



Council Meeting

BUSINESS PAPER

WEDNESDAY 18/08/2021

Community & Public Question Time
will be held from 5:30pm – 6:00pm only

<https://us02web.zoom.us/j/82530225612>

Council Meeting will commence at 6:00pm
Live streamed on Council's YouTube Channel

https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89_2eg/live

Daniel Fletcher, 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.



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Notice of Meeting**to be Live Streamed on Council's YouTube Channel**https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89_2eg/live**on Wednesday 18 August 2021 at 6:00pm**

Daniel Fletcher
Chief Executive Officer

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	An audio & visual recording of this meeting is live streamed to Council's YouTube channel and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending this meeting, you confirm you have read and agree to comply by Council's Recording of Council Meetings Policy.	1
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COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

1. Open of Meeting

An audio & visual recording of this meeting is live streamed to Council's YouTube channel and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending this meeting, you confirm you have read and agree to comply by Council's Recording of Council Meetings Policy.

2. Acknowledgement of Traditional Ownership

Council would like to acknowledge the traditional custodians of this land on which we meet 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 Council confirm the minutes of the Council Meeting held Wednesday 21 July 2021, 22 pages and 13 pages of the Confidential Section



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday 21 July 2021 at 6:03pm

Present	Maree Bredhauer Christine Simpson Doug Barden Kirsty Sayers-Hunt Mathew Salter	Mayor Deputy Mayor / Councillor Central Ward Councillor South Ward Councillor East Ward Councillor North Ward
Staff	Daniel Fletcher Leon Kruger Arun Dias Kylie Hogan Diana Leeder Debbie Branson	Chief Executive Officer General Manager Infrastructure & Operations General Manager Business Excellence Strategic Project Advisor Community Inclusion Consultant Executive Assistant
Public	As per Attendance Register	

1. OPENING OF THE MEETING

The Mayor opened the meeting and welcomed members of the public.

The Mayor advised that an audio and visual recording of the meeting is live streamed to Council's preferred online platform and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending the meeting, those present confirm you have read and agree to comply by Council's Recording of Council Meetings Policy.

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which the Council meet. The Mayor also conveyed Council's respect to the Elders past, present and future for their continuing custodianship of the land and the children of the land across generations.

3. APOLOGIES AND LEAVE OF ABSENCE

Nil.

4. DISCLOSURES OF INTEREST

The Mayor advised that 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 the conflict of interest to enable Council to manage the conflict in accordance with its obligations under the Local Government Act and its policies regarding the same.

No disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council confirm the minutes of the:

1. Council Meeting held Wednesday 16 June 2021, 13 pages and 6 pages of the Confidential Section; and
2. Special Council Meeting held Wednesday 30 June 2021, 3 pages.

CARRIED (5-0)-2021/246

6. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Barden
Seconded: Cr Sayers-Hunt

THAT Council receives and notes the Action List.

CARRIED (5-0)-2021/247

7. PRESENTATIONS

Nil.

8. PETITIONS

Nil.

9. PUBLIC QUESTIONS

Nil.

10. ACCEPTING OR DECLINING LATE ITEMS

10.01 Late Report – 15.01.04 Amended 2021/22 Fees and Charges: Humpty Doo Village Green Reserve; Thorak Cemetery

Moved: Deputy Mayor Simpson

Seconded: Cr Sayers-Hunt

THAT the late report item 15.01.04 Amended 2021/22 Fees and Charges: Humpty Doo Village Green Reserve; Thorak Cemetery, be accepted and included under Officer's reports for consideration.

CARRIED (5-0)-2021/248

11. NOTICES OF MOTION

11.01 Cracker Night Celebrating Territory Day

Moved: Mayor Bredhauer

Seconded: Cr Barden

THAT Council write to the Chief Minister requesting that the Northern Territory Government heed advice from the Bushfires Council, volunteer fire fighters, the scientific experts at Charles Darwin University and concerns of the wider community to reschedule the cracker night celebrations from 29 August 2021 to a more suitable date.

CARRIED (5-0)-2021/249

12. MAYORS REPORT

Moved: Deputy Mayor Simpson

Seconded: Cr Sayers-Hunt

THAT Council receive and note the Mayor's monthly report.

CARRIED (5-0)-2021/250

13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Councillors appointed by Council to external committees provided an update where relevant.

Moved: Deputy Mayor Simpson

Seconded: Cr Barden

THAT Council note the Councillors' verbal report.

CARRIED (5-0)-2021/251

14. WORK TEAM PRESENTATION

14.01 Taminmin Library

Moved: Cr Barden

Seconded: Cr Salter

THAT the Work Team Presentation – Taminmin Library be received and noted.

CARRIED (5-0)-2021/252

15. OFFICERS' REPORTS

15.01.01 Municipal Plan 2020-21 Quarterly Performance Report Apr – Jun 2021

Moved: Cr Barden

Seconded: Cr Sayers-Hunt

THAT Council receives the Municipal Plan 2020-21 Quarterly Performance Report for the fourth quarter ending 30 June 2021.

CARRIED (5-0)-2021/253

15.01.02 Proposed Going Green Rebate Launch and Implementation

Moved: Cr Sayers-Hunt

Seconded: Deputy Mayor Simpson

THAT Council receive and note the proposed Going Green Rebate launch and implementation scheduled for Friday 23 July 2021.

AMENDMENT

Moved: Cr Barden

Seconded: Cr Salter

THAT the commencement of the going Green Rebate commence in three months at the discretion of the new Council.

A division was called

Voting in favour of the amendment: Cr Barden and Cr Salter

Voting against the amendment: Deputy Mayor Simpson, Mayor Bredhauer and Cr Sayers-Hunt

AMENDMENT LOST

THAT Council receive and note the proposed Going Green Rebate launch and implementation scheduled for Friday 23 July 2021.

A division was called

Voting in favour of the motion: Mayor Bredhauer, Deputy Mayor Simpson and Cr Sayers-Hunt

Voting against the motion: Cr Barden and Cr Salter

CARRIED (3-2)-2021/254

15.01.03 Liquor Act 2019 – Recreation Reserves

Moved: Cr Salter
Seconded: Deputy Mayor Simpson

THAT Council:

1. receive and note this report;
2. determine in accordance with Section 200 of the Northern Territory *Liquor Act 2019* that the consumption of alcohol at Berry Springs Recreation Reserve; Freds Pass Sport and Recreation Reserve; Howard Park Recreation Reserve and the Humpty Doo Village Green is only permitted subject to:
 - a. an existing Liquor licence or BYO permit; or
 - b. a permit granted by the incorporated body managing the reserve; or
 - c. where a reserve or public place is managed by Council, a permit issued by Council.
3. Advertise these determinations by way of a notice in the Northern Territory Government Gazette, settled by Council's legal advisors;
4. Develop a policy on the consumption of alcohol in Council owned or controlled public places within the Municipality of Litchfield to inform future decisions; and
5. Invite a representative from Liquor, Gaming and Licensing NT to address Council on the implications of the *Liquor Act 2019* for public places in the Litchfield Municipality at a date to be determined.

CARRIED (5-0)-2021/255

15.01.04 Amended 2021/22 Fees and Charges: Humpty Doo Village Green Reserve; Thorak Cemetery

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council:

1. approve the proposed fees and charges for the hire of Humpty Doo Village Green Reserve facilities as detailed in Table 1;
2. approve the changed fee of \$10 for exclusive right of burial at Thorak Regional Cemetery;
3. adopt the amended 2021/22 Schedule of Fees and Charges at Attachment A to include the hire of Humpty Doo Village Green Reserve facilities as detailed in Table 1 and the minor editorial changes explained within this report; and
4. adopt the amended 2021/22 Thorak Regional Cemetery Schedule of Fees and Charges at Attachment B to include the changed fee of \$10 for exclusive right of burial at Thorak Regional Cemetery and the minor editorial changes explained within this report.

CARRIED (5-0)-2021/256

15.02.01 Litchfield Council Finance Report – June 2021

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT Council note the Litchfield Council Finance Report for the period ended 30 June 2021.

CARRIED (5-0)-2021/257

15.02.02 People, Performance and Governance Monthly Report – June 2021

Moved: Cr Barden
Seconded: Deputy Mayor Simpson

THAT Council note the People and Performance Monthly Report for June 2021.

CARRIED (5-0)-2021/258

15.02.03 Risk Management Audit Committee Minutes

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council receive and note the Risk Management Audit Committee minutes for meetings dated:

- a) 1 September 2020, as at Attachment A
- b) 22 October 2020, as at Attachment B
- c) 27 October 2020, as at Attachment C
- d) 23 February 2021, as at Attachment D
- e) 4 May 2021, as at Attachment E.

CARRIED (5-0)-2021/259

15.02.04 DRAFT FIN17 Accountable Forms Policy – Members and CEO

Moved: Cr Barden
Seconded: Cr Salter

THAT Council adopt the proposed FIN17 Accountable Forms Policy – Members and CEO, as at Attachment A, subject to any minor editorial adjustments.

CARRIED (5-0)-2021/260

15.02.05 EM05 Council Members Allowances and Support Policy Review

Moved: Cr Barden
Seconded: Cr Salter

THAT Council adopt the proposed EM05 Council Members Allowances and Support Policy, as at Attachment A.

CARRIED (5-0)-2021/261

15.02.06 DRAFT GOV05 Caretaker Policy Review

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council adopt DRAFT GOV03 Caretaker Policy as at Attachment A.

CARRIED (5-0)-2021/262

15.02.07 DRAFT HR16 Code of Conduct for CEO

Moved: Cr Sayers-Hunt
Seconded: Cr Barden

THAT Council adopt proposed HR16 Code of Conduct for CEO, as at Attachment A.

CARRIED (5-0)-2021/263

15.03.01 June 2021 Summary Planning and Development Report

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council:

1. receive the June 2021 Summary Planning and Development Report; and
2. note for information the responses provided to relevant agencies within Attachments A to this report.

CARRIED (5-0)-2021/264

15.03.02 Place Names – Revised Road Name for Subdivision at 200 Trippe Road North, Humpty Doo

Moved: Cr Barden
Seconded: Cr Sayers-Hunt

THAT Council:

1. resolve to support the proposed road names for the road within the subdivision at 200 Trippe Road North, Humpty Doo as follows.

	Preferred	Alternate 1	Alternate 2
Name	Nelly	O'Loughlin	Aldebaran
Designation	Place	Place	Place/ Court

2. provide a letter of comment to the applicant detailing the above resolution, including recognising that the names may not meet the Guidelines for NT Place Names but is considered to be consistent with Council's Place Names Policy which makes an allowance for special circumstances to honour an individual considered to have made a significant historical contribution within the Litchfield Council municipality.

CARRIED (5-0)-2021/265

15.03.03 Palmerston Environs Subregional Land Use Plan Discussion Paper

Moved: Cr Salter
Seconded: Deputy Mayor Simpson

THAT Council endorse the submissions to the Northern Territory Planning Commission in relation to the Palmerston Environs Subregional Land Use Plan Discussion Paper which are attached to this report.

CARRIED (5-0)-2021/266

15.03.04 Thorak Regional Cemetery Master Plan 2021 Addendum

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council adopt the addendum to the Thorak Regional Cemetery 2015 Master Plan.

CARRIED (5-0)-2021/267

15.03.05 Lease of Council Land Telstra 390 Bronzewing Avenue

Moved: Cr Sayers-Hunt
Seconded: Cr Barden

THAT Council adopt a position of in-principle support for the Telstra Application to Lease Council Land on 390 Bronzewing Avenue, subject to the satisfaction of the following stipulations:

1. coverage of all Litchfield Council legal costs is to be borne by Telstra;
2. adequate community consultation, including with adjacent properties, is to be undertaken by Telstra;
3. the proposed crossover driveway is to be built to the satisfaction of Litchfield Council and is not to impede traffic safety; and
4. no requisite earthworks or structure is to inhibit stormwater flow into the wetlands or create run-off to other adjacent properties.

CARRIED (4-1)-2021/268

16. OTHER BUSINESS

Nil.

17. CONFIDENTIAL ITEMS

Moved: Cr Sayers-Hunt
Seconded: Cr Salter

THAT pursuant to Section 99(2) of the Local Government Act 2019 and section 51 and 52 of the Local Government (General) Regulations 2021 the meeting be closed to the public to consider the following Confidential Items:

- 17.01 Administrative Review Committee Meeting Minutes – 24 June 2021**
8(b) information about the personal circumstances of a resident or ratepayer.
- 17.02 RFT21-261 – Tender for Virginia Road Pavement Reconstruction**
8(c)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.
- 17.03 Moving of Confidential Resolutions to Open**
8(e) information provided to the council on condition that it be kept confidential.
- 17.04 Chief Executive Officer's Performance Review**
8(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED (5/0)-2021/269

The meeting was closed to the public at 8:32pm.

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT pursuant to Section 99(2) of the Local Government Act 2019 and section 51 and 52 of the Local Government (General) Regulations 2021 the meeting be re-opened to the public.

CARRIED (5-0)-2021/271

The meeting moved to Open Session at 9:08pm.

17.01 Administrative Review Committee Meeting Minutes – 24 June 2021

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council endorse the recommendations made by the Administrative Review Committee at the meeting held on 24 June 2021, as follows:

THAT the Administrative Review Committee:

1. *consider the reviewable decision application and make a determination; and*
2. *summarily dismiss the application based on the application being vexatious and lacking in substance; and*
3. *furthermore, the owner/occupier be advised that an extension for compliance with the regulatory order provisions will extend to close of business Monday 28 June 2021.*

CARRIED (5-0)-2021/272

17.02 RFT21-261 Tender for Virginia Road-Pavement Reconstruction

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT Council:

1. receive and notes the Tender Evaluation Report for RFT21-261;
2. notes that the report contains commercial in-confidence information;
3. approves the additional budget of \$200,829.96 to this project which will be sourced from Operational Budget underspends and Capital Budget savings in the 2020/2021 financial year; and
4. award the contract for RFT21-261 Virginia Road-Pavement Reconstruction to A1 Plant and Civil Pty Ltd to the value of \$1,546,114.96 (GST Exclusive).

CARRIED (5-0)-2021/273

17.03 Moving of Confidential Resolutions to Open

Moved: Cr Sayers-Hunt

Seconded: Deputy Mayor Simpson

THAT Council resolves to move the following confidential resolutions to public:

Resolution Number	Report Title	Council Meeting Date	Resolution
17/0038	Staff Wellbeing and Development Plan	15/02/2017	THAT Council receive the report titled 2017 Staff Wellbeing and Development Plan.
17/0089	Tender T17-53 Anzac Parade Pavement Strengthening and Widening	17/05/2017	THAT Council: <ol style="list-style-type: none">1. Approve the awarding of the tender T17-153 – Anzac Parade – Pavement Strengthening and Widening to Allan King & Sons for \$500,684 based on the schedule of rates provided;2. Approve the variation to extend the works for the expenditure of the balance of the grant money, being approximately \$200,000, subject to the granting of a Local Government (Accounting) Regulations exemption by the Department of Housing and Community Development - Local Government Division;3. Make public the decision to award the tender to Allan King & Sons for the tendered price of \$500,684 and advises unsuccessful tenderers accordingly; and4. Authorises the Chief Executive Officer to sign all necessary documentation related to Tender T17-153 - Anzac Parade – Pavement Strengthening and Widening.
1718/028	Tender Evaluation Report – Freds Pass Reserve Centre Road Upgrade	19/07/2017	THAT Council:

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Wednesday 21 July 2021

Resolution Number	Report Title	Council Meeting Date	Resolution
			<ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report T17-135 – Freds Pass Reserve Centre Road Upgrade; and 2. determines that this report remains confidential, as the report contains commercial in confidence information.
1718/067	Tender Evaluation Report - Bituminous Resealing to Various Roads	20/09/2017	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report T17-154 – Bituminous Resealing to Various Roads; and 2. determines that this report remains confidential, as the report contains commercial in confidence information.
1718/273	RFT18-193 Freds Pass Road Upgrade - Award	27/06/2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT18-163 Freds Pass Road Upgrade; and 2. determines that this report remains confidential, as the report contains commercial in confidence information.
1819-041	Tender Evaluation Report RFT18 - 162 Finn Road Roadside Drainage Upgrade	15/08/2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT18-162; and 2. determines that this report remains confidential, as the report contains commercial in confidence information.
1819-072	RFT18-168 Litchfield council Reseal Various Roads Tender Evaluation	26/09/2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and notes the Tender Evaluation Report for RFT18-168; and 2. determines that this report remains confidential, as the report contains commercial in-confidence information.
1819-073	RFT18-170 Bituminous Surface Repairs	26/09/2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and notes the Tender Evaluation Report for RFT18-170 Bituminous Surface Repairs; and

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Wednesday 21 July 2021

Resolution Number	Report Title	Council Meeting Date	Resolution
			2. determines that this report remains confidential, as the report contains commercial in-confidence information.
1819-074	Update on Community and Business Hub Business Case	26/09/2018	<p>THAT Council</p> <ol style="list-style-type: none"> 1. notes the scope for the business case for a Community and Business Hub at 7 Patsalou Road, Coolalinga; 2. allocates \$40,000 to the business case funded through the increased revenue of Federal Assistance Grants in 2018-19; and 3. determines that this report and decisions remain confidential.
1819-111	Update on Transfer of Public Library Services from NT Library Services to Council	21/1/2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and notes the update on the transfer of public library services from NTL to Council, including the term of the funding agreement being 4 years and 6 months, not five years as previously stated; and 2. writes to the Minister for Housing and Community Development to seek funds to explore shared library service models with the City of Palmerston for the longer term.
1819/148	2019 Australia Day Award Recipients	16/01/2019	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. approves the Selection Panel's recommendation that Pauline Cass be awarded the 2019 Litchfield Citizen of the Year title; 2. approves the Selection Panel's recommendation that Makuen Chilton be awarded the 2019 Litchfield Young Citizen of the Year title; and 3. approves the Selection Panel's recommendation that Girraween Primary Schools' Annual Field Day be

Resolution Number	Report Title	Council Meeting Date	Resolution
			awarded the 2019 Litchfield Community Event of the Year.
1819-220	Offer to Lease	15/05/2019	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. notes the offer to lease from GWELO Developments; and 2. writes to GWELO Developments declining the offer to lease.
1920-028	Collaboration with City of Palmerston	17/07/2019	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and notes the letter from Athena Pascoe-Bell, Mayor of City of Palmerston dated 13 June 2019; and 2. supports the Mayor and CEO to meet with the City of Palmerston to explore the opportunity of collaboration and to report back to Council
1920-080	Award Contract - RFT19-199 Litchfield Council Reseal Various Roads	16/10/2019	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT19-199; and 2. award the contract for RFT19-199 Litchfield Council Reseal Various Roads to F & J Bitumen Services Pty Ltd, in accordance with their submitted tender, estimated \$501,958 (GST exclusive); 3. makes this resolution public following notification to all tenderers; and 4. determine that this report remains confidential, as the report contains commercial in-confidence information.
1920-108	Proposed Update to Litchfield Subregional Land Use Plan for Gunn Point Peninsula	20/11/2019	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and note this report; 2. endorses Attachment A, Letter of Comments on the Stage One Discussion Paper for the Proposed Update to the Litchfield Subregional Land Use Plan – Review of the

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Resolution Number	Report Title	Council Meeting Date	Resolution
			Land Use Framework for Gunn Point Peninsula, including the Murrumbidgee Township; and 3. this resolution is made public upon commencement of public consultation.
1920-137	2020 Australia Day Award Recipients	15/01/2020	THAT Council: 1. Approve the Selection Panels endorsement of Cameron Burrows as the recipient of the 2020 Litchfield Citizen of the Year Award; 2. Approve the Selection Panels endorsement of Lachlan Casburn as the recipient of the 2020 Litchfield Young Citizen of the Year Award; and 3. Approve the Selection Panels endorsement of the 50km Feast as the recipient of the 2020 Litchfield Community Event of the Year Award.
1920-155	Taminmin Library Update	19/02/2020	THAT Council note the Taminmin Library Update report.
1920-157	FPSRR Governance Arrangement Review – Appointment of Community Members to Community Reference Group	19/02/2020	THAT Council: 1. Endorses the following members to the Freds Pass Sport and Recreation Reserve Governance Arrangements Review Reference Group – a) Joanne Burgess as the user group representative; b) Karen Lewis as the ratepayer who is not affiliated with any user group on FPSRR or the Board; and c) Anthony Dent as the FPSRR Board Representative. 2. Writes to inform individuals appointed to the Reference Group; 3. Writes to inform unsuccessful nominations of Council's decision and thanks each nominee for their application;

Resolution Number	Report Title	Council Meeting Date	Resolution
			<ul style="list-style-type: none"> 4. Writes to the Freds Pass Sport and Recreation Reserve Board to provide an update on the appointment of the members; and 5. Makes public this resolution Part 1 to 5 on the public record in the open section of the Minutes.
1920-160	Mango Roads Funding and Deed of Agreement	19/02/2020	<p>THAT Council:</p> <ul style="list-style-type: none"> 1. Approve funding in accordance with the draft Deed of Agreement, being \$2,450,000 in the 2020-21 and \$300,000 in the 2021-22 financial year budgets; 2. Note the Chief Executive Officer will be finalising the Deed of Agreement with the Northern Territory Government; and 3. retain this resolution as confidential until the signing of the Deed of Agreement.
1920-188	Contract Award RFT19-202 Freds Pass Sport Recreation Reserve - Roads and Carparks Stages 1 to 4	18/03/2020	<p>THAT Council:</p> <ul style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4; and 2. award the contract for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4 to Mugavin Contracting, in accordance with their submitted tender for Stages 1 and 2, at \$658,319 (GST exclusive); 3. delegate the Chief Executive Officer to finalise negotiations with Mugavin Contracting in relation to variations and additional works able to be undertaken within available budget. 4. makes this resolution public following notification to all tenderers; and

Resolution Number	Report Title	Council Meeting Date	Resolution
			5. determine that this report remains confidential, as the report contains commercial in-confidence information.
2021-016	Administrative Review Committee Meeting Minutes - 2 July 2020	15/07/2020	THAT Council note the decision made by the Administrative Review Committee at the meeting held on 2 July 2020.
2021-139	Administrative Review Committee Meeting Minutes – 24 December 2020	28/01/2021	THAT Council endorse the recommendations made by the Administrative Review Committee and the meeting held on 24 December 2020.
1718/272	Community Grants Scheme 2017-18	27 June 2018	<p>THAT Council approves the allocation of Annual Community Grants totalling \$32,959.37 comprising of the following:</p> <ol style="list-style-type: none"> 1. \$4,837 to Fred's Pass Positive Dogs Training Club for the replacement of jumps; 2. \$5,000 to Top End Rehoming for the event 'Dogs Breakfast'; 3. \$1,500 to Tennis NT for their programs 'After School Smash and Sunday Morning Cardio Tennis'; 4. \$4,502.29 to Rotary Club of Litchfield/Palmerston for their school holiday theatre games and circus classes; 5. \$2,500 to Acacia Hills Motocross Association for club shirts; 6. \$2,000 to Berry Springs Recreation Reserve for their community movie night; 7. \$2,500 to McMinns Lagoon Recreation Reserve for the 'Bushcare Major Day Out'; 8. \$5,000 to Howard Springs Scout Group for the upgrade of external lighting and kitchen facilities; 9. \$4,120.08 to Acacia Hills Fire Brigade for the upgrade of water pumps;

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Resolution Number	Report Title	Council Meeting Date	Resolution
			<p>10. \$500 to Country Women's Association Litchfield for products for home craft making; and</p> <p>11. \$500 to NT Show Horse for 'Horse of the Year' competition.</p>
1718/274	Affixation of the Common Seal Funding Agreement	27 June 2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. affixes the common seal on the Capital Grant Funding Agreement for Freds Pass Sporting Reserve Upgrades dated 22 June 2018; and 2. determines that the report and resolution remains confidential until such time that the Department of Tourism and Culture makes a public announcement of the funding.
1819-219	Community Grants Scheme 2018-19	15 May 2019	<p>THAT Council approves the allocation of Annual Community Grants totalling \$28,198.00 comprising of the following:</p> <ol style="list-style-type: none"> 1. \$1,500 to NT Field and Game Association for a new shooting station and associated equipment; 2. \$1,000 to Palmerston and Litchfield Seniors Association for costs associated with their rebranding; 3. \$678 to Humpty Doo Scouts for new navigation equipment; 4. \$3,000 to Venture Scouts for their NT Venture event; 5. \$1,700 to Rotary Club of Litchfield/Palmerston for their Family Fun Day at Howard Park Recreation Reserve; 6. \$2,000 to Acacia Hills Motocross Association for the construction of a viewing platform;

Resolution Number	Report Title	Council Meeting Date	Resolution
			<p>7. \$3,270 to Top End Gem Club to improve Lapidary equipment for members with impaired mobility and other disabilities;</p> <p>8. \$2,500 to T for Thomas for Movement for Mia Musical;</p> <p>9. \$2,700 to McMinns Lagoon Recreation Reserve for the 'Bushcare Major Day Out';</p> <p>10. \$3,000 to Darwin Community Arts for the Litchfield Community Cabaret;</p> <p>11. \$2,000 for Berry Springs Primary School for NAIDOC Celebrations; and</p> <p>12. \$4,400 for Greening Australia for delivering Land for Wildlife workshops.</p>
1920-160	Mango Roads Funding and Deed of Agreement	19 February 2020	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. approve funding in accordance with the draft Deed of Agreement, being \$2,450,000 in the 2020-21 and \$300,000 in the 2021-22 financial year budgets; 2. notes the Chief Executive Officer will be finalising the Deed of Agreement with the Northern Territory Government; and 3. retain this resolution as confidential until the signing of the Deed of Agreement.

