



WAGAIT SHIRE COUNCIL

PUBLIC AGENDA

COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD

7:00PM MONDAY 20 JULY 2026

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

Date: **Monday 20 JULY 2026**

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 17 July 2026** 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*.

Russell Anderson

Chief Executive Officer

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2. OPENING OF MEETING

2.1 ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open atpm and welcomes all in attendance
2. Makes an acknowledgement of country
3. Advises that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

2.2 ADDRESS BY CHAIR AND PRESIDENT

ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Deputy President Sarah Manning
Councillor	Peter Clee
Councillor	Sarah Smith
Councillor	Tom Dyer

STAFF PRESENT

Chief Executive Officer	Russell Anderson
Office Manager	Toni Stanley

PUBLIC PRESENT

VISITORS PRESENT

2.3 ELECTRONIC MEETING ATTENDANCE

PURPOSE

RECOMMENDATION

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

Moved:

Seconded:

Vote:

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

STATUTORY OBLIGATIONS

Section 95 Local Government Act 2019

2.4 APOLOGIES

PURPOSE

This report is to consider apologies from Councillors.

RECOMMENDATION

That Council approve the apologies of

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 95 Local Government Act 2019

2.5 LEAVE OF ABSENCE

STATUTORY OBLIGATIONS

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

RECOMMENDATION

That Council:

a) receives and notes the notice of leave from Cr.....; and

b) approves the leave for Cr.....

Moved:

Seconded:

Vote:

PURPOSE

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

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

3. DECLARATION OF INTERESTS

PURPOSE

This report is to ask Councilors 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 and declarations of interest as listed below

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 114 and 119 *Local Government Act 2019*

4. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

5. PETITIONS AND QUESTIONS WITH NOTICE

5.1 QUESTIONS WITH NOTICE

NIL

6. CONFIRMATION OF MINUTES

6.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

Action: For Decision

Author: CEO

PURPOSE

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

RECOMMENDATION

That Council confirms the minutes of the Ordinary Meeting held on Monday 22 June 2026 are true and accurate record of that meeting

Moved:

Seconded:

Vote:

STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

Attachments

A copy of the following minutes are attached with the agenda:

1. Draft minutes of Council meeting held 22/06/2026



WAGAIT SHIRE COUNCIL

PUBLIC MINUTES

COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD

7:00PM MONDAY 22 JUNE 2026

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DRAFT

1. OPENING OF MEETING

1.1 ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declared the meeting open at 7.00pm and welcomes all in attendance
2. Made an acknowledgement of country
3. Advised that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

1.2 ADDRESS BY CHAIR AND PRESIDENT

ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Deputy President Sarah Manning
Councillor	Peter Clee
Councillor	Sarah Smith
Councillor	Tom Dyer

STAFF PRESENT

Chief Executive Officer	Russell Anderson
Finance Officer	Matt

PUBLIC PRESENT

VISITORS PRESENT

1.3 ELECTRONIC MEETING ATTENDANCE

NIL

1.4 APOLOGIES

PURPOSE

This report is to consider apologies from Councillors.

RESOLUTION No: 2026/92
That Council approve the apologies of Cr P Clee
Moved: President N White
Seconded: Deputy President S Manning
Vote: AIF

STATUTORY OBLIGATIONS

Section 95 Local Government Act 2019

1.5 LEAVE OF ABSENCE

STATUTORY OBLIGATIONS

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

RESOLUTION No: 2026/93

That Council:

- a) receives and notes the notice of leave from Cr T Dyer; and
- b) approves the leave for Cr T Dyer Monday 29 June

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

PURPOSE

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

STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

2. DECLARATION OF INTERESTS

PURPOSE

This report is to ask Councilors 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.

RESOLUTION 2026/94

That Council receives and declarations of interest as listed below

NIL

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

STATUTORY OBLIGATIONS

Section 114 and 119 *Local Government Act 2019*

3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

4. PETITIONS AND QUESTIONS WITH NOTICE

4.1 QUESTIONS WITH NOTICE

NIL

5. CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

Action: For Decision

Author: CEO

PURPOSE

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

RESOLUTION No: 2026/95

That Council confirms the minutes of the Ordinary Meeting held on Monday 18 May 2026 are true and accurate record of that meeting

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

Attachments

A copy of the following minutes are attached with the agenda:

1. Draft minutes of Council meeting held 18/05/2026

5.2 CONFIRMATION OF OUT OF SESSION DECISIONS

NIL

5.3 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

Health Clinic, Circular economy green waste, Adelaide River Advisory Committee request to be on their mail list.

6. COUNCILOR'S REPORTS

6.1 PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Neil White, Shire President

PURPOSE

To provide a report as part of my responsibility to keep Council and the community informed of matters, activities, and information of importance

RESOLUTION 2026/96

That Council receives and notes President White's report for the period 13 May to 16 June 2026.

Moved: President N White

Seconded: Deputy President S Maning

Vote: AIF

Welcome to the June Wagait Shire Council meeting.

Council held a workshop on Tuesday 26 May where options for increasing rates for Wagait Beach to assist with budget shortfalls and plan for a viable financial future for the Shire were discussed. Council resolved to increase rates to ensure there would be no deficit in Council's budget for 2026/27. Even with this increase, Rates in Wagait Shire are still the lowest for any Council in the NT.

Recruitment for the permanent CEO position continues, however at present Russell Anderson will be filling in as interim CEO. Russell brings great experience to the role, having acted in the position previously.

Meetings Attended:

Monday 18 May	Ordinary Council Meeting
Thursday 21 May	Conduct interviews X2 for Works Manager position
Friday 22 May	CEO catch-up
Monday 25 May	Drive to Darwin River to collect interim CEO Russell Anderson & return to Wagait Beach
Tuesday 26 May	• CEO interviews shortlist meeting; • 6:30pm Special Council Meeting re Rates, draft Annual Plan including budget
Wednesday 27 May	Audit Committee Meeting
Thursday 28 May	CEO catch-up
Wednesday 3 June	Conduct interviews X2 for permanent CEO position
Friday 5 June	Host TOPROC Meeting at Wagait Shire Council office
Tuesday 9 June	CEO catchup
Friday 12 June	CEO catch-up
Monday 15 June	Special Council Meeting re CEO package
Friday 19 June	CEO catchup

Neil White

President – Wagait Shire Council
April 2026

Financial Implications

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

Attachments

There are no attachments with this report

6.2 DEPUTY PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Sarah Manning, Shire Deputy President

PURPOSE

To provide an aupdate on the elected member activities and engagements since the last Council meeting.

RESOLUTION 2026/97

That Council receives and notes Deputy President Manning's report for the period 12 May to 15 June 2026.

Moved: Deputy President S Manning

Seconded: Cr S Smith

Vote: AIF

Meetings / Activities Attended:

Date	Activity
14 May	Budget workshop
16 May	Farewell event for outgoing CEO
18 May	Elected member training on CEO recruitment, provided by the department
18 May	Ordinary Council Meeting
20 May	Assisted at the WSC's Seniors Morning Tea
26 May	CEO recruitment panel meeting
26 May	Special Council Meeting
28 & 29 May	Contributed to development of draft Shire Plan 2026-27
3 June	CEO recruitment panel meeting and interviews for short-listed candidates
10 June	Accompanied President White in hosting an orientation visit by prospective CEO candidate
11 June	ALGWA Masterclass with Neryl East
-	Contributed to June newsletter

Financial Implications

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

Attachments

There are no attachments with this report.

7. OFFICER'S REPORTS

7.1 CEO REPORT

Action: For Receiving and Noting

Author: Russell Anderson acting CEO

PURPOSE

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

RESOLUTION 2026/98

That Council receives and notes the CEO's report for the period 12 May to the 15 June 2026.

Moved: Cr S Smith

Seconded: Deputy President S Manning

Vote: AIF

COMMENTS

The following report is provided for Council discussion and questions.

Governance and Audit

- The end-of-year audit by Nexa is progressing.
- Policies listed in the Audit Committee agenda were reviewed.
- A TOPROC meeting was arranged for Friday, 5 June.
- Councilor's Peter and Tom are to be reminded to attend the mandatory training.

Operational Matters

- I met with Mr. Tanner regarding the green waste burning issue.
- An all-staff toolbox and managers meeting was attended by all staff.

Funding and Compliance

- Roads to Recovery (R2R) funding requires portal registration.
- Black Spot road funding requires a decision by Council.
- The marina and jetty contract requires review in relation to WHS policy.
- Waste management arrangements, including oil disposal, require review.
- Future financial costs, including PAWA and Fair Work obligations, require consideration.

Community Facilities and Staffing

- Sport and Recreation matters require attention, including the pickleball court and staffing.

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

Action: For Receiving and Noting

Author: Mark Speechley, A/g Work's Manager

PURPOSE

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

RESOLUTION 2026/99

That Council receives and notes the A/g Works Manager's report for the period 14 May to the 16 June 2026.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

14 May to the 16 June 2026.	
Staff/HR,PD & Training, WHS	- Rowan Roberts Leave until 30 June 2026 1 casual worker
WHS	Incidents - 0
Meetings	Staff Toolbox and planning x 4
Actions	<u>Power Water (contract works)</u> - Bore Runs x 12 - Water Samples x 8 - Mow and Snip Water Compound x 1 - Unusual test results in bore 2. Travel to bore 2 and switch it off and turn bore 1 on - Slash PW 40 acre block at the back of the water tanks
Actions	<u>Jetty Maintenance (contract works)</u> - Jetty wash x 12 - Mow Snip and Poison Jetty Carpark x 1 - Mow and snip new marine facility grassed areas x 1 - Trim shrubs and vines in gardens x 1 1 x Saturday call out to the MMF for a water leak. Call plumber and assist with digging up water connections at the water tanks. Problem found to be with the septic system. Isolate water leak and return toilets to use. Inspection carried out by the system designer through the week with more issues found. Parts to be sourced and delivered to council for fixment - Irrigation repair at MMF gardens - Potable water samples taken and sent for testing as per contract <u>Waste Management</u> - Green Waste push up x 12 - Council bins in, out & cleaned weekly x 46 - Replacements of Skip Bins x 2 - New procedures for burning the green waste put in place - Stick rake for tractor has arrived <u>Animal Management</u> - One cat-trap currently out with a resident - Several reports of wondering dogs with no dogs sighted when staff attend - Report of Dog Menace Incident under investigation Issues Identified - Feral Pigs still digging up ground at Sports Ground. Parks and Wildlife investigating setting traps <u>Environmental Management & Maintenance</u> - Clearing of Drains ongoing - Cutting Trees in Drains ongoing - Mowing of Estate Verges - Gamba Grass Program continuing issuing Poison to Local Residents 12 guideposts installed within the community - Repairs to driveways at Urh Rd, Wagait Tower Road and Massey Street - Site inspection with an Engineer at the Cox Drive causeway

	<u>Vehicle and Plant</u> • Water delivery tank has arrived, and we are in the process of setting up potable water accreditation <u>Council Grounds/Sports Ground</u> • Mow and snip sports ground x 2 • Mow and snip council grounds x 2 • Remove paper wasp nest from playground • Irrigation repairs at the community centre • Turn on irrigation at the office • Works staff have dragged and fertilised oval 2 and run the irrigation for 2 weeks to repair damage done by vandals • Replace water filter at the community centre • Containers at the sportsground emptied, cleaned and repacked • AC drain installed at the community centre
Other Items	

Financial Implications

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

Attachments

There are no attachments with this report

8. FINANCE REPORT

8.1 MONTHLY FINANCIAL REPORT

Action: For Receiving and Noting

Author: Russell Anderson acting CEO / Matt Pettit, Finance Coordinator

PURPOSE

To inform and update Council of the status of the financials to the end of May 2026

Resolution 2026/100

That Council:

- 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**
- receives and notes the monthly financial report to 31 May 2026**

Moved: President N White

Seconded Deputy President S Manning:

Vote: AIF

Background

The Local Government (General) Regulations 2021 state that the CEO must, in each month, give the council a report setting out:

- a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and
- b) the most recently adopted annual budget; and
- c) details of any material variances between the most recent actual income and expenditure of the council and the most recently adopted annual budget.

Financial Report - Comments

Note:

- The monthly income and expenses report now includes a net operating position after removing financial and accounting expenses.

Income:

The Jetty Management is higher due to income generated from both the maintenance of the new Mandorah Marine Facility and the Old Jetty Management

- The Grants Special Purpose account includes additional income provided from an underspend in the Sports and Recreation program

Expenses:

- Administration expenses are lower than budget due to a strong cost control over the year
- Jetty Maintenance expenses are higher than forecast due to watering and cleaning the new marina area.
- Election Expenses were lower than initially quoted by the NTEC
- R&M Community Centre and Office are higher due to the replacement of the guttering on both buildings (CAPEX)
- Unexpected replacement of control circuit card for irrigation system at Cloppenburg park, plus Removal of trees hanging over the power lines at Cloppenburg Park entrance, repair and replace the shade sail of the children's playground after cyclone damage. (\$14,200)

Balance Sheet:

- Prepayments are higher than the 30th June, 2025 results due to prepayment of Insurance, Councilwise and LGANT amounts all paid fully paid until the end of the 2025-26 Financial Year.
- Sundry Debtors figures include the March Marina Cleaning work which was not billed until April.

Operating Performance Ratios:

- Operating Revenue has fallen below operating expenses
- Year to date Net Result Ratio has fallen below the deficit for the Year Ending 2024/25
- The Employee Costs Ratio is well below the 5 year average

Financial Implications

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

Attachments

A copy of the Finance Report to the end of May 2026 is attached.

9. REPORTS REQUIRING DECISIONS BY COUNCIL

9.1 CHARLOTTE EATON RUGBY SPONSORSHIP

Action: For Receiving and Noting

Author: Russell Anderson, CEO

PURPOSE:

RESOLUTION 2026/101

That Council:

- a) receives and notes sponsorship letter and**
- b) agrees to sponsor \$500 – Phillip is to provide Council a report and photos for grants and Council newsletter**

Moved: President N White

Seconded: Cr S Smith

Vote: 3 for one against – Cr T Dyer Against

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments

1. Request for sponsorship
2. Squad selection letter

9.2 PUBLIC BEACH ACCESS

Action: For Decision

Author: Russell Anderson, CEO

PURPOSE

The owner of Lot 109 (see attached) would like ownership of the 2.5m public road access to the beach.

RESOLUTION 2026/102

That Council:

- a) receives and notes the request and
- b) does wish continue to own and maintain the public access between Lot 109 and Lot 2.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

Background:

Mr David Lih from AHGNT has requested Council to investigate the ownership of the public road shown on the survey plan of Lot 109. The following was my advice to Mr Lih.

You have been forwarded by our Office Manager Tom Stanley the official survey Plan LTO98/120 for Lot 109.

Lot 109 has beach access as a public road vested in the Cox Peninsula Community Government Council.

The survey identifies this occurring in 1991 perhaps when lot 109 was extended further towards the beach.

It is now the responsibility of the owner of Lot 109 to clarify with Lands as to his ownership of this road.

I will be asking Council if they wish to continue ownership of this public access.

Current Situation:

Public access to the beach is important for recreation and maintaining the crown land.

Financial Implications

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

Attachments:

1. LTO98/120 for Lot 109

9.3 Develop Rates Structure Model for Wagait Shire Council

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

The Mead Perry Group has provided a quote to review the existing rateable properties, provide alternative rating structures including categorisation definitions such as land size.

RESOLUTION 2026/103

That Council:

- a) receives and notes the report “To Develop Rates Structure Model”; and
- b) does not wish proceed with this consultancy.

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

Background:

Previously Council employed the Mead Perry Group to advise on possible future rating methods.

Council then requested Mead Perry Group develop a Project Proposal and a rates structure model.

Current Situation:

The following in the NT Local Government Act stating the methodology to set rates:

226 Basis of rates

(1) Rates may be set as:

- (a) a fixed amount (a **fixed amount**) for each allotment; or
- (b) an amount (a **valuation-based amount**) calculated as a proportion of the assessed value of each allotment; or
- (c) a combination of a fixed amount and a valuation-based amount.

The CEO's at Litchfield and Coomalie Councils have confirmed the only rating system they applied is a fixed amount (flat rate) or the valuation amount (UCV).

Mead Perry Group could not propose categorization definitions such as land size and comply with NT legislation.

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments:

Attached is the project proposal with the consultancy fixed fee of \$7,260.00

10. REPORTS FOR RECEIVING AND NOTING

10.1 CHANGES TO LOCAL GOVERNMENT ELECTRICITY PRICING

Action: For Receiving and Noting

Author: Matt Pettit, Finance Officer

PURPOSE

To update Council on the changes to local government electricity pricing.

RESOLUTION 2026/104

That Council receives and notes the report entitled Local Government pricing changes for electricity and acknowledges that costs will be reflected in the accounts as they materialise with budget adjustments made in the first quarter budget review.

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

Comments

The Northern Territory Government has introduced electricity pricing reforms that impact local government customers.

The Fair Work commission has made various determinations regarding wages including minimum wage rates and the modern award, which take effect from 1 July 2016.

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments

1. A copy of the Jacana Electricity pricing change notification.

10.2 FAIRWORK RULINGS EFFECTING COUNCIL SERVICES

Action: For Receiving and Noting

Author: Matt Pettit, Finance Officer

PURPOSE

To update Council on the Fairwork ruling effective 1st July 2026 on increased freight costs and staff increases.

RESOLUTION 2026/105

That Council receives and notes the report entitled Fair Work rulings and acknowledges that costs will be reflected in the accounts as they materialize with budget adjustments made in the first quarter budget review.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

Comments

The fair work commission has proposed making changes to the fuel cost recovery order.

The fair work commission has ruled a 4.75% increase in the Local Government Award effective 1st July 2026

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments

1. A copy of the Variation to road contractual claim order – fuel costs
2. A copy of the Fairwork minimum wages increase letter.

10.3 ACTION LIST

Action: Receive and Note

Author: Russell Anderson CEO

PURPOSE

To update Council on the status of the Actions List to 15 June 2026.

RESOLUTION 2026/106

That Council receives and notes the updated Actions List to 15 June 2026.

Moved: Cr S Smith

Seconded: Deputy President S Manning

Vote: AIF

CEO to follow up with health Clinic regarding a monthly paid visit.

Financial Implications

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

Attachments

The updated Actions List is attached.

DRAFT

Item	Res No	Resolution	Date	Status
1	2020/101	Local Area Planning, Environment and Climate Change	13/05/2026	No further updates
			12/03/2026	There has been substantial erosion that has taken place at the Erickson Beach Access on the Northern side of the sand dune causing a sharp drop off for anyone attempting to drive over the dune. Crown Lands Management have requested council put a road closure sign up to prevent people from driving in the area until the damage can be assessed and a plan put in place for any repairs required.
			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: - 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: - 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.

