



WAGAIT SHIRE COUNCIL

MINUTES COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD
7PM TUESDAY 19 SEPTEMBER 2023**

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1. OPENING OF MEETING

Councillors: President Neil White
Vice President Tom Dyer – late arrival at 19:24
Cr Michael Vaughan
Cr Peter Clee
Cr Sarah Smith

Staff: CEO, Renita Glencross

1.1. Address by Chair and President

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

1.2. Apologies and Leave of Absence

Resolution No. 2023/140
That the apologies of CEO Renita Glencross be accepted by Council and that Fiona Carter (Policy Officer) be accepted by council as proxy for the CEO.
Moved: President Neil White
Seconded: Cr Sarah Smith
Vote: AIF 4/4 - Carried

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 15 August 2023

Resolution No. 2023/141
That the Minutes of the Ordinary Meeting of Tuesday 15 August 2023 be confirmed by Council as a true and correct record.
Moved: Cr Peter Clee
Seconded: President Neil White
Vote: AIF 4/4 - Carried

3.2. Matters arising from Minutes of Council Meeting Tuesday 15 August 2023 - NIL

4. GUESTS – Nil

5. INWARDS AND OUTWARDS CORRESPONDENCE

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

5.1 Inwards Correspondence

15/08/2023	NT Grants Commission	Financial Assistance Grant Allocations 2022-23	email
18/08/2023	Remuneration Tribunal	Review of Council Member allowances	email
25/08/2023	IRIS consulting	Proposal for Records Management Work and ICT Strategy	email
29/08/2023	Core Lithium	Core Presentation	email
30/08/2023	Nexia Edwards	Draft 2023 Wagait Shire Council 2023 Financial Statements	email
4/09/2023	DCMC-LG Unit	Vehicle Allowance for Council Members	email
5/09/2023	DCMC-LG Unit	Incorporation of Unincorporated Areas	email
8/09/2023	DCMC-TRG Unit	Advice of Executive staff change	email
8/09/2023	Palmerston City	TOPROC Minutes & Draft Minutes	email
13/09/2023	LGANT	Emergency Management Briefings	email
13/09/2023	DCMC-LG Unit	WSC - Local Government funding levels - 2023-24	email
13/09/2023	Regional Controller	Northern Region Emergency Committee Contact List	email
13/09/2023	DCMC-LG Unit	Animal Management Working Group ToR	email
14/09/2023	Grants NT - Youth Affairs	Funding Agreement - Youth Vibe Holiday Grant 2023-24	email
15/09/2023	NT Police Force	Darwin LEC Meeting 20 September	email
15/09/2023	LGANT	Call for Motions for LGANT General Meeting	email

5.2 Outwards Correspondence

15/08/2023	NT Grants Commission	Financial Assistance Grant Allocations	email
18/08/2023	Remuneration Tribunal	Review of Council Member allowances	email
25/08/2023	IRIS consulting	Proposal for Records Management Work and ICT Strategy	email
29/08/2023	Core Lithium	Core Presentation	email
30/08/2023	Nexia Edwards	Draft 2023 Wagait Shire Council 2023 Financial Statements	email
13/09/2023	LGANT	Emergency Management Briefings	email
13/09/2023	Regional Controller	Northern Region Emergency Committee Contact List	email
15/09/2023	NT Police Force	Darwin LEC Meeting 20 September	email
15/09/2023	Grants NT - Youth Affairs	Funding Agreement - Youth Vibe Holiday Grant 2023-24	email

Resolution No. 2023/142

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 4/4 - Carried

6. COUNCILLORS' REPORTS

6.1 President's Report

Please see President's report attached.

All councils were present for the TOPROC meeting at Wagait Beach.

Meeting with the CEO of Health was positive. He suggested Wagait Council establish a working group with NT Health with the view to establishing a limited medical service for the Cox Peninsula.

Resolution No. 2023/143

That Council receives and notes President Neil White's report for the period 14 August to 15 September 2023.