Resolution Number	Report Title	Council Meeting Date	Resolution
1920-188	Contract Award RFT19-202 Freds Pass Sport Recreation Reserve - Roads and Carparks Stages 1 to 4	18 March 2020	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4; and 2. award the contract for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4 to Mugavin Contracting, in accordance with their submitted tender for Stages 1 and 2, at \$658,319 (GST exclusive); 3. delegate the Chief Executive Officer to finalise negotiations with Mugavin Contracting in relation to variations and additional works able to be undertaken within available budget. 4. makes this resolution public following notification to all tenderers; and 5. determine that this report remains confidential, as the report contains commercial in-confidence information.
1920-228	2019/20 Annual Community Grants Applications	20 May 2020	<p>THAT Council approves the allocation of annual Community Grants totalling \$26,868.00 comprising the following:</p> <ol style="list-style-type: none"> 1. \$5,000 to Top End Rehoming for a de-sexing initiative; 2. \$4,360 to Palmerston and Regional Basketball Association for The Big Game Day; 3. \$5,000 to Rural Churches Carols by Candlelight for their 2020 event; 4. \$2,700 to Rotary Litchfield Palmerston for Books for Babies; 5. \$2,500 to Darwin Community Arts for Litchfield Love Boxes;

Resolution Number	Report Title	Council Meeting Date	Resolution
			6. \$3,058 to Craft and Quilting Down the Track for purchase of a new table; 7. \$2,500 to NT Field and Game for equipment purchases; and 8. \$1,750 to Litchfield Bears for their 30th Anniversary video

CARRIED (5-0)-2021/274

18. CLOSE OF MEETING

The Chair closed the meeting at 9:10pm.

19. NEXT MEETING

Wednesday 18 August 2021.

MINUTES TO BE CONFIRMED

Wednesday 18 August 2021

.....
Mayor
Maree Bredhauer

.....
Chief Executive Officer
Daniel Fletcher



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

6. Business Arising from the Minutes

THAT Council receives and notes the Action List.

					In Progress
					Ongoing
					Completed and to be removed
Resolution Number	Resolution	Meeting Date	Officer	Status	
16/0203	Signage, Roadside Vans and Events on Council Land 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.	21/09/2016	GMBE	To be progressed first quarter 2021/2022.	
17/0036/4	Litchfield Aquatic Facility Needs Analysis Report 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.	15/02/2017	SPA	Complete - Due to a lack of financial support from the NTG, Council's advocacy and its budget process attached to the project have been placed on hold. Pending the appetite of the new Council, this project may/may not progress in 2021, given that it is contingent on securing NTG support, and/or funding from another source.	
1718/240	Berry Springs Water Advisory Committee - Council Representative 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.	16/05/2018	CEO	Complete - Appointments are on hold due to a legal issue relating to the Water Act 1992 and the number of water advisory committees that can operate in a water control district. To be removed on the basis that Berry Springs Water Advisory Committee has not met and that the NT Government are not actively facilitating the Committee.	
1819/145	Recreation Reserve Leases and Funding Agreements Project 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.	16/01/2019	CEO	Complete - All reserve committee lease agreements executed and all committees provided with funding agreements which contain provision for further consideration of ongoing funding levels prior to 22/23 budget development Status report to be presented to August 2021 Council meeting	
1920/183	COVID-19 Response Plan THAT Council: 1. Delegate to the Chief Executive Officer, pursuant to Section 32 (d) of the Local Government Act 2008 (NT), and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, its powers and functions as set out in sections 47 and of the Local Government Act 2008 (NT) being the power to determine opening times of Council's offices and facilities and the opening times of the Libraries until such time as the Australian Government or Northern Territory Government have declared the emergency has ended; and 2. Delegate to the Chief Executive Officer, pursuant to Section 32 of the Local Government Act 2008 (NT), and in light of Australian Government and Northern Territory Government requirements for the COVID-19 response, the authority to cancel or amend programs, service levels, budgeted council events and third party events held on council property under license, permit, or any other agreement until such time as the Australian Government or Northern Territory Government have declared the emergency has ended.	19/03/2020	CEO	Ongoing - This resolution of council continues to be active until the Australian and/or Northern Territory Governments declare the COVID-19 pandemic has ended.	

1920/207	Change to Meeting Protocols				
	<p>THAT Council:</p> <p>1. Acknowledge the need to adapt GOV02 Meeting procedures policy to allow for the use of online platforms for conducting Council meetings;</p> <p>2. Suspend:</p> <p>a. Section 4.1.2(d) of GOV02 Meeting Procedures policy to allow the Mayor to Chair meetings remotely,</p> <p>b. Public accessing Chambers for Council meetings due to social distancing protocols,</p> <p>c. Section 4.1.10(c) of GOV02 Meeting Procedures policy and require a member of the public to make a statement in reference to a petition remotely, and</p> <p>d. Section 4.1.21 – Members will not be required to stand when addressing the meeting;</p> <p>3. Require all questions from the public related to the agenda be submitted via email to the Chief Executive Officer at least two days prior to the meeting to be read out at the meeting;</p> <p>4. Record all Ordinary and Special Council meetings and make these available on the Council website;</p> <p>5. Require requests for deputations (section 4.1.11 of GOV02 Meeting Procedures) be conducted by remote access;</p> <p>6. Request the Chief Executive Officer to develop appropriate Electronic Meeting Procedures; and</p> <p>7. Review these directives:</p> <p>a. At the first Council meeting in 2021, or</p> <p>b. When Social distancing protocols are lifted by the Northern Territory Chief Health Officer.</p>	15/04/2020	GMBE	Ongoing - Physical distancing rules regarding COVID19 still apply.	
2021/130	Humpty Doo Village Green – Management of Reserve				
	<p>THAT Council:</p> <p>4. Request that a budget of \$40,000 be included in the future budget register for Council consideration in the 2021/22 Budget to fund a Master Plan for the Humpty Doo Village Green.</p>	28/01/2021	CEO	Complete - To be considered during 2021 -22 for discussion at the development of the 2022 -23 municipal plan.	
2021/209	Community Event Opportunity				
	<p>THAT Council:</p> <p>1. Approve the cancellation of the proposed community event as per the Freds Pass Rural Show Committee decision; and</p> <p>2. Request the Chief Executive Officer to recover the \$40,000 sponsorship from the Freds Pass Rural Show Association.</p>	19/05/2021	CEO	Complete - 2021 sponsorship funding reimbursed to Council in full	
2021/220	Road Opening – Kentish Road, Berry Springs				
	<p>THAT Council:</p> <p>1. Proceed with the road opening process for Kentish Road, across sections 641 and 2398 Hundred of Cavenagh (655 and 579 Kentish Road, Berry Springs)</p> <p>2. Authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the opening of the road, as required.</p>	19/05/2021	GMIO	Ongoing - Awaiting documentation from surveyor.	
2021/221	Vesting of Infrastructure – Kittyhawk Stage 1				
	<p>THAT Council:</p> <p>1. Agree to the request from the Chief Executive Officer, Department Infrastructure Planning and Logistics to vest the proposed infrastructure, being roads, streetlights and drainage assets at section 1902 and 1905 Channel Island Road (Kittyhawk Estate) to the Department Infrastructure Planning and Logistics.</p> <p>2. Provide a letter detailing the above resolution to the Chief Executive Officer, Department of Infrastructure Planning and Lands Mr Andrew Kirkman.</p>	19/05/2021	GMIO	Complete - Communication sent to DIPL	
2021/231	Palmerston and Litchfield Seniors Association – Request for funding agreement extension				
	<p>THAT the matter lay on the table until the September 2021 Council meeting for the purpose of obtaining further information.</p>	16/06/2021	CEO	Complete - Letter written to PLSA advising them of the outcome and requesting further information. Meeting held with PLSA, requested information provided and draft funding agreement discussed. On track to 'take off the table' and deal with at September meeting	

Grant of Easement – Form 51 – Lot 54 Hundred of Strangways – Application of Common Seal				
2021/237	<p>THAT Council:</p> <p>1. approve the use of the Common Seal on Form 51 – Grant of Easement relating to Lot 54 Hundred of Strangways (135 Horsnell, Noonamah); and,</p> <p>2. provide a letter of response to the Chief Executive Officer of Department Infrastructure Planning and Logistics detailing the resolution.</p>	16/06/2021	GMIO	Ongoing - Documentation being prepared.
Cracker Night Celebrating Territory Day				
2021/249	THAT Council write to the Chief Minister requesting that the Northern Territory Government heed advice from the Bushfires Council, volunteer fire fighters, the scientific experts at Charles Darwin University and concerns of the wider community to reschedule the cracker night celebrations from 29 August 2021 to a more suitable date.	21/07/2021	CEO	Complete - letter sent 22 July 2021
Liquor Act 2019 – Recreation Reserves				
2021/255	<p>THAT Council:</p> <p>1. recieve and note this report;</p> <p>2. determine in accordance with Section 200 of the Northern Territory Liquor Act 2019 that the consumption of alcohol at Berry Springs Recreation Reserve; Freds Pass Sport and Recreation Reserve; Howard Park Recreation Reserve and the Humpty Doo Village Green is only permitted subject to:</p> <p>a. an existing Liquor licence or BYO permit; or</p> <p>b. a permit granted by the incorporated body managing the reserve; or</p> <p>c. where a reserve or public place is managed by Council, a permit issued by Council.</p> <p>3. advertise these determinations by way of a notice in the Northern Territory Government Gazette, settled by Council's legal advisors;</p> <p>4. develop a policy on the consumption of alcohol in Council owned or controlled public places within the Municipality of Litchfield to inform future decisions; and</p> <p>5. invide a representative from Liquor, Gaming and Licensing NT to address Council on the implications of the Liquor Act 2019 for public places in the Litchfield Municipality at a date to be determined.</p>	21/07/2021	CEO	Complete - Matter referred to Council legal advisors 26 July to prepare gazettal notice. Committees advised of Council decision. Invitation sent to Liquor, gaming and Licensing to attend November Council meeting. Draft policy wil be developed prior to November.
Amended 2021/22 Fees and Charges: Humpty Doo Village Green Reserve; Thorak Cemetery				
2021/256	<p>THAT Council:</p> <p>1. approve the proposed fees and charges for the hire of Humpty Doo Village Green Reserve facilities as detailed in Table 1;</p> <p>2. approve the changed fee of \$10 for exclusive right of burial at Thorak Regional Cemetery;</p> <p>3. adopt the amended 2021/22 Schedule of Fees and Charges at Attachment A to include the hire of Humpty Doo Village Green Reserve facilities as detailed in Table 1 and the minor editorial changes explained within this report; and</p> <p>4. adopt the amended 2021/22 Thorak Regional Cemetery Schedule of Fees and Charges at Attachment B to include the changed fee of \$10 for exclusive right of burial at Thorak Regional Cemetery and the minor editorial changes explained within this report.</p>	21/07/2021	CEO	Complete - Sent to staff and uploaded to website.
DRAFT FIN17 Accountable Forms Policy – Members and CEO				
2021/260	THAT Council adopt the proposed FIN17 Accountable Forms Policy – Members and CEO, as at Attachment A, subject to any minor editorial adjustments.	21/07/2021	GMBE	Completed - Policy Register updated and policy available on Council's website.
EM05 Council Members Allowances and Support Policy Review				
2021/261	THAT Council adopt the proposed EM05 Council Members Allowances and Support Policy, as at Attachment A.	21/07/2021	GMBE	Completed - Policy Register updated and policy available on Council's website.
DRAFT GOV05 Caretaker Policy Review				
2021/262	THAT Council adopt DRAFT GOV03 Caretaker Policy as at Attachment A.	21/07/2021	GMBE	Completed - Policy Register updated and policy available on Council's website.
DRAFT HR16 Code of Conduct for CEO				
2021/263	THAT Council adopt DRAFT HR16 Code of Conduct for CEO, as at Attachment A.	21/07/2021	GMBE	Completed - Policy Register updated and policy available on Council's website.

Place Names – Revised Road Name for Subdivision at 200 Trippe Road North, Humpty Doo				
<p>THAT Council:</p> <p>1. Resolve to support the proposed road names for the road within the subdivision at 200 Trippe Road North, Humpty Doo as follows.</p>				
2021/265	<p>Preferred Alternate 1 Alternate 2</p> <p>Name Nelly Loughlin Aldebaran</p> <p>Designation Place Place Place Court</p> <p>2. Provide a letter of comment to the applicant detailing the above resolution, including recognising that the names may not meet the Guidelines for NT Place Names but is considered to be consistent with Council's Place Names Policy which makes an allowance for special circumstances to honour an individual considered to have made a significant historical contribution within the Litchfield Council municipality.</p>	21/07/2021	GMIO	Completed – Email sent to Ken Skewes 29/07/2021 with support letter DOC ID: 511916
Palmerston Environs Subregional Land Use Plan Discussion Paper				
2021/266	<p>THAT Council endorse the submissions to the Northern Territory Planning Commission in relation to the Palmerston Environs Subregional Land Use Plan Discussion Paper which are attached to this report.</p>	21/07/2021	GMIO	Completed - endorsed
Thorak Regional Cemetery Master Plan 2021 Addendum				
2021/267	<p>THAT Council adopt the addendum to the Thorak Regional Cemetery 2015 Master Plan.</p>	21/07/2021	GMIO	Completed - adopted
Lease of Council Land Telstra 390 Bronzewing Avenue				
<p>THAT Council adopt a position of in-principle support for the Telstra Application to Lease Council Land on 390 Bronzewing Avenue, subject to the satisfaction of the following stipulations:</p>				
2021/268	<p>1. Coverage of all Litchfield Council legal costs is to be borne by Telstra;</p> <p>2. Adequate community consultation, including with adjacent properties, is to be undertaken by Telstra;</p> <p>3. The proposed crossover driveway is to be built to the satisfaction of Litchfield Council and is not to impede traffic safety; and</p> <p>4. No requisite earthworks or structure is to inhibit stormwater flow into the wetlands or create run-off to other adjacent properties.</p>	21/07/2021	GMIO	Ongoing - Negotiations continuing between CEO, Mayor and Telstra's planning representatives.
Administrative Review Committee Meeting Minutes – 24 June 2021				
<p>THAT Council endorse the recommendations made by the Administrative Review Committee at the meeting held on 24 June 2021, as follows:</p>				
2021/272	<p>THAT the Administrative Review Committee:</p> <p>1. Consider the reviewable decision application and make a determination; and</p> <p>2. Summarily dismiss the application based on the application being vexatious and lacking in substance; and</p> <p>3. Furthermore, the owner/occupier be advised that an extension for compliance with the regulatory order provisions will extend to close of business Monday 28 June 2021.</p>	21/07/2021	CEO	Completed - endorsed
RFT21-261 Tender for Virginia Road-Pavement Reconstruction				
<p>THAT Council:</p> <p>1. Receive and notes the Tender Evaluation Report for RFT21-261;</p> <p>2. Notes that the report contains commercial in-confidence information;</p> <p>3. Approves the additional budget of \$200,829.96 to this project which will be sourced from Operational Budget underspends and Capital Budget savings in the 2020/2021 financial year; and</p> <p>4. Award the contract for RFT21-261 Virginia Road-Pavement Reconstruction to A1 Plant and Civil Pty Ltd to the value of \$1,546,114.96 (GST Exclusive).</p>				
2021/273		21/07/2021	GMIO	Completed - Winning tenderer notified - works to commence August



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

7 Presentations

8 Petitions

9 Public Questions

10 Accepting or Declining Late Items

11 Notices of Motion

12 Mayor's Report



COUNCIL REPORT

Agenda Item Number:	12.01
Report Title:	Mayor's Monthly Report
Author & Recommending Officer:	Maree Bredhauer, Mayor
Meeting Date:	18/08/2021
Attachments:	Nil

Executive Summary

A summary of the Mayor's attendance at meetings and functions representing Council for the period 22 July 2021 to 18 August 2021.

Summary

Date	Event
22 July 2021	Member for Nelson
23 July 2021	Howard Springs School Assembly
29-30 July 2021	National Tree Planting Day
3 August 2021	LWIB Monthly Network Event
	Risk Management & Audit Committee
4 August 2021	Strategic Discussion & Briefing Session
6 August 2021	Howard Springs School Assembly
8 August 2021	Palmerston & Rural Seniors Opening Ceremony
13 August 2021	Shadow Minister / Member for Brennan – Litchfield Council Advocacy Projects
	Palmerston & Rural Seniors – Taminmin Library Morning Tea

Recommendation

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



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

Council Appointed Representatives provide a verbal update on activities over the past month relating to the committee meetings 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 Rural Show Committee
Cr Salter	-	Howard Park Reserve Committee
	-	Knuckey Lagoon Reserve Committee
Cr Sayers-Hunt	-	Local Government Association of the Northern Territory (LGANT) Executive
Mayor Bredhauer	-	Litchfield Women in Business Network Committee

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

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

15 Officers Reports

15.01 Council Leadership & Community Services

- 15.01.01 Litchfield Council 2021 Community Survey
- 15.01.02 Tourism and Events Strategy 2021-2024 Action Plan Year One
- 15.01.03 Howard Park and Knuckey Lagoon Recreation Reserves Minutes
- 15.01.04 Recreation Reserves Funding Agreements

15.02 Business Excellence

- 15.02.01 Litchfield Council Finance Report
- 15.02.02 Risk Management Audit Committee Minutes

15.03 Infrastructure & Operations

- 15.03.01 Summary Planning and Development Report – August 2021



COUNCIL REPORT

Agenda Item Number:	15.01.01
Report Title:	Litchfield Council 2021 Community Survey
Author:	Nicky McMaster, Manager Communications and Engagement
Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	18/08/2021
Attachments:	A: Litchfield Council 2021 Community Survey Report

Executive Summary

This report presents to Council the results of the Litchfield Council 2021 Community Survey.

Recommendation

THAT Council receive and note the Litchfield Council 2021 Community Survey Report.

Background

The Annual Community Survey is an opportunity for Council to receive feedback from its residents and ratepayers on Council's performance.

As an annual key performance indicator, the Community Survey is a strong engagement tool to assess:

- Community satisfaction with Council services;
- If Council is meeting community expectations;
- Areas for improvement; and
- Understanding community needs.

There was a slight increase of the number of responses to the 2021 Community Survey with 227 submissions received.

The 2021 Community Survey results will be used as success measure indicators in the 2020/21 Annual Report and are one piece of community feedback that contributes to the development of Council's Municipal Plan.

This year is the fourth consecutive and consistent Community Survey conducted by Council, which has provided valuable community data and established benchmarking for future surveys.

The Survey was open for four weeks in mid-June to mid-July 2021, with Litchfield residents encouraged to complete the survey through the online Your Say website. The Survey promotion also extended across Facebook, Council website, emails directly to Your Say registered participants and promoted on scheduled radio interviews.

The Litchfield Council 2021 Community Survey Report is provided as Attachment A.

The 2021 Community Survey results are generally positive especially in the area of satisfaction with Council's services and facilities.

The table below shows the satisfaction of services and facilities that are rated as very good or good in order from highest performance to lowest for 2021.

Services or facilities	2019	2020	2021	Variance in satisfaction
Thorak Regional Cemetery	75%	76%	94%	18% increase
Community Library	92%	78%	88%	10% increase
Waste Transfer Stations	81%	83%	85%	2% increase
Recreation Reserves	83%	79%	82%	3% increase
Road drainage maintenance	62%	61%	66%	5% increase
Maintenance of local roads	66%	62%	64%	2% increase
Roadside maintenance	62%	62%	60%	2% decrease
Waste recycling opportunities	52%	52%	56%	4% increase
Animal management	52%	43%	44%	1% increase
Weed management on Council land	65%	35%	35%	No variance

Council's overall performance remains steady and has the same result as the 2021 Community Survey with 56 percent of respondents saying they were satisfied with Council's performance.

The below table shows some comparisons from last year's survey.

	2020	2021	Variance
Council's Overall Performance – very good or good	56%	56%	No variance
How do you rate Council's performance of Road drainage maintenance	61%	66%	5% increase
How proud are you of living in the Litchfield municipality – very	80%	81%	1% increase

proud or somewhat proud			
If you have contact Council in the past six months, how do you rate your service – very good or good	46%	60%	14% increase

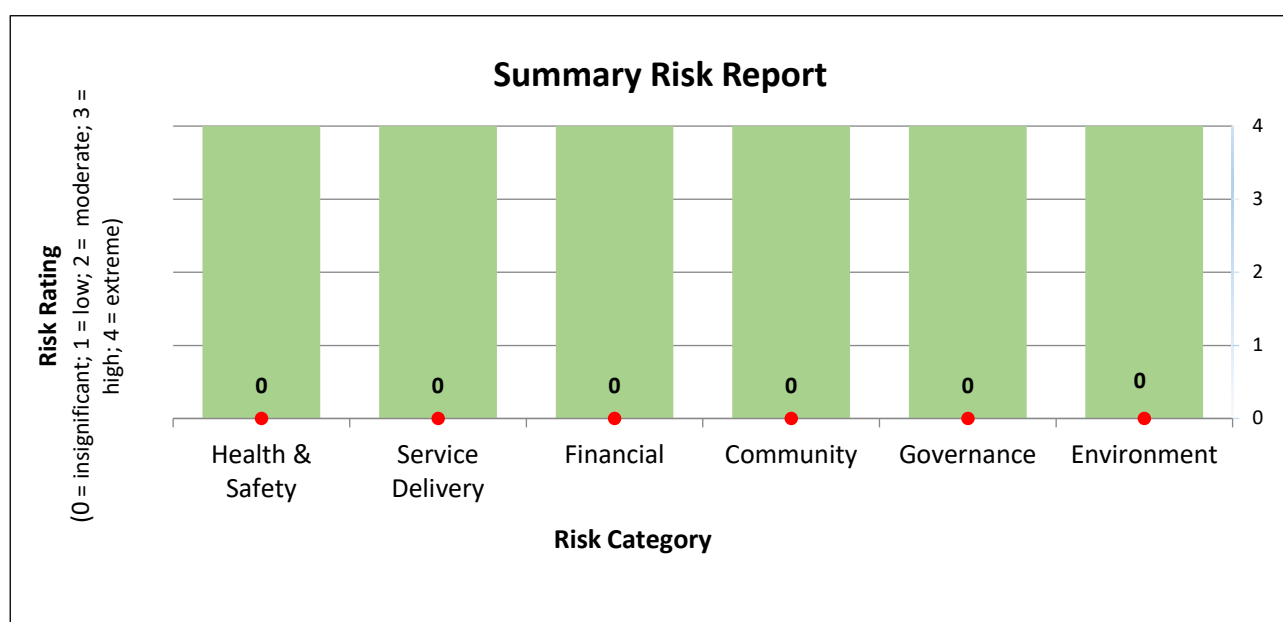
Links with Strategic Plan

A Well-Run Council - Modern Service Delivery

Legislative and Policy Implications

Nil

Risks



Nil risks are identified in conducting the annual community survey.

Community Engagement

The 2021 Community Survey was available for comment for a period of four weeks.

The survey was promoted through the following means:

- Your Say Litchfield
- Litchfield Council website
- Facebook
- Radio interviews

- Taminmin Library

Face to face opportunities were cancelled due to the COVID-19 lockdown and restrictions that were in place during the consultation period.



Litchfield Council

2021 Community Survey Report

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Appendix 1 – Please comment on how you think Council could improve any of the recreation reserves

Appendix 2 – What do you like most about living in the Litchfield municipality

Appendix 3 – What do you like least about living in the Litchfield municipality

Appendix 4 – Please comment on how Council could improve its communications with residents

Overview

Litchfield Council conducts the community survey annually to hear from residents in our community and to provide Council with information to better understand satisfaction in how Council manages its services and facilities.

The results of the survey are used in future planning for the municipality.

The objectives of the survey are to:

- Measure importance and satisfaction of Council services and facilities
- Establish benchmarks
- Guide future priorities for Council
- Provide Council with suggestions

The survey was available for comment for a period of 28 days from 18 June to 16 July 2021 and gathered a slight increase in responses from the 2020 survey of 215 to 227.

The survey was promoted through the following means:

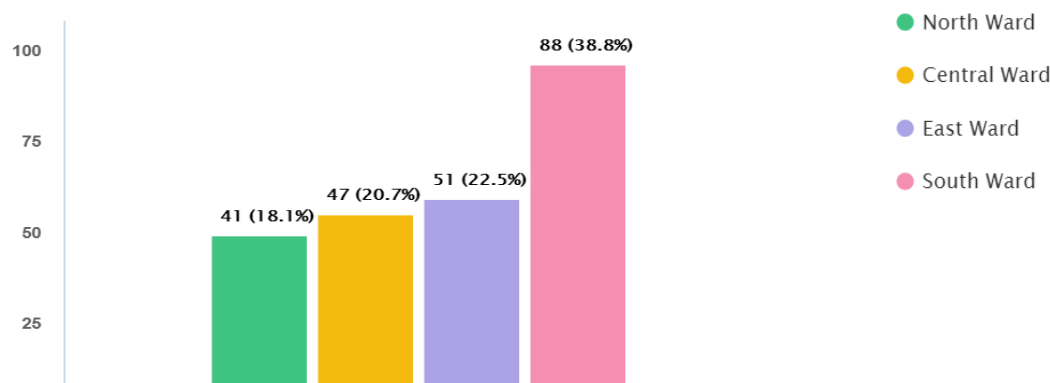
- Your Say Litchfield
- Litchfield Council website
- Facebook
- Radio interviews
- Taminmin Library

This report outlines the findings of the survey and provides some analysis and benchmarking to previous years' results.

