

# LITCHFIELD COUNCIL



*Community effort is essential*

## Council Meeting BUSINESS PAPER WEDNESDAY 20/02/2019

Meeting to be held commencing 6:30pm  
In Council Chambers at 7 Bees Creek Road, Freds Pass

**Kaylene Conrick, Chief Executive Officer**

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.



## LITCHFIELD COUNCIL MEETING

**Notice of Meeting**  
**to be held in the Council Chambers, Litchfield**  
**on Wednesday, 20 February 2019 at 6:30pm**

Kaylene Conrick  
**Chief Executive Officer**

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# COUNCIL AGENDA

## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

### 1. Open of Meeting

#### Audio Disclaimer

An Audio recording of this meeting is being made for minute taking purposes as authorised by the Chief Executive Officer.

### 2. Acknowledgement of Traditional Ownership

Council would like to acknowledge the traditional custodians of this land on which we meet on tonight. We pay our respects to the Elders past, present and future for their continuing custodianship of the land and the children of this land across generations.

### 3. Apologies and Leave of Absence

THAT Council notes and approves:

Leave of Absence	Cr {Insert}	{dates}
Apologies	Cr {Insert}	{date}

### 4. Disclosures of Interest

Any member of Council who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.

### 5. Confirmation of Minutes

THAT the full minutes of the Council Meeting held Wednesday, 16 January 2019, 11 pages, be confirmed.

Minutes have been distributed under separate cover and are publicly available on Council's website <http://www.litchfield.nt.gov.au/council/council-meetings/council-minutes> or in hard copy by request.

### 6. Business Arising from the Minutes

THAT Council receives and notes the Action List.

Resolution Number	Resolution	Action Officer	Meeting Date	Action (Not for Public Information)	Status
15/0175/02	<b>Meeting Procedures By-Laws</b> THAT Council instruct the Acting Chief Executive Officer to begin negotiating with Parliamentary Counsel on the drafting of Meeting Procedures By-Laws for Litchfield Council.	CEO	19-11-15	Drafting instructions under development by Division of Local Government, Department of Housing & Community Development	Meeting held with Department of Housing and Community Development (Local Government Division) to discuss draft By-laws received from Parliamentary Counsel. Draft By-Laws have been reviewed against drafting instructions.  Council continue to work with Parliamentary Counsel and Department of Housing & Community Develop (LG Division) to process the By-law.
16/0203	<b>Signage, Roadside Vans and Events on Council Land</b>  1. Endorse a position that no approvals will be given for signage, roadside vans or events on council owned land until such time as appropriate policy, procedures and by-laws are developed. This excludes Council Reserves which are run under management by committee or under lease to an incorporated body;  2. Develop Council by-laws to cater for the regulation of a permit system for signage within the municipality and roadside vans and events on council owned land;  3. Develop policy and procedures to support any Council by-laws which are enacted; and  4. To commence work on these by-laws, policy and procedures in 2017/18 financial year.	DCCS	21-09-16	Commencement of work dependent on capacity of Department of Housing & Community Development	On hold until Meeting By-Laws are concluded.

16/0061	<p><b>Acquisition Application of Mira Square - Section 0368 (24) Aldridge Street, Southport</b></p> <p>THAT Council: endorses the Acquisition Application of Mira Square, at Section 0368 (24) Aldridge Street, Southport; approves the allocation of a \$20,000 grant to the Southport Progress Association as seed funding for the financial year 2016/17; and allocates \$10,000 annually, commencing in 2017/18 as an operating grant to the Southport Progress Association to manage Mira Square.</p>	DIO	20-04-16	<p>Council did not make a formal submission in 2016. Council allocated \$20,000 in 2016/17 budget to SPA (ask Silke what it was spent on); Council has not allocated \$10,000 annually to SPA as Mira Square has not yet been acquired for SPA to manage.</p>	<p>Council has been briefed on the progress of the application to Crown land and discussions with SPA. Council officers have met with Crown Land officers and SPA representatives to further explore the requirements and option. An updated staged program is being prepared for presentation to Council in March.</p>
17/0036/4	<p><b>Litchfield Aquatic Facility Needs Analysis Report</b></p> <p>THAT Council engages the Northern Territory Government to work together to address the gap in aquatic services in the southern part of the Litchfield municipality, in particular the provision of Learn to Swim facilities.</p>	CEO	15-02-17	<p>Council will continue to advocate for funding to undertake a feasibility study in 2018/19.</p> <p>Response received from Minister Moss recommending Council applies for a Department Housing &amp; Community Development Special Purpose Grant.</p>	<p>Council is preparing application for second Special Purpose Grant round in early 2019 to apply for funds to match Council's \$50k allocated in 2018/19 Budget to undertake Feasibility Study.</p>
1718/240	<p><b>Berry Springs Water Advisory Committee - Council Representative</b></p> <p>THAT Council appoints Councillor Barden as its nominated representative to lodge an Expression of Interest for the Northern Territory Government Department of Environment and Natural Resources Berry Springs Water Advisory Committee.</p>	CEO	16-05-18	<p>Complete nomination by 30 May 2018 update Council's register and Cr Barden's BIO on Council's website</p>	<p>Nomination sent in by 30 May 2018. Waiting on confirmation from the department / pending ministerial approval.</p>
1718/261	<p><b>Land Acquisition and Road Opening associated with the Realignment of Freds Pass Road between Beaumont Road and Strangways Road</b></p> <p>THAT Council: 1. approve the purchase of 780m2 from Lot 7 (150) Freds Pass Road at a cost of \$10,000, upon signed agreement from the landowner and upon the conclusion of the road opening process; and 2. proceed with a road opening over this portion of land and authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the opening of the new road reserve.</p>	DIO	27-06-18	<p>1. Receive signed agreement from landowner and conclude road opening process; pay landowner 2. Affix the common seal and finalise all other required documentation from Council</p>	<p>Agreement received from landowner. A cadastral survey plan has been prepared and is awaiting approval from the Surveyor General. Upon approval, the titles will be changed and Council will make payment to the landowner.</p>

1718/267	<p><b>Improving the Productivity of the Mango Industry Project</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. receives and notes the Business Case Improving the Productivity of the Mango Industry in Litchfield Municipality;</li> <li>2. endorses seeking external funding to realise the Improving the Productivity of the Mango Industry Project (the sealing of 15.2kms of the four key mango industry roads), estimated to cost approximately \$20.1m;</li> <li>3. provides in-principle support to contribute up to \$5m to the project. This in-principle support would require a Council resolution and budget allocation, at a later date, to proceed with the project; and</li> <li>4. endorses the Improving the Productivity of the Mango Industry Project, as one of Council's Top 3 Advocacy Projects.</li> </ol>	CEO	27-06-18	Commence lobbying the appropriate Federal and Territory Ministers and Departments for funding.	Investigation of funding opportunities through territory and federal government continues.
1819/038	<p><b>Litchfield Council Bendigo Bank 2018 Youth Forum</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. receives and notes the Event Record Report for the Litchfield Council Bendigo Bank 2018 Youth Forum;</li> <li>2. determines to develop a Youth Policy in time for it to launch as part of 2019 Northern Territory Youth Week;</li> <li>3. writes to the Bendigo Bank Board, as the sponsor of Council's Youth Event to provide the Board with a report on the youth event and sharing the students interest in small business enterprise learning and to thank the Bendigo Bank again for its sponsorship; and</li> <li>4. provides a letter of thank you to the three schools that attended the Youth Forum and invite the schools to be involved in the development of a Youth Policy.</li> </ol>	DCCS	15-08-18	<p>Develop a Youth Policy</p> <p>Write to the Bendigo Bank</p> <p>Write to the three schools</p>	Draft policy presented in February agenda for release for public consultation.
1819/063	<p><b>Southport Drainage Planning Study Revision</b></p> <p>THAT Council</p> <ol style="list-style-type: none"> <li>1. approves to undertake stormwater modelling of the entire townsite of Southport;</li> <li>2. notes that a further report will be provided to Council following the modelling to review the level of road immunity for stormwater to be accepted, and the potential staging areas for design purposes; and</li> <li>3. undertakes maintenance of table drains and stormwater infrastructure within Southport by the end of October 2018 or as soon as possible.</li> </ol>	DIO	26-09-18	<p>Report to Council following the modelling</p> <p>Undertake a maintenance of drains &amp; stormwater in Southport by end of October</p>	<ol style="list-style-type: none"> <li>1. Stormwater modelling complete and has been briefed to Council.</li> <li>2. Report regarding model and recommended approach scheduled for February 2019.</li> <li>3. Maintenance works have been completed.</li> </ol>

1819/068	<b>Street Lighting Update</b>  THAT Council: 1. notes the replacement of street light luminaires with LED, including for maintenance activities and as a requirement of new works; 2. notes the preparation of a four-year LED luminaire replacement program for consideration in the 2019-20 budget; 3. notes the intent to install smart control systems within the Litchfield Municipality as part of the LED replacement program; and 4. endorses the preparation of a Street Lighting Policy to be presented to Council by February 2019.	DIO	26-09-18	Include the four-year program in the 2019-20 budget Street Lighting Policy report to Council by February 2019	1. Complete 2. Draft prepared, to be finalised for budget consideration. 3. Smart control system procurement process is ongoing with implementation subject to budget allocation. 4. Street Lighting Policy scheduled for Council consideration in February 2019.
1819/107	<b>Humpty Doo Rural Activity Centre Area Plan Stage 2 Consultation</b>  THAT Council: 1. endorses the comments provided in Attachment C Letter of Comments on Stage 2 Consultation for Humpty Doo Rural Activity Centre Area Plan; and  2. writes to the Minister of Infrastructure and Planning expressing concerns over the process of developing the Humpty Doo Rural Activity Centre Area Plan.	DIO	21-11-18	Write to the Minister for Infrastructure and Planning on behalf of the Mayor	Comments have been provided to the NTPC and a letter sent to the Minister.
1819/125	<b>Playground Audits at Council's Recreation Reserves</b>  THAT Council: 1. receives and notes the playground audit results for Humpty Doo Village Green, Livingstone Reserve, Freds Pass Sport and Recreation Reserve, Berry Springs Reserve and Howard Park Reserve and the required actions to ensure public safety; 2. notes that the Chief Executive Office is undertaking urgent works required at the Humpty Doo Village Green to ensure public safety; and 3. receives a further report at a future meeting on the outcome of the urgent works including total cost.	DCCS	12-12-18	Report to Council further	Urgent works at Humpty Doo Village Green have been attended to, with two free standing slides removed and one piece of equipment fenced for safety concerns. Community is being updated over Council's 'your say' website.
1819/142	<b>GOV07 Recording of Meetings Policy</b>  THAT Council adopted the updated GOV07 Recording of meetings policy.	DCCS	16-01-19	Update Report Register and upload to Council's website	COMPLETE Policy uploaded to Council's website



1819/143	<b>National General Assembly of Local Government</b>  THAT Council: 1.notes the upcoming 2019 National General Assembly of Local Government in Canberra from 16-19 June 2019; and 2.approves the Mayor and Chief Executive Officer attending the National General Assembly of Local Government in Canberra on an annual basis; 3.supports other elected members attending, in addition to the Mayor and CEO, if they would like to and providing the funds are available in each elected members' annual professional development allowance; and 4.reschedules the Council 19 June 2019 to 26 June 2019 to accommodate Councillors interested in attending the 2019 National General Assembly of Local Government in Canberra from 16-19 June 2019.	CEO	16-01-19	Register the Mayor & CEO to attend on an annual basis Forward information to Councillors on an annual basis Reschedule the Council meeting in June 2019 and advertise accordingly	Mayor & CEO registered to attend Registration information forwarded to Councillors Meeting rescheduled, advertising to occur mid May 2019
1819/144	<b>Waste Transfer Station Environmental Management Plan</b>  THAT Council: 1.receive and note this report; and 2.allocates \$40,000 from Council's Waste Management Finance Reserve to prepare an Environmental Management Plan for Council's Waste Transfer Stations at Howard Springs and Humpty Doo.	DIO	16-01-19	Allocate funds to prepare plan	COMPLETE Quotes received and plan preparation to commence in February.
1819/145	<b>Recreation Reserve Leases and Funding Agreements Project</b>  THAT Council: 1.notes the update on the development of leases and funding agreements as part of the Recreation Reserves Leases project; 2.notes the draft lease agreement; 3.approves the fixation of the Common Seal with the Mayor and the CEO signing the lease agreements on behalf of Council, providing no material changes are made to the lease agreement; and 4.receives an update report on the progress made with each Reserve Management Committee and other User Groups on Council's Recreation Reserves in signing the lease agreement, no later than the June 2019 Council meeting.	DCCS	16-01-19	Affix the Common Seal Update by report to Council on the progress	Conversations with Reserve Management Boards progressing.



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

### **7 Presentations**

### **8 Petitions**

### **9 Public Forum**

### **10 Accepting or Declining Late Items**

### **11 Notices of Motion**

### **12 Mayors Report**

#### **12.1 Mayor's Report**



## COUNCIL REPORT

**Agenda Item Number:** 12.1  
**Report Title:** Mayor's Monthly Report  
**Report Number:** 19/0012  
**Meeting Date:** 20/02/2019  
**Attachments:** Nil

### Purpose

A summary of the Mayor's attendance at meetings and functions representing Council for the period 17 January 2019 to 20 February 2019.

### Summary

Date	Event	Content/Comment
17 January 2019	Meeting with NT Chief Minister	Youth Facility in Litchfield
18 January 2019	Doug Faulkner	Berry Springs Resident
	Jan Young	Community Bank Coolalinga
22 January 2019	Australia Day Event Committee Meeting	Scheduled Meeting
23 January 2019	Meeting with Warren Snowdon MP	Council's Three major projects
24 January 2019	Howard Water Advisory Committee (WAC) Meeting	Scheduled Meeting
25 January 2019	Meeting with Members for Nelson and Daly	Aquatic Facility & Public Library Service – Briefing and Update
26 January 2019	Litchfield Council's Australia Day Celebrations & Citizenship Ceremony	Annual Event
	Citizenship Ceremony	City of Palmerston
2 February 2019	Councillor Workshop	Municipal Plan 2019/20 Development
	"TET" Vietnamese Lunar New Year 2019	Annual Event
4 February 2019	Litchfield Women in Business Network Committee Meeting	Scheduled Meeting
5 February 2019	Litchfield Women in Business Network Committee Monthly Morning Tea	Monthly networking event

Date	Event	Content/Comment
8 February 2019	Chief Minister's The Year Ahead	Chief Minister's Presentation
	2018 Student Awards Presentation Ceremony	NT Board of Studies
9 February 2019	Community Connections Expo	Department of Defence
12 February 2019	First Sitting of Parliament 2019	Annual Event
13 February 2019	Grass Roots Radio Program	Monthly Event
19 February 2019	Bombing of Darwin Service – Darwin Cenotaph	Annual Event

### Recommendation

THAT Council receives and notes the Mayor's monthly report.



## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

*Council Appointed Representatives* provide a verbal update on activities over the past month relating to the committees to which the Councillor has been formally appointed.

### 13 Verbal Reports from Council Appointed Representatives

Cr Barden	-	Freds Pass Upgrade Reference Group
Cr Simpson	-	Freds Pass Sport & Recreation Management Board (Observer)
	-	Freds Pass Rural Show Committee
Cr Salter	-	Howard Park Reserve Committee
	-	Knuckey Lagoon Reserve Committee
Mayor Bredhauer	-	Howard East Water Advisory Committee
	-	Litchfield Women in Business Network Committee
	-	Chair - Litchfield Australia Day Event Committee
	-	Local Government Association of the Northern Territory (LGANT)

#### Activity Area Plans

Mayor Bredhauer Cr Simpson	Coolalinga/Freds Pass Rural Activity Centre Area Plan Community Advisory Committee
Mayor Bredhauer Cr Barden	Humpty Doo Rural Activity Centre Area Plan Community Advisory Group

#### RECOMMENDATION

THAT Council note the Councillors' verbal report.



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

### **14 Finance Report**

#### **14.1 Finance Report January 2019**



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	14.1
<b>Report Title:</b>	Litchfield Council Finance Report – January 2019
<b>Report Number:</b>	19/0013
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Nil

### Purpose

The purpose of this report is to present the monthly finance report for the period ended 31 January 2019.

### Recommendation

THAT Council receives the Litchfield Council Finance Report for the period ended 31 January 2019.

### Background

This report comprises the original budget along with the end of year forecast and monitors the YTD actual revenue and expenses as at 31 January 2019. End of Year Forecasting includes both projects carried over from the prior financial year and current budget year variations.

The forecast for total revenue is \$2,614,742 in excess of the 2018/19 Budget. This equates to 14% in additional income above budget mainly attributed to \$2,387,393 in grants received from NT and Federal Government for general purpose and roads funding, library services funding, developer contributions received from subdivisions, and the January 2018 Monsoonal Trough NDRRA funding for the repair of flood damaged roads. In addition to grants and contributions, an increase of \$124,400 in user charges is forecast, mainly due to increased activity in Internments and Cremations at Thorak Regional Cemetery. Furthermore, with rates levied for the entire financial year, the remaining forecasted rates and charges is attributed to the growth in rateable properties under development and prepayments of rates paid in-excess of amounts levied.

The forecast for total operating expenses is \$310,731 in excess of the annual budget, equating to 2% in further expenses above budget. The monthly forecast variance is a result of a combination of factors including \$225,023 identified expenses for the operation of Taminmin Library, increased repair costs to maintain and upkeep machinery at the Thorak Regional Cemetery and Waste Transfer Stations, an increase in Cemetery operations, equipment hire and water charges at the Howard Springs Waste Transfer Station due to a fire threatening the influx of green waste stored at the transfer stations. These additional expenses are offset against a reduction in expected employee costs due to the Customer Service Trainee position no longer going ahead in the 2018/19 financial year and a decrease in waste disposal and transportation costs within Waste Management.

The forecast for capital revenue is \$1,917,112 above the annual budget. This represents an increase of \$17,184 in capital revenue compared to the forecast reported in December 2018 due to an increase in developer contributions received from subdivisions. The forecast for capital expenses is \$4,068,650 in excess of the annual budget, equating to 62% in additional expenditure above budget, representing no variance compared to the forecast reported in December 2018.

In summary, the 2018/19 forecast result remains favourable by \$2,304,011 compared to Council's annual budget, representing an increase of \$132,163 compared to the forecast reported in December 2018 Finance Report.



# Finance Report

## January 2019

**LITCHFIELD  
COUNCIL**



*Community effort is essential*

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## SECTION 1

### CONSOLIDATED FINANCIAL STATEMENTS

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the same format as the full set of *End of Financial Year Statements*, reported in Litchfield Council's Annual Report, for greater transparency.

The statements include total revenue, both operational and capital but only operational expenditure. Capital expenditure is capitalised as Infrastructure, Property, Plant & Equipment in the Balance Sheet upon completion of the projects.

### CONSOLIDATED OPERATING STATEMENT

	2018/19 Budget	2018/19 Actual	2018/19 Forecast	Forecast Variance +ve (-ve)	Note
<b>REVENUE</b>					
Rates	10,243,216	10,055,906	10,271,608	28,392	1
Statutory Charges	70,250	124,703	142,720	72,470	2
User Charges	1,143,033	962,150	1,267,433	124,400	3
Grants, subsidies & contributions	6,522,099	4,671,315	8,909,492	2,387,393	4
Investment Income	686,250	497,239	686,250	0	
Reimbursements	0	0	0	0	
Other Income	60,000	25,656	62,087	2,087	5
<b>TOTAL REVENUE</b>	<b>18,724,848</b>	<b>16,336,969</b>	<b>21,339,590</b>	<b>2,614,742</b>	
<b>EXPENSES</b>					
Employee Costs	6,121,026	3,426,630	6,107,569	13,457	6
Auditor Fees	36,600	25,368	36,600	0	
Bad and doubtful Debts	0	0	0	0	
Elected Member Expenses	241,311	106,504	240,811	500	7
Election Expenses	0	0	0	0	
Cemetery Operations	300,200	239,754	348,055	(47,855)	8
Contractors	4,155,620	2,121,046	4,257,820	(102,200)	9
Energy	235,200	98,164	238,200	(3,000)	10
Insurance	190,500	256,801	263,143	(72,643)	6
Maintenance	677,500	361,301	710,414	(32,914)	11
Legal Expenses	143,000	65,389	139,308	3,692	
Donations and Community Support	117,250	71,008	117,900	(650)	12
Computer / IT Costs	378,025	245,917	398,305	(20,280)	9
Parts, accessories & consumables	265,000	84,875	261,303	3,697	13
Professional Services	612,870	328,566	634,287	(21,417)	14
Sundry	422,185	269,658	453,303	(31,118)	15
<b>TOTAL EXPENSES</b>	<b>13,896,287</b>	<b>7,700,981</b>	<b>14,207,018</b>	<b>(310,731)</b>	
<b>RESULT</b>	<b>4,828,561</b>	<b>8,635,988</b>	<b>7,132,572</b>	<b>2,304,011</b>	

#### Explanations for Forecast variances to Original Budget

**Note 1** – Additional revenue applied from a change to the calculation base for Mining Tenements and an increase in residential properties charged the Waste Management Charge.

**Note 2** - Dog registrations received to date are above budget, resulting in additional income forecasted to 30 June 2019.

**Note 3** – Forecasted increase in Cemetery and Interment Fees in addition to an incline in expected revenue from the Non-Resident Administration Fee at Thorak Regional Cemetery.

**Note 4** - The NDRRA funding for January Monsoonal Trough is approved with funding provided for Council's four affected roads totalling \$1,848,975, Library Services grant from the Department of Tourism and Culture totalling \$225,023 and \$11,818 provided from the Department of Infrastructure to construct a bus lane on Leonino Road. In addition, an increase of \$273,455 compared to budget in Federal Assistance Funding for general purpose and local road expenditure is approved, with additional developer contributions received from subdivisions.

**Note 5** - Other income generated from the Shared Services Agreement with other Councils. i.e. Coomalie Town Council

**Note 6** - Increased insurance premiums of \$72,844 above annual budget. This is offset against savings of \$15,000 with the Customer Service Trainee new initiative no longer going ahead in the 2018/19 financial year.

**Note 7** – Savings expected in telephone charges for Elected Members.

**Note 8** – Additional expenditure attributed to additional legal costs, motor vehicle / plant repair costs at Thorak Regional Cemetery and removal and replacement of damaged section of drain along Cemetery entrance (awaiting insurance claim advice).

**Note 9** – Identified expenses for the operation of Taminmin Library for the remainder of the financial year, offset against identified savings in Waste disposal and transportation costs offset against additional expenditure in the maintenance and upkeep of machinery

**Note 10** – An incline in expected fuel costs at Berry Springs Waste Transfer Station with the additional Plant Operator.

**Note 11** – Increased plant maintenance costs within Mobile Workforce and Waste Management and an additional \$100 actual expenditure required for each playground audit at Council's Recreational Reserves.

**Note 12** – An increase in Cemetery infant subsidy provided for by Council.

**Note 13** – Slight increases across Regulatory Services for its consumables and the replacement of two VHF Portable Radios acquired for use at the Waste Transfer Stations. This is offset by expected savings in machinery parts purchased for Mobile Workforce.

**Note 14** – Professional Fees for consultancy services at Thorak Regional Cemetery, Corporate and Council Leadership, however in Council Leadership this increase is contained and offset against identified savings within Contractors and Computer/ IT costs.

**Note 15** – An increase in equipment hire and water charges at the Howard Springs Waste Transfer Station due to fire danger and additional costs for advertising vacant positions within Council.

## CONSOLIDATED BALANCE SHEET at 31 January 2019

	31 December 2018	31 January 2019	Movement +ve (-ve)
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	1,469,627	869,300	(600,327)
Trade and Other Receivables	4,437,066	3,757,749	(679,317)
Other Financial Assets	23,278,595	23,290,574	11,979
<b>TOTAL CURRENT ASSETS</b>	<b>29,185,288</b>	<b>27,917,623</b>	<b>(1,267,665)</b>
<b>NON CURRENT ASSETS</b>			
Infrastructure, Property, Plant & Equipment	309,743,265	308,783,682	(959,583)
Other Non-Current Assets	6,607,370	6,791,000	183,630
<b>TOTAL NON CURRENT ASSETS</b>	<b>316,350,635</b>	<b>315,574,682</b>	<b>(775,953)</b>
<b>TOTAL ASSETS</b>	<b>345,535,923</b>	<b>343,492,305</b>	<b>2,043,618</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	885,460	833,978	51,482
Provisions	618,435	519,564	98,871
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,503,895</b>	<b>1,353,542</b>	<b>150,353</b>
<b>NON CURRENT LIABILITIES</b>			
Provisions	391,079	411,757	(20,678)

	31 December 2018	31 January 2019	Movement +ve (-ve)
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>391,079</b>	<b>411,757</b>	<b>(20,678)</b>
<b>TOTAL LIABILITIES</b>	<b>1,894,974</b>	<b>1,765,299</b>	<b>129,675</b>
<b>NET ASSETS</b>	<b>343,640,949</b>	<b>341,727,006</b>	<b>(1,913,943)</b>
<b>EQUITY</b>			
Accumulated Surplus	26,104,860	24,190,917	1,913,943
Asset Revaluation Reserve	295,859,891	295,859,891	-
Other Reserves	21,676,198	21,676,198	-
<b>TOTAL EQUITY</b>	<b>343,640,949</b>	<b>341,727,006</b>	<b>1,913,943</b>

\*Correction to Depreciation recorded in December 2018 Finance Report (\$304,945,348 reported, should be \$309,743,265).

Cash and cash equivalents have reduced by \$600,327 due to payments to contractors and suppliers, with the remaining funds available for payments of outstanding invoices to Council's contractors and suppliers.

