



# **WAGAIT SHIRE COUNCIL**



## **2017 – 2018 Shire Plan**

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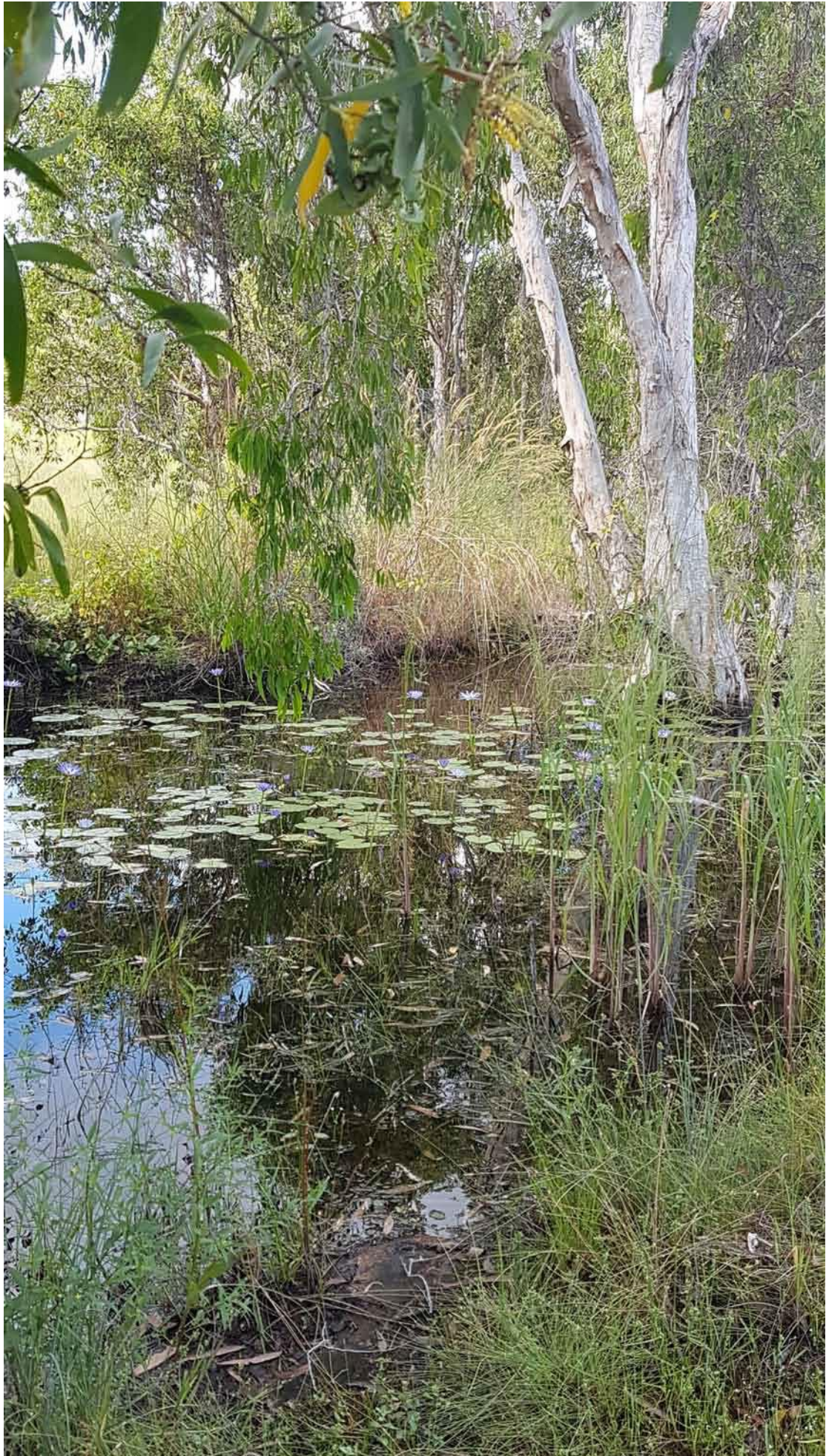
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## Introduction

This plan has been prepared in accordance with the requirements of Section 22 and 23 of the *Local Government Act 2016*.

The Wagait Shire Plan has two supporting documents that are available on the shire website. They are the Wagait Shire Long Term Financial Plan 2018-2022 and the Wagait Shire Strategic Plan 2013-2018. See <http://wagait.nt.gov.au/publications-2>

The previous financial year of 2016 – 2017 saw council consolidate kerbside household waste collection, and a quarterly hard waste collection. Road maintenance continued with shoulder repair being finalised.

In this coming year, maintenance of the council's ageing infrastructure and keeping the town's grounds well maintained will continue to be a major focus. The infrastructure items that are in urgent need of repair or replacement are gutters, water tanks, building paintwork, plumbing and plant and equipment.

### About Wagait Shire Council

**Vision:** to meet community expectations in relation to the level and quality of service delivery.

**Mission:** through accountable, honest and open governance, the Wagait Shire Council will listen to and communicate with residents to provide a strong voice and appropriate services to the whole of the community.

**Key values:**

Respectful – respect and support for the needs of the community

Accountable – effective, open, and honest governance and administration

Inclusive – value and incorporate local knowledge and viewpoints

Collaborative – focus on teamwork within our organisation and the creation of external partnerships to improve services

Innovative – continuous improvement and development

The council was established as the Cox Peninsula Community Government council on 28 April 1995 and was renamed on 01 July 2008 to Wagait Shire Council. The shire is located west of Darwin and is a 12 minute ferry ride or a 138 km drive from Darwin city.

The council derived its previous name from the Cox Peninsula and was named after Matthew Dillon Cox who was regarded as the Territory's first pastoralist after he applied for a lease over the peninsula in 1869. The current name is derived from the name of the town.

The population of Wagait Beach is approximately 450. The council has four permanent and two part time staff and there are 14 km of internal roads.

## Social and economic impacts of rating system

From the 2011 Census, there were 194 males and 175 females residing in Wagait Beach with the median age being 47. There are very limited local industry and employment opportunities apart from the council, supermarket, Cox Country Club and a few self-employed contractors and trades people; the majority of the labour force works in Darwin. 210 people reported being in the workforce with 59.5% employed full time and 24.8% employed part time. The median weekly personal income is slightly higher at \$880 compared with the Northern Territory's \$745. Likewise the family income is also higher at \$1922 compared to \$1759.

Council levies rates by applying a flat rate to all allotments, regardless of size or number of dwellings. The rates are the lowest in the Northern Territory. The long term financial plan does include a proposed 10% growth in rates over 5 years.

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2017 saw the introduction of a \$300 waste management levy charged to residents to cover the cost of road side pick up. Additional revenue may be achieved in 2017-18 through introducing an additional pick up charge for lots with commercial waste.

Those eligible pensioners in our community now obtain reimbursement for not only their rates but, upon application, also the waste collection levy.

Much of the council's infrastructure, machinery and equipment is aged and in poor condition requiring maintenance or replacement.

At present increasing rates, seeking service delivery contracts and relying on government grants are the only ways to improve revenue. The council's relatively low rates at times result in grant applications being refused by government, however the rates reflect the level of service requested by the community.

## Constitutional arrangements

The seven-member council is formed by President Peter Clee, Deputy President Brad Irvine and councillors Alex Richmond, Kurt Noble, Shenagh Gamble in addition to Tom Dyer who was co-opted in October 2016. There is one vacancy. There are no wards and the council believes the community is effectively and fairly represented.

Council conducted an electoral review during a community consultation held on 2 August 2016 with the following topics discussed:

- community of interests in the local government area including economic, social and regional interests;
- types of communication and travel in the local government area with special reference to disabilities arising out of remoteness or distance;
- the trend of population changes in the local government area;
- the density of population in the local government area;
- the physical features of the local government area; and
- the required number of councillors.

