



WAGAIT SHIRE COUNCIL

PUBLIC MINUTES

COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD
7:00PM MONDAY 15 SEPTEMBER 2025**

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1. OPENING OF MEETING

1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

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

1.2. ATTENDANCE

ELECTED MEMBERS

Councillor	President Neil White (Chair meeting from item 5.4)
Councillor	Deputy President Sarah Manning
Councillor	Tom Dyer
Councillor	Peter Clee
Councillor	Sarah Smith

STAFF PRESENT

Chief Executive Officer	Virginya Boon (Chaired meeting to item 5.3.4)
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PUBLIC PRESENT

Lorna Manning
Shannon Manning
Carolyn Murphy

VISITORS PRESENT

1.3. ELECTRONIC MEETING ATTENDANCE

Nil

1.4. APOLOGIES

Nil

1.5. LEAVE OF ABSENCE

Nil

2. DECLARATION OF INTERESTS

Nil

3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

4. PETITIONS AND QUESTIONS WITH NOTICE

Nil

5. FIRST MEETING OF THE 10TH COUNCIL OF WAGAIT SHIRE – INAUGURATION

5.1 COUNCILLOR DECLARATION OF OFFICE

Action: For Decision

Author: CEO

PURPOSE

For each Elected Member to make a declaration of office.

RESOLUTION No: 2025/175

That all Elected Members will make and sign the Declaration of Office.

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

5.2 COUNCILLOR CODE OF CONDUCT

Action: For Decision

Author: CEO

PURPOSE

Council is required to adopt the Code of conduct as set out in Schedule 1 of the *Local Government Act 2019*.

RESOLUTION No: 2025/176

That Council:

- a) adopts the Councillor Code of Conduct as provided in Schedule 1 of the *Local Government Act 2019*
- b) requires that each Elected member sign the Code of conduct; and
- c) directs the Chief Executive Officer to publish the Code of Conduct on the Council Website, pursuant to Section 119 of the *Local Government Act 2019*

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

5.3 TITLE OF PRINCIPAL MEMBER AND APPOINTMENT OF PRINCIPAL MEMBER AND DEPUTY PRINCIPAL MEMBER

5.3.1 TITLE OF PRINCIPAL MEMBER

Action: For Decision

Author: CEO

PURPOSE

Council must nominate the title of the Principal Member at the first meeting of Council.

RESOLUTION No: 2025/177

That Council decides by resolution that the:

- a) Principal Member of Wagait Shire Council has the title of President
- b) Deputy Principal Member of Wagait Shire Council has the title of Deputy President

Moved: Cr S Smith

Seconded: Cr P Clee

Vote: AIF

5.3.2 PROCEDURE FOR APPOINTMENT OF PRINCIPAL AND DEPUTY PRINCIPAL MEMBER

Action: For Decision

Author: CEO

PURPOSE

Council is required to determine the procedure by which it will appoint the Principal and Deputy Members.

RESOLUTION No: 2025/178

That Council decides by resolution to conduct the appointment of the Principal Member and Deputy Principal Member by a show of hands.

Moved: Cr P Clee

Seconded: President N White

Vote: AIF

5.3.3 ELECTION OR APPOINTMENT OF PRINCIPAL MEMBER

Action: For Decision

Author: CEO

PURPOSE

Council is required to appoint the Principal Member at its first meeting of council.

Nominations:

1. Cr Neil White nominated by Cr Peter Clee / Cr Tom Dyer (Accepted) vote – 4/5
2. Cr Sarah Manning nominated by Cr Sarah Smith / Cr Peter Clee (Accepted) vote 1/5

RESOLUTION No: 2025/179

That Council appoints Cr Neil White as President of Wagait Shire's 10th Council.

Moved: Cr P Clee

Seconded: Cr T Dyer

Vote: AIF

5.3.4 ELECTION OR APPOINTMENT OF DEPUTY PRINCIPAL MEMBER

Action: For Decision

Author: CEO

PURPOSE

Council is required to appoint the Deputy Principal Member at its first meeting of council.

Nominations:

1. Sarah Manning nominated by Cr Sarah Smith / Cr Peter Clee (Accepted)
No other nominations received.

RESOLUTION No: 2025/180

That Council appoints Cr Sarah Manning as Vice President of Wagait Shire's 10th Council and that the appointment is for the term of the Council.

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

Chairing of the meeting was handed over to President Neil White

5.4 NATURE AND TIMING OF COUNCIL MEETINGS FOR THE TERM OF COUNCIL

Action: For Decision

Author: CEO

PURPOSE

Council must at its first meeting, set the schedule for the holding of Ordinary General Meetings for the term of Council.

