

WAGAIT SHIRE COUNCIL

Draft Minutes

**ORDINARY COUNCIL MEETING
COUNCIL CHAMBERS
LOT 64 WAGAIT TOWER ROAD**

20 May 2014

PRESENT: President Lisa-Marie Stones
Cr Brad Irvine
Cr Ian Crawshaw
Cr Peter Clee
Michael Campaign (CEO) Via Skype
Pam Wanrooy (A/CEO)

1. MEETING OPENING & WELCOME.

President Lisa-Marie Stones declared the meeting open at 7.04am at the Council Conference Room and welcomed all councillors, Michael and Pam to the meeting.

APOLOGIES – Vice-President Mat Prouse

Resolution No. 2014/97

That the apology of Vice President Mat Prouse be accepted and approved.

Moved: Cr Peter Clee

Seconded: Cr Brad Irvine

Vote: AIF

2.0 DECLARATION OF INTERESTS

Nil

3.0 CONFIRMATION OF MINUTES

Resolution No. 2014/98

That the minutes of the Monthly Meeting of 20 April 2014, as amended be confirmed.

Moved: Cr Ian Crawshaw

Seconded: Cr Brad Irvine

Vote: AIF

4.0 INWARDS CORRESPONDENCE

Refer to Attached List (Inward Correspondence April 2014)

4.1 OUTWARDS CORRESPONDENCE

Refer to Attached List (Outwards Correspondence April 2014).

Resolution No. 2014/99

That the correspondence for the Month of April 2014 be confirmed.

Moved: President Lisa-Marie Stones

Seconded: Cr Brad Irvine

Vote: AIF

5.0 A/CHIEF EXECUTIVE OFFICER'S REPORT (Incorporating Work Supervisors Report)

- 5.1 HR Update** – Michael is on leave and Pam Wanrooy is currently relieving in the position of CEO. Michael returns to the office on 2 June and Pam Wanrooy is on leave from 23 June to 11 July. Gary and Robbo have both attended and completed their Nationally Accredited Chainsaw Training courses which was held on Tuesday 22nd and Wednesday 23rd April.
- 5.2 ANZAC Day** – It was heartening to see so many of our Councillors' in attendance on the day, and assisting where required. The ceremony and march were again well attended by the community. Thanks to the volunteers and staff for assisting with the setup and pack up of seating, etc on the day. Also a big tanks to N.T.E.S. for providing the gazebo.
- 5.3 ANZAC Day Appeal** – RSL has thanked Wagait Beach residents for our participation in the 2014 ANZAC Appeal. The tin was left at the supermarket and a total of \$58.30 collected. The money has been banked directly into the ANZAC Remembrance Appeal account.
- 5.4 Engagement of Auditors** – Barry Hansen has submitted a letter to confirm the terms of engagement as auditor for a period of 2 years at a cost of \$13,500 plus gst per financial year. Engagement of Auditor's letter and forms need to be signed at meeting so we can go ahead and arrange to have the audit done in August.
- 5.5 Letter of Supports** – A letter has been sent to both the Police and Belyuen Community seeking support to make the Jetty area a "No drinking area". No response has been received as of yet.
- 5.6** Council has written a letter of support for Bushfire NT for use of the shed near the wharf to store vehicles and equipment.

- 5.7 Clean up of Police Station** – Council has written a letter to Derek Maurice of Humpty Doo Police to see if they would like us to once again maintain the police station on Wagait Tower Road.
- 5.8 Belyuen Service Provider Meeting** – Pam attended this meeting on Friday 10 May from 2.00pm to 4.00pm. Yesterday an email was received advising that Wagait Shire is to be taken of the Belyuen Service Providers network. This meeting is for organisations/services that deliver a program/service to Belyuen. Wagait Shire Council has been asked to give an update that may affect Belyuen Community and to be added to the mailing list to receive copies of the minutes. All minutes can be obtained from the website.
- 5.9 Rates** – Recovery of outstanding rates is now in the hands of Sureline (Debt Collectors). Current outstanding rates stand at \$24,509.51. Sureline has sent out letters of demand and their fees have been added to those affected. Sureline has informed this office that 2 overdue rates have now been paid and another 4 should be paid tonight.