The community consensus recorded from the consultation was adopted by council on 16 August and forwarded to the electoral commission; thereby meeting this council's compliance requirements of the Local Government (Electoral) Regulations. The outcomes were:

That the community has expressed a desire to reduce the number of elected representative councillors from 7 to 5 at the next local government elections.

That the community has no wish or desire to partition the council area into wards.

That the community has no wish or desire to establish any local boards or authorities within the current Wagait Shire.

The next general election will be held on Saturday 26 August 2017.



*Australia Day 2017 – Shire president Peter Clee (standing) was awarded Citizen of the Year.*

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## Opportunities

Council will pursue opportunities to improve its level of sustainability by:

Increasing revenue by entering into new contracts to deliver services to various government departments and other agencies;

Utilising shared services arrangements with other large councils, the Belyuen, Coomalie and Wagait Local Government Advisory Group (BCWLGAG) and the WA Local Government Group (WALGA) and the Local Government Association of the Northern Territory (LGANT); and

Negotiating with the NT Government, relevant groups and individuals for boundary expansion.

## Challenges

We face the following challenges:

- Ageing infrastructure, plant and equipment;
- Changing community expectation about services delivered;
- Ability to meet increasing legislative responsibilities within current staffing and resources;
- Securing continued and new grant funding;
- Improving waste management delivery to include green and recycled wastes; and
- Securing more rateable land to increase rates revenue.

## Strategic plan

The council has developed a long term strategic plan for the period 2013 – 2018. This is available on the council's website <http://wagait.nt.gov.au/publications-2> . The plan will be reviewed in this current planning period.

Long term financial plan

The council has developed a financially sustainable long term financial plan for period 2018 - 2022. This is available on the council's website <http://wagait.nt.gov.au/publications-2>

## Rating policy

The council in the past has been committed to a low rate structure. A flat rate per lot has been the preferred method of assessment and will continue to be applied at this time.

Rates for the 2009 – 2010 financial year were set at \$430 per annum

Rates for the 2010 – 2011 financial year were set at \$430 per annum

Rates for the 2011 – 2012 financial year were set at \$444 per annum

Rates for the 2012 – 2013 financial year were set at \$444 per annum

Rates for the 2013 – 2014 financial year were set at \$500 per annum

Rates for the 2014 – 2015 financial year were set at \$515 per annum

Rates for the 2015 – 2016 financial year were set at \$525.30 per annum

Rates for the 2016 – 2017 financial year are set at \$560 per annum

Proposed Rates for the 2017 – 2018 financial year are \$571.20 per annum

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## Shire plan development

- The following methodology was used to prepare this plan:
- input from the council;
- support from the Department of Local Government and Community Services;
- input from the community; and
- draft and review.

## Shire services delivery plan

These are detailed in the service delivery plan at Appendix 1. The development of service delivery plans is based on the identification of individual services and the classification of those services as follows:

core services;  
commercial services;  
agency services;  
other council services; and  
council administration.

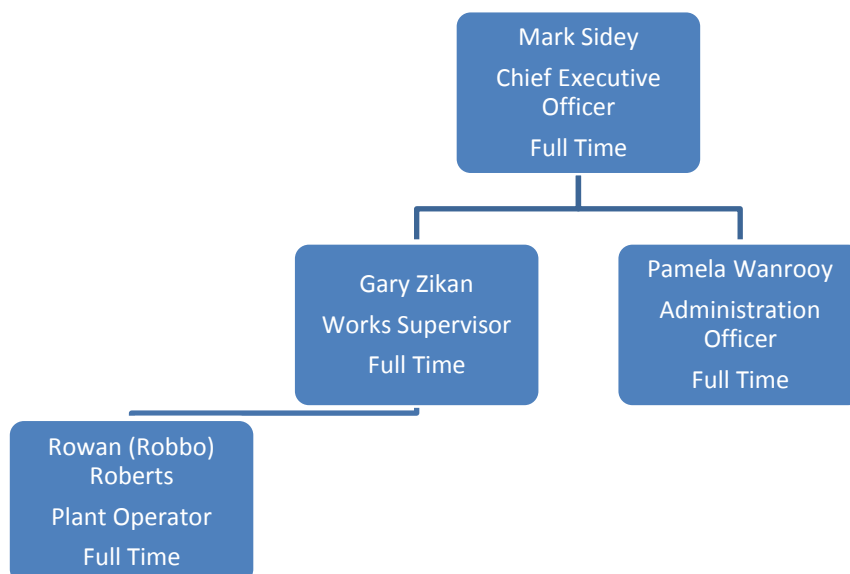
## Budget 2017 – 2018

A financial plan has been prepared in conjunction with service profile development including:

Income and expenditure statement  
Balance sheet  
Statement of cash flow

Refer **Appendix 2: 2017 – 2018 Budget**

## Council organisational chart



Council has been able to employ a part time sport and recreation officer via grant funding received on an annual basis from the Remote Sports Program.



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The council welcomes and values comments, questions and suggestions regarding this Shire Plan. Please include your details (full name and post or email address) when contacting us.

Council meetings are open to the public. Council meets on the third Tuesday of the month at 7 pm in the council chambers.

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## **APPENDIX 1 – Service delivery plan 2017 – 2018**

Detailed service delivery plans are required for identified **core services** to the extent required within the context of the decisions made by council and the budget available.

Service plans are also provided for **commercial services** that are undertaken by council on full commercial profit making basis. Profits are utilised for other council services.

**Agency services** are those that are provided on fee for service on behalf of another government agency/organisation. The fee is expected to achieve full cost recovery with a component contributing to the council's administration of the service.

**Other community services** are those the council has determined are important community activities that it wishes to conduct and will be financed from rates revenue.

**Council Administration** plans detail good governance of council resources.

The service delivery plans below will be continually amended as service activities are changed, improved, ceased or reviewed.



*Volunteer labour hard at work cleaning the sports court*

#### **Local infrastructure**

- Maintenance and upgrade of parks, reserves and open spaces
- Maintenance and upgrade of buildings, facilities, and fixed assets
- Local road upgrading and construction
- Local road maintenance
- Traffic management on local roads
- Fleet, plant and equipment management

#### **Local environment health**

- Waste management including litter reduction
- Weed control and fire hazard reduction
- Companion animal welfare and control

#### **Local civic services**

Library, cultural and  
heritage Civic events  
Local emergency services



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**Community engagement in local government**

- Administration of local laws
- Customer relationship management, including complaints and responses
- Governance (Council meeting administration, elections, elected member support)
- Advocacy and representation on local and regional issues

**Commercial services**

- Power and water easement maintenance
- Mandorah jetty maintenance
- Ironbark – work for the dole job seekers activities

**Agency services**

- Sport and recreation

**Other community services**

- Local welfare and social services including medical clinic and seniors program.
- Visitor accommodation and tourism

**Council administration**

- Asset management
- Council planning and reporting
- Financial management
- Human resources
- Information technology
- Public and corporate
- Records
- Revenue growth
- Risk management

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## **Maintenance and upgrade of parks, reserves and open space**

### **What is the service?**

Develop and maintain council's parks, gardens and open space facilities.

### **What is produced?**

Enhanced visual amenity and community accessibility with increased community leisure options.

### **What is the result?**

Parks, gardens and other open spaces developed and maintained for the use and benefit of the community.

### **Who is it for?**

The community and visitors to the area.

### **Current approach:**

Council's major open space area is the sports ground. Routine mowing is undertaken during the wet season. Other areas include the open spaces adjacent to the Community Centre and foreshore areas. Regular mowing, weed control, planting of trees and litter collection is undertaken.