Other Financial Assets have increased by \$11,979 due to interest reinvested with a term deposit renewal.

Trade and Other Receivables have decreased by \$679,317 from 31 December 2018 mainly due to payment of Rates and Charges with the first and second instalments due and payable.

Infrastructure, Property, Plant & Equipment has decreased due to depreciation recognised to date.

Other Non-Current Assets represent the projects that remain work in progress as at 31 January 2019 ie. Freds Pass Reserve Capital Improvements and Freds Pass Road Infrastructure Upgrade as well as the capital projects commenced in the 2018/19 financial year and yet to be capitalised.

#### ***Estimate of Net Cash position and Current ratio***

The current ratio measures the liquidity of an entity. It observes the ability to pay short-term liabilities (debt and payables) with its short-term assets (cash and receivables). If the ratio is less than 1:1 Council is unable to pay its liabilities. Best practice is for the ratio to be between 1.5 and 3.

As identified in Section 5 of this report, Litchfield Council's liquidity KPI is easily met with 31 January 2019 current ratio equalling 20.63.

Current ratio =  $\frac{\text{Current Assets (less: Provision for Doubtful debt)}}{\text{Current Liabilities}}$

=  $\frac{27,917,623}{1,353,542}$  = 20.63

Net Cash Position = 27,917,623 – 1,353,542 = \$26.5 million

## SECTION 2

### OPERATING POSITION BY DEPARTMENT

The 2018/19 rates and charges have been applied to properties and recognised in Council's accounts, which is reflected in both Finance and Waste Management year to date revenue totals.

Overall expenditures year to date are 55.3% of the annual budget. Some operational expenditures are not evenly spread across the financial year, with major operational road maintenance expenditure to occur close to the end of the financial year.

	2018/19 YTD Budget	2018/19 YTD Actual	2018/19 Annual Budget	2018/19 Annual Forecast	Forecast Variance +ve (-ve)	Note
<b>REVENUE</b>						
Finance	8,004,298	7,750,577	8,472,205	8,547,486	75,281	1
Works	1,847,810	789,581	2,583,776	2,759,172	175,396	1
Planning	30,233	99,212	51,836	106,976	55,140	2
Waste Management	2,958,673	3,005,793	3,048,423	3,048,361	(62)	
Community	47,838	40,750	82,000	77,539	(4,461)	3
Community – Library	0	225,023	0	225,023	225,023	4
Regulatory Services	57,110	125,748	70,750	144,265	73,515	5
<b>TOTAL REVENUE</b>	<b>12,945,962</b>	<b>12,036,684</b>	<b>14,308,990</b>	<b>14,908,822</b>	<b>599,832</b>	
<b>EXPENSES</b>						
Council Leadership	618,520	551,632	953,231	954,666	(1,435)	6
Corporate	287,749	261,351	489,335	502,303	(12,968)	7
Information Services	509,486	345,491	509,486	509,486	0	
Finance	997,631	1,056,062	1,523,732	1,578,641	(54,909)	8
Works	1,815,983	1,477,936	3,101,389	3,101,389	0	
Planning	404,805	354,187	688,273	690,076	(1,803)	
Waste Management	1,630,149	1,474,326	2,765,452	2,715,834	49,618	9
Community	976,878	881,158	1,430,995	1,431,719	(724)	10
Community – Library	0	11,881	0	225,023	(225,023)	11
Mobile Workforce	736,794	598,009	1,249,031	1,251,823	(2,792)	12
Regulatory Services	212,945	213,620	364,614	370,192	(5,578)	13
<b>TOTAL EXPENSES</b>	<b>8,190,940</b>	<b>7,225,653</b>	<b>13,075,538</b>	<b>13,331,152</b>	<b>(255,614)</b>	
<b>OPERATING RESULT</b>	<b>4,144,232</b>	<b>3,781,083</b>	<b>1,233,452</b>	<b>1,577,670</b>	<b>(344,218)</b>	

#### Explanations for Forecast variances to Original Budget

**Note 1** – An increase of \$232,681 compared to budget in the Federal Assistance Funding for general purpose and local road expenditure, equating to an increase of 4.8% from prior year. In addition to an incline in rates revenue generated from Mining Tenements of \$11,169, resulting from a change in the calculation base.

**Note 2** – An incline in administration charges for subdivisions and developments.

**Note 3** – A reduction in user charges for the Howard Park Reserve.

**Note 4** – Grant received for Library Services from the Department of Tourism and Culture totalling \$225,023.

**Note 5** – Additional dog registration income of \$72,000 forecasted and income from Coomalie Community Council for Regulatory Services assistance through the Shared Service Agreement between councils.

**Note 6** – Increased LGANT subscriptions and Motor Vehicle service and repair costs.

**Note 7** - Additional costs for advertising vacant positions within Council and consultancy services to be offset against Employee Costs.

**Note 8** – Increased insurance premiums of \$72,844 above annual budget, \$68,617 being Finance and the remainder Thorak Regional Cemetery. This is offset against savings of \$15,000 with the Customer Service Trainee new initiative no longer going ahead in the 2018/19 financial year.

**Note 9** – Savings in Shoal Bay costs and transportation of waste from the Waste Transfer Stations.

**Note 10** – An additional \$100 actual expenditure was needed for each playground audit at Council's Recreational Reserves and additional grant expenditure for Howard Park Reserve Road Safety event.

**Note 11** – Identified expenses for the operation of Taminmin Library for the remainder of the financial year.

**Note 12** – An expenditure from the overlap of Shed Rental for Mobile Workforce.

**Note 13** – Increase in costs associated with Regulatory Services operations, offset against additional revenue.

#### Explanations for YTD Actual variances to YTD Budget

The reduced variance evident between YTD Budget and YTD Actuals for Revenue amounting to \$909,278 are as a result of the following:

- The remainder of rates and charges budgeted is the prepayments of rates and \$60,000 attributed to growth in rateable properties.
- Federal Assistance Grants scheduled to be received for the Works Department are expected to be received early February 2019.
- Reduction in user charges for Howard Park Reserve.







The reduced variance evident between YTD Budget and YTD Actuals for Expenses amounting to \$965,287 are as a result of the following:

- Overall, timing of some expenditure costs varies to budget, mainly within Road Maintenance as a result of prioritising the large number of capital works projects.
- Timing of salaries and wages payable for Mobile Workforce seasonal staffing.
- Timing and savings in Shoal Bay costs and transportation from the Waste Transfer Stations.

## NEW INITIATIVES

In addition to Council's year-on-year operating expenses Council resolved to undertake the following New Initiatives in 2018/19. The new initiatives expenditure is included in the operating result above. The table below highlights the expenditure compared to budget at the end of January 2019.

	2018/19 Budget	2018/19 Actuals	2018/19 Forecast	Comments	
<b><u>2017/18 and prior</u></b>					
Developer Contribution Plan Review	60,000	6,494	60,000	Required asset upgrades determined; review of catchments underway. Legal advice to follow. Plan to be developed based on new catchments and advice.	
<b>TOTAL</b>	<b>60,000</b>	<b>6,494</b>	<b>60,000</b>		
<b><u>2018/19</u></b>					
Online Demographic and Economic Information Products	12,000	12,000	12,000	Product purchased. Training and community information sessions under way.	
Aerial Photography for Geographical Information System (GIS)	30,000	20,000	30,000	Imagery loaded into Geographical Information System (GIS). All staff given access to the internet login for direct access and features. Review and follow up for May 2019.	
New GIS for Council	20,000	0	20,000	Investigation – quotations complete.	

	2018/19 Budget	2018/19 Actuals	2018/19 Forecast	Comments	
				Free licence obtained for trial process. To be purchased early in February 2019.	
ICT Plan – UPS for Servers	5,000	0	5,000	Quotations complete. Tech assessment and project plan complete. To be purchased early in February 2019.	
ICT Plan – Vmware Sphere	8,000	0	8,000	Quotes are complete. Project plan completed. Purchase to be done in mid-March 2019.	
Trainee Customer Service Officer	15,000	0	0	Review of costings undertaken. Given negative budget implications the initiative will not be implemented in 2018/19. Review will be undertaken as part of the budget planning process for 2019/20.	
Tree Risk Management Plan	30,000	0	30,000	Scope for Request for Quote in early 2019.	
Aquatic Feasibility Study	50,000	0	50,000	Funding options are under investigation.	
Waste Transfer Station – Signage (Waste Strategy)	6,500	0	6,500	Not commenced, scheduled for early 2019.	
<b>TOTAL</b>	<b>176,500</b>	<b>32,000</b>	<b>161,500</b>		



- On Budget



- Watch Budget



- Outside Budget

## CAPITAL BUDGET POSITION

The table below compares capital revenue and expenditure to budget by the end of January 2019.

	2018/19 Budget	2018/19 Actuals	2018/19 Forecast	Forecast Variance +ve (-ve)	Note
<b>REVENUE</b>					
Works	3,436,877	3,489,111	5,285,852	1,848,975	1
Planning	60,353	139,701	139,701	79,348	2
Mobile Workforce	60,000	21,789	60,000	0	
Community	81,181	69,970	69,970	(11,211)	5
<b>TOTAL REVENUE</b>	<b>3,638,411</b>	<b>3,720,571</b>	<b>5,555,523</b>	<b>1,917,112</b>	
<b>EXPENSES</b>					
Works	5,767,345	4,511,975	7,379,456	(1,612,111)	1
Waste Mgt	204,677	107,537	202,090	2,587	3
Mobile Workforce	188,000	134,096	584,096	(396,096)	4
Community	411,181	157,602	2,474,211	(2,063,030)	5
<b>TOTAL EXPENSES</b>	<b>6,571,203</b>	<b>4,911,210</b>	<b>10,639,853</b>	<b>(4,068,650)</b>	
<b>CAPITAL RESULT</b>	<b>(2,932,792)</b>	<b>(1,190,639)</b>	<b>(5,084,330)</b>	<b>(2,151,538)</b>	

Explanations for Forecast variances to Original Budget



**Note 1** – NDRRA Funding approved for the January Monsoonal Trough. This funding will be offset against expenses as the works are carried out on affected roads (Brougham, Bundy, Finn Roads and Trippe Road North). This is offset against savings in projected expenditure for the installation and purchase of safety rails on Leonino and Hicks Roads, equating to \$71,120 and the Road Reseal Program.

**Note 2** – Additional developer contributions received from subdivisions.

**Note 3** – Savings on the purchase of the Vibrating Waste Compactor for Humpty Doo Waste Transfer Station.

**Note 4** – The Mobile Workforce Shed construction from 2015/16 Budget is forecasted to be completed in the 2018/19 financial year with tender documents currently underway. This \$450,000 is offset against savings of \$53,904 from the purchase of a new tractor and mower.





**Note 5** – Increased expenditure due to grant funding received at the end of 2017/18 and current year forecast variances totalling \$2,063,030, comprising:














- Freds Pass Reserve Sporting Grant Funding totalling \$2,000,000
- Howard Park Reserve Kitchen Upgrade incurred additional cash contribution of \$5,000
- Howard Park Reserve Play Ground Upgrade Special Purpose Grant of \$69,970, a reduction of \$11,211 from initial budget. This is offset against grant revenue approved.
- Humpty Doo Village Green Furniture & Fittings Upgrade totalling \$33,824
- Council Office Solar System Installation remaining funds for 2018/19 is \$28,625
- Howard Park Reserve Irrigation upgrade remaining funds for 2018/19 is \$6,792.




## CAPITAL PROJECTS 2018/19 – WORKS

The table below summarises Council's capital works program for the 2018/19 financial year in accordance with the budget and Municipal Plan. Council is continuing to work towards completing projects from 2017/18 financial year due to delays caused by Cyclone Marcus.

The Northern Territory Government has allowed the transfer of excess monies between Freds Pass Road Funding and Finn Road Funding totalling \$420,038, waiting for decision to transfer the remaining \$26,456.

Infrastructure Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Projects carried forward from previous years</b>						
Freds Pass Road Upgrade	30/09/2018	1,220,500	774,006	774,006	(446,494)	 Works completed. Request to transfer \$26,456 to Finn Road Project
Finn Road Upgrade	31/03/2019	1,500,000	1,381,115	1,920,038	420,038	 Works underway - 95% complete.
Solar System Purchase and Installation	30/11/2018	78,720	80,473	80,473	1,753	 Work complete and connected to network.
<b>TOTAL</b>		<b>2,799,220</b>	<b>2,235,594</b>	<b>2,774,517</b>	<b>(24,703)</b>	
<b>Projects commencing in 2018/19</b>						
Road Reseal Program	31/12/2018	1,000,045	823,721	832,548	(167,497)	

Infrastructure Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
						Reseal complete, awaiting final invoices.
Re-sheeting of Roads	30/06/2019	400,000	30,380	400,000	0	 Cyrus Road complete, remaining roads in 2019 following wet season. Leonino Road underway.
Freds Pass Road Drainage Upgrade (BlackSpot)	30/06/2019	478,000	30,873	478,000	0	 Tender awarded, works to commence in February 2019
Safety Rails – Leonino Road	30/09/2018	90,000	48,980	48,980	(41,020)	 Completed
Safety Rails – Hicks Road	10/09/2018	90,000	59,900	59,900	(30,100)	 Completed
Carruth Road Line-marking	30/06/2019	30,000	6,576	30,000	0	 Works complete, awaiting final invoice.
Oxford Road – Sealing	30/06/2019	400,000	0	400,000	0	 Works scheduled following wet season.
Pavement repairs – Whitewood Road	30/06/2019	427,000	0	427,000	0	 Design complete, works scheduled for 2019 dry season.
Installation of Culverts on Pioneer Drv / Beddington Rd Intersection	30/06/2019	310,000	228,651	310,000	0	 Works complete, awaiting final invoice.
Purchase of 3 x Traffic Counts	30/06/2019	18,000	10,909	10,909	7,091	 2 counters delivered, program updated. No additional counters required at this time.
Irrigation Upgrade at Council Office	31/12/2018	6,800	9,400	9,400	2,600	 Works complete.
Meeting room Door at Council Office	31/01/2019	11,000	8,540	8,540	(2,460)	 Works complete.
Footpaths at Council Office	30/06/2019	36,000	17,280	36,000	0	 Design complete, obtaining quotes.
<b>TOTAL</b>		<b>3,296,845</b>	<b>1,275,210</b>	<b>3,051,277</b>	<b>(231,386)</b>	
<b>NDRRA Projects commencing in 2018/19</b>						
Finn Road flood damage repairs - NDRRA	30/06/2019	177,751	0	177,751	0	 Order raised for works to commence late February (weather permitting).

Infrastructure Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Brougham Road flood damage repairs - NDRRA	30/06/2019	768,529	52,590	768,529	0	 Design complete, works scheduled for 2019 dry season.
Trippe Road North Flood damage repairs - NDRRA	30/06/2019	873,562	49,330	873,562	0	 Works commenced – 10% complete
Bundey Road floodway repairs - NDRRA	30/06/2019	29,133	0	29,133	0	 Orders raised for works to commence late January.
<b>TOTAL</b>		<b>1,848,975</b>	<b>101,920</b>	<b>1,848,975</b>	<b>0</b>	



- On Budget






- Watch Budget



- Outside Budget

### CAPITAL PROJECTS 2018/19 – WASTE TRANSFER STATIONS

The table below is Council's capital projects for Waste Transfer Stations in accordance with the Budget and Municipal Plan.

Waste Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Capital Purchases and projects commenced in 2018/19</b>						
Vibrating Waste Compactor	31/12/2018	14,677	12,090	12,090	(2,587)	 Complete
Shade Structure at Howard Springs WTS	30/06/2019	60,000	0	60,000	-	 Quotes received – Works to commence in March 2019.
Gatehouse and Mains Power Connection / Water Tank at Berry Springs WTS	30/06/2019	130,000	91,027	130,000	-	 Demountable arrived – Plumbing underway. Awaiting PWC to finalised power connection.
<b>TOTAL</b>		<b>204,677</b>	<b>103,117</b>	<b>202,090</b>	<b>(2,587)</b>	



- On Budget






- Watch Budget



- Outside Budget

## CAPITAL PROJECTS 2018/19 – MOBILE WORKFORCE

The table below is Council's capital projects for Mobile Workforce in accordance with the Budget and Municipal Plan.

Mobile Workforce Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Capital Purchases commenced in 2018/19</b>						
Tractor with loader replacement	31/12/2018	150,000	104,500	104,500	(45,500)	 Complete
Mower replacement	31/12/2018	38,000	29,596	29,596	(8,404)	 Complete
<b>Projects carried forward from previous years</b>						
Mobile Workforce Shed	30/06/2019	0	9,780	450,000	450,000	 Tender to be advertised in February 2019
<b>TOTAL</b>		<b>188,000</b>	<b>143,876</b>	<b>584,096</b>	<b>396,096</b>	



- On Budget








- Watch Budget




- Outside Budget

## CAPITAL PROJECTS 2018/19 – RECREATION RESERVES

The table below is Council's capital projects for Recreation Reserves still in progress from the 2017/18 and current financial year in accordance with the Budget and Municipal Plan.

Recreation Reserve Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Projects commenced in 2017/18 and 2018/19</b>						
Howard Park Reserve – Irrigation Upgrade	31/03/2019	<u>2017/18</u> 20,000	13,612	20,000	-	 Special Purpose Grant – seeking quotes for final works.
Howard Park Reserve – Playground Upgrade	30/06/2019	81,181	0	69,970	(11,211)	 Special Purpose Grant – quotes to be obtained.
Howard Park Reserve – Kitchen Upgrade	28/02/2019	30,000	32,579	35,000	5,000	 Kitchen completed. Minor works still underway.
Humpty Doo Village Green – Furniture Upgrade	31/03/2019	0	13,100	33,824	33,824	 Kitchen installed, fridge to be purchased, expected completion early 2019.
Freds Pass Reserve – Improvements	30/06/2019	<u>2016/17</u> 3,000,000	2,643,386	3,000,000	-	 In Progress, confirmed

Recreation Reserve Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
						extension to 30 June 2019.
Freds Pass Reserve – Sporting Improvements	30/06/2019	0	118	2,000,000	2,000,000	 Key milestones have been developed. Expenditure expected to occur over 2018/19 and 2019/20 financial years.
<b>TOTAL</b>		<b>3,131,181</b>	<b>2,702,795</b>	<b>5,158,794</b>	<b>2,027,613</b>	



- On Budget



- Watch Budget



- Outside Budget

## SECTION 3

### CASH ON HAND & INVESTMENTS

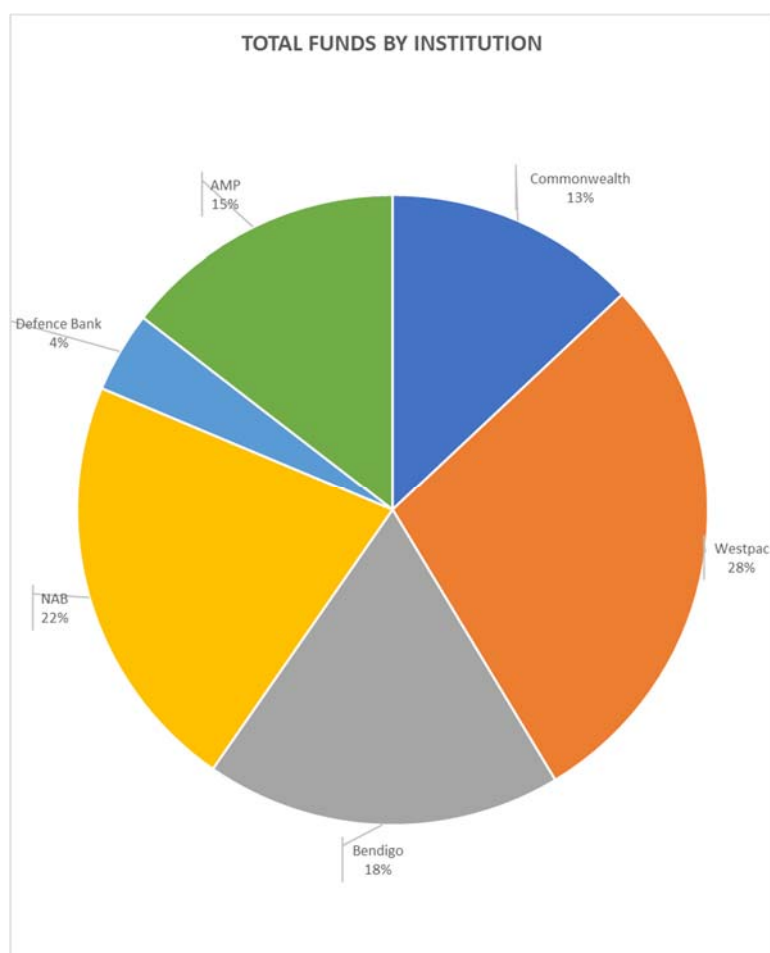
The table below represents a summary of the Cash on Hand & Investments held by Council at 31 January 2019 and compares the balance to the balance at 31 December 2018.

	31 DECEMBER 2018	31 JANUARY 2019	VARIANCE	COMMENT
Investments (Incl. Trust Account)	22,905,593	22,933,201	27,608	Matured funds reinvested (principal & interest)
Business Maxi Account	303,592	303,937	345	Earned interest
Operating Account	1,283,553	532,323	(751,230)	Additional funds for payments to Contractors/Suppliers
<b>TOTAL</b>	<b>24,492,738</b>	<b>23,769,461</b>	<b>(723,277)</b>	

#### Investments

Council invests cash from its operational and business maxi accounts to ensure Council is receiving the best return on its cash holdings.

Date Invested	Invested Amount	Days Invested	Invested with	Interest Rate	Due Date	Expected return to Maturity Date
08/02/18	1,000,000	365	CBA	2.64%	08/02/19	26,400
17/07/18	1,000,000	217	AMP	2.85%	19/02/19	16,944
28/06/18	1,500,000	252	AMP	2.93%	07/03/19	30,344
19/03/18	1,000,000	365	Westpac	2.70%	19/03/19	27,000
01/10/18	1,000,000	190	NAB	2.69%	09/04/19	14,003
15/10/18	1,000,000	183	Westpac	2.76%	16/04/19	13,838
11/09/18	1,071,785	238	CBE	2.70%	07/05/19	18,869
31/05/18	1,000,000	365	Defence Bank	2.85%	31/05/19	28,500
15/10/18	2,000,000	239	NAB	2.71%	11/06/19	35,490
24/12/18	213,740	182	NAB	2.74%	24/06/19	2,920
25/06/18	1,500,000	365	Bendigo	2.80%	25/06/19	42,000
13/12/18	1,000,000	209	NAB	2.72%	10/07/19	15,575
27/09/18	1,000,000	294	Westpac	2.75%	18/07/19	22,151
03/09/18	1,056,774	336	CBA	2.70%	05/08/19	26,266
29/01/19	1,511,980	210	Westpac	2.73%	27/08/19	23,748
06/09/18	1,000,000	365	AMP	2.80%	06/09/19	28,000
27/09/18	1,500,000	365	Westpac	2.81%	27/09/19	42,150
13/12/18	1,000,000	293	Bendigo	2.75%	02/10/19	22,075
13/12/18	1,563,295	314	Bendigo	2.75%	23/10/19	36,984
16/01/19	1,015,628	300	NAB	2.75%	12/11/19	22,956
<b>TOTAL INVESTMENTS</b>	<b>22,933,201</b>					<b>496,212</b>



## FINANCIAL RESERVES

All movements throughout the year are based on the forecasted results to 30 June 2019.

	Balance at 1 July 2018	Transfer TO	Transfer FROM	Net Movement	Balance at 30 June 2019
<b>Externally Restricted Reserves</b>					
Developer Contribution Reserve	723,088	139,701	(80,882)	58,819	781,907
Unexpended Grants and Contributions	4,748,119	-	(4,748,119)	(4,748,119)	-
<b>Internally Restricted Asset Related Reserves</b>					
Asset Reserve	10,710,930	-	(1,102,105)	(1,102,105)	9,608,825
<b>Internally Restricted Other Reserves</b>					
Waste Management Reserve	4,156,475	289,471	(436,177)*	(146,706)	4,009,769
Election Reserve	100,000	-	-	-	100,000
Disaster Recovery Reserve	500,000	-	-	-	500,000
Strategic Initiatives Reserve	500,000	-	(90,000)	(90,000)	410,000
<b>TOTAL</b>	<b>21,438,612</b>	<b>429,172</b>	<b>(6,457,283)</b>	<b>(6,028,111)</b>	<b>15,410,501</b>

\* \$225,000 for the construction of Mobile Workforce Shed for 2015/16 Budget has been forecasted into 2018/19 Budget.

## SECTION 4

### DEBTORS

#### SUNDRY DEBTORS

Total Sundry Debtors at 31 January 2019 are \$72,556 compared to \$32,319 at 31 December 2018, an increase of \$40,247 mainly due to administration charges for subdivisions and developments.

Category	Current	30 Days	60 Days	90 Days and over	Balance
Waste	1,254	2,232	594	1,462	5,542
Infrastructure	41,163	13,000	176	8,935	63,274
Recreation Reserves	2,150	240	1,300	60	3,750
<b>TOTAL</b>	<b>44,567</b>	<b>15,472</b>	<b>2,070</b>	<b>10,457</b>	<b>72,566</b>
% of total sundry debtors	61%	21%	3%	14%	

#### Action summary of 90 Days Debtors:

Company under Administration – further advice regarding payment status to be received from Administrators (Allowance for Doubtful Debts is recognised)	\$5,907
Debtor on Payment Plan	\$628
No permit provided, until payment is received	\$2,400
Company under Administration	\$1,462
Re-sent Statements demanding payment	\$60
<b>TOTAL</b>	<b>\$10,457</b>

*Please note, Sundry debtors exclude rate debtors and infringements.*

### FINES AND INFRINGEMENTS

At 31 January 2019 Council has 82 infringements outstanding with a balance of \$25,086, an increase of \$378 in outstanding infringements compared to 31 December 2018 due to newly issued infringements.