Moved: President Neil White

Seconded: Cr Peter Clee

Vote: AIF 4/4 - Carried

7. OFFICERS' REPORTS

7.1. CEO Report for the period 14 August to 15 September 2023

Staff	<ul style="list-style-type: none"> • Leave: RG (PL 22-29 Aug; AL 04-11 Sep); PW (LSL 14 Aug > 14 Sep) • 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 • Correspondence with contractor re Road safety audit ; 1 Sept • Correspondence with Auditors responding to audit queries ; 25 Aug, 15 Sept • Meetings with contractor civil works ; 21 Aug, 1 Sept, 13 Sept • DCMC Top End Regional Coordination Committee; 28 Aug • Animal Management Working Group ; 14 Sept • Audit Committee meeting ; 12 Sept • Correspondence Crown Land Office CLO re Occupational Licenses • LGANT Emergency & Disaster panel ; • CEO position advertised, candidate and panel correspondence • Waste Collection 2023-2025 RFT emails to respondents
Projects	<p><u>Current Capital Projects & Procurement</u></p> <ul style="list-style-type: none"> • Skate-park & Pump-track design and construct stage 1 (\$50k) ; final design completed pending construction drawings, staging & final QS ; site cleared for stage 1 earthworks • Design & Construct for Re-Discovery Centre (\$125k) ; redesign and retender pending • Solar lights (\$50k) ; council carpark installation pending contractor availability • Ninja exercise equipment (\$145k) ; redesign and retender pending • Road Safety Audit & condition report (\$25k) ; completed • Road shoulder remediation (\$45k) ; in progress • Waste Collection 2023-2025 RFT (\$200k); in progress <p><u>Current Special Purpose Grant Applications Pending/New</u></p> <ul style="list-style-type: none"> • LCRI-PH4 (\$39k) ; road shoulders/verge maintenance, court fence • WaRM #4 (\$75k) ; council to endorse proposal at Oct meeting • Youth Affairs (\$2k) ; Sept/Oct school holiday program <p><u>Reporting</u></p> <ul style="list-style-type: none"> • LRCI all phases progress reports for Q4 completed • Remote Sport Program annual report (20k) completed • Seniors Healthy Lifestyle 2022-23 (20k) completed • Youth QRS School Holiday Program (2k) completed • Preparation of the draft Annual Report <p><u>Governance</u></p> <ul style="list-style-type: none"> • Preparation of minutes for WSC and Audit Committee meetings • Review of policies; WHS Management, Gifts & Benefits Elected Members and CEO • Review of financial procedures in line with auditor recommendations

	<p><u>Sport & Active Recreation Programs</u></p> <ul style="list-style-type: none"> • Youth Program: pop-ups continue with YDO coordinating activities including Balanced Choice and Buildup Skate sessions. The Sept/Oct school holiday program has been published and includes movie nights and the Halloween party. • Seniors Program: Weekly Yoga and Pilates are still both very well attended. • Men’s Program: several meetings have now taken place and council is providing further assistance to facilitate a program of events. • Suicide Prevention Program events on Sunday 10 September (World Suicide Prevention Awareness Day) at Cox Club was well attended. Further events in this program TBA. <p><u>Residents/Local Business</u></p> <ul style="list-style-type: none"> • Resident enquiries regarding barking dogs <p><u>Public Communications</u></p> <ul style="list-style-type: none"> • Council e-newsletter, Facebook & poster communications re: <ul style="list-style-type: none"> – Sports Court Rules update – Strategic Planning surveys
Events	<p><u>Community Events</u></p> <ul style="list-style-type: none"> • Vietnam Veterans event at Milady site – Sat 19 Aug • Seniors Month – see item 14 upcoming events • Suicide Prevention Awareness Event #1 – Sunday 10 Sept, Cox Club dinner & talks • Darwin Legal Service consultations – 19-20 Sept, Community Centre • CEO BBQ – 20 October, Council Grounds

