



## WAGAIT SHIRE COUNCIL

### PUBLIC AGENDA COUNCIL CHAMBERS

**LOT 62, 142 WAGAIT TOWER ROAD  
7:00PM TUESDAY 17 SEPTEMBER 2024**

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

Date: **Tuesday 17 September 2024**

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 13 September 2024** if attending. Arrangements for alternative participation options such as joining via videoconferencing on a personal device or telephone can be made if requested.

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

Virginia Boon  
Chief Executive Officer

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## 1. OPENING OF MEETING

### 1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

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

### 1.2. ATTENDANCE

#### ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Vice President Tom Dyer
Councillor	Michael Vaughn
Councillor	Peter Clee
Councillor	Sarah Smith

#### STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Consultant	Dale Campbell

#### PUBLIC PRESENT

#### VISITORS PRESENT

### 1.3. ELECTRONIC MEETING ATTENDANCE

#### PURPOSE

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

#### RECOMMENDATION

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

**Moved:**

**Seconded:**

**Vote:**

#### STATUTORY OBLIGATIONS

*Section 95 Local Government Act 2019*

## 1.4. APOLOGIES

### PURPOSE

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

### RECOMMENDATION

**That Council approve the apologies of Cr Michael Vaughan**

**Moved:**

**Seconded:**

**Vote:**

### STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

## 1.5. LEAVE OF ABSENCE

### PURPOSE

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

### RECOMMENDATION

**That Council:**

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

**Moved:**

**Seconded:**

**Vote:**

### STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

## 2. DECLARATION OF INTERESTS

### PURPOSE

This report is to ask the Councillors if they:

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

### RECOMMENDATION

**That Council receives the declarations of interest as listed below:**

**Moved:**

**Seconded:**

**Vote:**

### STATUTORY OBLIGATIONS

Section 114 and 119 *Local Government Act 2019*

### 3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

Nil

### 4. PETITIONS AND QUESTIONS WITH NOTICE

Nil

### 5. CONFIRMATION OF MINUTES

#### 5.1. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

##### PURPOSE

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

##### RECOMMENDATION

**That Council confirm the Minutes of the Ordinary Meeting of Council held on Tuesday 20 August 2024 are a true and accurate record.**

**Moved:**

**Seconded:**

**Vote:**

##### STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

##### Attachments

*A copy of the minutes is attached.*

#### 5.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

## 6. COUNCILLOR'S REPORTS

### 6.1 PRESIDENT'S REPORT

**Action:** For Receiving and Noting

**Author:** Neil White, Shire President

#### PURPOSE

To update the Council on the activities undertaken by the President since the last Council meeting.

#### RECOMMENDATION

**That Council receives and notes President Neil White's report for the period 17 August to 11 September 2024.**

**Moved:**

**Seconded:**

**Vote:**

### PRESIDENT'S REPORT – SEPTEMBER 2024

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

**Update:** Welcome to the September Council meeting.

Since the last Council meeting, we now have a newly elected Country Liberal Party (CLP) in NT Government under the leadership of Chief Minister (CM) Lia Finocchiaro. I welcome the newly elected Chief Minister and her Government, and we look forward to working constructively with the CM and her departmental representatives on important issues pertaining to the future development of Cox Peninsula.

I'd also like to take this opportunity to congratulate the Member for Daly Dheran Young, who retained his seat despite the territory-wide swing against the outgoing NT Labour Government.

The Audit Committee has a new Chair, Ian Swan, who chaired his first meeting on Wednesday 28 August. Fencing around the Tennis court has been completed and appears to be an upgrade, with plastic coated protection, which should give us many years protection and combines well with the new court surface upgrade.

#### Meetings Attended:

Tue 20 <sup>th</sup> August	Council Meeting
Fri 23 <sup>rd</sup> August	CEO catchup and DCM representatives

Mon 26 <sup>th</sup> August	CEO catchup
Wed 28 <sup>th</sup> August	Audit Committee meeting
Fri 30 <sup>th</sup> August	CEO catchup
Thurs 5 <sup>th</sup> September	Emergency Committee meeting
Fri 6 <sup>th</sup> September	TOPROC meeting - Palmerston
Tues 10 <sup>th</sup> September	Regional Development Authority (NT)

Neil White  
President – Wagait Shire Council  
August 2024

## 7. OFFICERS' REPORTS

### 7.1 CEO REPORT FOR THE PERIOD

**Action:** For Receiving and Noting

**Author:** CEO

#### PURPOSE

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

#### RECOMMENDATION

**That council receives and accepts the CEO's report for the period 17 August to 11 September 2024.**

**Moved:**

**Seconded:**

**Vote:**

#### COMMENTS

Date	Meeting / Attendees	Purpose
Weekly	CEO / Works Staff	Weekly Toolbox Meeting
Weekly	CEO / WSC President	Catch up on issues and updates
19/8/2024	Senior Management FOI Training	To learn about the FOI Act and how to navigate FOI requests.
20/8/2024	Applicant / Council Staff	Interview for Corporate Services Officer
22/8/2024	Local Buy & Vendor Panel	To learn about how to use Local Buy for purchasing
22/8/2024	Councilwise Staff / Council Staff	To discuss autogenerated manual journals from Councilwise to Xero
23/8/2024	Sarah Gotch / Matt Majid / WSC President / CEO	To meet new Regional Director and discuss projects for Wagait Beach

28/8/2024	Audit Committee	August Audit Committee Meeting
29/8/2024	Sim Latham / Council Staff	To inspect the completion of the ReDiscovery Hub
5/9/2024	Emergency Management Committee	Emergency Management Committee meeting
6/9/2024	TOPROC Members	To discuss issues affecting Council's in the TOPROC region
9/9/2024	Valuations NT	Onsite visit from VNT to carry out revaluations on Council's assets
10/9/2024	NTG Tourism Top End / WSC President / WSC CEO	To discuss tourism projects for the Wagait Beach area
10/9/2024	Regional Australia Development NT / WSC President / WSC CEO	To discuss projects for the Wagait Beach area
11/9/2024	Vrahos Contracting / CEO	Meeting to inspect roads in Wagait Beach for foot/cycle paths

## MEETINGS

### Items to note from meetings held

1. Regional Director – Greater Darwin, Top End and Unincorporated Areas
  - Meeting with Sarah Gotch and Matt Majid
  - Meeting of introduction
  - Flagged Emergency Management, Cullen Bay Dredging, Tourism, Planning
2. Emergency Management Committee
  - New committee member – Ian Hinchcliffe
  - Updates required to emergency contact list, resources list, vulnerable persons list
  - Local Emergency Plan
  - Need to determine a designated channel for UHF use
3. TOPROC
  - Belyuen / Wagait – emergency waste site
  - Palmerston Mayor – writing to all new ministers to introduce TOPROC
  - Council vacancies on Council due to NTG elections
  - Luke Gosling – running an enquiry into the sustainability of Local Government Councils
  - Suggestion to pressure Crown Lands Management to close off access to turtle nesting areas
  - Remuneration for elected members
4. NTG Tourism Top End
  - Meeting with Russell Smith and Wendy Belohlawek
  - Discussed Tourism for the Wagait Area
  - Opportunity to apply for funding for Tourism Development Plan instigated by previous CEO
  - Other opportunities for the area
5. Regional Development Australia NT
  - Meeting with new CEO and Project Officer for RDANT
  - Offering assistance with grant application and projects

## PROJECTS

### Current Capital Projects and Procurement

1. ReDiscovery Hub for Sports Ground:
  - Renovation build - complete
  - Opening – 20/9/2024
  - Investigating plumbing for a sink outside
  - Investigating fencing for some of the external area
2. Driveway Crossovers
  - Project complete
3. Sports Court Fencing
  - Project complete
4. Widening Green Waste Site
  - Council waiting on SMC Marine to come in with machinery
5. Asset Revaluation
  - Inspection was carried out on Monday 9/9/2024

## GRANTS

### Grant Reporting and Acquittals

#### Grant Reporting

Grant Name	Report Name	Due Date	Status
Suicide Prevention Grant 2023-24	Performance Report	31/7/2024	Commenced

#### Grant Acquittals

Grant Name	Report Name	Due Date	Status
Remote Sport Program	Acquittal Form	31/7/2024	Overdue
WaRM 2022-23 – ReDiscovery Hub	Acquittal Form	31/8/2024	Overdue
CPP – Beach Access Upgrades	Acquittal Form	31/8/2024	Overdue
WaRM 2023-24 – ReDiscovery Hub	Acquittal Form	31/8/2024	Overdue
NTSPCG – Suicide Prevention Gatherings	Acquittal Form	31/7/2024	Overdue
IPG – Exercise Station Upgrade	Acquittal Form	31/5/2024	Commenced

#### Grant Applications

Grant Name	Project Name	Due Date	Status
CBF – Major Community Grants	Covered Sports Court	31/8/2024	Application Sent
CBF – Minor Grants	TBA	30/6/2025	Drafted

Youth Vibe Holiday Grant Program	School Holiday Programs	11/8/2024	Application Successful
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## SPORT AND RECREATION PROGRAM

### Activities for July 2024

Date	Activity Description	Attendance Male	Attendance Female	Attendance Total
Weekly – August	Yoga – Mondays	3	10	13
	Pilates – Tuesdays	5	8	13
	Online Pilates – Friday	1	1	2
Weekly August	Youth Pop-Ups – Tuesdays & Thursdays	1	9	10
7/8/2024	Seniors Month Luncheon	15	21	36
Weekly August	Dance Lessons	6	9	15
Weekly August	Boot Camp	5	20	25
10/8/2024	Men’s Shed/Group Meeting	6		6
21/8/2024	Seniors Morning Tea	8	14	22
<b>TOTALS</b>		<b>50</b>	<b>92</b>	<b>142</b>

## STAFFING

Since the June Council meeting staffing has included the following:

1. Corporate Services Officer Position
  - We have a new Corporate Services Officer and welcome Barry Bamford to this role.
2. Finance Coordinator Position
  - Dale Campbell has given notice that he is overstretched and will not be able to continue with the work he is doing for Council
  - The position has been advertised and closes on 20/9/2024

## Financial Implications

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

## Attachments

*Nil*

## 7.2 WORKS MANAGER’S REPORT FOR THE PERIOD

**Action:** For Receiving and Noting

**Author:** Work’s Manager

**PURPOSE**

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

**RECOMMENDATION**

**That Council receives and notes the Works Manager’s report for the period 17 August to 11 September 2024.**

**Moved:**

**Seconded:**

**Vote:**

**Works Manager’s Report for the period 17 August to 11 September 2024**

<b>Staff/HR, PD &amp; Training, WHS</b>	<ul style="list-style-type: none"> <li>• Annual Leave Rowan Roberts 23 August to 02 September 2024</li> </ul>
<b>WHS</b>	<ul style="list-style-type: none"> <li>• Incidents &gt; Nil</li> </ul>
<b>Meetings</b>	<ul style="list-style-type: none"> <li>• Staff Toolbox and planning x 4</li> </ul>
<b>Actions</b>	<p><u>Power Water (contract works)</u></p> <ul style="list-style-type: none"> <li>• Bore Runs x 12</li> <li>• Water Samples x 8</li> <li>• Mow and Snip Water Compound x 1</li> <li>• After Hours Callout Standpipe Hose</li> </ul>
<b>Actions</b>	<p><u>Jetty Maintenance (contract works)</u></p> <ul style="list-style-type: none"> <li>• Jetty wash x 16</li> <li>• Remove Algae from Boat Ramp</li> </ul> <p><u>Waste Management</u></p> <ul style="list-style-type: none"> <li>• Green Waste push up x 9</li> <li>• Council bins in, out &amp; cleaned weekly x 38</li> <li>• Clean up at hard-waste compound ongoing</li> <li>• Green Waste Burnt x 2</li> </ul> <p><u>Animal Management</u></p> <ul style="list-style-type: none"> <li>• Cat-traps currently with residents x 2 ongoing</li> </ul> <p><u>Environmental Management &amp; Maintenance</u></p> <ul style="list-style-type: none"> <li>• Clearing of Drains Trees and Snipping</li> </ul> <p><u>Road &amp; Associated Infrastructure Maintenance</u></p> <ul style="list-style-type: none"> <li>• Verge Maintenance</li> <li>• New Driveways for Massey St and Milady St</li> </ul> <p><u>Vehicle and Plant</u></p> <ul style="list-style-type: none"> <li>• New Four in 1 Bucket Loader has been put on Tractor</li> <li>• Forklift Attachment has arrived</li> <li>• Works Vehicle has new upgrade installed</li> </ul> <p><u>Council Grounds/Sports Ground</u></p> <ul style="list-style-type: none"> <li>• Temporary Plastic fence around new exercise Equipment for grass to grow</li> <li>• Clearing trees around Rediscovery Centre</li> </ul>

## 8. REPORTS REQUIRING DECISIONS OF COUNCIL

### 8.1 ASSET DISPOSALS

**Action:** For Decision

**Author:** CEO

#### **PURPOSE**

To seek approval from Council to dispose of unused assets.