	June 2018	July 2018	August 2018	September 2018	October 2018	November 2018	December 2018	January 2019
Number of Infringements outstanding	76	70	78	82	86	84	81	82
Balance of Infringements outstanding	\$27,133	\$27,570	\$26,569	\$25,273	\$26,373	\$25,759	\$24,708	\$25,086

Eighty (80) infringements have been sent to the Fines Recovery Unit (FRU) and two (2) infringements were sent reminder notices.

All infringement courtesy letters have been sent in accordance with Council's policy.



## OUTSTANDING RATES

Council's Debt Recovery Policy FIN05 guides the collection of outstanding rates. Recovery of rates continues to be an area of focus with Council's performance in recovering outstanding rates improving each month. Council continues to use the services of the current Debt Collector for rate assessments presently placed with them. Council's contract with the second debt collector has now been terminated. These assessments will be transferred to another debt collection company in due course to ensure debt continues to be recouped. Rates in arrears have decreased by \$42,621 in the month of January.

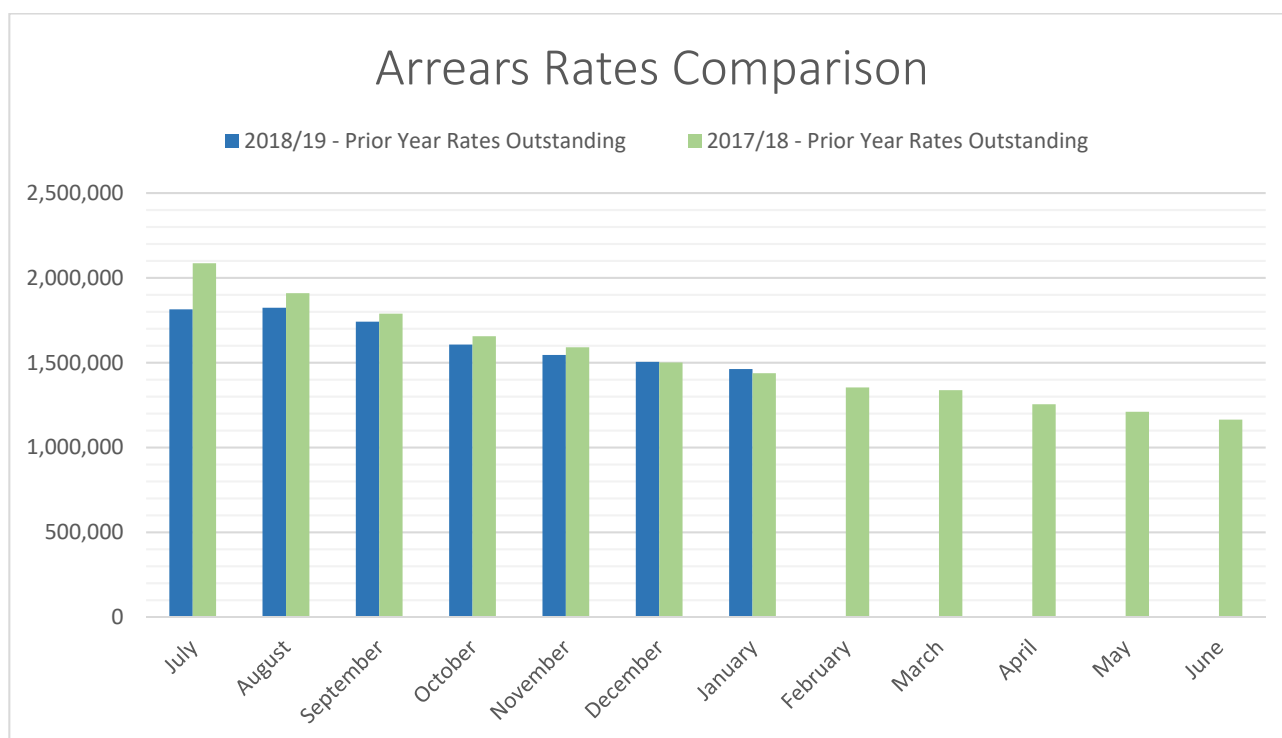
### PRIOR YEAR RATES

The below table illustrates the split of prior years' outstanding rates:

	BEGINNING 2018/19 (30 JUNE 2018)	OF	PREVIOUS MONTH (DECEMBER 2018)	CURRENT MONTH (JANUARY 2019)	MONTHLY VARIANCE
COMMERCIAL	\$50,725		\$30,762	\$31,013	251
MINING	\$65,629		\$71,717	\$71,891	174
NON-RATEABLE MINING	\$0		\$0	\$0	\$0
NON-RATEABLE WASTE	\$19,666		\$19,040	\$19,006	(\$34)
RURAL RESIDENTIAL	\$1,688,116		\$1,290,490	\$1,245,894	(\$44,596)
URBAN RESIDENTIAL	\$86,445		\$92,309	\$93,893	\$1,584
<b>TOTAL</b>	<b>\$1,910,581</b>		<b>\$1,504,318</b>	<b>\$1,461,697</b>	<b>(\$42,621)</b>

The graph below tracks the prior year's rates owing in the 2018/19 financial year (rates levied prior to 2018/19) by month and compares outstanding prior years rates to the same time in the previous financial year 2017/18 (rates levied prior 2017/18).

Prior Year Rates Outstanding in January 2019 are greater than the same time the year before. This illustrates the current economic climate in Darwin, and increases the need to develop a relationship with another Debt Collection Agency to enforce the collection of rates.



### CURRENT YEAR RATES

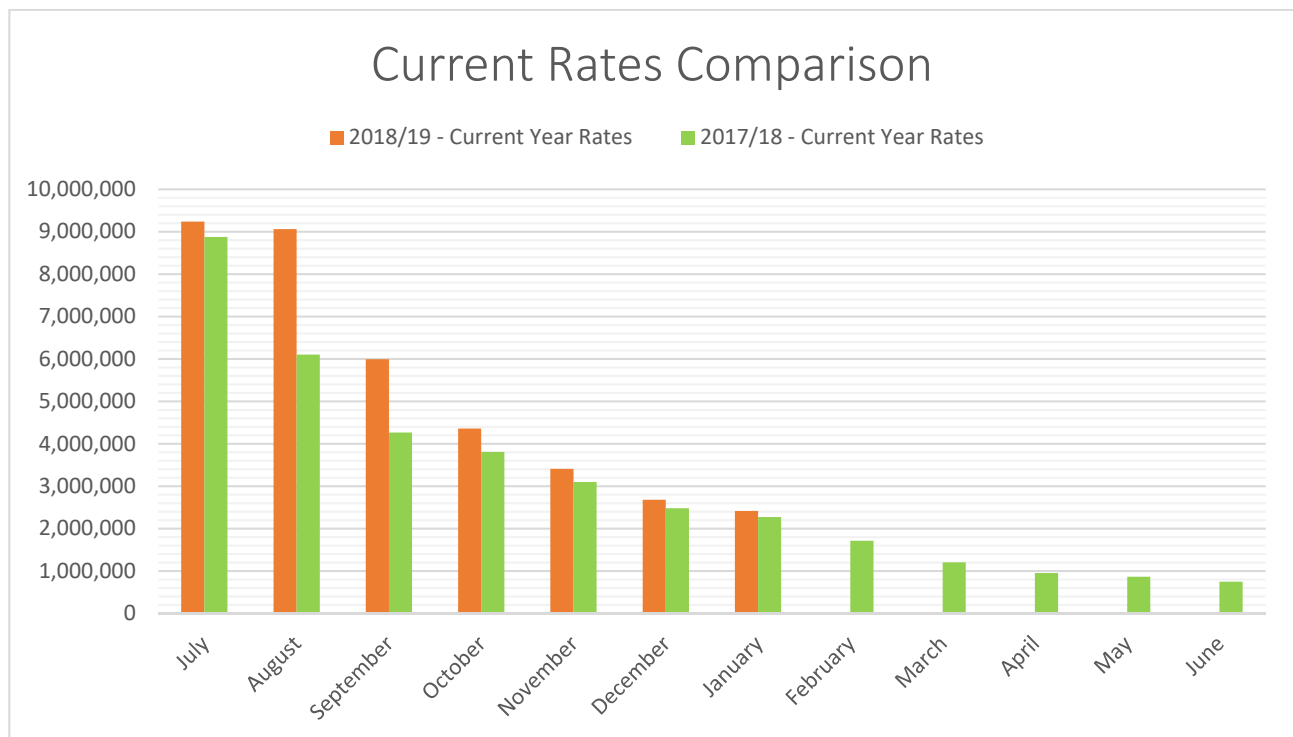
The below table illustrates the split of current year outstanding rates:

	PRIOR MONTH (DECEMBER 2018)	CURRENT MONTH (JANUARY 2019)	VARIANCE	DUE DATES
INSTALMENT 1	\$384,656	\$330,850	(\$53,806)	OVERDUE
INSTALMENT 2	\$623,578	\$515,376	(\$108,202)	OVERDUE
INSTALMENT 3	\$1,670,903	\$1,570,389	(\$100,514)	28 February 2019
<b>TOTAL</b>	<b>\$2,679,137</b>	<b>\$2,416,615</b>	<b>(\$262,522)</b>	

The FINAL instalment of current year's rates is due and payable by 28 February 2019 with a total of \$2,416,615 still to be collected. New properties were added in January totalling \$9,552 in increased rating revenue. Current year rates and charges collected in the month of January totalled \$262,522.

The graph below tracks the current years rates owing for the 2018/19 financial year by month and compares current outstanding rates to the same time in the previous financial year 2017/18.









Current years rates 2018/19 outstanding remain higher then 2017/18.






## SECTION 5

### FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2018/19 Municipal Plan includes a number of KPIs for the Finance area to meet; these are listed and reported on in the table below.

Key Performance Indicator	Target	Status	Comment
Compliance with management, statutory and regulatory budgeting and reporting	100%		All budgeting and reporting are compliant to date
Monthly and annual financial reporting, including audit	Unqualified audit		Unqualified Audit Report received for the year ended 30 June 2018.
Current years rates outstanding as at 30 June 2019	<15%		Currently at 23.8% with two of three instalments due.
Rates coverage ratio – lowering Council's dependency on government grants and other funding sources.	>50%		Forecast coverage ratio is currently at 61.2%. This increase indicates that majority grants received by Council are amounts received specifically for new or upgrade assets, therefore withheld from the percentage calculation.
Liquidity ratio	>1:1		20.63:1 as at 31/01/2019
Current Ratio	>1		20.63 as at 31/01/2019
Debt Service Ratio	>1		Forecast is 0%
Asset sustainability ratio	60%		Forecast currently 92.1%. Depreciation forecast is \$11,557,620. This increase indicates that Council is replacing assets as they reach the end of their useful life. It does however, take into consideration the increased grant funding for capital project upgrades and new asset development alleviating the percentage above Council's expected level.

-  KPI met
-  KPI in progress, on track
-  KPI not met

## SECTION 6

### CREDITORS PAID

Creditor accounts paid in January 2019 are listed in the table below.

Cheque No.	Chq Date	Payee	Description	Amount
Payroll 14	2/01/2019	LC Staff	Payroll Fortnight ending 2 January 2019	\$151,445.35
Payroll 15	16/01/2019	LC Staff	Payroll Fortnight ending 16 January 2019	\$156,148.47
Payroll 16	30/01/2019	LC Staff	Payroll Fortnight ending 30 January 2019	\$165,766.96
900.60-01	31/01/2019	FREDS PASS SPORT & RECREATION RESERVE	2nd Quarter Operational and R & M Payments	\$171,875.00
899.971-01	24/01/2019	MUGAVIN CONTRACTING PTY LTD	NOV 18 - Progress Claim Pioneer Dr / Beddington Road Culvert Upgrade	\$105,627.30
900.374-01	31/01/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Withheld CYC 1 & 2 Pay 15, and 99 Pay 16	\$61,967.00
895.374-01	10/01/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Withheld CYC 1 & 2, pay 13	\$53,606.00
892.374-01	03/01/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Withheld CYC 1 PAY 14 & CYC 2 Pay 14	\$51,062.00
DD030119	07/01/2019	STATEWIDE SUPERANNUATION PTY LTD	Nov & Dec 18 - Super Pays 12 & 13	\$49,871.88
900.1440-01	31/01/2019	DEMOUNTABLE SALES & HIRE PTY LTD	Supply/Install demountable for Berry Springs WTS	\$44,342.10
900.827-01	31/01/2019	LITCHFIELD GREEN WASTE RECYCLERS	Mulch green waste & wood waste pile HSWT & HDWTS	\$39,569.20
900.1461-01	31/01/2019	FREDBUILD PTY LTD	Kitchen Upgrades for Howard and Whitewood Reserves	\$32,725.00
900.65-01	31/01/2019	HUMPTY DOO VILLAGE GREEN MANAGEMENT BOARD	3rd Quarter Operational & R & M payment	\$22,825.00
892.162-01	03/01/2019	CIVICA PTY LTD	Authority Program - Licence Fee - December 18	\$19,321.08
895.596-01	10/01/2019	AREA9 IT SOLUTIONS - HARDWARE	IT incidents, Backup & Cloud failures, configure Solar Panels, Managed IT Dec 18	\$17,569.51
892.596-01	03/01/2019	AREA9 IT SOLUTIONS - HARDWARE	November and December 2018, Service Agreement - Managed IT	\$16,141.44
900.16-01	31/01/2019	BERRY SPRINGS RESERVE	2nd Quarter Operational and R & M Payments	\$15,125.00
900.849-01	31/01/2019	WEX AUSTRALIA (PUMA CARD)	Dec 18 - Litchfield Council Fuel Account	\$14,906.47
895.409-01	10/01/2019	F & J BITUMEN SERVICES PTY LTD	Leonino/Chibnall Intersection 7mm aggregate - also other locations within this area	\$14,469.00
900.72-01	31/01/2019	LIVINGSTONE RESERVE MANAGEMENT BOARD	3rd Quarter Operational & R & M Payment	\$13,200.00
899.1099-01	24/01/2019	DAVE'S MINI DIGGA HIRE	Clean out of Drains from Jenkins roads, and surrounding roads	\$12,980.00
899.514-01	24/01/2019	VEOLIA ENVIRONMENTAL SERVICES	Waste Transport - to Shoal Bay Receiving Station for all Waste Transfer Stations	\$11,321.74
895.794-01	10/01/2019	TOP END R.A.C.E.	Jan - OCT 18, Street & Public Light Maintenance	\$10,008.87
900.1483-01	31/01/2019	SLS BUILDERS	Install Entry / Exit door to Executive Conference Room	\$9,394.00
895.1251-01	10/01/2019	TACTICAL COACH	OCT 18 - Services for Values, Disc and Leadership	\$9,075.00
895.1099-01	10/01/2019	DAVE'S MINI DIGGA HIRE	Clean out Drains - Numerous locations - Berry Springs	\$8,855.00
900.596-01	31/01/2019	AREA9 IT SOLUTIONS - HARDWARE	Jan 2019. Service Agreement, Managed IT	\$8,175.20

Cheque No.	Chq Date	Payee	Description	Amount
899.690-01	24/01/2019	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Annual service for Compactor at Humpty Doo	\$7,841.87
895.1065-01	10/01/2019	MRS M H BREDHAUER	Dec 18 - Mayor Allowances	\$7,747.71
895.8-01	10/01/2019	DOWNERDI WORKS PTY LTD	Edge patching - Numerous Locations	\$7,409.93
892.896-01	03/01/2019	E.E. MUIR & SONS PTY LTD	Chemical hand pumps and ammonium sulphate	\$7,211.38
895.1047-01	10/01/2019	REMOTE AREA TREE SERVICES PTY LTD	Tree Works - Intersection Cypress and Pioneer, and other sites as required	\$6,622.00
892.414-01	03/01/2019	TOTAL EXCAVATIONS	Box out driveway, refill recycled bitumen to multiple locations	\$6,567.00
895.132-01	10/01/2019	AIRPOWER NT PTY LTD	Replacement Blades for all 3 Front Deck Mowers	\$6,364.74
895.268-01	10/01/2019	BYRNE CONSULTANTS	Litchfield Council Office Drainage Report	\$5,414.04
899.409-01	24/01/2019	F & J BITUMEN SERVICES PTY LTD	Council Car Park - Fix due to Diesel Spill	\$5,280.00
892.1413-01	03/01/2019	McCLELLAND INDUSTRIES PTY LTD	Rent 23 Spenceley road Humpty Doo - Jan 19	\$4,767.40
900.1413-01	31/01/2019	McCLELLAND INDUSTRIES PTY LTD	FEB 19 Rent -MWF Sheds,23 Spenceley Rd,	\$4,767.40
896.1088-01	17/01/2019	TALENT PROPELLER	Skills Testing Administration Officer - multiple applicants	\$4,505.60
895.414-01	10/01/2019	TOTAL EXCAVATIONS	Repairs to Drain - Rogers Rd to Intersection - inclusive off all on this stretch	\$4,455.00
DD090119	01/01/2019	WESTPAC CARDS & DIRECT DEBITS	December 2018 - Credit Card Litchfield Council Officers	\$4,373.01
899.414-01	24/01/2019	TOTAL EXCAVATIONS	Wallaby Holtze Road - Clean inlets out in all affected areas	\$4,312.00
895.170-01	10/01/2019	NT RECYCLING SOLUTIONS (NTRS)	Dec 18 - cardboard and co-mingle collection for HS & HD Waste Transfer Stations	\$4,215.75
900.75-01	31/01/2019	MCMINNS LAGOON RESERVE ASSOCIATION	3rd Quarter Operational & R & M Payment	\$4,125.00
899.229-01	24/01/2019	RENTOKIL INITIAL & PEST CONTROL	Annual Fee - Hygiene SVCS 01/02/18 to 3/2/19	\$4,068.31
892.953-01	03/01/2019	HWL EBSWORTH LAWYERS	Legal Fees for Rating Issues	\$4,062.30
899.78-01	24/01/2019	POWER & WATER CORPORATION	Dec 18 - Water charges for Howard Springs WTS and Howard Park	\$3,866.05
896.896-01	17/01/2019	E.E. MUIR & SONS PTY LTD	Weed spraying Chemicals - Spray buff & Hortiwet for treating all areas	\$3,850.00
896.1099-01	17/01/2019	DAVE'S MINI DIGGA HIRE	Clean out of Drains/ Culvert Bees Cr Rd	\$3,795.00
895.971-01	10/01/2019	MUGAVIN CONTRACTING PTY LTD	Repairs to Culvert - Whitstone Road, and others within this vicinity	\$3,750.00
892.988-01	03/01/2019	FENCE MASTERS (NT) PTY LTD	Repair fence blown over in wind	\$3,737.80
900.85-01	31/01/2019	TELSTRA	Thorak - Jan 19 - Phone Charges	\$3,718.92
899.1490-01	24/01/2019	TERRITORY ASSET MANAGEMENT SERVICES	Install supplied - 12 counters	\$3,696.00
892.85-01	03/01/2019	TELSTRA	Fibre supply to Council - December 2018	\$3,681.73
895.612-01	10/01/2019	CREMASCO CIVIL PTY LTD	Supply/Install 3 Movement Barriers at several locations	\$3,641.48
895.87-01	10/01/2019	TOP END LINEMARKERS PTY LTD	Line Marking - Goode & Buckley Rd Intersections - including all side roads	\$3,628.80
899.596-01	24/01/2019	AREA9 IT SOLUTIONS - HARDWARE	Firewall Licensing - 1 year - FortiGate	\$3,364.92
892.1100-01	03/01/2019	AUSTRALIAN LOCAL GOVERNMENT ASSOCIATION	Registration 2019 National General Assembly Conference	\$3,188.00
894.183-01	10/01/2019	CHRIS'S BACKHOE HIRE PTY LTD	Grave digging and travel for December 2018	\$3,168.00
892.1461-01	03/01/2019	FREDBUILD PTY LTD	Switchboard replacement at Howard Hall	\$3,111.90
895.1396-01	10/01/2019	CSE CROSSCOM PTY LTD (T/A COMM8)	Jan 19 - Tracking System Data Access	\$3,054.54

Cheque No.	Chq Date	Payee	Description	Amount
899.926-01	24/01/2019	JACANA ENERGY	Dec 18 - Electricity - Council Offices	\$2,968.93
892.384-01	03/01/2019	MS C VERNON	Consultancy Services - Authority	\$2,960.10
900.1253-01	31/01/2019	CRAIG BURGDORF	5000 hr service on Howard Springs Backhoe	\$2,936.22
899.995-01	24/01/2019	WILDKAT HOLDINGS (NT) PTY LTD	Grease and grease gun for Humpty Doo WTS	\$2,924.69
DD220119	30/01/2019	WESTPAC CARDS & DIRECT DEBITS	January 2019 - Credit Card Litchfield Council Officers	\$2,906.95
894.144-01	10/01/2019	ORIGIN	LPG Propane 2228.7 Litres PO: 15300	\$2,843.80
899.506-01	24/01/2019	TURBO'S TYRES	Fit 2 front Deck mower tyres (supplied)	\$2,772.00
892.327-01	03/01/2019	TIGER CONTRACTING (NT) PTY LTD	Ground Maintenance Howard Park Rec Reserve	\$2,640.00
896.409-01	17/01/2019	F & J BITUMEN SERVICES PTY LTD	14mm prime and seal bitumen to various locations	\$2,434.00
898.867-01	24/01/2019	ALL ASPECTS RECRUITMENT & HR SERVICE	Thorak - Temp Workforce placement WE 13 Jan 19	\$2,312.38
896.1154-01	17/01/2019	NTBS CONSULTING ENGINEERS PTY LTD	Freds Pass Sport & Rec Reserve Market electrical upgrade	\$2,204.40
895.1063-01	10/01/2019	MRS K J SAYERS-HUNT	Dec 18 - Deputy Mayor Allowances	\$2,163.51
895.163-01	10/01/2019	TONKIN CONSULTING	Southport Concept Drainage Design Review	\$2,084.50
900.1088-01	31/01/2019	TALENT PROPELLER	Advertisement Local Gov. Job Directory H	\$1,993.75
899.512-01	24/01/2019	SELTHER SHAW PLUMBING PTY LTD	Backflow installation as per Power Water instruction	\$1,990.31
895.506-01	10/01/2019	TURBO'S TYRES	Kubota CC44JN & CB60MU - replacement front tyres, including disposal	\$1,859.00
900.806-01	31/01/2019	ZIPPY CLEANING & MAINTENANCE SERVICE	Jan 19 - Cleaning of Litchfield Council	\$1,852.30
900.560-01	31/01/2019	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - Wet season Operator	\$1,830.40
895.1001-01	10/01/2019	ELTON CONSULTING	Project incept workshop - Final Invoice	\$1,777.87
895.1068-01	10/01/2019	MR D S BARDEN	Dec 18 - Councillor Allowances	\$1,687.05
892.1252-01	03/01/2019	PETER SHEPARD CARPENTRY	Repair to roof gutter (Supply and Installation) at Council	\$1,608.20
898.926-01	24/01/2019	JACANA ENERGY	Thorak - Electricity for 1-31 December 2018	\$1,581.75
895.1064-01	10/01/2019	MRS C M SIMPSON	Dec 18 - Councillor Allowances	\$1,547.05
898.144-01	24/01/2019	ORIGIN	LPG Gas delivered	\$1,517.15
895.1290-01	10/01/2019	MATCHEZ SUPERANNUATION FUND (M SALTER)	Dec 18 - Councillor Allowances	\$1,497.05
897.867-01	17/01/2019	ALL ASPECTS RECRUITMENT & HR SERVICE	Thorak - Temp Workforce placement WE 06 Jan 19	\$1,387.43
899.1431-01	24/01/2019	TRANSFORM ELECTRICAL	Remove Fluoro and install 4x Led Panels and Disposal of old ones	\$1,364.00
892.1451-01	03/01/2019	JOBS RIGHT DIESEL FITTING	Diagnose / fix fuel pump - Cat backhoe on site	\$1,263.60
895.384-01	10/01/2019	MS C VERNON	Consultancy Services - Authority	\$1,115.40
899.1297-01	24/01/2019	SS AUTO ELECTRICS	Call out for repairs SV 3869 on site	\$1,088.00
BPAY237	22/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Isuzu - CB63VD - 12 Months Registration	\$1,080.30
896.170-01	17/01/2019	NT RECYCLING SOLUTIONS (NTRS)	Dec 18 Cardboard & co-mingle- Berry Springs	\$1,051.82
899.1509-01	24/01/2019	JUPITUR (NT) PTY LTD	Rates Refund	\$1,048.84
895.489-01	10/01/2019	STEEL WORK STEEL	Repair damaged door rear door strut HSWT	\$1,045.00
898.229-01	24/01/2019	RENTOKIL INITIAL & PEST CONTROL	Sanitary disposal - Chapel & Office	\$1,035.26
896.928-01	17/01/2019	RSEA PTY LTD	Uniforms and PPE for new casual staff	\$998.22