7.2. Works Manager’s Report for the period 14 August to 15 September 2023

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> • Leave – R Roberts (PL) 26 Jul-8 Aug (LSL) 8-25 Aug • Leave – J Allcorn (PL) 12 Aug; (RDO) 12 Sep • Training – First aid, Chainsaw and Chemical Applications 8-9 Aug
WHS	<ul style="list-style-type: none"> • 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 • Imaluk water compound maintenance (snip, spray & mow) x1 <p><u>Jetty Maintenance</u></p> <ul style="list-style-type: none"> • Jetty wash and rubbish collection x13 • Jetty stairs and landings barnacle blasting • Carpark weed-spray and snip
Actions	<p><u>Road & Verge Maintenance</u></p> <ul style="list-style-type: none"> • Sprayed weed on verge of dirt section of Baluria Rd • Repair two pot holes on CEO driveway and three holes at intersection of Tower Rd and Forsyth Rd with bitumen cold mix. • 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"> • Set up and test new spray nozzle for ute spray tank • Replaced handle on knapsack • Picked up chainsaw from Mowerworld after repairs • Wash and detail ute and tractor

- Repaired hose reel for jinker on ute
- Replaced three broken hinges on gates of ute

Animal Management

- Cat-traps currently with residents x3

Environmental Maintenance & Waste Management

- 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
- Council grounds need an irrigation system (even a basic one would do)
- Remove two large trees from eastern end of Community Centre that had roots in relim drain and tidy up area
- Sprayed weeds at sportsground and around council office

Community Activities Support

- Assist with the Harbour Clean Up
- Clean and test BBQ for morning at Milady crash site.

Contractor Management & Support

- Water, gravel & sweeping for road-shoulder remediation
- Solar light installation follow up with contractor

Resolution No. 2023/144

That council receives and accepts the Officers' reports for 15 August to 15 September 2023.

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF 4/4 - Carried

8. ACTION SHEET for the period 14 August to 15 September 2023

Item	Res No	Resolution	Date	Status	
1	None	Water Compound Masterplan	15/09/2023	No change.	
			04/04/2023	President White and CEO met with Minister for Infrastructure, Education and Territory Development to discuss a range of issues including water reticulation.	
			13/02/2023	Letters received from Minister Uibo and Lawler in response to letters written in January were tabled at the January meeting of council. A meeting date has been set for April to further discuss issues with Minister Lawler.	
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage.	
			14/01/2022	Project to upgrade and seal road and turn-around commenced mid-Dec and was completed before Christmas. Schedule for upgrades to tank and flow capacity are yet to be advised.	
			13/05/2022	Power-Water tank-cleaning activity at the facility on 5 May ; further upgrades to UV filter flow to tank and increased header tank capacity discussed with PW. CEO has discussed watertank subsidies (grants) with DCMC.	
			11/03/2022	Director Water Security, Penny Renc, attended the January council meeting via videoconference to present the NT Water discussion paper and respond to council enquiries regarding the public water supply in WB. Ms Renc advised that while there is plenty of artesian water in the peninsula, infrastructure costs to extract and reticulate are prohibitive due to the very low pressure. At the February council meeting a resident presented concepts for watertank subsidies (grants) as offered in other jurisdictions. Council to follow up with NTG/MLA.	
2	2020/101	Local Area Planning, Environment and Climate Change	11/09/2023	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.	
			11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.	
	2020/113			16/09/2022	Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.
				12/08/2022	Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.

		11/02/2022	CLE advise DIPL have no record of boat access at Imaluk/Erickson. Public Access is subject to occupational license held by council. Further meetings pending advice from DEPWS.
		12/11/2021	CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.
		15/10/2021	Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
		13/08/2021	Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired.
		20/07/2021	NTRRF submission again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.
		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.
		20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
		12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
		12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss process for Local Area Planning and related issues.
		9/09/2020	Shire President and CEO met with Crown Lands Estate representatives on 5 August to discuss beach access on RUA's at Baluria, Erickson, WTR and Delissa.
		18/08/2020	Council noted information provided in the Climate Change Risk Assessment and Adaption Planning Report and requested a briefing and action plan proposal be presented at the September 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	11/09/2023	CEO emailed Dr Briceno with follow up notes from meeting 16 August.
		11/08/2023	CEO and President will meet with CE Health Dr Marco Briceno on 16 August.
		13/07/2023	Letter to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy, pending response.
		15/06/2023	Development of a Health Strategy is included to the 2023-24 Shire Plan, which will need to be budgeted and outsourced. CEO will write to new CEO Dept Health requesting a meeting to discuss issues and pathways for the strategy.
		14/04/2023	Access to health services and medical centre staffing raised with Darwin Legal services, the Minister for Infrastructure & local member again. The issue has also been raised with LGANT for the Ministers round table at the GM (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	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 be provided 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.

