



# SHIRE ANNUAL PLAN 2022-2023



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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
- Community consultation closed on 12 May 2022
- Final Plan adopted by Council 17 May 2022

## 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 km<sup>2</sup> 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. Council maintains an occupation license over one beach access point

The ABS reports that there were 508 people residing in Wagait Beach in 2018; with an unemployment rate of 7.7% and 65.4% employed full time. Other surveys undertaken in 2020-21 provided an informed estimate that the population had risen to approximately 580.

The median weekly personal income was \$1,010 which is coincidentally the average monthly household rental payment. The total number of businesses registered in Wagait Beach is 35.

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](mailto:council@wagait.nt.gov.au)

# Shire President's Message

*Hello and welcome to the Wagait Shire Annual Plan for 2022-2023.*

*This plan has been developed over the past few months and is supported by a strong yet conservative financial budget. With CPI looking to continue to increase, Council will be affected by increased costs of fuel, materials and labour. This conservative budget for 2022-23 will continue to keep our small shire sustainably maintained and serviced with the opportunity for new infrastructure projects and expanded services through external grants and sponsorship.*

*During the period of Covid restrictions, Council used the time as an opportunity to plan and consolidate. It is now able to focus on ramping up projects and services and anticipating making an impact in 2022-23; proving once again we are not just roads, rates and rubbish!*

*Council has worked extensively with the Local Government Association NT and the NT Government to update and progress policies and principles for strategic regional development and effective governance for all communities across the NT. We trust that these significant efforts are rewarded with improved resource allocation, cooperation, and collaboration in 2022-23.*

*In due course, the outcome of the proposed changes to current unincorporated areas of Cox-Daly and Marrakai-Daly-Douglas will be known and Council will be working closely with the NT Government and other local government stakeholders over the next 12 months to ensure that Wagait Beach residents are not compromised in any way by boundary reform. This would include the establishment of a long-awaited land use plan for Cox Peninsula to facilitate population and business growth in the area.*

*After many years of lobbying government for an accessible and safe ferry terminal, the Mandorah Marine Facility will be commencing construction in 2022-23. Could cause some disruption to the ferry service and council will work with the successful tenderer to minimise impact to community and commuters.*

## COMMUNITY INFRASTRUCTURE & SERVICE HIGHLIGHTS for 2022-23

*The Cloppenburg Park Masterplan has progressed this year with improved access culverts and parking area; 2022 will see new signage as well as design & construct stage 1 of the new skate-park and remodeling of the BMX pump-track.*

*A lot of work has been done developing the collaborative Waste Management and Recycling strategy with Belyuen and implementation has commenced with planning for the Caretaker Shed at Cloppenburg Park to be re-purposed as a community Re-Discovery Centre for up-cycling and trading reusable second-hand goods.*

*The council grounds and community memorial garden will get a makeover with new shade, plants and ground cover to become a place where people like to be, while we make plans to extend council and community working and meeting spaces.*

*Planning will be undertaken to determine new pathways linking our public spaces including Cloppenburg Park, the community centre, the beach access points and council grounds with other important community infrastructure such as the Cox Country Club and the supermarket.*

*A new Youth Program and Youth Development Officer, initiated in early 2022 with funding from NT Government, presents a range of options for our young people including: regular pop-up-play and activities at the park, Sunday sessions with guest leaders, planning for the new skate-park and a school holiday program of excursions and special events.*

*Council has also secured funds to deliver a program of increasing seniors fitness and wellbeing through a broader range of activities in 2022-23; which will include talks, walks and the annual Seniors month dinner and dance.*

*Council continues to work with community organisations such as the Wagait Arts Group and Makers and Creators to host successful community events such as the Wagait Arts Festival and community markets.*

*President Neil White  
Wagait Shire Council  
May 2022*



## **Legislative Framework**

This plan has been prepared in accordance with the requirements of Part 3.3 of the Northern Territory Local Government Act (2019).

In November 2019, the NT Local Government Act 2019 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 was deferred until 1 July 2021, with a 12-month transition period granted to all Councils to align policies, procedures, and delegations by 30 June 2022. Council is well on track to achieve this.

The Wagait Shire Council Dog Management By-laws were gazetted and approved on 7 November 2019 and were fully implemented in 2020-21. In 2021-22 council registered more than 100 dogs and notes a significant reduction in dog-related complaints since. Council has not had to issue any infringements since implementation.

## **Constitutional Arrangements**

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 any future development is dependent on available land, land-use planning and rezoning, including any decisions made by the NT Government regarding the Kenbi Land Claim.

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

Wagait Shire community meetings from 2016 through to 2022 have recorded outcomes from these consultations that have not changed, including:

- 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.

In August 2021, a five-member Council was elected at the Northern Territory Local Government elections. Public voting from 6 nominees resulted in 4 members being re-elected and one new member, being President Neil White, Vice President Tom Dyer, Councillor Michael Vaughan, Councillor Peter Clee and new Councillor Noeletta McKenzie.

In May 2022, Cr McKenzie resigned creating a casual vacancy, and council will go to by-election in the new financial year to elect a new councillor.

[Pic]

In January 2022, council heard from the NT Minister of Local Government that a new investigation into unincorporated land across the NT, including the Cox Peninsula, would be commencing in 2022. The discussion paper was released in April and closed on 20 May 2022.

Wagait Shire Council has previously entered into discussions with Coomalie Community Government Council and Belyuen Community Government Council in relation to future boundary expansion. In 2019 a report was commissioned exploring this opportunity however its conclusions and recommendations did not meet the expectations of government, or the councils involved. Wagait Shire Council received an invitation from Coomalie and Belyuen councils to contribute to a shared submission to the 2022 unincorporated lands discussion paper, however this was declined.

Wagait Shire Council engaged and consulted with the Wagait Beach community and other key stakeholders regarding a proposal to expand its boundaries or amalgamate with other council areas or unincorporated areas. Key takings from the community consultation are that:

- Wagait Shire residents see themselves now as living in a unique incorporated area that is self-sufficient and engaged with its local government.

- There is significant concern from residents that becoming part of a larger regional council will undermine or compromise the lifestyle, local decision making, and fiscal integrity of the existing council.
- Residents overwhelmingly do not want to become amalgamated into a larger regional council and wish to preserve these things they currently have and value greatly.
- There are legacy issues with residential and rural developments in adjoining unincorporated areas that would be a significant liability to council, and current community ratepayers do not want to take responsibility for.
- There are no commonalities with regard to land use and planning, zoning or residential lifestyle priorities with other incorporated areas.
- Wagait Shire residents see themselves into the future more as a 'West Darwin' development that expands business and services to the community but maintains the integrity of sustainable local government and local decision making and its unique coastal-rural environment and lifestyle.

Changes made to constitutional arrangements under the Local Government Act 2019 include a new constitutional decision-making committee comprising the Surveyor General, the Director of NT Electoral Commission and the LGANT CEO. The representative committee contacted council in May 2022, seeking submissions to the 2022 Local Government Representation Review and to advise there were no focus issues regarding the Wagait Shire Council arrangements.

## **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 2022-27 proposes an annual increase in rates of 3-5% to a total of 15% over the five years to enable this flexibility.

In 2022-23 a waste management levy is charged to all residents, regardless of whether they use the service or not. The service includes a weekly road-side 240 litre bin collection and free access to hard waste and green waste facilities. Eligible pensioners in the community receive government support 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 have been challenged by business disruption in 2021-22 and we anticipate 2022-23 will improve as the new normal becomes a part of 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.

## 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,
- 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.

## Challenges

- Securing income through 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.

## 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.

It 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 Community Government Council
- Bushfires NT
- City of Darwin
- City of Palmerston
- Coomalie Community Government Council
- Cox Country Club
- Cox Peninsula Volunteer Bush Fire Brigade (CPVBB)
- Crown Lands Estate Office
- Kenbi Rangers
- Larrakia Development Corporation (LDC)
- Larrakia Nation
- Litchfield Community Council
- Local Government Association of the Northern Territory (LGANT)
- Member for Daly
- Member for Lingiari
- Northern Land Council



- NT Department of Chief Minister and Cabinet (DCMC)
- NT Local Government and Regional Development Units (of DCMC)
- NT Department of Health (DH)
- NT Department of Infrastructure, Planning and Logistics (DIPL)
- NT Department of Police, Fire and Emergency Services (NTPFES)
- NT Department of Environment, Parks and Water Security (DEPWS)
- NT Department of Territory Families (TF)
- Top End Regional Organisation of Councils (TOPROC)
- SeaLink and Transport NT
- Wagait Arts Group (WAG)
- West Australian Local Government Association (WALGA)

## Long Term Strategic Plan

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 \(nt.gov.au\)](https://www.wagait.nt.gov.au/Strategic-Plan-2020-2025-Final.pdf)

### **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 improvements to economic, cultural and environmental infrastructure and 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 2022-23 council will initiate community consultation in preparation for the next long-term strategic plan for the period 2025-2030. The new long-term plan will take into account:

- Local Government Strategy 2030
- Boundary reform for the Cox Peninsula
- Wagait Shire Council Strategic Waste Management Plan
- Wagait Shire Council Strategic Plan for Cloppenburg Park
- Darwin Destination Management Plan 2030

## Rating Policy

Council is committed to maintaining a low rates structure, with the assessment method of a flat rate per lot.

The 2019-24 Strategic Plan proposed rates increases of 3-5% from 2020, however due to post-Covid-19 impacts Council agreed to a marginal rate increase for 2020-21 of 1.8% and 3.1% in 2021-22. In 2022-23 Council will further increase rates by the CPI rate of 3.5% to raise a total amount of \$251,729 which is equal to \$649 per allotment. Further planned increases as set out in the 2020-2025 Strategic Plan are ongoing to meet the service expectations and needs of the community.

Since 2016, fees for waste management services have also been set at a flat rate per allotment regardless of whether the property is developed or undeveloped and are included in the rates notice as a separate payable component. In 2021, council considered a tiered rates structure to accommodate differences in services required by developed and undeveloped properties, which was deferred to be reconsidered for the 2022-23 plan and budget. As there has been only a minority demand over the past year for a restructure, council propose no changes to the structure or charges in the 2022-23 budget. Waste charges will remain at \$317 per property, regardless of whether the property is developed or undeveloped.

## Staff Structure

The staff structure established in 2021-22 will be maintained in 2022-23 to support ongoing flexible workplace arrangements required by business operations in the 'new normal' post-pandemic environment. The majority of staff reside locally in Wagait Beach and as such, provide a committed and personal service to the community that is well respected.

The employment of local casual staff is critical to providing extra ordinary services such as Covid-19 maintenance and cleaning, waste management and other commercial contracts maintained by council. During 2021-22 there was 100% turn-over of casual works staff due to CHO Direction 55 (vaccination mandate).

