



AGENDA

12th Ordinary Council Meeting

11th Council of Litchfield

Tuesday 16 August 2022

Meeting to be held commencing 6:00pm
in Council Chambers at 7 Bees Creek Road, Freds Pass
https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89_2eg/live

Community Forum
will be held from 5:30pm – 6:00pm

Stephen Hoyne
Chief Executive Officer

COVID-19 Statement of Commitment

The Ordinary Meeting of Council will be open to the public and holds a Statement of Commitment to adhere to:

- Physical distancing measures
- Health and hygiene principles



COUNCIL AGENDA

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COUNCIL AGENDA

LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 16 August 2022

1. 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 the land across generations.

2. Opening 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.

3. Electronic Attendance / Apologies and Leave of Absence

- 3.01 Electronic Attendance**
- 3.02 Apologies**
- 3.03 Leave of Absence Previously Granted**
- 3.04 Leave of Absence Request**

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.

- 4.01 Elected Members**
- 4.02 Staff**

5. Confirmation of Minutes

5.01 Confirmation of Minutes

- Ordinary Council Meeting held Tuesday 19 July 2022

5.02 Council Action Sheet / Business Arising from Previous Meetings



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting
held in the Council Chambers, Litchfield
on Tuesday 19 July 2022 at 6:00pm

Present	Doug Barden Emma Sharp Rachael Wright Mathew Salter Andrew Mackay Kevin Harlan Mark Sidey	Mayor (Chair) Deputy Mayor / Councillor South Ward Councillor North Ward Councillor North Ward Councillor Central Ward Councillor Central Ward Councillor South Ward
Staff	Arun Dias Leon Kruger Nicky McMaster Jessica Eves	Interim Chief Executive Officer General Manager Infrastructure & Operations (Electronic) General Manager Communications & Lifestyle Executive Assistant
Presenters	Danny Milincic Maxie Smith Anthony Van Zeeventer	Manager People & Performance Manager Corporate Services Cemetery & Parks Program Leader (Electronic)
Guest	Stephen Hoyne, appointed Chief Executive Officer (commencing 25 July 2022)	

Public Gallery Two members of public.

Streamed Online via YouTube: <https://www.youtube.com/watch?v=sSy2T5m4ArM>

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which we 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.

2. 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 was live streamed to Council's 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 agreed to comply by Council's Recording of Council Meetings Policy.

3. ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil.

3.2 Apologies

Nil.

3.3 Leave of Absence Previously Granted

Nil.

3.4 Leave of Absence Request

Nil.

4. DISCLOSURE 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 2019* and its policies regarding the same.

4.1 Elected Members

Moved: Cr Wright

Seconded: Cr Harlan

As per Section 115 of the *Local Government Act 2019*, Mayor Barden disclosed an interest in items:

- 16.02.03 – Breach of Code of Conduct; and
- 16.02.04 – Breach of Code of Conduct - Findings.

As per Section 115 of the *Local Government Act 2019*, Deputy Mayor Sharp disclosed an interest in items:

- 16.02.02 – Breach of Code of Conduct – Progress Update;
- 16.02.03 – Breach of Code of Conduct; and
- 16.02.04 – Breach of Code of Conduct - Findings.

As per Section 115 of the *Local Government Act 2019*, Cr Wright disclosed an interest in items:

- 16.02.03 – Breach of Code of Conduct; and
- 16.02.04 – Breach of Code of Conduct - Findings.

CARRIED (7-0) ORD2022 11-158

4.2 Staff

No disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

5.1 Confirmation of Council Minutes

Moved: Cr Wright
Seconded: Deputy Mayor Sharp

THAT Council confirms the following minutes as a true and accurate record of those meetings:

- Ordinary Council meeting held 21 June 2022
- Special Council meeting held 5 July 2022

CARRIED (7-0) ORD2022 11-159

5.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Deputy Mayor Sharp
Seconded: Cr Wright

THAT Council receive and note Item 5.02 within the Council agenda, Council Action Sheet / Business Arising from Previous Meetings.

CARRIED (7-0) ORD2022 11-160

6. PETITIONS

Nil.

7. DEPUTATIONS AND PRESENTATIONS

Nil.

8. PUBLIC QUESTIONS

Nil.

9. ACCEPTING OR DECLINING LATE ITEMS

9.1 Late Item - Attachment to Item 16.02.02 Breach of Code of Conduct Complaint - Progress Update - Notification of Decision

Moved: Cr Mackay
Seconded: Cr Salter

1. THAT the late attachment be accepted and included for consideration with item 16.02.02 Breach of Code of Conduct Complaint - Progress Update.
2. THAT the Council approves to alter the order of business to consider item 16.02.02 Breach of Code of Conduct Complaint - Progress Update within the Open Section of the meeting as Item 14.02.04.

CARRIED (7-0) ORD2022 11-161

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Mayor Barden
Seconded: Cr Salter

THAT Council receive and note Item 11.01 Mayor's monthly report for the period 22 June 2022 to 18 July 2022.

CARRIED (7-0) ORD2022 11-162

12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Nil.

13. WORK TEAM PRESENTATION

Nil.

14. OFFICERS' REPORTS

14.01 Business Excellence

14.01.01 Litchfield Council Finance Report – June 2022

Moved: Cr Harlan
Seconded: Cr Wright

THAT Council notes the Litchfield Council Finance Report – June 2022 for the period ended 30 June 2022 subject to the change of the five-year burials and cremations sales average to 328.

CARRIED (7-0) ORD2022 11-163

14.01.02 People, Performance and Governance Report - June 2022

Moved: Cr Sidey
Seconded: Deputy Mayor Sharp

THAT Council notes the People, Performance and Governance Report for June 2022.

CARRIED (7-0) ORD2022 11-164

14.01.03 FIN11 Related Party Disclosure Policy

Moved: Deputy Mayor Sharp
Seconded: Cr Mackay

THAT Council approve the revised FIN11 Related Party Disclosure Policy as at Attachment A - Relating Party Disclosure Policy.

CARRIED (7-0) ORD2022 11-165

14.01.04 FIN13 Borrowing Policy

Moved: Cr Harlan
Seconded: Cr Wright

THAT Council approve the revised FIN13 Borrowing Policy as at Attachment A - FIN13 Borrowing Policy.

CARRIED (7-0) ORD2022 11-166

14.02 Council Leadership & Community Services

14.02.01 Municipal Plan 2021-2022 Quarterly Performance Review April - June 2022

Moved: Cr Mackay

Seconded: Cr Harlan

THAT Council receive the Municipal Plan 2021-22 Quarterly Performance Report for the fourth quarter ending 30 June 2022 and approve to allow the CEO to make minor administrative changes to the Municipal Plan 2021-22 Quarterly Performance Report.

CARRIED (7-0) ORD2022 11-167

14.02.02 Local Government Association of the Northern Territory Executive Board Nominations

Moved: Cr Salter

Seconded: Cr Wright

THAT Council nominates the following elected member(s) to the Local Government Association of the Northern Territory Executive Board Mayor Douglas Barden for the position of Board Member Municipal.

CARRIED (7-0) ORD2022 11-168

14.02.03 Local Government Association of the Northern Territory Prescribed Corporation Panel Pool Nominations

Moved: Mayor Barden

Seconded: Cr Salter

THAT Council nominates Cr Mathew Salter to the Local Government Association of the Northern Territory Prescribed Corporation Panel Pool.

CARRIED (7-0) ORD2022 11-169

Deputy Mayor Sharp left the meeting at 6:41pm.

14.02.04 16.02.02 - Breach of Code of Conduct Complaint - Progress Update

Moved: Cr Mackay

Seconded: Cr Harlan

THAT Council receive and note the Breach of Code of Conduct Complaint – Progress Report and late item email LGANT Notification of Decision.

CARRIED (6-0) ORD2022 11-170

Deputy Mayor Sharp returned to the meeting at 6:42pm.

14.03 Infrastructure and Operations

14.03.01 Summary Planning and Development Report June 2022

Moved: Cr Salter
Seconded: Cr Harlan

THAT Council:

1. receive the Summary Planning and Development Report June 2022; and
2. note for information the responses provided to relevant agencies within Attachments A-J to this report.

CARRIED (7-0) ORD2022 11-171

14.03.02 Proposed Place Names – PA2015.0768 Subdivision Cyrus Road

Moved: Cr Mackay
Seconded: Deputy Mayor Sharp

THAT Council:

1. Support the proposed place names as per the below list:

	Preferred	Alternate
Road One	Paradise Way	<i>Wilderness Way</i>
Road Two	Stairway Drive	<i>Ascend Drive</i>
Road Three	Nirvana Place	<i>Serenity Place</i>

2. provide a letter of support to the applicant and NT Place Names so that the developer may continue the process of approval for road names;
3. proceed with the road opening process across Lot 2790, Hundred of Cavenagh from the existing William Road to Lot 1603, Hundred of Ayers; accepting the name chosen for 'Road Two';
4. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the opening of the road including receiving of land through the Land Titles Office.

CARRIED (7-0) ORD2022 11-172

14.03.03 Road Opening Closing Meade Road, Darwin River

Moved: Cr Harlan

Seconded: Deputy Mayor Sharp

THAT Council:

1. proceed with the road closing and opening process for Meade Road, across affected land parcels, Lot 500 Section 773 Hundred of Cavenagh, Lot 585 Section 765 Hundred of Cavenagh (Meade Road, west of Letchford Road) for the purpose of providing the land owner the opportunity to continue conservation efforts;
2. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing and opening of the road, as required; and
3. note that this is an administrative process only and there is no commitment by Council to construct the road.

CARRIED (7-0) ORD2022 11-173

14.03.04 Thorak Regional Cemetery – Cremator Remedial Repairs

Moved: Cr Mackay

Seconded: Cr Salter

THAT Council:

1. approve the allocation of funds \$32,000 from the Thorak Regional Cemetery Reserve for the purpose of undertaking required remedial repairs to the Thorak Regional Cemetery cremator; and;
2. note that during the remedial repairs period, Council may cease to offer cremation services and seek alternative options or refer patrons to alternative options.

CARRIED (7-0) ORD2022 11-174

15. OTHER BUSINESS

Moved: Cr Sidey
Seconded: Cr Salter

THAT Council notes the below Other Business Items.

15.01 Acknowledgment and Farewell to General Manager Infrastructure & Operations

Mayor Barden acknowledged the resignation of Litchfield Council's General Manager Infrastructure & Operations, Leon Kruger, the Mayor acknowledged Leon's contributions to Litchfield Council and wished him well in the future.

15.02 Shared Paths Within the Litchfield Municipality

Cr Salter raised comments on behalf of a resident raised at Freds Pass Markets that highlighted limited footpaths available within the Municipality. The resident suggested Council consider installing 1km of shared paths leading to local schools.

Response:

Interim CEO, Arun Dias responded that Council has the opportunity to consider this item during the planning of the next Municipal Plan during budget reviews.

General Manager Infrastructure & Operations advised Council has adopted the Shared Path Program and Council could consider amending that Program at any time.

15.03 Request for Public Updates

Cr Harlan raised that he was still waiting on an update that could be provided to the public on the below matters, requesting those updates be provided by the end of the month:

- Update Mira Square Project; and
- Asbestos at Humpty Doo Transfer Station.

Response:

Interim CEO advised a briefing note was provided on the asbestos remediation project and the update on Mira Square Project was provided on Council website and was included within Item 14.01.01 Finance Report – June 2022.

15.04 Media and Communications Training

Cr Salter thanked staff and acknowledged the Media and Communications Training provided on 9 July 2022.

15.05 Berry Springs Waste Transfer Station Closing Hours

Cr Sidey raised concerns and disappointment in the lack of consultation to the public and Elected Members with the sudden reduction of hours at Berry Springs Waste Transfer Station.

15.06 Condolences to the late Trevor Melville

Cr Sidey provided condolences to family and friends for the passing of Mr Trevor Melville, a long-term Darwin River resident who had volunteered much of his time to Polo Cross in the Northern Territory and mentoring Juniors in the community.

CARRIED (7-0) ORD2022 11-175

16. CONFIDENTIAL ITEMS

Moved: Cr Mackay
Seconded: Cr Salter

THAT Pursuant to Section 99 (2) of the *Local Government Act* and Regulation 51(1) of the *Local Government (General) Regulations 2019* the meeting be closed to the public to consider the following Confidential Items:

16.02.01 Moving of Confidential Items

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.

(c)(iv) information that would, if publicly disclosed, be likely to subject to subregulation (3) – prejudice the interests of the council or some other person.

16.02.03 Breach of Code of Conduct Complaint

(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

16.02.04 Breach of Code of Conduct Complaint - Findings

(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

CARRIED (7-0) ORD2022 11-176

The meeting was closed to the public at 7:19pm.

Moved: Cr Salter
Seconded: Cr Sidey

THAT pursuant to Section 93(2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be re-opened to the public.

CARRIED (4-0) ORD2022 11-177

The Chair moved to the Open Session of the meeting at 8:03pm

17. CLOSE OF MEETING

The Chair closed the meeting at 8:03pm

18. NEXT MEETING

Tuesday 16 August 2022

MINUTES TO BE CONFIRMED

Tuesday 16 August 2022

.....
Mayor
Doug Barden

Unconfirmed

5.02 - Business Arising from the Minutes

				In Progress
				Ongoing
				Completed
Resolution	Resolution	Meeting Date	Officer	Status
11-060	Preparation of Business Case for Kerbside Collection and Associated Waste Operations THAT Council provides in-principle support for the preparation of a business case for kerbside collection which will include investigation into current waste operations with recommendations for improvements/alterations, subject to a Council resolution as part of the next budget review to allocate funding for the preparation of the business case.	16/11/2021	GMIO	In Progress RFQ awarded. Presentation of draft business case to be presented at the September Briefing Session.
11-074	Drafting Instructions – Litchfield Public Places By-laws THAT Council endorse the draft table of By-law Instructions, at Attachment A, subject to minor editorial changes by the Chief Executive Officer.	14/12/2021	GMCL	Ongoing Draft instructions sent to Division of Local Government and Regional Development Response received that Litchfield Council instructions are in a queue for when a drafter is available.
11-010	Report from Library Shared Services Model Consultancy THAT Council: <ol style="list-style-type: none"> 1. receive and note the Litchfield Council Public Library Services Business case consultancy report from the Atria Group; and 2. agree to the relocation of the library service from Taminmin College to Coolalinga Shopping Centre or an alternative publicly accessible location by the end of financial year of 2022/2023, subject to acceptable relocation quotes, funding arrangements and community feedback. 	18/01/2022	GMCL	Ongoing

11-052	<p>Telstra Tower Bronzewing Avenue</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the update in the report; 2. acknowledges the hard work undertaken by the Howard River Park Community Association; 3. note the resident's disappointment with Telstra's community engagement consultancy process; 4. assist Telstra in finding an alternative site and request the interim Chief Executive Officer to investigate the option of terminating the lease with Telstra; and 5. notify the Development Consent Authority of Council's resolution. 	15/03/2022	GMIO	<p>Ongoing</p> <p>Advised Telstra of Council's resolution. Waiting on Telstra's response regarding a suitable alternate site.</p> <p>Correspondence received from Telstra regarding a site on Crown Land adjacent to Hicks Road and Gunn Point Rd intersection. Briefing paper will be prepared with next steps.</p>
11-090	<p>Litchfield Women in Business Proposal for Incorporation</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. support expenditure of the remaining 2021/22 Litchfield Women in Business adopted budget on steps to achieve incorporation; and 2. agree to meet the direct costs of incorporation by payment of invoices up to the remaining budget for 2021/22. 	19/04/2022	CEO	Completed
11-094	<p>Road Opening William Road, Berry Springs</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. proceed with the road opening process for William Road, across Lot 2790, Hundred of Cavenagh from the existing William Road to Lot 1603, Hundred of Ayers; and 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. 	19/04/2022	GMIO	<p>In Progress</p> <p>Gazettal has taken place. Staff to follow up with Earl James & Associates regarding forms for Lands Title Office.</p>

11-095		Girraween Road Speed Limit Review THAT Council: <ol style="list-style-type: none"> 1. receive and note the report; 2. acknowledge and thank the community for their responses, noting 86.01% were in support of returning the speed limit to 80km/hr; 3. acknowledge and thank the stakeholders for their responses, noting that they were not in support of returning the speed limit to 80km/hr; 4. maintain the existing 70km zone from approximately 300m from the Coolalinga roundabout to the Azure Court intersection; and 5. authorise the Chief Executive Officer to investigate funding opportunities through grants, including Black Spot Funding to undertake works to increase the speed limit to 80km/hr. 	19/04/2022	GMIO	Ongoing Grant funding opportunities to be sought by CEO to undertake required works.
SCM2022 2021	11-	Power Road Safety Upgrade THAT Council: <ol style="list-style-type: none"> 1. approve the proposed budget increase of \$156,604.63 (excl GST) to enable the completion of the Power Road Safety Upgrade project. 2. reallocates \$156, 604.63 (excl GST) from Municipal Plan Program - Buildings to Power Road Safety Upgrade. 3. Council instruct the Chief Executive Officer to undertake a full investigation into the procurement and contract management process in relation to the awarding of the Power Road contract and subsequent management thereof with scope of the investigation to be agreed with the Mayor. 	10/05/2022	GMIO	In progress 1. and 2. Complete.
ORD2022 11-147		Public Access to a Portion of Humpty Doo Waste Transfer Station THAT Council: <ol style="list-style-type: none"> 1. lay Item 14.03.04 Public Access to a Portion of Humpty Doo Waste Transfer Station on the table until the August 2022 meeting, pending Council holding a stakeholder meeting with affected businesses and industry. 2. Staff investigate options for meeting NT EPA requirements. 	21/06/2022	GMIO	In Progress Stakeholders to provide Councillors with a proposal. Staff to work with businesses to investigate options. Response received from EPA regarding Council responsibilities and correspondence from DCA regarding unauthorised used of Strangways road. Report to go to September Briefing and OCM.

ORD2022 11-165	FIN11 Related Party Disclosure Policy THAT Council approve the revised FIN11 Related Party Disclosure Policy as at Attachment A - Relating Party Disclosure Policy.	19/07/2022	GMBE	Complete Policy register updated and policy published on Council’s website.												
ORD2022 11-166	FIN13 Borrowing Policy THAT Council approve the revised FIN13 Borrowing Policy as at Attachment A - FIN13 Borrowing Policy.	19/07/2022	GMBE	Complete Policy register updated and policy published on Council’s website.												
ORD2022 11-168	Local Government Association of the Northern Territory Executive Board Nominations THAT Council nominates the following elected member(s) to the Local Government Association of the Northern Territory Executive Board Mayor Douglas Barden for the position of Board Member Municipal.	19/07/2022	CEO	Complete												
ORD2022 11-169	Local Government Association of the Northern Territory Prescribed Corporation Panel Pool Nominations THAT Council nominates Cr Mathew Salter to the Local Government Association of the Northern Territory Prescribed Corporation Panel Pool.	19/07/2022	GMIO	Complete												
ORD2022 11-172	Proposed Place Names – PA2015.0768 Subdivision Cyrus Road THAT Council: 1. Support the proposed place names as per the below list: <table><tr><td></td><td>Preferred</td><td>Alternate</td></tr><tr><td>Road One</td><td>Paradise Way</td><td><i>Wilderness Way</i></td></tr><tr><td>Road Two</td><td>Stairway Drive</td><td><i>Ascend Drive</i></td></tr><tr><td>Road Three</td><td>Nirvana Place</td><td><i>Serenity Place</i></td></tr></table> 2. provide a letter of support to the applicant and NT Place Names so that the developer may continue the process of approval for road names; 3. proceed with the road opening process across Lot 2790, Hundred of Cavenagh from the existing William Road to Lot 1603, Hundred of Ayers; accepting the name chosen for ‘Road Two’;		Preferred	Alternate	Road One	Paradise Way	<i>Wilderness Way</i>	Road Two	Stairway Drive	<i>Ascend Drive</i>	Road Three	Nirvana Place	<i>Serenity Place</i>	19/07/2022	GMIO	In Progress Awaiting confirmed minutes from July OCM to proceed with next stages.
	Preferred	Alternate														
Road One	Paradise Way	<i>Wilderness Way</i>														
Road Two	Stairway Drive	<i>Ascend Drive</i>														
Road Three	Nirvana Place	<i>Serenity Place</i>														

4. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the opening of the road including receiving of land through the Land Titles Office.

Road Opening Closing Meade Road, Darwin River

THAT Council:

1. proceed with the road closing and opening process for Meade Road, across affected land parcels, Lot 500 Section 773 Hundred of Cavenagh, Lot 585 Section 765 Hundred of Cavenagh (Meade Road, west of Letchford Road) for the purpose of providing the land owner the opportunity to continue conservation efforts;
2. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing and opening of the road, as required; and
3. note that this is an administrative process only and there is no commitment by Council to construct the road.

19/07/2022

GMIO

In Progress

Awaiting confirmed minutes from July OCM to proceed with next stages.

Thorak Regional Cemetery – Cremator Remedial Repairs

THAT Council:

1. approve the allocation of funds \$32,000 from the Thorak Regional Cemetery Reserve for the purpose of undertaking required remedial repairs to the Thorak Regional Cemetery cremator; and;
2. note that during the remedial repairs period, Council may cease to offer cremation services and seek alternative options or refer patrons to alternative options.

19/07/2022

GMIO

Complete

Purchase order raised and works commenced August 8 2022.



COUNCIL AGENDA

LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 16 August 2022

6 Petitions

7 Deputations and Presentations

8 Public Questions

9 Accepting or Declining Late Items

10 Notices of Motion

10.01 Tourism Town Asset Grant 2022/2023 – Signage

11 Mayors Report

11.01 Mayor's Report



NOTICE OF MOTION

Agenda Item Number:	10.01
Report Title:	Tourism Town Asset Grant 2022/2023 – Signage
Attachments:	Grant Presentation

I Mayor Barden, give notice that at the next Ordinary Council Meeting on Tuesday 19 July 2022, I will move the following motion:

MOTION

THAT Council:

1. approve an application to be developed and submitted to the Tourism Town Asset Grant Program for a project up to \$100,000 for welcome signage, requiring a co-contribution from Litchfield Council of up to \$25,000; and
2. source quotes for the development of the signs and investigate opportunities to use in-kind support for the installation to reduce the cash component of the grant funding from Council.
3. approve funding of up to \$25,000 to be sourced from either Council's financial reserves or from savings found during Budget Review 1 if the Tourism Town Asset Grant application is successful.

REASON:PURPOSE

To enhance and improve main streets for the benefits of visitors creating “welcoming public spaces” it is proposed an application be developed and submitted to the Tourism Town Asset Grant Program with a focus on entrance signs throughout the Litchfield municipality.

BACKGROUND

In July 2022, Tourism NT released Round Two of the Tourism Town Asset Grant Program for 2022-2023.

The NT Government is providing one off funding of up to \$100,000 per Council to undertake projects that will improve the on-ground visitor experience in the NT.

The NT Government will contribute three quarters of the total project value up to \$100,000 with Council's needing to contribute the remaining one quarter.