Local Government Unit have given the verbal assurance that there are no current plans withing the Dept of Chief Minister to amalgamate Wagait Shire. They also noted that Wagait Council is financially stable.

Resolution No. 2023/145

That council receives and accepts the Action Sheet for 14 August to 15 September 2023.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 4/4 - Carried

9. FINANCIAL REPORTS

9.1. August 2023 Reports

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

9.2. August 2023 Supplier Payment History

Date	Transaction	NT	I'state/I'ntl
TRANSACTION ACCOUNT			
1/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Workers Compensation	\$24,463.30	
1/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Brokers Fee	\$4,369.59	
1/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Personal Accident Cover	\$404.25	
1/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Stamp Duty	\$40.43	
1/08/2023	Sureline Mercantile & Commercial Agency	\$110.00	
2/08/2023	CBA - Merchant fees		\$31.70
2/08/2023	Pamela Wanrooy Exp Claim - Post it notes	\$29.98	
2/08/2023	Ian Manahan - Water delivery to sports ground	\$340.00	
2/08/2023	Pamela Wanrooy Exp Claim - Flipchart for Suicide Presentation	\$53.06	
4/08/2023	Paul Myatt Media - Ongoing web development and maintenance	\$385.00	
4/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Management Liability	\$497.29	
4/08/2023	Jardine Lloyd Thompson (JLT) Pty Ltd - Stamp Duty	\$49.73	
4/08/2023	Central Business Equipment - Photocopy charges and printing	\$362.91	
7/08/2023	Fleetcare - CEO Lease vehicle		\$1,427.12
8/08/2023	Phillip Eaton - Donation P Eaton	\$250.00	
8/08/2023	Wagait Beach Supermarket - Territory Day Food	\$29.90	
8/08/2023	Wagait Beach Supermarket - Territory Day Ice	\$5.00	
8/08/2023	Pamela Wanrooy Exp Claim - Oil and serviettes - VV50 event	\$4.90	
8/08/2023	Pamela Wanrooy Exp Claim - Sausages - VV50 event	\$12.00	
8/08/2023	Wagait Beach Supermarket - Coca Cola (for cleaning blackboard)	\$5.60	
8/08/2023	Wagait Beach Supermarket - Bleach	\$5.99	
8/08/2023	Wagait Beach Supermarket - Sugar Soap	\$8.60	
8/08/2023	Councilwise - Rates and Dog rego support		\$1,076.35
8/08/2023	Pamela Wanrooy Exp Claim - stamps - Rates	\$360.00	
8/08/2023	Wagait Beach Supermarket - Milk	\$4.65	
8/08/2023	Wagait Beach Supermarket - Milk	\$8.60	
8/08/2023	Wagait Beach Supermarket - Fuel - Ute	\$119.24	
8/08/2023	Wagait Beach Supermarket - Fuel - Ute	\$126.60	
8/08/2023	Wagait Beach Supermarket - Fuel - Ute	\$55.00	
8/08/2023	Wagait Beach Supermarket - Fuel - Ute	\$96.00	
8/08/2023	Wagait Beach Supermarket - Fuel Rebate - Ute	-\$6.17	
8/08/2023	Wagait Beach Supermarket - Fuel - Plant & Machinery	\$10.45	
8/08/2023	Wagait Beach Supermarket - Fuel - Mower	\$46.20	
8/08/2023	Wagait Beach Supermarket - Fuel - Tractor	\$85.79	
8/08/2023	Wagait Beach Supermarket - Fuel - small engines	\$10.08	
8/08/2023	Wagait Beach Supermarket - Fuel - Small Engine	\$10.00	
8/08/2023	Wagait Beach Supermarket - Fuel Rebate - Plant & Machinery	-\$0.46	
8/08/2023	Wagait Beach Supermarket - Fuel - small engines	\$24.55	
8/08/2023	Wagait Beach Supermarket - Fuel Rebate - CEO	-\$1.02	
8/08/2023	Wagait Beach Supermarket - Fuel - CEO	\$110.02	
8/08/2023	Wagait Beach Supermarket - Fuel - CEO	\$124.00	

