



Wagait Shire Council
SHIRE BUSINESS PLAN
2021-2022

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Shire Business Plan Development

- Consultation with Elected Members and Council staff
- Support from the NT Government and its agencies
- Draft Plan published for public review and comment 23 June 2021
- Community consultation closing on 13 July 2021
- Final Plan adopted by Council 27 July 2021

About Wagait Shire

Wagait Shire is located 5km west of Darwin and is a 12-minute ferry ride or a 138 km drive from Darwin city. The township of Wagait Beach was established in the early 1960s with the first areas to be subdivided along the beachfront. Further subdivisions in the early 1980s resulted in the township layout and footprint seen today, with 388 rated property lots.

The Council was first established on 28 April 1995 as the Cox Peninsula Community Government Council and renamed Wagait Shire Council on 1 July 2008.

The Council name was derived from the Cox Peninsula, which 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 title of the Shire Council identifies directly with the township of Wagait Beach, which is a traditional Larrakia name given to the area.

Wagait Shire covers an area of 5.62 km² and there are 14.1 km of internal roads. The estate faces the Timor Sea and has several significant coastal sites, both sacred and historical. Coastal reserves on the estate boundaries are Restricted Use Areas, which are currently protected and managed by the Crown Lands Office of the NT Government.

As recorded in the 2016 Census, there were 237 males and 227 females residing in Wagait Beach with the median age being 48; 210 people reported being in the workforce with 62.2% employed full time and 22.4% employed part time. The median weekly personal income was \$857, slightly lower compared with the Northern Territory's average of \$871. Likewise, the family income is also lower at \$1924 compared to \$2105.

An electoral service count in 2018 placed the Wagait Beach population at 506 and with other documents provided in 2020-21 Council makes an informed estimate of aprox 560.

There are currently very limited local employment opportunities in the Shire. Other than Council, Wagait Beach Supermarket, the Cox Country Club and a number of self-employed contractors and trades people, the majority of residents work in Darwin.

Contact Us

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 monthly on the third Tuesday at 7:00pm in the Council Chambers.

Contact details:

Wagait Shire Council

Postal address: PMB 10, Darwin NT 0801

Telephone 08 8978 5185

Email council@wagait.nt.gov.au

Shire President's Message

Welcome to the 2021-22 Wagait Shire Council Plan, where we articulate what is planned for the coming financial year.

The Wagait Shire contains an area of 5.2km² with 14km of road within the subdivision. Over several years Council has been accumulating funds towards a required re-sheeting of these internal roads, with an estimated cost of approximately 2.5 million dollars. Council will be seeking funding opportunities to progress this major project, with some contribution from our anticipated accumulated savings.

Wagait Shire Council has been progressing policies and procedures required under the new Local Government Act (2019), which commences from 1st July 2021. This work will continue, with some assistance from the Northern Territory Government (NTG).

Another priority, the Mandorah Marine Precinct (MMP), also shapes as a major infrastructure development for our communities' future, with this 50-million-dollar project included in the NTG Budget for 2021-22. Council continues to lobby the NTG to progress this important project, which will act as a springboard for future development on this side of the harbour.

The long-term financial planning of the Council, as with all Shires and Councils in the Northern Territory (NT), relies on the continuance of annual grant funding from both Territory and Commonwealth governments.

With the COVID situation continuing to manifest in the Southern states, we are indeed fortunate that the NT has been left relatively unscathed for now.

Wagait Shire Council's Elected Members remain committed to working for the community and are confident and optimistic about our plans and progress. With Council elections for the five positions scheduled for August this year, we are seeking your support to continue this progress. We encourage new potential Councillors to consider joining the Wagait Shire Council to continue advancing this vibrant community.

On behalf of the current Council, I take this opportunity to sincerely thank the community for their support and my fellow Councillors for the contributions they have brought to Council.

*President Neil White
Wagait Shire Council
June 2021*

Legislative Framework

This plan has been prepared in accordance with the requirements of Sections 22 and 23 of the NT Local Government Act (2008).

In November 2019, the NT Local Government Act 2019 (the Act) was passed by the Legislative Assembly and the Regulations and Guidelines for enactment were prepared in 2020-21. Implementation of the new Act, Regulations and Guidelines has been deferred until 1 July 2021; with a 12-month transition period granted to all Councils to align policies and

Due to interrupted delivery of essential services as a result of the COVID-19 pandemic, the Minister for Local Government postponed the implementation date for the Local Government Act 2019 Regulations and Guidelines until 1 July 2021.

Councils Dog Management By-laws were gazetted and approved on 7 November 2019 and were fully implemented in 2020-21.

Constitutional Arrangements

Council reviews constitutional arrangements annually and has reported no changes since 2016.

During the previous Council terms, the Council conducted an electoral review with a community consultation and discussion on topics ranging from communications, population growth, interests in the economic, social and regional development, and local governance models.

Wagait Shire Council has previously entered into discussions with Coomalie Community Government Council and Belyuen Community Government Council in relation to boundary expansion into the future. A report was commissioned exploring this opportunity however its conclusions and recommendations were not received well by the three Councils.

Wagait Shire community consensus outcomes recorded from the consultation and adopted by Council on 16 August 2016 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. This occurred for the August 2017 general elections and the number of Council members is now five.
- 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 five-member Council was elected at the Northern Territory Local Government elections on 26 August 2017. During the term two members resigned. A by-election was held on 22 September 2018. The Council now consists of President Neil White, Vice President Tom Dyer, Councillor Michael Vaughan, Councillor Graham Drake (dec) and Councillor Peter Clee.

The Northern Territory Local Government elections will be held again in August 2021, with 5 vacancies to be filled by public vote.

Coomalie and Belyuen are pursuing amalgamation, which may include other unincorporated areas in the Cox Peninsula. In the past, Wagait Shire Council has not been in favour of participating in a

three-way amalgamation, however, is open to discussion and continues to explore boundary expansion opportunities.

The most practicable and sustainable way for Council to increase income for appropriate management of infrastructure assets and to maintain service delivery is to increase rates and rateable land holdings, however future development remains challenged by unresolved unincorporated land issues with the Kenbi Land Claim.

Under the Act, a committee comprising the Surveyor General, the Electoral Commissioner and a representative of LGANT will make constitutional arrangements. Council understands that the Committee will seek a consultation with the community in 2022.

Social and Economic Impacts

Council levies rates by applying a flat rate to all allotments, regardless of size or number of dwellings. At present, increasing rates, seeking service delivery contracts and relying on government grants are the only ways to improve revenue. Council's rates reflect the level of service requested by the community and any changes in these expectations, coupled with aging infrastructure require strategic consideration. The long-term financial plan for 2020-25 proposes an annual increase in rates of 3-5% to a total of 15% over the five years to enable this flexibility.

In 2021-22 a waste management levy is charged to all residents, regardless of whether they use the service or not. The service included a weekly road-side 240 litre bin collection and free access to hard waste and green waste facilities. Eligible pensioners in the community obtain government concessions towards their rates and their waste management levy.

In March 2020 the World Health Organisation declared a pandemic emergency and the Australian Government enacted the Australian Health Sector Emergency Response Plan for Novel Coronavirus (Covid-19) immediately. The plan detailed an Australia wide response, which included orders under the national Biosecurity Act and has had unprecedented impact to social, economic and cultural stability.

Local Government communities including Wagait Shire Council continue to be challenged by ongoing business disruptions as hot-spots and lock-downs remain a part of our new normal and we establish our living-with-Covid socio-economic structures. Initial government support to provide rates concessions has reduced however Council continues to negotiate concessions with residents who are struggling to make ends meet.

Challenges

- Securing contract work and grants.
- Securing more rateable land to increase rates revenue.
- Ageing infrastructure, plant and equipment.
- Ability to meet increasing legislative responsibilities within current staffing and resources.

Opportunities

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

- Increasing revenue by securing new contracts to deliver services to government and other agencies,
- Increasing revenue by identifying innovative strategies to grow the local economy,
- Increasing investment returns on reserves,
- Utilising shared services arrangements with other large Councils, the WA Local Government Group (WALGA) and the Local Government Association of the Northern Territory (LGANT); and
- Negotiating with the NT Government, groups and individuals for boundary expansion.

Cooperative Arrangements

Wagait Shire Council has a history of working collaboratively with the Australian and Northern Territory Government Departments and Agencies, Northern Territory Councils and service organisations. Council is a member of the Local Government Association of the Northern Territory (LGANT) and the Top End Regional Organisations of Councils (TOPROC). Council also maintains working relationships with the following organisations and agencies:

- Belyuen Aboriginal Community Council
- Bushfires NT
- City of Darwin
- City of Palmerston
- Coomalie Community Council
- Cox Country Club
- Cox Peninsula Volunteer Bush Fire Brigade
- Crown Lands Estate Office
- Department of Chief Minister and Cabinet (DCMC)
- Department of Health (DoH)
- Department of Infrastructure, Planning and Logistics (DIPL)
- Department of Environment, Parks and Water Security (DEPWS)
- Department of Territory Families, Housing and Communities (DTFHC)
- Kenbi Rangers
- Larrakia Development Corporation
- Litchfield Community Council
- Local Government Association of the Northern Territory (LGANT)
- Member for Daly
- Member for Lingiari
- North Australian Aboriginal Justice Agency (NAAJA)
- Northern Land Council (NLC)
- Top End Regional Organisation of Councils (TOPROC)
- SeaLink and Transport NT

- Wagait Arts Group

Long Term Strategic Plan

Our mission:

Providing services that improve the social, economic and cultural life of residents in the Wagait Shire Council area and maintain the pristine environment that we live in through an engaged and involved community.

Our vision:

The vision of the Wagait Shire Council is to sustain and nurture the lifestyle of residents and visitors. This will be achieved through continuous sustainable improvements to economic, cultural and environmental services to create an involved and supportive community, promote investment, ensure accessibility and make the most of our natural advantages.

Our key messages are driven by four Goals:

Stability, Advocacy, Sustainability, and Wellbeing.