Stage one of a signage project commenced in 2019 with the development and installation of two major entrance signs located on the Stuart Highway Southern entrance near the Manton Dam recreation area and on Cox Peninsula Road Western entrance near the Litchfield National Park turn off. These signs were funded by the NT Government's SCALE funding program.

Stage two and three involved another major entrance sign on Arnhem Highway Eastern entrance near the Corroboree Park Tavern, and minor signs throughout the municipality. These stages were dependent on roadworks being finalised on Arnhem Highway (still ongoing) and grant funding.

Tourism NT will consider In kind support in part for Council's contribution, therefore through the CEO staff can investigate opportunities to use in-kind support for the installation to reduce the cash component of the grant funding from Council.

9 August 2022

A handwritten signature in black ink that reads "Douglas Barden". The signature is written in a cursive, flowing style.

MAYOR DOUGLAS BARDEN

Tourism Town Asset Grant 2022/2023

Industry Development



Different in every sense

Tourism Town Asset – Round 2



When

Open: Now

Closes: 31 August 2022

Funding pool: \$500,000 – competitive grant round

Notification: September 2022

Project completion: 30 April 2023

Why

To enhance and improve main streets and/or town centres for the benefits of visitors creating “welcoming public spaces”.

Tourism Town Asset – Round 2

What

One off funding of up to \$100,000 with a cash contribution of 3:1 to:

- Enhance projects clearly demonstrated in the Destination Management Plans, Drive Tourism Strategy, NT Aboriginal Tourism Strategy 2020-2030, NT Tourism Strategy

Considerations

In kind will be considered in part for councils contribution.

- Where in kind contributions are made by local governments, it is not to make up their full contribution amount
- In kind contributions to be itemised and clearly articulated

E.g.

For a project with a total project cost of \$80,000

- Total grant value - \$60,000
- Total contribution by applicant - \$20,000
- Which can be made up of:
 - \$10,000 cash contribution
 - \$10,000 co-contribution of in kind support (e.g. itemised line items of ground works undertaken by council staff)

Eligible Activities

- Infrastructure upgrades to address shortcoming in the existing visitor experience (e.g. welcome signage, dump points)
- Implementation of new technology to improve visitor experience e.g. electric vehicle charging station
- Improved disability access
- New or improved public facilities
- Visitor safety measures

Ineligible Activities

- Activities that have already commenced
- Facilities predominantly for local community
- Marketing, advertising and product promotion
- Regular repairs and maintenance, admin or running costs, wages or salaries, travel costs, training costs
- Projects that have previously been supported under this grant
- Purchase or lease of mobile/portable assets, appliances, motor vehicles, boats or non-fixed items.

> Minimum Tourism > Amenity Standards > for Towns in the > Northern Territory



Tourism Town Tier Matrix

Matrix Parameters	Tier 5	Tier 4	Tier 3	Tier 2	Tier 1
Population	>25,000	7,500 to 24,999	<7,500	<7,500	<7,500
Visitor numbers per annum	>200,000	<200,000	<75,000	<50,000	<50,000
Visitor Profile/Type	<ul style="list-style-type: none"> • Business • Group • FIT • VFR 	<ul style="list-style-type: none"> • Business • Group • FIT • VFR 	<ul style="list-style-type: none"> • Business • FIT • VFR 	<ul style="list-style-type: none"> • Business • FIT • VFR 	<ul style="list-style-type: none"> • Business
Location/Access/Transport					
Domestic Airport	✓				
Regional Airport with regular RPT*		✓	✓		
Regional Airport with non-regular RPT				✓	✓
Cruise Ship Terminal	✓				
Located on major Tourism Drive Route	✓	✓	✓		
Ghan Railway Terminal	✓	✓			

*Note: RPT - refers to regional airports that receive regular public transport (RPT flights)



3.0 Regional Entry Signage | Overview

Regional Entry signs are positioned in a visible roadside location that indicates the entry point of a specific region or town. Template artwork is available for all three sign tiers.

Tier 1 3000 x 1800



Tier 2 2400 x 1800



Tier 3 2000 x 1500



4.0 Destination Information Signage | Overview

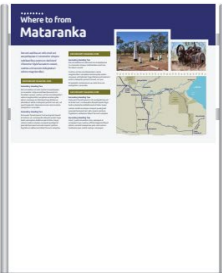
Destination Information signs are designed to provide engaging and educational information relating to points of interest within a town or place.

The location of this signage plays a major role in their level of use, so they should be located in an area that naturally encourages visitors to stop. Template artwork is available for all three sign tiers.

Tier 1 2400 x 1200



Tier 2 1500 x 1000



Tier 3 1200 x 1000



5.2 Template Artwork | Destination Information Signage

Available template artwork files

Tier 1 2400 x 1200

Filename: Tourism_NT_DestinationInfo_Tier 1 FA



Tier 2 1500 x 1000

Filename: Tourism_NT_DestinationInfo_Tier 2 FA



Tier 3 1200 x 1000

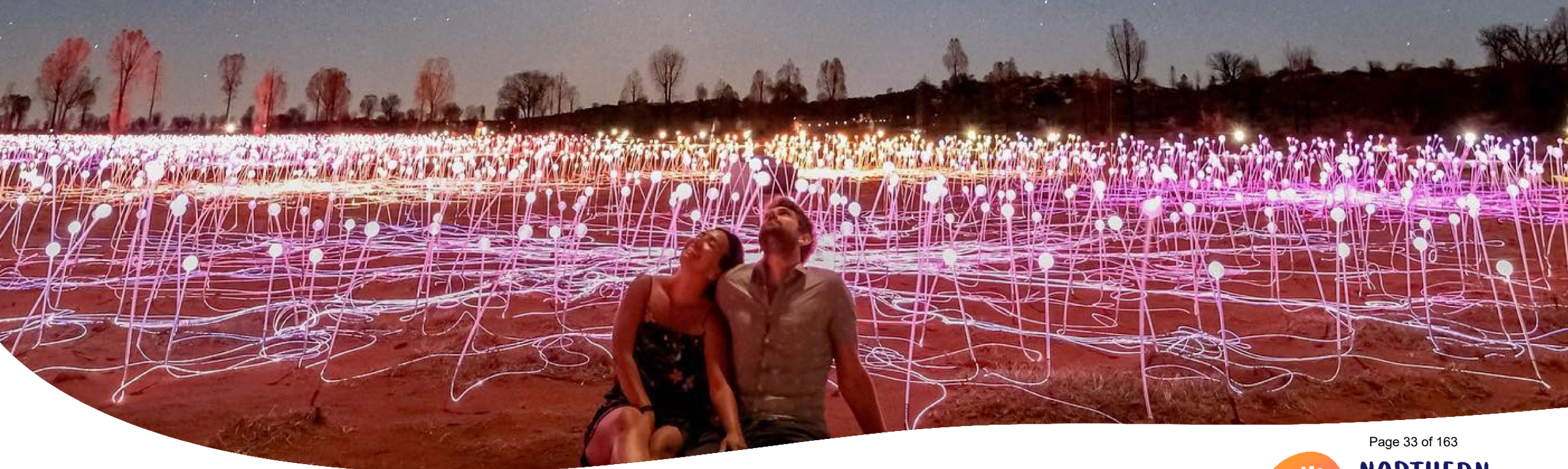
Filename: Tourism_NT_DestinationInfo_Tier 3 FA



Previously successful applications

- City of Darwin - New wayfinding for off the beaten way within the city highlighting the street art. Also another parklet - conversion of a parking space into an outdoor dining option - \$100,000.00
- West Arnhem Regional Council - Jabiru Pool Mobility Lift - This new facility will be promoted to hotels to share with their guests - \$10,050.00
- Nhulunbuy Corporation Ltd - Endeavour Square Project - \$100,000.00
- Coomalie Community Government Council - Discovery Kiosk - \$76,497.15
- Tiwi Islands welcome to country and interpretive signage - \$99,536.00
- Victoria Daly Regional Council - Pine Creek interpretive signage - \$64,487.50
- Katherine Town Council - Katherine Visitor Information Centre Accessibility Upgrade - \$99,777.86
- Barkly Regional Council - Lake Mary Ann amenities block - \$100,000.00
- Central Desert Regional Council - Upgrades to the Yuendumu community public toilets - providing benefits for visitors to the art centre in the town - \$100,000.00
- Alice Springs Town Council - Alice Springs round about art installation - \$66,000.00

Questions and Thank you



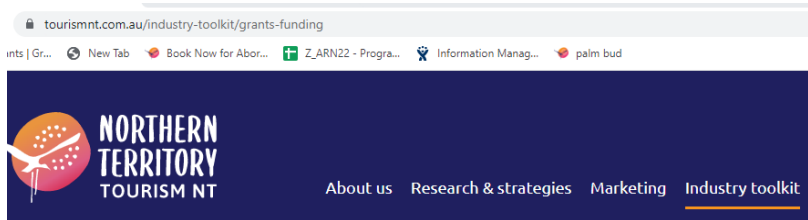
Different in every sense



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**NORTHERN
TERRITORY**

How to find the grants



GRANTS & FUNDING

- > Book Now - Digital Support Program
- > Tourism Domestic Distribution Grant Program
- > Tourism International Distribution Grant Program
- > Tourism Accessibility Improvement Grant
- > Sustainability for Tourism Industry Grant
- > Tourism Evening Experiences Development Support
- > Tourism Town Asset Program
- > Roadhouse to Recovery Grant
- > Tour Guide Ready Program
- > COVID-19 Business support programs
- > Previous programs



Book Now Grant Program

Tourism NT is providing \$50,000 (excluding GST) grant funding to support the implementation of booking systems for Northern Territory tourism businesses.

Applications can be submitted for matched funding up to a maximum value of \$2,500 (excluding GST) to establish an online booking system integrated on an existing business website or establish a turnkey website that features a booking system.

Applications can be made via grantsnt.nt.gov.au

Grant guidelines can be [viewed here](#).

Indicative dates

Closing date for applications	4pm 30 April 2023
Consideration of projects	as applications are received
Project completion	within 60 days of being funded

Please note this is an open-non competitive grant and applications will be assessed as received. Dates are indicative only and the program may close earlier if funding is fully subscribed.

Grant and funding application checklist

1. Getting started

- ☐ Consider whether grant funding is right for your business. A lot of time and effort is spent searching, writing, waiting for outcomes and acquiring funds.

- ☐ Identify a project within your business.

- ☐ Search for grants programs. Stay across news from relevant industry and government bodies, trusts, foundations and philanthropic organisations. Grant-finding websites that collate information on numerous funding programs can reduce the time you spend trawling different sources. Some of these are paid services.

2. Before you apply

- ☐ Once you've found a suitable funding program, read the guidelines carefully.

- ☐ Check deadlines, allowing plenty of time to write your application and pull together your supporting material. Most funding bodies are bound by set time-frames, such as financial years, so extensions are usually not permitted.

- ☐ Check you are eligible to apply. Does your project meet the selection criteria?

TOP TIP: Eligibility and selection criteria should be stated clearly in the guidelines. If you're not sure, call the funding body and ask for help. If you are not eligible, your project doesn't meet the requirements or if you need to fundamentally change your project to suit the grant provider, it's probably the wrong program for you. Focus your efforts elsewhere and leave it for another time or grant program.

- ☐ If the funding has been offered before, look up which projects were successful to give you an idea of what the grant provider is looking for. You might even ask successful applicants for some pointers.

- ☐ Sometimes you may need to register your interest before you can apply.

3. Preparing your application

- ☐ Complete all required paperwork. There will usually be a nomination form that needs to be submitted as part of your application. These can be in paper form or online.

- ☐ Make sure you answer all the selection criteria.

- ☐ Consider whether it will be beneficial to engage a grant writer or another staff member to assist to improve your chances.

TOP TIP: Do your homework to demonstrate how your project will meet objectives of the grant program.

- ☐ Be concise: use headings and bullet points.

- ☐ Avoid jargon

- ☐ Stick to the specified word and page limits.

- ☐ Consider what attachments will help your application and allow time to get this material together, for example:
 - images
 - quotes
 - budget: carefully consider your request for funds to make sure you don't fall short, and make sure your numbers add up
 - letters of support can help demonstrate commitment for your project.

- ☐ Include any specified documentation, such as a copy of your audited financials.

- ☐ Submit your application. Applications are usually accepted via email or online. It is becoming less common for fund to accept hard-copy posted or delivered applications.

TOP TIP: Don't leave writing your submission to the last minute. There is nothing worse than putting in hours of effort for your computer to crash when you're burning the midnight oil. Some online submission systems will close automatically when the deadline is reached.

4. Wrapping up

If your application was successful:

- ☐ Complete your project, maintaining records, such as all receipts.

- ☐ Acquit your funds. Most funding programs will require a completed report along with financial statements. They may also require progress reports along the way. Reporting can be onerous, but is crucial to ensuring your future eligibility.

While it can be disappointing if you are unsuccessful, you may have worthy project. So make sure you ask for feedback to learn more about why you were unsuccessful. Your project might not have been the right match for that particular grant provider, or it might have been a highly competitive round. You can always try again next time.

For more information contact the Department of Tourism, Sport and Culture on 08 8999 3900 or visit tourismnt.com.au



To note:

- * all figures are excluding GST
- * applications are only accepted via GrantsNT
- * detailed budgets and quotes must be submitted with all grant applications
- * applicants should read the eligible projects carefully to ensure eligibility
- * encourage businesses to reach out to Industry Development team prior to submitting to ensure application / project is eligible
- * applicants must have a current ATDW listing
- * applicants must be a current member of a peak industry body
- * applicants must have an online booking system - except Book Now Program / Town Assets Program
- * Tourism NT funding agreements will be issued
- * Payment of funding – half of signing of funding agreement and half on successful acquittal of project.



COUNCIL REPORT

Agenda Item Number:	11.01
Report Title:	Mayor's Monthly Report
Author & Recommending Officer:	Doug Barden, Mayor
Meeting Date:	16/08/2022
Attachments:	Nil

Executive Summary

A summary of the Mayor's attendance at meetings and functions representing Council for the period 19 July 2022 to 11 August 2022.

Summary

Date	Event
19 July 2022	Ordinary Council Meeting
23 July 2022	Site Visit Southport Mira Square Progress
23 July 2022	Attended Berry Springs Reserve Cricket & Activities
28 July 2022	Site Visit Meeting - Wells Creek Rd with Councillor MacKay; Tree's in drain
29 July 2022	Ironbark Aboriginal Corporation Open Day Humpty Doo Activities Centre
29 July 2022	Site Visit and Meeting at Freds Pass Reserve Old Community Building
31 July 2022	Berry Springs Markets – Meeting with the community
2 August 2022	Meeting with Livingstone Recreation Reserve - Funding Discussion for Livingstone Recreation Reserve
2 August 2022	Berry Springs Seniors Birthday Lunch
2 August 2022	Strategic Discussion & Briefing Session - Presentation on Proposal for Management of Humpty Doo Village Green
3 August 2022	Morning Tea with Valmai Dempsey 2022 Senior Australian of the Year
3 August 2022	Site Visit with Councillor Mackay – Humpty Doo Village Green, Scouts and Bowls Club
7 August 2022	City of Palmerston Seniors Fortnight Opening Ceremony
9 August 2022	Monthly Meeting with Palmerston Mayor Athina Pascoe-Bell
9 August 2022	Mandatory Elected Member Training - Module 2 - Introduction to Finances - Decision making and meeting procedure - Understanding Local Government
10 August 2022	Humpty Doo Village Green User Groups Meeting - Discussions on Antisocial Behaviour/Vandalism and Forming a Committee
11 August 2022	Meeting with Leo Bandias

Recommendation

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



COUNCIL AGENDA

LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 16 August 2022

12 Reports from Council Appointed Representatives

Nil

13 Workteam Presentation

Nil

COUNCIL AGENDA

LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 16 August 2022

14 Officers Reports

14.01 Business Excellence

- 14.01.01 Litchfield Council Finance Report – July 2022
- 14.01.02 People, Performance & Governance Report - July 2022
- 14.01.03 FIN06 Rates Concession Policy
- 14.01.04 GOV20 Committees Policy

14.02 Council Leadership & Community

- 14.02.01 Going Green Rebate Program Proposal
- 14.02.02 Youth Strategy and Action Plan 2022-2025
- 14.02.03 Litchfield Council 2022 Community Survey
- 14.02.04 Freds Pass Sport & Recreation Reserve Water Leak Funding Request

14.03 Infrastructure & Operations

- 14.03.01 Summary Planning and Development Report - July 2022



COUNCIL REPORT

Agenda Item Number:	14.01.01
Report Title:	Litchfield Council Finance Report – July 2022
Author:	Maxie Smith, Manager Corporate Services
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	16/08/2022
Attachments:	A: Litchfield Council Finance Report – July 2022

Executive Summary

This report presents the Litchfield Council Finance Report for 31 July 2022. The report now reflects the NTG mandated format except for some small items to be included from next month.

The Balance Sheet and Financial Reserves figures are subject to change as the end of the financial year is finalised. The closing balance of cash reserves is expected to increase due to uncompleted capital works. However, both the increased reserves and the related capital expense will be carried forward to 2022/23.

Operational Income reflects the entire year of rates levied. As expenses are incurred over the year, the current surplus position will gradually decrease.

Rates outstanding continue to decrease compared to the same time last year as staff actively work in this space to reduce overall rates debtors.

Recommendation

THAT Council note the Litchfield Council Finance Report for 31 July 2022.

Background

Detailed financial information is presented on the following pages.

Links with Strategic Plan

Performance - An Effective and Efficient Organisation

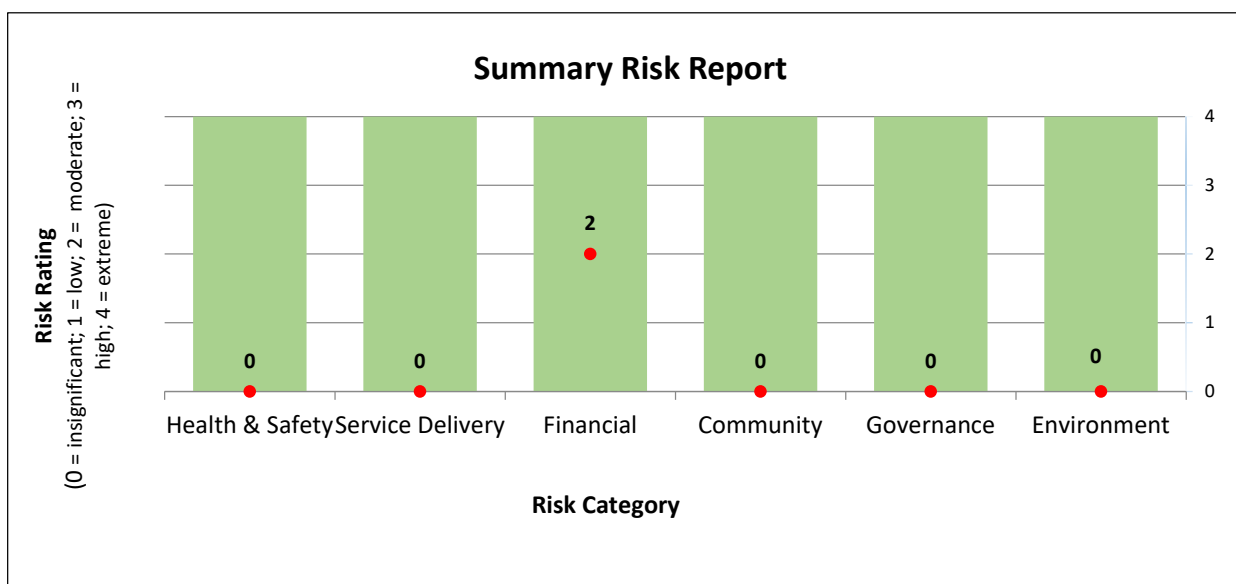
Legislative and Policy Implications

This report complies with the *Local Government Act 2019*, Local Government (General) Regulations 2021, Division 7, Financial Matters, Department of the Chief Minister and Cabinet - Form: Monthly Financial Reports, Council's policies, and Australian Accounting Standards.

Financial Implications

Nil

Risks



Financial

The Council's current revenue levels fall short of funding the required asset renewal expenditure. As a result, there are long-term financial sustainability challenges concerning the renewal and upgrade of existing assets, including buildings, roads, and irrigation infrastructure. Therefore, council continues to discuss avenues to increase investment in this area.

Community Engagement

Not applicable.

**LITCHFIELD
COUNCIL**

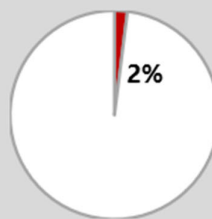


Finance Report

July 2022

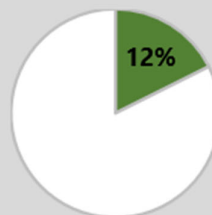
July 2022

DASHBOARD REPORTING



Asset Sustainability Ratio

Capital Expenditure
Actuals \$0.089m
Target – 46%



Rates Outstanding

\$1.9m Outstanding
Target– 18% (\$2.4m and less)

\$ 13.9m

OPERATIONAL REVENUE

\$19.9m Budget – 70% Target Achieved

\$ 1.2m

OPERATIONAL EXPENSES

\$16.8m Budget – 8% Spent

\$12.6m*

OPERATING SURPLUS

Budget \$3.1m

\$ 0.192m

CAPITAL REVENUE

\$1.7m Budget

\$ 0.089m

CAPITAL EXPENSES

\$6.4m Budget

\$0.102m*

CAPITAL SURPLUS

Budget (\$4.6m)

RATIOS

2% Asset Sustainability
Target 46% and more

12% Rates Outstanding
Target less than 18%

69% Own Source Revenue Ratio
Target 96% and more

12.34 Current Ratio
Target 1 and more

0 Debt Service Ratio
Target less than 1

Current Cash Investments

\$18.8m

0 of 20 Budgeted Capital Programs 2022/23
\$0.089m Spent (1.4%)

0 of 21 Carry Forward Programs from 2021/22-\$0.00m Spent (0.00%)

\$16.8m Forecast Cash Reserves June 2022

■	Not Achieved
■	Achieved
■	Budgeted to be Achieved
■	Achieved
■	Achieved

*June 2022 period is still open therefore the surplus/deficit results will change once the year-end finalized

CONSOLIDATED FINANCIAL STATEMENTS

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the prescribed format required by Department of the Chief Minister and Cabinet - Form: Monthly Financial Reports.

Year to Date budget figures represent one-twelfth of the annual budget.