Findings

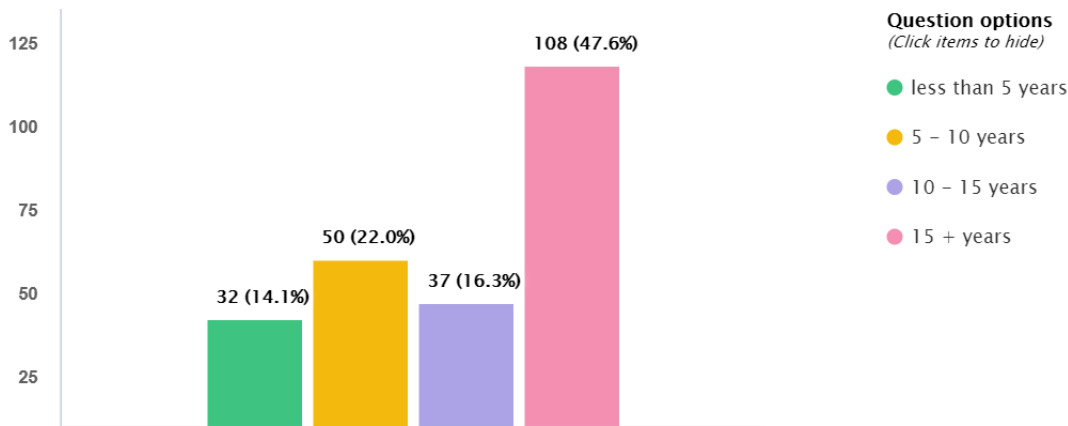
Respondent profile

The majority of respondents to the survey are residents and landowners in the Litchfield Municipality, with the South Ward providing the largest representation as shown in the chart below.



The respondents age range with the highest representation at 42 percent was the 50 – 64-year-olds, followed by 39 percent of the 30 - 49-year-olds and 15 percent of respondents being over the age of 65.

The below chart reflects the length the respondents have lived in the Litchfield Municipality.



Importance of Council services and facilities

Respondents were asked to rank how important Council's services and facilities were to them, with one being the most important and 10 being the least important.

Again, maintenance of local roads (potholes, grading, sealing) was ranked the most important, closely followed by roadside maintenance (mowing, slashing, road signs).

Ranked the least important for the third year in a row was Thorak Regional Cemetery.

The table below shows the importance ranking in order from most important to least importance service and facilities for 2021 and their comparison to 2020 results.

Service and Facilities	2020	2021	Variance
Maintenance of local roads (potholes, grading, sealing)	2.25	2.35	.10 increase
Roadside maintenances (mowing, slashing, road signs)	4.69	4.22	.47 decrease
Road drainage maintenance	4.65	4.51	.14 decrease
Waste Transfer Stations	4.77	4.86	.09 increase
Weed management on Council land	4.72	4.91	.19 increase
Waste recycling opportunities	5.83	5.63	.20 decrease
Recreation Reserves	5.20	5.69	.49 increase
Animal Management	6.24	5.88	.36 decrease
Community Library	7.95	8.09	.14 increase
Thorak Regional Cemetery	8.46	8.51	.05 increase

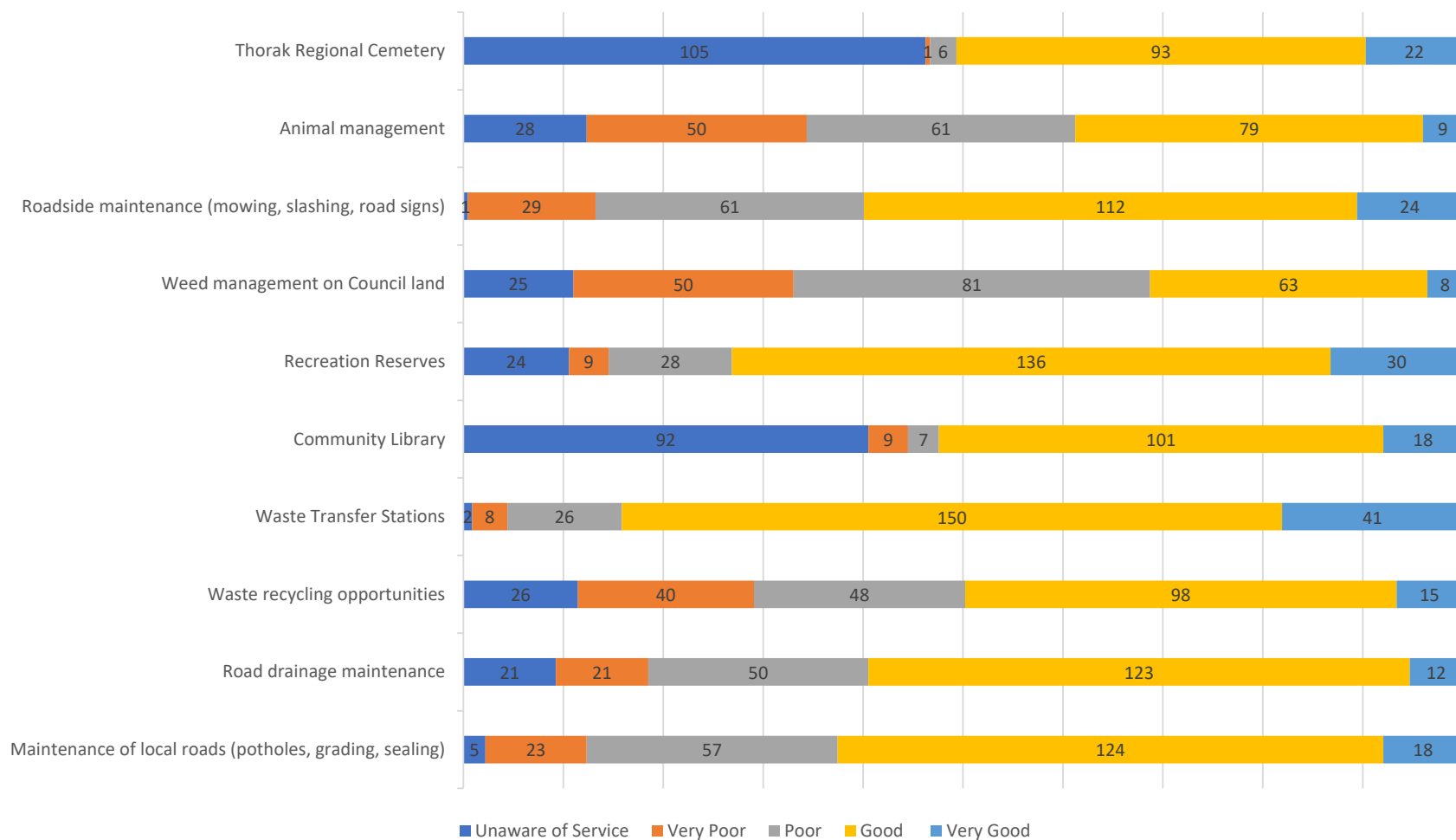
Satisfaction of Council services and facilities

Respondents were asked to rate their satisfaction with Council's services and facilities using a rating scale of very good, good, poor, very poor. There was an option to select that they were unaware of the service or facility. Satisfaction levels were determined based on those who ranked the service.

Despite an increase in Council promoted activity for the Taminmin Community Library, there was still 41 percent of respondents who were unaware that the library was a Council delivered service.

The chart below shows the satisfaction levels for Council services and facilities.

Satisfaction of Council services and facilities



Satisfaction levels have increased in all but two areas of Council's service delivery to the community, with significant increases to both Thorak Regional Cemetery and the Community Library.

The table below shows the satisfaction of services and facilities that are rated as very good or good in order from highest performance to lowest for 2021.

Services or facilities	2019	2020	2021	Variance in satisfaction
Thorak Regional Cemetery	75%	76%	94%	18% increase
Community Library	92%	78%	88%	10% increase
Waste Transfer Stations	81%	83%	85%	2% increase
Recreation Reserves	83%	79%	82%	3% increase
Road drainage maintenance	62%	61%	66%	5% increase
Maintenance of local roads	66%	62%	64%	2% increase
Roadside maintenance	62%	62%	60%	2% decrease
Waste recycling opportunities	52%	52%	56%	4% increase
Animal management	52%	43%	44%	1% increase
Weed management on Council land	65%	35%	35%	No variance

Thorak Regional Cemetery and the Community Library were ranked 9th and 10th in order of importance in the community and were rated the highest in satisfaction.

Customer Service

In 2021, respondents were asked if they have contact Council in the past six months and if so, what was their level of service. Of the 227 respondents, 48 percent said they had not contacted Council in the past six months.

Of the respondents that had contact Council, 60 percent rated their service as very good or good, this is an impressive increase of 14 percent from the 2020 survey results as shown in the table below.

Rating	2019	2020	2021	Variance
Very Good or Good	62%	46%	60%	14% increase

Recreation Reserves

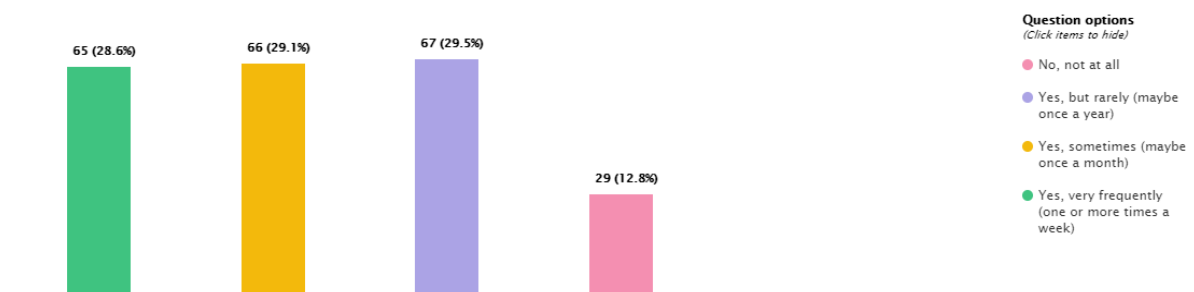
The Litchfield municipality has eight recreation reserves that have varying facilities and are all free to the public. There are hireable spaces available at some of the reserves.

Only just under 13 percent of respondents said they never use any of the recreation reserves.

The below table shows the consist recreation reserves usage over the past three years.

Attendance	2019	2020	2021	Variance
At least once a year, up to one or more times a week	87%	87%	87%	No variance

The chart below shows the frequency of use from respondents at our seven recreation reserves.



Sport, general exercise, walking the dog and leisure time are the most common uses identified for the recreation reserves.

When asked how you think Council could improve any of the recreation reserves, many comments were received, however, the following themes emerged.

- Secure funding to improve/update facilities
- More community activities/more different sporting facilities
- Water play/swimming pool

Appendix 1 provides comments from respondents regarding the above question in raw data form.

Litchfield Council

Satisfaction with Council roles

There are many roles that Council performs in its day-to-day operations that the community may not be aware of. These include advocating for funding and about important issues with higher levels of government, supporting community events and engaging with the community.

Using a rating scale from very good to very poor, Council asked respondents to rate its performance in the above roles.

It is disappointing that Council has achieved a number of milestones in these roles that is not reflected in the results. An example of this is Council's advocating efforts to the Federal and Northern Territory governments to successfully seal a \$21 million joint project for the upgrade of four mango production roads.

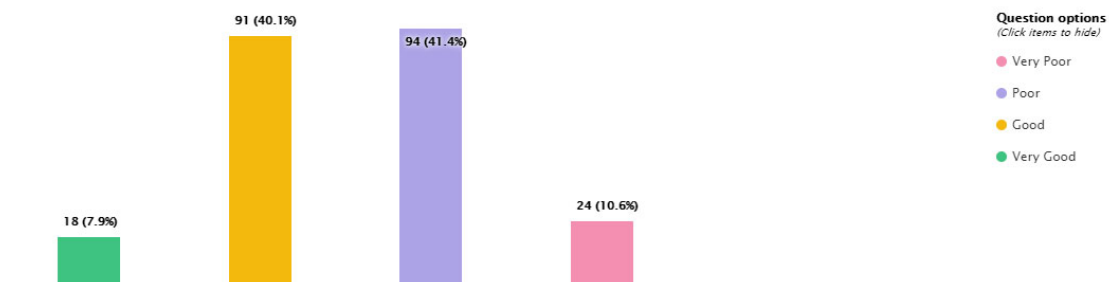
The table below shows the rating from respondents of very good or good in these roles in comparison to previous years.

Role	2019	2020	2021	Variance
Advocacy	70%	68%	65%	3% decrease
Community support	77%	77%	67%	10% decrease
Community engagement	49%	34%	35%	1% increase

Strategic direction

Council's strategic direction is to provide services and facilities to make Litchfield the best place to live in the Top End. Respondents were asked to rate how we Council is contributing to its strategic direction.

The below chart shows that 48 percent of respondents believe Council is very good or good at contributing to its strategic direction which is a decrease of 2 percent from last year's responses.



Corporate communications

Council asked respondents to rate how they feel Council's communication is to the community. Six respondents skipped this question with 50 percent saying Council was doing very good or good, which is a 2 percent decrease from last year's survey results.

A question was asked for respondents to comment on how Council could improve its communications with residents and interestingly there were a number of comments regarding the development of a community newsletter, which Council has already put in place and recently issued volume number 4.

The raw data for this question can be found in Appendix 4.

Investment in the community

Council is always interested in understanding the community and their thoughts around the sentiment of living in the Litchfield municipality. Respondents were asked how proud they were to live here and what they like most and least about living here.

It was pleasing to see such a drastic decrease of respondents that said they were not proud at all to live in the Litchfield municipality from 2020.

The table below shows the comparison from this year's sentiment of living in Litchfield against the previous two years of survey results.

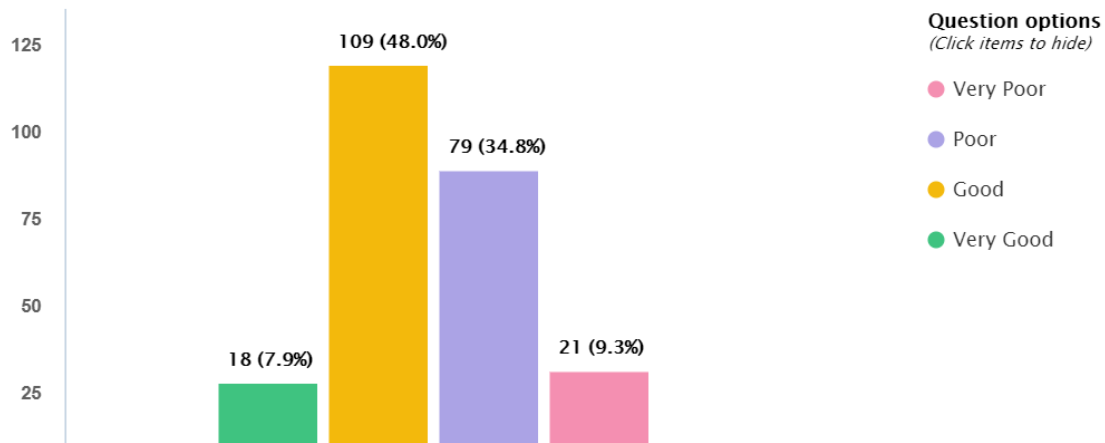
Sentiment	2019	2020	2021	Variance
Very proud or somewhat proud	68%	80%	81%	1% increase
Not proud at all	7%	6%	0.02%	5.98% decrease

Respondents were asked to provide examples of what they like the most and what they like the least about living in the Litchfield Municipality and these responses can be found in Appendix's 2 and 3 respectively. Twenty-six respondents skipped the question what do you like the most and 34 respondents skipped the question what do you like the least.

Overall performance

Respondents were asked to rate Council's overall performance with all 227 responses received. Fifty six percent of respondents said Council's overall performance was very good or good, which is the same result as last year's survey.

The chart below shows the breakdown of respondents and how they rated Council.



Summary

The 2021 Community Survey results are very pleasing especially in the satisfaction levels of Council's delivered services and facilities.

Feedback has been provided in the survey responses around the sentiment of living in Litchfield and recommendations of how Council can improve the recreation reservice and communication. This feedback will be effective in providing Council some ideas, suggestions and guidance for the future planning for the municipality.

There was a slight decrease in the satisfaction of Council's communications, with a number of comments to improve suggested a Council newsletter. Connecting the Community – Council's community newsletter was launched in June 2020 and promoted through Facebook, Council's website and directly emailed to registered participants on Your Say Litchfield. The survey results have shown that more promotion and awareness is needed to advise the community of the means of communications that are available.

Council's overall performance remains consistent at 56 percent of respondents saying that Council is performing very good or good, which is the same result as 2020.

Appendix 1

Please comment on how you think Council could improve any of the recreation reserves

Secure funding and/or manage in-house

Running/walking tracks so we don't have to go into Palmerston.

N/A

More community activities held at these facilities like markets etc.

Upgrade facilities, introduce new clubs i.e. Netball, basketball etc.

Adding something unique like water play area, mazes ect.

I think it is time the NTG step up and actually assist Council to upgrade many of these places. They are wonderful spots but are tired for the most part.

I would love to see the NTG provide a community sporting centre with a pool and aquatic activities for the kids. I understand this is not an affordable option for Council, but you should be advocating for something like this, with an agreement from the NTG to assist with the cost of maintenance. Beats having to listen to Eva Lawler spruiking on about Gamba Armies that do nothing in the community really

?

Add some water play

N/A

Swimming pool

Leave more native bush areas! For people to explore and enjoy.

More enforcement of dog bylaws...

Increase budget

Nil

Not sure, maybe more shade and tables areas not too close together so people can still enjoy the surroundings

Livingstone - watering

Berry springs - toilet facilities dirty

Too afraid in case they put the rates up

No comment

Better maps more info on each rock pools.

Dog parks

Ban dogs or get people to pick up their dogs S\$hit

Improved facilities for horses at Livingstone reserve

better sharing of facilities at Freds Pass Reserve so it is more multipurpose and not dominated by specific sporting associations

Buying Girraween Lagoon and creating a recreation and wildlife reserve where trailbikes and quad bikes are not permitted

Fix the rd into the Freds Pass markets. Ok for 4wds but tough for non-4wds

Help young people, teenagers, look after Aboriginal people properly. Get rid of disgusting food and alcohol. Animal cruelty with the croc at Berry Springs Tavern.

Accessible clean toilets

By adding more services, ie: pool, different sports fields- hockey, tennis, bball.

Increase equine facilities

More shade, equipment hire (eg tennis rackets), better maintenance of facilities

Keep up the watering and making to look its best in the dry

Weed management. Tree maintenance on dangerous trees.

Desperately need a dog socialisation area

Allow swimming again in Howard Springs at least during the wet season when the water is flowing.

Keep check on weeds.

Get rid of crocs

Lights on ovals

More grand stands and shade structures at sporting ovals.

Only know McMinns, that's very pleasant.

NA

More recycling facilities, drinking water refill stations

Residents and local groups should get discounted hire and council should help with cost of Public liability insurance for local groups

Rubbish removal

I think they are in pretty good condition from what I've seen.

Water diversions on the Freds Pass Reserve back sporting fields needs to be redirected away from roads and ovals. Road access to FPR. Provide safe walking tracks for the kids off the bus at Coolalinga to get to Freds Pass

They need more financial support to maintain

More funding for equestrian users.

Expand and improve on current infrastructure

More use of space as income-producing eg short stay campers at Freds Pass Sport and Recreation Reserve and Livingston Reserve along with the provision of a dump point

Add public swimming pool to Fred's Pass

I'm nervous of election promising pool talk. If you build a pool, a 25m one is a waste of money. Hold out until you can build a 50m pool. This would be much more beneficial to schools and lap swimmers.

You could improve by providing more services for the rate payer in the location rather than focusing on the recreational reserves.

Car parks at Berry Springs

Spending more money on them instead of hair brained ideas like caravan park

There are management teams within the reserves and are looked after well however it is not all about reserves! It is also about maintaining the rural ambience without destroying lifestyles by not challenging the changes that the planning authority is forcing upon large rural areas!

Fred's Pass Reserve has for ever required an overall facility for each organisation to use as a clubhouse like say Tracey Village

Fred's Pass Reserve Manager was inapproachable, inflexible and downright rude

As I have not visited any in the last 6 months or more I can not comment.

Sell them to the highest bidder, or give them away, just get rid of them and stop wasting money.

Oversee Management so they stop chopping down trees, employ Managers with Environmental issues as a priority
Leave them alone.

Start school age sports for the kids out here in Berry Springs

More sporting options out Berry Springs way considering there's a school there.

We need a swimming pool!

Lobby to keep Howard springs pine forest as green space

Always support the community groups who maintain them or ensure they are retained to a level for the future.

Bike paths to get to these reserves.

Berry Springs Reserve is a fantastic facility that is hamstrung by council rules. If it was made a 48hr self-sufficient recreation vehicle (RV) camp area at a minimal cost of \$10-\$15/night, the funds would allow for the Reserve to advance and support local sporting teams, efficient, safe lighting, solar power etc. The current caretaker is required to purchase tools and equipment as a result of insufficient funding to the Reserve. The committee is often dysfunctional due to inexperience (outside of Council control) and lack the ability to challenge Council on matters pertaining to the Reserve.

Give them back to the locals and organisation to maintain and stop out laying unnecessary money that isn't yours! The grounds at Fred's Pass were always beautifully maintained without the council. Plus families like my own often mowed and maintained Howard Park and Berry Springs.

More wheelchair accessibility.

The rural area is constantly growing and you need to keep up with this, either increase facilities at Fred's Pass or build across the road

Berry Springs needs someway to walk around it preferably with dogs, but especially with small children.

There's needs to be a nicer spot to picnic or watch the sunset with a view of the water. - for example we moved here from the city and lost the Cullen Bay Lawn, East Point and the Nightclif foreshore, and in comparison Berry Springs you have to sit away from the water and you could be in any field so there's no comfy place to sit and just watch the world go by!

I think Wildlife Park should be free to Berry Springs residents as it was our only place to walk with young children in the shade and now it costs a large upfront cost

They could put Aussie Rules goal posts on Howard Park.
walking track at McMinns Lagoon

Just let committee do more with out restarts put on them
I dont want them improved

By including a turfed athletics field. The Rural Athletics Team has one of the largest enrolments (of not THE largest) in the Top End yet it doesn't have a proper track to train on. The volunteers that run this club are of excellent quality and have been involved for many years. Having a track and field that reflects the increased involvement of the community in this club would support Litchfield Councils strategic direction of having services and facilities that make Litchfield Municipality the best place to live.

All good

mow the grass more regularly on the access points to knuckey lagoon e.g the lane from secrett road to the lagoon. used to be able to walk down it but can't now due to long grass

Mcminns needs weeding...memorial park appalling...needs paths repaired...mowing....signage renewed...

Keep funding them

Include a dog park

More community fun days for families.

By putting more toilets

Ore things to do more events

Better signage

Livingstone Reserve could be next Rodeo ground. Plenty of room. Particularly if get pushed out of Robbie Robbins.

Not sure , Better to ask the individual reserves what they need

Swimming facilities

Give Humpty Doo scouts more control of the hall

The new sliding gate at Freds pass is a joke who ever installed it should come back and get rid of the hideous bump in the road.

Recreation reserves are OK, but I wish that I could bring my dog for a walk sometimes.

Howard Park requires work on landscaping and irrigation

* Council could enhance their usage by allocating licences to pop-up vans to provide refreshments (weekends).

* Actively pursue possible paying customers & businesses re location hire for utdoor meetings work shops etc anything !
Advertise ! Provide mobile marquees

* More guided tour dates by reserve guides. (Publicised)

* Schedule more variety of activities in the calendar year for each reserve

* hire out reserves for weddings, birthdays etc (What Dwn Botanical Gardens is doing now) - supply tables/chairs for a fee

* Publish a slick brochure advertising your services & promote ASSETS (reserves)

Playground at McMinns and a BBQ maybe

more seating areas, kid use and party facilities. dog friendly spaces.

Listen to the user groups - use the grant user group got for what it's purpose was not taking it for your own projects. Have people at the FPR who are actually interested in what happens there.

.

Upgrades to existing

By STOPPING over-development.

Actually spend some money on them, make them inviting

More activities

Upgrade some of the inside spaces of buildings on the reserves, to modernise them and make them functional for a variety of purposes. Creating a Dog Park so that dog owners can exercise their dogs in a safe space, similar to the Dog Park at Marlow's Lagoon. This would create a space for dog owners to meet and socialise. Perhaps Council could advocate (or lobby) both the Australian Government and the Northern Territory Government (and/or private investors/big sports organisations) for funds to upgrade the sporting fields at Fred's Pass, so they are commensurate with the facilities at Marrara.

add basketball courts in Humpty Doo with lighted areas for night usage

Don't go often enough to comment

Dog friendly

They can't cuase they are too lazy

n/a

They are good as they are

more seating areas with BBQ's covers (Shade) around them

Increase in community projects, partnering with non profit groups both senior and junior ages. Celebrations or festivities within the reserves. Freds Pass receives more money and grants etc whilst others receive little.