### **Any future changes:**

The redevelopment of the sports ground area including reticulation to allow all year round use. More staff training to ensure effective and timely weed control. Encourage use of recycled water where possible and planting native low maintenance vegetation.

### **Tasks and activities:**

- Regular mowing
- Spraying of weeds
- Collection of litter
- Provision of new facilities

### **Performance indicators**

- Less than six complaints per year.
- Number of times mowing, weed control and litter collected.
- Operation within budget

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## **Maintenance and upgrade of public buildings, facilities and fixed assets**

### **What is the service?**

Manage and maintain council's public buildings, facilities and fixed assets.

### **What is produced?**

Effective and timely maintenance programs.

Planned projects.

### **What is the result?**

Effective management of physical infrastructure and essential services.

### **Who is it for?**

All users of council's public buildings, facilities and fixed assets

### **Current approach:**

Day to day routine maintenance is undertaken by council employees. Some matters require attendance by qualified tradesperson. Routine maintenance programs are in place for sports septic facilities, air conditioners, emergency generator and water supply.

### **Any future changes:**

Establish a best practice asset maintenance schedule to ensure longevity. The schedule will provide an annual asset inspection report.

### **Tasks and activities:**

- Attend to maintenance needs as required.
- Undertake regular inspections of council buildings.

### **Performance indicators:**

- Less than 2 complaints per month
- Replace gutters on council house and works depot
- Compliance with budget
- All air conditioning units serviced
- Replace two air-conditioning units in council house
- Replace two air-conditioning units in council office



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## **Local road upgrade and construction**

### **What is the service?**

Construction of new and upgrading of existing sealed and unsealed roads.

### **What's produced?**

Improved road network.

Planned Projects

### **What is the result?**

High standard of roads.

### **Who is it for?**

Users of local roads both residents and visitors

### **Current approach:**

There are very few roads in the shire that require construction. Upgrading and construction is undertaken by contractors. Climate conditions impact upon when upgrading and construction works can be undertaken.

### **Any future changes:**

- There is a need to establish a road classification system to support asset management decision making when roads are in need of upgrading.
- Work with LGANT to develop and road network master plan/classification system.
- Consider the extension of the bike path along Wagait Tower Rd

### **Tasks and activities:**

There are currently no roads requiring construction.

### **Performance indicators:**

N/A this year

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## **Local roads maintenance**

### **What is the service?**

Maintenance of sealed and unsealed roads including drainage footpaths and curbing.

### **What is produced?**

High standard and safe network of roads with efficient collection and disposal of storm water and run off.

### **What is the result?**

- A safe road environment within the community.
- Reduced degradation of road paving as result of climatic conditions (Heavy rain)

### **Who is it for?**

Users of local roads

### **Current approach:**

With the exception of repairing pot-holes, work is undertaken by contractors. The council undertakes mowing of verges, weed spraying, litter control and clearing of drains. Climate conditions impact upon roads and maintenance schedules.

### **Any future changes:**

A comprehensive road classification system is required to support asset management decision-making.

### **Tasks and activities:**

- Repair pot holes when evident
- Clear blocked drains where possible
- Clear weeds in drains and shoulders
- Monitor road surface conditions

### **Performance indicators:**

- Repair all pot holes greater than 20 mm in depth
- Repair all cut outs in bitumen where services have been laid under ground

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## **Traffic management on local roads**

### **What is the service?**

Provision of adequate street signage and traffic control devices to increase the safety of users of the road network.

### **What is produced?**

Safe roads.

### **What is the result?**

Effective management of physical infrastructure.

### **Who is it for?**

Users of local roads.

### **Current approach:**

Existing signage is maintained by council employees. Where necessary traffic control devices are in place. The council relies on community input where unsafe conditions may exist. The council has access to road closure signs if required.

### **Any future changes:**

No

### **Tasks and activities:**

- Regular inspection of condition of street name signs and where necessary arrange replacement.
- Ensure that traffic control devices are operated effectively.

### **Performance indicators:**

Signs displayed the same day when notification of a road hazard is received.



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## **Fleet, plant and equipment maintenance**

### **What is the service?**

Provision of routine maintenance on council's plant, fleet and equipment.

### **What's produced?**

A schedule for plant and equipment maintenance that ensures that regular maintenance is undertaken to ensure that equipment operates at peak condition and has an extended life and resale value.

### **What is the result?**

Reliable plant and equipment that operates in a safely. Maximise lifespan of council's fleet and equipment.

### **Who is it for?**

Council employees and community.

### **Current approach:**

All council plant and equipment is subject to routine maintenance. Time is set aside each week for services to be undertaken. Log books are maintained to ensure that operating times do not exceed service requirement.

### **Any future changes:**

Development of a formal fleet, plant and equipment maintenance schedule.

### **Tasks and activities:**

- Regular inspection of plant and equipment
- Regular routine maintenance undertaken
- Log books updated each time after plant is used
- Arrange for major maintenance to be undertaken by authorised dealer
- Regular running of generators

### **Performance indicators:**

- Planned servicing completed no more than one month after due date
- Down time for fleet, plant and equipment less than 5% of operational requirements

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## **Waste management and litter reduction**

### **What is the service?**

Collection and disposal of domestic, hard and green waste. Management and maintenance of waste collection contract and general litter reduction within Wagait Shire boundaries.

### **What is produced?**

Efficient and sustainable disposable services. Enhanced community education and awareness. Reduced quantity of waste around the Wagait Shire and compliance with environmental health standards.

### **What is the result?**

Cost effective waste management strategies that emphasise waste reduction, reuse of materials and recycling programs.

### **Who is it for?**

The community residents and visitors.

### **Current approach:**

Residents have a kerbside pickup for household waste on a weekly basis and are able to remove hard waste into skip bins quarterly. This waste is transported to the Shoal Bay Waste Management Facility. The council encourages recycling but provides limited support. Council supports the current initiative of the Cox Peninsula Fire brigade to run a private recycling area in a land owner's block. It also supports the Wagait Store arrangements with Enviro-bank who attend the shire regularly.

### **Any future changes:**

- Management of green waste is under investigation.
- Special levy for multiple dwellings on one lot and commercial sites are being considered.

### **Tasks and activities:**

- Manage waste in public areas
- Manage the service contract
- Community education

### **Performance indicators:**

- Less than four complaints per year about wheelie bin emptying service
- Public spaces cleaned after a community event
- Public road sides litter free
- Quarterly hard waste collections provided

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## **Weed control and fire hazard reduction**

### **What is the service?**

Reduce fire hazards and increase the amenity of the area through the control of noxious weeds around council controlled roads and facilities.

### **What is produced?**

Effective weed control and a reduction in fire hazards.

### **What is the result?**

Environment free of weeds and a reduction in wild fires.

### **Who is it for?**

The Wagait Shire community and neighbouring properties.

### **Current approach:**

- Weed control is undertaken on a scheduled basis. Council employees are qualified to use sprays for the control of weeds. Fire hazard reduction is monitored and undertaken as and when required. The council liaises with the Department of Lands, Planning and Environment in identifying weeds
- Where control burning is required, council seeks the support of the local bush fire brigade.
- Participate in the NT Government Gamba grass eradication program through provision of poison and spray equipment to residents.

### **Any future changes:**

- Review of the requirement for a suburban fire brigade and discussion with NTFRS.
- Update the report undertaken with NT Weeds Branch (2011/2012) on identified problem weeds in the community and develop a mitigation strategy.

