



WAGAIT SHIRE COUNCIL

MINUTES

COUNCIL CHAMBERS

LOT 62, 142 WAGAIT TOWER ROAD

7:00PM MONDAY 20 APRIL 2026

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Unconfirmed

1. OPENING OF MEETING

1.1 ADDRESS BY CHAIR AND PRESIDENT

The President:

1. Declared the meeting open at 7.13pm and welcomes all in attendance
2. Made an acknowledgement of country
3. Advised that the meeting will be audio taped for minute taking purposes as authorised by the Chief Executive Officer.

1.2 ADDRESS BY CHAIR AND PRESIDENT

ELECTED MEMBERS

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

STAFF PRESENT

Chief Executive Officer	Virginya Boon
Finance Officer	Matt Pettit

PUBLIC PRESENT

Lorna Manning
Keith Tanner
Alan Amezdroz
Jane Bland (attended electronically)
Shannon Manning (attended electronically)

VISITORS PRESENT

Nil

1.3 ELECTRONIC MEETING ATTENDANCE

PURPOSE

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

RESOLUTION No: 2026/52

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

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

1.4 APOLOGIES

NIL

1.5 LEAVE OF ABSENCE

NIL

2. DECLARATION OF INTERESTS

NIL

3. DEPUTATIONS AND PRESENTATIONS FROM EXTERNAL AGENCIES

NIL

4. PETITIONS AND QUESTIONS WITH NOTICE

4.1 QUESTIONS WITH NOTICE

NIL

5. CONFIRMATION OF MINUTES

5.1 CONFIRMATION OF MINUTES OF PREVIOUS COUNCIL MEETINGS

Action: For Decision

Author: Virginya Boon - CEO

PURPOSE

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

RESOLUTION No: 2026/53

That Council confirms the minutes of the Ordinary Meeting of Council held on Monday 16 March 2026 are a true and accurate record of that meeting.

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

5.2 MINUTES OF AUDIT COMMITTEE MEETING

Action: Receiving and noting.

Author: Virginya Boon - CEO

PURPOSE

Minutes of the Audit Committee meeting are to be submitted to Council to update members of the proceedings of that meeting.

RESOLUTION No: 2026/54

That Council receives and notes the draft minutes of the Audit Committee meeting held on Monday 16 March 2026 are a true and accurate record of that meeting.

Moved: Cr T Dyer

Seconded: Cr S Smith

Vote: AIF

5.3 OUT OF SESSION DECISIONS

5.3.1 CEO RECRUITMENT AGENCY SELECTION

RESOLUTION No: 2026/55

That Council confirms the appointment of Perks People Solutions to manage the recruitment process for a new Chief Executive Officer.

Moved: President N White

Seconded: Cr T Dyer

Vote: 3/2

Deputy President Manning and Councillor Smith's preference was for another recruitment agency.

6. COUNCILLOR'S REPORTS

6.1 PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Neil White, Shire President

PURPOSE

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

RESOLUTION No: 2026/56

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

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

6.2 DEPUTY PRESIDENT'S REPORT

Action: For Receiving and Noting

Author: Sarah Manning, Shire Deputy President

PURPOSE

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

RESOLUTION No: 2026/57

That Council receives and notes Deputy President Manning's report for the period 10 March to the 13 April 2026.

Moved: Cr S Smith

Seconded: Deputy President S Manning

Vote: AIF

7. OFFICER'S REPORTS

7.1 CEO REPORT

Action: For Receiving and Noting

Author: Virginia Boon, CEO

PURPOSE

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

RESOLUTION No: 2026/58

That Council receives and notes the CEO's report for the period 16 March to the 13 April 2026.

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

7.2 WORKS MANAGER'S REPORT

Action: For Receiving and Noting.

Author: Mark Speechley, A/g Works 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: 2026/59

That Council receives and notes the A/g Works Manager's report for the period 16 March to the 13 April 2026.

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

8. FINANCE REPORT

8.1 MONTHLY FINANCIAL REPORT

Action: For Receiving and Noting.

Author: Virginia Boon, CEO / Matt Pettit, Finance Coordinator

PURPOSE

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

RESOLUTION No: 2026/60

That Council:

- a) **Notes the Chief Executive Officer certifies to the best of their knowledge, information, and belief that the internal controls implemented by Council are appropriate, and that Council's financial report best reflects the financial affairs of Council; and**
- b) **receives and notes the monthly financial report to 16 March 2026**

Moved: President N White

Seconded: Cr T Dyer

Vote: AIF

9. REPORTS FOR RECEIVING AND NOTING

9.1 LGANT AND ALGA BOARD MEETING COMMUNIQUE

Action: For Receiving and Noting.