2	2020/113	14/04/2023	Occupational licenses for Baluria and Erickson beach carparks have been submitted and costs for planning, carpark remediation and signage has commenced. A funding submission to CPP (DCMC-LG Unit) will be submitted for the work.
		13/02/2023	RUA weed map and plan completed. Action to remove mission & gamba grasses commencing January and neem trees in March-April prior to flowering. Preparation of documents required for occupational licenses on Baluria and Erickson beach carparks has commenced.
		11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.
		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 quality damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (landed) and has been repaired.
		20/07/2021	NTRRF submission remain unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.
		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.
		20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.
		12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
		12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss 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 Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA 2020/101.
2	16/4/2024	13/05/2026	No further updates

		Request for Roads Funding	9/9/2025	Have forwarded on to Member for Daly the letter sent to Federal Election candidate, Marion Scrymgour
			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.
3	23/6/2025	Rates Review	13/4/2026	John Perry from Mead Perry Group is engaged to give a presentation to WS Councillors at their Budget Workshop to be held Thursday 14 May 2026
			14/04/2026	Rates discussion took place at community meeting. No clear direction was achieved. Recommendation for Council to support the facilitation of an information session for Councillors with John Perry from Mead Perry Group to discuss the advantages and disadvantages of flat and differential rating systems.
			11/03/2026	A discussion regarding rates is planned for the Community Consultation meeting to be held on 14 March 2026.
			13/01/2026	A rates review presentation report will be presented in the confidential section of the council meeting to be held on 19 January 2026.
			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	Commenced work on rates database – has been held up due to information required for the annual audit
4	23/6/2025	Commercial Income Review	13/05/2026	No further updates.
			14/04/2026	• Council has commenced the process to purchase their own water carting equipment which will reduce the cost of water delivery. This can also be used to assist with delivery on a commercial basis if required. • Council can review possible yard maintenance fees for commercial purposes. These will be added to draft fees & charges in the budget process. • Other opportunities are being researched.
			13/01/2026	A presentation on potential commercial opportunities will be presented in the confidential section of the council meeting to be held on 19 January 2026.
			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	No further action to date due to the annual audit
			12/8/2025	Investigating the acquisition of land that could be used for commercial purposes. Re-investigating Aged Care Services for commercial purposes.

5	23/6/2025	Employee Expenses Review	13/5/2026	Council will go through proposals at the Budget Workshop to be held Thursday 14 May 2026.
			14/04/2026	To be discussed in finance report.
			13/01/2026	The Finance Coordinator and the CEO are still working on this review.
			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	No further action to date due to the annual audit
			12/8/2025	Commenced work on collating information required for report. Reviewing actual hours worked to budget by employee.
			9/9/2025	Meeting scheduled for Thursday 11 September 2025
			12/8/2025	Sent request for meeting with complainant

DRAFT

10.4 CORRESPONDENCE

10.4.1 OUTGOING CORRESPONDENCE

NIL

10.4.2 INCOMING CORRESPONDENCE

Action: For Decision

Author: Russell Anderson, CEO

PURPOSE

To update Council on incoming mail received.

RESOLUTION 2026/107

That Council receives and notes the incoming mail (attached) included late mail.

Moved: President N White

Seconded: Cr Tom Dyer

Vote: AIF

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments

Letter – Operational Subsidy payment

DRAFT



Ms Virginya Boon
Chief Executive Officer
Wagait Shire Council
PMB 10
DARWIN NT 0801

Email: Ceo@wagait.nt.gov.au

Dear Ms Boon

Early Payment 2026-27 Financial Assistance Grants

The NT Grants Commission has received advice from the Department of Infrastructure, Transport, Regional Development, Communications, Sports and the Arts that the Australian Government will be bringing forward 80 percent of the 2026-27 Financial Assistance Grants entitlements in 2025-26. This equates to approximately \$40 million that will be paid to the Northern Territory for allocation to local governing bodies.

The Australian Government has made this early cash injection to give councils immediate access to funds to help manage any financial pressures they might be experiencing.

The Australian Government has calculated the brought forward payment based on indicative 2026-27 Financial Assistance Grant entitlements for the Northern Territory and has decided on the amount to be allocated to your council based on each local governing body's 2025-26 financial assistance grant relativities.

This means that Wagait Shire Council will receive the following amounts totalling **\$75,310** being an advance of the funding under the 2026-27 Financial Assistance General Purpose and Local Roads grants.

	Early Payment
FAA - General Purpose	\$11,345
Approximate Release Date	June 2026
FAA - Roads	\$63,966
Approximate Release Date	June 2026

As the amounts allocated to your council in the table above were not derived from the Commission's finalised 2026-27 funding methodologies, payment adjustments may be required in 2026-27 to align the amounts paid with the actual approved allocations.

The Wagait Shire Council will receive further advice in August 2026 with respect to the final 2026-27 funding outcomes for both the General Purpose and Local Roads grants.

If you have any queries in relation to the matters raised in this letter please contact the Commission's Executive Officer, Mrs Tamara Rayfield on (08) 8999 8993.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Russell Anderson', with a stylized, cursive script.

Mr Russell Anderson
Chairperson
NT Grants Commission
15 June 2026

10.5 COUNCIL RECEIVES AND NOTES COMPLAINTS AND COMPLIMENTS

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

To update Council on any complaints, comments and compliments received from 14 May to 15 June 2026.

RESOLUTION 2026/108

That Council receives and notes the complaints, comments and compliments register from 14 May to 15 June 2026. NIL to report

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

Financial Implications

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

Attachments

There are no attachments with this report.

11. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting

Author: Russell Anderson, acting CEO

PURPOSE

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

RESOLUTION 2026/109

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

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

Date	Time	Where	Activity
Sundays & Tuesdays	10am 7pm	Cloppenburg Park	<u>Pickleball</u> – All Welcome
17/06/26	10:00am	Cox Country Club	<u>Seniors Morning Tea</u> – feel free to bring along a plate of your goodies
Mondays	9:30am	Cloppenburg Park	<u>Yoga</u> – All Welcome
Monday	6.00pm	Community Centre	<u>Mahjong</u> – All Welcome
Tuesdays	9:30am	Cloppenburg Park	<u>Pilates</u> – All Welcome
Wednesdays	5:45pm	Community Centre	<u>Ladies Qigong</u> – All Ladies Welcome

Wednesdays	7pm	Sportsground - Cloppenburg Park	<u>Social Cricket</u> – All welcome
Wednesdays	7:00pm	Community Centre	<u>Craft and sewing</u> – All welcome
Thursdays - fortnightly	10am	Community Centre	Fortnightly <u>Health Clinic Visit</u> – Next visit - TBA
Sundays, Tuesdays & Fridays	5:15pm	Sportsground - Cloppenburg Park	<u>Social Tennis</u> – All Welcome
Fridays	9:00am	Community Centre	<u>Mahjong</u> –All welcome
Fridays	11:30am	Community Centre	<u>Line Dancing</u> – All welcome
1 July	6.30pm	Cloppenburg Park	<u>Territory Day</u>
22 June - 10 July			<u>School Week Program</u>

Financial Implications

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

Attachments

There are no attachments with this report.

12. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

- 12.1. Signage beach access follow up - Wendy
- 12.2. Web site competition date required
- 12.3. Water tapes at Cloppenburg park in the sink near BBQ needs to be replaced with push button to prevent water wastage.

13. IN-CAMERA ITEMS

RESOLUTION 2026/110

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;

51 (1) (a) information about the employment of a particular individual as a member of staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual;

51 (1) (b) information about the personal circumstances of a resident or ratepayer;

51 (1) (c) information that would, if publicly disclosed, be likely to:

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
- (ii) prejudice the maintenance or administration of the law; or
- (iii) prejudice the security of the council, its members, or staff; or
- (iv) subject to subregulation (3) – prejudice the interests of the council or some other person;

51 (1) (d) information subject to an obligation of confidentiality at law, or in equity;

51 (1) (e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;

51 (1) (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

Moved: Sarah Smith

Seconded: Tom Dyer

Vote: AIF

At 8.03pm Council closed the meeting to the general public.

13.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

13.1.1 Confirmation of Previous Minutes 26 May 2026.

13.1.2 Minutes 26 May to be released publicly.

Moved: Tom Dyer

Seconded: Sarah Manning

14. CLOSE OF MEETING

The date of the next meeting is scheduled for Monday 29 June 2026.

The Chair declared the meeting closed at 8.10pm.

6.2 CONFIRMATION OF OUT OF SESSION DECISIONS

NIL

6.3 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

NIL

7. COUNCILOR'S REPORTS

7.1 PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Neil White, Shire President

PURPOSE

To provide a report as part of my responsibility to keep Council and the community informed of matters, activities, and information of importance

RECOMMENDATION

That Council receives and notes President White's report for the period 15 June – 14 July 2026.

Moved:

Seconded:

Vote:

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

Update:

Welcome to the July Wagait Shire Council meeting.

This meeting marks the end of the financial year, with thanks to both the previous CEO and Russell our current acting CEO in conjunction with our Finance Officer Matt for achieving some reasonable savings and outcomes with the Council budget for 2025/26.

Recruitment for the permanent CEO position is nearing completion, with the successful candidate due to be announced shortly.

Meetings Attended:

Monday 22 June	Ordinary Council Meeting
Friday 26 June	CEO catch-up
Monday 29 June	Special Council Meeting (to approve publication of Annual Plan) + debrief from ABS staff re forthcoming Census on 11 August
Thursday 2 July	Met with CEO, Deputy President to discuss draft new CEO contract
Friday 3 July	CEO catch-up + further discussion with Deputy President to discuss draft new CEO contract
Friday 10 July	CEO catch-up
Wednesday 15 July	Attend Seniors morning tea at Cox Country Club
Tuesday 17 July	CEO catchup

Neil White

President – Wagait Shire Council
July 2026

Financial Implications

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

Attachments

There are no attachments with this report.

7.2 DEPUTY PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Sarah Manning, Shire Deputy President

PURPOSE

To provide an update on the elected member activities and engagements since the last Council meeting.

RECOMMENDATION

That Council receives and notes Deputy President Manning's report for the period 15 June – 12 July 2026.

Moved:

Seconded:

Vote:

Meetings/Activities Attended:

Date	Activity
15 June	Special Council Meeting
17 June	Assisted at the WSC's Seniors Morning Tea
22 June	Ordinary Council Meeting
25 June	Assisted with school holiday program activities
29 June	Census information session presented by Australian Bureau of Statistics
29 June	Special Council Meeting
30 June	Assisted with finalisation of Shire Plan 2026-27
2 July	Meeting with President White and Acting CEO to review/update contract and KPIs for CEO position
3 July	Meeting with President White to finalise review/update of KPIs for CEO position
7, 8 and 9 July	Assisted with school holiday program activities
9 July	ALGWA Masterclass - Connecting with Constituents Under 40
-	Contributed to July newsletter

Financial Implications

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

Attachments

There are no attachments with this report.

8. OFFICER'S REPORTS

8.1 CEO REPORT

Action: This report provides an update on key meetings, governance matters, operational issues and upcoming areas requiring Council awareness.

Author: Russell Anderson acting CEO

PURPOSE

Council is asked to note the matters outlined in this report, including ongoing governance discussions, government engagement, operational improvements and upcoming contract considerations.

RECOMMENDATION

That Council receives and notes the CEO's report for the period 15 June – 14 July 2026.

Moved:

Seconded:

Vote:

COMMENTS

Governance and Legal Matters

A meeting was held with Sparke Helmore Lawyers to discuss current legal matters and receive advice relevant to Council operations.

A meeting was held with the Chief Executive Officer of LGANT regarding Code of Conduct matters and related governance considerations.

NTCAT reviewed its findings in relation to Code of Conduct matters, with outcomes to be considered in line with Council's governance responsibilities.

Government and Sector Engagement

A meeting was held with NT Government Local Government representatives regarding the "Empowering the Bush" initiative and its potential implications for local councils.

A meeting was held with the Australian Bureau of Statistics regarding the upcoming census in August, including local coordination and community awareness requirements.

Financial and Asset Matters

A response has been prepared in relation to the depreciation issue, with further consideration to be given to any financial or asset management implications.

Infrastructure and Compliance

Black Spot and road works compliance matters are being reviewed to ensure relevant requirements are being met.

The office WiFi upgrade has been progressed to improve connectivity and support operational efficiency.

CCTV camera system requires repair and upgrading. Quote received \$15,401.54.

Waste Management

Waste service issues are being monitored, noting that the current waste contract expires in September. Further planning will be required to manage service continuity and future contract arrangements. Relocation of hard waste and green waste is necessary.

Community Consultation

This is a reminder of Council Resolution 109 in 2014: "Council would meet with the community twice a year in August and April".

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments

There are no attachments with this report.

8.2 WORKS MANAGER'S REPORT

Action: For Receiving and Noting

Author: Mark Speechley, A/g 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 A/g Works Manager's report for the period 15 June – 14 July 2026.

Moved:

Seconded:

Vote:

15 June to the 14 July 2026	
Staff/HR,PD & Training, WHS	• Rowan Roberts retired as of 30 June 2026 • 1 casual worker • Assist Sport and Rec staff with setting up for the fishing clinics
WHS	• Incidents - 0
Meetings	• Staff Toolbox and planning x 4

Actions	<u>Power Water (contract works)</u> • Bore Runs x 12 • Water Samples x 10 • Mow and Snip Water Compound x 1
Actions	<u>Jetty Maintenance (contract works)</u> • Jetty wash x 12 • Mow Snip and Poison Jetty Carpark x 1 • Mow and snip new marine facility grassed areas x 1 • Trim shrubs and vines in gardens x 1 • Pressure cleaning of walkway and pontoon • Pressure cleaning of the MMF toilet block and concrete surrounds • Potable water samples taken and sent for testing as per contract • Replace the UV lamp in the water filter system as per schedule <u>Waste Management</u> • Green Waste push up x 12 • Council bins in, out & cleaned weekly x 51 • Replacements of Skip Bins x 2 • New procedures for burning the green waste • Stick rake for tractor is making life easier at the green waste facility <u>Animal Management</u> • One cat-trap currently out with a resident • Several reports of wondering dogs with no dogs sighted when staff attend • Rescue of a wallaby from a footing (2.4m deep) on a house building site <u>Environmental Management & Maintenance</u> • Clearing of Drains ongoing • Cutting Trees in Drains ongoing • Clearing of timber from verges on Cox Dve, Delissa Dve and Wagait Tower Rd • Mowing of Estate Verges • Driveway repairs in Massey St • Gamba Grass Program continuing issuing Poison to Local Residents <u>Vehicle and Plant</u> • Water delivery tank has passed inspection and our potable water delivery licence is now current. Works staff have delivered water to the council office and the MMF with electronic record keeping app working • 400l fuel pod has arrived and been put into service with an electronic record keeping app set up and working <u>Council Grounds/Sports Ground</u> • Mow and snip sports ground x 2 • Mow and snip council grounds x 1 • Repair latch on the tennis court gate • Set up skate ramps for the school holiday program

	• Set up the boundary and chairs for the Territory Day celebrations • Collect and install children's basketball hoop on the court • Replace Deadlock on office door • Rearrange furniture in the office • CEO house and verandahs have been pressure cleaned and the yard mowed, holes filled in and mulch spread through the gardens • Works staff have commenced a spring clean of the Works Depot
Other Items	I would recommend Council replace the John Deere 1570 Front Deck Mower as it is 11 years old and the mowing deck is beyond reasonable repair Many thanks to Cr Sarah Manning for setting up the apps for Water Delivery and Fuel usage reporting

Financial Implications

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

Attachments

There are no attachments with this report

9. FINANCE REPORT

9.1 MONTHLY FINANCIAL REPORT

Action: For Receiving and Noting

Author: Russell Anderson acting CEO / Matt Pettit, Finance Coordinator

PURPOSE

To inform and update Council of the status of the financials to the end of May 2026

Financial Report - Comments

Note:

- The monthly income and expenses report now includes a net operating position after removing financial and accounting expenses.
-

Income:

- The Jetty Management is higher due to income generated from both the maintenance of the new Mandorah Marine Facility and the Old Jetty Management
- The Grants Special Purpose account includes additional income provided from an underspend in the Sports and Recreation program

Expenses:

- Administration expenses are lower than budget due to a strong cost control over the year
- Jetty Maintenance expenses are higher than forecast due to watering and cleaning the new marina area.
- Election Expenses were lower than initially quoted by the NTEC

- R&M Community Centre and Office are higher due to the replacement of the guttering on both buildings (CAPEX)
- Unexpected replacement of control circuit card for irrigation system at Cloppenburg park, plus Removal of trees hanging over the power lines at Cloppenburg Park entrance, repair and replace the shade sail of the children's playground after cyclone damage. (\$14,200)

Balance Sheet:

- Prepayments are higher than the 30th June, 2025 results due to prepayment of Insurance, Councilwise and LGANT amounts all paid fully paid until the end of the 2025-26 Financial Year.
- Sundry Debtors figures include the March Marina Cleaning work which was not billed until April.

Operating Performance Ratios:

- Operating Revenue has fallen below operating expenses
- Year to date Net Result Ratio has fallen below the deficit for the Year Ending 2024/25
- The Employee Costs Ratio is well below the 5 year average

RECOMMENDATION

That Council:

- 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**
- receives and notes the monthly financial report to 30 June 2026**

Moved:

Seconded:

Vote:

Financial Implications

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

Attachments

A copy of the Finance Report to the end of 2026 is attached.



Certification by the CEO to the Council

Council Name:	WAGAIT SHIRE COUNCIL
Reporting Period:	1 June 2026 to 31 June 2026

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

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

Russell Anderson

CEO Signed

Date Signed

7/14/2026

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
For the 12 months ended 30 June 2026

Account	2026	2026 Overall Budget	Variance	Variance %	2026 Overall Budget
Income					
Total Contracts, Fees & Charges	277,346.50	292,068.00	(14,721.50)	-5.04%	292,068.00
Total Interest/Investment Income	90,562.03	85,000.00	5,562.03	6.54%	85,000.00
Total Operating Grant Revenue	345,217.68	399,405.00	(54,187.32)	-13.57%	399,405.00
Total Rental Income	4,772.75	6,700.00	(1,927.25)	-28.76%	6,700.00
Total Waste Management Income	151,652.85	152,521.00	(868.15)	-0.57%	152,521.00
Grants - Special Purpose	127,510.36	0.00	127,510.36	0.00%	0.00
Total Income	1,295,681.85	1,229,058.00	66,623.85	5.42%	1,229,058.00
Gross Profit	1,295,681.85	1,229,058.00	66,623.85	5.42%	1,229,058.00
Less Operating Expenses					
Sundry & prior year adjustment	18,500.00	18,500.00	0.00	0.00%	18,500.00
Total Administration - Bank Charges	1,857.95	2,200.00	(342.05)	-15.55%	2,200.00
Total Administration - Memberships & Subscriptions	3,211.91	4,700.00	(1,488.09)	-31.66%	4,700.00
Total Administration - Office Expenses	137,043.41	175,300.00	(38,256.59)	-21.82%	175,300.00
Total Administration - Telephones & Communications	5,124.35	5,900.00	(775.65)	-13.15%	5,900.00
Total Contracts & Material Expenses	45,662.22	5,000.00	40,662.22	813.24%	5,000.00
Total Depreciation Expense	378,431.97	396,000.00	(17,568.03)	-4.44%	396,000.00
Total Elected Member Allowances	42,137.77	60,310.00	(18,172.23)	-30.13%	60,310.00
Total Elected Member Expenses and Professional Development	11,522.26	28,000.00	(16,477.74)	-58.85%	28,000.00
Total Employment Expenses	566,492.90	676,701.00	(110,208.10)	-16.29%	676,701.00
Total Other Expenses - Election	12,920.49	20,000.00	(7,079.51)	-35.40%	20,000.00
Total Projects & Activities - WSC Contributions	2,793.24	14,500.00	(11,706.76)	-80.74%	14,500.00
Total Repairs & Maintenance	54,282.45	41,500.00	12,782.45	30.80%	41,500.00
Total Services	16,111.37	15,900.00	211.37	1.33%	15,900.00
Total Vehicle & Plant Expenses	49,110.45	46,304.00	2,806.45	6.06%	46,304.00
Total Waste Management Expenses	145,234.82	159,500.00	(14,265.18)	-8.94%	159,500.00
Audit Committee Expenses	727.27	4,000.00	(3,272.73)	-81.82%	4,000.00
Total Less Operating Expenses	1,497,549.12	1,711,315.00	(213,765.88)	-12.49%	1,711,315.00
Operating Profit	(201,867.27)	(482,257.00)	280,389.73	58.14%	(482,257.00)
Earnings Before Interest, Tax Depreciation and Amortisation (EBITDA)	-79,508.49	-173,657.00	94,148.51		-173,657.00

