



ANNUAL REPORT 2020-2021

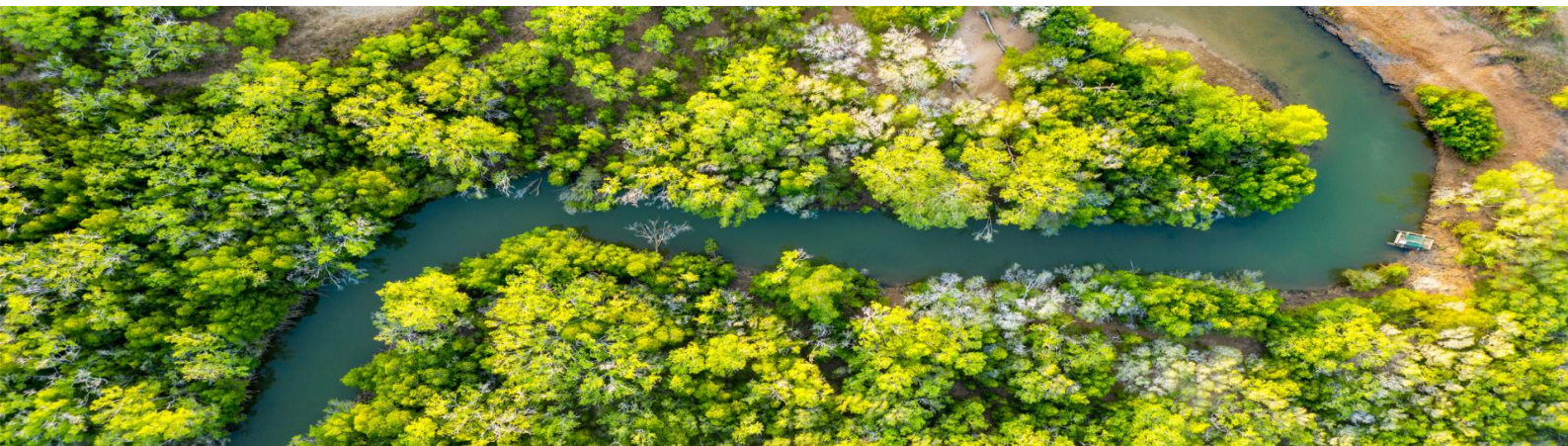


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Audited Financial Report Year Ended 30 June 2021	Error! Bookmark not defined.

Contact Details

Postal address: PMB 10, Darwin NT 0801

Website: www.wagait.nt.gov.au

Shire Council CEO: Renita Glencross

Email: ceo@wagait.nt.gov.au

Telephone: 08 8978 5185

Mobile: 0413 877 156

Introduction

Wagait Shire Council is pleased to present its Annual Report for the 2020-2021 reporting period. This report describes the Wagait Shire Council's deliverables throughout the year against the objectives and performance indicators, as contained in the Wagait Shire Council Shire Plan 2020-2021.

The Annual Report is Council's primary tool for reporting to its community and stakeholders on service delivery and financial performance and is a vital part of the overall governance framework and commitment to transparency and accountability.

In accordance with the Local Government Act (*the Act*) Part 14.1, all councils must present an annual report to the Minister by 15 November each year.

The annual report must include a copy of the council's audited financial statements for the relevant financial year and it must contain an assessment of the council's performance against the objectives stated in the relevant municipal plan, including indicators of performance.

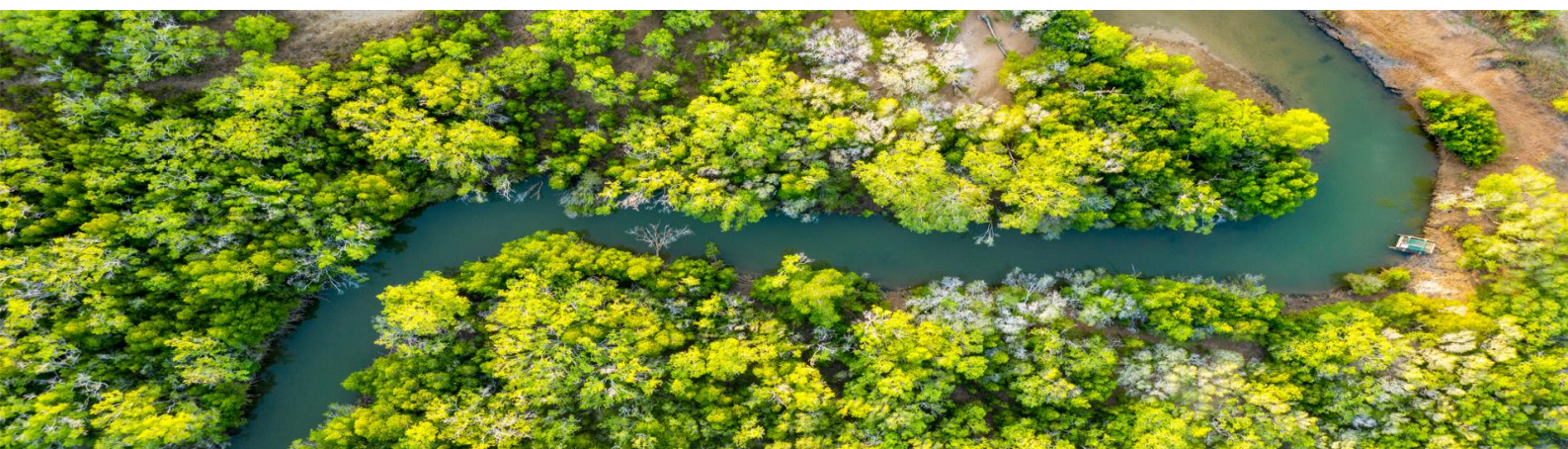
This Annual Report also includes the President's and Chief Executive Officer's reports and accounts of performance, activities and challenges faced during the reporting period, 2020-2021. Council's audited financial statements for the year ending 30 June 2021 form an essential element of this report.

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 sustainable improvements to economic, cultural and environmental opportunities that lead to creating an involved and supportive community, promoting investment, ensuring accessibility and encouraging respect for our natural assets.

Our Mission

Delivering improved social, economic, environmental and cultural life of residents in the Wagait Shire Council area through emphasis on an involved community, in alternate energy, maintaining and developing our infrastructure, providing core services, promoting investment, ensuring accessibility and capitalising on our natural advantages with an emphasis on long term stability and sustainability.



President's Message

Greetings and welcome to the Wagait Shire Council Annual Report for 2020/2021. It has been another significant year for Council, with many notable developments, including:

- The on-going COVID19 pandemic world-wide, with the continued closure by Australia of International borders since early 2020 and the unfolding spread of the virus in NSW, Victoria and the ACT with generally effective border closures and lockdowns bought in by the other states and the NT. To date, the Wagait Beach community has been spared any incursion by the virus, but we must remain vigilant for any further spread.
- The Northern Territory Government declared that the Mandorah Marine Precinct (MMP), previously announced by the Chief Minister Michael Gunner in February 2019, was included in the NT Treasury Budget Papers for 2020/2021 in Budget Paper number 3 at an amount of \$50M. After several re-designs, the project is commencing works later this year, with an estimated completion date of mid-2024.
The MMP will replace the existing jetty and provide safer, more user-friendly access to the ferry and will provide a significant improvement to allow further development on Cox Peninsula.
- The NTG has given the green light to the proposed Lithium mine located half-way between Wagait Beach and Berry Springs, with a proposed mine lifetime of some eight years, with a possibility of that timeline extending to up to twenty years.
- Local Government elections were held Territory wide on Saturday 28 August 2021 and Wagait Shire Council listed all five Council positions open. The successful candidates were Tom Dyer, Michael Vaughan, Peter Clee, Noeletta McKenzie and myself. We welcome Noeletta as our first Indigenous female Councillor. On 16 September Council voted unanimously to reappoint myself as President, an honour and privilege for which I can continue my good relationship with our hard-working CEO, Renita Glencross.
- The by-election for the NT seat of Daly was held on Saturday 11 September 2021 following the early resignation of the previous member, Ian Sloane. The successful candidate was Dheran Young, MLA and Wagait Shire Council looks forward to a productive relationship with our new Member.