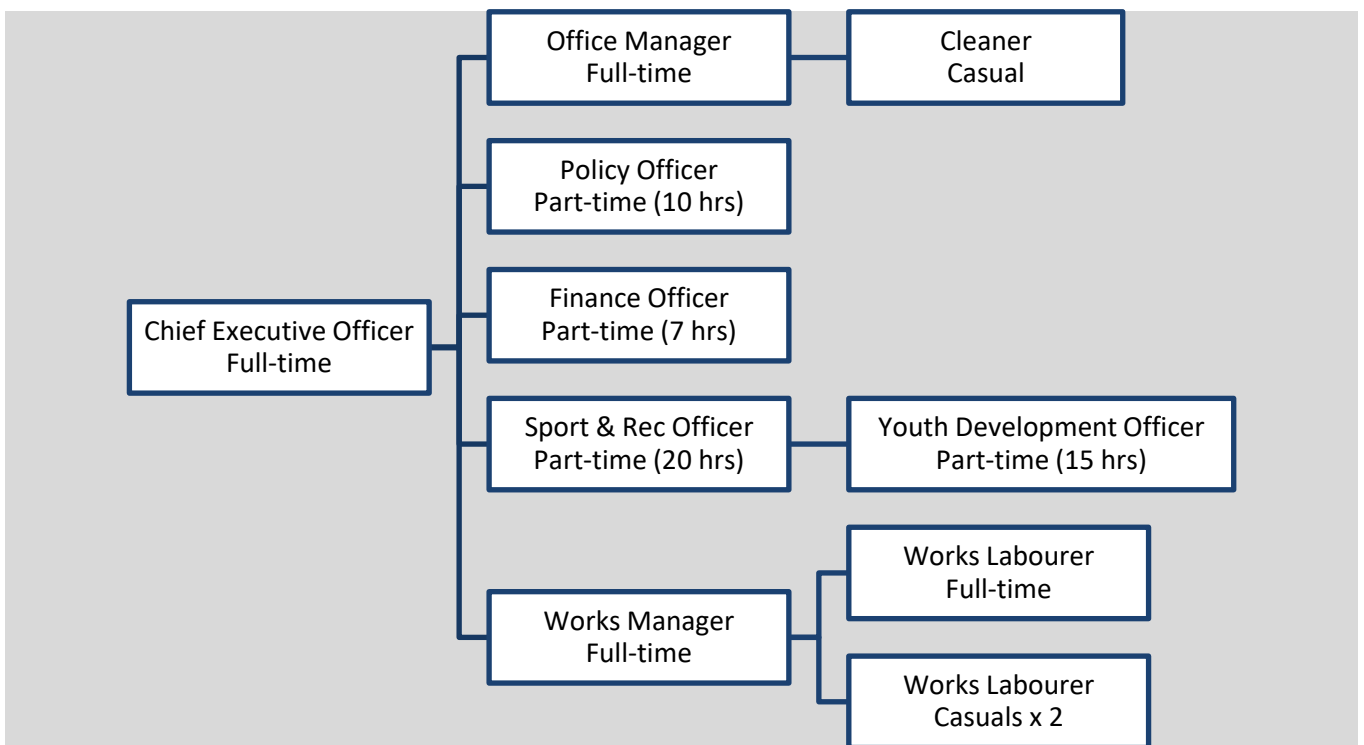
In 2021-22, 3 new part-time positions were introduced to assist with council administration, compliance requirements under the new Act, and increased service delivery to the community. All recruitments were local, meeting council objectives to build local workforce capacity.

- Policy Officer (10 hours/wk)
- Finance Officer (7 hours/wk)
- Youth Development Officer (10 hours/wk)

Current government funding for the Sports and Recreation Officer supports aprox 10 hours contact time and 4 hours planning and administration per week to deliver a modest program of activities. Supplementary resources for special events and activities are provided by one-off project grants, which usually includes contractor fees to employ local specialists. Council manages more than 10 different grants to facilitate delivery of this program.

In 2021-22 council received funding from NT Government and the Fairfax Family Trust (through the FRRR Program) to recruit a part-time entry-level Youth Development Officer. This position will be mentored and managed by the Sports and Recreation Officer and support delivery and community engagement of the new Youth Leadership Program. In 2022-23 council will work with NTG to source traineeship funding to continue the program.

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.



[Pic]

# Shire Service Delivery Plan 2022-2023

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:

- **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. Environment**

- 2.1 Waste management
- 2.2 Water management
- 2.3 Weed control and fire hazard reduction
- 2.4 Animal welfare and control

- 3. Civic Services**

- 3.1 Library services
- 3.2 Arts, culture and heritage
- 3.3 Sports and active recreation
- 3.4 Tourism and visitation
- 3.5 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
- 5.2 Business enterprises

- 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 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.

Council's main public open space is Cloppenburg Park, which has a sportsground, recreation and public amenities including grassed playing fields, a tennis court, playground, sheltered pavilion with electricity and gas BBQ's, an ablutions facility and an enclosed compound with access to water and power which has been used to accommodate a caretaker.

In 2021 a water extraction licence of 7GL provides water irrigation to aprox 50% of the sports ground area and a Cloppenburg Park Masterplan for the next 10 years of growth and development was created with community consultation. The masterplan 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 also given to extending the amenities block and establishing a kitchen and change rooms that would also provide cyclone shelter/recovery centre options.

| <b>Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"><li>• Council undertakes regular watering, mowing, weed control and fire management as well as regular maintenance and equipment safety checks, BBQ and public amenity cleaning, and rubbish collection.</li><li>• Signage and CCTV is in place to monitor the area, restrict vehicular access to the oval and deter unwanted behaviour at the park.</li><li>• Drains, culverts and parking areas are maintained to ensure safe public access to the park.</li></ul>  |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"><li>• Funding sought to enable priority elements of the Cloppenburg Park master plan, including:<ol style="list-style-type: none"><li>a. Stage 1 design and construct skate-park and pump-track;</li><li>b. Stage 1 design and construct new covered tennis courts; and</li><li>c. Delineation of the carparking areas.</li></ol></li><li>• Design and construct approvals for the 'Caretaker' compound to be enclosed and repurposed as a community 'ReDiscovery' centre as well as a venue for other creative, active, and social community activities.</li></ul> |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for minor repairs and maintenance  | 1,000     |
| Council allocation for infrastructure upgrades  | TBC       |
| Funding to be sourced   | 600,000   |

### Measures

- Less than two complaints or incidents regarding maintenance and condition per year.
- Number of tasks and activities recorded for reporting & planning purposes.
- Funding for major upgrades secured and maintenance managed within budget.

## 1.2. Maintenance of Public Buildings, Facilities and Fixed Assets

In the management of council's public buildings, facilities and fixed assets for the benefit of community residents and visitors; council will coordinate effective and timely maintenance programs, with planned sustainable projects that improve and extend life of the asset.

### Current Service Approach

- Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and any associated major upgrades. Expending funds from reserves must be approved by Council resolution.
- Council maintains an asset register and a regular maintenance schedule to ensure longevity of infrastructure. The register assists in efficient and timely maintenance scheduling for reporting, depreciation, insurance and valuation purposes.
- Routine maintenance programs are in place for septic facilities, air conditioners, emergency generators, fire prevention and water supply.
- Council employees undertake day-to-day routine maintenance. Some matters require attendance by a qualified tradesperson, and local tradespeople are utilised wherever possible.
- Property and fixed asset valuation is carried out regularly by external consultants to ensure depreciation is assessed accurately and insurance valuations are adequate.

### Priorities for 2022-23

- In consultation with the community, Council will engage a consultant to create a Council Grounds Masterplan, investigating investment requirements for the next 10 years of sustainable growth and development.
- In consultation with the community, appropriate Northern Territory Government agencies, and Power Water, Council will continue strategic investigation and advocacy to develop planning for reticulated water infrastructure to the community.

### Budget Allocations in 2022-23

| Budget Allocations in 2022-23  | \$      |
|--|---------|
| Council allocation for asset repairs and maintenance (including utilities) | 17,000  |
| Council allocation for strategic planning                                  | 5,000   |
| Funding to be sourced for planning and infrastructure upgrades             | 600,000 |

## Measures

- 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 projects consistent with 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.

A LGANT report undertaken in 2018 was reviewed in 2021-22 to complete a recognised safety audit and masterplan for estate roads and verges. The new masterplan will be used to inform road management and decisions going forward.

In 2021-22 government funding supported:

- Upgrades to the green-waste access road and widening of the vehicular access culvert at Cloppenburg Park.
- Reconstruction of the Cox Drive floodway.
- Construction of new property access crossovers and causeways for identified properties on Sachse, Massey and Erickson.

## Current Service Approach

- 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, however major road upgrades will require significant financial support from government(s).
- Upgrading and construction is undertaken by contractors and council prepares all tender and quote requests in line with the Local Government Act regulations and guidelines, and Council procurement policies including supporting local contractors wherever possible.
- Council works closely with both federal and NT government funding agencies as well as LGANT to enable major road upgrades and construction projects.

| <b>Priorities for 2022-23</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Planning and preparation for major projects including safety audits, funding security and tender documents, for the following projects: <ul style="list-style-type: none"> <li>– resheeting of all roads in the estate, including consideration of a broader regional scope to include other stakeholders and increase funding opportunities.</li> <li>– extension of the bike/pedestrian access pathways along Wagait Tower Road including bridges/culverts over drains.</li> </ul> </li> </ul> |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for infrastructure upgrades  | 0         |
| Funding to be sourced for major road upgrades and pathway construction  | 2.7M      |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Priorities, tasks and activities are undertaken as described above.</li> </ul>   |           |

#### 1.4. Road & Verge 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• Maintain the local roads implementation plan and budget to support asset management and decision-making.</li> <li>• Council undertakes road maintenance including repairing potholes and road-barriers. Additional work is undertaken by specialist contractors as required.</li> <li>• Council undertakes seasonal verge mowing, weed spraying, and clearing of drains. Climate conditions impact upon road maintenance schedules.</li> <li>• Road condition registers are maintained to inform an annual road report on the general tasks and activities undertaken during the year.</li> <li>• Council Verge Management policy and permit system establishes the limit of works that can be undertaken by residents and property owners.</li> <li>• Council is responsive to individual requests from residents for road and verge maintenance or remediation works. Formal requests for attention are usually attended to within two weeks (depending on complexity, materials required, availability of staff and the weather).</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Consider outcomes from the road and verge safety audit and integrate into regular maintenance schedules and achievable small community projects.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for repairs and maintenance   | 5,000     |
| Funding to be sourced for road verge special projects  | TBC       |



### Measures

- Potholes greater than 20mm in depth repaired.
- Damaged culverts 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 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.