- Provide strong, transparent and accountable governance
- Advocate responsibly and vigorously for the interests and wellbeing of our community
- Communicate effectively and honestly with community stakeholders
- Provide comprehensive and innovative planning for viable service delivery and facilities across the social, economic, environmental and cultural priorities of the community
- Support and attract sustainable business and industry development
- Provide community safety, reliable roads, infrastructure and parks
- Recruit, retain and support quality staff and volunteers
- Provide support and opportunity for participation in civic and recreational community events

In 2020, Wagait Shire Council adopted a long-term strategic plan for the period 2020-2025 which is reviewed and updated annually to reflect Council strategies and objectives for the current year. Previous Wagait Shire Council Strategic Plans are available on the Council website: [Strategic-Plan-2020-2025-Final.pdf \(nt.gov.au\)](#)

Rating Policy

Council is committed to a low rates structure, with the assessment method of a flat rate per lot. In 2011, Council introduced annual CPI increases to rates, however rates did not increase in 2019-20 and remained at 2018-19 levels, being \$596.90 per allotment.

The 2019-24 Strategic Plan proposed rates increases of 3% from 2020, however due to post-Covid-19 impacts Council agreed to a marginal rate increase for 2020-21 of 1.8% (being the CPI at 3rd quarter). In 2021-22 Council will increase rates by 3.1% to raise a total amount of \$243,217 that is equal to \$627 per allotment. Further planned increases as set out in the Strategic Plan are ongoing to meet the service needs and expectations of the community.

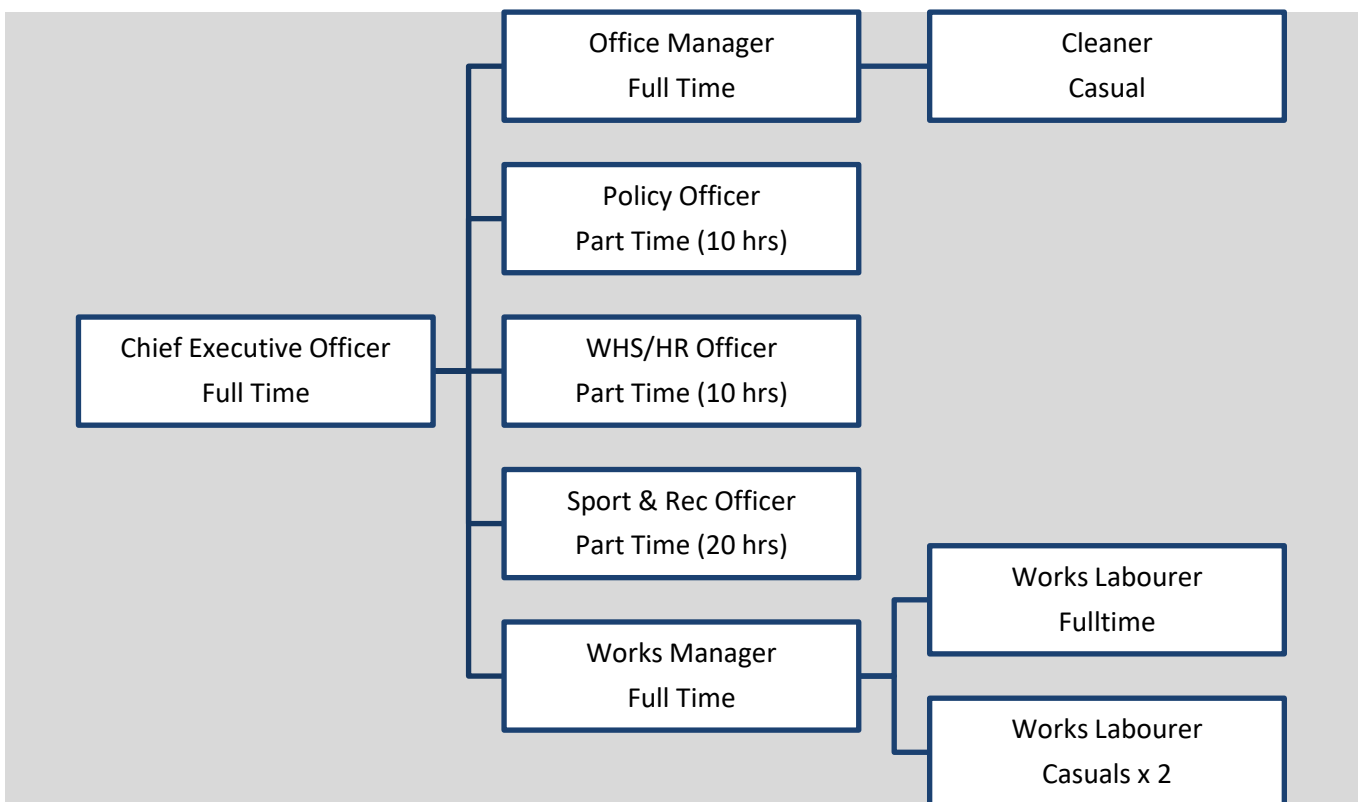
Staff Structure

The staff structure established in 2019-20 will be maintained in 2020-21 to support ongoing flexible workplace arrangements. Currently all staff reside locally and as such, provide a committed and personal service to the community that is well respected.

The employment of additional local casual staff has been critical to providing extra ordinary services such as Covid-19 maintenance and cleaning, waste management and other commercial contracts maintained by Council.

Current funding for the Sports and Recreation Officer supports 14 hours/week with additional (6) hours for planning and coordination supplemented by Council budget and resources for activities provided by one-off project grants. In 2020-21 funding requests to increase the Sports and Recreation position hours were unsuccessful, however further attempts will be made in 2021-22 to enable a broader range of regular activities for community members, particularly seniors and youth.

In 2021-22 a Policy Officer will be introduced and pending resources, additional organisational remapping may occur as Council considers the most appropriate skill-based staff structure required for the future, to service the growing community and increasing legislative responsibilities. The current structure is outlined in the diagram below.



Shire Service Delivery Plan 2021-2022

The 2020-2021 delivery plan for the functions of the Shire Council are aligned with the Goals of the 2020-2025 Strategic Plan and listed in the service categories below:

1. Infrastructure

- 1.1 Maintenance and upgrade of parks and reserves
- 1.2 Maintenance and upgrade of public buildings and facilities
- 1.3 Local road upgrade and construction
- 1.4 Local roads maintenance
- 1.5 Traffic management on local roads
- 1.6 Fleet, plant and equipment maintenance

2. Environmental Health

- 2.1 Waste management
- 1.1 Weed control and fire hazard reduction
- 2.3 Animal welfare and control

3. Civic Services

- 1.2 Library services
- 1.3 Arts, culture and heritage
- 1.4 Sports and recreation
- 1.5 Visitor information and tourism
- 1.6 Civic events

4. Community Engagement

- 4.1 Administration of local laws
- 4.2 Customer service management
- 4.3 Public and corporate relations
- 4.4 Governance
- 4.5 Advocacy and representation

5. Commercial Services

- 5.1 Commercial contracts

6. Community Services

- 6.1 Local emergency services
- 6.2 Local welfare and social services

7. Council Administration

- 7.1 Asset management
- 7.2 Council planning and reporting
- 7.3 Financial management
- 7.4 Human resource management
- 7.5 Information technology and Records management
- 7.6 Revenue growth
- 7.7 Risk Management
- 7.8 Work health and safety

1. Infrastructure

1.1. Maintenance and Upgrade of Parks, Reserves and Open Space

In the development and maintenance of Council's parks, gardens and open space facilities in accordance with the Strategic Plan, Council will:

- provide enhanced visual amenity and community wellbeing, with accessible and safe community options for community events, leisure, sport and recreation.
- ensure parks, gardens and other open spaces are developed in consultation with the community and maintained for the use and benefit of the community and visitors.

Current Service Approach

- Council's main open space area is Cloppenburg Park, which has a sportsground, recreation and public amenities including a grassed oval, tennis courts, playground, sheltered pavilion with electricity and BBQ's, toilets; and a caretaker compound with access to water and power.
- Council undertakes regular watering, mowing, weed control and fire management as well as weekly maintenance and equipment safety checks, BBQ and public amenity cleaning, and rubbish collection.
- Signage and CCTV is in place to restrict vehicular access to the oval and deter unwanted behaviour at the Park.
- In 2021, Council secured a water extraction licence of 7GL to provide water irrigation to approx 50% of the sports ground area (reticulation infrastructure was established in 2018-19).
- In 2021, Council consulted with community to create a Cloppenburg Park Masterplan, which is a vision for the next 10 years of growth and development. The plan includes investment into vehicular access upgrades and carparking, a new skate park and pump track, covered courts, new cricket runs, audience mounds around the oval, a new sheltered condensed exercise area and a dog park. Consideration was given to extending the amenities block and establishing a kitchen and change rooms that would also provide cyclone shelter/recovery centre options in the future.

Priorities for 2021-22

- Funding sought to commence priority elements of the Cloppenburg Park Masterplan.
- The Caretaker compound has been vacant for most of 2021 and Council will consider repurposing the site for other community activities.
- Construction upgrades for vehicular access including new carparking areas and culverts.

Measures

- Less than five complaints or incidents regarding maintenance and condition per year.
- Number of tasks and activities recorded for reporting & planning purposes.
- Funding for priority elements sourced and maintenance managed within budget.

1.2. Maintenance of Public Buildings, Facilities and Fixed Assets

In the management and maintenance of Council's public buildings, facilities, fixed assets and essential services for the benefit of the community and visitors that use the services, Council will coordinate effective and timely maintenance programs, with planned sustainable projects.

Current Service Approach
<ul style="list-style-type: none">• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves must be approved by Council resolution.• Council maintains an asset register and a routine maintenance schedule to ensure longevity of infrastructure. The register assists in accurate maintenance scheduling, reporting, depreciation, insurance and valuation.• Property and fixed asset valuation is carried out regularly by external consultants to ensure depreciation is recorded accurately and insurance is adequate.• Council employees undertake day-to-day routine maintenance. Some matters require attendance by a qualified tradesperson, and local tradespeople are utilised wherever possible. Routine maintenance programs are in place for septic facilities, air conditioners, emergency generators, fire prevention and water supply.
Priorities for 2021-22
<ul style="list-style-type: none">• In consultation with the community, Council will seek funds to undertake to create a Council Grounds Masterplan, to investigate investment requirements for the next 10 years of growth and development.• In consultation with the community and Power Water, Council will seek funds to undertake strategic investigation into the capacity and potential for reticulated water infrastructure to the community.
Measures
<ul style="list-style-type: none">• Less than 2 complaints per month.• Regular maintenance is managed within budget.• Weekly cleaning is undertaken in all facilities.• All air conditioning units serviced annually.• All tank water quality is tested annually.• All septic facilities serviced/inspected quarterly.• All generators serviced monthly.• Funding is secured for priority strategic planning.