Various works have continued throughout Wagait Beach this year, including installing safety guardrails adjacent to many of the large open drains within the subdivision, the construction of a dog containment facility and the ongoing development of the hard-waste and recycling facility. Council is looking to develop a long-term waste strategy in 2021-22, hopefully in conjunction with Belyuen, as our current practice of weekly household rubbish collection, green waste and hard waste/recycling facilities are working in the short term, we need to plan for the future. Council will be holding our biannual Community Consultation on Saturday 13 November, where I look forward to hearing from our residents on their thoughts on what Council can do to maintain our unique lifestyle and move forward with the future development of Wagait Beach, and Cox Peninsula.

Neil White
Wagait Shire Council President

Chief Executive Officer's Report

The 2020-21 financial year has again been one of many challenges and changes for Wagait Shire Council living in the face of a new Covid-reality with significantly increased population and visitation to our beautiful (and not so secret anymore) part of the planet.

Throughout the year, the ongoing Covid-led restrictions continued to disrupt Council activities and projects and test our quiet community lifestyle; yet we grew in strength, capacity and resilience adapting to our new normal and remained safe and without incident. Encouragingly, government infrastructure stimulus funding has continued to flow and we look forward to achieving more through these grants into 2021-22.

The highlights for the year include many actions towards both our immediate and long-term strategic goals, including:

- Stronger governance and more confident leadership, through legislative compliance, administrative order, and financial accountability.
- Improved transparency and community engagement through regular communications to the community in newsletters, discussion forums and information available on the new website.
- Strategic council infrastructure maintenance and planning for roads and verges, waste management, coast-care responsibilities, and recreational amenities.
- Increased income through contracts and grants, providing both security and opportunity to establish new projects and programs.
- Enhanced community participation and well-being through more public events and celebrations.

Council Governance

In 2020-21 Council completed the actions listed in the 2018 council compliance review and recommendation report, which included improvements to ensure our governance and risk exposure met legislative requirements. This strengthened our policies in preparation for implementation of the Local Government Act (2019) on 1 July 2021 this will continue throughout 2021-22.

Much of 2020-21 saw council working closely with Department of Chief Minister and Cabinet, Local Government and Regional Development to develop strategic and tangible tools for more robust local decision-making. Another significant body of work will be undertaken by Council throughout 2021-22 to meet new regulatory and guideline statutory requirements, including a review of all council policies, registers and procedures, to comply with *the Act*. In June 2021, Council commenced recruitment for a dedicated Policy Officer, to assist with the anticipated workload.

During 2020-21 council also reviewed workplace HR and WHS manuals and commenced documenting administrative processes and procedures with a view to establishing a full suite of these records by December 2021.

Council Staff Team

2020-21 saw no significant changes to the staffing structure of council however recruitment for a Policy Officer to meet new governance requirements commenced in June 2021. This will further increase our capacity and improve the integrity of our daily business and overall approach.

The Council staff team have shown commitment to attending regular meetings and undertaking training as required for strengthening the general safety of our workplace environment. Their dedication to both council and community will continue to improve efficiencies and service delivery going forward. Continued investment to improving the overall workplace culture of council will ensure accountability and strengthen our capacity to meet future responsibilities of a growing community.

Council Finance

At the beginning of 2020-21 council had commenced transferring its rates and property-record-keeping processes to CouncilWise, an innovative online system which, when integrated with Xero cloud-based accounting, is able to generate all councils regulatory documents and consolidate council's financial accounts, banking and reporting.

In 2020-21 Council's operational income was \$897,869. Council increased rates from \$596.90 to \$608 per annum and the waste management charge also increased by 1.8% per allotment, bringing a rates revenue total of \$355,020. Council received operational grants of \$332,822 and generated other income through contract, fees and charges of \$204,306. The Council's financial position for the Financial Year ending 30 June 2021 included a depreciation expense of \$156,078 and still achieved an operating surplus of \$62,873.

While the infrastructure revaluation loss of \$878,557 reduced council's equity to \$3,203,977 (from \$4,019,661 at 30 June 2020), council maintained good operational viability with a working capital ratio of 4 (current assets divided by current liabilities).

New project funds of \$472,096 were received in 2020-21 for initiatives consistent with Council's Shire Plan and long-term Strategic Plan. Project funds of \$306,152 are carried forward to 2021-22, including grants for stimulus funds and road upgrades received in late June 2021 and grants from previous projects with completion variation approvals (highlighted in the table below).

Project	Value	Current Status
Australia Day	2,000	Completed and acquitted in 2020-21
NTG Water tank (2018-19)	7,607	Partially completed and c/f to 2021-22
NTG Dog Pound (2018-19)	30,537	Completed and acquitted in 2020-21
NTG Electronic Records System (2018-19)	34,889	Completed and acquitted in 2020-21
NTG Local Government Stimulus Funds	100,000	Completed and acquitted in 2020-21
Blackspot Road Funds (Guardrails)	140,000	Completed and acquitted in 2020-21
Local Community Roads and Infrastructure P1	25,116	Partially completed and c/f to 2021-22
Local Community Roads and Infrastructure P2	25,116	Partially completed and c/f to 2021-22
Roads 2 Recovery (Cox Dr floodway)	125,000	Carried forward to 2021-22
Youth Vibe Holiday Program, QRS Grants	4,000	Completed and acquitted in 2020-21

Roads & Verges

Extensive drainage remediation was undertaken throughout the estate during the reporting period and total expenditure for road and verge maintenance and repairs was \$55,532 for the 2020-21 financial year. As a result of the drainage remediation, further work has been identified for property crossovers and culverts on Sasche Street, Massey St and Forsyth Road, which will be undertaken in 2021-22.

Roads to Recovery (R2R) funding for Cox Drive floodway resurfacing received in Q1 of 2020-21 will be carried forward and works will be undertaken as a priority in Q2 of 2021-22.

Council received \$140,000 of Blackspot Road Funds for installation of guardrails at key locations, which was mostly completed in June 2021 and carried over to Q1 of 2021-22.

NTG Priority Infrastructure Funding (PIF) for development of the Green-waste track, culverts and carparking at Cloppenburg Park was received in Q4 of 2020-21 and will be delivered in Q2 of 2021-22.

Throughout 2020-21 council considered policies associated with road-verge management and vehicular crossovers, with a view to consolidating all aspects of road-verge management under one policy. An audit of all road and verge infrastructure commenced in Q4 of 2020-21, to be completed in Q2 2021-22.

Waste Management

Household waste continues to be collected locally and transported to the Shoal Bay Waste Management Facility for disposal. In Q4 of 2021, a review of the waste charges and options for increased recycling services and a tiered waste charges structure was shared with the community for feedback. Respondents generally supported a tiered charges structure which would reduce costs to undeveloped blocks, however as the responding percentage was low, Council resolved to seek further responses in 2021-22 and review the options again prior to budget development for 2022-23.