Cheque No.	Chq Date	Payee	Description	Amount
896.1297-01	17/01/2019	SS AUTO ELECTRICS	Wire up fuel pod on Isuzu tipper - including labour, and call out to site	\$984.50
895.51-01	10/01/2019	SOUTHERN CROSS PROTECTION	Security services Council Offices & HDWTS	\$981.85
900.926-01	31/01/2019	JACANA ENERGY	Dec 18 - Power for Howard Springs Waste Transfer Station	\$950.66
900.1215-01	31/01/2019	TIS MUSIC & EVENTS	Music and Equip Hire for Australia Day 2019	\$931.00
899.1507-01	24/01/2019	MR S W BARLOW	Rates Refund	\$900.00
900.515-01	31/01/2019	JC ELECTRONIC SECURITY PTY LTD	Replace camera at Howard Springs WTS	\$885.89
899.327-01	24/01/2019	TIGER CONTRACTING (NT) PTY LTD	Grounds Maintenance - Howard Park Reserve	\$880.00
895.78-01	10/01/2019	POWER & WATER CORPORATION	Dec 18 - Council Office Water bill	\$830.55
892.1023-01	03/01/2019	AUSLINE ENGINEERING	Welder Repairs on Slasher	\$825.00
BPAY239	23/01/2019	DEPARTMENT OF LANDS PLANNING & THE ENVIRONMENT	EPA Licence Fee - Jul 18 - Jul 19	\$822.90
892.1130-01	03/01/2019	MAIR'S ONLY CLEANING	Cleaning for Knuckey Lagoon - Jan 19	\$770.00
896.1130-01	17/01/2019	MAIR'S ONLY CLEANING	Cleaning - Howard Park, 14-27 Jan 19	\$770.00
900.1130-01	31/01/2019	MAIR'S ONLY CLEANING	Cleaning for Knuckey Lagoon - 28/1 - 01/2	\$770.00
899.1471-01	24/01/2019	RICOH AUSTRALIA PTY LTD	Dec - Monthly rental charges - Photocopiers	\$748.87
BPAY227	08/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Toyota Prado - CC11UO - 12 Months Registration	\$748.30
896.596-01	17/01/2019	AREA9 IT SOLUTIONS - HARDWARE	HDWTS - Network Switch stopped working - Diagnostic and Repairs	\$693.00
895.1320-01	10/01/2019	RUSSELL KENNEDY LAWYERS	Dec 18 Legal Advice - Various Matters	\$685.30
899.616-01	24/01/2019	PALMERSTON & RURAL PARTY HIRE	Chairs, urn and delivery for Australia Day 2019 Celebrations	\$685.00
899.1508-01	24/01/2019	MRS A GRAHAM	Rates Refund	\$684.47
892.1444-01	03/01/2019	DOWD ADVISORY PTY TLD	Performance Development - Governance Advice	\$660.00
899.1030-01	24/01/2019	SPRAY GRASS INDUSTRIES PTY LTD	Spray grass for area where playground was installed	\$660.00
900.453-01	31/01/2019	PRECISION ENGRAVING	Trophies for Australia Day Awards	\$660.00
900.1278-01	31/01/2019	SEEK LIMITED	Seek 2 advertisements for Project Coordinator	\$616.00
896.522-01	17/01/2019	FARMWORLD NT PTY LTD	Replacement disc brakes for 2 Tractors - Freight to Darwin	\$608.80
899.1274-01	24/01/2019	GRACE RECORD MANAGEMENT (AUSTRALIA)	Storage of Documents at GRACE - Jan 19	\$606.25
899.1502-01	24/01/2019	NEWS CORP AUSTRALIA	Christmas closure advertising	\$600.00
898.941-01	24/01/2019	EVERLON BRONZE	Cemetery Plaque including freight	\$599.50
895.1340-01	10/01/2019	THE DRUG DETECTION AGENCY	Drug Testing - 6 employees December 2018	\$577.50
899.1181-01	24/01/2019	ODD JOB BOB	Patch and Paint where required - Executive Room	\$553.85
896.14-01	17/01/2019	AUSTRALIA POST	Postage for rate reminder letters	\$540.79
894.290-01	10/01/2019	AUSTENG ENGINEERING SOLUTIONS	New Extraction fan for the Ash processor	\$535.70
892.1274-01	03/01/2019	GRACE RECORD MANAGEMENT (AUSTRALIA)	Records Storage - Jan 19	\$529.25
895.988-01	10/01/2019	FENCE MASTERS (NT) PTY LTD	Repair multiple holes in fence-Howard Springs WTS	\$528.00
892.926-01	03/01/2019	JACANA ENERGY	Power for Howard Springs Waste Transfer Station - NOV 18	\$526.09
899.130-01	24/01/2019	MOBILE LOCKSMITHS	Taminmin Library - repair locks - display Cabinet	\$511.50

Cheque No.	Chq Date	Payee	Description	Amount
892.70-01	03/01/2019	LOCAL GOVERNMENT ASSOCIATION NT	Registration LGANT AGM 2018 - Mayor and Deputy Mayor	\$510.00
900.116-01	31/01/2019	BODYLINE CRASH REPAIRS LTD	Excess fee for damaged front bumper	\$500.00
00413202	21/01/2019	MISS CAITLIN HUGHES	Community Initiative Grant - Callisthenics Travel Grant	\$500.00
00413203	21/01/2019	DONNA MITCHELL FRED'S PASS RURAL COMMUNITY	Community Initiatives Grant - Fred's Pass Rural Show Grant	\$500.00
892.132-01	03/01/2019	AIRPOWER NT PTY LTD	50hr initial service Kubota F3690	\$477.15
892.187-01	03/01/2019	NORSIGN	Litchfield Council "No Shooting Signage"	\$463.32
895.1035-01	10/01/2019	AUSTRALIA WIDE TAXATION & PAYROLL	Fringe Benefits Tax Seminar - 1 Participant	\$450.00
894.941-01	10/01/2019	EVERLON BRONZE	Cemetery Plaque	\$440.00
896.1023-01	17/01/2019	AUSLINE ENGINEERING	Sharpen Mower Blades	\$440.00
897.455-01	17/01/2019	MINI-TANKERS AUSTRALIA PTY LTD	Thorak - Dec 18, Fuel for - Backhoe and Jerry cans	\$439.20
896.926-01	17/01/2019	JACANA ENERGY	NOV 18 - Electricity for Howard Park Reserve	\$429.75
896.1060-01	17/01/2019	MS K CONRICK	Reimburse telephone expenses July 18 - Jan 19	\$419.93
899.90-01	24/01/2019	INDUSTRIAL POWER SWEEPING	Road Sweeping - Carruth Road	\$385.00
896.326-01	17/01/2019	EYESIGHT SECURITY P/L	Dec 18 - Security Services - Thorak	\$384.45
BPAY235	22/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Toyota Hilux - CC10PQ - 6 Months Registration	\$380.15
894.102-01	10/01/2019	CHARLES DARWIN UNIVERSITY	Thorak Staff - Professional Development - Cert III in Horticulture	\$360.00
900.436-01	31/01/2019	DELTA ELECTRICS NT PTY LTD	Electrical repair work at Howard Park Reserve	\$357.50
897.1412-01	17/01/2019	HAPPIER ENDINGS	Transportation of the Deceased - Dec 19	\$350.00
899.1253-01	24/01/2019	CRAIG BURGDOFF	250-hour service of Kubota Skid steer at HDWTS	\$335.98
901.36-01	31/01/2019	BRIDGE TOYOTA	Service of Thorak Hilux ute	\$333.21
BPAY234	08/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Kubota - CB63XD - 12 Months Registration	\$318.25
899.885-01	24/01/2019	HUMPTY DOO DIESEL	200 HR service F3690 Kubota mower CC 44 JN	\$310.00
900.108-01	31/01/2019	RTM DEPARTMENT OF ATTORNEY GENERAL	FRU Admin Fee Oct-Dec 2018	\$308.00
897.1008-01	17/01/2019	OUTBACK BATTERIES PTY LTD	Truck batteries & Replacement starter	\$305.60
892.1008-01	03/01/2019	OUTBACK BATTERIES PTY LTD	Replace battery including call out fee	\$288.00
895.61-01	10/01/2019	GREENTHEMES INDOOR PLANT & HIRE	Dec 18 - Indoor plant hire Council Offices	\$255.28
896.367-01	17/01/2019	BUNNINGS GROUP LIMITED	Air inflator, and other consumable parts	\$253.73
892.78-01	03/01/2019	POWER & WATER CORPORATION	Water charges for Humpty Doo Waste Transfer Station	\$249.84
892.1142-01	03/01/2019	OFFICEMAX AUSTRALIA LTD	Replenish Stationery for Council	\$240.97
00413205	22/01/2019	LITCHFIELD COUNCIL PETTY CASH	Thorak - Jan 19 - Reimburse Petty Cash	\$237.90
896.1076-01	17/01/2019	TDC (NT) PTY LTD - T/AS TERRITORY DEBT COLLECTORS	Debt Recovery Fees	\$237.82
895.1142-01	10/01/2019	OFFICEMAX AUSTRALIA LTD	Replenish Stationery Council Offices	\$225.04
895.85-01	10/01/2019	TELSTRA	Thorak - Phone Charges Dec 18	\$218.92
897.1053-01	17/01/2019	CSG BUSINESS SOLUTIONS PTY LTD	Rental charge - Photocopier Dec & Jan	\$212.54
899.1053-01	24/01/2019	CSG BUSINESS SOLUTIONS PTY LTD	Dec 18 - Thorak - Photocopier cost	\$212.54
900.851-01	31/01/2019	OFFICEWORKS	Replacement 24inch Monitor	\$203.95
00413206	25/01/2019	LITCHFIELD COUNCIL PETTY CASH	Council - Jan 19 - Reimburse Petty Cash	\$200.00
895.508-01	10/01/2019	EASA	EAP Counselling sessions December 18	\$197.47



Cheque No.	Chq Date	Payee	Description	Amount
900.1152-01	31/01/2019	LANE LASER PRINTERS PTY LTD	Interchangeable 6kg A Frame	\$196.90
895.968-01	10/01/2019	NT FASTENERS PTY LTD	Hydrolytes, sunscreen, hand cleaner and spare bolts	\$191.97
901.941-01	31/01/2019	EVERLON BRONZE	Plaque for Cemetery	\$185.46
900.522-01	31/01/2019	FARMWORLD NT PTY LTD	Inner and outer air filters for SV4275	\$183.64
892.752-01	03/01/2019	TOTALLY WORKWEAR PALMERSTON	PPE - Long Pants x 3	\$177.00
900.1186-01	31/01/2019	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	ASSA membership - Jan 19	\$165.00
900.506-01	31/01/2019	TURBO'S TYRES	Repair 1 x mower tyre, including replace tube	\$156.75
892.790-01	03/01/2019	BOBTOW TILT TRAY SERVICES	Tow abandoned vehicle	\$154.00
896.129-01	17/01/2019	VANDERFIELD NORTHWEST PTY LTD	Top up fluids for John Deere 6110M tractor	\$145.62
897.367-01	17/01/2019	BUNNINGS GROUP LIMITED	Maintenance Supplies for Cemetery	\$144.61
900.573-01	31/01/2019	MR P A SHEAN	Reimbursement for purchase of HEP A & B Vaccines	\$139.98
BPAY236	22/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Box Trailer - TJ6511 - 12 Months Registration	\$138.75
895.1040-01	10/01/2019	SUPERCHEAP AUTO	Car and machine cleaning products	\$133.74
900.1352-01	31/01/2019	PRO-TEK T/A KLP TRADING PTY LTD	Replacement screen for iPhone	\$130.00
900.1516-01	31/01/2019	ADVANCED DARWIN DIESEL SERVICES PTY LTD	On-site Registration check Isuzu FRR 500 CB63VD	\$126.50
900.565-01	31/01/2019	CURBY'S (NT) PTY LTD	Acrylic overlay name badge with magnets for Library Staff	\$126.00
900.790-01	31/01/2019	BOBTOW TILT TRAY SERVICES	Tow abandoned vehicle - CB89HP	\$121.00
901.851-01	31/01/2019	OFFICEWORKS	Stationery Supplies	\$104.19
892.1497-01	03/01/2019	MRS C R COLBERT	Cat Trap refund of Bond	\$100.00
00413204	22/01/2019	MRS R McDonald	Cat Trap Bond Refund	\$100.00
896.876-01	17/01/2019	NT ICE	30 bags of ice for MWF Employees	\$99.00
BPAY229	08/01/2019	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Box Trailer - TK7407 - 12 Months Registration	\$96.75
DD010119	01/01/2019	WESTPAC CARDS & DIRECT DEBITS	December 2018- Thorak Credit Card	\$94.69
899.874-01	24/01/2019	FIN BINS (VTG WASTE & RECYCLING)	Rubbish Collection for Howard Park - Dec 19	\$94.38
897.514-01	17/01/2019	VEOLIA ENVIRONMENTAL SERVICES	Thorak - Rubbish removal	\$92.40
896.102-01	17/01/2019	CHARLES DARWIN UNIVERSITY	Course fees - Leadership and Management Certificate	\$90.00
895.928-01	10/01/2019	RSEA PTY LTD	PPE - Shirts - Part of Order	\$86.90
892.220-01	03/01/2019	THE BIG MOWER	Replacement spark plugs set	\$85.80
896.1506-01	17/01/2019	CHANGE AGENT	Advanced Leadership Texts	\$77.00
896.1352-01	17/01/2019	KLP TRADING PTY LTD (T/A PRO-TEK)	Repairs to iPhone battery	\$75.00
895.874-01	10/01/2019	FIN BINS (VTG WASTE & RECYCLING)	Dec 18 - Rubbish removal from Council Offices	\$72.45
892.1344-01	03/01/2019	PROSEGUR AUSTRALIA PTY LTD	Collect money for Council banking - Dec 18	\$71.50
896.51-01	17/01/2019	SOUTHERN CROSS PROTECTION	Security Services Council Offices Casual patrols over Christmas Break	\$71.50
899.1344-01	24/01/2019	PROSEGUR AUSTRALIA PTY LTD	Collect money for Council banking - 08 & 11 Jan 19	\$71.50
900.1344-01	31/01/2019	PROSEGUR AUSTRALIA PTY LTD	Collect money for Council banking - December	\$71.50
900.51-01	31/01/2019	SOUTHERN CROSS PROTECTION	Casual Christmas Security Patrol - MWF Sheds	\$71.50
895.1130-01	10/01/2019	MAIR'S ONLY CLEANING	Cleaning for Howard Park - 07-11 Jan 19	\$70.00

Cheque No.	Chq Date	Payee	Description	Amount
899.1130-01	24/01/2019	MAIR'S ONLY CLEANING	Cleaning for Knuckey Lagoon - 21-25 Jan 19	\$70.00
899.92-01	24/01/2019	ST JOHN AMBULANCE AUSTRALIA (NT)	Replenish First Aid Box - Council Office	\$68.48
895.522-01	10/01/2019	FARMWORLD NT PTY LTD	Inner air filter for Tractor	\$68.30
900.1142-01	31/01/2019	OFFICEMAX AUSTRALIA LTD	Stationery replenishment Council Offices	\$67.12
896.1245-01	17/01/2019	RURAL RUBBISH REMOVAL	SEP 18 - Rubbish collection - Knuckey Lagoon	\$61.60
897.250-01	17/01/2019	NT MOTORCYCLE CENTRE	Battery box for the Polaris	\$56.95
897.1459-01	17/01/2019	TERRITORY SPRINGWATER AU PTY LTD	Bottles Water for Chapel, Office and Foyer	\$55.00
901.1459-01	31/01/2019	TERRITORY SPRINGWATER AU PTY LTD	Bottled water for Foyer and Chapel	\$55.00
892.1245-01	03/01/2019	RURAL RUBBISH REMOVAL	Rubbish collection for Knuckey Lagoon	\$52.80
900.1040-01	31/01/2019	SUPERCHEAP AUTO	Jerry can holder/Brace	\$46.19
893.144-01	03/01/2019	ORIGIN	Gas facility fees	\$44.00
900.132-01	31/01/2019	AIRPOWER NT PTY LTD	Under cushions for RCK72 Deck mower	\$41.18
896.78-01	17/01/2019	POWER & WATER CORPORATION	Dec 18 - MWF Water Swipe Cards	\$40.63
896.387-01	17/01/2019	SADDLE WORLD NT (NT GRAIN)	Super Value Drover Dog Food 20kg	\$39.00
895.1294-01	10/01/2019	CLEAN FUN PTY LTD (DARWIN LAUNDRIES)	Wash, dry and iron linen for Council meetings	\$38.50
900.606-01	31/01/2019	MS S R EDWARDS	Reimbursement for PPE - Pants	\$35.95
896.1344-01	17/01/2019	PROSEGUR AUSTRALIA PTY LTD	Collect money for Council banking - 04 Jan 19	\$35.75
897.928-01	17/01/2019	RSEA PTY LTD	PPE - Gloves and Hydralike	\$30.70
895.25-01	10/01/2019	LAND TITLES OFFICE	Land Title Search - Dec 18	\$27.40
892.1191-01	03/01/2019	BRIGHTON COUNCIL	Shared Services Invoice JULY - SEP 18	\$23.48
900.1133-01	31/01/2019	NT WATER FILTERS	2x bottled water for Council foyer	\$20.80
892.731-01	03/01/2019	VOCUS COMMUNICATIONS (AMCOM PTY LTD)	Supply of Vocus IP Allocations for Litchfield Council	\$5.00
896.731-01	17/01/2019	VOCUS COMMUNICATIONS (AMCOM PTY LTD)	FEB -Supply of Vocus IP Allocations for Council	\$5.00
896.85-01	17/01/2019	TELSTRA	SMS Messaging Service - 0437 036 176	\$4.75
<b>TOTAL</b>				<b>\$1,555,206.95</b>

## CREDIT CARD TRANSACTIONS

Credit card transactions for January 2019 are listed in the table below.

Staff Member	Details	Cost Code	Amount	GST
<b>Kaylene Conrick</b> CEO	Kmart - Incidentals - Meeting rooms	3130.0350.0515	2 8.00	0.73
<b>Deborah Branson</b> Executive Assistant	Trybooking - LGCOG Registration - CEO	WO4084.301	715.30	65.03
	Qantas - Amended Flight - LGCOGEAA - Executive Assistant	WO4084.302	85.00	7.73
	News Limited - NT News Online Subscription	3030.350.503	20.00	1.82
	Coles - Cleaning Products - Meeting Rooms	3130.350.515	10.92	0.99
	Coles - Catering - LWIB Committee Meeting	3700.341.669	34.17	0.44
	Liquorland - Catering - LWIB Committee Meeting	3700.341.669	30.00	2.73
	Shutterstock - LWIB Graphics	3700.341.669	55.51	0.00
	Vision 6 - Councillors Bulletin	3030.350.602	9.90	0.90
<b>Karina Gates</b> Finance Manager	Skymesh - NBN Satellite	3121.350.640	72.85	6.62
	CPA Membership Renewal	3130.350.503	720.00	65.45

Staff Member	Details	Cost Code	Amount	GST
<b>Glen Byrnes</b> Waste Manager	Bursons - Vulcanising Liquid	W04238.0030	26.77	2.43
	Woolworths - Handwash	3410.350.515	8.00	0.73
	Woolworths - Diary	3410.350.500	12.00	1.09
	Totally Work Wear - PPE - Riggers Gloves	3410.350.508	324.00	29.45
	Woolworths - Staff Amenities	3410.350.515	21.00	1.45
	Think Water - Irrigation repairs	3430.422.420	44.12	4.01
	Think water - Irrigation parts	3430.622.420	251.45	22.86
	Kmart - Puncture repair	W04238.0030	39.00	3.55
<b>Justin Dunning</b> MWF Manager	Puma - Bagged Ice MWF crew	3800.350.515	14.20	1.29
	NT Fasteners	W4586.127	14.62	1.33
<b>Vicky Wellman</b> Thorak Manager	Skymesh - NBN Satellite	23000.350.640	69.95	6.36
	Supercheap	23000.375.527	129.50	11.77
	Supercheap	W03657.120	18.49	1.68
<b>Sharon Mc Taggart</b> Regulatory Services Manager	Booktopia - Dog Bites	4040.435.562	112.20	10.20
<b>TOTAL</b>			<b>2,846.95</b>	<b>250 .65</b>

### Links with Strategic Plan

An effective and sustainable Council

**Recommending Officer:** **Silke Maynard, Director Community and Corporate Services**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

### **15 Officers Reports**

- 15.1 Street and Public Lighting Policy
- 15.2 February 2019 Summary Planning and Mining Report
- 15.3 Community Engagement Strategy Action Plan Mid-Year Progress Report
- 15.4 Draft Youth Policy
- 15.5 LGANT General Meeting – Call for Motions
- 15.6 ALGA National General Assembly Call for Motions
- 15.7 Meeting Procedures By-Laws Development Update
- 15.8 Southport Drainage Further Investigation and Staging



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.1
<b>Report Title:</b>	Street and Public Lighting Policy
<b>Report Number:</b>	19/0014
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Attachment A – Draft Street and Public Lighting Policy

### Purpose

This report presents to Council the draft Street and Public Lighting Policy for adoption.

### Summary

Litchfield Council owns 274 street lights that were handed over to Council for its own control and management from Power Water Corporation on 1 January 2018.

A Street and Public Lighting Policy has been prepared to provide policy statements and information relevant to lighting. This includes both road (or street) lighting and public place lighting and outlines how Council will manage these assets, both existing and new.

### Recommendation

THAT Council approves the adoption of INF07 Street and Public Lighting Policy, provided as Attachment A – Draft Street and Public Lighting Policy to this report.

### Background

Council was provided with an update on street lighting since taking over its management in September 2018. At its meeting on 26 September 2018, Council resolved to;

1. note the replacement of street light luminaires with LED, including for maintenance activities and as a requirement of new works;
2. note the preparation of a four-year LED luminaire replacement program for consideration in the 2019-20 budget;
3. note the intent to install smart control systems within the Litchfield Municipality, as part of the LED replacement program; and
4. endorse the preparation of a Street Lighting Policy to be presented to Council by February 2019.

This report presents the draft Street and Public Lighting Policy (Attachment A) to Council and recommends its adoption.

In relation to the other items, replacement of lights is occurring with LED luminaires where required as maintenance activities occur, and replacement programs are included for 2019/20 budget consideration that includes LED replacement and introduction of a smart control system.

The draft policy is consistent with the Litchfield Council Development and Subdivision Standards and states the standard of street and public place lighting that will be provided for pedestrian and vehicular traffic in Council roads and public places within the municipality.

#### **Links with Strategic Plan**

Priority # 1 – Everything you need

#### **Legislative and Policy Implications**

This is a new Policy for Council's consideration. The Policy enables Council to be consistent and transparent in its management of current and future street and public lighting.

#### **Risks**

This Policy provides clarity to developers and others in relation to the requirement to meet current Australian Standards for new lighting, which, alongside Council's Development and Subdivision Standards, ensures that risks relating to lighting are mitigated.

#### **Financial Implications**

Not applicable to this report.

#### **Community Engagement**

It is considered that the impact of this Policy on the community is minimal, due to the Policy outlining current practice with no proposed changes. Programs relating to replacement of lighting, smart controls and/or lighting upgrades would require project specific community engagement.

**Recommending Officer:** **Nadine Nilon, Director Infrastructure and Operations**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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Street and Public Lighting **POLICY INF07**

Name	INF07 Street and Public Lighting
Policy Type	Council
Responsible Officer	Director of Infrastructure and Operations
Approval Date	20/02/2018
Review Date	20/02/2022

**1. Purpose**

This policy states the standard of lighting that will be provided for pedestrian and vehicular traffic in Council roads and public places within the Municipality.

**2. Scope**

This policy applies to all road and public place lighting located in streets and public places under the jurisdiction of Council and within Council boundaries.

**3. Definitions**

For the purposes of this Policy, the following definitions apply:

LED	Light Emitting Diode
Public Place	Bridge, footpath, court, alley, passage or thoroughfare open to or used by public; or Park, garden, reserve, or other place of public recreational reserve; or Open place to which the public has or is permitted to have access.
Road	A road that has been registered and published in a Northern Territory Gazette Notice as a road under the Control of Roads Act. Also referred to as Street within this Policy.

**4. Policy Statement****4.1. Lighting Standards**

- 4.1.1. All new lighting on Council roads and public places shall be designed in accordance with the requirements of Australian Standard 1158 'Lighting for roads and public spaces' and Litchfield Council's Development and Subdivision Standards.
- 4.1.2. The fittings and poles types shall be as approved by Council.

- 4.1.3. The Developer is responsible for new and upgrading works to meet current standards if existing lighting on roads/open space areas is affected by the development.

#### **4.2. Lighting of Road Reserves and Open Space Area**

- 4.2.1. Lighting design levels shall be appropriate for the road/public place area classification as agreed with Council in consideration of the specifics of the situation and shall be in accordance with the Litchfield Council Development and Subdivision Standards.
- 4.2.2. There will not be a program to retrospectively install lighting to existing roads and public places. However, lighting will be installed in these areas where upgrades or other works result in the requirement for lighting, in accordance with this Policy and where viable.
- 4.2.3. Council will not provide street lighting in rights of way easements, battle-axe accesses, or private roads.

#### **4.3. Service Level**

- 4.3.1. In conjunction with the applicable power provider, Council will facilitate the provision of appropriate levels of lighting in streets and public places.
- 4.3.2. All lighting shall incorporate LED luminaires and other cost-effective, energy efficient, and sustainable options as relevant, such as smart control systems.
- 4.3.3. Council will progressively replace all non-LED lighting with LED lighting.

#### **4.4. Street Lighting Register**

- 4.4.1. A street lighting register will be maintained by Council.

#### **4.5. Street Lighting Inspection and Repair**

- 4.5.1. Council will carry out day and night street lighting inspections to identify faulty lights.
- 4.5.2. All faulty lights, either identified by inspections or by members of the public, will be lodged into Council's Customer Request Management (CRM) system and repaired.
- 4.5.3. Inspection and maintenance of lights will be in accordance with Australian Standards.