1.3. Road Upgrades and Construction

In the construction of new and upgrading of existing sealed and unsealed roads, Council will improve the local road network and increase the standard of roads and road safety for the community residents and visitors that use the roads.

Current Service Approach
<ul style="list-style-type: none">• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves must be approved by Council resolution.• Council maintains Cash Reserves to ensure funds are set aside for major and renewal asset sustainable and responsible financial management.• Council prepares all tender and quote requests in line with the Local Government Act and Council procurement policies.• Upgrading and construction is undertaken by contractors who respond to Council tenders.• Climate conditions and contractor availability impact on schedules for undertaking upgrades and construction works.• A LGANT report undertaken in 2018 is used to inform road management and decision making however further consultation is required to complete a master plan for the estate roads. The LGANT report is available on the Council website.
Priorities for 2021-22
<ul style="list-style-type: none">• Consultation with LGANT to formalise a safety audit and master plan for estate roads.• Upgrades to the green-waste access road to include vehicular access and parking to community equipment containers located at Cloppenburg Park.• Causeway upgrades to Cox Drive floodway.• Construction of new property access culverts and causeways for identified properties on Sachse, Massey and Erickson.• Planning and preparation including funding security and tender documents, for the following projects:<ul style="list-style-type: none">– resheeting of all roads in the estate.– extension of the bike/pedestrian path along Wagait Tower Road including bridges/culverts over drains.
Measures
<ul style="list-style-type: none">• Priorities, tasks and activities are undertaken as described above.

1.4. Roads Maintenance

In the maintenance of sealed and unsealed roads and road verges including drainage, footpaths and curbing, Council will maintain a safe network of roads and for the community residents and visitors and reduce degradation as a result of climate conditions.

Current Service Approach
<ul style="list-style-type: none">• Council undertakes road maintenance including repairing potholes and road-barriers. Additional work is undertaken by contractors.• Council undertakes seasonal mowing of verges, weed spraying, litter control and clearing of drains. Climate conditions impact upon road maintenance schedules.• Council Verge Management policy establishes the limits of works that can be undertaken by residents and property owners.
Priorities for 2021-22
<ul style="list-style-type: none">• Develop a local roads implementation plan and budget for the next 5 years to support asset management and decision-making.• Finalise the Council Verge Management policy permit system for works on road verges.• Road registers are maintained to inform an annual road report on the general tasks and activities undertaken during the year.
Measures
<ul style="list-style-type: none">• Potholes greater than 20mm in depth repaired.• Damaged drainage/culvert and road-barriers repaired and replaced.• Blocked drains cleared seasonally.• Weeds in drains and shoulders cleared seasonally.• Council Verge Management policy and Permit system implemented.• Local roads management plan is developed and reviewed by Council.• Annual Road Report delivered and published on the website.

1.5. Traffic Management on Local Roads

Council will ensure increased safety on estate roads through the provision and effective management of adequate street signage and traffic control devices.

In 2020, the NT Government published new Guidelines for Road Signage and it is anticipated that local government councils will implement regulatory by-laws or policies that establish controls over road furniture and signage.

Current Service Approach
<ul style="list-style-type: none">• Council maintains all community road signage and traffic control devices.• Council regularly inspects street signs and maintains a community sign register to assist maintenance and plan development of further road signage.• Council relies on information provided by the community to be alerted to where unsafe conditions may exist.• Council Works staff and casuals have undertaken training to comply with road traffic regulation management requirements and can undertake traffic management responsibilities and road closures as required.
Priorities for 2021-22
<ul style="list-style-type: none">• Review the Council Verge Management policy to consider local application and alignment with the NT Government Guidelines for Road Signage.• Seek funds to implement road signage plan, including the Wagait Beach Welcome entry statement.• Consider and investigate the placement of a crosswalk on Wagait Tower Road and pedestrian bridges over significant drains.
Measures
<ul style="list-style-type: none">• Signs displayed the same day when notification of a road hazard is received.• Signs are in good condition and installed or replaced as required.• Maintained sign register informs the Annual Road Report.• Council Verge Management policy and Permit system implemented.• Local roads management plan is developed and reviewed by Council.

1.6. Fleet, Plant and Equipment Maintenance

Council will undertake routine maintenance on its plant, fleet and equipment to ensure that equipment is reliable and operates safely and has an extended life and resale value.

Current Service Approach
<ul style="list-style-type: none">• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves must be approved by Council resolution.• Council maintains an Asset Replacement Reserve to All Council plant and equipment is updated on Council assets register and subject to routine maintenance.• Logbooks are maintained for all vehicles and equipment to ensure that operating times do not exceed service requirement.• Communications pathways, policies and processes are in place for staff to ensure that any fleet, plant or equipment maintenance required receives immediate attention.
Priorities for 2021-22
<ul style="list-style-type: none">• Review fleet, plant and equipment to ensure Council has capacity and capability to deliver new and current work contracts.• Consider further operational leases for staff vehicles to reduce costs and regulate cash flow.• Major Plant & Equipment investments:<ul style="list-style-type: none">– Tractor– Tipper truck• Minor Equipment, R & M investments:<ul style="list-style-type: none">– Replace pumps for water blaster and poison tank– Replace pole saw
Measures
<ul style="list-style-type: none">• Inspections of plant and equipment completed monthly (including generators).• Planned servicing & routine maintenance completed as scheduled.• Major maintenance is undertaken by authorised dealers as scheduled.• Down time for fleet, plant and equipment is less than 5% of operations.• Register of fleet, plant and equipment including the maintenance schedule is maintained for reporting, planning and budgeting purposes and informs the Annual Road Report and Shire Business Plan.• Logbooks updated each time after equipment /plant is used.

2. Environmental Health

2.1. Waste Management

To maintain compliance with national environmental health standards through the collection and disposal of resident's domestic waste, hard waste and green waste, provided locally or by a waste collection service contractor that is efficient and sustainable.

Council supports cost-effective waste management strategies that emphasise waste reduction, reuse of materials and recycling programs for community residents and visitors.

Current Service Approach
<ul style="list-style-type: none">• A kerbside pickup for household putrescible waste is on a weekly basis under contract.• Council Hard-waste compound is established on Council grounds and has skip bins available for residents use which are periodically transported to the Shoal Bay Waste Management Facility by contractors. Council staff employed at the compound support community education of recycling and manage incoming waste for reuse and up-cycling.• Council Green-waste facility exists adjacent to Cloppenburg Park and is regularly monitored by Council staff. Green-waste is periodically pushed up and burned to reduce fire risk.• Council provides an annual pre-cyclone kerbside collection of hard-waste items.• Council maintains public rubbish bins at the jetty, beach access points and at Cloppenburg Park on a weekly basis.• Council supports the current initiative of the Cox Peninsula Volunteer Bushfire Brigade to run a private recycling area in a landowner's block. Council also supports the Wagait Beach Supermarket collection arrangements with Enviro-bank.
Priorities for 2021-22
<ul style="list-style-type: none">• Implement the Council Waste & Recycling Strategy including:<ul style="list-style-type: none">– increased opportunities for recycling glass and plastics– seeking EPA approvals for toxic waste disposal at Hard-waste compound– consideration of tiered waste charges for undeveloped properties– investigation of a suitable site for a local transfer station
Measures
<ul style="list-style-type: none">• Less than five complaints per year about waste service• Public spaces and roadsides are clean• Reduced quantity of hard waste in landfill• Increased community recycling of glass and plastics

2.2. Weed Control and Fire Hazard Reduction

To reduce fire hazards in the estate and increase the amenity of the area through the control of noxious weeds around Council controlled roads and facilities.

Current Service Approach
<ul style="list-style-type: none">• Council employees are qualified to use sprays and weed control is undertaken on a scheduled seasonal basis. The Council liaises with the Department of Infrastructure, Planning and Logistics in identifying weeds and participates in the Gamba Grass Program through provision of poison and spray equipment to residents.• Fire hazard reduction is monitored and undertaken as and when required. Where control burning is required, Council seeks the support of the Cox Peninsula Volunteer Bushfire Brigade (CPVBB) and liaises with the Crown Lands Office (CLO) and Kenbi Rangers as appropriate to inspect and maintain fire-breaks in the RUA.• Council also maintains the Power-Water compound, which includes weed control and fire prevention actions along bore-lines, the water-tanks and water catchment areas.
Priorities for 2021-22
<ul style="list-style-type: none">• Invite stakeholders to meet and discuss development of a local environment plan that considers management of fire, weeds, and coastal erosion.• Continue working with Cox Peninsula Bushfire Brigade and the CLO on schedule for estate fire prevention.• Continue working with NT Weeds Branch to identify problem weeds in the community to develop strategies and update regional weeds management plan.
Measures
<ul style="list-style-type: none">• Less than five complaints about weeds annually.• Weed outbreaks are managed within a week of being identified.• Fire risks in the estate are mitigated through preventative measures.• Reports to NT Government are completed with agreed management plans in place.

2.3. Animal Welfare and Management

To implement local by-laws for dog management and 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 and promote responsible ownership of animals.

Current Service Approach
<ul style="list-style-type: none">• Council has established by-laws to deal with uncontrolled dogs and is assisted by NT Police to deal with dangerous dogs.• Council has firearms to deal with injured dogs and other animals and maintains appropriate licenses and registers for this equipment.• Council has standard operating procedures (SOP) to process community reporting of dog issues. Reports are received and acted on by the Council staff within 24 hours.• Council provides free facility access to Parap Vet for quarterly community veterinary services on a user-pay basis.• Council works with other TOPROC Councils to align annual dog registration dates, share campaign marketing and make registration reciprocal throughout other TOPROC Council areas.• Council endorses the principles of community animal management as set out in programs by Animal Management in Rural and Remote Communities (AMRRIC).
Priorities for 2021-22
<ul style="list-style-type: none">• Implement the annual operational plan to support and maintain the by-laws.• Continued Council staff education on standard operating procedures, records management, reporting and response to dog issues.• Construction of the shade structure over the dog holding compound.
Measures
<ul style="list-style-type: none">• Dog complaints from residents actioned within 24 hours.• Dog registration campaign implemented with 100% of dogs registered.• Reduced number of reports of wandering dogs.