A review the Council Verge Management policy in 2021-22 re-established a permit system for residential use of a council asset and included local application of the NT Government Guidelines for Road Signage.

### Current Service Approach

- 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.
- A road safety audit provides detailed information on regulatory requirements and council also relies on information provided by the community to be alerted to where unsafe conditions may exist.
- Council Works staff and casuals undertake training to comply with road traffic regulation management requirements and carry out traffic management responsibilities and road closures as required.
- Additional police presence has been used occasionally to address speeding concerns and increase local awareness of road traffic issues.

### Priorities for 2022-23

- Continue investigation and planning of new traffic safety measures for vehicular and pedestrian access through the estate as identified in the road and verge safety audit.
- Consider a local design project to construct bus shelters at strategic locations in the community.

| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
|--|-----------|
| Council allocation for planning consultants  | 5,000     |
| Council allocation for traffic management infrastructure upgrades  | 0         |
| Funding to be sourced  | TBC       |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Signs displayed the same day when notification of a road hazard is received.</li> <li>• Signs are in good condition and installed or replaced as required.</li> <li>• Maintained sign register informs the Annual Road Report.</li> <li>• Council Verge Management policy and Permit system implemented.</li> <li>• Local roads management plan is developed and reviewed by Council.</li> <li>• Council employees maintain traffic management certifications.</li> </ul> |           |

## 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.

The only major investment in 2021-22 was replacement of the tractor, made possible by government grants. Minor investments from the council operational budget included maintenance of water pumps and generators.

| <b>Current Service Approach</b>  |
|--|
| <ul style="list-style-type: none"> <li>• Council maintains cash reserves to cover infrastructure depreciation, impairment, replacement and associated large, long-term projects. Expending funds from reserves is approved by Council resolution.</li> <li>• Council maintains an Asset Replacement Reserve to ensure all council plant and equipment is updated on Council assets register and subject to routine maintenance.</li> <li>• Logbooks are maintained for all vehicles and equipment to ensure that operating times do not exceed service requirement.</li> <li>• Standard Operating Procedures (SOP) are followed to ensure plant and equipment is operated and maintained appropriately per manufacturer's instructions.</li> <li>• Communications pathways, policies and processes are in place for staff to ensure that any fleet, plant or equipment maintenance required receives immediate attention.</li> </ul> |
| <b>Priorities for 2022-23</b>  |
| <ul style="list-style-type: none"> <li>• Consider further operational leases for staff vehicles to reduce costs and regulate cash flow.</li> <li>• Major Plant &amp; Equipment investments: Tipper truck (replace or repair)</li> <li>• Minor Equipment, R &amp; M investments: Poison pump and spray units (replace)</li> </ul>   |

| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
|---|-----------|
| Council allocation for repairs and maintenance (includes on road costs + parts)   | 29,100    |
| Council allocation for replacement of minor plant and equipment   | 2,500     |
| Council reserves for major asset replacement (plant and equipment)  | TBC       |
| Funding to be sourced to replace major assets   | 80,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Inspections of plant and equipment completed monthly (including generators).</li> <li>• Planned servicing &amp; routine maintenance completed as scheduled.</li> <li>• Down time for fleet, plant and equipment is less than 5% of operations.</li> <li>• 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.</li> <li>• Logbooks and SOP for all plant and equipment is maintained.</li> </ul> |           |



## 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 waste management strategies that emphasise waste reduction, reuse of materials and recycling programs for community residents and visitors.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• A kerbside pickup for household putrescible waste is on a weekly basis under contract.</li> <li>• 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.</li> <li>• 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.</li> <li>• Council provides an annual pre-cyclone kerbside collection of hard-waste items.</li> <li>• Council maintains public rubbish bins at the jetty, beach access points and at Cloppenburg Park on a weekly basis.</li> <li>• Council supports the current initiative of the Cox Peninsula Volunteer Bushfire Brigade to run a private recycling area in a landowner's block and Wagait Beach Supermarket collection arrangements with Enviro-bank.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Implement the Council Waste &amp; Recycling Strategy including:               <ul style="list-style-type: none"> <li>– increased opportunities for recycling and re-using local waste including organics, green-waste mulching, glass and plastics</li> <li>– establishing an exchange facility for up-cycling and second-hand goods</li> <li>– seeking EPA approvals for toxic waste disposal at Hard-waste compound</li> <li>– investigation of a suitable site for a local transfer station</li> </ul> </li> <li>• Secure/renew contract for residential putrescible and hard-waste collection through appropriate tender processes.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for repairs and maintenance   | 6,000     |
| Council allocation to service contractors and facility management  | 120,000   |
| Funding to be sourced for new infrastructure   | TBC       |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Less than five complaints per year about waste service</li> <li>• Public spaces and roadsides are clear of rubbish</li> <li>• Increased community recycling and upcycling</li> </ul>  |           |

## 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 serviced roads and facilities.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• Council employees are qualified to use herbicides and poison sprays and weed control is undertaken on a scheduled seasonal basis.</li> <li>• Council liaises with Weeds NT and the Department of Environment, Parks and Water Security in identifying weeds and participates in the Gamba Grass Program through the regulated provision of herbicide to residents.</li> <li>• Council relies on residents and land-owners to maintain fire-breaks and manage weeds on their properties.</li> <li>• 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), Department of Environment Parks and Water Security, and Kenbi Rangers as appropriate to inspect and maintain fire-breaks in the RUA.</li> <li>• Council maintains a contract for the Power-Water compound, which includes weed control and fire prevention actions along bore-lines, the water-tanks and water catchment areas.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Invite residents and stakeholders to meet and discuss development of a local environment plan that considers management of fire, weeds, and coastal erosion.</li> <li>• Continue working with Cox Peninsula Bushfire Brigade, Kenbi Rangers and the CLO on schedules for estate fire prevention.</li> <li>• Continue working with NT Weeds Branch to identify problem weeds in the community to develop strategies and update regional weeds management plan.</li> <li>• Replace essential equipment at the end of useable life.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   |           |
|  | <b>\$</b> |
| Council allocation for meetings  | 250       |
| Council allocation for equipment repairs and maintenance   | 2500      |
| Funding to be sourced  | TBC       |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Less than five complaints about weeds annually.</li> <li>• Weed outbreaks are managed within a week of being identified.</li> <li>• Fire risks in the estate are mitigated through preventative measures.</li> <li>• Reports to NT Government are completed with agreed management plans in place.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Council has established by-laws to deal with uncontrolled dogs and is assisted by NT Police to deal with dangerous dogs.</li> <li>• Council maintains firearms to deal with injured or dangerous dogs or other animals and holds appropriate licenses and registers for this equipment.</li> <li>• 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.</li> <li>• Council maintains a secure and safe enclosure for dogs surrendered or collected 'at large' by authorised officers.</li> <li>• Income from Dog Registration fees contributes directly to maintenance of the program.</li> <li>• Council provides free facility access to Parap Vet for quarterly community veterinary services on a user-pay basis.</li> <li>• Council works with other TOPROC Councils to align annual dog registration dates, share campaign marketing and make registration reciprocal throughout other TOPROC Council areas.</li> <li>• Council endorses the principles of community animal management as set out in programs by Animal Management in Rural and Remote Communities (AMRRIC).</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Implement the annual operational plan to support and maintain the by-laws.</li> <li>• Continued council staff education on standard operating procedures, records management, reporting and response to dog issues in the community.</li> <li>• Investigate provision of policies and legislation for other companion animals.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>  |           |
|   | <b>\$</b> |
| Council allocation for repairs and maintenance of equipment   | 500       |
| Funding to be sourced   | TBC       |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Dog complaints from residents actioned within 24 hours.</li> <li>• Dog registration campaign implemented with 100% of dogs registered.</li> <li>• Reduced number of reports of wandering dogs.</li> </ul>  |           |

### 3. Civic Services

#### 3.1. Library Services

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

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• The Council Library is currently located in the Council Chambers and is open during regular office hours for aprox 20 hours per week.</li> <li>• 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).</li> <li>• Current stock estimate is approximately 2100 books; duplicates are removed and donated to St Vincent de Paul.</li> <li>• Volunteer librarians are essential to manage and maintain the service effectively.</li> <li>• A community-managed book-exchange located on the Community Centre veranda provides alternative access to books when the library is closed.</li> <li>• A public-use computer with access to a printer is available during library hours. Council also offers a printing service to residents and local businesses.</li> <li>• IT support is provided by council staff and 'Be Connected' workshops are programmed biannually to assist digital access for seniors.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Determine the future library needs of the community within the context of the Council Grounds Masterplan and consider:               <ul style="list-style-type: none"> <li>– relocating it out of the Council Chambers</li> <li>– upgrading community computer access and technology assistance resources.</li> </ul> </li> <li>• Engage volunteers to assist with library maintenance, book exchange and record-keeping.</li> <li>• Secure funding to upgrade computers and video-conferencing equipment.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>  |           |
|   | <b>\$</b> |
| Council allocation for repairs and maintenance of equipment   | 1,000     |
| Council allocation for infrastructure upgrades  | TBC       |
| Funding to be sourced   | 20,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Library to be open for public use &gt; 200 days.</li> <li>• Library users and volunteers have increased.</li> <li>• Strategic planning undertaken to confirm ongoing demand and determine local interest and capacity to operate the service.</li> </ul>   |           |

### 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 Councils 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.

|  |           |
|--|-----------|
| <b>Current Service Approach</b>  |           |
| <ul style="list-style-type: none"> <li>• 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.</li> <li>• Council provides in kind-support to other cultural and heritage events and projects annually as identified and requested, including the Mandorah Ukelele Folk Festival (MUFF).</li> <li>• Council provides support to the Makers &amp; Creators group with a venue for regular community workshops, markets and other craft activities.</li> <li>• Council events and programs such as Seniors Month, and School Holidays include creative and cultural activities and local artists are engaged wherever possible.</li> <li>• Publish a regular calendar of arts and cultural events that might be promoted to visitors.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• 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.</li> <li>• Secure funding to develop maps and information flyers for visitors about the heritage and cultural places of interest in the area.</li> <li>• Work with Sealink, History NT and Darwin Festival to encourage cultural tourism visitors to Wagait Beach.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for special projects (Community Fund)   | 5,000     |
| Funding to be sourced for publishing projects  | 15,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Events and activities undertaken as planned.</li> <li>• Increased cultural and creative engagement and participation of community residents and visitors to Wagait Beach.</li> </ul>  |           |