Nil

no comment

More Finance

Not sure

Install a pool

All should have fitness stations and more, labelled, native shade trees.

Increase quality of service, particularly maintenance

Provide more accessible footpaths (high enough to be safe from the wet soil during the wet season), provide electric BBQ areas (with cleaning maintenance), provide irrigation for nice presentable grass for picnics etc, provide water bottle fountains, create more space for families to have picnics.

Improve the lease agreements process with community groups, so that non for profit community groups don't need to chase them and they know where they stand in regards to who is responsible for what.

hard to say as I don't tend to use them

Haven't used any recently

no

None

Update play groups maybe include a water play ground

Bins

Stop locking the gates on the access road following the boundaries of the reserve! - it makes running and bike riding a real hassle when negotiating these locked gates and they're NEVER OPEN!!!!

Bird and plant lists

More free events or school holiday programs in a child friendly environment

Stop trying to make the rural area into an exclusive townie holiday retreat

when i rarely visit I'm satisfied

Tennis courts, 50m pool, clean waste sorting and collecting e.g. bottle caps, contact lenses,

Tree maintenance/pruning

Overhaul old member of reserves who fail to want to change.

Would like more junior sports berry springs/Livingstone. Berry springs reserve is heavily under utilised

They are great - clean and tidy

Maybe more shaded areas

Toilet facilities, parking and small grants to run activities to activate the spaces

Reduce those that are not used regularly. The land may best be suited for other uses. For example, part of the Humpty Doo Village Green area could be used for a Caravan Park that would bring in revenue to Council.

Appendix 2

What do you like most about living in the Litchfield municipality?

Large block sizes
Spacious but close to everything
Wide-open spaces
Plenty of space.
It has everything
Rural Lifestyle
Access to everything you need
Being rural and on acreage
Open space
Rural lifestyle with peace and quiet
Its no Palmerston

I like living in the Litchfield area as it is - no hassles but I do not appreciate that council uses my rates for then and not for me!

Open space
Being rural, leave Litchfield council land as rural land!!!
The land / property acreage
Rural lifestyle
Own spaces
Rural living...
It's Home - nothing to do with the Council
Rural living
peace
The peace and quiet
My home, rural quietness
Quiet, love humpty doo village green
Quiet
I like living rural being in the litchfield area is irrelevant.
It was suppose to be cheaper rates. Not getting our monies worth near paying as much as Palmerston and Darwin rates with 1/2 of the services
Space
Rural living.
The isolation
Rural living, quietness
Large blocks
Space
Access to free recreation reserves for horses.
my quite rural block, the community around me.
Acreage, close yo Darwin but not suburbia
The birds. Not too busy.
Rural lifestyle
It doesn't excite me, run down, bad animal management, no forward thinking on development.

The community spirit
 Space
 space
 Quiet
 5 acre blocks
 Our rural lifestyle
 Open space, access to the outdoors
 lifestyle, peace and tranquility, fact I am able to own acreage,
 cost of rates
 Privacy and lack of traffic.
 Lifestyle and proximity to town
 Knowing it won't be subdivided into house blocks or smaller
 acreage lots
 5 acre blocks
 Not being closed in by suburban development which is
 happening against the rights of residents.
 low crime low cost less government oppression
 Peace and quiet
 Natural surrounds

 Room to move, great community, great schools, good facilities.

 Space, ie acreage.
 Peace and quiet and being able to grow vegetables
 It's not Darwin or Palmerston. Lesser crime. Open space.
 Although I pay for the privilege. Extra fuel, rates we etc.
 The rural lifestyle - it's why we moved there.
 Space, peace and quiet
 Keeping rural rural.
 Peace and quiet
 Rural living
 Less beauracracy smaller government until now.
 Poor representation
 Rural lifestyle
 the community support around me
 Space
 Space from my neighbours. Less bureaucracy and fussing.
 Natural bush. It's already the best place to live in the top-end -
 without anyone's input.
 Everything except for what our council provides for the rates we
 are charged.
 Open space
 Laid back
 Friendly people
 Not over governed
 Lifestyle
 quiet
 Free dump, rural blocks
 Large land sizes, space

Peace and quiet
 The rural lifestyles
 Lifestyle
 my choice to live how I want without impacting neighbours or the environment
 The quiet
 Space and community
 Love living rural. great community great people
 Mainly I like the quite rural lifestyle.
 Its not Palmerston
 Space, natural environment

 Love living here, love our open spaces. Love the Pine Forest.

 Rural Lifestyle which is slowly being eroded
 Rural life style
 My neighborhood
 Peaceful
 Rural living
 No close neighbours and the rural lifestyle
 It's a rural municipality that is nothing like a town/city that has different priorities.
 The space - not living on top of neighbours.
 I enjoyed going to storytime at the library when the kids were little and it really connected me to the community.
 I've also been trying to get along to more Art Out events, but can't often make it due to working hours. Another great way to connect with community and enjoy our local area.

 Generally, the genuine rural minded residents within the wards

 It's rural, great community and lots of outdoor activities.
 The people
 It is not the municipality or anything to do with the council, I love living rural
 Berry Springs has a Rural but friendly feel
 The rural lifestyle puts hunting reserves on my doorstep.
 Rural lifestyle
 its warm
 The real life style
 Rural living and quiet
 Rural land
 Rural
 Space, community
 The quiet.
 Room, good place to raise family
 Rural areas, open spaces, horses, lifestyle
 Rural lifestyle
 I love Humpty Doo. It has almost everything we need.
 The people and the sense of community

Rural lifestyle
Nature living
Rural lifestyle, large blocks

The opportunity to live a semi-rural lifestyle. Enjoyng land and space enough to pursue a wider range of hobbies and interests such as gardening, keeping animals/pets, exercise (including walking through surrounding bush tracks). We are situated in a great spot to enjoy recreation and leisure between the natural environment and those facilitated by more densely populated suburbia like the cities of Palmerston and Darwin.

Perceivably high safety and low crime rates.

Privacy that comes from living in a low density, low traffic, residential area.

Lower levels of pollution (including noise and light pollution).

Freedom & responsibility of processing own rubbish & recycling. Taking it to the facilities when necessary or when it suits our schedule, not being limited by a collection schedule or a number of council bins provided.

Observing the wildlife as they feed, bathe, rest or court in our own backyard. Our open paddocks, diverse flora, water reservoirs and quiet block all attract wildlife as they migrate through or settle in depending on the species and season.

Space

What I did like was it was quiet and safe (not any more)

space and freedom

Quiet

Privacy and space

Relative freedom

Privacy

Space and nature

Bigger block size than town so neighbours are a nice distance away.

Space, recreational reserves and the large blocks.

We live in an Awesome community But Council could improve some of it`s services especially gamba and weed control on their properties

Rural environment with access to essential services

Rural fresh air with not many people around.

Love the rural environment and friendliness

Rural living

* Facilities are in close proximity, not vast travel time to notable destinations.

* No public housing riff raff at shopping centres

My space and privacy

The rural community, lifestyle and easy way of life.

It quiet in my block.

Rural/farm life
Freedom
Rural living
Sense of community, lifestyle.
Quite clean
Rural living
The rural lifestyle
Rural living
Rural lifestyle

WAS the peace and quiet.
WAS the beautiful green spaces and ecological natural beauty.

Rural lifestyle. Blocks 5 acres or larger.
Rural living
Rural
Space. Lack of high density housing.
Quiet

The space and privacy that comes with living on acreage. The sense of community that has evolved over the years I have lived in the Litchfield Municipality. The contribution and support community members give to each other, giving to the community, helping each other when needed. The advocacy and representation of our MLA's (ie: Gerald Marley, Gerry Wood, Kezia Purick), speaking up to protect the rural lifestyle of residents. They are visible and accessible to residents.

the community
the space that large blocks enables for a garden and natural bush enjoyment
Space, relative quietness, good people, people who care about native wildlife / flora,
Space - rural living
I wish the cox pen side had its own council as litchfield is to great of an area and we are often forgotten about
rural lifestyle
Space ,peace and quiet
the peace and quiet
Rural lifestyle
Freedom
Rural environment and amenity
Freedom
Remote
Natural landscape, lifestyle and opportunities.
it is not in the city
Rural living
My own space
Lifestyle
Space, bush, our idyllic lifestyle, and our quirky nature.

The quiet, the space and the lack of itinerant traffic.
Peace and quiet
Space and Low Crime
The rural lifestyle
relaxed lifestyle, open space, great reserves
the space and freedoms we enjoy compared to city living.
peace and quiet on 20 acres
The lifestyle, freedom, privacy
my age it quite
Serenity
Rural Lifestyle
It's home for me
Rural lifestyle
No street lights
We enjoy our closeness to nature - we have lots of wallabies,
bandicoots and possums on our block! - also with the
development of Coolalinga - close proximity to amenities - but
we'd really like a pool at Fred's Pass!
Natural environment, people.
Space; Fred's Pass Reserve; community consultation
The rural nature of the area
The freedom and nature
Privacy and independence
habitat
Living on acreage with bush and wildlife around
Large blocks of land
Serenity
freedom from too much interference from shire and govt
departments.
Rural environment
Rural living and privacy
Rural life and way of living
The mix of rural and suburban living for families
Rural lifestyle that appears to be degrading.

Appendix 3

What do you like least about living in the Litchfield municipality?

Utilities harder to maintain. Eg: PAWA don't have pipes for town water to the block, only to the top of the road. We get water leaks that is the land owners responsibility to fix. Pipes should go to the verge, not the top of the road.

Health and support services

Roaming dogs and lack of consequences for irresponsible owners.

Lack of weed management.

Road networks around Coolalinga

Poor street lighting and footpaths.

Dust

Dogs !

Animals roaming the community at will.

Aldermen who have absolutely no interest in what is best for the community and would rather sit around swearing and acting like little children. The Council staff are labelled with the incompetence of the elected members and this is outright disgusting

The standard in which roadworks are carried out and then paid for. Redgum Drive is a perfect example of allowing useless contractors to claim ratepayers money and the road is worse than before they resealed it last year. There is depressions and basically holes in the road that were simply sealed over with no rectification carried out. There is a sunken strip of asphalt right on a bend that is a dangerous situation in waiting. When you drive over this, your car bounces off the road and needs to be overcorrected. Trippe Rd is another useless bit of work. The patch works carried out create a dangerous roadway because of the pooling of water in the wet season that encourages aquaplaining. Council needs to review its policies around acceptable works. It is time to stop letting contractors rob Council and the community of our hard earned money.

Stop bending over for the minorities. Just because someone is loud doesn't make them right. If anything in the rural area, the louder the idiot, the dumber their thoughts generally are. Grow a set and allow your staff to do their job and do what is in the best interests of the community.

I would never want to be one of your employees. The amount of times you can jump onto the Litchfield Council Facebook page and see someone talking with a lack of brain cells is pure frustration and the way Council just accepts it is ridiculous. It is about time that Council takes action against the serial pests on social media and stop them.

Doug Barden and Mathew Salter need to be sent packing. Their behaviour is disgusting and not fit to represent the people of the community.

Lack of services and maintenance

The councils attitude with who pays there wages,

Skate park

X

The fact that they are trying to enforce dog laws on the residents when they are providing any additional assistance I.e. after hours call outs, more kennels etc

What's next we aren't allowed to have more than 2 dogs. Stop trying to be like Palmerston and Darwin.

The mayor

Getting too busy, Coolalinga especially. Turn off outbound from town into Coolalinga Central should have a big gap between Stuart hw and turn off to allow cars turning onto shw to see.

People who do not restrain their dogs in recreation reserves...

Ridiculous rate rises with no other visible benefit

Uncontrolled dogs

roaming dogs

Nothing

Animal control, lack of actual council engagement and care of residents thoughts

Roaming dogs, potholes

The council

It was suppose to be cheaper rates. Not getting our monies worth near paying as much as Palmerston and Darwin rates with 1/2 of the services

Roads

Weeds that are uncontrolled both in council area which spread to private property.

Roads and tourist that use them.

Lack of services;

-Rubbish collection,

-Street lights,

-Can't Recycle at Berry Springs Transfer station which makes skip bins get too full & increases the price we pay.

Restrictions

Unapproachable council and dogs

Poor animal (dog) control

distance to go to cultural events in darwin

Roaming attacking dogs. Lack of control of said dogs. Very few places to safely walk pet dogs either on or off lead. Is criminal that Litchfield Council would not accept responsibility for Girraween Lagoon and add it to council reserves

Road and building planning, particularly around Coolalinga

It's expanding but the services are not. Roads are becoming to dangerous at peak hour.

As above.

Not enough services , no bus stops for kids

Lack of things to do

less options for effective waste recycling

Low road maintenance

Road safety and Animal management

The increase of smaller blocks

Lack of services south of Arnhem Highway

constant government hammering into trying to take over your Shire and the Palmerston Hospital been built where it is and not been located further down the Shire to make access easier for those rural residents.

Worried about boundary changes to Palmerston. Worried about smaller subdivisions. Lack of feeder lanes onto Stuart Highway - huge safety issue at peak traffic times.

Dangerous animals (and humans!), fire risk, lack of dog socialisation area

Council's communication with the public on decision making

"Barking dogs " and speeding cars.

Ps you need to add another option (average) between good and poor to make your survey relevant.

ignorant ageing self centred NIMBYs and their champions

Public Facilities - pool I'm sure you get this one all the time I travel in to parapool daily

Some community facilities could be improved (e.g. dog park, playgrounds)

No roadside rubbish collection, probably not enough activities for 13-17 year olds.

Increased smaller urban blocks being developed.

Council rates

Other than lazy mugs dumping their rubbish or hooning about the rural roads I try to be content with what I have.

Limited services the price of the rates.

The useless blood sucking council and it's lack of transparency

Barking dogs constantly throughout the night. Roadside slashing. Water drainage from roads onto landholders property, lack of guttering, water diversion into drains or lack of creating water diversions.

Lack of funds to recreational reserves

Development of small suburban blocks.

Incompetent councillors. Should be administrators only would eliminate one level as our councillors don't truly represent constituents anyway don't know their job.

Excessive rates

Uncontrolled dogs and water source insecurity

the irresponsible dog owners and their wandering dogs

The council doesn't listen and thinks residents can keep paying increased rates for limited services

The fatalities on the Stuart Highway after it merges to single lanes. Had to drive on the dirt again today to avoid a head-on.

Paying exorbitant rates for a distinct lack of services.

Less used roads are not adequately repaired.

Example Marakki rd has been graded but there are holes that need filling. Also the jungle/spring near the Stuart Highway has small pipes to direct water under the road. 2 pipes 1 at the top and 1 at the final crossing at the end are not working. The pipes are putting water on the road with 1 at the top causing erosion at the 1 at the bottom putting all the water on the road crossing. The eroded area was not graded as of last week.

No rubbish collection provided by shire in built up areas

the selective nature strip mowing

Girraween Road needs to be duplicated. Not enough thought into infrastructure to support growing rural area. There is no swimming pool.

No noise rules relating to use of trail bikes in vicinity of houses, livestock, pets etc

The council being sneaky and not doing the basic core jobs properly.

The way in which we are loosing the lifestyle by poor Government instigated upgrades that Council seem to condone without objection

Distance to services

Planning decisions foisted on us without consultation (even though they say they do)

The problem dogs that get reported and absolutely nothing done about them, and people dumping rubbish in bushland. In regard to the rubbish neither police nor council want to know anything about it when you report it. Maybe make the dump free for everyone and then they wouldn't illegally dump?

Maybe advertise that we want rubbish taken to the fantastic dump and not left in our pristine bushland????

Disregard for road rules

lack of water pressure,

If you had to rely on public transport to go anywhere you would be extremely hard pressed to get any. In the Litchfield shire it is essential that your own reliable transport.

Its turning into Palmerston

Road access to property is 'unmaintained' so I have to do it myself. This combined with the fact I have a serious medical condition and an ambulance can't get down my 'road' for half the year, regardless of when I might need it. Frustrating then to see the council focussing on bullshit projects like libraries, reserves, and pools for Bees Ck when they can't even provide basic services like roads, weed control in outer areas. Rates have risen up from a \$300 rate 20 years ago to pay for luxuries near town when in outlying regions numerous blocks still get no services at all, its unfair.

We have had issues with bad roadside drainage and the water runs all the wrong way.

Power goes out a lot and phone & internet service is very bad.

Lack of services

A council that is hell bent on turning the shire into another city.
A council that has delusions about what is required and seems set on increasing rates beyond what ordinary people can afford.

No school age sports for the kids out here in berry Springs
Dogs outside their property so you don't feel safe to walk or ride with your children in your own neighborhood.

Driving around howard springs road full of uneven surfaces.

Mowing not completed in whole street

Lack of public transport there's no bus service available available to Darwin River

People who move into the area who don't understand and expect city amenities and services.

That I can't go for a safe walk around the suburb from my driveway. I worry about potential dog attacks and there is no safe path to walk or ride on with the kids (particularly during the wet season). The streets near me are thoroughfares for quite a lot of traffic so are not safe to ride on with kids.

whingers that moved out here that want town life,
Ridiculous archaic rules that need addressing to fit with modern life

The council and paying rates. We moved to this area long before a council was formed. The initial council was a strong voice for the local area and a reflection of the people that lived here. Gradually it has become a money making venture, closed to public opinion and ineffective at reflecting local values. My road is maintained by NTG, and I mow my own verge, so i effectively pay over \$1200/year to use a rubbish dump.

Townend rd being 90 instead of 100 like all the other roads around it.

Having to go through Coolalinga and the traffic lights everywhere these days

Nowhere to go for a walk with your dog, nowhere shaded to walk with young children and the Wildlife park now costs a lot of money even to local residents. You can't picnic at Berry Springs with a view of the water and there's no walk or safe space for young children - so we don't get the same nice benefits you get with Howard Springs for example. You have to stay on your own block.

There's also no sports for young children in the Berry Springs area - no after school sports club or anything

The weed intrusion of olive hymen-achne at the Howard River Park lagoon and gamba and mission grass throughout the municipality.

Encroachment of suburbia

The negative comments with the members elected to council.

Pot holes and power outages

Poor councils decision as they think they know what we want and make decisions without our concerns. And how they keep putting up the rates and we don't get any service for anything.

Council

Theft, breakins

The gamba grass and walking in fear of dogs attacking in the neighbourhood.

Lack of emergency services. The library needs to be removed from the school to become its own entity. Concerned that people can attend without ochre card and have contact with students. Only high school functioning like this

in knuckey lagoon the road noise is terrible and affects my quality of life

Being traded to palmo shire

Nowhere safe to swim close by. We need a public swimming centre.

All the whingers that complain relentlessly but but never put their hands up for elections to show they can do better!

Some crazy people

The "rural" folk

Current Litchfield Council members

The lack of higher speed internet (wired NBN) compared to other residential locations. The NBN across the NT and Australia as a whole leaves much to be desired. I am aware however that local councils can do little to remedy this.

Sometimes the pot-holes in the road go unfixed for longer than we'd like in the wet season.

Increasing crime, lack of facilities such as footpaths.

The fucking idiots on motor bikes 4 wheelers that have no consideration for home owners and the idiots doing burnouts on the public rds something has to be done about it

stray dogs

Barking dogs

Rd maintenance

Lack of street lights and bike paths.

Hoons on roads at night

Hoons

Road maintenance

Allowing smaller sized blocks to develop In area, poor condition of road through Berry springs, poor communication

Nothing

Climate

Dogs

More subdivisions, keep them for the town folk that love lots of people and kaos.

Occasionally distance from services is a problem and no public transport available. Which means that as we get older we have no option but relocate, So very sad. I love living on my rural block

Continual increase in rates. Push to urbanise Litchfield

Recreation Reserves suck up huge funds & Litchfield Council gives them funding prominence with no large scale utilisation of these (as yet untapped) facilities to recoup expenditure through say, annual country fairs etc ie. Making good utilisation of the jewels in the Crown/Shire !

Neighbors who don't look after their blocks

distance to amenities.

No dog control and council not managing it only focused on responsible owners.

Roads

Poor services

Lichfield council wasting money

All fine by us.

Nothing

No rubbish service, no recycling, road maintainance is limited.

Road state

Commute

*The current development proposals of GIRRAWEEEN Swamp area

Despite Litchfield council been given the opportunity to keep this land when gifted to them from Churches Estates!

*Litchfield council management

*lack of proper land management by Litchfield council

*diversion of precious \$ from community needs to council wages

*lack of transparency by Litchfield council

* lack of fundamental basic understanding that council members are elected BY the people and work for the people to manage, administer and protect our community and environment.

Trying to control gamba

Needs more lighting on rural roads

Crap Council, left wing run by some old grandmas

Encroachment of the suburbs

70 km speed on Giraween road

the council

communicating with council at public meetings

Dogs - wild or barking domestic, idiots who do burnouts on corners in middle of night, people who have noisy parties all night.

This survey, no option for neutral response - need to be option between good and poor, several questions I felt performance neither good not poor, but didn't want to say poor, so does not reflect properly.

Lack of action on illegal neighbour activity .. not permitted zoning activities

The council

nothing

It's getting busier

the dryness some parks are very dry

Lack of visibility on council decisions. The upgrade to Freds Pass included works which were not required, yet there is plans to increase rates. No rubbish collection, no recycling programs or focus on long term viability, increase in legislative requirements whilst services still remain low.

The area lacks services and social groups for older persons. My parents moved on due to a lack of viable volunteer with real value.

There is a push to remove the special rural lifestyle many person moved to the area for.

I would rather see a child or family on quads and bikes etc than the children hanging around the shops. There needs to be more done to maintain the special values of living rural.

Noisy neighbours

Lack of close neighbors and good community spirit

Paying increasing rates for bugger all service

Gamba grass

Litchfield Council

The quite rural lifestyle

Nothing

Lack of services and amenities

Residents that don't respect their neighbours. Idiots riding ATV's on roads.

Not sure

Noisy dogs

The lack of well maintained recreational reserves, well horticultural side road displays, street lights.

the councils continual self serving failure to represent the majority of ratepayers.

they never up keep the drainage opposite our block so always over flows in a big wet season and we lose part of our driveway.

Fuel prices :D

putting up with the council crap

Bush fires

Urban areas encroaching

Nothing

Not having a swimming pool at Fred's Pass!

gamba grass

Urban drift

Traffic on main roads

The lack of phone service. this is causing stress, mental health issues and anger as residents are unable to ring emergency department, lose customers for work or unable to speak with loved ones when in distress or during lockdown.

-No public transport options. I can't get to work or get the kids to school if my car break down as there is no public transportation such as busses/ trains or affordable taxis.

-No investments in teenagers or barely anything for children.

The Humpty doo library, play ground or access to a pool is too far away for me to travel to. There is nothing available for my children for the school holidays eg. Camps, sports days or activities

The fact rates keep going up like in town but there is no need for the hikes. we want less service and prefer independence. I am worried the council will eventually try and price people from the area over time. I'd like to live here long term and have some security over mine and my families future but the costs and council rate hikes are becoming too high. Certain services are not needed nor are they wanted. Keep the rural life simple as there are plenty of services to be found in the suburban areas of Greater Darwin only a short drive away and that is the point of living in a rural environment.

weeds and feral dogs

Telstra service

Have to individually contract waste removal services (inefficient vs paying in rates for a council service, and most people don't recycle because of this).

People who do not manage their weed problems and no one cares if they do or don't!!

the creeping in of city type influences.

No rubbish removal

Lack of community engagement activities for kids. No daycare in berry springs, no junior sports in berry springs no swimming pool in Litchfield

Poor locals allowing rubbish to go on the Arnhem highway (falling off Ute and not cleaning up after themselves)

Recycling - the local tip just places into landfill (much wider issue than Litchfield however)

Terrible internet access - may be an advocacy opportunity for council or opportunity to provide a hub service to make more accessible in community. Not enough family and lifestyle facilities or programs. The rubbish collection vs expensive self WTS is still not satisfactory, plus recycling opportunities and community education need to continue increasing

Traffic management particularly large truck using smaller arterial roads and being parked on rural blocks.

Appendix 4

Please comment on how Council could improve its communications with residents

Regular pop up booths in shopping centres.

Keep it meaningful

Listen and see that people are not feeling they are getting value for money for our rates.

Actually communicate with them before making decisions.

Councillors to get out and talk to their community

A general increase of good stuff happening in the community

Need to be louder and prouder. More positive stories to drown out the whingers in the communities

Communicate!

I have never seen my council representative since I have moved to Herbert!

Return emails

Be more community focused, I know who the Palmerston councillor are but not idea who Litchfields are

There's not enough of a following on Facebook for you to be able to have an impact and communicate effectively with the community and some residents don't have Facebook, let alone phones. Council could do better.

Letters email

'Communication' insinuates that listening is occurring

It's ok

Nil

Actually value feedback, not undertake token engagement.

Mayor, ceo and other councillors don't actually care about resident feedback or sentiment

Not sure

Email

Be honest, stop wasting money on reports that contain pages of photos and irrelevant design.

They don't seem concern when you ring them

Tell the truth

Public comment particularly on rate rises that do not provide extra services. This could be surveys, face to face at markets and shopping centres.