### **Tasks and activities:**

- Spray weeds on a regular basis
- Slash grassed areas that may become a fire hazard
- Fulfil jetty car park area weed control contract
- Community education on declared weeds and their management

### **Performance indicators**

- Less than six complaints about weeds annually
- Weed outbreaks identified and managed

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## **Animal welfare and control**

### **What is the service?**

The administration of delegated Territory legislation in relation to the care, custody and control of domestic and feral animals to protect health, safety, amenity and environment of the community. Promotes responsible ownership of animals.

### **What is produced?**

A service that provides support in dealings with animals.

### **What is the result?**

Community free of uncontrolled and/or dangerous animals.

### **Who is it for?**

The community residents and visitors.

### **Current approach:**

- The council is currently working towards establishing a by-law to deal with uncontrolled animals.
- The council utilises the services of the NT Police to deal with dangerous animals.
- The council has firearms to deal with injured animals.

### **Any future changes:**

To develop a companion animal management plan and associated by-laws.

### **Tasks and activities:**

- Annual renewal of firearms license
- Maintenance and promotion of the voluntary companion registry for dogs
- Community education

### **Performance indicators**

By-law ready to be adopted during 2017-2018



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## **Library, culture and heritage**

### **What is the service?**

Provision of access to library programs and material designed to meet the diverse needs of all ages and groups within the community. Cultural and historical significance of the Cox Peninsula understood.

### **What is produced?**

- Public access to library books and the internet.
- Heritage of the area understood and supported.
- Historic sites maintained (Malady) subject to government funding.

### **What is the result?**

- A library service that is accessible and meets the needs of the community.
- Knowledge in the community about the area's history.

### **Who is it for?**

The community residents and visitors.

### **Current approach:**

- The council has an initial book stock. The service is open during normal council office hours. The book library currently has very little community support with about one visitor per week.
- Milady bomber site cleared of weeds and litter (subject to government funding).

### **Any future changes:**

- Determine the future library needs of the community.
- Works underway to restore Darwin Duchess restored

### **Tasks and activities:**

- Encourage more library users and ascertain future needs
- Approach appropriate bodies for grant funding to restore the Darwin Duchess

### **Performance indicators:**

- Library to be open for public use >200 days
- Grant funding for Darwin Duchess obtained

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## **Civic events**

### **What is the service?**

Conduct and manage agreed community events such as the senior's ball, Anzac Day celebrations, Australia Day celebrations and Territory Day.

### **What is produced?**

High quality civic events for the Wagait Shire community.

### **What is the result?**

Residents, councillors, family and friends participate and are interested in civic events; instilling pride in our culture and having fun.

### **Who is it for?**

Community residents and visitors.

### **Current approach:**

- Civic events will be promoted and organised for the community subject to council agreement. Resources to conduct such events will be supplied via internal arrangement, volunteers, and councillors' contributions. Local community service organisations may also be involved on a volunteer or income making arrangement. Grant funds will be sought where announced funding is available and each event will be costed prior to council's consideration.
- Council also supports other local events/groups such as Mandorah Ukulele Folk Festival, walk to school day and Wagait Arts Group.

### **Any future changes:**

Other events will be considered on the basis of economic and social benefit.

### **Tasks and activities:**

- Conduct Australia Day celebrations
- Conduct Anzac Day celebrations
- Conduct seniors' activities
- Conduct Territory Day celebrations

### **Performance indicators:**

Deliver at least four community events annually

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## Local emergency services

### What is the service?

Preparation and planning for local emergencies through participation in relevant committees and facilitation of preventative measures.

### What is produced?

- Disaster planning and preparation.
- Disaster recovery.

### What is the result?

Mitigation of potential hazards, response during disaster events, recovery of the community to full function and an awareness within the community.

### Who is it for?

The community.

### Current approach:

The council is responsible for the operations of the cyclone shelters in the council grounds. The council works in conjunction with the local NT Emergency Services Unit in dealing with disasters. Throughout the year, support is provided to the NT Emergency Services Unit, Wagait Beach Fire Brigade and the Disaster Recovery Committee.

### Any future changes:

- Improved communications infrastructure via radio.
- Review cyclone shelter capacity in light of increased population.
- Assist Cox Peninsula Bushfire Brigade to fence and install utilities to new fire shed.

### Tasks and activities:

- Operate cyclone shelter when cyclone is present
- Attend regional cyclone shelter briefings
- Liaise with police and emergency services during disasters
- Provide support to local brigade and emergency services units
- Encourage and facilitate community to have annual clean-up
- Endorse and support local disaster recovery plans

### Performance indicators

- CEO and/or president to attend all local cyclone shelter meetings
- CEO to attend pre-cyclone season regional cyclone shelter briefings

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## **Administration of local laws**

### **What is the service?**

Monitoring and enforcement of council local laws.

### **What is produced?**

Standards that the community is expected to meet.

### **What is the result?**

A clean, tidy, healthy and safe community.

### **Who is it for?**

The community.

### **Current approach:**

The council is working towards adopting an animal management by-law.

### **Any future changes:**

Future circumstances will dictate if it is necessary for the council to introduce additional local laws.

### **Tasks and activities:**

Continue to monitor community expectations and behaviour.

### **Performance indicators:**

- Enact animal management by laws
- Present all requests from the community that reflect changes in attitude or expectations at council meetings



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## **Customer relationship management**

### **What is the service?**

The provision of high standards of service and assistance to the community and other customers; effective service delivery; and the achievement of corporate and community objectives.

### **What's produced?**

Respectful, organised, polite and efficient responses to community enquiries or complaints.

### **What is the result?**

High standards of communication, transparency and openness.

### **Who is it for?**

The community.

### **Current approach:**

The council maintains an office at Wagait Beach and opens five days per week. Residents are able to access information at any time during office hours. Council's web site also provides information to customers on council activities and service delivery.

Notice boards around the community are used to inform residents. Regular information sheets are available at local store and on the ferry.

### **Any future changes:**

- The ongoing upgrade of the council web site

### **Tasks and activities:**

- Continue to utilise notice boards.
- Continue to upgrade the council web site.
- Conduct community meetings to seek community feedback on major issues.

### **Performance indicators**

No more than four complaints annually regarding council performance

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## **Governance**

### **What is the service?**

Costs of governance to the council including elected members expenses, elections, civic and ceremonial functions, membership of representative organisations and elected members and CEO support costs.

### **What is produced?**

- Elected members having a clear understanding of responsibilities associated with leadership, management of the council, strategic planning, policy development and compliance with statutory requirements.
- A council resolutions register is available that details council decisions.
- A complaints register is available that details any issues raised with council.

### **What is the result?**

Continual improvement in the governance capacity of elected members.

### **Who is it for?**

Elected members, staff and residents.

### **Current approach:**

The council conducts regular monthly meetings that are open to the public. Agendas and minutes are produced for each meeting and are available for viewing by the public. The next election has been programmed for August 2017 and then again in three years' time. Governance training is accessed when available.

### **Any future changes:**

Upgrade council's governance capacity.

### **Tasks and activities:**

- Conduct monthly council meetings
- Produce agendas and minutes
- Provide ongoing councillor training
- Induction training will be given to all new councillors

### **Performance indicators**

- Report number of elected members attendance at meetings
- >90% number of voter turnout at elections
- Governance procedures are reviewed and updated in line with current best practice
- Deliver one session of training for elected members annually

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## **Advocacy and representation on local and regional issues**

### **What is the service?**

Participate on regional boards or committees to represent the council's views on regional issues.

### **What is produced?**

Ensure the local community is effectively represented in regional issues of significance.

### **What is the result?**

The council's (community) views are represented in the appropriate forums.

### **Who is it for?**

The community.

### **Current approach:**

The council maintains membership of the Local Government Association NT; the Top End Regional Councils group (TOPROC) (and participates in other regional groups). These organisations provide the council with avenues to address regional issues that may impact upon the shire. The CEO also participates in CEO forums at which a broad range of local government activities at a commonwealth and territory level are discussed.