1.2 Detailed Income and Expenditure Report

Period: Year to Date June 2026

For the 11 months ended 30 June 2026

Account	2026	2026 Overall Budget	Variance	Variance %	2026 Overall Budget
Income					
Contracts, Fees & Charges					
Contracts - Jetty Management	221,653.82	198,000.00	23,653.82	11.95%	198,000.00
Contracts - Other (DIPL)	0.00	32,250.00	(32,250.00)	-100.00%	32,250.00
Contracts - Other (Power & Water)	800.00	1,000.00	(200.00)	-20.00%	1,000.00
Contracts - Water Management	52,151.00	58,418.00	(6,267.00)	-10.73%	58,418.00
Dog Registrations	2,741.68	2,400.00	341.68	14.24%	2,400.00
Total Contracts, Fees & Charges	277,346.50	292,068.00	(14,721.50)	-5.04%	292,068.00
Interest/Investment Income					
Bank Interest Income	90,562.03	85,000.00	5,562.03	6.54%	85,000.00
Total Interest/Investment Income	90,562.03	85,000.00	5,562.03	6.54%	85,000.00
Operating Grant Revenue					
Grants - FAA General Purpose	12,409.68	13,396.00	(986.32)	-7.36%	13,396.00
Grants - FAA Roads	68,088.00	74,218.00	(6,130.00)	-8.26%	74,218.00
Grants - NT Operational	264,720.00	233,000.00	31,720.00	13.61%	233,000.00
Grants - Sport & Rec Operational	0.00	78,791.00	(78,791.00)	-100.00%	78,791.00
Total Operating Grant Revenue	345,217.68	399,405.00	(54,187.32)	-13.57%	399,405.00
Other Income					
Misc income	2,353.00	2,400.00	(47.00)	-1.96%	2,400.00
Total Other Income	2,353.00	2,400.00	(47.00)	-1.96%	2,400.00
Rates Income					
Rates - Income	287,052.37	286,964.00	88.37	0.03%	286,964.00
Rates - Interest Income	6,315.04	2,400.00	3,915.04	163.13%	2,400.00
Rates - Less Pensioner Concession	(11,200.00)	0.00	(11,200.00)	0.00%	0.00
Rates - Pensioner Rebate	11,200.00	0.00	11,200.00	0.00%	0.00
Rates - Search income	2,392.00	1,000.00	1,392.00	139.20%	1,000.00
Total Rates Income	295,759.41	290,364.00	5,395.41	1.86%	290,364.00
Rental Income					
Rent - CEO House	4,454.57	5,200.00	(745.43)	-14.34%	5,200.00
Rent - Community Centre Income	318.18	1,500.00	(1,181.82)	-78.79%	1,500.00
Total Rental Income	4,772.75	6,700.00	(1,927.25)	-28.76%	6,700.00
Waste Management Income					
Waste Management - Additional Bin	2,027.26	1,800.00	227.26	12.63%	1,800.00
Waste Management - Hard Waste	1,404.59	2,500.00	(1,095.41)	-43.82%	2,500.00
Waste Management - Less Pensioner Concession	(8,400.00)	0.00	(8,400.00)	0.00%	0.00
Waste Management Levy	148,221.00	148,221.00	0.00	0.00%	148,221.00
Waste Management Pensioner Rebate	8,400.00	0.00	8,400.00	0.00%	0.00
Total Waste Management Income	151,652.85	152,521.00	(868.15)	-0.57%	152,521.00
Dog impound Fees	507.27	600.00	(92.73)	-15.46%	600.00
Grants - Special Purpose	127,510.36	0.00	127,510.36	0.00%	0.00
Total Income	1,295,681.85	1,229,058.00	66,623.85	5.42%	1,229,058.00
Gross Profit	1,295,681.85	1,229,058.00	66,623.85	5.42%	1,229,058.00
Less Operating Expenses					
Sundry & prior year adjustment	18,500.00	18,500.00	0.00	0.00%	18,500.00
Administration - Bank Charges					
Bank Fees	655.91	1,000.00	(344.09)	-34.41%	1,000.00
Merchant Fees	1,202.04	1,200.00	2.04	0.17%	1,200.00
Total Administration - Bank Charges	1,857.95	2,200.00	(342.05)	-15.55%	2,200.00
Administration - Memberships & Subscriptions					
LGANT/Membership	2,088.90	2,000.00	88.90	4.45%	2,000.00
Subscriptions & Publications	1,123.01	2,700.00	(1,576.99)	-58.41%	2,700.00
Total Administration - Memberships & Subscriptions	3,211.91	4,700.00	(1,488.09)	-31.66%	4,700.00
Administration - Office Expenses					
Advertising	2,601.87	4,200.00	(1,598.13)	-38.05%	4,200.00
Auditing	13,937.03	10,000.00	3,937.03	39.37%	10,000.00
Bad Debt expense	171.87	0.00	171.87	0.00%	0.00
Cleaning	1,327.99	2,000.00	(672.01)	-33.60%	2,000.00
Consultant fees	5,922.73	15,000.00	(9,077.27)	-60.52%	15,000.00
Donations [61110]	500.00	500.00	0.00	0.00%	500.00
Fees, Licences & Charges	693.70	1,500.00	(806.30)	-53.75%	1,500.00
Insurance	74,276.02	80,000.00	(5,723.98)	-7.15%	80,000.00
Interest Expense	3,714.48	5,000.00	(1,285.52)	-25.71%	5,000.00
IT Equipt, Maint & Support	5,464.76	15,000.00	(9,535.24)	-63.57%	15,000.00
IT Subscriptions & Licenses	15,810.00	18,000.00	(2,190.00)	-12.17%	18,000.00
Meeting expenses	770.48	2,200.00	(1,429.52)	-64.98%	2,200.00
Miscellaneous Expenses	347.56	0.00	347.56	0.00%	0.00
Postage	1,053.92	1,000.00	53.92	5.39%	1,000.00
Printing & Stationery	5,158.91	9,000.00	(3,841.09)	-42.68%	9,000.00
Safety Supplies & Equipment	419.88	3,400.00	(2,980.12)	-87.65%	3,400.00
Staff Amentities	1,548.31	1,500.00	48.31	3.22%	1,500.00
Travel & Accommodation	1,018.33	7,000.00	(5,981.67)	-85.45%	7,000.00
Valuation Costs	2,305.57	0.00	2,305.57	0.00%	0.00
Total Administration - Office Expenses	137,043.41	175,300.00	(38,256.59)	-21.82%	175,300.00
Administration - Telephones & Communications					
Mobiles	2,830.57	3,600.00	(769.43)	-21.37%	3,600.00
Office phone/fax/internet	1,151.06	1,200.00	(48.94)	-4.08%	1,200.00
Satellite	1,142.72	1,100.00	42.72	3.88%	1,100.00
Total Administration - Telephones & Communications	5,124.35	5,900.00	(775.65)	-13.15%	5,900.00
Contracts & Material Expenses					
Animal Management Charges [64600]	0.00	2,000.00	(2,000.00)	-100.00%	2,000.00
Contracts - Jetty Maintenance	45,285.87	2,000.00	43,285.87	2164.29%	2,000.00
Contracts - Water Management/Maintenance	0.00	500.00	(500.00)	-100.00%	500.00
Contracts - Weeds & Fire Management	376.35	500.00	(123.65)	-24.73%	500.00
Total Contracts & Material Expenses	45,662.22	5,000.00	40,662.22	813.24%	5,000.00
Depreciation Expense					
Depreciation expense	364,431.93	396,000.00	(31,568.07)	-7.97%	396,000.00
Depreciation expense - ROU	14,000.04	0.00	14,000.04	0.00%	0.00
Total Depreciation Expense	378,431.97	396,000.00	(17,568.03)	-4.44%	396,000.00
Elected Member Allowances					
Councillor Allowances	42,137.77	60,310.00	(18,172.23)	-30.13%	60,310.00
Total Elected Member Allowances	42,137.77	60,310.00	(18,172.23)	-30.13%	60,310.00
Elected Member Expenses and Professional Development					
Councillor Professional Development	10,015.24	25,000.00	(14,984.76)	-59.94%	25,000.00
Councillor Expenses	1,507.02	3,000.00	(1,492.98)	-49.77%	3,000.00
Total Elected Member Expenses and Professional Development	11,522.26	28,000.00	(16,477.74)	-58.85%	28,000.00
Employment Expenses					
Staff Recruitment Expenses	4,333.00	1,150.00	3,183.00	276.78%	1,150.00
Staff Relocation	0.00	3,000.00	(3,000.00)	-100.00%	3,000.00
Staff Training	2,921.82	5,000.00	(2,078.18)	-41.56%	5,000.00
Staff Uniforms & Safety	1,095.41	2,000.00	(904.59)	-45.23%	2,000.00
Superannuation	64,287.68	62,251.00	2,036.68	3.27%	62,251.00

Wages - Allowances - First aid	0.00	1,976.00	(1,976.00)	-100.00%	1,976.00
Wages - Allowances - Travel	1,596.91	2,000.00	(403.09)	-20.15%	2,000.00
Wages - Annual Leave expense	0.00	31,088.00	(31,088.00)	-100.00%	31,088.00
Wages - Long Service leave expense	(5,863.76)	11,809.00	(17,672.76)	-149.66%	11,809.00
Wages - Sports & Rec	6,017.83	50,000.00	(43,982.17)	-87.96%	50,000.00
Wages & Salaries	492,104.01	506,427.00	(14,322.99)	-2.83%	506,427.00
Total Employment Expenses	566,492.90	676,701.00	(110,208.10)	-16.29%	676,701.00
Other Expenses - Election					
Election Expenses	12,920.49	20,000.00	(7,079.51)	-35.40%	20,000.00
Total Other Expenses - Election	12,920.49	20,000.00	(7,079.51)	-35.40%	20,000.00
Projects & Activities - WSC Contributions					
Activities - ANZAC Day WSC contribution	638.10	1,000.00	(361.90)	-36.19%	1,000.00
Activities - Aust Day WSC contribution	0.00	1,000.00	(1,000.00)	-100.00%	1,000.00
Activities - Community	698.74	4,500.00	(3,801.26)	-84.47%	4,500.00
Activities - Community Fund	0.00	5,000.00	(5,000.00)	-100.00%	5,000.00
Activities - Seniors WSC contribution	1,400.94	2,000.00	(599.06)	-29.95%	2,000.00
Activities - Sport & Rec WSC Contribution	0.00	1,000.00	(1,000.00)	-100.00%	1,000.00
Sports & Rec Equipment [69201]	55.46	0.00	55.46	0.00%	0.00
Total Projects & Activities - WSC Contributions	2,793.24	14,500.00	(11,706.76)	-80.74%	14,500.00
Repairs & Maintenance					
R&M CEO House	1,964.55	2,500.00	(535.45)	-21.42%	2,500.00
R&M Community Centre	8,644.89	3,000.00	5,644.89	188.16%	3,000.00
R&M Garden & Ground	4,031.39	4,000.00	31.39	0.78%	4,000.00
R&M Office	10,052.60	3,000.00	7,052.60	235.09%	3,000.00
R&M Office equipment	630.91	1,500.00	(869.09)	-57.94%	1,500.00
R&M Road Repair & Maintenance	874.05	12,000.00	(11,125.95)	-92.72%	12,000.00
R&M Sports Equipment	16.34	0.00	16.34	0.00%	0.00
R&M Sports Ground	21,893.03	2,000.00	19,893.03	994.65%	2,000.00
R&M Townsite	4,041.76	7,000.00	(2,958.24)	-42.26%	7,000.00
R&M Workshop	784.42	3,000.00	(2,215.58)	-73.85%	3,000.00
Road Signage	0.00	1,000.00	(1,000.00)	-100.00%	1,000.00
Stores Materials & Loose Tools	1,348.51	2,500.00	(1,151.49)	-46.06%	2,500.00
Total Repairs & Maintenance	54,282.45	41,500.00	12,782.45	30.80%	41,500.00
Services					
Services - Animal Management	0.00	500.00	(500.00)	-100.00%	500.00
Services - Electricity	7,968.77	6,500.00	1,468.77	22.60%	6,500.00
Services - Gas Supplies	45.00	500.00	(455.00)	-91.00%	500.00
Services - Pest Control	1,660.00	2,400.00	(740.00)	-30.83%	2,400.00
Services - Water & Sewerage	6,437.60	6,000.00	437.60	7.29%	6,000.00
Total Services	16,111.37	15,900.00	211.37	1.33%	15,900.00
Vehicle & Plant Expenses					
Fuel CEO	5,226.38	4,500.00	726.38	16.14%	4,500.00
Fuel Plant and Machinery	5,822.68	4,500.00	1,322.68	29.39%	4,500.00
Fuel Works Truck	443.84	2,000.00	(1,556.16)	-77.81%	2,000.00
Fuel Works Ute	5,172.92	4,500.00	672.92	14.95%	4,500.00
Assets < \$5000 P&E F&F	3,930.95	0.00	3,930.95	0.00%	0.00
R&M Plant & Machinery	5,853.31	7,200.00	(1,346.69)	-18.70%	7,200.00
R&M Vehicles	2,872.62	5,000.00	(2,127.38)	-42.55%	5,000.00
Registrations - Plant & Machinery	3,766.69	2,200.00	1,566.69	71.21%	2,200.00
Registrations - Vehicles	966.82	1,350.00	(383.18)	-28.38%	1,350.00
Vehicle Leasing Costs	15,054.24	15,054.00	0.24	0.00%	15,054.00
Total Vehicle & Plant Expenses	49,110.45	46,304.00	2,806.45	6.06%	46,304.00
Waste Management Expenses					
Hard Waste Collection	41,509.46	44,000.00	(2,490.54)	-5.66%	44,000.00
R&M Green Waste Compound	1,360.00	5,000.00	(3,640.00)	-72.80%	5,000.00
R&M Hard Waste Compound	21.60	500.00	(478.40)	-95.68%	500.00
Regular Bin Collection	102,343.76	110,000.00	(7,656.24)	-6.96%	110,000.00
Total Waste Management Expenses	145,234.82	159,500.00	(14,265.18)	-8.94%	159,500.00
SP Travel Expenses	1,291.29	0.00	1,291.29	0.00%	0.00
Audit Committee Expenses	727.27	4,000.00	(3,272.73)	-81.82%	4,000.00
Wages - Rostered Day Office Expense	5,093.00	7,000.00	(1,907.00)	-27.24%	7,000.00
Councillor Extra Meeting or Activity	0.00	30,000.00	(30,000.00)	-100.00%	30,000.00
Total Less Operating Expenses	1,497,549.12	1,711,315.00	(213,765.88)	-12.49%	1,711,315.00
Operating Profit	(201,867.27)	(482,257.00)	280,389.73	58.14%	(482,257.00)
Non-operating Expenses					
Special Purpose Grant Expenses					
SP Catering	5,800.16	0.00	5,800.16	0.00%	0.00
SP Contractors	135,511.27	0.00	135,511.27	0.00%	0.00
SP Equipment	15,337.87	0.00	15,337.87	0.00%	0.00
SP General Expenses	181.82	0.00	181.82	0.00%	0.00
SP Materials	1,368.40	0.00	1,368.40	0.00%	0.00
SP Prizes	996.60	0.00	996.60	0.00%	0.00
Total Special Purpose Grant Expenses	159,196.12	0.00	159,196.12	0.00%	0.00
Total Non-operating Expenses	159,196.12	0.00	159,196.12	0.00%	0.00
Net Profit	(361,063.39)	(482,257.00)	121,193.61	25.13%	(482,257.00)
Earnings Before Interest, Tax Depreciation and Amortisation (EBITDA)	-79,508.49	-173,657.00	94,148.51		-173,657.00

1.3 Capital Expenditure and Funding Report to June 2026

CAPITAL EXPENDITURE		Actuals	
Class of Assets	Project Name / Description		WSC contribution
Office Equipment	Computer Upgrades	15,728	
Buildings	Hard Waste Facility	30,603	
Buildings	Office and Community Centre Gutter Replacements	12,952	12,952
TOTAL CAPITAL EXPENDITURE		59,283	12,952

Total capital expenditure funded by:		YTD Actuals	WSC contribution
Office Equipment	IT Infrastructure 2025-2026	15,728	
Buildings	WRM #5 24-25	36,056	0
Buildings	Wagait Shire Council	15,158	15,158
TOTAL CAPITAL EXPENDITURE FUNDING		66,943	15,158

1.4 Operational & Capital Grants Report to April 2026

Capital Grants

				Previous Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY26 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2026
Funding Body	Grant	Project Name	Due date								
Capital Grants											
DCMC - CPP	CPP 2023-24	Covered Sports Court	6/30/2025	415,000	273	415,000	0	415,000	273	414,727	0
Federal Gov	LRCI Phase 4	Repairs to sports fencing, drainage wks	6/30/2025	23,762	27,600	6,067	0	23,762	37,600	-13,838	15,841
DCMG-LG	WRM #3 22-23	ReDiscovery Centre	6/30/2025	75,000	0	75,000	0	75,000	48,736	26,264	0
DCMG-LG	WRM #4 23-24	ReDiscovery Centre	6/30/2025	75,000	69,167	75,000	0	75,000	69,167	5,833	0
DCMG-LG	WRM #5 24-25	Hard Waste Facility Upgrade	6/30/2026	75,000	22,950	52,050	0	75,000	53,553	21,447	0
DCMG-LG	WRM #6 25-26	To Be Determined	6/30/2027	75,000		0	75,000	75,000	0	75,000	0
DTFHC	IT Infrastructure - Critical Upgrades	IT Infrastructure Upgrades	8/31/2026	16,000	0	0	16,000	16,000	17,244	-1,244	0
			Sub-total	0	0	55,000	55,000	10,230	44,770	0	15,841
Operational Grants											
Funding Body	Operational Grants	Project Name	Due date	Total Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY26 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2026
Core Lithium Ltd	Core Lithium	Equipment	6/30/2025	2,000	1,636	364	0	2,000	1,636	364	0
DTF	NT Men's Places Grants 2023-25	Wagait Men's Program	6/30/2025	8,115	2,595	5,520	0	8,115	2,595	5,520	0
Australia Day	Australia Day	Australia Day 2026	3/31/2026	2,000	0	0	2,000	2,000	1,816	184	0
DTF	Sports and Recreation Grant	Sports Activities Program	6/30/2026	55,000	0	0	55,000	55,000	14,854	40,146	0
DCSC	Youth Week 2026	Youth Week 2026	6/30/2026	2,000	0	0	2,000	2,000	2,000	0	0
				68,383	37,764	30,619	0	68,383	63,327	5,056	0
		TOTAL		68,383	37,764	85,619	55,000	78,613	108,097	5,056	15,841