10/08/2023	Ian Manahan - Water for CEO House	\$170.00	
11/08/2023	Fiona Carter Exp. Claim - Uber Journey	\$10.26	
11/08/2023	Fiona Carter Exp. Claim - Sealink Ticket	\$113.40	
11/08/2023	Fiona Carter Exp. Claim - Wristband for Suicide Prevention	\$42.00	
15/08/2023	CBA - Commbiz fees		\$0.92
15/08/2023	CBA - Commbiz fees		\$10.47
15/08/2023	Belyuen Commiunity Government Council - Catering	\$170.00	
15/08/2023	Netball NT - Ferry Ticket	\$17.47	
16/08/2023	Colleen Fergusson - Provide dinner for Council Meeting	\$132.00	
17/08/2023	Nexia Edwards Marshall NT - Professional Services - Audit	\$1,430.00	
17/08/2023	Renita Glencross Expense Claim - Tote Bag	\$2.50	
17/08/2023	Renita Glencross Expense Claim - Food for VV50 event	\$36.60	
17/08/2023	Renita Glencross Expense Claim - Coffee at Meeting	\$10.50	
18/08/2023	MJ Electrical - Replace Office Light	\$120.00	
20/08/2023	Optus - Office Phone & Data		\$112.25
20/08/2023	Optus - Mobile telephony & data		\$214.00
20/08/2023	STSNT - Chainsaw & Chemical Application Training	\$3,370.00	
20/08/2023	STSNT - Travel to WB & return	\$132.00	
20/08/2023	STSNT - Equipment for training (masks, gloves and respirator)	\$135.00	
21/08/2023	Michelle (Miki) Ensbey - Provide Snake Workshop	\$300.00	
21/08/2023	Michelle (Miki) Ensbey - Petrol	\$39.94	
21/08/2023	Michelle (Miki) Ensbey - Prize	\$14.98	
23/08/2023	Ian Manahan - Water supply to CEO house	\$170.00	
24/08/2023	Rowan Roberts Exp Claim - Mongrel Safety Boots	\$150.00	
25/08/2023	Smine Enterprises - Tree removal	\$396.00	
25/08/2023	MJ Electrical - Repair office electrical service	\$255.00	
27/08/2023	Ken's Plumbing Pty Ltd - Plumbing work Council Grounds	\$280.00	
27/08/2023	Ken's Plumbing Pty Ltd - Plumbing work CEO house	\$125.00	
27/08/2023	Build Up Skateboarding - Skateboard Youth Sessions	\$1,320.00	
30/08/2023	Bowman Advisory - Strategic Plan Development - 50%	\$15,290.00	
30/08/2023	Colleen Fergusson - TOPROC catering (12 pax @ \$22)	\$314.00	
31/08/2023	Nexia Edwards Marshall NT - Audit - third instalment	\$2,750.00	
31/08/2023	Local Government NSW - Careers @ Council Subscription		\$550.00
31/08/2023	J Blackwood & Sons - Full 3M respirator and spare filters	\$1,102.46	
31/08/2023	Veolia Environmental Services - Rearlift		\$5,796.14
31/08/2023	Veolia Environmental Services - Hooklift		\$4,760.49
31/08/2023	Veolia Environmental Services - Fuel		\$482.67
31/08/2023	Severine Meunier - Yog 14&28 Aug (\$200) + ferry pass	\$314.53	
CREDIT CARD - CEO			
1/08/2023	CBA - Annual Fee		\$40.00
5/08/2023	News Corp Australia - Advertisement for CEO position		\$900.60
6/08/2023	Microsoft - Microsoft monthly fees		\$126.28
6/08/2023	Microsoft - Monthly fees - 365 business standard		\$94.60
10/08/2023	Nationwide News - NT Division - Advertise waste	\$615.00	
11/08/2023	PayStay - PayStay Credit	\$20.00	
11/08/2023	Xero - Xero Monthly Subscription		\$124.00
11/08/2023	Nationwide News - NT Division - NT News Digital Subscription	\$14.00	
11/08/2023	EG Fuel - Fuel - CEO	\$99.48	
13/08/2023	Adobe Systems Incorporated - Acrobat Standard		\$18.69
14/08/2023	Darwin River Tavern - Drinks Seniors Lunch	\$6.50	
15/08/2023	Darwin River Tavern - Seniors Lunch Drinks	\$179.40	
16/08/2023	Adobe Systems Incorporated - Photoshop		\$29.99
16/08/2023	Encore Pilates & Wellness - On Line Pilates monthly fee	\$79.00	
17/08/2023	The Meeting Place - Meeting Expenses	\$10.50	
29/08/2023	Darwin River Tavern - Seniors Lunch	\$934.00	
CREDIT CARD - OTHER			

