallowe'en – various events 13 October and 28 October

Costume making Friday 13 October and decoration making TBC ready for the big party on Hallowe'en, Saturday 28 October.

14.2. Carers' Morning Tea – 10am Wednesday 18 October – Community Centre

Council has received a small amount of funding support from Carers'NT to provide a morning tea for local carers and their clients. Council has also invited Belyuen Aged Care and the local member.

14.3. Community BBQ – from 5:30pm Friday 20 October – Council Grounds

Councillors and staff are encouraged to attend to farewell the CEO and welcome the new CEO.

14.4. Suicide Prevention and Awareness Program, Adults' Sharing Circle – 6:30pm Monday 6 November – Community Centre

The second session of the Suicide Prevention and Awareness Program. The sharing circle will allow local adults to come together and share their stories and experiences.

14.4. Pre-Cyclone Workshop – 9am Saturday 11 November – Community Centre

As recommended by the Emergency Management Committee, this workshop for residents was well attended last year and provides relevant info and access to resources as well as a meet & greet with volunteer group representatives in the community.

14.5. Community Meeting – 10am Saturday 11 November – Community Centre

The community meeting will include an update from Core Lithium and a presentation from Bowman Advisory regarding the outcomes of the community strategic planning survey. A minute’s silence will be observed for Remembrance Day at 11am.

15. LATE ITEMS AND GENERAL BUSINESS

15.1. Strategic Planning Update

Bowman Advisory workshopped with councillors on 10 October to hear survey results and develop elements of the strategic plan. It is proposed that a drafting committee consisting of a councillor, the CEO and one or two community members be convened to work further with the consultants in preparing the full strategy. Bowman Advisory will be presenting at the community meeting and have already provided drafts of the survey results, key statements and project plan.

15.2. Welcome to Wagait Sign Update

Council has contracted NT artist Marnie-Jay to prepare the ‘Welcome to Wagait’ sign that will go on the tri-fold notice board on the WTR verge outside council. The sign is based on competition winner Sue Chaplin’s design of a stylised place-making map that highlights the cultural and heritage sites, and wonderful flora and fauna of the Cox Peninsula.

Detailed draft drawings have been provided to council and we anticipate the final artwork to be ready for printing onto aluminium boards early next year. The boards will be welded to the existing panels and a motion-activated solar light will be placed to illuminate the map.

The funding for the panels was received from the Local Government SCALE grant in 2020-21.

16. IN-CAMERA ITEMS

Resolution No. 2023/177

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: Cr Sarah Smith

Vote: AIF

At 8:21 pm Council closed the meeting to the general public.

Resolution No. 2023/182

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 Previous in-camera minutes accepted, Resolution 2023/179**
- b) 16.2 Audited financial statements for the year ending 30 June 2023 are adopted by council, Resolution 2023/180**
- c) 16.3 Annual Report for the year ending 30 June 2023 is adopted by council, Resolution 2023/181**

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

Resolution No. 2023/183

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

Moved: President Neil White

Seconded: Cr Michael Vaughan

Vote: AIF

At 9:03 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on 3rd Tuesday November 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 9:05 pm.

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

Update:

Welcome to the November Council meeting, which will be the last for 2023 as we regularly postpone the December meeting due to many Councillors and staff taking leave at this time of year. Council formally welcomes our new CEO Virginia Boon, who replaces outgoing CEO Renita Glencross.

Good to see a fair turnout to Saturday's Community consultation meeting with an update provided by Core Lithium.

It is with deep regret that we note the passing of long term resident and former Councillor Fred Gillis, an absolute gentleman and husband to Kay Gillis, he will be sadly missed by the community. Vale Fred RIP.