1.5 Balance Sheet as at 30th June 2026

Account	30-Jun-26	30 June 2025
Assets		
Bank		
Bendigo Investment Acc	500,000.00	500,000.00
CBA Cheque Account - Operational	250,359.38	14,811.36
CBA Cheque Account - SP Grants	472,001.52	528,921.81
CBA Credit Card Main	0.00	0.00
CBA Fixed Term Deposits	1,000,000.00	1,000,000.00
CBA Transaction Account	17,198.21	160,023.45
Total Bank	2,239,559.11	2,203,756.62
Current Assets		
Accrued interest	30,830.14	21,029.18
Councillor Payment control account	0.00	(3,437.50)
Dog Resistrations Control Account	(1,390.25)	0.00
Less Prov'n for Doubtful Debts	(3,270.00)	(3,270.00)
Prepayments	9,135.05	9,278.70
Rates Debtors Account	13,324.56	16,266.56
Rates Payment Control Account	(2,281.94)	5,648.87
Sundry Debtors	29,151.00	0.00
Trade Debtors [11405]	26,157.33	25,438.89
Total Current Assets	101,655.89	70,954.70
Fixed Assets		
Buildings Accum Dep	(250,515.35)	(117,174.45)
Buildings at Cost	1,735,951.18	1,735,951.18
Motor Vehicles Accum Dep	(81,026.97)	(41,303.17)
Motor Vehicles at Cost	324,156.19	324,156.19
Office Equip & Furn at Cost	27,803.74	27,869.74
Office Equip Furn Accum Depn.	(16,669.83)	(9,863.29)
Plant & Equipment at Cost	291,204.52	282,076.59
Plant & Euipment Accum Dep	(170,007.38)	(89,662.19)
Sports Ground Accum Dep	(113,901.70)	(54,302.24)
Sports Ground at Cost	364,631.77	364,631.77
Total Fixed Assets	2,111,626.17	2,422,380.13
Non-current Assets		
Accrued interest		
Expenses Recognised in Advance	5,757.20	9,471.63
Inf Roads & Paths at Cost	1,065,123.08	1,065,123.08
Infr Roads & Path Accum Depn.	(669,721.03)	(625,720.99)
Land at Cost	745,000.00	745,000.00
Leased Vehicle Accum Depreciation	(83,489.13)	(69,489.09)
Right Use of Assets	115,303.00	115,303.00
Work in Progress	123,737.36	180,725.72
Total Non-current Assets	1,301,710.48	1,420,413.35
Total Assets	5,754,551.65	6,117,504.80
Liabilities		
Current Liabilities		
Accrued Expenses	0.00	0.00
CBA CC- Neil White	0.00	0.00
CBA CC- Rowan Roberts	880.67	0.00
CBA CC- Virginya Boon	383.66	0.00
CBA Credit Card Main	3,420.18	3,459.00
CBA Transaction Account	0.00	0.00
Creditors Retention Account	0.00	6,997.69
Current Lease Liabilities	15,742.00	15,742.00
Error Suspense - Pensioner Rebates	0.00	0.00
Grants in advance	520,740.03	459,854.00
GST	(44,365.48)	(38,445.50)
PAYG Withholding Payable	29,670.00	16,270.00
Provision for Annual Leave	32,423.86	91,804.25
Provision for Long Service Leave	30,865.97	36,729.73
Provision for Rostered Days Off	6,911.16	0.00
Rates in Advance	8,674.99	8,674.99
Rounding	(0.34)	0.01
Super Payable	0.00	14,799.10
Trade Creditors	39,767.13	24,360.82
Unexpended Grant Liability	96,104.67	93,994.49
Wages Payable - Payroll	5,349.30	1,687.49
Total Current Liabilities	746,567.80	735,928.07
Non-current Liabilities		
Bank Loans	50,170.00	65,221.00
Non-current Lease Liabilities	45,283.00	45,283.00
Rates/Waste Charges Received in Advance	2,100.00	0.00
Total Non-current Liabilities	97,553.00	110,504.00
Total Liabilities	844,120.80	846,432.07
Net Assets	4,910,430.85	5,271,072.73
Equity		
Asset Revaluation Reserve	2,508,769.27	2,508,769.27
Current Year Earnings	(361,063.39)	(179,994.94)
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	210,438.94	390,433.88
Roads Renewal Project Reserve	450,000.00	450,000.00
Total Equity	4,910,430.85	5,271,494.24

1.6 Member and CEO Council Credit Card Transactions

For the period 1 June 2026 to 30 June 2026

Date	Description	Debit	Credit	Running Balance	Supplier Location
CBA CC - Rowan Roberts					
01 Jun 2026	Payment: TEMU	0.00	294.20	(294.20)	Interstate/Overseas
01 Jun 2026	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	3,980.66	0.00	3,686.46	
15 Jun 2026	Payment: Coles	0.00	256.15	3,430.31	NT
16 Jun 2026	Payment: Coles	0.00	108.63	3,321.68	NT
16 Jun 2026	Payment: City of Darwin	0.00	1.60	3,320.08	NT
16 Jun 2026	Payment: Rhino Industrial	0.00	159.83	3,160.25	NT
17 Jun 2026	Payment: united	0.00	66.23	3,094.02	NT
24 Jun 2026	Payment: Woolworths	0.00	50.50	3,043.52	NT
24 Jun 2026	Payment: Repco	0.00	37.00	3,006.52	
25 Jun 2026	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	1,203.77	0.00	4,210.29	
25 Jun 2026	Payment: Rhino Industrial	0.00	229.63	3,980.66	NT
26 Jun 2026	Payment: Darwin Bolt Supplies	0.00	63.35	3,917.31	NT
26 Jun 2026	Payment: Bunnings	0.00	234.36	3,682.95	NT
26 Jun 2026	Payment: united	0.00	22.51	3,660.44	NT
26 Jun 2026	Payment: united	0.00	90.00	3,570.44	NT
26 Jun 2026	Payment: Woolworths	0.00	182.50	3,387.94	NT
26 Jun 2026	Payment: Think Water	0.00	287.95	3,099.99	NT
30 Jun 2026	Bank Transfer from CBA CC - Rowan Roberts to CBA Credit Card Main	0.00	0.10	3,099.89	
Total CBA CC - Rowan Roberts		5,184.43	2,084.54	3,099.89	
CBA CC - Virginya Boon					
01 Jun 2026	Bank Transfer from CBA Credit Card Main to CBA CC - Virginya Boon	1,093.16	0.00	1,093.16	
02 Jun 2026	Payment: Caltex Berry Springs	0.00	113.86	979.30	NT
02 Jun 2026	Payment: NT News	0.00	738.42	240.88	NT

1.7 Statement of Cash Flows

For the year ended 30 June 2026

Account	2026
Operating Activities	
Receipts from customers	1,318,021.19
Payments to suppliers and employees	(1,517,343.42)
Cash receipts from other operating activities	23,331.79
Net Cash Flows from Operating Activities	(175,990.44)
Investing Activities	
Proceeds from sale of property, plant and equipment	147,000.00
Payment for property, plant and equipment	(3,450.00)
Other cash items from investing activities	79,619.02
Net Cash Flows from Investing Activities	223,169.02
Financing Activities	
Other cash items from financing activities	(13,023.11)
Net Cash Flows from Financing Activities	(13,023.11)
Net Cash Flows	34,155.47
Cash and Cash Equivalents	
Cash and cash equivalents at beginning of period	2,200,719.13
Net change in cash for period	34,155.47
Cash and cash equivalents at end of period	2,234,874.60

1.8 Notes on Cash, Debtors & Creditors as at 30th April 2026

Note 1. Details of Cash and Investments Held

Financial Institution	Date Invested	Invested Amount \$	Interest Rate	Maturity Date
1 (a) Bendigo	9/11/2025	500,000	3.85%	9/11/2026
1 (b) CBA	3/12/2026	1,000,000	5.12%	3/12/2027
Total Investments		1,500,000		

Note 2. Statement of Trade Debtors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
Belyuen Community Government Council	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 856.50
Cox Country Club	\$ -	\$ -	\$ 285.00	\$ -	\$ -	\$ 1,080.00
Department of Logistics and Infrastructure	\$ -	\$ 374.43	\$ -	\$ -	\$ -	\$ 17,662.40
Michial.Sheehan@powerwater.com.au	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 880.00
Power Water	\$ 4,829.00	\$ -	\$ -	\$ -	\$ -	\$ 4,829.00
Territory Image	\$ -	\$ -	\$ 95.00	\$ -	\$ -	\$ 190.00
						0.00
Total	\$ 4,829.00	\$ 374.43	\$ 380.00	\$ -	\$ -	\$ 20,573.90
Percentage of total	18.46%	1.43%	1.45%	0.00%	78.65%	100.00%
						26,157.33
						Check

Note 3. Statement of Trade Creditors

Contact	Current	1 Month	2 Months	3 Months	Older	Total
Ana Sofia Carestia	0.00	161.00	0.00	0.00	0.00	161.00
Belyuen Council	0.00	780.28	0.00	0.00	0.00	780.28
Central Business Equipment	666.48	0.00	0.00	0.00	0.00	666.48
Colleen Fergusson	0.00	200.00	0.00	0.00	0.00	200.00
Fleetcare	1,379.97	0.00	0.00	0.00	0.00	1,379.97
GROW Services	0.00	1,455.30	0.00	0.00	0.00	1,455.30
Harvey Distributors	77.73	0.00	0.00	0.00	0.00	77.73
Himac Attachments	0.00	4,535.30	0.00	0.00	0.00	4,535.30
Ian Manahan - 6000ltr	0.00	250.00	0.00	0.00	0.00	250.00
Integrated Valuation Services	2,536.13	0.00	0.00	0.00	0.00	2,536.13
Jaemie Page	1,100.00	0.00	0.00	0.00	0.00	1,100.00
JTAGZ	177.65	0.00	0.00	0.00	0.00	177.65
Nexia Edwards Marshall NT	2,255.00	0.00	0.00	0.00	0.00	2,255.00
Optus	390.55	0.00	0.00	0.00	0.00	390.55
Pivotel	45.00	0.00	0.00	0.00	0.00	45.00
PJM Mechanical	0.00	425.00	0.00	0.00	0.00	425.00
Power Water	0.00	14.67	0.00	0.00	0.00	14.67
Rapid Spray	2,315.42	0.00	0.00	0.00	0.00	2,315.42
Sat Nam Kundalini Yoga	161.31	0.00	0.00	0.00	0.00	161.31
SEM Group	2,426.88	0.00	0.00	0.00	0.00	2,426.88
Shalom Kaa	5,117.00	0.00	0.00	0.00	0.00	5,117.00
SUPAGAS	49.50	0.00	0.00	0.00	0.00	49.50
The Well Beings Space	0.00	130.00	0.00	0.00	0.00	130.00
Totally Work Wear	372.00	0.00	0.00	0.00	0.00	372.00
Trop Water Pty Ltd	741.26	0.00	0.00	0.00	0.00	741.26
Veolia Environmental Services	12,003.70	0.00	0.00	0.00	0.00	12,003.70

Total	31,815.58	7,951.55	0.00	0.00	0.00	39,767.13
	80.0%	20.0%	0.0%	0.0%	0.0%	\$ 39,767.13
						Check

Operating Performance Ratios

	Jun-26	Jan-26	Dec-25	Nov-25	Oct-25	Sep-25	Aug-25	Jul-25
	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio	Current Asset Ratio
Current Assets	\$ 2,341,215	\$ 2,468,116	\$ 2,510,619	\$ 2,555,546	\$ 2,545,641	\$ 2,528,423	2,616,543.30	\$ 2,260,777
Current Liabilities	\$ 746,568	\$ 754,657	\$ 763,251	\$ 734,441	\$ 685,359	\$ 703,492	\$ 766,425	\$ 735,083
Current Assets Ratio	\$ 3.14	\$ 3.27	\$ 3.29	\$ 3.48	\$ 3.71	\$ 3.59	\$ 3.41	\$ 3.08

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Operating Surplus Ratio	Operating Surplus Ratio	Operating Surplus Ratio	Operating Surplus Ratio	Operating Surplus Ratio	Operating Surplus Ratio
Operating Revenue	\$ 1,295,682	\$ 843,862	\$ 1,252,870	\$ 1,210,023	\$ 1,052,700	\$ 1,394,486
Operating Expenses	\$ 1,497,549	\$ 764,515	\$ 1,159,314	\$ 1,155,929	\$ 1,012,525	\$ 877,978
Operating Surplus Ratio	-16%	9%	7%	4.47%	3.82%	37%

	May-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Net Result Ratio	Net Result Ratio	Net Result Ratio	Net Result Ratio	Net Result Ratio	Net Result Ratio
Total Income	\$ 1,295,682	\$ 843,862	\$ 1,357,239	\$ 1,359,283	\$ 1,116,134	\$ 1,398,552
Total Expenses	\$ 1,656,745	\$ 810,225	\$ 1,434,007	\$ 1,270,186	\$ 1,012,525	\$ 1,047,337
Net Result Ratio	-21.7935%	4.1515%	-5.3534%	7.0145%	10.2327%	33.5341%

Revenue Ratios

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Own Source Revenue Ratio	Own Source Revenue Ratio	Own Source Revenue Ratio	Own Source Revenue Ratio	Own Source Revenue Ratio	Own Source Revenue Ratio
Rates + Fees + Charges	\$ 730,039	\$ 583,656	\$ 587,948	\$ 550,703	\$ 550,690	\$ 585,926
Total Operating Revenue	\$ 1,295,682	\$ 843,862	\$ 1,252,870	\$ 1,210,023	\$ 1,116,134	\$ 1,394,486
Own Source Revenue Ratio	56%	69%	47%	46%	49%	42%

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Rates Coverage Ratio	Rates Coverage Ratio	Rates Coverage Ratio	Rates Coverage Ratio	Rates Coverage Ratio	Rates Coverage Ratio
Rates Revenue	\$ 295,759	\$ 291,624	\$ 278,844	\$ 264,498	\$ 253,909	\$ 248,195
Operating Expenses	\$ 1,497,549	\$ 764,515	\$ 1,159,314	\$ 1,155,929	\$ 1,012,525	\$ 877,978
Rates Coverage Ratio	20%	38%	24%	23%	25%	28%

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Grants Dependency Ratio	Grants Dependency Ratio	Grants Dependency Ratio	Grants Dependency Ratio	Grants Dependency Ratio	Grants Dependency Ratio
Operating Grants	\$ 345,218	\$ 152,837	\$ 300,486	\$ 320,583	\$ 502,010	\$ 252,030
Total Operating Revenue	\$ 1,295,682	\$ 843,862	\$ 1,252,870	\$ 1,210,023	\$ 1,116,134	\$ 1,394,486
Grants Dependency Ratio	26.64%	18.11%	23.98%	26.49%	44.98%	18.07%

Asset Management Ratios

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Capital Replacement Ratio	Capital Replacement Ratio	Capital Replacement Ratio	Capital Replacement Ratio	Capital Replacement Ratio	Capital Replacement Ratio
Capital Expenditure	\$ 59,283	\$ 30,603	\$ 51,435	\$ 70,781	\$ 205,699	\$ -
Depreciation Expense	\$ 378,432	\$ 189,602	\$ 274,693	\$ 225,585	\$ 188,818	\$ 169,989
Capital Replacement Ratio	15.67%	16.14%	18.72%	31.38%	108.94%	0.00%

Community & Service Delivery Ratios

	Jun-26	Dec-25	2024/25	2023/24	2022/23	2021/22
	Employee Costs Ratio	Employee Costs Ratio	Employee Costs Ratio	Employee Costs Ratio	Employee Costs Ratio	Employee Costs Ratio
Employee Costs	\$ 566,493	\$ 244,911	\$ 620,702	\$ 524,529	\$ 519,935	\$ 472,249
Total Operating Expenses	\$ 1,497,549	\$ 764,515	\$ 1,446,787	\$ 1,155,929	\$ 1,217,743	\$ 912,509
Employee Costs Ratio	37.83%	32.03%	42.90%	45.38%	42.70%	51.75%

10. REPORTS REQUIRING DECISIONS BY COUNCIL

10.1 CASUAL CLEANING EMPLOYMENT

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

Employing two casual cleaner

RECOMMENDATION

That Council:

receives and notes the attached “Casual Cleaning Employee Analysis”; and approves / does not approve to proceed to employ two Casuals for Cleaning.

Moved:

Seconded:

Financial Implications

There are financial implications associated with the recommendation of this report.

BACKGROUND

The Council’s current casual cleaning employee has resigned to take effect on the 31st July 2026. There is a need to replace this position and address the contract requirements to clean the marina toilets seven days a week.

CURRENT SITUATION:

Attached is a casual cleaning employee analysis showing the current cost for the current contractor five days a week (\$630) and the casual staff member two weekend days (\$940).

If two casual cleaners were employed on a seven day a week roster the cost per week to clean the marina and Council premises is (\$996.75). The result is approximately \$30,000 savings to Council.

Attachments

Casual Cleaning Employment Analysis 2026/27

Exisitng Draft

2026-27					
	Status	FTE	Hours	Rate (2026-27)	Fortnightly
Sp-Ac Rec	CAS/20	0.53	40.00	44.32	1772.75
YDO	CAS/6	0.16	12.00	-	0.00
Wks WF	CAS/5	0.13	10.00	50.19	501.87
Wks WF	CAS/5	0.13	10.00	57.36	573.60
Cleaner	PT/25	0.53	50.00	29.81	1490.40
Cleaner	Cas/6			29.10	0.00

Extra wages (OT,	Total Salary	First aid	Super	AL Accruals (given 2weeks of AL taken)
\$ 1,772.75	\$ 47,864.20		\$ 5,743.70	\$ 3,562.32
\$ -	\$ -		\$ -	\$ -
	\$ 13,048.66		\$ 1,565.84	
	\$ 14,913.52		\$ 1,789.62	
	\$ 38,750.40		\$ 4,650.05	\$ 2,994.95
	\$ -		\$ -	\$ -

LSL Accruals	Total
	\$ 57,170.22
	\$ -
	\$ 14,614.50
	\$ 16,703.14
	\$ 46,395.39
	\$ -

Casual Employees Analysis 2026-27

Position	Role	Hours	Rate 2025-26	Rate 2026-27	Weekly	Fortnightly
Sports & Rec	CAS/20	20.00	42.82	\$ 44.85	\$ 897.08	\$ 1,794.16
YDO - Vacant	CAS/6	6.00		\$ -	\$ -	\$ -
Wks WF - Saturday	CAS/5	5.00	48.49	\$ 50.79	\$ 253.97	\$ 507.93
Wks WF - Sunday	CAS/5	5.00	55.42	\$ 58.05	\$ 290.26	\$ 580.52
Cleaner - Weekdays	CAS/25	20.00	28.80	\$ 30.17	\$ 603.36	\$ 1,206.72
Cleaner - Saturday	CAS/25	3.00	50.40	\$ 52.79	\$ 158.38	\$ 316.76
Cleaner - Sunday	CAS/25	3.00	57.60	\$ 60.34	\$ 181.01	\$ 362.02
Totals					\$ 2,384.06	\$ 4,768.12

4.75%

Annual	A/L	S/L	Super	WorkComp	Total
\$ 25,118.21	\$ -	\$ -	\$ 3,014.19	\$ 502.36	\$ 28,634.76
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 7,111.06	\$ -	\$ -	\$ 853.33	\$ 142.22	\$ 8,106.61
\$ 8,127.34	\$ -	\$ -	\$ 975.28	\$ 162.55	\$ 9,265.17
\$ 16,894.08	\$ -	\$ -	\$ 2,027.29	\$ 337.88	\$ 19,259.25
\$ 4,434.70	\$ -	\$ -	\$ 532.16	\$ 88.69	\$ 5,055.55
\$ 5,068.22	\$ -	\$ -	\$ 608.19	\$ 101.36	\$ 5,777.78
\$ 66,753.61	\$ -	\$ -	\$ 8,010.43	\$ 1,335.07	\$ 76,099.12

Casual Cleaning Employees Analysis 2026-27

Position	Role	Hours	Rate 2025-26	Rate 2026-27	Weekly	Fortnightly	Annual	A/L	S/L	Super	WorkComp	Total
Cleaner - Weekdays	CAS/25	20.00	28.80	\$ 30.17	\$ 603.36	\$ 1,206.72	\$ 16,894.08	\$ -	\$ -	\$ 2,027.29	\$ 337.88	\$ 19,259.25
Cleaner - Saturday	CAS/25	3.00	50.40	\$ 52.79	\$ 158.38	\$ 316.76	\$ 4,434.70	\$ -	\$ -	\$ 532.16	\$ 88.69	\$ 5,055.55
Cleaner - Sunday	CAS/25	3.00	57.60	\$ 60.34	\$ 181.01	\$ 362.02	\$ 5,068.22	\$ -	\$ -	\$ 608.19	\$ 101.36	\$ 5,777.78
Totals					\$ 942.75	\$ 1,885.50	\$ 26,397.00	\$ -	\$ -	\$ 3,167.64	\$ 527.94	\$ 30,092.58

4.75%

							Wages		12% Total Expenses	
							Hours	Amount	Super	
Monday	Marina	Office	Park							
	2	2	2	6	\$	181.01	Casual Cleaner	10 \$ 407.27	48.87216	\$ 456.14
Tuesday	2			2	\$	60.34	Casual Cleaner	16 \$ 482.69	57.92256	\$ 540.61
Wednesday	2	2	2	6	\$	181.01				
Thursday	2			2	\$	60.34				
Friday	2	2	2	6	\$	181.01				
Saturday	2			2	\$	105.59				
Sunday	2			2	\$	120.67				
					14	6	6	26		
							Total Cleaner Expenses		\$ 889.96	\$ 996.75
							Current Cleaner Expenses		Contract Employee	
									630	
									940	
									\$ 1,570.00	

Prepared by Matt Pettit

10.2 REQUEST FOR FINANCIAL SUPPORT – THOMAS GOULD - FOOTBALL

Action: Council has previously provided financial support to inspiring young athletes. **Thomas Gould** has been successfully selected to participate in this football tournament and is seeking financial support.