#### **RECOMMENDATION**

**That Council:**

- a) receives and notes the report on Assets Disposals; and
- b) approves / does not approve the disposal of the Wood Chipper and Front End Load and Pallet Fork Tractor attachments

**Moved:**

**Seconded:**

**Vote:**

#### **Background**

Council has two assets that are either obsolete or not fit for purpose to Council's operations.

1. The front-end loader, purchased in 2009 with the Kubota Tractor, was replaced on the tractor with a new one that is made specifically for a John Deere Tractor.
2. The Woodchipper was purchased in 2011 and has had minimal use. Unfortunately, the limited size of the timber that can be fed into the chipper is only 5 inches in diameter and this makes it hard to work with and extremely time consuming.

In line with the Council Asset Disposal Policy Council must authorise any sales of assets with a value over \$2000, the CEO requests permission from Council to sell the following items by open tender, advertised locally and online for a period of four weeks. Should there be no offers close to market value, the items will be sold by public auction.

- Woodchipper – TP 130 (5") PTO Chipper
- Tractor – Front End Loader with Bucket and pallet Forks

#### **Financial Implications**

The financial cost of these items was as follows:

- Woodchipper - \$14,245
- Front End Loader with Bucket and Pallet Forks - \$ TBC

It is recommended that the Council place a reserve on these items to ensure proper management and allocation of resources:

- Woodchipper - \$
- Front End Loader with Bucket - \$

By implementing a reserve, the Council can effectively manage these items, safeguarding against potential future needs or uncertainties. This proactive approach will enhance our strategic planning and resource allocation.

## Attachments

1. Photo of Woodchipper



2. Photo of Front-End Loader with Bucket and Pallet Forks for Tractor



## 8.2. REPLACEMENT OF CEO VEHICLE

**Action:** For Decision

**Author:** CEO

### PURPOSE

To seek a decision from Council regarding the appropriate course of action following the expiry of the lease on the Council CEO's Toyota Hilux.

### RECOMMENDATION

**That Council:**

- a) receives and notes the report titled "Replacement of CEO Vehicle"; and
- b) approves option

**Moved:**

**Seconded:**

**Vote:**

**Background**

In June 2020, Council entered into a lease agreement with Fleetcare for a 4WD Dual Cab Toyota Hilux, with an initial term of 36 months set to expire in November 2023. This lease was subsequently extended for an additional 12 months in October 2023, with the new expiration date set for 8 November 2024.

Council is now considering several options for the CEO's vehicle moving forward, which are outlined below:

Option 1: Purchase a vehicle outright – vehicle types and costs are in table below

Option 2: Lease a vehicle – vehicle types and costs are in table below

Option 3: Purchase current vehicle – associated costs are in the table below

**Financial Implications**

Depending on the cost associated with the decision. The leasing costs up to the value of \$16,251.96 have been budgeted for, so anything over this amount is not budgeted for and would need to be included in the 1<sup>st</sup> quarter budget review.

**Attachments**

Costings for different options for CEO vehicle

**8.3 NOMINATION FOR LGANT BOARD DIRECTORS**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

To seek a decision from Council to support the nomination of Cr Peter Clee for the LGANT Board Director positions.

**RECOMMENDATION**

**That Council:**

- a) receives and notes the report titled Nomination for LGANT Board Directors;
- b) does / does not wish to nominate Cr Peter Clee to a Board Director Position;
- c) does / does not wish to nominate Cr Peter Clee to the President position; and
- d) does / does not wish to nominate Cr Peter Clee to the Vice President Regions and Shires

**Moved:**

**Seconded:**

**Vote:**

**Background**

Council received an email from LGANT on Thursday 22<sup>nd</sup> August 2024 seeking nominations to the LGANT Board Director positions.

**Director Responsibilities**

As a Director of LGANT, you will have significant legal and ethical responsibilities that will include:

1. **Duty of Care and Diligence:** You must exercise your powers and duties with the care and diligence that a reasonable person would exercise in the same circumstances. This includes staying informed about the organisation’s activities and financial position.
2. **Duty to Act in Good Faith:** You must act in good faith in the best interests of LGANT and for a proper purpose. This means putting the interests of LGANT ahead of your own interests or those of any individual council.
3. **Duty Not to Improperly Use Position for Information:** You must not use your position, or information obtained through your position, to gain an advantage for yourself or someone else, or to cause detriment to LGANT.
4. **Duty to Disclose Material Personal Interests:** You must disclose any material personal interests in matters that relate to the affairs of LGANT.
5. **Duty to Prevent Insolvent Trading:** You must prevent LGANT from incurring debts that it cannot pay.

It is crucial to understand that as a Director, you will be representing LGANT as a whole, not your individual council. You will need to “take off your council hat” and make decisions in the best interest of LGANT and its entire membership.

### **Skills and Experience**

Effective governance requires a diverse range of skills and experiences on the Board. We encourage nominees to consider their unique contributions in areas such as:

- Strategic planning and policy development;
- Financial management and analysis;
- Risk management and compliance;
- Stakeholder engagement and communication;
- Legal and governance expertise;
- Industry knowledge (local government, public administration); and
- Leadership and change management.

While not all Directors need to be experts in all areas, a combination of these skills across the Board is vital for LGANT's success.

Please refer to the attached LGANT Board Director nomination information for further details.

The LGANT Board Director Nomination Form and short biography on the nominee must be submitted to LGANT by **COB 1 October 2024** to: [info@lgant.asn.au](mailto:info@lgant.asn.au) .

### **Financial Implications**

Nil.

### **Attachments**

1. LGANT Board Director nomination information.
2. LGANT Board Director nomination form.

## **8.4 TOURISM TOWN ASSET PROGRAM – ROUND FOUR**

**Action:** For Decision

**Author:** CEO

### **PURPOSE**

This report is to seek Council’s approval to apply for funding through the Northern Territory Government’s Tourism Town Asset Program.

**RECOMMENDATION**

**That council:**

- a) receives and notes the report on the Tourism Town Asset Program – Round Four; and
- b) approves the CEO to submit an application to fund the project proposal on behalf of Council.

**Moved:**

**Seconded:**

**Vote:**

**Background**

In early 2023 Council requested a quote from Bowman Advisory to develop a Tourism Plan for the Cox Peninsula. The aim was to explore the range of cultural, historical, environmental and social tourism opportunities that could be developed in the area. This was specifically to try and leverage the Mandorah Marine Project which is now well underway and does not require any influence to proceed.

The Tourism Development Plan is still something that is definitely worth pursuing as it will give the community a clear understanding of the aspirations and goals of the Council and other key stakeholders as well as the existing tourism landscape and broader tourism development work underway on the Cox Peninsula.

It should be noted that this project fits in with the Council’s strategic focus area of “Sustainable Local Economy”.

**Financial Implications**

The estimated cost for the project has recently been quoted at \$49,600. Council will proceed with the project only if a grant application is successful.

**Attachments**

There are no attachments with this report.

**8.5 GROWING REGIONS PROGRAM – ROUND TWO**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

This report is to seek Council’s approval to apply for funding through the Federal Government’s Growing Regions Program.

**RECOMMENDATION**

**That council:**

- c) receives and notes the report on the Growing Regions Program – Round Two; and
- d) approves the CEO to submit an application to fund the project proposal on behalf of Council.

**Moved:**

**Seconded:**

**Vote:**

## Background

Council has the opportunity to apply for funding through the Growing Regions program which can be used for projects as suggested in the list below:

- Arts and cultural services and facilities (including museums, collections and displays)
- Animal services
- Streetscapes, parks and area beautification
- Libraries
- Multi-purpose community facilities and services, such as community hubs, youth centres, community sheds and gardens
- Multi-use sports and recreation facilities and services
- Pools
- Foreshore/Beach infrastructure
- Town centre revitalisation, such as bike or walking paths, play spaces and green spaces
- Local government airport facilities.

Two potential projects have been identified as eligible for this funding: the Skate Park at Cloppenburg Park, or the development of a Foot/Cycle Shared Path Network throughout the town. Funding is available for capital works projects with a minimum value of \$500,000, specifically for priority community infrastructure.

It is important to note that Wagait Beach is classified as a 'remote' area. This means that there are sits in Group 2 of the Co-funding group and is eligible for up to 70% of the funding.

## Financial Implications

The estimated cost for the projects are as follows:

1. Skate Park and Pump Track - \$631,461.60; Council would need a co-contribution of \$189,438
2. Foot/Cycle Shared Paths - \$ TBA

Council will proceed with the project only if a grant application is successful.

## Attachments

There are no attachments with this report.

## 9. FINANCE REPORTS

### 9.1 MONTHLY FINANCIAL REPORT

**Action:** For Receiving and Noting

**Author:** CEO

#### PURPOSE

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

#### RECOMMENDATION

**That Council:**

- a) notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and
- b) receives and notes the monthly financial report for July 2024.

**Moved:**

**Seconded:**

**Vote:**

**Comments**

Income:

1. Jetty Contract – is down due to the increase after the end of September being spread out over the 12 months
2. Other (DIPL) Contract – is still at a zero balance due to there having been no progress with a RUA and Easement maintenance contract yet
3. Bank Interest – will be down until the term deposit interest hits the bank account which won't be until next year
4. NT Operational Grant – no payment for this FY has been received yet
5. Special Purpose Grants – Council has not had any confirmation that the Sport & Rec funding has been approved following our application

Expenses:

1. LGANT Membership - is not spread over the 12 months and is a full payment annually
2. Audit Fees – is not spread over the 12 months
3. Consultant Fees – These are the Financial Services costs in lieu of not having someone employed in the position
4. Insurance – costs have increased due to the Cyber Security, Workers Comp and some other increases
5. Wages Travel – overspend due to staff travelling to town for Traffic Management training , will need to adjust budget at first quarter amendment
6. Assets Vehicle & Plant – this is due to the Front End Loader, ordered in 2023-24 but never arrived until 2024-25. This will need to be included in the budget review as it wasn't spent in the 2023-24 FY.
7. All SP expenses are covered by special purpose grants

Comments from Financial Consultant – Dale Campbell

- Firstly, we have to note the data is still incomplete due to ongoing Audit processes.
- Significant progress has been made, for example I have reconciled the WSC ledger to Nexia's final Trial Balance but some items remain.
- There are a few smaller balances to tidy up, but the largest outstanding item is Fixed Assets, all fixed assets are being revalued, that process will significantly alter opening balances on the current balance sheet, as well as Depreciation expense for the year to date.
- I have been in contact with the Auditor as recently as half an hour ago and that will necessitate some very minor changes on other balances in the ledger, they will impact results to date but they are not material. By the October OCM, we should be in a position to provide September results as up to date.
- You will see a slightly revised format for the Grants report.

- More importantly, there are a number of major grants that are now complete.
- I have provided acquittal data for several. I am confident the grant data is up to date. Having said that, a comprehensive review of all grants in the October timeframe would be advisable, it would ensure all the data for grants is fully current.

In terms of results to August:

- WSC is showing a significant operating surplus for the period but to be clear this is on the back of recognising full year income for Rates, Waste Charge, and FAA funding. If WSC annualised those amounts my estimate would deliver total income for the period in the region of \$240K. Expenditures were just under \$260k for the period. A small operating deficit is consistent with WSC’s full year budget
- Similarly on the Balance Sheet, Current Assets are boosted by large amounts of Rates Debtors, and a significant cash balance from unspent grants carried forward from last year
- All that said, WSC’s position looks solid – cash position is strong, Debtors and Creditors are under control, grant revenues will benefit from delivering the unspent amounts in the current period

In summary, I think you could reasonably report solid results in the period to date with a positive outlook for the current financial year.