### **5. Associated Documents**

Litchfield Council Development and Subdivision Standards  
INF01 Asset Management  
INF05 Sealing of Roads

### **6. References and Legislation**

Northern Territory Local Government Act  
Northern Territory Control of Roads Act



**7. Review History**

Date Reviewed	Description of changes (Inc Decision No. if applicable)



## COUNCIL REPORT

<b>Agenda Item Number:</b>	15.2
<b>Report Title:</b>	February 2019 Summary Planning and Mining Report
<b>Report Number:</b>	19/0015
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Attachment A: Letter of Comment on PA2018/0484 Attachment B: Letter of Comment on PA2019/0022 Attachment C: Letter of Comment on PA2018/0510 Attachment D: Letter of Comment on EMP32053 and 32054

### Purpose

The purpose of this report is to provide to Council a summary of development and mining applications received, and comments provided, for the period of 1 December 2018 to 8 February 2019.

### Summary

For the noted period, Council provided comments on three development applications. Of these, two were supported subject to normal Council conditions and one was supported subject to specific issues being adequately addressed. The Northern Territory Government did not advertise Development Applications from the end of November 2018 through the 24<sup>th</sup> of January 2019, thus resulting the lower number of applications reported over this period.

For the noted period, Council provided comments on two mining applications, both of which were were EMP applications.

All letters of comment are provided for information in the attachments to this report.

### Recommendation

THAT Council:

1. receive the February 2019 Summary Planning and Mining Report; and
2. notes for information the responses provided to Development Assessment Services or Department of Primary Industries and Resources, as applicable, within the Attachments A-D of this report:
  - PA2018/0484
  - PA2019/0022
  - PA2018/0510
  - EMP 32053 and 32054

## Background and Discussion

### **DEVELOPMENT APPLICATIONS**

The following is a summary of all Development Applications received and comments provided for the period of 1 December 2018 to 8 February 2019.

<b>Council Outcome on Development Applications</b>	<b>No. Applications</b>
Development applications supported, subject to normal Council conditions	2
Development applications supported, subject to specific issues being adequately addressed	1
Development applications not supported/objected to for reasons related to Council issues	0
Development applications objected to for reasons not directly related to Council issues	0
<b>Note:</b> Of the above applications, none are provided with a separate report within this Council agenda. Additional detail is provided below on all other applications.	

For all development applications, should the applications be approved by the consent authority, the applications may be subject to Council's normal Development Permit conditions in regard to areas of Council authority, including, but not necessarily limited to, access and stormwater drainage.

### **Development Applications supported, subject to normal Council conditions**

The table below describes the Development Applications that are supported by Council.

<b>Application Number, Address, and Attachment</b>	<b>Purpose and Summary</b>
PA2018/0484  Section 4191 (160) McMinns Drive, McMinns Lagoon, Hundred of Strangways	Subdivision to Create 3 Lots  The application proposes to subdivide a 6.65-hectare property with a single existing dwelling into three properties all two hectares or greater in size. Two properties will be accessed via McMinns Drive and the third property will access Dreamtime Drive. The application appears to meet the requirements of the NT Planning Scheme and there are not expected to be any negative effects upon Council infrastructure or neighbourhood amenity as a result of this proposal.
PA2019/0022  Portion 2728 (154) Stow Road, Howard Springs, Hundred of Bagot	Verandah Addition to an Existing Single Dwelling with a Reduced Front Setback  The application proposes a verandah addition to an existing dwelling with a reduced setback to the primary street frontage of 2.5m. The required setback in this zone is 7.5m from the primary street (Whitewood Road) and the application

	proposes a 5m setback. The proposed reduced setback can be considered appropriate for the subject site, due to the location of the existing dwelling on the site, the siting of which on an unusual 1,600m <sup>2</sup> rural lot results in reduced ability to site the structure within the required setback.
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### **Development Applications supported, subject to specific issues being adequately addressed**

The table below describes the Development Applications that are supported by Council only if the specific issues outlined are adequately addressed.

<b>Application Number, Address, and Attachment</b>	<b>Purpose and Summary</b>	<b>Specific Issues to be Addressed</b>
PA2018/0510  Section 4540 (405) Elizabeth Valley Road, Noonamah, Hundred of Strangways	<p>Subdivision to Create 3 Lots</p> <p>The proposal is a repeat of an application from 2015 that was granted approval at that time. However, the two-year period of the Development Permit issued has lapsed without the subdivision being finalised.</p> <p>The application proposes three lots, one of which is slightly undersized (by 800m<sup>2</sup>) in order to address issues with constrained land on the site.</p>	<p>The proposed reduction in lot size was previously accepted by the Development Consent Authority and it is considered likely that the same reduction may be reapproved in the future for an identical proposal.</p> <p>Council has previously issued approved stormwater drainage plans for the subdivision as currently proposed. Given that this previous approval would indicate Council is accepting of the subdivision as proposed, it is considered appropriate to support the application. The applicant is required to submit plans to Council for stormwater drainage and driveway access for the current application.</p>

### **MINING APPLICATIONS**

For all mining applications, Council's standard comments have been provided, with areas of access and stormwater drainage addressed where required.

The table below describes the Mining Applications to which Council has recently responded.

<b>Application Number, Address, and Attachment</b>	<b>Type of Application and Proposed Mined Material</b>	<b>Comments Provided</b>
32053 and 32054  Section 1800 (600) Cox Peninsula Road, Berry	Extractive Mineral Permit to extract sand, soil and gravel	Council supported the application provided appropriate access from any Council road and provision of

Springs and Section 1615 Middle Arm Road, Weddell, Hundred of Ayers  EMP 32053 and 32054		suitable traffic management and environmental management plans.
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#### Links with Strategic Plan

Priority # 2 – A great place to live

#### Legislative and Policy Implications

Not applicable to this report

#### Risks

Not applicable to this report

#### Financial Implications

Not applicable to this report

#### Community Engagement

Not applicable to this report

#### Recommending Officer: Nadine Nilon, Director Infrastructure and Operations

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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4 February 2019

Development Assessment Services  
Department of Infrastructure, Planning and Logistics  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2018/0484**

**Section 4191 (160) McMinns Drive, McMinns Lagoon, Hundred of Strangways  
Subdivision to Create 3 Lots**

Thank you for the Development Application referred to this office on 25/01/2019, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit for the following reasons:**

- a) The application appears to meet the minimum size requirements of the NT Planning Scheme for lot size and unconstrained land.
- b) There are not expected to be any negative effects upon Council infrastructure or neighbourhood amenity as a result of this proposal.

**Should the application be approved, the Council requests the following condition(s) be included as Condition(s) Precedent in any Development Permit issued by the consent authority:**

- a) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council. The plan shall include details of site levels and Council's stormwater drainage connection point(s).
  - i. The plan shall demonstrate that stormwater run-off is capable of being discharged across the lot surface to the main drainage system or to an approved alternate connection.
  - ii. Litchfield Council stormwater discharge guidelines do not allow concentrated discharge of stormwater from rural lots to adjoining properties or the road reserve. All stormwater is to be channelled, piped or dispersed via sheet flow to the road reserve.
  - iii. The plan shall demonstrate that the drainage system is designed to cater for both initial storm events (Q5) and major storm events (Q100).

- iv. The applicant's plans shall demonstrate that no contaminated water shall enter any waterway or Litchfield Council's drainage system.

**Should the application be approved, the following condition(s) pursuant to the *Planning Act* and Council's responsibility under the *Local Government Act* are also recommended for inclusion in any Development Permit issued by the consent authority:**

- a) **A monetary contribution is required to be paid to Litchfield Council in accordance with its development contribution plan for the upgrade of roads and drainage infrastructure as a result of this development.** The contribution payable is in accordance with that for Catchment Area 13A, in which the site falls within the Council's *Developer Contributions Plan for Roads and Drainage*.
- b) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.

**Note:** Design drawings shall be approved by Litchfield Council prior to construction of the works.

- c) All existing or proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

**Should the application be approved, the following notes are recommended for inclusion in any Development Permit issued by the consent authority:**

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully



Nadine Nilon  
Director Infrastructure and Operations





8 February 2019

Development Assessment Services  
Department of Infrastructure, Planning and Logistics  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2019/0022**

**Portion 2728 (154) Stow Road, Howard Springs, Hundred of Bagot  
Verandah Addition to an Existing Single Dwelling with a Reduced Front Setback**

Thank you for the Development Application referred to this office on 23/01/2019, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit for the following reasons:**

- a) The proposed reduced setback can be considered appropriate for the subject site, due to the location of the existing dwelling on the site, the siting of which on an unusual 1,600m<sup>2</sup> rural lot results in reduced ability to site the structure within the required setback.
- b) There are not expected to be any negative impacts upon Council infrastructure or neighbourhood amenity as a result of this proposal. However, Council notes that the site appears to be utilising a driveway crossover off Whitewood Road that is not constructed to Council standards and has not been approved by Council. The approved and constructed crossover for the site is located off the Stow Road. Council recommends that the applicant contact Council to rectify and seek approval for the Whitewood Road driveway access as there are concerns for this unmarked access that crosses over a cycle path.

**Should the application be approved, the following condition(s) pursuant to the *Planning Act* and Council's responsibility under the *Local Government Act* are also recommended for inclusion in any Development Permit issued by the consent authority:**

- a) The kerb crossovers and/or driveways to the site are to meet the technical standards of Litchfield Council. The owner shall remove disused crossovers; provide footpaths/cycleways, as required by Litchfield Council; collect stormwater and discharge it to the drainage network; and undertake reinstatement works; all to the technical requirements and satisfaction of the Director Infrastructure and Operations, Litchfield Council, and at no cost to Litchfield Council.



- b) No fence, hedge, tree or other obstruction exceeding a height of 0.6m is to be planted or erected so that it would obscure sight lines at the junction of the driveway and public street, to the satisfaction of the Director Infrastructure and Operations, Litchfield Council.
- c) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of the Director Infrastructure and Operations, Litchfield Council.

**Should the application be approved, the following notes are recommended for inclusion in any Development Permit issued by the consent authority:**

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully



Nadine Nilon  
Director Infrastructure and Operations

8 February 2019

Development Assessment Services  
Department of Infrastructure, Planning and Logistics  
GPO Box 1680  
Darwin NT 0801



**RE: Letter of Comment Development Application**

**PA2018/0510**

**Section 4540 (405) Elizabeth Valley Road, Noonamah, Hundred of Strangways  
Subdivision to Create 3 Lots**

Thank you for the Development Application referred to this office on 16/01/2019, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit for the following reasons:**

- a) While one of the proposed lots is under the minimum required lot size by 800m<sup>2</sup>; the application appears to have prior approval with a lapsed Development Permit for the same proposal and Council requirements for stormwater drainage plans and driveway access for that proposal have been previously agreed to by Council.

**The noted support is only given provided the following issues are adequately addressed:**

- a) Council will require stormwater drainage and driveway access plans as conditions on any Development Permit issued for this proposal, to allow Council to ensure that no changes to layout required by the consent authority result in required changes to Council approvals.

**Should the application be approved, the Council requests the following condition(s) be included as Condition(s) Precedent in any Development Permit issued by the consent authority:**

- a) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council. The plan shall include details of site levels and Council's stormwater drainage connection point(s).
  - i. The plan shall demonstrate that stormwater run-off is capable of being discharged across the lot surface to the main drainage system or to an approved alternate connection.
  - ii. Litchfield Council stormwater discharge guidelines do not allow concentrated discharge of stormwater from rural lots to adjoining properties or the road reserve. All stormwater is to be channelled, piped or dispersed via sheet flow to the road reserve.



- iii. The plan shall demonstrate that the drainage system is designed to cater for both initial storm events (Q5) and major storm events (Q100).
- iv. The applicant's plans shall demonstrate that no contaminated water shall enter any waterway or Litchfield Council's drainage system.

**Should the application be approved, the following condition(s) pursuant to the *Planning Act* and Council's responsibility under the *Local Government Act* are also recommended for inclusion in any Development Permit issued by the consent authority:**

- a) **A monetary contribution is required to be paid to Litchfield Council in accordance with its Development Contribution Plan for the upgrade of roads and drainage infrastructure as a result of this development.** The current contribution payable is in accordance with that for Catchment Area 12A, in which the site falls within the Council's *Developer Contributions Plan for Roads and Drainage*.
- b) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.

**Note:** Design drawings shall be approved by Litchfield Council prior to construction of the works.

- c) All existing or proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

**Should the application be approved, the following notes are recommended for inclusion in any Development Permit issued by the consent authority:**

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully



Nadine Nilon  
Director Infrastructure and Operations

2 January 2019

Annette Smith  
Department of Primary Industry and Resources  
GPO Box 4550  
Darwin NT 0801

Dear Annette

**RE: Letter of Comment Mining Application**

**EMP 32053 AND 32054**  
**Section 1800 (600) Cox Peninsula Road, Berry Springs**  
**and Section 1615 Middle Arm Road, Weddell, Hundred of Ayers**

Thank you for the Extractive Mineral Permit Application referred to this office on 18/12/2018, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of an EMP provided the following issues are adequately addressed:**

- a) For any access proposed from any road owned by Litchfield Council, Council requires information regarding the location of the proposed access and construction of the access to Litchfield Council's industrial standards. A Works Permit may be required from Litchfield Council before commencement of any work within the road reserve.
- b) For any proposal for vehicles associated with this use to utilise any Litchfield Council roads, Council requires a Traffic Management Plan, including details of haulage routes, traffic quantities and destination of materials. Additionally, Council shall require the upgrading of the subject road(s) to Council's requirements.
- c) Council requires an Environmental Management Plan, to Council's satisfaction, which should address, but may not be limited to stormwater runoff including containment of contaminants.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully



Wendy Smith  
Planning and Development Manager



## COUNCIL REPORT

<b>Agenda Item Number:</b>	15.3
<b>Report Title:</b>	Community Engagement Strategy Action Plan Mid-Year Progress Report
<b>Report Number:</b>	19/0016
<b>Meeting Date:</b>	16/01/2019
<b>Attachments:</b>	Nil

### Purpose

This report provides Council with a mid-year progress report on the implementation of the Community Engagement Strategy Action Plan.

### Summary

The Community Engagement Strategy and Action Plan (The Strategy) describes how Litchfield Council will engage with the community and outlines Council's desire to ensure that community engagement opportunities are both created and embedded into daily Council interactions.

The Strategy was endorsed by Council in January 2018 with a six-month trial period for the online engagement system, Engagement HQ. This Engagement HQ trial period ended in June 2018, with the ongoing contract and implementation of The Strategy commencing in July 2018.

### Recommendation

THAT Council receive and note the Community Engagement Strategy Action Plan mid-year progress report.

### Background

The Action Plan identifies objectives and activities that Council intends to undertake over four years.

### Progress of Year One of The Strategy

Action	Status	Comments
Develop a consultation brand	Complete	The Your Say Litchfield logo has been developed and is incorporated into public consultation material.
Establish an online smart system to capture data and knowledge about our community to meet community expectations and address need	Complete - with rollover to Year two for boosting site registrations	Online system has been developed and customised to Litchfield Council. There are 101 registered participants on Your Say Litchfield. The system has been used for the Community Survey, public submissions, discussion forums and more recently as a

	and functions	closed portal for the Rating Policy Review Community Reference Group.
Improve Council's social media activity	Complete	Relevant staff are contributing to real time social media activity to provide our community with 'on the spot' Council updates in the field.
Develop key messages to guide Council's community information	Complete	Key messages are incorporated into promotional materials, media releases and website and social media posts. Key messages such as; improving governance, best place to live in the Top End, we are engaging more and more often, and you've said its important and we agree.
Train staff to use the International Association of Public Participation (IAP2) framework to engage with our community	Ongoing	Community Development Officer has commenced relevant training courses for IAP2. Quotes have been sought for new and relevant staff to receive the Engagement Essentials course. Limited courses available in Darwin.
Provide ongoing staff training	Ongoing – over four years	Advise, recommendations and support has been provided to staff to increase knowledge of our engagement process and to build internal capacity to deliver robust engagement activities across Council. Quotes have been sought for new and relevant staff to receive the Engagement Essentials course. Limited courses available in Darwin.
Develop and implement a Staff Guide	Ongoing – over two years	Framework under development
Use IAP2 Framework to guide Council's engagement processes	Ongoing – over four years	The IAP2 framework guides Council in being clear and transparent about the level of engagement and influence available for different decisions.
Utilise Community Reference Groups to guide the development of key strategic plans	Ongoing – over four years	Community Reference Groups have been used for the Waste Strategy and more recently with the Rating Policy Review.
Use focus groups to improve decision making	Ongoing – over four years	Council has identified opportunities for focus groups to provide valuable community input. The development of the Draft Youth Policy has utilised focus groups from schools and relevant stakeholders

The past six months has already seen an increase in Council's profile in the community in a positive way.

Facebook statistics have risen with almost 2,500 followers with an increase of 825 followers over a 12-month period.

Council has successfully engaged the community using a wide range of mediums, which include:

- Your Say Litchfield – 101 registered users
- Council website
- Facebook – almost 2,500 followers
- Community Noticeboards
- Pop up Stalls – direct link between the pop-up stalls and an increase in public submissions immediately following
- Focus groups
- Community Reference Groups

A 12-month report will be presented to Council in August 2019.

### **Links with Strategic Plan**

This report concerns the Strategic Plan 2018-2022;  
Council's 6 Major Roles number 2 – Community Engagement  
Enabler – Engaging our Community

### **Legislative and Policy Implications**

There are no legislative or policy implications.

### **Risks**

Effective, proactive and responsive community engagement develops relationships, builds capacity, increases community confidence in Council, informs decision making and produces informed action.

The risk of inadequate public engagement is the potential to alienate sections of the community and undermine trust and could result in poorly informed decisions.

### **Financial Implications**

There are no financial implications to this report.

### **Community Engagement**

The Community Engagement Strategy Action Plan guides Council's engagement activities.

#### **Recommending Officer: Kaylene Conrick, Chief Executive Officer**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

*Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.4
<b>Report Title:</b>	Draft Youth Policy
<b>Report Number:</b>	19/0017
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Attachment: Draft Youth Policy

### Purpose

This report presents to Council the Draft Youth Policy for endorsement to be placed on public exhibition inviting community comment.

### Summary

Following from the Youth Forum in 2018 at Taminmin College, Council resolved to develop a Youth Policy. The Youth Policy will demonstrate Council's commitment to working with youth and work with young people to voice their concerns and contribute to Council decision making. The Policy will also outline roles and responsibilities for Council in regard to working with Youth.

A Youth Policy will guide Council's future direction in and commitment to working with Youth.

Council is asked to endorse the Draft Youth Policy for public consultation before final approval by Council in March 2019.

### Recommendation

THAT Council endorses the draft Youth Policy to be released for public consultation for 14 days.

### Background

The purpose of this policy is to demonstrate Council's commitment to working with Youth. The Policy will take an advocacy stance, in order to not increase the current service level provided by Council, which would require further resources.

It is intended the Policy will show Council's commitment to:

- showing respect to the importance of youth with the Litchfield Community;
- considering options for young people to be involved in decision making processes where appropriate;
- complementing, rather than duplicating existing resources; and
- continuing to be an active member of Palmerston and Rural Youth Services (PARYS) Network meeting.



To develop the Youth Policy Council met with:

- NT Police – School based constables;
- Department Chief Minister – Youth Regional Programs Coordinator;
- Headspace Darwin – Youth Engagement Team; and
- Students from Sattler Christian College.

Council also made contact with the following:

- Students from Taminmin College;
- Students from Good Shephard Lutheran College;
- Ironbark Humpty Doo; and
- Territory Families,

however, an opportunity to provide feedback did not come to fruition with these groups.

The Draft Youth Policy demonstrates Council's commitment to:

- Promote a positive profile of Youth through the Litchfield's Young Citizen of the Year award and Council publications, where appropriate;
- Seek young people's active participation on Council matters that effect the Youth in Litchfield;
- Promote access to youth related services that are offered and represent the Youth of Litchfield in relevant engagement processes with other levels of government;
- Represent the Youth of Litchfield at the Palmerston and Rural Youth Services Network (PAPRYS); and
- Showing respect to the importance of young people as part of the Litchfield Community.

Council's Community Development Officer has joined the Palmerston and Rural Youth Services Network (PARYS) recently to understand the level of youth services provided in the community and build a network for advocacy purposes. The role of the Community Development Officer has significant responsibilities in managing the seven recreation reserves, Council's Community Grants Program as well as Council's events and grant funding received by the organisation.

The Youth Policy is proposing for Council to advocate actively with other levels of government, youth service providers and other relevant parties to represent the interest of the Youth in Litchfield.

Expanding on this Draft Policy with other commitments such as the creation of a Youth Network or delivery of specific youth services would be an increase in service level provided by Council. Such increased services will trigger the requirement for funding and resources (e.g. staffing).

#### **Links with Strategic Plan**

Priority # 2 – A great place to live

#### **Legislative and Policy Implications**

There are no legislative or policy implications for endorsing the release of the draft Youth Policy for 14 days.

## Risks

The Youth Policy will highlight the significance of youth within the community and will provide an opportunity for young people to be actively involved in the community. Council is already forming a strong network of local service providers and youth leaders, not endorsing the release of the draft Youth Policy could result in a negative reaction from these stakeholders.

Input from community members can make valuable contributions to decision making. Having an open process can enhance stakeholders' perceptions of the credibility of a decision. Inadequate public consultation can alienate sections of the community and undermine trust.

## Financial Implications

Nil.

## Community Engagement

The draft Youth Policy will be placed on public exhibition for 14 days.

The consultation period will run from Thursday 21 February to Thursday 7 March.

During this period the following will take place:

- The draft Youth Policy will be placed on Council's website;
- The draft Youth Policy will be provided to parties involved in the development process;
- The draft Youth Policy will be placed on Your Say;
- Posts on Council's Facebook referring to Your Say and inviting comment; and
- Hard copies of the draft Youth Policy will be placed at Council reception and Taminmin Community Library.

Feedback will be presented to Council at its March 2019 meeting, with a recommended final version of Council's Youth Policy.

**Recommending Officer:** **Silke Maynard, Director Community and Corporate Services**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

*Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*

Youth **POLICY CODE**

Name	CODE Youth
Policy Type	Council
Responsible Officer	Director Community and Corporate Services
Approval Date	[Approval Date]
Review Date	

**1. Purpose**

This Policy outlines Council's commitment to foster youth participation and empowerment and highlights the significance of youth and the youth sector in Litchfield.

**2. Scope**

This policy applies to Councillors, staff, consultants and contractors responsible for engaging with young people, aged between 10 and 25 years, within the Litchfield Municipality for or on behalf of Litchfield Council.

**3. Definitions**

For the purposes of this Policy, the following definitions apply:

Council	Litchfield Council
Engagement	Any process that involves the public in problem solving or decision making and uses public input to make better decisions

**4. Policy Statement**

This policy provides Litchfield Council with a framework to demonstrate the commitment to the development and support of young people in the Municipality.

**4.1. Promote a Positive Profile of Youth**

4.1.1 Council will play an active role in promoting a positive image of youth, which may include Council publications, media releases in both print and electronic media.

4.1.2 Council will support the nomination and selection of Litchfield's Young Citizen of the Year as part of the annual Australia Day Award Program.

**4.2. Active Participation**

4.2.1 Council will explore options for young people to be involved in purposeful engagement. Where possible, youth will be given the opportunity to take on valued roles to actively participate in addressing relevant issues with the ability to influence real outcomes.

**4.3. Promote Access and Development**

4.3.1 Council will represent the youth of Litchfield at network meetings such as the Palmerston and Rural Youth Services Network (PARYS) and others as appropriate

4.3.2 Where appropriate Council will advocate to reduce barriers in accessing services, programs, opportunities and events for youth. This may include advocating for the expansion of services to the Litchfield Municipality. Council acknowledges young people may experience barriers such as cost, transport and distance.

4.3.3 Council will represent the youth of Litchfield through relevant engagement processes with the Northern Territory and Federal Government.

**4.4. Roles and Responsibilities**

4.4.1 Councillors will; advocate the interests of youth to governments, act as a responsible partner in government by considering the needs of the young people in the Litchfield community and fostering community cohesion and encouraging active participation in community engagement with young people.

4.4.2 The Chief Executive Officer will; lead the organisation to further embed a culture that strives for and supports the positive profile of youth including opportunities for youth to be involved in purposeful engagement and ensure Council is providing adequate ability to implement the Youth Policy.

**5. Associated Documents**

Community Engagement Strategy 2017-2021

Community Engagement Action Plan 2017 – 2021

COR02 Community Engagement Policy

**6. References and Legislation**

Nil

**7. Review History**

Date Reviewed	Description of changes (Inc Decision No. if applicable)



## COUNCIL REPORT

<b>Agenda Item Number:</b>	15.5
<b>Report Title:</b>	LGANT General Meeting – Call for Motions
<b>Report Number:</b>	19/0019
<b>Meeting Date:</b>	16/01/2019
<b>Attachments:</b>	Attachment A – LGANT Call for Policy and Action Motions template Attachment B – LGANT Policy Statement

### Purpose

This report provides Council with an opportunity to endorse a motion or motions to the April 2019 Local Government Association of the Northern Territory (LGANT) General Meeting that call for action on the part of LGANT on behalf of member councils or recommends a sector wide policy position.

### Summary

LGANT holds two General meetings per year which member councils can move motions which recommend a sector policy position or a call to action. Such motions can be submitted at any time using the attached template (Attachment A) with the deadline for the next LGANT meeting being 22 February 2019. Once received LGANT officers research the proposed motion and develop a business paper to be presented at the following LGANT General meeting.

Submitting motions to LGANT general meetings is an effective way of advancing local issues which have sector wide implications by mobilising the lobbying capacity of LGANT and other member councils.