### **Any future changes:**

- The council has identified the need for sound land use planning with the establishment of a regional planning authority.
- The council has also identified the requirement to expand boundaries and therefore the need to negotiate with relevant aboriginal land-holders and their representatives.

### **Tasks and activities:**

Continue participation at all forums that may be regionally significant to the Cox Peninsula.

### **Performance indicators:**

Report to council and community on the groups/forums

---

## **Commercial contracts**

### **What is the service?**

Undertake ongoing maintenance of assets as per contractual arrangements.

### **What is produced?**

A clean and tidy jetty, a continuous water supply and other commercial services.

### **What is the result?**

Effectively managed contracts as a service to the community.

### **Who is it for?**

Community residents and visitors.

### **Current approach:**

The council enters into contractual arrangements with various departments and agencies to undertake maintenance of assets and to undertake the provision of services.

### **Any future changes:**

- The council needs to be conscious of new contracts and of contract expiry dates.
- Council will consider any new opportunities to increase revenue from this source.

### **Tasks and activities:**

- Wash and clean jetty.
- Remove waste from jetty.
- Maintain jetty parking area.
- Undertake maintenance to jetty required.
- Undertake water sampling at predetermined intervals.
- Monitor bores at predetermine intervals.
- Attend water related supply faults.

### **Performance indicators:**

- Successful completion, acquittal and renewal of contracts and feedback
- Meet all KPIs articulated by contracts



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## **Sports and recreation**

### **What is the service?**

Provision of sport and recreation activities in the community.

### **What is produced?**

Opportunities for all sectors (mainly young people) of the community to participate in sport and recreational activities.

### **What is the result?**

A community that is able to participate in activities that develop a level of fitness and well-being without having to travel to Darwin.

### **Who is it for?**

The community.

### **Current approach:**

Ensure a program of activities is published and that families can be assured these are being well managed. Ensure ongoing compliance with Safe NT.

### **Any future changes:**

Identify new areas of community involvement for particular interest groups.

### **Tasks and activities:**

- Conduct sporting and recreational activities for the whole of the community
- Continue to lobby for additional funds
- Provide support to community groups in staging events

### **Performance indicators:**

- Deliver at least four different types of activities every month
- Maintain current attendance and participation numbers

---

## **Local welfare and social services**

### **What is the service?**

Provision of miscellaneous community services that enhance participation or amenity, including seniors programs, access to the Wagait Beach Medical Clinic and other welfare and social services identified by the council from time to time.

### **What is produced?**

A group of services needed by community.

### **What is the result?**

Community services that are accessible and meet the needs of and promote the well-being of the community.

### **Who is it for?**

The community.

### **Current approach:**

The council provides support to the Wagait Beach medical clinic and seniors program with activities taking place at the Wagait Beach Community Centre.

### **Any future changes:**

The council is conscious of the need to provide ongoing support to the medical clinic and seniors program. Potential exists for the clinic to be expanded and to have a doctor provide a service. Other activities will continue to be monitored and will depend on government funding.

### **Tasks and activities:**

- Continue to support Wagait Beach clinic
- Continue to support seniors program
- Encourage expansion of medical clinic and availability of a doctor
- Monitor funding opportunities for new services

### **Performance indicators:**

- Record attendance numbers at events and services
- Record resident satisfaction/complaints with each event or service
- Inform council of suggestions and feedback about events and services

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## **Visitor accommodation and tourism**

### **What is the service?**

Promotion and encouragement of economic development and local businesses through promoting and improving tourist attractions.

### **What is produced?**

A welcoming environment to visitors to the shire.

### **What is the result?**

A tourism industry that capitalises on our cultural heritage and unique natural environment.

### **Who is it for?**

The community residents and visitors.

### **Current approach:**

The council provides support to community groups who wish to promote the cultural heritage of the area. Tourist amenities within the shire are maintained by the council. The council is committed to working with any individual or group who can provide visitor accommodation to the area.

### **Any future changes:**

For the purpose of orderly development there is a need for the development of a Regional Tourism Plan.

### **Tasks and activities:**

- Encourage community groups in promoting the cultural significance of the area
- Lobby Government for a regional tourism plan
- Work closely with any persons or group wishing to undertake tourism activities

### **Performance indicators:**

No more than four complaints annually about tourist amenities.

---

## **Asset management**

### **What is the service?**

Planning and support services for council assets land, buildings, plant, equipment fixtures and fittings, and any other asset.

### **What is produced?**

Asset management plans, policy development and performance monitoring.

### **What is the result?**

Effective management of shire assets.

### **Who is it for?**

The community.

### **Current approach:**

There is currently limited specific asset management planning undertaken.

### **Any future changes:**

- Introduce a computer based asset management system.
- Review the requirements for a building to house the library.
- Review the works depot utilisation.

### **Tasks and activities:**

- Prepare plant and equipment replacement schedule
- Prepare maintenance schedules for plant and equipment.
- Prepare maintenance schedules for council buildings.
- Develop asset management plans and policies

### **Performance indicators:**

- Maintain the asset management register that includes valuation and depreciation
- Develop an asset management policy
- Maintain the schedule of assets



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## **Council planning and reporting**

### **What is the service?**

Development of strategic plans, including business and service delivery plans, to ensure the council's long term sustainability to deliver services to the community.

### **What is produced?**

Shire plan, strategic plan, budgets and annual report.

### **What is the result?**

Documentation that provides clear direction to the council on future council activities and service delivery expectations.

### **Who is it for?**

Commonwealth and Territory agencies, council, CEO, regional boards, residents and ratepayers.

### **Current approach:**

- The council currently produces all statutory documentation. The shire plan is linked to the council budget. All plans are reviewed and updated on an annual basis. All plans can be accessed in hard copy from the council or via the council web page.
- The council has a resolutions register that details all agreed resolutions of council.

### **Any future changes:**

- No changes are proposed.
- A review of the strategic plan will be undertaken in 2017 calendar year in preparation for 2018/2019 implementation of a new plan. Information from community consultation meetings will be taken into account.
- Review budget and redesign to meet requirements of new plans

### **Tasks and activities:**

Continue to meet legislated deadline for the completion of documentation.

### **Performance Indicators:**

- A draft 5-year strategic plan from 2018/19 developed
- Annual plan written and submitted on time

---

## **Financial management**

### **What is the service?**

Accounting, financial recording and reporting and other support services associated with managing the council's financial resources.

### **What is produced?**

Financial advice and management including accurate financial reports and compliance with statutory requirements.

### **What is the result?**

An effective and efficient shire council.

### **Who is it for?**

Commonwealth and Territory agencies, elected members, CEO, council, residents and ratepayers.

### **Current approach:**

The financial management system is maintained in accordance with the Local Government Act and Australian Accounting Standards. A computerised system is used for all financial transactions. Financial reports are presented to the council on a monthly basis. The preparation of annual financial statements is outsourced and accounts are audited by an external auditor on an annual basis.

### **Any future changes:**

Software updates provided by the financial software suppliers installed as soon as possible. Consideration to be given to introducing non-financial business systems to cater for council administrative tasks. Establish a finance committee.

### **Tasks and activities:**

- Ensure financial data is up to date to produce accurate reporting.
- Regular reports to council meetings.
- Maintain accurate property and rate records.

### **Performance Indicators:**

- Increase contract income by >5%
- Increase bank investment returns by >4%
- Financial reports are produced in timely manner for council meetings
- Financial reports are submitted to government on time

---

## **Human resources**

### **What is the service?**

Services and support for human resources administration including recruitment, induction, training and development.