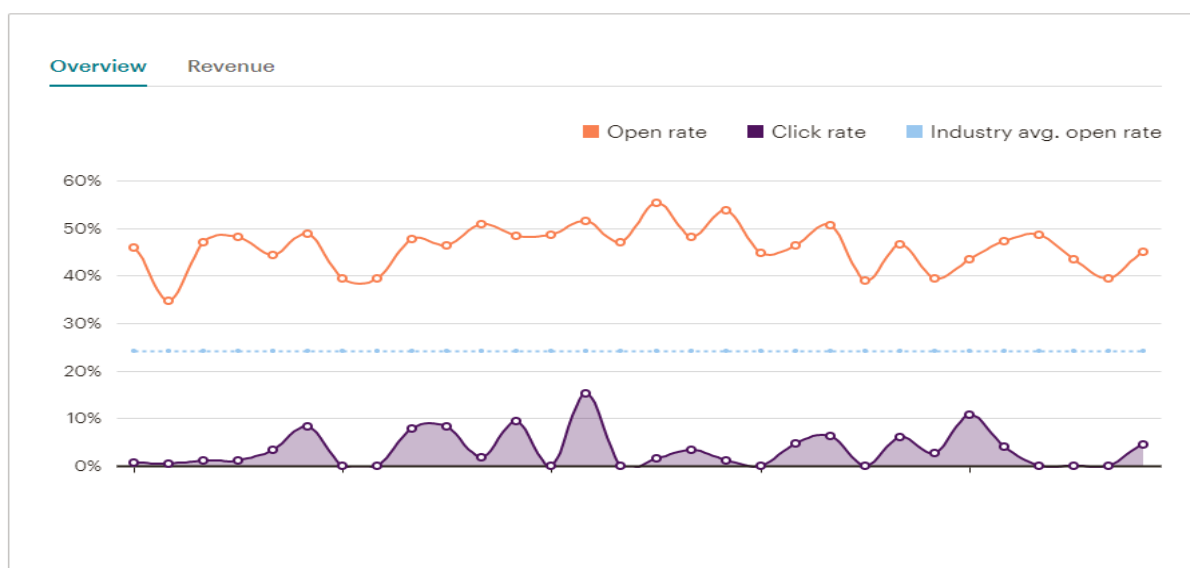
The Hard-waste facility was well used by the community during 2020-21 with a total of 342 site visits and 22.3 tonnes of waste from local properties disposed of. Hard-waste terms and conditions were reviewed during the reporting period and as much as possible, hard waste is now upcycled or recycled and then separated for transport to Shoal Bay. Further recycling of cardboard, glass and plastics will commence in 2021-22.

A pre-cyclone kerbside collection was also provided by council in early October 2020, with an additional 7.71 tonnes of waste collected and transferred to Shoal Bay. This usually coincides with the annual Darwin Harbour Clean up coordinated by Larrakia Nation, and council participate and contribute in-kind to this activity by providing staff to assist and access to hook-bins for waste transport.

The Green-waste facility on the eastern side of the sportsground at Cloppenburg Park is being well used and funding was secured to rebuild the access track which will be completed in Q2 of 2021-22. Residents are able to dispose of green-waste at the facility and as there is no local demand for woodchips due to them encouraging termite activity, the waste is regularly pushed up and burned with the assistance of the Cox Peninsula Volunteer Bushfire Brigade (CPVBB).

Community Engagement

The table below highlights council efforts to increase community engagement in activities during the reporting period and attendance trends indicate that traditional methods of community consultations such as meetings and forums may be declining in favour of more regular events and communications through social media, newsletters, and the website as an information resource.



Activities coordinated by local groups such as the Wagait Arts Group, Runners & Walkers, newcomers Makers & Creators, also received in-kind support such as printing, facility hire and administration assistance from council.

Council-led Community Activities	Cost	Engagements
Celebrating volunteers and 25 years of local decision-making	\$ 3000	200
Darwin Harbour Cleanup 2020	\$ 600	13
Seniors' month activities and workshops 2020	\$ 2000	120
Community Consultation Forums	\$ 500	50
Communications, newsletters and updates (46)	\$ 10,000	6023
Community Grant Fund projects and events	\$ 5000	1360
ANZAC Day 2021	\$ 1000	250
Australia Day 2021	\$ 2000	180
Citizenship ceremonies 2021	\$ 1000	150
TOTAL	\$ 25,100	8346

During 2020-21 Council also launched the inaugural Community Grants Fund, with resources redirected from NTG stimulus grants. The grants supported local community groups and individuals to deliver projects, programs and events that encouraged community participation and well-being. The success of this new initiative has ensured a budget for its continuation in 2021-22.

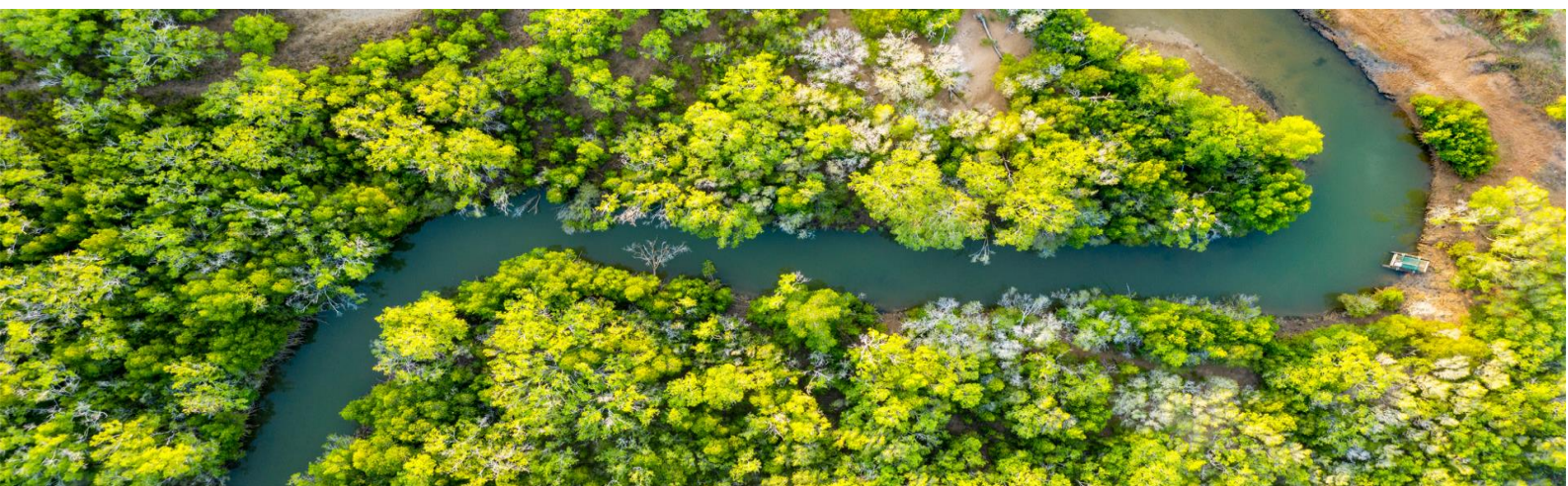
Community Group	Activity	Amount	Attendances
Family Movie nights	Purchase of sound system	\$ 540	600+
Runners & Walkers	Health/nutrition forum & local event	\$ 1000	40+
Makers & Creators	Materials storage and PR for workshops	\$ 834	200+
Wagait Arts Group	Festival, markets and exhibition	\$ 1000	450+
Individual	Tai Chi sessions weekly over 6 months	\$ 1000	250+
Individual	Mosaic picnic table project	\$ 600	20+
TOTAL		\$ 5000	1360+

Acknowledgement

I would like to thank all councillors for their support and guidance through the year, as well as the staff for their hard work and dedication to council and community. That they are able to operate effectively within resource constraints demonstrates an exceptional level of professionalism and adaptability.










And most importantly, I am so very grateful for the dedicated, professional and altruistic support of many residents and volunteers who, despite our differences, have ensured that the community is safe, the gardens are watered, the kids enjoy regular movie-nights, and the business of serving the community continues unaffected during this time of great change.

