



# **WAGAIT SHIRE COUNCIL**

## **MINUTES COUNCIL CHAMBERS**

**LOT 62, 142 WAGAIT TOWER ROAD  
7:00PM TUESDAY 18 JUNE 2024**

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## 1. OPENING OF MEETING

### 1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open at 7:00pm and welcomes all in attendance
2. Makes an acknowledgment of country
3. Advises that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

### 1.2. ATTENDANCE

#### ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Vice President Tom Dyer
Councillor	Michael Vaughn
Councillor	Peter Clee
Councillor	Sarah Smith

#### STAFF PRESENT

Chief Executive Officer	Virginya Boon
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#### PUBLIC PRESENT

#### VISITORS PRESENT

### 1.3. ELECTRONIC MEETING ATTENDANCE

#### PURPOSE

This report is to consider any Councillors attendance at this meeting via electronic means.

#### **RESOLUTION No. 2024/126**

**That Council acknowledges and approves Cr Tom Dyer to attend the meeting electronically.**

**Moved: President N White**

**Seconded: Cr S Smith**

**Vote: AIF**

#### STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

#### 1.4. APOLOGIES

Nil

#### 1.5. LEAVE OF ABSENCE

Nil

### 2. DECLARATION OF INTERESTS

Nil

### 3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

### 4. PETITIONS AND QUESTIONS WITH NOTICE

Nil

### 5. CONFIRMATION OF MINUTES

#### 5.1. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

##### PURPOSE

Minutes of the previous meeting of Council are to be submitted to Council for confirmation to approve them as a true and accurate record of the meeting.

##### RESOLUTION No. 2024/127

That Council confirm the Minutes of the Ordinary Meeting of Council held on Tuesday 21 May 2024 are a true and accurate record.

Moved: Cr S Smith

Seconded: Cr M Vaughan

Vote: AIF

#### 5.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

Nil

### 6. COUNCILLOR'S REPORTS

#### 6.1 President's Report

**Action:** For Receiving and Noting

**Author:** Neil White, Shire President

##### PURPOSE

To update the Council on the activities undertaken by the President since the last Council meeting.

**RESOLUTION No. 2024/128**

**That Council receives and notes President Neil White's report for the period 17 May to 12 June 2024.**

**Moved: President N White**

**Seconded: Cr P Clee**

**Vote: AIF**

**7. OFFICERS' REPORTS**

**7.1 CEO REPORT FOR THE PERIOD**

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To update the Council on the activities of the Chief Executive Officer (CEO) and other significant operational information since the last Council meeting.

**RESOLUTION No. 2024/129**

**That council receives and accepts the CEO's report for the period 17 May to 12 June 2024.**

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote: AIF**

**7.2 WORKS MANAGER'S REPORT FOR THE PERIOD**

**Action:** For Receiving and Noting

**Author:** Work's Manager

**PURPOSE**

To update the Council on the activities carried out by the Works and Services Team and other significant relevant information since the last Council meeting.

**RESOLUTION No. 2024/130**

**That Council receives and notes the Works Manager's report for the period 17 May to 12 June 2024.**

**Moved: Cr P Clee**

**Seconded: Cr S Smith**

**Vote: AIF**

**8. REPORTS REQUIRING DECISIONS OF COUNCIL**

**8.1 RECORDS DISPOSAL SCHEDULE**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

To seek a decision from Council as to whether or not they wish to have any input on the “all-of NT Government COVID-19 pandemic records retention and disposal schedule” of COVID-19 related records.

**RESOLUTION No. 2024/131**

**That Council:**

- a) receives and notes the report on COVID-19 Records Retention and Disposal Schedule; and
- b) does not wish to provide feedback and/or have any input into this schedule.

**Moved:** Cr S Smith

**Seconded:** Cr P Clee

**Vote:** AIF

**8.2. REQUEST FOR ASSISTANCE**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

To seek a decision from Council whether or not they agree to support the request for assistance from a local resident who has been selected to represent the Northern Territory in their preferred sporting code.

**RESOLUTION No. 2024/132**

**That Council:**

- a) receives and notes the report on the request from Tomasi Eaton for financial assistance to travel to Adelaide for the 2024 southern States Rugby Championships; and
- b) approves the donation of \$250 towards Tomasi Eaton’s Rugby trip to Adelaide in July 2024.

**Moved:** President N White

**Seconded:** Cr M Vaughan

**Vote:** 4/5 Vice - President Tom Dyer abstained declaring Tomasi Eaton as a family friend

**8.3 DECLARATION OF RATES AND CHARGES FOR 2024-25**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

This report is to seek Council’s approval to Declare the Rates and Charges for the 2024-25 financial year and approval of the Certification for the Assessment Record by the Chief Executive Officer.

**RESOLUTION No. 2024/133**

**That Council:**

- a) receives and notes the report regarding the Declaration of Rates and Charges 2024-25 and the Chief Executive Officer's certification of the assessment records in line with Section 29 *Local Government (General) Regulations 2021*
- b) declares to raise \$414,167 in General Rates and Charges for the 2024-25 financial year; and
- c) declares to publish the notice as per section 241 (1) of the *Local Government Act 2019* on Council's website and in a newspaper circulating in the Council area.