Nil

Listen to the residents,
allow us to speak at meetings.

More approachable

Open up the floor at council meetings and stop hiding behind close doors.

And not everybody has the time to sit on face book all day.

Better Facebook messaging

na

Clear concise communication on social media, have a community board with what's being done/ actioned in several areas

By taking dog attacks seriously and actually doing something about it.

Having stalls at places like Freds Pass markets or in the shopping centres would be great.

Support Aboriginal people actually do something to help these young people. It's getting worse under your watch disgusting.

More Facebook posts

ensure messages go out on all platforms as social media is best for me but others never use it

Putting something on a Facebook page or website isn't actively engaging consulting with the community. Get out there and talk to people and explain what Council is or wants to do.

Communicate and listen.

I didn't realize you had a Facebook page I will upload it and keep in touch more.

Direct email of newsletters. Councillors actually contacting their residents via email on issues in specific wards. Never heard from our Councillor since her election. Very, very poor.

You figure it out. Something different than what you are doing now. Not everyone has Facebook 🙄

revert council meetings to a more observer friendly environment where comment could be made instead of the "star chamber" you have made it.

if councillors responded to questions rather than ignoring them it would help.

Weekend information pop ups at local shopping centres when interesting items are being discussed or decided upon at council meetings. I don't often get time to search social media etc working long hours in CBD Mon - Friday

Would you offer a monthly newsletter/newspaper like the Leader down south?

I do feel those that don't use social media may miss out on communications from time to time.

Don't put out information and just assume people will find it. Use more social type methods to advise people when information is being distributed.

Mail out not everyone uses computers, never seen a Council newsletter on a notice board or at the library
N/A

For the issue that i have raised above; it would be expected that where LCC reach out to specific residents for input into a matter (private road draft policy) and the residents respond in detail, that LCC respond to the residents and keep them informed of the progress. I received no response whatsoever without significant effort in following this up.

Be transparent and bother to listen to what the community want

Quarterly hardpaper newsletter. not everyone has facebook. Councillors need to be more active, face to face. I never know who mine is and the smallest stand at Coolalinga markets is not a good networking stall.

Not everyone is on facebook - regular communication direct via email to ratepayers would be better - newsletter

By councillors knowing their job and representing constituents and not wearing too many paid hats.

Include communications about good things happening when they happen.

Allow free question time at meetings not submit prior

By actually giving a shit and doing face to face with the residents and rate payers.

I do not see a Facebook presence

The only thing I see each year is my rates notice

Being honest and accountable.

Face to face

For one, this survey is , in my opinion, very poorly drawn up. In a number of questions there is no option between "good' and "poor" and I can't allocate either. Perhaps "average" or "as expected" could be added. And I can't submit this survey till I answer every Q - another very poor performance - so I'll put "unaware" or "very poor"

No. 8 - if you don't hear about it how can you comment.

Perhaps you should make these things more well known.

No.6 - I was ranking each item in order of importance until I ran out of numbers and realised you wanted them ranked against each other which is difficult because a number of them are of equal importance.

14 "Services" - ???

15. No answer - "for a season"

The internet isn't the only way to communicate.

Communication is a two way interaction. If one side isn't interested there is no communication.

The question might be : how do you get the community interested in the positive stuff Council does and not just the negative eg rate rises. For example explain why rates have increased - how has this benefited the community (beware pay rises and more staff won't cut it).

Similarly Council must listen to individuals - their request or complaints.

5 minutes to do survey - really ?

I often see other residents comment about a submission that needs to be put in that I haven't heard about at all, but Council has had it out for a long time.

Given the poor internet service in alot of areas along with some of the older population not using social media - this cannot be the main source of communication

I have regular communication to a council member via email.

For me this is perfect as normal business hour events are extremely difficult for me to attend.

Councillors need to be more notable

Council meetings held in different localities from time to time

When decisions are made give the public more warning for comments

Actually listen to what residents say and want and not just barge ahead with councils own ideas regardless.

Emails

Employ me.

Advertising through school newsletters is good - keep that up.
Please don't fall to relying only on Facebook - I am trying to move away from it, but would like to remain updated by council in other ways.

unsure, randomly found this survey , wast aware of a FB page.
dont recollect seeing 'Connecting the Community' newsletter

Participation in committee meeting held throughout the Councils jurisdiction.

Council only want to tell (communicate) their thoughts and opinions; ie the Mango Roads project that benefitted so few.
Council needs to try to listen as well (converse) as they are SUPPOSED to be effecting the decisions of the residents and landowners; not their own.

I don't think I've seen that? Facebook posts would be my preference

The council could ask FB groups like Howard River Park Community groups if they could join and comment through that avenue.

Letter drops

Letter drops

Dont think if themselves. don't make decisions without the community knowing.

By doing a good job council wouldnt need to better communicate. Face book is fine

Be more present in local community activities through an info stall.

Also by not just including a 4 tiered selection in its questionnaires. There is no option between poor and good leading to limited voice in providing our real opinion.

N/A

Email us...

Get a marketing campaign together. Employ someone that runs this side of it and make sure they have the skills (especially grammar etc) to fulfill the role

Mayor and councillors to engage with community online through videos and discussion chats

Fence drops more facebook announcements

Targeted communications to younger audiences using social media or other digital means.

Via email, mail

Email ?

Leaflet drops.

Facebook is an Awesome resource But , You should listen to what the community wants and needs more !!

Take heed of what we say and don't pretend you care when you ask us what we want. Because most of the time you do as you please anyway.

Perhaps strongly encourage your councilors to send out regular updates to residents, either by direct mail, or email/facebook. I rely on the councilor from a different ward to keep me in touch. which is definitely not a good look, especially as I am aware that others are doing the right thing with their residents.

unsure

Be transparent and actively pro communicative, happens not often enough atm

More on radio interviews eg on Katie's show

You don't use social media well, your responses always seem defensive if there is a response and the actual information you put out is biased and misleading. you show us what you want and not the actual facts so people can make up their own minds.

Include them. I find more out through the political pages as the council try and hid it.

.

Apart from occasional newsletter I don't really hear much from council.

Provide more to for residents to be aware of what's occurring.

By LISTENING to their community.

When in Darwin or Palmerston we see council workers and vehicles in uniform and with signed vehicles. It would be good to be able to recognise council staff in our community.

Open days

Social media is a great source of communication, however, there are a number of community members that don't use social media or have internet access. Perhaps the elected members could be more visible in the community, sitting on the side of the road, hold public consultation/information sessions at the reserves or other public spaces; public information sessions on the services council provide ie: how to recycle; how to identify and eradicate weeds on your block; how to manage your pets; consultation sessions for new initiatives, such as, what services would you like in a Community Library, etc; council tours of the recreation reserves, highlighting the possible community uses.

unsure

residents who want to say something at council meetings should be given the opportunity. the web site with contact us and your say is confusing and not effective - i don't see why residents have to fill out lots of questions about themselves on your say and the questions they can have their say on are nominated by the web site. emails to the council and mayor are not answered and this was a more effective means of communication with previous councils. a sign on the highways and other major roads informing the public a council meeting is being held is needed.

Care more about the people.

Get rid of the old people taking us for a ride and bring in some younger more level headed people who know how to work and arnt on the brink of death

n/a

visit the houses in the area

Increase in links on social media to information on council websites.

Send emails not letters in the mail

Communicate prior to decision making

Let Questions be asked at council meetings

Get out and meet the people

Engage with the community regarding strategic planning and provide a waste pick up service

Promote that LSC is an inherent part of the community and that its mission is to facilitate and enhance our unique lifestyle. LSC is the community and not just another service provider.

Provide clearer answers and direction when on the opportunity arises. I think the Mayor should prepare more thoroughly prior to interviews on radio etc

Open and transparent

Have weekly updates on the Council webpage.

For example, weekly statistic reports on animal attacks, animal registrations and microchipping (to encourage locals to be more aware of the usefulness of regulatory services) provide updates on road works and other milestone reporting regarding infrastructure (to allow locals to see where their rates are going), provide the recycling process and success of the local waster transfer stations (to provide locals with an understanding of how our wast transfer stations operate).

community newsletter, drop in sessions at supermarkets and markets.

actually listen to the majority instead of the little voices on the side who happen to be 'besties' with some one on council

by bring the rates down

Nbn

Stop being sneaky and locking people out of meetings, ie, crime meetings should be held when people can attend such as later on a Saturday or even a Sunday, alot of people work Saturday mornings and cannot afford to take time of due to EVERY THING and everyone keeps putting up prices

Perhaps they could utilise emails - or at least publicise what they are doing on a regular basis vis F/B

no comment

?Newsletter or some sort of advertising to let people know about the social media

I did not about newsletter/ facebook

I only find out about meetings or events after they have already been. More advertisement before the event with updates on progress and follow up eg. Via Facebook or on the webpage

By communicating

its difficult to do well. face to face is very important.

I did not know there was a newsletter

Other digital comms

I feel like I hear from/about City of Darwin council a lot but very rarely from Litchfield council.

by council do you mean council staff,we should be seeing more councillors.

Mail drops

Only just found out about this survey - maybe post on local Facebook pages

More than one social media platform. Connecting the Community newsletter needs to be available widely as many in area have poor internet. Also communications need to be made available for ESL/CALD and those with poor literacy

Better access to council members. Quarterly gatherings in different areas of the Shire?



COUNCIL REPORT

Agenda Item Number:	15.01.02
Report Title:	Tourism and Events Strategy 2021-2024 Action Plan Year One
Author:	Nicky McMaster, Manager Communications and Engagement
Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	18/08/2021
Attachments:	Nil

Executive Summary

This report is to present to Council the implementation progress of year one of the Tourism and Events Strategy 2021-2024 (the Strategy) Action Plan.

Recommendation


THAT Council receive and note the year one progress of the Tourism and Events Strategy 2021-2024 Action Plan.






Background

The Strategy guides Council on how it will support the tourism industry to optimise tourism and events opportunities in Litchfield.

Endorsed in August 2020, the Strategy has finalised its first of year of the Action Plan.

The table below refers to the Action Plan identifying objectives and activities that Council has undertaken over the past year and intends to undertake over the next two years.

Action	Year 1	Year 2	Year 3	Comments
Investigate opportunities to be involved in a stakeholder tourism awareness program that demonstrates the contribution of tourism to the Litchfield economy				
Collaborate with the NT Government to include identified Litchfield Municipality events on a Territory calendar				Currently the school holidays program at Taminmin Library are listed on the NTG School Holiday programs.

Develop a 'Tourism Trail' document showcasing destinations in Litchfield				Complete – can be found on the website under Tourism in Litchfield.
Maintain membership with the Litchfield Regional Tourism Association				Annual membership current
Identify community influencers				The use of Matt Wright in This is Litchfield tourism campaign videos
Develop input opportunities for industry stakeholders				
Develop an identity for the Litchfield Municipality				Brand and Style Guide currently under development. This will incorporate elements of a 'tourism brand' for Litchfield
Improvement of visitor information services				Signs under development for two identified information bays (Wishart Siding and Cox Pen Road turn off) Entrance signs on the Stuart Highway and Cox Pen Road have been complete through the SCALE funding
Capitalise on the prosperity of the region				
Demonstrate to the NT Government that we are working with industry to identify needs for the municipality				Caravan dump point
Work with industry to identify and target the markets that our municipality appeals to				
Identify the traffic flow and investigate how length of stay can be maximised				
Continue supporting the Freds Pass Rural Show				In 2021 Council provided \$40,000 sponsorship and a staff member to assist with the coordination of a variation of the Show. Due to the cancellation of the event, Council received a refund. The Freds Pass Rural Show is the biggest face to face community engagement opportunity for Council, so Council will continue to have

				a stall and presence at the Show.
Identify specific events to increase visitation numbers				

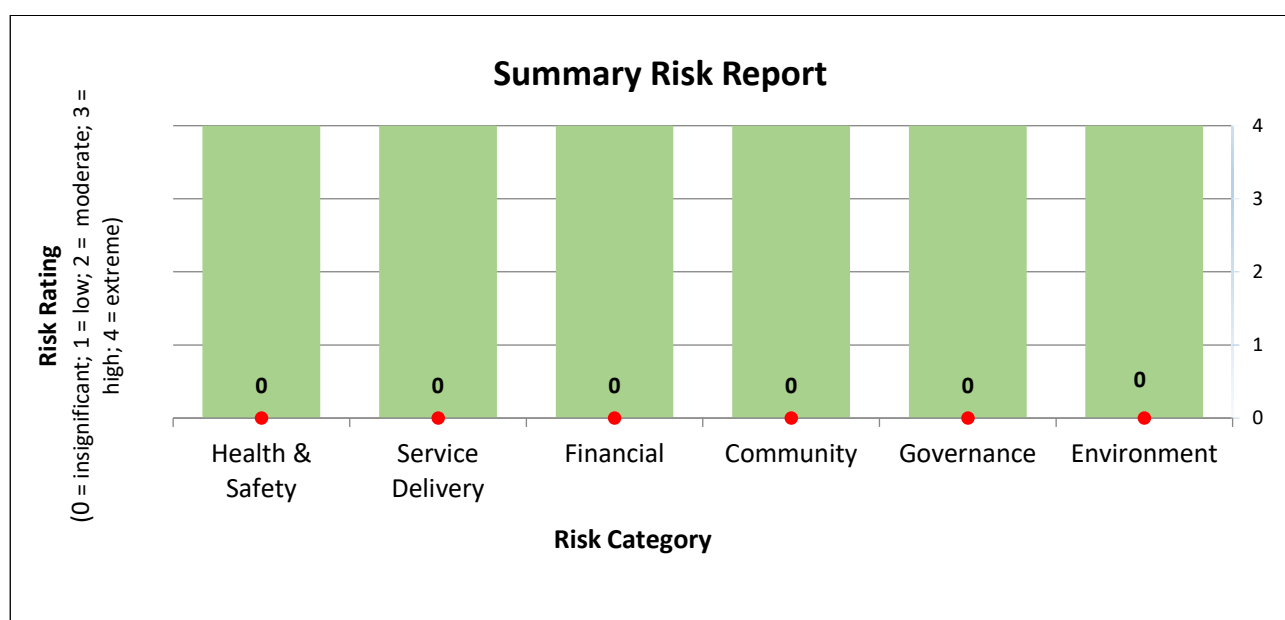
Links with Strategic Plan

A Well-Run Council - Modern Service Delivery

Legislative and Policy Implications

Nil

Risks



No risk identified with Council enhancing tourism and event opportunities within the municipality.

Community Engagement

Council promotes and will continue to promote tourism opportunities and events in the Litchfield municipality.



COUNCIL REPORT

Agenda Item Number:	15.01.03
Report Title:	Howard Park and Knuckey Lagoon Recreation Reserves Minutes
Author:	Diana Leeder, Executive Manager Community Inclusion
Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	18/08/2021
Attachments:	A: Knuckey Lagoon Advisory Committee Minutes July 2021 B: Howard Park Advisory Committee Minutes July 2021

Executive Summary

The purpose of this report is to provide an update to Council on the activities of the Howard Park Recreation Reserve and Knuckey Lagoon Recreation Reserve Advisory Committees.

Recommendation

THAT Council receive and note:

1. the unconfirmed Knuckey Lagoon Recreation Reserve Advisory Committee Minutes of 12 July, 2021, at Attachment A
2. the unconfirmed Howard Park Recreation Reserve Advisory Committee Minutes of 8 July, 2021, at Attachment B.

Background

In accordance with Section 101(4) of the Local Government Act 2019, the minutes for meetings of Council committees are required to be tabled at the following Council meeting. There are no recommendations requiring Council decisions arising from either Committee's minutes.

Formalisation of occupancy arrangements for the Thai Association at Knuckey Lagoon will be the subject of a future report once discussions between the Association, Council and Northern Territory Government Office of Multicultural affairs have identified appropriate options.

Minimisation of fire risk from fireworks at both reserves on August 29 Territory Day celebrations will be managed operationally.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

Compliance with the Local Government Act 2019.

Risks



Failure to provide committee meeting minutes to Council, and making available to public via Council website, would place Council’s commitment to regulatory compliance at risk. Such a failure could negatively impact Council’s reputation.

Community Engagement

Advisory committees, such as Knuckey Lagoon and Howard Park Recreation Reserve committees, provide Council with regular opportunities to engage with community for the betterment of Councils reserves.

COMMITTEE MINUTES

KNUCKEY LAGOON RESEERVE MEETING

**Minutes of Committee Meeting
held at Knuckey Lagoon Reserve, Knuckey Lagoon
on Thursday 8 July 2021 at 5:15 pm**

Present

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Cate-Linne Fraser	Berrimah Scouts
Peter Clee	Darwin Amateur Radio Club
Tou Ruchkaew	NT Thai Association
Tove Tagell	Running Club / Knuckey Lagoon Resident
Russ Swan	Top End Gem & Mineral Club
Lorna Blake	Resident
Ellie Cuthbert	Community Development Program Leader

1. OPENING OF THE MEETING

The Chair opened the meeting at 5:17pm and welcomed members.

2. APOLOGIES

Nil.

3. DISCLOSURES OF INTEREST

The Chair advised that any member of the Committee who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at the Committee meeting should declare the conflict of interest to enable the Committee to manage the conflict in accordance with its obligations under the Local Government Act.

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

THAT the Committee confirm the minutes of the Meeting held on Thursday 6 May 2021.

Moved: Tou Ruchkaew
 Seconded: Lorna Blake

5. BUSINESS ARISING FROM THE MINUTES

THAT the Committee receives and notes the Action List.

Meeting Date	Issue	Responsible	Action	Status
4/10/19	Storage Shed:	Council	<p>CDPL to check Jess's email from Tove last year regarding electrical quotes.</p> <p>Slab development email MIA request to install extra conduits in slab for cabling for future development.</p> <p>CDPL to email group revised Shed ETA installation/completion date by 5 August 2021.</p> <p>CDPL email shed design information to committee.</p>	In Progress
8/10/20	<p>Terms of Reference.</p> <p>KLRR Management Committee is a Committee of Council.</p>	Council	Adopted by Council.	Complete/Remove
8/7/2021	Financial Breakdowns	Council	<p>Obtain and report back to committee detailed break-down for:</p> <ul style="list-style-type: none"> • finance repairs & maintenance overspend. • Income Generation 	
8/7/2021	Tree Maintenance Budgets.	Council	Provide feedback to committee regarding the Tree maintenance budgets. Are they continuing as individual reserve line items or as one large pool of funding for use across	

			all Litchfield Council Reserves.	
8/7/2021	Thai Association NTG Multicultural funding & Lease commitments.	Chair/ Secretary	KLRR Chair to write letter of support for longer lease. Tou to provide info to CDPL to assist in development of draft letter for Chairs approval and signature.	
8/7/2021	Power Board Panel Labelling.	Council	CDPL to discuss with MIA. Council to contact contractor to rectify the issue.	
8/7/2021	Trip Hazzard between shade area and undercover area.	Council	CDPL to provide photo to MIA to follow up and provide advice to rectify and smooth out area.	

6. GENERAL BUSINESS

6.1 Monthly Finance Report

6.2 Terms of Reference for Knuckey Lagoon Recreation Reserve Committee.

7. OTHER BUSINESS

Nil.

8. NEXT MEETING DATES

Thursday 2 September 2021 at 5:15pm Knuckey Lagoon Recreation Reserve.

Thursday 4 November 2021 at 5:15pm Knuckey Lagoon Recreation Reserve.

9. CLOSE OF MEETING

The Chair closed the meeting at 5:58 pm.

COMMITTEE MINUTES

HOWARD PARK RESERVE MEETING

**Minutes of Committee Meeting
held at Howard Park Reserve, Howard Park
on Monday 12 July 2021 at 5:15 pm**

Present

Mathew Salter	Litchfield Council North Ward Councillor (Chair)
Gerry Wood	Resident
Gerard Maley	Resident, Member for Nelson
Fletcher Austin	Resident
Maxine Way	Resident
Ellie Cuthbert	Community Development Program Leader

1. OPENING OF THE MEETING

The Chair opened the meeting at 5:15pm and welcomed members.

2. APOLOGIES

Gerard Rosse.

3. DISCLOSURES OF INTEREST

The Chair advised that any member of the Committee who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at the Committee meeting should declare the conflict of interest to enable the Committee to manage the conflict in accordance with its obligations under the Local Government Act.

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

THAT the Committee confirm the minutes of the Meeting held on Monday 10 May 2021.

Moved: Gerard Maley

Seconded: Maxine Way

5. BUSINESS ARISING FROM THE MINUTES

THAT the Committee receives and notes the Action List.

Meeting Date	Action	Responsible	Notes	Status
11/4/17	Leases – NTPFES & Scouts	Council Maxine Gerry	Leases provided and requiring signatures. Following up. Maxine to follow up with NTPFES. Gerry to Follow up with Scouts.	Ongoing
12/10/17	Source BBQ Options & suitable location	Council	Council to liaise with Rotary to see if they are still keen to finance the new BBQ. Ellie to refer back to Jess's emails to find contact.	Ongoing
17/6/19	Pedestrian Access to Reserve	Council & Committee Members	Gerard's figures from ADG on costs for walkway. Plans provided and discussed. Plans not correct – Rodney to assess. Council to determine whether funding is available for this project. Invite Rodney to next meeting to walk through the planned proposal and obtain feedback.	Ongoing
22/02/2021	Site Survey (Detailed) for the area	Council	Council does not have any site surveys.	Complete / Remove
10/4/2021	NT Cricket – Gerry Wood prices on cricket nets. 3.6 meters high (27m).	Gerry Wood	CDPL recommend Council's support in principle for the updated nets based on Committee obtaining full funding.	Ongoing

			Gerry to draft grant application for new nets.	
10/4/2021	Malak Pop Up Market Contact	Council	Council to continue working with Malak markets to confirm proposed market dates.	Ongoing
10/4/2021	Terms of reference. HPRR Management Committee is a Committee of Council.	Council	Adopted	Complete/ Remove

6. GENERAL BUSINESS

6.1 Monthly Finance Report

6.2 Terms of Reference for Knuckey Lagoon Recreation Reserve Committee.

- Copies of the Adopted Terms of Reference provided to committee members for their reference.

7. OTHER BUSINESS

7.1 Cricket Matting Issue discussed. Contractor liaising with club on rectifying.

7.2 Fireworks – Action Recommend to Council to Close Reserve and turn sprinklers on in early afternoon to prevent unauthorised fireworks.

7.3 Septic Tank lid smashed behind NTPFES.

8. NEXT MEETING DATES

Monday 13 September 2021 at 5:15pm Howard Hall, Howard Park.

Monday 8 November 2021 at 5:15pm Howard Hall, Howard Park.

9. CLOSE OF MEETING

The Chair closed the meeting at 6:05 pm.



COUNCIL REPORT

Agenda Item Number:	15.01.04
Report Title:	Recreation Reserves Funding Agreements
Author:	Diana Leeder, Executive Manager Community Inclusion
Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	18/08/2021
Attachments:	Nil

Executive Summary

The purpose of this paper is to provide Councillors with an update on the introduction of multi-year recreation reserve funding agreements, noting the inclusion of a provision that the level of funding be reviewed after the first twelve months.

Council considered the draft funding agreement template in late 2019 and anticipated that the agreements would be in place for the 2020/2021 year, however, the disruption caused by COVID -19 during 2020 together with the time such agreements take to develop with community organisations has meant a delay in their finalisation.

Agreements have now been provided to each reserve management committee, together with advice that signed agreements must be returned prior to the release of the second quarter funding.

Recommendation

THAT Council receive and note this report.

Background

All eight recreation reserves within the municipality are the property of Litchfield Council with five managed by dedicated and enthusiastic volunteer management boards. Each board receives annual operational funding from Council and in addition, fundraises or applies for grants, to off-set the cost of operating and maintaining the reserve. Council has been concerned that it does not have a clear understanding of the level of funding required to maintain each reserve to the required standard.

In 2019 standard lease agreements for all the smaller reserves were developed and are now in place (see table 1). Fred's Pass Sport and Recreation Reserve is covered by an existing lease.

Table 1: Lease Arrangements with Reserve Management Boards

Reserve	Status	Commencement Date	Expire Date	Term Length	Option 1 Expire	Option 2 Expire
Berry Springs	Current	1/9/2020	1/9/2030	10 Years	2033	2035
Freds Pass	Current	1/11/2013	31/10/2025	12 Years	N/A	N/A
Livingstone	Current	1/9/2020	31/8/2030	10 Years	2033	2035
McMinns Lagoon	Current	1/8/2021	1/8/2031	10 Years	2033	2035
Mira Square	Current	2/6/2021	2/6/2031	10 Years	2034	2036

Annual funding is provided to each board however, no requirement for acquittal or performance reporting has been in place, nor is there any formal process for determining the basis on which the allocations are made. It is reasonable that clarity should be provided regarding the expenditure of public funds for essential operational purposes.

During 2019 and 2020 Council staff worked collaboratively with each of the management boards to determine the standards to be maintained through the funding provided by Council however, more work is required to determine the detail of frequency of tasks on the maintenance schedules. This is more likely to be able to be achieved once an initial formal agreement is in place.