3. Civic Services

3.1. Library Services

Provision of access to library programs and material designed to meet the diverse needs of all ages and groups within the community including books, internet and computer facilities.

Current Service Approach
<ul style="list-style-type: none">• The Council Library is currently located in the Council Chambers and is open during regular office hours for aprox 20 hours per week.• Service access is restricted due to its location; Council Chambers are the only meeting room Council has available and use of the Library is not possible for residents while meetings are in progress (3-4 times per week).• Current stock estimate is approximately 2100 books. Duplicates are removed and donated to St Vincent de Paul.• Council staff allocate 2 hours per week to management of the library service and volunteer librarians are needed to maintain the service effectively.• A community-run 'book-fridge' was set up in 2020 during Covid-19 restrictions to provide alternative access to books while the Library was closed; this continues to operate as an out-of-hours book-exchange for the community.
Priorities for 2021-22
<ul style="list-style-type: none">• Determine the future library needs of the community within the context of the Council Grounds MasterPlan and consider:<ul style="list-style-type: none">– relocating it out of the Council Chambers– including community computer access and technology assistance resources.• Engage volunteers to assist with library maintenance, book exchange and records.
Measures
<ul style="list-style-type: none">• Library to be open for public use > 200 days.• Library users and volunteers have increased.• Strategic planning undertaken to confirm ongoing demand and determine capability.

3.2. Arts, Culture and Heritage

Provision of in-kind support and development advice to local arts and cultural groups and events, local history research and heritage projects where possible, to create opportunities for residents to participate in arts and cultural initiatives, projects, and festivals and ensure community knowledge about the area's history is recorded and preserved.

It is Council's vision that Wagait Beach community is a vibrant creative hub that has capacity to celebrate local artists locally, and understands, supports and shares cultural and heritage values of the area.

Current Service Approach
<ul style="list-style-type: none">• Council provides support to Wagait Arts Group with venue and equipment for the annual WAG Festival and Artmarket as well as a site for storage container at Cloppenburg Park.• Council provides in-kind support to the Mandorah Ukelele Folk Festival (MUFF) and other cultural and heritage events and projects annually as identified and requested.• Council provides support to the Makers and Creators Group with a venue for regular community workshops and activities.• Local artists are engaged by Council where possible for creative project delivery.• Council events and programs such as Seniors Month, and School Holidays include creative and cultural activities.
Priorities for 2021-22
<ul style="list-style-type: none">• Work with local arts and culture groups to develop a calendar of arts and cultural events that might be promoted to visitors.• Work with local interest groups, Heritage NT and the Defence of Darwin to develop a maintenance plan for sites of significance in and around the Wagait Beach area and maps and information flyers for visitors about the heritage and cultural places of interest in the area.• Work with Sealink, History NT and Darwin Festival to encourage cultural tourism visitors to Wagait Beach.
Measures
<ul style="list-style-type: none">• Events and activities undertaken as planned.• Increased cultural and creative engagement and participation of community residents and visitors to Wagait Beach.

3.3. Sports and Recreation

To provide access opportunities for residents of all ages and abilities living in the community to sport and recreation activities for their health and wellbeing.

Current Service Approach
<ul style="list-style-type: none">• Council employs a part-time Sport and Recreation Officer to develop a monthly program of activities that are family-friendly, safe, well managed and delivered within budget. The program currently includes senior's stretch sessions, runners and walker's events, and a kids after-school active recreation program two days per week.• Council supports additional activities through project/event specific grants such as Youth Week, Seniors Month and the School Holiday program funding available from NT government programs.• Council provides support to local external specialists to deliver alternative activities at Council facilities on a user-pays system, such as Pilates and Tai Chi.• Council consults with community to identify new areas of interest for program development and increase capacity for diversified program delivery.• Council continues to seek additional funding for Sport and Recreation Officer positions, including part-time opportunities for local youth and volunteers as activity coordinators; through mentoring, CDP and diversion programs.• Collaboration with other councils and local government events and activities has been difficult due to lack of transport and other access options for community participants.
Priorities for 2021-22
<ul style="list-style-type: none">• Create a Strategic Plan for development of sports and recreational activities and programs aligned with infrastructure upgrades in the community.• Continue to work with community groups to develop and deliver promote a monthly calendar of Sport and Recreation events and activities.• Consider transport options associated with delivery of Sport and Recreational activities.
Measures
<ul style="list-style-type: none">• Compliance with agency reporting requirements, including:<ul style="list-style-type: none">– Deliver at least four different types of activities every month– Maintain attendance and participation numbers– Maintain SafeNT registration• Less than five complaints about Sport and Recreation services per year• Events and activities undertaken as planned.

3.4. Civic Events

Council will coordinate and manage community celebration events that can be safely enjoyed by residents, family and friends and contribute to their health and wellbeing as well as promote the overall community identity.

Current Service Approach
<ul style="list-style-type: none">• Civic events will be promoted and organised for the community subject to Council agreement. Resources to conduct such events will be supported through Council budget, grant contributions, community volunteers and local community organisations.• Grant funding will be secured as opportunities become available and each event will be costed for Council's consideration prior to delivery.• Council supports events such as the annual seniors activity, ANZAC Day, Australia Day and Territory Day as well as other local events/groups such as National Ride to School and Harbour Clean-up days.• In 2020, Council supported additional community events and activities to increase resilience and wellbeing and bring community together post COVID-19 shutdowns, such as Markets and Community Dinners.
Priorities for 2021-22
<ul style="list-style-type: none">• Council to work with local community groups to encourage continuation of additional events and activities where possible.
Measures
<ul style="list-style-type: none">• Deliver at least four community events annually, within budget.

3.5. Visitor Accommodation and Tourism

Council encourages sustainable economic development and growth of local businesses through promoting and improving tourist attractions that respectfully capitalise on our cultural heritage and the unique natural environment.

Current Service Approach
<ul style="list-style-type: none">• Council provides support to community groups who wish to promote the unique cultural heritage sites and natural environmental beauty of the area.• Public amenities including parks with BBQs and picnic areas within the Shire are maintained by the Council.• Council is committed to working with any individual or group who currently provides or is looking to provide visitor accommodation to the area.• Council works with key NT Government agencies and other stakeholders to ensure that Wagait Beach is known as a tourist destination and open to sustainable development of natural resources.• An investigation into appropriate commercial tourism industry development in the local area plan is needed to continue strategic planning for the future.
Priorities for 2021-22
<ul style="list-style-type: none">• Secure funds for strategic business planning, investigating the potential and costs for increased tourism accommodation in the area.• Encourage local community groups to promote the cultural significance of the area.• Finalise the Welcome to Wagait Beach sign with input from local artists.• Lobby Government for a regional tourism plan in the Cox Peninsula.• Work with Heritage NT and the Defence of Darwin to develop a maintenance plan for sites of significance in and around the Wagait Beach area.• Work with Wagait Arts Group, MUFF Committee, Sealink, Tourism NT and Festivals NT to encourage cultural tourism visitors to Wagait Beach.
Measures
<ul style="list-style-type: none">• Funds secured for strategic business planning.• Activities and events undertaken as listed, resulting in increased tourism opportunities for visitors to Wagait Beach.

4. Community Engagement

4.1. Administration of Local Laws

Council monitors and enforces its regulations and by-laws to ensure a safe and accountable community for all residents and visitors.

Current Service Approach
<ul style="list-style-type: none">• In 2019, the Wagait Shire Council Dog Management By-laws were gazetted and endorsed by the NT Legislative Assembly Public Accounts Committee. Council implementation of the Wagait Shire Dog Management By-laws is underway.• Council has a number of operational and management policies to assist with Council business and offer a regulatory framework for Shire residents, which are reviewed and updated as required (see Appendix 1 for full list of Council policies).• Council monitors community expectations and behaviour through community meetings, events and forums and will introduce new regulation, laws and policies as required.• All Council policies, regulations and By-laws are reviewed annually and are accessible at Council office and published on the Council website Publications – Wagait Shire Council (nt.gov.au)• The Wagait Shire Council Audit Committee supports the Council with advice on policy development. The Committee meet at least 4 times a year and secretariat duties for the committee are performed by Council.
Priorities for 2021-22
<ul style="list-style-type: none">• Employ a Policy Officer to ensure all policies are compliant with relevant legislation including the new Local Government Act 2019 by 30 June 2022.
Measures
<ul style="list-style-type: none">• Community meeting records are available online.• Council policy register is maintained, and current policies are available online.

4.2. Customer Service Management

Council provides high standards of communication, service and assistance to the community and other customers through professional, respectful, organised and efficient service delivery towards the achievement of corporate and community objectives.

Current Service Approach
<ul style="list-style-type: none">• The Council maintains an office reception and open-door policy at Wagait Beach five days per week. Residents are able to access information provided by Council at any time during office hours; however, the reception area has limited capacity and can only accommodate two persons at any one time.• Council’s website also provides information to customers on Council activities and service delivery.• Notice boards on Council facilities and in the community are also used to inform residents about Council activities and a monthly e-Newsletter is published and emailed to subscribers about Council business. The e-Newsletter currently has over 280 subscribers.• The monthly meeting of Council includes an agenda item for feedback from the community and community members can approach Council to speak at meetings with advance notice.• Public complaints are received by email or in person at Council office during regular working hours and are monitored and recorded to ensure respectful communications practice is in place at all times.
Priorities for 2021-22
<ul style="list-style-type: none">• Consider ergonomic redesign of the Council office interior for increased efficiency.• Upgrade noticeboards at Wagait Beach supermarket and Council Office.
Measures
<ul style="list-style-type: none">• No more than five complaints annually regarding Council performance.

4.3 Public and Corporate Relations

Provision of clear information about council activities through communications with the general public and Council stakeholders through personal contact, public meetings and integrated media platforms, to ensure that the community is informed on all Council matters and their interests are appropriately represented.

Current Service Approach

- Council facilitates twice yearly community meetings to provide an update on Council business to residents and their seek constructive feedback and advice in a safe and respectful environment.
- Notice boards at the local supermarket and Council office, the Council website and social media platforms are regularly updated with information concerning Council activities. A monthly newsletter is distributed to over 280 subscribers. Media releases are issued as required.
- Council has developed a suite of issue-specific surveys to establish community service demands and assess satisfaction.
- Council policy provides a framework for managing media and information to the public about Council business ([P28 Media Policy](#)).