Meetings Attended:

Tues 17 Oct	Ordinary Council meeting
Wed 18 Oct	Carers Morning Tea
Fri 20 Oct	CEO catchup and Renita's farewell in the afternoon
Wed 25 Oct	Radio interview with ABC's Adam Steer for the Head Honchos Hotline. Items discussed included: works on RUA access, upcoming Halloween disco and workshop; and recent power outages
Fri 27 Oct	CEO catchup with acting CEO Fiona
Sat 28 Oct	Attended the Cancer Foundation fundraiser at the Cox Country Club
Fri 2 Nov	CEO catchup with Fiona
Mon 6 Nov	Attended the Adult Suicide Prevention seminar
Wed 8 Nov to Fri 10 Nov	Attended LGANT AGM and General Meeting
Sat 11 Nov	Bi-annual Community consultation including a briefing from Core Lithium and progressing our long term Strategic Plan
Tues 14 Nov	Attended Council to set up CommBiz for new CEO
Fri 17 Nov	CEO catchup with Virginia Boon

Neil White

President – Wagait Shire Council

November 2023

WAGAIT SHIRE COUNCIL
Balance Sheet as at 31 October 2023

Notes to the Balance Sheet

Assets	31 Oct 2023	31 Oct 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	\$417,434.43	\$93,992.48	2
Total Tied Funds	\$1,917,434.43	\$1,593,992.48	
Untied Funds			
CBA Online Saver	\$280,956.41	\$160,462.43	
CBA Transaction Account	\$27,867.81	\$89,962.98	
Total Untied Funds	\$308,824.22	\$250,425.41	
Total Bank	\$2,226,258.65	\$1,844,417.89	
Current Assets			
Less Prov'n for Doubtful Debts	(5,510.00)	(5,838.00)	
Rates Debtors Account	120,478.30	115,307.22	3
Rates in Advance	(2,787.65)	(1,942.06)	
Trade Debtors [11405]	19,593.00	7,720.25	
Trade Debtors Control Account	0.00	(75.00)	4
Undeposited Funds working A/c	0.00	1,998.00	
Total Current Assets	\$131,773.65	\$117,170.41	
Non-current Assets			
Buildings Accum Dep	(117,967.90)	(68,749.86)	
Buildings at Cost	989,220.18	980,000.18	
Inf Roads & Paths at Cost	894,075.20	863,576.00	
Inf'r Roads & Path Accum Depn.	(543,702.28)	(499,918.32)	
Land at Cost	350,000.00	350,000.00	
Leased Vehicle Accum Depreciation	(40,720.72)	(27,147.68)	
Motor Vehicles Accum Dep	(76,595.72)	(68,021.68)	
Motor Vehicles at Cost	165,230.21	73,398.55	
Office Equip & Furn at Cost	193,787.74	188,787.74	
Office Equip Furn Accum Depn.	(177,855.28)	(175,646.32)	
Plant & Equipment at Cost	717,448.16	674,766.34	
Plant & Equipment Accum Dep	(509,448.72)	(454,771.68)	
Right Use of Assets	54,294.00	54,294.00	
Sports Ground Accum Dep	(75,560.00)	(43,167.00)	
Sports Ground at Cost	385,383.00	310,000.00	
Total Non-current Assets	\$2,207,587.87	\$2,157,400.27	
Total Assets	\$4,565,620.17	\$4,118,988.57	
Liabilities			
Current Liabilities			
CBA CC - Gary Zikan new	0.00	0.00	
CBA CC - Renita Glencross	\$35.09	\$982.54	
CBA CC - Rowan Roberts	\$611.65	\$0.00	
Current Lease Liabilities	\$14,459.00	\$13,678.00	
GST	-\$10,212.27	-\$2,221.62	
PAYG Withholding Payable	\$14,378.00	\$7,730.00	
Provision for Annual Leave	\$50,278.55	\$58,792.25	
Provision for Long Service Leave	\$23,472.02	\$54,041.51	
Super Payable	\$4,477.42	\$4,310.51	
Trade Creditors	\$17,599.80	\$23,318.85	5
Trade Creditors Original	-\$11,781.00	-\$11,781.00	
Unexpended Grant Liability	\$423,280.42	\$79,756.18	6
Total Current Liabilities	\$526,598.68	\$228,607.22	
Non-Current Liabilities			
Non-current Lease Liabilities	\$4,908.00	\$19,367.00	
Provision for Non Current Long Service Leave	\$4,037.00	\$10,056.00	
Total Non-Current Liabilities	\$8,945.00	\$29,423.00	
Total Liabilities	\$535,543.68	\$258,030.22	
Net Assets	\$4,030,076.49	\$3,860,958.35	
Equity			
Asset Revaluation Reserve	\$991,467.27	\$991,467.27	
Current Year Earnings	\$209,695.40	\$305,765.91	
Prior Year's Surplus/Deficit	\$1,832,286.03	\$1,802,286.03	
Retained Earnings	\$301,335.79	\$261,439.14	
Asset Renewal Reserve			
Other Asset Renewal Reserve	\$270,000.00	\$50,000.00	
Roads Renewal Project Reserve	\$425,292.00	\$450,000.00	
Total Asset Renewal Reserve	\$695,292.00	\$500,000.00	7
Total Equity	\$4,030,076.49	\$3,860,958.35	