Renita Glencross
Chief Executive Officer



Our Community

Wagait (S) () (74560)

		Year	Wagait (S)	Australia
 Population & People	Estimated Resident Population - persons (no.)	2018	508	24,992,860
	Working Age Population (aged 15-64 years) (%)	2018	65.4	65.5
 Aboriginal & Torres Strait Islander Peoples	Estimated Resident Aboriginal and Torres Strait Islander Population - persons (no.)		No Data Available	798,365
	Speaks an Aboriginal or Torres Strait Islander language at home (%)		No Data Available	10.3
 Economy & Industry	Total number of businesses (no.)	2019	35	2,375,753
	Main employing industry:			
 Income	Median equivalised total household income (weekly) (\$)	2016	1,010	877
	Median total income (excl. Government pensions and allowance) (\$)	2017	61,366	48,360
 Education & Employment	Proportion completed Year 12 or equivalent - total population aged 15 years and over (%)	2016	46.7	51.9
	Unemployment rate (%)	2016	7.7	6.9
 Health & Disability	Persons who have need for assistance with core activities (%)	2016	4.5	5.1
 Family & Community	Average household size (no. of persons)	2016	2.2	2.6
	Average monthly household rental payment (\$)	2016	1,010	1,524
	Average monthly household mortgage payment (\$)	2016	1,883	1,958
 Persons Born Overseas	Total Population (no.)	2016	82	6,149,388
	Proficient in English (%)	2016	92.7	88.7
 Land & Environment	Land area (ha)	2018	563.8	768,812,631.9
	Small-scale solar panel system installations (no.)	2018	9	2,039,894

Our Councillors

The Wagait Shire Council consists of 5 elected members. Elected Members are elected through local government elections, by elections or may be co-opted.

Pursuant to Section 71(3) of the *Local Government Act 2008*, Council resolved for the 2020-21 Elected Member allowances to be 14% of the base allowance set for a Category 4 council by the Minister under Ministerial Guideline 2, being a total of \$6932.26 for the year. A professional development allowance of \$500 was set for each member.

Four of five Elected Members nominated to donate their allowances back to Council, consistent with the provisions of the *Local Government Guidelines*.

There were no changes to elected members during the 2020-21 Financial year. As at 30 June 2021, members of Council were (left to right):

Cr Graham Drake, Cr Michael Vaughan, President Neil White, Vice-President Tom Dyer, Cr Peter Clee.



Councillor Attendance at Ordinary Meetings of Council in 2020-21 (from total of 11 Meetings held).

- President Neil White - 10
- Vice President Tom Dyer - 11
- Councillor Graham Drake - 5
- Councillor Michael Vaughan - 11
- Councillor Peter Clee - 8

Our Council Committees

Audit Committee

The Audit Committee is an advisory committee to Council and is established pursuant to Part 5.2 of the *Local Government Act 2008* Part 5.2, and Section 10 (3) of the *Local Government (Accounting) Regulations*.

The Audit Committee provides independent advice and assistance regarding internal control processes on the effectiveness of the financial and corporate governance practices of Council to ensure compliance with legislative and regulatory requirements. The Audit Committee also takes an active role in reviewing and advising Council on its policies and risk management matters. Key activities during the reporting period included:

- Review of policies relating to governance, operations, financial and human resource management matters
- Review of the Draft Annual Shire Plan and Budget
- Annual review of the audited financial statements

In 2020-21 the Audit Committee comprised five members: Chair Claire Milikins, community representatives Barry Bamford and Maureen Newman, and Councillors Neil White and Graham Drake. Barry Bamford resigned in June 2020 and in May 2021, Council adopted a resolution to induct Shelley Hewitt to the committee as his replacement.

The Audit Committee met on five occasions in the 2020-21 Financial Year.

- 08 September 2020
- 10 November 2020
- 09 February 2021
- 11 May 2021
- 22 June 2021

Emergency Management Committee

The Emergency Management Committee was reconvened in 2020, responding to the National Emergency declared by the Chief Medical Officer due to the Covid-global pandemic.

In 2020-21 the Emergency Management Committee comprised five members: NTES representative Jason Murphy; community representatives Chris Tyzack, Kim Dye and Chris Chaplin; and Councillor Neil White. Additional members specifically included for Covid-related measures included Cathy Winsley (CEO Belyuen), Belyuen Health Services Manager Nick Barclay and Kelly Murphy (Belyuen Aged Care). Representatives from the Cox Peninsula Volunteer Bushfire Brigade (CPVBB) also participated in meetings as appropriate to contribute relevant seasonal information.

During the year, the Committee reviewed the local emergency arrangements for viral-pandemic, flood, fire and cyclone. The Committee also met with Top End Health to establish arrangements for staff to operate the clinic on a regular basis as well as providing services for emergency response and recovery.

The Emergency Management Committee met regularly between 1 July 2020 and 30 June 2021.

- 29 October 2020
- 03 March 2021
- 14 December 2020
- 02 June 2021

Our Organisational Structure

The staff structure established in 2020-21 supports ongoing flexible workplace arrangements under the Local Government Industry Award 2020. Further updates to the Award were received regarding casual employment and additional measures for Covid related leave and stand-down arrangements.

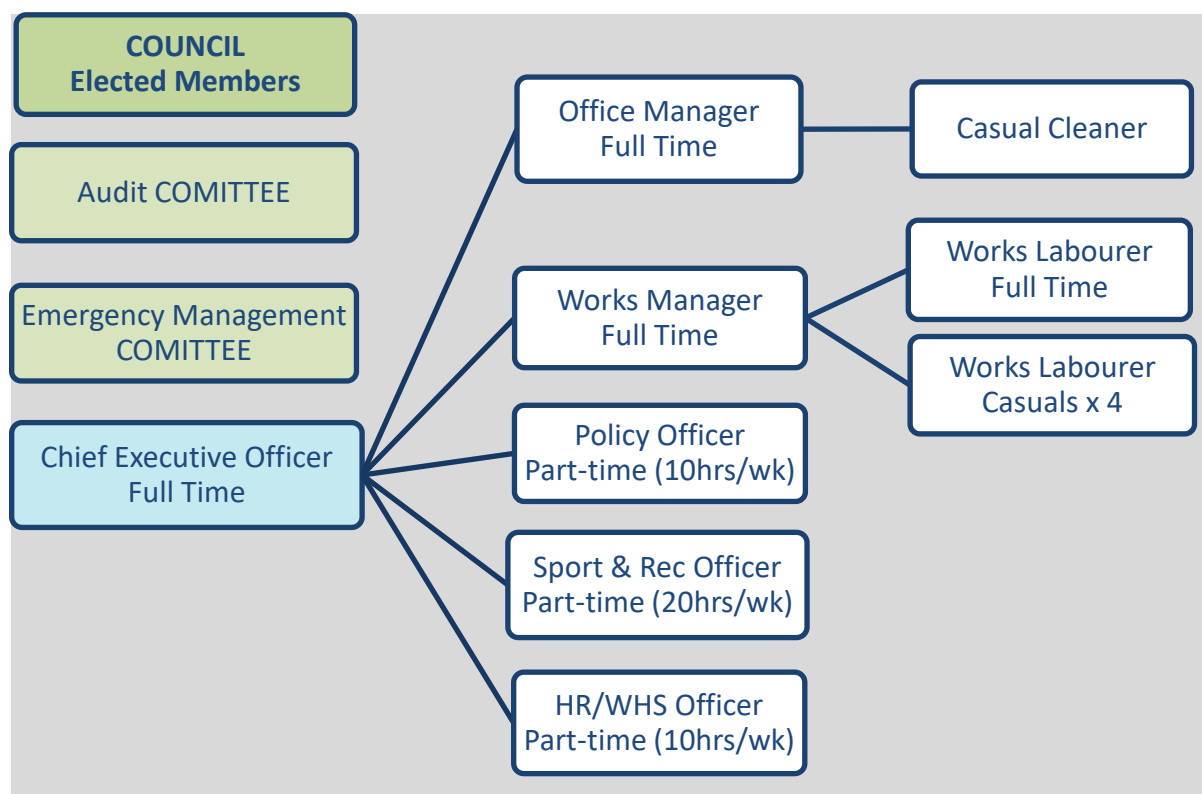
During 2020-21, Council employed a CEO fulltime to manage the business of council and four permanent staff to support the CEO in the daily delivery of council operations. Recruitment for an additional short-term part-time staff member commenced in June 2021.