Priorities for 2021-22

- Develop a Communications Strategy that explores and suggests new or expanded forms of communication for stakeholders.
- Upgrade noticeboards at Wagait Beach supermarket and Council Office.

Measures

- At least 10 community members participating at public meetings.
- At least 12 community newsletters are published annually.
- Survey results are used to inform reports and planning.
- Community feedback from the monthly Council meetings and published on the website.
- Increased subscribers and access clicks to e-Newsletter and Council website.
- Increased subscribers to the Emergency SMS communication.

4.4. Governance

Council support is provided to elected members to ensure strong leadership and governance is delivered to assist the community, its civic and ceremonial functions, compliance with statutory requirements and the development of strong, appropriate by-laws and policies.

Current Service Approach
<ul style="list-style-type: none">• Council conducts regular monthly meetings that are open to the public. Agendas and minutes are produced for each meeting and are published 3 days prior.• Opportunities for governance training is made available to Councillors annually.• Council has a number of operational and management policies to assist with Council business and offer a regulatory framework for Shire residents, which are reviewed and updated as required (see Appendix 1 for full list of Council policies).• All Council policies and regulations and By-laws are available at the Council office and published on the Council website Publications – Wagait Shire Council (nt.gov.au)• A Council Audit Committee has been established to independent advice and assistance to the Wagait Shire Council (the Council) and the Chief Executive Officer on:• The internal control processes on the effectiveness of the financial and corporate governance practices.• Compliance with legislative and regulatory requirements.• Council maintains a resolutions register that records details of Council decisions.• Council maintains a complaints register is available that details any issues raised with Council.
Priorities for 2021-22
<ul style="list-style-type: none">• Employ a Policy Officer to ensure all policies are compliant with relevant legislation including the new Local Government Act 2019 by 30 June 2022.• Develop an annual Councillors Training Plan for Elected Members to increase Council’s governance capacity.• Work with LGANT to prepare an induction pack for new Councillors in the 2021 elections.• Comply with the Departments compliance review into Council operations.
Measures
<ul style="list-style-type: none">• Local Government Election 2021 is successfully undertaken with 5 members elected to Council.• Community meeting records are available online.• Council policy register is maintained, and current policies are available online.

4.5. Advocacy and Representation

Council representation and participation on regional boards or committees ensures Council and community views on issues of regional significance are effectively communicated to government and other key stakeholders.

Current Service Approach
<ul style="list-style-type: none">• The Council maintains membership of the Local Government Association NT (LGANT) and the Top End Regional Councils group (TOPROC) and participates in other regional reference groups for roads, waste, financial and human resource management. These peak organisations provide the Council with avenues to address regional issues that may impact upon the shire and regular meetings are attended by the CEO and Shire Council President.• The Council President holds a key position in the advocacy and representation of community interests to Government at Commonwealth and Territory levels. Other Elected Members are critical to representation and advocacy of the community to Council business.• The Council CEO liaises regularly with all government departments stakeholders and participates in forums and meetings at which a broad range of local government activities are discussed and negotiated.• Council has identified that a sustainable future will require additional rateable land and negotiation with relevant landholders and their representatives, including the Kenbi Land Trust and Larrakia Development Corporation. Advocacy is required for local inclusion to regional strategies that will ensure future needs of the Shire are heard and incorporated into forward infrastructure planning.
Priorities for 2021-22
<ul style="list-style-type: none">• Continue requests to Government and other significant stakeholders to meet and discuss development of a local area plan and key infrastructure, including:<ul style="list-style-type: none">– construction of the Mandorah Marine Facility– land for commercial tourism and industry development– a regional waste transfer station– water security and reticulation to properties– protection of coastal areas and cultural sites of significance– appropriate health and education services
Measures
<ul style="list-style-type: none">• Council representation is recorded, and items of interest and significance are reported at meetings and community forums.• Local area development planning and key infrastructure construction is underway.

5. Commercial Services

5.1. Commercial Contracts

Council provides commercial services to government and other agencies under contract to meet the financial and operational needs of the community, including maintenance of essential infrastructure assets such as the Mandorah Jetty and the Imaluk Spring Water Compound.

Current Service Approach
<ul style="list-style-type: none">• Council enters into contractual arrangements with various NT Government departments and agencies to undertake key infrastructure maintenance and minor repairs.• Council also maintains service agreements with NT organisations such as NAAJA and Ironbark CDP to for the provision of venue and administrative resource services as required.• Council employment program is flexible to maintain casual skilled staff for contracts and project-work as required.
Priorities for 2021-22
<ul style="list-style-type: none">• Consider development of a Council business and service capacity statement to promote Council and actively seek new commercial contracts and other opportunities to increase revenue.
Measures
<ul style="list-style-type: none">• Successful completion, acquittal and renewal of contracts.• Meet all contract delivery and reporting requirements.• Increase revenue from commercial contract by a minimum of 15% per annum.

6. Community Services

6.1. Welfare and Social Services

Council provides community services that encourage community participation and amenity, including the Seniors Programs, access to the Wagait Beach Clinic and other welfare and social services as identified by the community from time to time.

Current Service Approach
<ul style="list-style-type: none">• Council maintains the Wagait Beach Clinic and assists communications with the Belyuen Health Service to provide community health services.• Council provides support for the annual Seniors Program with excursions and activities at the Wagait Beach Community Centre.• Council also supports other community and social service organisations, such as the Northern Australia Aboriginal Justice Agency (NAAJA) and Ironbark Community Development Program (CDP), to deliver services in the Shire.• Council maintains a Community Services Plan to record the type and number of activities/services provided across identified demographics in the community which is reviewed annually to reflect changing community needs and opportunities and contribute to Shire planning.
Priorities for 2021-22
<ul style="list-style-type: none">• Maintain the Community Services Plan and records to reflect changing community needs and opportunities.• Investigate potential for the clinic services to be expanded and to have doctors and specialists provide a regular and reliable service to the community.
Measures
<ul style="list-style-type: none">• Attendance numbers at events and services.• Number of resident satisfaction/complaints with each event or service.

6.2. Emergency Services

Wagait Shire Council has a role under the Local Government Act , the NT Emergency Management Act 2013, and the NT Emergency Management Plan of February 2016, to ensure the well-being of the community during an emergency.

The provision of local emergency services includes disaster planning, preparation, response and recovery to mitigate potential hazards, first response services during disaster events, and assistance with recovery of the community to full function.

Preparation and planning for local emergencies is achieved through community participation in relevant committees, facilitation of preventative measures, community awareness and education.

Current Service Approach
<ul style="list-style-type: none">• Council operates in accord with the NT Emergency Management Act (2013) and the current Darwin area local plan.• In 2020 a Wagait Shire Council Emergency Management Committee (WSC EMC) was established to assist Council in response to the COVID-19 pandemic. The Committee Terms of Reference were adopted by Council and will provide the structure and framework for a suite of disaster response protocols going forward including; fire, cyclone, flood and environmental events.• The Council is responsible and has capability for the operation of the cyclone shelters and emergency communications equipment.• The Council works closely with the appointed police and local NT Emergency Services Unit when responding to disasters. Throughout the year, Council support is provided to the NT Emergency Services Unit and Cox Peninsula Volunteer Bushfire Brigade (CPVBB).• Council continues to develop resources and local capacity to assist with the impacts of Climate Change, including adaptation strategies and implementation plans.
Priorities for 2021-22
<ul style="list-style-type: none">• Ensure cyclone shelter capacity is reviewed and the current needs of the community are included within the Council Grounds Masterplan.• Continue to work with the WSC EMC to develop the Shire emergency and disaster arrangements.• Secure funding to undertake scientific research and data collection to contribute to a local Climate Change Adaptation Strategy.• Review and upgrade Emergency communications arrangements and equipment.
Measures
<ul style="list-style-type: none">• CEO attends all local cyclone shelter meetings and pre-cyclone season regional cyclone shelter briefings.• WSC EMC holds at least 4 meetings annually and emergency management arrangements and actions plans are current and accessible.

7. Council Administration

7.1. Asset Management

Council provides planning and management services for Council assets including land, buildings, plant and equipment to ensure Council assets are fit for purpose.

Current Service Approach
<ul style="list-style-type: none">• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves must be approved by Council resolution.• Council maintains an updated asset register and undertakes regular asset valuations to assist Council operations management and planning for ageing assets.• Council Audit Committee has been established to provide independent advice and assistance to the Wagait Shire Council (the Council) and the Chief Executive Officer on:<ul style="list-style-type: none">– The internal control processes on the effectiveness of the financial and corporate governance practices.– Compliance with legislative and regulatory requirements.
Priorities for 2021-22
<ul style="list-style-type: none">• Maintain asset management registers, maintenance, and replacement schedules for all:<ul style="list-style-type: none">– Council buildings and infrastructure– Fleet, plant and equipment (including both works and office assets)
Measures
<ul style="list-style-type: none">• Asset management register is maintained and informs valuations, depreciation schedules, strategic planning and budget reports.

7.2 Council Planning and Reporting

Council develops strategic plans, business and service delivery plans, budgets and documents, to ensure the Council's long-term sustainability to deliver services to the community.

Current Service Approach
<ul style="list-style-type: none">• The Council currently produces all required statutory documentation and maintains all requirements of the Local Government Act.• Council considers all information from community consultation meetings in the annual review of plans.• The Shire Business Plan is linked to the 5-year Strategic Plan and 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 webpage.• Council maintains a register that records the details of all Council resolutions.
Priorities for 2021-22
<ul style="list-style-type: none">• Consolidate corporate templates and resources for Council plans and documents.• Prioritise and secure funds to develop strategic business and service delivery planning including:<ul style="list-style-type: none">– Council Grounds Masterplan– Waste and Recycling Strategy and Business Case– Water Security Masterplan– Tourism Strategy– Health Services Strategy– Local Roads Development and Management Plan– Climate Change Adaptation Strategy and Implementation Plan
Measures
<ul style="list-style-type: none">• Shire Business Plans and Budgets are reviewed and submitted as required by legislation.• Funding is secured for issue-specific planning.

7.3 Financial Management

Council administration provides all financial recording, accounting and reporting associated with managing the Council's financial resources to comply with statutory requirements and ensure accountability and transparency to the community.