**Moved:** Cr P Clee

**Seconded:** Cr S Smith

**Vote:** AIF

**8.4 COUNCIL MEMBERS ALLOWANCES DECLARATION 2024-25**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

This report is to seek Council's approval to Declare the Elected Member Allowances for the 2024-25 financial year.

**RESOLUTION No. 2024/134**

**That council;**

- a) receives and notes the report entitled Council Members Allowances Declaration 2024-25;
- b) declares a budgeted total amount of \$45,625 for Elected Member Allowance for the 2024-25 financial year; and
- c) approves allowances for Elected Members Professional Development and Extra Meetings expenses to the total amount of \$60,000 for the 2024-25 financial year.

**Moved:** Cr P Clee

**Seconded:** Cr M Vaughan

**Vote:** AIF

**8.5 FEES AND CHARGES FOR 2024-2025**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

This report is to seek Council's approval to approve the Fees and Charges for the 2024-25 financial year.

**RESOLUTION No. 2024/135**

**That the Council:**

- a) receives and notes the report entitled Fees and Charges for 2024-25;
- b) approves the Fees and Charges for the 2024-25 financial year; and
- c) publishes the 2024-25 Fees and Charges on Council's website.

**Moved:** Cr P Clee



**Seconded: President N White**

**Vote: AIF**

## **8.6. BUDGET FOR 2024-2025**

**Action:** For Decision

**Author:** CEO

### **PURPOSE**

This report is to seek Council's approval to adopt the Budget for the 2024-25 financial year.

### **RESOLUTION No. 2024/136**

**That the Council:**

- a) receives and notes the report entitled Budget for 2024-25;
- b) adopts the Budget for the 2024-25 financial year;
- c) are aware that the 2024-25 budget has a deficit and that there will be an expected transfer of \$85,354 from reserves; and
- d) publishes the 2024-25 Budget on Council's website and in a newspaper circulating in the area and notify the Agency in writing in accordance with section 203(4) of the *Local Government Act 2019*.

**Moved: President N White**

**Seconded: Cr S Smith**

**Vote: AIF**

## **8.7 2024-25 SHIRE PLAN, LONG TERM FINANCIAL PLAN & 2025-35 STRATEGIC PLAN**

**Action:** For Decision

**Author:** CEO

### **PURPOSE**

This report is for Council to approve and adopt the 2024-25 Shire Plan and Long-Term Financial Plan and the 2025-2035 Strategic Plan.

### **RESOLUTION No. 2024/137**

**That Council;**

- a) receives and notes the report entitled 2024-25 Shire Plan, Long Term Financial Plan and 2025-2035 Strategic Plan;
- b) approves and adopts the 2024-25 Shire Plan with amendments as stated in this report and Long-Term Financial Plan in accordance with section 35 of the *Local Government Act 2019*;
- c) adopts the 2025-35 Strategic Plan with reference and a link to the document included in the 2024-25 Shire Plan; and
- d) provides the Agency with a copy of the 2024-25 Shire Plan in accordance with section 35 of the *Local Government Act 2019*.

**Moved: Cr S Smith**

**Seconded: President N White**

**Vote: AIF**

## 9. MONTHLY FINANCE REPORTS

### 9.1 MONTHLY FINANCIAL REPORT

**Action:** For Receiving and Noting

**Author:** CEO

#### **PURPOSE**

This report is to provide a summary of the financial position of Council for the period ending 31 May 2024.

The Financial Reports is attached to the Agenda as a separate document.

#### **RESOLUTION No. 2024/138**

**That Council:**

- a) notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
- b) receives and notes the monthly financial report for May 2024.

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

## 10. REPORTS FOR RECEIVING AND NOTING

### 10.1 MAY 2024 AUDIT COMMITTEE MEETING DRAFT MINUTES

**Action:** For Decision

**Author:** CEO

#### **PURPOSE**

To provide Council with an update on the Audit Committee meeting minutes from the meeting held Tuesday 16 May 2024.

#### **RESOLUTION No. 2024/139**

**That Council receive and note the minutes of the Audit Committee meeting held on Tuesday 16 May 2024.**

**Moved:** Cr P Clee

**Seconded:** Cr S Smith

**Vote:** AIF

### 10.2 REVIEW OF ACTION ITEMS LIST TO 12 JUNE 2024

**Action:** For Receiving and Noting

**Author:** CEO

#### **PURPOSE**

To update Council on the status of the Actions List to 12 June 2024.

**RESOLUTION No. 2024/140**

**That Council receives and notes the updated Actions List to 12 June 2024.**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

### 10.3 CORRESPONDENCE

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To provide Council with a list of incoming and outgoing correspondence from 16 May 2024 to 13 June 2024.

**RESOLUTION No. 2024/141**

**That council receives and notes the incoming and outgoing correspondence from 16 May to 13 June 2024.**

**Moved: Cr S Smith**

**Seconded: President N White**

**Vote: AIF**

### 10.4 COMPLAINTS REGISTER

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To update Council on complaints received from 15 May 2024 to 13 June 2024.