**Attachments**

*A copy of the Financial Reports is attached.*

**9.2 GRANT FUNDING ACQUITTALS**

**Action:** For Decision

**Author:** CEO

**PURPOSE**

To seek Council’s approval to acquit the following grants:

1. Community Places for People (CPP) 2022-23 – Beach Access Upgrades
2. Immediate Priority Grant (IPG) 2022-23 – Sports Ground Fitness Equipment Upgrades
3. Immediate Priority Grant (IPG) 2023-24 – Driveway and Road Drainage Remediation Works

**RECOMMENDATION**

**That Council:**

- a) received and notes the reports titled “Grant Funding Acquittals”; and
- b) approves the acquittals for the following grants:
  - i. Community Places for People (CPP) 2022-23 – Beach Access Upgrades with income of \$53,400 and expenditure of \$53,743
  - ii. Immediate Priority Grant (IPG) 2022-23 – Sports Ground Fitness Equipment Upgrades with income of \$142,640 and expenditure of \$142,640
  - iii. Immediate Priority Grant (IPG) 2023-24 – Driveway and Road Drainage Remediation Works with income of \$84,000 and expenditure of \$91,750

**Moved:**

**Seconded:**

**Vote:**

**Background**

Community Places for People Grant (CPP) 2022-23 – Beach Access Upgrades

In April 2024 Council applied for funding to upgrade the Beach accesses at the end of Erickson Cres and Baluria Rd. This funding application was successful and Council was awarded \$53,400 to carry out the project. Works undertaken during the progress of this project includes:

- Remediation Works
- Road upgrades
- Bollards and gates installation
- Picnic Table installation
- Drainage works

Erickson Beach Access

**Before**



**After**



Baluria Beach Access

**Before**



**After**



### Immediate Priority Grant (IPG) 2022-23 – Sports Ground Fitness Equipment Upgrades

In December 2022 Council applied for funding to upgrade the Sports Ground with new Fitness equipment. This funding application was successful and Council was awarded \$142,644 to carry out the project. Works undertaken during the progress of this project includes:

- Site preparation
- Consultation on final design and colours
- Exercise equipment installation
- Shade sale installation
- Some Fencing installation

**Before**



**During**



**After**



### Immediate Priority Grant (IPG) 2023-24 – Driveway and Road Drainage Remediation Works

In December 2023 Council applied for funding to install concrete crossovers and storm water flow reducers on the driveways in Milady and Massey Sts. This funding application was successful and Council was awarded \$84,000 to carry out the project. Works undertaken during the progress of this project included:

- Sourcing new quotes
- Planning works with contractor
- Consultation with residents

**Before****After**

<b>Funding Application No.</b>	<b>Grant Name</b>	<b>Project Name</b>	<b>Amount Received</b>	<b>Amount Spent to Date</b>	<b>Balance</b>
CPP2300017	Community Place for People Grant 2022-23	Wagait Beach Access Upgrades	\$53,400	\$53,743	-\$343
IPG2300020	Immediate Priority Grant	Outdoor Court & Fitness Equipment Upgrades	\$142,640	\$142,640	\$0
IPG2400016	Immediate Priority Grant	Driveway and Road Drainage Remediation Works	\$84,000	\$91,750	-\$7,750

## 10. REPORTS FOR RECEIVING AND NOTING

### 10.1 REVIEW OF ACTION ITEMS LIST TO 13 SEPTEMBER 2024

**Action:** For Receiving and Noting

**Author:** CEO

#### **PURPOSE**

To update Council on the status of the Actions List to 13 September 2024.

#### **RECOMMENDATION**

**That Council receives and notes the updated Actions List to 13 September 2024.**

**Moved:**

**Seconded:**

**Vote:**



Item	Res No	Resolution	Date	Status
1	None	Water Compound Masterplan	10/9/2024	No further action taken to date
			10/04/2024	As discussed at previous Council Meeting: <ul style="list-style-type: none"> <li>Visited water access site at Southport – this is untreated water and looks to be managed by the Southport Progress Association</li> <li>Advice from PWC is to monitor, record and write to PWC with this data and concerns regarding the inefficient accessibility of potable water during the dry season when rainwater tanks supplies have depleted</li> </ul>
			04/04/2023	President White and CEO met with Minister for Infrastructure, Education and Territory Development to discuss a range of issues including water reticulation.
			13/02/2023	Letters received from Minister Uibo and Lawler in response to letters written in January were tabled at the January meeting of council. A meeting date has been set for April to further discuss issues with Minister Lawler.
			10/11/2022	Council has contributed to the NTG consultation regarding economic regulatory reform for water and sewerage.
			14/01/2022	Project to upgrade and seal road and turn-around commenced mid-Dec and was completed before Christmas. Schedule for upgrades to tank and flow capacity are yet to be advised.
			13/05/2022	Power-Water tank-cleaning activity at the facility on 5 May ; further upgrades to UV filter flow to tank and increased header tank capacity discussed with PW. CEO has discussed watertank subsidies (grants) with DCMC.
			11/03/2022	Director Water Security, Penny Renc, attended the January council meeting via videoconference to present the NT Water discussion paper and respond to council enquiries regarding the public water supply in WB. Ms Renc advised that while there is plenty of artesian water in the peninsula, infrastructure costs to extract and reticulate are prohibitive due to the very low pressure. At the February council meeting a resident presented concepts for watertank subsidies (grants) as offered in other jurisdictions. Council to follow up with NTG/MLA.
2	2020/101	Local Area Planning, Environment and Climate Change		
			14/8/2024	Discussed and reviewed a scope of works for the maintenance of all DIPL sites in Wagait Beach.
			10/04/2024	Discussion with DIPL regarding issues raised: <ul style="list-style-type: none"> <li>Still working on a plan to maintain sites.</li> <li>DIPL would need more discussion on the closure of the Erickson/Imaluk Beach Access as this would require approval from higher up.</li> <li>No further news on Occupation Licence at this stage – Crown Land Management are following this up.</li> </ul>
			14/03/2024	DIPL's Land Management staff attended Wagait Beach and met with WSC staff on Friday 8 March 2024. Items to be further investigated by the Land Management staff were: <ul style="list-style-type: none"> <li>The status of the Occupation Licence over the two Beach Accesses</li> <li>Maintenance of the RUA and pedestrian Beach Accesses</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Maintenance of all NTG easements in Wagait Beach including the drains</li> <li>▪ How DIPL will conduct community consultation regarding the installation and closure of a locked gate at the Imaluk Beach Access</li> </ul>
17/11/2023	No further action to date for shared services with Belyuen. Beach access sites – work still ongoing
10/10/2023	Letter received from NTG LG Unit confirming NFA on boundary reform. Belyuen, Coomalie and Wagait CEOs met to discuss opportunity for shared services and a response to letter. Crown Land advised the OL's for Baluria and Erickson beach access carparks are being considered. Remediation works on both sites commences 16 October.
11/09/2023	CEO and President met with NTG LG Unit on 18 August to discuss LAP and boundary reform as well as current projects. LG advised that no further action will be taken to amalgamate councils in the foreseeable future. Council will undertake a 5-10 year strategic planning process with the community and other stakeholders commencing September.
11/08/2023	Response received from Minister Paech; CEO and President will meet with LG Unit on 18 August to discuss LAP.
13/07/2023	Occupational licenses pending. Meetings with contractor to confirm scope of works.
15/06/2023	Funding through DCMC Community Places for People grant submission approved and project to remediate beach access roads and carparks will commence once Occupational Licenses are received.
14/04/2023	Occupational licenses for Baluria and Erickson beach carparks have been submitted and costs for planning, carpark remediation and signage has commenced. A funding submission to CPP (DCMC-LG Unit) will be submitted for the work.
13/02/2023	RUA weed map and plan completed. Action to remove mission & gamba grasses commencing January and neem trees in March-April prior to flowering. Preparation of documents required for occupational licenses on Baluria and Erickson beach carparks has commenced.
2020/113	11/11/2022 Council has received approval for the quote to deliver monitoring and weed management services in the RUA.
	16/09/2022 Further correspondence with DCMC and DIPL-CLO and raised again at TERCC meeting 13/09/2022; resulted in CLO visit & tour of beach access and RUA disturbance on 16/09/22. Further meetings with DEPWS & CLO planned.
	12/08/2022 Correspondence to DEPWS and DIPL-CLO to request meeting regarding RUA access gate & maintenance has had no response. CEO has approached DCMC for support to find Department contacts and progress issues. Also raised at TERCC meeting 03/08/22.
	11/02/2022 CLE advise DIPL have no record of boat access at Imaluk/Erickson. Public Access is subject to occupational license held by council. Further meetings pending advice from DEPWS.
	12/11/2021 CLE has confirmed 5-year occupational lease for the picnic table at Imaluk Beach access on Erickson Crescent. A follow up meeting with LCE and DEPWS to discuss other leases has been scheduled for end November.
	15/10/2021 Meeting held with CLE & DEPWS on 15 October at WSC offices to discuss proposal for conservation and maintenance of the beach access points through the coastal reserve and RUA.
	13/08/2021 Requests from Several requests from residents received to open the Erickson Beach vehicular access for sailing in July/August. Significant quad damage to dunes west of Imaluk reported after both long weekends. RUA access gate found open/unhinged (vandalised) and has been repaired.

		20/07/2021	NTRRF submission again unsuccessful however NTES have been advised to work with us to create an LEP. CEO met with Department Environment, Parks and Water Security (DEPWS) regarding RUA and a proposal for Council to assume responsibility has been suggested. Locks replaced at Imaluk Beach RUA access. Further meeting dates TBA.
		10/06/2021	CEO met with NTRRF Panel Chair on 10/06/21. Outcome advice is anticipated in July. CEO met with Kevin 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.
3	Wagait Health Service and Clinic	10/9/2024	RTHC are currently visiting weekly to build up the clientele as they have secured a doctor for approx. 4 weeks and want to make sure they get full use of them while they are available.
		12/8/2024	RTHC have commenced their fortnightly visits with the next one on to take place on Thursday 22/8/2024 and will continue fortnightly until further notice.
			The visit from RTHC did not go ahead on 26/6 as planned. There is a visit planned for 25 <sup>th</sup> July and going forward it will be the second and last Thursday of the month. Have planned to do a morning tea on the 25/7 and will ask RTHC to have a chat to the residents so they know what to expect.
		23/5/2024	Visited RTHC Clinic and discussed a plan moving forward. RTHC will visit Wagait Beach on Wednesday 26 June and hold a clinic. There is a seniors morning tea on this day so it will be a good opportunity for the residents who attend the morning tea to have a chat with the clinic staff if they wish. RTHC intend to visit monthly from this date.
		16/5/2024	Email from RTHC on 9/5/24 to advise that they were planning on coming out for their first visit in a few weeks to do a type of reconnaissance to make sure everything is in order and take stock of what items they will need for a full clinic day. They will combine this visit with a flu and covid injection drive.
		14/04/2024	Emailed Remote Territory Health Clinic who advised they are ready to come out for a clinic as soon as we want them to. Emailed NT Primary Health Network who advised that there have been internal meetings and have agreed in principle to support the delivery of outreach services to Wagait Beach community and they are currently finalising details to allow RTHC to commence as soon as possible.
		14/03/2024	Emailed Executive Manager of NTPHN for an update on the status of our request to find funding for Remote Territory Health Clinic (from Berry Springs) to service Wagait Beach residents.
		03/10/2023	Letter from council to CE Dept Health with request to convene working group as proposed.

			10/09/2023	CEO and President met with CE Dept Health Prof Marco Briceno on 16 August to discuss concerns, issues & options to progress health services in Wagait Beach. A regional approach to increase services overall is proposed through a dedicated working group which will also include Belyuen, Dundee and Berry Springs as well as other allied stakeholders such as PHN, NDIS, Top End Health and the Dept.
			13/07/2023	Letter to new CE Dept Health requesting a meeting to discuss issues and pathways for the strategy, pending response.
			15/06/2023	Development of a Health Strategy is included to the 2023-24 Shire Plan, which will need to be budgeted and outsourced. CEO will write to new CE Dept Health requesting a meeting to discuss issues and pathways for the strategy.
			14/04/2023	Access to health services and medical centre staffing raised with Darwin Legal services, the Minister for Infrastructure & local member again. The issue has also been raised with LGANT for the Ministers round table at the GM (19-20 April).
			21/02/2023	CEO to discuss with MLA prior to preparing letter to the Chief Minister/Minister for Health for President to sign.
			08/11/2022	Raised in correspondence with CMC and in the NT Disability Strategy Action Plan as a priority issue affecting community safety. See agenda item 10.3
			16/09/2022	Raised at TERCC meeting 15/09/2022 as a priority issue affecting community wellbeing and safety.
			12/08/2022	CEO raised WB Health Centre support & staff issue with DoH and Territory Families at TERCC meeting 03/08/2022. DoH advised it is a (legacy) services planning issue and Belyuen clinic upgrades are for triage/emergency and will not increase capacity for outreach services.
			16/09/2021	Meeting with Aged Care to discuss using health centre as a community care meeting place with medical facilities, in line with new NTG Seniors Strategy and WB increasing aged population. Carers NT event scheduled for 13 October 2021. DoH Remote Health Unit COVID-clinic at the community Health Centre on 28 September.
			10/06/2021	Council letter to new CEO NT Health from Council requesting a meeting to discuss local issues.
			14/05/2021	Community Wi-Fi network is operational, Belyuen Health Service has been informed.
			20/04/2021	NBN satellite 'Community Wi-Fi' network was installed at the Community/Health Centre on 15 April, connection pending.
			15/01/2021	Meeting 19 November with Top End Health RM, Belyuen Health Services staff, Council members and WB residents. Top End Health RM advise that Belyuen cannot provide additional services to WB and the outreach arrangements stand. A flyer has been received from Top End Health for distribution.
			15/10/2020	Meeting Top End Health Regional Manager to confirm current outreach service arrangements for the immediate future with Belyuen Health; communicated to community through the newsletter and notices at the WB Supermarket.
			15/09/2020	Council requested CEO to confirm opening hours for Wagait Clinic and seek potential opportunities for alternative regular service provider.
4	2023/073	Cat By-laws	10/9/2024	No further updates
			10/10/2023	No change.
			14/09/2023	CMC-LG Animal Management Working Group meeting was held on 14 September and animal management legislation was discussed. LGANT and NTG Animal Welfare also attended and it is proposed further research be undertaken by CMC and LGANT to progress several actions including sensitive information sharing, consistent penalty systems and definitions, and