Current Service Approach
<ul style="list-style-type: none">• The financial management system is maintained in accordance with the Local Government Act and Australian Accounting Standards.• Xero cloud-based accounting and bookkeeping system is used for all financial transactions. Financial reports are presented to the Council at monthly meetings. The preparation of annual financial statements is outsourced, and accounts are audited on an annual basis.• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves must be approved by Council resolution.• Council approves by resolution all applications for grants, subject to the purpose and grant conditions. Council contributions for one off costs and the recurrent expenses of the project are considered.• A Council Audit Committee has been established to independent advice and assistance to the Wagait Shire Council (the Council) and the Chief Executive Officer on:<ul style="list-style-type: none">– The internal control processes on the effectiveness of the financial and corporate governance practices.– Compliance with legislative and regulatory requirements.
Priorities for 2021-22
<ul style="list-style-type: none">• Review of relevant policies in alignment with new regulations of the Local Government Act NT 2019 and the Local Government Award 2020.
Measures
<ul style="list-style-type: none">• Increase contract income by > 15%.• Financial reports are produced accurately for Council meetings.• Financial reports for funding acquittals are submitted on time.

7.4 Human Resource Management

Council is committed to providing an effective and efficient workforce and a human resource management service to support Council business including recruitment, induction, training and development of employees in compliance with the Local Government Awards 2020 and the Fair Work Act 2010.

Current Service Approach
<ul style="list-style-type: none">• The employment of Council employees is delivered in accordance with the Fair Work Act 2009 and the Local Government Award 2020.• Council has a suite of Human Resource policies and procedures that provides clear direction about Council expectations and conditions to all Council workplace participants including employees, contractors, elected members and volunteers.• Employees are subject to annual performance reviews which is aligned with potential salary increases and professional development opportunities.• Casual staff are engaged to undertake unplanned tasks and provide support to Council works staff with commercial contracts and cleaning.• Council values volunteers and encourages community to participate in Council events and activities through the Volunteers are Important People (VIP) Strategy.
Priorities for 2021-22
<ul style="list-style-type: none">• Implement best practice Human Resource policy and procedures, including a review of relevant policies in alignment with new regulations of the Local Government Act 2019 and the Local Government Award 2020.• Consider an organisational structure review to ensure that Council has a resilient, skill-based team that will consolidate its capacity for future growth.
Measures
<ul style="list-style-type: none">• All employees undertake performance reviews and training as planned.• No more than 1 industrial relations type complaint annually.• One annual workplace training session delivered to all staff.

7.5 Information Technology and Recording Keeping

Council maintains digital processing and safe keeping of all Council information that is efficient and user-friendly, with capability and capacity to assist the business of Council and to ensure Council information is accessible, safe and accordance with statutory requirements.

Current Service Approach
<ul style="list-style-type: none">• Council maintains Records Management policies and procedures to ensure that standards and compliance align to the <i>Information Act (2002)</i> and <i>Local Government Act</i>.• Council keeps records of all correspondence, financial transactions, programs and activities, meetings and property management.• Council maintains appropriate hardware and software systems for all staff computer and server functions and maintains an independent hard drive to ensure that Council records are safe. UPS are installed to mitigate any adverse power surge impacts.• Council staff are guided by the Employee Handbook and Council policies on record-keeping practice including confidentiality, communications, use of email and calendars to ensure efficient and professional service delivery.• Council manages and maintains a comprehensive website of records and information as required by legislation.
Priorities for 2021-22
<ul style="list-style-type: none">• Consider IT needs for Library facility functions.• Finalise digital copying of all historical records.• Relevant staff and Elected Members receive training as required.• Review policies and procedures to ensure compliance and ensure consistent approach to filing of documents and records.
Measures
<ul style="list-style-type: none">• IT and communications infrastructure are maintained to local government standards.• Information and records are stored appropriately and accessed as required.• No breaches or loss of data through management.

7.6 Revenue Growth

Council will ensure adequate funds are introduced for Council's operations and service delivery through appropriate rating policies and the maximisation of grants, fees, charges and other available income sources.

Current Service Approach
<ul style="list-style-type: none">• Council undertakes strategic planning to provide a forecast budget for current plus four years and updates plans on an annual basis to ensure they are current.• Council income is introduced through rates and charges, Government funding, commercial contracts and fees for service.• Council has identified that a sustainable economic future will require additional rateable land and negotiation with relevant landholders and their representatives, including the Kenbi Land Trust and Larrakia Development Corporation. Advocacy is required for local inclusion to regional strategies that will ensure future needs of the Shire are heard and incorporated into Governments forward infrastructure projects planning.
Priorities for 2021-22
<ul style="list-style-type: none">• Secure funds to develop strategic business and service delivery planning for:<ul style="list-style-type: none">– Regional waste transfer station & tip-shop– Tourism accommodation and attraction– Water security and reticulation to properties in the estate• Consider development of a Council business and service capacity statement and other strategic documents to support promotional activity seeking new commercial contracts and other opportunities to increase revenue.
Measures
<ul style="list-style-type: none">• Funding is secured for issue-specific planning.• New grant funding introduced.• Contract income increased by > 15%.

7.7 Risk Management

Council provides assurance through internal risk management systems including planning, policy development and implementation; to protect Council assets, staff, community, and environment.

Current Service Approach
<ul style="list-style-type: none">• Risk management is assessed annually in conjunction with the insurance renewal process. All Council assets are insured.• Council registers are maintained and used to monitor areas of potential risk.• Council plans and policies are reviewed regularly to ensure adequate protection of Council assets and mitigate liability risks to Council staff and the public.
Priorities for 2021-22
<ul style="list-style-type: none">• Review of relevant policies in alignment with new regulations of the Local Government Act NT 2019 and the Local Government Award 2020.
Measures
<ul style="list-style-type: none">• Annual audit of the asset register completed.• Annual insurance review completed.• Policies and procedures updated as required.

7.8 Work Health and Safety

Provision of a framework to protect the health, safety and welfare of workplace participants and the general public through planning, policy development and implementation.

Current Service Approach
<ul style="list-style-type: none">• Council has a Work Health Safety (WHS) Manual and policies in place to ensure all workplace participants have a comprehensive reference document to guide WHS processes and procedures in the workplace.• Council workplace participants receive annual training on legislative responsibilities of both Council and individual workplace participants, with further consolidation and implementation of Council WHS policies and procedures.• WHS audit are undertaken annually on Council facilities to minimise risks to health and safety and ensure plant and structures are maintained to keep them in a safe state.• CCTV has been installed externally on all Council buildings as well as internally in the Council office as a tool for protecting both staff and public as well as community assets.• Weekly Toolbox meetings are held with core staff to identify, navigate and mitigate known risks to an acceptable level.• Council maintains a WHS incidents register to track and record WHS issues and provides monthly reports to Council.
Priorities for 2021-22
<ul style="list-style-type: none">• Review of relevant policies in alignment with new regulations of the Local Government Act NT 2019 and the Local Government Award 2020.
Measures
<ul style="list-style-type: none">• Less than 5 workplace injuries and incidents annually.• A minimum of 40 toolbox meetings annually.• At least two all-of-staff WHS/OHS training sessions annually.• Annual WHS audit of Council facilities completed and actions taken as required.

Annual Budget Notes

The Wagait Shire Council proposes to adopt its budget for the 2021-22 financial year in accordance with the requirements of the *Local Government Act (2008)*. This information is provided in accordance with the requirements listed on p49.

The objectives for the 2021-22 financial year are to deliver services and programs as outlined in the 2021-22 Shire Plan. The primary focus of council is to deliver good governance and core services such as administration, road maintenance, parks maintenance, waste collection whilst maintaining contract revenue and public utility services. Further public infrastructure planning and strategic development for the next 10-20 years will also be a focus.

Council will continue to pro-actively manage costs and investigate opportunities to increase non-grant revenue to ensure a financially robust and viable Council. Grant opportunities to expand and improve public infrastructure will be actively pursued.

Council levies rates by applying a flat rate to all allotments, regardless of size, number of buildings or use. Those eligible pensioners in our community now obtain reimbursement for rates and the waste collection levy.

At present, increasing rates and seeking additional service delivery contracts are the only ways to improve revenue. To remain independent, it is imperative that Council grow its non-grant related revenue. Council is actively seeking opportunities to grow revenue and increase local employment by seeking out new contract opportunities, investigating the development of tourism accommodation facilities, events, and attractions and making Wagait Beach generally a great place to live, work and play.

Elected Member Allowances

Summary of the allowances included in the budget are as follows. Elected members may choose to forgo all or some of their allowances.

Council Elected Member Allowances 2021-22	Principal Member (1)	Deputy Principal Member (1)	Ordinary Member (3)	
Base Allowance	\$3630.69	\$1342.63	\$652.98 (3)	
Professional Development Allowance	\$500	\$500	\$500 (3)	
TOTAL	\$4,130.69	\$1,842.63	\$3,458.94	\$9,432.26

Annual Budget 2021-2022

WAGAIT SHIRE COUNCIL BUDGET for YEAR ENDING 30 JUNE 2022

TABLE 1: INCOME AND EXPENSES BUDGET

EXPLANATION	OPERATING INCOME	2021-22
Estimated rates to be raised	Rates	\$ 244,717
Estimated waste charges to be raised	Waste Charges	\$ 123,846
	Fees and Charges (Contracts)	\$ 161,625
	Operating Grants and Subsidies	\$ 302,291
	Interest/Investment income	\$ 10,000
	Other Income (Rental)	\$ 9,200
Any other income in cash or in-kind	Other Income (Sale assets)	\$ 60,000
	TOTAL INCOME	\$ 911,679
	OPERATING EXPENSES	
	Employee Costs	\$ 453,016
	Operational, Contracts, Materials	\$ 234,800
	Elected Member Allowances	\$ 9,432
	Elected Member Expenses	\$ 2,500
	Repairs and Maintenance	\$ 58,800
	Depreciation, Amortisation, Impairment	\$ 152,877
	Interest Expenses	\$ -
	Other Expenditure	\$ -
	TOTAL EXPENSES	\$ 911,425
	BUDGETED OPERATING SURPLUS/DEFICIT	\$ 254
	CAPITAL GRANTS	
	Capital Grants (New)	\$ 2,079,500
	BUDGETED SURPLUS/DEFICIT	\$ 2,079,754
Estimated capital and non-cash adjustments:		
Capital Expenditure per Table 3	Capital Expenditure	-\$ 3,186,000
	Loan repayments (Principal only)	\$ -
Non-cash revenue in operating income	Less non-cash revenue	\$ -
Non-cash expenses in operating expenses	Add back non-cash expenses	\$ 152,877
	*Net Budget (Surplus/Deficit):	-\$ 953,115
Net Budget to be funded by:		
Prior year tied revenue (R2R, SCALE, ILCR)	Prior year carry forward tied funding	\$ 415,000
	Other inflow of funds	\$ 2,149,500
	Transfers from reserves	\$ 505,785
Total inflows	TOTAL INFLOWS	\$ 3,070,285
Must not be a deficit	Net budgeted operating position	\$ 2,117,170