RESOLUTION No: 2025/181

That Council:

- a) **decides by resolution to set its schedule of Ordinary General Meetings as the third Monday of each second month commencing at 7:00pm; and**
- b) **requests the Chief Executive Officer reviews Council Policy – Procedures for Council and Committee Meetings for adoption at the November 2025 Ordinary General Meeting of Council.**

Moved: Cr P Clee

Seconded: Cr T Dyer

Vote: AIF

Council discussed holding Ordinary Meetings of Council bi-monthly and in the alternate months, hold a Finance Committee meeting. This would mean Council would have to establish a Finance Committee and develop a Terms of Reference which would determine how many members needed to be on the committee and how often they would meet. It was decided that a Finance Committee would meet every second month on a trial basis to be reviewed in March 2026.

RESOLUTION No: 2025/182

That Council:

- a) **forms a Finance Committee;**
- b) **that the Finance Committee develops their own Terms of Reference; and**
- c) **the following Councillors be appointed to the Finance Committee:**
 - **Cr Peter Clee**
 - **Cr Tom dyer**
 - **President Neil White**
 - **Deputy President Sarah Manning.**

Moved: Cr P Clee

Seconded: Cr T Dyer

Vote: AIF

5.5 POLICY TO ALLOW CHAIRPERSON TO EXERCISE A CASTING VOTE

Action: For Decision

Author: CEO

PURPOSE

Council must at its first meeting, establish by resolution a policy to allow the Chairperson to exercise a casting vote.

RESOLUTION No: 2025/183

That Council:

- a) decides by resolution that the Chairperson shall have a casting vote; and
- b) requests the Chief Executive Officer re-establish Council Policy – Casting Vote of President for adoption at the November 2025 Ordinary General Meeting of Council.

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

5.6 APPOINTMENT OF MEMBERS TO COUNCIL AUDIT COMMITTEE

Action: For Decision

Author: CEO

PURPOSE

The Council must establish by resolution and maintain an Audit Committee and appoint its members in accordance with the Terms of Reference.

RESOLUTION No: 2025/184

That Council:

- a) in accordance with the current Terms of Reference appoints the following Councillors to the Audit Committee;
 - 1. President Neil White
 - 2. Cr Sarah Smith; and
- b) requests the Chief Executive Officer to provide a further report to the November Ordinary General Meeting to enable Council to review the Terms of Reference and the role and structure of the Audit Committee.

Moved: Cr P Clee

Seconded: Cr T Dyer

Vote: AIF

5.7 APPOINTMENT OF MEMBERS TO THE EMERGENCY MANAGEMENT COMMITTEE

Action: For Decision

Author: CEO

PURPOSE

In accordance with the Section 82 of the *Local Government Act 2019*, Council is required to appoint members to its committees by resolution. This report seeks Council's endorsement to appoint Council Members to the Emergency Management Committee.

RESOLUTION No: 2025/185

That Council:

- a) appoints the following Councillors to the Emergency Management Committee;
 - 1. President Neil White
 - 2. Cr Peter Clee; and
- c) requests the Chief Executive Officer to provide a further report to the November Ordinary Meeting of Council to enable Council to review the Terms of Reference and the role and structure of the Emergency Management Committee.

Moved: Cr P Clee

Seconded: President N White

Vote: AIF

5.8 ELECTED MEMBER ALLOWANCES

Action: For Receiving & Noting

Author: CEO

PURPOSE

In accordance with the Section 106 of the *Local Government Act 2019*, Elected Members are entitled to be paid allowances. This report is to advise Councillors of the allowances payable, and the process required if you do not wish to receive an allowance.

RESOLUTION No: 2025/186

That Council Receives and notes the report entitled Elected Member Allowances.

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

5.9 SCHEDULE OF STATUTORY COMPLIANCE REQUIREMENTS

Action: For Receiving & Noting

Author: CEO

PURPOSE

This report is to inform Councillors of the scheduled local government compliance obligations required to be met by Council over the course of the calendar year.

RESOLUTION No: 2025/187

That Council Receives and notes the report entitled Schedule of Statutory Compliance Requirements.

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

6. CONFIRMATION OF MINUTES

6.1. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

PURPOSE

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

RESOLUTION No: 2025/188

That Council confirms the Minutes of the Ordinary Meeting of Council held on Monday 18 August 2025 are a true and accurate record of that meeting.

