



WAGAIT SHIRE COUNCIL

PUBLIC AGENDA COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD
7:00PM MONDAY 23 JUNE 2025**

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

Date: **Monday 23 June 2025**

Time: **7:00pm**

Location: Council Chambers, 142 Wagait Tower Road, Wagait Beach

Conditions: Public are welcome to attend however are required to contact Council by **10am Friday 20 June 2025** if attending. Arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if requested.

Any member of Council who may have a conflict of interest, or perceived conflict of interest regarding any item to be discussed at a Council meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the *Local Government Act 2019*.

Virginia Boon
Chief Executive Officer

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1. OPENING OF MEETING

1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open atpm 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

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

1.4. APOLOGIES

PURPOSE

This report is to record and consider any apologies from Councillors.

RECOMMENDATION

That Council approve the apologies of

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

1.5. LEAVE OF ABSENCE

PURPOSE

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

RECOMMENDATION

That Council:

- a) receive and note the notice of leave from Cr; and
- b) approve the notice of leave from Cr.....

Moved:

Seconded:

Vote:

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.

RECOMMENDATION

That Council receives the declarations of interest as listed below:

Moved:

Seconded:

Vote:

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.

RECOMMENDATION

That Council confirms the Minutes of the Ordinary Meeting of Council held on Monday 26 May 2025 are a true and accurate record of that meeting.

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

Attachments

A copy of the minutes is circulated with the agenda.

5.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

6. COUNCILLOR'S REPORTS

6.1 PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Neil White, Shire President

PURPOSE

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

RECOMMENDATION

That Council receives and notes President Neil White's report for the period 12 May to 17 June 2025.

Moved:

Seconded:

Vote:

PRESIDENT'S REPORT

JUNE 2025

Update:

Welcome to the June Council meeting.

At tonight’s meeting we consider the public comments on our draft Annual Plan and Budget for 2025/26. After strong discussion at the May Council meeting of our draft Budget, we will consider approving it tonight.

On Thursday 19 June Council received an onsite visit to discuss Cybersecurity for the Council.

Meetings Attended:

Monday 26 May	Council meeting
Friday 30 May	CEO catch-up
Friday 9 May	CEO catch-up
Friday 6 June	TOPROC meeting at City of Darwin
Friday 13 June	CEO catch-up
Wednesday 18 June	Seniors morning tea at Cox Country Club
Friday 20 June	CEO catch-up

Neil White

President – Wagait Shire Council

June 2025

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

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.

<p>RECOMMENDATION That council receives and accepts the CEO’s report for the period 12 May 17 June 2025. Moved: Seconded: Vote:</p>
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COMMENTS

Date	Meeting / Attendees	Purpose
Weekly	CEO / Works Staff	Weekly Toolbox Meeting
Weekly	CEO / WSC President	Catch up on issues and updates
14/5/2025 to 23/5/2025	Annual Leave	N/A
22/5/2025	Audit Committee Meeting	To discuss the 2025-26 draft budget and shire plan.
26/5/2025	May Council Meeting	
28/5/2025	JLT Insurance	To go through questionnaire regarding insurance cover
29/5/2025	Mark Speechley, Rowan Roberts / Belinda Richards - Training	Regulatory Services Training
3/6/2025	Dion Grant – Regional Development Officer DCMC	Meeting to discuss how WSC is going and if there is anything they can do for Council
3/6/2025	Brian Corrigan – Dept Sport & Recreation	Meeting to discuss S&R funding and program for next year
6/6/2025	TOPROC Members	Qrtly Meeting
11/6/2025	Local Government Cyber Security Review Working Group	Update on the process
16/6/2025	LGANT and Councils	LGANT Discussion – First Draft submission re Local Government Amendments

STAFFING

There are currently no vacant positions with Council.

GRANTS

Grant Reporting and Acquittals

Grant Name	Report Name	Due Date	Status
LRCI	Acquittal and Reports	Overdue	Commenced – working on acquittal

Grant Applications

Grant Name	Project Name	Due Date	Status
Snrs Month Grant	Seniors Month Activities	28/4/2025 - submitted	Received notice - successful

SPORT AND RECREATION PROGRAM

Date	Activity Description	Attendance Male	Attendance Female	Attendance Total
May 25	Yoga	2	9	11
May 25	Board Games	1	2	3
May 25	Seniors Morning Tea	3	10	13
May 25	Qigong		13	13
May 25	Other Activities	1	17	18
May 25	Youth Pop-Up Activities	3	6	9
	TOTALS	10	57	67

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

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.

RECOMMENDATION

That Council receives and notes the Works Manager's report for the period 13 May 2025

17 June 2025

Moved:

Seconded:

Vote:

Works Manager's Report for the period 13 May 2025 – 17 June 2025

Staff/HR, PD & Training, WHS	<ul style="list-style-type: none"> Regulatory Services training 3 Hrs Rowan Roberts on Annual leave 02 June – 20 June 2025
WHS	<ul style="list-style-type: none"> Incidents Nil Continue to rewrite SOP's on all Equipment and JSA's
Meetings	<ul style="list-style-type: none"> Staff Toolbox and planning x 4
Actions	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> Bore Runs x 12

	<ul style="list-style-type: none"> • Water Samples x 8 • Mow and Snip Water Compound x 1 • Complete 6 monthly sampling of production bores
Actions	<p><u>Jetty Maintenance (contract works)</u></p> <ul style="list-style-type: none"> • Jetty wash x 16 • Mow Snip and Poison Jetty Carpark x 1 • Report unauthorised access to Jetty • Report car park line marking issues and damage to signage <p><u>Waste Management</u></p> <ul style="list-style-type: none"> • Green Waste push up x 9 • Council bins in, out & cleaned weekly x 38 • Resurfacing completed • Steel Bin and Skip bins placed back in compound after replacement • Green Waste Burnt x 2 • Remove dangerous tree at green waste facility <p><u>Animal Management</u></p> <ul style="list-style-type: none"> • Cat-traps currently with residents x 2 • Reports of Wandering Dogs investigation ongoing <p><u>Environmental Management & Maintenance</u></p> <ul style="list-style-type: none"> • Clearing of Drains Poison and snipping • Mowing of Estate ongoing • Complete slashing of the Cox Cub block • Photograph and report illegal dumping <p><u>Vehicle and Plant</u></p> <ul style="list-style-type: none"> • Replace battery in John Deere tractor • Complete 400 hr service of John Deere tractor • Truck serviced by Quickshot Mechanical <p><u>Council Grounds/Sports Ground</u></p> <ul style="list-style-type: none"> • Build rock wall for new garden at community centre • Relocate concrete table to new gardens at the community centre • Replace float valve in female toilets at sports ground • Mow and snip sports ground • Install new tennis net at sports ground • Place large rocks to prevent vehicle access to the garden area between the toilets and the undercover area • Repair table tennis tables and relocate to the rediscovery shed • Empty drain buckets under BBQs at the sports ground and wash out shed

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

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 May 2025.

RECOMMENDATION

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 May 2025.

Moved:

Seconded:

Vote:

Financial Report - Comments

Income:

- The Jetty Management contract is below budget as we have not had the opportunity to reprice the contract during renewals
- Interest income includes accrued interest from the term deposit renewal in March.
- The Grant income for Sports and Rec Operational (\$55,000 ex GST) is included in the Grants Special Projects

Expenses:

- Due to the revaluation of assets in September 2024, depreciation is higher than originally budgeted. (Note: Depreciation is removed from financial EBITDA as it does not affect the financial stability of an organisation)
- Councillor Allowances are well below budget due to several councillors not taking their full entitlement.

Cash Flows:

At the close of the financial period the main trading account was in overdraft due to account authorisations issue and the payment both Quarterly superannuation and PAYG debts. As at tonight's meeting this has been addressed, and the account is back in credit

Trade Debtors:

The volume of trade debtors has reduced significantly during the reporting period reducing to only two outstanding debtors. Belyuen council is trading at approximately 60 days payment terms and The Cox Country Club has advised that they are in financial difficulty and are struggling to make payments

Trade Creditors:

Ongoing creditors are now being paid within 30 day terms, The outstanding amounts over 90 days relate to deposit retentions and a project which will be completed by the end of July.

Ratios:

Our Current Asset Ratio has decreased slightly from 3.11 to 3.05 times Current Liabilities; however, this is still a healthy number

Financial Implications

There are no financial implications associated with the recommendation of this report.

Attachments

A copy of the Financial Report is attached.



Certification by the CEO to the Council

Council Name:	WAGAIT SHIRE COUNCIL
Reporting Period:	1 July 2024 to 31 May 2025

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

CEO Signed

Date Signed

17/06/2025

Note: The monthly financial report to council must either be accompanied by a written certification by the CEO to the council, as set out above, or the CEO is to provide written reasons for not providing the certification. (Regulation 17(5) of the General Regulations)

Monthly Financial Reports

- 1.1 Report of Income and Expenditure
- 1.2 Income and Expenditure (Detailed)
- 1.3 Capital Expenditure and Funding Report
- 1.4 Special Purpose Grants
- 1.5 Balance Sheet
- 1.6 Member and CEO Council Credit Card Transactions
- 1.7 Statement of Cash Flows
- 1.8 Notes on Cash, Debtors & Creditors

1.1 Summary Income and Expenditure Report

Period: Year to Date May 2025

Account	Jul 24 - May 2025	Jul 24 - May 2025 Budget	Variance	Variance %	2025 Budget
Income					
Contracts, Fees & Charges					
Total Contracts, Fees & Charges	144,480	190,212	-45,732	-24.04%	207,512
Interest/Investment Income					
Total Interest/Investment Income	88,665	68,750	19,915	28.97%	75,000
Operating Grant Revenue					
Total Operating Grant Revenue	276,205	331,144	-54,939	-16.59%	363,736
Other Income					
Total Other Income	1,826	2,200	-374	-17.00%	2,400
Rates Income					
Total Rates Income	276,668	275,675	993	0.36%	275,899
Rental Income					
Total Rental Income	5,982	6,138	-156	-2.54%	6,700
Waste Management Income					
Total Waste Management Income	143,586	144,806	-1,220	-0.84%	145,168
Grants - Special Purpose	259,175	181,272	77,903	-42.98%	0
Total Income	1,196,587	1,200,197	-3,610	-0.30%	1,076,415
Less Operating Expenses					
Administration - Bank Charges					
Total Administration - Bank Charges	1,812	1,562	250	16.02%	1,700
Total Administration - Memberships & Subscriptions	3,862	4,475	-613	-13.70%	4,700
Total Administration - Office Expenses	193,474	210,301	-16,827	-8.00%	216,150
Total Administration - Telephones & Communications	4,656	5,500	-844	-15.35%	6,000
Total Contracts & Material Expenses	3,001	4,595	-1,594	-34.69%	5,000
Total Depreciation Expense	335,340	187,913	147,427	78.45%	205,000
Total Elected Member Allowances	28,010	41,822	-13,812	-33.03%	45,625
Total Elected Member Expenses and Professional Develc	5,024	21,087	-16,063	-76.18%	23,000
Total Employment Expenses	572,409	562,311	10,098	1.80%	614,359
Total Projects & Activities - WSC Contributions	6,045	11,455	-5,410	-47.23%	12,500
Total Repairs & Maintenance	24,606	38,027	-13,421	-35.29%	41,500
Total Services	13,025	14,219	-1,194	-8.40%	15,500
Total Vehicle & Plant Expenses	56,265	26,065	30,200	115.86%	28,439
Total Waste Management Expenses	92,657	124,762	-32,105	-25.73%	136,100
Councillor Extra Meeting or Activity	800	36,663	-35,863	0.00%	0
Total Less Operating Expenses	1,340,984	1,290,757	50,227	3.89%	1,355,573
Operating Surplus/Deficit	-144,397	-90,560	-53,837	-59.45%	-279,158
Non-operating Expenses					
Special Purpose Grant Expenses					
SP Catering	4,573.34		4,573.34	0.00%	0.00
SP Consultants	700.00		700.00	0.00%	0.00
SP Contractors	77,130.95		77,130.95	0.00%	0.00
SP Entertainment	1,958.06		1,958.06	0.00%	0.00
SP Equipment	688.78		688.78	0.00%	0.00
SP Equipment Hire	1,145.31		1,145.31	0.00%	0.00
SP General Expenses	1,237.69		1,237.69	0.00%	0.00
SP Materials	4,437.61		4,437.61	0.00%	0.00
SP Prizes	270.16		270.16	0.00%	0.00
SP Wages	1,154.90		1,154.90	0.00%	0.00
Total Special Purpose Grant Expenses	93,297		93,297	0.00%	0
Total Non-operating Expenses					
Total Expense					
Net Operating Surplus/Deficit	-237,694	-90,560	-147,134	-162.47%	-279,158

1.1 Operating Position	YTD Actuals	YTD Budget	YTD Var	YTD Var	2025 Budget
	\$	\$	\$	%	\$
Operating Surplus/Deficit	-237,694	-90,560	-147,134	-162.47%	-279,158
Remove Non-cash Items					
Less Non-cash Income					
Add Back non-cash Expenses	335,340	187,913	147,427	78.45%	205,000
Total Non-cash Items	335,340	187,913	147,427	78.45%	205,000
Less Additional Outflows					
Capital Expenditure	-183,847	0	183,847		
Borrowing Repayments (Principal Only)	-4,414	0	4,414		
Transfer to Reserves					
Other Outflows					
Total Additional Outflows	-188,261	0	188,261		
Add Additional Inflows					
Capital Grants Income	0	0	0		
Prior Carry Forward Tiered Funding	-29,839	0	-29,839		
Other Inflow of Funds					
Transfers from Reserves					
Total Additional Inflows	-29,839	0	-29,839	0.00%	
Net Operating Position	-218,100	0	158,421	0.00%	