TABLE 2: BUDGETED CAPITAL EXPENDITURE

Class of property, plant and equip	2021-2022
Infrastructure	\$ 3,096,000
Building	\$ -
Plant and Machinery	\$ 90,000
Motor Vehicles	\$ -
Other	\$ -
TOTAL CAPITAL EXPENDITURE*	\$ 3,186,000
FUNDED BY:	
Capital Grants	\$ 2,079,500
Transfers from cash reserves	\$ 505,785
Sale of assets	\$ 70,000
TOTAL	\$ 2,655,285

TABLE 3: BUDGET CAPITAL EXPENDITURE BY PROJECT

Class of property, plant and equipment	Project/Item	2021-2022
Infrastructure	Green waste access road, carparks *	\$ 100,000
Infrastructure	Floodway Cox Rd*	\$ 100,000
Infrastructure	Skate Park/pump track upgrade	\$ 50,000
Infrastructure	Road reseal (whole estate)	\$ 2,706,000
Infrastructure	Road guardrails *	\$ 140,000
Plant & Machinery	New tractor / truck	\$ 90,000
* C/fwd from 2020-21	TOTAL	\$ 3,186,000

TABLE 4: BUDGETED MOVEMENT IN RESERVES

Opening Balance 1/7/21	\$ 1,775,000
Increases	\$ 150,000
Decreases	\$ 505,785
Closing Balance 30/6/22	\$ 1,419,215

Budget Assumptions 2021-22

Funding received from BBRF for estate roads reseal

Budget Initiatives 2021-22

Increased investment to waste management and road upgrades = sustainability & advocacy
Investment to community recreation facilities; Skate park and pump track = community health & stability
Investment to community signage and placemaking = increased community identity & wellbeing
Staff training and wages increased to comply LG Award = team confidence, capability & stability
Investment to strengthen WHS & public risk management = decreased liability
Replace aging plant and machinery (truck and tractor) = increased capability & decreased liability

Long Term Financial Plan 2020-2025

WAGAII SHIRE COUNCIL BUDGET AND LONG-TERM PLAN 2020 - 2025

TABLE 1: INCOME AND EXPENSES BUDGET		FOR THE YEAR ENDING 30 JUNE 20YY					
EXPLANATION	OPERATING INCOME	Current 2020-21	Outer Year 1 2021-22	Outer Year 2 2022-23	Outer Year 3 2023-24	Outer Year 4 2024-25	Outer Year 5 2025-26
Estimated rates to be raised	Rates	\$ 240,596	\$ 244,717	\$ 257,942	\$ 272,046	\$ 286,962	\$ 302,662
Estimated waste charges to be raised	Waste Charges	\$ 120,134	\$ 123,846	\$ 130,437	\$ 137,611	\$ 145,180	\$ 153,125
	Fees and Charges	\$ 169,252	\$ 161,625	\$ 166,500	\$ 167,500	\$ 167,500	\$ 167,500
	Operating Grants and Subsidies	\$ 302,033	\$ 302,291	\$ 314,270	\$ 324,270	\$ 343,422	\$ 353,422
	Interest/Investment income	\$ 11,858	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
	Other Income (Rental)	\$ 6,302	\$ 9,200	\$ 11,570	\$ 11,570	\$ 11,570	\$ 11,570
Any other income in cash or in-kind	Other Income (Sale assets)	\$ 15,133	\$ 60,000	\$ -	\$ -	\$ -	\$ -
	TOTAL INCOME	\$ 865,308	\$ 911,679	\$ 890,719	\$ 922,997	\$ 964,634	\$ 998,279

OPERATING EXPENSES		Current 2020-21	Outer Year 1 2021-22	Outer Year 2 2022-23	Outer Year 3 2023-24	Outer Year 4 2024-25	Outer Year 5 2025-26
	Employee Costs	\$ 426,593	\$ 453,016	\$ 454,815	\$ 457,131	\$ 459,973	\$ 459,973
	Operational, Contracts, Materials	\$ 227,003	\$ 234,800	\$ 227,060	\$ 219,540	\$ 219,091	\$ 219,091
	Elected Member Allowances	\$ 3,926	\$ 9,432	\$ 9,432	\$ 9,432	\$ 9,432	\$ 9,432.00
	Elected Member expenses	\$ -	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500	\$ 2,500.00
	Council Committee & LA Allowances	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Council Committee & LA Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Repairs and Maintenance	\$ 53,873	\$ 58,800	\$ 45,520	\$ 50,190	\$ 53,590	\$ 63,421.00
	Depreciation, Amortisation, Impairment	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877.00
	Interest Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Other Expenditure	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	TOTAL EXPENSES	\$ 864,272	\$ 911,425	\$ 892,204	\$ 891,670	\$ 897,463	\$ 907,294
	BUDGETED OPERATING SURPLUS/DEFICIT	\$ 1,036	\$ 254	\$ -1,485	\$ 31,327	\$ 67,171	\$ 90,985

CAPITAL GRANTS		2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Grants for capital transactions where expenditure is recorded in the balance sheet	Capital Grants	\$ 765,000	\$ 2,079,500	\$ -	\$ 500,000	\$ -	\$ -
	BUDGETED SURPLUS/DEFICIT	\$ 766,036	\$ 2,079,754	\$ -1,485	\$ 531,327	\$ 67,171	\$ 90,985

Estimated capital and non-cash adjustments:

Capital Expenditure per Table 3	Capital Expenditure (per Table 3)	-\$ 340,000	-\$ 3,186,000	\$ -	-\$ 850,000	\$ -	\$ -
	Capital grants carried forward						
	Loan repayments – (Principal only)						
Non-cash revenue in operating income	Less non-cash revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Non-cash expenses in operating expenses	Add back non-cash expenses	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877	\$ 152,877.00
	*Net Budget (Surplus/Deficit):	\$ 579,949	-\$ 953,115	\$ 149,907	-\$ 134,469	\$ 287,219	\$ 334,847

Net Budget to be funded by:

Prior year tied revenue	Prior year carry forward tied funding	\$ 160,111	\$ 415,000				
	Other inflow of funds	\$ 825,000	\$ 2,149,500	\$ -	\$ 500,000	\$ -	\$ -
	Transfers from reserves	\$ -	\$ 505,785	\$ -	\$ 350,000	\$ -	\$ -
Total inflows	TOTAL INFLOWS	\$ 985,111	\$ 3,070,285	\$ -	\$ 850,000	\$ -	\$ -
Must not be a deficit	Net budgeted operating position	\$ 1,565,060	\$ 2,117,170	\$ 149,907	\$ 715,531	\$ 287,219	\$ 334,847

TABLE 2: BUDGETED CAPITAL EXPENDITURE		Current	Outer Year 1	Outer Year 2	Outer Year 3	Outer Year 4	Outer Year 5
Class of property, plant and equip	Building				\$ 500,000		
	Infrastructure	\$ 100,000	\$ 2,756,000	\$ -	\$ 350,000	\$ -	\$ -
	Plant and Machinery		\$ 90,000				
	Motor Vehicles						
	Other						
	TOTAL CAPITAL EXPENDITURE*	\$ 100,000	\$ 2,846,000	\$ -	\$ 850,000	\$ -	\$ -
	FUNDED BY:						
	Capital Grants	\$ 765,000	\$ 2,079,500		\$ 500,000		
	Transfers from cash reserves	\$ -	\$ 505,785	\$ -	\$ 350,000	\$ -	\$ -
	Sale of assets	\$ 60,000	\$ 70,000				
	TOTAL	\$ 825,000	\$ 2,655,285	\$ -	\$ 850,000	\$ -	\$ -

TABLE 3: BUDGET CAPITAL EXPENDITURE BY PROJECT		Current	Outer Year 1	Outer Year 2	Outer Year 3	Outer Year 4	Outer Year 5
Class of property, plant and equipment	Project/Item	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Infrastructure	Road reseal (whole estate)		\$ 2,706,000				
Infrastructure	Floodway Cox Rd *	\$ 100,000					
Infrastructure	Skate Park/Pump track upgrade		\$ 50,000				
Infrastructure	Green waste access road, carparks *	\$ 100,000					
Infrastructure	Road guardrails *	\$ 140,000					
Infrastructure	Bike Path extension WTR East				\$ 350,000		
Plant & Machinery	Replace tractor and truck		\$ 90,000				
Building	Library/Office/Shelter space				\$ 500,000		
	* Projects carried fwd to OY1		\$ 340,000				
	TOTAL	\$ 340,000	\$ 3,186,000	\$ -	\$ 850,000	\$ -	\$ -

3A. Statement of budget balance amount and the expected capital expenditure completion date for each item

TABLE 4: BUDGETED MOVEMENT IN RESERVES		Current	Outer Year 1	Outer Year 2	Outer Year 3	Outer Year 4	Outer Year 5
Class of property, plant and equip	Opening Balance 1/7/YY	\$ 1,600,000	\$ 1,775,000	\$ 1,419,215	\$ 1,569,215	\$ 1,394,215	\$ 1,594,215
	Increases	\$ 175,000	\$ 150,000	\$ 150,000	\$ 175,000	\$ 200,000	\$ 225,000
	Decreases	\$ -	\$ 505,785	\$ -	\$ 350,000	\$ -	\$ -
	Closing Balance 30/6/YY	\$ 1,775,000	\$ 1,419,215	\$ 1,569,215	\$ 1,394,215	\$ 1,594,215	\$ 1,819,215

4A. Reasons for budgeted movements in reserves

6. Budget Assumptions

Major capital funding received for roads in 2021-22
Increased operational funding from 2022-23
Major capital funding received for buildings & infrastructure in 2023-24

7. Budget Initiatives

Increased investment to waste management and road upgrades = community sustainability & capability
Investment to community recreation facilities; Skate park and pump track = community health & stability
Investment to community signage and placemaking = increased community identity & wellbeing
Staff training and wages increased to comply LG Award = team confidence, capability & stability
Investment to strengthen WHS & public risk management = decreased liability

Budgeted Statement of Reserves

This statement provides a summary of Council's financial reserve balances. The use of Council reserves is set out in the Cash Reserves Policy (P16) describes Council's intentions in using those funds and to ensure sustainable and responsible financial management.