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
October 23 movement of SP Grants occurred on 13/11/2023

Balance as of 1/11/2023 \$ 417,854.43

Transfer from CBA Transaction Account (+) \$ 5,006.66

Transfer interest earned to Trans Account (-) \$ 419.91

Balance as of 13/10/2023 \$ **423,281.00**

Note 3. Details of Rates Control Account
Rates Control Account - Relates to Rates balance owing as per Councilwise

Rates 23/24 not over due yet \$ 78,620.54

Rates 23/24 over due \$ 37,244.50

Rates Prior years (pre 2023) \$ 4,613.26

Total Rates Arrears \$ **120,478.30**

Note 4. Details of Trade Debtors

Trade Debtors	Current	> 30 days	> 60 days +	> 90 days
	\$ 19,443.00	\$ 80.00	\$ 70.00	\$ -

Note 5. Details of Trade Creditors

Trade Creditors	Current	> 30 days	> 60 days +	> 90 days
	\$ 13,184.54	\$ -	\$ 684.74	\$ -

Note 6. Details of Unexpended Grants Liability

Unexpended Grants - Special Purpose	\$ 423,281.00
Total Unexpended Grants Liability	\$ 423,281.00

Note 7. Details of Retained Earnings
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:

- a) Transfer an amount of \$250,000 from the 2021-22 surplus to increase the overall reserve levels to \$1.75M;
- b) Allocate an amount of \$450,000 of the Asset Renewal reserve be allocated to the Road Renewal Project; and
- c) 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 Clec
Seconded: President Neil White
Vote: AIF

WAGAIT SHIRE COUNCIL

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

*YTD Actuals includes all expenses from FY23 and July to Oct 23

CAPITAL EXPENDITURE FOR THE PERIOD October 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)	24,733	38,352	(13,619)	38,352
Infrastructure (Solar-lights & Sports-court upgrades)	75,383	82,483	(7,100)	82,483
Infrastructure (Condensed exercise station)		142,640	(142,640)	142,640
Motor Vehicles (Leased / Right of Use)	5,190	15,200	(10,010)	15,200
Motor Vehicles (Tipper-truck)	91,832	90,910	922	90,910
Office Equipment	10,200	6,000	4,200	6,000
Plant & Equipment (Mower)	42,682	0		
TOTAL CAPITAL EXPENDITURE*	216,558	450,585	(234,027)	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	22,564	2,169				24,733
WaRM #2 & #3 (Rediscovery Hub)	Building	9,220	0	115,000	(115,000)	125,000	9,220
IPG (Condensed exercise station)	Infrastructure	0	0	142,640	(142,640)	142,640	0
TOTAL		279,225	2,169	257,640	(257,640)	522,926	281,394

Statement of Cash Flows

WAGAIT SHIRE COUNCIL

For the 4 months ended 31 October 2023

Account	Jul-Oct 2023
Operating Activities	
Receipts from customers	598,289.46
Payments to suppliers and employees	(502,108.97)
Cash receipts from other operating activities	99,612.82
Net Cash Flows from Operating Activities	195,793.31
Investing Activities	
Other cash items from investing activities	(110,630.18)
Net Cash Flows from Investing Activities	(110,630.18)
Financing Activities	
Other cash items from financing activities	(106,060.91)
Net Cash Flows from Financing Activities	(106,060.91)
Net Cash Flows	(20,897.78)
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	2,246,509.69
Net change in cash for period	(20,897.78)
Cash and cash equivalents at end of period	2,225,611.91