### 3.3. Sports and Active 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.

In 2021-22 the Remote Sports Program was reviewed by the Department Territory Families and council is advised that funding for 2022-23 will be offered through a new 'Active Recreation' program. This will enable council to continue delivering a modest program of regular activities for community members, particularly seniors and youth.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• Council employs a part-time Sport and Recreation Officer and a part-time Youth Development Officer to develop and deliver a modest monthly program of activities that are family-friendly, safe, well managed and delivered within budget. The program currently includes senior's fitness sessions, and a youth active-recreation program.</li> <li>• Continue to seek additional funding for activities and events through project/event specific grants such as Youth Week, Seniors Month and the School Holiday program funding available through NT government programs.</li> <li>• Support part-time and casual opportunities for local youth as activity facilitators and appropriate volunteers as activity coordinators; and local specialists to deliver a range of alternative activities on a user-pays system, such as Pilates, Yoga and Tai Chi.</li> <li>• Continue the strategic development of sports and recreational activities and programs in line with infrastructure upgrades in the community.</li> <li>• Consult with community to identify new areas of interest for program development and increase capacity for diversified program delivery.</li> <li>• Work with local community groups and schools to develop, deliver, and promote a monthly calendar of Sport and Recreation events and activities.</li> <li>• Collaborate with other local government councils to broaden the diversity and increase regional inclusion in local events and activities.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Deliver the Youth Leadership Program.</li> <li>• Consider transport options associated with delivery of Sport and Recreational activities.</li> <li>• Investigate demand for after-school care and seek funding if appropriate.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for wages   | 10,000    |
| Council allocation for events and programs   | 8,000     |
| Funding sourced for wages, events and program delivery   | 50,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Compliance with agency reporting requirements.</li> <li>• Events and activities delivered through planned program with adequate funding.</li> <li>• New programs developed in consultation with residents.</li> </ul>   |           |

### 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• Civic events will be promoted and organised for the community subject to council agreement and staff availability.</li> <li>• Resources to deliver such events are supported through council budget, grant contributions, community volunteers and local community organisations.</li> <li>• Grant funding will be secured as opportunities become available for each event.</li> <li>• Council support extends to annual family events including ANZAC Day, Australia Day, Territory Day, and other demographic specific events such as International Women’s Day and International Men’s Day, Seniors Month activities, National Ride to School and Harbour Clean-up days.</li> <li>• Council Community Fund grants are available annually for residents and local groups to deliver activities and events that benefit the whole community.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Council to work with local community groups to encourage delivery of additional events and activities where possible.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for events and activities   | 7,000     |
| Council Community Fund allocation  | 5,000     |
| Funding sourced for wages, events and program delivery   | 10,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Deliver at least five community events annually, within budget.</li> </ul>  |           |



### 3.5. Tourism & Visitation

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.

In 2020-21 council considered the impact to council and residents of properties within the shire being used for short and long-term camping and encouraged property owners to ensure all planning approvals and requirements were met to guarantee no impost on the community. Council also considered civic installation of RV dump-sites in the community however no suitable land is currently available for this purpose.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Council provides support to community groups who wish to maintain and promote the unique cultural heritage sites and natural environmental beauty of the area.</li> <li>• Public spaces and amenities including parks, BBQs, beach access paths and picnic areas within the Shire are maintained by the Council.</li> <li>• Council is committed to working with any individual or group who currently provides or is looking to provide visitor accommodation or visitor experiences within the shire that do not compromise the lifestyle of residents.</li> <li>• 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. The Darwin Destination Management Plan is to be finalised in 2022 and includes priorities for the Cox Peninsula area.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Finalise the Welcome to Wagait Beach sign with input from local artists.</li> <li>• Work with Heritage NT and the Defence of Darwin to develop a maintenance plan for sites of historical significance in and around the Wagait Beach area.</li> <li>• Work with Wagait Arts Group, MUFF Committee, Sealink, Tourism NT and Festivals NT to encourage cultural tourism visitors to Wagait Beach.</li> <li>• Work with Tourism NT and other NTG agencies on priority projects for the Cox Peninsula in the Darwin Destination Management Plan.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>  |           |
|   | <b>\$</b> |
| Council allocation for strategic planning and projects  | 0         |
| Funding sourced for strategic planning and projects   | TBC       |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Advocacy undertaken with NTG and other planning stakeholders.</li> <li>• Funds secured for strategic business planning.</li> <li>• Increased activities and events resulting in increased tourism opportunities for visitors to Wagait Beach.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>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.</li> <li>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).</li> <li>Council monitors community expectations and behaviour through community meetings, events and forums and will introduce new regulation, laws and policies as required.</li> <li>All Council policies, regulations and By-laws are reviewed annually and are accessible at Council office and published on the Council website <a href="http://nt.gov.au">Publications – Wagait Shire Council (nt.gov.au)</a></li> <li>The Wagait Shire Council Audit Committee supports the Council with advice on financial management and policy development. The Committee meet at least 4 times a year and secretariat duties for the committee are performed by Council.</li> <li>In 2021, council employed a Policy Officer to ensure all policies are compliant with relevant legislation including the new Local Government Act 2019 by 30 June 2022.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>Upgrade videoconferencing equipment.</li> <li>Consider by-laws for other companion animals.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for wages   | 200,000   |
| Council allocation for elected member expenses   | 12,000    |
| Council allocation for office administration expenses  | 120,000   |
| Funding sourced for office and equipment upgrades  | 20,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>Community meeting records are available online.</li> <li>Council policy register is maintained, and current policies are available online.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• 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 on week-days; however, the reception area has limited capacity and can only accommodate two persons at any one time.</li> <li>• Council's website provides information to customers on council business, activities and service delivery.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Consider ergonomic redesign of the Council office interior for increased efficiency.</li> <li>• Consider opening the council office on Saturday mornings to meet resident needs.</li> <li>• Upgrade noticeboards at Wagait Beach supermarket and council office.</li> <li>• Design and publish a new resident handbook.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for wages   | 50,000    |
| Council allocation for office equipment, maintenance & printing  | 5,000     |
| Funding sourced for office and equipment upgrades  | TBC       |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• No more than two complaints annually regarding council services or staff delivery.</li> </ul>   |           |

### 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Council facilitates twice yearly community meetings to provide an update on Council business to residents and seek constructive feedback and advice in a safe and respectful environment.</li> <li>• Notice boards at the local supermarket and Council office, the Council website and social media platforms are regularly updated with information concerning Council activities.</li> <li>• A monthly newsletter and other time-critical e-bulletins are distributed to over 280 subscribers, with a 48-52% open rate. Media releases are issued as required.</li> <li>• Council has developed a suite of issue-specific surveys to establish community service demands and assess satisfaction.</li> <li>• Council policy provides a framework for managing media and information to the public about Council business (<a href="#">P28 Media Policy</a>).</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Secure funding to develop and implement a Communications Strategy that explores and suggests new or expanded forms of communication for stakeholders.</li> <li>• Upgrade noticeboards at Wagait Beach supermarket and Council Office.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>  |           |
|   | <b>\$</b> |
| Council allocation for wages  | 0         |
| Council allocation for projects and service delivery  | TBC       |
| Funding sourced for consultants and strategy implementation   | 20,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• At least 10 community members participating at public meetings.</li> <li>• At least 12 community newsletters are published annually.</li> <li>• Survey results are used to inform reports and planning.</li> <li>• Community feedback from the monthly Council meetings and published on the website.</li> <li>• Increased subscribers and open rates to e-Newsletter and Council website.</li> <li>• Increased subscribers to the Emergency SMS communication.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• 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. A resolutions register of Council decisions is maintained.</li> <li>• Opportunities for governance training is made available to Councillors annually.</li> <li>• 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).</li> <li>• All Council policies and regulations and By-laws are available at the Council office and published on the Council website <a href="http://Publications – Wagait Shire Council (nt.gov.au)"><u>Publications – Wagait Shire Council (nt.gov.au)</u></a></li> <li>• 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"> <li>– The internal control processes on the effectiveness of the financial and corporate governance practices.</li> <li>– Maintain compliance with legislative and regulatory requirements.</li> </ul> </li> <li>• Council employs a Policy Officer to ensure all policies are compliant with relevant legislation including the new Local Government Act 2019 by 30 June 2022.</li> <li>• Council works with NTG and LGANT to deliver governance training and induction for new Councillors post-elections.</li> <li>• Council maintains a complaints register is available that details any issues raised with Council.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Review and update registers, manuals, policies and procedures as required.</li> <li>• Prepare and manage funding submissions, tenders and contracts as required.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for wages   | 20,000    |
| Council allocation for projects and service delivery   | 0         |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Community meeting records are available online.</li> <li>• Council policy register is maintained, and current policies are available online.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Continue requests to Government and other significant stakeholders to meet and discuss development of a local area plan and key infrastructure and services, including:               <ul style="list-style-type: none"> <li>– construction of the Mandorah Marine Facility</li> <li>– land for commercial tourism and industry development</li> <li>– a regional waste transfer station</li> <li>– water security and reticulation to properties</li> <li>– protection of coastal areas and cultural sites of significance</li> <li>– appropriate health and education services</li> </ul> </li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for wages  | 0         |
| Council allocation for projects and service delivery  | 0         |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Council representation is recorded, and items of interest and significance are reported at meetings and community forums.</li> <li>• Local area development planning and key infrastructure construction is underway.</li> </ul>   |           |