				animal legislation that captures relevant regulations in control orders that are not in the Development Planning Guidelines for rural, remote and unincorporated property. CMC-LG will provide regular updates on progress of subordinate legislation to parliamentary council.
			11/08/2023	CMC-LG Animal Management Working Group meeting scheduled for 17 August.
			10/07/2023	Still waiting for WG meeting date to be set. A community meeting to discuss cat management is being proposed for September with invited guests RSPCA, AMRRIC and NTG Animal Welfare.
			14/06/2023	WSC hosted the TOPROC Animal Management Reference Group (AMRG) 24 June, with regulatory officers and rangers from 6 Top-End councils attending. Discussion included updates on the challenges from all councils on the drafting & processing of bylaws. On 2 June, CEO and President attended TOPROC meeting of CEO's and Principal Members of 6 Top-End councils which included a presentation from the NTG local government unit on the draft local government regulatory framework. TOPROC members will nominate staff for new NTG Local Government WG (working group) to progress bylaws & discuss the Uniform Animal Management Legislation. The first meeting of the new WG will be in July.
			16/05/2023	Action initiated to investigate Cat By-laws and the delay in processing of by-laws through Parliamentary council.
5	2024/034	Re-Discovery Hub	10/9/2024	Building complete. Currently investigating options for plumbing and a sink outside and fencing.
			14/8/2024	Works are almost complete. Floor to be painted, fence to be pulled down and we are yet to receive a quote to replace some fencing.
			13/6/2024	Works are moving forward as per the plan. No issues to date.
			16/5/2024	Concrete is poured and steel works will commence this week. The project is coming along nicely with a completion date of early August.
			11/4/2024	Contract signed, PO issued, Tenant advised of planned works start date, schedule of works supplied. Planned site set up for 1-3 May.
			14/3/2024	Updated quote from Simeon Latham accepted. Contract drafted and sent on for review.
6	16/4/2024	Power Water Outages	10/9/2024	No further action to date. – checked and website is STILL currently undergoing maintenance.
			14/8/2024	No further action to date. Online feedback/complaints form page is still down due to maintenance. There has been no response to the issue that was reported through the online "Chat" system.
			11/7/2024	Have been onto their website multiple times but they keep saying that the website is undergoing maintenance so have sent a very long message on their chat line.
				Council requested the CEO to write to Power Water via online feedback to request that they consider these outages to be conducted during cooler weather times and ensure the community is fully aware of them happening.
			10/9/2024	No further action to date.
7	16/4/2024	Request for Roads Funding	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.
8	16/4/2024	Erickson Beach Access – Survey	10/9/2024	No further action to date.
			14/8/2024	Have sent off the survey results to DIPL Crown Lands Management Team.
			11/7/2024	Survey was posted on 9/7/2024
			13/6/2024	Action has not commenced on this item to date.
				Council requested the CEO conduct a survey of the residents of Wagait Beach to gauge their interest in whether or not there should be a gate installed at the beach access to limit vehicles going onto the beach and into the Restricted Use Area.
9	16/7/2024	Marnie Jay Mural	4/9/2024	Received an email from Marnie Jay advising that she was on track to have the project complete by May/June 2025
			14/8/2024	No further action to date.
			7/6/2024	Met with Marnie Jay to discuss where she was at with the mural for the sign out the front of Council. Marnie was struggling with getting all of the norther coast of Charles Point into the mural so we discussed going from the Jetty to Imaluk Creek. She was okay with this and said she could work with that area. Timeframe was to get it done in the 2024-25 FTY.

## 10.2 CORRESPONDENCE

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 16 August 2024 to 12 September 2024.

### RECOMMENDATION

**That council receives and notes the incoming and outgoing correspondence from 16 August to 12 September 2024.**

**Moved:**

**Seconded:**

**Vote:**

### Background

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

### 10.2.1. INWARDS CORRESPONDENCE

Date:	From:	About:	
16/08/2024	Australia Day NT	Registration for Citizen of the Year Awards	email
16/08/2024	Australia Day NT	Australia Day Conference Registration - 18 October 2024	email
16/08/2024	LGANT	LGANT Board Meeting 21 Aug - Agenda and Board papers	email
23/08/2024	LGANT	Call for nominations - LGANT Board Directors	email
23/08/2024	DIPL	Invitation to extend SD5057/22 Maintenance of Mandorah Jetty and Carpark for another 36 months.	email
3/09/2024	Resident	Bus at turn off to Wagait Beach.	email
3/09/2024	NT Grants Commission	NT Grants Commission Financial Assistance Grant Allocations 24-25	email
6/09/2024	Dept of Chief Minister and Cabinet	Letter: Inquiry into Local Government Councils Entitlement.	
6/09/2024	LGANT	Nomination form - Local Authority Member Long Service Award	email
9/09/2024	Police, Fires and Emergency Services	Confirmation of Contacts for Committee Representative	email
9/09/2024	Commonwealth Bank	Local Government Contacts for CBA	email
11/09/2024	Valuations	August 2024 Wagait Reconciliation 2022.	email
11/09/2024	JLT Insurance	Workers Compensation Insurance	email
11/09/2024	Cyber Security Analyst NT Govt	Potentially compromised website	email
11/09/2024	Venji Diola	Assistance to address issue raised with potentially compromised website	email

## 10.2.2. OUTWARDS CORRESPONDENCE

Date:	To:	About:	
16/08/2024	Australia Day Council NT	Registration for Citizen of the Year Award - Senior Citizen of the Year, Young Citizen of the Year, Citizen of the Year and Community Event of the Year	email
16/08/2024	Australia Day Council NT	Australia Day Conference registration - 18 October 2024 (Pam Wanrooy and Paul Ostwald to attend)	email
27/08/2024	Barry Bamford	Letter of Offer - Corporate Services Officer	email
30/08/2024	Department of Infrastructure	Signed invitation to extend - SD5057/22 - Maintenance of the Mandorah Jetty for a period of 36 months.	email
30/08/2024	JLT Insurance	Signed Management Liability - no Claims Declaration	email
5/09/2024	Cox Country Club	Letter and tax invoice - extra rubbish bin pickup.	email
6/09/2024	Residents	2 x letter of Reference	email
12/09/2024	National Cyber Security Office - Federal Government	Email advising steps taken to secure and keep safe our website.	email

## 10.3 COMPLAINTS REGISTER

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To update Council on complaints received from 16 August 2024 to 12 September 2024.

### RECOMMENDATION

**That Council receives and notes the Complaints Register to the 12 September 2024.**

**Moved:**

**Seconded:**

**Vote:**

### Background

Council has received 3 complaints in the reporting period from local residents.

COMPLAINTS JULY 2024			
DATE	COMPLAINT TYPE	SOURCE	STATUS
03 September 2024	Bus at turn off to Wagait Beach	Email	
03 September 2024	Sachse Street driveway issues	Email	
10 September 2024	Water swipe card machine not working	Phone call	ISIS contacted to fix fault.

## 10.2 AUDIT COMMITTEE MEETING

**Action:** For Receiving and Noting

**Author:** CEO

### **PURPOSE**

To provide Council with an update on the last Audit Committee meeting held Wednesday 28 August 2024.

### **RECOMMENDATION**

**That council receives and notes the report on the Audit Committee meeting held Wednesday 28 August 2024.**

**Moved:**

**Seconded:**

**Vote:**

### **Background**

Council's Audit Committee met on Wednesday 28 August 2024. The committee was introduced to new Chairperson Ian Swan and Cr Michael Vaughan was an apology for the meeting.

Items flagged at the meeting were:

- 2023-24 draft financial statements, presented to the committee with commentary by Nexia Edwards & Marshall's, Noel Clifford.
  - Council has a healthy ratio of 2.97
  - Looking at a surplus of just over \$89k
  - Valuations will take place in the next week and if the figures come in on time the new updated figures will be used in the 2023-24 audit
- Insurance:
  - Charges have increased significantly for the 2024-25 FY
  - Council budgeted \$75k for these costs in 2024-25 and the actual cost to Council is \$81,666.06 to date
  - Management Liability is still to come at the end of August
  - Set up Management Liability to run with the same timeframe as everything else 1 July to 30 June
- Risk Management:
  - Working on another workshop with JLT
  - Need to add "Major change to the Local Government Administration of Wagait Beach" as a new risk in the Risk Profile Reporting Tool.
- Schedule:
  - Change the meeting schedule to hold an Audit Committee Meeting in September instead of August to work with timeframes for competing the financial audit

### **Financial Implications**

Nil

### **Attachments**

Minutes of the Audit Committee meeting are attached.

## 11. CURRENT / UPCOMING EVENTS

### RECOMMENDATION

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

**Moved:**

**Seconded:**

**Vote:**

### 11.1 SATURDAY 14 AND SATURDAY 21 SEPTEMBER – LEARN HOW TO DANCE

“Learn How to Dance” classes will be held this Saturday at the Cox Country Club from 1.30pm to 3.00pm. The session will cover the Neon Moon, Rock and Roll Waltz, and general Rock and Roll dancing.

### 11.2. THURSDAY 19 AND FRIDAY 20 SEPTMEBER – DARWIN COMMUNITY LEGAL SERVICES

Darwin Community Legal Services will be visiting Wagait Beach on Thursday 19<sup>th</sup> and Wednesday 20<sup>th</sup> September. On the 19<sup>th</sup>, there will be a morning tea from 9.00am to 1.00pm, along with advocacy sessions. A BBQ and advocacy session will follow from 4.30pm to 7.00pm. On the 20<sup>th</sup> the session will run from 9am to 12pm.

### 11.3 FRIDAY 20 SEPTEMBER – OPENING OF THE REDISCOVERY CENTRE

The opening of the Rediscovery Centre will be on Friday 20<sup>th</sup> September starting at 6.00pm at Cloppenburg Park. A BBQ will also be provided.

### 11.4 MONDAY 23 TO FRIDAY 27 SEPTEMBER – CYCLONE KERBSIDE COLLECTION

The Cyclone Kerbside Collection will run from Monday 23 September to Friday 27 September. Residents are encouraged to place their hard waste out over the weekend of 21<sup>st</sup> and 22<sup>nd</sup> September with the collection beginning on 23 September. A fee of \$35 per item will apply for fridges, freezers, air conditioners and mattresses. Payment must be made before collection, and unpaid items will not be collected.

### 11.5 WEDNESDAY 25 SEPTEMBER – SENIORS MORNING TEA

The Seniors morning tea will be combined with Anglicare’s visit to promote their No Interest Loans (NILS) program. Anglicare is expanding the NILS program and aims to have monthly visits to Wagait Beach to make it easier for residents to access the scheme.

### 11.6 WEDNESDAY 2 OCTOBER – MENTAL HEALTH MONTH - BIG BLUE TREE

Mental Health Month – The Blue Tree will be painted to mark the occasion. Everyone is invited to attend the session on Wednesday 2 October at 6.00pm. Nibblies will be provided.

### 11.7 FRIDAY 4 OCTOBER – NBN LOCAL NT VISIT

NBN Local NT will be here on Friday 4<sup>th</sup> October. They will participate in the Youth Pop-up session, our regular tennis session, and some touch footy. They will also help run a BBQ.

**11.8 SATURDAY 12 OCTOBER – COMMUNITY CONSULTATION**

Our next Community Consultation will be held on Saturday 12 October from 10am to 12pm at the Community Centre.

**11.9 WEDNESDAY 16 OCTOBER – SENIORS MORNING TEA**

The Seniors morning tea will be combined with Anglicare’s visit to promote their No Interest Loans (NILS) program. Anglicare is expanding the NILS program and aims to have monthly visits to Wagait Beach to make it easier for residents to access the scheme.

**11.10 FRIDAY 25 OCTOBER – FRED GILLIS HEALTH CENTRE OPENING**

The opening of the Fred Gillis Health Centre will be held on Friday 25 October at the Community Centre. Everyone is invited to attend.

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

**13. IN-CAMERA ITEMS**

**RECOMMENDATION**  
That Council close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;

- a) information about the personal circumstances of a residence or rate payer;
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

**Moved:**  
**Seconded:**  
**Vote:**

At \_\_\_\_\_ pm Council closed the meeting to the general public.

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

- 1. Confirmation of previous In-Camera Minutes

**13.2 RE-OPEN MEETING TO THE GENERAL PUBLIC**

**RECOMMENDATION**

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

**Moved:**

**Seconded:**

**Vote:**

At \_\_\_\_\_ pm Council opened the meeting to the general public.