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

6.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

6.2.1 Drainage issue Winnal Crt – In hand

6.2.2 Water Tank at Sports Ground - To be turned upside down for the immediate future

- 6.2.3 Equipment donation for ReDiscovery Hub – President White has made contact with the relevant person and is waiting on a list and photos to be sent through
- 6.2.4 Development Consent Authority Development Application, 15 Erickson Cres – response sent to DCA

7. FINANCE REPORTS

7.1 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 July 2025.

RESOLUTION No: 2025/189

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 August 2025.

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

8. REPORTS REQUIRING DECISIONS OF COUNCIL

8.1 FUNDING ACQUITTAL – COMMUNITY PLACES FOR PEOPLE GRANT (CPP)

Action: For Decision

Author: CEO

PURPOSE

For Council to approve the funding acquittal for the Community Places for People (CPP) Grant expenditure to 30th June 2025.

RESOLUTION No: 2025/190

That Council:

- a) receives and notes the report entitled Funding Acquittal – Community Places for People grant; and
- b) approves the funding acquittal for \$0.00 expenditure to 30th June 2025.

Moved: Cr S Smith

Seconded: Cr S Manning

Vote: AIF

8.2 FUNDING ACQUITTAL – WASTE AND RESOURCE MANAGEMENT (WaRM) 2024-25

Action: For Decision

Author: CEO

PURPOSE

For Council to approve the funding acquittal for the Waste and Resource Management (WaRM) Grant expenditure to 30th June 2025.

RESOLUTION No: 2025/191

That Council:

- a) receives and notes the report entitled Funding Acquittal – Waste and Resource Management 2024-25; and
- b) approves the funding acquittal for \$25,245.00 expenditure to 30th June 2025.

Moved: Cr P Clee

Seconded: Deputy President S Manning

Vote: AIF

8.3 BUSHFIRES NT – CALL FOR REGIONAL COMMITTEE NOMINATIONS

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to determine whether Council would like to nominate one of its members for the Bushfires NT regional committee that represents the Wagait Shire Council area.

RESOLUTION No: 2025/192

That Council:

- a) receives and notes the report entitled Bushfires NT – Call for regional committee nominations; and
- b) does wish to nominate Deputy President Sarah Manning for this committee.

Moved: Cr T Dyer

Seconded: Cr P Clee

Vote: AIF

8.4 LGANT – CALL FOR NOMINATIONS TO NT STRATEGIC TOBACCO ACTION COMMITTEE

Action: For Decision

Author: CEO

PURPOSE

This report has been provided to determine whether Council would like to nominate one of its members for the Board of the Northern Territory Strategic Tobacco Action Committee (NTSTAC).

RESOLUTION No: 2025/193

That Council:

- a) receives and notes the report entitled LGANT – Call for nominations to NT Strategic Tobacco Action Committee; and
- b) does not wish to nominate a Council member for this committee.

Moved: Cr P Clee

Seconded: Cr S Smith

Vote: AIF

8.5 LGANT – ANNUAL GENERAL MEETING CALL FOR MOTIONS

Action: For Decision

Author: CEO

PURPOSE

To seek a decision from Council on whether they wish to submit a motion for consideration by LGANT, for inclusion in the agenda of their general meeting.

RESOLUTION No: 2025/194

That Council:

- a) receives and notes the report entitled LGANT – Annual General Meeting Call for motions; and
- b) does wish to submit a motion for consideration to the GM agenda requesting LGANT advocate to the NT and Commonwealth Governments to support councils in funding major road works.

Moved: Cr P Clee

Seconded: Cr T Dyer

Vote: AIF

8.6 INQUIRY INTO LOCAL GOVERNMENT MEMBERS' ALLOWANCES

Action: For Decision

Author: CEO

PURPOSE

This report seeks a decision from Council on whether to make a submission to the NT Remuneration Tribunal as part of its inquiry into local government members' allowances.

RESOLUTION No: 2025/195

That Council:

- a) receives and notes the report entitled Inquiry into Local Government Members' Allowances; and
- b) does wish to make a submission to the NT Remuneration Tribunal stating that the Remuneration Tribunal are increasing allowances annually with no increase to operational funding to help cover these increases and that remuneration acceptance should be voluntary.

Moved: Cr T Dyer

Seconded: Cr S smith

Vote: AIF

9. REPORTS FOR RECEIVING AND NOTING

9.1 LGANT – 27 AUGUST 2025 BOARD MEETING & ALGA – 23 JUNE 2025 BOARD MEETING COMMUNIQUE

Action: For Receiving and Noting

Author: CEO

PURPOSE

To update Council on the LGANT Board meeting held on 27 August 2025 and the Australian Local Government Association (ALGA) Board Meeting held on 23 June 2025.