CONSOLIDATED OPERATING STATEMENT

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
REVENUE				
Rates	13,674,497.72	1,145,062.00	(12,529,435.72)	13,740,744.00
Charges	7,741.90	18,250.00	10,508.10	219,000.00
Fees and Charges	176,129.87	151,211.50	(24,918.37)	1,814,538.00
Operating Grants and Subsidies	-	314,699.50	314,699.50	3,776,394.00
Interest / Investment Income	38,033.64	26,916.67	(11,116.97)	323,000.00
Other Income	8,304.09	7,608.33	(695.76)	91,300.00
TOTAL INCOME	13,904,707.22	1,663,748.00	(12,240,959.22)	19,964,976.00
OPERATING EXPENDITURE		-		
Employee Expenses	688,310.17	628,520.17	(59,790.00)	7,542,242.00
Materials and Contracts	557,989.60	700,533.08	142,543.48	8,406,397.00
Elected Member Allowances	-	24,265.08	24,265.08	291,181.00
Elected Member Expenses	564.00	3,649.50	3,085.50	43,794.00
Council Committee & LA Allowances	-	-	-	-
Council Committee & LA Expenses	-	416.67	416.67	5,000.00
Depreciation, Amortisation and Impairment	699,166.67	699,166.67	-	8,390,000.00
Interest Expenses	-	-	-	-
Other Expenses	32,058.58	46,164.75	14,106.17	553,977.00
TOTAL EXPENDITURE	1,978,089.02	2,102,715.92	124,626.90	25,232,591.00
OPERATING SURPLUS / DEFICIT	11,926,618.20	(438,967.92)	(12,365,586.12)	(5,267,615.00)
Capital Grants Income	192,510.00	144,452.42	(48,057.58)	1,733,429.00
SURPLUS / DEFICIT	12,119,128.20	(294,515.50)	(12,413,643.70)	(3,534,186.00)
Capital Expenditure	89,931.00	534,785.75	444,854.75	6,417,429.00
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	-	-	-
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	699,166.67	699,166.67	-	8,390,000.00
NET SURPLUS / DEFICIT	12,728,363.87	(130,134.58)	(12,858,498.45)	(1,561,615.00)
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	-	-	-	-
Transfers from Reserves	-	-	-	(1,561,615.00)
TOTAL ADDITIONAL INFLOWS				
NET OPERATING POSITION	12,728,363.87	(130,134.58)	(12,858,498.45)	-

CONSOLIDATED BALANCE SHEET

BALANCE SHEET AS AT 31072022	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	18,872,404.30	
Untied Funds	2,918,824.21	
Accounts Receivable		
Trade Debtors	325,611.33	(2)
Rates & Charges Debtors	14,579,430.70	
Other Current Assets	108,174.78	
TOTAL CURRENT ASSETS	36,804,445.32	
Non-Current Financial Assets	8,347,064.72	
Property, Plant and Equipment	399,474,873.40	
TOTAL NON-CURRENT ASSETS	407,821,938.12	
TOTAL ASSETS	444,626,383.44	
LIABILITIES		
Accounts Payable	2,274,087.72 ¹	(3)
ATO & Payroll Liabilities	30,836.84	(4)
Current Provisions	646,716.00	
Accruals	31,908.94	
Other Current Liabilities	-	
TOTAL CURRENT LIABILITIES	2,983,549.50	
Non-Current Liabilities		
Non-Current Provisions	397,877.01	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	397,877.01	
TOTAL LIABILITIES	3,381,426.51	
NET ASSETS	441,244,956.93	
EQUITY		
Asset Revaluation reserve	407,924,331.15	
Reserves	21,261,607.72	
Accumulated Surplus	12,059,018.06	
TOTAL EQUITY	441,244,956.93	

¹ Includes security deposits and Thorak Cemetery Exclusive rights payments received in advanced

OPERATING POSITION BY DEPARTMENT

Finance and Waste Management income represents a high percentage of total yearly income due to rates and waste charges levied in full in July 2022.

	2022/23 YTD Actuals	2022/23 Budget	% of Budget
REVENUE	\$	\$	
Council Leadership	-	-	-
Corporate	-	-	-
Information Services	-	-	-
Finance & Customer Service	10,577,325.12	11,532,687.00	91.72%
Infrastructure & Assets	21,198.23	2,937,012.00	0.72%
Waste Management	3,148,119.50	3,308,034.00	95.17%
Community	11,515.37	113,700.00	10.13%
Community - Library	221.09	407,392.00	0.05%
Mobile Workforce	-	-	-
Regulatory Services	7,741.90	219,750.00	3.52%
Thorak Cemetery	138,586.01	1,446,401.00	9.58%
TOTAL REVENUE	13,904,707.22	19,964,976.00	69.65%
EXPENSES			
Council Leadership	52,437.38	1,256,942.00	4.17%
Corporate	50,280.98	745,778.00	6.74%
Information Services	14,862.50	700,789.00	2.12%
Finance & Customer Service	269,313.26	1,581,650.00	17.03% ²
Infrastructure & Assets	180,937.39	3,417,467.00	5.29%
Waste Management	140,981.02	3,263,000.00	4.32%
Community	332,18.93	2,128,173.00	15.61% ³
Community - Library	31,827.29	683,022.00	4.66%
Mobile Workforce	77,770.46	1,305,261.00	5.96%
Regulatory Services	46,694.49	660,665.00	7.07%
Thorak Cemetery	81,636.65	1,069,846.00	7.63%
TOTAL EXPENSES	1,278,922.35	16,812,593.00	7.61%
OPERATING RESULT	12,625,784.87	3,152,383.00	400.52%

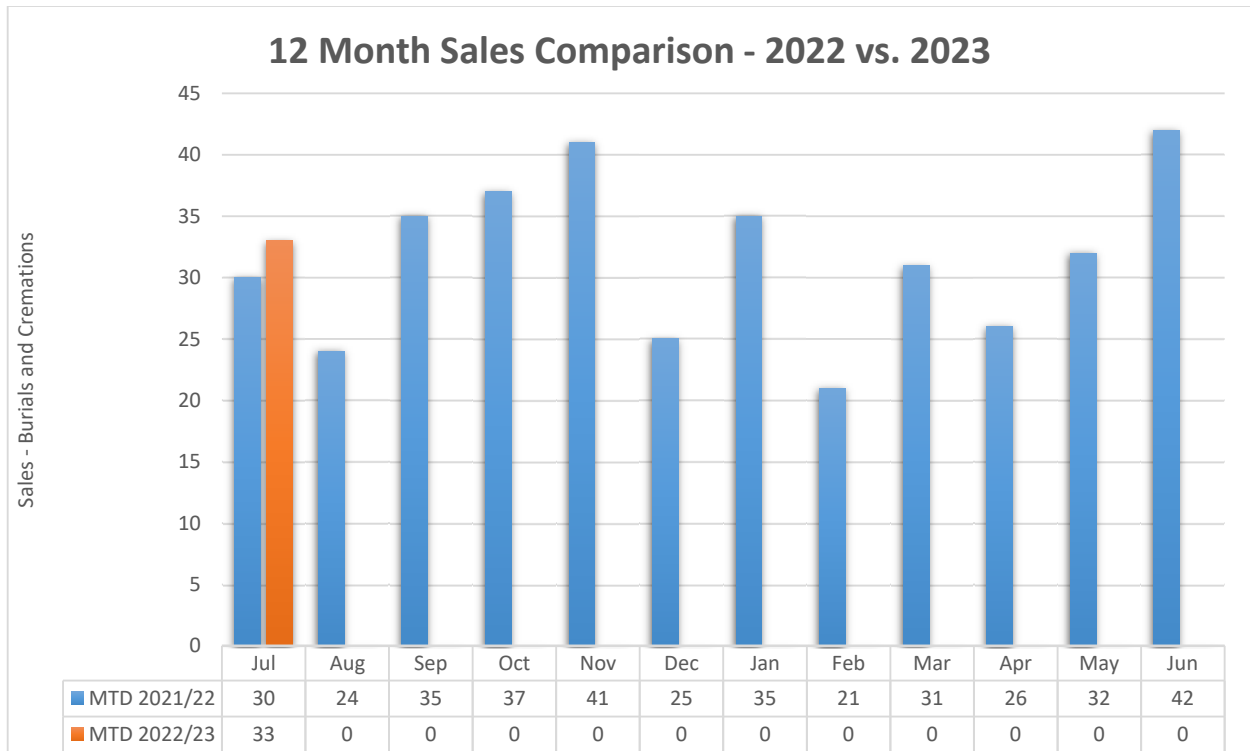
² Includes full year insurance payments

³ Includes first quarter (Jul-Sep) payments to reserves associations

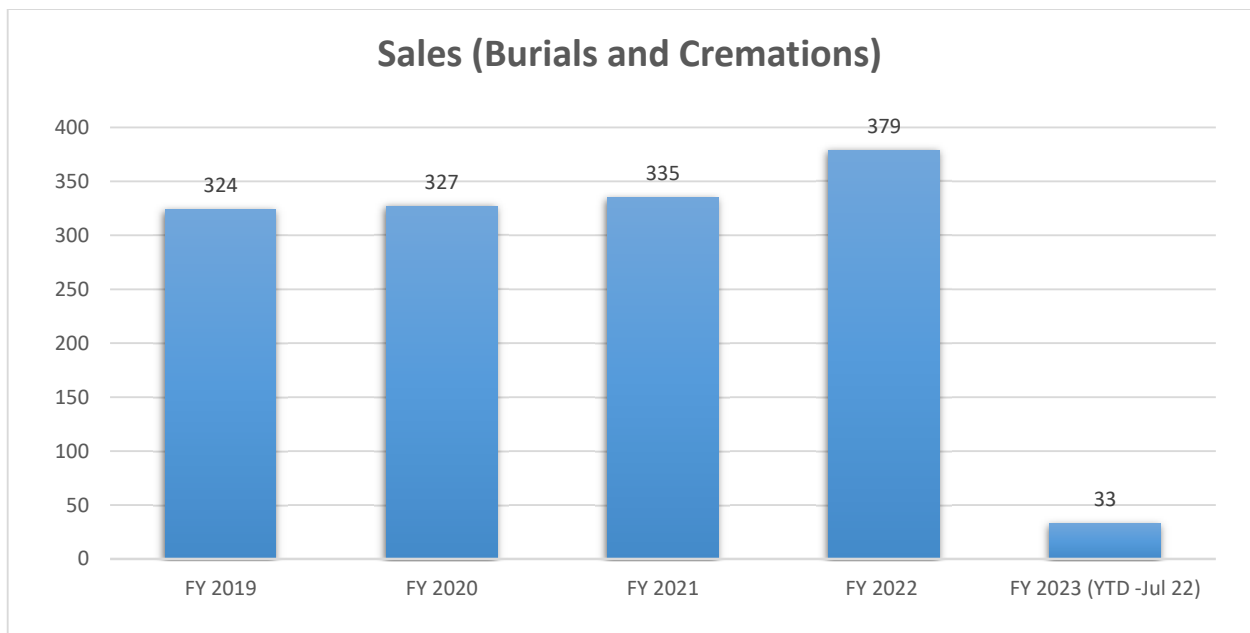
THORAK REGIONAL CEMETERY SALES

To date, Thorak Regional Cemetery has completed 33 interments and cremations, an increase of 3 from the same time last year.

Below is a comparison by month against last year:



Below present, a sales comparison over the last five years, average over the five years including 2023 year to date is 283.6.



CAPITAL BUDGET POSITION

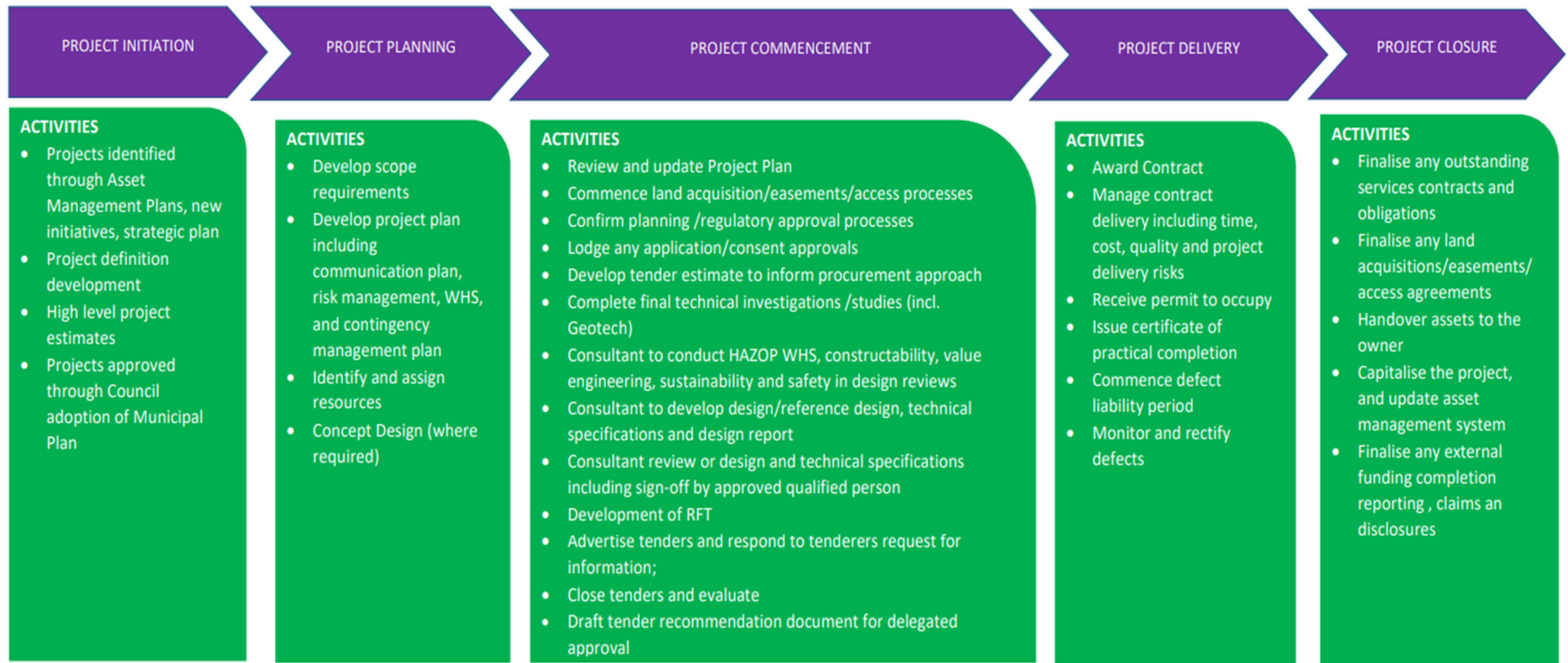
All Budget 2022/2023 figures have been updated. The table below compares capital revenue and expenditure to budget. Expenses will increase as projects progress. Forecast of capital expenditure is reduced due to gravel road to seal expected to be completed in this financial year.

CAPITAL EXPENDITURE THE PERIOD APRIL 2022	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Land and Buildings	5,540.00	26,500.00	20,960.00	318,000.00
Infrastructure (including roads, footpaths, park furniture)	84,391.00	457,452.42	373,061.42	5,489,429.00
Plant and Machinery	-	50,833.33	50,833.33	610,000.00
Fleet				
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	89,931.00	534,785.75	444,854.75	6,417,429.00
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	-	-	-	3,122,385
Capital Grants	-	144,452.42	(48,057.58)	1,733,429
Transfers from Cash Reserves	-	-	-	1,561,615
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	192,510.00 ⁴	-	-	-
TOTAL CAPITAL EXPENDITURE FUNDING	192,510.00	144,452.42	(48,057.58)	6,417,429.00

⁴ Developer Contribution payments received for sub divisions

Project Stage Descriptions

The below details the different stages of capital progress and the activities related to each step.



2022/2023 CAPITAL PROJECTS

Asset Type	Municipal Plan Program	Total Prior year(s) Actuals \$	Year to Date Actuals \$	Total Actuals \$	Total Approved Budget \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update For Projects Not on Time or Not on Budget
Roads	Road Seal Renewal	-	-	-	1,000,000.00	1,000,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Pavement Renewal	-	-	-	533,429.00	533,429.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Forward Design of Road Projects	-	13,912.00	13,912.00	250,000.00	236,088.00	5.56%	Jun-23	Project Planning	Yes	Yes	
Roads	Gravel Surface Renewal	-	-	-	300,000.00	300,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Gravel Road Sealing	-	-	-	1,250,000.00	1,250,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Road Safety Upgrades	-	70,479.00	70,479.00	500,000.00	429,521.00	14.10%	Jun-23	Project Planning	Yes	Yes	
Roads	Road Safety Upgrades - (other)	-	-	-	100,000.00	100,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Road Safety - Intersection Upgrades	-	-	-	250,000.00	250,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Roads	Road Safety Upgrades - Shoulder Widening	-	-	-	100,000.00	100,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Drainage	Drainage Renewal	-	-	-	200,000.00	200,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Drainage	Drainage Upgrade - Floodways	-	-	-	350,000.00	350,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Drainage	Drainage Upgrade - Flood Mitigation	-	-	-	350,000.00	350,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Buildings	Council Administration Building Renewal	-	-	-	80,000.00	80,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Buildings	Thorak Cemetery Asset Renewal	-	5,540.00	5,540.00	83,000.00	77,460.00	6.67%	Jun-23	Project Planning	Yes	Yes	

Asset Type	Municipal Plan Program	Total Prior year(s) Actuals \$	Year to Date Actuals \$	Total Actuals \$	Total Approved Budget \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update For Projects Not on Time or Not on Budget
Buildings	Waste Transfer Station Renewal	-	-	-	35,000.00	35,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Community	Freds Pass Reserve Asset Renewal	-	-	-	40,000.00	40,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Community	Reserves Asset Renewal	-	-	-	40,000.00	40,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Community	Reserve Building Renewal & Compliance	-	-	-	40,000.00	40,000.00	0.00%	Jun-23	Project Planning	No	Yes	
Fleet	Plant/Vehicle Replacement	-	-	-	610,000.00	610,000.00	0.00%	Jun-23	Project Planning	No	Yes	
		-	-	-		-	0.00%	Jun-23	Project Planning	No	Yes	
		-	-	-		-	0.00%	Jun-23	Project Planning	No	Yes	
Admin	Capitalisation of Salaries	-	-	-	306,000.00	306,000.00	0.00%	Jun-23	Ongoing	No		
	Subtotal	-	89,931.00	89,931.00	6,417,429.00	6,327,498.00	1.40%					

CARRY FORWARDS FROM 2021/2022

Asset Type	Municipal Plan Program	Total Prior year(s) Actuals \$	Year to Date Actuals	Total Actuals \$	Total Approved Budget \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update
Buildings	Buildings	1,283.72	-	1,283.72	113,395.37	112,111.65	1.13%	Jun-23	Delivery	No	Yes	Central Airconditioner replacement - Contract awarded. Unit has arrived but contractor has Covid. Due to commence the coming weeks. Garden Upgrade - In progress Carpark awarded - In progress Installation of Sliding Glass Entry Doors at Litchfield Council Office - Seek approval to re-obtain funding in BR1 Remaining money allocation to roll over for storage / car shed - Seek Approval to re-obtain remianing funding BR1
Drainage	Drainage Renewal and Upgrades	-	-	-	157,500.00	157,500.00	0.00%	Jun-22		No	Yes	Decision was made not to upgrade, but to repair under maintenance budget.
		-	-	-	80,000.00	80,000.00	0.00%	Jun-22		No	Yes	Floodway signage purchased with maintenance budget 2020\2021 MWF will install signs once the Floodway Identification and assessment has been completed.
		332,681.82	-	332,681.82	300,000.00	(32,681.82)	110.89%	Jun-22	Completed	No	Yes	Brougham Road Completed
								Jun-22	Delivery	No	Yes	Stock Well Road Flood Modelling and options analysis completed.
Pathways	Shared Pathway Program	4,241.41	-	4,241.41	20,000.00	15,758.59	21.21%	Jun-22	Delivery	No	Yes	Contract has been awarded and is underway. Project to be rolled over to 2022/2023
Pathways	Pathway Renewal	93,761.84	-	93,761.84	180,000.00	86,238.16	52.09%	Jun-22	Completed	No	Yes	Pathway completed.
Roads	Forward Planning & Design	32,683.65	-	32,683.65	350,000.00	317,316.35	9.34%	Jun-22	Delivery	No	Yes	Guys Creek Road Design - Design phase Elizabeth Valley Road Floodway upgrade - To be released Thorngate Road Pavement

Asset Type	Municipal Plan Program	Total Prior year(s) Actuals \$	Year to Date Actuals	Total Actuals \$	Total Approved Budget \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update
												Rehab - Awaiting for agreement between defence and Council Whitewood Road Widening at Wadham Lagoon - >95% of Design Complete. Various arterial roads intersection upgrades - To be released
Roads	Road Seal Renewal	309,492.42	-	309,492.42	1,921,154.85	1,611,662.43	16.11%	Jun-22	Delivery	No	Yes	Phase 1 Completed Phase 2 - Completed LRCI Phase 2 - Reseal Various Roads - Tenders to be awarded once contract documentation has been completed.
Roads	Gravel Road Sealing	56,493.50	-	56,493.50	500,000.00	443,506.50	11.30%	Jun-22	Project Initiation	No	Yes	Project delayed due to complicated design and understanding of potential land acquisitions. Guys Creek Road Design - Design 60% complete on hold pending resident engagement regarding land acquisition. Project to be rolled over to 2022/2023
Roads	Productive Roads - Mango Roads	121,888.65	-	121,888.65	300,000.00	178,111.35	40.63%	Jun-22	Delivery	No	Yes	Road has been opened to traffic. Road furniture and signage has been installed. Meeting is scheduled with, DIPL, Council and contractor for handover mid August 2022 (DIPL Managed Project)
Roads	Road Safety Upgrades	144,390.00	-	144,390.00	579,545.00	435,155.00	11.90%	Jun-22	Planning	No	Yes	75% Design review submission. RFQ is being drafted. Seek Approval to re-obtain remaining funding BR1.
Buildings	Mira Square Development	-	-	-	150,000.00	150,000.00	0.00%	Jun-22	Delivery	No	Yes	Slab has been poured. Pre-fab frame delivered, scheduled to be erected in August 2022.
Buildings	Thorak Cemetery	68,530.36	-	68,530.36	80,000.00	11,469.64	85.66%	Jun-22	Delivery	No	Yes	Complete. But incorrect coding on some items require journals.