The LGANT policy document is attached (Attachment B) which documents the issues which are current LGANT sector policy and highlight the sector wide issues which LGANT advocates for on behalf of member councils.

Due to recent concerns in the development of local by-laws it is recommended to call for a motion to improve the By-laws development process in cooperation with LGANT and the Department for Local Government.

### Recommendation

THAT Council:

1. notes the LGANT call for motions and policy document; and
2. calls for LGANT to review the by-laws development process with the Department for Local Government to improve timelines, clarify expectations of all parties and support councils in the development of by-laws.

## Background

Litchfield Council is a financial member of LGANT which is the peak organisation for local government in the Northern Territory, LGANT provides a broad-based research and policy development service for members in response to local, Territory and national issues including changes proposed for legislation.

The development of Council's Meeting Procedure By-laws has been a long process with no clear timelines for the establishment of these by-laws in sight (separate report to this meeting).

Council is aware that other Local Government entities have been working on new or renewal of existing by-laws with similar timing concerns. The current process for development of by-laws is supported by the Department of Local Government and Parliamentary Counsel. It is recommended that LGANT as the sector representative, should review the process to identify improvements and work with the participating parties to raise awareness of responsibilities and expectations in the process to develop by-laws in a timely manner.

## Links with Strategic Plan

*Priority # 2 – A great place to live*

## Legislative and Policy Implications

Not applicable to this report

## Risks

Not applicable to this report

## Financial Implications

Not applicable to this report

## Community Engagement

The noting of this report in the Agenda shows the community broader mechanisms which Council uses to advocate on the community's behalf.

**Recommending Officer:** **Silke Maynard, Director Community and Corporate Services**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

*Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*

**LGANT CALL FOR POLICY AND 'ACTION' MOTIONS****About this document**

The purpose of this document is for it to be used as a template for member councils to submit motions to LGANT on issues so they can be considered for adoption as LGANT policy or as actions for LGANT to do at either the April or November General meetings each year or the monthly Executive meetings. The timeframes for submitting motions are ten days before an Executive meeting and six weeks for a General meeting (General meeting agenda has to be submitted 28 days before a meeting and Executive meeting agenda six days before a meeting). Motions can be submitted at any time and will be put to the first available meeting depending on when they are received.

LGANT will research and assess each policy or action proposal and if necessary discuss it with the proponent member council and the Executive will then later decide at one of its meetings whether to adopt the policy or not, or take the action or not, or to put it to a general meeting for decision.

**1. What is your Motion?**

Include the text of the motion (short paragraph or paragraphs – see LGANT policies as examples of how you could structure a motion at [www.lgant.asn.au](http://www.lgant.asn.au) ).

**2. How is the motion relevant to Northern Territory Local Government?**

Please provide comment here if the motion is proposed as a LGANT policy and explain why it should be and how it is relevant to the Northern Territory Local Government sector.

**3. What are your key points in support of your motion?**

Here you should provide some background about the issue, some evidence to support the motion and your text should be no more than 600 words.

**4. Is there a Council Resolution in support of this motion?**

☐ Yes ☐ No

**5. Should the motion be LGANT policy?**

☐ Yes ☐ No

**6. Contact Information**

Council:

Name:

Telephone:

Fax:

Email:



**LOCAL GOVERNMENT ASSOCIATION  
of the  
NORTHERN TERRITORY**

**POLICY STATEMENTS**

**As at 8 November 2018**

(includes 2002 - 2018 amendments)



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## 1. Inter-Government Relations

### 1.1. Cooperation

- (a) LGANT supports cooperation between the three spheres of government to ensure good governance which promotes the well-being of Territorians.
- (b) LGANT is committed to strengthening and formalising its relationship with the Northern Territory Government through partnership agreements which detail this relationship. (Amended at GM October 2003 – Item 8.1)

### 1.2. Recognition

- (a) LGANT supports the recognition of Local Government in the *Constitution Act* of the Commonwealth of Australia.
- (b) LGANT supports the recognition of Local Government in the proposed *Constitution Act* of the Northern Territory.
- (c) LGANT supports the recognition of Aboriginal and Torres Strait Islander people in the *Constitution Act* of the Commonwealth of Australia. (Adopted at General Meeting November 2014, Item 7.3)
- (d) LGANT calls on the Northern Territory Government to acknowledge local government by establishing a Ministerial portfolio with exclusive responsibility for local government to:
  - give due recognition for it being a sphere of government in the Australian Federation
  - ensure there is a dedicated Minister for Local Government who has adequate resources at his disposal. (Adopted GM 1 December 2016)<sup>i</sup>

### 1.3. Local Government Autonomy

- (a) LGANT supports principles of local democracy which make local government more accountable to its constituent communities than to the Territory Government.
- (b) LGANT calls upon the Territory Government to reduce the limits placed on local government which require it to commit resources to meeting Territory Government demands in place of the legitimate activities it is performing for its constituents.

### 1.4. Statehood for the Northern Territory

- (a) LGANT supports recognition of the Northern Territory as Australia's 7th State.
- (b) LGANT:
  - affirms in principle support for Statehood;
  - recognises the tensions concerning the relationship between the capital centre and regions as an obstacle to the Territory moving forward;
  - recognises the concentration of political power in the capital centre as impacting upon these tensions;
  - identifies the process of designing and endorsing a constitution for a new state as a unique opportunity to address these tensions and move forward as a united and inclusive Territory and further recognises the opportunity to address these tensions and create a modern and new constitution where other States have failed to do so;

- respectfully requests the Statehood convention process include the following for discussion and consideration:
  - a constitution statement that reflects the rights and responsibilities of all people of the new State, including specific statements in relation to regions;
  - a constitutional formula that ensures equitable distribution of financial resources across the regions, particularly discretionary and non-essential infrastructure; and
  - constitutional protection of regions in the way that political power is dispersed.

(Adopted at General Meeting November 2010 – Item 7.1)

- (c) LGANT calls upon the Northern Territory Government to provide a constitutional guarantee of continuance of local government in the Northern Territory through inclusion of the following provisions in a future Northern Territory constitution:
- there shall be a system of local government in the Northern Territory;
  - the system shall consist of a number of local governments and the Local Government Association of the Northern Territory;
  - local government shall be constituted with such powers as the Legislative Assembly of the Northern Territory considers necessary for the better government of those areas of the Northern Territory that are subject, from time to time to that system of local government;
  - where a Member of the Northern Territory Legislative Assembly proposes to introduce a Bill in the Legislative Assembly that affects local government generally, the Member must arrange for a summary of the Bill to be given to the Local Government Association of the Northern Territory in a reasonable time prior to its introduction.

(Adopted at General Meeting November 2010 – Item 7.1)

### **1.5. Policy Development**

- (a) LGANT recognises that the needs of local communities are best addressed when Local Government is accepted by the other two spheres of government as a partner in developing relevant policies and programs.
- (b) LGANT supports Local Government being an equal partner in inter-governmental processes affecting those activities for which it carries legislative or financial responsibilities.

### **1.6. Representation<sup>ii</sup>**

- (a) LGANT should be represented on all committees established by Government which impact on any aspect of Local Government operations and through its Executive, will decide on the basis of merit, the nominations to be put forward to formal committees of the Commonwealth and Northern Territory Governments and other organisations.
- (b) That delegates to LGANT committees provide copies of their reports (or preferably proceedings of meetings) within two months after their attendance at committee meetings so that the LGANT Executive and members can later determine their treatment in terms of LGANT policies and the corporate plan. (Amended at GM March 2002 - Item 8.7)

### **1.7. Defining Roles and Responsibilities**

- (a) LGANT supports the President being a signatory to an inter-governmental agreement between the three spheres of government, on behalf of local government in the Northern Territory, under authorisation of a resolution from a special, general or annual general meeting of the Association which identifies:
  - the roles and responsibilities of local government in delivering Federal and State programs;
  - policy priorities and strategies at the local level;
  - the allocation of funds and resources from the Federal and the State governments to local government in order to fulfil its responsibilities; and
  - the expected performance and funding responsibilities on the part of all levels of government. (Amended at GM April 2004 – Item 8.5)
- (b) LGANT supports a review of roles, responsibilities and procedures of the three spheres of government.
- (c) LGANT supports the transfer to Local Government of additional powers and responsibilities that can best be dealt with at the local level. The transfer should be subject to proper negotiation, clear definition of the roles and functions involved, and guarantees of adequate ongoing funding.

### **1.8. Development of Local Government<sup>iii</sup>**

- (a) LGANT supports Nhulunbuy having full Local Government status with council members elected from the community. (Amended at Executive Meeting 29 July 2008 – Item 10.2)
- (b) LGANT supports councils being constituted as Local Government which lead to the total incorporation of the Northern Territory into Local Government areas. (Adopted at Executive Meeting June 2004 – Item 10.2.1)
- (c) LGANT favours Local Governments as the appropriately constituted bodies for delivering services and maintaining facilities in regional and remote areas. (Amended at Executive Meeting November 2004 – Item 6.2)
- (d) LGANT supports the formation of larger councils providing:
  - there is a strong case in terms of financial sustainability for new councils
  - the Northern Territory Government continues to provide financial assistance towards their establishment.
- (e) LGANT does not support areas being excised from local government areas to become unincorporated. (Adopted at General Meeting November 2010 – Item 7.5)

### **1.9. Wedell**

- (a) LGANT does not support the creation of a new local government authority for the City of Wedell rather it supports Wedell being part of an existing local government area before and during the development of Wedell. (Adopted at General Meeting November 2010 – Item 7.5)
- (b) LGANT supports integrated planning taking place from all spheres of government between Wedell and its neighbouring local government areas before any physical development takes place including that to do with transport and infrastructure, the environment, social, cultural and land use planning. (Adopted at General Meeting November 2010 – Item 7.5) (See 6.3 for Planning Policies)

- (c) LGANT supports Wedell having its waste streams catered for in a regional waste management facility operating for a number of councils. (Adopted at General Meeting November 2010 – Item 7.5) (See 7.6 for Waste Management Policies)

#### **1.10. Access to Information**

- (a) LGANT supports the development of electronic information systems to increase access to government information.
- (b) LGANT supports the collection of local government data through a self-assessment tool to be used in the development of a Local Government 'State of the Sector' report on the condition that:
- data is collected by LGANT
  - data is aggregated and individual councils will not be identifiable
  - councils retain ownership of their own data
  - minimal burden is place on councils for the collection of data.

(Adopted at General Meeting November 2013 – Agenda Item 7.3)

- (c) LGANT supports councils in the Northern Territory committing to improving their asset and financial planning by ensuring there are appropriate governance arrangements in place in the form of plans, policies and strategies. (Policy adopted at GM 3 April 2014 – Item 7.3).

#### **1.11. Visits to Council Areas**

- (a) All Federal and Territory Ministers and members, when officially visiting Local Government areas should observe the protocol of formally advising the council of their visit and where possible make time available to meet with Local Government representatives.

#### **1.12. Northern Territory Elections**

- (a) LGANT supports political parties and independent candidates contesting a Northern Territory Government election:
- being notified in advance of an election of the issues that local government wants them to commit to in the event of such a party (or parties) winning that election. (Adopted at Executive Meeting March 2005 – Item 6.3)
  - releasing their policy positions one week before mobile polling in remote areas and early voting in town and city areas so that voters can be apprised of political party and independent positions before casting their votes. (Policy updated at GM 1 December 2016 – Item 7.10) <sup>iv</sup>

#### **1.13. Local Government Elections**

- (a) Electronic Voting for Council By-Elections<sup>v</sup>

LGANT calls on the Territory Government to commence the introduction of trials of online voting and counting of votes in local government by-elections:

- during the current term of office of councils
- with a view to having the full use of online voting and counting of votes for the 2021 council general elections
- with the proviso that security issues to do with online voting are resolved.

(b) Election Plans and Service Level Agreements

LGANT calls upon the Northern Territory Electoral Commission (NTEC) to enter into service level agreements and election plans with councils for their 2016 and later general elections. (Policy updated at General Meeting April 2014 – Item 7.6)

(c) Representation Reviews

LGANT supports councils completing their own electoral representation reviews including having them done collectively with input from the NTEC. (Policy updated at General Meeting April 2014 – Item 7.6)

(d) Election Expenses

LGANT supports the expenses incurred by candidates in Local Government elections being tax deductible on the same basis as those of candidates in State and Commonwealth elections.

(e) Candidate Information Sessions

LGANT supports the implementation of candidate information sessions prior to local government elections. (Policy updated at General Meeting April 2015 – Item 7.8)

## 2. People and Community

### 2.1. Services provided for other spheres of government

(a) LGANT supports the Commonwealth and Territory Governments assisting Local Government to deliver better services for local communities through:

- increased funding to match the devolution of responsibilities
- cooperative planning tailored to local needs
- broad-banding of programs to focus on agreed outcomes
- negotiated contractual agreements covering funding, objectives, roles and responsibilities.

(b) LGANT supports councils delivering services in the most cost effective manner for other spheres of government provided:

- councils are compensated for the indirect costs of:
  - vehicle operating and replacement costs
  - information and communication technology costs
  - office/workspace accommodation costs and
  - staff housing accommodation costs
- councils can charge an administrative overhead fee for service delivery grants of up to <sup>vi</sup>24% of the total grant or contract they have in place for agency arrangements in recognition of management costs associated with:
  - executive and governance
  - operations
  - human resources
  - finance

- there is an understanding that salaries and wages includes the oncost components of:
  - superannuation
  - uniforms
  - leave loading
  - annual leave including higher duties/replacement staff
  - long service leave
  - relocation
  - other relevant allowances, eg overtime.

(Adopted at Executive Meeting 15 March 2010 – Agenda Item 6.7)

- (c) LGANT calls on the Northern Territory Government to operate maintain and upgrade morgue facilities in remote communities. (Adopted at Executive Meeting 8 December 2016)

## **2.2. Housing<sup>vii</sup>**

- (a) LGANT supports the Australian and Northern Territory governments' responsibility for the provision and delivery of public housing in urban and remote Indigenous communities in the Northern Territory.
- (b) LGANT supports the normalisation of urban and remote Indigenous communities in the Northern Territory and endorses the following set of principles to be used in the delivery of public housing and supporting infrastructure programs:
  - regional economic development;
  - development of industry and ongoing employment and training within the local community;
  - the development of infrastructure (including appropriate street lighting, sealed and kerbed roads, appropriate storm water collection and disposal, footpaths, open space /parks, street names and road gazettal) to ensure the protection of the natural environment and that the health, safety and amenity of residents is enhanced and maintained;
  - public housing complies with statutory regulations, applicable codes and standards, and industry best practice;
  - house and infrastructure design must be sensitive and appropriate to the needs of the community and tenants;
  - housing and infrastructure design to be environmentally sustainable/energy efficient;
  - subdivisions are to be designed and constructed to the requirements and satisfaction of the council and comply with its adopted policy on subdivisional guidelines<sup>viii</sup>; and
  - that the construction or refurbishment of houses represents best value for money.
- (c) LGANT supports the implementation of the Building Code of Australia Minimum Energy Performance Requirements for Schedule J for buildings of class 3, 4, 5, 6, 7, 8 and 9 in the Northern Territory to increase reductions in energy use and the associated



greenhouse gas emissions. (Adopted at General Meeting November 2009 – Agenda Item 7.10)

### **2.3. Sport, Recreation and Leisure**

- (a) LGANT supports the development of quality sporting, recreation and leisure facilities, programs and services to meet local community needs and recognises the value of such services in enhancing the quality of life of the community.
- (b) LGANT believes Local Government is strategically placed to make the most effective use of Commonwealth funding assistance for recreation, sport, leisure and cultural facilities and programs. Commonwealth and Territory Government funding support is essential for all communities especially for new developing communities in their establishment years if growing community needs are to be met.

### **2.4. Libraries<sup>ix</sup>**

- (a) LGANT supports the provision of library services to Northern Territory residents with Local Government acting as an agent of, or in partnership with, the Northern Territory Government either utilising its centralised processing service or providing a stand-alone service. (Policy adopted at GM April 2004 - Item 8.4)
- (b) LGANT supports a growth factor reflecting population growth and prices at least equivalent to the movement in the Consumer Price Index being built annually into the operational subsidies paid to Local Government for library services. (Policy adopted at GM April 2004 - Item 8.4)
- (c) LGANT recognises the rights of individual councils to withdraw from the provision of library services in the event of less than satisfactory financial arrangements being offered. (Policy adopted at GM April 2004 - Item 8.4)
- (d) LGANT supports the Northern Territory Government's central processing library management system in having the following characteristics:
  - being 'user friendly';
  - capable of supporting the needs of residents;
  - possessing adequate backup; and
  - providing for ongoing development and support.
 (Policy adopted at GM April 2004 - Item 8.4)
- (e) LGANT calls on the NT Government to:
  - provide an immediate injection of funds for capital upgrades and operational funding in recognition of the increased service requirements councils are under pressure to deliver
  - negotiate in good faith with local government the development of a sustainable service and funding model to operate in the NT in perpetuity that recognises inflationary pressures and increases in service delivery
  - continue the Public Library Advisory Committee with an appropriate local government representation, both urban and remote, meeting at least twice a year.

### **2.5. People with Disabilities**

- (a) LGANT recognises the rights of people with special needs and will continually strive for efficient and non-discriminatory work practices and equity in the provision of goods and services.

## **2.6. Community Relations**

- (a) LGANT endorses and supports the Council for Aboriginal Reconciliation vision of “a united Australia which respects this land of ours; values the Aboriginal and Torres Strait Islander heritage; and provides justice and equity for all.”
- (b) LGANT seeks to promote inclusive and just communities and to foster harmonious relations amongst Australia's diverse peoples. LGANT believes that regardless of their first language, birthplace, religion, race, cultural background, gender or sexual orientation, all people should have the same rights and opportunities. (Policy updated 8 November 2018 General meeting.)<sup>x</sup>
- (c) LGANT will continue to respect and encourage cultural diversity, aiming to capture the benefits of that diversity for local communities while at the same time promoting national identity and community cohesion.
- (d) LGANT reaffirms its commitment to improved service delivery and outcomes for Aboriginal and Torres Strait Islander communities. It recognises the importance of the culture and heritage of the Aboriginal and Torres Strait Islander peoples of Australia, and also affirms its commitment to the reconciliation process between indigenous peoples and other Australians.

## **2.7. Native Title**

- (a) LGANT supports Local Government obtaining and disseminating information in regard to Native Title. LGANT supports the ALGA publication “Working with Native Title” as an appropriate information package for councils to distribute.

## **2.8. Access and Equity**

- (a) LGANT will promote the principles of access and equity in service provision and ensure that the needs of residents of non-English speaking backgrounds and Indigenous Australians are addressed.
- (b) LGANT supports the Commonwealth Government assisting councils to develop appropriate information in languages to meet the needs of non-English speaking and Indigenous people.
- (c) LGANT supports the extension of the SBS television service and Territory Network community radio to all areas of the Northern Territory.
- (d) LGANT supports fluoridating of town water supplies in communities greater than 1000 people. (Policy adopted at Executive meeting 19 May 2008 item 10.2.3)

## **2.9. Community Safety**

- (a) LGANT supports Local Government involvement in community-based safety and crime prevention strategies. This role should be supported by other governments and agencies.
- (b) LGANT supports local planning, development and service provision by all spheres of government taking into account community safety issues.
- (c) LGANT supports the provision of cyclone shelters in all communities in cyclone prone areas.
- (d) LGANT supports members using petroleum products which have been developed to reduce the incidence of petrol sniffing in communities. (Policy adopted at GM April 2005 - Item 7.3. Amended at GM May 2006 – Item 7.3) (Policy amended and adopted at Executive meeting 8 September 2008)

- (e) LGANT recognises that no single entity has either the mandate or capability for dealing with public intoxication effectively and its complexities which will require a number of measures through legislation and regulations, programs, community education and data collection with accompanying evaluation. (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (f) LGANT believes collaboration by all spheres of government, industry peaks, key service providers and communities is critical in preventing harm by alcohol. (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (g) LGANT supports alcohol supply reduction strategies at point of sale. (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (h) LGANT advocates both Australian and Northern Territory Governments to continue to fund programs that specifically aim to improve community wellbeing in ways that reduce the risk of crime, alcohol harm reduction and build on community capacity to deal with the consumption of alcohol (e.g. living with alcohol program). (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (i) LGANT supports legislation and regulation to reduce the number of takeaway outlets to reduce alcohol harm. (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (j) LGANT supports legislation and regulation to reduce the density of takeaway outlets to reduce alcohol harm on condition that the data is provided. (Policy adopted at Executive meeting 23 May 2017 item 6.2)
- (k) LGANT supports the requirement for an independent community impact assessment for all licence applications, administered and funded by the Department of Health. (Policy adopted at Executive meeting 23 May 2017 item 6.2)

## **2.10. Human Resources<sup>xi</sup>**

- (a) LGANT supports the development and implementation of relevant training programs of benefit to council elected members and employees.
- (b) LGANT supports Local Government Training Boards being maintained at both the national and Northern Territory levels.
- (c) LGANT supports the portability of long service leave and superannuation benefits between all spheres of government.
- (d) LGANT supports equal employment opportunity and eliminating all forms of discrimination and harassment in the workplace.
- (e) LGANT supports council specific workforce plans and workforce development strategies with the aim of making local government an employer of choice. (Policy adopted at Executive meeting 21 May 2013 Item 10.1)
- (f) LGANT supports the creation of guidelines for standard workforce planning and development reporting for inclusion into council annual reports. (Policy adopted at Executive meeting 21 May 2013 Item 10.1)
- (g) LGANT supports the development of Indigenous workforce strategies. (Policy adopted at Executive meeting 24 March 2009 Item 6.4)

## **2.11. Shared Services<sup>xii</sup>**

- (a) LGANT supports councils entering into shared services arrangements and collaborating on issues of common interest based on the following principles:
  - there are improved levels and quality of service
  - a coordinated approach is in place for:
    - the provision of services

- the aggregation of data for the local government sector
- there are reductions in the cost of services
- opportunities arise irrespective of the size or locations of councils:
  - to develop new initiatives
  - to benefit from joint initiatives which enable them to do things they might otherwise have the capacity to do on their own
- economies of scale are achieved from a single entity representing councils by leveraging of procurement opportunities
- legislatively compliant. (Policy adopted at Executive meeting 20 September 2016 Item 6.3)

## **2.12. *Language, Literacy and Numeracy*<sup>xiii</sup>**

- (a) LGANT acknowledges that the extent and impact of low levels of English language, literacy and numeracy in the Aboriginal and culturally and linguistically diverse adult population in the Northern Territory requires:
  - a national policy and strategies to support it
  - commitments that:
    - are prioritised, coordinated and sustained
    - endure beyond changes in government
    - involve all three spheres of government.
- (b) LGANT calls upon the Northern Territory government to identify a key agency that will take responsibility and leadership for adult language, literacy and numeracy in remote regional communities of the Northern Territory.
- (c) LGANT acknowledges the importance of language, literacy and numeracy skills for Aboriginal adults in regional remote communities on the basis that they:
  - are a human right
  - are an enabler for enhancing social inclusion and participation in life
  - help people to:
    - fully develop their knowledge and skills
    - engage in a more fulfilling lifestyle.
- (d) LGANT supports the Commonwealth and Northern Territory governments entering into a bipartisan agreement to fund open access, culturally appropriate community based adult learning programs in Aboriginal communities as a matter of priority.
- (e) LGANT calls upon the Commonwealth government to provide targeted training for Aboriginal staff and supervisors who wish to improve their English language, literacy and numeracy and foundational skills in workplaces within communities to enable career progression.
- (f) LGANT recognises the importance of early childhood education in the acquisition of language, literacy and numeracy and the need for bilingual programs.  
(Policy adopted at Executive Meeting 12 June 2018 Item 6.3)

### 3. Finance, Taxation and Economic Reform

#### 3.1. Access to Taxation Receipts

- (a) LGANT supports access by Local Government to an equitable share of the general taxation revenue to meet its roles and functions within the Australian Federal system. (Amendment approved at Executive meeting 31 July 2009 - Agenda item 6.2)
- (b) LGANT believes that problems resulting from the vertical fiscal imbalance in the Australian system of government must be addressed cooperatively by all three spheres of government.

#### 3.2. Revenue Sources<sup>xiv</sup>

- (a) LGANT supports councils having autonomy and flexibility in determining sources of local revenue.
- (b) <sup>xv</sup>LGANT calls on the Territory Government to amend the *Local Government Act* so that the provisions *relating to conditionally rateable land are removed.*"
- (c) LGANT supports councils having the power to undertake their own business enterprises and commercial activities and using the profits from these as supplementary sources of revenue.
- (d) LGANT supports the entitlement of Local Government to make a charge for the use of council owned and controlled land where utilities (eg gas, electricity, and telecommunications) carry on their business with a view to making a surplus or profit.
- (e) LGANT supports councils having access to revenue growth, from own-source revenues and government grant revenues to enable them to fulfil their obligations to communities. (Adopted at the AGM October 2006)

#### 3.3. Commonwealth Revenue Sharing<sup>xvi</sup>

- (a) LGANT supports 1% of Commonwealth general taxation revenue being allocated to Local Government.
- (b) LGANT supports general revenue sharing grants remaining untied.
- (c) LGANT supports the Northern Territory Local Government Grants Commission as the most appropriate mechanism to distribute revenue sharing funds to councils.
- (d) LGANT supports the allocation of Federal Assistance Grants (FAG's) to Local Government in the NT on the same basis as the Commonwealth provides funds to the Northern Territory Government.