RESOLUTION No: 2025/196

That Council receives and notes the communique update on the LGANT and ALGA Board meetings 2025

Moved: President N White
Seconded: Cr P Clee
Vote: AIF

9.2 REVIEW OF ACTION ITEMS LIST TO 9 SEPTEMBER 2025

Action: For Receiving and Noting

Author: CEO

PURPOSE

To update Council on the status of the Actions List to 9 September 2025.

RESOLUTION No: 2025/197
That Council receives and notes the updated Actions List to 9 September 2025
Moved: Cr P Clee
Seconded: Cr T Dyer
Vote: AIF

9.3 CORRESPONDENCE

Action: For Receiving and Noting

Author: CEO

PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 13 August to 9 September 2025.

RESOLUTION No: 2025/198
That council receives and notes the incoming and outgoing correspondence from 13th August to 9th September 2025
Moved: President N White
Seconded: Deputy President S Manning
Vote: AIF

9.4 COMPLAINTS, COMMENTS AND COMPLIMENTS REGISTER

Action: For Receiving and Noting

Author: CEO

PURPOSE

To update Council on complaints received from 13 August to 9 September 2025

RESOLUTION No: 2025/199
That Council receives and notes the Complaints Register from 13 August to 9 September 2025
Moved: Cr P Clee
Seconded: Deputy President S Manning
Vote: AIF

10. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting

Author: CEO

PURPOSE

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

<p>RESOLUTION No: 2025/200 That Council receives and notes the report on current and upcoming events. Moved: Cr P Clee Seconded: President N White Vote: AIF</p>

Date	Time	Where	Activity
10/09/25	9.30-11.00am	Community Center	<u>Mahjong</u> All welcome
22/09/25-26/09/25		Various	<u>Week one school holiday program</u>
29/09/25-03/10/25		Various	<u>Week two school holiday program</u>
17/09/25	10.30-12.00PM	Cox Country Club	<u>Seniors Morning Tea</u> Guest speaker from Jacana
Thursdays - fortnightly	10am	Community Centre	Fortnightly <u>Health Clinic Visit</u> – Next visit – September 18th, 2025 – All Welcome
Thursdays	10:30am	Community Centre	Fortnightly <u>TAI CHI</u> – for All Abilities Next session – 18 September 2025 – All Welcome
Thursdays	12:30pm	Community Centre	Fortnightly <u>Leather Work sessions</u> – Next session – 18 September 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
Tuesdays	9:30am	Check the sign – Sports Ground / Community Centre	<u>Pilates</u> – All Welcome
Wednesdays	7:00pm	Community Centre	<u>Craft and sewing</u> – All welcome
Wednesdays	5:45pm	Community Centre	<u>Ladies Qigong</u> – All Ladies Welcome
Wednesday-Fortnightly	9.30 - 11.00am	Community Centre	<u>Mahjong</u> All Welcome
Every Friday	11.30 - 12.30	Community Centre	<u>Line Dancing</u> All welcome

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

- 11.1 Cr Sarah Smith advised that council usually does a test SMS for the emergency management procedure – the CEO advised that this was planned once we thought we had all of the responses back in requesting details to be added to the mail out list.
- 11.2 Cr Sarah Smith mentioned that we hadn't put out a Newsletter in a while – the CEO responded saying that was correct and that we will work on getting one out soon.
- 11.3 Cr Sarah Smith requested Council write to Minister Yan regarding the following issues:
1. Use of the smaller vessel (the Flatback) recently to ferry people from Mandorah to Cullen Bay and return is inadequate due to the amount of people that it can seat, and two trips needed to be done to get people across in the mornings
 2. Passengers feel unsafe on the Flatback
 3. The Flatback is not set up for people with disabilities
- 11.4 The Community Consultation Meeting will be scheduled for 10am Saturday 18 October 2025.
- 11.5 Cr Peter Clee advised that the sign out the front of Council is too bright to be on late at night – the CEO advised that the sign was set to go off at 9:30pm each night and would look into it.

12. IN-CAMERA ITEMS

RESOLUTION No: 2025/201

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: President N White

Seconded: Cr P Clee

Vote: AIF

At 8:09pm Council closed the meeting to the general public.

12.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

- Confirmation of previous minutes of Confidential Business
- CEO Review

12.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

RESOLUTION No: 2025/202

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

Moved:	Cr P Clee
Seconded:	Cr T Dyer
Vote:	AIF

At 8:14pm Council opened the meeting to the general public.

12.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

Nil

13. CLOSE OF MEETING

The date of the next meeting is scheduled for 17 November 2025

The Chair declared the meeting closed at 8:16pm.