Linking funding agreements to lease conditions is an established local government practice. As the leases are for ten years, a process for periodically determining the level of funding would be required. As previously advised to Council, the agreements contain an initial three-year guarantee of the current base level of funding to each board, indexed to CPI with review after that time. This is tied to a commitment to working with Council staff to identify what data needs to be collected and reported annually to provide a true picture of community use and need at each Reserve. The budget for 2021/2022 is based on a 1% increase which is consistent with the low level of CPI used by the NT Government for Government department budgets for 2021/2022. In order to fine tune the reporting requirements and the cost of these, the current agreements include a provision to review the level of funding prior to development of the 2022/2023 municipal plan.

The draft funding agreements:

- set out responsibilities in return for guaranteed multi-year funding;
- require compliance with all legal requirements of Associations Act, relevant Australian standards (e.g., for playground equipment) and the lease with Council;
- identify critical requirements such as development of an annual emergency management plan and lodgement with Council, no additional playground equipment or other assets to be introduced without Council approval;
- outline purposes for which funding is provided and state the performance indicators for these; and
- clearly identify acquittal requirements such as time for lodgement, format and identification of expenditure, the provision of audited financial statements and minutes from the Annual General Meetings of the associations.

The funding agreement for Freds Pass Sport and Recreation Reserve will be more detailed than the agreements for other reserves in recognition of the level of funding and quantum of assets managed. KPIs are being developed to reflect the recommendations from the 2020 Governance Review, with a view to the first funding agreement being for 12 months to develop a multi-year funding agreement to align with the lease expiry in 2025. This will be the subject of a separate report to Council on progress with the recommendations from the 2020 Governance Review and the development of a Memorandum of Understanding.

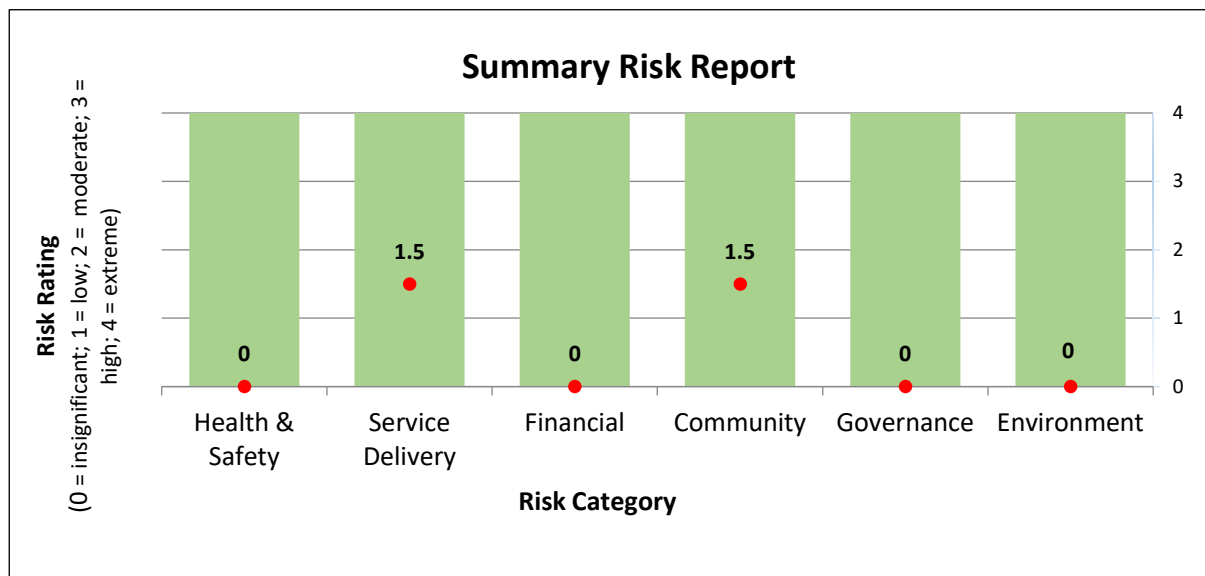
Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

There is no policy in place on Recreation Reserve funding provided by Council. The recently adopted Sport and Recreation Policy, covers the issues identified within this report.

Risks



Service Delivery

Developing asset management plans, tree management plans and managing compliance with lease and funding agreements has placed additional stress on Council resources, both financial and in staffing levels. Compliance has placed additional demands on the volunteer management committees. Council needs to be aware of this in setting reporting and acquittal requirements and in making appropriate provisions through depreciation and capital works programs for each reserve.

Financial

To set reliable base figures for the operational funding, Council will need to gain a better understanding of the condition and suitability of assets on site as well as of the reserves' operations. Until such point the historical operational funding is indexed by CPI for the first three years of the funding agreement but with an initial review after 12 months as more information becomes available on asset maintenance requirements and community usage.

Community Engagement

All reserve management committees have been consulted during the development of the funding agreements.



COUNCIL REPORT

Agenda Item Number:	15.02.01
Report Title:	Litchfield Council Finance Report
Author:	Bianca Hart, Manager Corporate Services
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	18/08/2021
Attachments:	Nil

Executive Summary

Council's Operational Income reflects the full year of rates levied. The surplus position does not include depreciation and is expected to gradually decrease as expenses are incurred over the course of the year.

Rates outstanding have decreased compared to prior month. Rates outstanding are expected to continue decreasing as Council implements initiatives as a result of the rates recovery information previously presented to Council.

Council's cash position continues to remain strong with a high performance of current ratio representing enough cash resources to settle any outstanding liabilities beyond the next twelve months.

The 2020/21 Balance Sheet and Financial Reserves figures are still subject to change as end of financial years is still being finalised.

Recommendation

THAT Council note the Litchfield Council Finance Report for the period ended 31 July 2021.

Background

Detailed financial information presented in the following pages.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

This report complies with part 8 of the Local Government (Accounting) Regulations, Council’s policies, and Australian Accounting Standards.

Financial Implications

Nil

Risks



Financial

There are long term financial sustainability challenges in relation to the renewal and upgrade of existing assets including buildings, road, and irrigation infrastructure. Council continues to discuss avenues to increase investment in this area.

Community Engagement

Not applicable.

**LITCHFIELD
COUNCIL**



Finance Report

July 2021

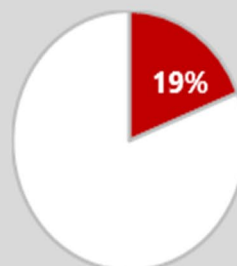
JULY 2021

DASHBOARD REPORTING



Asset Sustainability Ratio

Capital Expenditure
Actuals \$0m
Target – 30%



Rates Outstanding

\$2.2m Outstanding
Target– 18% (\$2.1m and less)



Current Cash Investments

\$17.8m

0 of 18	Budgeted Capital Programs
0 of 11	Carry Forward Programs from 2020/21
\$13m	Forecast Cash Reserves June 2022

\$ 11.9m

OPERATIONAL REVENUE

\$17m Budget – 68% Target Achieved

\$ 0.8m

OPERATIONAL EXPENSES

\$16m Budget – 5% Spent

\$ 11.1m

OPERATING SURPLUS

Budget \$1.4m

\$ 0.0m

CAPITAL REVENUE

\$2.9m Budget

\$ 0.0m

CAPITAL EXPENSES

\$6.9m Budget

\$ 0.0m

CAPITAL DEFECIT

Budget (\$3.6m)

RATIOS

0% Asset Sustainability
Target 30% and more

19% Rates Outstanding
Target less than 18%

59% Own Source Revenue
Target 60% and more

9.11 Current Ratio
Target 1 and more

0 Debt Service Ratio
Target less than 1

Not Achieved

Not Achieved

Budgeted to be Achieved

Achieved

Achieved

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 for greater transparency.

The statements do not include capital revenue, this is reported in the capital budget position table. Capital expenditure is capitalised as Infrastructure, Property, Plant & Equipment in the Balance Sheet upon completion of the projects.

In line with end of year financial procedures, adjustments and accruals are currently underway. As such, results presented in this report are subject to change pending the completion of final audit.

CONSOLIDATED OPERATING STATEMENT

	2021/22 Budget	2021/22 YTD Actuals	% of Budget
REVENUE	\$	\$	
Rates	11,720,414	11,746,614	100%
Stat Charges	189,000	8,053	4%
User Charges	1,289,199	159,819	12%
Grants	3,608,882	-	0%
Inv Income	249,500	8,653	3%
Other Revenue	485,524	-	0%
TOTAL REVENUE	17,542,519	11,923,139	68%
EXPENSES	\$	\$	
Employee Costs	7,218,475	482,624	7%
Auditors Fees	50,000	-	0%
Bad Debts	900	-	0%
Elected Member	307,264	2,098	1%
Cemetery Operations	392,904	18,502	5%
Contractors	4,567,537	125,969	3%
Energy	193,800	10,522	5%
Insurance	311,500	53,747	17% ¹
Maintenance	453,810	46,214	10%
Legal Expenses	82,004	-	0%
Donations and Community Support	130,340	-	0%
Computer / IT Costs	346,250	20,046	6%
Parts, Accessories & Consumables	128,500	9,727	8%
Professional Fees	1,343,564	13,174	1%
Sundry	591,105	25,879	4%
TOTAL EXPENSES	16,117,953	808,502	5%
RESULT	1,424,566	11,114,637	780%

¹ Insurance expenses are expected exceed budget due to the additional assets and overall increases in the industry

CONSOLIDATED BALANCE SHEET

The 2020/21 end of financial year adjustments are still being completed. As a result, the 30 June 21 numbers are still subject to change. The \$10m movement shown below relates to full year rates being levied.

	30-Jun-21	31-Jul-21	Movement
CURRENT ASSETS			
Cash & Cash Equivalents	3,895,869	2,573,880	(1,321,989)
Trade and Other Receivables	1,554,444	13,399,042	11,844,598
Other Financial Assets	19,939,294	17,872,808	(2,066,486)
Other Current Assets	146,001	146,001	-
TOTAL CURRENT ASSETS	25,535,608	33,991,730	8,456,123
NON-CURRENT ASSETS			
Infrastructure, Property, Plant & Equipment	301,369,855	301,369,855	-
Other Non-Current Assets	11,479,225	13,477,672	1,998,447
TOTAL NON-CURRENT ASSETS	311,529,583	314,847,528	1,998,447
TOTAL ASSETS	337,065,190	348,839,258	10,454,569
CURRENT LIABILITIES			
Trade and Other Payables	3,251,697	3,130,005	(121,692)
Current Provisions	602,116	602,116	-
TOTAL CURRENT LIABILITIES	3,853,813	3,732,121	(121,692)
NON-CURRENT LIABILITIES			
Non-Current Provisions	408,080	426,288	18,207.97
TOTAL NON-CURRENT LIABILITIES	408,080	426,288	18,207.97
TOTAL LIABILITIES	4,261,893	4,158,409	(103,484)
NET ASSETS	334,122,796	344,680,849	10,558,053
EQUITY			
Accumulated Surplus	18,676,289	29,234,342	10,558,052
Asset Revaluation Reserve	294,301,835	294,301,835	-
Other Reserves	21,144,673	21,144,673	-
TOTAL EQUITY	334,122,796	344,680,849	10,558,052

OPERATING POSITION BY DEPARTMENT

Finance and Waste Management income represents a high % of total year income due to rates and waste charges being levied in full.

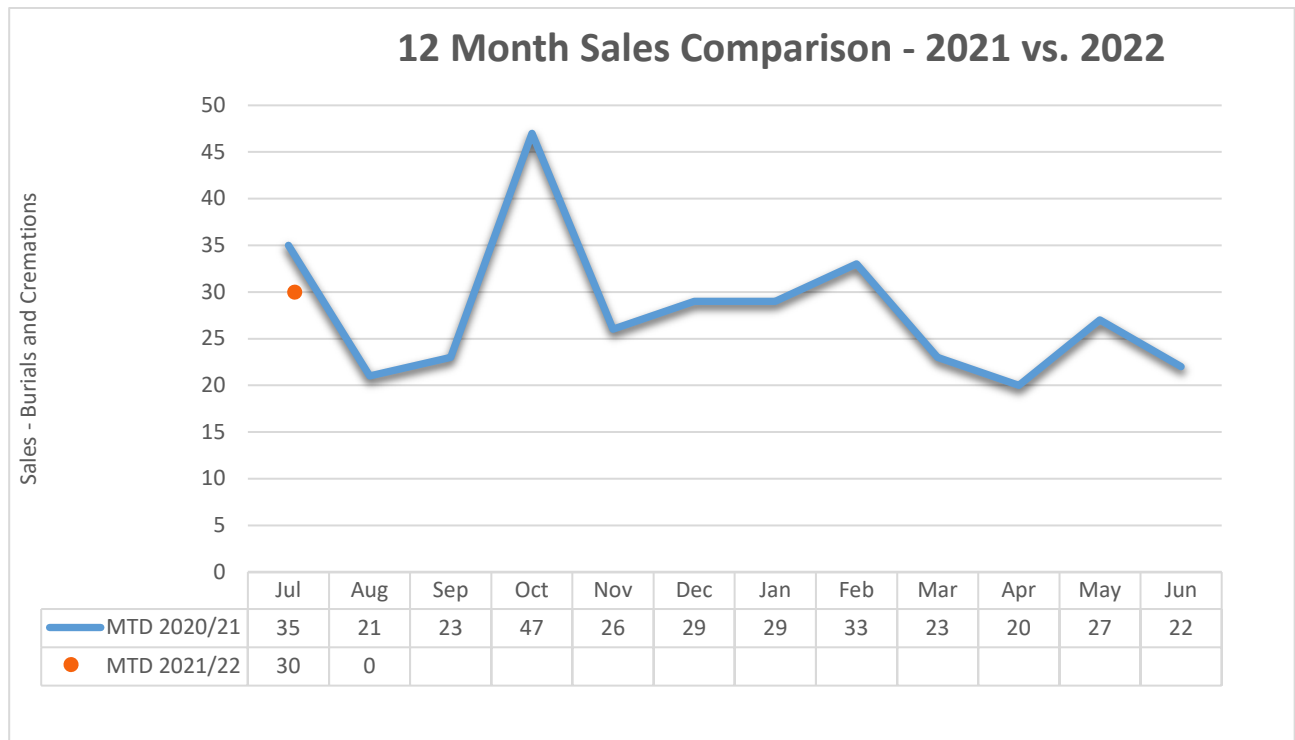
	2021/22 Budget	2021/22 YTD Actuals	% of Budget
REVENUE	\$	\$	
Council Leadership	-	-	0%
Corporate	-	-	0%
Information Services	-	-	0%
Finance & Customer Service	9,561,134	8,703,779	91%
Infrastructure & Assets	2,980,594	3,021	0%
Waste Management	3,263,000	3,064,507	94%
Community	88,000	6,583	7%
Community - Library	442,712	-	0%
Mobile Workforce	-	-	-
Regulatory Services	189,500	8,053	4%
Thorak Cemetery	1,017,579	137,197	13%
TOTAL REVENUE	17,542,519	11,923,139	68%
EXPENSES			
Council Leadership	1,327,210	58,907	4%
Corporate	687,753	40,930	6%
Information Services	690,239	17,229	2%
Finance & Customer Service	1,472,618	106,718	7%
Infrastructure & Assets	3,831,662	65,681	2%
Waste Management	3,246,634	109,229	3%
Community	1,539,546	220,698	14% ²
Community - Library	442,712	6,622	1%
Mobile Workforce	1,328,714	80,277	6%
Regulatory Services	591,802	41,144	7%
Thorak Cemetery	959,062	61,066	6%
TOTAL EXPENSES	16,117,952	808,502	5%
OPERATING RESULT	1,424,567	11,114,637	780%

² Includes first quarter (Jul-Sep) payments to reserves associations

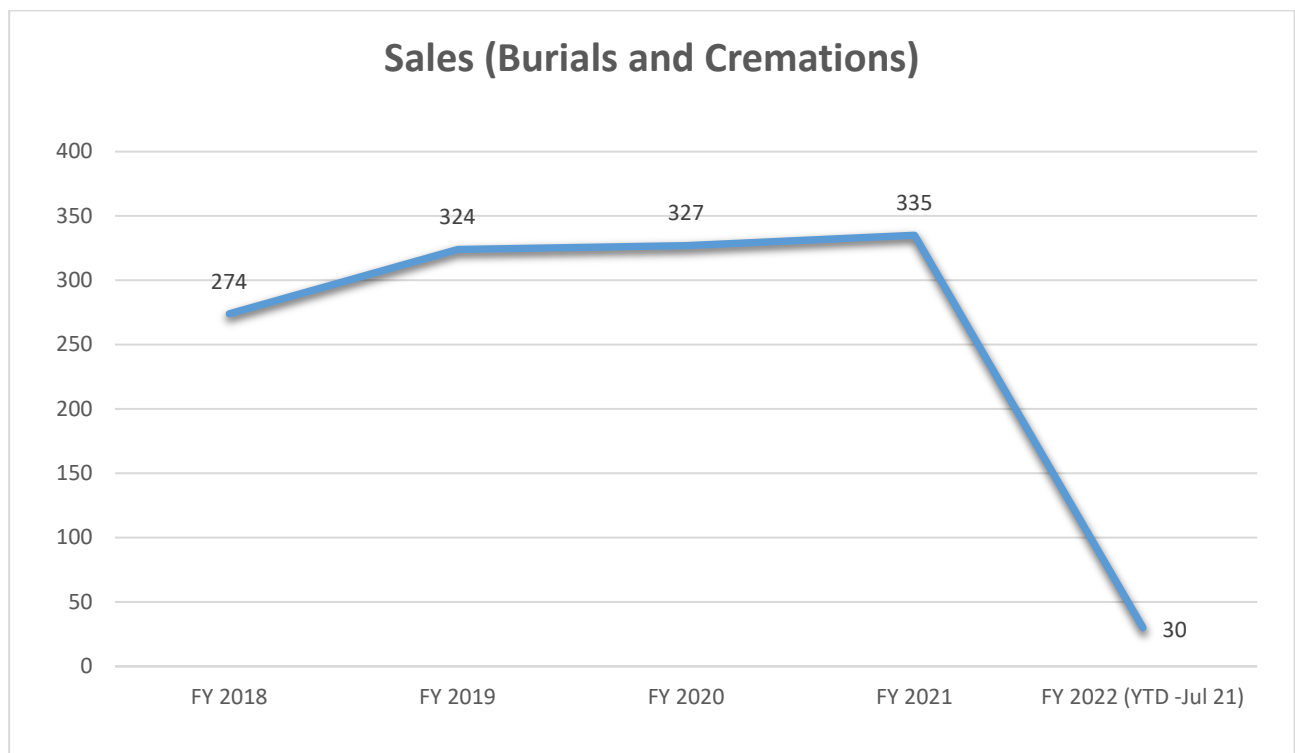
THORAK REGIONAL CEMETERY SALES

To date Thorak Regional Cemetery has completed 30 interments and cremations, a decrease of 5 from the same time last year.

Below provides a comparison by month against last year:



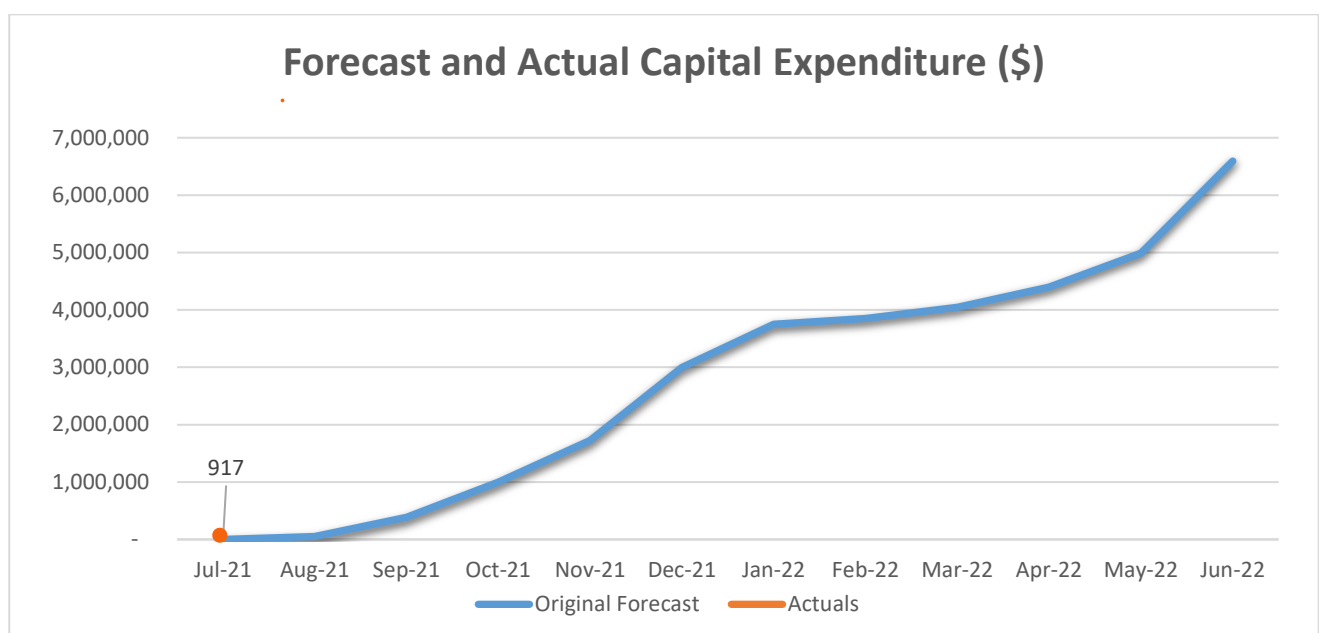
Below present a sales comparison over the last 5 years:



CAPITAL BUDGET POSITION

The table below compares capital revenue and expenditure to budget. All projects are still in the planning stage. Expenses will increase as projects progress.

	2021/22 Budget	2021/22 YTD Actuals	% of Budget
REVENUE			
Council Leadership	0	0	0%
Corporate	0	0	0%
Infrastructure & Assets	2,949,084	100	0%
Information Services	0	0	0%
Mobile Workforce	0	5,964	0%
Community	0	0	0%
Regulatory Services	0	0	0%
Waste Management	0	0	0%
Thorak Cemetery	0	0	0%
TOTAL REVENUE	2,949,084	6,064	0%
EXPENSES			
Infrastructure & Assets	6,446,070	917	0%
Information Services	0	0	0%
Mobile Workforce		0	0%
Community	32,000	0	0%
Regulatory Services	0	0	0%
Waste Management	35,000	0	0%
Thorak Cemetery	80,000	0	0%
TOTAL EXPENSES	6,593,070	917	0%
CAPITAL RESULT	-3,643,986	5,147	0%



2021/2022 CAPITAL PROJECTS³

Municipal Plan Program	Budget	Grant Fund		Year to Date Actuals	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update
		Source	Amount \$							
Buildings	1,220,000	LRCI - P2	1,010,870	0	0%	Jun-22	Design	Yes	Yes	
Drainage Renewal and Upgrades	537,500	R2R	296,845	0	0%	Jun-22	Design	Yes	Yes	
Vehicle Replacement	313,000			0	0%	Jun-22	Initiation	Yes	Yes	
Shared Pathway Program	20,000			0	0%	Jun-22	Initiation	Yes	Yes	
Pathway Renewal	180,000			0	0%	Jun-22	Design	Yes	Yes	
Street Lighting Replacement	30,000			0	0%	Jun-22	Initiation	Yes	Yes	
Gravel Surface Renewal	300,000			0	0%	Jun-22	Initiation	Yes	Yes	
Forward Planning & Design	350,000			0	0%	Jun-22	Initiation	Yes	Yes	
Pavement Renewal	760,285	R2R	760,285	307	0%	Dec-21	Construction	Yes	Yes	
Road Seal Renewal	760,285			0	0%	Jun-22	Design	Yes	Yes	
Gravel Road Sealing	500,000			0	0%	Jun-22	Initiation	Yes	Yes	
Productive Roads - Mango Roads	300,000			0	0%	Jun-22	Construction	Yes	Yes	
Road Safety Upgrades	1,025,000	Blackspot	485,000	0	0%	Jun 22	Initiation	Yes	Yes	
		R2R	100,000							
Mira Square Development	150,000	LRCI - P2	150,000	0	0%	Jun-22	Design	Yes	Yes	
Thorak Cemetery Asset Renewal	80,000			0	0%	Jun-22	Not Started	Yes	Yes	
Waste Transfer Station Renewal	35,000			0	0%	Jun-22	Not Started	Yes	Yes	
Reserve Building Renewal	20,000			0	0%	Jun-22	Not Started	Yes	Yes	
Reserve Playground	12,000			0	0%	Jun-22	Not Started	Yes	Yes	
Subtotal	6,593,070		2,803,000	307	0%					

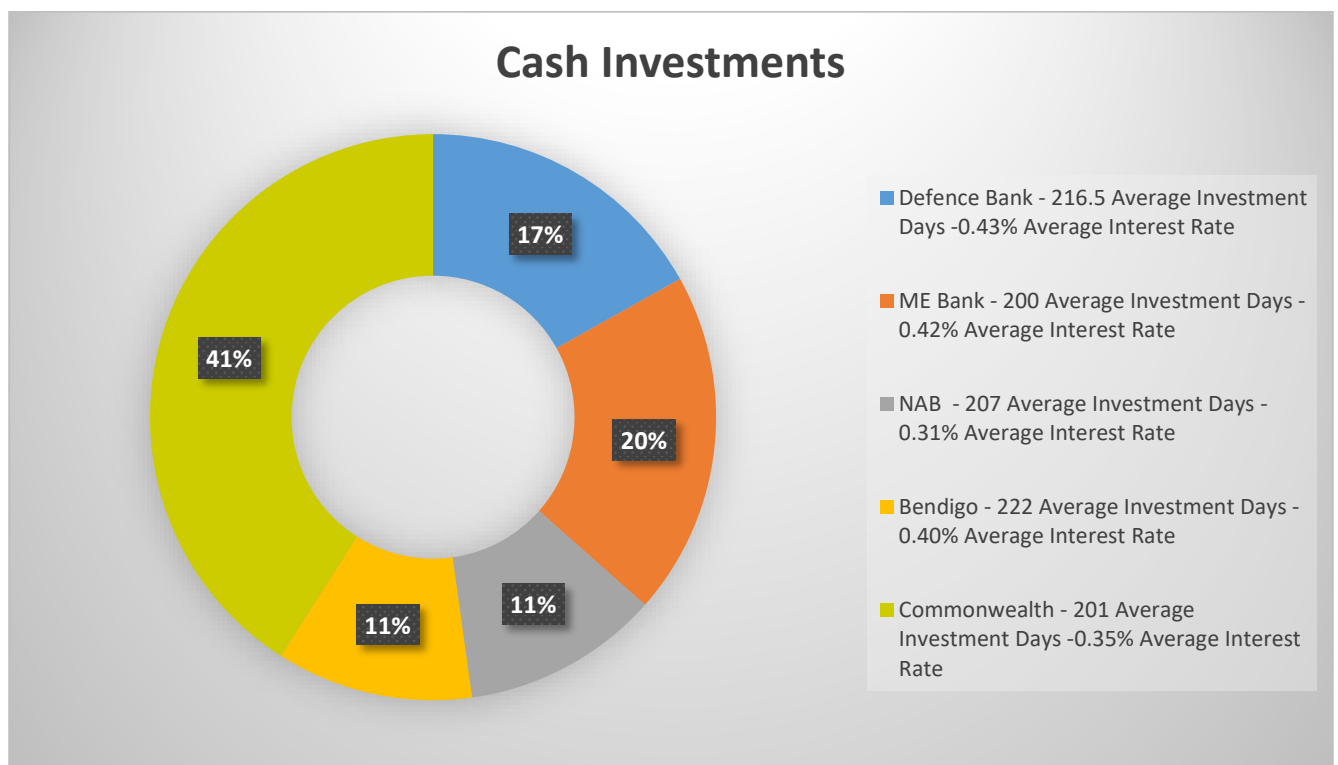
³ Carry forward projects from 2020/21 are still be finalised and will be included in the August Finance Report.