Asset Type	Municipal Plan Program	Total Prior year(s) Actuals \$	Year to Date Actuals	Total Actuals \$	Total Approved Budget \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	Project Stage	On Time	On Budget	Status Update
Community	Waste Transfer Station Renewal	65,525.25	-	65,525.25	80,000.00	14,474.75	81.91%	Jun-22	Completed	No	Yes	Works completed
Buildings	Reserve Building Renewal and compliance	-	-	-	20,000.00	20,000.00	0.00%	Jun-22	Planning	No	Yes	Audit details received - review in progress.
Buildings	Mira Square development	16,763.98	-	16,763.98	225,000.00	208,236.02	7.45%	Jan-22	Delivery	No	Yes	Slab has been poured. Pre-fab frame work scheduled to be erected in August 2022.
Fleet	Waste Vehicle Replacement	140,584.30	-	140,584.30	355,000.00	214,415.70	39.60%	Jun-22	Planning	No	Yes	PO has been raised pending backhoe
Buildings	Community Hall	63,437.90	-	63,437.90	100,000.00	36,562.10	63.44%	Jan-22	Discontinued	No	Yes	Project funding has been allocated to LCRI Reseal various Roads.
Community	Thorak Cemetary - Irrigation Grant	86,875.00	-	86,875.00	153,805.00	66,930.00	56.48%	Dec-21	Delivery	No	Yes	
Community	Drinking Fountain-Water Fountain McMinns Lagoon	11,748.00	-	11,748.00	12,240.00	492.00	95.98%	May-22	Completed	No	Yes	Works completed, official opening forthcoming.
Fleet	Replacement Cage on Ranger Vehicle	27,375.00	-	27,375.00	40,000.00	12,625.00	68.44%	Mar-22	Delivery	No	Yes	Project completed – finalising invoicing.
Community	Two spray Tank units (replacement)	-	-	-	25,000.00	25,000.00	0.00%	Aug-23	Delivery	No	Yes	Purchase orders complete
Community	Humpty Doo Village Green irrigation	-	-	-	20,000.00	20,000.00	0.00%	Nov-22	Delivery	No	Yes	Quotes being sourced.
		1,577,756.80	-	1,577,756.80	5,762,640.22	4,184,883.42	27.38%					

NOTE 1 : DETAILS OF CASH AND INVESTMENTS HELD

Investment Schedule

Council invests cash from its operational and business maxi accounts to ensure Council is receiving the best return on its cash holdings. To control the credit quality on the entire portfolio, the percentage per individual counterparty is limited to the following S&P Short Term Ratings: 92% at A1+ and 8% at A-2.

Counter Party	Date Invested	Invested Amount	Interest rate	Maturity Date	Days Invested	Institution Totals	% Counter party	Expected return to Maturity Date
Bendigo (S&P A2)	4/11/2021	550,000.00	0.45%	10/08/2022	279	1,550,000.00	8.21%	1,891.85
Bendigo (S&P A2)	2/05/2022	1,000,000.00	2.15%	10/01/2023	253			14,902.74
Commonwealth (S&P A1+)	9/02/2022	2,000,000.00	0.56%	26/10/2022	259	8,822,404.30	46.75% ⁵	7,947.40
Commonwealth (S&P A1+)	22/02/2022	2,000,000.00	0.61%	8/11/2022	259			8,656.99
Commonwealth (S&P A1+)	5/04/2022	322,404.30	1.25%	13/01/2023	283			3,124.67
Commonwealth (S&P A1+)	11/05/2022	1,000,000.00	2.54%	24/01/2023	258			17,953.97
Commonwealth (S&P A1+)	11/05/2022	1,000,000.00	2.64%	7/02/2023	272			19,673.42
Commonwealth (S&P A1+)	24/05/2022	1,000,000.00	2.62%	21/02/2023	273			19,596.16
Commonwealth (S&P A1+)	5/07/2022	1,500,000.00	3.48%	21/03/2023	259			37,040.55
NAB (S&P A1+)	24/11/2021	1,000,000.00	0.47%	23/08/2022	272	8,500,000.00	45.04%	3,502.47
NAB (S&P A1+)	24/11/2021	1,500,000.00	0.48%	6/09/2022	286			5,641.64
NAB (S&P A1+)	8/12/2021	1,500,000.00	0.57%	20/09/2022	286			6,699.45
NAB (S&P A1+)	21/01/2022	1,000,000.00	0.61%	12/10/2022	264			4,412.05
NAB (S&P A1+)	10/03/2022	1,000,000.00	0.85%	22/11/2022	257			5,984.93
NAB (S&P A1+)	29/04/2022	1,000,000.00	1.79%	6/12/2022	221			10,838.08
NAB (S&P A1+)	29/04/2022	1,000,000.00	1.85%	20/12/2022	235			11,910.96
NAB (S&P A1+)	22/06/2022	500,000.00	3.37%	7/03/2023	258			11,910.41
TOTAL INVESTMENTS		18,872,404.30				18,872,404.30	100%	191,687.74

% of Total Investment Portfolio	A1 & A1+ (max 100%)	92%	A2 (max 60%)	8%	100%
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Total Investments/ Tied Funds	\$ 18,872,404.30	Total Year to date Investments Earnings	\$22,545.85
General Bank Funds	\$ 2,917,549.21		
Council Till and Petty Cash float	\$1,275.00		
Total all Funds	\$ 21,791,228.51		

⁵ Withdrawal of recent term deposit changes councils Counterparty credit framework percentage and makes the organisation non-compliant. This will be corrected when the next investment comes due in mid-August.

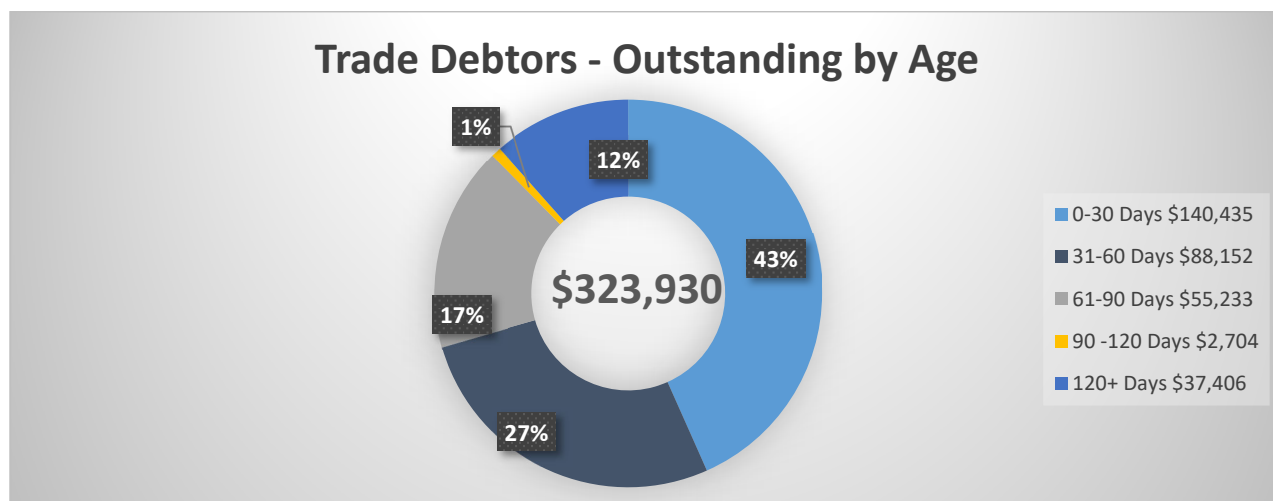
FINANCIAL RESERVES 2022

	2020/21 Actuals \$	2021/2022 Net Movement \$	2021/22 Budget \$
Externally Restricted			
Developer Contribution Reserve	256,908.00	(27,443.00)	229,465
Unexpended Grants / Contributions	0.00	0.00	0.00
Unexpended Capital Works	641,694.00	(641,694.00)	0.00
Total Externally Restricted Reserves	898,602.00	(669,137.00)	229,465
Asset Reserve	12,154,043.00	(2,259,894.61)	9,894,148.39
Waste Management Reserve	4,840,323.00	(512,705.66)	4,327,617.34
Thorak Regional Cemetary Reserve	1,009,037.00	271,648.74	1,280,685.74
Election Reserve	100,000.00	0.00	100,000.00
Disaster Recovery Reserve	500,000.00	100,000.00	600,000.00
Strategic Initiatives Reserve	500,000.00	(100,000.00)	400,000.00
ICT Reserve	0.00	0.00	0.00
Total Internally Restricted Reserves	19,103,403.00	(2,500,951.53)	16,602,451.47
TOTAL RESERVES	20,002,005.00	(3,170,088.53)	16,831,916.47

NOTE 2: STATEMENT OF TRADE DEBTORS

Total Debtors as of 31 July 2022 is \$323,930. \$151,485 relates to GST receivables, \$66,611 relates to Thorak Regional Cemetery funeral providers and \$50,233 relates to regulatory services order. Currently, \$1,746 amount of debtors outstanding for more than 90 days. \$1,746 are the on charge of legal fees relating to regulatory services order and statutory charges have been placed over the properties, council continues follow-up to seek payment. The remaining \$243 relates Sundry debtors, follow-up is continuing to settle the outstanding.

Age of Trade Debtors:	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Sundry Debtor	3,526.00	-	50,377.87	242.51	1,746.00	55,892.38
Waste	-	40.00	327.12	-	-	367.12
Cemetery	62,824.78	3,786.74	-	-	-	66,611.52
Recreation Reserves	3,605.23	1,537.52	645.42	-	-	5,788.17
GST Receivable	70,479.13	81,005.75	-	-	-	151,484.88
Infringements	-	1,782.00	3,883.00	2,461.00	35,659.55	43,785.55
Total	140,435.14	88,152.01	55,233.41	2,703.51	37,405.55	323,929.62⁶



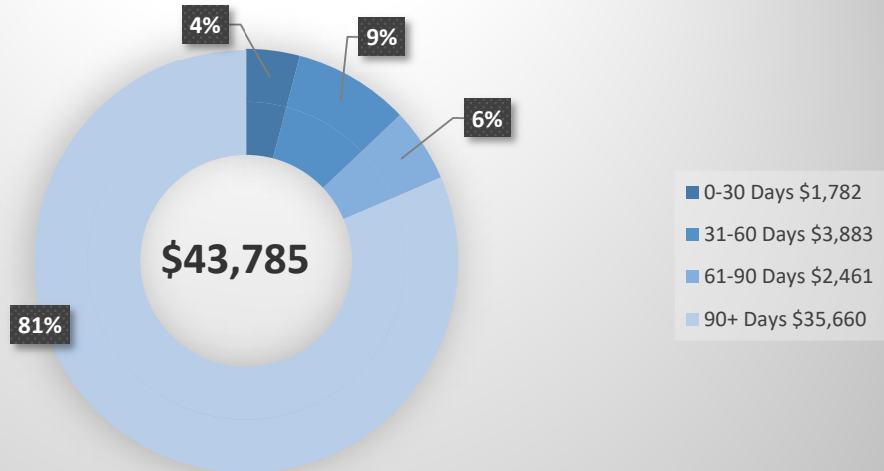
FINES AND INFRINGEMENTS

Council has one hundred and eighty-three (183) infringements outstanding with a balance of \$43,785, a decrease of \$5,910 from June. Ten(10) are newly issued, twelve (12) have received reminders, and one hundred and sixty-one (161) are with the Fines Recovery Unit (FRU)⁷.

⁶ Difference between Balance sheet and Age Debtors due to excluding over paid debtor balances & Allowance For Doubtful Debts (\$1,681.71)

⁷ Infringements sent to FRU are expected to exceed 90 days due to the recovery processes

Infringements Debtor by Age



NOTE 3: STATEMENT OF TRADE CREDITORS

Age of Trade Creditors:	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
General	-	208,657.46	-	-	-	208,657.46
Cemetery	-	11,717.62	-	-	-	11,717.62
Total	-	220,375.08	-	-	-	220,375.08

NOTE 4: STATEMENT ON AUSTRALIAN TAX OFFICE, PAYROLL AND INSURANCE OBLIGATIONS

Age of Trade Creditors:	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
GST Creditor	2,408.94	-	-	-	-	2,408.94
Payroll- Superannuation	28,427.90	-	-	-	-	28,427.90
Total	30,836.84	-	-	-	-	30,836.84

ACCOUNTS PAYABLE REPORT

Cheque No.	Payee	Description	Amount
1318.8-01	DOWNERDI WORKS PTY LTD	Road Seals - Various Locations Litchfield Council Municipality - RFT21 304/287	\$ 340,441.66
1318.60-01	FREDS PASS SPORT & RECREATION	1st Quarter Operational and Repairs / Maintenance Payment	\$ 265,442.38
1322.67-01	JARDINE LLOYD THOMPSON PTY LTD	Insurance Renewals for Litchfield Council 2022 / 2023	\$ 231,812.24
1322.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 2 (22/23) - Cycle 1 WE: 28 July 2022	\$ 66,505.00
1316.1583-01	A1 PLANT AND CIVIL	Driveway and Drainage Repairs and Guard Rail Repairs - Various Locations Litchfield Council Municipality	\$ 58,257.29
1318.280-01	CITY OF DARWIN	June 2022 - Waste Transfer from HS, BS and HD Waste Stations to Shoal Bay Receiving Station	\$ 57,276.24
1318.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 1 (22/23) - Cycle 1 WE: 13 July 2022	\$ 53,379.00
1322.87-01	TOP END LINEMARKERS PTY LTD	Line Marking after Reseals - Various Locations, Litchfield Council Municipality	\$ 48,540.60
1320.514-01	VEOLIA ENVIRONMENTAL SERVICES	June 2022 - Waste Transfer from HD Waste Stations to Shoal Bay Receiving Station	\$ 31,421.50
1318.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	WBC Quick Super Payment - Cyc 1 Pay 01 WE: 13 July 2022	\$ 27,544.28
1320.2375-01	NTIT (NT-IT PTY LTD)	Upgrade of Telephone Systems at Litchfield Council Office - Hardware/ Handsets RFQVP 28	\$ 26,361.24
1323.67-01	JARDINE LLOYD THOMPSON PTY LTD	Insurance Adjustment - Workers Compensation 2021/2022	\$ 22,662.48
1316.90-01	INDUSTRIAL POWER SWEEPING	Street Sweeping - Various Roads, Litchfield Council Municipality	\$ 22,220.00
1316.2373-01	ASSESTIC AUSTRALIA PTY LTD (BRIGHTLY)	June 2022- Re-valuation of Roads	\$ 22,000.00
BP285	RTM MOTOR VEHICLE REGISTRY - MVR	Registration of all Fleet Vehicles for Litchfield Council and Thorak Cemetery	\$ 21,614.20
1318.16-01	BERRY SPRINGS RESERVE	1st Quarter Operational and Repairs / Maintenance Payment	\$ 16,889.40
1318.72-01	LIVINGSTONE RESERVE MANAGEMENT BOARD	1st Quarter Operational and Repairs / Maintenance Payment	\$ 14,741.10
1316.1022-01	KPMG	Fiscal year 2022 - Financial Audit Services	\$ 14,498.18
1320.849-01	WEX AUSTRALIA (PUMA CARD)	June 2022 - Litchfield Council and Thorak Fuel Accounts or Fleet Vehicles and Machinery	\$ 14,487.69
1318.1564-01	FOURIER TECHNOLOGIES PTY LTD	June 2022 - Managed ICT Services	\$ 14,080.46
1322.268-01	BYRNE CONSULTANTS	Power Road Design - Engineering Support Consultancy	\$ 13,728.00
1316.2386-01	NO PROBLEMS JUST SOLUTIONS PTY LTD	Pothole Patching - Various Locations Litchfield Council Municipality	\$ 13,618.00
1318.2415-01	SMEC	Litchfield Council Pavement Repairs - Various Locations Litchfield Council Municipality RFQ21-300	\$ 12,374.18
1316.1693-01	WRM WATER & ENVIRONMENT PTY LTD	Flood Assessment Tumbling Waters Road	\$ 11,924.00
1320.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Management Works - McMinn's Lagoon	\$ 11,556.00
1316.2262-01	ADASROOFING & CONSTRUCTION	Construction of Mira Square Road - RFT21-280	\$ 11,330.00

Cheque No.	Payee	Description	Amount
1322.2466-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$ 11,082.80
1320.525-01	ACTIVE TREE SERVICES	Remove Tree Branches from Various Locations, Litchfield Council Municipality	\$ 11,000.00
1322.1252-01	JALU CARPENTRY (PETER SHEPARD)	Removal of Window & Door Frames at HDVG	\$ 10,868.00
1322.2110-01	HARLIN NOMINEES PTY LTD	Installation of Security Screen at HDVG	\$ 10,273.00
1320.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temp Staff - Waste Station WE: 10 July 2022	\$ 9,658.50
1320.2450-01	STREET FURNITURE AUSTRALIA	Upgrade to Waste Station Bin Frames	\$ 9,449.00
1316.268-01	BYRNE CONSULTANTS	Redesign of Western Floodway and Culverts - Mango Roads Stage 2	\$ 9,135.50
1318.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temp Staff - Finance Officer WE: 06 July 2022	\$ 7,973.16
1320.170-01	NTRS (NT RECYCLING SOLUTIONS)	July 2022 - Recycling Collected HD, BS and HS Waste Stations & Litchfield Council	\$ 7,857.35
1318.1068-01	MR D S BARDEN	June 2022 - Elected Members Allowances	\$ 7,849.01
1322.512-01	SELTHER SHAW PLUMBING PTY LTD	Replacement and Labour for Water Service Installation at Litchfield Council Chambers	\$ 7,100.50
1318.75-01	MCMINNS LAGOON RESERVE ASSOCIATION	1st Quarter Operational and Repairs / Maintenance Payment	\$ 6,458.10
1320.1088-01	TALENT PROPELLER	Recruitment for the Works Delivery Program Leader Planning and Development Officer	\$ 6,292.00
1322.162-01	CIVICA PTY LTD	June 2022 - Authority Program - Licence Fee	\$ 5,839.04
1322.757-01	WILLOUGHBY & ASSOCIATES PTY LTD	Investigation of Third Party Code of Conduct	\$ 5,473.60
1319.307-01	RANFLEX PTY LTD	Ash Presentation and Boxes for Thorak Cemetery Customers to Purchase	\$ 5,456.44
1322.85-01	TELSTRA	July 2022 - Thorak & Litchfield Council - Internet ,Data and Mobiles	\$ 5,368.82
1320.1253-01	CRAIG BURGDORF	Repairs HSWTS Cat 428F - Major Service and Replacement Parts and Labour	\$ 5,210.70
1316.815-01	JEFFRESS ADVERTISING	NT News Advertisement - Waste Transportation Contract	\$ 4,534.19
1318.2449-01	KING & COMPANY SOLICITORS	Professional Fees - Review of Rating Declaration	\$ 4,400.00
1319.183-01	CHRIS'S BACKHOE HIRE PTY LTD	June 2022 - Grave Preparation Thorak Cemetery	\$ 3,960.00
1318.2452-01	PATHWAYS AUSTRALIA	Staff Engagement and Satisfaction Survey	\$ 3,850.00
1316.49-01	DEPARTMENT OF INFRASTRUCTURE, PLANNING & LOGISTICS	Topographic Data Investigation- Mulgara	\$ 3,160.00
1316.1113-01	GRAPHICS'LL DO	Design Municipal Plan for Litchfield Council	\$ 2,970.00
1318.356-01	SOUTHPORT PROGRESS ASSOCIATION	1st Quarter Operational - Repairs / Maintenance Payment	\$ 2,942.50
1318.2252-01	MRS E SHARP	June 2022 - Elected Member Allowances	\$ 2,739.30
1318.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	May - June 2022 - Grounds Maintenance HDVG	\$ 2,710.00

Cheque No.	Payee	Description	Amount
1316.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Irrigation Repairs - Thorak Cemetery	\$ 2,667.50
1318.2113-01	CT MANAGEMENT GROUP PTY LTD	LFT Annual Products Subscription and Access	\$ 2,530.00
1316.993-01	ARAFURA TREE SERVICES & CONSULTING	Tree Maintenance Works - Litchfield Council Gardens	\$ 2,497.00
1318.194-01	EXPERT CLEANING SYTEMS NT	Mar - Jun 2022 - Cleaning HDVG	\$ 2,464.00
1318.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 13 July 2022	\$ 2,421.54
1320.512-01	SELTHER SHAW PLUMBING PTY LTD	Repairs to Water Mains Pipe at HDVG	\$ 2,146.44
1322.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 27 July 2022	\$ 2,005.94
1318.498-01	MR M I G SALTER	June 2022 - Councillor Allowances	\$ 1,986.74
1320.926-01	JACANA ENERGY	Jun 2022 - Electricity for HSWTS and Litchfield Council Office	\$ 1,926.89
1318.2239-01	MR M SIDEY	June 2022 - Elected Member Allowances	\$ 1,846.74
1322.2169-01	KILLARA SERVICES (NETRONIX PTY LTD)	July 2022 - Cleaning Litchfield Council Offices and Thorak Cemetery Office and Chapel	\$ 1,805.50
1316.436-01	DELTA ELECTRICS NT PTY LTD	Litchfield Council Annual Solar Panel Maintenance	\$ 1,804.00
1318.2249-01	MS R A WRIGHT	June 2022 - Elected Member Allowances	\$ 1,706.74
1322.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temp Staff - Waste Station WE: 20 July 2022	\$ 1,664.31
1322.1141-01	NORTHERN GROUND MAINTENANCE (ANNACAM)	Jun 2022 - Mowing Service KLRR	\$ 1,595.00
1318.2238-01	MR K R HARLAN	June 2022 - Elected Member Allowances	\$ 1,566.74
1318.708-01	PARADISE LANDSCAPING	Tree Maintenance - FPRR	\$ 1,540.00
1318.2253-01	MR A MACKAY	June 2022 - Elected Member Allowances	\$ 1,516.74
1322.78-01	POWER & WATER CORPORATION	June / July 2022 - Power and Water HDWTS, HSWTS and Litchfield Council Office	\$ 1,364.56
1316.384-01	MS C VERNON	June 2022 - Authority Consultancy Services	\$ 1,262.25
1316.51-01	SOUTHERN CROSS PROTECTION PTY LTD	June 2022 - Patrol Services for HDWTS and Litchfield Council	\$ 1,184.50
1319.941-01	EVERLON BRONZE	Thorak - Plaque for Thorak Cemetery Customer	\$ 1,169.30
1320.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items -Thorak Cemetery	\$ 1,155.42
1318.267-01	K & J BURNS ELECTRICAL & REFRIGERATION	Replacement of Flood Light including Re-wiring at HDWTS	\$ 1,146.50
1322.1674-01	FRESH START - FOR CLEANING	KLRR Cleaning WE: 20 June 2022	\$ 1,132.50
1320.162-01	CIVICA PTY LTD	Authority Program - Licence Fee	\$ 1,027.60
1320.1113-01	GRAPHICS'LL DO	Rates News - Design, Layout, and Artwork	\$ 995.50