Author: Virginia Boon, CEO

PURPOSE

To update the Council on the Local Government Association NT (LGANT) and Australia Local Government Association (ALGA) Board meetings held in March 2026.

RESOLUTION No: 2026/61

That Council receives and notes the report entitled LGANT and ALGA Board Meeting Communiques.

Moved: Cr S Smith

Seconded: Deputy President S Manning

Vote: AIF

9.2 ACTION LIST

Action: For Receiving and Noting.

Author: Virginya Boon, CEO

PURPOSE

To update the Council on the status of the Actions List to 14 April 2026.

RESOLUTION No: 2026/62

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

Moved: President N White

Seconded: Cr T Dyre

Vote: AIF

9.3 CORRESPONDENCE

Action: For Receiving and Noting.

Author: Virginya Boon, CEO

PURPOSE

To provide Council with a list of incoming and outgoing correspondence from 11 March 2026 to 16 April 2026.

RESOLUTION No: 2026/63

That Council receives and notes the incoming and outgoing correspondence from 13 March 2026 to 16 April 2026.

Moved: President N White

Seconded: Cr P Clee

Vote: AIF

9.4 COMPLAINTS, COMMENTS AND COMPLIMENTS REGISTER

Action: For Receiving and Noting.

Author: Virginya Boon, CEO

PURPOSE

To update the Council on any complaints, comments and compliments received from 13 March 2026 to 16 April 2026.

RESOLUTION No: 2026/64

That Council receives and notes the complaints, comments and compliments register from 13 March 2026 to 16 April 2026.

Moved: Cr T Dyer

Seconded: Deputy President S Manning

Vote: AIF

10. CURRENT / UPCOMING EVENTS

Action: For Receiving and Noting.

Author: Virginya Boon, CEO

PURPOSE

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

RESOLUTION No: 2026/65

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

Moved: President N White

Seconded: Deputy President S Manning

Vote: AIF

Date	Time	Where	Activity
Sundays & Tuesdays	10am 7pm	Cloppenburg Park	Pickel ball – All Welcome
20/05/26	10:00am	Cox Country Club	Seniors Morning Tea – feel free to bring along a plate of your goodies
Mondays	9:30am	Cloppenburg Park	Yoga – All Welcome
Monday	6.00pm	Community Center	Mahjong – All Welcome
Tuesdays	9:30am	Cloppenburg Park	Pilates – All Welcome
Wednesdays	5:45pm	Community Centre	Ladies Qigong – All Ladies Welcome
Wednesdays	7pm	Sportsground - Cloppenburg Park	Social Cricket – All welcome
Wednesdays	7:00pm	Community Centre	Craft and sewing – All welcome

Thursdays - fortnightly	10am	Community Centre	Fortnightly Health Clinic Visit – Next visit –23 April 2026 – All Welcome
Every Thursday in April	10.30am	Community Center	Weekly in April Health Clinic Visit – Flu shots
Thursdays	10:30am	Community Centre	Fortnightly TAI CHI – for All Abilities Next session – 23 April 2026 – All Welcome
Thursdays	12:30pm	Community Centre	Fortnightly Leather Work sessions – Next session – 23 April 2026 – All Welcome
Sundays, Tuesdays & Fridays	5:15pm	Sportsground - Cloppenburg Park	Social Tennis – All Welcome
Fridays	9:30am	Community Centre	Mahjong –All welcome
Fridays	11:30am	Community Centre	Line Dancing – All welcome

11. QUESTIONS FROM MEMBERS WITH OR WITHOUT NOTICE

12.1. Waste Oil disposal – Deputy President S Manning asked if Waste Oil disposal at the Hard waste Facility could be part of the 2026-27 Budget Workshop

12.2. Core Lithium – Deputy Sarah Manning queried whether council had heard anything from Core Lithium as they advised (at the Community Consultation meeting) they would be distributing a paper in April

12.3. Smoke from Green Waste Facility – Cr Sarah Smith queried whether council could review funding programs to consider for reducing the amount of green waste for burning. Cr Smith advised that she would also consult with the NTG’s Circular Economy program for ideas.

12. IN-CAMERA ITEMS

RESOLUTION No: 2026/66

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

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

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

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

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

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

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

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

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

At 8:04pm Council closed the meeting to the general public.