WAGAIT SHIRE COUNCIL
Income & Expenditure Statement Actual v Budget October 2023

	Sep Actual	YTD Actual	YTD Budget	YTD Variance	WHOLE YEAR BUDGET	NOTES
2022/23 Budget to be amended & approved in October 2022 & review + update in April 2023						
Income						
Contracts, Fees & Charges	\$ 16,840.90	\$ 34,724.43	\$ 60,528.00	-\$ 25,803.57	\$ 201,600.00	1 Sept YTD lower due to timing of invoices
Interest/Investment Income	\$ 802.22	\$ 504.00	\$ -	\$ 504.00	\$ 30,000.00	2 Accrued term deposit interest due Sep/Oct/Nov in Jun 23
Operating Grant Revenue	\$ -	\$ 216,327.14	\$ 203,191.00	\$ 13,136.14	\$ 322,164.00	3 Two Operational Grants received in August and September 2023
Other Income	\$ 400.00	\$ 1,468.18	\$ -	\$ 1,468.18	\$ -	4 YTD higher
Other Income - Disposal of Fixed Assets	\$ -	\$ -	\$ -	\$ -	\$ 45,000.00	5 Oct Nil
Rates Income	\$ 417.36	\$ 261,189.97	\$ 260,719.00	\$ 470.97	\$ 261,723.00	6 Includes rates, rates interest, and rates search income (FY24 rates = \$260,257.50 for 387 properties)
Rental Income	\$ 481.82	\$ 3,440.92	\$ 2,396.00	\$ 1,044.92	\$ 7,200.00	7 Oct YTD higher due to caretakers rental at Cloppenburg Park
Waste Management Income	\$ 277.28	\$ 128,100.30	\$ 127,700.00	\$ 400.30	\$ 128,300.00	8 Includes waste management levy and additional bins income (FY24 waste mgmt levy = \$127,323 for 387 properties)
Total Income	\$ 19,219.58	\$ 645,754.94	\$ 654,534.00	-\$ 8,779.06	\$ 995,987.00	
Gross Profit	\$ 19,219.58	\$ 645,754.94	\$ 654,534.00	-\$ 8,779.06	\$ 995,987.00	
Less Operating Expenses						
Administration Expenses	\$ 4,682.29	\$ 27,190.33	\$ 20,428.00	\$ 6,762.33	\$ 61,350.00	9 YTD higher
Contracts & Material Expenses	\$ 21.82	\$ 21.82	\$ 408.00	-\$ 386.18	\$ 1,500.00	10 YTD higher
Depreciation Expenses	\$ 12,995.34	\$ 51,981.36	\$ -	\$ 51,981.36	\$ -	11 Estimated monthly depreciation \$12995.34/month (to be reviewed when FY23 audit finalised)
Elected Member Allowances	\$ 1,333.33	\$ 4,411.38	\$ 8,000.00	-\$ 3,588.62	\$ 24,000.00	12 YTD lower
Elected Member Expenses & PD	\$ -	\$ 7,709.09	\$ 2,664.00	\$ 5,045.09	\$ 8,000.00	13 YTD higher
Employment Expenses	\$ 34,003.31	\$ 164,559.98	\$ 188,864.00	-\$ 24,304.02	\$ 570,070.00	14 YTD lower
Insurance	\$ 32,896.98	\$ 66,148.07	\$ 20,000.00	\$ 46,148.07	\$ 61,250.00	15 YTD higher due to annual insurance payment
Other Expenses - Election	\$ -	\$ -	\$ -	\$ -	\$ -	16 Oct Nil due to timing
Projects & Activities	\$ -	\$ 1,116.18	\$ 4,160.00	-\$ 3,043.82	\$ 12,500.00	17 YTD lower pending community grants program
Repairs & Maintenance	\$ 12,563.09	\$ 66,148.07	\$ 6,488.00	\$ 59,660.07	\$ 19,500.00	18 YTD higher due to road repair done in June to August invoiced in September
Services	\$ 1,524.76	\$ 4,865.31	\$ 3,456.00	\$ 1,409.31	\$ 10,150.00	19 YTD higher
Vehicle & Plant Expenses	\$ 3,025.73	\$ 12,066.00	\$ 15,788.00	-\$ 3,722.00	\$ 46,150.00	20 YTD lower
Waste Management Expenses	\$ 11,010.40	\$ 32,669.21	\$ 35,824.00	-\$ 3,154.79	\$ 107,500.00	21 YTD lower
Total Operating Expenses	\$ 114,057.05	\$ 438,886.80	\$ 306,080.00	\$ 132,806.80	\$ 921,970.00	
Operating Profit	-\$ 94,837.47	\$ 206,868.14	\$ 348,454.00	-\$ 141,585.86	\$ 74,017.00	
Non-operating Income						
Special Purpose Grants	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	22 Grants carrying forward to FY24 - \$371,864.27
Total Non-operating Income	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	
Non-operating Expenses						
Special Purpose Grant Expenses	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	23 Special Purpose Grants, refer to unexpended Grants Sheet for more detail
Total Non-operating Expenses	\$ 10,636.55	\$ 65,494.31	\$ -	\$ 65,494.31	\$ -	
Net Profit	-\$ 94,837.47	\$ 206,868.14	\$ 348,454.00	-\$ 141,585.86	\$ 74,017.00	
Total Rates incl waste invoiced	\$ 387,580.50					
Less current year outstanding	\$ 120,478.30		\$ 871.27	Total from difference above		
Total Rates in received in Cash 2023-24	\$ 267,102.20					