The employment of casual staff has been critical to servicing commercial contracts held by Council, and transitions to permanent placement of casuals was considered. Due to casual employment being related to specific council contracts, council found that the work was not consistent and therefore transmissions to permanent employment were not offered.

Dedicated funding for the permanent part-time Sports and Recreation Officer supports 14 hours/week contact-time, with an additional 6 hours for the Sports and Recreation program planning and coordination funded by Council rates. Resources for special activities and school holiday programs are also delivered by the Council Sports and Recreation Program, with additional funds provided by one-off project grants for each activity.

Additional administrative support of 10 hours per week to provide assistance to the CEO in Work Health Safety (WHS) and HR matters was reviewed in 2020-21 as the requirements for Council business have increased significantly with implementation of the new Local Government Act 2019, and Regulations and Guidelines in 2021.

Further consideration will be given in 2021-22 to developing capacity within our organisational structure to meet the future needs of Council.



Shire Report Card

1. Local Infrastructure & Assets

1.1 Maintenance and Upgrades of Parks, Reserves and Open Space	
DEVELOP AND MAINTAIN COUNCIL'S PARKS, GARDENS AND OPEN SPACE FACILITIES.	
Total Budget: \$ 4,000	Council Funds Used: \$ 4,000
Total Expenditure: \$ 46,970	Grant Funding Expended: \$ 42,970
What we said we would do <ul style="list-style-type: none"> • Regular mowing & snipping • Weed control • Waste management • Planning for new facilities • Irrigation monitoring and bore maintenance 	What we did <ul style="list-style-type: none"> ✓ Replaced the playground sand with rubberised surface ✓ Regular mowing, weed control and rubbish collected; daily, weekly and seasonal actions ✓ Operational costs met within budget ✓ Created a Masterplan for Cloppenburg Park facilities ✓ Monthly reporting to the water controller
1.2 Maintenance and Upgrades of Public Buildings, Facilities and Fixed Assets	
MANAGE AND MAINTAIN COUNCIL'S PUBLIC BUILDINGS, FACILITIES AND FIXED ASSETS.	
Total Budget: \$ 11,000	Council Funds Used: \$ 11,000
Total Expenditure: \$ 11,000	Income Secured: \$ 6,393
What we said we would do <ul style="list-style-type: none"> • Attend to cleaning and maintenance needs to keep Council buildings safe and accessible for public use • Undertake regular inspections of Council buildings, facilities and fixed assets 	What we did <ul style="list-style-type: none"> ✓ No cleaning complaints ✓ Maintenance achieved on time and within budget ✓ All air conditioning units serviced ✓ All septic facilities inspected and serviced quarterly ✓ New signage on public amenities
1.3 Local Roads Upgrades and Construction	
CONSTRUCTION OF NEW AND UPGRADING OF EXISTING SEALED AND UNSEALED ROADS.	
Total Budget: \$ 250,000	Council Funds Used: \$ 5,000
Total Expenditure: \$ 5,000	Grant Funding Secured: \$ 250,000
What we said we would do <ul style="list-style-type: none"> • Consider roads requiring major upgrades or construction • Prepare funding submissions for construction costs • Engage contractors to deliver road upgrades 	What we did <ul style="list-style-type: none"> ✓ Funds allocated for major repairs to Cox Drive floodway ✓ Funding applications prepared for estate roads resealing in 2021-22 at a cost of \$2.8M ✓ Funds allocated to Forsyth Rd culvert upgrades and causeway access to green waste track

1.4 Local Roads Maintenance	
MAINTENANCE OF SEALED AND UNSEALED ROADS INCLUDING DRAINAGE, FOOTPATHS AND VERGES.	
Total Budget: \$ 5,000	Council Funds Used: \$ 5,000
Total Expenditure: \$ 50,000	Grant Funding Expended: \$ 45,000
What we said we would do <ul style="list-style-type: none"> • Repair potholes when evident • Repair or replace damaged barriers • Clear silt and weeds from drains and road shoulders • Monitor road surface conditions 	What we did <ul style="list-style-type: none"> ✓ Repair all potholes greater than 20mm in depth ✓ Repair/replaced all damaged barriers ✓ Drainage network remediation commenced following 1/100 year flood from storms in January 2020 and 2021 ✓ Green waste track maintained and funding secured for upgrades in 2021-22
1.5 Traffic Management on Local Roads	
PROVISION OF ADEQUATE STREET SIGNAGE AND TRAFFIC CONTROL DEVICES TO INCREASE SAFETY.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$155,000	Grant Funding Secured: \$155,000
What we said we would do <ul style="list-style-type: none"> • Regular inspection of condition of street name plates and where necessary arrange replacement. • Ensure that traffic control devices are operated effectively 	What we did <ul style="list-style-type: none"> ✓ Signs displayed the same day when notification of a road hazard is received ✓ New traffic speed signs and directional signage installed on Wagait Tower Rd and Forsyth Rd ✓ Street signs replaced on Cnr Baluria Rd and Cox Dr ✓ New road guardrails installed through Blackspot funding
1.6 Fleet, Plant and Equipment Maintenance	
PROVISION OF ROUTINE MAINTENANCE ON COUNCIL'S PLANT and FLEET.	
Total Budget: \$ 39,125	Council Funds Used: \$ 29,132
Total Expenditure: \$ 29,132	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> • Regular inspection of plant and equipment • Regular routine maintenance undertaken • Log books updated each time plant is used • Major maintenance to be undertaken by authorised dealer • Regular running of generators 	What we did <ul style="list-style-type: none"> ✓ Planned servicing completed no more than one month after due date ✓ Down time of fleet, plant and equipment less than 5% of operational requirements ✓ Planned procurement for changeover of CEO vehicle undertaken and operational lease in place ✓ All generators tested monthly and serviced annually

2. Local Environment Health

2.1 Waste Management and Litter Reduction	
MANAGEMENT AND MAINTENANCE OF DOMESTIC COLLECTION CONTRACT, HARDWASTE AND GREENWASTE FACILITIES, AND GENERAL LITTER REDUCTION WITHIN WAGAIT BEACH.	
Total Budget: \$ 84,000	Council Funds Used: \$ 90,054
Total Expenditure: \$ 90,054	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> • Manage waste in public areas • Manage putrescible waste contract • Manage Hard-waste facility • Manage Green-waste facility • Community education and awareness of new trends in recycling and toxic waste management 	What we did <ul style="list-style-type: none"> ✓ Action to issues regarding bin-damage & replacements ✓ Public spaces cleaned after community events ✓ Public roadsides litter free ✓ Hard-waste facility open every weekend and new shelter for staff constructed ✓ Pre-cyclone kerbside collection provided ✓ Green-waste burned-down regularly assisted by CPVBB ✓ Strategic planning for increased recycling ✓ Strategic planning for future waste transfer station
2.2 Weed control and Fire Hazard Reduction	
REDUCE FIRE HAZARDS AND INCREASE AMENITY OF THE AREA THROUGH THE CONTROL OF WEEDS.	
Total Budget: \$ 1,000	Council Funds Used: \$ 0
Total Expenditure: \$ 0	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> • Spray weeds on a seasonal basis • Slash grassed areas to reduce fire hazard • Community education • Work with government programs & other stakeholders 	What we did <ul style="list-style-type: none"> ✓ Less than FIVE complaints about weeds annually ✓ Weed outbreaks identified and managed including provision of glyphosate to residents for Gamba control ✓ Community awareness campaign delivery & planning with NT Weeds Branch ✓ Working with CPVBB to ensure delivery of community awareness & estate fire-safety management plans
2.3 Animal Welfare and Control	
THE ADMINISTRATION OF LOCAL BY-LAWS 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.	
Total Budget: \$ 5,000	Council Funds Used: \$ 143
Total Expenditure: \$ 28,000	Grant Funding Secured: \$ 27,857
What we said we would do <ul style="list-style-type: none"> • Maintain annual renewal of firearms license & equipment • Maintain and promote dog management by-laws & policy • Maintain dog register • Work with TOPROC councils towards agreed standards • Community education campaign 	What we did <ul style="list-style-type: none"> ✓ Maintain firearms, licenses and ammunition registers ✓ Support coordinated and reciprocal dog registration with other Top End councils ✓ Completed construction of council dog enclosure ✓ Implement community education campaign on responsible pet ownership with AMRIC ✓ Implement dog registration campaign with over 120 dogs registered and microchipped (no fees for first year) ✓ Dog complaints actioned within 24 hrs