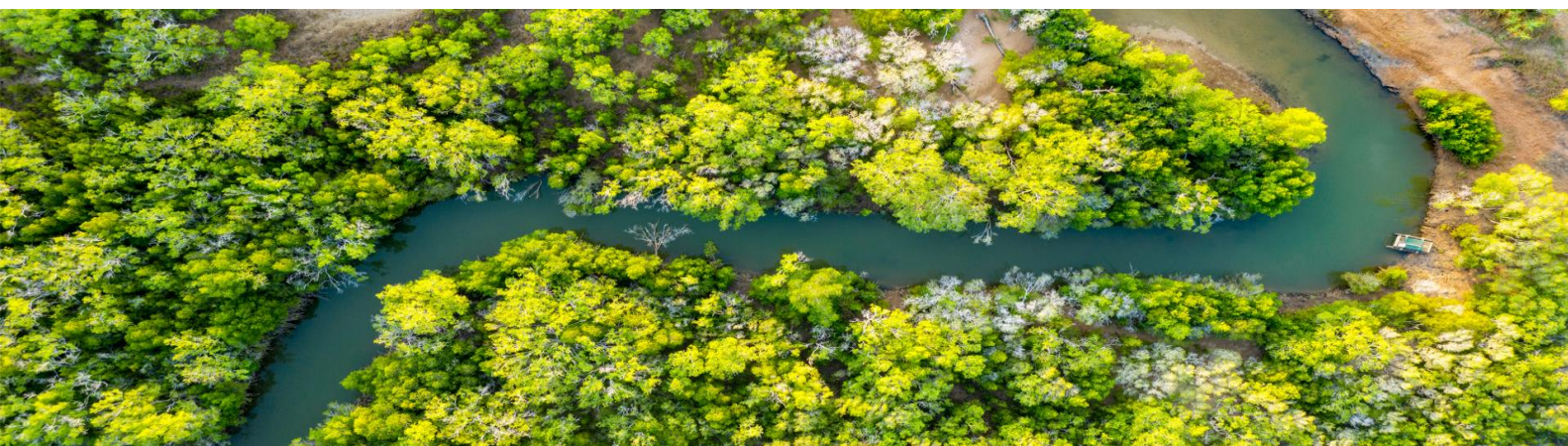


## 5. Commercial Services

### 5.1. Commercial Contracts

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

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• Council enters into contractual arrangements with various NT Government departments and agencies to undertake key infrastructure maintenance and minor repairs.</li> <li>• 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.</li> <li>• Council employment program is flexible to maintain casual skilled staff for contracts and project-work as required.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• 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.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   |           |
|  | <b>\$</b> |
| Council allocation for wages to deliver contracts  | 80,000    |
| Council allocation for projects and service delivery   | 1,000     |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Successful completion, acquittal and renewal of contracts.</li> <li>• Meet all contract delivery and reporting requirements.</li> <li>• Increase revenue from commercial contract by a minimum of 15% per annum.</li> </ul>   |           |

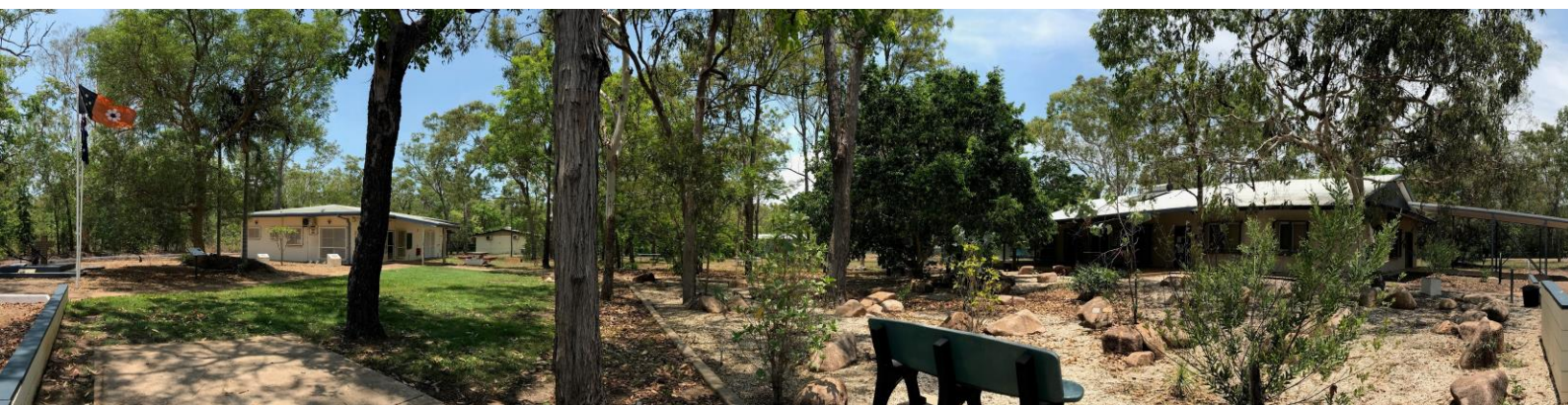


## 6. Community Services

### 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Council maintains the Wagait Beach Clinic and assists communications with the Belyuen Health Service to provide community health services.</li> <li>• Council provides support for the annual Seniors Program with excursions and activities at the Wagait Beach Community Centre.</li> <li>• Council also supports other community and social service organisations, such as NAAJA and Ironbark CDP, to deliver services in the Shire.</li> <li>• 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.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Maintain the Community Services Plan and records to reflect changing community needs and opportunities.</li> <li>• Investigate potential for the clinic services to be expanded and to have doctors and specialists provide a regular and reliable service to the community.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for maintenance of facilities  | 2,000     |
| Council allocation for seniors' events and programs   | 2,000     |
| Funding sourced for seniors' events and programs  | 2,000     |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Attendance numbers at events and services.</li> <li>• Number of resident satisfaction/complaints with each event or service.</li> </ul>  |           |



## 6.2. Emergency Services

Wagait Shire Council has a role under the Local Government Act 2019, 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.

|  |           |
|--|-----------|
| <b>Current Service Approach</b>  |           |
| <ul style="list-style-type: none"> <li>• Council operates in accord with the NT Emergency Management Act (2013) and the current Darwin area local plan.</li> <li>• In 2020 a Wagait Shire Council Emergency Management Committee (WSCEMC) 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.</li> <li>• The Council is responsible and has capability for the operation of the cyclone shelters and emergency communications equipment.</li> <li>• 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).</li> <li>• Council continues to develop resources and local capacity to assist with the impacts of Climate Change, including adaptation strategies and implementation plans.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Ensure cyclone shelter capacity is reviewed and the current needs of the community are included within the Council Grounds Masterplan.</li> <li>• Continue to work with the WSCEMC and NTPFES to develop the Shire emergency and disaster arrangements under the Darwin LEP, including the development of a combined Fire and Emergency Rescue service.</li> <li>• Secure funding to undertake scientific research and data collection to contribute to a local Climate Change Adaptation Strategy.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for consultants and strategic planning  | 0         |
| Funding sourced for consultants and strategy implementation  | 15,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• CEO attends all local cyclone shelter meetings and pre-cyclone season regional cyclone shelter briefings.</li> <li>• Emergency management arrangements and actions plans are current and accessible.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• 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.</li> <li>• Council maintains an updated asset register and undertakes regular asset valuations to assist Council operations management and planning for ageing assets.</li> <li>• 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"> <li>– The internal control processes on the effectiveness of the financial and corporate governance practices.</li> <li>– Compliance with legislative and regulatory requirements.</li> </ul> </li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Maintain asset management registers, maintenance, and replacement schedules for all:               <ul style="list-style-type: none"> <li>– Council buildings and infrastructure</li> <li>– Fleet, plant and equipment (including both works and office assets)</li> </ul> </li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for maintenance of facilities  | 16,500    |
| Council allocation for replacement of assets (reserves)   | 1.2M      |
| Funding sourced for replacement or maintenance of assets  | 80,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Asset management register is maintained and informs valuations, depreciation schedules, maintenance schedules, strategic planning and budget reports.</li> </ul>   |           |



## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• The Council currently produces all required statutory documentation and maintains all requirements of the Local Government Act 2019.</li> <li>• Council considers all information from community consultation meetings in the annual review of plans.</li> <li>• 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.</li> <li>• Council maintains a register that records the details of all Council resolutions.</li> </ul>  |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Consolidate corporate templates and resources for Council plans and documents within a Corporate Communications Strategy.</li> <li>• Work with NTG, LGANT and other stakeholders to secure funds and develop strategic business and service delivery planning including:               <ul style="list-style-type: none"> <li>– Strategic Business Plan for 2025-2030</li> <li>– Council Grounds Masterplan</li> <li>– Water Security Masterplan</li> <li>– Tourism Strategy</li> <li>– Health Services Strategy</li> <li>– Local Roads Safety Audit and Management Plan</li> <li>– Climate Change Adaptation Strategy and Implementation Plan</li> </ul> </li> </ul> |           |
| <b>Budget Allocations in 2022-23</b>   |           |
|  | <b>\$</b> |
| Council allocation for consultants to deliver planning strategies  | 5,000     |
| Funding sourced for consultants to deliver planning strategies   | 50,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Shire Business Plans and Budgets are reviewed and submitted as required by legislation.</li> <li>• Funding is secured for issue-specific planning.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• The financial management systems and processes are maintained in accordance with the Local Government Act and Australian Accounting Standards.</li> <li>• Xero cloud-based accounting and bookkeeping system is used for all financial transactions and preparation of monthly reports to council.</li> <li>• The preparation of annual financial statements is outsourced, and accounts are audited by an external auditor per legislative requirements.</li> <li>• 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.</li> <li>• Council approves by resolution 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.</li> <li>• A Council Audit Committee has been established to independent advice and assistance to the Wagait Shire Council and the Chief Executive Officer on:               <ul style="list-style-type: none"> <li>– The internal control processes for effective financial management and corporate governance practices.</li> <li>– Compliance with legislative and regulatory requirements.</li> </ul> </li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Review of relevant policies in alignment with new regulations of the Local Government Act NT 2019 and the Local Government Award 2020.</li> <li>• Work with NTG, LGANT and other stakeholders to secure funds to increase operational capacity and resilience.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for wages   | 20,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Increase contract income by &gt; 10%.</li> <li>• Increase project funding by &gt; 10%</li> <li>• Increase operational funding income by &gt; 5%</li> <li>• Financial reports are produced for Council meetings and Audit Committee meetings.</li> <li>• Financial reports for funding acquittals are submitted on time.</li> </ul>  |           |

## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• The employment of Council employees is delivered in accordance with the Fair Work Act 2009 and the Local Government Award 2020.</li> <li>• 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.</li> <li>• Employees are subject to annual performance reviews which is aligned with potential salary increases and professional development opportunities.</li> <li>• Casual staff are engaged to undertake unplanned tasks and provide support to Council works staff with commercial contracts and cleaning.</li> <li>• Council values volunteers and encourages community to participate in Council events and activities through the Volunteers are Important People (VIP) Strategy.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Implement best practice Human Resource policy and procedures.</li> <li>• Review the organisational structure to ensure that Council has a resilient, skill-based team that will consolidate its capacity for future growth.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   |           |
|  | <b>\$</b> |
| Council allocation for HR Management   | 0         |
| Council allocation for staff training and professional development   | 6,000     |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• All employees undertake performance reviews and training as planned.</li> <li>• No more than 1 industrial relations type complaint annually.</li> <li>• At least one annual workplace training session delivered to all staff.</li> </ul>   |           |