12.1 CONFIDENTIAL ITEMS TO BE RAISED IN-CAMERA

12.1.1 CEO Recruitment

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

12.1.2 CEO Recruitment Panel

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

- (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
- (ii) prejudice the maintenance or administration of the law; or
- (iii) prejudice the security of the council, its members, or staff; or

(iv) subject to subregulation (3) – prejudice the interests of the council or some other person;

12.1.3 Third Quarter Budget Review

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

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

12.2 RE-OPEN MEETING TO THE GENERAL PUBLIC

RESOLUTION No: 2026/72

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

Moved: Cr S Smith

Seconded: Deputy President S Manning

Vote: AIF

At 9:00pm council opened the meeting to the general public.

12.3 DECISIONS ARISING FROM THE CONFIDENTIAL SECTION

RESOLUTION No: 2026/74

That Council move the following items into the open meeting:

13.1.4 THIRD QUARTER BUDGET REVIEW

Action: For Decision

Author: CEO

PURPOSE

To provide Council with an update and review of the 2025-26 budget following the third quarter of the financial year and considerations for adopting a revised budget for 2025-26.

RESOLUTION No: 2026/71

That the Council receives and notes the report for the 2025-26 third quarter budget review.

Moved: President N White

Seconded: Cr S Smith

Vote: AIF

Background

Pursuant to Section 9(1) of the Local Government (General) Regulations 2021 Council must review its budget for a financial year on at least one occasion between 1 July and 31 December and on at least one occasion between 1 January and 30 April.

The 2025-26 Budget was approved by resolution 2025/136 at Council's Ordinary Meeting held on 23 June 2025 and a revised and amended budget (following the first quarter) was approved by resolution 2025/212 at Council's ordinary meeting held on 10 November 2025.

Comments

Income:

Revenue has decreased by \$20,806. This is due to \$30,000 be removed from the budget that was originally put in for proposed income from the RUA maintenance contract. It is expected that this project will not go ahead at this stage.

Other changes are relatively minor.

Expenditure:

Expenditure has been reduced overall by \$38,640 since the Q1 budget review. Changes include the following:

- Employee costs have increased by \$9350 for CEO recruitment costs
- IT Support has reduced by \$5000
- Jetty Maintenance costs have been reduced by \$15000
- R&M costs have increased by \$14500 due to the replacement of the gutters on the office and community centre buildings and tools purchases by \$2500 (these were approved in the Q1 budget review)
- Bin collection has been increased by \$10000 this is due to the late invoices that were held over from last financial year
- Councillor allowances have been decreased to reflect the reduced allowance for Cr Smith and no allowance for Cr Dyer
- Professional Development for councillors has been reduced by \$5000 to reflect no expenses for Cr Dyer
- Other meeting or activity budget has been removed due to there being no expected expenditure for this budget for the rest of the financial year
- Election expenses have been reduced by \$7080 to reflect the actual cost

13.1.5 AUDIT COMPLETION LETTER

Action: For Receiving and Noting

Author: CEO

PURPOSE

To provide Council with information regarding the 2024-25 Financial Audit and to make any recommendations from the Auditors Completion Letter.

RESOLUTION No: 2026/72

That the Council:

- a) receives and notes the report entitled **Audit Completion Letter**; and
- b) requests the CEO to action all items identified in the report as **Areas for improvement**.

Moved: Cr S Smith

Seconded: President N White

Vote: AIF

Background

Following the financial audit each year and as per the Australian Auditing Standards, the Auditor supplies Council with a completion letter that includes:

- any significant matters that have arisen during the audit process, including any internal control observations; and
- any other matter which they feel should be brought to Council’s attention.

The external Auditor, Nexia Edwards Marshall, has completed the audit of Council’s financial statements for the 2024-25 financial year and has issued an Audit Completion Letter.

The Audit Completion Letter outlines:

- the scope and outcome of the audit;
- key audit findings and observations;
- any control or compliance matters identified; and
- management responses and recommendations.

In accordance with good governance practice, audit outcomes should be reviewed by Council and any recommendations be put into action.

Comments

This report has found two (2) items for consideration under the “Moderate business or financial risk” and five (5) items for consideration under the “Procedural in nature or minor risk”.

A summary of the total Areas for Improvement and their risk rating are set out in the table below:

Category Code	Risk Rating	Items Found
Category A	Significant business or financial risk	0
Category B	Moderate business or financial risk	2
Category C	Procedural in nature or minor risk	5

Moved: Cr T Dyer

Seconded: Deputy President S Manning

Vote: AIF

13. CLOSE OF MEETING

The date of the next meeting is scheduled for 18 May 2026.

The Chair declared the meeting closed at 9.01 pm.

Unconfirmed