Works Report

- 5.10** Two items of both interest and hindrance continue. Irresponsible dumping practices at the tip and an increasing number of dogs roaming the streets, un-collared and unrestrained.
- 5.11** Both members of the Works Department have completed a Chainsaw course.
- 5.12** We sought and were awarded the job of mowing the temporary carpark at the Jetty. We have been asked to conduct 3 mows over the next 2-3 months during the expected duration of works.
- 5.13** These days we are flat out with mowing of the Estate's verges, sportsground, water facility and keeping all relevant equipment in a serviceable state, whilst carrying out our obligations in regard to our ongoing contracts.
- 5.14** The boreline is due for its 2nd slashing.
- 5.15** 3 benches have arrived, 2 are to be fastened to concrete slabs within the Memorial Garden and one to the concrete outside the Administration building.
- 5.17 Duties performed for Month of April**
- Cross-bred dingoes are frequenting the estate and surrounds.
 - The Liberator Plane Wreck Site has been mowed and snipped.
 - Sand and algae removed from boat ramp.
 - Poisoning of the Estate's drains, culverts and roadsides is continuing.
 - Mowing of the Estate's verges is continuing.

- Power Water contractual obligations fulfilled.
- As is our Jetty contract obligations.
- As is our RUA contract obligations.

Resolution No. 2014/100

That the officers' reports for the month of April 2014 be received and accepted.

Moved: Cr Brad Irvine

Seconded: Cr Ian Crawshaw

Vote: AIF

WAGAIT SHIRE COUNCIL							
Income and Expenditure Report							
For Month Ending 30 April 2014							
	Month to Date			Year to Date			Full Year
	Actual \$	Budget \$	Variance \$	Actual \$	Budget \$	Variance \$	Budget \$
INCOME							
Rates and charges	\$ 50.00	\$ 500.00	-\$ 450.00	\$ 212,237.69	\$ 199,000.00	\$ 13,237.69	\$ 197,500.00
Grants		\$ 10,000.00	-\$ 10,000.00	\$ 118,531.80	\$ 90,000.00	\$ 28,531.80	\$ 193,088.00
Contract Income	\$ 10,495.94	\$ 7,678.00	\$ 2,817.94	\$ 107,692.23	\$ 94,068.00	\$ 13,624.23	\$ 134,160.00
Other Income	\$ 912.73	\$ 2,500.00	-\$ 1,587.27	\$ 17,097.38	\$ 25,000.00	7,902.62	\$ 78,873.00
TOTAL INCOME	\$ 11,458.67	\$ 20,678.00	-\$ 9,219.33	\$ 455,559.10	\$ 408,068.00	\$ 47,491.10	\$ 603,621.00
OPERATING EXPENDITURE							
Employment Expenses	\$ 25,425.33	\$ 20,416.00	\$ 5,009.33	\$ 252,822.82	\$ 204,160.00	\$ 48,662.82	\$ 265,611.00
Administration	\$ 6,382.51	\$ 4,500.00	\$ 1,882.51	\$ 42,098.19	\$ 45,107.00	3,008.81	\$ 94,695.00
Gas, Electricity & Water	\$ 3,628.17	\$ 1,500.00	\$ 2,128.17	\$ 14,737.11	\$ 15,000.00	262.89	\$ 12,000.00
Insurance			\$ -	\$ 18,499.61	\$ 18,334.61	\$ 165.00	\$ 15,000.00
Capital Expenditure							\$51,000
Maintenance	\$ 2,013.30	\$ 4,300.00	-\$ 2,286.70	\$ 40,290.81	\$ 43,100.00	2,809.19	\$ 52,000.00
Other Expenses	\$ 1,061.98	\$ 9,442.00	-\$ 8,380.02	\$ 70,615.48	\$ 94,426.00	23,810.52	\$ 113,315.00
TOTAL OPERATING EXPENDITURE	\$ 38,511.29	\$ 40,158.00	-\$ 1,646.71	\$ 439,064.02	\$ 420,127.61	\$ 18,936.41	\$ 603,621.00
OPERATING SURPLUS / (DEFICIT)	-\$ 27,052.62	-\$ 19,480.00	-\$ 7,572.62	\$ 16,495.08	-\$ 12,059.61	\$ 28,554.69	\$ -
CAPITAL EXPENDITURE							
TOTAL CAPITAL EXPENDITURE		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET SURPLUS / (DEFICIT)	-\$ 27,052.62	-\$ 19,480.00	-\$ 7,572.62	\$ 16,495.08	-\$ 12,059.61	\$ 28,554.69	\$ -

WAGAIT SHIRE COUNCIL
Financial Report for period ending 30 April
2014

Cash at Bank & on hand					Total
Petty cash					\$ 135.40
Westpac Operational Account					\$ 22,302.12
Westpac Cash Management Account					\$ 890,390.39
Total Cash at Bank & on Hand					\$ 912,827.91
Debtors	Current	over 30 days	over 60 days	over 90 days	
Trade	\$ 9,787.05				
Rates				\$ 24,509.51	
Total Debtors	\$ 9,787.05	\$ -	\$ -	\$ 24,509.51	\$ 34,296.56
Creditors	Current	over 30 days	Over 60 days	Over 90 days	
Trade	\$ 2,042.65				
Total Creditors	\$ 2,042.65	\$ -	\$ -	\$ -	\$ 2,042.65

Resolution No. 2014/101

That the financial reports for the month of April 2014 be received and accepted.