3. Local Civic Services

3.1 Library, Culture and Heritage	
PROVISION OF ACCESS TO LIBRARY PROGRAMS AND MATERIALS DESIGNED TO MEET THE DIVERSE NEEDS OF ALL AGES AND GROUPS WITHIN THE COMMUNITY.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 0	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Encourage more users and ascertain future needs 	What we did <ul style="list-style-type: none"> ✓ Library to be open for public use >200 days ✓ Campaign for volunteers undertaken
3.2 Civic Events	
CONDUCT AND MANAGE COMMUNITY EVENTS INCLUDING, ANZAC DAY, AUSTRALIA DAY, TERRITORY DAY AND SENIOR'S ANNUAL CELEBRATIONS.	
Total Budget: \$ 7,000	Council Funds Used: \$ 6,057
Total Expenditure: \$ 12,911	Grant Funding Secured: \$ 6,854
What we said we would do <ul style="list-style-type: none"> Conduct Australia Day activities Conduct ANZAC Day celebrations Conduct Seniors' Month activities Conduct Territory Day celebrations Facilitate citizenship ceremonies 	What we did <ul style="list-style-type: none"> ✓ Deliver the agreed community events ✓ Conducted 2 citizenship ceremonies ✓ Celebrated 25 years of local government in Wagait Beach with a dinner event including past and present council volunteers and elected members ✓ Provided opportunity for residents to celebrate and share experiences using the council facilities for many other public events including markets, festivals, kids discos and creative workshops
3.3 Local Emergency Services	
PREPARATION AND PLANNING FOR LOCAL EMERGENCIES THROUGH PARTICIPATION IN RELEVANT COMMITTEES AND FACILITATION OF PREVENTATIVE MEASURES.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 0	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Operate cyclone shelter when cyclone is present Attend regional cyclone shelter briefings Liaise with police and emergency services during disasters Provide support to local brigade and emergency services units Encourage community to have annual clean-up Endorse and support local disaster recovery plans 	What we did <ul style="list-style-type: none"> ✓ CEO and Office Manager attended all local and regional cyclone shelter meetings and briefings ✓ Wagait Shire Emergency Management Committee met regularly to consider emergency priorities and arrangements ✓ Council Covid-19 plans in place for all public spaces ✓ Community compliance with Covid-19 lockdown directions mostly supported ✓ Disaster management arrangements for fire, flood and cyclone reviewed and action plans considered

4 Community Engagement

4.1 Administration of Local Laws	
MONITORING AND ENFORCEMENT OF COUNCIL LOCAL LAWS.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 0	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Continue to monitor community expectations and behavior Enact Dog Management By-laws 	What we did <ul style="list-style-type: none"> ✓ Dog Management By-laws enacted and campaign for dog registration implemented ✓ Petitions and complaints presented to Council are noted to identify changes in community attitude or expectations ✓ Non-compliance with RUA raised with relevant authorities, additional signage in place and planning for further regulatory measures underway
4.2 Customer Relationship Management	
THE PROVISION OF HIGH STANDARDS OF SERVICE AND ASSISTANCE TO THE COMMUNITY AND OTHER CUSTOMERS; EFFECTIVE SERVICE DELIVERY; AND THE ACHIEVEMENT OF CORPORATE AND COMMUNITY OBJECTIVES.	
Total Budget: \$ 406,207	Council Funds Used: \$ 229,918
Total Expenditure: \$ 433,992	Grant Funding Secured: \$ 204,074
What we said we would do <ul style="list-style-type: none"> Continue to utilise notice boards Maintain and upgrade the Council web site Conduct community meetings to seek community feedback on major issues 	What we did <ul style="list-style-type: none"> ✓ No more than four complaints annually regarding Council staff performance; two complaints regarding staff conduct lodged with CEO, and one to President ✓ Council newsletters and updates delivered regularly with more than 6000 engagements ✓ Council website redesigned and updated regularly ✓ Two general community meetings held and two other community forums and info-sessions held
4.3 Governance	
COSTS OF GOVERNANCE TO THE COUNCIL INCLUDING ELECTED MEMBERS EXPENSES, ELECTIONS, CIVIC AND CEREMONIAL FUNCTIONS, MEMBERSHIP OF REPRESENTATIVE ORGANISATIONS AND ELECTED MEMBERS AND CEO SUPPORT COSTS.	
Total Budget: \$ 9,433	Council Funds Used: \$ 3,926
Total Expenditure: \$ 3,926	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Conduct monthly Council meetings Produce and publish agendas and minutes Provide ongoing Councilor training Induction training given to all new Councilors 	What we did <ul style="list-style-type: none"> ✓ Elected members attendance at meetings (see p10) ✓ Governance procedures are reviewed and continue to be updated in line with new Local Government Act 2020 ✓ No new Councilors were inducted in 2020-21 however President Clee resigned effective 30 June 2020 and Cr Neil White was nominated for President commencing 1 July 2020.

4.4 Advocacy and Representation on Local and Regional Issues	
PARTICIPATE ON REGIONAL BOARDS OR COMMITTEES TO REPRESENT THE COUNCIL'S VIEWS ON RELEVANT LOCAL AND REGIONAL ISSUES.	
Total Budget: \$ 3,500	Council Funds Used: \$ 4,287
Total Expenditure: \$ 4,287	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Continue participation at all functions that may be regionally significant to the Cox Peninsula 	What we did <ul style="list-style-type: none"> ✓ CEO and President attended all LGANT, TOPROC and NTG Agency meetings as requested ✓ Reports and updates on work under-taken with LGANT, NTG agencies and other stakeholders provided to Council and community via monthly Council meeting minutes ✓ Community volunteers engaged to assist with National Recovery and Resilience agency forums & feedback ✓ Mandorah Marine Facility progress updates provided to council and community by DIPL ✓ Elected members representation on other regional boards and committees including LGANT Executive and ALGA.

5 Commercial Services & Contracts

5.1 Commercial Contracts	
UNDERTAKE ONGOING MAINTENANCE OF ASSETS AS PER CONTRACTUAL ARRANGEMENTS.	
Total Budget: \$ 2,500	Council Funds Used: \$ 0
Total Expenditure: \$ 1,360	Income Secured: \$ 169,253
What we said we would do <ul style="list-style-type: none"> Wash and clean jetty Remove waste from jetty Maintain jetty parking area Undertake maintenance to jetty as required Undertake water sampling at predetermined intervals Monitor bores at predetermine intervals Attend water supply faults 	What we did <ul style="list-style-type: none"> ✓ DIPL contract for Jetty Maintenance completed to satisfactory standard noting significant visitor increases and cleaning required ✓ Additional contract undertaken for COVID-19 safety cleaning of the jetty handrails ✓ Additional road maintenance on Cox Peninsula Rd undertaken as required including removal of roadkill ✓ PowerWater contract for compound maintenance and bore testing completed to satisfactory levels ✓ Attended PowerWater faults and issues x 5

6 Agency Services

6.1 Sports and Recreation

PROVISION OF SPORT AND RECREATION ACTIVITIES TO THE COMMUNITY.