## 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• 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 (2019)</i>.</li> <li>• Council keeps records of all correspondence, financial transactions, programs and activities, meetings and property management.</li> <li>• Council maintains appropriate hardware and cloud-based software for all server and staff computer functions, and regularly maintains an independent hard drive back-up to ensure that Council records are safe. UPS are installed to mitigate any power surge impacts.</li> <li>• Council staff are guided by the Employee Handbook and Council policies on record-keeping practice including confidentiality, communications, use of email, calendars and booking systems to ensure efficient and professional service delivery.</li> <li>• Council manages and maintains a comprehensive website of records and information as required by legislation.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Review IT needs for council amenity and function.</li> <li>• Finalise digitising of all historical records.</li> <li>• Review policies and procedures to ensure compliance with legislative requirements, consistent approach to filing of documents and records and cyber-safe IT practices.</li> </ul>   |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for IT subscriptions and maintenance   | 13,000    |
| Funding sourced for equipment upgrades  | 20,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• IT and communications infrastructure are maintained to local government standards.</li> <li>• Information and records are stored appropriately and accessed as required.</li> <li>• No cyber-breaches or loss of data.</li> </ul>  |           |



## 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.

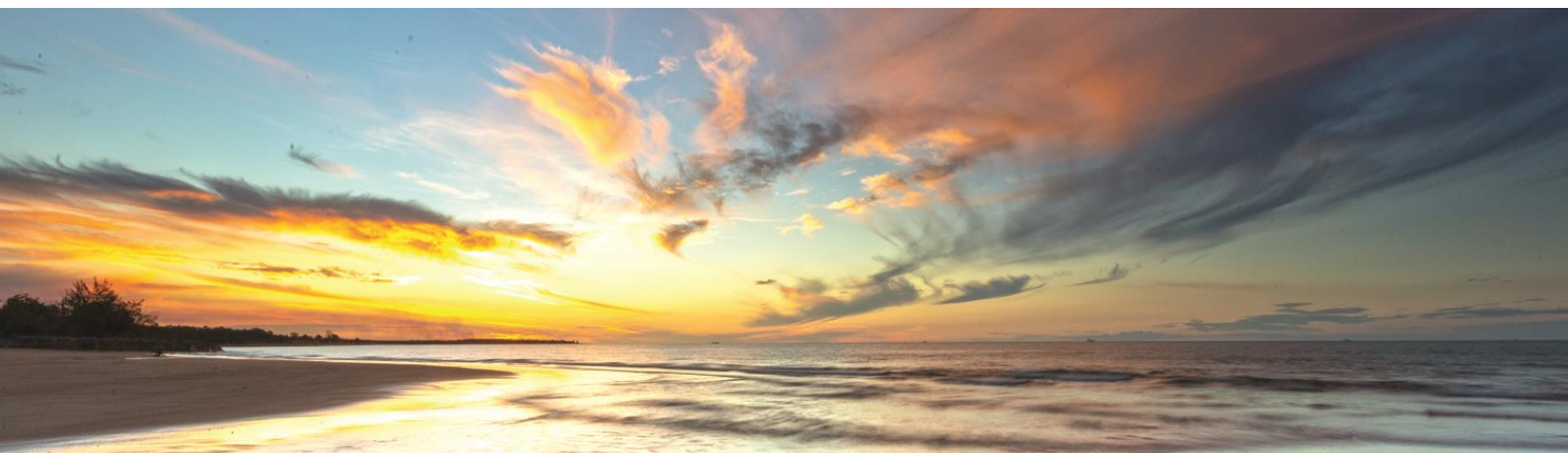
| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Council undertakes strategic planning to provide a forecast budget for current plus four years and updates plans on an annual basis to ensure they are current.</li> <li>• Council income is introduced through rates and charges, Government funding, commercial contracts and fees for service.</li> <li>• 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.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Secure funds to implement strategic business development and planning.</li> <li>• 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.</li> <li>• Work with NTG, LGANT and other stakeholders to secure additional operational funds to increase operational capacity and resilience.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for strategic business development & planning  | 0         |
| Funding sourced for strategic business development & planning   | 20,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Increase contract income by &gt; 10%.</li> <li>• Increase project funding by &gt; 10%</li> <li>• Increase operational funding income by &gt; 5%</li> </ul>   |           |

[Pic]

## 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.

| <b>Current Service Approach</b>   |           |
|---|-----------|
| <ul style="list-style-type: none"> <li>• Risk management is assessed annually in conjunction with the insurance renewal process. All Council assets are insured.</li> <li>• Council registers are maintained and used to monitor areas of potential risk.</li> <li>• Council plans and policies are reviewed regularly to ensure adequate protection of Council assets and mitigate liability risks to Council staff and the public.</li> </ul> |           |
| <b>Priorities for 2022-23</b>   |           |
| <ul style="list-style-type: none"> <li>• Review of insurance requirements.</li> <li>• Update council asset registers and schedules.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>  | <b>\$</b> |
| Council allocation for insurance  | 50,000    |
| <b>Measures</b>   |           |
| <ul style="list-style-type: none"> <li>• Annual audit of the asset register completed.</li> <li>• Annual insurance review completed.</li> <li>• Policies and procedures updated as required.</li> </ul>   |           |



## 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.

| <b>Current Service Approach</b>  |           |
|--|-----------|
| <ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• Weekly Toolbox meetings are held with core staff to identify, navigate and mitigate known risks to an acceptable level.</li> <li>• Council maintains a WHS incidents register to track and record WHS issues and provides monthly reports to Council.</li> </ul> |           |
| <b>Priorities for 2022-23</b>  |           |
| <ul style="list-style-type: none"> <li>• Review of relevant policies and handbook.</li> <li>• Prioritise staff training and wellbeing.</li> </ul>  |           |
| <b>Budget Allocations in 2022-23</b>   | <b>\$</b> |
| Council allocation for employee PPE and safety training  | 2,000     |
| Council allocation for facility maintenance and WHS incident mitigation  | 0         |
| Funding sourced for WHS incident mitigation projects   | 20,000    |
| <b>Measures</b>  |           |
| <ul style="list-style-type: none"> <li>• Less than 5 workplace injuries and incidents annually.</li> <li>• A minimum of 40 toolbox meetings annually.</li> <li>• At least two all-of-staff WHS/OHS training sessions annually.</li> <li>• Annual WHS audit of Council facilities completed and actions taken as required.</li> </ul>   |           |

## Annual Budget Notes

The Wagait Shire Council proposes to adopt its budget for the 2022-23 financial year in accordance with the requirements of the *Local Government Act (2019)*. This information is provided in accordance with the requirements listed on p49.

The objectives for the 2022-23 financial year are to deliver services and programs as outlined in the 2022-23 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

Per Section 201(g) of the Act, elected members of Wagait Shire Council agreed by resolution 2022/ at the ordinary meeting in March to 14.5% of the allowance as set by the Minister as the allowance for elected members, with a set professional development allowance of \$500 per elected member, calculated to a total of \$9,432.26 and allocated as shown in the table below.

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

| <b>Council Elected Member Allowances 2020-21</b> | <b>Principal Member (1)</b> | <b>Deputy Principal Member (1)</b> | <b>Ordinary Member (3)</b> |                   |
|--|-----------------------------|------------------------------------|----------------------------|-------------------|
| Base Allowance                                   | \$3630.69                   | \$1342.63                          | \$652.98 (3)               |                   |
| Professional Development Allowance               | \$500                       | \$500                              | \$500 (3)                  |                   |
| <b>TOTAL</b>                                     | <b>\$4,130.69</b>           | <b>\$1,842.63</b>                  | <b>\$3,458.94</b>          | <b>\$9,432.26</b> |