1.2 Detailed Income and Expenditure Report

Period: Year to Date May 2025

For the 11 months ended 31 May 2025

Account	Jul 2024-May 2025 Actual	Jul 2024-May 2025 Budget	Variance	Variance %	2025 Annual Budget
Income					
Contracts, Fees & Charges					
Contracts - Jetty Management	96,179.59	107,745.00	(11,565.41)	-10.73%	117,540.00
Contracts - Other (DIPL)	3,110.00	28,413.00	(25,303.00)	-89.05%	31,000.00
Contracts - Other (Power & Water)	0.00	913.00	(913.00)	-100.00%	1,000.00
Contracts - Water Management	43,436.34	51,491.00	(8,054.66)	-15.64%	56,172.00
Dog Registrations	1,754.53	1,650.00	104.53	6.34%	1,800.00
Total Contracts, Fees & Charges	144,480.46	190,212.00	(45,731.54)	-24.04%	207,512.00
Interest/Investment Income					
Bank Interest Income	88,665.09	68,750.00	19,915.09	28.97%	75,000.00
Total Interest/Investment Income	88,665.09	68,750.00	19,915.09	28.97%	75,000.00
Operating Grant Revenue					
Grants - FAA General Purpose	12,509.00	15,466.00	(2,957.00)	-19.12%	16,866.00
Grants - FAA Roads	68,446.00	64,053.00	4,393.00	6.86%	69,870.00
Grants - NT Operational	195,250.00	203,500.00	(8,250.00)	-4.05%	222,000.00
Grants - Sport & Rec Operational	0.00	48,125.00	(48,125.00)	-100.00%	55,000.00
Total Operating Grant Revenue	276,205.00	331,144.00	(54,939.00)	-16.59%	363,736.00
Other Income					
Misc income	1,820.98	2,200.00	(379.02)	-17.23%	2,400.00
Total Other Income	1,820.98	2,200.00	(379.02)	-17.23%	2,400.00
Rates Income					
Rates - Income	273,299.40	273,299.00	0.40	0.00%	273,299.00
Rates - Interest Income	2,110.24	1,463.00	647.24	44.24%	1,600.00
Rates - Less Pensioner Concession	(10,800.00)	0.00	(10,800.00)	0.00%	0.00
Rates - Pensioner Rebate	10,800.00	0.00	10,800.00	0.00%	0.00
Rates - Search income	1,258.22	913.00	345.22	37.81%	1,000.00
Total Rates Income	276,667.86	275,675.00	992.86	0.36%	275,999.00
Rental Income					
Rent - CEO House	4,436.40	4,763.00	(326.60)	-6.86%	5,200.00
Rent - Community Centre Income	1,545.46	1,375.00	170.46	12.40%	1,500.00
Total Rental Income	5,981.86	6,138.00	(156.14)	-2.54%	6,700.00
Waste Management Income					
Waste Management - Additional Bin	1,445.45	1,650.00	(204.55)	-12.40%	1,800.00
Waste Management - Hard Waste	1,272.78	2,288.00	(1,015.22)	-44.37%	2,500.00
Waste Management - Less Pensioner Concession	(8,100.00)	0.00	(8,100.00)	0.00%	0.00
Waste Management Levy	140,868.00	140,868.00	0.00	0.00%	140,868.00
Waste Management Pensioner Rebate	8,100.00	0.00	8,100.00	0.00%	0.00
Total Waste Management Income	143,586.23	144,806.00	(1,219.77)	-0.84%	145,168.00
Discounts Received	4.95	0.00	4.95	0.00%	0.00
Grants - Special Purpose	259,175.02	181,272.00	77,903.02	42.98%	181,272.00
Total Income	1,196,587.45	1,200,197.00	(3,609.55)	-0.30%	1,257,687.00
Gross Profit	1,196,587.45	1,200,197.00	(3,609.55)	-0.30%	1,257,687.00
Less Operating Expenses					
Administration - Bank Charges					
Bank Fees	626.08	462.00	164.08	35.52%	500.00
Merchant Fees	1,186.09	1,100.00	86.09	7.83%	1,200.00
Total Administration - Bank Charges	1,812.17	1,562.00	250.17	16.02%	1,700.00
Administration - Memberships & Subscriptions					
LGANT/Membership	1,899.00	2,000.00	(101.00)	-5.05%	2,000.00
Subscriptions & Publications	1,962.79	2,475.00	(512.21)	-20.70%	2,700.00
Total Administration - Memberships & Subscriptions	3,861.79	4,475.00	(613.21)	-13.70%	4,700.00
Administration - Office Expenses					
Advertising	2,284.34	3,850.00	(1,565.66)	-40.67%	4,200.00
Auditing	3,982.64	8,000.00	(4,017.36)	-50.22%	8,000.00
Cleaning	975.27	1,837.00	(861.73)	-46.91%	2,000.00
Consultant fees	28,132.03	24,587.00	3,545.03	14.42%	25,000.00
Donations [61110]	0.00	500.00	(500.00)	-100.00%	500.00
Fees, Licences & Charges	1,843.05	1,375.00	468.05	34.04%	1,500.00
Insurance	100,365.07	100,500.00	(134.93)	-0.13%	100,500.00
Interest Expense	2,681.40	5,088.00	(2,406.60)	-47.30%	5,550.00
IT Equipmt, Maint & Support	2,734.13	7,150.00	(4,415.87)	-61.76%	7,800.00
IT Subscriptions & Licenses	15,843.52	16,500.00	(656.48)	-3.98%	18,000.00
Meeting expenses	3,649.59	2,013.00	1,636.59	81.30%	2,200.00
Miscellaneous Expenses	521.51	0.00	521.51	0.00%	0.00
Postage	849.19	913.00	(63.81)	-6.99%	1,000.00
Printing & Stationery	3,949.72	11,913.00	(7,963.28)	-66.85%	13,000.00
Safety Supplies & Equipment	2,983.40	3,113.00	(129.60)	-4.16%	3,400.00
Staff Amenities	1,452.04	1,375.00	77.04	5.60%	1,500.00
Travel & Accommodation	2,399.52	4,587.00	(2,187.48)	-47.69%	5,000.00
Valuation Costs	18,827.17	17,000.00	1,827.17	10.75%	17,000.00
Total Administration - Office Expenses	193,473.59	210,301.00	(16,827.41)	-8.00%	216,150.00
Administration - Telephones & Communications					
Mobiles	2,170.46	3,300.00	(1,129.54)	-34.23%	3,600.00
Office phone/fax/internet	1,389.19	1,287.00	102.19	7.94%	1,400.00
Satellite	1,096.37	913.00	183.37	20.08%	1,000.00
Total Administration - Telephones & Communications	4,656.02	5,500.00	(843.98)	-15.35%	6,000.00
Contracts & Material Expenses					
Animal Management Charges [64600]	158.50	1,834.00	(1,675.50)	-91.36%	2,000.00
Contracts - Jetty Maintenance	162.31	1,837.00	(1,674.69)	-91.16%	2,000.00
Contracts - Water Management/Maintenance	1,282.30	462.00	820.30	177.55%	500.00
Contracts - Weeds & Fire Management	435.93	462.00	(26.07)	-5.64%	500.00
Other Contract expense	961.73	0.00	961.73	0.00%	0.00
Total Contracts & Material Expenses	3,000.77	4,595.00	(1,594.23)	-34.69%	5,000.00
Depreciation Expense					

Depreciation expense	322,506.46	187,913.00	134,593.46	71.63%	205,000.00
Depreciation expense - ROU	12,833.37	0.00	12,833.37	0.00%	0.00
Total Depreciation Expense	335,339.83	187,913.00	147,426.83	78.45%	205,000.00
Elected Member Allowances					
Councillor Allowances	28,010.24	41,822.00	(13,811.76)	-33.03%	45,625.00
Total Elected Member Allowances	28,010.24	41,822.00	(13,811.76)	-33.03%	45,625.00
Elected Member Expenses and Professional Development					
Councillor Professional Development	3,025.35	18,337.00	(15,311.65)	-83.50%	20,000.00
Councillor Expenses	1,998.27	2,750.00	(751.73)	-27.34%	3,000.00
Total Elected Member Expenses and Professional Development	5,023.62	21,087.00	(16,063.38)	-76.18%	23,000.00
Employment Expenses					
HR Service Fee [61146]	631.00	0.00	631.00	0.00%	0.00
Staff Recruitment Expenses	0.00	500.00	(500.00)	-100.00%	500.00
Staff Relocation	3,000.00	3,000.00	0.00	0.00%	3,000.00
Staff Training	5,201.94	4,587.00	614.94	13.41%	5,000.00
Staff Uniforms & Safety	1,135.82	500.00	635.82	127.16%	500.00
Superannuation	49,309.98	53,350.00	(4,040.02)	-7.57%	58,202.00
Wages - Allowances - First aid	659.88	1,976.00	(1,316.12)	-66.61%	1,976.00
Wages - Allowances - Travel	2,051.63	1,834.00	217.63	11.87%	2,000.00
Wages - Annual Leave expense	33,000.00	33,319.00	(319.00)	-0.96%	36,348.00
Wages - Long Service leave expense	6,600.00	6,776.00	(176.00)	-2.60%	7,389.00
Wages & Salaries	470,818.98	456,469.00	14,349.98	3.14%	499,444.00
Total Employment Expenses	572,409.23	562,311.00	10,098.23	1.80%	614,359.00
Projects & Activities - WSC Contributions					
Activities - ANZAC Day WSC contribution	314.55	913.00	(598.45)	-65.55%	1,000.00
Activities - Community	3,415.28	4,125.00	(709.72)	-17.21%	4,500.00
Activities - Community Fund	605.04	4,587.00	(3,981.96)	-86.81%	5,000.00
Activities - Seniors WSC contribution	901.56	913.00	(11.44)	-1.25%	1,000.00
Activities - Sport & Rec WSC Contribution	808.29	917.00	(108.71)	-11.85%	1,000.00
Total Projects & Activities - WSC Contributions	6,044.72	11,455.00	(5,410.28)	-47.23%	12,500.00
Repairs & Maintenance					
R&M CEO House	400.00	2,288.00	(1,888.00)	-82.52%	2,500.00
R&M Community Centre	938.89	2,750.00	(1,811.11)	-65.86%	3,000.00
R&M Garden & Ground	2,104.23	3,663.00	(1,558.77)	-42.55%	4,000.00
R&M Office	3,307.04	2,750.00	557.04	20.26%	3,000.00
R&M Office equipment	16.73	1,375.00	(1,358.27)	-98.78%	1,500.00
R&M Road Repair & Maintenance	11,098.02	11,000.00	98.02	0.89%	12,000.00
R&M Sports Ground	2,618.85	1,837.00	781.85	42.56%	2,000.00
R&M Townsite	957.77	6,413.00	(5,455.23)	-85.07%	7,000.00
R&M Workshop	1,293.09	2,750.00	(1,456.91)	-52.98%	3,000.00
Road Signage	0.00	913.00	(913.00)	-100.00%	1,000.00
Stores Materials & Loose Tools	1,871.20	2,288.00	(416.80)	-18.22%	2,500.00
Total Repairs & Maintenance	24,605.82	38,027.00	(13,421.18)	-35.29%	41,500.00
Services					
Services - Animal Management	15.27	462.00	(446.73)	-96.69%	500.00
Services - Electricity	6,388.04	5,962.00	426.04	7.15%	6,500.00
Services - Gas Supplies	38.18	458.00	(419.82)	-91.66%	500.00
Services - Pest Control	1,660.00	1,837.00	(177.00)	-9.64%	2,000.00
Services - Water & Sewerage	4,923.61	5,500.00	(576.39)	-10.48%	6,000.00
Total Services	13,025.10	14,219.00	(1,193.90)	-8.40%	15,500.00
Vehicle & Plant Expenses					
Fuel CEO	3,561.09	3,666.00	(104.91)	-2.86%	4,000.00
Fuel Plant and Machinery	4,293.01	3,850.00	443.01	11.51%	4,200.00
Fuel Works Truck	816.27	1,650.00	(833.73)	-50.53%	1,800.00
Fuel Works Ute	3,698.30	3,666.00	32.30	0.88%	4,000.00
Assets < \$5000 P&E F&F	2,972.09	0.00	2,972.09	0.00%	0.00
R&M Plant & Machinery	10,316.88	6,600.00	3,716.88	56.32%	7,200.00
R&M Vehicles	4,816.90	3,663.00	1,153.90	31.50%	4,000.00
Registrations - Plant & Machinery	1,733.89	1,903.00	(169.11)	-8.89%	2,075.00
Registrations - Vehicles	3,477.30	1,067.00	2,410.30	225.90%	1,164.00
Vehicle Leasing Costs	20,579.21	0.00	20,579.21	0.00%	0.00
Total Vehicle & Plant Expenses	56,264.94	26,065.00	30,199.94	115.86%	28,439.00
Waste Management Expenses					
Hard Waste Collection	19,751.28	36,300.00	(16,548.72)	-45.59%	39,600.00
R&M Green Waste Compound	0.00	4,587.00	(4,587.00)	-100.00%	5,000.00
R&M Hard Waste Compound	934.56	462.00	472.56	102.29%	500.00
Regular Bin Collection	71,970.72	83,413.00	(11,442.28)	-13.72%	91,000.00
Total Waste Management Expenses	92,656.56	124,762.00	(32,105.44)	-25.73%	136,100.00
Audit Committee Expenses	800.00	0.00	800.00	0.00%	0.00
Councillor Extra Meeting or Activity	0.00	36,663.00	(36,663.00)	-100.00%	40,000.00
Total Less Operating Expenses	1,340,984.40	1,290,757.00	50,227.40	3.89%	1,395,573.00
Operating Profit	(144,396.95)	(90,560.00)	(53,836.95)	-59.45%	(137,886.00)
Non-operating Expenses					
Special Purpose Grant Expenses					
SP Catering	4,573.34	0.00	4,573.34	0.00%	0.00
SP Consultants	700.00	0.00	700.00	0.00%	0.00
SP Contractors	77,130.95	0.00	77,130.95	0.00%	0.00
SP Entertainment	1,958.06	0.00	1,958.06	0.00%	0.00
SP Equipment	688.78	0.00	688.78	0.00%	0.00
SP Equipment Hire	1,145.31	0.00	1,145.31	0.00%	0.00
SP General Expenses	1,237.69	0.00	1,237.69	0.00%	0.00
SP Materials	4,437.61	0.00	4,437.61	0.00%	0.00
SP Prizes	270.16	0.00	270.16	0.00%	0.00
SP Wages	1,154.90	0.00	1,154.90	0.00%	0.00
Total Special Purpose Grant Expenses	93,296.80	0.00	93,296.80	0.00%	0.00
Total Non-operating Expenses	93,296.80	0.00	93,296.80	0.00%	0.00
Net Profit	(237,693.75)	(90,560.00)	(147,133.75)	-162.47%	(137,886.00)

1.3 Capital Expenditure and Funding Report to May 2025

CAPITAL EXPENDITURE		Actuals	
Class of Assets	Project Name / Description		WSC contribution
Buildings	Outdoor Court & Fitness Equipment Upgrades	142,640	0
Infrastructure	Driveway and Road Drainage Remediation Works	84,000	0
Infrastructure	Wagait Beach Access Upgrades	53,743	0
Infrastructure	Covered Sports Court	273	0
Infrastructure	Sports fencing, drainage wks	37,600	
Buildings	ReDiscovery Centre	75,000	
TOTAL CAPITAL EXPENDITURE		393,256	0

Total capital expenditure funded by:		YTD Actuals	WSC contribution
	IPG-Sportsground	142,640	0
	IPG Driveway/road drainage	84,000	0
	CPP 2022-23	53,743	0
	CPP 2023-24	273	0
	LRCI Phase 4	37,600	
	WRM #2 21-22	75,000	
	WRM #3 22-23	393,256	0
	WRM #4 23-24	69,167	0
	WRM #5 24-25	22,950	0
TOTAL CAPITAL EXPENDITURE FUNDING		280,656	0

1.4 Operational & Capital Grants Report to May 2025

Capital Grants

Funding Body	Grant	Project Name	Due date	Previous Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY25 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2025
Capital Grants											
DCMC	IPG-Sportsground	Outdoor Court & Fitness Equipment Upgrades	30/06/2025	142,640	140,377	2,263	0	142,640	142,640	0	0
DCMC	IPG Driveway/road drainage	Driveway and Road Drainage Remediation Works	30/06/2025	84,000	0	84,000	0	84,000	84,000	0	0
DCMC - CPP	CPP 2022-23	Wagait Beach Access Upgrades	30/06/2025	53,400	37,458	15,942	0	53,400	53,743	-343	0
DCMC - CPP	CPP 2023-24	Covered Sports Court	30/06/2025	415,000	0	415,000	0	415,000	273	414,727	0
Federal Gov	LRCI Phase 4	Repairs to sports fencing, drainage wks	30/06/2025	23,762	27,600	6,067	0	23,762	37,600	-13,838	15,841
DCMG-LG	WRM #4 23-24	ReDiscovery Centre	30/06/2025	75,000	0	75,000	0	75,000	69,167	5,833	0
DCMG-LG	WRM #5 24-25	Hard Waste Facility Upgrade	30/06/2026	75,000	0	0	0	75,000	22,950	52,050	0
		Sub-total		868,802	205,435	598,272	0	868,802	410,373	472,610	15,841
Operational Grants											
Core Lithium Ltd	Core Lithium	Equipment	30/06/2025	2,000	0	0	0	2,000	1,636	364	0
DTF	NT Men's Places Grants 2023-25	Wagait Men's Program	30/06/2025	8,115	621	7,494	0	8,115	2,595	5,520	0
DoH	NT Suicide Prevention Grants 2024-25	Suicide Prevention Program 2023-24	30/06/2025	10,000	7,721	2,279	0	10,000	10,034	-34	0
DTF	Wagait Seniors Excursion	Senior Grant Month 2024-25	30/06/2025	0	0	0	2,000	2,000	2,171	-171	0
SMC MARINA	SMC Community Funding	Electronic sign for events/activities	30/06/2025	22,000	0	0	22,000	22,000	22,102	-102	0
DTF	Youth Vibe 2024-25	School holiday activities	30/06/2025	3,268	0	0	3,268	3,268	2,170	1,098	0
DTF	Sports and Recreation Grant	Sports Activities Program	30/06/2025	0	0	0	55,000	55,000	25,904	29,096	0
DTBI	Tourism Town Asset Program R4	Tourism Town Asset Program	30/06/2025	0	0	0	3,813	7,625	10,167	-2,542	3,812
	Australia Day 2025	Australia Day	30/06/2025	0	0	0	2,350	2,350	2,483	-133	0
	International Women's Day 2025	International Women's Day	30/06/2025	0	0	0	2,500	2,500	2,254	246	0
				45,383	8,342	9,773	29,618	49,733	43,191	6,543	0
		TOTAL		914,185	213,777	608,045	29,618	918,535	453,564	479,153	15,841