#### 3.4. Specific Purpose Grants

- (a) LGANT supports the Commonwealth and Territory Governments continuing to provide specific purpose grants to councils in order to achieve particular national or Territory objectives. These grants must not be at the expense of untied revenue sharing.
- (b) LGANT supports the Local Government Accounting Advisory Board, in collaboration with Commonwealth and Territory agencies, having carriage of the task of rationalising and harmonising financial reporting and acquittal processes for special purpose grants paid to local governments in the Northern Territory. (Adopted at GM November 2007)

#### 3.5. Inter Government Concessions

- (a) LGANT seeks the abolition of the unreasonable Fringe Benefits Tax rate impositions on Local Government.
- (b) LGANT calls on the Commonwealth and Territory Governments to ensure that funds available for disaster relief flow to those in need without delay.

- (c) LGANT believes that Commonwealth and Territory Government business enterprises should pay normal Local Government rates and charges directly to the council(s) concerned.
- (d) LGANT supports councils not having to subsidise Commonwealth and Territory concessions to pensioners or other beneficiaries.

### **3.6. Service Provision for Other Governments**

- (a) LGANT does not support councils collecting revenue or providing services for other spheres of government unless all the costs (including on costs) involved are fully reimbursed.

### **3.7. Financial Accountability<sup>xvii</sup>**

- (a) LGANT recognises the responsibility of Local Government to be fully accountable to the community.
- (b) LGANT supports stern action being taken against any person misappropriating council funds.
- (c) LGANT recognises that it has a leadership role in promoting reforms which benefit Local Government.
- (d) LGANT supports cooperation and resource sharing between councils to improve the efficiency of service delivery.

### **3.8. Financial Reporting and Grant Acquittals**

- (a) LGANT calls on the Territory and Australian Government's to agree on a standardised report format for acquitting data applicable to their grants so that:
  - standardised templates (encompassing common periodic reporting) for grant acquittals can be accepted across agencies;
  - council personnel can access templates online to generate reports;
  - data transfer is possible between council business systems and agreed templates;
  - the costs of acquitting grants for all spheres of government is reduced;
  - there are common audit procedures for acquitting grants, and
  - the terms, conditions and definitions to do with grants are standardised.

(Policy adopted at Executive meeting 31 July 2009 - Agenda item 6.2)

### **3.9. Electronic Commerce**

- (a) LGANT supports the use of electronic commerce to increase the efficiency of council business transactions. This should include arrangements for accessing Commonwealth grants and lodging returns or audit statements.
- (b) LGANT supports audit reports required under the Local Government Accounting Regulations being the primary document for satisfying the acquittal and audit of all funding. (Policy adopted at Executive meeting 7 June 2006 Item 10.1.1)
- (c) LGANT supports IT infrastructure in local government being configured and supported to meet the requirements of the Australian Government. (Policy adopted at Executive meeting 19 May 2008 Item 10.2.2)

### **3.10. Performance Indicators**

- (a) LGANT supports councils developing performance indicators for key service areas as a means of improving efficiency and performance.

### **3.11. Remote Area Zone Rebate**

- (a) LGANT supports the current retention of remote zones classifications (Zone A and Zone B) that the Australian Taxation Office uses to determine tax offsets for individuals. (Policy adopted at GM October 2003 - Item 11.1)

- (b) LGANT does not support eligibility of the zonal rebate on the basis of income levels given the difficulty members have in attracting staff to the Northern Territory. (Policy adopted at GM October 2003 - Item 11.1)

#### **4. Transport and Infrastructure<sup>xviii</sup>**

- (a) LGANT calls on Commonwealth and Territory Governments to recognise that the key to efficiency in transport and infrastructure provision is the integration of planning and program management at community and regional levels.
- (b) LGANT seeks a priority ongoing commitment by the Commonwealth Government to capital works programs for the provision of essential infrastructure in regional Australia.
- (c) LGANT supports the Commonwealth Government subsidising appropriate public transport in remote areas, recognising especially the transport disadvantages of Aboriginal and Torres Strait Islander communities.

##### **4.1. Roads<sup>xix</sup>**

- (a) LGANT calls on the Northern Territory Government to support it to obtain increases in local roads grants for roads which were previously the Northern Territory Government's responsibility. (Amended at Executive Meeting 20 October 2008 Agenda item 10.2.1)
- (b) LGANT supports a fixed percentage of Federal fuel excise being allocated for upgrading of national, Territory and local road networks, with a specific share for local roads.
- (c) LGANT supports ongoing Commonwealth funding programs for Road Safety in the NT.
- (d) LGANT supports the Northern Territory being treated as one region for the purpose of distributing funds from the regional pool of the Roads to Recovery Program. (Policy adopted at Special Executive Meeting 8 March 2004 - Item 7.2)
- (e) LGANT calls on all political parties to establish the Roads to Recovery program as a permanent funding program, at no less than current levels, and appropriately indexed to reflect the increased cost of construction.<sup>xx</sup>
- (f) LGANT calls upon the Australian and Northern Territory governments to provide financial assistance to local government to enable it to undertake a study which would:
  - determine road hierarchies and standards for local roads
  - confirm the status and length of local roads and categorise them on the basis of their hierarchy and therefore significance
  - record road data including mapping in a GPS database
  - provide evidence to support the need for additional funds needed to maintain and upgrade the local road network in the NT. (Policy adopted at Executive Meeting 16 March 2009 – Item 10.2.1)
- (g) LGANT supports as best practice, the adoption, implementation and development of a road hierarchy for councils using a methodology and framework that is generally consistent between all councils. (Adopted at General Meeting November 2009 – Agenda Item 7.6)

##### **4.2. Aviation<sup>xxi</sup>**

- (a) LGANT supports a staged program to upgrade airstrips to all weather status for all local governing bodies in the Territory.
- (b) LGANT supports action by the Commonwealth Government to ensure that regional airline networks will be protected in the conditions of sale of major airports and that



councils affected by such change are consulted to ensure that the transport, amenity and environmental impacts on local communities are minimised.

- (c) LGANT supports the Commonwealth subsidising regional, remote and jointly operated airstrips and associated services as a community service obligation.
- (d) LGANT does not support the transfer of responsibility of barge landings, boat ramps and airstrips to local government principally because:
  - they entail classes of infrastructure that are, and have always been, the rightful responsibility of the Northern Territory Government
  - local government does not have the financial capacity to manage all of them sustainably
  - the particular infrastructure of barge landings and airstrips is not infrastructure that local government generally has responsibility for. (Policy adopted at GM 3 April 2014 – Item 7.3)
- (e) LGANT supports all airstrips servicing major towns to be to all weather standard in local government areas in the Northern Territory. (Policy adopted at GM 3 April 2014 – Item 7.3)

#### **4.3. Rail**

- (a) LGANT supports the Commonwealth, State and Territory Governments developing and maintaining an efficient and effective railway system as part of an integrated transport planning strategy.

#### **4.4. Telecommunications**

- (a) LGANT supports a planned national approach to the provision of information technology infrastructure with full Local Government participation.
- (b) LGANT calls on the Commonwealth Government to recognise the concern of local communities regarding the detrimental impact on the amenity of the urban and rural environments caused by the indiscriminate installation of telecommunication installations, including towers and overhead cables.
- (c) LGANT seeks legislation requirements to ensure mobile telephone and electronic information services are extended to all parts of Australia as a community service obligation.
- (d) LGANT supports access to untimed local calls for all Territorians.
- (e) LGANT supports the principle that publicly funded telecommunications projects should have a 'whole of community' benefit wherever possible. (Policy adopted at GM April 2004-Item 7.2)
- (f) LGANT supports the Australian Broadcasting Corporation's charter reflecting a commitment to:
  - delivering broadcasting services in rural and regional areas in each State and Territory in Australia
  - ensuring journalistic work occurs in rural and regional Australia
  - the establishment of a Rural and Regional Advisory Council. (Policy adopted at Executive meeting 27 March 2017)

### **5. Economic and Regional Development**

- (a) LGANT recognises that soundly based economic and regional development is fundamental to the wellbeing of communities in the NT.

- (b) LGANT supports councils fostering economic and regional development through a range of measures such as:
  - supporting local business
  - providing essential infrastructure and services, including through joint ventures
  - identifying investment opportunities
  - promoting tourism
  - promoting cultural and recreational resources as an incentive for regional investment.
- (c) LGANT calls on the Commonwealth and Territory Governments to recognise and support the role of Local Government in regional and economic development.
- (d) LGANT recognises that where developments impact on Indigenous cultural heritage, councils must exercise leadership in ensuring that local Aboriginal needs, aspirations and cultural and spiritual values are taken into account.
- (e) LGANT supports the maintenance and extension of electronic information networks as a means to facilitate and promote participation in economic and regional development initiatives.

### **5.1. Commonwealth Programs**

- (a) LGANT supports labour market programs being used more effectively to support local and regional development.
- (b) LGANT believes that substantial additional Commonwealth funding is required to support effective regional development efforts.
- (c) LGANT supports the Commonwealth Government introducing measures to increase the viability and competitiveness of existing industry and the encouragement of new industry in regional Australia through a range of new initiatives.
- (d) LGANT supports the Commonwealth Government moving to decentralise government departments from Canberra and capital cities to promote regional development.

### **5.2. Northern Development<sup>xxii</sup>**

- (a) LGANT supports and promotes policies aimed at safeguarding the continued viability and opportunities for development of rural regions and communities in the Northern Territory.

### **5.3. Unemployment**

- (a) LGANT supports councils playing an active role wherever possible in employment programs, either as a facilitator or employer.

### **5.4. Tourism<sup>xxiii</sup>**

- (a) LGANT recognises tourism is of major benefit to the Northern Territory economy and supports councils getting involved in activities that support the industry.

### **5.5. Time Zones**

- (a) LGANT supports the concept of rationalisation and simplification of time zones in Australia in a way that would benefit the conduct of business and government and the lives of ordinary citizens.

## 6. Urban Affairs

### 6.1. Land Use Agreements

- (a) LGANT supports towns on Aboriginal land being the subject of 'head leases' and administered by the Territory government in conjunction with land councils, traditional owners and local governments
- (b) LGANT supports councils having leases on Aboriginal land for individual lots on which it has care control and management of assets and services
- (c) LGANT supports development assessment processes being undertaken on Aboriginal land which equates with the processes undertaken in other parts of the Northern Territory including the establishment of one or more planning authorities under the *Planning Act*.
- (d) LGANT supports planning authorities having representation which includes:
  - local governments
  - land councils
  - traditional owners
  - the Northern Territory government

(Adopted at Executive Meeting December 2004 – Agenda Item 10.1.2)

- (e) LGANT supports the principles of township leases as being those that provide to shires:
  - long term security of tenure for council assets
  - continuity of service delivery
  - similar terms and conditions for like properties in towns
  - similar lease rentals charged to the Territory Government for its properties
  - peppercorn rentals for open space, recreational and cultural facilities, local roads and waste management facilities.

(Adopted at General Meeting November 2009 – Agenda Item 7.7)

### 6.2. Aboriginal Living Areas

- (a) LGANT supports councils providing services and facilities in Aboriginal Living Areas on condition that councils are able to function, implement their shire or municipal plans and formulate policies with the same degree of autonomy as elsewhere within their council areas and:
  - the Territory and Federal governments upgrade infrastructure (including roads, drainage and street lighting) to acceptable standards
  - if councils obtain title to land over which they have care, control and management of infrastructure, buildings and service delivery
  - individual allotments are leased and become rateable
  - council by-laws are capable of being administered.

(Adopted at General Meeting 23 November 2007)

### **6.3. The Northern Territory Planning System.** <sup>xxiv</sup>

- (a) LGANT supports the NT *Planning Act* being amended so that it is compulsory for the Territory Government agency responsible for land use planning to provide information in a timely manner so that councils can adequately plan for infrastructure, social development and service delivery requirements in response to new property developments. (Adopted at Executive Meeting 15 March 2010 – Agenda Item 6.7)
- (b) LGANT requests the Territory Government make land available in a timely manner to enable local governments to jointly establish regional waste management facilities that comply with legislation. (Adopted at Executive Meeting 15 March 2010 – Agenda Item 6.7)
- (c) That LGANT support and promote the use of the “Healthy, Spaces and Places – A national guide to designing places for healthy living as best practice” in councils Planning Guidelines. (Adopted at General Meeting November 2013 – Agenda Item 7.2)

## **7. Environment** <sup>xxv xxvi</sup>

- (a) LGANT recognises there is growing community demand for councils to devote substantial resources to environmental protection and management.

### **7.1. Role in National Policy** <sup>xxvii</sup>

- (a) LGANT supports the principles of ecologically sustainable development.
- (b) LGANT will promote the importance of regional cooperation between councils, as well as more effective liaison with industry and community organisations, as a means of enhancing its own capacity to deal effectively with environmental issues and contribute to national policy.
- (c) LGANT supports the traditional owners of land being consulted and actively involved in environmental planning and management processes.

### **7.2. Natural Environment**

- (a) LGANT supports Local Government being consulted concerning community and environmental impacts when areas are considered for World Heritage listing.
- (b) LGANT supports an effective national effort to control feral cats and other pests.
- (c) LGANT supports effective Territory efforts to control native animal pests within urban areas. (Policy adopted at GM October 2003 - Item 8.3)
- (d) LGANT supports land in ownership of the Commonwealth or Northern Territory Governments which suffers from environmental degradation being restored to at least the same standards these governments would expect of the private sector.

### **7.3. Built Environment**

- (a) LGANT supports the need for more effective action to maintain and enhance the quality of the built environment.
- (b) LGANT supports a national approach to minimise risks associated with the production, storage, transport and disposal of scheduled wastes.
- (c) LGANT supports councils undertaking energy production, implementing energy efficiencies and making greater use of renewable energies to the extent they are able. (Policy updated at General Meeting 8 November 2018 – Item 7.10) <sup>xxviii</sup>

### **7.4. Cultural Heritage**

- (a) LGANT supports programs to conserve and manage features of social, cultural, architectural, historic and Aboriginal significance.

### **7.5. Waste Management Hierarchy**

- (a) LGANT supports the management of waste within the framework of the following priorities:
- avoiding the creation of waste (reduce)
  - minimise the creation of waste (reduce)
  - the reuse of post-production and post-consumer products without any change to the form or composition of those products (reuse)
  - the recycling of organic waste and post-production and post-consumer goods into new products (recycling)
  - the responsible disposal of waste to environmentally acceptable means (disposal).

### **7.6. Waste Management**

- (a) LGANT supports the establishment of a single coordinating body to control and direct the disposal of solid waste generated within the NT. Such a body should:
- include substantial representation from Local Government as well as representatives of the NT Environment Protection Unit, industry, and special interest/community groups
  - develop broad waste policies for the NT for implementation at a regional level
  - develop licence conditions for landfills and other waste disposal facilities
  - set industry reduction targets
  - assist with the development and implementation of waste education programs
  - monitor the effectiveness of waste management policies and programs.
- (b) LGANT supports shires with communities of populations less than 1,000 adopting the final Better Practice Guidelines, as developed by LGANT, as a standard operational manual for waste management in those areas. *(Policy adopted at Executive Meeting 21 September 2009 - Item 10.2)*

### **7.7. NT, State and Federal Government Responsibilities<sup>xxix</sup>**

- (a) LGANT strongly supports the introduction of a 'Cash for Containers' program as a litter control mechanism.

### **7.8. Industry Responsibilities**

- (a) LGANT supports the principle that those who create waste should take full responsibility for that waste. In the case of industry, Local Government supports the imposition of legislation, regulations and incentive schemes which will compel industry to:
- introduce policies which will enable sectors of industry to reach mandatory waste reduction targets within a specified time frame
  - accept "cradle to grave" responsibility for the products, waste and litter it produces, at both the production and post-consumer stages.
  - adopt "closed loop" processes for the products and packaging it creates
  - reduce the unnecessary packaging of goods
  - use at least a specified percentage of recycled material in their production processes

- use only packaging materials which are capable of being recycled and have been marked as recycled material.

### **7.9. Recycling and Separation**

(a) LGANT supports the following:

- The use of financial incentives such as the NSW Council Recycling Rebate Scheme as a means of reducing the amount of waste going to landfill.
- The concept of free disposal of separated domestic vegetation and green waste at landfills where this waste will be recycled for domestic and commercial use.
- The development of domestic and export markets for recycled products and recovered materials.
- Encouragement and assistance of research and development projects to enable the greater use of recycled products.
- Internal purchasing policies which maximise the use of responsibly packaged and recycled goods.
- Regular, regional industry-sponsored chemical collection campaigns which ensure the environmentally responsible disposal of chemicals.
- Community education to assist the public in reducing waste.

### **7.10. Waste Disposal**

- (a) LGANT supports public control of landfills and other waste disposal facilities so as to ensure that waste disposal and management complements an overall waste minimisation strategy.
- (b) LGANT believes that landfill and other disposal facilities should maximise their efforts to separate and divert materials for reuse and recycling.
- (c) LGANT believes that waste disposal guidelines should ultimately ensure that environmental quality and public health are not compromised.
- (d) Licence and approval regulations/requirements for landfills and other waste disposal facilities should:
- be sufficiently flexible to account for site characteristics (such as permeability, isolation, the assimilation capacity of the surrounding environment and cumulative effects);
  - be performance based; and
  - reflect consideration and assessment of the likely costs of compliance.
- (e) LGANT supports the following principles:
- siting of a radioactive waste facility in the Northern Territory should not be on the basis of political convenience;
  - a site within Australia should be chosen on proper technical and environmental criteria; and
  - appropriate community consultation should take place prior to the final decision being made. (Adopted at Executive Meeting October 2005)

### **7.11. Public and Environmental Health<sup>xxx</sup>**

- (a) LGANT does not support councils acting as enforcement agencies under Public and Environmental Health legislation.

- (b) LGANT supports councils adopting policies which:
- ban smoking in local government buildings and open space areas
  - require the erection of signage to indicate that the areas are smoke free
  - ensuring that events run or sponsored by councils are smoke free.
- (Adopted at General Meeting November 2013 – Agenda Item 7.6)*
- (c) LGANT supports councils using glyphosate products so long as:
- there are no other practicable and affordable control measures that could be employed
  - councils comply with the safety data sheets associated with its use
  - there are no compelling legal and insurance reasons to stop using it
  - the regulators continue to support its use
  - it is reasonable and practicable to avoid its use in areas such as playgrounds and parks. *(Adopted at General Meeting 8 November 2018 – Agenda Item 7.6)<sup>xxxii</sup>*

### **7.12. Climate Change<sup>xxxii</sup>**

- (a) LGANT recognises that the global climate is changing as a consequence of increased concentrations of greenhouse gas emissions in the atmosphere, and that these increased concentrations are largely the result of human activities and industrialisation.
- (b) LGANT acknowledges that:
- there is still debate and uncertainty with existing climate change science
  - uncertainty is not a reason for inaction or delay of action
  - the “Precautionary Principle” should be included in any consideration of climate change science.
- (c) LGANT supports councils addressing climate change in their strategic planning frameworks because of the legal, indemnity, budgetary, asset management, infrastructure, planning and environmental implications for councils.
- (d) LGANT calls upon the Federal and Territory governments to develop appropriate policy and legislative frameworks to allow councils to make decisions and responses to climate change without prejudice or undue risk exposure.
- (e) LGANT supports councils receiving appropriate levels of funding and resourcing assistance to meet urgent climate change mitigation and adaptation requirements for the short and long term protection and benefit of their communities.

### **7.13. Water Conservation**

- (a) LGANT supports councils taking water conservation measures including through increased water efficiency, landscaping design and community education. *(Adopted General Meeting 8 November 2018 – Item 7.13)<sup>xxxiii</sup>*

## **8. International Links<sup>xxxiv</sup>**

- (a) LGANT supports the World Wide Declaration on Local Self Government adopted by the International Union of Local Authorities, and calls on the Commonwealth Government to:
- continue its support for the Declaration

- promote adoption of the Declaration by the United Nations
  - abide by the principles of the Declaration.
- (b) LGANT supports closer relations being developed with local governments in other countries, particularly in the Asia Pacific region.
- (c) LGANT supports the development of Sister City links between communities.



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<sup>i</sup> Policy updated 1 December 2016 GM Item 7.8

<sup>ii</sup> Policy updated 16 August 2016 Exec meeting Item 6.5 removed

- (c) LGANT supports the CouncilBIZ constitution being changed to allow:
- councils and LGANT to determine their nominated representatives on the board of CouncilBiz
  - elected members to attend meetings of CouncilBIZ as observers when they are not the nominated representatives on CouncilBIZ or LGANT.
- (d) LGANT supports councils approving delegations to their nominated representatives on CouncilBIZ in light of the potential for costs being incurred outside of council budgetary processes. (Policy adopted at general meeting 25 March 2010)

<sup>iii</sup> Policy updated 15 March 2016 Exec meeting Item 6.5

<sup>iv</sup> Policy updated 1 December 2016 General meeting Item 7.10

<sup>v</sup> Adopted at Executive Meeting 20 August 2012 – Item 6.2; Policy updated at General Meeting April 2014 – Item 7.6

<sup>vi</sup> Policy updated 18 August 2015 Exec Meeting (Item 6.6)

<sup>vii</sup> Policy updated 26 July 2010 Exec meeting (see items 10.1 & 10.2) from

- (a) LGANT recognises that public housing is a function of state and territory governments and that local government and associations are service providers on behalf of those governments.
- (a) LGANT supports Local Government cooperation with Commonwealth and Territory Governments to ensure that communities have access to secure, affordable and appropriate housing.
- (b) LGANT supports the involvement of Local Government in the formulation of regional housing policies and programs, and in the negotiation of relevant inter-governmental agreements.
- (c) LGANT supports housing asset management programs being implemented by councils. *(Policy adopted at GM October 2003 - Item 6.9)*
- (d) LGANT supports a coordinated approach to housing development across the Local Government sector. *(Policy adopted at GM October 2003 - Item 6.9)*
- (e) LGANT supports essential service infrastructure being developed in a timely fashion so as not to delay housing development. *(Policy adopted at GM October 2003-Item 6.9)*
- (f) LGANT supports councils with capacity to carry out maintenance and construction of houses which leads to local employment and training opportunities. *(Policy adopted Executive meeting 5 June 2006 Item 10.1.2)*
- (g) LGANT supports councils that do not wish to, or do not have the capacity for, maintaining and constructing houses to transfer the function to the Territory Government. *(Policy adopted Executive meeting 5 June 2006 Item 10.1.3)*
- (h) LGANT calls upon Territory Housing to *(Policy adopted at Executive meeting 8 September 2008 - Item 10.2):*
1. Have regard to the unique circumstances facing Shire councils with housing as they seek to establish and consolidate their headquarters operations, particularly for the key personnel of CEO, Director Corporate Services, Director Technical Services, Director Community Services and Housing Manager.
  2. make available Government employee Housing and give recognition and preference to the above personnel given the important relationship that shires *will have with Territory Housing in helping to maintain Territory Housing property in remote areas.* *(Amended at Executive Meeting 16 March 2009 – Item 10.2.2)*
  3. provide certainty with tenancies for the above personnel for the next three years in the major centres of Nhulunbuy, Katherine, Jabiru and Tennant Creek.
  4. maintain close contact with the shires over their need for industry Housing so that the shires can successfully deploy and accommodate key personnel and thereby meet the Territory government's policy agenda in respect of local government reform and public housing in the short term.

<sup>viii</sup> Policy updated 18 April 2017 Exec meeting (6.7)

<sup>ix</sup> Policy updated 1 October 2013 Exec meeting (10.4) – consolidated clauses relating to funding and services of libraries

<sup>x</sup> Policy updated 8 November 2018 General meeting

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<sup>xi</sup> Policy updated 21 May 2013 Exec Meeting, removed

- (i) LGANT proactively works towards ensuring that the local government workforce in the Northern Territory has measures in place to bring about stability in employment through best practice recruitment, mentoring and retention procedures and strategies. (Policy adopted at Executive meeting 22 May 2005 Item 10.2.1)

<sup>xii</sup> Policy endorsed at 20 September 2016 Executive meeting

<sup>xiii</sup> Policy endorsed at 12 June 2018 Executive meeting

<sup>xiv</sup> Policy updated 26 July 2010 Exec meeting, removed

- (e) LGANT supports legislative impediments being removed and local government boundaries extended to allow local governments to charge rates on properties that are leased within their boundaries including mining, agricultural and pastoral leases. (*Adopted at Executive Meeting October 2005 – Agenda Item 13.1 – 7.8*)

<sup>xv</sup> Policy updated 1 October 2013 Exec meeting – removed deadline

<sup>xvi</sup> Policy updated 4 April 2015 General meeting, removed

- (d) LGANT supports the recommendation of the National Audit Commission that Local Government FAG's be absorbed into State / Territory FAG's provided the NT Government passes on all Local Government monies received.

<sup>xvii</sup> Policy updated 26 July 2010 Exec meeting, removed

- (d) LGANT is opposed to legislated compulsory competitive tendering.

<sup>xviii</sup> Policy updated 26 July 2010 Exec meeting, 15 March 2016 Exec meeting Item 6.5

<sup>xix</sup> Policy updated 26 July 2010 Exec meeting, 15 March 2016 Exec meeting Item 6.5

<sup>xx</sup> Policy updated 1 October 2013 Exec meeting (10.3) – removed deadline

<sup>xxi</sup> Policy Updated 15 March 2016 Exec meeting Item 6.5

<sup>xxii</sup> Policy updated 26 July 2010 Exec meeting, removed

- (a) LGANT supports the completion and implementation of an effective strategy to address regional development issues and locational disadvantage north of the 26th Parallel.

<sup>xxiii</sup> Policy updated 15 March 2016 Exec meeting Item 6.5

<sup>xxiv</sup> Policy updated 15 March 2016 Exec meeting Item 6.5

<sup>xxv</sup> Policy updated 26 July 2010 Exec meeting, removed

- (a) LGANT supports greater financial resources being allocated by the Commonwealth and Territory Governments to resource environmental outcomes sought as part of national environment agendas.