1/08/2023	CBA - CC Annual Fee		\$40.00
1/08/2023	CBA - CC Annual Fee		\$40.00
3/08/2023	Berry Springs Home Hardware - Dustpan brush set - workshop	\$25.14	
3/08/2023	Top Lock - Keys for Power water water box	\$15.40	
3/08/2023	The Big Mower - Spark plug for Honda Water Pump	\$13.20	
3/08/2023	Mower World - Chain saw parts	\$54.76	
3/08/2023	Territory Tyres - Parts for John Deere Mower	\$209.00	
24/08/2023	The Big Mower - Lever for poison tank	\$44.90	
24/08/2023	Mower World - Repair Husqvarna chainsaw	\$120.12	
29/08/2023	Think Water - Hose fittings	\$104.92	
29/08/2023	Triple M Tray Bodies - Hinge Kit	\$92.47	
1/08/2023	CBA - annual fee		\$40.00
16/08/2023	Cabcharge - Taxi from meeting	\$13.23	
16/08/2023	Cabcharge - Taxi to meeting	\$15.23	
29/08/2023	Roma Bar - Roma Bar meal	\$31.80	

9.3. Councillor Allowances

The total year-to-date payment to Councillors from 1 July 2023 to 30 August 2023 is **\$822**

9.4. CEO Declaration

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

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

Until the 2022-23 audited Financial Statement is finalised, the balance sheet does not reflect an accurate starting figure for the 2023-24 year.

Some special grants may show deficits in the current year as they have been carried across from the previous year. This is due to the AASB that states grant income must be shown in the year it has been received, unless the grant agreement specifically states the grant is to be carried over into the following year. The result is that some SP grants are showing to be in surplus in the previous year and in deficit in the current year.

Resolution No. 2023/146

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

Moved: Cr Peter Clee

Seconded: President Neil White

Vote: AIF 4/4 - Carried

Cr Tom Dyer arrives at 19:24

10. AGENDA ITEMS

10.1. Policy Review

The following policies were tabled at the Audit Committee meeting on 10 September 2023 with a recommendation by resolution 2023/132 that council adopt both policies.

10.1.1. Gifts and Benefits Council Members and CEO

This policy is a requirement under section 112-113 of the Local Government Act 2019 and 6(1)(g) of the Local Government Regulations 2021. It applies to the elected members and the CEO and establishes the responsibilities and obligations in relation to receiving, accepting and disclosure of gifts and benefits.

