



# **WAGAIT SHIRE COUNCIL**

## **PUBLIC MINUTES COUNCIL CHAMBERS**

**LOT 62, 142 WAGAIT TOWER ROAD  
7:00PM MONDAY 17 FEBRUARY 2025**

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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 Vaughan
Councillor	Peter Clee
Councillor	Sarah Smith

#### STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Consultant	Matt Pettit

#### PUBLIC PRESENT

#### VISITORS PRESENT

### 1.3. ELECTRONIC MEETING ATTENDANCE

Nil

### 1.4. APOLOGIES

Nil

### 1.5. LEAVE OF ABSENCE

#### PURPOSE

This report is to consider any notification of leave requests from Elected Members.

#### RESOLUTION No: 2025/032

That Council:

- a) receive and note the notice of leave from President Neil White from the 22/4/2025 to the 7/5/2025; and
- b) approves the notice of leave from President Neil White.

Moved: President N White

Seconded: Cr P Clee

Vote: AIF

#### STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

## 2. DECLARATION OF INTERESTS

## PURPOSE

This report is to ask the Councillors if they:

1. Have read the agenda papers; and
2. Wish to declare any conflicts of interest regarding any item in the agenda for this Council meeting.

Cr Dr Sarah Smith advised of a potential conflict of interest if the letter from Opposition Leader Selena Uibo MLA, regarding the Territory Coordinator Bill is to be discussed at this meeting.

President Neil White received the potential declaration and advised that he would ask Cr Dr Sarah Smith to leave the room if the correspondence was discussed in depth, later in the meeting.

## STATUTORY OBLIGATIONS

Section 114 and 119 *Local Government Act 2019*

### 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: 2025/033**

**That Council confirms the Minutes of the Ordinary Meeting of Council held on Monday 20 January 2025 are a true and accurate record of that meeting.**

**Moved: Cr P Clee**

**Seconded: Vice President T Dyer**

**Vote: AIF**

## STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

### Attachments

*A copy of the minutes is attached.*

## 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: 2025/034**

**That Council receives and notes President Neil White's report for the period 15 January 2025 to 11 February 2025.**

**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: 2025/035**

**That council receives and accepts the CEO's report for the period 14 November 2024 to 14 January 2025.**

**Moved: Cr P Clee**

**Seconded: Cr S Smith**

**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: 2025/036**  
That Council receives and notes the Works Manager’s report for the period 15 January 2025 to 11 February 2025.  
Moved: Cr P Clee  
Seconded: President N White  
Vote: AIF

**8. FINANCE REPORTS**

**8.1 MONTHLY FINANCIAL REPORT**

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To inform and update Council of the status of the financials to the end of December 2024.

**RESOLUTION No: 2025/037**  
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 to 31 January 2025.  
Moved: President N White  
Seconded: Vice President T Dyer  
Vote: AIF

**9. REPORTS REQUIRING DECISIONS OF COUNCIL**

**9.1 Q2 2024-25 BUDGET REVIEW AND REVISED BUDGET**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

To provide the Council with an update and review of the 2024-25 budget following the first quarter of the financial year and considerations for adopting a revised budget for 2024-25.

**RESOLUTION No: 2025/038**  
That Council:  
a) receives and notes the report on the 2024-25 second quarter budget review; and  
b) approves the proposal to defer any amendments to the budget until the next budget review at Council’s April meeting.  
Moved: Vice President T Dyer  
Seconded: President N White  
Vote: AIF

## 9.2 POLICIES

### PURPOSE

To request Council's approval for the updated policies listed below.

**RESOLUTION No: 2025/039**

**That Council approves the following updated policies:**

- 1. GOV-RISK MANAGEMENT POLICY**
- 2. ADMIN – WORKPLACE SURVEILLANCE POLICY**
- 3. FIN – INVESTMENT POLICY**
- 4. HR – CODE OF CONDUCT – WORKPLACE PARTICIPANTS POLICY**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

## 9.3 KEEP AUSTRALIA BEAUTIFUL COUNCIL NT

**Action:** For Decision

**Author:** CEO

### PURPOSE

To inform Council of Keep Australia Beautiful Council NT (KABCNT) request for a letter of support and seek guidance as to whether or not Council will support the request.

**RESOLUTION No: 2025/040**

**That Council:**

- a) receives and notes the report entitled Keep Australia Beautiful Council NT; and**
- b) approves to write a letter of support to the Minister for ongoing operational funding for KABCNT.**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

## 9.4 WSC AUDIT COMMITTEE MEETING

**Action:** For Decision

**Author:** CEO

### PURPOSE

To update the Council on the Audit Committee meeting held Tuesday 11 February 2025 and to seek a decision on a new member for the Audit Committee.