Author: CEO

PURPOSE: Azzurri Primavera Academia team will be participating in Australia's premier football competition, the Premier Invitational Tournament, to be held on the Gold Coast from 25 September to 4 October 2026. The tournament levy is \$2949.84 GST inc, this covers return airfares, accommodation, meals (breakfast, lunch and dinner), player registration fee, ground transportation & associated costs.

RECOMMENDATION

That:

**Council receives and notes the request attached and.
does / does not, provide a donation to support Thomas.**

Moved:

Seconded:

Vote:

Background:

The Azzurri Primavera Academia operates under NAKARA Soccer Club Inc, a not-for-profit organisation committed to supporting grassroots football and youth development.

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 letter is attached.

To Whom It May Concern,

Azzurri Primavera Academia team will be participating in Australia's premier football competition, the Premier Invitational Tournament, to be held on the Gold Coast from 25 September to 4 October 2026. Athlete **Thomas Gould** has been successfully selected to participate in this tournament.

This tournament is recognised as one of the largest and most prestigious youth football events in Australia, providing young athletes with the opportunity to compete at a high level, develop their skills, and represent their community on a national stage.

Football continues to be one of the most inclusive and widely participated sports in Australia, promoting values such as teamwork, discipline, resilience, and community connection. Participation in events such as this tournament offers significant developmental benefits, both on and off the field.

The Azzurri Primavera Academia operates under NAKARA Soccer Club Inc, a not-for-profit organisation committed to supporting grassroots football and youth development. Your kind sponsorship efforts will assist in covering tournament-related expenses to ensure Thomas will have the opportunity to participate. The tournament levy is \$2949.84 GST inc, this covers return airfares, accommodation, meals (breakfast, lunch and dinner), player registration fee, ground transportation & associated costs.

In recognition of your generous support for Thomas, your business will be acknowledged across our social media platforms and within our community networks.

Should you require any further information, please do not hesitate to contact us.

Thank you for your consideration and support.

Kind regards,

Paula Da Costa
Program Director
Primavera Academia, Azzurri United Football Club
Email: primavera@azzurriunitedfc.com.au
Mobile: 0437 145 107

13 July 2026

10.3 COMPLIANCE REVIEW REPORT 2024/25

Action:

For Council members to formally acknowledge and comply by providing implementation in the times requested

Author: Russell Anderson, acting CEO

PURPOSE

Compliance review is regularly conducted by Local Government Inspectors under section 298 of the Local Government Act 2019. Inspectors visited the Council Office on 24 March 2026 and consulted with staff to examine documents provided by the CEO. The results of the Compliance Review Report is attached.

RECOMMENDATION**That:**

Council members formally acknowledge and will comply by providing implementation on the times requested and

does / does not wish proceed with this formal acknowledgement.

Moved:**Seconded:****BACKGROUND:**

On 12 June 2026, a letter was sent to the CEO advising the compliance review authorised and conducted under the Local Government Act 2019 on Wagait Shire Council had been completed. An interim report detailing the findings made in the compliance review, was attached to that letter. An acknowledgment by the CEO was provided agreeing with the findings.

Current Situation:

The compliance review report has provided timeframes for the implementation of recommendations for each of the issues identified. The timeframes in the Final Report have been specified to provide sufficient time for the Council to consider the findings and implement the recommendations. In the event the required actions cannot be completed by the specified date, then the Council is to inform the inspectors in writing of the reason(s) why the dates cannot be met.

The inspector will continue to monitor Council's progress on the recommendations made in the final report and may schedule another site visit to substantiate Council's progress of the recommended action(s). This monitoring will continue until the inspectors are satisfied and all the issues identified in the report have been adequately addressed.

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments:

Attached is the Compliance Review Report Wagait Shire Council 2024 / 2025

Compliance Review Report

Wagait Shire Council

2024/2025

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Executive Summary

This report presents the results of a compliance review conducted by Local Government Inspectors under section 298 of the *Local Government Act 2019* (the Act). The review examined whether the Wagait Shire Council (Council) conducted its operations in accordance with legislative, governance and financial management requirements.

The compliance review primarily covered the period 1 July 2024 to 31 July 2025. Where necessary, the Inspectors have also considered information from outside the review period in order to assist with the review process.

The purpose of the report is to provide Council members and management with an objective analysis, recommendations and information relating to the activities reviewed by the inspectors. In reaching the conclusions made in this report, the inspectors have relied on the information provided by Council, information on Council's website and information held by the Department of Housing, Local Government and Community Development (the Department).

The review identified several governance, financial management and administrative issues requiring attention. These include procurement practices, internal controls, corporate credit card governance, CEO performance oversight, CEO leave arrangements, elected member allowances, asset management, debt write-offs, delegations, statutory registers, public access to minutes, committee governance and policy review processes.

Summary of key issues

Based on the Inspector's interpretation of legislative policy requirements, the issues below require attention. Details of individual findings are disclosed in the body of this report.

Governance area	Key Issue identified
Procurement	Council did not demonstrate compliance with the procurement requirements prescribed under the Regulations and Council's Procurement Policy.
Internal Controls	Council did not demonstrate compliance with legislative requirements relating to mandatory policies and internal controls.
Corporate Credit Cards	Council did not demonstrate compliance with its Corporate Credit Card Policy.
CEO Governance	Council did not demonstrate that the CEO's performance had been assessed in accordance with the requirements of the CEO Employment Contract.
CEO Leave Governance	Council did not demonstrate compliance with legislative requirements relating to CEO leave and acting arrangements.
Member Allowances	Council's Elected Member Allowances Policy is not consistent with current legislative requirements and the Remuneration Tribunal Determination.
Asset Management	Council did not accurately record and report asset disposals during the compliance review period.
Financial Management	Council did not demonstrate compliance with legislative requirements relating to debt write-offs.

Delegations	Council did not demonstrate compliance with legislative requirements relating to the review of its Delegations Manual following the most recent general election.
Statutory Registers and Interests	Council did not demonstrate that all statutory registers and annual returns of interests were established, maintained and kept up to date.
Public Transparency	Council did not demonstrate compliance with legislative requirements relating to the public availability of Council and Council Committee meeting records.
Committee Governance	Council did not demonstrate that Audit Committee and Emergency Management Committee Terms of References (ToR) had been reviewed and updated following Council resolutions requiring their review.
Policy Governance	Council policies are overdue for review.

Background

Section 298 of the Act requires the Department to conduct compliance reviews of local government bodies. The purpose of a compliance review is to ensure that councils:

- conduct their business lawfully;
- maintain proper governance and financial management practices; and
- comply with legislative requirements.

Following completion of a compliance review, section 300 of the Act requires Inspectors operating on behalf of the Department to report the results to the Council. This report provides:

- observations from the compliance review;
- findings relating to legislative compliance; and
- recommendations to support improved governance and administration.

Scope of work

The compliance review considered Council's operations against the following legislative and policy framework:

- *Local Government Act 2019*
- *Local Government (General) Regulations 2021*
- Ministerial Guidelines and General Instructions
- Council policies and internal procedures.

The review included:

- site visit at Council's offices on 24 March 2026;
- consultation with Council staff;
- examination of documentation provided by the CEO;
- review of Council website publications; and

- testing of selected records and transactions.

The procedures performed were based on sample testing and therefore do not represent an examination of all Council activities.

Confidentiality

All records, documentation and information accessed during the conduct of this Compliance Review are used solely for the purposes of this review. Inspectors undertaking the review are responsible for, and accountable to, maintaining the confidentiality of all the information obtained in the course of their work.

Key Issues

Issue 1

Council did not demonstrate in all instances compliance with the procurement requirements prescribed under the Act, the Regulations and Council's Procurement Policy.

Inspector observations:

Inspectors requested a transaction listing from Council's accounting system to enable procurement testing across the following value ranges:

- \$10,000 to \$100,000;
- \$100,000 to \$150,000; and
- greater than \$150,000.

The transaction listings were requested from Council on 19 January 2026 and 23 February 2026.

Council only provided a transaction listing for purchases between \$10,000 and \$100,000. Council did not provide the requested transaction listings for purchases between \$100,000 and \$150,000 or purchases greater than \$150,000. As a result, Inspectors were unable to assess compliance with procurement requirements for transactions within those value ranges.

Out of 19 transactions that were provided and tested, seven purchases between \$10,000 and \$100,000 were not supported by the required three written quotations. No written explanation was provided where fewer than three quotations had been obtained. In one instance, three quotes were sought, however the selected supplier quotation was not able to be provided.

Conclusion:

Council did not demonstrate compliance with regulation 34 of the Regulations or Council's Procurement Policy.

Council did not provide sufficient procurement records and supporting documentation to demonstrate that procurement activities were undertaken in accordance with legislative and policy requirements.

Recommended Remedial Action:

By 31 August 2026, the CEO must:

1. ensure procurement activities are undertaken in accordance with legislative requirements and Council's Procurement Policy.
2. ensure procurement records are maintained and available for inspection.
3. ensure that appropriate procurement training is undertaken by all Council staff involved in procurement activities. The training must address the procurement requirements prescribed under the Act and the Regulations.
4. provide written confirmation to the Inspectors that the above actions have been completed.

Legislative References:

Local Government Act 2019

- section 167 – Role and functions of CEO

Local Government (General) Regulations 2021

- regulation 34 – Quotations
- regulation 37 – Obtaining and keeping quotations and tenders

Council policy

FIN Procurement Policy

Issue 2

Council did not demonstrate compliance with legislative requirements relating to mandatory policies and internal controls.

Inspector observations:

Inspectors requested copies of policies, procedures and other documentation required under sections 174 and 205 of the Act and regulations 6 and 53 of the Regulations relating to Council's financial management and governance arrangements.

Council was unable to provide the following policies:

- a policy, adopted by resolution, for the use of accountable forms by members and the CEO;
- a policy, made by the CEO, for the use and management of accountable forms by Council staff;
- a policy, made by the CEO, for asset management;
- a policy for confidential information and business;
- an allowances and benefits policy for staff.

The documentation provided did not demonstrate that Council had established all policies and procedures required under the Act and Regulations.

Conclusion:

Council did not demonstrate compliance with sections 174 and 205 of the Act and regulations 6 and 53 of the Regulations.

Mandatory policies and documented procedures form an important part of Council's internal control processes. The absence of these policies and procedures limits Council's ability to demonstrate that appropriate internal controls are in place to support governance financial management and accountability.

Recommended Remedial Action:

By 31 August 2026, the CEO must:

1. develop all mandatory policies and procedures required under the Act and regulations including those identified by the compliance review process.
2. present those policies requiring Council resolution to Council at an Ordinary Council meeting.
3. approve and implement policies that are in the remit of the CEO.
4. provide written confirmation to the Inspectors that all policies and procedures have been approved, implemented and communicated to relevant staff.

Legislative References:

Local Government Act 2019

- section 174 – Allowances and other benefits policy
- section 205 - Accounting records

Local Government (General) Regulations 2021

- regulation 6 – Information to be maintained
- regulation 53 – Policy for confidential information and business

Issue 3

Council did not demonstrate compliance with its Corporate Credit Card Policy.

Inspector observations:

Inspectors reviewed documentation provided by the CEO, information obtained during the site visit to Council's office on the 17 March 2026.

Finding 1 – Credit Card administration

The review identified that Council had not complied with several requirements of its Credit Card Policy, including:

- not maintaining a register of corporate credit card holders; and
- not obtaining signed agreements from credit card holders acknowledging receipt of the Credit Card Policy.

Council's Credit Card Policy requires all cardholders to acknowledge receipt of the policy through a signed agreement and requires Council administration to maintain a register of all cardholders.

Council did not provide a credit card holder register or signed agreements for current cardholders during the review.

Finding 2 – Credit Card limits

The Financial Delegations contained within the Council's Delegation Manual 2022 set the Principal Member's card limit at \$3,000. However, Council credit card statements showed the Principal Members credit card limit as \$10,000.

Council did not provide documentation demonstrating that the increase had been authorised in accordance with the Credit Card Policy, which states that the credit card limits may only be increased following an amendment to the financial delegations by Council resolution.

Finding 3 – Credit Card reconciliation requirements

Inspectors requested a listing of all credit card holders from which sample was selected to test for compliance. During the testing of this sample, Council could not provide signed and dated credit card reconciliations with supporting documentation attached for transactions undertaken.

Council's Credit Card policy requires all cardholders to sign and date credit card statements and attach supporting documentation as part of the reconciliation process. Inspectors were unable to verify that the transactions had been appropriately reconciled in accordance with Council's policy.

Conclusion:

Council did not demonstrate compliance with several requirements of its Credit Card Policy relating to credit card administration, authorised credit card limits and credit card reconciliation requirements.

The absence of required records and supporting documentation limits Council's ability to demonstrate that corporate credit cards were administered in accordance with Council policy.

Recommended Remedial Action:

By 31 August 2026, the CEO must:

- establish and maintain a register of all corporate credit card holders.
- ensure all corporate credit card holders sign an acknowledgement confirming their understanding of the Council's Credit Card Policy.
- ensure corporate credit card limits are authorised and administered in accordance with the Credit Card Policy and Delegation Manual.
- ensure all credit card reconciliations are signed, dated and supported by appropriate documentation in accordance with the Credit Card Policy.
- provide written confirmation to the Inspectors that the above actions have been completed.

Legislative References:

Local Government Act 2019

- section 167 - Role and functions of CEO

Council policy

P43 Credit Card Policy

Issue 4

Council did not demonstrate that the CEO's performance management was undertaken in accordance with the requirements of the CEO Employment Contract.

Inspector observations:

Inspectors requested documentation relating to CEO performance management undertaken during the review period.

Council provided a CEO Performance Review Form completed in July 2024; a CEO Performance Review dated 15 September 2025 and copy of the CEO Employment contract.

Finding 1 – Performance management arrangements

The CEO Employment Contract requires annual performance reviews to be undertaken by Council; performance criteria to be agreed between Council and the CEO and assessed against agreed Key Result Areas (KRAs).

The 2024 Performance Review Form assessed the CEO against the KRAs contained in Appendix 2 of the CEO Employment Contract and identified ongoing objectives and areas for development.

CEO Performance review dated 15 September 2025 recorded observations relating to operational effectiveness, financial management, community engagement, staff management and governance matters.

However, Council did not provide evidence demonstrating:

- performance criteria had been agreed between Council and the CEO;
- revised or additional KRAs had been agreed following the 2024 performance review;
- a date had been established for the subsequent annual performance review; or
- the 2025 review had been undertaken against agreed and measurable performance criteria.

Accordingly, Inspectors were unable to verify that the CEO performance management process had been undertaken in accordance with the requirements of the CEO Employment Contract.

Finding 2 – Council consideration of the CEO Performance Review

The CEO Performance review dated 15 September 2025 states that the review was recommended for noting and acceptance by Council. Inspectors reviewed the OCM meeting minutes published on Council's website for the same meeting. The published minutes do not record a resolution relating to the CEO Performance review, including any agenda items or decisions to be considered in the confidential section.

As a result, Inspectors were unable to verify whether council formally considered and accepted the CEO Performance review.

Conclusion:

Council undertook CEO performance reviews during the review period; however, Council did not demonstrate that the CEO performance review process was undertaken in accordance with the requirements of the CEO Employment Contract.

Council was unable to demonstrate that agreed performance criteria and subsequent KRAs had been established following the 2024 review or that the 2025 review had been formally considered by the Council contained within the Employment Contract.

Recommended Remedial Action:

By 30 September 2026, the Council is to ensure:

- establish and document agreed performance criteria and KRAs for the CEO in accordance with the CEO Employment Contract.
- please provide Inspectors a copy of the contract of employment for the upcoming recruitment of the new CEO.
- ensure future CEO performance reviews are undertaken and documented against agreed performance criteria and KRAs.
- ensure Council resolutions relating to CEO performance reviews are appropriately recorded in meeting minutes.

Legislative References:

Local Government Act 2019

- section 165 – CEO

Other

CEO Employment Contract

Issue 5

Council did not demonstrate compliance with legislative requirements relating to CEO leave and acting arrangements.

Inspector observations:

The CEO was requested to provide details of leave taken during the review period, including records demonstrating that Council members had been notified of leave and that appropriate arrangements had been established.

Council provided a document titled “WSC - Leave Transactions - Virginia Boon” and copy of the CEO Employment Contract. The leave transaction listing identified several periods of leave during the review period.

The documentation included approved leave forms for some periods; however, records provided were incomplete and inconsistent. For example, no approved leave form was provided for leave taken between 7 to 11 October 2024. In addition, a leave form for the period 12 September 2024 to 16 September 2024 was not reflected in the leave transaction listing. The leave form also contained inconsistencies, including a return date of 18 October 2024 and leave hours equivalent to three days while stating two days of leave.

Council did not provide evidence demonstrating that all Council members had been notified of the CEO's leave in accordance with section 165(3) of the Act and that Principal Member had been notified of acting arrangements in accordance with section 165(5) of the Act.

While some leave forms were approved by the Council President, the leave transaction listing and supporting documentation did not provide a complete and accurate record of leave taken during the review period.

Conclusion:

Council did not demonstrate compliance with sections 165(3) and (5) of the Act.

Council was unable to demonstrate that CEO leave records, leave notifications and acting arrangements were consistently documented in accordance with legislative requirements.

Recommended Remedial Action:

By 30 September 2026, the CEO must:

1. ensure Council's human resource policies and procedures address CEO leave notification requirements.
2. ensure all acting arrangements are recorded and undertaken in accordance with legislative requirements.
3. provide written confirmation to the Inspectors that the above actions have been completed.

Legislative References:

Local Government Act 2019

- section 165 – CEO

Local Government (General) Regulations 2021

CEO Employment Contract

Issue 6

Council's Elected Member Allowances Policy is not consistent with current legislative requirements and the Remuneration Tribunal Determination.

Allowances paid to elected members must be consistent with legislation and the Remuneration Tribunal Determination. If Council's policy is outdated or inconsistent, there is a risk that allowances may be misunderstood, incorrectly applied or not transparently disclosed.