1.5 Balance Sheet as at 31st May 2025

Account	31-May-25	30 June 2024
Assets		
Bank		
Bendigo Investment Acc	500,000.00	525,250.00
CBA Cheque Account - Operational	39,548.55	116,007.62
CBA Cheque Account - SP Grants	527,415.33	194,292.81
CBA Credit Card Main	0.00	0.00
CBA Fixed Term Deposits	1,000,000.00	1,000,000.00
CBA Online Saver	0.00	0.01
CBA Online Saver - SP Grants	0.00	0.02
CBA Transaction Account	0.00	466,954.16
Total Bank	2,066,963.88	2,302,504.62
Current Assets		
Accrued interest	12,000.00	4,115.00
Councillor Payment control account	(3,093.75)	0.00
Less Prov'n for Doubtful Debts	(3,270.00)	(3,270.00)
Prepayments	9,278.70	0.00
Rates Debtors Account	25,074.10	8,835.32
Rates Payment Control Account	5,418.13	(75.00)
Sundry Debtors	37,791.17	0.00
Trade Debtors [11405]	5,997.66	16,907.30
Total Current Assets	89,196.01	26,512.62
Fixed Assets		
Buildings Accum Dep	(106,157.83)	(0.23)
Buildings at Cost	1,735,951.18	1,735,951.18
Motor Vehicles Accum Dep	(38,027.93)	(0.04)
Motor Vehicles at Cost	324,156.19	269,537.21
Office Equip & Furn at Cost	27,869.74	27,869.74
Office Equip Furn Accum Depn.	(9,237.07)	0.04
Plant & Equipment at Cost	279,168.41	262,547.16
Plant & Equipment Accum Dep	(79,556.30)	(0.03)
Sports Ground Accum Dep	(49,194.22)	0.00
Sports Ground at Cost	364,631.77	339,598.68
Total Fixed Assets	2,449,603.94	2,635,503.71
Non-current Assets		
Asset Clearing Account	0.00	0.00
Expenses Recognised in Advance	9,813.41	0.00
Inf Roads & Paths at Cost	1,065,123.08	921,675.20
Infr Roads & Path Accum Depn.	(622,054.32)	(581,720.95)
Land at Cost	745,000.00	745,000.00
Leased Vehicle Accum Depreciation	(68,322.42)	(55,489.05)
Right Use of Assets	115,303.00	115,303.00
Work in Progress	180,725.72	161,194.93
Total Non-current Assets	1,425,588.47	1,305,963.13
Total Assets	6,031,352.30	6,270,484.08
Liabilities		
Current Liabilities		
Accrued Expenses	0.00	24,050.00
CBA CC - Neil White	0.00	0.00
CBA CC - Rowan Roberts	0.00	19.70
CBA CC - Virginya Boon	60.40	507.00
CBA Transaction Account	7,630.14	0.00
CBA Credit Card Main	3,459.00	3,459.00
Creditors Retention Account	6,997.69	6,997.69
Current Lease Liabilities	15,742.00	15,742.00
Grants in advance	435,616.00	415,000.00
GST	(46,413.38)	(14,077.28)
PAYG Withholding Payable	16,574.00	6,304.00
Provision for Annual Leave	88,804.25	55,804.25
Provision for Long Service Leave	36,729.73	30,129.73
Rates in Advance	8,674.99	8,674.99
Rounding	0.02	0.03
Super Payable	9,850.96	4,267.77
Trade Creditors	20,930.74	23,787.77
Unexpended Grant Liability	99,454.59	193,045.25
Wages Payable - Payroll	1,687.49	0.00
Total Current Liabilities	705,798.62	773,711.90
Non-current Liabilities		
Bank Loans	66,475.25	0.00
Deferred income	0.00	
Non-current Lease Liabilities	45,283.00	45,283.00
Total Non-current Liabilities	111,758.25	45,283.00
Total Liabilities	817,556.87	818,994.90
Net Assets	5,213,795.43	5,451,489.18
Equity		
Asset Revaluation Reserve	2,508,769.27	2,508,769.27
Current Year Earnings	(237,693.75)	89,098.09
Other Asset Renewal Reserve	270,000.00	270,000.00
Prior Year's Surplus/Deficit	1,832,286.03	1,832,286.03
Retained Earnings	390,433.88	301,335.79
Roads Renewal Project Reserve	450,000.00	450,000.00
Total Equity	5,213,795.43	5,451,489.18

1.5 Member and CEO Council Credit Card Transactions

For the period 1 May 2025 to 31 May 2025

Date	Description	Debit	Credit	Running Balance	Supplier Location
CBA CC - Rowan Roberts					
16 May 2025	Bunnings	0.00	23.00	(23.00)	
16 May 2025	Payment: Battery Power Centre	0.00	229.00	(252.00)	NT
16 May 2025	Payment: EG Fuel Co	0.00	97.68	(349.68)	NT
26 May 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	349.68	0.00	0.00	
31 May 2025	Microsoft	138.60	0.00	138.60	
Total CBA CC - Rowan Roberts		488.28	349.68	138.60	
CBA CC - Virginia Boon					
01 May 2025	Payment: News PTY LTD	0.00	20.00	(20.00)	NT
07 May 2025	Payment: Microsoft	0.00	143.99	(163.99)	NT
08 May 2025	Payment: Microsoft	0.00	138.60	(302.59)	Interstate/Overseas
09 May 2025	Payment: Sealink Ferries	0.00	114.53	(417.12)	NT
09 May 2025	Payment: Cabcharge	0.00	12.60	(429.72)	NT
09 May 2025	Payment: Cabcharge	0.00	12.18	(441.90)	NT
14 May 2025	Payment: Adobe Systems Incorporated	0.00	18.69	(460.59)	Interstate/Overseas
15 May 2025	Payment: MVR VEHICLE REGO	0.00	1,203.25	(1,663.84)	NT
16 May 2025	Payment: Peninsular Deliveries	0.00	35.65	(1,699.49)	NT
16 May 2025	Payment: Woolworths	0.00	196.70	(1,896.19)	NT
19 May 2025	Payment: Adobe Systems Incorporated	0.00	35.99	(1,932.18)	Interstate/Overseas
20 May 2025	Payment: Woolworths	0.00	40.73	(1,972.91)	NT
26 May 2025	Payment: NT News	0.00	20.00	(1,992.91)	NT
26 May 2025	Bank Transfer from CBA Credit Card Main to CBA CC - Virginia Boon	2,018.50	0.00	25.59	
27 May 2025	Payment: Mailchimp	0.00	20.40	5.19	Interstate/Overseas
27 May 2025	Payment: Telstra	0.00	40.00	(34.81)	NT
Total CBA CC - Virginia Boon		2,018.50	2,053.31	(34.81)	

1.7 Statement of Cash Flows

For the 11 months ended 31 May 2025

Account	Jul 2024-May 2025
Operating Activities	
Receipts from customers	1,224,359.76
Payments to suppliers and employees	(1,298,640.48)
Cash receipts from other operating activities	(552.18)
Net Cash Flows from Operating Activities	(74,832.90)
Investing Activities	
Proceeds from sale of property, plant and equipment	85,750.00
Payment for property, plant and equipment	(96,273.32)
Other cash items from investing activities	(183,939.62)
Net Cash Flows from Investing Activities	(194,462.94)
Financing Activities	
Other cash items from financing activities	26,591.26
Net Cash Flows from Financing Activities	26,591.26
Net Cash Flows	(242,704.58)
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	2,298,518.92
Net change in cash for period	(242,704.58)
Cash and cash equivalents at end of period	2,055,814.34

1.8 Notes on Cash, Debtors & Creditors as at 31st May 2025

Note 1. Details of Cash and Investments Held

Financial Institution	Date Invested	Invested Amount \$	Interest Rate	Maturity Date
1 (a) Bendigo	11/03/2025	500,000	4.65%	11/09/2025
1 (b) CBA	11/03/2025	1,000,000	4.59%	11/09/2025
Total Investments		1,500,000		

	Current Asset Ratio
Current Assets	\$ 2,156,160
Current Liabilities	\$ 705,799
Current Assets Ratio	\$ 3.05

Note 2. Statement of Trade Debtors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
Belyuen Community Government Council	1,995.20	1,596.23	1,596.23	0.00	0.00	5,187.66
Cox Country Club	0.00	270.00	0.00	0.00	540.00	810.00

Total	1,995.20	1,866.23	1,596.23	0.00	540.00	5,997.66
	33.3%	31.1%	26.6%	0.0%	9.0%	5,997.66
						Check

Note 3. Statement of Trade Creditors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
Bennett Architecture	559.19	0.00	0.00	0.00	0.00	559.19
Bunnings	23.00	0.00	0.00	0.00	0.00	23.00
Marnie Jay	0.00	0.00	0.00	0.00	5,100.00	5,100.00
Sim Latham Carpentry	0.00	0.00	0.00	0.00	10,206.62	10,206.62
St John	0.00	0.00	0.00	0.00	(190.00)	(190.00)
The Big Mower	70.60	0.00	0.00	0.00	0.00	70.60
Veolia Environmental Services	4,811.33	0.00	0.00	0.00	0.00	4,811.33
Wagait Arts Group	0.00	0.00	350.00	0.00	0.00	350.00

Total	5,464.12	0.00	350.00	0.00	15,116.62	20,930.74
	26.1%	0.0%	1.7%	0.0%	72.2%	\$ 20,930.74
						Check

9. REPORTS REQUIRING DECISIONS OF COUNCIL

9.1 PROPOSED CHANGES TO THE LOCAL GOVERNMENT ACT AND REGULATIONS

Action: For Decision

Author: CEO

PURPOSE

To inform Council of proposed changes to the Local Government Act and Regulations and to seek a decision on whether Council agrees with the changes and/or has any comments to make for consideration regarding those changes.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Proposed Changes to the Local Government Act and Regulations;
- b) has the following comments to be recorded regarding the proposed changes; and
- c)

Moved:

Seconded:

Vote:

BACKGROUND

The following information was received in an email from Department of Housing, Local Government & Community Development.

The Department of Housing, Local Government and Community Development has commenced consultation on the Tranche 2 Local Government Legislation Amendments 2025.

These proposed amendments follow feedback from councils and stakeholders regarding the operation of the Local Government Act 2019, the Local Government (General) Regulations 2021 and the Local Government (Electoral) Regulations 2021. They aim to address implementation challenges, improve governance, and support better outcomes across the local government sector.

To support a manageable and focused consultation process, the Department will release discussion papers in three stages:

- **Part A** *attached* today and includes Chapters 1, 2, 3 and 4 – covering practical changes to **delegations, procurement, and electoral regulations**.
- **Part B** will be released on Monday 7 April 2025 and includes Chapters 5, 6 and 7 – covering **superannuation, conditional rating, and principal member appointment**.
- **Part C** will be released on Monday 14 April 2025, dedicated to Chapter 8 – the proposed new **Code of Conduct** framework for elected members.

Each release will be followed by an online information session to provide an overview of the proposals and enable questions and discussion:

Information Session	Date	Focus
Part A Workshop	Friday 4 April	Delegations, Procurement, and Regulatory Improvements
Part B Workshop	Friday 11 April	Superannuation, Rating Reforms, Principal Member role
Part C Workshop	Friday 18 April	Code of Conduct

A “Have Your Say” online consultation portal will open from 14 April to 20 June 2025, allowing councils and stakeholders to provide feedback on the proposed changes. Sector consultations (in-person and virtual) will also run

throughout this period. The Department will consolidate feedback and use it to inform the final drafting of legislative amendments.

We encourage your council to actively participate in this process by reviewing the discussion papers, attending information sessions, and submitting feedback. Written submissions can be sent to LGLaw.CMC@nt.gov.au by 30 June 2025.

We appreciate your ongoing engagement in shaping a strong and effective local government system for the Northern Territory.

LGANT has been working on a submission with all Councils regarding all of the Tranche 2 proposed amendments (as above) and have recorded all feedback and their position on each proposal following heavy consultation with all Councils.

Financial Implications

There are no financial implications with this report at this stage.

Attachments

A copy of the amendments to the Local Government Act for each section is attached with the agenda as well as LGANT's draft submission and relevant email.

9.2 REQUEST FOR FINANCIAL SUPPORT – JUNIOR RUGBY UNION CHAMPIONSHIPS

PURPOSE

This report is submitted for Council's consideration and seeks a decision on whether to approve a donation to support the costs for two local residents who have been selected to represent the Northern Territory at the Junior Rugby Union Championships on the Sunshine Coast.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Request for Financial Support – Junior Rugby Union Championships; and**
- b) does / does not approve a donation to support the representatives.**

Moved:

Seconded:

Vote:

BACKGROUND

Council received correspondence from Josh Keating on 27 May 2025 and from Tomasi Eaton on 30 May 2025, advising that Iseyah Keating and Tomasi Eaton, respectively, have been selected to represent the Northern Territory in the Under 16 and Under 18 Rugby Union competitions to be held on the Sunshine Coast in July. The estimated costs for participation range between \$1,300 and \$1,500, covering airfares, accommodation, meals, and uniforms.

Financial Implications

The financial cost to Council would be the approved donation (if any). Council does have a "Donations" budget of \$500 for this financial year of which there has been no expenditure to date.

Attachments

A copy of the two emails is attached.

For your consideration

Kind regards,

Toni Stanley | Office Manager

Wagait Shire Council | PMB 10 Darwin NT 0801

Tel: (m) 0466629626 (office) 08 8978 5185 | Email: council@wagait.nt.gov.au

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Please consider the environment before printing this email.

From: Josh Keating <joshykeato@gmail.com>

Sent: Tuesday, 27 May 2025 3:53 PM

To: Toni Stanley <council@wagait.nt.gov.au>

Subject: Seeking support for young athletes

I am writing on behalf of Iseyah Keating, a resident of Wagait Beach, who has been selected to represent the Northern Territory in the Under 16s Boys Rugby Union team at the Australian Schools and Junior Rugby Union Championships, to be held on the Sunshine Coast from 8–10 July 2025.

This is a significant achievement and an exciting opportunity for Iseyah to represent Wagait Beach and the Territory on the national stage. The player levy for each participant is \$1,345.00, which covers airfares, accommodation, meals and playing and touring apparel.