### **What is produced?**

The employment of persons in compliance with awards, contracts, agreements and a commitment to structured employee training and development.

### **What is the result?**

An effective and efficient council workforce.

### **Who is it for?**

Council employees.

### **Current approach:**

The employment of council employees is done in accordance with the policy that provides for non-discriminatory staff employment. The promotion of employees is subject to annual performance reviews. All employees are encouraged to assess their training requirements each year.

### **Any future changes:**

Implement best practice HR policy and procedures.

### **Tasks and activities:**

- Conduct annual performance reviews
- Prepare annual training plan for all employees
- Develop HR policy

### **Performance Indicators:**

- All employees undertake performance review.
- No more than 1 industrial relations type complaints annually.
- One annual workplace training session delivered to all staff

---

## **Information technology and communications**

### **What is the service?**

Information technology (IT) support services and advice associated with the operation and management of council's hardware, software and internet systems.

### **What is produced?**

Effectively managed and functioning IT including ease of accessibility for users and web page design and maintenance.

### **What is the result?**

An effective and efficient system. Council's information is controlled and managed while complying with ITIL ( standards.

### **Who is it for?**

Staff and elected members.

### **Current approach:**

The council has independent stand-alone hardware and utilises appropriate software for accounting functions.

### **Any future changes:**

- Formal maintenance arrangements need to be explored.
- Introduce integration of financial data with administration reporting

### **Tasks and activities:**

- Maintain web page
- Develop IT policy
- Implement ITIL best practices

### **Performance Indicators:**

Meet ITIL standards

---

## **Public and corporate relations**

### **What is the service?**

Communication with the general public through personal contact, public meetings and media information.

### **What is produced?**

Verbal and written information that provides clear information about council activities.

### **What is the result?**

Residents and the general community will expect to be informed on all council matters to judge whether or not their interests are properly represented.

### **Who is it for?**

The community.

### **Current approach:**

Council facilitates twice yearly forums where the community is able to ask questions and articulate their opinions in a non-formal environment. Notice boards at the local supermarket, council office and council website are regularly updated with information concerning council activities in addition to the establishment of a Facebook page. Media releases are issued where and when required and a website has been established.

### **Any future changes:**

N/A

### **Tasks and activities:**

- Council meetings open to the public.
- Identify issues for public meetings.
- Regular updating of the council website.

### **Performance Indicators:**

- At least 10 community members at public meetings
- All statutory reports completed on time
- Community satisfaction with corporate relations
- Feedback to the monthly council meetings
- Website and Face Book statistics.

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## **Records management**

### **What is the service?**

Processing of council's incoming and outgoing correspondence and the availability and safekeeping of council records in accordance with statutory requirements.

### **What is produced?**

Records management systems and an awareness of record keeping obligations including Freedom of Information obligations.

### **What is the result?**

An efficient and effective user friendly records management system.

### **Who is it for?**

Staff and elected members.

### **Current approach:**

There are three main areas of records storage. A manual A to Z listing filing cupboard for the storage of all hard copy, a property file containing all hard copy matters affecting the property and a computer based file that is subject specific. The three systems make it easy for the recovery of documents. Archived documents are retained at the shire workshop.

### **Any future changes:**

Integration of the A to Z system to parallel computer based system.

### **Tasks and activities:**

- Records filed on a regular basis
- Explore computer integration
- Annual training on Freedom of Information developments

### **Performance Indicators:**

- No more than 14 days to complete a freedom of information request.
- Information required is readily available.



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## **Revenue growth**

### **What is the service?**

Funding of council's operations through appropriate rating policies and the maximisation of grants, fees and charges and other available income sources.

### **What is produced?**

Planning that produces adequate funds for the delivery of services to the community.

### **What is the result?**

A balanced budget that meets all service delivery requirements

### **Who is it for?**

The community.

### **Current approach:**

The budget is prepared on an annual basis. Income is derived from Government funding, contracts with government and commercial operators and rates.

### **Any future changes:**

Rate revenue is low with increased capacity possible. Grant funding and other service contracts will be actively sourced. Increase potential for funded staff to be employed via work ready schemes.

### **Tasks and activities:**

- Pursue opportunities for grant funding and new service contracts
- Implement job costing measures to avoid over expenditure
- Preparation of realistic budgets
- Avoid non-budgeted expenditure

### **Performance Indicators:**

- Budget balanced without shortfall
- New grant funding
- End of year position
- Contract income increased by >5%
- One new contract acquired or contract variation to increase scope of works

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## **Risk management**

### **What is the service?**

Provision of internal risk management systems

### **What is produced?**

Policies and risk management plans.

### **What is the result?**

Protection of council assets, staff, community and environment.

### **Who is it for?**

Staff, elected members, insurers

### **Current approach:**

Risk management is assessed annually in conjunction with the insurance renewal process. All council assets are insured. A complaints register is maintained and is used to monitor areas of potential risk

### **Any future changes:**

The council will develop a risk management plan.

### **Tasks and activities:**

- Conduct annual audit
- Maintain asset register
- Ensure assets have sufficient insurance coverage
- Update the fraud protection plan

### **Performance Indicators:**

- Satisfactory audit of the asset register
- Fraud protection plan updated
- Comprehensive risk management plan developed

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## **Work health and safety (WHS)**

### **What is the service?**

Provision of a framework to protect the health, safety and welfare of all workers at work and also the health and safety of all other people who might be affected by the work of council.

### **What is produced?**

WHS policy, plan and audit programs.

### **What is the result?**

Protection of workers and the general public so that their health and safety is not placed at risk by work activities.

### **Who is it for?**

Employees, contractors, subcontractors, outworkers, apprentices, work experience students, volunteers and employers who perform work.

### **Current approach:**

Council maintains a WHS incidents register to identify how to negate and/or reduce known risks to an acceptable level.

### **Any future changes:**

The council will develop a WHS policy.

### **Tasks and activities:**

- maintain a work environment without risks to health and safety
- maintain plant and structures to keep them in a safe state
- provide and maintain safe systems of work
- ensure the safe use, handling, storage and transport of plant, structures and substances
- provide adequate facilities for the welfare of workers at work when carrying out work for the council
- provide information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of council business
- monitor the health of workers and the conditions at the workplace for the purpose of preventing illness or injury of workers arising from the conduct of council business

### **Performance Indicators:**

No workplace injuries sustained that affect an employee's ability to work.

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## **APPENDIX 2 – Budget 2017 – 2018**