**RESOLUTION No. 2024/142**

**That Council receives and notes the Complaints Register to the 13 June 2024.**

**Moved: Cr P Clee**

**Seconded: Cr M Vaughan**

**Vote: AIF**

## 11. CURRENT / UPCOMING EVENTS

**RESOLUTION No. 2024/143**

**That Council receives and notes the report on current and upcoming events.**

**Moved: Cr P Clee**

**Seconded: Cr S Smith**

**Vote: AIF**

**11.1. MEN'S SHED DAY – 15 JUNE 2024**

Men's Shed Day will be held on Saturday 15 June 2024. Local men are all invited to join in the session, share skills and enjoy a dinner. This is funded by the NT Men's Places Grant.

**11.2. ACRYLIC POURING (SCHOOL HOLIDAY PROGRAM) - 25 JUNE**

Acrylic Pouring with Paula Moggs from 11am to 1pm in the Community Centre.

**11.3. SENIORS MORNING TEA AND INFO SESSION WITH BELYUEN AGED CARE – 26 JUNE**

Seniors are invited to join us for a morning tea from 10am to 12pm. Aged Care Service leaders Liane Radrodro and Toni Stanley will be available to answer any questions regarding aged care options and resources.

**11.4. JEWELLERY MAKING (SCHOOL HOLIDAY PROGRAM) - 27 JUNE**

Jewellery Making with Paula Moggs from 4pm to 6pm in the Community Centre.

**11.5. TERRITORY DAY – 1 JULY 2024**

Territory Day will be held Monday 1 July 2024, hosted by Council at Cloppenburg Park and supported by NTG from 6.00pm to 8.00pm. A sausage sizzle will be provided.

**11.6. FISHING FOR 10 YRS TO 16 YRS (SCHOOL HOLIDAY PROGRAM) 2 JULY**

Fishing at the Mandorah Jetty from 2pm to 6pm for 10 yrs to 16 yrs old.

**11.7. CORRUGATED IRON (SCHOOL HOLIDAY PROGRAM) – 4 JULY**

The Circus Pop Up workshop will be here from 3.30pm to 5.30pm to deliver fun at the Sports Ground. A sausage sizzle will be provided.

**11.8. TERRITORY WILDLIFE PARK (SCHOOL HOLIDAY PROGRAM) – 9 JULY**

The excursion to the Territory Wildlife Park will be from 8.00am to 3.30pm.

**11.9. KNITTING & DECOUPAGE WITH MAKERS & CREATORS (SCHOOL HOLIDAY PROGRAM) – 10 JULY**

Knitting and Decoupage with Irene Moran from 10am to 1pm in the Community Centre. Morning tea will be provided.

**11.10. MOVIE NIGHT (SCHOOL HOLIDAY PROGRAM) – 12 JULY**

Movie night will be from 5.00pm until late. A sausage sizzle will be provided, and children will be asked to bring a plate.

## 12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

Nil

## 13. IN-CAMERA ITEMS

### RESOLUTION No. 2024/144

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 rate payer;
- 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 P Clee

**Seconded:** Cr S Smith

**Vote:** AIF

At 7:51 pm Council closed the meeting to the general public.

### 13.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

1. Confirmation of previous minutes
2. WSC Community Fund Grants

### 13.2. RE-OPEN TO GENERAL PUBLIC

### RESOLUTION No. 2024/148

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

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

At 8:10 pm Council opened the meeting to the general public.

### 13.3. MOVE ITEMS TO GENERAL BUSINESS

### RESOLUTION No. 2024/149

That Council resolves to move the following items to general business in accordance with section 293(1) of the *Local Government Act 2019*:

- a) 13.1 In-Camera Minutes from 21 May 2024 accepted by Resolution 2024/145
- b) 13.2 Wagait Shire Council Community Grants Report approved by Resolution 2024/146

**Moved:** President N White

**Seconded:** Cr S Smith

**Vote:** AIF

#### 13.4. COMMUNITY GRANTS 2023-24

##### PURPOSE

To seek Council's approval of the recommendations for Wagait Shire Council Community Grant awards.

##### RESOLUTION No. 2024/146

That council:

- d) receives and notes the report regarding the assessment of WSC Grant applications;
- e) approves the recommendations of the assessment panel as per the report entitled **Community Grants 2023-24 on the condition that;**
  - i. future application processes include addressing the same criteria that applications are assessed on and a requirement for formal quotes to be included
  - ii. a more stringent acquittal process be implemented which will include receipts and reports on how the product/service/purchase was utilised in the project
  - iii. information to be provided to applicants that the success of future applications will be conditional to the satisfaction of these processes.

Moved: President N White

Seconded: Cr P Clee

Vote: 4/5 - Cr M Vaughan abstained declaring an interest as a member of the Wagait Beach Fishing Club

#### 14. CLOSE OF MEETING

The date of the next meeting is scheduled for Tuesday 16 July 2024.

The Chair declared the meeting closed at 8:10pm.