I respectfully seek your consideration in providing financial support or a donation to assist with Iseyah's individual costs. Any contribution would be used solely to offset his representative player levy and would be greatly appreciated by the player and their family.

If you require any further information or clarification, please feel free to contact me directly at joshykeato@gmail.com or 0477187220. Alternatively, our NTRU team manager, sarahjanep83@gmail.com or 0438 410 862.

Thankyou again.

Regards

Josh Keating

From: [Tomasi Eaton](#)
To: [Virginia Boon](#)
Subject: Australian Schools Rugby Championship Support
Date: Friday, 30 May 2025 3:52:24 PM
Attachments: [Tomasi Eaton 2025.pdf](#)

Hello Virginia, my name is Tomasi Eaton and I'm a resident at Wagait Beach. I thank you and Wagait Shire Council for your support in my previous tours. I have again been I have been selected to represent the NT Mosquitos U18's (rugby union) tour to the Sunshine Coast as part of the 2025 Australian Schools and Junior Rugby Union Championships from Tuesday 6th till 10th July. See attached invitation letter. I love playing rugby and this is my final junior opportunity to tour and represent the NT to the Sunshine Coast and play the Australian Schools rugby championships.

The costs for each player is \$1500 each including flights, transfers, accommodation and food. I am looking at any form of sponsorship support If you know of any other forms of support for myself and/or the squad, please let me know. I've attached my NT Rugby Union invitation letter. Your support will be truly appreciated. Regards Tomasi

9.3 REVIEW OF GAMBA GRASS CLASS A/B ZONE BOUNDARY

PURPOSE

To seek a decision from Council as to whether or not there is still an interest to include the whole council area within the Gamba Grass Class A (eradication) zone.

RECOMMENDATION

That Council:

- a) receives and notes the report on the Review of Gamba Grass Class A/B Zone Boundary; and
- b) does / does not wish to be included within the Gamba Grass Class A (eradication) zone.

Moved:

Seconded:

Vote:

BACKGROUND

Council received an email from the Department of Lands, Planning and Environment's Weeds Management Branch (WMB) in April asking if there is still an interest in the entire regional council area being included within the gamba grass Class A (eradication) zone.

The email says that back in 2020 the Wagait Shire council expressed interest in the council area being included in the Class A area, rather than the Class B area. At that time it wasn't within the WMB's scope to make the change but they are looking at this now as a part of the boundary review required by the gamba plan.

To be considered:

- How much gamba grass is within the Wagait Shire Council area? If the council area was to become a gamba grass Class A (eradication) area, all gamba grass would be required to be destroyed in this area, regardless of block sizes.
- How much gamba grass is within the adjoining land to the Wagait Shire Council area? If Wagait Shire Council was to become a Class A (eradication) area, all adjoining land to the council area would be required to have a 500m gamba grass free buffer. We would need to consider if this is reasonable to impose these requirements on this boundary area.

Financial Implications

The financial implications associated with this report at this stage.

Attachments

The link to the Weed Management Plan Gamba Grass 2020-2030 (2024 Revision) is below:

[Weed Management Plan Gamba Grass 2020 – 2030 \(2024 Revision\)](#)

A copy of the plan will be attached with the agenda.

9.4 LGANT – NOMINATIONS TO THE LOCAL GOVERNMENT CODE OF CONDUCT PANEL

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to advise Council that LGANT has called for nominations for pool members for inclusion in the Local Government Code of Conduct Panel (LG CoCP), and to seek a decision from Council as to whether they wish to nominate a Wagait Shire Council elected member for this role.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled **LGANT – Nominations to the NT Subdivisional Guidelines Management Committee; and**
- b) **does / does not wish to nominate an elected member or staff member for this role.**

Moved:

Seconded:

Vote:

Background:

Council received an email from LGANT on 14 May 2025 seeking nominations from NT Local Government Councils to nominate at least one suitable elected member to serve a two (2) year term on the LG CoCP pool.

When nominating elected members to serve on the LG CoCP pool, councils are requested to consider desirable attributes of perspective pool members, including:

- ability to judge an issue on its merits
- ability to analyse situations; and
- effective communication skills

Operation of the LG CoC Panel

LGANT provides secretariat support to the sitting panel, which is comprised of three members, two of which are elected members selected from the pool, and the third is a representative from the Department of Housing, Local Government and Community Development. LG CoCPs are required to meet to determine complaints, either in person or online, depending on the geographic locations of the members. In its deliberations, the LG CoCP may hear submissions from the various parties and seek additional information from witnesses before making a decision. The LG CoCP receives general administrative support from the secretariat, providing information and seeking direction in dealing with the complaint.

The attached Local Government Code of Conduct Charter provides further detail on the pathways for referral of a complaint and the selection of sitting panel members, decision choices, subsequent referrals and other process matters.

Council members will not be paid by LGANT for their membership in the CoCP pool however sitting panel members will receive modest reimbursement of their direct costs and time on convened Panels.

Commitment

Before nominating, prospective LG CoC Panel pool members should be aware of the potentially significant time commitment required of a LG CoCP. Final decisions by the LG CoCP may require months to work through complaint content, regulatory context and deliberations. Complaints may also involve

particularly complex and sensitive issues. That being said, some complaints may be relatively simple, and some determinations can be made quickly, and elected members (understanding the context of a complaint) can determine complaints regarding their peers fairly and equitably. Inclusion in a complaint body is also an interesting and valuable experience, and this act of service benefits the sector greatly.

New pool members will be provided training on code of conduct requirements and CoCP processes.

Cr Peter Clee has indicated he would like to be nominated for this panel.

Deadline for nominations

Please complete the attached nomination form and return it to ceo@lgant.asn.au by 12 July 2025. If your council can submit earlier than this date, it would be greatly appreciated.

Attachments:

The LGANT Administered Local Government Code of Conduct Panel Charter is attached with this report.

**LGANT Administered
Local Government
Code of Conduct Panel
Charter**

Last updated: April 2024 (V6)

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1. Role and responsibilities

Under the NT *Local Government Act 2019* (LG Act 2019), there are provisions for handling complaints against council members who are alleged to have breached the code of conduct. These complaints can be directed to a designated body known as the Local Government Code of Conduct Panel (CoCP).

The CoCP operates with the support of the Panel Secretariat, which is provided by the Local Government Association of the Northern Territory (LGANT).

The CoCP functions as a peer review panel that operates on a pool basis. When a complaint is lodged, a three-person panel is formed from the CoCP to assess and make a decision on the matter.

The code of conduct for council members is set out in Schedule 1 of the *LG Act 2019* (LG Act)

It is important to note that while the code of conduct applies to all council members, including audit committee members, council committee members and local authority members (see section 119(1) of the LG Act 2019), only complaints against elected council members are permissible under this framework.

2. Complaint made to Council CEO

If a person (the complainant) believes that a council member has contravened the code of conduct, the first step is for that person to contact the Council CEO and lodge a complaint using the approved form¹ [section 120(1) LG Act 2019].

The complaint must include:

- the name of the council member alleged to have committed the contravention (the respondent).
- a statutory declaration of the particulars of the alleged contravention.

The complaint must be made within 3 months after the date of the alleged contravention.

The Council CEO must, within 5 days of receiving the complaint, give the respondent written notice of the complaint and a copy of the complaint [regulation 73(2) LG (General) Regulations 2021].

The CEO must also notify the respondent that they may, as an option, refer the complaint directly to the CoCP rather than proceed through the Council's code of conduct process.

The respondent may provide a written response in a statutory declaration to the CEO in relation to the complaint within 14 days of receiving notice of the complaint.

3. Referral process

A complaint can be referred to the CoCP via two pathways:

- Pathway A: Before the Council has considered the complaint (referred by the respondent or a complainant who is a council member of the relevant council).

¹ The approved form for a complaint that a council member has contravened the council's code of conduct must be published on the council's website [regulation 72 LG (General) Regulations 2021]

- Pathway B: After the Council has made a decision on the complaint or the 90 days for making a decision have expired.

The pathways are illustrated in Figure 1.

3.1 Pathway A – Referral before the council has considered the complaint

As soon as practicable after receiving a complaint, the Council CEO sends the complaint through the Council’s code of conduct process [section 122(1) LG Act 2019] unless, before the Council has taken up the complaint:

- A. the complainant is a council member and asks at the time of making the complaint that the complaint be referred to the CoCP; or
- B. the respondent asks that the complaint be referred to the CoCP.

In either A or B above, the Council CEO must accept the referral request.

3.1.1 Complainant initiated referral

If the complainant refers the complaint to the CoCP, the CEO must within 5 days of receiving the complaint, give the respondent:

- (a) written notice of the complaint; and
- (b) a copy of the complaint; and
- (c) written notice specifying:
 - (i) that the complainant has referred the complaint to the CoCP under section 124(3)(a) of the LG Act 2019; and
 - (ii) that the respondent may provide a written response in a statutory declaration to the CEO in relation to the complaint within 14 days of the respondent receiving the notice.

3.1.2 Respondent initiated referral

If the respondent requests the referral, the Council CEO must as soon as practicable give the complainant written notice of the referral and provide any written response by the respondent [regulation 75(2) LG General Regulations 2021].

3.1.3 Council CEO contacts LGANT

When either the complainant (who is a council member) or respondent asks that the complaint be referred to the CoCP, the Council CEO must as soon as practicable, contact LGANT as the Panel Secretariat and refer the complaint.

The CEO must also provide the relevant complaint documentation, including:

- (a) written notice that the complainant / respondent has referred the complaint to the CoCP.
- (b) a copy of the complaint.
- (c) the respondent’s written response in a statutory declaration.

3.2 Pathway B – Referral after the council has made a decision on the complaint or the 90 days for making a decision have expired

The complainant (if they are a council or a council member) or respondent can have the matter sent to the CoCP under the following two scenarios:

Scenario A: the Council fails to issue a decision notice within 90 days of the CEO receiving the complaint [section 131(1) LG Act 2019]; or

Scenario B: Within 28 days of receiving the council's (or council panel's) decision notice, the complainant or respondent applies to the CoCP for consideration of the complaint [section 126(3) LG Act 2019].

In either scenario A or B, the complainant or respondent will contact LGANT via email to refer the complaint to the CoCP.

3.2.1 Council CEO's role

LGANT Secretariat will contact the relevant Council CEO informing them that a complaint had been referred. The Council CEO will provide all associated information such as a copy of the complaint, the response from the respondent, witness statements, recommendations by a third party (if any) and the Council's decision notice.

The Council CEO is not to provide Council Minutes or any other documents which shows or indicates the deliberations on the complaint by the Council or Council panel. This is because section 128(4) of the LG Act 2019 provides that the Panel must decide the complaint as if the Council or the Council panel had not made a decision in relation to the complaint.

3.3 Withdrawal of a complaint

A complainant may withdraw their complaint at any time before the panel has given a decision notice to the complainant and the respondent in relation to the complaint [regulation 77 LG General Regulations 2021]. The request for withdrawal must be made in writing to the Panel Secretariat.

Once the complaint withdrawal is received, the Panel Secretariat will inform the panel, the respondent, and the council CEO where the complaint came from.

When a complaint has been withdrawn, the panel will stop deliberations and no decision will be made. The Panel Secretariat will advise the relevant Council CEO of the withdrawal of the complaint and that no decision will be made.

4. The Panel

4.1 Composition

On receipt of a referred complaint, LGANT must, in a timely manner, establish a panel to hear the complaint.

The panel must consist of two people nominated by LGANT and one person nominated by the Department of Chief Minister and Cabinet (i.e., the Agency) [section 127(2) LG Act 2019].

The two people nominated by LGANT to a panel will be elected council members drawn from the CoCP pool.

4.3 Creation of the panel pool

LGANT will create a panel pool by asking each NT local government council to nominate at least one suitable elected council member to serve on the CoCP pool² for a two-year term³.

This approach has several benefits:

- it distributes the workload and responsibility of being part of a panel;
- with more members to choose from, it's easier to avoid conflicts of interest for any specific complaint; and
- it provides greater flexibility to consider the various factors related to a complaint (e.g., cultural sensitivities, gender, geography).

LGANT will occasionally call for additional council nominations to maintain an adequate number of pool members and refresh the pool membership.

4.4 Pool member eligibility

Any council member nominated to the panel pool must have at least 2 years of experience as a Local Government elected council member in the Northern Territory.

4.5 Desirable attributes

When selecting elected council members to nominate for the CoCP pool, councils are encouraged to look for individuals with the following key qualities:

- ability to judge an issue on its merits;
- ability to analyse situations; and
- strong communication skills.

4.6 Service contribution

Council members who are members of a panel are eligible for reasonable reimbursement of their direct costs and effort on the panel.

A daily sitting allowance is payable to members of a panel. This allowance is determined by the guidelines in accordance with the extra meeting allowances as stipulated in Part 7.1 of the LG Act 2019, which sets out the allowances and expenses for elected members. The maximum allowance amount is established by the Remuneration Tribunal under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*.

Additionally, panel members may be reimbursed for travel and subsistence expenses incurred while serving on a panel, in accordance with Section 109 of the *LG Act 2019*.

See Schedule 1 for further details.

5. Selection of Panel Members

When a complaint is referred to LGANT, the Panel Secretariat will promptly establish a panel using the process detailed below.

² At the discretion of the Panel Secretariat Chair, an individual pool member may serve on zero, one or multiple sitting panels.

³ A Council may nominate the same elected council member multiple times (i.e., to multiple 2-year terms).

5.1 Council member nominees

The Panel Secretariat Chair (i.e. LGANT CEO or delegate) will choose two members from the CoCP pool to serve on the sitting panel and decide the complaint. The selection will take into account the specifics of the complaint, the potential for conflicts of interest, and the qualifications and experience of the pool members.

5.1.1 Conflicts of interest

After identifying two potential panel members, the Panel Secretariat will check for availability and conflict of interest. This involves sending an email to the selected members with the names of the complainant and respondent without disclosing details of the complaint and asking if they perceive any conflicts of interest. An example email is provided in Attachment A.

Should a potential panel member disclose a conflict of interest, they will be excluded from serving on that particular panel, but will remain in the CoCP pool. The Panel Secretariat will then select another member and repeat the conflict of interest check until two suitable members are found.

5.1.2 Ineligible pool members

CoCP pool members who are from the same council as the complainant or respondent are ineligible to serve on the panel to prevent conflicts of interest.

5.2 Department nominee

A panel must include a nominee from the Department of the Chief Minister and Cabinet (the Agency) as required by section 127(2) of the LG Act 2019.

The Panel Secretariat will request a nomination from the Department via email, seeking an individual with no conflicts of interest, preferably with a legal background.

5.3 Related issues

5.3.1 Sitting panel chair

The panel members will determine which panel member is to be chairperson.

5.3.3 Subsequent conflict of interest

If a panel member realises they have a conflict of interest during deliberations, they must immediately declare it. A replacement panel member will be found following the process described above.

5.3.4 Sitting member availability

If a panel member becomes unavailable after agreeing to serve (due to illness, for example), they must inform the Chair and the Panel Secretariat. A new panel member will be appointed following the same selection process.

6. Decision Choices

6.1 The options

When a panel considers a referred complaint, it can make one of the following decisions [section 127(3) LG Act 2019]:

- a) summarily reject the complaint; or
- b) that no action is to be taken; or
- c) that the respondent did not contravene the code of conduct; or
- d) that the respondent contravened the code of conduct.

A decision notice detailing the outcome must be sent to both the complainant and the respondent promptly after the decision is made.