Inspector observations:

Inspectors reviewed Council's FIN - Elected Member Allowances Policy and tested elected member allowance payments against payroll records and disclosures contained within Annual Financial Statements.

Inspectors identified four main issues:

1. the policy contains references to outdated Remuneration Tribunal Determination No. 1 of 2023 and has not been updated to reflect the current legislative framework and Determination No. 1 of 2026.
2. the allowances amounts and conditions outlined in the policy do not align with the current Remuneration Tribunal Determination, including requirements relating to professional development and extra meeting/ activity allowances.
3. the policy states that professional development allowance is to be approved by the CEO, which is inconsistent with the current Remuneration Tribunal Determination that requires Council approval.
4. a discrepancy of \$2926.44 was identified between elected member allowance payments recorded in payroll records and the amount reported in Council's Annual Financial Statements.

Council did not provide documentation explaining or reconciling the discrepancy identified between the payroll records and the Annual Financial Statements.

Conclusion:

Council's FIN – Elected Member Allowances Policy is not consistent with current legislative requirements and the current Remuneration Tribunal Determination.

Council was also unable to demonstrate that elected member allowance payments were accurately recorded and reported.

Recommended Remedial Action:

By 30 September 2026, the CEO must:

1. review and update the FIN – Elected Member Allowances policy and ensure that it is compliant with all legislative requirements, including alignment with the current Remuneration Tribunal Determination.
2. undertake a reconciliation of elected member allowance payments and amounts disclosed in Council's annual Financial Statements.
3. investigate and rectify any discrepancies identified through the reconciliation process.
4. provide written confirmation to the Inspectors that the above actions have been completed.

Legislative References:

Local Government Act 2019

- section 106 – Allowance for members of council
- section 109 – Expenses and benefits
- section 205 – Accounting records
- section 292 and Schedule 3 – Information to be publicly available

Report and Determination no. 1 of 2025 - Allowances for Members of Local Government Councils

Council Policy

FIN – Elected Member Allowances policy

Issue 7

Council did not accurately record and report asset disposals during the compliance review period.

Accurate recording and reporting of asset disposals is a key financial management control and supports compliance with legislative requirements.

Inspector observations:

During the compliance review period, the CEO advised that no asset disposals had occurred. However, review of Council meeting minutes dated 17 September 2024 showed that Council approved the disposal of the following assets:

- Woodchipper; and
- Front-end loader with pallet fork and bucket tractor attachments.

Further analysis identified that:

- no corresponding disposal entries were recorded in the asset register; and
- the 2024-25 financial statements report no asset disposals and no proceeds from disposal.

Additionally, Council was unable to provide documentation confirming that the approved disposals were completed or that required legislative processes – such as CEO certification, disposal procedures, and recording obligations were followed.

Conclusion:

Council was unable to demonstrate that asset disposals were accurately recorded and reported.

Recommended Remedial Action:

By 30 September 2026, the CEO must ensure that:

1. all Council-approved asset disposals are recorded in the asset register and financial records.
2. ensure that asset disposals are supported by appropriate documentation, including CEO certification where required.
3. provide evidence to the Inspectors that records have been corrected and procedures implemented.

Legislative References:

Local Government Act 2019

- section 167 – Role and functions of CEO
- section 205 – Accounting records

Local Government (General) Regulations 2021

- regulation 28 – Disposal of assets

Issue 8

Council did not demonstrate compliance with legislative requirements relating to debt write-offs.

Debt write-offs must be appropriately approved and supported by adequate documentation to ensure transparency, accountability and proper financial decision-making.

Inspector observations:

Inspectors requested documentation relating to debt write-offs undertaken during the review period.

Council provided a report titled "*Small Rates Balances Written Off*" identifying multiple write-offs of small rate balances during the review period. The report identified write-offs totalling \$301.11 across multiple properties.

Council did not provide evidence of:

- written CEO certification supporting the write-offs;
- documentation demonstrating the basis for the write-offs; or
- records demonstrating that reasonable efforts had been made to recover the debts or that the debts met the criteria under Regulation 32.

As a result, inspectors were unable to determine whether the debt write-offs had been undertaken in accordance with legislative requirements.

Conclusion:

Council did not demonstrate compliance with Regulation 32 of the Regulations.

Recommended Remedial Action:

By 30 September 2026, the CEO must:

1. review all debt write-offs undertaken during the review period and ensure they are supported by appropriate documentation.
2. implement procedures to ensure future debt write-offs are supported by written certification and sufficient records demonstrating compliance with legislative requirements.
3. provide evidence to the Inspectors that the above actions have been completed.

Legislative References:

Local Government (General) Regulations 2021

- regulation 32 – Writing off debts

Issue 9

Council did not demonstrate compliance with legislative requirements relating to the review of its Delegations Manual following the most recent general election.

Delegations are a key governance control that enable powers and functions to be exercised efficiently while ensuring accountability for decision-making. Regular review of delegations assists Council to ensure delegated authorities remain appropriate and reflect Council's governance requirements.

Inspector observations:

Inspectors requested Council's current Delegation Manual and records demonstrating that delegations had been reviewed following the most recent general election.

Council provided its Delegations Manual titled "*Delegations Manual – Revised and Adopted 2022*", which was adopted by Council resolution 2022/033 on 15 February 2022.

The Delegations Manual states that it is to be reviewed at the "next council election".

Council did not provide evidence that the Delegations Manual had been reviewed within 6 months following the most recent general election, as required by regulation 99 of the Regulations.

Conclusion:

Council did not demonstrate compliance with section 41 of the Act and regulation 99 of the Regulations.

Recommended Remedial Action:

By the July 2026 Ordinary Council Meeting, the CEO must:

1. review Council's Delegations Manual and ensure updated delegations are adopted by Council resolution.
2. provide written confirmation to the inspectors once the appropriate resolution has been completed.

Legislative References:

Local Government Act 2019

- section 40 – Delegation
- section 41 – Review of delegations
- section 168 - Delegation by CEO

Local Government (General) Regulations 2021

- regulation 99 - Timeframe for review of delegations

Issue 10

Council did not demonstrate that all statutory registers and annual returns of interests were established, maintained and kept up to date.

Statutory registers and annual returns of interest are important governance records. They support transparency, accountability and community confidence in Council Decision-making.

Inspector observations:

Inspectors reviewed documentation provided by the CEO and information available on Council's website.

The review identified that Council does not have the following registers:

- a register of declared gifts and benefits for elected members;
- a register containing all required details of elected members as per regulation 55(3); and
- a register of annual return of interests for the CEO and senior staff.

The documentation provided and review of Council's website also showed individual annual returns of interest had not been submitted by Councillors Peter Clee and Tom Dwyer.

Council's website included a "Register of Elected Members Interests" with entries made between 30 May and 8 August 2024. Declarations made by Councillors Peter Clee, Michael Vaughan, Neil White and Sarah Smith were provided; however, there were no entries for Councillor Tom Dwyer or confirmation that no declarations were required.

Councillor Michael Vaughan's annual return of interest dated 20 August 2024 included the entry "ELECTRICAL CONTRACTOR – MJ ELECTRICAL PROVIDE SERVICES TO COUNCIL". This entry was not included in the register published on Council's website.

Conclusion:

Council did not demonstrate compliance with legislative requirements relating to statutory registers and annual returns of interest.

Recommended Remedial Action:

By 31 August 2026, the CEO must:

1. review, establish and update all required registers.
2. provide written confirmation of annual returns for the 2024-25 financial year being completed by Councillors Peter Clee and Tom Dwyer.
3. provide annual returns of interest for the CEO and senior Council staff for 2024-25 financial year.
4. ensure the "Register of Elected Members Interests" is updated to reflect current submissions of elected member interests.

Legislative References:

Local Government Act 2019

- section 110 – annual return of interests - members
- section 111 – register of annual returns of interests

- section 113 - Register of declared gifts and benefits
- section 117 – Registers to be published
- section 178 - Annual return of interests – staff

Local Government (General) Regulations 2021

- regulation 55 – Council to keep registers

Issue 11

Council did not demonstrate compliance with legislative requirements relating to the public availability of Council and Council Committee meeting records.

Making meeting records publicly available is an important transparency measure that supports accountability and community awareness of Councils Decisions.

Inspector observations:

Inspectors reviewed Council and Council Committee meeting records published on Council's website during the review period.

Inspectors identified that Council did not consistently make meeting minutes publicly available within 10 business days as required by section 102(2) of the Act.

Of the 18 Council and Council Committee meetings reviewed and held during the review period between 16 July 2024 and 31 July 2025, minutes for 10 meetings were published outside of the required timeframe.

Summary of Council and Council Committee meetings where minutes were not published within 10 business days:

* Excluding public holidays

Date	Meeting type	Business days taken to publish online
16 July 2024	Ordinary Council Meeting	29
20 August 2024	Ordinary Council Meeting	18
28 August 2024	Audit Committee	42
18 November 2024	Ordinary Council Meeting	40
20 January 2025	Ordinary Council Meeting	23
17 February 2025	Ordinary Council Meeting	23
17 March 2025	Ordinary Council Meeting	20
14 April 2025	Ordinary Council Meeting	49
26 May 2025	Ordinary Council Meeting	23
23 June 2025	Ordinary Council Meeting	30

Inspectors also identified instances where Council Committee meeting records were not made publicly available on Council's website.

Summary of Council Committee meetings where Agendas and/or Minutes were not published on Council's website:

Date	Meeting type	Minutes Published and/or Agenda
05 September 2024	Emergency Management Committee	Neither
14 October 2024	Audit Committee	Neither
11 February 2025	Audit Committee	Agenda

Conclusion:

Council did not demonstrate compliance with section 102(2) of the Act. Council also did not demonstrate consistent processes to ensure Council Committee meeting records were made publicly available.

Recommended Remedial Action:

By 15 August 2026, the CEO must:

Ensure that minutes of all Council and Council Committee meetings are made publicly available within 10 business days and are appropriately maintained on Council's website.

Legislative References:

Local Government Act 2019

- section 101 – Minutes
- section 102 – Public access to minutes

Issue 12

Council did not demonstrate that Audit Committee and Emergency Management Committee Terms of References (ToR) had been reviewed and updated following Council resolutions requiring their review.

Terms of Reference are an important governance document that establish a committee's purpose, functions and authority. Regular review assists Council to ensure committee arrangements remain current and aligned with council's operational and governance requirements.

Inspector observations:

Inspectors reviewed the Terms of Reference provided by the CEO and those available on Council's website.

The Audit Committee ToR were adopted on 15 October 2019 and the Emergency Management Committee ToR were adopted on 15 February 2022.

At the 15 September 2025 Ordinary Council Meeting (OCM), Council passed resolutions 2025/184 and 2025/185 in relation to the Audit Committee and Emergency Management Committee respectively. Both resolutions required the CEO to provide a report to the November OCM to enable Council to review the ToR and the role and structure of each committee.

Council did not provide evidence that the required review had been presented to Council for consideration.

Conclusion:

Council did not demonstrate that it had implemented resolutions 2025/184 and 2025/185 relating to the review of the Audit Committee and Emergency Management Committee Terms of Reference.

Recommended Remedial Action:

By 30 September 2026, the CEO must:

1. undertake a review of the ToR for all Council committees to ensure functions, roles and authority are clearly defined and aligned with the Act.
2. present the updated ToR to Council for consideration and adoption by resolution.
3. provide evidence to the Inspectors that the above actions have been completed.

Legislative References:

Local Government Act 2019

- section 82 – Council committees
- section 83 – Nature of committee's functions

Issue 13

Council policies are overdue for review.

Council policies support lawful and consistent decision-making. When policies are outdated or incomplete, there is a risk that staff and elected members may rely on incorrect requirements or outdated processes.

Inspector observations:

Inspectors reviewed the policies provided by the CEO and those available on Council's website.

The review found that many policies across areas like Human Resources, Governance, Administration, Finance, Community, Services and Infrastructure were overdue for review. Administrative deficiencies included missing approval dates, incomplete resolution numbers, and incorrect legislative references. A detailed list is provided at **Appendix 2**.

Conclusion:

The number of overdue policies indicates a broader weakness in Council's policy oversight and review Processes

Recommended Remedial Action:

The CEO must:

1. create a policy review schedule and provide a copy to the Inspectors by 31 July 2026.
2. ensure that all Council policies are reviewed and approved by the Council as per the above created schedule by 31 December 2026.

Legislative References:

Local Government Act 2019

- section 167 – Role and functions of CEO

Appendix 1

Best Practice Items

To assist Council to self-maintain quality standards and achieve superior results, the following observations are provided below:

Item	Finding	Recommendation
1	It was observed that the CEO notification regarding the staff changes could not be located during the recruitment and selection processes for senior staff positions, specifically the Office Manager and Sports and Recreation Manager roles.	It is recommended that formal CEO notifications regarding senior staff changes are consistently provided and properly recorded within Council.
2	Council Delegations Manual does not clearly articulate legislative authority sources, review timeframe or requirements for reporting on the exercise of delegations.	The CEO should ensure the Delegations Manual is updated to clearly link each delegation to its legislative source, include a defined and consistent review cycle and strengthen requirements for reporting on the exercise of delegations, particularly for financial, property and contractual matters.
3	Conflict of Interest Register for Members has incorrect references to the Act.	Register has incorrect references to the Act. Council to update register and remove references to sections 73 and 74.
4	Council does not maintain a Conflict-of-Interest Register or a Gifts and Benefits Register for staff.	The CEO should ensure Council establishes and maintains Conflict of Interest and Gifts and Benefits Registers for staff, capturing all relevant disclosures and supporting the management of disclosures under section 179 of the <i>Local Government Act 2019</i> .
5	Council did not provide the monthly financial report for December 2024, indicating a gap in financial reporting and an inability to demonstrate compliance with legislative requirements.	The CEO should ensure that monthly financial reports are prepared and retained for all months in accordance with regulation 17 of the <i>Local Government (General) Regulations 2021</i> , and that records are maintained to evidence ongoing compliance.
6	Council has adopted an Investment Policy, however, has not provided investment register to record and monitor its investments, limiting transparency and the ability to support accurate financial reporting.	The CEO should ensure Council establishes and maintains an investment register that captures all investments and supports ongoing compliance with section 194 of the Act and regulation 17 of the <i>Local Government (General) Regulations 2021</i> .

Appendix 2

List of policies overdue for review or requiring administrative compliance gaps

Category	Policy Name	Adopted/ Approved by Council/CEO	Scheduled Review Date	Inspector comments	
Human Resources (HR)	COVID-19 & Infectious Diseases Risk Management	19/03/2024	January 2025 or as required	Overdue review	for
Human Resources (HR)	Work, Health & Safety Policy	19/09/2023	August 2024	Overdue review	for
Human Resources (HR)	Working from Home Policy	19/03/2024	February 2025	Overdue review	for
Human Resources (HR)	Employee Assistance Program Policy	17/01/2023	Next Council election	Overdue review	for
Governance (GOV)	Casting Vote of President	18/01/2022	Next Council election	Overdue review	for
Governance (GOV)	Delegations Manual	15/02/2022	Next Council election	Overdue review	for
Governance (GOV)	Election of Principal Member	15/02/2022	Next Council election	Overdue review	for
Governance (GOV)	Emergency Communications	21/02/2023	Next Council election	Overdue review	for
Governance (GOV)	Risk Management Policy	19/03/2024	February 2025	Overdue review	for
Governance (GOV)	Use of Council Firearms	18/01/2022	Next Council election	Overdue review	for
Administration (ADMIN)	Stocktake Policy	19/04/2022	Next election	Overdue review	for
Administration (ADMIN)	Policy Framework	15/02/2022	Next Council election	Overdue review	for
Administration (ADMIN)	Sufficient Interest in the Records Policy	-	Next term of council	Approval date and resolution number are missing	
Administration (ADMIN)	Travel and Accommodation Policy	19/04/2022	Next election	Overdue review	for
Administration (ADMIN)	Workplace Surveillance Policy	15/02/2022	February 2024	Overdue review	for
Finance (FIN)	Elected Members Allowances	15/08/2023	June 2024	Overdue review	for
Finance (FIN)	Investment Policy	21/03/2023	February 2025	Overdue review	for
Finance (FIN)	Authorisation of Payments	19/07/2022	July 2025	Overdue review	for
Finance (FIN)	Credit Card Policy	/ / 2022	Next Election	Overdue review	for

Category	Policy Name	Adopted/ Approved by Council/CEO	Scheduled Review Date	Inspector comments
Services & Infrastructure (SV)	Waste Management Policy	19/04/2022	Next Council election or before if required	Overdue for review
Community (COM)	Community Support & In-kind Assistance Policy	19/07/2022	Next Council Election	Overdue for review
Governance (GOV)	Casual Vacancy on Council Policy	/ / 2022	Next Election	- Approval date is incomplete - Overdue for review - When quoting section 54 of the Act, bullet point (c) has been omitted
Governance (GOV)	Gift and Benefit Policy (Council Members & CEO)	19/09/2023	Next Council Election	Overdue for review
Governance (GOV)	Fraud and Corruption Protection	19/04/2022	Next Term of Council	The legislative reference has been cited incorrectly as 6(d)(i); it should be written as 6(1)(d)(i)
Human Resources (HR)	Human Resource Management	17/10/2023	2025	Overdue for review
Human Resources (HR)	Code of Conduct - Workplace Participant	17/10/2023	2025	Overdue for review

Dear Mr Anderson

Re: Wagait Shire Council – Final Compliance Review Report 2024-25

On 12 June 2026, a letter was sent to you advising the compliance review authorised and conducted under the *Local Government Act 2019* (the Act) on Wagait Shire Council (Council) had been completed, and an interim report detailing the findings made in the compliance review, was attached to that letter.

In accordance with the compliance review guidelines, feedback was requested to be provided by Council on the Interim report.

Thank you for the feedback you provided on the interim report on 24 June 2026. I note you agreed to all the findings.

The next step in the compliance review process is for the report to be provided to elected members at the next Council meeting to be formally considered. The report is enclosed with this letter.

The compliance review report has provided timeframes for the implementation of recommendations for each of the issues identified. The timeframes in the attached Final Report have been specified to provide sufficient time for the Council to consider the findings and implement the recommendations. In the event the required actions cannot be completed by the specified date, then the Council is to inform the inspectors in writing of the reason(s) why the dates cannot be met.

The inspector will continue to monitor Council's progress on the recommendations made in the final report and may schedule another site visit to substantiate Council's progress of the recommended action(s). This monitoring will continue until the inspectors are satisfied all the issues identified in the report have been adequately addressed.

Please note, the final report should not be solely relied upon by Council in forming an opinion on the existence and adequacy of its governance, operational and financial systems. Under the provisions of the Act, it is the responsibility of elected members and the Chief Executive Officer to ensure that Council is conducting its business lawfully.

I take this opportunity to thank Council staff for the cooperation and assistance provided to the inspectors during the course of this review.

The Department is committed to supporting Councils to undertake their duties under the Act. The inspectors and I are available to meet with elected members at their convenience, either informally or formally, should they wish to further discuss or clarify any of the findings and/or recommendations made in the report.

If you require any further information in regard to the final report, please do not hesitate to contact Mr Bilal Abbas, Manager Compliance on 8999 8988 or email lg.compliance@nt.gov.au for all queries and correspondence in relation to this review.

Yours sincerely

A handwritten signature in black ink, consisting of a stylized 'R' followed by a long horizontal line.

Rebecca Stavrou
Executive Director Sustainability and Compliance

10.4 COUNCIL DELEGATION MANUAL

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

Updated Delegations Manual .