**RESOLUTION No: 2025/041**

**That Council:**

- a) receives and notes the update on the Audit Committee meeting held Tuesday 11 February;**
- b) accepts the resignation of Cr Michael Vaughan from the Audit Committee and thanks Cr Vaughan for his commitment to the committee;**
- c) and approves the appointment of Cr Dr Sarah Smith to the Audit Committee**

**Moved: Vice President T Dyer**

**Seconded: Cr P Clee**

**Vote: AIF**



## 9.5 LGANT – NOMINATIONS FOR MINISTERS ADVISORY COUNCIL FOR SENIOR TERRITORIANS

**Action:** For Decision

**Author:** CEO

### PURPOSE

This report has been provided to advise Council that LGANT has called for nominations for a representative to the NT Minister’s Advisory Council for Senior Territorians (MACST) and to seek a decision from Council as to whether or not they wish to nominate a Wagait Shire Council elected member for this role.

**RESOLUTION No: 2025/042**

**That Council:**

- a) receives and notes the report entitled LGANT – Nominations for Ministers Advisory Council for Senior Territorians; and
- b) and does not wish to make a nomination as a candidate for this role.

**Moved:** Cr S Smith

**Seconded:** Vice President T Dyer

**Vote:** AIF

## 10. REPORTS FOR RECEIVING AND NOTING

### 10.1 REVIEW OF ACTION ITEMS LIST TO 12 FEBRUARY 2025

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To update Council on the status of the Actions List to 12 February 2025.

**RESOLUTION No: 2025/043**

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

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

### 10.2 CORRESPONDENCE

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 13 January 2025 to 12 February 2025.

**RESOLUTION No: 2025/044**

**That council receives and notes the incoming and outgoing correspondence from 13 January 2025 to 12 February 2025.**

**Moved:** Cr P Clee

**Seconded:** Cr M Vaughan

**Vote:** AIF

### 10.3 COMPLAINTS REGISTER

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To update Council on complaints received from 14 November 2024 to 13 January 2025.

**RESOLUTION No: 2025/045**

**That Council receives and notes the Complaints Register to the 12 February 2025.**

**Moved: Cr P Clee**

**Seconded: Vice President T Dyer**

**Vote: AIF**

Cr Sarah Smith requested that an action be made to review the Dog Management policy and to amend if required, to allow operations to be more compliant with the policy.

### 11. CURRENT / UPCOMING EVENTS

**Action:** For Receiving and Noting

**Author:** CEO

**PURPOSE**

To update Council on upcoming events planned over the next month.

**RESOLUTION No: 2025/046**

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

**Moved: Cr P Clee**

**Seconded: Vice President T Dyer**

**Vote: AIF**

#### 11.1 WEDNESDAY 19 FEBRUARY – SENIORS FIRST MORNING TEA FOR 2025

#### 11.2 SATURDAY 8 MARCH - INTERNATIONAL WOMEN'S DAY CELEBRATIONS

### 12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

- 12.1 Cr Michael Vaughan requested that a survey be undertaken of Seniors who have an interest in attending Yoga sessions as he has had some feedback that some are not happy with the class.
- 12.2 Cr Sarah Smith advised that there is a step on the jetty that is quite disorienting and can be considered a bit dangerous for some users and Council may need to investigate it further and report to the Department of Logistics and Infrastructure.
- 12.3 Cr Sarah Smith requested that the glass sliding door be fixed at the Community Centre because it is unsafe to lock up from the inside and leave out the back door with no light in that area.
- 12.4 Cr Sarah Smith suggested that Council reports the non-Council events and activities that are carried out on/in Council facilities.

### 13. IN-CAMERA ITEMS

**RESOLUTION No: 2025/047**

**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: Vice President T Dyer**

**Vote: AIF**

At 7:30pm Council closed the meeting to the general public.

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

- Minutes of In-Camera meeting held 20 January 2025
- Audit Completion Report

#### 13.3 RE-OPEN MEETING TO THE GENERAL PUBLIC

**RESOLUTION No: 2025/050**

**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: Vice President T Dyer**

**Vote: AIF**

At 7:36pm Council opened the meeting to the general public.

#### 13.4 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

**RESOLUTION No: 2025/051**

**That Council move the following items into the Open Meeting:**

**Item 13.2 AUDIT COMPLETION REPORT**

**RESOLUTION No: 2025/048**

**That the Council confirms the In-Camera Minutes of the meetings held Monday 20 January 2025 as a true and accurate record.**

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote: AIF**

**RESOLUTION No: 2025/049**

**That Council:**

- a) receives and notes the report on the Audit Completion Report; and
- b) requests that the CEO action all items identified in the report as Areas for Improvement.

**Moved: Cr P Clee**

**Seconded: Vice President T Dyer**

**Vote: AIF**

**Moved: Cr P Clee**

**Seconded: Vice President T Dyer**

**Vote: AIF**

#### **14. CLOSE OF MEETING**

The date of the next meeting is scheduled for Monday 17 March 2025.

The Chair declared the meeting closed at 7:30pm.