**13.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION**

**RECOMMENDATION**

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

**Moved:**

**Seconded:**

**Vote:**

**14. CLOSE OF MEETING**

The date of the next meeting is scheduled for Tuesday 15 October 2024.

The Chair declared the meeting closed at \_\_\_\_\_ pm.



**WAGAIT SHIRE COUNCIL**

**MINUTES OF  
ORDINARY MEETING OF COUNCIL**

**HELD IN COUNCIL CHAMBERS**

**LOT 62, 142 WAGAIT TOWER ROAD  
7:00PM TUESDAY 20 AUGUST 2024**

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## 1. OPENING OF MEETING

### 1.1. ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declared the meeting open at 7:01pm and welcomed all in attendance
2. Made an acknowledgment of country
3. Advised that the meeting will be audio taped for minute taking purposes only as authorised by the Chief Executive Officer.

### 1.2. ATTENDANCE

#### ELECTED MEMBERS

Councillor	President Neil White (Chair)
Councillor	Michael Vaughn
Councillor	Peter Clee
Councillor	Sarah Smith

#### STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Consultant	Dale Campbell

#### PUBLIC PRESENT

#### VISITORS PRESENT

### 1.3. ELECTRONIC MEETING ATTENDANCE

#### PURPOSE

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

#### RESOLUTION No. 2024/176

**That Council acknowledges and approves Dale Campbell to attend the meeting electronically.**

**Moved: President N White**

**Seconded: Cr M Vaughan**

**Vote: AIF**

#### STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

### 1.4. APOLOGIES

#### PURPOSE

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

#### RESOLUTION No. 2024/177

**That Council approve the apologies of Vice President Tom Dyer.**

**Moved: President N White**

**Seconded: Cr P Clee**

**Vote:** AIF

## STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

### 1.5. LEAVE OF ABSENCE

#### PURPOSE

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

#### RESOLUTION No. 2024/178

That Council:

- a) receive and note the notice of leave from Cr Michael Vaughan; and
- b) approves the notice of leave from Cr Michael Vaughan from 23/8/2024 to 31/10/2024.

**Moved:** President N White

**Seconded:** Cr P Clee

**Vote:** AIF

## STATUTORY OBLIGATIONS

Section 95 *Local Government Act 2019*

### 2. DECLARATION OF INTERESTS

#### PURPOSE

This report is to ask the Councillors if they:

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

#### RESOLUTION No. 2024/179

That Council receives the declarations of interest as listed below:

- a) Cr Michael Vaughan declares an interest in item 8.2 – Community Project

**Moved:** President N White

**Seconded:** Cr S Smith

**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

Nil

## 5. CONFIRMATION OF MINUTES

### 5.1. CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETING

#### PURPOSE

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

#### **RESOLUTION No. 2024/180**

**That Council confirm the Minutes of the Ordinary Meeting of Council held on Tuesday 16 July 2024 are a true and accurate record.**

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote: AIF**

#### STATUTORY OBLIGATIONS

Section 101 *Local Government Act 2019*

### 5.2 BUSINESS ARISING FROM THE MINUTES OF PREVIOUS COUNCIL MEETING

Nil

## 6. COUNCILLOR'S REPORTS

### 6.1 PRESIDENT'S REPORT

**Action:** For Receiving and Noting

**Author:** Neil White, Shire President

#### PURPOSE

To update the Council on the activities undertaken by the President since the last Council meeting.

#### **RESOLUTION No. 2024/181**

**That Council receives and notes President Neil White's report for the period 13 July to 16 August 2024.**

**Moved: President N White**

**Seconded: Cr M Vaughan**

**Vote: AIF**

## 7. OFFICERS' REPORTS

### 7.1 CEO REPORT FOR THE PERIOD

**Action:** For Receiving and Noting

**Author:** CEO

#### PURPOSE

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

#### **RESOLUTION No. 2024/182**

**That council receives and accepts the CEO's report for the period 13 July to 16 August 2024.**

**Moved:** Cr P Clee

**Seconded:** Cr S Smith

**Vote:** AIF

### 7.2 WORKS MANAGER'S REPORT FOR THE PERIOD

**Action:** For Receiving and Noting

**Author:** Work's Manager

#### PURPOSE

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

#### **RESOLUTION No. 2024/183**

**That Council receives and notes the Works Manager's report for the period 13 July to 16 August 2024.**

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

## 8. REPORTS REQUIRING DECISIONS OF COUNCIL

### 8.1 ASSETS REVALUATION

**Action:** For Decision

**Author:** CEO

#### PURPOSE

To seek approval from Council to engage the services of a property valuer for the purpose of asset revaluations which will exceed the amount budgeted for in the original 2024-25 budget.

#### **RESOLUTION No. 2024/184**

**That Council:**

- a) receives and notes the report on Assets Revaluation; and
- b) approves an addition to the budget of \$12,000 from reserves to cover the cost of the project.

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

Cr Michael Vaughan left the room for discussion on the next item.

## 8.2. COMMUNITY PROJECT

**Action:** For Decision

**Author:** CEO

### PURPOSE

To seek a decision from Council for a community project to be sponsored by SMC Marine.

### RESOLUTION No. 2024/185

**That Council:**

- a) receives and notes the report on a sponsored Community Project for Wagait Beach; and
- b) approves the illuminated sign project as the first the choice for the community project; and
- c) requests the CEO to continue with the investigation to seek a permit to install an illuminated sign in the road corridor
- d) agrees that the fence for the Re-Discovery Hub would be the second choice

**Moved:** Cr P Clee

**Seconded:** President N White

**Vote:** AIF

Cr M Vaughan returned to the meeting.

## 8.3 LGANT REPRESENTATION ON THE EMPLOYMENT ASSISTANCE SERVICE NT BOARD

**Action:** For Decision

**Author:** CEO

### PURPOSE

To seek a decision from Council as to whether or not they want to nominate an Elected Member or Staff member to represent LGANT on the Employment Assistance Service NT (EASA) Board.

### RESOLUTION No. 2024/186

**That Council:**

- a) receives and notes the report titled LGANT Representation on the Employment Assistance Service NT Board; and
- b) does not wish to nominate an Elected Member or Staff Member to this board.

**Moved:** President N White

**Seconded:** Cr M Vaughan

**Vote:** AIF

## 8.4 COMMUNITY CONSULTATION MEETING

**Action:** For Decision

**Author:** CEO

### PURPOSE

This report is for Council to confirm a date for the next community consultation.

#### **RESOLUTION No. 2024/187**

**That council receives and notes the report on the Community Consultation meeting and sets the date of Saturday 12 October 2024 for the next meeting.**

**Moved:** President N White

**Seconded:** Cr P Clee

**Vote:** AIF

## 9. FINANCE REPORTS

### 9.1 MONTHLY FINANCIAL REPORT

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

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

#### **RESOLUTION No. 2024/188**

**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 updated monthly financial report for July 2024 as tabled at this meeting.

**Moved:** President N White

**Seconded:** Cr M Vaughan

**Vote:** AIF

## 10. REPORTS FOR RECEIVING AND NOTING

### 10.1 REVIEW OF ACTION ITEMS LIST TO 12 JUNE 2024

**Action:** For Receiving and Noting

**Author:** CEO

## PURPOSE

To update Council on the status of the Actions List to 14 August 2024.

### **RESOLUTION No. 2024/189**

**That Council receives and notes the updated Actions List to 14 August 2024.**

**Moved: Cr S Smith**

**Seconded: Cr P Clee**

**Vote: AIF**

## 10.2 CORRESPONDENCE

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 12 July 2024 to 16 August 2024.

### **RESOLUTION No. 2024/190**

**That council receives and notes the incoming and outgoing correspondence from 12 July to 16 August 2024.**

**Moved: Cr M Vaughan**

**Seconded: Cr P Clee**

**Vote: AIF**

## 10.3 COMPLAINTS REGISTER

**Action:** For Receiving and Noting

**Author:** CEO

### PURPOSE

To update Council on complaints received from 13 July 2024 to 16 August 2024.

### **RESOLUTION No. 2024/191**

**That Council receives and notes the Complaints Register to the 16 August 2024.**

**Moved: Cr P Clee**

**Seconded: Cr S Smith**

**Vote: AIF**

## 11. CURRENT / UPCOMING EVENTS

### **RESOLUTION No. 2024/192**

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

**Moved: President Neil White**

**Seconded: Cr Sarah Smith**

**Vote:**

### **11.1 WEDNESDAY 21 AUGUST – SENIORS MORNING TEA WITH ANGLICARE**

The Seniors morning tea will be combined with Anglicare’s visit to promote their No Interest Loans (NILS) program. Anglicare is expanding the NILS program and aims to begin monthly visits to Wagait Beach to make it easier for residents to access the scheme.

### **11.2 THURSDAY 5 SEPTEMBER – EMERGENCY COMMITTEE MEETING**

We have a booking in our diary for the next Emergency Committee meeting to be held on Thursday 5 September 2024. This meeting will need to be held after hours.

### **11.3 11 -13 SEPTEMBER – DARWIN HARBOUR CLEAN-UP**

Darwin Harbour Clean Up will be held Wednesday 11<sup>th</sup>, Thursday 12<sup>th</sup> & Friday 13<sup>th</sup> September this year. Please see poster below.

### **11.4 WEDNESDAY 17 SEPTEMBER – LGANT PRESENTATION TO WAGAIT COUNCIL ELECTED MEMBERS AND STAFF**

Council received an email from the Local Government Association Northern Territory (LGANT) advising that they would like to provide a brief presentation to elected members and council staff on 17 September prior to the council meeting on this day. LGANT representatives who will be visiting will be President Kon Vatskalis and A/CEO Mary Watson.

The presentation aims to help members connect with their leadership team and gain a better understanding of the services available through LGANT membership. Prior to the Council Meeting, a catch-up meeting will be held between President Neil White and CEO Virginia Boon.

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

### **12.1 LGANT Submission Report**

Cr S Smith inquired whether the Councillors had any opinions on the submission that circulated regarding the incorporation of Belyuen Community Council and Wagait Shire Council into the Darwin Regional Land Use Plan. Cr Smith expressed that she does not fully understand the implications of this incorporation and questioned its relevance.

### **12.2 Official Opening – Re-Discovery Hub**

The Re-Discovery Hub is nearly complete. Cr Smith has requested that a community BBQ be organised for the opening in September.

### **12.3 Rock on Road from Jetty structure**

Cr M Vaughan sent an email to DIPL after discovering numerous rocks that have fallen off trucks during the transport from the Jetty. The bitumen shows bounce marks from the fallen rocks.

## 12.4 Cut-Off times for Agenda's

It was requested that In-Camera Agendas be sent out to Councillors on the Friday before the Council Meeting, along with the Ordinary Council Meeting Agenda paperwork.

## 13. IN-CAMERA ITEMS

### RESOLUTION No. 2024/193

**That Council close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;**

- a) information about the personal circumstances of a residence or rate payer;
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote:**

At 8:11pm Council closed the meeting to the general public.

## 13.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

1. Confirmation of previous In-Camera Minutes
2. Request to Waive Extra Bin Charges

## 13.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

### RESOLUTION No. 2024/197

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

**Moved: Cr P Clee**

**Seconded: Cr S Smith**

**Vote: AIF**

At 8:19pm Council opened the meeting to the general public.

## 13.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

### RESOLUTION No. 2024/196

**That Council move the following items into the Open Meeting in accordance with section 293(1) of the *Local Government Act 2019*:**

- a) 13.1 In-Camera Minutes from 16 July 2024 accepted by Resolution 2024/194;
- b) 13.2 Waste Charges – Cox Country Club not approved by Resolution 2024/195

**Moved: Cr P Clee**

**Seconded: President N White**

**Vote: AIF**

#### 14. CLOSE OF MEETING

The date of the next meeting is scheduled for Tuesday 17 September 2024.

The Chair declared the meeting closed at 8:20pm.