10.1.2. Work Health and Safety

This policy is a requirement under section 172 of the Local Government Act 2019 and applies to all workplace participants on Wagait Shire premises. The policy sets out the overall goals, objectives and responsibilities of the council in relation to work health and safety matters and is a commitment to ensuring that the organisations operations do not place the local community at risk of illness or injury.

The policy will be scheduled for review in 12 months in order to align the policy with the new WHS Manual.

Resolution No. 2023/147

That council adopts the following policies as recommended by the Audit Committee resolution 2023/132:

- **Gifts and Benefits Council Members and CEO**
- **Work Health and Safety policy**

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 5/5 - Carried

10.2. Draft Annual Report for 2022-23

Please see attached draft the of the 2022-23 Annual Report as prepared by the CEO, for council consideration and recommendations. Please note that all financial figures in the report are still to be confirmed and aligned with the approved audited financial statement.

Resolution No. 2023/148

That council notes the draft annual report.

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 5/5 - Carried

10.3. Grant Updates & Approvals

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

The following are council'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
Youth Program 2022-23	Alcohol & Drugs (DoH)	20,000	0	In progress
Seniors Program 2023-24	Healthy Lifestyles (DoH)	20,000	18,500	In progress
Solar Lighting & Court upgrades	Town Asset (DITT)	82,483	12,346	In progress
Youth Week 2023	DTHFC-Youth Week	1,980	*1,000	Acquitted
Replace tipper-truck	DCMC-Priority Infra	90,910	1000	Acquitted
Replace exercise stations	DCMC-Priority Infra	142,640	2,360	In progress
Men's Program activities	DTHFC-Men's Program	8,115	*2,500	In Progress
Seniors Month activities	DTFHC-OFTA	2,000	*500	In Progress
Youth Vibe QRS	DTFHC	2,000	*500	In Progress
Beach Access upgrades	CMC-CPP	53,400	*14,000	In Progress
Suicide Prevention program	DoH	10,000	*500	In Progress
Road Verges & fencing	LCRI Phase 4	39,000	16,000	In Progress
TBC	WaRM #4 2023-24	75,000	0	TBA
Youth Vibe School Holiday	DTFHC	2,000		In Progress

Resolution No. 2023/149

That council notes the grants update information provided.

Moved: Cr Peter Cleo

Seconded: President Neil White

Vote: AIF 5/5 - Carried

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

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

14.2. Strategic Planning Consultations – Commencing 15 September

The strategic planning process will be facilitated by an external consultant, commence with surveys being distributed on 15 September, followed by meetings with community, elected members, and council staff.

14.3. School Holiday Program – 22 September to 8 October

Please see attached flyer, which has been posted to notice boards and social media. Council has received additional Youth Vibe funding to deliver the activities.

14.4. Strategic Plan Workshop for Council Members – Thursday 5 October, 7-9pm

14.5. Community Meeting – TBC October (Sat am or Thurs pm) – 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.

14.6. CEO Farewell BBQ – Friday 20 October - Council Grounds

14.7. Suicide Prevention & Awareness Program, Adults’ Session – TBC October

15. LATE ITEMS AND GENERAL BUSINESS - Nil

16. IN-CAMERA ITEMS

Resolution No. 2023/150

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

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 5/5 - Carried

At 7:38 pm Council closed the meeting to the general public.

16.1.	In Camera Minutes August 2023	2023/151
16.2.	Draft Financial Statement from the auditors	2023/152
16.3.	Council CEO recruitment update	2023/153
16.4.	Councillor Professional Development	2023/154
16.5.	Workers Compensation update	2023/155

Resolution No. 2023/158

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

Moved: Cr Peter Clee

Seconded: Cr Sarah Smith

Vote: AIF 5/5 - Carried

At 7.52 pm Council opened the meeting to the general public.

17. DATE OF NEXT MEETING

The next Council Meeting is to be held on Tuesday 17 October 2023 Council Chambers, 142 Wagait Tower Road, Wagait Beach NT 0822.

18. CLOSE OF MEETING

The Chair declared the meeting closed at 7.52 pm.