6.2 Summarily reject the complaint

Under section 128(1) of the LG Act 2019, a panel may choose to dismiss a complaint without further consideration if it believes that:

- (a) the complaint would more appropriately form the subject matter of a criminal charge; or
- (b) the complaint is frivolous, vexatious or lacking in substance.

6.3 No action to be taken

The panel may decide that no action is required on a complaint.

If this is the case, the panel is not required to decide whether a breach of the code of conduct occurred [section 127(4) LG Act 2019].

6.4 Panel considers the complaint

If the panel decides to consider the complaint, under section 127(3) LG Act 2019, it can decide either:

- (a) that the respondent did not contravene the code of conduct; or
- (b) that the respondent contravened the code of conduct.

6.4.1 Options if a contravention determined

If the panel determines that a contravention occurred, under section 127 (5) LG Act 2019, it must decide:

- (a) to take no action; or
- (b) any or a combination of the following:
 - (i) to issue a reprimand to the respondent;
 - (ii) to recommend that the complainant, respondent or any other person attend training, mediation or counselling by a specified date;
 - (iii) any other recommendation the panel considers appropriate.

The intention for ‘any other recommendation’ is to allow the panel to address issues not captured under (i) or (ii). An example is the recommendation that a council change policies or procedures to prevent future issues.

6.5 NTCAT and ICAC

A panel does not have the power to issue fines or judge someone unfit for office; these powers belong to the Northern Territory Civil and Administrative Tribunal (NTCAT).

If the complaint involves potential ‘improper conduct’ as defined under the *Independent Commissioner Against Corruption Act 2017* (ICAC Act), the panel should continue to deliberate the complaint but also notify the Independent Commissioner Against Corruption NT (ICAC) about the complaint <https://icac.nt.gov.au>.

7.0 Meeting Procedures

7.1 Notice of panel deliberations

Once the panel has been established, the Panel Secretariat will email both the complainant and respondent to inform them about the panel’s establishment. This notice will include:

- the date of the panel’s first meeting;
- the names and roles of the panel members.

7.2 Quorum

All three members of the panel must be present for the meeting to proceed.

7.3 Meeting technology and place

Panel meetings can be conducted in person or via video technology, such as TEAMS or Zoom.

Under section 128(6) of the LG Act 2019, panel meetings are generally open to the public unless the panel decides that it’s in the public interest to meet privately. If a private meeting is necessary, the panel must document the reasons why.

7.4 Opportunity to make representations

If the panel decides to consider the complaint, it must give the complainant and the respondent an opportunity to present their case to the panel [section 128(3) LG Act 2019].

7.4.1 Types of representations

Representations can be either written or spoken, depending on what’s most appropriate. They can include new information as well as points already discussed in the complaint.

The panel must consider any responses from the respondent before reaching a decision.

7.5 Considering council decisions

If the complaint is referred to the CoCP following a council decision, the panel must consider the complaint as if the council had not made any previous decision [section 128(4) LG Act 2019].

7.6 Obtaining information

The panel has the authority to gather information in any way it sees fit [section 128(5) of the LG Act 2019]. It is not restricted by formal rules of evidence but must adhere to the principles of natural justice.

7.7 Natural justice

Natural justice ensures that individuals are informed about any information that could impact them negatively in a decision-making process and are given a fair chance to respond. The panel is required to take into account the individual's response prior to reaching a decision.

7.8 Legal protection for panel members

Panel members are expected to make decisions that are just, reasonable and serve the public interest. There are legal protections, such as under the *Defamation Act 2006*, for panel members when providing a fair report on matters of public concern.

7.9 Confidentiality

During the complaint process, information about a breach of the code of conduct is considered confidential and must be kept private by the council CEO [regulation 51 LG General Regulations 2021].

However, once a decision has been made, the following information is no longer confidential:

- (a) the decision notice regarding the complaint;
- (b) a summary or report of the proceedings and findings, which is provided to the council CEO.

8.0 Decision making

In the first instance, panel members should aim to reach decisions by consensus. Voting should only be used if efforts to achieve consensus are unsuccessful.

8.1 Consensus decision making

Consensus is about finding a solution that all panel members can accept, even if they do not agree to the same extent. It involves a process where:

- all member viewpoints are considered;
- members express their opinions fully and honestly;
- members listen to each other with attention and respect;
- every opinion is clearly understood by others;
- members should not feel compelled to agree with a decision if they have reservations;
- there should be no pressure on members to conform for the sake of expediency or to avoid disagreement;
- members should explain their reasons for agreeing or disagreeing with a proposal;
- those who have significant concerns or disagree should suggest how the proposal could be adjusted to address their issues; and
- the final decision should be one that all members can support, resulting in a unanimous agreement, even if the degree of agreement varies among them.

8.2 Voting

While consensus is the preferred method, if the panel cannot reach a consensus, decisions will be made by a majority vote. Each member, including the chair, has one vote.

9. Decision Notices

9.1 Requirement

A decision notice is a written document setting out a panel's decision and the reasons for the decision and should be prepared as soon as practicable after the panel makes its decision.

The decision notice must be signed by all three panel members and then issued to both the complainant and the respondent by the Panel Secretariat.

The Panel Secretariat will provide the CEO of the relevant council with a summary of the Panel's decision, to be tabled at the next ordinary meeting of the council.

9.1.1 90-day rule

The decision notice must be delivered to the parties involved in the complaint 90 days from when LGANT initially received the complaint [section 129 LG Act 2019].

Failure to meet this deadline allows either the complainant or respondent to escalate the complaint to the NTCAT [section 132(1) LG Act].

9.2 Decision notice contents

A decision notice provides the following information:

- a) the names of the complainant and respondent;
- b) the names of the panel members, including the chairperson;
- c) a description of the alleged contravention;
- d) identification of the clauses of the code of conduct that were alleged to have been contravened;
- e) how the complaint was referred to LGANT (e.g., complainant or respondent; before or after council decision);
- f) discussion of the key points of the investigation and deliberations;
- g) the decision made, including any action taken and/or recommendations and any associated timelines for the actions and/or recommendations;
- h) the date of the decision; and
- i) the conditions under which the complainant or respondent could refer the complaint to NTCAT (i.e., any appeal mechanism).

9.3 The summary decision

Regulation 81 of the Local Government (General) Regulations 2021 requires that the summary decision provided to the council CEO should include:

- a. the names of the complainant and respondent;
- b. the names of the panel members, including the chairperson;
- c. a description of the alleged contravention;
- d. identification of the clauses of the code of conduct that were alleged to have been contravened;

- e. the decision made (including any action taken and/or recommendations and any associated timelines for the actions and/or recommendations); and
- f. the date of the decision.

An example of a summary decision is provided as Attachment B.

10. Referral or application of complaint to NTCAT

10.1 Circumstances

A complaint can be taken to the NTCAT in two situations:

1. If the panel fails to issue a Decision Notice to the complainant and respondent within 90 days after LGANT receives the complaint, either party may refer the complaint to NTCAT [section 132(1) LG Act 2019].
2. If a person is subject to a recommendation of the panel and does not comply with the recommendation, the complainant or respondent may apply to NTCAT to address the non-compliance [section 130(1) LG Act 2019].

10.2 Monitoring of panel recommendations

The Panel Secretariat provides a summary decision of the panel's decision to the CEO of the relevant council, who then presents it at the next council meeting. This summary includes any recommended actions and deadlines. If the recommendations are not followed, the complainant or respondent can apply to the NTCAT for resolution. The council's CEO is responsible for monitoring the fulfilment of the recommendations.

11. Panel Secretariat

LGANT acts as the Secretariat for the CoCP and its panels.

11.1 Duties

The Panel Secretariat supports each code of conduct complaint by:

- i. organising the establishment of a panel, including selecting 2 council members from the panel pool;
- ii. obtaining the complaint and any supporting documents from the council's CEO if required;
- iii. sending out notices about the panel to the complainant and the respondent;
- iv. handling correspondence between the parties and the panel, including submissions to the panel;
- v. organising meetings for the panel to consider the complaint;
- vi. recording the minutes of the panel's discussions;
- vii. sending the Decision Notice to both the complainant and the respondent;
- viii. providing a Summary Decision Notice to the council's CEO; and
- ix. maintaining a CoCP outcomes register (see 11.2).

The Panel Secretariat prefers to receive all documents electronically.

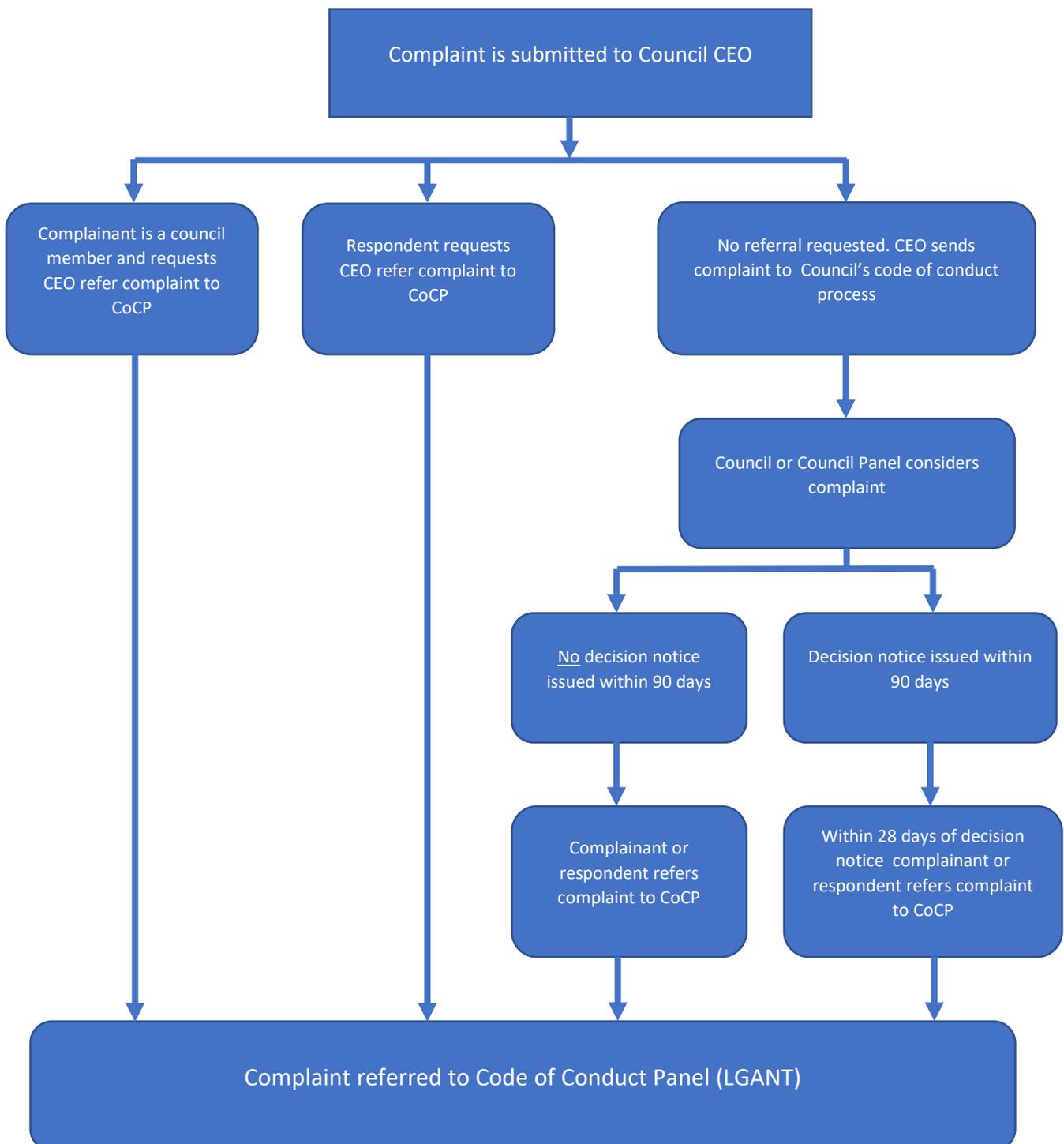
11.2 Register of panel decisions

The Panel Secretariat will compile an annual report for the LGANT Board summarising complaints and their outcomes from the past year.

The register will not include full Decision Notices but will list summary decisions, which will be available on LGANT's website.

Records related to complaints will be kept for seven years after the Decision Notice dates before being destroyed.

Figure 1. Pathways for referral of a complaint to the Code of Conduct Panel



Example of email to potential panel members

Dear Jane,

A complaint has been referred to the Local Government Code of Conduct Panel (CoCP). Flossy Smith has alleged that Councillor Joe Bloggs of XYZ Council has contravened the Council's Code of Code.

The CoCP Secretariat intends to form a sitting panel soon to deliberate on the complaint. As a member of the CoC pool, we would like you to be a member of that sitting panel. The panel has 90 days from today to make a decision on the matter.

Could you advise whether:

- (1) you are willing and available to be a member of the panel that deliberates on the complaint by Flossy Smith against Councillor Joe Bloggs; and
- (2) you do not have a conflict of interest to deliberate on the complaint.

It would be greatly appreciated if you could respond by COB this **[add date]**.

Yours kindly,

Secretariat

Sample of a Summary Decision

SUMMARY DECISION CODE OF CONDUCT PANEL

Details

Date of decision:	22 September 2021
Complainant:	Flossy Smith
Respondent:	Councillor Joe Bloggs
Local Government Council:	XYZ Council
Code of Conduct:	Schedule 1 of the <i>Local Government Act 2019</i>
Sitting Panel Members:	Susan Boyle – Chair Mark Wahlberg – Member Jane Jones – Member

Panel Determinations

	Summary of Complaint	Breaches established	Action taken
1	Standing in a threatening manner		Summarily rejected
2	Using disrespectful language	Clause 3	1. Administer a reprimand; 2. Recommend that training in anger management be completed by 22 December 2021.

Schedule 1

Panel Member Service Contribution

1. Panel members are entitled to a daily allowance for their service, as outlined in Part 7.1 of the *Local Government Act 2019*, which details allowances and expenses for elected members.
2. The Remuneration Tribunal, under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, has set the maximum daily allowance for panel members at \$360.00, which has also been approved by the LGANT Board.
3. Reimbursement of travel and subsistence costs for a panel member may also be made in accordance with Section 109 of the *Local Government Act 2019*.
4. Panel members can receive a service contribution for:
 - a) time spent in panel meetings; and
 - b) time spent on panel-related work when no meeting occurred.
5. Payment is based on the time spent on panel duties:
 - a) up to 1 hour: 1/3 of the daily rate;
 - b) more than 1 hour, up to 2 hours: ½ of the daily rate; and
 - c) more than 3 hours, up to 4 hours – full daily rate.
6. For clause 4, time spent by a panel member includes:
 - a) attendance at meetings;
 - b) panel-related work on meeting days;
 - c) travel time related to meetings; and
 - d) preparation for meetings.
7. For overnight stays away from home due to panel duties, members are entitled to an allowance equivalent to the public sector employee rate for accommodation and meals in the Territory, as determined by the Commissioner of Public Employment. If actual accommodation and meal costs exceed the standard allowance, and the panel chairperson agrees, members can be reimbursed for the actual costs incurred.
8. Panel members can be reimbursed for reasonable travel and other expenses related to panel duties, subject to chairperson approval and upon presenting receipts or proof of expenses.

9.5 DECLARATION OF RATES AND CHARGES FOR 2025-26

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to seek Council's approval to declare the Rates and charges for the 2025-26 financial year and approval of the Certification for the Assessment Record by the Chief Executive Officer.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Declaration of Rates and Charges for 2025-26 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 \$433,73 in General Rates and Charges for the 2025-26 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:

Seconded:

Vote:

BACKGROUND

In line with Section 29 of the *Local Government (General) Regulations 2021* the CEO must certify to Council to the best of the CEO's knowledge, information and belief, the assessment record is a comprehensive record of all rateable land within the Council area before the Council adopts its Rates Declaration and Budget for the financial year.