<sup>xxvi</sup> Policy updated 26 July 2010 Exec meeting, removed

## **7.5 Waste Management**

- (a) LGANT members endorsed a Waste Policy in February 1997 which represents an agreed policy position, from which priorities for actions for all levels of government can be effectively determined and negotiated.

<sup>xxvii</sup> Policy updated 26 July 2010 Exec meeting, removed

- (d) LGANT supports councils preparing Agenda 21 plans.

<sup>xxviii</sup> Policy updated 8 November 2018 – Item 7.10

<sup>xxix</sup> Policy updated 28 June 2010 Exec meeting from

- (a) LGANT strongly supports the introduction of Container Deposit Legislation (CDL) as a litter control mechanism.

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- (b) LGANT believes that the Northern Territory, State and Federal governments should introduce regulatory and economic instruments to reduce litter and to enable a reasonable waste reduction target of 25% reduction of waste to landfill (based on 1990 figures) to be achieved by the year 2000. In addition to industry controls outlined below, these instruments should include:

1. Different taxing or tariffs on virgin material and recycled material.
2. Container Deposit Legislation.
3. A NT levy on aluminium cans, glass beverage containers, flavoured milk cartons and fruit juice containers and other materials to fund public education projects, freight subsidies for recyclable materials, infrastructure requirements for urban and regional recycling storage facilities and recycling rebates for Territory councils.

<sup>xxx</sup> Policy updated 28 June 2010 Exec meeting from

LGANT does not support councils acting as enforcement agencies under Public and Environmental Health legislation due to:

1. a lack of experience by local government in managing such functions previously
2. the difficulty in employing relevant professional officers
3. the risk associated with performing the service to a revenue positive level

*(Policy adopted by LGANT Executive Committee 28 May 2007 Item 6.5)*

<sup>xxxix</sup> Policy Adopted at General Meeting 8 November 2018 – Item 7.4

<sup>xxxi</sup> Policy endorsed at GM 12 November 2015

<sup>xxxiii</sup> Policy adopted at General Meeting 8 November 2018 – Item 7.13

<sup>xxxiv</sup> Policy updated 26 July 2010 Exec meeting, removed

- (c) Members do not support LGANT's continuing involvement with IULA-ASPAC.
- (d) LGANT supports the Northern Territory Government providing financial support for the promotion of international links by Local Government.



## COUNCIL REPORT

<b>Agenda Item Number:</b>	15.6
<b>Report Title:</b>	ALGA National General Assembly Call for Motions
<b>Report Number:</b>	19/0020
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Attachment A – Litchfield Council Mobile Blackspot Locations

### Purpose

To propose a motion which Council could put to the National General Assembly (NGA) of Local Government 2019.

### Summary

The annual NGA hosted by the Australian Local Government Association (ALGA) is a forum for local governments across Australia to advocate for nationally significant issues, on the behalf of their constituents.

Council's Strategic Plan 2018-2022 *Everything you Need* includes the following strategies:

*Advocate for new and upgraded mobile base stations to ensure all Litchfield residents and businesses have access to efficient telecommunications.*

In the current release of the Mobile Black Spot Program Priority Locations in April 2018, the Northern Territory was conspicuously absent. The table below shows the distribution of priority locations as per the April 2018 Mobile Blackspots - Priority Locations, which the round four of funding was based on, noting that priority locations were categorised by electorate.

<b>State</b>	<b>Number of Priority locations</b>
Queensland	49
New South Wales	31
Victoria	19
Tasmania	11
Western Australia	7

Based on Australian Government black spot data (Attachment A), Litchfield Council's 26 identified mobile black spots have not had any investment from the National Program to date and is not likely to do so in the future, if the NT is not included in some way on the priority list.

The recommended motion is consistent with the criteria set out by ALGA for inclusion into the 2019 business papers. Specifically, by including the Northern Territory in the Priority List greater opportunity will be available for NT councils to collaborate with mobile phone carriers to improve coverage in their areas, contributing to economic development and community wellbeing.

Further advocacy work will be needed to specifically target Litchfield Council as a viable option to mobile phone carriers and the Australian Government.

### **Recommendation**

THAT Council

1. endorses the motion that *“Litchfield Council calls on the Federal Government to include identified mobile black spot sites from the Northern Territory in its Mobile Black Spot Program – Priority Locations”* to be submitted to the Australian Local Government Association National General Assembly.
2. writes to all NT councils to call on councils to adopt a similar motion to be submitted to the 2019 National General Assembly; and
3. issues a media release to raise awareness of the NT Mobile Black Spot Program inequity and Council’s proposed action.

### **Background**

To be eligible for inclusion in the NGA Business Papers, and subsequent debate on the floor of the NGA, motions must meet the following criteria:

1. be relevant to the work of local government nationally
2. be consistent with the themes of the NGA
3. complement or build on the policy objectives of your state and territory local government association
4. be submitted by a council which is a financial member of their state or territory local government association
5. propose a clear action and outcome
6. not be advanced on behalf of external third parties that may seek to use the NGA to apply pressure to Board members or to gain national political exposure for positions that are not directly relevant to the work of, or in the national interests of, local government.

### **Links with Strategic Plan**

*Priority # 1 – Everything you need*

### **Legislative and Policy Implications**

There are no legislative or policy implications associated in submitting this motion.

### **Risks**

There are no risks to Council in submitting this motion.

### **Financial Implications**

There is no financial cost to Council in submitting this motion.

## Community Engagement

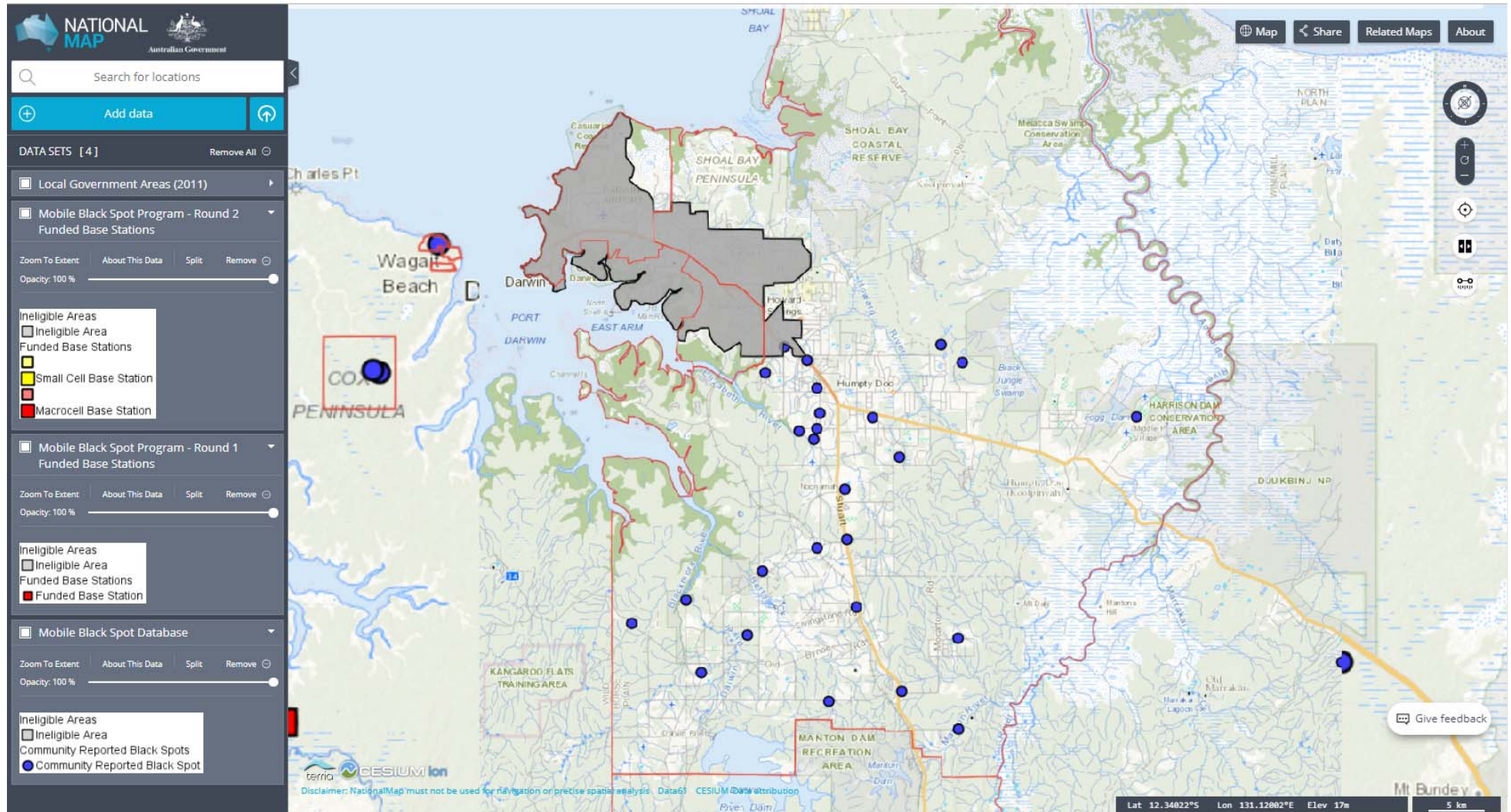
It is proposed that Council issue a media release on this matter and Council's advocacy action.

**Recommending Officer:** **Kaylene Conrick, Chief Executive Officer**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

*Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*

## Attachment A – Litchfield Council Mobile Blackspot Locations





## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.7
<b>Report Title:</b>	Meeting Procedure By-Laws development update
<b>Report Number:</b>	19/0021
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Nil

### Purpose

This report provides Council with an update as to the development of the Litchfield Council Meeting Procedures By-Laws.

### Summary

After sending the Council approved drafting instructions to Parliamentary Counsel in May 2018, draft meeting procedures by-laws were received by Council in July 2018. This first draft was inconsistent with the level of detail and structure proposed in the approved drafting instructions.

Officers have provided a response to the Department of Local Government which continues to mandate for the modernisation of meeting procedure by-laws in the Northern Territory, as indicated in Council's drafting instructions. Council's position is supported by a letter from Minister McCarthy to TOPROC on 23 May 2018, highlighting the Departments' support of consistent by-laws across the NT and that the Department is committed to working with Litchfield Council on "best practice" meeting procedure bylaws which will be available to other councils.

Council has since met with a representative from the Department and was advised that Parliamentary Counsel was not prepared to draft by-laws that vary noticeably from the existing Meeting Procedure by-laws for City of Darwin. From further investigation, Council was advised that Parliamentary Counsel's position was in part based on the workload and time at this point in time and leading up to the NT Election in 2020. The Department has suggested that Council just adopt the draft based on the City of Darwin by-laws, for the time being, and revisit in a couple years' time to develop meeting procedures by-laws more in line with Council's objectives. Council has indicated that this suggestion is not to Council's satisfaction.

Council was offered a meeting with the Chief Parliamentary Counsel with an invitation also extended to the Chief Executive Officer of City of Palmerston (CoP), as CoP is also about to embark on developing new meeting procedures by-laws. The meeting is to discuss the opportunity of developing draft by-laws that will be acceptable for all municipal councils in the Northern Territory.



## Recommendation

THAT Council

1. receives the progress report on the development of meeting procedure by-laws; and
2. submits a motion to the April 2019 Local Government Association of the Northern Territory (LGANT) General Meeting calling on LGANT to review the by-laws development process with the NT Department for Local Government to improve timelines, clarify expectations of all parties and support councils in the development of by-laws.

## Background

The following outlines the timeline of events regarding the Litchfield Council Meeting Procedures By-laws development process:

- 16 May 2018 – Drafting instructions endorsed by Council
- 18 May 2018 – Drafting instructions sent to Parliamentary Counsel
- 23 May 2018 – Letter to TOPROC supporting the development of consistent best practice meeting procedure by-laws
- 17 July 2018 – First draft of Litchfield Council Meeting Procedure By-laws received from Parliamentary Counsel
- 27 August 2018 – Meeting with Department to discuss first draft
- 2 January 2019 – Response sent to the Department regarding the first draft
- 7 February 2019 – Meeting with Department to discuss Council response

## Links with Strategic Plan

Enabler: A well run Council.

## Legislative and Policy Implications

Council's position on proposed meeting procedure by-laws through the issuing of approved drafting instructions, is consistent with the intent of the Departments' by-laws project, which provides funds to Parliamentary Counsel for by-law development, and is further supported by correspondence from the Minister to TOPROC on 23 May 2018.

## Risks

Whilst Council has GOV01 Meeting Procedure policy, enshrining Council's policy as by-laws will provide a number of benefits, including:

- Providing greater certainty for the community, elected members and officers and encouraging greater participation from the community, with a clear structured pathway for involvement at Council meetings thereby reducing the likelihood of the public gallery being unsure of public participation and meeting etiquette.
- By-laws are harder to change and once gazetted reduce the risk of community participation being watered down at the whim of a future Council.
- Providing the Mayor/Chair with greater regulatory support when chairing meetings including consequences for noncompliance of directions for order.
- Giving Council greater regulatory power to ensure best practice governance is implemented, supporting a transparent decision-making process.

## Financial Implications

Nil

## Community Engagement

A comprehensive consultation program will be prepared in readiness for extensive community consultation. This will ensure that the community has the information it needs to provide informed comments on the Draft By-laws when the time comes. Information sheets will be developed so that Elected Members have all the facts and are well-positioned to respond to public questions, as well as delivering a consistent message when talking about the Draft By-laws.

**Recommending Officer:** **Kaylene Conrick, Chief Executive Officer**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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## COUNCIL REPORT

<b>Agenda Item Number:</b>	15.8
<b>Report Title:</b>	Southport Drainage Further Investigation and Staging
<b>Report Number:</b>	19/0024
<b>Meeting Date:</b>	20/02/2019
<b>Attachments:</b>	Nil

### Purpose

This report outlines the findings of the peer review study and presents a staging plan for rectification of drainage concerns in Southport, with further actions and costs required for each stage.

### Summary

Council has been investigating concerns regarding drainage in the Southport community. An initial drainage study was conducted in 2017, a peer review of that study was undertaken in 2018 and initial modelling completed in November 2018.

The modelling undertaken has been based on available information relating to the topography of the land. This model has enabled a greater understanding of the potential stormwater issues in the Southport area and the risks and priorities to be better determined. A proposed staging plan is presented in this report, with the recommendation at this stage to monitor the area following the cleaning work that has occurred in conjunction with the modelling and analysis.

### Recommendation

THAT Council:

1. endorses the staging plan of the Southport Townsite Drainage Project; and
2. continues to monitor the Southport Townsite for drainage issues and includes commencement of the staging plan in future budget considerations.

### Background

The Townsite of Southport was initially surveyed in 1869. Today, the road network is a mix of sealed and unsealed roads. Stormwater drainage infrastructure consists of limited table drains and crossroad culverts. There is 2.4km of sealed road, and 5.48km of unsealed road, however Price Street and East Terrace are largely inaccessible, with no property access.

Of the properties within Southport, not all have been sold and have been retained by Crown Land and due to servicing constraints, there is not expected to be any further sales or development of this land in the near future (5 years). The table below summarises the ownership and occupancy of the lots within Southport.

<b>Properties Type</b>	<b>Total</b>
Privately owned – existing dwelling	106
Privately owned – no dwelling	66
Crown Land	160
<b>Total</b>	<b>332</b>

*Table 1*

In the past few years, complaints have been received relating to stormwater issues for this area which triggered a stormwater drainage study in 2017. This study was originally undertaken by Byrne Consultants, which identified localised ponding and flooding as the main stormwater issues within the Townsite. In that study, a stormwater design was proposed for an underground drainage system and large open drains running east-west within Council's road reserve. This proposal had a significantly high estimated construction cost, and would require an urban road standard (kerb, gutter and underground drainage) to a typical rural township.

As a result, a report was presented to Council on 26 September 2018, outlining these issues and identifying the outcome of a peer review study to consider an alternative drainage design.

The Council resolution is outlined below:

THAT Council

1. approves to undertake stormwater modelling of the entire townsite of Southport;
2. notes that a further report will be provided to Council following the modelling to review the level of road immunity for stormwater to be accepted, and the potential staging areas for design purposes; and
3. undertakes maintenance of table drains and stormwater infrastructure within Southport by the end of October 2018 or as soon as possible.

The maintenance works are complete, and the drains and infrastructure are being monitored over the wet season.

As noted in item 1 above, a stormwater model has been developed to consider an alternative design option within existing site constraints that would enable a clearer understanding of the potential impact on the Township in flood and storm events.

This report focusses on the outcome, with item 2 regarding the detailed modelling, design and works staging, alongside immunity level considerations. The outcome of the stormwater model completed, based on the information available, is a potentially viable concept design to mitigate the identified stormwater issues, and preserve the rural characteristic of the Southport Townsite.

### Discussion

The model and report identified a need to create a formalised drainage system comprising of a series of table drains and culverts that do not impact on the existing road design. The new drainage system would separate the entire township into smaller sub-catchments for stormwater runoff, allowing for a staged and risk-based approach.

Ideally, the proposed system would comply with Council's current stormwater management requirements. This would mean that the table drain, and property access would be designed to cater

for a Q5 storm (indicative of a 1 in 5-year event), cross road culvert would convey a Q20 storm, and the entire road reserve would cater for a Q100 storm. However, as is a common constraint in existing developed areas and due to the limitations on site, it is impossible to implement a compliant drainage design without redesigning and reconstructing the entire road network and incorporating significant underground drainage infrastructure.

As the result, the design standard for the drainage system varies amongst different locations within the Southport townsite. The outcome of the stormwater design model results in the upstream portions of the drainage system having a higher standard, and the standard reducing significantly towards the downstream ends of the system. This is due to the contributing catchment area increasing while the size of drain cannot be increased due to the limitation of road reserve (i.e. there's more water accumulating as it moves downstream whilst the infrastructure size is limited).

The proposed design method includes four key infrastructure improvements and designs for installation that are utilised dependent on the location in the catchment. These are:

1. Shallow table drains to approximately 250mm depth, restricted by driveway access and verge widths, noting some table drains do currently exist and would only require formalisation to a design. No driveway modification would be required.
2. Table drain with driveway culvert to enable 450mm flow depth and lower invert level (to achieve falls). Driveways would go over the culvert.
3. Deeper table drain to 625mm flow depth in corporate with cross road culvert, restricted by batter slope and verge width. Would need to occur where no driveways exist, or alternative driveway culverts be installed.
4. Cross-road culverts – typically 2 x 450mm deep, 600mm wide concrete culverts

For the entire township, this would result in an estimated total cost of \$1.5 million, including design and construction based on current contractor rates. This is based on the peer review and high-level modelling that has been completed.

The key risk for Council to consider is the flood immunity under a minor storm (Q1 – Q5) and the potential damage from flooding that this proposal may cause. Therefore, understanding the extent of the flooding is critical to better assess the risk. For this to occur, a detailed site survey and further modelling of the affected catchments would be required, and additional hydraulic calculations undertaken in order to determine the extent of the flooding under each storm scenario.

Once the detailed survey and modelling is completed and risks are better understood, Council can then move forward with a detailed engineering design and construction. The catchments this occurs at would also be staged to mitigate cost impact and the properties with the highest impact first.

A potential staging of the entire townsite has been developed to ensure the most cost-effective approach is achieved. An indicative staging plan is presented in the image below and described in Table 2.

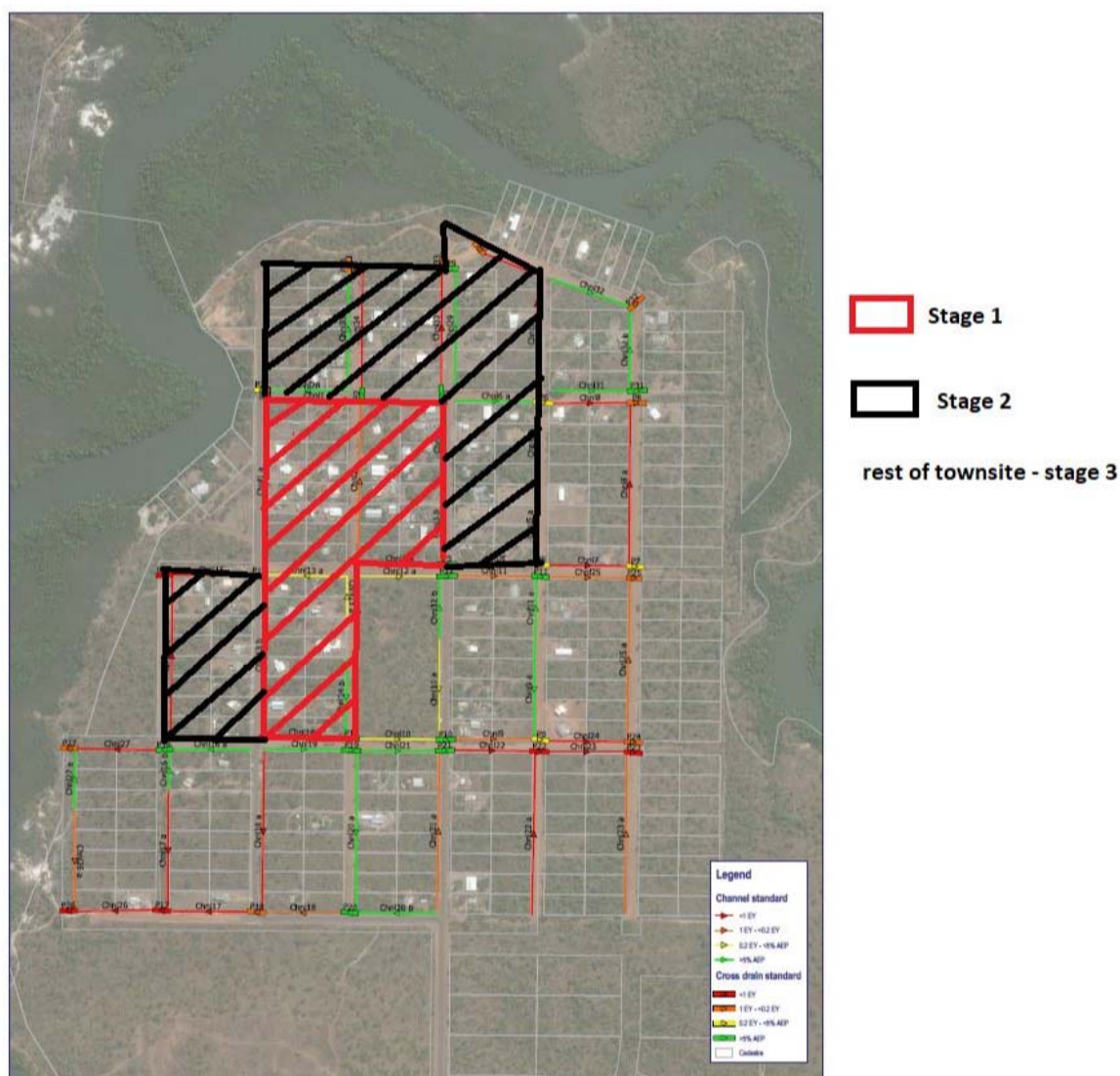


Figure 1

Year	Proposal	Actions	Cost Estimate
Year 1	2d Modelling – whole of Southport	UAV survey (LiDAR) using drone, and modelling	\$30,000
Year 2	Stage 1 Detailed Design	Detailed survey and design	\$75,000
Year 3	Stage 1 Construction	Construction - Stage 1	\$300,000
Year 4	Stage 2 Detailed Design	Detailed survey and design	\$75,000
Year 5	Stage 2 Construction	Construction - Stage 2	\$300,000
Year 6+	Stage 3	Undertake design and construction works – also dependent on timing of Crown Land sales and further development.	To be confirmed

Table 2

As the staging indicates, it is intended to undertake the design prior to confirming cost estimates for works. This enables for more accurate budget planning.

With the first year being to undertake further detailed site surveys and 2d modelling, Council will have a better understanding of the flood extent to each private property and to further refine the stages.

The investigations and modelling completed to date have provided valuable information to enable Council to reach this stage of understanding the impact of storm events and the risk of flooding issues within Southport. The significant maintenance works that occurred in October/November 2018 are also expected to provide an improved stormwater system throughout Southport and this will continue to be monitored.

#### **Links with Strategic Plan**

Priority # 1 – Everything you need

Priority # 3 – A beautiful and safe natural environment

#### **Legislative and Policy Implications**

Not applicable to this report

#### **Risks**

The risk of flooding from Council road reserve to properties is a risk to Council. However, the analysis to date and the information gathered has enabled a risk-based approach to occur.

#### **Financial Implications**

The commencement of further staging of the works has not been committed at this stage and will be subject to budget availability each year. Table 3 within the report provides an overview of the indicative costs.

The previous costs of investigations have been within existing operational budgets.

#### **Community Engagement**

Community engagement at this stage is not proposed, however when design works commence for the first stage of works it is intended to begin informing the community of the proposed works and impact.

#### **Recommending Officer: Nadine Nilon, Director Infrastructure and Operations**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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## LITCHFIELD COUNCIL MEETING

Wednesday, 20 February 2019

### 16 Common Seal

### 17 Other Business

### 18 Public Questions

### 19 Confidential Items

Pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) regulations the meeting be closed to the public to consider the following Confidential Items:

#### 19.1 Community & Business Hub

*Regulation 8(c) – information that would, if publicly disclosed, be likely to: (i) cause commercial prejudice to , or confer an unfair commercial advantage on, any person*

#### 19.2 Application to Write Off Rates and Interest on Assessment 10100899

*Regulation 8(b) information about the personal circumstances of a resident or ratepayer*

### 20 Close of Meeting