# Annual Budget 2022-23 & Long-Term Financial Plan 2020-25

WAGAIT SHIRE COUNCIL 2022-23 ANNUAL BUDGET AND LONG-TERM FINANCIAL PLAN 2021-2027

| INCOME AND EXPENSES BUDGET   |   | FOR THE YEAR ENDING 30 JUNE 2022 |                     | TABLE 2: Long-Term Financial Plan |                     |                     |                     |  |
|--|---|----------------------------------|---------------------|-----------------------------------|---------------------|---------------------|---------------------|--|
| EXPLANATION  | OPERATING INCOME  | Current                          | Outer Year 1        | Outer Year 2                      | Outer Year 3        | Outer Year 4        | Outer Year 5        |  |
|  |   | 2021-22                          | 2022-23             | 2023-24                           | 2024-25             | 2025-26             | 2026-27             |  |
| Estimated rates to be raised   | Rates   | \$ 244,717                       | \$ 253,229          | \$ 272,205                        | \$ 287,094          | \$ 302,802          | \$ 319,377          |  |
| Estimated waste charges to be raised   | Waste Charges   | \$ 123,846                       | \$ 123,846          | \$ 137,611                        | \$ 145,180          | \$ 153,125          | \$ 160,831          |  |
|  | Fees and Charges  | \$ 196,900                       | \$ 192,000          | \$ 192,000                        | \$ 192,000          | \$ 197,000          | \$ 202,000          |  |
|  | Operating Grants and Subsidies  | \$ 286,691                       | \$ 295,670          | \$ 294,270                        | \$ 313,422          | \$ 323,422          | \$ 353,422          |  |
|  | Interest/Investment income  | \$ 10,000                        | \$ 10,000           | \$ 15,000                         | \$ 20,000           | \$ 20,000           | \$ 20,000           |  |
|  | Other Income (Rental)   | \$ 6,200                         | \$ 6,200            | \$ 11,570                         | \$ 11,570           | \$ 11,570           | \$ 20,000           |  |
| Any other income in cash or in-kind  | Other Income (Sale assets)  | \$ 30,000                        | \$ 50,000           | \$ -                              | \$ -                | \$ -                | \$ -                |  |
|  | <b>TOTAL INCOME</b>   | <b>\$ 898,354</b>                | <b>\$ 930,945</b>   | <b>\$ 922,656</b>                 | <b>\$ 969,266</b>   | <b>\$ 1,007,919</b> | <b>\$ 1,075,630</b> |  |
|  | <b>OPERATING EXPENSES</b>   |                                  |                     |                                   |                     |                     |                     |  |
|  | Employee Costs  | \$ 432,342                       | \$ 445,395          | \$ 457,131                        | \$ 459,973          | \$ 459,973          | \$ 459,973          |  |
|  | Operational, Contracts, Materials   | \$ 246,136                       | \$ 238,210          | \$ 234,440                        | \$ 244,531          | \$ 245,231          | \$ 245,581          |  |
|  | Elected Member Allowances   | \$ 5,000                         | \$ 9,432            | \$ 9,432                          | \$ 9,432            | \$ 9,432            | \$ 9,432            |  |
|  | Elected Member expenses   | \$ 2,500                         | \$ 2,500            | \$ 2,500                          | \$ 2,500            | \$ 2,500            | \$ 2,500            |  |
|  | Council Committee & LA Allowances   | \$ -                             | \$ -                | \$ -                              | \$ -                | \$ -                | \$ -                |  |
|  | Council Committee & LA Costs  | \$ -                             | \$ -                | \$ -                              | \$ -                | \$ -                | \$ -                |  |
|  | Repairs and Maintenance   | \$ 38,300                        | \$ 30,000           | \$ 30,190                         | \$ 33,590           | \$ 35,505           | \$ 23,000           |  |
|  | Depreciation, Amortisation, Impairment  | \$ 137,779                       | \$ 137,779          | \$ 145,000                        | \$ 145,000          | \$ 160,000          | \$ 160,000          |  |
|  | Interest Expenses   | \$ -                             | \$ -                | \$ -                              | \$ -                | \$ -                | \$ -                |  |
|  | Other Expenditure (election)  | \$ -                             | \$ -                | \$ -                              | \$ -                | \$ 10,000.00        | \$ -                |  |
|  | <b>TOTAL EXPENSES</b>   | <b>\$ 862,057</b>                | <b>\$ 863,316</b>   | <b>\$ 878,693</b>                 | <b>\$ 895,026</b>   | <b>\$ 922,641</b>   | <b>\$ 900,486</b>   |  |
|  | <b>BUDGETED OPERATING SURPLUS/DEFICIT</b>   | <b>\$ 36,297</b>                 | <b>\$ 67,629</b>    | <b>\$ 43,963</b>                  | <b>\$ 74,240</b>    | <b>\$ 85,278</b>    | <b>\$ 175,144</b>   |  |
| Grants for capital transactions where expenditure is recorded in the balance sheet | <b>CAPITAL GRANTS</b>   | <b>2021-22</b>                   | <b>2022-23</b>      | <b>2023-24</b>                    | <b>2024-25</b>      | <b>2025-26</b>      | <b>2026-27</b>      |  |
|  | Capital Grants  | \$ 150,000                       | \$ 600,000          | \$ 500,000                        | \$ 2,500,000        | \$ -                | \$ -                |  |
|  | <b>BUDGETED SURPLUS/DEFICIT</b>   | <b>\$ 186,297</b>                | <b>\$ 667,629</b>   | <b>\$ 543,963</b>                 | <b>\$ 2,574,240</b> | <b>\$ 85,278</b>    | <b>\$ 175,144</b>   |  |
| <b>Estimated capital and non-cash adjustments:</b>                                 |   |                                  |                     |                                   |                     |                     |                     |  |
| Capital Expenditure per Table 3  | Capital Expenditure (per Table 3)   | -\$ 140,000                      | -\$ 690,000         | -\$ 850,000                       | -\$ 2,900,000       | \$ -                | \$ -                |  |
|  | 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 (Reg10)  | \$ 137,779                       | \$ 137,779          | \$ 145,000                        | \$ 145,000          | \$ 160,000          | \$ 160,000          |  |
|  | <b>*Net Budget (Surplus/Deficit):</b>   | <b>\$ 184,076</b>                | <b>\$ 115,408</b>   | <b>-\$ 161,037</b>                | <b>-\$ 180,760</b>  | <b>\$ 245,278</b>   | <b>\$ 335,144</b>   |  |
| <b>Net Budget to be funded by:</b>   |   |                                  |                     |                                   |                     |                     |                     |  |
| Prior year tied revenue  | Prior year carry forward tied funding   | \$ 306,000                       | \$ 100,000          |                                   |                     |                     |                     |  |
|  | Other inflow of funds   | \$ 20,000                        |                     |                                   |                     |                     |                     |  |
|  | Transfers from reserves   | \$ -                             |                     | \$ 350,000                        | \$ 400,000          |                     |                     |  |
| <b>Total inflows</b>   | <b>TOTAL INFLOWS</b>  | <b>\$ 326,000</b>                | <b>\$ 100,000</b>   | <b>\$ 350,000</b>                 | <b>\$ 400,000</b>   | <b>\$ -</b>         | <b>\$ -</b>         |  |
| <i>Must not be a deficit</i>   | <b>Net budgeted operating position</b>  | <b>\$ 510,076</b>                | <b>\$ 215,408</b>   | <b>\$ 188,963</b>                 | <b>\$ 219,240</b>   | <b>\$ 245,278</b>   | <b>\$ 335,144</b>   |  |
| <b>TABLE 3: BUDGETED CAPITAL EXPENDITURE</b>                                       | <b>Class of property, plant and equip</b>   | <b>Current</b>                   | <b>Outer Year 1</b> | <b>Outer Year 2</b>               | <b>Outer Year 3</b> | <b>Outer Year 4</b> | <b>Outer Year 5</b> |  |
|  | Building  |                                  |                     | \$ 500,000                        |                     |                     |                     |  |
|  | Infrastructure  | \$ 50,000                        | \$ 600,000          | \$ 350,000                        | \$ 2,900,000        |                     |                     |  |
|  | Plant and Machinery   | \$ 90,000                        |                     |                                   |                     |                     |                     |  |
|  | Motor Vehicles  | \$ 15,600                        | \$ 15,600           | \$ 30,000                         | \$ 30,000           | \$ 30,000           | \$ -                |  |
|  | Other   |                                  |                     |                                   |                     |                     |                     |  |
|  | <b>TOTAL CAPITAL EXPENDITURE*</b>   | <b>\$ 155,600</b>                | <b>\$ 615,600</b>   | <b>\$ 880,000</b>                 | <b>\$ 2,930,000</b> | <b>\$ 30,000</b>    | <b>\$ -</b>         |  |
|  | <b>FUNDED BY:</b>   |                                  |                     |                                   |                     |                     |                     |  |
|  | Operating Income  | \$ 15,600                        | \$ 15,600           | \$ 30,000                         | \$ 30,000           | \$ 30,000           | \$ -                |  |
|  | Capital Grants  | \$ 150,000                       | \$ 600,000          | \$ 500,000                        | \$ 2,500,000        |                     |                     |  |
|  | Transfers from cash reserves  |                                  |                     | \$ 350,000                        | \$ 400,000          |                     |                     |  |
|  | Sale of assets  | \$ 20,000                        |                     |                                   |                     |                     |                     |  |
|  | <b>TOTAL</b>  | <b>\$ 185,600</b>                | <b>\$ 615,600</b>   | <b>\$ 880,000</b>                 | <b>\$ 2,930,000</b> | <b>\$ 30,000</b>    | <b>\$ -</b>         |  |
| <b>TABLE 4: BUDGET CAPITAL EXPENDITURE BY PROJECT</b>                              |   | <b>Current</b>                   | <b>Outer Year 1</b> | <b>Outer Year 2</b>               | <b>Outer Year 3</b> | <b>Outer Year 4</b> | <b>Outer Year 5</b> |  |
| <b>Class of property, plant and equipment</b>                                      | <b>Project/Item</b>   | <b>2021-22</b>                   | <b>2022-23</b>      | <b>2023-24</b>                    | <b>2024-25</b>      | <b>2025-26</b>      | <b>2026-27</b>      |  |
| Infrastructure   | Skate Park/Pump track upgrade   | \$ 50,000                        | \$ 600,000          |                                   |                     |                     |                     |  |
| Infrastructure   | Bike Path extension WTR East  |                                  |                     | \$ 350,000                        |                     |                     |                     |  |
| Infrastructure   | Local Roads Reseal  |                                  |                     |                                   | \$ 2,900,000        |                     |                     |  |
| Plant & Machinery  | Replace tractor and truck   | \$ 90,000                        | \$ 90,000           |                                   |                     |                     |                     |  |
| Building   | Library/Office/Shelter space  |                                  |                     | \$ 500,000                        |                     |                     |                     |  |
|  | <b>* Projects carried fwd to OY1</b>  |                                  |                     |                                   |                     |                     |                     |  |
|  | <b>TOTAL</b>  | <b>\$ 140,000</b>                | <b>\$ 690,000</b>   | <b>\$ 850,000</b>                 | <b>\$ 2,900,000</b> | <b>\$ -</b>         | <b>\$ -</b>         |  |
| <b>BUDGETED MOVEMENT IN RESERVES</b>   | <b>Class of property, plant and equip</b>   | <b>Current</b>                   | <b>Outer Year 1</b> | <b>Outer Year 2</b>               | <b>Outer Year 3</b> | <b>Outer Year 4</b> | <b>Outer Year 5</b> |  |
|  | Opening Balance 1/7/YY  | \$ 1,500,000                     | \$ 1,600,000        | \$ 1,700,000                      | \$ 1,550,000        | \$ 1,450,000        | \$ 1,675,000        |  |
|  | Increases   | \$ 100,000                       | \$ 100,000          | \$ -                              | \$ 150,000          | \$ 225,000          | \$ 350,000          |  |
|  | Decreases   | \$ -                             | \$ -                | \$ 150,000                        | \$ 250,000          | \$ -                | \$ -                |  |
|  | Closing Balance 30/6/YY   | \$ 1,600,000                     | \$ 1,700,000        | \$ 1,550,000                      | \$ 1,450,000        | \$ 1,675,000        | \$ 2,025,000        |  |
| <b>TABLE 5: Budget Assumptions</b>   | Increased operational funding from 2022-23<br>Major capital funding received for buildings & infrastructure in 2023-24 (council to seek funding in 2022-23)<br>Major capital funding received for roads in 2024-25 (council to seek funding in 2023-24)   |                                  |                     |                                   |                     |                     |                     |  |
| <b>TABLE 6: Budget initiatives</b>   | Increased investment to waste management and road upgrades = community sustainability & capability<br>Investment to community recreation facilities; Skate park and pump track = community health & stability<br>Investment to community signage and placemaking = increased community identity & wellbeing<br>Staff training and wages increased to comply LG Award = team confidence, capability & stability<br>Investment to strengthen WHS & public risk management = decreased liability<br>Replace aging plant and machinery (truck and tractor) = increased capability & 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 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 are identified. Over the term of Council’s Long Term Financial Plan, cash backed Internally Restricted Reserves are used to secure additional external funding required for major capital projects, fund asset renewal and support both election expenses and disaster recovery contributions.

| Reserves at 30 June              | 2020                | 2021                | 2022                | 2023                |
|----------------------------------|---------------------|---------------------|---------------------|---------------------|
| Asset Renewal Reserve            | \$ 165,000          | \$ 185,000          | \$ 175,000          | \$ 190,000          |
| Election Expense Reserve         | \$ 10,000           | \$ 10,000           | \$ 10,000           | \$ 10,000           |
| Major Initiatives Reserve        | \$ 1,300,000        | \$ 1,300,000        | \$ 1,300,000        | \$ 1,300,000        |
| Disaster Recovery Reserve        | \$ 25,000           | \$ 25,000           | \$ 25,000           | \$ 25,000           |
| Unexpended Capital Works Reserve | \$ 200,000          | \$ 147,000          | \$ 100,000          | TBC                 |
| <b>Total Amount in Reserves</b>  | <b>\$ 1,500,000</b> | <b>\$ 1,520,000</b> | <b>\$ 1,515,000</b> | <b>\$ 1,500,000</b> |