Cheque No.	Payee	Description	Amount
1321.2089-01	ELGAS LTD	Weekly Gas Supply - Thorak Cemetery WE: 06 June 2022	\$ 988.72
1321.279-01	AUSTRALASIAN CEMETERIES & CREMATORIA ASSOCIATION	2022-2023 - Annual Membership Renewal	\$ 980.50
1318.506-01	TURBO'S TYRES	Replacement of Tyres - Hino Truck Tipper	\$ 885.50
1318.1231-01	CROWN EQUIPMENT PTY LTD	Service Forklift at HDWTS	\$ 851.44
1316.1697-01	RSPCA	Transfer of Impounded Dogs - June 2022	\$ 845.00
1319.1780-01	TERRITORY MEMORIALS	Vase Installation Columbarium # 9 for Thorak Cemetery Customer	\$ 706.20
1322.2453-01	CHIDANPEE CULTURAL ENTERPRISES	School Holiday Cultural Program - Taminmin Library	\$ 700.00
1318.2454-01	MONSTERBALL AMUSEMENTS & HIRE	School Holiday Program Activity - Taminmin Library	\$ 675.00
1318.1439-01	WANDINA CONSULTING	June 2022 - Professional Consultancy Services	\$ 660.00
1323.2089-01	ELGAS LTD	Weekly Gas Supply - Thorak Cemetery WE: 13 Jul 2022	\$ 648.55
1318.926-01	JACANA ENERGY	Jun 2022 - Electricity for HDWTS - 30% Mobile Workforce	\$ 623.78
1320.2036-01	ON THE MENU CATERING	Catering for Special Council Meeting	\$ 620.40
1319.2049-01	AJ SECURITY DARWIN	Jun 2022 - Security Open and Lock Up Thorak Cemetery	\$ 606.87
1320.1278-01	SEEK LIMITED	Advertisement for Planning and Development Officer	\$ 605.00
00413303	LITCHFIELD COUNCIL PETTY CASH	June 2022 - Reimbursement of Litchfield Council Petty Cash	\$ 601.30
1317.220-01	THE BIG MOWER	Replacement of Hustler Mower Blades - Thorak Cemetery	\$ 584.50
1323.941-01	EVERLON BRONZE	Thorak - Plaque for Thorak Cemetery Customer	\$ 576.40
1316.1855-01	EcOZ ENVIRONMENTAL CONSULTANTS	Technical & Advisory Services at Litchfield Council	\$ 550.00
1319.2145-01	ACE PAINTING SERVICES NT	Replacement of Door - Thorak Chapel	\$ 550.00
1320.1294-01	DARWIN LAUNDRIES (CLEAN FUN PTY LTD)	Taminmin Library Open Day - Jumping Castle	\$ 550.00
1320.1839-01	TDAA AUSTRALIA PTY LTD	June 22 - Drug and Alcohol Testing	\$ 549.73
1318.1993-01	EASY GLASS SERVICES	Call Out to Remove and Dispose of Broken Glasses at HDVG	\$ 544.50
1316.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Jun 2022 - Litchfield Council Archive Storage	\$ 542.30
1320.2086-01	ATF SERVICES PTY LTD	ATF Temporary Fencing for Butler Place, under Regulatory Order	\$ 525.29
1316.1564-01	FOURIER TECHNOLOGIES PTY LTD	June 2022 - Replacement HP Dock	\$ 468.78
1318.770-01	HAYS SPECIALIST RECRUITMENT	Temp Staff - Planning Officer WE: 19 June 2022	\$ 413.42
1322.926-01	JACANA ENERGY	Jun- Jul 2022 - Electricity for HSWTS	\$ 410.33

Cheque No.	Payee	Description	Amount
1319.2247-01	OUTSIDESIGN	Landscape Architectural Services for Internments - Thorak Cemetery	\$ 407.00
1320.828-01	HOWARD SPRINGS VETERINARY CLINIC	Euthanasia and Disposal of Dogs	\$ 405.00
1320.1674-01	FRESH START - FOR CLEANING	HPRR Cleaning WE: 18 July 2022	\$ 382.50
1319.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Repair Hydraulic Leak at HDWTS	\$ 341.00
1322.1237-01	THE BOOKSHOP DARWIN	Assorted Books for Taminmin Library Content	\$ 340.62
1320.61-01	GREENTHEMES INDOOR PLANT & HIRE	Jul 2022 - Indoor Plant Hire Litchfield Council Offices	\$ 338.50
1316.577-01	ARJAYS SALE & SERVICE PTY LTD	Servicing of School Speed Check Sign	\$ 330.00
1321.2316-01	KYAM ELECTRICAL PTY LTD	Supply and Installation of LED Light in Men's Toilet at Thorak Cemetery	\$ 330.00
1322.1396-01	CSE CROSSCOM PTY LTD	Jul 2022 - 30 x Tracking System Data Access	\$ 330.00
1319.134-01	FIGLEAF POOL PRODUCTS	Bi-Monthly Microbiological Testing of Water - Thorak Cemetery	\$ 328.00
1322.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Bulk Purchase of Assorted Nuts and Bolts for MWF Machines	\$ 327.12
1318.1113-01	GRAPHICS'LL DO	Connecting Communities Newsletter 6 including Graphic Design	\$ 324.50
1322.220-01	THE BIG MOWER	Replacement Brush Cutters	\$ 320.00
1318.78-01	POWER & WATER CORPORATION	May - Jun 2022 - Water for HSWTS	\$ 310.23
1318.1883-01	HYPER THE CLOWN	Taminmin Library School Holiday Program	\$ 300.00
1318.2456-01	LITCHFIELD COUNCIL RATEPAYER / RESIDENTS DEPENDENT	Community Grant - NT Rugby Representative U16's Boys	\$ 300.00
1318.2457-01	LITCHFIELD COUNCIL RATEPAYER / RESIDENTS DEPENDENT	Community Grant - NT Representative National Gymnastics Titles	\$ 300.00
1318.2458-01	LITCHFIELD COUNCIL RATEPAYER / RESIDENTS DEPENDENT	Community Grant - NT Rugby Representative U16's Boys	\$ 300.00
1316.874-01	VTG WASTE & RECYCLING	Jun 2022 - Waste Collection KLRR	\$ 290.57
1319.514-01	VEOLIA ENVIRONMENTAL SERVICES	Jun 2022- Waste Collection Thorak Cemetery	\$ 273.08
1318.1772-01	WATER DYNAMICS PTY LTD	Replacement Irrigation Parts for HDVG Irrigation	\$ 271.98
1316.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Check for new Litchfield Council	\$ 256.30
1320.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Check for new Litchfield Council	\$ 256.30
1322.928-01	RSEA PTY LTD	Radio Earmuffs for MWF Crews	\$ 252.88
1316.70-01	LOCAL GOVERNMENT ASSOCIATION NT	LGANT- Social Media Training	\$ 250.00
1318.2378-01	PACK & SEND DARWIN	Taminmin Library Courier Service WE: 02 July 2022	\$ 250.00
1318.917-01	ONEMUSIC AUSTRALIA	One Music Australia - Additional Cost for Licence	\$ 246.58

Cheque No.	Payee	Description	Amount
1320.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Bulk Purchase of Assorted Nuts and Bolts for MWF Machines	\$ 229.00
1320.267-01	K & J BURNS ELECTRICAL & REFRIGERATOR	Repairs to Switch Label Board at HDWTS	\$ 223.50
1316.226-01	BARNYARD TRADING PTY LTD	Chainmesh for MWF Crews Fence Repairs	\$ 217.50
1316.2229-01	IWATER NT PTY LTD	Test and Repair Irrigation at KLRR	\$ 205.98
1318.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	July 2022 - ASSA Monthly Membership	\$ 181.50
1320.1329-01	AERTEX GROUP PTY LTD	Jun 2022- Brougham Road Signage & Delineation Hire	\$ 165.00
1322.1566-01	WINC AUSTRALIA PTY LTD	Stationary - Consumables and Fixed and Consumable Items for Litchfield Council	\$ 153.63
1322.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - MWF Crews	\$ 126.14
1321.1008-01	OUTBACK BATTERIES PTY LTD	Replacement Starter for Thorak Cemetery Iseki Mower	\$ 123.00
1320.826-01	NORMIST PTY LTD (DARWIN BOLT SUPPLIES)	Replacement Carbon Nuts and Bolts - Bulk Purchase for Fleet Vehicles MWF	\$ 119.24
1320.874-01	VTG WASTE & RECYCLING	Jun 2022 - Waste Collection HDVG	\$ 118.60
1320.14-01	AUSTRALIA POST	Postage of Printed Dog Activity Books - Delivered to Litchfield Council	\$ 117.50
1318.25-01	LAND TITLES OFFICE	Apr / May 22- Rates - Land Title Searches	\$ 113.60
1318.189-01	H.D. ENTERPRISES PTY LTD (HUMPTY DOO)	Labour / Service Call out to Repair Amber Light on Vehicle	\$ 106.77
1318.389-01	LITCHFIELD VET HOSPITAL	Redemption of Desexing Vouchers	\$ 100.00
1318.828-01	HOWARD SPRINGS VETERINARY CLINIC	Redemption of Desexing Vouchers	\$ 100.00
1322.1429-01	SMILE A MILE FUN BUS & TOY LIBRARY	Donation - Furniture Hire for Freds Pass Show	\$ 100.00
1316.194-01	EXPERT CLEANING SYTEMS NT	May - 2022 - Cleaning HPRR	\$ 96.80
1316.170-01	NTRS (NT RECYCLING SOLUTIONS)	Jun 2022 - Recycling Collected from Litchfield Council Office	\$ 90.86
1319.522-01	FARMWORLD NT PTY LTD	Replacement of Gauge Wheel	\$ 67.50
1316.1330-01	PAWS DARWIN LTD	June 2022 - Impound Transfers	\$ 65.00
1316.1143-01	WORKPRO (RISK SOLUTIONS AUSTRALIA)	Jun 2022 - Police Check for New Litchfield Council Employees	\$ 60.50
1322.1344-01	PROSEGUR AUSTRALIA PTY LTD	Collect Council Banking WE: 17 Jul 2022	\$ 52.76
1316.1344-01	PROSEGUR AUSTRALIA PTY LTD	Collect Council Banking WE: 26 June 2022	\$ 47.96
1318.1344-01	PROSEGUR AUSTRALIA PTY LTD	Collect Council Banking WE: 03 July 2022	\$ 47.96
1320.1344-01	PROSEGUR AUSTRALIA PTY LTD	Collect Council Banking WE: 08 Jul 2022	\$ 47.96
1318.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Waste Station Crew	\$ 38.49

Cheque No.	Payee	Description	Amount
1319.378-01	DARWIN LOCKSMITHS & HARDWARE	Replacement of Keys for HPRR	\$ 36.00
1319.1459-01	TERRITORY SPRINGWATER PTY LTD	Bottled Water for Chapel and Office at Thorak Cemetery	\$ 34.65
1323.1459-01	TERRITORY SPRINGWATER PTY LTD	Bottled Water for Chapel and Office at Thorak Cemetery	\$ 34.65
1321.14-01	AUSTRALIA POST	Postage of Ashes - Thorak Cemetery Customer	\$ 32.65
TOTAL			\$ 1,693,326.95

OUTSTANDING RATES

PRIOR YEAR RATES

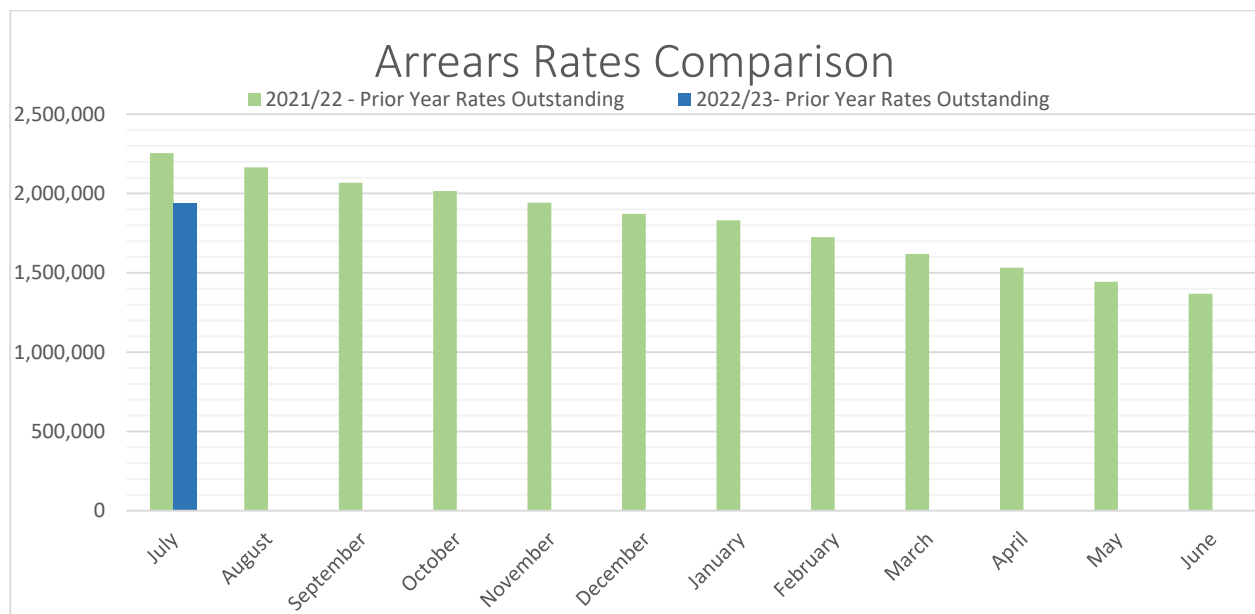
The below table illustrates the split of prior year outstanding rates. Previous years rates outstanding are currently \$1.9 million.

Council is prioritising rates collection and taking steps to promote awareness among ratepayers on obligations and implications of unpaid Rates and Charges, ensuring rates collectible remains at acceptable levels as Council fulfils its Municipal Plan targets to remain financially sustainable.

The table below shows the balance of the prior year rate as at the beginning of the financial year, last month and the current month

	End of 2021/22 Prior Years Rates Outstanding (\$)	Current Month (July 2022) (\$)
COMMERCIAL	27,166.09	31,667.34
GAS PLANT	40.67	824.06
MINING	122,287.31	136,024.35
HORTICULTURE AGRICULTURE	64,689.41	78,038.72
NON-RATEABLE GENERAL	16,870.81	17,400.47
NON-RATEABLE WASTE	31,713.64	33,878.88
PASTORAL	-	-
RURAL RESIDENTIAL	879,468.74	1,364,469.52
URBAN RESIDENTIAL	226,316.31	273,343.65
TOTAL	1,368,552.98	1,935,646.99
Arrears LESS Legal	1,146,232.20	1,713,326.21

The graph below compares prior year rates between 2021/22 and 2022/23 financial years.



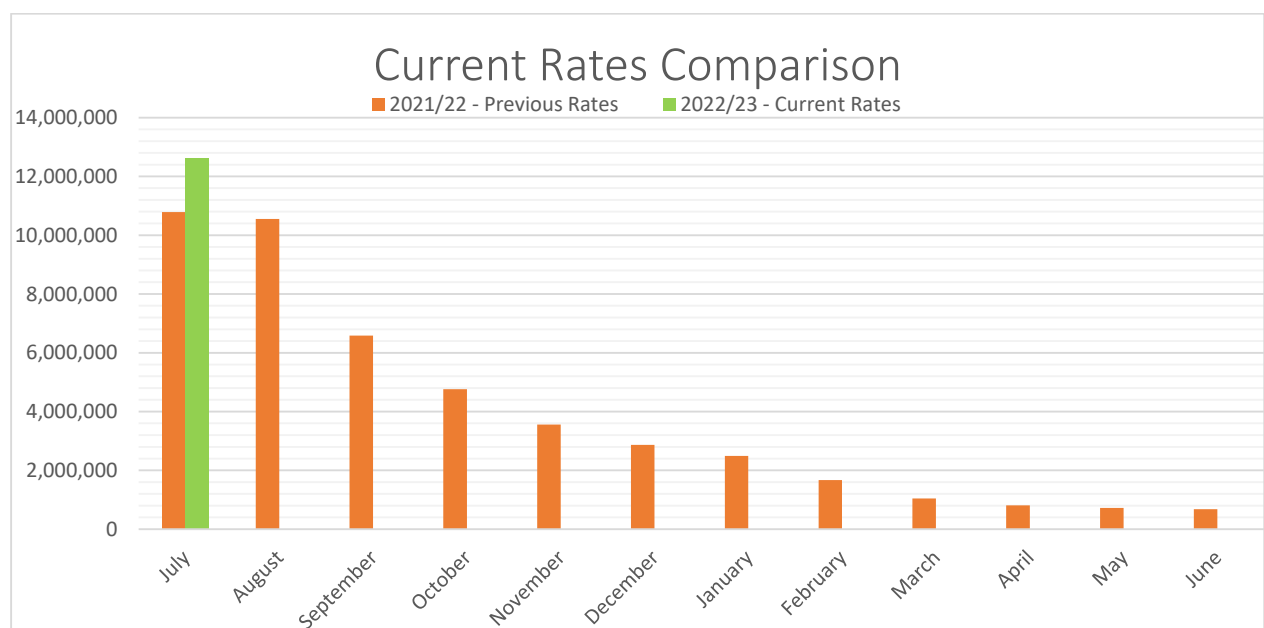
CURRENT YEAR RATES

The below table illustrates the split of current year outstanding rates. Current year rates levied total \$13.6m. The below figure of \$12.6m takes into account some accounts that are in credit

The table below shows the movement in current year rates compared to last month.

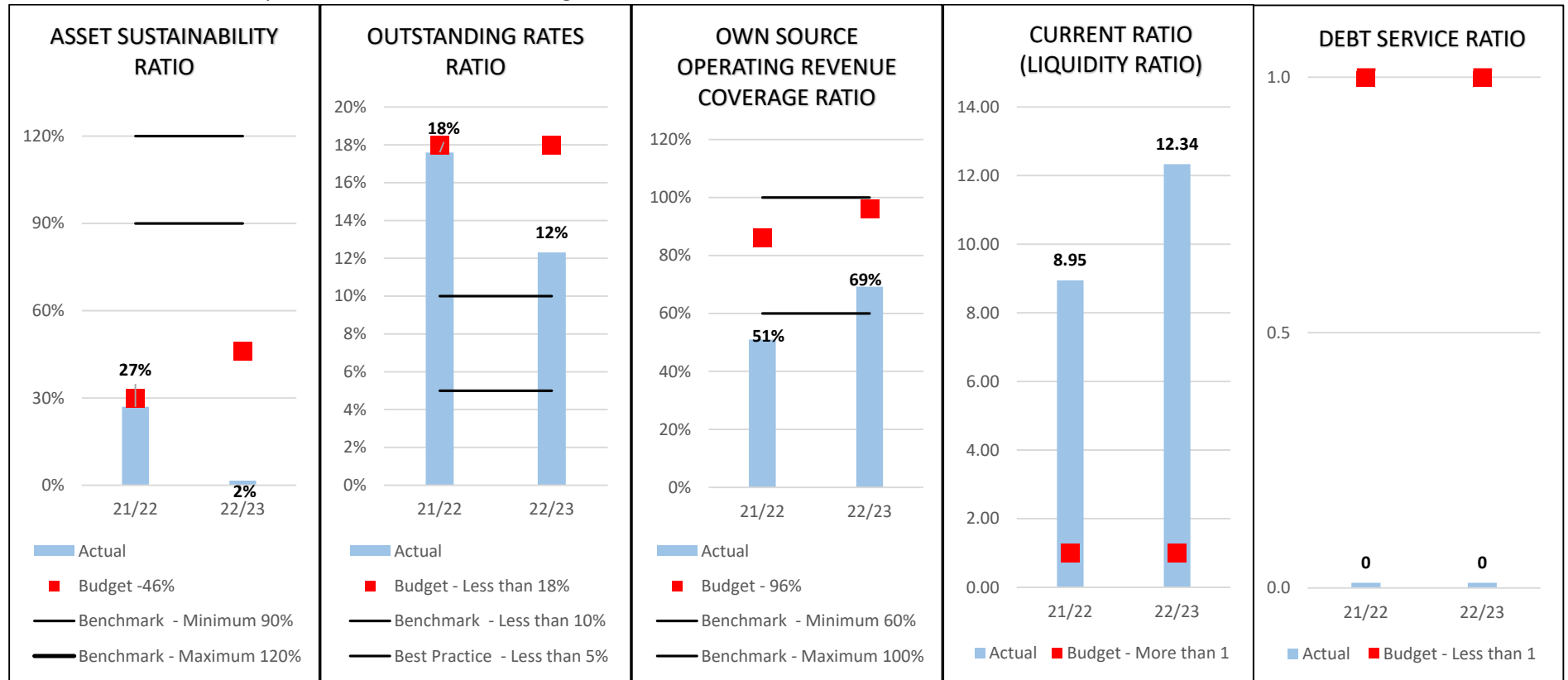
	Previous Month (June 2022) (\$)	Current Month (July 2022) (\$)	Variance (\$)	Due Dates
Instalment 1	184,351.78	4,047,263.24	\$ (3,862,911.46)	30-Sep-22
Instalment 2	221,189.41	4,236,436.28	\$ (4,015,246.87)	30-Nov-22
Instalment 3	273,177.95	4,339,458.39	\$ (4,066,280.44)	28-Feb-23
TOTAL	678,719.14	12,623,157.91	\$ (11,944,438.77)	

The graph below compares annual rates between 2021/22 and 2022/23.



FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2022/23 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 of 2% for the month of July 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 the local government benchmark of 90%. Council's asset base is currently valued at \$518 million. The current Long-term Financial Plan shows insufficient levels of revenue to fund long-term infrastructure renewal needs of the Council. The risk exists that Council's current levels of revenue 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 12% below the Municipal Plan target is 18%. Council need to continue work in this area as a growing outstanding rates ratio increases liquidity risk and places burden on Council's existing resources.</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 budgeted Own Source Operating Revenue Coverage ratio of 96% is above the Municipal Plan target of greater than 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 12.34 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed 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:	14.01.02
Report Title:	People, Performance and Governance Report - July 2022
Author:	Rebecca Taylor, Acting Manager People and Performance
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	16/08/2022
Attachments:	Nil

Executive Summary

This report provides Council with key staffing information, workplace health and safety information and proposed major policy updates and reviews.

This report provides a monthly update to ensure that both staffing and budget measures are in accordance with the Council approved staffing plan and budget. The metrics provided in this report track activity and report full time equivalent (FTE) numbers, retention and Work Health and Safety performance.

Recommendation

THAT Council note the People, Performance and Governance Report for July 2022.

Background

The Litchfield Council strongly values our people, and good governance. This report being presented monthly will ensure that important information is presented to understand any trends occurring and for the organisation to understand the factors influencing staff, their safety and policy initiatives.

The commencement of the *Local Government Act 2019* has brought about many changes to Council policies. Provided below is an ongoing update as Council continues to transition to the new legislation.