The Declaration of Rates and Charges for 2025-26 reflects:

- a 5% increase in rates which works out to be a total \$35.31 per property
- just over a 5% increase for Waste Charges which works out to be a total of \$19 per property
- interest on unpaid rates will remain at 18%

The Draft 2025-26 Rates Declaration was included in the 2025-26 Draft Shire Plan released for public consultation from 27 May 2025 to 18 June 2025. Council received no feedback on the 2025-26 Draft Rates Declaration.

Financial Implications

There are no financial implications identified with this report.

Attachments

A copy of the draft Rates Declaration is attached with this report.



Council Rates Assessment Record Certification 2025-26

In accordance with Part 11.4 Section 230 of the *Local Government Act 2019* and Section 29 of the *Local Government Regulations (General) 2021*, I, **Virginya Boon**, Chief Executive Officer Wagait Shire Council certify to Council that, to the best of my knowledge, information and belief, the **Council Rates Assessment Record for 2025-26**, is a true and correct comprehensive record of all rate-able land within the Wagait Shire Council area.

A handwritten signature in black ink, appearing to read "V. Boon", is written over a horizontal line.

Virginya Boon
Chief Executive Officer

16 June 2025

Date

142 Wagait Tower Road
Wagait Beach NT 0822
Mobile: 0413 877 156
Email: ceo@wagait.nt.gov.au



Local Government Act

Declaration of Rates and Charges 2025-2026

Notice is hereby given, pursuant to Sections 220, 226, 237, 239, 241 and 245 of the **Local Government Act 2019** (*the Act*), that the following rates and charges were declared by the Wagait Shire Council's Ordinary Meeting held on 26 May 2025, in respect of the financial year ending 30 June 2026.

1. Rates

Wagait Shire Council (the "Council") makes the following declaration of rates pursuant to Chapter 11 of the Act.

- 1.1. Council, pursuant to Section 226 of the Act, adopted the fixed charge method as the basis for determining the assessment of all allotments within the Council area.
- 1.2. Council, pursuant to Section 237 of the Act declared that it intends to raise, for general purposes by way of rates, the amount of \$285,482 which will be raised by the application of a fixed charge amount of \$741.51 per allotment being payable for the financial year ending 30 June 2026. This is an increase of 5% from the rates amount agreed in 2025-26.

2. Charges

Pursuant to Section 239 of the Act, Council declared the following charges for the purpose of enabling or assisting Council to meet the cost of garbage collection and disposal services for the benefit of all allotments within the Council area. Council intends to raise \$148,221 by these charges.

- a. The following charges were declared:
 - A charge of \$383 per annum per allotment, regardless of whether it is vacant or non-vacant and whether the services are used or not.
- b. The services are:
 - A kerbside garbage collection service of one garbage collection visit per week, being a maximum of one (1) 240 litre bin per collection.
 - Provision of access to a hard waste and recycling facility; and
 - Provision of access to a green waste facility.

3. Relevant Interest Rate

The relevant interest rate for the late payment of rates and charges is fixed in accordance with Section 245 of the Act at the rate of 18% per annum and is to be calculated on a daily basis.

4. Payment

Rates and charges declared under this declaration may be paid in full by 30 September 2025 OR by four (4) approximately equal instalments on the following dates, namely:

- First instalment, 30 September 2025
- Second instalment, 30 November 2025
- Third instalment, 31 January 2026
- Fourth instalment, 31 March 2026

Instalments falling due on a weekend or public holiday may be paid by the following business day, without incurring any penalty.

- a. Details of due dates and specified amounts are listed on the relevant Rates Notice.
- b. Variations to those options for payment will be administered according to the conditions outlined on the front and reverse of the Rates Notice.
- c. A ratepayer who fails to abide by such conditions may be sued for recovery of the principal amount of the rates and charges, the late payment and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. If rates are payable by the owner of the land and are not paid by the due date, they become a charge on the land to which they relate.

Virginia Boon

Chief Executive Officer, Wagait Shire Council

9.6 COUNCIL MEMBERS ALLOWANCES DECLARATION 2025-26

Action: For Decision

Author: CEO

PURPOSE

This report is to seek Council's approval to Declare the Elected Member Allowances for the 2025-26 financial year.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Council Members Allowances Declaration 2025-26;
- b) declares a budgeted total amount of \$60,310 for Elected Member Allowances for the 2025-26 financial year; and
- c) approves allowances for Elected Members Professional Development and Extra Meetings expenses to the total amount of \$65,000 for the 2025-26 financial year .

Moved:

Seconded:

Vote:

BACKGROUND

Council is required to declare the allowances for Members of the Council each financial year and the amount budgeted to cover this expense.

The table below outlines the allowances payable to Council as determined by the NT Remuneration Tribunal and handed down on 13 February 2025 and the amounts Council has budgeted for in the Draft 2025-26 Budget.

ELECTED MEMBER ALLOWANCES					
Allowance Type	Amount \$				
	President	Deputy President	Councillor (3 Members)	TOTAL CLAIMABLE	TOTAL BUDGETED
Annual Base Allowance	7,462	7,462	7,462	37,310	37,310
Annual Principal Member Additional Allowance	23,000			23,000	23,000
Extra Meeting Allowance (capped at \$10,000)		10,000	10,000	40,000	40,000
Professional Development Allowance	5,000	5,000	5,000	25,000	25,000
Vehicle Allowance (capped at \$10,000)	10,000	10,000	10,000	50,000	0
TOTALS	45,462	32,462	32,462	175,310	125,310
Travel Allowance	All members are entitled to this allowance if required to stay away from home overnight on approved Council business. Rates are as per the ATO.				

Council has amended the Elected Member Allowance Policy to reflect the determination and Council's declared allowances for the 2025-26 financial year. The amended policy was approved at the ordinary meeting of Council on 26 May 2025.

Financial Implications

Financial implications identified as a result of this report are as advised in the table showing a required budget of \$125,310.

Attachments

There are no attachments with this report.

9.7 FEES AND CHRGES FOR 2025-26

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to seek Council's approval of the Fees and Charges for the 2025-26 financial year.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Fees and Charges for 2025-26;
- b) approves the Fees and Charges for the 2025-26 financial year; and
- c) publishes the 2025-26 Fees and Charges on Council's website.

Moved:

Seconded:

Vote:

Background:

Council is required to adopt the Fees and Charges to be included in the Budget each financial year. The draft 2025-26 Fees and Charges were included in the Draft 2025-26 Shire Plan, released for public consultation from 27 May 2025 to 18 June 2025. Council received no feedback regarding the 2025-26 Fees and Charges.

Financial Implications

There are no financial implications identified with this report.

Attachments:

A copy of the 2025-26 Fees and Charges is attached with this report.



FEES AND CHARGES 2025-26

FACILITY FEES		
Cloppenburg Park Pavilion and Community Centre Includes chairs and tables, cleaning, ITC, power & water. Please call council office to book. Hire agreements must be completed prior to use.	Local community groups or NFP per day/overnight	\$ 100.00
	Local community groups or NFP per half day or eve	\$ 50.00
	Non community groups per day/overnight	\$ 150.00
	Non community groups per half day or eve	\$ 75.00
	Cleaning fee	\$ 50.00
Caretaker Site	By CEO appointment only	
EQUIPMENT		
Equipment stored at Cloppenburg Park and/or Community Centre – delivery/collection fee of \$10 per way – charges for commercial event. Community events on approval by CEO.	Table (per item per function/day)	\$ 2.00
	Chairs (per 10 chairs per function/day)	\$ 5.00
	Dishes/Cutlery (per set of 10 per function/day)	\$ 3.00
	Eskies (each per function/day)	\$ 3.00
	Projector (per function/day)	\$ 10.00
ADMINISTRATION FEES		
Photocopying / Printing	A4 sheet – Black & White (3+ pages)	\$ 0.20
	A4 sheet – Colour	\$ 0.30
	A3 sheet – Black & White	\$ 0.40
	A3 sheet - Colour	\$ 0.50
Laminating	A4 / A3 sheet	\$ 2.00
WASTE MANAGEMENT CHARGES		
General Waste Charges	All properties vacant and non-vacant	\$ 383.00
Additional Collection	Additional rubbish bin/quarter	\$ 95.00
Replacement Bin (240lt)	Allow one week for delivery after order	\$ 90.00
Green Waste	Included in General Waste Charge	NA
Hard Waste (Sat/Sun 3-6pm) **Fees for items must be paid to council office during office hours & receipts provided at drop-off.	Included in General Waste Charge	NA
	Fridges, freezers, air-conditioners, mattresses **	\$ 35.00
	Out-of-hours opening fee**	\$ 80.00

PLANNING & WORKS FEES				
Reinstatement of damaged road pavement (charged at completion of repairs/works)				At Cost + 20%
Road Openings/Road Closings (deposit of \$3300)				\$220 per application
Abandoned Vehicle Removal, storage and release				At Cost + 20%
DOG MANAGEMENT FEES				
Dog Registration (annual)	Desexed dog	\$ 20.00	concession	\$ 10.00
	Entire dog	\$ 75.00	concession	\$ 50.00
	Dogs under 6 months (no charge)			NA
	Declared/dangerous dog (no concessions)			\$ 250.00
	Licence to keep more than 2 Dogs			\$ 100.00
Other Dog Related Charges	Pound Release Fee – Registered Dog <i>(First time – no charge for registered dogs)</i>			\$ 90.00
	Pound Release Fee – Unregistered Dog <i>(Dog must be registered before it can be released)</i>			\$ 180.00
	Pound Daily Maintenance Fee			\$ 65.00
	Dispose of Dead Animal / Dog			\$ 145.00
	Surrender Fee – per dog			\$ 300.00
RATES MANAGEMENT FEES				
Rates Search	Rates information search			\$ 88.00
Late payment	Interest for late rates payments (per annum)			18%

*All fees and charges are GST inclusive.

Consideration to waive fees and charges may be given to local community groups, not-for-profit Organisations or other Government services requiring use of Council facilities, equipment, services or infrastructure on application to CEO ceo@wagait.nt.gov.au

9.8 BUDGET FOR 2025-26

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to seek Council's approval to adopt the Budget for the 2025-26 financial year.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled Budget for 2025-26;
- b) adopts the Budget for the 2025-26 financial year; and
- c) publishes the 2025-26 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:

Seconded:

Vote:

Background:

Council is required to adopt a balanced budget each financial year.

The draft 2025-26 Budget was included in the Draft 2025-26 Shire Plan, released for public consultation from 27 May 2025 to 18 June 2025. Council received no feedback regarding the 2025-26 Budget.

Financial Implications

There are no financial implications identified with this report.

Attachments:

A copy of the 2025-26 Budget is attached with this report.



DRAFT 2025 - 2026 BUDGET

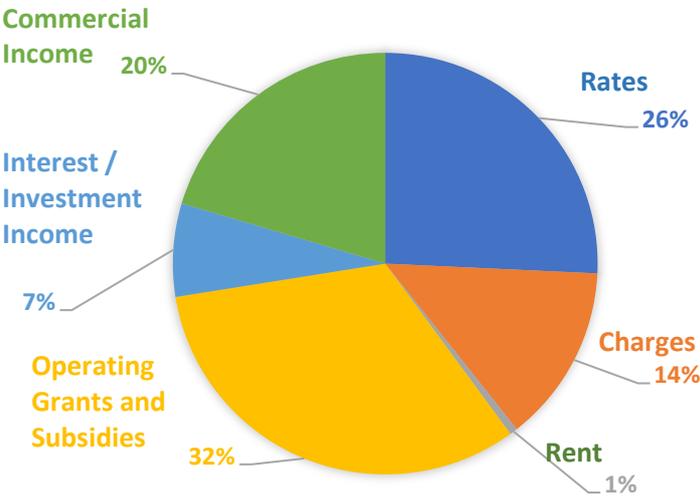
The following tables are as per Department of Local Government’s
Guideline 5: Budgets

Statement 1. Annual Budget

Table 1.1 Annual Budget Income and Expenditure

	2025-26
	Annual Proposed Budget \$
OPERATING INCOME	
Rates	288,081
Charges	152,521
Rent	6,700
Operating Grants and Subsidies	363,736
Interest / Investment Income	80,000
Commercial Income	228,101
TOTAL OPERATING INCOME	1,119,139
OPERATING EXPENDITURE	
Employment Expenses	675,201
Materials and Contracts	483,404
Elected Member Allowances	60,310
Elected Member Expenses	58,000
Depreciation, Amortisation and Impairment	396,000
Interest Expenses	
Other Expenses	20,000
TOTAL OPERATING EXPENDITURE	1,692,915
BUDGETED OPERATING SURPLUS / DEFECIT	- 573,776

2025-26 BUDGETED INCOME



BUDGETED OPERATIONAL EXPENDITURE

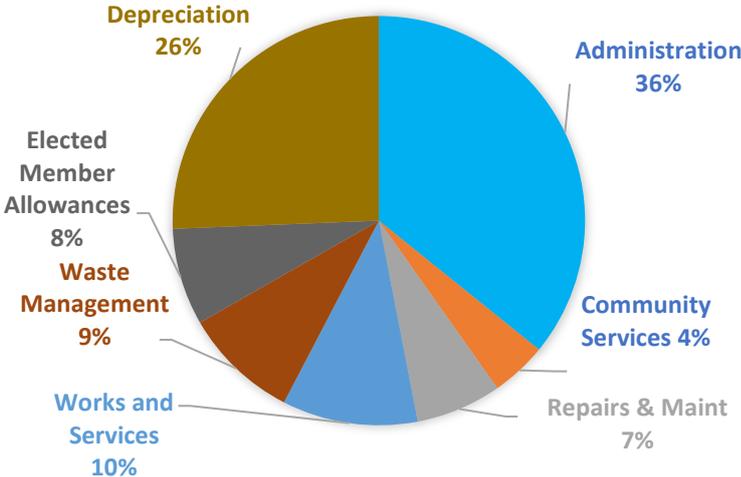


Table 1.2 Annual Budget Operating position

Table 1.2 Annual Budget Operating Position	
	2025-26
	Annual Budget \$
BUDGETING OPERATING SURPLUS / DEFICIT	- 573,776
Remove NON-CASH ITEMS	
Less Non-Cash Income	
Add Back Non-Cash Expenses - Depreciation + Vehicle Lease Fees	412,054
TOTAL NON-CASH ITEMS	412,054
Less ADDITIONAL OUTFLOWS	
Capital Expenditure	3,216,500
Borrowing Repayments (Prinicpal Only)	11,337
Transfers to Reserves	
Other Outflows	
TOTAL ADDITIONAL OUTFLOWS	3,227,837
Add ADDITIONAL INFLOWS	
Capital Grants Income	2,705,500
Prior Year Carry Forward Tied Funding	490,000
Other Inflow of Funds	50,000
Transfers from Reserves	144,059
TOTAL ADDITIONAL INFLOWS	3,389,559
NET BUDGETED OPERATING POSITION	-

Statement 2. Capital Expenditure and Funding

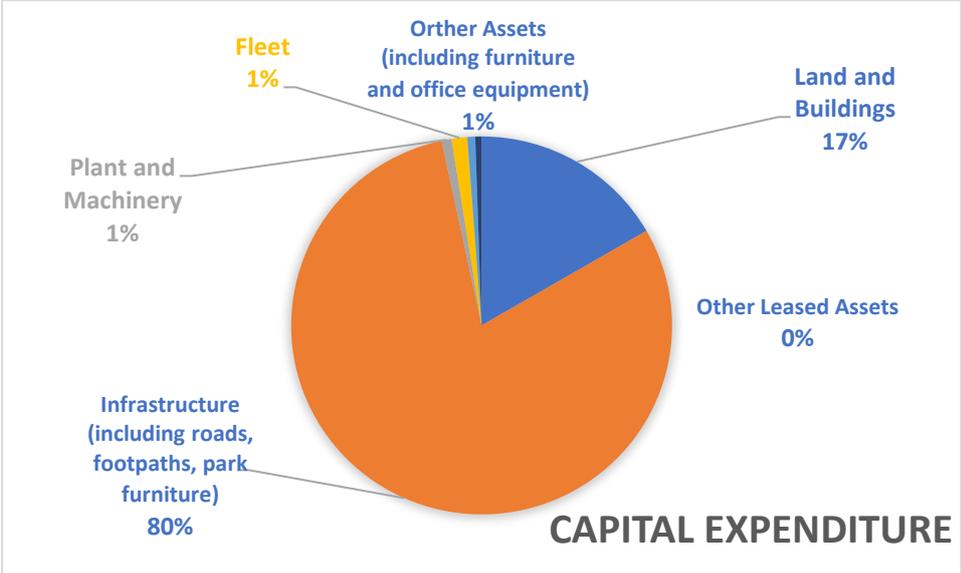
Table 2.1 By class of infrastructure, property, plant and equipment.