UNCONFIRMED



### Certification by the CEO to the Council

<b>Council Name:</b>	WAGAIT SHIRE COUNCIL
<b>Reporting Period:</b>	1 July 2024 to 31 August 2024

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

<b>CEO Signed</b>	
<b>Date Signed</b>	11/09/2024

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

## **Monthly Financial Reports**

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

## 1.1 Summary Income and Expenditure Report

Period: Year to Date August 2024

Account	Jul-Aug 2024	Jul-Aug 2024 Overall Budget	Variance	Variance %	2025 Overall Budget
<b>Income</b>					
Total Contracts, Fees & Charges	14,876	34,584	-19,708	-56.98%	207,512
Total Interest/Investment Income	483	12,500	-12,017	-96.14%	75,000
Total Operating Grant Revenue	72,476	51,458	21,018	40.84%	308,736
Total Other Income	350	400	-50	-12.48%	2,400
Total Rates Income	284,423	273,731	10,692	3.91%	275,899
Total Rental Income	1,555	1,116	439	39.30%	6,700
Total Waste Management Income	149,673	141,584	8,089	5.71%	145,168
Grants - Special Purpose	106,404	9,000	97,404	1082.27%	54,000
<b>Total Income</b>	<b>630,240</b>	<b>524,373</b>	<b>105,867</b>	<b>20.19%</b>	<b>1,075,415</b>

### Less Operating Expenses

Total Administration - Bank Charges	225	284	-59	-20.85%	1,700
Total Administration - Memberships & Subscription	1,899	450	1,449	322.00%	4,700
Total Administration - Office Expenses	100,028	86,073	13,955	16.21%	146,991
Total Administration - Telephones & Communicati	571	1,000	-429	-42.95%	6,000
Total Contracts & Material Expenses	213	586	-373	-63.70%	3,500
Total Depreciation Expense	34,167	34,166	1	0.00%	205,000
Total Elected Member Allowances	3,875	7,604	-3,729	-49.04%	45,625
Total Elected Member Expenses and Professiona	0	3,834	-3,834	-100.00%	23,000
Total Employment Expenses	80,263	110,558	-30,295	-27.40%	629,459
Total Projects & Activities - WSC Contributions	1,238	2,086	-848	-40.65%	12,500
Total Repairs & Maintenance	1,804	6,914	-5,110	-73.91%	41,500
Total Services	2,656	2,248	408	18.13%	13,500
Total Vehicle & Plant Expenses	9,235	4,146	5,089	122.74%	24,879
Total Waste Management Expenses	16,983	22,684	-5,701	-25.13%	136,100
Councillor Extra Meeting or Activity	0	6,666	-6,666	-100.00%	40,000
<b>Total Less Operating Expenses</b>	<b>253,154</b>	<b>289,299</b>	<b>-36,145</b>	<b>-12.49%</b>	<b>1,334,454</b>
<b>Total Non-operating Expenses</b>	<b>5,493</b>	<b>0</b>	<b>5,493</b>	<b>0.00%</b>	<b>0</b>
<b>Net Operating Surplus/Deficit</b>	<b>371,593</b>	<b>235,074</b>	<b>136,519</b>	<b>58.07%</b>	<b>-259,039</b>

1.1 Operating Position	YTD Actuals	YTD Budget	YTD Var	YTD Var	Annual Budget \$
	\$	\$	\$	%	\$
Operating Surplus/Deficit	371,593	235,074	136,519	1	-259,039
Remove Non-cash Items					
Less Non-cash Income	0	0	0	0.00%	0
Add Back non-cash Expenses	34,167	34,166	1	0	205,000
<b>Total Non-cash Items</b>	<b>34,167</b>	<b>34,166</b>	<b>1</b>	<b>0</b>	<b>205,000</b>
Less Additional Outflows					
Capital Expenditure	102,860	0	0		NA
Borrowing Repayments (Principal Only)					
Transfer to Reserves					
Other Outflows					
Total Additional Outflows	102,860	0	0		0
Add Additional Inflows					
Capital Grants Income	108,584	0	0	0	NA
Prior Carry Forward Tiered Funding					
Other Inflow of Funds					
Transfers from Reserves					
Total Additional Inflows	108,584	0	0		0
<b>Net Operating Position</b>	<b>411,484</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>	<b>NA</b>

## 1.2 Detailed Income and Expenditure Report

Period: Year to Date August 2024

Account	Jul-Aug 2024	Jul-Aug 2024 Overall Budget	Variance	Variance %	2025 Overall Budget
<b>Income</b>					
<b>Contracts, Fees &amp; Charges</b>					
Contracts - Jetty Management	6,786	19,590	-12,804	-65.36%	117,540
Contracts - Other (DIPL)	0	5,166	-5,166	-100.00%	31,000
Contracts - Other (Power & Water)	0	166	-166	-100.00%	1,000
Contracts - Water Management	8,090	9,362	-1,272	-13.59%	56,172
Dog Registrations	0	300	-300	-100.00%	1,800
<b>Total Contracts, Fees &amp; Charges</b>	<b>14,876</b>	<b>34,584</b>	<b>-19,708</b>	<b>-56.98%</b>	<b>207,512</b>
<b>Interest/Investment Income</b>					
Bank Interest Income	483	12,500	-12,017	-96.14%	75,000
<b>Total Interest/Investment Income</b>	<b>483</b>	<b>12,500</b>	<b>-12,017</b>	<b>-96.14%</b>	<b>75,000</b>
<b>Operating Grant Revenue</b>					
Grants - FAA General Purpose	12,263	2,812	9,451	336.10%	16,866
Grants - FAA Roads	60,213	11,646	48,567	417.03%	69,870
Grants - NT Operational	0	37,000	-37,000	-100.00%	222,000
<b>Total Operating Grant Revenue</b>	<b>72,476</b>	<b>51,458</b>	<b>21,018</b>	<b>40.84%</b>	<b>308,736</b>
<b>Other Income</b>					
Misc income	350	400	-50	-12.48%	2,400
<b>Total Other Income</b>	<b>350</b>	<b>400</b>	<b>-50</b>	<b>-12.48%</b>	<b>2,400</b>
<b>Rates Income</b>					
Rates - Income	273,299	273,299	0	0.00%	273,299
Rates - Interest Income	178	266	-88	-32.98%	1,600
Rates - Pensioner Rebate	10,800	0	10,800	0.00%	0
Rates - Search income	145	166	-21	-12.37%	1,000
<b>Total Rates Income</b>	<b>284,423</b>	<b>273,731</b>	<b>10,692</b>	<b>3.91%</b>	<b>275,899</b>
<b>Rental Income</b>					
Rent - CEO House	964	866	98	11.27%	5,200
Rent - Community Centre Income	591	250	341	136.36%	1,500
<b>Total Rental Income</b>	<b>1,555</b>	<b>1,116</b>	<b>439</b>	<b>39.30%</b>	<b>6,700</b>
<b>Waste Management Income</b>					
Waste Management - Additional Bin	482	300	182	60.61%	1,800
Waste Management - Hard Waste	223	416	-193	-46.46%	2,500
Waste Management Levy	140,868	140,868	0	0.00%	140,868
Waste Management Pensioner Rebate	8,100	0	8,100	0.00%	0
<b>Total Waste Management Income</b>	<b>149,673</b>	<b>141,584</b>	<b>8,089</b>	<b>5.71%</b>	<b>145,168</b>
Grants - Special Purpose	106,404	9,000	97,404	1082.27%	54,000
<b>Total Income</b>	<b>630,240</b>	<b>524,373</b>	<b>105,867</b>	<b>20.19%</b>	<b>1,075,415</b>
<b>Less Operating Expenses</b>					
<b>Administration - Bank Charges</b>					
Bank Fees	147	84	63	74.93%	500
Merchant Fees	78	200	-122	-61.07%	1,200
<b>Total Administration - Bank Charges</b>	<b>225</b>	<b>284</b>	<b>-59</b>	<b>-20.85%</b>	<b>1,700</b>
<b>Administration - Memberships &amp; Subscriptions</b>					
LGANT/Membership	1,899	0	1,899	0.00%	2,000
Subscriptions & Publications	0	450	-450	-100.00%	2,700
<b>Total Administration - Memberships &amp; Subscrip</b>	<b>1,899</b>	<b>450</b>	<b>1,449</b>	<b>322.00%</b>	<b>4,700</b>
<b>Administration - Office Expenses</b>					
Advertising	0	700	-700	-100.00%	4,200
Auditing	-2,600	0	-2,600	0.00%	8,000
Cleaning	172	334	-162	-48.45%	2,000
Consultant fees	17,581	834	16,747	2008.01%	5,000
Donations [61110]	0	500	-500	-100.00%	500
Fees, Licences & Charges	512	250	262	104.86%	1,500
Insurance	81,671	74,991	6,680	8.91%	74,991
Interest Expense	0	416	-416	-100.00%	2,500
IT Equipt, Maint & Support	0	1,300	-1,300	-100.00%	7,800
IT Subscriptions & Licenses	827	3,000	-2,173	-72.43%	18,000
Meeting expenses	264	366	-102	-27.87%	2,200
Postage	682	166	516	310.73%	1,000
Printing & Stationery	709	1,066	-357	-33.45%	6,400
Safety Supplies & Equipment	0	566	-566	-100.00%	3,400
Staff Amenities	183	250	-67	-26.82%	1,500
Travel & Accommodation	26	834	-808	-96.90%	5,000
Valuation Costs	0	500	-500	-100.00%	3,000
<b>Total Administration - Office Expenses</b>	<b>100,028</b>	<b>86,073</b>	<b>13,955</b>	<b>16.21%</b>	<b>146,991</b>
<b>Administration - Telephones &amp; Communications</b>					
Mobiles	443	600	-157	-26.23%	3,600
Office phone/fax/internet	128	234	-106	-45.34%	1,400
Satellite	0	166	-166	-100.00%	1,000
<b>Total Administration - Telephones &amp; Communi</b>	<b>571</b>	<b>1,000</b>	<b>-429</b>	<b>-42.95%</b>	<b>6,000</b>
<b>Contracts &amp; Material Expenses</b>					
Animal Management Charges [64600]	159	84	75	88.69%	500
Contracts - Jetty Maintenance	0	334	-334	-100.00%	2,000
Contracts - Water Management/Maintenance	54	84	-30	-35.46%	500
Contracts - Weeds & Fire Management	0	84	-84	-100.00%	500
<b>Total Contracts &amp; Material Expenses</b>	<b>213</b>	<b>586</b>	<b>-373</b>	<b>-63.70%</b>	<b>3,500</b>
<b>Depreciation Expense</b>					
Depreciation expense	31,833	34,166	-2,333	-6.83%	205,000
Depreciation expense - ROU	2,333	0	2,333	0.00%	0

