WAGAIT SHIRE COUNCIL

MINUTES

COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD

7:00PM MONDAY 20 JULY 2026

1. TABLE OF CONTENTS

2. OPENING OF MEETING

2.1 ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declares the meeting open at 7.06 pm 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

Kate Williams
Jim Boland
Michael Vaughan
Keith Tanner
Shane Williamson
Frances Williamson
Jill Mumme
Alan Amezdroz
Lorna Manning
Carolyn Murphy
Amanda Stoker (online)

VISITORS PRESENT

2.3 ELECTRONIC MEETING ATTENDANCE

PURPOSE

RESOLUTION 2026/123
That Council acknowledges and approves Cr P Clee to attend the meeting electronically.
Moved: President N White
Seconded: Cr T Dyer
Vote: AIF

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

STATUTORY OBLIGATIONS

Section 95 Local Government Act

2.4 LEAVE OF ABSENCE

NIL

3. DECLARATION OF INTERESTS

NIL

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.

RESOLUTION 2026/124
That Council confirms the minutes of the Ordinary Meeting held on Monday 22 June, Special 29 June 2026 are true and accurate record of that meeting as amended
Moved: Cr P Clee
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:

6.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

Follow up questions without notice from last meeting 22 June

Move to action sheet

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

RESOLUTION 2026/125
That Council receives and notes President White's report for the period 15 June – 14 July 2026.
Moved: President White
Seconded: Cr S Smith
Vote: AIF

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

Update:

Meetings Attended:

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.

RESOLUTION 2026/126
That Council receives and notes Deputy President Manning's report for the period 15 June – 12 July 2026.
Moved: Deputy President S Manning
Seconded: President N White
Vote:AIF

M**eetings/Activities Attended:**

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.

RESOLUTION 2026/127
That Council receives and notes the CEO's report for the period 15 June – 14 July June 2026
Moved: NW
Seconded: SS
Vote: AIF
RESOLUTION 2026/128
That council request two additional quotes and the CCTV project to proceed not costing more than $15'500.00.
Moved: President N White
Seconded: Cr S Smith
AIF
RESOLUTION 2026/129
Council sets the date for the next community consultation for Saturday 29 August.
Moved: Cr S Smith
Seconded: Deputy President S Manning
AIF

COMMENTS

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: To receive and note

Author: Mark Speechley, Work's Manager

PURPOSE

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

RESOLUTION 2026/130
That Council receives and notes the Works Manager's report for the period 15 June – 14 July 2026.
Moved: President N White
Seconded: Cr S Smith
AIF

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: To receive and note.

Author: Acting CEO / Matt Pettit, Finance Coordinator

PURPOSE

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

RESOLUTION 2026/131
That Council:
a) Notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
b) receives and notes the monthly financial report to 30 June 2026
Moved: President N White
Seconded: Cr T Dyer
AIF

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.

10. REPORTS REQUIRING DECISIONS BY COUNCIL

10.1 CASUAL CLEANING EMPLOYMENT

Action: For Decision

Author: Acting CEO

PURPOSE

Employing two casual cleaners

RESOLUTION 2026/132
That Council:
Receives and notes the attached "Casual Cleaning Employee Analysis"; and
approved to proceed to employ two Casuals for Cleaning.
Moved: President N White
Seconded: Cr T Dyer
AIF

Financial Implications

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

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.

RESOLUTION 2026/133
That:
Council receives and notes the funding request attached and
Approves to provide a donation of $500 to support Thomas Gould.
Moved: President N White
Seconded: Cr S Smith
AIF

10.3 COMPLIANCE REVIEW REPORT 2024/25

Action:

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

Author: 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.

RESOLUTION 2026/134
That:
a) **Council members formally acknowledge and will comply by providing implementation at the times requested and**
b) **Council requests the CEO seeks an extension to address all the issues.**
c) **Council wishes proceed with a formal acknowledgement.**

Moved: President N White
Seconded: CR T Dyer
AIF

10.4 COUNCIL DELEGATION MANUAL

Action: For Decision

Author: Acting CEO

PURPOSE

Updated Delegations Manual.

RESOLUTION 2026/135
That Council:
a) receives and notes the attached "Delegations Manual"; and approves this Delegations Manual for 2026.
b) add to action item list for future review.
Moved: President N White
Seconded: Cr S Smith
Vote AIF

11. REPORTS FOR RECEIVING AND NOTING

11.1 ACTION LIST

Action: Council to receive and note

Author: Acting CEO

PURPOSE

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

RESOLUTION 2026/136
a) That Council receives and notes the updated Action List to 14 July 2026.
b) Add to action item list: Health Clinic – Quotes required for drainage works on Winnal, Baluria, Erickson, Joseph, De lissa, Boom, Dalmeny, Forsyth, Mungalo, roads,
c) Portal for Roads to Recovery is required.
d) Items 4 and 5 have been completed and are to be removed from the action list.
Moved: Deputy President S Manning
Seconded: Cr S Smith
AIF

Financial Implications

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

Attachments

12. CORRESPONDENCE

12.1.1 OUTGOING CORRESPONDENCE

Author: Acting CEO

PURPOSE

To update Council on outgoing mail.

RESOLUTION 2026/137
That Council receives and notes the outgoing mail (attached).
Moved: President N White
Seconded: Deputy President S Manning
AIF

12.1.2 INCOMING CORRESPONDENCE

Action: For Decision

Author: Acting CEO

PURPOSE

To update Council on incoming mail received.

RESOLUTION 2026/138
(a) That Council receives and notes the incoming mail (attached).
(b) The President and CEO meet with Department of Lands, Planning and Environment regarding complaint regarding Lot 110 (50) Forsyth Road.
Moved: President N White
Seconded: Cr S Smith
AIF

12.2 COUNCIL RECEIVES AND NOTES COMPLAINTS AND COMPLIMENTS

Action: For Decision

Author: Acting CEO

PURPOSE

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

RESOLUTION 2026/139
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: Deputy President S Manning
Vote: AIF

13. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting

Author: Acting CEO

PURPOSE

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

RESOLUTION 2026/140
That Council receives and noted the report on current and upcoming events.
Moved: Deputy President S Manning
Seconded: Cr S Smith
AIF

14. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12.1. Emergency alert phone notifications – to be promoted.

12.2. Action Item: Investigate Insurance for staff working on private property? (Water Delivery)

12.3. Present the Audit Committee Minutes to the next Council meeting.

12.4. Australian Bureau of Statistics census is Tuesday 11 August 2026 – to be promoted.

15. IN-CAMERA ITEMS

RESOLUTION 2026/141
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:Cr T Dyer
Seconded: Cr S Smith
Vote: AIF

13.1.1 Confirmation of Previous 18 May Minutes

16. CLOSE OF MEETING

The date of the next meeting is scheduled for 17 August 2026.

The Chair declared the meeting closed at 8.58pm.