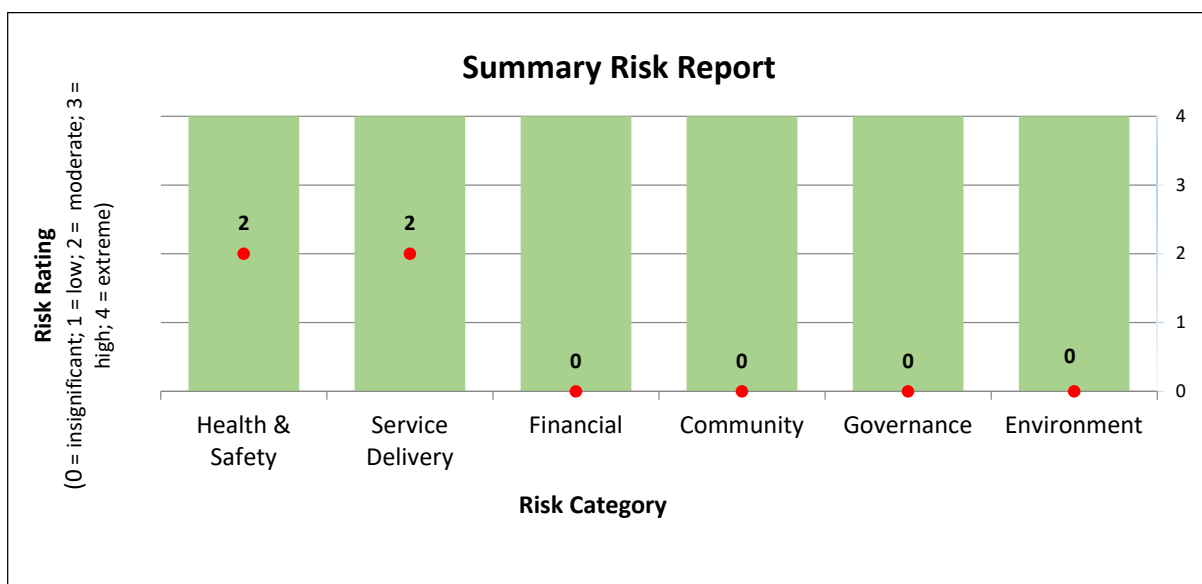
Links with Strategic Plan

Performance - An Effective and Efficient Organisation

Legislative and Policy Implications

Nil

Risks



Health & Safety

Public liability issues as a result safety breaches by residents at Council's Waste Transfer Stations. Risk registers, standard operating procedures, and implementation of safety measures (e.g., education, signage etc) are used to reduce hazard during tasks and operations.

Service Delivery

Due to our location, ongoing risks exist around the attraction of qualified staff into critical roles and retention of critical staff needed to deliver Council's business plans. Risks are being managed through the implementation of innovative HR practices to attract and retain talent.

Community Engagement

Not Applicable.

ATTACHMENT A

The staffing plan for 2022-2023 allows for 66.22 full-time equivalent staff across four departments. This is an increase of 1.4 FTE compared to 2021-2022. The increase includes .5 FTE to create a new Sports and Recreation Officer position with the remaining amount being the causal Library Services Officers positions. Council's Enterprise Agreement 2020 provides employees with benefits and conditions including an annual pay increase of 1% or CPI capped at 2% whichever is greater.

PEOPLE AND PERFORMANCE MONTHLY REPORT July 2022

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
Finance Officer	Business Excellence	18 July 2022	Fixed Term Contract
Customer Service Officer	Business Excellence	18 July 2022	Fixed Term Contract

External Appointments

Position	Department	Commenced	Permanent/Temporary
Chief Executive Officer	Executive	25 July 2022	Fixed Term Contract

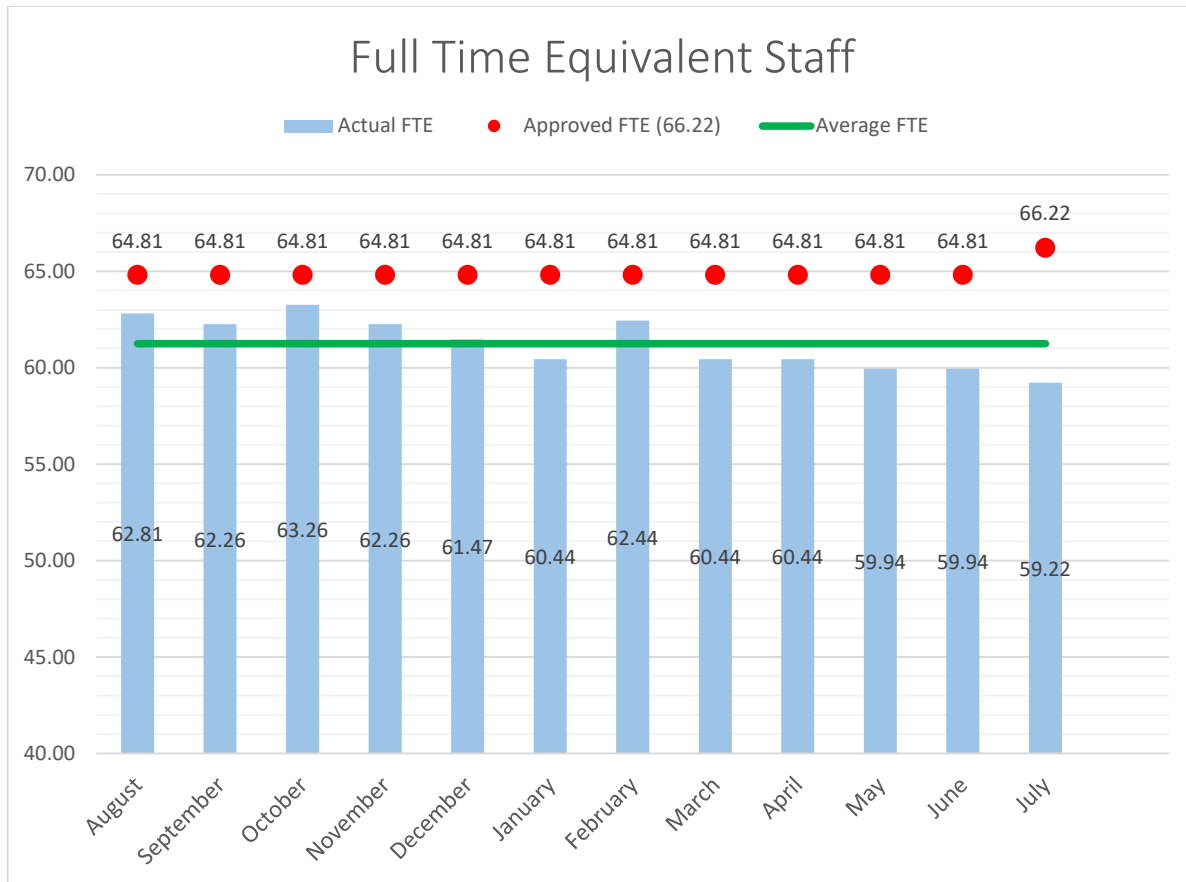
Employment Separation

Position	Department	End date	Permanent/Temporary
Manager People and Performance	Business Excellence	22 July 2022	Fixed Term Contract
General Manager Infrastructure and Operations	Infrastructure and Operations	22 July 2022	Fixed Term Contract
Manager Library and Family Services	Community Services	1 July 2022	Full- time Permanent

	Approved	Actual	Difference
Full Time Equivalent	46.75	41.75	-5
Part-time	7.47	7.47	0
Contract	12	10	-2
Total	66.22	59.22	-7

Recruitment Overview:

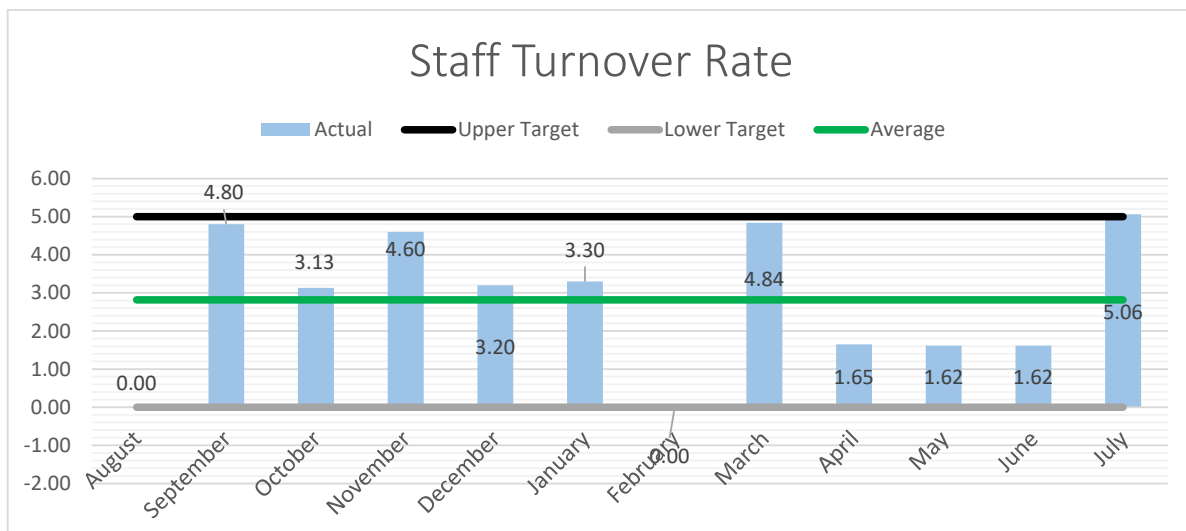
Role	In Progress	Completed
Senior Ranger		✓
Planning and Development Program Leader	✓	
Works Delivery Program Leader	✓	
Manager Library and Family Services		✓
Development Engineer	✓	
Ranger	✓	



Turnover Rate:

The number of staff leaving council employment during the reporting period.

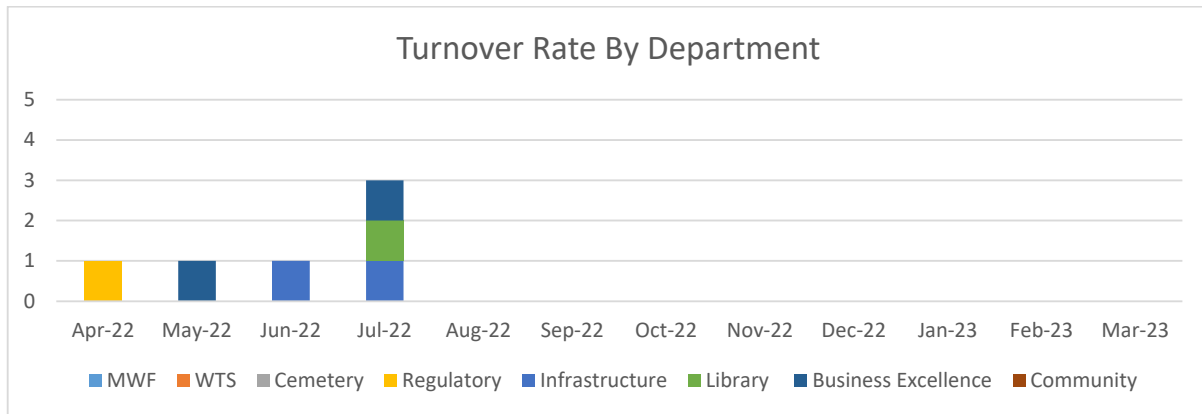
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Average
0%	4.80%	3.13%	4.60%	3.20%	3.30%	0%	4.84%	1.65%	1.62%	1.62%	5.06%	2.81 %
0	3	2	3	5	2	0	4	1	1	1	3	2.08

Target Average: Between 0% - 5%

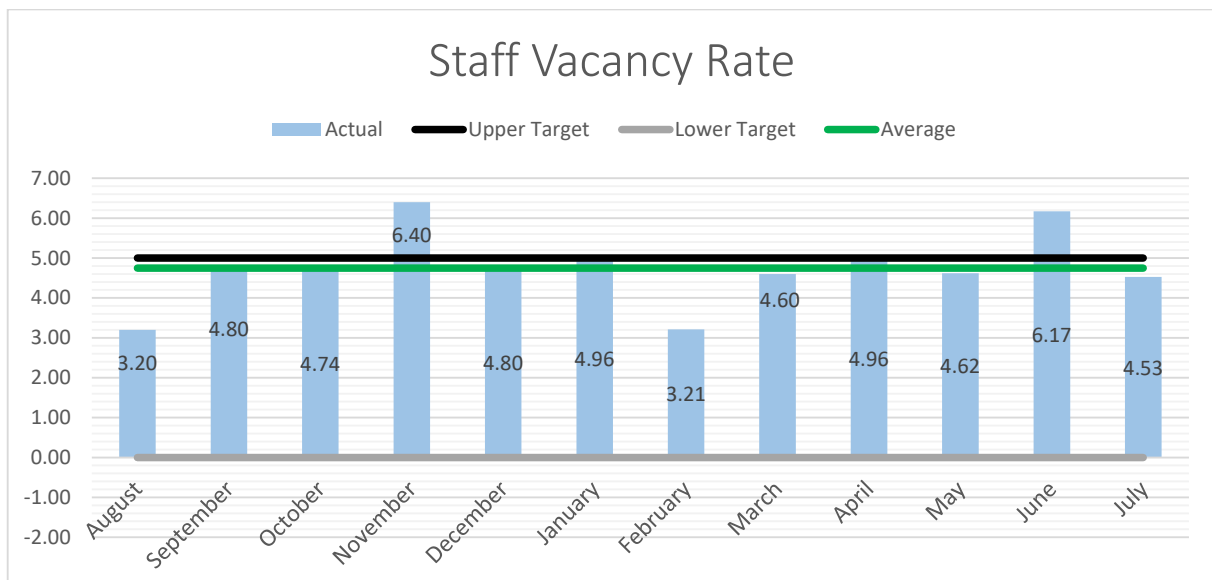
Turnover Rate by Department:



Department	Numbers	Percentage (%)
MWF	0	NA
WTS	0	NA
Cemetery	0	NA
Regulatory	0	NA
Infrastructure	1	1.68
Library	1	1.68
Business Excellence	1	1.68
Community	0	NA
Total	3	5.06%

Staff Vacancy Rate:

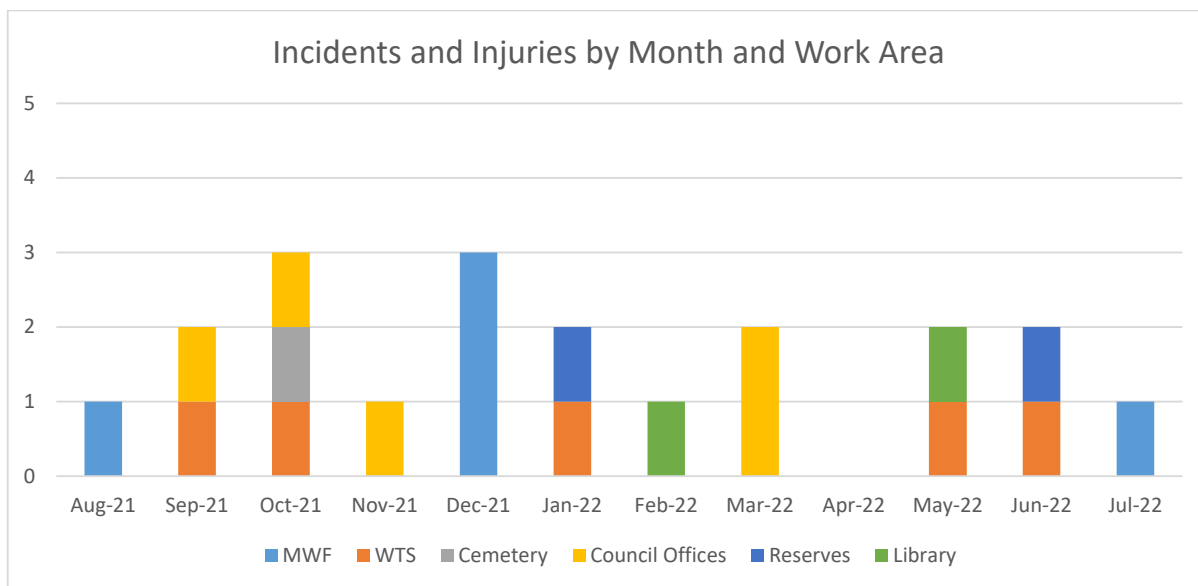
The number of vacant positions during the reporting period.
(Vacant positions, divided by total FTE, multiplied by 100)



Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Average
3.20%	4.80%	4.74%	6.40%	4.80%	4.96%	3.21%	4.60%	4.96%	4.62%	6.17%	4.53%	4.74%

Target: 0% - 5

Workplace Health and Safety:



A MWF employee aggravated a pre-existing injury whilst fabricating a sign. A worker's compensation claim has not been sort. The work process which contributed has since been modified to avoid recurrence.

Governance

The *Local Government Act 2019* (Act) commenced on 1 July 2021. The following regulations, guidelines and general instructions have been made under the Act:

Regulations	Local Government (Electoral) Regulations 2021
	Local Government (General) Regulations 2021
Guidelines	Guideline 1: Local Authorities
	Guideline 2: Appointing a CEO
	Guideline 3: Borrowing
	Guideline 4: Assets
	Guideline 5: Budgets
	Guideline 2A: Council member allowances (Guideline was re-made under section 71(2) of <i>Local Government Act 2008</i> and is continued in force as a transitional arrangement in accordance with section 353 of the <i>Local Government Act 2019</i> .)
General Instructions	General Instruction 1: Procurement

Below is a list of existing policies due for review during the 2022/2023 period. These policies will be presented to Council in due course.

Policies	
INF03 Roadside Memorials and Roadside Monuments	COM07 Youth
GOV03 Privacy	GOV04 Whistleblowing
INF05 Sealing of Roads	INF07 Street and Public Lighting
INF02 Driveway Crossovers	GOV12 Land Acquisition Policy



COUNCIL REPORT

Agenda Item Number:	14.01.03
Report Title:	DRAFT FIN06 Rates Concession Policy
Author:	Maxie Smith, Manager Corporate Services
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	16/08/2022
Attachments:	A: DRAFT FIN06 Rates Concession Policy

Executive Summary

This report presents to Council a review of FIN06 Rates Concession Policy.

Recommendation

THAT Council adopts FIN06 Rates Concession Policy, as at Attachment A, and authorises the Chief Executive Officer to make any minor editorial adjustments.

Background

The *Local Government Act 2019* allows Council to provide a concession for rates and remission of interest accrued on overdue rates.

This policy outlines applying and considering rate concessions.

Updates made include the following:

- Policy review date changed to 2026; and
- Small administrative changes.

For the 2022 financial year to May staff have approved forty-six interest remissions totalling \$2,724.06. Of this amount, \$1,358.73 (seven) related to hardship applications. The total of write-offs for the year including hardships amounts to 0.02% of councils rates for the 2022 year.

From September 2022 a summary of write off's for the quarter will be included in the monthly financial report to keep council updated on activities in this area.

Links with Strategic Plan

Prosperity - Our Economy and Growth

People - Our Community is at the Heart of All We Do

Legislative and Policy Implications

Local Government Act 2019, Part 11.7 sections 245 and 246 deals with interest on unpaid rates. Part 11.8, sections 247 to 251, deals with rate concessions.

Risks



Governance

Council has a responsibility to be transparent and consistent in relation to applying rate concessions.

Community Engagement

Not applicable.

ATTACHMENT A

Rates Concession **POLICY FIN06**



Name	FIN06 Rates Concession
Policy Type	Council
Responsible Officer	Chief Executive Officer
Approval Date	15/04/2020
Review Date	15/04/2024 15/04/2026

1. Purpose

Litchfield Council is committed to transparent and accountable decision making. As per the Local Government Act, Council has the ability to provide a concession for rates and/or remission of interest accrued on overdue rates.

This policy outlines the process for application and consideration of rate concessions other than rate concessions stipulated by the Northern Territory Government.

2. Scope

Policies of Litchfield Council are guided by principles of sustainability, good governance, advocacy, regulation and service provision. Council is also committed to providing a transparent, impartial and consistent process of recognition and consideration of applications for rate concessions and/or remission of interest accrued.

3. Definitions

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

Term	Definition
Rate concession	A rate concession can be a deferment of payment and/or waiver of rates and/or waiver of legal fees and/or remission of interest accrued on overdue rates. Rate concessions can be granted as a singular concession or as a recurring concession. The rate payer applying for a rate concession is to identify the scope of the concession in the application.
Ratepayer	Is the registered owner of the property. Applications of third parties, other than the ratepayer, require written approval from the property owner.
Deferment	A deferment of payment can be provided in whole or in part and can be for a specified period and subject to any conditions determined.
Waiver	A waiver removes the liability to pay and may be offered to include the whole or part of rates and/or legal charges.

Rates Concession **POLICY FIN06**

Relevant interest rate	The relevant interest rate is a rate of interest fixed by Council as the relevant interest rate and outlined in the Fees and Charges in line with the Local Government Act.
Remission	A remission of interest is a waiver of interest wholly or in part as per Local Government Act.
Financial Hardship	Financial hardship is defined as a situation where a customer is found to be unable, because of illness, unemployment or other reasonable cause, to discharge their financial obligations towards Litchfield Council. Financial hardship is of a long-term duration. Financial hardship basically involves an inability of the rate payer to pay rates, rather than an unwillingness to do so. Financial hardship shall be proven by providing evidence from an approved Financial Counsellor of such circumstances. Ratepayers must enter into a feasible payment schedule and maintain such agreement. Such payment schedule shall not result in the debt growing larger.
Temporary Hardship	Temporary Hardship is a situation where a customer is experiencing temporary payment difficulties through a natural disaster or a public health emergency. Temporary hardship needs to be proven by providing evidence of government subsidies received or other relevant evidence.
Public Benefit Concessions	As per the Local Government Act, Council may grant a rate concession if satisfied that the concession will advance one or more of the following purposes: <ul style="list-style-type: none"> a) Securing the proper development of its area b) Preserving buildings or places of historical interest c) Protecting the environment d) Encouraging cultural activities e) Promoting community health or welfare f) Encouraging agriculture g) Providing recreation or amusement for the public

4. Policy Statement

4.1. Remission of Interest accrued on overdue rates

- 4.1.1 As per the Local Government Act, Council charges a relevant interest rate on a daily basis on overdue rates. The complete annual rates fall overdue if an instalment date is not met.
- 4.1.2 Ratepayers can request a remission of interest. Council officers under delegation can consider applications for remission of interest for reasons that fall under the following two categories:
 - 4.1.2.1 Administrative reasons, error or omissions which caused or significantly contributed to the failure to pay rates in a timely manner; or
 - 4.1.2.2 Proven Financial Hardship or temporary hardship.
- 4.1.3 All applications need to be made in writing to Council and be supported by requested evidence.

4.2. Deferment of Rates

- 4.2.1. As per the Local Government Act, a rate concession can be a deferment in whole or part of an obligation to pay rates or a component of rates.
- 4.2.2. Ratepayers may have rates and charges or a part thereof postponed, although rates and charges will continue to be levied subject to compliance with the following conditions:
 - 4.2.2.1 The ratepayer must be experiencing financial or temporary hardship.
 - 4.2.2.2 An application in writing must be submitted to Council.
 - 4.2.2.3 The postponement can be on a fixed or on an ongoing basis until the property is disposed of or sold.
- 4.2.3. Interest on postponed rates will be levied, unless an application for remission under 4.1 has been approved.

4.3. Waiving of Rates, Charges or Legal Fees

- 4.3.1 As per the Local Government Act, a rate concession can be a waiver in whole or part of rates or a component of rate.
- 4.3.2 Council may grant a rate concession unconditionally or on conditions determined by the Council. If the ratepayer fails to comply with a condition, the Council may by notice to the ratepayer withdraw the concession and require the ratepayer to pay an amount, on or before a date specified in the notice, to neutralise any benefit to the ratepayer of the rate concession.