See pages 44-47

## **APPENDIX 3 – Long term financial projections**

See page 48

<div>Wagait Shire Council</div> <div>62 Wagait Tower Road</div> <div>Wagait Beach NT 0822</div> <div>Profit &amp; Loss [Multi-Period Budget]</div> <div>July 2017 To June 2018</div>														
Account Name	July	August	September	October	November	December	January	February	March	April	May	June	Total	
Income														
RATES														
Rates Income	\$0	\$70,000	\$0	\$0	\$50,541	\$0	\$0	\$50,542	\$0	\$0	\$50,542	\$0	\$221,625	
Rate Search income	\$70	\$0	\$0	\$70	\$0	\$0	\$70	\$0	\$70	\$0	\$70	\$0	\$350	
Rate Interest Income	\$0	\$300	\$0	\$300	\$0	\$0	\$300	\$0	\$0	\$300	\$0	\$0	\$1,200	
Total RATES	\$70	\$70,300	\$0	\$370	\$50,541	\$0	\$370	\$50,542	\$70	\$300	\$50,612	\$0	\$223,175	
GRANTS														
Roads Grant - R2R	\$0	\$0	\$0	\$69,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$69,000	
Sport & Rec Operational	\$0	\$0	\$0	\$0	\$0	\$21,000	\$0	\$0	\$0	\$0	\$0	\$0	\$21,000	
FAA General Purpose	\$4,600	\$1,100	\$0	\$0	\$1,100	\$0	\$0	\$1,100	\$0	\$0	\$1,100	\$0	\$9,000	
FAA Roads	\$27,500	\$6,400	\$0	\$0	\$6,400	\$0	\$0	\$6,400	\$0	\$0	\$6,400	\$0	\$53,100	
NT Operational	\$78,700	\$0	\$0	\$0	\$0	\$0	\$70,000	\$0	\$0	\$0	\$0	\$0	\$148,700	
Seniors	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	
Total GRANTS	\$112,300	\$7,500	\$0	\$69,000	\$7,500	\$21,000	\$70,000	\$7,500	\$0	\$0	\$7,500	\$0	\$302,300	
CONTRACTS														
Jetty Management	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$4,900	\$58,800	
Water Management	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$4,250	\$51,000	
Community Development Program	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$12,000	
Total CONTRACTS	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$10,150	\$121,800	
RENTAL INCOME														
Cloppenburg Park	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$2,640	
Total RENTAL INCOME	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$2,640	
MISC INCOME														
Bank Interest	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$9,600	
Vehicle Trade in value	\$0	\$0	\$0	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25,000	
Total MISC INCOME	\$800	\$800	\$800	\$25,800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$800	\$34,600	
WASTE MANAGEMENT														
Waste Management Levy	\$20,200	\$0	\$0	\$25,400	\$0	\$0	\$25,400	\$0	\$0	\$25,400	\$0	\$20,000	\$116,400	
Total WASTE MANAGEMENT	\$20,200	\$0	\$0	\$25,400	\$0	\$0	\$25,400	\$0	\$0	\$25,400	\$0	\$20,000	\$116,400	
Total Income	\$143,740	\$88,970	\$11,170	\$130,940	\$69,211	\$32,170	\$106,940	\$69,212	\$11,240	\$36,870	\$69,282	\$31,170	\$800,915	

TOTAL EXPENSES														
ADMINISTRATION EXPENSES														
Accounting	\$600	\$2,400	\$600	\$6,300	\$600	\$600	\$600	\$600	\$600	\$600	\$600	\$4,100	\$18,200	
Entertainment	\$0	\$0	\$0	\$0	\$0	\$800	\$0	\$0	\$0	\$0	\$0	\$0	\$800	
Advertising	\$1,000	\$1,000	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,000	
Safety Supplies & Equipment	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$960	
Travel & Accommodation	\$100	\$100	\$100	\$100	\$1,000	\$100	\$100	\$100	\$100	\$100	\$2,100	\$100	\$4,100	
Consultant fees	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$4,800	
Miscellaneous	\$10,000	\$50	\$0	\$50	\$0	\$50	\$0	\$50	\$0	\$50	\$0	\$50	\$10,300	
Valuation Costs	\$0	\$0	\$0	\$3,200	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$3,200	
Bank Charges														
Bank Fees	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$40	\$480	
Merchant Fees	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$1,500	
Total Bank Charges	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$165	\$1,980	
Fees, Licences & Charges	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200	
Computer Support & Maint	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$3,000	
Insurance	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$2,200	\$26,400	
Memberships & Subscriptions														
LGANT/Membership	\$1,400	\$0	\$500	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$0	\$2,050	
Subscriptions & Publications	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$60	\$720	
Total Memberships & Subscriptions	\$1,460	\$60	\$560	\$60	\$60	\$210	\$60	\$60	\$60	\$60	\$60	\$60	\$2,770	
Office Costs														
Postage	\$500	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$1,500	
Printing & Stationery	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,400	
Total Office Costs	\$700	\$200	\$200	\$700	\$200	\$200	\$200	\$200	\$700	\$200	\$200	\$200	\$3,900	
Telephones														
Office phone/fax/internet	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$220	\$2,640	
Mobiles	\$60	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$1,105	
Satellite	\$0	\$0	\$0	\$100	\$100	\$100	\$100	\$100	\$0	\$0	\$0	\$0	\$500	
Total Telephones	\$280	\$315	\$315	\$415	\$415	\$415	\$415	\$415	\$315	\$315	\$315	\$315	\$4,245	
Meeting Expenses														
Meeting expenses	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$80	\$960	
Councillor Allowances	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$500	\$6,000	
Total Meeting Expenses	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$580	\$6,960	
Total ADMINISTRATION EXPENSES	\$18,715	\$7,500	\$5,150	\$15,400	\$6,650	\$5,750	\$5,950	\$4,800	\$5,150	\$5,900	\$6,650	\$8,200	\$95,815	
EMPLOYMENT EXPENSES														
Superannuation Expenses														
Superannuation	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$30,000	
Total Superannuation Expenses	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500	\$30,000	
Wages & Salaries														
Wages & Salaries	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$300,000	
Wages Sports & Rec	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$1,750	\$21,000	
Annual Leave expense	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$5,100	
Total Wages & Salaries	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$27,175	\$326,100	
Staff Training	\$300	\$0	\$0	\$300	\$0	\$0	\$0	\$300	\$0	\$0	\$300	\$0	\$1,200	
Staff Uniforms & Safety	\$0	\$0	\$400	\$0	\$0	\$0	\$400	\$0	\$0	\$0	\$0	\$400	\$1,200	
Professional Development	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,000	
Professional Assistance CEO	\$0	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$1,200	\$0	\$0	\$1,200	\$0	\$4,800	
Total EMPLOYMENT EXPENSES	\$29,975	\$31,875	\$30,075	\$29,975	\$30,875	\$29,675	\$30,075	\$31,175	\$29,675	\$29,675	\$31,175	\$30,075	\$364,300	