	2025-26 Financial Year (Annual) Budget \$	Outer Financial Year 1 Budget \$	OFY2 Budget \$	OFY3 Budget \$	> OFY3 Budget \$
CAPITAL EXPENDITURE **					
Land and Buildings	715,000	0			
Infrastructure (including roads, footpaths, park furniture)	2,400,000				
Plant and Machinery	32,000				
Fleet	33,500				
Orther Assets (including furniture and office equipment)	20,000				
Leased Land and Buildings					
Other Leased Assets	16,000				
TOTAL CAPITAL EXPENDITURE	3,216,500	0	0	0	0
TOTAL CAPITAL EXPENDITURE FUNDED BY: **					
Operting Income (amount allocated to fund capital items)					
Capital Grants Carried forward from prior year	490,000				
Capital Grants	2,705,500				
Transfers from Cash Reserves	21,000				
Borrowings	-				
Sale of Assets (including trade-ins)	-				
Other Funding					
TOTAL CAPITAL EXPENDITURE FUNDING	3,216,500	0	0	0	0

Statement 3. Planned Major Capital Works and projected costing

Table 3.1 Budget by Planned Major Capital Works

Statement 3. Planned Major Capital Works and projected costing						
Table 3.1 Budget by Planned Major Capital Works						
Class of Assets	By Major Capital Project *	Total Prior Year(s) Actuals \$ (A)	Current Financial Year Budget \$ (B)	Outer Financial Year 1 Budget \$ (C)	Total Planned Budget \$ (A+B+C+D+E+F)	Expected Project Completion Date
Land and Buildings	Roof over Sports Court	-	630,000		630,000	30/06/2026
Infrastructure	Roads Reseal			1,300,000	1,300,000	30/06/2027
					-	
	TOTAL	-	630,000	1,300,000	1,930,000	



CAPITAL WORKS 2025-26

	Project Cost	Funded by				Total Funding	Comments
		Grant	WSC				
		Confirmed Funding	Unconfirmed Funding	Confirmed Funding	Unconfirmed Funding		
Buildings							
Fence at Re-Discovery Hub	\$ 24,000.00		\$ 24,000.00				Not funded
Extension to Workshop Shed	\$ 45,000.00		\$ 45,000.00				Not funded
Guttering to be replaced on Council Buildings	\$ 16,000.00	\$ -	\$ 16,000.00	\$ -		\$ -	Not funded
Roof over Sports Court	\$ 630,000.00	\$ 415,000.00	\$ 215,000.00	\$ -		\$ 415,000.00	
	\$ 715,000.00	\$ 415,000.00	\$ 300,000.00	\$ -	\$ -	\$ 415,000.00	
Infrastructure							
Road Upgrade and Reseal	\$ 1,300,000.00		\$ 1,300,000.00				Not funded
Clean out Drains x 10days work	\$ 90,000.00	\$ -	\$ 90,000.00	\$ -	\$ -	\$ -	Not funded
Skate Park and Pump Track	\$ 935,000.00		\$ 935,000.00			\$ -	Not funded
Waste Facility Upgrade	\$ 75,000.00	\$ 75,000.00	\$ -			\$ 75,000.00	Not funded
	\$ 2,400,000.00	\$ 75,000.00	\$ 2,325,000.00	\$ -	\$ -	\$ 75,000.00	
Fleet/Plant & Machinery							
RTV Side by Side Vehicle	\$ 33,500.00	\$ -	\$ 33,500.00	\$ -	\$ -	\$ -	Not funded
Potable Water Tank - 5000ltr	\$ 19,500.00		\$ 19,500.00			\$ -	Not funded
Weed Sprayer for RTV	\$ 7,500.00		\$ 7,500.00				Not funded
Tools for Workshop	\$ 5,000.00			\$ -	\$ 5,000.00	\$ -	Not funded
	\$ 65,500.00	\$ -	\$ 60,500.00	\$ -	\$ 5,000.00	\$ -	
Other Assets							
IT Upgrade	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -		\$ -	Computers - \$10k / IT Hardware - \$10k
	\$ -						
	\$ 20,000.00	\$ -	\$ 20,000.00	\$ -	\$ -	0	
Other Leased Assets							
Works Vehicle	\$ 16,000.00			\$ 16,000.00		\$ 16,000.00	\$1254.52 x 12
	\$ 16,000.00	\$ -	\$ -	\$ 16,000.00	\$ -	\$ 16,000.00	
Grand Total	\$ 3,216,500.00	\$ 490,000.00	\$ 2,705,500.00	\$ 16,000.00	\$ 5,000.00	\$ 506,000.00	

2025-26 PROPOSED BUDGET DETAIL

	2025-26 Proposed Annual	2024-25 Revised Q2 Budget
OPERATING INCOME		
Rates	\$ 288,081	\$ 275,899
Charges	\$ 152,521	\$ 145,168
Rent	\$ 6,700	\$ 6,700
Operating Grants and Subsidies	\$ 363,736	\$ 362,736
Interest / Investment Income	\$ 80,000	\$ 75,000
Commercial and Other Income	\$ 228,101	\$ 209,912
TOTAL OPERATING INCOME	\$ 1,119,139	\$ 1,075,415
OPERATING EXPENDITURE		
Employee Expenses	\$ 675,201	\$ 629,459
Materials and Contracts		
Admin Expenses	\$ 207,300	\$ 154,000
Bank Charges	\$ 1,800	\$ 1,700
Contracts & Materials	\$ 5,000	\$ 3,500
Memberships & Subscriptions	\$ 4,700	\$ 4,700
Telephones	\$ 5,900	\$ 6,000
Project / Activity Expenses	\$ 14,500	\$ 12,500
Service Utilities	\$ 15,900	\$ 13,500
Repairs & Maintenance Expenses	\$ 41,500	\$ 37,500
Vehicle & Plant	\$ 46,304	\$ 40,879
Waste Management Expenses	\$ 140,500	\$ 136,100
TOTAL MATERIALS & CONTRACTS	\$ 483,404	\$ 410,379
Elected Member Allowances	\$ 60,310	\$ 45,625
Elected Member Expenses	\$ 58,000	\$ 60,000
Other Expenses - (Election)	\$ 20,000	\$ -
Depreciation, Amortisation and Impairment	\$ 396,000	\$ 205,000
TOTAL OPERATING EXPENDITURE	\$ 1,692,915	\$ 1,350,463
BUDGETED OPERATING SURPLUS/DEFICIT	\$ (573,776)	\$ (275,049)

9.9 2025-26 SHIRE PLAN AND LONG TERM FINANCIAL PLAN

Action: For Decision

Author: CEO

PURPOSE

This report is for Council to approve and adopt the 2025-26 Shire Plan and Long Term Financial Plan.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled 2025-26 Shire Plan and Long Term Financial Plan;
- b) approves and adopts the 2025-26 Shire Plan and Long Term Financial Plan in accordance with section 35 of the Local Government Act 2019; and
- c) provides the Agency with a copy of the 2025-26 Shire Plan in accordance with section 35 of the *Local Government Act 2019*.

Moved:

Seconded:

Vote:

Background:

Council is required to adopt the annual Shire Plan each financial year.

The draft 2025-26 Shire Plan was released for public consultation from 27 May 2025 to 18 June 2025.

Council received feedback from sources in the required timeframe. Please see comments in the table below.

Organisation	Section	Description / Comment
WB – resident	General Comments	<p>Aged Care:</p> <ul style="list-style-type: none"> ▪ Wagait Shire experiencing a growing need for Aged Care Services ▪ Consider establishment of service provider locally managed by the Council <p>Yoga & Pilates for Snrs:</p> <ul style="list-style-type: none"> ▪ Sessions are beneficial to senior community members ▪ Would like to see the council continue with these services <p>Community Safety:</p> <ul style="list-style-type: none"> ▪ Increased reports of vehicle break-ins at the jetty ▪ Increased reports of suspicious activity during the night in Wagait Community ▪ Would like to see council advocate for the installation of surveillance cameras in key public areas (i.e. Jetty Carpark) ▪ Would like to see the council investigate the re-instatement of or a council led version of a Neighbourhood Watch initiative <p>Would like to see council continue to provide leadership and advocacy ensuring that community needs are recognised and met through sustainable and community-focused initiatives.</p>

Financial Implications

There are no financial implications identified with this report.

Attachments:

A link to the draft 2025-26 Shire Plan is below:

[Draft 2025-26 Shire Plan](#)

9.10 POLICY UPDATE – CARETAKER POLICY

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to seek Council’s approval to update council’s Caretaker Policy in line with legislative requirements.

RECOMMENDATION

That Council:

- a) receives and notes the report entitled **Policy Update – Caretaker Policy; and**
- b) approves the amendments as ‘marked up’ on the document.

Moved:

Seconded:

Vote:

Background:

As we approach the upcoming local government general election, it is timely to review Council’s Caretaker Policy to ensure it remains current, relevant, and compliant with legislative requirements. The Caretaker Policy governs decision-making during the caretaker period to maintain transparency, impartiality, and public confidence in the electoral process. Reviewing the policy at this stage allows Council to address any gaps or ambiguities and to ensure that roles, responsibilities, and limitations are clearly understood and consistently applied. This proactive step will help mitigate risk, support good governance, and uphold the integrity of Council operations during the election period.

Financial Implications

There are no financial implications identified with this report.

Attachments:

A copy of the ‘marked up’ Caretaker Policy is attached with this report.

	CARETAKER POLICY	
	CATEGORY:	GOVERNANCE
	LG ACT 2019 REF:	Section 161(1)
	RESPONSIBLE OFFICER:	CHIEF EXECUTIVE OFFICER

1. PURPOSE

Section 161 of the *Local Government Act* requires Council to maintain a Caretaker Policy governing the conduct of Council members and its employees during the local government general elections caretaker period.

2. SCOPE

Council is committed to act in an economically efficient and transparent manner, to be socially and environmentally responsible and to provide a high standard of service delivery through its term. During a general election caretaker period, the normal operations and programs of the Council are to continue.

3. DEFINITIONS

For the purposes of this policy, the following definitions apply:

Term	Definition
Campaigning	Includes campaigning activity, wearing or displaying campaign material
Caretaker Period	Means the period that commences on the nomination day for a council general election and ends when the results of the general election are declared in accordance with the Local Government (Electoral) Regulations 2021.
Council Resources	Any asset or information owned or controlled by a Council is a 'Council resource'. Council resources may include: <ul style="list-style-type: none"> a) materials published by Council; b) facilities and goods owned by the Council; c) attendance and participation at functions and events; d) access to Council information; and e) media services. Council employees and contractors engaged by a Council are also Council resources.
Advantage	An advantage will be conferred where a decision allowing the use of Council resources favours one candidate over another. An advantage arises when a candidate utilised resources, information or support that is not available to a candidate in an election who is not an existing Elected Member.

4. POLICY

The Caretaker Policy ensures that the conduct of Council, Elected Members and Council employees during a Caretaker Period is responsible, transparent and legally compliant with Section 161 of the *Local Government Act*.

4.1. Role of the CEO

The CEO will give written notice to all council members and staff prior to the commencement of the caretaker period and that the caretaker principles in this policy will apply.

The CEO will continue to prepare reports and provide information in order for council members to carry out their roles in relation to the day-to-day business of the Council.

4.2. Designated Decisions

During the Caretaker Period, Council will not make any major decisions. The following designated decisions are prohibited from being made directly by Council or indirectly through the Chief Executive Officer:

- 4.2.1. A decision relating to the employment or remuneration of the Chief Executive Officer, other than to appoint an acting Chief Executive Officer or suspend the Chief Executive Officer for serious or wilful misconduct, except where carried out pursuant to Section [225321](#) of the *Local Government Act*.
- 4.2.2. A decision to terminate the appointment of the Chief Executive Officer, except where carried out pursuant to Section [225321](#) of the *Local Government Act*.
- 4.2.3. A decision to enter into a contract, arrangement or understanding, the total value of which exceeds \$100,000.
- 4.2.4. A decision to spend unbudgeted monies, to conduct public consultation previously unannounced, to endorse a new policy, to dispose of Council land, to approve financial or in-kind community support, and to progress a matter that is contentious or has been identified as an election issue.
- 4.2.5. A decision allowing the use of Council resources for the advantage of a particular candidate or group of candidates (other than a decision that allows the equal use of Council resources by all candidates for election).

4.3. Allowable Decisions

During the Caretaker Period, the following allowable [decisions](#) are permitted during the Caretaker Period.

- 4.3.1. A decision relating to the carrying out of works in response to an emergency or disaster.
- 4.3.2. A decision relating to expenditure or other decision required to be taken under an existing agreement by which funding is provided to the Council by the Commonwealth or Territory Government or otherwise for Council to be eligible for funding from the Commonwealth or Territory Governments.

4.4. Elected Member Activities during an Election

- 4.4.1. Council branding, letterhead, media or related facilities should not be used for a

candidate's campaign.

- 4.4.2. Council employees are not to be asked to undertake tasks connected directly or indirectly to an election campaign.
- 4.4.3. Council resources provided for the use of Elected Members are not to be used for campaign purposes.
- 4.4.4. Expenses incurred during the Caretaker Period will only be reimbursed according to Council policy where the Elected Member can provide evidence that it was not related to a campaign.

4.5. Council Employee Activities during an Election

- 4.5.1. Public consultation activities during the Caretaker Period may only take place where there is a statutory requirement to do so.
- 4.5.2. Council employees should not undertake any activity that may influence the outcome of the election, except where that activity relates to election process and is authorised by the Chief Executive Officer.
- 4.5.3. Where the use of Council resources can be construed as being related to a candidate's election campaign, the incident must be reported to the Chief Executive Officer.
- 4.5.4. Council employees must not assist a candidate with an election campaign at any time, including outside working hours, except where the assistance is for the equal benefit of all candidates.