Rates Concession **POLICY FIN06**

- 4.3.3 Any waiver of rates, charges or legal fees of the current financial year shall be determined by the Chief Executive Officer or delegate. Waivers for rates, charges or legal fees of prior years will be presented to Council for consideration in a confidential report. Applications are to be submitted in writing.
- 4.3.4 Any waiver is a one-off waiver in response to circumstances presented at the time. Waivers can be requested for any of the following reasons:
 - 4.3.4.1 Financial Hardship
 - 4.3.4.2 Temporary Hardship;
 - 4.3.4.3 Correction of anomalies in the operating of the rating system as prescribed under the Local Government Act; or
 - 4.3.4.4 Administrative reasons, error or omissions

4.4. Public Benefit Concessions

- 4.4.1 Council may grant a rate concession if satisfied that the concession will advance one or more of the following purposes:
 - 4.4.1.1 Securing the proper development of its area
 - 4.4.1.2 Preserving buildings or places of historical interest
 - 4.4.1.3 Protecting the environment
 - 4.4.1.4 Encouraging cultural activities
 - 4.4.1.5 Promoting community health or welfare
 - 4.4.1.6 Encouraging agriculture
 - 4.4.1.7 Providing recreation or amusement for the public.
- 4.4.2 Any rate concession under 4.4.1 shall be presented to Council for consideration in a report. An application for a rate concession requires a written submission.

4.5. Confidentiality

- 4.5.1 Any information provided will be treated as strictly confidential. Information will be securely retained by Council officers.

5. Associated Documents

Litchfield Council FIN02 Rating Policy

6. References and Legislation

Northern Territory Local Government Act [2019](#)

Northern Territory Local Government (General) Regulations [2021](#)

Ministerial Guidelines

By-laws

Fines and Penalties (Recovery) Act [2001](#)

Goods and Services Tax Act 1999

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7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
18/10/2017	Policy review new Council
17/09/2015	Policy adopted by Council
15/04/2020	Adjustments to cater for public health emergency related concession applications and Local Government Act
09/05/2021	Minor administrative changes made, including formatting and new regulation titles. Policy review date to remain the same.
18/05/2022	Minor administrative changes made, including formatting and new regulation titles. Policy review date changed to 2026



COUNCIL REPORT

Agenda Item Number:	14.01.04
Report Title:	DRAFT GOV20 Committees Policy
Author:	Rebecca Taylor, Acting Manager People and Performance
Recommending Officer:	Arun Dias, General Manager Business Excellence
Meeting Date:	16/08/2022
Attachments:	A: DRAFT GOV20 Committees Policy

Executive Summary

This report presents to Council the draft version of proposed new GOV20 Committees Policy.

Recommendation

THAT Council adopt GOV20 Committees Policy, as at Attachment A, and authorise the Chief Executive Officer to make any minor editorial adjustments.

Background

Under the Local Government Act, Council can form advisory committees for a particular topic or project. There are many benefits to having advisory committees such as:

- They generally consist of skilled and diverse members (Council members, staff, members of the public).
- They act as a working group for a particular task.
- They can provide Council with advice on particular subjects.
- They can be delegated Council functions from the Council.

Although they can be beneficial, council committees are bound by the Act. This means they must:

- Be established by Council resolution and report to Council;
- Have their terms of reference confirmed by Council resolution;
- Meet the Meeting requirements of the Act; and
- Subjected to strict conflict of interest protocols.

The draft policy at Attachment A provides a framework for the establishment of committees to ensure compliance and a consistent approach across the organisation.

Links with Strategic Plan

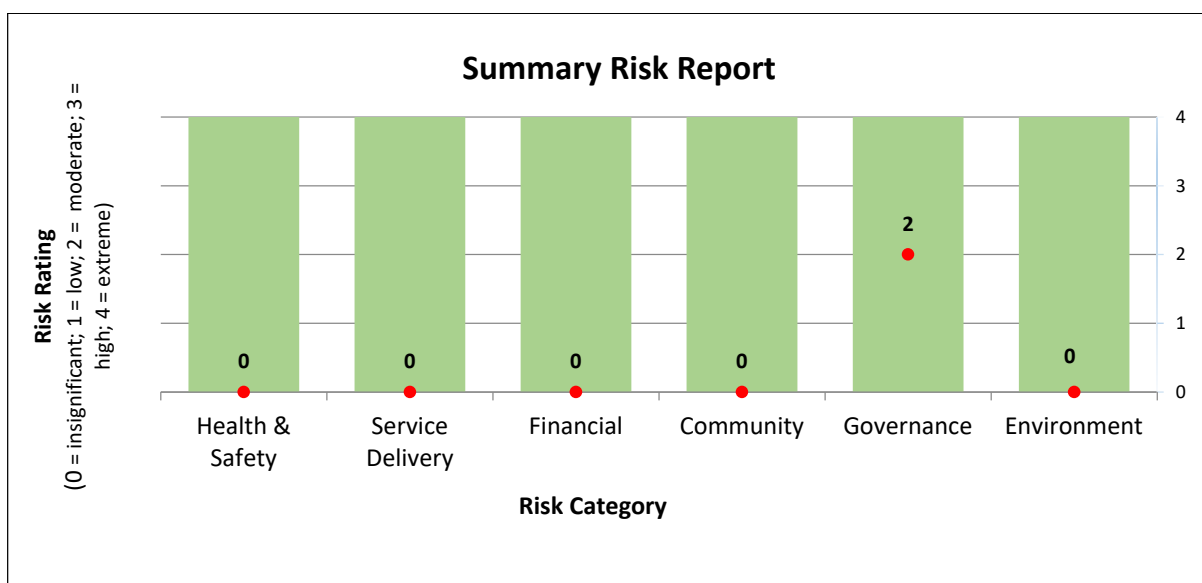
Performance - An Effective and Efficient Organisation

People - Our Community is at the Heart of All We Do

Legislative and Policy Implications

Policy required to ensure compliance with the *Northern Territory Local Government Act 2019*.

Risks



Governance

Creating and managing committees can be a complex governance issue and poses a moderate risk. Having a policy in place will manage this risk.

Community Engagement

Not applicable.



Name	GOV20 Committees
Policy Type	Council
Responsible Officer	General Manager Business Excellence
Approval Date	[Approval Date]
Review Date	[Review Date]

1. Purpose

The purpose of this policy is to provide a framework for the establishment of an advisory committee or other committee of Council to ensure compliance with the *Local Government Act 2019* and guide consistent practice in the way committees are formed and operate.

2. Scope

This policy applies to the establishment and management of committees (advisory in nature, council committees and/or working groups).

3. Definitions

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

Council committee	A committee established by resolution of Council under the Local Government Act (includes the Audit Committee).
Advisory committee	A committee established by resolution of Council, consisting of a group of suitably experienced people appointed to give considered advice and make recommendations (non-binding) to Council.
Steering committee	A committee established by resolution of Council as a group to provide strategic oversight of a specific council initiative or project. Members may include Council members, staff and members of the community. Also may be called a reference group.
Project Group	A group established by resolution of Council that considers matters specific to a project. A project group only exists for the lifespan of the project.
Committee member	An individual person who is appointed on a committee by resolution of Council.
Member organisation	An organisation or group that has membership of a committee and nominates its representative for appointment by Council.
Member organisation representative	The person representing a member organisation.

Working Group	A working group established by the CEO to provide advice and guidance on a specific Council project. Members will include Council staff and may also include external key stakeholders.
Council Leadership	A member of either the Executive Leadership Team or Senior Leadership Team.

4. Policy Statement

4.1. Advisory Committees

4.1.1. Council may appoint committees that are advisory in nature, to provide input and overview on a specific topic. Committees include Advisory Committees, Steering Committees or Project Group.

- 4.1.1.1. Committees are established in accordance with Section 82 *Council Committees* of the *Local Government Act 2019* (Act) and are therefore subject to appropriate meeting procedures (Chapter 9 *Meetings* of the Act).
- 4.1.1.2. Minutes and agendas will be placed on the Council website as per the Act.
- 4.1.1.3. Committees will report directly to Council or as determined by the committee Terms of Reference.
- 4.1.1.4. Committees will have a term of reference approved by Council resolution. The terms of reference will determine the purpose and scope of the committee, authority, roles, meeting frequency and cycles, membership conduct and compliance requirements.
- 4.1.1.5. The chair of a committee will be appointed by Council and can be a Council Member or member of the community. Staff are not permitted to be appointed as Chair or act as Chair.
- 4.1.1.6. Committees will be resourced by Council staff of the relevant Council department.
- 4.1.1.7. Membership of committees will be as stated in the terms of reference and may include Council Members, staff and members of the community.
- 4.1.1.8. A member organisation representative may nominate one or more delegates from the organisation they are representing, in accordance with relevant terms of reference.
- 4.1.1.9. Committee members will be selected based on skills or a knowledge base relevant to the committee.
- 4.1.1.10. External members may be called by a public expression of interest as determined by Council's Chief Executive Officer.

4.2. Working groups

4.2.1. The CEO may establish working groups, to provide expert advice and guidance on a specific Council project.

4.2.1.1. The Chair will be a member of the Council Leadership Team.

4.2.1.2. The working group will have a term of reference approved by the CEO. The terms of reference will determine the purpose and scope of the working group, authority, roles, meeting frequency and cycles, membership conduct and compliance requirements.

4.3. Other Council Committees

4.3.1. An Audit Committee is established and maintained in accordance with Section 86, of the Act and FIN09 Risk Management and Audit Committee policy.

4.3.2. An Administrative Review Committee is established and maintained in accordance with Section 324 of the Act.

4.3.3. Any other committee that the Act requires Council to establish and maintain will be done so in accordance with the Act.

5. Associated Documents

FIN09 Risk Management and Audit Committee.
EM06 Conflict of Interest.

6. References and Legislation

Northern Territory Local Government Act 2019.
Northern Territory Local Government Regulations 2021.

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
23/08/2022	New Policy



COUNCIL REPORT

Agenda Item Number:	14.02.01
Report Title:	Going Green Rebate Program Proposal
Author and Recommending Officer:	Nicky Davidge, General Manager Community & Lifestyle
Meeting Date:	16/08/2022
Attachments:	A: Going Green Rebate Community Feedback via Facebook B: Going Green Rebate Survey Results

Executive Summary

This report is presented to Council to consider recommencing the Going Green Rebate Program and amending the 2022-23 budget for its inclusion.

Recommendation

THAT Council:

1. approve an increase of \$5,000 in the 2022-2023 Community Grant Scheme budget, to be funded from the Cash for Cans Reserves; and
2. consider the continuation of the Going Green Rebate Program in subsequent annual budgets.

Background

A new initiative was identified in the Municipal Plan 2021-22 to reduce waste to landfill through a rebate scheme. The Going Green Rebate program aimed to provide a reusable cloth nappy and sanitary items rebate scheme to reduce landfill.

There are an estimated 1,296 children aged between 0-4 in the Litchfield municipality, who are potentially wearing disposable nappies.

Based on the Census 2016 figures, the daily number of nappies used in Litchfield range from 5,184 to 15,552. This equates to approximately 140 kgs to 420 kgs of nappies going to landfill. With annual tonnage rate to landfill currently at \$98, the annual savings of reducing this number of nappies to landfill varies from just over \$5,007 to \$15,000.

A survey was sent to all applicants of the Going Green Rebate program including those who were unsuccessful due to eligibility or funds already being exhausted, see Attachment B. Of the 74 applicants, 21 responses were received.

Of the responses received 90% said that the rebate application process was easy and 71% said it was well promoted.

When asked would you recommend the Going Green Rebate to others, 95% of respondents said yes.

Attachment A presents feedback from the community via various Facebook pages.

With the administrative process set up from the original program, the impact on staff resources to implement the Going Green Rebate going forward would be minimal.

Links with Strategic Plan

Performance – An effective and efficient organisation

Legislative and Policy Implications

Nil



No risks identified in this report.

Community Engagement

The Going Green Rebate was promoted prior to the commencement of the program and during the program while there were still funds available.

All applicants both successful and unsuccessful were invited to participate in a survey to evaluate the program.

Beki Griffin

The going green rebate for reusable nappies and sanitary products has ended because it was so successful and the pot of money ran out. This was a cost neutral initiative because of what it saved in waste. Are Litchfield Council going to extend this scheme for more grants for mums and women in Litchfield?

Like Reply 11w



Aleyshia McGrigor

Bring back the going green rebate for reusable products!

...

Like Reply 11w



Lakeshia Barnes

The going green rebate for reusable/cloth nappies and reusable sanitary items was fantastic, and should be an annual initiative for the Litchfield Council. Save in waste, and support local families, especially with the rising living costs. Give us something decent for the rates we pay.

Like Reply 11w



Amy Simpson

Lakeshia Barnes agree!!!

...

Like Reply 11w



Rachel Griffen

What options are they planning for more recycling



...

Like Reply 11w



Loren Nicholson

Please continue the going green rebate for reusable/cloth nappies and reusable sanitary items. Saving tonnes of waste from landfill and being a cost neutral initiative it seems crazy to not continue the scheme. My household alone has saved over 1,000 nappies being sent to landfill, and that is in less than a year!

Like Reply 11w



Loren Nicholson

<https://cleanclothingnappies.com/how-many-nappies-have-you.../>

...



CLEANCLOTHNAPPIES.COM

How many nappies have you prevented going into landfill? | Clean Cloth Nappies



Like Reply 11w



Lakeshia Barnes

Loren Yallop awesome link Loz!

...

Like Reply 11w

...

Vanessa Floeck

The going green rebate for reusable nappies and sanitary products has ended because it was so successful and the pot of money ran out. This was a cost neutral initiative because of what it saved in waste. Are Litchfield Council going to extend this scheme for more grants for mums and women in Litchfield?

Like Reply 11w



Lakeshia Barnes

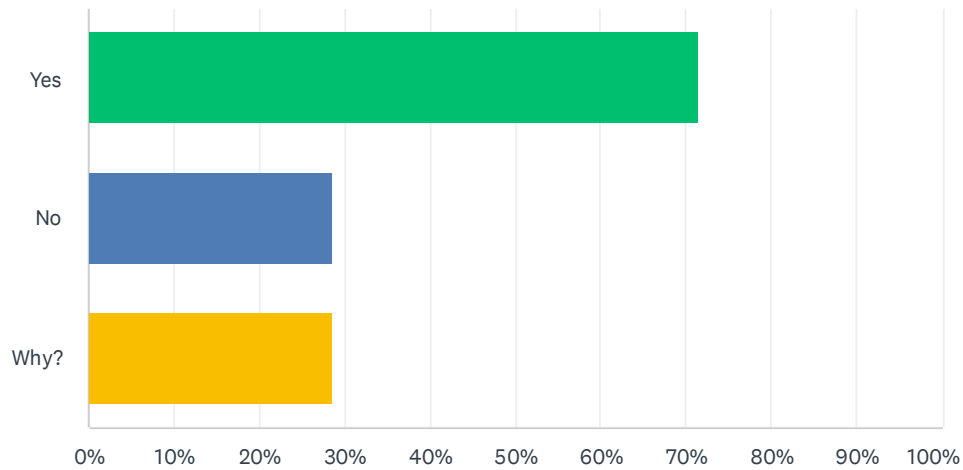
Super disappointing that the mayor can't see the benefits of going green rebate. Cloth nappies are more expensive to buy now, as opposed to how it was back in the 90's mayor. Also, most parents who choose to go cloth actually have to buy a more than they did back in the 90's as majority of families have both parents working, so don't necessarily have the time to wash them every single day. I sincerely hope that the transfer waste fees don't increase as you have options to try and reduce the cost, however you refuse to. Once again, we're treated like mushrooms. Kept in the dark and fed crap.

Like Reply 11w



Q1 Did you feel the Going Green Rebate was well promoted?

Answered: 21 Skipped: 0

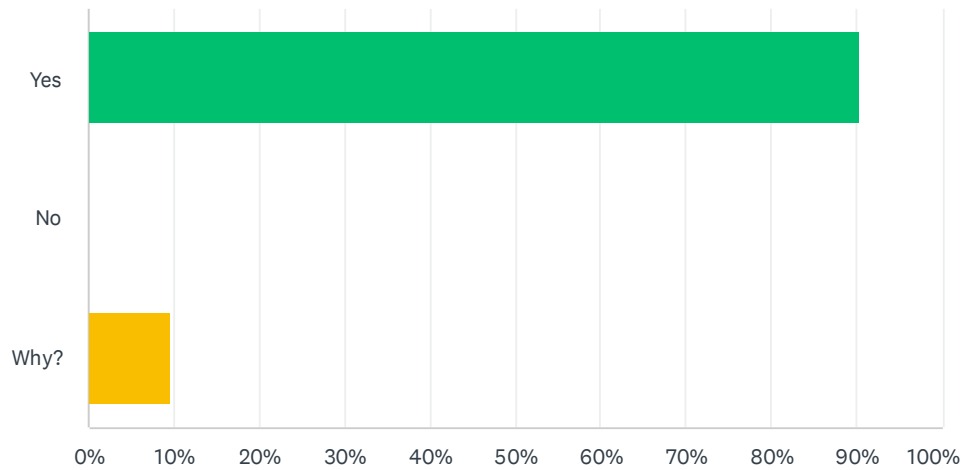


ANSWER CHOICES	RESPONSES	
Yes	71.43%	15
No	28.57%	6
Why?	28.57%	6
Total Respondents: 21		

#	WHY?	DATE
1	I only seen promotions in an info graph brochure sent out with rates. Never seen the info advertised elsewhere.	7/14/2022 11:47 PM
2	Easily found program details and requirements	6/13/2022 12:44 PM
3	It was posted on the website and many mums were talking about it.	6/12/2022 2:52 PM
4	From memory I heard about it through word of mouth	6/10/2022 10:26 PM
5	Didn't see it on social media, only found out through a friend.	6/10/2022 8:30 PM
6	Only heard through word of mouth	6/10/2022 12:07 PM

Q2 Did you find the rebate application process easy?

Answered: 21 Skipped: 0



ANSWER CHOICES	RESPONSES	
Yes	90.48%	19
No	0.00%	0
Why?	9.52%	2
TOTAL		21

#	WHY?	DATE
1	Waited a month, heard nothing and had to email to find out the progress of it. Was advised that the funds had already been allocated out despite funds appearing to still be available when we submitted the claim	6/12/2022 3:33 PM
2	It was really hard to upload the receipts.	6/10/2022 8:30 PM

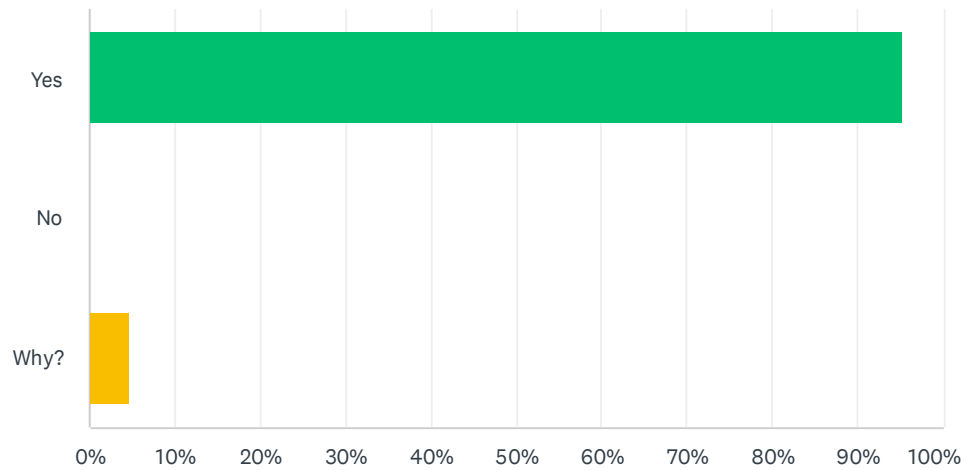
Q3 Using this link to help calculate, could you indicate roughly how many nappies you saved from going to the landfill?

Answered: 21 Skipped: 0

#	RESPONSES	DATE
1	3,833	7/14/2022 11:47 PM
2	1,643	7/14/2022 3:56 PM
3	2,555	7/13/2022 1:18 PM
4	7860	7/13/2022 10:50 AM
5	3285	7/12/2022 9:09 PM
6	2555	7/12/2022 2:45 PM
7	Didn't get a rebate for nappies.	7/12/2022 2:42 PM
8	2500	7/12/2022 2:19 PM
9	200	7/12/2022 2:00 PM
10	4380	7/12/2022 1:50 PM
11	2555	6/15/2022 12:17 PM
12	13140	6/13/2022 6:39 PM
13	Did not use for nappies pad	6/13/2022 12:44 PM
14	550. Didn't get the rebate though	6/12/2022 3:33 PM
15	13,140	6/12/2022 2:52 PM
16	2190	6/10/2022 10:26 PM
17	13500	6/10/2022 8:30 PM
18	2190	6/10/2022 8:12 PM
19	1093	6/10/2022 12:07 PM
20	182	6/10/2022 11:56 AM
21	13,140	6/10/2022 11:55 AM

Q4 Would you recommend the Going Green Rebate to others?

Answered: 21 Skipped: 0



ANSWER CHOICES		RESPONSES	
Yes		95.24%	20
No		0.00%	0
Why?		4.76%	1
TOTAL			21

#	WHY?	DATE
1	We didn't get anything	6/12/2022 3:33 PM

Q5 Do you have any further comments about the rebate program?

Answered: 18 Skipped: 3

#	RESPONSES	DATE
1	Workshops helping people learn how to wash and care for the nappies would be good to get more people interested and increase chances of sticking with cloth nappies.	7/14/2022 11:47 PM
2	Loved this incentive! Great to see Litchfield Council leading with inventive ways to care for the environment; hope other councils get on board too. Thanks, guys!	7/14/2022 3:56 PM
3	Please continue the Going Green rebate Program for both reusable cloth nappies and reusable sanitary items. The program has literally saved tonnes of waste from landfill and being a cost neutral initiative it seems absolutely crazy to not continue the scheme. I was so proud to be a resident of a council that was actually doing something sustainable for once, I will be very disappointed if it isn't continued this year. So many young families live in our council area and the scheme not only saves them money but is a great way to reduce waste in our landfills and promote a sustainable mindset for our younger generations.	7/13/2022 1:18 PM
4	Great initiative towards helping young families	7/13/2022 10:50 AM
5	I found the application process and dealings with Melissa to be super easy and friendly. Such a great initiative for those that are truly trying to do right by the environment with both cloth / reusable nappies and reusable sanitary pads. Gone are the days of disposable nappies in my household! Modern cloth nappies are not cheap and can cost anywhere between \$13-\$24 for just one nappy cover then \$4-\$7 for an insert. This all adds up especially when you consider how many nappies you will need / use throughout the day/night depending on the age of the child and the child in general. So getting even a small amount reimbursed for what I've spent helps!! What a great initiative by LSC and cudos to Melissa for being the front line contact - very helpful and prompt. Thanks LSC!!	7/12/2022 9:09 PM
6	I think it is a fantastic initiative, especially for mothers that may want to try modern cloth nappies and needed the extra incentive.	7/12/2022 2:45 PM
7	Good initiative	7/12/2022 2:42 PM
8	Fantastic program and would certainly recomend to others!	7/12/2022 2:19 PM
9	Really good program	7/12/2022 2:00 PM
10	It was an excellent initiative and I would like to see it happen regularly	6/15/2022 12:17 PM
11	Like to see a return this year	6/13/2022 12:44 PM
12	Maybe update the funds allocation left more regularly - there was still funds available when we submitted our claim. Would have been a good rebate to get with the rising costs of everything	6/12/2022 3:33 PM
13	It was a great program. Acknowledging parents who opted to go green and help save the environment by using cloth nappies. Thank you for this wonderful project.	6/12/2022 2:52 PM
14	Excellent initiative, easy to access, well done!	6/10/2022 10:26 PM
15	Keep the telly on your website up to date. I was able to lodge an application and found out two weeks later I wouldn't receive a rebate due to the money having ran out. Was very disappointing.	6/10/2022 8:30 PM
16	Please continue to do this again.	6/10/2022 8:12 PM
17	Would be great for another round :)	6/10/2022 11:56 AM
18	Great program, would love to see it run again	6/10/2022 11:55 AM



COUNCIL REPORT

Agenda Item Number:	14.02.02
Report Title:	Youth Strategy and Action Plan 2022 – 2025
Author:	Kate Townsend, Community Development Officer
Recommending Officer:	Nicky Davdige, General Manager Community & Lifestyle
Meeting Date:	16/08/2022
Attachments:	A: Draft Youth Strategy and Action Plan 2022-2025 B: Draft Youth Strategy and Action Plan Survey Results

Executive Summary

This report is to present Council with the final Youth Strategy and Action Plan 2022-2025 following an extensive consultation period.