Account	Jul-Aug 2024		Variance	Variance %	2025 Overall Budget
	Jul-Aug 2024	Overall Budget			
<b>Total Depreciation Expense</b>	<b>34,167</b>	<b>34,166</b>	<b>1</b>	<b>0.00%</b>	<b>205,000</b>
<b>Elected Member Allowances</b>					
Councillor Allowances	3,875	7,604	-3,729	-49.04%	45,625
<b>Total Elected Member Allowances</b>	<b>3,875</b>	<b>7,604</b>	<b>-3,729</b>	<b>-49.04%</b>	<b>45,625</b>
<b>Elected Member Expenses and Professional Development</b>					
Councillor Professional Development	0	3,334	-3,334	-100.00%	20,000
Councillor Expenses	0	500	-500	-100.00%	3,000
<b>Total Elected Member Expenses and Professional Development</b>	<b>0</b>	<b>3,834</b>	<b>-3,834</b>	<b>-100.00%</b>	<b>23,000</b>
<b>Employment Expenses</b>					
Staff Recruitment Expenses	0	500	-500	-100.00%	500
Staff Relocation	0	3,000	-3,000	-100.00%	3,000
Staff Training	350	834	-484	-58.03%	5,000
Staff Uniforms & Safety	0	500	-500	-100.00%	500
Superannuation	8,084	9,700	-1,616	-16.66%	58,202
Wages - Allowances - First aid	183	1,976	-1,793	-90.72%	1,976
Wages - Allowances - Travel	1,071	800	271	33.88%	800
Wages - Annual Leave expense	0	6,058	-6,058	-100.00%	36,348
Wages - Long Service leave expense	0	1,232	-1,232	-100.00%	7,389
Wages & Salaries	70,575	85,958	-15,383	-17.90%	515,744
<b>Total Employment Expenses</b>	<b>80,263</b>	<b>110,558</b>	<b>-30,295</b>	<b>-27.40%</b>	<b>629,459</b>
<b>Projects &amp; Activities - WSC Contributions</b>					
Activities - ANZAC Day WSC contribution	0	166	-166	-100.00%	1,000
Activities - Community	515	750	-235	-31.38%	4,500
Activities - Community Fund	212	834	-622	-74.59%	5,000
Activities - Seniors WSC contribution	274	166	108	64.94%	1,000
Activities - Sport & Rec WSC Contribution	238	170	68	39.84%	1,000
<b>Total Projects &amp; Activities - WSC Contributions</b>	<b>1,238</b>	<b>2,086</b>	<b>-848</b>	<b>-40.65%</b>	<b>12,500</b>
<b>Repairs &amp; Maintenance</b>					
R&M CEO House	0	416	-416	-100.00%	2,500
R&M Community Centre	0	500	-500	-100.00%	3,000
R&M Garden & Ground	1,080	666	414	62.16%	4,000
R&M Office	0	500	-500	-100.00%	3,000
R&M Office equipment	0	250	-250	-100.00%	1,500
R&M Road Repair & Maintenance	0	2,000	-2,000	-100.00%	12,000
R&M Sports Ground	408	334	74	22.20%	2,000
R&M Townsite	0	1,166	-1,166	-100.00%	7,000
R&M Workshop	73	500	-427	-85.45%	3,000
Road Signage	0	166	-166	-100.00%	1,000
Stores Materials & Loose Tools	243	416	-173	-41.66%	2,500
<b>Total Repairs &amp; Maintenance</b>	<b>1,804</b>	<b>6,914</b>	<b>-5,110</b>	<b>-73.91%</b>	<b>41,500</b>
<b>Services</b>					
Services - Animal Management	0	84	-84	-100.00%	500
Services - Electricity	1,548	1,084	464	42.77%	6,500
Services - Gas Supplies	38	80	-42	-52.28%	500
Services - Pest Control	0	334	-334	-100.00%	2,000
Services - Water & Sewerage	1,070	666	404	60.64%	4,000
<b>Total Services</b>	<b>2,656</b>	<b>2,248</b>	<b>408</b>	<b>18.13%</b>	<b>13,500</b>
<b>Vehicle &amp; Plant Expenses</b>					
Fuel CEO	1,078	440	638	145.01%	2,640
Fuel Plant and Machinery	455	700	-245	-34.93%	4,200
Fuel Works Truck	221	300	-79	-26.30%	1,800
Fuel Works Ute	982	300	682	227.44%	1,800
Assets < \$5000 P&E F&F	2,045	0	2,045	0.00%	0
R&M Plant & Machinery	52	1,200	-1,148	-95.65%	7,200
R&M Vehicles	215	666	-451	-67.79%	4,000
Registrations - Plant & Machinery	234	346	-112	-32.37%	2,075
Registrations - Vehicles	552	194	358	184.56%	1,164
Vehicle Leasing Costs	3,400	0	3,400	0.00%	0
<b>Total Vehicle &amp; Plant Expenses</b>	<b>9,235</b>	<b>4,146</b>	<b>5,089</b>	<b>122.74%</b>	<b>24,879</b>
<b>Waste Management Expenses</b>					
Hard Waste Collection	3,237	6,600	-3,363	-50.95%	39,600
R&M Green Waste Compound	0	834	-834	-100.00%	5,000
R&M Hard Waste Compound	62	84	-22	-26.39%	500
Regular Bin Collection	13,684	15,166	-1,482	-9.77%	91,000
<b>Total Waste Management Expenses</b>	<b>16,983</b>	<b>22,684</b>	<b>-5,701</b>	<b>-25.13%</b>	<b>136,100</b>
Councillor Extra Meeting or Activity	0	6,666	-6,666	-100.00%	40,000
<b>Total Less Operating Expenses</b>	<b>253,154</b>	<b>289,299</b>	<b>-36,145</b>	<b>-12.49%</b>	<b>1,334,454</b>
<b>Non-operating Expenses</b>					
<b>Special Purpose Grant Expenses</b>					
SP Catering	1,952	0	1,952	0.00%	0
SP Consultants	700	0	700	0.00%	0
SP Entertainment	1,475	0	1,475	0.00%	0
SP Equipment Hire	795	0	795	0.00%	0
SP General Expenses	258	0	258	0.00%	0
SP Materials	312	0	312	0.00%	0
<b>Total Special Purpose Grant Expenses</b>	<b>5,493</b>	<b>0</b>	<b>5,493</b>	<b>0.00%</b>	<b>0</b>
<b>Total Non-operating Expenses</b>	<b>5,493</b>	<b>0</b>	<b>5,493</b>	<b>0.00%</b>	<b>0</b>
<b>Net Operating Surplus/Deficit</b>	<b>371,593</b>	<b>235,074</b>	<b>136,519</b>	<b>58.07%</b>	<b>-259,039</b>

### 1.3 Capital Expenditure and Funding Report to August 2024

CAPITAL EXPENDITURE		YTD Actuals	
Class of Assets	Project Name / Description		WSC contribution
Buildings	Outdoor Court & Fitness Equipment Upgrades	2,263	0
Infrastructure	Driveway and Road Drainage Remediation Works	84,000	0
Infrastructure	Wagait Beach Access Upgrades	16,285	0
Infrastructure	Covered Sports Court	312	0
<b>TOTAL CAPITAL EXPENDITURE</b>		<b>102,860</b>	<b>0</b>

Total capital expenditure funded by:		YTD Actuals	WSC contribution
	IPG-Sportsground	2,263	0
	IPG Driveway/road drainage	84,000	0
	CPP 2022-23	16,285	0
	CPP 2023-24	312	0
<b>TOTAL CAPITAL EXPENDITURE FUNDING</b>		<b>102,860</b>	<b>0</b>

## 1.4 Operational & Capital Grants Report to August 2024

### Capital Grants

Funding Body	Grant	Project Name	Due date	Total Grant Funding \$	Amounts Spent Prior Years \$	Grants Brought forward from Prior Year \$	Grants received in FY25 \$	Total Grant Funding \$	Total Exp to Date \$	Balance Available	Further Funding Expected FY2025
DCMC	IPG-Sportsground	Outdoor Court & Fitness Equipment Upgrades	30/06/2025	142,640	140,377	2,263	0	142,640	142,640	0	0
DCMC	IPG Driveway/road drainage	Driveway and Road Drainage Remediation Works	30/06/2025	84,000	0	84,000	0	84,000	84,000	0	0
DCMC - CPP	CPP 2022-23	Wagait Beach Access Upgrades	30/06/2025	53,400	37,458	15,942	0	53,400	53,743	-343	0
DCMC - CPP	CPP 2023-24	Covered Sports Court	30/06/2025	415,000	0	415,000	0	415,000	312	414,688	0
Federal Gov	LRCI Phase 4	Repairs to sports fencing, drainage wks	30/06/2025	23,762	27,600	6,067	0	23,762	37,600	-13,838	15,800
DCMG-LG	WRM #4 23-24	ReDiscovery Centre	30/06/2025	75,000	0	75,000	0	75,000	0	75,000	0
			<b>Sub-total</b>	<b>793,802</b>	<b>205,435</b>	<b>598,272</b>	<b>0</b>	<b>793,802</b>	<b>318,295</b>	<b>489,688</b>	<b>15,800</b>
<b>Operational Grants</b>											
Core Lithium Ltd	Core Lithium	Equipment	30/06/2025	2,000	0	0	0	2,000	1,636	364	0
DTF	NT Men's Places Grants 2023-25	Wagait Men's Program	30/06/2025	8,115	621	7,494	0	8,115	890	7,225	0
DoH	NT Suicide Prevention Grants 2024-25	Suicide Prevention Program 2023-24	30/06/2025	10,000	7,721	2,279	0	10,000	7,721	2,279	0
DTF	Wagait Seniors Excursion	Senior Grant Month 2024-25	30/06/2025	0	0	0	2,000	2,000	2,171	-171	0
			<b>Sub-total</b>	<b>20,115</b>	<b>8,342</b>	<b>9,773</b>	<b>2,000</b>	<b>22,115</b>	<b>12,418</b>	<b>9,868</b>	<b>0</b>
			<b>TOTAL</b>	<b>813,917</b>	<b>213,777</b>	<b>608,045</b>	<b>2,000</b>	<b>815,917</b>	<b>330,713</b>	<b>499,556</b>	<b>15,800</b>

## 1.5 Balance Sheet as at 31 August 2024

	31 Aug 2024	30 June 2024
<b>Assets</b>		
<b>Bank</b>		
11101 - CBA Transaction Account	82,570	466,954
11102 - CBA Online Saver	0	0
11103 - Bendigo Investment Acc	525,250	525,250
11105 - CBA Fixed Term Deposits	1,000,000	1,000,000
11109 - CBA Online Saver - SP Grants	0	0
11116 - CBA Cheque Account - SP Grants	514,523	194,293
11117 - CBA Cheque Account - Operational	126,111	116,008
<b>Total Bank</b>	<b>2,248,453</b>	<b>2,302,505</b>
<b>Current Assets</b>		
11405 - Trade Debtors [11405]	25,692	16,907
11410 - Less Prov'n for Doubtful Debts	-3,270	-3,270
11502 - Accrued interest	0	4,115
131105 - Rates in Advance	-8,675	-8,675
190 - Rates Debtors Account	308,837	8,835
192 - Rates Payment Control Account	-21,732	-75
<b>Total Current Assets</b>	<b>300,852</b>	<b>17,838</b>
<b>Fixed Assets</b>		
13900 - Work in Progress	154,257	161,195
<b>Total Fixed Assets</b>	<b>154,257</b>	<b>161,195</b>
<b>Non-current Assets</b>		
11500 - Right Use of Assets	115,303	115,303
11501 - Leased Vehicle Accum Depreciation	-57,822	-55,489
13115 - Land at Cost	350,000	350,000
13118 - Buildings at Cost	989,220	989,220
13120 - Buildings Accum Dep	-160,096	-151,762
13150 - Sports Ground at Cost	528,023	525,760
13160 - Sports Ground Accum Dep	-113,197	-107,697
13210 - Motor Vehicles at Cost	127,048	127,048
13220 - Motor Vehicles Accum Dep	-56,613	-55,113
13310 - Plant & Equipment at Cost	734,069	717,448
13320 - Plant & Equipment Accum Dep	-553,628	-544,461
13410 - Office Equip & Furn at Cost	193,788	193,788
13420 - Office Equip Furn Accum Depn.	-181,029	-181,029
13510 - Inf Roads & Paths at Cost	1,057,373	921,675
13520 - Infr Roads & Path Accum Depn.	-589,054	-581,721
13950 - Asset Clearing Account	927	0
<b>Total Non-current Assets</b>	<b>2,384,312</b>	<b>2,262,970</b>
<b>Total Assets</b>	<b>5,087,875</b>	<b>4,744,507</b>
<b>Liabilities</b>		
<b>Current Liabilities</b>		
193 - Error Suspense	-18,900	0
21130 - CBA Credit Card Main	3,459	3,459
21191 - CBA CC - Rowan Roberts	0	20
21193 - CBA CC - Virginya Boon	164	507
21200 - Trade Creditors	35,737	23,788
21250 - Creditors Retention Account	6,998	6,998
21310 - GST	-26,353	-14,077
21420 - PAYG Withholding Payable	8,858	6,304
21430 - Super Payable	12,088	4,268
21710 - Provision for Annual Leave	55,804	55,804
21720 - Provision for Long Service Leave	30,130	30,130
23060 - Unexpended Grant Liability	88,841	193,045
23200 - Grants in advance	524,244	415,000
23400 - Accrued Expenses	0	24,050
28001 - Current Lease Liabilities	15,742	15,742
860 - Rounding	0	0
<b>Total Current Liabilities</b>	<b>736,812</b>	<b>765,037</b>
<b>Non-current Liabilities</b>		
28000 - Non-current Lease Liabilities	45,283	45,283
<b>Total Non-current Liabilities</b>	<b>45,283</b>	<b>45,283</b>
<b>Total Liabilities</b>	<b>782,095</b>	<b>810,320</b>
<b>Net Assets</b>	<b>4,305,780</b>	<b>3,934,187</b>
<b>Equity</b>		
31100 - Asset Revaluation Reserve	991,467	991,467
31200 - Roads Renewal Project Reserve	450,000	450,000
31401 - Other Asset Renewal Reserve	270,000	270,000
37000 - Prior Year's Surplus/Deficit	1,832,286	1,832,286
38000 - Retained Earnings	390,434	301,336
Current Year Earnings	371,593	89,098
<b>Total Equity</b>	<b>4,305,780</b>	<b>3,934,187</b>

**1.5 Member and CEO Council Credit Card Transactions  
For the period 1 August 2024 to 31 August 2024**

Date	Description	Credit	NT	Inst/OS
<b>CBA Credit Card Main</b>				
<b>Opening Balance</b>		<b>3,459</b>	<b>NT</b>	<b>Inst/OS</b>
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Virginya Boon	4,133		
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	1,124		
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Neil White	40		
28 Aug 2024	Bank Transfer from CBA Transaction Account to CBA Credit Card Main	0		
<b>Total CBA Credit Card Main</b>		<b>5,297</b>		
<b>Closing Balance</b>		<b>3,459</b>		

<b>CBA CC - Neil White</b>				
<b>Opening Balance</b>		<b>0</b>	<b>NT</b>	<b>Inst/OS</b>
01 Aug 2024	CBA	40		Int/OS
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Neil White	0		
<b>Total CBA CC - Neil White</b>		<b>40</b>		
<b>Closing Balance</b>		<b>0</b>		