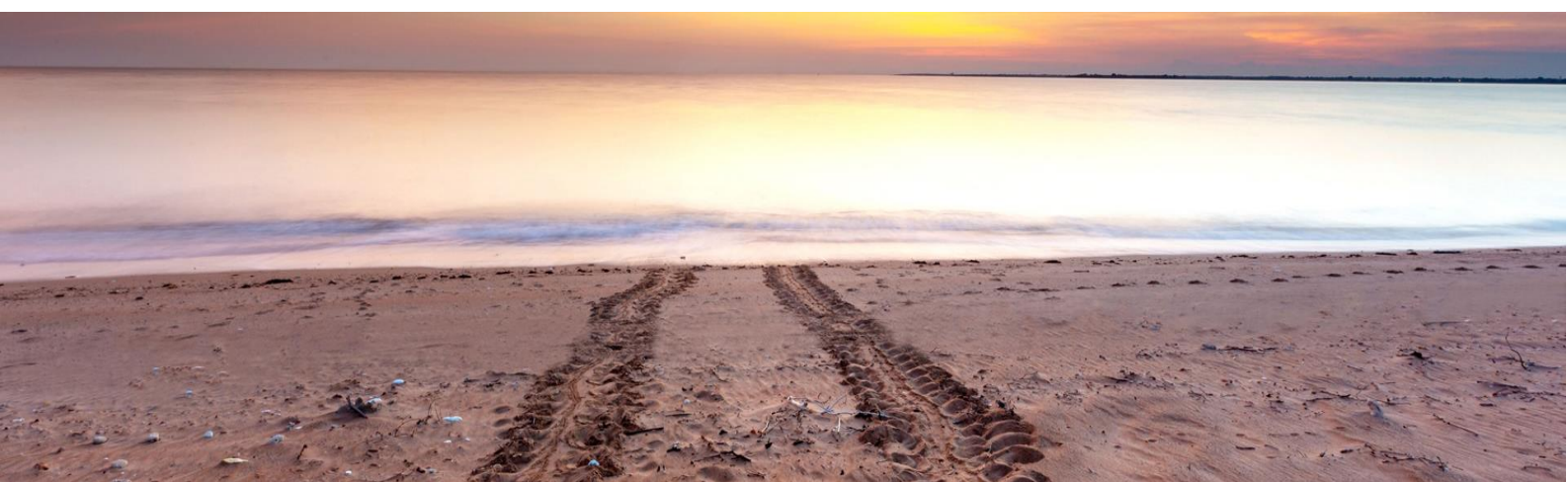
In 2021-22 the impact to reserves was minimal, as the Election Expense Reserve was only partially exhausted to deliver the 2021-22 election and the contribution from the Major Initiatives Reserve to a road infrastructure project was not required due to the submission being unsuccessful.

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 is set at this level.

An identified amount of \$100,000 remains in the 2021-22 Unexpended Capital Works Reserve for special purpose capital grants projects which will be brought forward to 2022-23 budget.

In 2022-23 Council may draw on Asset Renewal Reserves to replace essential civil works plant machinery and contribute to major infrastructure funding applications. Drawings from reserves for major infrastructure will be offset by income from sale of old plant & equipment and any new grant funds introduced.

Depreciation expenses are identified in the budget as potential Internally Restricted 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.



# Rates Declaration 2022-2023



## Local Government Act Declaration of Rates and Charges 2022-2023

Notice is hereby given, pursuant to Section 241 of the Local Government Act 2019, that the following rates and charges were declared by the Wagait Shire Council at the Ordinary Meeting held on 17 May 2022 pursuant to **Chapter 11 of the Local Government Act 2019 (the Act)** in respect of the financial year ending 30 June 2023.

### 1. Rates

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

- 1.1. Council, pursuant to Section 226 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 237 of the Act declared that it intends to raise, for general purposes by way of rates, the amount of \$251,729 which will be raised by the application of a fixed charge amount of \$648 per allotment being payable for the financial year ending 30 June 2023. This is an increase of 3.5% from the rates amount agreed in 2021-22.

### 2. Charges

Pursuant to Section 239 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 and recycling facility; and
- Provision of access to a green waste facility.

### 3. Relevant Interest Rate

The relevant interest rate for the late payment of rates and charges is fixed in accordance with Section 245 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 2022 OR by four (4) approximately equal instalments on the following dates, namely:

- First instalment, 30 September 2022
- Second instalment, 30 November 2022
- Third instalment, 31 January 2023
- Fourth instalment, 31 March 2023

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  
21 June 2022

## Fees and Charges 2022-2023



### FEES AND CHARGES 2022-23\*

| COUNCIL FACILITY FEES  |   |          |            |           |
|--|---|----------|------------|-----------|
| <b>Cloppenburg Park Pavilion Community Centre</b><br>(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   |           |
| <b>Caretaker Residence</b>   | By CEO appointment only (per fortnight)           |          | \$ 200.00  |           |
| COUNCIL WASTE MANAGEMENT CHARGES   |   |          |            |           |
| <b>General Waste Charges</b>   | All properties vacant and non-vacant              |          | \$ 317.00  |           |
| <b>Additional Collection</b>   | Additional rubbish bin/quarter                    |          | \$ 80.00   |           |
| <b>Replacement Bin (240lt)</b>   | Allow one week for delivery after order           |          | \$ 80.00   |           |
| <b>Green Waste</b>   | Included in General Waste Charge                  |          | NA         |           |
| <b>Hard Waste</b><br>(open Sat/Sun 3-6pm)  | Included in General Waste Charge                  |          | NA         |           |
|  | After hours opening fee                           |          | \$ 80.00   |           |
| DOG MANAGEMENT FEES  |   |          |            |           |
| <b>Dog Registration (annual)</b>   | 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 <a href="#">WSC Dog Management Bylaws 2019</a> (website)      |   |          |            |           |
| RATES MANAGEMENT FEES  |   |          |            |           |
| <b>Rates Search</b>  | Rates information search                          |          | \$ 80.00   |           |
| <b>Late payment</b>  | 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 on application to CEO [ceo@wagait.nt.gov.au](mailto:ceo@wagait.nt.gov.au)



## List of Council Policies

- [P01 Policy Framework](#)
- [P02 Election of Principal Member](#)
- [P03 Casting Vote of President](#)
- [P04 Council Member Code of Conduct](#)
- [P05 Council Staff Code of Conduct](#)
- [P07 Employee Assistance Program](#)
- [P08 Human Resources](#)
- [P09 Statement of Significant Accounting](#)
- [P10 Sufficient Interest in the Records](#)
- [P12 Workplace Surveillance](#)
- [P13 Council Use of Firearms](#)
- [P14 Dog Management](#)
- [P15 Procedures for Council and Council Committee Meetings](#)
- [P16 Cash Reserves](#)
- [P17 Teleconferencing and Video Conferencing](#)
- [P22 Casual Vacancy on Council](#)
- [P23 Emergency Communications](#)
- [P24 Caretaker](#)
- [P25 Emergency Management Committee Terms of Reference](#)
- [P26 Delegations Manual](#)
- [P27 Rates & Charges](#)
- [P28 Media Policy](#)
- [P29 Audit Committee Terms of Reference](#)
- [P30 Privacy](#)
- [P31 Dispute Resolution, Counselling, Disciplining and Dismissal](#)
- [P32 Discrimination, Harassment and Bullying](#)
- [P33 Work Health and Safety](#)
- [P34 Elected Members Allowances](#)
- [P35 Authorisation of Payments](#)
- [P38 Waste Management](#)
- [P39 Australia Day Awards Deliberations](#)
- [P40 Procurement](#)
- [P41 Asset Disposal](#)
- [P43 Credit Card](#)
- [P44 Travel and Accommodation](#)
- [P45 Vehicle Use](#)
- [P47 Borrowing](#)
- [P46 Council Verge Management Policy](#)
- [P48 Investment](#)
- [P49 Community Support & Assistance](#)
- [P50 Fraud and Corruption Protection](#)

## Local Government Act 2019 Requirements

| Reference       | Shire Plan   | Page                                       |
|-----------------|--|--|
| 34(a)(i)        | Service Delivery Plan for the period of the plan   | <a href="#">12-43</a>                      |
| 34(a)(ii)       | Annual Budget  | <a href="#">45</a>                         |
| 34(b)(i)        | Long-term, community or strategic plan adopted by Council and relevant to the period of the Municipal Plan   | <a href="#">9</a>                          |
| 34(b)(ii)       | Long-term Financial Plan   | <a href="#">45</a>                         |
| 34(d)           | Define the indicators for judging the standard of performance  | <a href="#">12-43</a>                      |
| 35(1)(2)        | Must adopt between 1 March and 30 June each year and forward copy to the Agency by 30 June each year   | Comply                                     |
| 35(3)(a)        | Must, at a meeting of the council, approve a draft of the plan   | Comply                                     |
| 35(3)(b)        | Make the draft accessible on the council's website and make copies available for public inspection at the council's public offices   | Comply                                     |
| 35(3)(c)        | Publish a notice on council website and in a newspaper circulating generally in the area, inviting written submissions on the draft plan within a period (at least 21 days) from the date of notice. | Comply                                     |
| Reference       | Annual Budget  | Page                                       |
| 201(2)(a)(i)    | Council's objectives for the relevant financial year   | <a href="#">12-43</a> , <a href="#">44</a> |
| 201(2)(a)(ii)   | The measures the council proposes to take, during the financial year, towards achieving those objectives   | <a href="#">12-43</a> , <a href="#">44</a> |
| 201(2)(a) (iii) | The indicators the council intends to use as a means of assessing its efficiency in achieving its objectives.  | <a href="#">12-43</a> , <a href="#">44</a> |
| 201(b)          | Projected statement of income and expenditure for the financial year, differentiating between operating and capital expenditure  | <a href="#">45</a>                         |
| 201 (c)         | List the council's fees for services and the estimates of revenue from each of those fees  | <a href="#">48</a>                         |
| 201(d)          | State the amount to be allocated to the development and maintenance of infrastructure for the financial year   | <a href="#">45</a>                         |
| 201(e)          | State the amount the Council proposes to raise by way of rates, and set out the rates structure, for the financial year  | <a href="#">10</a> , <a href="#">47</a>    |
| 201(f)          | An assessment of the social and economic effects of its rating policies  | <a href="#">7</a>                          |
| 201(g)          | State the allowances for members of the council for the financial year and the amount budgeted to cover payment of those allowances  | <a href="#">44</a>                         |