CASH ON HAND & INVESTMENTS

Investment Schedule

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 in order of maturity	Expected return to Maturity Date
8/12/2020	\$1,009,052.05	238	Bendigo	0.45%	3/08/2021	\$2,960.81
16/02/2021	\$321,153.68	181	Commonwealth	0.35%	16/08/2021	\$557.40
15/02/2021	\$1,000,000.00	186	Commonwealth	0.35%	20/08/2021	\$1,783.56
23/02/2021	\$1,007,042.47	196	NAB	0.31%	7/09/2021	\$1,676.38
22/02/2021	\$1,007,042.47	218	NAB	0.31%	28/09/2021	\$1,864.55
9/03/2021	\$1,512,082.19	210	ME Bank	0.40%	5/10/2021	\$3,479.86
23/03/2021	\$1,016,434.85	210	Defence Bank	0.45%	19/10/2021	\$2,631.59
21/04/2021	\$1,000,000.00	196	ME Bank	0.45%	3/11/2021	\$2,416.44
13/05/2021	\$1,000,000.00	194	ME Bank	0.40%	23/11/2021	\$2,126.03
20/05/2021	\$1,500,000.00	201	Commonwealth	0.34%	7/12/2021	\$2,808.49
20/05/2021	\$1,500,000.00	215	Commonwealth	0.34%	21/12/2021	\$3,004.11
1/07/2021	\$1,000,000.00	203	Commonwealth	0.35%	20/01/2022	\$1,946.58
2/07/2021	\$1,000,000.00	206	Bendigo	0.35%	24/01/2022	\$1,975.34
29/06/2021	\$2,000,000.00	223	Defence Bank	0.40%	7/02/2022	\$4,887.67
14/07/2021	\$2,000,000.00	222	Commonwealth	0.39%	21/02/2022	\$4,744.11
TOTAL INVESTMENTS	17,872,808					38,863



FINANCIAL RESERVES

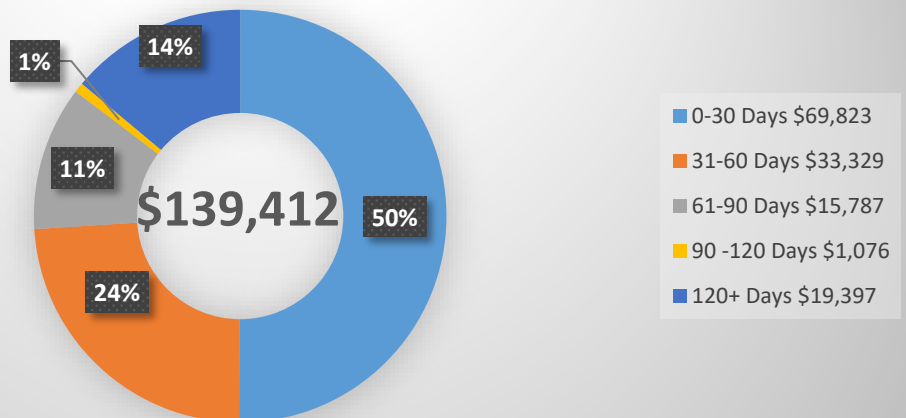
Table showing forecasted reserve balance. The 2020/21 Budget Forecast will be updated with actuals once end of financial year adjustment have been completed.

	2020/21 Budget Forecast	2021/2022 Net Movement	2021/22 Budget Balance
Externally Restricted			
Developer Contribution Reserve	82,735	(82,735)	0
Unexpended Grants / Contributions	0	0	0
Unexpended Capital Works	0	0	0
Total Externally Restricted Reserves	82,735	(82,735)	0
Internally Restricted			
Asset Reserve	8,789,628	(2,015,302)	6,774,326
Waste Management Reserve	4,818,776	(228,634)	4,590,142
Thorak Regional Cemetery Reserve	704,514	(21,483)	683031
Election Reserve	100,000	(54,000)	46,000
Disaster Recovery Reserve	500,000	100,000	600,000
Strategic Initiatives Reserve	500,000	(100,000)	400,000
ICT Reserve	0	100,000	100,000
Total Internally Restricted Reserves	15,412,918	(2,219,419)	13,193,499
TOTAL RESERVES	15,495,653	(2,302,154)	13,193,499

DEBTORS

Total Debtors are \$139,412. Currently, there are four (4) debtors outstanding for more than 90 days. Two balances are on charged legal fees relating to regulatory services and Council is currently undertaking legal action to recover these debts. The remaining two total \$270 and are under dispute. Investigation continues and an outcome is expected in August.

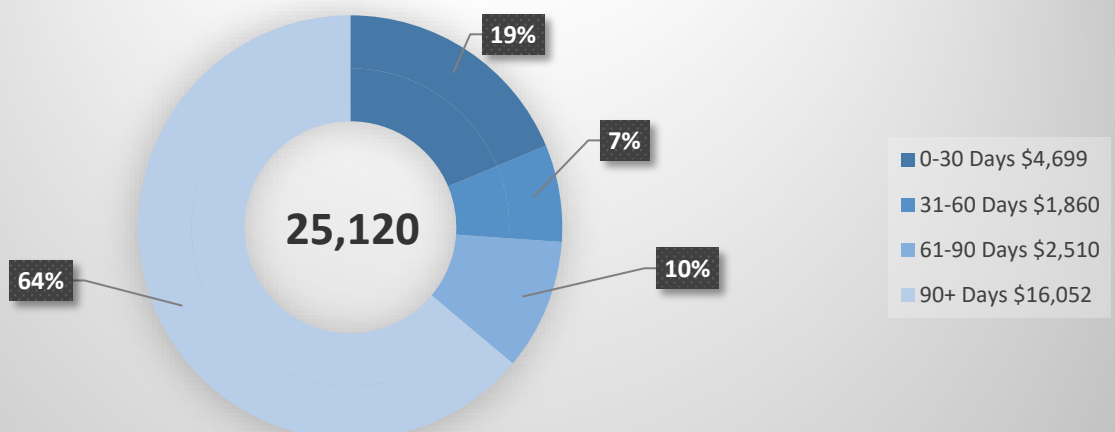
Sundry Debtors - Outstanding by Age



FINES AND INFRINGEMENTS

Council has eighty-two (82) infringements outstanding with a balance of \$25,120, an increase of \$3,962 from June. Fourteen (14) have been newly issued, thirteen (5) have been sent reminders and sixty-three (63) have been forwarded to Fines Recovery Unit (FRU) and are awaiting payment⁴.

Infringements Debtor by Age



⁴ Infringements sent to FRU are expected to exceed 90 days due to the recovery processes

OUTSTANDING RATES

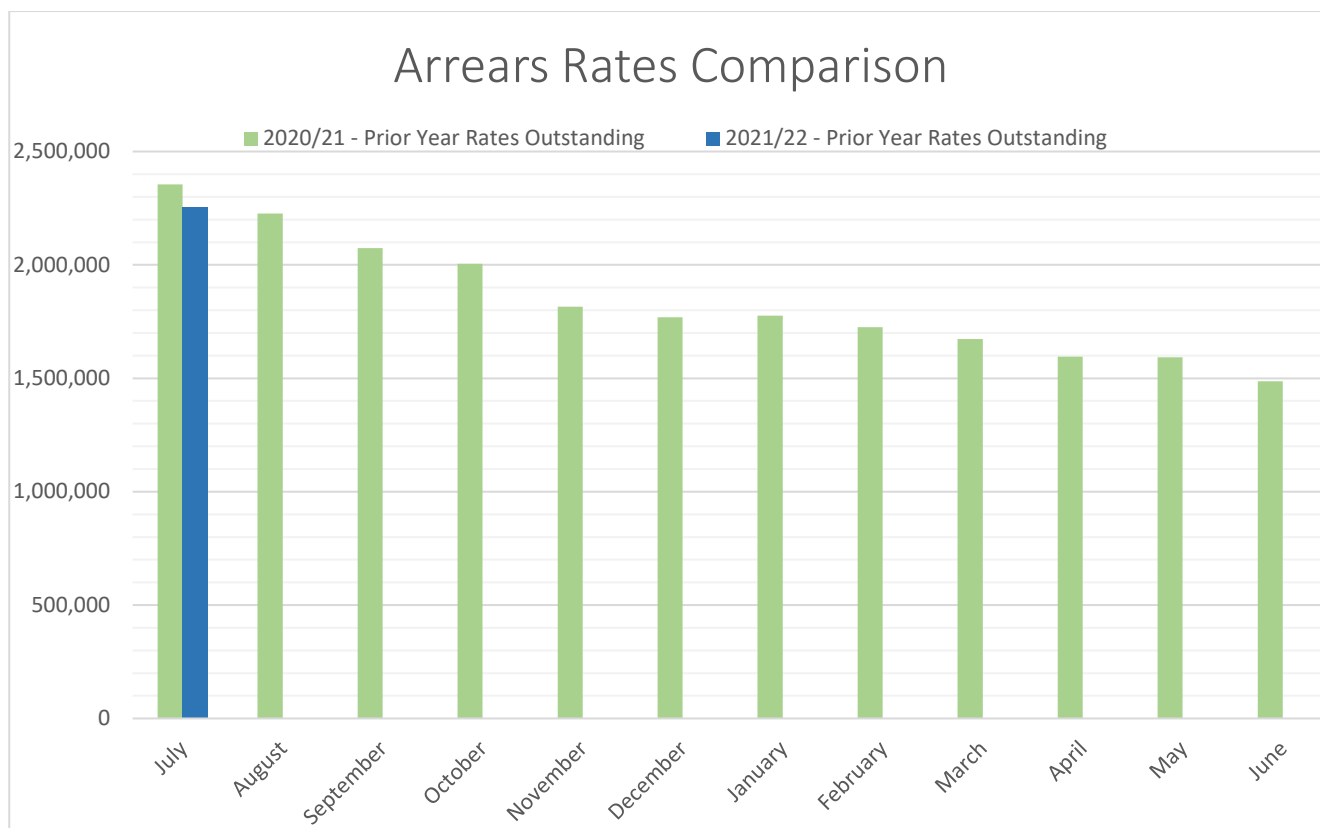
PRIOR YEAR RATES

The below table illustrates the split of prior year outstanding rates. Prior year rates are \$2.3 million. This is a decrease of 4% compared to prior year June 2020.

Council is prioritising rates collection and will be taking steps to ensure to promote awareness among ratepayers on obligations and implications of unpaid Rates and Charges. This is done with view to ensure rates collectible remains at acceptable levels and as Council fulfills its Municipal Plan targets to remain financially sustainable.

	Beginning 2021/22 Prior Years Outstanding (\$)	Current Month (July 2021) (\$)	Monthly Variance (\$)
COMMERCIAL	71,419	65,444	5,975
GAS PLANT	5	5	0
MINING	123,002	123,382	(380)
NON-RATEABLE GENERAL	9,727	9,463	264
NON-RATEABLE WASTE	30,834	31,157	(323)
PASTORAL	0	0	0
RURAL RESIDENTIAL	1,850,245	1,792,710	57,535
URBAN RESIDENTIAL	234,916	232,730	2,186
TOTAL	2,320,148	2,254,891	65,257
Arrears LESS Legal	2,030,874	1,970,838	

The graph below compares prior year rates between 2020/21 and 2021/22 financial years.

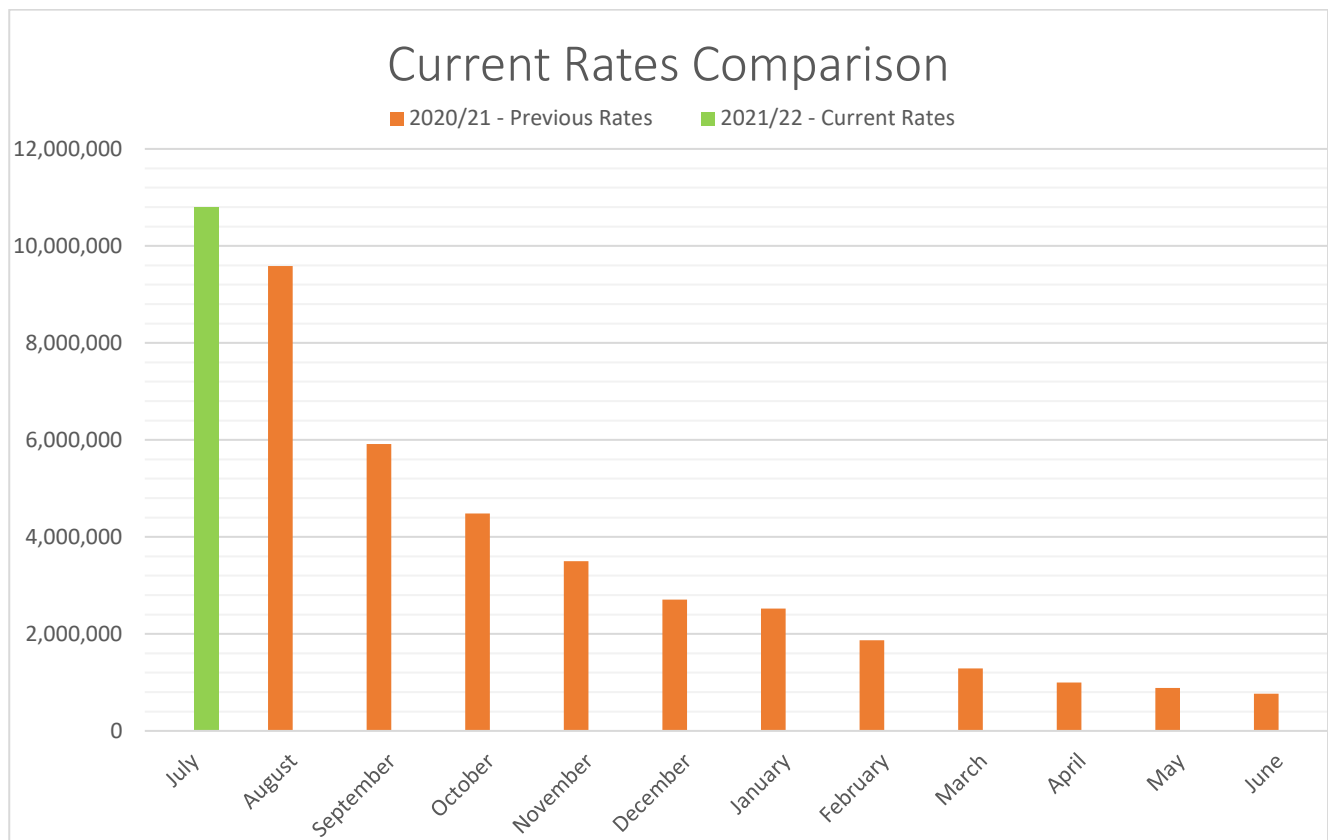


CURRENT YEAR RATES

The below table illustrates the split of current year outstanding rates. Current year rates levied total \$11.7m. The below figure of \$10.7m takes into account some accounts that are in credit.

	Previous Month (\$)	Current Month (July 2021) (\$)	Variance (\$)	Due Dates
Instalment 1	0	3,460,979	(3,665,862)	30-Sep-21
Instalment 2	0	3,612,617	(3,857,067)	30-Nov-21
Instalment 3	0	3,710,403	(4,024,982)	28-Feb-22
TOTAL	0	10,783,999	(11,547,911)	

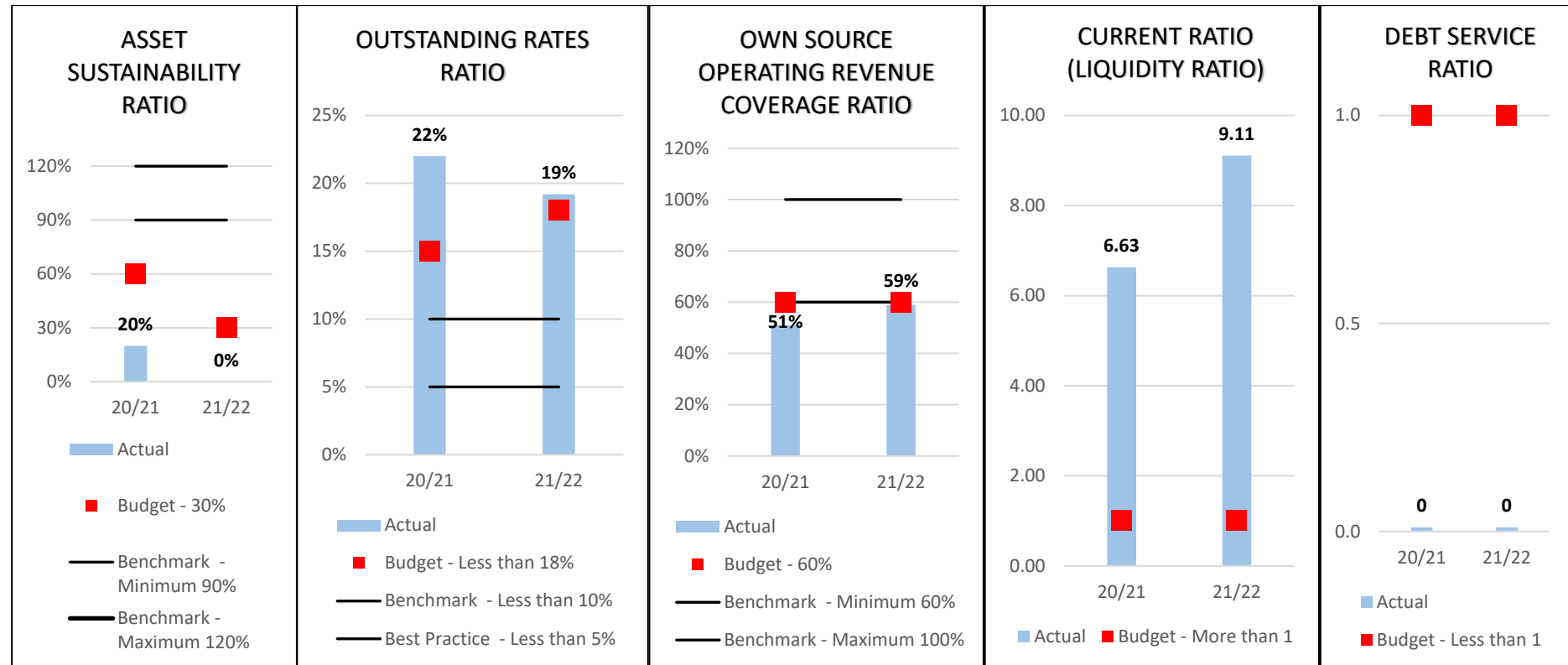
Note: Previous month figures are 0 as July is the first month of the financial year. Therefore, there is no previous month for current year rates to compare too.



Note: 2020/21 rates were not levied until August 2020 therefore there is no comparative bar for July.

FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2021/22 Municipal Plan includes the following financial KPIs;



Indicates if Council is replacing or renewing existing assets in a timely manner as the assets are used up.	Identifies if Council is collecting rates and charges in a timely manner and the effectiveness of debt recovery efforts.	This ratio measures the degree to which Council relies on external funding to cover its operational expenses.	Identifies Council's ability to meet its short-term financial commitments as and when they fall due.	Indicates Council's ability to repay loans.
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KPI	Explanation
Asset Sustainability Ratio	<p>A ratio of 90% indicates Council is replacing assets in a timely manner as assets reach their end of useful life. A ratio of less than 90% over the long-term indicates a build-up Infrastructure Backlog*.</p> <p>Council's Asset Sustainability ratio for the month of July is 0% as most capital projects are in 'planning' and 'project initiation' stages. While this % will increase as expenses are incurred, it is expected that Council will continue to fail to meet both the budget of 30% and the local government benchmark of 90%. Council's asset base is currently valued at \$510 million. The current Long-term Financial Plan shows insufficient levels of revenue to fund long-term infrastructure renewal needs of the Council. There are serious concerns that Council's current levels of revenue and allocation of reserve funds will not be sustainable in the long-term to address a growing back-log of infrastructure replacement needs in future.</p>
Outstanding Rates Ratio	<p>In the absence of a local government industry standard benchmark, a benchmark of 5% for City Councils and 10% for Regional Councils is considered best practice and is used by many jurisdictions across Australia.</p> <p>Council's Outstanding Rates Ratio of 19% sits unfavourably higher than the Municipal Plan target of 18%. A growing outstanding rates ratio increases liquidity risk and places burden on Council's existing resources. Council will need to manage the risk by prioritising rates debt recovery to see a downward trend in the rates outstanding ratio gradually.</p>
Own Source Revenue Ratio	<p>This ratio indicates Council's ability to pay for its operational expenditure through its own revenue sources**. The higher the ratio the more self-reliant a Council. In other words, the higher the ratio the less Council must rely on external grants to provide services to the community. A ratio of 40% to 60% is considered as a basic level, between 60% to 90% is considered intermediate level and more than 90% is considered advanced level.</p> <p>Council's Own Source Operating Revenue Coverage ratio of 59% is just short of the Municipal Plan target of 60%.</p>
Current Ratio (Liquidity Ratio)	<p>A ratio of greater than 1 is required to provide assurance that Council has enough funds to pay its short-term financial commitments.</p> <p>Council's Current Ratio of 9.11 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed in the short term to fulfill its short-term liabilities as and when they fall due.</p>
Debt Service Ratio	<p>Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.</p>

*Infrastructure back-log refers to capital replacement (renewal) cost not spent to bring assets to a satisfactory condition.

** Own Source Revenue refers to revenue raising capacity excluding all external grants, that is, through rates, charges, user fees, interest income, profit on disposal of assets etc.



COUNCIL REPORT

Agenda Item Number:	15.02.02
Report Title:	Risk Management Audit Committee Minutes
Author:	Rebecca Taylor, Policy and Governance Program Leader
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	18/08/2021
Attachments:	A: RMAC Unconfirmed Minutes 3 August 2021

Executive Summary

The purpose of this report is to provide an update to Council on the Risk Management Audit Committee (RMAC).

Recommendation

THAT Council receive and note the Risk Management Audit Committee minutes from the 3 August 2021 meeting, as at Attachment A.

Background

In accordance with Section 101(4) of the Local Government Act 2019, the minutes for RMAC meetings are required to be tabled at the following Council meeting.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

Local Government Act 2019

Risks



Community Engagement

Not applicable.

RISK MANAGEMENT AND AUDIT COMMITTEE

MINUTES

LITCHFIELD COUNCIL COMMITTEE MEETING

Minutes of Meeting

held in the Council Chambers, Litchfield
on Tuesday, 3 August 2021 at 10.00am

Present	Garry Lambert Doug Barden (Councillor) Mayor Maree Bredhauer	Chairperson (Electronic Attendance) Committee Member Observer
Staff	Daniel Fletcher Arun Dias Leon Kruger Rebecca Taylor Bianca Hart	Chief Executive Officer General Manager Business Excellence (Electronic Attendance) General Manager Infrastructure and Operations Policy & Governance Program Leader Manager Corporate Services

1. OPENING OF THE MEETING

The Chairperson, Garry Lambert opened the Meeting at 10:11am.