5. ASSOCIATED DOCUMENTS

P05 Council Staff Code of Conduct

6. REFERENCES AND LEGISLATION

Local Government Act 2019 (NT)

Local Government (Electoral) Regulations 2021 (NT)

7. REVIEW HISTORY

Date Approved 18/10/2016	Approved By Council Moved: V Pres B Irvine Seconded: Cr A Richmond Vote: AIF	Resolution # 2016/091	Date for review Next Council Election
Date Approved 19/11/2019	Approved By Council Moved: Cr M Vaughan Seconded: Cr N White Vote: AIF	Resolution # 2019/544	Date for review Next Term of Council
Date Approved 17/02/2021	Approved By Council Moved: Cr Michael Vaughan Seconded: Vice-President Tom Dyer Vote: AIF	Resolution # 2021/37	Date for review Next Term of Council
Date Approved 18/01/2022	Approved By Council Moved: Vice President Tom Dyer Seconded: Cr Noeletta McKenzie Vote: AIF	Resolution # 2022/013	Date for review Next Term of Council
<u>Date Approved</u> 23/06/2025	<u>Approved By council</u> <u>Moved:</u>	<u>Resolution #</u>	<u>Date for review</u> <u>Prior to end of Next</u>

	<u>Seconded:</u> <u>AIF</u>		<u>Term of Council</u>
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10. REPORTS FOR RECEIVING AND NOTING

10.1 REVIEW OF ACTION ITEMS LIST TO 12 MAY 2025

Action: For Receiving and Noting

Author: CEO

PURPOSE

To update Council on the status of the Actions List to 16 June 2025.

RECOMMENDATION

That Council receives and notes the updated Actions List to 16 June 2025

Moved:

Seconded:

Vote:

Item	Res No	Resolution	Date	Status
1	2020/101	Local Area Planning, Environment and Climate Change	16/06/2025	No further updates.
			15/1/2025	Crown Land Management provided a scope of works for the Council to quote on, and this quote was submitted to them prior to the Christmas break. An email received on 15 January 2025 indicated that, due to the costs associated with RUA maintenance, the project will need to be tendered under a tier two process. They have requested that we provide an estimate for a 36-month period. Additionally, Crown Land Estate aims to incorporate the RUA into a formal maintenance plan.
			4/10/2024	Had another meeting with Crown Land Management and discussed a works schedule for the RUA. CLM are writing it up for Council to quote on.
			14/8/2024	Discussed and reviewed a scope of works for the maintenance of all DIPL sites in Wagait Beach.
			10/04/2024	Discussion with DIPL regarding issues raised: <ul style="list-style-type: none"> ▪ Still working on a plan to maintain sites. ▪ DIPL would need more discussion on the closure of the Erickson/Imaluk Beach Access as this would require approval from higher up. ▪ No further news on Occupation Licence at this stage – Crown Land Management are following this up.
			14/03/2024	DIPL's Land Management staff attended Wagait Beach and met with WSC staff on Friday 8 March 2024. Items to be further investigated by the Land Management staff were: <ul style="list-style-type: none"> ▪ The status of the Occupation Licence over the two Beach Accesses ▪ Maintenance of the RUA and pedestrian Beach Accesses ▪ Maintenance of all NTG easements in Wagait Beach including the drains ▪ How DIPL will conduct community consultation regarding the installation and closure of a locked gate at the Imaluk Beach Access
			17/11/2023	No further action to date for shared services with Belyuen. Beach access sites – work still ongoing
			10/10/2023	Letter received from NTG LG Unit confirming NFA on boundary reform. Belyuen, Coomalie and Wagait CEOs met to discuss opportunity for shared services and a response to letter. Crown Land advised the OL's for Baluria and Erickson beach access carparks are being considered. Remediation works on both sites commences 16 October.
			11/09/2023	CEO and President met with NTG LG Unit on 18 August to discuss LAP and boundary reform as well as current projects. LG advised that no further action will be taken to amalgamate councils in the foreseeable future. Council will undertake a 5-10 year strategic planning process with the community and other stakeholders commencing September.
			11/08/2023	Response received from Minister Paech; CEO and President will meet with LG Unit on 18 August to discuss LAP.
			13/07/2023	Occupational licenses pending. Meetings with contractor to confirm scope of works.

		15/06/2023	Funding through DCMC Community Places for People grant submission approved and project to remediate beach access roads and carparks will commence once Occupational Licenses are received.
		14/04/2023	Occupational licenses for Baluria and Erickson beach carparks have been submitted and costs for planning, carpark remediation and signage has commenced. A funding submission to CPP (DCMC-LG Unit) will be submitted for the work.
		13/02/2023	RUA weed map and plan completed. Action to remove mission & gamba grasses commencing January and neem trees in March-April prior to flowering. Preparation of documents required for occupational licenses on Baluria and Erickson beach carparks has commenced.
	2020/113	11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.
		16/09/2022	Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.
		12/08/2022	Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.
		11/02/2022	CLE advise DIPL have no record of boat access at Imaluk/Erickson. Public Access is subject to occupational license held by council. Further meetings pending advice from DEPWS.
		12/11/2021	CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.
		15/10/2021	Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
		13/08/2021	Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired.
		20/07/2021	NTRRF submission again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.
		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoults 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 Hoults regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA 2020/101.
2		Wagait Health Service and Clinic	16/6/2025	No further updates
			12/0/2025	No further updates on visits from RTHC. Have emailed them to ask when they are going to commence visits again this year and was advised that they are in the process of onboarding 3 more staff so will let us know when they have their plans in place.
			10/9/2024	RTHC are currently visiting weekly to build up the clientele as they have secured a doctor for approx. 4 weeks and want to make sure they get full use of them while they are available.
			12/8/2024	RTHC have commenced their fortnightly visits with the next one on to take place on Thursday 22/8/2024 and will continue fortnightly until further notice.
				The visit from RTHC did not go ahead on 26/6 as planned. There is a visit planned for 25 th July and going forward it will be the second and last Thursday of the month. Have planned to do a morning tea on the 25/7 and will ask RTHC to have a chat to the residents so they know what to expect.
			23/5/2024	Visited RTHC Clinic and discussed a plan moving forward. RTHC will visit Wagait Beach on Wednesday 26 June and hold a clinic. There is a seniors morning tea on this day so it will be a good opportunity for the residents who attend the morning tea to have a chat with the clinic staff if they wish. RTHC intend to visit monthly from this date.
			16/5/2024	Email from RTHC on 9/5/24 to advise that they were planning on coming out for their first visit in a few weeks to do a type of reconnaissance to make sure everything is in order and take stock of what items they will need for a full clinic day. They will combine this visit with a flu and covid injection drive.
			14/04/2024	Emailed Remote Territory Health Clinic who advised they are ready to come out for a clinic as soon as we want them to. Emailed NT Primary Health Network who advised that there have been internal meetings and have agreed in principle to support the delivery of outreach services to Wagait Beach community and they are currently finalising details to allow RTHC to commence as soon as possible.
			14/03/2024	Emailed Executive Manager of NTPHN for an update on the status of our request to find funding for Remote Territory Health Clinic (from Berry Springs) to service Wagait Beach residents.
			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.
3	2023/073	Cat By-laws	12/06/2025	No further updates
			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.
4	2024/034	Re-Discovery Hub	16/6/2025	All affordable works are complete to date. Council now needs to work on funding to install a fence around the area.
			12/02/2025	Plumbing works should be complete by mid February.
			14/01/2025	Plumbing works is being carried out at the Sports Ground for the installation of an outdoor sink and eye wash station at this site. Works are almost complete.
			10/9/2024	Building complete. Currently investigating options for plumbing and a sink outside and fencing.
			14/8/2024	Works are almost complete. Floor to be painted, fence to be pulled down and we are yet to receive a quote to replace some fencing.
			13/6/2024	Works are moving forward as per the plan. No issues to date.
			16/5/2024	Concrete is poured and steel works will commence this week. The project is coming along nicely with a completion date of early August.
			11/4/2024	Contract signed, PO issued, Tenant advised of planned works start date, schedule of works supplied. Planned site set up for 1-3 May.
			14/3/2024	Updated quote from Simeon Latham accepted. Contract drafted and sent on for review.
5	16/4/2024	Power Water Outages	16/06/2025	No further updates
			14/8/2024	No further action to date. Online feedback/complaints form page is still down due to maintenance. There has been no response to the issue that was reported through the online "Chat" system.
			11/7/2024	Have been onto their website multiple times but they keep saying that the website is undergoing maintenance so have sent a very long message on their chat line.
				Council requested the CEO to write to Power Water via online feedback to request that they consider these outages to be conducted during cooler weather times and ensure the community is fully aware of them happening.
6	16/4/2024	Request for Roads Funding	16/6/2025	Response received from Minister Bill Yan advising that the NTG were not in a position to support Wagait Council's roads Upgrade at this stage.
			12/02/2025	No further action to date.
			14/8/2024	A response to the letter sent to Eva Lawler's office has been received and is tabled in correspondence. The letter states that as this stage there is no funding available for the roads upgrades and that the NTG have invested a significant amount into the new jetty for the area.
			11/7/2024	Letter has been sent to the Chief Minister Eva Lawler and we received notification that this has been sent on to Office of Joel Bowden who is the minister for Infrastructure, Planning and Logistics.
			14/6/2024	Waiting on quote to carry out a full reconstruction of road shoulders. This will provide indicative costs so we will have a better idea of how much money we need to ask for.
			16/5/2024	The letter is drafted and we are waiting on a second quote to ensure we have the correct costing for the reseal program.

				Council requested the CEO draft a letter to the Chief Minister, the NT Leader of the Opposition and the Federal Government to request funding assistance for a roads reseal program.
7	16/7/2024	Marnie Jay Mural	16/6/2025	Marnie emailed on 13/6 to advise she has a photographer booked in for the first week of July. So she should be finished the mural by then.
			12/02/2025	Marnie emailed on 10/2/25 to advise that she was back and working on the project. She hopes to be finished the panels in May and be installing them in June
			14/01/2025	Emailed Marnie Jay on 14/1/2025 for an update and received a response to say that she was on leave and back in February and that the WSC project would be the main job she would be working on until complete.
			4/9/2024	Received an email from Marnie Jay advising that she was on track to have the project complete by May/June 2025
			14/8/2024	No further action to date.
			7/6/2024	Met with Marnie Jay to discuss where she was at with the mural for the sign out the front of Council. Marnie was struggling with getting all of the norther coast of Charles Point into the mural so we discussed going from the Jetty to Imaluk Creek. She was okay with this and said she could work with that area. Timeframe was to get it done in the 2024-25 FTY.

10.2 CORRESPONDENCE

Action: For Receiving and Noting

Author: CEO

PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 8th April 2025 to the 12th May2025

RECOMMENDATION

That council receives and notes the incoming and outgoing correspondence from 13th May 2025 to the 16th June 2025

Moved:

Seconded:

Vote:

Background

The correspondence inwards and outwards will be tabled at Council meetings for review by Elected Members.

10.2.1 OUTWARDS CORRESPONDENCE

Date	From	About	
14/05/2025	Steve Handley - CBA Acct Manager	Issues with access for staff	email
19/05/2025	Ark Vet	Invitation to visit on 28 June 2025	email
21/05/2025	Jaccana	Invitation to visit next senours morning tea	email
2/06/2025	Cox Country Club	Use of Club for Seniors Morning Tea - June 2025	email
3/06/2025	Nicole Fredin - NT Health Aged Care	Query regarding Aged Care Service Provision	email
3/06/2025	President - Cox Country Club	Slashing Quote	email
3/06/2025	NT Crown Land Management	Quote for Drain Reinstatement - Cox Dve	email
16/06/2025	LG Compliance	Query - Caretaker Policy	email

10.2.2 INWARDS CORRESPONDENCE

Date	From	About	
13/05/2025	Territory Conyeyancing	Notice of transfer	email
19/05/2025	Wagait Beach Resident	Dog Issues	email
26/05/2025	Wagait Beach Resident	Seniors Pilaties	email
27/05/2025	Wagait Beach Resident	Rediscovery Centre - sugested use - Tool library	email
28/05/2025	Josh Keating on behalf Iseyah Keating	Money donation for sports - Seeking support for young athletes	email
29/05/2025	Wagait Beach Resident	Ferry service confusion	email
30/05/2025	Tomasi Eaton	Australian Schools Rugby Championship Support	email
1/06/2025	Wagait Beach Resident	Seniors Pilaties	email
2/06/2025	Wagait Beach Resident	Money donation for sports - Seeking support for young athletes	email
3/06/2025	CCC	Waiver on Invoice for rubbish collection	email
4/06/2025	Wagait Beach Resident	Security service proposal	email
4/06/2025	Wagait Beach Resident	Seniors Pilaties	email
4/06/2025	Minister Bill Yan	Roads Funding	email
5/06/2025	Various Residents	Katie Crane Pilaties	email
12/06/2025	Wagait Beach Resident	Feedback on Council's Draft Annual Plan 2025/2026	email
17/06/2025	NTG Local Government Compliance Officer	Feedback on Council's Draft Annual Plan 2025/2026	email

10.3 COMPLAINTS, COMMENTS AND COMPLIMENTS REGISTER

Action: For Receiving and Noting

Author: CEO

PURPOSE

To update Council on complaints received from 8th April 2025 to 6th May 2025

RECOMMENDATION

That Council receives and notes the Complaints Register to the 6th May 2025

Moved:

Seconded:

Vote:

Background

Council has received 5 complaints, comments and/or compliments in the reporting period.

COMPLAINTS, COMMENTS & COMPLIMENTS TO 8 ARIL 2025				
DATE	ISSUE	TYPE	SOURCE	STATUS
9/5/2025	Pickleball Court Lines – Thank you to Council	Thank you	Email	Replied via Email
27/5/2025	Suggestion – use of ReDiscovery Hub as a Tool Library	Suggestion	Email	Replied via Email

11. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting

Author: CEO

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

Vote:

Date	Time	Where	Activity
1/07/25	6:30pm	Sportsgrounds – Cloppenburg Park	<u>Territory Day Celebration</u> – sausage sizzle and Fireworks
11/07/25		NT Wide	<u>Local Government Elections</u> – nominations open for candidates
16/07/25	10:00am	Cox Country Club	<u>Seniors Morning Tea</u> – feel free to bring along a plate of your goodies
Thursdays	10am	Community Centre	Fortnightly <u>Health Clinic Visit</u> – Next visit –10 July 2025 – All Welcome

Thursdays	10:30am	Community Centre	Fortnightly <u>TAI CHI</u> – for All Abilities Next session – 10 July 2025 – All Welcome
Thursdays	12:30pm	Community Centre	Fortnightly <u>Leather Work sessions</u> – Next session – 10 July 2025 – All Welcome
Sundays, Tuesdays & Fridays	5:15pm	Sportsground - Cloppenburg Park	<u>Social Tennis</u> – All Welcome
Wednesdays	7pm	Sportsground - Cloppenburg Park	<u>Social Cricket</u> – All welcome
Sundays	10am	Sportsground - Cloppenburg Park	<u>Pickle Ball</u> – All Welcome
Mondays	9:30am	Community Centre	<u>Yoga</u> – All Welcome
Wednesdays	5:45pm	Community Centre	<u>Ladies Qigong</u> – Postponed while Cullen Bay Dredging is happening
Monday & Friday	4pm	Sportsground - Cloppenburg Park	<u>Youth Pop-Up Activities</u> – All Welcome

12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

13. IN-CAMERA ITEMS

RECOMMENDATION

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:

Seconded:

Vote:

At _____ pm Council closed the meeting to the general public.

13.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

- Confirmation of Minutes of In-Camera meeting held 26 May 2025
- Cox Country Club Slashing
- Cox Country Club – Use of Facility

13.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

RECOMMENDATION

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

Moved:

Seconded:

Vote:

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

13.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

RECOMMENDATION

That Council move the following items into the Open Meeting:

Moved:

Seconded:

Vote:

14. CLOSE OF MEETING

The date of the next meeting is scheduled for 21 July 2025

The Chair declared the meeting closed at _____ pm.