Council has limited cash investments of which a portion is set-aside for future specific purposes as they arise. Over the term of Council's Long Term Financial Plan, cash backed Internally Restricted Reserves are used to fund and secure additional external funding required for major capital projects.

In 2021-22 Council will draw on Asset Replacement and Maintenance Reserves to replace essential civil works equipment such as a tractor and tipper truck, and office equipment including a new furniture, desktop and laptop computer to properly resource the workplace. Drawings from the reserve will be offset by income from sale of old equipment and supplemented by new grant funds introduced.

Pending grant funding approvals, Council may also draw \$0.65 million from the Major Initiatives Reserve to contribute to capital investment in roads infrastructure in 2021-22.

The Election Expense Reserve will be exhausted to fund the 2021-22 election but able to recover this reserve within the period before the next election, pending the need for by-elections.

The Northern Territory Government's new Disaster Recovery Co-Contribution requires Shire Councils to contribute 25% of the cost of disaster recovery up to a maximum of \$25,000 and the Council Disaster Recovery Reserve will be set at this new level.

Depreciation expenses are identified in the budget and interpreted as cash Reserves for Asset Renewal and the closing balance reflects the first year of annual contributions to other reserves in order to meet anticipated future expenses across these areas.

Internally Restricted Cash Reserves include:

Reserve	Reserved Amount Total (\$)	
	2020-21	
Asset Replacement	500,000	Increases by depreciation amount + asset sales each year
Election Expense	20,000	Expended in 2021, to be recovered @ \$5000/yr by 2025
Major Initiatives	1,165,000	Includes tied capital grants
Disaster Recovery	25,000	Minimum co-contribution
General Reserve	160,000	Untied cash funds
TOTAL	1,870,000	

Rates Declaration 2021-2022



Local Government Act Declaration of Rates and Charges 2021 – 2022

Notice is hereby given, pursuant to Section 158 of the Local Government Act, that the following rates and charges were declared by the Wagait Shire Council at the Ordinary Meeting held on 15 June 2021 pursuant to Chapter 11 of the Local Government Act 2008 (the Act) in respect of the financial year ending 30 June 2022.

1. Rates

Wagait Shire Council (the "Council") made the following declaration of rates pursuant to Chapter 11 of the Act.

- 1.1. Council, pursuant to Section 148 of the Act, adopted the fixed charge method as the basis for determining the assessment of all allotments within the Council area.
- 1.2. Council, pursuant to Section 155 of the Act declared that it intends to raise, for general purposes by way of rates, the amount of \$243,276 which will be raised by the application of a fixed charge amount of \$627 per allotment being payable for the financial year ending 30 June 2022. This is an increase of 3.1% from the rates amount agreed in 2020-21.

2. Charges

Pursuant to Section 157 of the Act, Council declared the following charges for the purpose of enabling or assisting Council to meet the cost of garbage collection and disposal services for the benefit of all allotments within the Council area. Council intends to raise \$122,996 by these charges.

- a. The following charges were declared:
 - A charge of \$317.00 per annum per allotment, regardless of whether it is vacant or non-vacant and whether the services are used or not.
- b. The services are:
 - A kerbside garbage collection service of one garbage collection visit per week, being a maximum of one (1) 240 litre bin per collection.
 - Provision of access to a hard waste recycling and dumping facility; and
 - Provision of access to a green waste recycling and dumping facility.

3. Relevant Interest Rate

The relevant interest rate for the late payment of rates and charges is fixed in accordance with Section 162 of the Act at the rate of 18% per annum and is to be calculated on a daily basis.

4. Payment

Rates and charges declared under this declaration may be paid in full by 30 September 2021 OR by four (4) approximately equal instalments on the following dates, namely:

- First instalment, 30 September 2021
- Second instalment, 30 November 2021
- Third instalment, 31 January 2022
- Fourth instalment, 31 March 2022

Instalments falling due on a weekend or public holiday may be paid by the following business day, without incurring any penalty.

- a. Details of due dates and specified amounts are listed on the relevant Rates Notice.
- b. Variations to those options for payment will be administered according to the conditions outlined on the front and reverse of the Rates Notice.
- c. A ratepayer who fails to abide by such conditions may be sued for recovery of the principal amount of the rates and charges, the late payment and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. If rates are payable by the owner of the land and are not paid by the due date, they become a charge on the land to which they relate.

Renita Glencross

Chief Executive Officer, Wagait Shire Council

22 June 2021

Fees and Charges 2021-2022



COUNCIL FEES AND CHARGES 2021-22*

COUNCIL FACILITY FEES				
Cloppenburg Park Pavilion Community Centre (includes chairs and tables, cleaning, power & water)	Local community groups or NFP per day/overnight		\$ 100.00	
	Local community groups or NFP per half day or eve		\$ 50.00	
	Non community groups per day/overnight		\$ 150.00	
	Non community groups per half day or eve		\$ 75.00	
Caretaker Residence	By CEO appointment only (per fortnight)		\$ 200.00	
COUNCIL WASTE MANAGEMENT CHARGES				
General Waste Charges	All properties vacant and non-vacant		\$ 317.00	
	Additional rubbish bin/quarter		\$ 80.00	
Replacement Bin (240lt)	Allow one week for delivery after order		\$ 80.00	
Green Waste	Included in General Waste Charge		NA	
Hard Waste (open Fri/Sat/Sun 3-6pm)	Included in General Waste Charge		NA	
	After hours opening fee		\$ 80.00	
	Disposal of toxic waste – tyres (per tyre)		\$ TBA	
	Disposal of toxic waste – paint/oil (per litre)		\$ TBA	
DOG MANAGEMENT FEES				
Dog Registration (annual)	Desexed dog	\$ 20.00	concession	\$ 10.00
	Entire dog	\$ 75.00	concession	\$ 50.00
	Dogs under 6 months (no charge)			NA
	Declared/dangerous dog (no concessions)			\$ 250.00
For infringement charges and fees please see WSC Dog Management Bylaws 2019 (website)				
RATES MANAGEMENT FEES				
Rates Search	Rates information search		\$ 80.00	
Late payment	Interest for late rates payments (per annum)		18%	

*All fees and charges are GST inclusive.

Consideration to waive fees and charges may be given to local community groups, not-for-profit Organisations or other Government services requiring use of Council facilities, equipment, services or infrastructure. Please apply directly to the CEO by email ceo@wagait.nt.gov.au

List of Council Policies

- P01 Policy Framework
- P02 Election of Principal Member
- P03 Casting Vote of President
- P05 Council Staff Code of Conduct
- P06 Vehicular Crossovers and Drainage
- P07 Employee Assistance Program
- P08 Human Resource Management
- P09 Statement of Significant Accounting Policy
- P11 Complaints Against Council Employees Work Practices
- P12 Workplace Surveillance
- P13 Use of Council Firearms
- P14 Dog Management
- P15 Procedures for Council and Council Committee Meetings Policy
- P16 Cash Reserves Policy
- P17 Teleconferencing and Videoconferencing
- P22 Council Casual Vacancy
- P23 Emergency Communications
- P24 Caretaker Policy
- P25 Emergency Management Committee Terms of Reference
- P26 Delegations Manual
- P27 Rates and Charges Policy
- P28 Media Policy
- P29 Audit Committee Terms of Reference
- P30 Privacy Policy
- P31 Dispute Resolution, Counselling, Disciplining and Dismissal
- P32 Discrimination, Harassment and Bullying Policy
- P33 Work Health and Safety Policy
- P34 Elected Members Allowances 2021-22
- P35 Authorisation of Payments Policy
- P38 Waste Management Policy
- P39 Australia Day Awards Deliberations Policy
- P40 Procurement
- P41 Asset Disposal Policy
- P42 Stocktake Policy
- P43 Credit Card Policy
- P44 Travel and Accommodation Policy
- P45 Vehicle Use Policy
- P47 Borrowing Policy
- P48 Investment Policy
- P49 Community Support & In-Kind Assistance
- P50 Fraud and Corruption Protection

Local Government Act 2008 Requirements

Reference	Shire Plan	Page
23(a)(i)	Service Delivery Plan for the period of the plan	10-34
23(a)(ii)	Budget Page	43
23(b)(i)	Long-term, community or strategic plan adopted by Council and relevant to the period of the Municipal Plan	8
23(b)(ii)	Long-term Financial Plan	44
23(c)(i)	The adequacy of constitutional arrangements presently in force for the council under this Act and in particular whether they provide effective possible representation for the area	5
23(c)(ii)	Opportunities and challenges for local government service delivery in Council's area	6-7
23(c)(iii)	Possible changes to the administrative and regulatory framework for delivering local government services in the Council's area over the period to which the plan relates	7
23(c)(iv)	Whether possibilities exist for improving local government service delivery by cooperation with other councils, or with government agencies or other organisations	10-34
23(d)	Define the indicators for judging the standard of performance	10-34
24(1)	Must adopt between 1 April and 31 July each year and forward copy to the Agency by 31 July each year	Comply
24(2)(a)	Prepare a draft plan	Comply
24(2)(b)	Make draft accessible on the council's website and copies at the council public offices	Comply
24(2)(c)	Publish notice on website and in a newspaper	Comply
Reference	Annual Budget	Page
127(2)(a)(i)	Council's objectives for the relevant financial year	43
127(2)(a)(ii)	The measures the council proposes to take, during the financial year, towards achieving those objectives	43
127(2)(a)(iii)	The indicators the council intends to use as a means of assessing its efficiency in achieving its objectives it proposes to take, during the financial year, towards achieving those objectives.	43
127(b)	Estimates of revenue and expenditure – differentiating between operating and capital	43
127(c)	State the amount to be allocated to the development and maintenance of each class of infrastructure for the financial year	43
127(d)	The amount the Council proposes to raise by way of rates, and set out the rates structure for the financial year	8, 46
127(e)	An assessment of the social and economic effects of its rating policies	6
127(f)	State the allowances for members of the council for the financial year and the amount budgeted to cover payment of those allowances	42