Total Budget: \$ 61,700

Council Funds Used: \$ 32,821

Total Expenditure: \$ 61,669

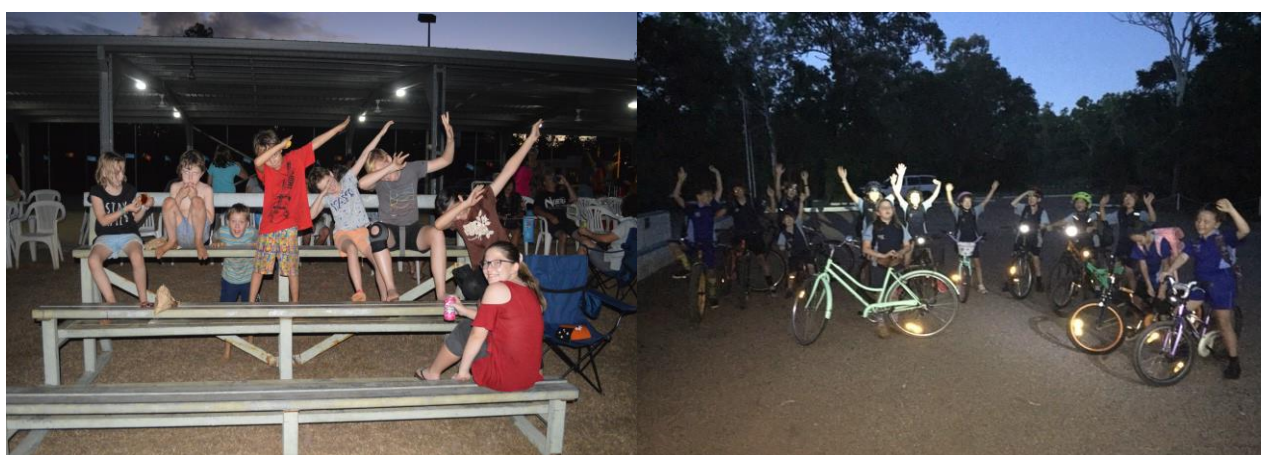
Funding Secured: \$ 28,848

What we said we would do

- Conduct sporting and recreational activities for the whole of the community
- Continue to lobby for additional funds & program delivery
- Provide support to community groups in staging regular and one-off activities and events

What we did

- ✓ Deliver at least four different types of activities every month across Seniors, Youth, children, and adults
- ✓ Additional \$8000 in activity funds secured for School Holiday Programs, Seniors Month and Youth Week
- ✓ School Holiday Program attendance increased with more active recreation excursions included such as ice-skating, trampolining, waterslides and movies
- ✓ Attendance and participation numbers increased for all ages Runners & Walkers and included multiple fun-run events; 5 in the 5th / 10 in the 10th
- ✓ Runners & Walkers received community service award
- ✓ Seniors fitness, strength and stretch sessions were run three days per week
- ✓ New user-pay programs run by local professionals were introduced (Pilates, Tai-Chi)
- ✓ Assistance given to coordinate Australia Day activities
- ✓ Walk/Ride to School postponed due to COVID-19
- ✓ Support given to community-initiated activities such as Big Bash Cricket, Makers and Creators
- ✓ Community consultation undertaken to assist with forward planning objectives
- ✓ Strategic planning commenced for youth program
- ✓ Staff maintained Safe NT registration and other qualifications required for the position



7 Community services

7.1 Local Welfare and Social Services	
PROVISION OF MISCELLANEOUS COMMUNITY SERVICES THAT ENHANCE PARTICIPATION OR AMENITY, INCLUDING SENIORS' PROGRAMS, ACCESS TO THE WAGAIT BEACH MEDICAL CLINIC AND OTHER WELFARE AND SOCIAL SERVICES IDENTIFIED BY THE COUNCIL FROM TIME TO TIME.	
Total Budget: \$ 3,000	Council Funds Used: \$ 1,000
Total Expenditure: \$ 3,000	Funding Secured: \$ 2,000
What we said we would do <ul style="list-style-type: none"> • Encourage serviceability of health centre and consider plan to engage locum medical staff • Continue to support Seniors' programs • Establish and maintain relationships with service providers • Monitor funding opportunities for new services 	What we did <ul style="list-style-type: none"> ✓ Attendance numbers at community events and services have increased (see table p6) ✓ Darwin Harbor Clean-up with Belyuen School, Larrakia Nation and Kenbi Rangers ✓ Regular outreach medical services from Belyuen Health remain restricted to triage and post-op care; several meetings with Top End Health were unproductive ✓ MoU with NAAJA for outreach legal services support ✓ Council is informed with suggestions and feedback about events and services at monthly meetings ✓ Council has developed relationships with NDIS and Carers NT to increase service awareness in the community ✓ Youth Group initiated by the community and supported by council held 4 activities through the year
7.2 Visitor Accommodation and Tourism	
PROMOTION AND ENCOURAGEMENT OF ECONOMIC DEVELOPMENT AND LOCAL BUSINESSES THROUGH PROMOTING AND IMPROVING TOURIST ATTRACTIONS.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 5,000	Funding Secured: \$ 5,000
What we said we would do <ul style="list-style-type: none"> • Encourage community groups in promoting the cultural significance of the area • Lobby Government for a regional tourism plan • Work closely with any persons or group wishing to undertake tourism activities • Participate in the Cox Peninsular Economic Develop Committee 	What we did <ul style="list-style-type: none"> ✓ Investigation of local camping and caravan issues with a view to establishing regulated visitor accommodation ✓ Liaison with Larrakia Nation and Development Corp to establish future planning progress ✓ Engagement to assist Tourism NT with Darwin Destination Management Planning ✓ Wagait Arts Group Festival & Exhibition supported with in-kind council resources ✓ 'Welcome to Wagait Beach' signage design underway ✓ Directional signage project underway

8 Council Administration

8.1 Asset Management	
PLANNING AND SUPPORT SERVICES FOR COUNCIL ASSETS LAND, BUILDINGS, PLANT, EQUIPMENT FIXTURES AND FITTINGS, AND ANY OTHER ASSET.	
Total Budget: \$ 100,795	Council Funds Used: \$ 116,542
Total Expenditure: \$ 116,542	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> • Prepare plant and equipment replacement schedule • Prepare maintenance schedules for plant and equipment. • Prepare maintenance schedules for Council buildings. • Develop strategy to increase standard of roads • Develop asset management plans and policies 	What we did <ul style="list-style-type: none"> ✓ Review and maintain asset management register that includes current valuations and depreciation ✓ Insurances maintained for all assets at value ✓ Valuation of capital assets undertaken for financial reporting purposes ✓ Funding sought for major road projects ✓ Cloppenburg Park Masterplan developed through community consultation ✓ CEO vehicle replaced with fleet-lease (right-of-use asset)
8.2 Council Planning and Reporting	
DEVELOPMENT OF STRATEGIC PLANS, INCLUDING BUSINESS AND SERVICE DELIVERY PLANS, TO ENSURE THE COUNCIL'S LONG-TERM SUSTAINABILITY TO DELIVER SERVICES TO THE COMMUNITY.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 6,000	Grant Funding Secured: \$ 6,000
What we said we would do <ul style="list-style-type: none"> • Continue to meet legislated deadline for the completion of annual plans and reports 	What we did <ul style="list-style-type: none"> ✓ Shire Plan for 2020-21 prepared and adopted ✓ Annual Report for 2019-20 prepared and adopted ✓ A draft 5-year strategic plan 2020-2025 adopted ✓ Masterplan for Cloppenburg Park adopted ✓ Planning for Waste & Recycling Strategy commenced
8.3 Financial Management	
ACCOUNTING, FINANCIAL RECORDING AND REPORTING AND OTHER SUPPORT SERVICES ASSOCIATED WITH MANAGING THE COUNCIL'S FINANCIAL RESOURCES.	
Total Budget: \$ 39,500	Council Funds Used: \$ 29,387
Total Expenditure: \$ 40,972	Income Secured: \$ 11,858
What we said we would do <ul style="list-style-type: none"> • Ensure financial data is up to date to produce accurate reporting • Regular reports to Council meetings • Maintain accurate property and rate records 	What we did <ul style="list-style-type: none"> ✓ Increase bank investment returns by >4% - not achieved due to reduced interest rates ✓ Xero cloud-based accounting systems are working with rates & property management system Council Wise to produce accurate reports and reconciliations ✓ Monthly financial reports provided to council ✓ Financial Reports were submitted to acquit grants ✓ Rates Assessment Record was reviewed