RECOMMENDATION

That Council:

**receives and notes the attached “Delegations Manual”; and
approves / does not approve this Delegations Manual 2026.**

Moved:

Seconded:

BACKGROUND

Pursuant to Section 168 of the Local Government Act 2019 (Delegation by CEO), the CEO has delegated Financial and other delegations to Managers as listed from page 8 onwards in this Manual.

Current Situation:

The recent Compliance Review identified the need to update delegations and seek adoption by Council.

Financial Implications

There are financial implications associated with the recommendation of this report.

Attachments:

Delegations Manual 2026



DELEGATIONS MANUAL

2026

Pursuant to Section 168 of the Local Government Act 2019 (Delegation by CEO), the CEO has delegated Financial and other delegations to Managers as listed from page 8 onwards of this Manual.

This Delegations Manual was adopted by council resolution ----- on 20 July 2026.

The Financial Delegations Register on pages 11 to 14 is an internal document and does not form part of the public facing document.

Russell Anderson: Chief Executive Officer

EXERCISE OF DELEGATED AUTHORITY

Parliament has given its authority for certain acts and undertakings to the Council. In order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business the Council has delegated some of its authority to the CEO.

The CEO in turn may further delegate some of these roles and responsibilities.

The following protocols govern the use of delegated authority.

1. Any exercise of delegated authority is subject to compliance with
 - any relevant provisions of the Local Government Act and Regulations
 - any other legislative requirements
 - any applicable Council policy
 - the relevant provisions of any Council By-law

It is the responsibility of the officer exercising delegated authority to be aware of any restrictions on the exercise of that authority and to comply with the restrictions.

2. Delegated authority should not be exercised where a conflict of interest exists or where it may be perceived to exist.
3. Delegation by the Council to the CEO does not prevent Council itself either from acting itself or revoking or varying the delegation at any time.
4. Delegation by the CEO likewise does not preclude the CEO from acting or revoking or varying the delegation at any time.
5. Delegation requires judgment. It is not appropriate to exercise delegated authority in all circumstances and some decisions, which may be contentious or attract high public interest or where no clear policy guidelines exist should be referred to the CEO or Council as appropriate.
6. At all times officers exercising delegated authority are required to act reasonably.

DELEGATIONS

DELEGATIONS OF AUTHORITY

SECTION 40 and SECTION 168 OF THE LOCAL GOVERNMENT ACT 2019

CHIEF EXECUTIVE OFFICER

Pursuant to authority delegated to the CEO in accord with Section 40 of the *Local Government Act 2019*, Section 168 expressly includes the power to make a further delegation. The following powers and functions are delegated subject to compliance with:

- the provisions of the *Local Government Act* and Regulations as amended and any other legislation relevant to the delegation;
- all and every policy of Council adopted by resolution and current at the time of the exercise of the function herein delegated;
- the provision contained in the any Council By-laws.

The Wagait Shire Council, in order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities, hereby delegates to the person appointed as Chief Executive Officer pursuant to Section 40 of the *Local Government Act 2019*, the exercise of Council's powers, functions, duties and authorities contained in legislation subject to the limitations specified in section 40 (3).

This delegation shall remain in force until specifically altered or revoked in writing.

PART 1

- (a) The functions of the Council as specified in:
- i) The Local Government Act, as amended, and Regulations; and
 - ii) any other Acts under which Council has powers, authorities, duties and functions; and
 - iii) Council By-laws.
- (b) The following specific delegations shall be read as additional to, and not in diminution of delegations pursuant to (a) above:

1. Responsibility & Authority

- 1.1. The Chief Executive Officer is appointed pursuant to Chapter 9, Part 9.1 of the *Local Government Act 2019* and has the functions, responsibilities and powers provided in that Act and other relevant legislation.
- 1.2. All Council Officers, either directly or indirectly, are responsible to the Chief Executive Officer for the whole of their duties.
- 1.3. The following delegations are additional to the functions and responsibilities of the Chief Executive Officer specified in the *Local Government Act 2019*.

2. Expenditure

To commit the Council to expenditure on goods and services including plant and equipment provided that that expenditure and those purchases have been provided for in the budget; and to pay accounts for goods and services including plant and equipment purchased on behalf of the Council.

3. Rates and Charges Pursuant to Chapter 11 of the Local Government Act 2019 (the Act).

- 3.1. Maintain the Assessment Record in accord with Section 230 of *the Act*.
- 3.2. Make an apportionment of Rates on behalf of Council pursuant to Section 224 of *the Act*.
- 3.3. Take action against a person for the recovery of unpaid rates and charges including tracing charges pursuant to Section 254 of *the Act*.
- 3.4. Sign Certificate of Liabilities pursuant to Section 339 of *the Act*.

4. Debtors

- 4.1. To write off any fees or charges other than rates and charges raised pursuant to Chapter 11 of *the Act* to a maximum value of \$500 (subject to compliance with the requirements of Regulation 32 of the Local Government (General) Regulations (this requires a specific resolution of Council to write off unpaid rates or some other debt owed to the Council); and
- 4.2. To approve an extension of time to pay any debtor account due to Council including rates and charges raised pursuant to Chapter 11 of *the Act*.

5. Investigation

To investigate the officers of the Council or of any Department or division of the Council when directed or when they deem this to be expedient, and report to Council.

6. Ombudsman

To make the initial response to enquiries received from the Ombudsman in relation to complaints made to them concerning decisions or conduct of the Council and/or Officers or employees of the Council.

7. Industrial Relations

To represent the Council in industrial matters.

8. Training Courses, Seminars & Conferences

- 8.1. To approve attendance by Members of Council at Conferences, Workshops, Seminars and relevant training courses where there are no travel costs or overnight accommodation expenses; and to approve attendance including travel and accommodation by Council delegates to LGANT Meetings held in the Northern Territory and the ALGA National Assembly.
- 8.2. To approve training expenditure for Council staff including attendance at conferences, seminars and workshops.

9. Discretion

In consultation with the President, to exercise discretion in any matters affecting Policies and Practices of the Council in the interest of practical working arrangements or in special extenuating circumstances. Details of the exercise of this delegation, other than in minor matters, must be included in a report to Council.

10. Issue of Permits or Notices

To issue dispensations, permits, licences or notices in accordance with any Act, Regulation or By-law subject to compliance with any particular Council policy, and to fix any fees including expiation fees.

11. Cash Advances

To vary the number and amount of cash advances within any limits prescribed by Council.

12. Additions and Deductions to Contract

To approve total variations to contracts during the progress of works to a limit of 10% of the total contract sum in aggregate (excluding period contracts).

13. Reserve Funds

To transfer funds from the general fund to Reserve or Investment accounts or vice versa (pursuant to section 194) generally in accordance with the Council's budget or any other decision of the Council relating to the use of funds and to exercise discretion in the appropriation of surplus funds to reserves.

14. Property Owned by the Council

To manage property owned by the Wagait Shire Council including any commercial properties.

15. Execution of Documents

In conjunction with the President to:

- execute any contracts or other documents requiring the Common Seal;

- execute Instruments of Encumbrance and Applications for a variation of the order of priority to existing documents;
- execute documents relating to easements, leases, licences and permits and affix the Common Seal if required;
- affix the Common Seal to instruments granting consent to Unit Plan Applications where Council has an interest in the subject land.

16. Annual Report

To prepare the Annual Report.

17. Information Act

To exercise the Council's powers and undertake its responsibilities pursuant to the Information Act 2002 (per Part 14.2 of *the Local Government Act 2019*).

18. Bank Accounts

To nominate signatories to bank accounts.

19. Disbursement from Authorised Accounts

Council resolved that any two of the following positions be required to sign cheques and process electronic disbursements to the dollar value for expenses as approved by the CEO.

- i) the council principal member; or
- ii) the deputy principal member; and
- iii) any one of the following, Chief Executive Officer, Office Manager or Finance Officer (being members of the council's staff).

20. Acting Chief Executive Officer

To appoint an Acting Chief Executive Officer for periods of leave or absence.

21. Contracts

To execute and sign contracts including employment contracts on behalf of Council.

22. Professional Advice

To seek professional and legal advice.

23. Office Hours

The Chief Executive Officer is delegated authority to make minor changes to office business hours.

24. Authorised Persons

The Chief Executive Officer is delegated authority to appoint authorised persons for the purpose of enforcing the *Local Government Act 2019*, the regulations or bylaws, any other Act, regulation or by-law of which powers are vested in the Council.

The following persons are authorised pursuant to Division 2 and section 168 of the Local Government Act 2019:

24.1. Chief Executive Officer

24.2. Office Manager

24.3. Works Manager

24.4. Finance Officer

25. Sub-delegation

- 1.1. Pursuant to Section 168, Council expressly permits further delegation by the Chief Executive Officer to another officer or employee whether by name or by reference to an office, designation, or position.
- 1.2. Council may by resolution direct the Chief Executive Officer in the exercise of any function herein delegated.
- 1.3. The Chief Executive Officer shall exercise the function herein delegated in accordance with and subject to:
 - i) the provisions of the *Local Government Act 2019*, as amended, and Regulations as amended and any other legislation relevant to the delegations;
 - ii) all and every policy of the Council adopted by Resolution and current at the time of the exercise of the functions herein delegated;
 - iii) the provisions contained in the Wagait Shire Council By-laws (if and when they occur).

PART 2

2. CHIEF EXECUTIVE OFFICER

Subject to the following specific activities being delegated, the CEO does **not** have the power to:

- a) levy, make or fix rates, valuations, charges, fees, fares, or dues;
- b) borrow money;
- c) approve an expenditure or money on the works, services or operations of the council not set out in a budget approved by the council;
- d) determine member allowances;
- e) make an application, under this Act, to the Administrator or Minister; or
- f) do other prescribed things;
- g) appoint a Chief Executive Officer;
- h) appoint an Auditor and determine the Auditor's fee;
- i) appoint a Deputy President;
- j) determine when the Council office is normally open to the public other than minor changes;
- k) determine a periodic review of electoral representation by Council;
- l) determine where Council/Committee meetings are held;
- m) establish any Council Committee or approve an appointment to the position of Chair of any Council Committee;
- n) give directions or impose restrictions in respect to the calling and conduct of a Special meeting of a Committee of Council;
- o) acquire, purchase, sale, exchange or surrender of any land or other property;
- p) adopt a financial statement included in an annual financial report;
- q) review requests from a dissatisfied applicant under Part 11.8 (waiver or default of rates - financial hardship);
- r) rating concessions under Section 167 (concessions relating to public benefit);
- s) accept tenders which are required under the Act or Regulations to be invited by the Council;
- t) call a meeting of electors to consider a matter in relation to the management of the Council (Part 6.4);
- u) make By-laws;
- v) for any function under this or any other Act, Regulation or By-law, that is expressly required to be exercised by a resolution of the Council.

3. ACTING CHIEF EXECUTIVE OFFICER

The Acting Chief Executive Officer shall have the authority to act on behalf of the Chief Executive Officer in their absence, to make the necessary decisions and issue the necessary instructions that would otherwise be the responsibility of the Chief Executive Officer while acting for that officer; in discharging the responsibility the Acting Chief Executive Officer will at all times act reasonably and in the interests of community safety and council integrity.

4. OFFICE MANAGER

In addition to the general delegation to the Office Manager, the Policy Officer and any member of staff appointed by the CEO from time to time to act in that position, is delegated the following authority:

4.1. Expenditure

Commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the budget. This delegation is limited to a maximum of the dollar value set forth in the instrument of financial delegation from the CEO and in force at the time funds are committed.

4.2. Rates and Charges Pursuant to Chapter 11 of the Local Government Act 2019

- i) Maintain the Assessment Record in accord with Section 230 of *the Act*.
- ii) Make an apportionment of Rates on behalf of Council pursuant to Section 224 of *the Act*.
- iii) Remit all or part of any penalty for late payment pursuant to Section 246 of *the Act* (where satisfied that there is a satisfactory reason for the late payment or that the payment of the penalty could cause hardship) along with any associated expenses and legal fees.
- iv) Act against a person for the recovery of unpaid rates and charges including tracing charges pursuant to Section 254 of *the Act*.

4.3. Commercial Property and Assets

- i) To manage Council's commercial property and assets including entering leases and hire agreements.
- ii) The decision of disposal of Assets shall be made by the CEO or their delegates in consideration of Council's best interest.

4.4. Records

To determine disposal and archiving schedules for Council records in accord with any legislative requirements and dispose of records in accordance with those schedules.

4.5. Information Act

To make decisions under Part 3 (Access and Correction Rights) of the Information Act 2002, in relation to inquiries about access to information and correcting personal information.

5. WORKS MANAGER

The Works Manager and any member of staff appointed by the CEO to act in that position from time to time is delegated the following authority:

5.1. Expenditure

Commit the Council to expenditure on goods and services including plant and equipment, provided that expenditure and those purchases have been provided for in the budget. This delegation is limited to a maximum of the dollar value set forth in the instrument of financial delegation from the CEO and in force at the time funds are committed.

6. FINANCE OFFICER

The Finance Officer and any member of staff appointed by the CEO to act in that position from time to time is delegated the following authority:

6.1. Expenditure

Commit the Council to expenditure on goods and services if expenditure and those purchases have been provided for in the budget. This delegation is limited to a maximum of the dollar value set forth in the instrument of financial delegation from the CEO and in force at the time funds are committed.

FINANCIAL DELEGATIONS

The following financial delegations are made from Council through the CEO to specific officers pursuant to Section 168 of the *Local Government Act 2019* subject to compliance with all legislative requirements and Council policies and procedures:

Purchase Card Holder		Limit	Individual Transaction
President	Authorise transactions as provided in Council budget or voted by Council	\$ 3,000.00	Card Limit
Chief Executive Officer	Authorise transactions as provided in Council budget or voted by Council	\$ 10,000.00	Card Limit
Office Manager	Authorise transactions as provided in Council budget or voted by Council	\$ 5,000.00	\$ 2,000.00
Works Manager	Authorise transactions as provided in Council budget or voted by Council	\$ 5,000.00	\$ 2,000.00
Approving Officer	Meaning to approve procurement orders and supplier payments*	Order Limit	Payment Approval
President	Authorise any transactions as provided in Council budget or voted by Council	\$ -	\$ 150,000.00
Chief Executive Officer	Authorise any transactions as provided in Council budget or voted by Council	\$ 150,000.00	\$ 150,000.00
Office Manager	Authorise any transactions as provided in Council budget or voted by Council	\$ 20,000.00	\$ 20,000.00
Works Manager	Authorise any transactions as provided in Council budget or voted by Council	\$ 20,000.00	\$ -
Finance Officer	Authorise any transactions as provided in Council budget or voted by Council	\$ -	\$ 20,000.00
* All payments made by Wagait Shire Council are via internet banking, with approval by two authorised officers and secure two-factor authentication.			
Notes: It is the responsibility of each Authorised Officer to: > discuss intentions with the CEO prior any procurement action, regardless of the delegation values listed above. > ensure availability of funds and compliance with legislative and policy requirements prior to exercising authority under this delegation. > ensure that the goods or services have been received in good order before payment approval is given. > ensure that the payment details and banking details of the creditors are correct.			

FINANCIAL DELEGATIONS		
BUDGETS		
FUNCTION	AMOUNT/QUALIFICATION	DELEGATED AUTHORITY
Approve Budget	All of Council	Council
Authority to override all delegations and make expenditure decisions to ensure approved budgets are achieved	For Wagait Shire Council	CEO
Authority to approve unbudgeted expenditure increases	Not to exceed \$20,000	CEO
Authority to approve unbudgeted expenditure increases	For amounts over \$20,000	Council
Authorise variations to operational and capital budgets	All of Council	Council
OPERATIONAL EXPENDITURE		
Approve expenditure	For services/programs within approved budget. Unlimited	CEO
Approve expenditure	Within approved budget under \$1000.00	Office Manager
Approve alterations/expenditure to buildings	Under \$50,000.00 for any one project under approved budget	CEO
Authorised to replace essential items of equipment	Unlimited. For services over \$10,000.00 3 quotes must be obtained	CEO
Authorised to sell, trade-in or dispose of assets on inventory	\$75,000.00 (up to any one item). All equipment over \$5000 to be sold must be put to tender.	CEO
Approve hire of plant or equipment or facilities	For equipment and facilities for which the staff person is responsible (hired under terms and conditions deemed appropriate in the circumstances with minimal risk to Council)	CEO
Approve sale or transfer of assets	Unlimited	Council
Approve sale or purchase of land and buildings	Council	Council
Approve development of new buildings	Council	Council
PURCHASE ORDERS		
Approve purchase orders	Unlimited	CEO
	For services up to \$2000.00	Office Manager
SALARIES AND DEDUCTONS		
Approve staff reimbursement for expenditure on behalf of Council	For all staff	CEO
Compile staff time sheets	For all staff	Finance Officer

Approve for payment all payroll related transactions	For all staff	CEO
INVESTMENT		
Approve investment of funds	For Council	CEO
Approve draw down of investment funds for deposit to operational account	For Council	CEO
Approve banking and investment account arrangements, including opening of new accounts	For Council	CEO
ATM, RECEIPTS AND BANKING		
Authority to invoice, receive, code and bank income and approve issue of receipts	For services within budget authority	Office Manager
BAD DEBTS		
Approve write offs of bad debts	Up to \$5,000.00	CEO
	Over \$5,000.00	Council
Approve write offs of theft, furniture, plant or equipment losses or destruction	Up to \$10,000.00	CEO
	Over \$10,000.00	Council
Approve debt recovery payment terms	Up to \$50,000.00	CEO
	Over \$50,000.00	Council
Write off bad debts	Up to \$5,000.00	CEO
Write off bad debts	Over \$5,000.00	Council
Correct administrative errors	Up to \$50.00	Office Manager

HUMAN RESOURCE DELEGATIONS		
SALARY, CONDITIONS, PACKAGES, CONTRACTS		
FUNCTION	AMOUNT/QUALIFICATIONS	DELEGATED AUTHORITY
Set and approve salaries	For all staff	CEO
Set and approve salary, packages, contracts	For CEO	Council
Set and approve annual increments and higher duties payments	For all staff	CEO
Approve the issue and withdrawal of Council cards, credit cards and credit limits	For all staff	CEO
Approve and sign staff contracts	For all staff	CEO
	For CEO	Council
Approve conditions of employment	For all staff	CEO
POSITION DESCRIPTIONS		
Approve changes to existing position description and approve new position descriptions	For all staff	CEO
	For CEO	Council
Approve changes to existing position titles	For all staff	CEO
	For CEO	Council
Approve deletion of positions	For all staff	CEO
Approve staff accepting outside employment additional to their normal Council duties	For all staff	CEO
	For CEO	Council
NEW POSITIONS, ADVERTISEMENTS, SELECTION, APPOINTMENT, PROBATION		
Identify existing staff vacancies	For all staff	CEO
	For CEO	Council
Identify new staff positions	For all staff	CEO
Approve new staff positions	For all staff	CEO
Confirm successful completion of probation period	For all staff	CEO
All of above	For CEO	Council
LEAVE, OVERTIME, TRAINING, CONFERENCE ATTENDANCE, TRAVEL. CONSULTANCIES		
Approve staff overtime	For all staff	CEO
Approve staff time in lieu	For all staff	CEO
Approve CEO leave	For CEO	President
Travel	For all staff	CEO
CEO Travel	For CEO	President
Consultancies	Council administration	CEO
Consultancies	For Council	Council

11. REPORTS FOR RECEIVING AND NOTING

11.1 ACTION LIST

Action: Receive and Note

Author: Russell Anderson acting CEO

PURPOSE

To update Council on the status of the Actions List to 15 June 2026.

RECOMMENDATION

That Council receives and notes the updated Actions List to 14 July 2026.