WAGAIT SHIRE COUNCIL

Special Purpose Grants (SPG) as at 31 October 2023

Funding Body	Project Name	Grants Current	Brought Fwd	Total Grants	Current Exp 2023	Total Exp	Balance	Notes
	Australia Day			0.00	72.00	72.00	-72.00	Australia Day 2024
Carers NT	Carers NT	300.00		300.00	300.00	300.00	0.00	Carers NT 2023 Grant
DITT - CBF	Makers & Creators 2022		76.00	76.00		0.00	76.00	CBF Community Organisation Grants Program
DCMC - CPP	Community Place for People 2023		53,400.00	53,400.00	12,902.70	12,902.70	40,497.30	NTG Community Place for People Grants
DoH - Healthy Lifestyle	Seniors 2023		20,000.00	20,000.00	5,604.44	5,604.44	14,395.56	Healthy Lifestyle Seniors for 2023 Grants
DCMC	IPG-Sportsground		142,640.00	142,640.00		0.00	142,640.00	New capital grant for sportsground infrastructure
DCMC	IPG-Tipper			0.00		0.00	0.00	Expended capital grant pending sale of tipper truck to offset the overspend (as approved by council)
Federal Gov	LRCI 2			0.00		0.00	0.00	Verge remediation + signage, next instalment due
Federal Gov	LRCI 3		10,764.80	10,764.80	2,169.00	2,169.00	8,595.80	Skatepark & Pumptrack design & construct Stage 1
DTF	MPG - 2023		8,115.00	8,115.00	142.26	142.26	7,972.74	NT Men's Places Grant
DTF	Quick Response Youth 2023		1,964.90	1,964.90	1,964.90	1,964.90	0.00	Acquitted
DTF	Senior Month 2023-24	2,200.00		2,200.00	1,426.16	1,426.16	773.84	Wagait Seniors excursion
DoH - Suicide Prevention	Suicide Prevention Program 2023-24	10,000.00		10,000.00	5,906.68	5,906.68	4,093.32	Suicide Prevention Program events
DITT	Tourism Town Asset 2022			0.00		0.00	0.00	Expended capital grant (reserves approved by council)
DoH - AOD	Wagait Youth Program 2023		10,769.26	10,769.26	5,578.32	5,578.32	5,190.94	Program running throughout year
DCMG-LG	WRM #2 21-22		49,117.50	49,117.50		0.00	49,117.50	ReDiscovery Centre
DCMG-LG	WRM #3 22-23		75,000.00	75,000.00		0.00	75,000.00	ReDiscovery Centre + FOGO
DCMG-LG	WRM #4 23-24	75,000.00		75,000.00		0.00	75,000.00	Verge/crossovers
DTF	Youth Vibe School Holiday 2022-23		16.81	16.81	16.81	16.81	0.00	Acquitted (overspend allocated to council contribution)
Totals		87,500.00	371,864.27	459,364.27	36,083.27	36,083.27	423,281.00	
		Total Special Purpose Grants 459,364.27			GRAND TOTAL		423,281.00	