2. APOLOGIES AND LEAVE OF ABSENCE

Councillor Kirsty Sayers Hunt

3. DISCLOSURES OF INTEREST

No disclosures of interest were declared.

4. CONFIRMATION OF MINUTES

Moved: Cr Barden

Seconded: Garry Lambert (Chairperson)

Carried

THAT the full minutes of the Risk Management and Audit Committee Meeting held Tuesday 4 May 2021, 3 pages, be confirmed.

5. BUSINESS ARISING FROM THE MINUTES

Nil

6. PRESENTATIONS

Nil

7. ACCEPTING OR DECLINING LATE ITEMS

Nil

8. OFFICERS REPORTS

8.1 Long Term Financial Model Audit

Recommendation was amended.

Moved: Garry Lambert (Chairperson)

Seconded: Cr Barden

THAT the Risk Management and Audit Committee:

- 1) receive and note the audit report from CT Management Group;
- 2) support the decision of management to undertake expressions of interest inviting competitive quotes to replace the existing Long Term Financial Model no later than December 2021.

8.2 Interim Audit Report – FY2021

Moved: Cr Barden

Seconded: Garry Lambert (Chairperson)

THAT RMAC note and receive the Interim Audit Management Letter for FY2021.

8.3 Update Internal Audits

Moved: Cr Barden

Seconded: Garry Lambert (Chairperson)

THAT the Risk Management and Audit Committee note the progress on internal audits.

8.4 Risk Register Review

Moved: Cr Barden

Seconded: Cr Garry Lambert (Chairperson)

THAT RMAC

1. Note the updated risk register; and
2. Note the completed actions in the risk dashboard of the risk register, which will be removed from the action list and controls to be updated where required.

8.5 FIN04 Financial Reserves Policy

Moved: Cr Barden

Seconded: Garry Lambert (Chairperson)

THAT RMAC note and receive FIN04 Financial Reserves Policy

8.6 PACMan Committee Minutes

Moved: Cr Barden

Seconded: Garry Lambert (Chairperson)

THAT RMAC accept and note the minutes from the PACMan Committee meeting dated 27 May 2021 and 24 June 2021.

9. OTHER BUSINESS

Nil.

10. CONFIDENTIAL ITEMS

Nil

11. CLOSE OF MEETING

The Chair closed the meeting at 10:47am.

MINUTES TO BE CONFIRMED

26 October 2021

.....
Chairperson
Garry Lambert

unconfirmed



COUNCIL REPORT

Agenda Item Number:	15.03.01
Report Title:	Summary Planning and Development Report - August 2021
Author:	Mark Hogan, Project Management Planning Program Leader
Recommending Officer:	Leon Kruger, General Manager Infrastructure & Operations
Meeting Date:	18/08/2021
Attachments:	A: PA2016.0022 - LC Letter of Comment – 14 July 2021 B: PA2021.0198 - Amended Letter of Comment – 5 August 2021 C: PA2021.198 - Letter of Comment – 23 July 2021 D: PA2021.218 - Letter of Comment – 30 July 2021

Executive Summary

The purpose of this report is to provide to Council a summary of planning and development applications received, and comments provided, for the period of 1 July to 31 July 2021.

The following is a summary of all planning and development applications received and comments provided during the noted period.

Type of Application	No. Applications
Development Applications	3
Mining Applications	0
Sale, Lease, or Occupation of Crown Land Applications	0
Liquor Licence Applications	0
Water Licence Applications	0
Clearances for Development Conditions	2
Stormwater/Driveway Plan Reviews	20
Works Permits	9

Letters of comment for the noted applications are provided for information in the attachments to this report.

Recommendation

THAT Council:

1. receives the July 2021 Summary Planning and Development Report; and
2. notes for information the responses provided to relevant agencies within Attachments A - D to this report.

Background

DEVELOPMENT APPLICATIONS

The *NT Planning Act* requires that all Development Applications within Council's municipality be advertised to Council for comment. Council assesses whether the application meets Council's requirements for roads, drainage, and waste collection and comments on the expected impact of the proposal on the amenity of Council's residents.

The following is a summary of all Development Applications received and comments provided during the noted period.

Council Outcome on Development Applications	No. Applications
Development applications supported, subject to normal Council conditions	0
Development applications supported, subject to specific issues being adequately addressed	2*
Development applications not supported/objected to for reasons related to Council issues	2*
Development applications objected to for reasons not directly related to Council issues	0
Note: *Though there were three Development Applications, PA2021/0198 has been counted in both the <u>supported</u> <i>and</i> <u>not supported</u> rows above as the Applicant amended their proposal to the satisfaction of Litchfield Council. Additional detail is provided below on all development 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 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.

Application Number, Address, & Attachment Reference	Purpose and Summary	Specific Issues to be Addressed
PA2016/0022 Lot 9 (667) Reedbeds Road, Darwin River, Hundred of Cavenagh. Attachment A	Extension of Time to the existing Development Permit. Litchfield Council <u>does not object</u> as the application is yet to be finalised and has previous support from Council, originally on 24 March 2016 and at an	Support is only given provided that a 30m wide road reserve, the 'Pipeline Road' corridor, be dedicated to Council and opened as a road reserve. Council does not accept responsibility for any required upgrades to the assets in the road reserve in order to

	Extension of Time on 11 June 2019.	support the proposed development.
PA2021/0198 (Amended) 70 Risk Road, Section 05082 Hundred of Strangways. Attachment B	Shed 144 meters ² (16m x 9m) with a reduced side setback. Litchfield Council <u>withdraws its objection</u> to the granting of a Development Permit as the Applicant amended plans to the satisfaction of Council, which allowed discretionary assessment of the reduced setback.	The Applicant must attenuate amenity impacts to the adjacent public path and bushland reserve by: <ul style="list-style-type: none"> - Maintaining a compact screen of hedged vegetation alongside the shed. - Using a Colourbond-type product sympathetic to the colour-palette of the local landscape. - moving the intended setback from the initial 4.5m to a 5.5m distance to the boundary, which allows for the minimum 4m firebreak.

Development Applications not supported/objected to for reasons related to Council issues

The table below describes the Development Applications that are not supported or objected to by Council for reasons related to areas of Council authority.

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Non-Support/Objection
PA2021/0198 (Original) 70 Risk Road, Section 05082 Hundred of Strangways. Attachment C	Shed 144 meters ² (16m x 9m) with a reduced side setback. Litchfield Council <u>objects</u> to the granting of a Development Permit in its original form as it is contrary to the purpose of Zone Rural Residential and Clause 5.4.3.	Council objects to this proposal as both Consent Authority and the neighbour responsible for maintaining the adjacent reserve, which includes a public path contiguous to the western boundary of 70 Risk Road. As proposed, the impacts on amenity require objection. The Zone RR and Clause 5.4.3 mandate a 10m setback, and given the severely reduced setback in the location intended, the large shed is unsympathetic and inconsistent with the neighbourhood character of the area, and would interact poorly with the nature of the public cycle and pedestrian path on the Council bushland reserve.

PA218/2021 75 Goy Road, Lot 05931 Hundred of Bagot, Girraween. Attachment D	Shed 450m ² (30m x 15m) addition to an existing dwelling-single with a reduced side and rear setback. Litchfield Council <u>objects</u> to the granting of a Development Permit as it is contrary to the purpose of Zone Rural Residential and Clause 5.4.3.	Council's objection is made on the basis of precedence in that the Applicant has submitted insufficient information to justify the amenity impacts of a significant compromise to the mandated 10m setback. Without well-reasoned justification specific to the site, any future development within the Zone RR might refer to this development to validate non- compliance to the setback requirements. Council has provided the Applicant suggestions on how this may be better addressed should the Applicant wish to amend the proposal.
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ASSESSMENT OF PLANS/REPORTS/DRAWINGS FOR CLEARANCE OF DEVELOPMENT PERMIT CONDITIONS

Council reviews plans, reports, and drawings as part of the process to clear conditions on Development Permits to ensure that the proposals meet Council requirements and will not have adverse effects upon neighbouring properties or Council assets. Examples include driveway crossover plans, stormwater drainage plans, environmental management reports, traffic impact assessments, and infrastructure designs. The following table notes the number of requests for assessment received by Council for clearance of conditions for plans/ reports/drawings during the noted period.

No. Requests for Assessment of Plans/Reports/Drawings for Clearance of Development Permit Conditions
2

STORMWATER DRAINAGE AND/OR DRIVEWAY CROSSOVER APPLICATIONS FOR BUILDING CERTIFICATION

Council reviews stormwater drainage plans and driveway crossovers for structures requiring building certification to ensure that the proposals meet Council requirements and will not have adverse effects upon neighbouring properties or Council assets. The following table notes the number requests for assessment for building certification that Council received during the noted period.

No. Building Certification Applications
20

WORKS PERMIT APPLICATIONS

Council reviews Works Permit applications for all works undertaken by external parties within Council's road reserve to ensure the works meet Council requirements and will not have adverse

effects upon the public using the road reserve or Council assets. The following table notes the number of Works Permit applications received by Council during the noted period.

No. Works Permit Applications
9

Links with Strategic Plan

A Great Place to Live - Development and Open Space

Legislative and Policy Implications

Not applicable to this report

Risks



No identified risks applicable to this report

Community Engagement

Not applicable to this report



14 July 2021

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

RE: Letter of Comment Development Application

PA2016/0022

**Lot 9 (667) Reedbeds Road, Darwin River, Hundred of Cavenagh Extension of Time -
Subdivision to create two lots**

Thank you for the Extension of Time for the Development Application referred to this office on 08 June 2021 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 does not object to the granting of an Extension of Time to the existing Development Permit with the following comments:

- a) The application is yet to be finalised and has previous support from Council, originally on 24 March 2016 and at an Extension of Time on 11 June 2019, provided conditions are met and the Development Permit is approved.
- b) The application proposes to subdivide the subject site into two new lots that are well in excess of the minimum lot size required in the schedule to the zone.
- c) The proposed new lots will adequately address the two existing dwellings on the subject site and be in compliance with the requirements of the schedule to the zone for one single dwelling on each lot.
- d) Pipeline Road is not currently a Council Road but rather a private access road within Crown Land to a Power and Water Corporation asset. Council comments on this application from 24 March 2016 and 11 June 2019 indicated that "Council

currently maintains Pipeline Road” and the Council Roads Policy was “under review and may be subject to change.” Council's Roads Policy was updated in January 2020 and following now applies:

- i. Pipeline Road is not identified for Private Roads Maintenance and Treatment.
 - ii. On request by landowners or as identified by Council, private roads not identified for Private Roads Maintenance and Treatment will be considered for maintenance and management by Council, whereby if accepted for inclusion, all policy requirements will apply.
 - iii. Council is committed to taking over Pipeline Road once the Applicant has completed all development obligations as part of the road opening process.
- e) As such, Council continues to note that support is only given for the proposal provided that a 30m wide road reserve corridor be dedicated to Council and opened as a road reserve, with the following requirements:
- i. Whilst Council would undertake actions required by Council under the Local Government Act to open the road, a formal agreement must be entered into between Council and the Applicant, in accordance with Council's Road Opening Agreement, which outlines the responsibilities of the Applicant in relation to the road opening, including the Applicant paying the required Council fee and bearing all costs associated with the road opening.
 - ii. Council would accept from Crown Land a 30m wide road reserve as shown in grey on the page four plan below (generally, from Duddell Road along Pipeline Road and along the boundary of the newly created lot, including along the alignment of the pipeline/power lines).
 - iii. Whilst a new road reserve would be created, Council would accept the road in its current condition. In accepting the road reserve, Council does not accept responsibility for any required upgrades to the assets in the road reserve in order to support the proposed development.

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

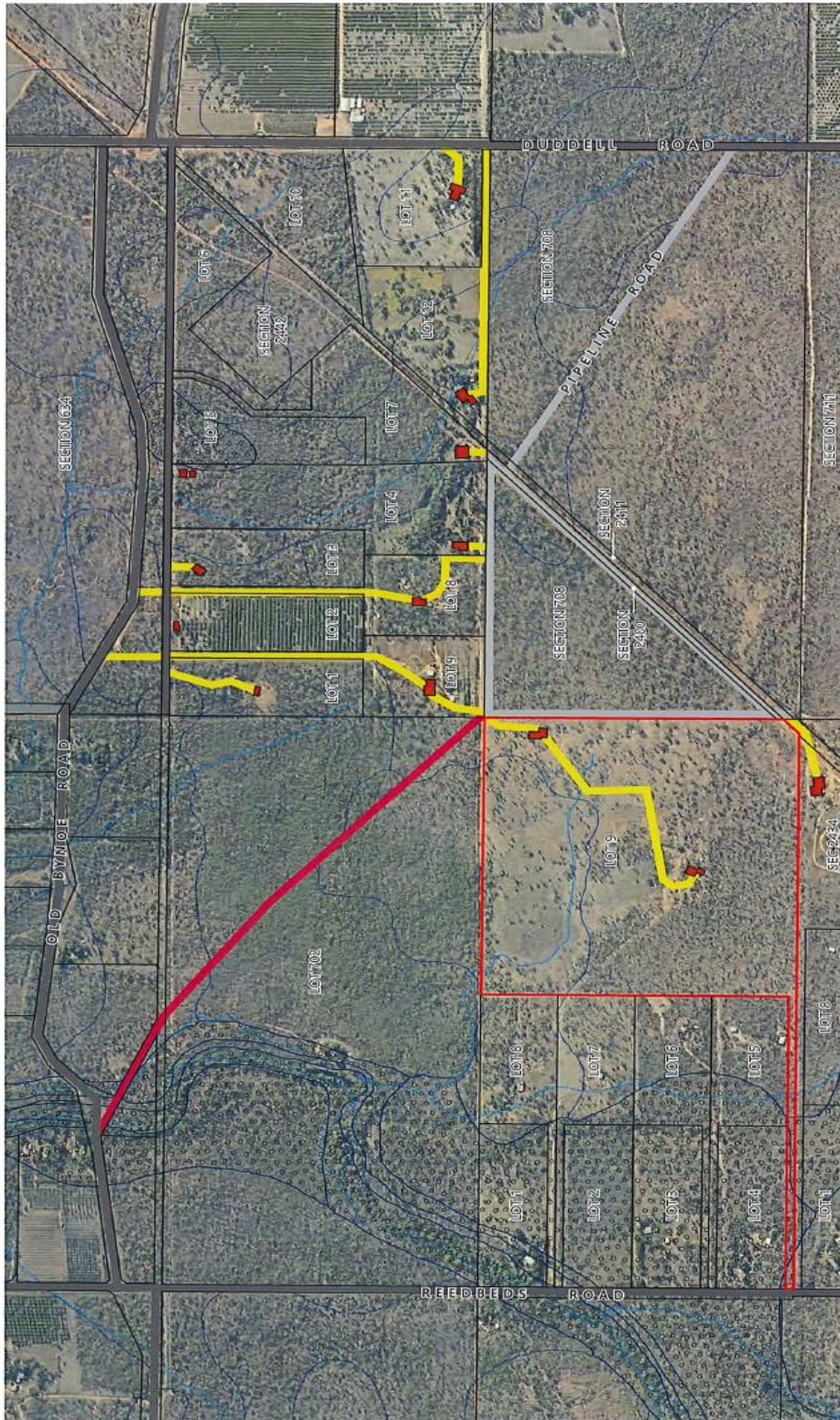
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

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



Mark Hogan
Project Management
Planning Program Leader



Access Plan Lot 9, Hundred of Cavenagh 667 Reedbeds Road DARWIN RIVER

- Subject Site
- Dwelling
- Gazetted Road
- Potential future roads (to be opened in conjunction with this application)
- Potential future road (not intended in conjunction with this application)
- Internal Access
- Creek
- Wetlands

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5 August 2021

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

RE: Letter of Comment on Amended Development Application

PA2021/0198 (Amended)
70 Risk Road, Section 05082 Hundred of Strangways, shed with a reduced side setback

Thank you for the Amended Development Application and Plans referred to this office on 05 August 2021 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.

As Litchfield Council is both a Consent Authority and shared boundary neighbour at 40 Risk Rd, the following issues are raised for consideration by the Authority:

Council withdraws its objection to the granting of a Development Permit, and provides the following comments for consideration:

In making its initial decision of 22 July 2021, Council considered the purpose of the Zone and the requirements of relevant Clauses, as well as its responsibility as a neighbour for maintaining the adjacent reserve, which includes a public path contiguous to the western boundary of 70 Risk Road.

Council was unable to support the application as it was contrary to the purpose the Zone Rural Residential and Clause 5.4.3, as it did not comply with the minimum 10 metre setback to the western boundary and the building massing posed undue amenity impacts on the neighbouring reserve.

As a result of the Amended Application, Council has made the decision to withdraw its objection on the following grounds;

- a) The Applicant has satisfied Council that they are will attenuate amenity impacts to the adjacent public path and bushland reserve by maintaining a screen of vegetation alongside the shed.
- b) The Applicant has also satisfied Council that they are to mitigate the visual mass of the shed by using a Colourbond product sympathetic to the colour-palette of the local landscape.
- c) The Applicant has further satisfied Council of their intention to mitigate visual massing in a show of good faith by moving the intended setback from the initial 4.5m to a 5.5m distance to the boundary.

Should the Amended Application be approved by the Authority, Council requests the inclusion of the following condition/s.

- a) The Applicant is to provide appropriate screening on the western edge of the proposed shed to minimise visual impact when viewed from the bushland reserve. The vegetation is to be installed consistent with the Applicant's plans, showing a minimum of seven trees of the Indian Mast variety hedged along the 16-metre western side of the shed, installed prior to final completion of the development. The Applicant must maintain the hedge for the life of the structure, with sick or dying trees replaced and no protrusions into the required 4-metre firebreak.
- b) The Applicant is to use a choice of cladding that mitigates the visual mass of the shed by using a product sympathetic to the colour-palette of the local landscape, and consistent with that which has been provided in support of the Amended Application.

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

Mark Hogan
Project Management, Planning Program Leader



23 July 2021

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

RE: Letter of Comment Development Application

PA2021/0198

70 Risk Road, Section 05082 Hundred of Strangways, shed with a reduced side setback

Thank you for the Development Application referred to this office on 25 June 2021 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.

As Litchfield Council is both a Consent Authority and shared boundary neighbour at 40 Risk Rd, the following issues are raised for consideration by the Authority:

Council objects to the granting of a Development Permit, and provides the following comments for consideration:

In making its decision, Council has considered the purpose of the Zone and the requirements of relevant Clauses, as well as its responsibility as a neighbour for maintaining the adjacent reserve, which includes a public path contiguous to the western boundary of 70 Risk Road.

Clause 5.4.3 Building Setbacks of Residential Buildings and Ancillary

Council cannot support the application for a shed (16 metres x 9 metres) with reduced setback as it is contrary to the purpose of Clause 5.4.3, which requires the proposed structure to have a minimum 10 metre setback to the western boundary of 70 Risk Road.

- a) A significant reduction in setback from 10 metres to 4.5 metres is not justified by the Applicant. With a total lot size at 70 Risk Road of 1.1ha, there is no imperative for the proposed structure to be built in that specific location on the site.
- b) The Applicant does not adequately address the adverse effects of building massing for a shed with a reduced setback and no substantial screening or buffer when viewed from the public pedestrian and cycle path on the adjoining Council land.

- c) At the scale proposed, the Applicant cannot justify that a severely reduced setback is appropriate to the site having regard for such matters as its location, scale and impact on adjoining and nearby property.

Zone Rural Residential (RR)

As per Part 4.1.5 of the Northern Territory Planning Scheme, the design and site layout of development is to be sympathetic to the existing streetscape, scale and character of surrounding development. Per Part 4.1.9 of the Scheme, development that is not defined in the 'Schedule 2 Definitions' may occur only when assessment has determined that the development is appropriate having regard to such matters as the location, nature, scale and intensity of the development.

- a) In the location intended, the large 144m² shed proposed is of a scale that is unsympathetic and inconsistent with the neighbourhood character of the area, and would interact poorly with the nature of the public cycle and pedestrian path on the Council bushland reserve.
- b) In the location proposed, the nature and character does not fit well with the neighbouring Council bushland reserve. The properties that back onto the path and parkland are predominantly characterised as having vegetation buffering built form from the path, structures are mostly smaller and all have greater setbacks than what is proposed for this development.

Should the Applicant wish to amend the proposal, Council would look favourably upon the following:

The Applicant may reconsider the site of the proposed development so that it is located elsewhere on the 1.1ha lot in a manner that is consistent with the purpose of the Zone Rural Residential.

The Applicant must reconsider the extent of the reduced setback, with an appropriate buffer and / or screening required for Council to assess any minor reduction of setback as suitable. Any potential reduced setback must be consistent with the purpose of the Zone Rural Residential and Clause 5.4.3.

The Applicant may reconsider the scale of the proposed development. In doing so, Council must be satisfied that due regard is given to such matters as its location and impact on adjoining and nearby property.

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



Mark Hogan
Project Management, Planning Program Leader



30 July 2021

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

RE: Letter of Comment Development Application

**PA218/2021, 75 Goy Road, Lot 05931 Hundred of Bagot, Girraween
450m² shed addition to an existing dwelling-single with a reduced side and rear setback**

Thank you for the Development Application referred to this office on 16 July 2021 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:

1) Council objects to the granting of a Development Permit, and provides the following comments for consideration:

In making its decision, Council has considered the purpose of the Zone and the requirements of relevant Clauses, and the reasons given by the Applicant in supporting the contravention of those obligations.

Zone Rural Residential (RR)

As per 4.1.5 of the Northern Territory Planning Scheme, the design and site layout of development is to be sympathetic to the existing streetscape, scale and character of surrounding development. As per 4.1.9 of the Scheme, development that is not defined in the 'Schedule 2 Definitions' may occur only when assessment has determined that the development is appropriate having regard to such matters as the location, nature, scale and intensity of the development.

- a) With encroachment on mandated setbacks, Council's primary interest is the amenity impact. Such judgements are often made regarding the streetscape on the basis that a development is unsympathetic and inconsistent with the neighbourhood character of the area. This development is not one of those instances.
- b) Council's objection is made on the basis of precedence in that the Applicant has submitted insufficient information to justify the amenity impacts of a significant

compromise to the mandated 10 metre setback. Without well-reasoned justification specific to the site, any future development within the Zone RR might refer to this development to validate non-compliance to the setback requirements. This issue may be addressed in response to section 2 of this letter.

Clause 5.4.3 Building Setbacks of Residential Buildings and Ancillary

Council cannot support the application for a large 450m² shed with reduced setback in its current form as it is contrary to the purpose of Clause 5.4.3, which requires the proposed structure to have a minimum 10 metre setback to the rear (and side) boundary.

- a) Council welcomes the intention to use water-tanks on site. Encouraging such desired practices can involve Council making discretionary assessments on a case-by-case basis. However, the Applicant must consider siting if the intention is to use above ground tanks as they will contribute to the total footprint of the final built form outcome and should not further restrict firebreaks and setbacks.
- b) The Applicant does not adequately address the adverse effects of building massing on local amenity for a very large shed with a reduced setback and no substantial screening or buffer when viewed from the neighbouring properties to the south. The letter of support from the eastern neighbour mitigates the issue of side setbacks.
- c) The Applicant relies on retention of vegetation on neighbouring properties on lots 05926 and 05927 (No.'s 26 and 28 Staines Court) to the south to "soften the visual bulk of the shed." To support this, the Applicant nominates the shape of the neighbouring lots to propose that no future clearance will occur there. The Applicant further states that "any clearing of vegetation" on these lots would contravene restriction on clearance of over one hectare per lot. Neither of these is supported by fact.
- d) The Applicant nominates access issues resulting from the chosen shed design as reason for consideration of compromised setbacks, which is not a justification in its own right as the preferred design has been chosen by the Applicant. Justification needs to consider benefits to the community outside of the Applicant. For example; the use of discretion in allowing for reduced setback could take into account the capture of rainwater from the development, which not only reduces reliance on other potable water sources for the Applicant, but may somewhat mitigate the need for traditional setbacks as the harvesting of rainwater will minimise the volume of stormwater flows to neighbouring properties.

2) Should the Applicant wish to amend the proposal, Council would look favourably upon the satisfaction of one or more of the solutions listed below:

The Applicant must reconsider the extent of the reduced setback and / or better address the justification of a compromise to the 10-metre setback requirement.

- a) The Applicant may reconsider siting the proposed development elsewhere on the lot so that it is located in a manner that is consistent with the purpose of the Zone Rural Residential and Clause 5.4.3.
- b) The Applicant should increase the setback with an appropriate buffer and / or provide screening internal to lot 05931 (75 Goy Road), rather than the reliance on neighbouring vegetation to reduce visual mass when viewed from lots 05926 and 05927.

- c) The Applicant may provide evidence of support from the neighbouring properties to the south, being lots 05926 and 05927.
- d) With regard to the tanks only, to avoid encroachment into firebreaks the Applicant should consider locating tanks in a grouping away from boundaries (e.g. along the western side of the shed) by running a charged line from the downpipes to the tanks.

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



Mark Hogan
Project Management, Planning Program Leader



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 18 August 2021

16 Other Business

17 Confidential Items

18 Close of Meeting