



# **WAGAIT SHIRE COUNCIL**

## **MINUTES COUNCIL CHAMBERS**

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

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## 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><b>Resolution No. 2023/167</b> <b>That the apologies of Cr Peter Clee be accepted by Council.</b> <b>Moved: President Neil White</b> <b>Seconded: Cr Sarah Smith</b> <b>Vote: AIF</b></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><b>Resolution No. 2023/168</b> <b>That the Minutes of the Ordinary Meeting of Tuesday 19 September 2023 be confirmed by Council as a true and correct record.</b> <b>Moved: Cr Sarah Smith</b> <b>Seconded: Vice President Tom Dyer</b> <b>Vote: AIF</b></p>
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### 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

<b>Staff</b>	<ul style="list-style-type: none"><li>• Leave: RG (PL 18-21/09); RP (AL 13-20/10); FC (PL 10/10)</li><li>• Recruitment: CEO interviews and panel coordination</li></ul>
<b>WHS</b>	<ul style="list-style-type: none"><li>• Staff Toolbox meetings x3</li><li>• Staff WIP meetings x2 (changed schedule of meetings due to staff)</li></ul>
<b>Meetings and Correspondence</b>	<p><u>Council Business</u></p> <ul style="list-style-type: none"><li>• President weekly catchups x3</li><li>• Belyuen CEO catchups ; 25 Sept</li><li>• Correspondence with Auditors responding to audit queries ; 26 Sept, 4 Oct</li><li>• Meetings/comms with civil works contractors ; 21 Sept, 4 Oct, 12 Oct</li><li>• DCMC Top End Regional Coordination Committee; 25 Sept</li><li>• Special council meeting ; 27 Sept</li><li>• Cox Peninsula Transport &amp; Tourism Committee meeting ; 2 Oct</li><li>• Strategic Planning workshops ; staff 22 Sept ; councillors 5 Oct</li><li>• Audit Committee meeting ; 10 Oct</li><li>• Emergency Committee meeting ; 12 Oct</li><li>• Discussions with MLA office, Belyuen, Dundee Progress Assoc &amp; Berry Springs with regard to Regional Health working Group</li><li>• Correspondence to CE DoH regarding Regional Health working group</li><li>• Correspondence to Crown Land Office CLO re Occupational Licenses</li><li>• Correspondence CEO position candidates and panel</li><li>• Correspondence with respondents to Waste Collection 2023-2025 RFT</li><li>• Nomination for LGANT long service awards</li><li>• Nomination for LGANT inaugural circular economy award</li></ul>
<b>Projects</b>	<p><u>Current Capital Projects &amp; Procurement</u></p> <ul style="list-style-type: none"><li>• Skate-park &amp; Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction drawings, staging &amp; final QS ; site cleared for stage 1 earthworks</li><li>• Design &amp; Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending</li><li>• Solar lights (\$50k) ; council carpark installation partially completed</li><li>• Ninja exercise equipment (\$145k) ; redesign and requote in progress</li><li>• Road Safety Audit &amp; condition report (\$25k) ; completed, QS pending</li><li>• Road shoulder remediation (\$45k) ; in progress</li><li>• Waste Collection 2023-2025 RFT (\$200k); in progress</li></ul>

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

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

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

<b>Actions</b>	<p><u>Road &amp; Verge Maintenance</u></p> <ul style="list-style-type: none"> <li>• Shoulder repair work, ongoing</li> <li>• Use sweeper on mower and tidy up after the shoulder work</li> <li>• Straighten knocked kerbs on Wagait Tower Rd</li> </ul> <p><u>Vehicle &amp; Plant Maintenance</u></p> <ul style="list-style-type: none"> <li>• Sweeper transport to Belyuen and return (hire 3 days)</li> </ul> <p><u>Animal Management</u></p> <ul style="list-style-type: none"> <li>• Cat-traps currently with residents x3</li> </ul> <p><u>Environmental Maintenance &amp; Waste Management</u></p> <ul style="list-style-type: none"> <li>• Green Waste push up x 9</li> <li>• Council bins in, out &amp; cleaned weekly x 47</li> <li>• Clean up at hard-waste compound ongoing</li> <li>• Changed out 2 skip bins at hard-waste compound</li> </ul> <p><u>Contractor Management &amp; Support</u></p> <ul style="list-style-type: none"> <li>• Water, gravel &amp; sweeping for road-shoulder remediation</li> <li>• Solar light installation in council carpark</li> </ul>
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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
<b>TRANSACTION ACCOUNT</b>			
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	
<b>CREDIT CARD - CEO</b>			
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	
<b>CREDIT CARD</b>			
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:

<b><i>Approved Council Project</i></b>	<b><i>Funding Program</i></b>	<b><i>Grant</i></b>	<b><i>WSC Contr</i></b>	<b><i>Status</i></b>
ReDiscovery Centre	WaRM #2 2021-22	75,000	0	In progress
ReDiscovery Centre + FOGO	WaRM #3 2022-23	75,000	0	In progress
Green-waste track & Signage	LRCI Phase 2	30,387	0	Completed
Skate-park & Stage 1	LRCI Phase 3	50,232	0	In progress
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.