8.4 Human Resources	
SERVICES AND SUPPORT FOR HUMAN RESOURCES ADMINISTRATION INCLUDING RECRUITMENT, INDUCTION, TRAINING AND DEVELOPMENT.	
Total Budget: \$ 406,207	Council Funds Used: \$ 229,918
Total Expenditure: \$ 433,992	Grant Funding Secured: \$ 204,074
What we said we would do <ul style="list-style-type: none"> • Develop and implement best-practice recruitment and induction procedures • Conduct annual performance reviews and prepare annual training plans for employees • Review HR policies, procedures, and the Employee Manual • Maintain professional approach to team development • Ensure support for mental health & well-being in the workplace 	What we did <ul style="list-style-type: none"> ✓ HR policies and procedures finalised and in place ✓ Staff annual performance reviews undertaken ✓ Professional development planning undertaken with all permanent staff ✓ Professional development opportunities for staff including attendance at Australia Day Council conference, attendance at the LGANT waste management symposium, and advanced training in Procurement through LGANT ✓ One industrial relations complaint requiring investigation with professional services & EASA contracted to assist ✓ WHS workplace training session delivered to all staff
8.5 Information Technology and Communications	
INFORMATION TECHNOLOGY (IT) SUPPORT SERVICES AND ADVICE ASSOCIATED WITH THE OPERATION AND MANAGEMENT OF COUNCIL'S HARDWARE, SOFTWARE AND INTERNET SYSTEMS	
Total Budget: \$ 12,000	Council Funds Used: \$ 13,784
Total Expenditure: \$ 13,784	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> • Review IT and recordkeeping policies & procedures • Implement best practice IT and digital record-keeping systems 	What we did <ul style="list-style-type: none"> ✓ Met all compliance issues regarding record-keeping; policy and procedures are in place and being reviewed in 2021-22 against new LG Act 2019
8.6 Public and Corporate Relations	
COMMUNICATION WITH THE GENERAL PUBLIC THROUGH PERSONAL CONTACT, PUBLIC MEETINGS AND MEDIA INFORMATION.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 1,450	Grant Funding Secured: \$ 1,450
What we said we would do <ul style="list-style-type: none"> • Council meetings are open to the public with community attendance • Identify issues for public meetings • Regular maintenance and updating of the Council website 	What we did <ul style="list-style-type: none"> ✓ Community members attendance at public meetings and monthly Council meetings ✓ Website redesign completed and regularly maintained to keep information current ✓ Social media used as a forum for discussion ✓ Website and social media analytics captured for reporting purposes

8.7 Records Management	
PROCESSING OF COUNCIL'S INCOMING AND OUTGOING CORRESPONDENCE AND THE AVAILABILITY AND SAFEKEEPING OF COUNCIL RECORDS IN ACCORDANCE WITH STATUTORY REQUIREMENTS.	
Total Budget: \$ 0	Council Funds Used: \$ 0
Total Expenditure: \$ 0	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Records filed on a regular basis Meet all requests for information consistent with the <i>Information Act</i> 2002 	What we did <ul style="list-style-type: none"> ✓ Met all compliance issues regarding record-keeping; policy and procedures are in place and being reviewed in 2021-22 against new LG Act 2019. ✓ Information required is readily available, consistent with the <i>Information Act</i> 2002. ✓ No Fol's were received
8.8 Revenue Growth	
FUNDING OF COUNCIL'S OPERATIONS THROUGH APPROPRIATE RATING POLICIES AND THE MAXIMISATION OF GRANTS, FEES AND CHARGES AND OTHER AVAILABLE INCOME SOURCES.	
Total Budget: \$ 818,862	Council Funds Used: \$ 707,540
Total Expenditure: \$ 707,540	Income Secured: \$ 859,489
What we said we would do <ul style="list-style-type: none"> Pursue opportunities for grant funding and new service contracts Implement job costing measures to avoid over expenditure Preparation of realistic budgets Avoid non-budgeted expenditure 	What we did <ul style="list-style-type: none"> ✓ Budget balanced without shortfall once depreciation was included to expenses ✓ \$248,948 in new grant funding for community projects, programs and activities expended ✓ Contract income increased by >5% on previous year ✓ \$313,141 funding secured for civil maintenance and waste management projects in 2021-22
8.9 Risk Management	
PROVISION OF INTERNAL RISK MANAGEMENT SYSTEMS	
Total Budget: \$ 42,195	Council Funds Used: \$ 37,949
Total Expenditure: \$ 37,949	Grant Funding Secured: \$ 0
What we said we would do <ul style="list-style-type: none"> Conduct annual audit Maintain asset register Ensure assets have sufficient insurance coverage Update fraud protection plan 	What we did <ul style="list-style-type: none"> ✓ Satisfactory update of the asset register completed ✓ Insurances maintained for all assets at value ✓ Valuation of capital assets undertaken for financial reporting purposes ✓ Fraud protection policies updated ✓ Risk management planning undertaken in consultation with Audit Committee

8.10 Work, Health and Safety

PROVISION OF A FRAMEWORK TO PROTECT THE HEALTH, SAFETY AND WELFARE OF ALL WORKPLACE STAKEHOLDERS WHO MIGHT BE AFFECTED BY THE WORK OF COUNCIL.

Total Budget: \$ 0

Council Funds Used: \$ 0

Total Expenditure: \$ 0

Grant Funding Secured: \$ 0

What we said we would do

- Maintain a work environment without risks to health and safety
- Maintain plant and structures to keep them in a safe operating state
- Provide and maintain safe systems of work
- Ensure the safe use, handling, storage and transport of plant, structures and substances
- Provide adequate facilities for the welfare of workers at work when carrying out work for the Council
- Provide information, training, instruction or supervision to protect all persons from risks in their work while conducting Council business
- Monitor the health of workers and workplace conditions to prevent illness or injury of workers arising from the conduct of Council business

What we did

- ✓ Conduct more than 40 weekly Toolbox meetings with permanent staff and 2 half-yearly WHS meetings with all staff
- ✓ All workplace incidents documented
- ✓ All staff provided with appropriate PPE
- ✓ All staff attended info-session on COVID-safe operations of Council facilities and workplace environments
- ✓ A total of 2 incidents reported:
 - Major - 0
 - Minor - 2





GARDEN ROSTER

FOOD GARDEN -

MON - Beckie T * (Volunteers Needed)

TUES - *

WED - Kim J

THURS - *

FRI - Chris T

SAT - *

SUN - *



Pet Registration Due 1 September

PLEASE CONTACT YOUR LOCAL COUNCIL