Moved:

Seconded:

Vote:

Financial Implications

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

Attachments

Item	Res No	Resolution	Date	Status
1	2020/101	Local Area Planning, Environment and Climate Change	15/07/2026	No further updates
			12/03/2026	There has been substantial erosion that has taken place at the Erickson Beach Access on the Northern side of the sand dune causing a sharp drop off for anyone attempting to drive over the dune. Crown Lands Management have requested council put a road closure sign up to prevent people from driving in the area until the damage can be assessed and a plan put in place for any repairs required.
			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: - 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: - 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.

2020/113	11/09/2023	CEO and President met with NTG LG Unit on 18 August to discuss LAP and boundary reform as well as current projects. LG advised that no further action will be taken to amalgamate councils in the foreseeable future. Council will undertake a 5-10 year strategic planning process with the community and other stakeholders commencing September.
	11/08/2023	Response received from Minister Paech; CEO and President will meet with LG Unit on 18 August to discuss LAP.
	13/07/2023	Occupational licenses pending. Meetings with contractor to confirm scope of works.
	15/06/2023	Funding through DCMC Community Places for People grant submission approved and project to remediate beach access roads and carparks will commence once Occupational Licenses are received.
	14/04/2023	Occupational licenses for Baluria and Erickson beach carparks have been submitted and costs for planning, carpark remediation and signage has commenced. A funding submission to CPP (DCMC-LG Unit) will be submitted for the work.
	13/02/2023	RUA weed map and plan completed. Action to remove mission & gamba grasses commencing January and neem trees in March-April prior to flowering. Preparation of documents required for occupational licenses on Baluria and Erickson beach carparks has commenced.
	11/11/2022	Council has received approval for the quote to deliver monitoring and weed management services in the RUA.
	16/09/2022	Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.
	12/08/2022	Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.
	11/02/2022	CLE advise DIPL have no record of boat access at Imaluk/Erickson. Public Access is subject to occupational license held by council. Further meetings pending advice from DEPWS.
	12/11/2021	CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.
	15/10/2021	Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
	13/08/2021	Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired.
	20/07/2021	NTRRF submission again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.

10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin Hoult and discussed action to date and he agreed that an overall plan for the beach access development and RUA management was required. He has offered to provide further drawings if needed.
20/04/2021	Grant Application to NT CMC NT Risk Reduction Program unsuccessful.

			12/03/2021	Further emails with photos have been sent to the DIPL Crown Land Estate (CLE) with request for intervention such as a boundary survey of beachfront properties. Nil response to date.
			12/02/2021	CEO and VP Dyer met with DIPL Planning Directors on 24 September to discuss 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 Hoult regarding maintenance of RUA beach access and requested follow up with Crown Land to consider options for further works in RUA 2020/101.
2	16/4/2024	Request for Roads Funding	15/07/2026	No further updates
			9/9/2025	Have forwarded on to Member for Daly the letter sent to Federal Election candidate, Marion Scrymgour
			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.
			15/07/2026	Council Resolved not to proceed with the Mead Perry Group engagement and this item can be removed.
3	23/6/2025	Rates Review	13/4/2026	John Perry from Mead Perry Group is engaged to give a presentation to WS Councillors at their Budget Workshop to be held Thursday 14 May 2026.
			14/04/2026	Rates discussion took place at community meeting. No clear direction was achieved. Recommendation for Council to support the facilitation of an information session for Councillors with John Perry from Mead Perry Group to discuss the advantages and disadvantages of flat and differential rating systems.
			11/03/2026	A discussion regarding rates is planned for the Community Consultation meeting to be held on 14 March 2026.
			13/01/2026	A rates review presentation report will be presented in the confidential section of the council meeting to be held on 19 January 2026.

			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	Commenced work on rates database – has been held up due to information required for the annual audit
4	23/6/2025	Commercial Income Review	15/07/2026	All actions completed and this item can be removed.
			14/04/2026	• Council has commenced the process to purchase their own water carting equipment which will reduce the cost of water delivery. This can also be used to assist with delivery on a commercial basis if required. • Council can review possible yard maintenance fees for commercial purposes. These will be added to draft fees & charges in the budget process. • Other opportunities are being researched.
			13/01/2026	A presentation on potential commercial opportunities will be presented in the confidential section of the council meeting to be held on 19 January 2026.
			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	No further action to date due to the annual audit
			12/8/2025	Investigating the acquisition of land that could be used for commercial purposes. Re-investigating Aged Care Services for commercial purposes.
			15/07/2026	2026/2027 Approved Budget is on the web and this item can be removed.
5	23/6/2025	Employee Expenses Review	13/5/2026	Council will go through proposals at the Budget Workshop to be held Thursday 14 May 2026.
			14/04/2026	To be discussed in finance report.
			13/01/2026	The Finance Coordinator and the CEO are still working on this review.
			4/11/2025	To date there are no further updates. The Finance Coordinator will make it a priority to work on this now that the audit and budget reviews are complete
			9/9/2025	No further action to date due to the annual audit
			12/8/2025	Commenced work on collating information required for report. Reviewing actual hours worked to budget by employee.
			9/9/2025	Meeting scheduled for Thursday 11 September 2025
			12/8/2025	Sent request for meeting with complainant

12. CORRESPONDENCE

12.1.1 OUTGOING CORRESPONDENCE

Author: Russell Anderson, acting CEO

PURPOSE

To update Council on outgoing mail .

RECOMMENDATION

That Council receives and notes the outgoing mail (attached).

Moved:

Seconded:

Vote:

Financial Implications

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

Attachments

12.1.2 INCOMING CORRESPONDENCE

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

To update Council on incoming mail received.

RECOMMENDATION

That Council receives and notes the incoming mail (attached).

Moved:

Seconded:

Vote:

Financial Implications

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

Attachments

Letter – LGA Mayors

3rd July 2026

To Tamara Rayfield
Manager, Local Government Sustainability
GPO Box 4621, Darwin NT 0822

Dear Tamara,

RE: Depreciation and Local Government Fiscal Sustainability Review

I raise several important points regarding the use and understanding of depreciation in council financial reporting, particularly as it relates to Wagait Shire Council.

Council currently uses the Xero accounting platform, which automatically calculates and reports depreciation on all assets. While this process has not caused significant operational disadvantage, some flow-on consequences have created issues for Wagait Shire Council.

Depreciation can be a useful figure when it is applied to inform council decisions about repairs, maintenance, asset renewal and long-term infrastructure planning. Ideally, councils should be allocating funds based on depreciation calculations to help ensure infrastructure remains viable. Based on the ratios provided by finance, Wagait Shire Council is currently allocating under 13%, which is well below the suggested level of either 90% annually or 100% over the medium term.

There is also a clear need for more education on this matter. Councils need to understand what depreciation means operationally, elected members need to understand their role in considering depreciation and how it should inform decision-making, and the community would benefit from a clearer understanding of what depreciation means both conceptually and in relation to their local council.

A key question that should be addressed is the main objective the Department is trying to achieve by requiring councils to consider depreciation. Is the purpose to better understand each council's liabilities, to support sustainable asset renewal and operational planning, or to achieve another outcome? Current arrangements appear to have unintended consequences, which may be reduced through a clearer explanation of the intended purpose.

Most Wagait Shire Council residents do not understand depreciation and may believe that when depreciation is included in the bottom line, Council is making a significant loss. At a

recent public forum, attempts to explain the accounting standards resulted in a negative response. One question that remains unresolved is: when Council leases land with an asset on it, can Council depreciate that asset?

To help address this misunderstanding, Council has added an additional line to the May financial reports showing BITDA, before (interest, taxation, depreciation and amortisation). This line removes non-operating income and expenditure to present a figure more closely aligned with Council's operational performance. Since including the BITDA line, though acknowledging this has been a recent change there has been no negative feedback regarding Council's financial position.

In summary, depreciation as a line item in the budget that is included and then effectively cancelled out may appear to have limited practical value. However, depreciation as a nominal figure used to inform council decisions has merit, particularly where it supports responsible planning for asset renewal, maintenance and long-term sustainability.

Yours sincerely,



Chief Executive Officer

Wagait Shire Council | PMB 10 Darwin NT 0801
Tel: 08 8978 5185 | Email: ceo@wagait.nt.gov.au

Dear Mayor

I write to share some important information about the Australian Government's proposed reforms to Australia's disaster management system.

On 5 June 2026, I briefed State and Territory Governments on the proposed reforms and sought their engagement to inform them about the detailed design work and implementation of these reforms. I also welcomed the engagement with numerous Councils during the recent National General Assembly of Local Government in Canberra.

The Independent Review of Commonwealth Disaster Funding (the Colvin Review) identified the complexity of Australia's disaster management system and noted it has not kept pace with the evolving nature of disasters. It also found Australia is increasingly reliant on local government for the delivery of recovery works.

The new Disaster Recovery Funding Framework is designed to better target recovery assistance, drive national consistency, remove duplication, streamline administrative processes and reduce disaster risk.

Importantly, these reforms do not change the arrangements for Councils – they simply mean that the Commonwealth and the State Government will equally share the costs of recovery on an event-by-event basis. The current system does not ask Councils to provide money into the system and nor does the new framework.

Key elements of a proposed new Disaster Recovery Funding Framework

The Australian Government proposes the following key elements of the Disaster Recovery Funding Framework for engagement and further development with States and Territories:

- *Embed an equal partnership between the Australian Government, and State and Territory Governments through a 50:50 cost-sharing funding model*, reflecting the primary role of the States and Territories in disaster management under the Constitution.
- Introduce a *simpler threshold for accessing cost-shared financial support* which allows smaller States to claim their reimbursements sooner. The Australian Government will contribute 50 per cent towards eligible costs that are in excess of an event-based financial trigger point for the costs of the entire event in that impacted State or Territory (not costs per impacted Local Government Area).

- *New assistance categories and standardised packages* designed to deliver national consistency for disaster impacted communities and ensure recovery assistance can be easily understood and communicated. Further work will be undertaken to develop the specific forms of assistance under each category.
- *A Resilient Infrastructure Scheme* that will provide cost-shared funding to support timely reconstruction of damaged essential public assets and, where specific criteria are met, funding of up to 15 per cent cost-shared to rebuild the asset to a more resilient standard.
- *Tailored support for First Nations communities* to ensure the unique needs of disaster-affected First Nations communities are appropriately met in line with commitments under the National Agreement on Closing the Gap.
- *Flexibility to provide non-standard assistance in response to more severe or catastrophic disasters* when requirements for support genuinely exceed the standardised measures (e.g. in 'exceptional circumstances'). The support requested must be linked directly to the severity of the event's impact and include a detailed impact assessment.

Building on investment in disaster resilience and preparedness

Through the Australian Government's Disaster Ready Fund, we are investing up to \$1 billion over five years to 2028 to build critical projects that reduce disaster risk and strengthen community resilience. There has not been a reduction in the Government's investment in disaster resilience. Across the first three rounds, approximately \$600 million was invested in 450 projects, and Round Four opened on 29 May 2026. This investment is significantly enhanced through co-contributions, including by state and local government.

The Australian Government is also investing in core national capabilities to strengthen disaster preparedness and response, including through the National Aerial Firefighting Centre, the National Bushfire Intelligence Capability, the Northern Australia Fire Information service and the AusAlert emergency warning system.

The Australian Government values the critical role local government plays in disaster recovery and risk reduction, and I welcome engagement on how to ensure local government has the capability and resourcing to deliver these important functions. Any feedback can be sent to disastermanagementreform@nema.gov.au by 31 July 2026.

Yours sincerely



Kristy McBain MP
1/7/ 2026

1 JULY 2026 LGANT BOARD MEETING COMMUNIQUE

The LGANT Board met for its third meeting of 2026 on Wednesday 1 July at the LGANT office and online.

The Board began their annual review of LGANT policies, approving the first tranche. The Board also endorsed the next steps for the CEO's annual performance and remuneration review and endorsed the LGANT nomination to Regional Development Australia NT (RDANT) Liveability Framework Working Group.

The LGANT President provided an update on his activities since the last Board Meeting including the 21 May 2026 ALGA Board meeting (Attachment 1) and fuel crisis meetings facilitated by ALGA with Minister McBain, attendance at ALGA's National General Assembly (NGA), meetings with a range of Federal Ministers and Shadow Ministers while in Canberra to discuss issues facing member councils, and meetings with the NT Minister for Local Government Steve Edgington and Shadow for Local Government Ed Smelt.

The Board noted the CEOs report including a summary of her meetings, and updates on local government legislative reform, key advocacy activities, LGANT's election and budget asks, the April 2026 Symposium, plans for the November 2026 Conference and the actions from the CEO, Mayors/Presidents, Regionals/Shires and Municipals Forums.

The Board also noted LGANT's current risk register and dashboard, WALGA IR/HR usage and Local Buy activity updates, the forward Board calendar, activity on General Meeting and Board motions, recent submissions lodged, and incoming and outgoing correspondence.

The Board will next meet on 2 September 2026.

Attachments:

1. 21 May 2026 ALGA Board Meeting Communique

If you have any questions or wish to discuss these matters further, please reach out to Mary Watson, LGANT CEO, at mary.watson@lgant.asn.au or on 0417 864 183.

Alternatively, you can contact members of the LGANT Board:

President: Cr Peter Pangquee	City of Darwin	peter.pangquee@darwin.nt.gov.au	0419 858 636
Vice President Municipal: Cr Allison Bitar	Alice Springs Town Council	abitar@alicesprings.nt.gov.au	0491 055 224
Vice President Regional and Shires: Mayor Brian Pedwell	Victoria Daly Regional Council	brian.pedwell@vicdaly.nt.gov.au	0429 341 336

Municipal Director - City of Darwin nominated representative: Cr Sam Weston	City of Darwin	sam.weston@darwin.nt.gov.au	0499 389 462
Municipal Director: Mayor Joanna Holden	Katherine Town Council	joanna.holden@krc.nt.gov.au	0428 717 044
Municipal Director: Cr Mark Fraser	City of Palmerston	councillor.fraser@palmerston.nt.gov.au	0411 224 670
Regional and Shires Director: Cr Peter Clee	Wagait Shire Council	peter.clee@wagait.nt.gov.au	0418 894 404
Regional and Shires Director Mayor Lynette De Santis	Tiwi Islands Regional Council	lynettejane.desantis@tiwiislands.nt.gov.au	0419 033 821
Regional and Shire Director: Mayor James Woods	West Arnhem Regional Council	james.woods@westarnhem.nt.gov.au	0497 919 225

21 May 2026 ALGA Board Meeting Communique

The ALGA Board met for its second meeting of 2026 on Thursday 21 May 2026 at the Australian Local Government Association office in Deakin ACT.

Fuel supply issues were a key topic of Board discussion, with directors noting ALGA's ongoing advocacy and close engagement with member associations on this matter. The discussion highlighted ALGA's work to date, including representations to the Fair Work Commission, ministerial roundtables and consistent engagement with government on our concerns. The discussion noted the importance of ongoing advocacy on these issues. The Board noted the strong need for direct financial assistance to local government to recognise the cost pressures of service delivery across the nation.

A range of governance, risk, financial and policy matters were considered, including decision items and key updates to support ALGA's strategic priorities. The Board approved ALGA's Budget for 2026-27 as put to the general meeting of members.

The Board received an update on the outcomes of the Federal Budget from the President, noting the significance of the \$2 billion enabling infrastructure fund to support local government and state utility providers. The President reflected that ALGA had made a concerted push on housing and enabling infrastructure since the Board agreed to include it as a Tier 1 policy priority in 2024.

The Board expressed concern that the Financial Assistance Grant allocation had gone backwards (0.49% Commonwealth Taxation Revenue) given no significant increase in the 2026-27 Federal Budget. The Board resolved to continue to press for this important fiscal outcome.

The Board endorsed the scope of a research project on product stewardship which will strengthen local government's evidence base and support ALGA's advocacy efforts on waste management. Discussion also progressed work on a national communications campaign to secure increased, untied Commonwealth funding for local government.

The Board was briefed by IPWEA on development of the 2026 National State of the Assets Report, and by Public Skills Australia on the 2025 Local Government Jobs and Skills Survey. Both reports will be released at the 2026 National General Assembly.

A report on Closing the Gap implementation was also considered, noting current activities and priorities for continued action.

The ALGA President and State and Territory Presidents presented reports highlighting emerging national and jurisdictional issues. The ALGA Vice President, also presented a report on the 2026 DFAT Foreign Engagement Forum to highlight the emerging risks relating to foreign engagement and interference.

The Chief Executive's report was received, including updates on ALGA's advocacy and events. These included the 2026-27 Federal Budget update and ALGA's engagement with federal government and the Fair Work Commission on fuel supply responses.

The CEO report noted that work on the National General Assembly (June, Canberra) and 2026 National Roads and Infrastructure Congress (August, Cairns) are progressing well.

The ALGA Board will next meet on 22 June 2026 for a briefing ahead of the National General Assembly of Local Government.

12.2 COUNCIL RECEIVES AND NOTES COMPLAINTS AND COMPLIMENTS

Action: For Decision

Author: Russell Anderson, acting CEO

PURPOSE

To update Council on any complaints, comments and compliments received from 14 May to 15 June 2026.

RECOMMENDATION

That Council receives and notes the complaints, comments and compliments register from 14 June to 15 July 2026. NIL to report

Moved:

Seconded:

Vote:

Financial Implications

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

Attachments

There are no attachments with this report.

13. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting

Author: Russell Anderson, acting CEO

PURPOSE

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

RECOMMENDATION

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

Moved:

Seconded:

Vote:

Date	Time	Where	Activity
Sundays & Tuesdays	10am 7pm	Cloppenburg Park	<u>Pickleball</u> – All Welcome
19/08/26	10:00am	Cox Country Club	<u>Seniors Morning Tea</u> – feel free to bring along a plate of your goodies to share
Mondays	9:30am	Cloppenburg Park	<u>Yoga</u> – All Welcome
Monday	6.00pm	Community Centre	<u>Mahjong</u> – All Welcome
Tuesdays	9:30am	Cloppenburg Park	<u>Pilates</u> – All Welcome
Wednesdays	7pm	Sportsground - Cloppenburg Park	<u>Social Cricket</u> – All welcome

Wednesdays	7:00pm	Community Centre	<u>Craft and sewing</u> – All welcome
Sundays, Tuesdays & Fridays	5:15pm	Sportsground - Cloppenburg Park	<u>Social Tennis</u> – All Welcome
Fridays	9:00am	Community Centre	<u>Mahjong</u> –All welcome
Fridays	11:30am	Community Centre	<u>Line Dancing</u> – All welcome
August		Multi	<u>Seniors Month</u> – All Wagait seniors welcome

Financial Implications

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

Attachments

There are no attachments with this report.

14. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12.1.

12.2.

12.3.

15. 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;

51 (1) (a) information about the employment of a particular individual as a member of staff or possible member of the staff of the Council that could, if publicly disclosed, cause prejudice to the individual;

51 (1) (b) information about the personal circumstances of a resident or ratepayer;

51 (1) (c) information that would, if publicly disclosed, be likely to:

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
- (ii) prejudice the maintenance or administration of the law; or
- (iii) prejudice the security of the council, its members, or staff; or
- (iv) subject to subregulation (3) – prejudice the interests of the council or some other person;

51 (1) (d) information subject to an obligation of confidentiality at law, or in equity;

51 (1) (e) subject to subregulation (3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest;

51 (1) (f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

Moved:

Seconded:

Vote:

At _____pm Council closed the meeting to the general public.

15.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

13.1.1 Confirmation of Previous Minutes

16. CLOSE OF MEETING

The date of the next meeting is scheduled for2026.

The Chair declared the meeting closed atpm.