<b>CBA CC - Rowan Roberts</b>				
<b>Opening Balance</b>		<b>96</b>	<b>NT</b>	<b>Inst/OS</b>
01 Aug 2024	CBA	40		Int/OS
05 Aug 2024	Payment: RDO Equipment	57	NT	
05 Aug 2024	Payment: EG Fuel	260	NT	
07 Aug 2024	Payment: Microsoft	103	NT	Int/OS
07 Aug 2024	Payment: Microsoft	139		
12 Aug 2024	Payment: Sealink Ferries	152	NT	
14 Aug 2024	Payment: Adobe Systems Incorporated	19		Int/OS
19 Aug 2024	Payment: Adobe Systems Incorporated	30		Int/OS
21 Aug 2024	Payment: Sealink Ferries	70	NT	
21 Aug 2024	Payment: Sealink Ferries	140	NT	
27 Aug 2024	Payment: Mailchimp	20		Int/OS
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Rowan Roberts	0		
<b>Total CBA CC - Rowan Roberts</b>		<b>1,028</b>		
<b>Closing Balance</b>		<b>0</b>		

**CBA CC - Virginia Boon**

<b>Opening Balance</b>		<b>0</b>	<b>NT</b>	<b>Inst/OS</b>
01 Aug 2024	+ANNUAL FEE	40		
01 Aug 2024	Payment: Woolworths	8	NT	
06 Aug 2024	Payment: OTR Katherine	92	NT	
08 Aug 2024	Payment: Batchelor Butterfly Farm	1,295	NT	
09 Aug 2024	Payment: Cabcharge	16	NT	
12 Aug 2024	Payment: BP Winnellie	15	NT	
12 Aug 2024	Payment: Caltex Berry Springs #49793732	148	NT	
12 Aug 2024	Payment: Woolworths	226	NT	
12 Aug 2024	Payment: Woolworths	43		Int/OS
12 Aug 2024	Payment: Thrifty Rent A Car	575	NT	
12 Aug 2024	Thrifty Rent A Car	0	NT	
14 Aug 2024	Payment: TOTAL TOOLS DARWIN WINNELLIE NT	1,019	NT	
14 Aug 2024	Payment: Sealink Ferries	281	NT	
20 Aug 2024	Payment: Woolworths	112	NT	
22 Aug 2024	Payment: Outback Engraver	64	NT	
22 Aug 2024	Payment: Think Water	144	NT	
22 Aug 2024	Payment: Berry Springs Hardware	17		Int/OS
22 Aug 2024	Payment: Harvey Distributors	18	NT	
26 Aug 2024	Payment: EG Fuel	85	NT	
27 Aug 2024	Bank Transfer from CBA Credit Card Main to CBA CC - Virginia Boon	0		
30 Aug 2024	Payment: Berry Springs Hardware	41	NT	
30 Aug 2024	Payment: Berry Springs Tavern	123	NT	
<b>Total CBA CC - Virginia Boon</b>		<b>4,362</b>		
<b>Closing Balance</b>		<b>164</b>		

## 1.7 Statement of Cash Flows for the period ended 31 August 2024

Account	Jul-Aug 2024
<b>Operating Activities</b>	
Receipts from customers	623,485
Payments to suppliers and employees	-273,226
Cash receipts from other operating activities	-294
<b>Net Cash Flows from Operating Activities</b>	<b>349,965</b>
<b>Investing Activities</b>	
Proceeds from sale of property, plant and equipment	137,961
Payment for property, plant and equipment	-118,507
Other cash items from investing activities	-395,571
<b>Net Cash Flows from Investing Activities</b>	<b>-376,117</b>
<b>Financing Activities</b>	
Other cash items from financing activities	-27,536
<b>Net Cash Flows from Financing Activities</b>	<b>-27,536</b>
<b>Net Cash Flows</b>	<b>-53,688</b>
<b>Cash and Cash Equivalents</b>	
Cash and cash equivalents at beginning of period	2,298,519
Net change in cash for period	-53,688
Cash and cash equivalents at end of period	2,244,831

## 1.8 Notes on Cash, Debtors & Creditors

### Note 1. Details of Cash and Investments Held

Financial Institution	Date Invested	Invested Amount \$	Interest Rate	Maturity Date
1 (a) Bendigo	11/06/2023	500,000	5.01%	7/03/2025
1 (b) CBA	11/06/2023	1,000,000	4.89%	11/03/2025
<b>Total Investments</b>		<b>1,500,000</b>		

Current Ratio
Current Assets: \$2.549m
Current Liabilities: \$0.736m
<b>Current Ratio: 3.46</b>

### Note 2. Statement of Trade Debtors

	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due +90 Days	Total
Belyuen Community Governm	2,131.42	0.00	0.00	0.00	0.00	2,131.42
NT Concession and Recognitio	0.00	18,900.00	0.00	0.00	0.00	18,900.00
NT Electoral Commission	500.00	0.00	0.00	0.00	0.00	500.00
Power Water	0.00	4,081.00	0.00	0.00	0.00	4,081.00
Roy & Leonie Gosper	0.00	0.00	0.00	80.00	0.00	80.00
ST Thibodeaux	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total</b>	<b>2,631.42</b>	<b>22,981.00</b>	<b>0.00</b>	<b>80.00</b>	<b>0.00</b>	<b>25,692.42</b>

### Note 3. Statement of Trade Creditors

	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due +90 Days	Total
Berry Springs Hardware	4.95	0.00	0.00	0.00	0.00	4.95
Marnie Jay	0.00	0.00	0.00	0.00	5,100.00	5,100.00
Sim Latham Carpentry	10,206.62	0.00	0.00	0.00	0.00	10,206.62
St John	0.00	0.00	0.00	0.00	(190.00)	(190.00)
TR Telecom	0.00	0.00	0.00	0.00	201.00	201.00
<b>Total Aged Payables</b>	<b>10,211.57</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,111.00</b>	<b>15,322.57</b>
<b>Total</b>	<b>10,211.57</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5,111.00</b>	<b>15,322.57</b>



**WAGAIT SHIRE COUNCIL**

**MINUTES  
AUDIT COMMITTEE MEETING**

**COUNCIL CHAMBERS  
LOT 62, WAGAIT TOWER ROAD 9.30AM**

**Wednesday 28 August 2024**

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## 1. PRESENT

### Committee members:

Committee Member (Chair)	Ian Swan
Committee Member	Shelley Hewitt
Community Member	Maureen Newman
Council President	Neil White

### Council staff:

Chief Executive Officer	Virginya Boon
Finance Officer	Dale Campbell (via teams meeting)

- Noel Clifford joined the meeting at 9:58am to present the 2023-24 Draft Audited Financial Statements
- Ian Swan left the meeting at 10:04am
- Ian Swan returned to the meeting at 10:06am
- Noel Clifford left the meeting at 10:28am
- Dale Campbell left the meeting at 10:29am
- Shelley Hewitt left the meeting at 10:53am

## 2. OPENING OF MEETING

The WSC President Neil White declared the meeting open at 9:32am and welcomed all to the meeting.

President Neil White introduced new Audit Committee Member and Independent Chair, Ian Swan and handed over to him to chair the meeting.

The President White advised that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

### 2.1. APOLOGIES

#### PURPOSE

This report is to table for Council's record any apologies received from Members of the Audit Committee for the meeting held 28 August 2024.

#### **RESOLUTION No: 2024/198**

**That the Audit Committee receives and notes the apologies from Cr Michael Vaughan for the Audit Committee Meeting of Wednesday 28 August 2024.**

**Moved: M Newman**

**Seconded: President N White**

**Vote: AIF**

## 3. ELECTRONIC MEETING ATTENDANCE

#### PURPOSE

This report is to table, for the Committee's record, any requests and permissions for Electronic Attendance.

**RESOLUTION NO: 2024/199**

**That the Audit Committee acknowledges and accepts the attendance of Dale Campbell and Shelley Hewitt via electronic means to the meeting of 28 August 2024.**

**Moved: President N White**

**Seconded: M Newman**

**Vote: AIF**

**4. CONFLICT OF INTEREST**

The Chair asked if there are items on the Agenda that are a conflict of interest for members?

The response was nil.

The Chair advised that he would return to this item at the end of the meeting to check again before the meeting was closed.

**5. MOVEMENT OF CONFIDENTIAL ITEMS****5.1 MOVE ITEMS FROM GENERAL AGENDA TO CONFIDENTIAL BUSINESS**

The Chair asked if there are items on the Agenda to move into Confidential?

The members agreed that the 2023-24 draft audited financial statements would be considered in confidential business.

**5.2 MOVE CONFIDENTIAL ITEMS TO THE GENERAL AGENDA**

The Chair asks if there are Confidential items to move to the general Agenda?

Nil

**6. CONFIDENTIAL ITEMS**

1. 2024 Draft Audited Financial Statements

**7. CHANGE TO STANDING ORDERS**

The CEO asked the Audit Committee for a change to Standing Orders for the following items:

- Agenda Item 10.1 and hear from Dale Campbell with regard to the Finance Report for the end of July 2024
- Agenda Item 10.2 which was to be moved to Confidential Business, and hear from Mr Noel Clifford, with regard to the Council's Draft Financial Statements for the year ending 30 June 2024.

After the presentation of the two finance reports, the meeting returned to standing orders.

**8. CONFIRMATION OF PREVIOUS MINUTES FOR THE AUDIT COMMITTEE**

The draft Minutes of the Audit Committee Meeting held Thursday 14 May are attached for review.

**RESOLUTION No: 2024/200**

**That the Minutes of the Audit Committee Meeting of Tuesday 14 May 2024 be confirmed by Committee Members as a true and correct record.**

**Moved: President N White**

**Seconded: S Hewitt**

**Vote: AIF**

**8.1 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil

**9. ACTION SHEET**

**PURPOSE**

This report is to update the Audit Committee on the status of the Actions List.

**RESOLUTION NO: 2024/201**

**That the Audit Committee accept the Action Sheet List and updates to the Schedule including the change of an August meeting to September.**

**Moved: M Newman**

**Seconded: President N White**

**Vote: AIF**

**10. AGENDA ITEMS**

**10.1 INSURANCE**

**PURPOSE**

To update the Audit Committee members on the increase to insurance costs for the 2024-25 financial year.

**RESOLUTION No: 2024/202**

**That the Audit Committee receives and notes the report on the insurance costs for 2024-25.**

**Moved: President N White**

**Seconded: M Newman**

**Vote: AIF**

Action Item: To reset Management Liability cover to the same date range as all other policies.

**10.2 RISK MANAGEMENT**

**PURPOSE**

To update the Audit Committee members on Risk Management within the parameters of the Risk Profile Reporting Tool.

**RESOLUTION No: 2024/203**

**That the Audit Committee receives and notes the report on risk management and adds**

**“Major Change to the Local Government Administration of Wagait Beach” as a new risk.**

**Moved: President N White**

**Seconded: M Newman**

**Vote: AIF**

## 11. FINANCIAL REPORTS

### PURPOSE

To provide the Audit Committee with a summary of the financial position of Council for the period ending 31 July 2024.

### RESOLUTION No: 2024/204

**That the Audit Committee receives and notes the Financial Reports provided to 31 July 2024.**

**Moved: President N white**

**Seconded: M Newman**

**Vote: AIF**

## 12. CONFIDENTIAL BUSINESS

### RESOLUTION No: 2024/205

**That Council close the meeting to the general public in accordance with section 99(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (General) regulation Division 2;**

- a) information about the personal circumstances of a residence or rate payer;
- b) information that would, if publicly disclosed, be likely to: (iv) prejudice the interests of the council or some other person;
- c) information provided to the Council on condition it be kept confidential.

**Moved: M Newman**

**Seconded: President N White**

**Vote: AIF**

### 12.1 CONFIDENTIAL ITEMS RAISED IN-CAMERA

1. Draft 2023-24 Audited Financial Statements

## 13. GENERAL BUSINESS

### 13.1 SCHEDULE OF FINANCIAL STATUTORY RESPONSIBILITIES

#### PURPOSE

To keep the Audit Committee informed of Council’s schedule of Local Government compliance responsibilities for the 2024 calendar year and to seek the Audit Committee’s approval for the meeting schedule for the 2024 calendar year.

The 2024 schedule of Local Government compliance responsibilities is provided below.

Item	Audit Committee Date	Council Date	NTG Due Date
2nd Financial Year Budget Review	-	April 2024	30 April 2024
2025 Shire Plan & Budget - Draft	May	April 2024	-
2025 Shire Plan & Budget - Final	May	May 2024	30 June 2024
2024 Financial Audit - Draft	September	September	-
2024 Annual Report - Draft	September	September	-
Adopt 2024 Financial Audit	October	October	15 November
Adopt 2024 Annual Report	October	October	15 November
Q1 Budget Review	-	October	31 December

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

**RESOLUTION No: 2024/208**

**That the Audit Committee re-open the meeting to the general public in accordance with section 19(1) of the Local Government Act 2019.**

**Moved: President N white**

**Seconded: M Newman**

**Vote: AIF**

### 14. CLOSURE OF MEETING

The next meeting of the Wagait Shire Council Audit Committee will be held in the Wagait Shire Council Chambers at 9.30am, 8 October 2024.

The Chair declared the meeting closed at 10:55am.