	COUNCIL MEETING BRIEF	
	MEETING DATE	WASTE & RESOURCE MANAGEMENT FUNDING
	AGENDA ITEM	
	REPORT TITLE	Grants & Approvals – WaRm Funding
	FILE REFERENCE	

1. BACKGROUND

In September 2023, the Department of Chief Minister and Cabinet offered funds of \$75,000 to Council through the Waste and Resource Management (WaRM) program. The grant is to assist with addressing issues specific to waste and resource management including purchase of capital items and develop targeted waste strategies, maintenance and projects into the future.

WaRm Funding has been offered to and accepted by Council in previous years and allocated as follows:

<i>Funding Body</i>	<i>Project Name</i>	<i>WSC Project Allocated To</i>	<i>Amount</i>	<i>Spent to Date</i>	<i>Balance</i>
DLG - CMC	WaRm #2 (2021-22)	Re-Discovery Centre	\$75,000	\$25,883	\$49,117
DLG - CMC	WaRm #3 (2022-23)	Re-Discovery Centre	\$75,000	\$0	\$75,000
DLG - CMC	WaRm #4 (2023-24)	To be Allocated	\$75,000	\$0	\$75,000
TOTAL					\$199,117

Council proposed to allocate the 2021-22 and 2022-23 WaRm Funding to a ReDiscovery hub project which would allow for the following initiatives to advance a Waste Management Strategy in the community. The ReDiscovery Centre would offer the following:

- A workshop for providing local environmental solutions and ‘men’s shed’ type activities
- An alternative hub for second-hand-trading, markets and other community activities
- A drop-off centre for non-hazardous recycling and e-waste
- A meeting and learning place to build awareness about recycling and waste-stewardship
- Self-esteem and community pride associated with participation in the waste value-chain

In late 2022, Council advertised via a RFQ process, to carry out modifications to the current structure at the proposed site. Three quotes were received and came in substantially higher than Council anticipated.

2. CURRENT ISSUE

In late 2022, Council advertised via a RFQ process, to carry out modifications to the current structure at the proposed site. Three quotes were received and came in substantially higher than Council anticipated.

3. PROPOSAL

To allocate the 2023-24 WaRm Funding offer of \$75,000 to the ReDiscovery Centre project to get it underway as soon as possible and have it completed as soon as practicable.

To allocate the whole of the funding would cover the cost plus 15% of a contingency budget for the project. Council would have to agree to allocating another 15% of the contingency giving the project a budget with a 30% contingency if required.

4. IMPACTS

The overall impact to Council of the proposed project is one of a low to medium risk with a high service outcome.

Potential Impact (considerations)	Risk Level	Responsibility
Financial (overexpended budget, using reserves)	Medium	CEO
Legislative (approval to operate, EPA; planning, DIPL)	Low	CEO
Conflicts of interest (perceived preferences, contracts awarded)	Low	CEO/Council

Recommendations

1. That Council receives and notes the proposal to allocate the 2023-24 WaRm Funding to the ReDiscovery Centre project.

Approved WSC CEO	Virginya Boon		Date	17 / 11 / 2023
Approved Council	Resolution 2023/		Date	17 / 11 / 2023