ROADS														
FAA Roads Acquittal	\$0	\$0	\$0	\$0	\$53,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$53,100	
Roads to Recovery Acquittal	\$0	\$0	\$0	\$0	\$69,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$69,000	
Total ROADS	\$0	\$0	\$0	\$0	\$122,100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$122,100	
CONTRACTS & MATERIALS														
Jetty Maintenance	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	
Stores Materials & Loose Tools	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$250	\$3,000	
Water Management/Maintenance	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$125	\$1,500	
Total CONTRACTS & MATERIALS	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$425	\$5,100	
REPAIRS & MAINTENANCE														
R&M Garden & Ground	\$0	\$300	\$0	\$0	\$300	\$0	\$0	\$0	\$300	\$0	\$0	\$0	\$900	
R&M Ablution Block	\$0	\$500	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$1,000	
R&M CEO House	\$2,500	\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$5,000	
R&M Community Centre	\$2,500	\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$5,000	
R&M Office	\$2,500	\$0	\$0	\$0	\$0	\$0	\$2,500	\$0	\$0	\$0	\$0	\$0	\$5,000	
R&M Workshop	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$0	\$3,000	
R&M Sports Ground	\$200	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$200	\$0	\$0	\$600	
Strategic Plan Goals	\$15,000	\$0	\$0	\$0	\$0	\$0	\$0	\$13,000	\$0	\$9,270	\$0	\$0	\$37,270	
Total REPAIRS & MAINTENANCE	\$24,200	\$800	\$0	\$0	\$300	\$200	\$9,500	\$13,000	\$300	\$9,470	\$0	\$0	\$57,770	
VEHICLE & PLANT														
Plant & Equipment	\$0	\$0	\$0	\$400	\$0	\$0	\$400	\$0	\$0	\$400	\$0	\$0	\$1,200	
Fuel Works Ute	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,400	
Fuel Plant and Machinery	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200	
Fuel CEO	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$200	\$2,400	
Fuel Works Truck	\$100	\$0	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$100	\$0	\$0	\$300	
R&M Plant & Machinery	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$3,600	
R&M Vehicles	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$300	\$3,600	
Vehicle Registration	\$0	\$710	\$0	\$520	\$0	\$0	\$0	\$0	\$800	\$1,200	\$0	\$0	\$3,230	
Rego - Plant & Machinery	\$0	\$0	\$0	\$500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$500	
Total VEHICLE & PLANT	\$1,200	\$1,810	\$1,100	\$2,520	\$1,100	\$1,200	\$1,500	\$1,100	\$1,900	\$2,800	\$1,100	\$1,100	\$18,430	
GRANT EXPENSES														
Senior Week Function	\$0	\$1,500	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,500	
Sports & Rec Activities	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$100	\$1,200	
Australia Day Expenses	\$0	\$0	\$0	\$0	\$200	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$300	
Total GRANT EXPENSES	\$100	\$1,600	\$100	\$100	\$300	\$200	\$100	\$100	\$100	\$100	\$100	\$100	\$3,000	
WASTE MANAGEMENT EXPENSE														
Miscellaneous	\$0	\$0	\$0	\$100	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$100	
Animal Management Charges	\$0	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,500	\$0	\$0	\$0	\$0	\$3,000	
Freight	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$400	
Community Recreation Activity	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$50	\$600	
Waste Management	\$6,000	\$6,000	\$17,100	\$6,000	\$6,000	\$17,100	\$6,000	\$6,000	\$17,100	\$6,000	\$6,000	\$17,100	\$116,400	
Total WASTE MANAGEMENT EXPENSE	\$6,050	\$7,550	\$17,350	\$6,150	\$6,050	\$17,150	\$6,050	\$7,750	\$17,150	\$6,050	\$6,050	\$17,150	\$120,500	
SERVICES														
Electricity	\$1,500	\$0	\$0	\$1,500	\$0	\$0	\$1,500	\$0	\$0	\$1,500	\$0	\$0	\$6,000	
Gas Supplies	\$200	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$400	
Pest Control	\$1,500	\$0	\$0	\$0	\$0	\$0	\$1,000	\$0	\$0	\$0	\$0	\$0	\$2,500	
Water & Sewerage	\$900	\$600	\$800	\$200	\$100	\$0	\$0	\$0	\$200	\$400	\$500	\$600	\$4,300	
Cleaning	\$0	\$200	\$0	\$0	\$0	\$0	\$0	\$0	\$200	\$0	\$0	\$0	\$400	
Community Recreation Activity	\$0	\$150	\$0	\$0	\$0	\$0	\$150	\$0	\$0	\$0	\$0	\$0	\$300	
Total SERVICES	\$4,100	\$950	\$800	\$1,700	\$100	\$200	\$2,650	\$0	\$400	\$1,900	\$500	\$600	\$13,900	
TOTAL EXPENSES	\$84,765	\$52,510	\$55,000	\$56,270	\$167,900	\$54,800	\$56,250	\$58,350	\$55,100	\$56,320	\$46,000	\$57,650	\$800,915	

Operating Profit	\$58,975	\$36,460	-\$43,830	\$74,670	-\$98,689	-\$22,630	\$50,690	\$10,862	-\$43,860	-\$19,450	\$23,282	-\$26,480	\$0	
Total Other Income	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Total Other Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
Net Profit/(Loss)	\$58,975	\$36,460	-\$43,830	\$74,670	-\$98,689	-\$22,630	\$50,690	\$10,862	-\$43,860	-\$19,450	\$23,282	-\$26,480	\$0	

Council’s Financial Reserves

Council has agreed to establish a Reserve Fund of \$500,000 for projects identified in the Strategic Plan when it is renewed after the August 2017 election. The Reserve will cover the following elements:

- Asset reserve
- Infrastructure reserve
- Plant and vehicle reserve
- Election Reserve
- Provisions for staff

**APPENDIX 3 – Long Term  
Financial Plan**

**Wagait Shire Council**  
62 Wagait Tower Road  
Wagait Beach NT 0822  
  
**Long Term Financial Plan**  
2018 - 2022

		<b>Budget 2017/18</b>	<b>Plan 2018/19</b>	<b>Plan 2019/20</b>	<b>Plan 2020/21</b>	<b>Plan 2021/22</b>	<b>NOTES</b>
<b>OPERATIONAL INCOME</b>							
RATES		\$221,625	\$227,000	\$231,000	\$235,000	\$240,000	5
GRANTS		\$302,300	\$308,300	\$314,400	\$320,700	\$327,100	1
CONTRACTS		\$121,800	\$124,000	\$126,400	\$129,000	\$131,500	
RENTAL INCOME		\$2,640	\$2,640	\$2,770	\$2,770	\$2,900	
OTHER INCOME		\$36,150	\$38,700	\$13,000	\$14,000	\$15,000	
WASTE MANAGEMENT LEVY		\$116,400	\$116,400	\$119,000	\$119,000	\$121,300	7
<b>Total Income</b>		<b>\$800,915</b>	<b>\$817,040</b>	<b>\$806,570</b>	<b>\$820,470</b>	<b>\$837,800</b>	
<b>OPERATIONAL EXPENSES</b>							
ADMINISTRATION EXPENSE		\$95,800	\$97,000	\$98,000	\$100,000	\$102,000	
EMPLOYMENT EXPENSE		\$364,300	\$391,200	\$410,760	\$431,298	\$452,863	
ROADS		\$122,100	\$106,000	\$40,000	\$40,000	\$40,000	2
CONTRACTS & MATERIALS		\$5,100	\$2,850	\$2,993	\$3,142	\$3,299	
REPAIR & MAIN TOWN ASSETS		\$57,700	\$19,100	\$29,055	\$47,150	\$32,000	4
VEHICLE & PLANT		\$18,400	\$66,090	\$15,000	\$15,750	\$42,000	
GRANT EXPENSES		\$3,000	\$3,100	\$3,200	\$3,300	\$3,400	
OTHER OPERATIONAL COSTS		\$120,500	\$120,500	\$119,000	\$119,000	\$121,300	6
SERVICES		\$13,900	\$10,300	\$10,500	\$10,700	\$10,900	
<b>TOTAL EXPENSES</b>		<b>\$800,800</b>	<b>\$816,140</b>	<b>\$728,508</b>	<b>\$770,340</b>	<b>\$807,762</b>	

<b>Net Operational Income</b>		<b>\$115</b>	<b>\$900</b>	<b>\$78,063</b>	<b>\$50,130</b>	<b>\$30,038</b>	
Capital Expenditure		\$0	\$0	\$0	\$0	\$0	
Other Expenditure		\$0	\$0	\$50,000	\$50,000	\$30,000	3
<b>Net Income</b>		<b>\$115</b>	<b>\$900</b>	<b>\$28,063</b>	<b>\$130</b>	<b>\$38</b>	

#### Major Initiatives items proposed

The Wagait Shire Council will identify a range of infrastructure projects in the next strategic plan

The majority of these are subject to successful funding applications, and others are infrastructure outside the Council's scope that it will continue to advocate for.

1

Council will continue the road shoulder remediation program commenced in 2015 / 16  
An amount of \$122,100 has been allocated in the budget for 2017 / 18 and consists of \$53,100 FAA roads and \$69,000 R2R funding

2

Other expenditure in 2019 / 20 allows for implementation of projects identified in Strategic Plan which will be updated following planning meetings to be held in 2017/18

3

#### Underlying assumptions

Three year upgrade and replacement program commencing in the 2017 / 18 financial year

4

Rates will increase by 2% each year.

5

Kerbside Waste collection ongoing. Hard waste disposal will continue on a 3 monthly program.

6

Waste levy income increased by 2% every second year

7