Moved: President Lisa-Marie Stones

Seconded: Cr Ian Crawshaw

Vote: AIF

7.0 AGENDA ITEMS

- 7.1 Official Opening Memorial Garden** – The date for the official opening is still to be decided and all applicants will be contacted when Council have confirmed a date for the ceremony. Requests have come in from families asking that we reserve stones to keep family's together. Michael advised that we organise a computerised plan for the Memorial Garden.
- 7.2 Rates 2014/15** – Michael is concerned that we are going to receive less money in grants next financial year. Michael suggests we increase rates by 5%. Cr Peter Clee has asked Michael to give a figure and councillors will let him know if they agree or not. Rates must be finalised by 1 July.
- 7.3 Engagement letter – Barry Hansen** – refer to Item 5.4.
- 7.4 2014 Compliance Review** – A copy of the compliance report has been circulated to all councillors for their information. The inspector has identified 7 breaches of local government legislation by council and breaches will be addressed upon Michael's return from holidays.
- 7.5 NT Disaster Resilience Funding – Jack Ellis** - 3 applications have been submitted – 1. Community devices (satellite phone iridium 955, 2. Emergency Shelter operational capacity (Kubota 33 KVA generator) and; 3. Emergency Service training room. The applications for the generator and satellite phones have been accepted, however the Emergency Service training room was not accepted because that was volunteer fund and did not meet some guidelines. A meeting is planned with Emergency Services personal who administer these submissions for the end of next month where we will be given a 2 hour fresh course on how to correctly fill out the forms so that next time we will do it their way with a lot more information. This will greatly advantage us for the next application.

Michael pointed out that other councils have a specialised grants officer who specialises in preparing such funding. Michael would like to find someone who can do this on a contract basis. President Lisa-Marie agrees that we investigate and seriously look into this.

Michael would like to make a formal thank-you to Chris Tyzack and Jack Ellis and NTES for their help.

- 7.6 Council Amalgamation** – Councillors have no comment on this and it is to be carried over to the next meeting.

COMING EVENTS

- 7.7 Walk to School – Friday 23 May** – All preparations have been made. All schools have been notified of all students who will be participating and change of transportation details have been arranged with the Department of Transport and Sealink. Sue and Chris from the Wagait Beach Supermarket contacted the office and have offered to fully support this event by donating all food items. We thank Sue and Chris for this.

7.8 Bi-Election – Polling Day is Saturday 28 June and declaration of nominations is 13 June.

7.9 Territory Day – The application to NT Worksafe has been signed by Police, NT Bushfires and Council and submitted to Howard & Sons Pyrotechnics. The event will take place on 1 July at Cloppenburg Park from 7.00pm to 8.00pm. A BBQ will commence at 6 pm. Everyone is invited to attend.

7.10 Seniors Day – The application for the Seniors Grant has been submitted. We are waiting for a response.

8.0 LATE ITEMS AND GENERAL BUSINESS

8.1 Tourism and Transport Committee – Sealink NT has arranged for a meeting to be held on 4 June in the Council Chambers at 5.15pm. The “Terms of Reference” to be circulated to councillors. All councillors are invited to be involved in the committee and welcome to attend.

8.2

Resolution No. 2014/102

Cr Peter Clee would like to move a motion of condolence to Garry Carrington and his family on behalf of Council. Gary served this community well as an emergency services officer for many years and performed his duties well and truly beyond his duties.

Moved: President Lisa-Marie Stones

Seconded: Cr Ian Crawshaw

Vote: AIF

8.3 Sports & Recreation – There has been a few changes with the activities. Jade and Jordan are teaching the children dances they have choreographed themselves and will showcase heir dance in a performance for the community at the end of July. W.A.G.S have invited the children to also participate and Ukulele classes have also began. Many more activities have been organised so for more information please contact Robyn at the Sports Ground. Michael would like to thank Robyn for the fantastic job she is doing.

9.0 IN-CAMERA ITEMS

Nil

11.0 MEETING CLOSE AND DATE OF NEXT MEETING

11.1 President Lisa-Marie hereby declared the meeting closed at 7.47pm

The next Council Meeting is to be held on Tuesday 17 June 2014 at 7.00pm in the Council chambers.