Recommendation

THAT Council:

1. endorse the Draft Youth Strategy and Action Plan 2022-2025; and
2. approve the Chief Executive Officer to make minor editorial changes if required.

Background

The Draft Youth Strategy and Action Plan went to public consultation 20 July 2022. The draft, including a feedback form was promoted on Council's website, and social media, as well as circulated among various communication channels.

Council met with external stakeholders to discuss in depth the strategy and related actions, receiving encouraging offers of support and sentiments on the importance of this work for the Litchfield Community and young people.

In just early stages, the presence of a Draft Strategy has already begun to increase partnership opportunities as well as identify areas of potential funding that Litchfield has not previously been considered for.

Approximately 4,553 young people currently reside in Litchfield with an even greater number coming into Litchfield to attend local schools, employment, sporting, and community groups.

Litchfield Council's role in improving outcomes for young people in the municipality is largely in advocacy. The region has been frequently overlooked for opportunities and in the allocation of funding from state and federal government. Service providers have identified operating in silo, with

little knowledge or integration with other like activities or programs to the overall detriment of achieving outcomes.

Through the consultation period of the Draft Strategy, Council was fortunate to receive high level feedback from the following stakeholders:

- Department of Chief Minister and Cabinet; Regional Youth Programs Unit
- Dept of Chief Minister and Cabinet; Social Policy Unit
- Dept of Health; Mental Health, Alcohol and Drugs Unit
- Ironbark Aboriginal Corporation; employment services
- Taminmin College

Online feedback form analysis

Q1	Which best describes you	The online feedback form collected 8 responses from a combination of residents, stakeholders, elected officials, and young people.
Q2	Which of the below best describes your feelings about this Draft?	All respondents indicated that this strategy is a positive first step for Litchfield.
Q3	Have any critical areas been overlooked/under emphasised in the development of this strategy?	Respondents asked to see the implementation of a strategic and focused suicide prevention initiative in response to high rates of self-harm in the municipality, increase support to supporting groups and increase awareness of how to engage with clubs.
Q4	Is there anything you or your organisation could do to support/enhance the implementation of this strategy?(If so please include contact details)	Only 1 respondent identified they could not contribute to support/enhance the implementation of the strategy. Community Development has connected in with all respondents who left contact details.
Q5	On a scale of 1-10 on how effectively do you feel this strategy will be in guiding council to improve outcomes for young people.	All respondents indicated an above average score (7) on how effectively they feel this strategy will be in guiding council to improve outcomes for young people
Q6	Please include any additional comments for consideration by Litchfield Council before the adoption of the strategy. (Consultation process, scope and details of the draft, action areas, period for implementation, measures, resourcing...)	<p><i>"Great work, Litchfield is an area with limited services and high need for young people in the region. Working in partnership to improve services and resources for young people and families in Litchfield is a positive action for the Council and partners."</i></p> <p><i>"This project, being the first, should not be rushed but at the same time it can't take too long as people will lose interest and the strategy will not be as effective with as many people"</i></p> <p><i>"Like the inclusion of success measures each year on the action plan"</i></p>

Q7	If you would like to make a written submission to Council regarding the draft, please upload it here.	One respondent uploaded the NT Suicide Prevention Action Plan 2018-23
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When seeking further feedback from various organisations, unfortunately, many advised they are experiencing resourcing challenges and continued impacts from Covid/Flu. Fortunately, feedback collected was of great value to ensure changes could occur to place council in a positive position to be an attractive funding recipient and increase service provision in the region.

Feedback on Suicide prevention initiatives was duly considered and may have a more prominent place in more detail in the future, however, as this is the first Strategy of this kind for Litchfield, it needs to remain with a commitment to advocating for the availability of funding to address mental wellbeing from state and federal government. With the new relationships developed through this process with the department of health, other small opportunities may arise within the Community Development Team to address this identified need within current resources and capacity.

Meetings with the Dept of Chief Minister and Cabinet has indicated funding is available to support the launch of the Youth Strategy and Action Plan which is anticipated to occur in September, engaging young people, stakeholders and local service providers. Councillors will be invited to participate.

Notable changes to the draft

The intent and purpose of the document has remained the same, with some polishing and refining including:

- Small wording changes as recommended by the Social Policy Unit to allow easy evaluation and measurement of progress.
- Removal of Strategic Partners Column so not to limit stakeholder involvement and investment.
- Change Objective 4 to clearly outline what advocacy will take place and for what outcome
- Consolidate some points to improve readability
- Change heading of column 4 to Actions (was Success measures) and column 2 to Litchfield Council's Role (was what will council do)

Links with Strategic Plan

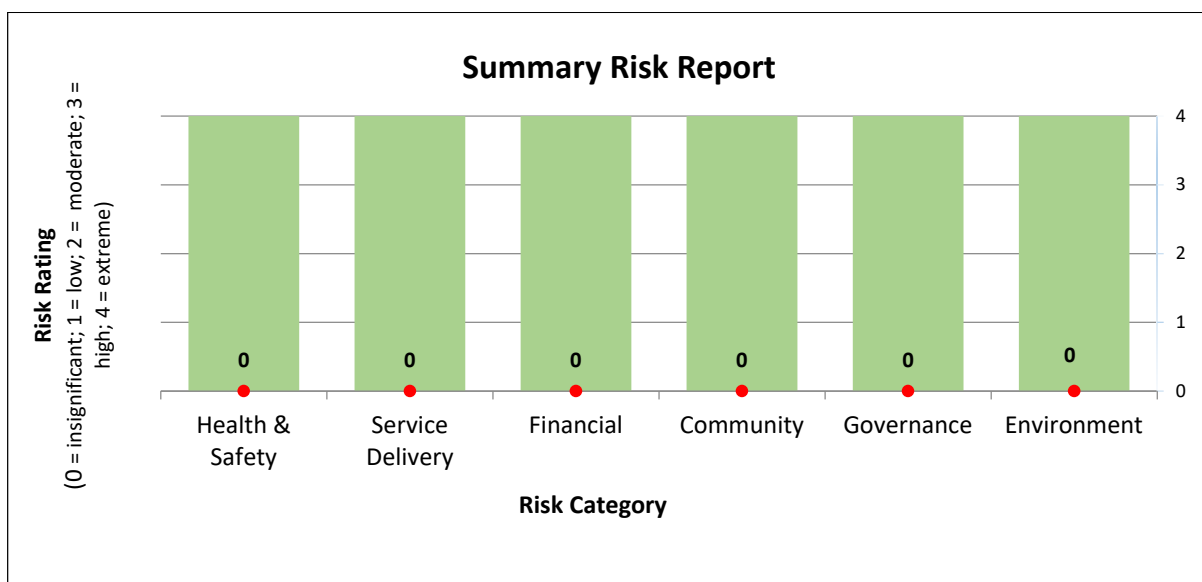
People - Our Community is at the Heart of All We Do

Legislative and Policy Implications

COM01 Youth Policy

COR02 Community Engagement Policy

Risks



No risks identified in endorsing the Youth Strategy and Action Plan 2022-2025.

Community Engagement

In March 2022 external consultant Mo O'Meara was engaged to lead the community consultation for Litchfield's First Youth Strategy. Community consultation began in May and included a youth forum, online survey, and stakeholder consultation. With the insights collected Litchfield's first Youth Strategy Draft was presented to council at the June Ordinary Council Meeting.



ATTACHMENT A

Litchfield Council

Youth Strategy
and Action Plan
2022-2025
DRAFT

Litchfield Council

7 Bees Creek Road
08 8983 0600
council@litchfield.nt.gov.au



Introduction

WHAT

The Litchfield Council Youth Strategy and Action Plan 2022-2025 has been developed to guide Council on how it will support members of the Litchfield municipality aged 12-25 years to grow and develop through advocacy, empowerment, and connection to build a strong, vibrant community.

Litchfield prides itself on the unique rural lifestyle offered, the strength of community and the great natural resources available. This Strategy will ensure young people are able to enjoy the benefits of a rural lifestyle as well achieve outcomes equal to their urban counterparts.

WHY

Young people represent nearly 18% of the population of Litchfield, with their parents and carers making up an additional 30%. Recognising the unique needs of this demographic will ensure a vibrant and inclusive community, which benefits everyone and helps to achieve Council's vision of "The best place to live in the Top End".

This Strategy is about working together to support the young people and ensure they have equal access to opportunities to live, work, study and play in Litchfield.

HOW

This Strategy's Action Plan will acknowledge the work already done by Council, to facilitate future growth as well as outline how existing resources and partnerships can be enhanced to improve outcomes. As a result, Litchfield Council becomes an attractive funding recipient for Territory and Federal grant opportunities to increase service delivery in the youth space.

Objectives

This strategy has the following objectives:

- 1 Enhance opportunities for young people to live, work, study and play in Litchfield.
- 2 Encourage young people to develop skills and capacity to contribute to the Litchfield community.
- 3 Provide young people the opportunity to have a voice in local decision-making and planning.
- 4 Reduce barriers faced by young people to enjoying the rural lifestyle and achieving their goals.



Action Plan

OUTCOME	LITCHFIELD COUNCIL'S ROLE	ACTIONS
Objective 1: Enhance opportunities for young people to live, work, play and study in Litchfield		
Litchfield is a vibrant and dynamic place to live with everything young people need.	<ul style="list-style-type: none"> Partner with government and non-government organisations who deliver services to young people in Litchfield to increase reach and impact. Support Litchfield sporting and community organisations to deliver programs and events for young people through Community Initiative Grants and Annual Council Grants. Invest in Recreation Reserves to provide facilities for young people to be active and connect with their community. Partner with Darwin and Palmerston Councils to diversify participation opportunities for local young people. Allocate funding for Youth Week event each year. 	<ol style="list-style-type: none"> Promote activities delivered by public/NGO service providers in the municipality. > 30 young people participate in Youth Week Activities funded by council. Increase activities offered in conjunction with Darwin/Palmerston Council. Fund > 5 projects or events yearly which benefit young people held at Litchfield Recreation Reserves through Council's grant scheme.
Litchfield's Young People are engaged with Education or Employment opportunities.	<ul style="list-style-type: none"> Facilitate connection between local stakeholders to enable sharing of information and resources which improve outcomes in the municipality. 	<ol style="list-style-type: none"> Coordinate Litchfield Employment and Education Forum.
Objective 2: Encourage young people to develop skills and capacity to contribute to the Litchfield Community		
Litchfield's Young people have opportunities to develop skills and capacity to contribute, in a safe environment.	<ul style="list-style-type: none"> Support young people to develop their education and employment opportunities through Council. Implement Child Safe policy relating to all Council activities, service providers and affiliates. Provide Youth Development Grants for State, National and International representative opportunities, or training for young people. 	<ol style="list-style-type: none"> Council to maintain current traineeship/ internship program. Include the condition of holding a child safe policy into all relevant grant applications, employment, and service contracts. Youth Development Grants offered of up to \$500 to offset travel/enrolment costs for sport, recreation, and training opportunities for a minimum of 9 young people. Wi-Fi and public access computers available at the library and identify public access Wi-Fi opportunities at Council Reserves. Taminmin Community Library to deliver support to young people in job seeking and resume writing.
Litchfield's Young people are recognised for their contributions.	<ul style="list-style-type: none"> Grow outcomes relating to the Litchfield Young Citizen of the Year Award. 	<ol style="list-style-type: none"> Increase Young Citizen of the Year Nominations. Work with Litchfield community and sporting groups to identify and acknowledge the outstanding work of young people in their organisations.
Objective 3: Provide Young People with the opportunity to have a voice in local decision making and planning		
Litchfield's Young people are consulted in local decision making and represented at local, state, and federal youth groups.	<ul style="list-style-type: none"> Engage young people in public consultation processes through their schools, sporting clubs and community organisations. Identify channels for communication between young people and Council. Advocate for Litchfield to be represented - in its own right (not as an extension of Palmerston) on regional and state advisory groups. 	<ol style="list-style-type: none"> Litchfield Representative NT Youth Round Table. Encourage Litchfield representation in the NT Youth Voices project. Improved communication between young people and Council.
Objective 4: Reduce barriers faced by young people to enjoying the rural lifestyle and achieving their goals		
Litchfield's young people have equitable access to services and support.	<ul style="list-style-type: none"> Advocate for the availability of State and Federal Funding to address young people's physical, mental wellbeing and social needs. Represent Litchfield on advisory groups and networks. Work with Territory Government to establish safer connectivity between public transport and nearby facilities, including shared paths. 	<ol style="list-style-type: none"> Attend 80% annual PARYS meetings. Invite State and Federal Stakeholders to Litchfield Youth Strategy Launch. Develop an active watch list of strategic funding opportunities. Progress active transport networks as part of the Shared Path Plan.



COUNCIL REPORT

Agenda Item Number:	14.02.03
Report Title:	Litchfield Council 2022 Community Survey
Author:	Kym Lenoble, Manager Communications and Engagement
Recommending Officer:	Nicky Davdige, General Manager, Community and Lifestyles
Meeting Date:	16/08/2022
Attachments:	A: Litchfield Council 2022 Community Survey Report

Executive Summary

This report presents to Council the results of the Litchfield Council 2022 Community Survey.

Recommendation

THAT Council receive and note the Litchfield Council 2022 Community Survey Report.

Background

The Annual Community Survey is an opportunity to evaluate the sentiment and satisfaction of the Litchfield Community members in regard to Litchfield Council service delivery, communications and amenities. It is a chance to better understand the demographic and needs of the Litchfield community by Litchfield Council. It is also a metric to measure and implement improvements and community needs.

There was an increase of the number of responses to the 2022 Community Survey with 272 submissions received, up by 45 submissions from 227 received in 2021.

The 2022 Community Survey results will be used as success measure indicators in the 2021/22 Annual Report and are one piece of community feedback that contributes to the development of Council's Municipal Plan.

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

Litchfield residents were encouraged to complete the survey through a 4-week campaign through email, QR codes and physical copies at the Taminmin Library. The Survey promotion also extended across Facebook, Council website, emails and promoted on scheduled radio interviews.

The 2022 Community Survey Report is provided as Attachment A.

The 2022 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, good or adequate in order from highest performance to lowest for 2022.

Services or facilities	2019	2020	2021	2022	Variance in satisfaction
Thorak Regional Cemetery	75%	76%	94%	97%	3% increase
Community Library	92%	78%	88%	90%	2% increase
Waste Transfer Stations	81%	83%	85%	88%	3% increase
Recreation Reserves	83%	79%	82%	87%	5% increase
Road drainage maintenance	62%	61%	66%	84%	18% increase
Roadside maintenance	62%	62%	60%	83%	23% increase
Waste recycling opportunities	52%	52%	56%	79%	23% increase
Animal management	52%	43%	44%	71%	27% increase
Maintenance of local roads	66%	62%	64%	71%	7% increase
Weed management on Council land	65%	35%	35%	61%	25% increase

Council's overall performance remains steadily on the rise and has an increased result from the previous year as the 2022 Community Survey stated 82 percent of respondents saying they were satisfied with Council's performance, with the new metric of very good, good, or adequate, as opposed with 56 percent of respondents in 2021 saying they were satisfied with Council's performance based on a good or very good metric model.

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

What	2020	2021	2022	Variance
Council's Overall Performance – very good, good or adequate	56%	56%	82%	26% increase
How do you rate Council's performance of Road drainage maintenance	61%	66%	84%	18% increase
If you have contact Council in the past six months, how do you rate your service – very good, good or adequate	46%	60%	72%	12% increase
How proud are you of living in the Litchfield municipality – very proud or proud	80%	81%	84%	3% increase

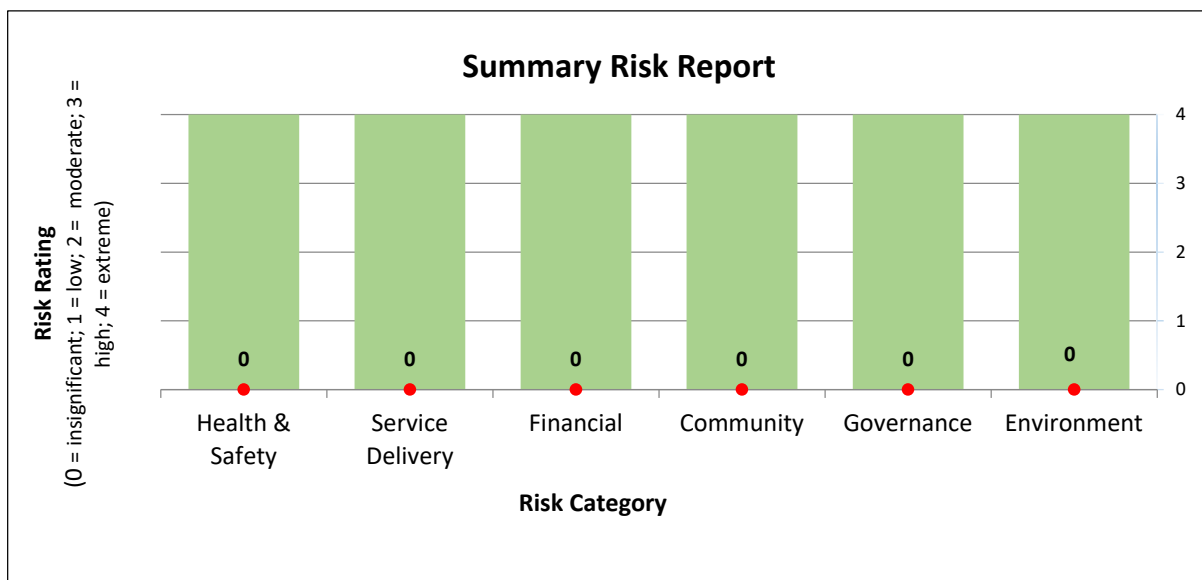
Links with Strategic Plan

A Well-Run Council - Modern Service Delivery

Legislative and Policy Implications

COR02 Community Engagement Policy

Risks



Nil risks are identified in conducting the annual community survey.

Community Engagement

The 2022 Community Survey was available for comment for a period of four weeks.

4 Week Campaign	1/06/2022	1/07/2022	
Populate email database	1/06/2022	5/06/2003	Digital
Promote-news sign up on facebook including paid advertising	1/06/2022	1/07/2016	Web
Councillors Market Stall	1/06/2022	1/07/2022	Face to Face
Public flyering at key community hub spots	1/06/2022	1/07/2022	Direct
ABC Grass Roots	8/06/2022	8/06/2022	Radio
Resend to email database	30/06/2022	30/06/2003	Digital

An example of the social media advert is below

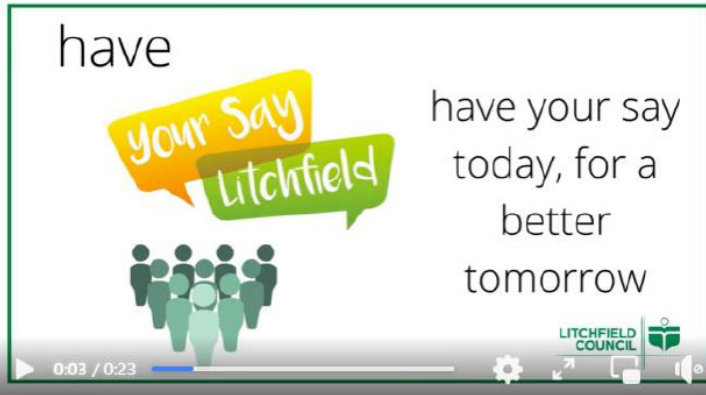


Litchfield Council

Published by Kym Lenoble · 11 June ·



Have your say in our annual Community Survey before it's too late.
Visit <https://www.surveymonkey.com/r/litchfieldsurvey2022>
or scan the link below for a chance to win a \$250 fuel voucher and to
help shape the future of the region.



SURVEYMONKEY.COM

Community Survey 2022

Sign Up

LITCHFIELD
COUNCIL



Community Survey Outcomes

Annual Report 2022

Kym Lenoble
Manager, Communications and
Engagement



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The annual community survey is a chance to reflect on past achievements, collect sentiment and feedback from the community, regroup this information for the years ahead and plan for the future of the region with live-data input from Litchfield community members.

With these findings the council can ensure authentic engagement is being used to measure our strategic outcomes and ensure we are on track and truly representing the needs of the community and course correct where necessary.

This data provides Council with information to better understand the level of satisfaction in the community on how we better manage our services and facilities.

The objectives of the survey are to:

- measure importance and satisfaction of Council services and facilities;
- establish benchmarks;
- guide future priorities for Council
- and provide Council with suggestions.

The survey was available for comment for a period of 4 weeks from the 1 June 2022 and gathered a slight increase in responses of 227 respondents in 2021 to 272 respondents in 2022.

The survey promotional schedule included the following timeline:

Table Promotional Survey Timeline

4 Week Campaign	1/06/2022	1/07/2022	
Populate email database	1/06/2022	5/06/2003	Digital
Promote-news sign up on facebook including paid advertising	1/06/2022	1/07/2016	Web
Councillors Market Stall	1/06/2022	1/07/2022	Face to Face
Public flyering at key community hub spots	1/06/2022	1/07/2022	Direct
ABC Grass Roots	8/06/2022	8/06/2022	Radio
Resend to email database	30/06/2022	30/06/2003	Digital

Utilising the assets at hand in a short turn-around campaign cycle;

- Litchfield Council website
- Facebook
- Radio interviews ABC
- Taminmin Library stall and staff promotion
- Litchfield mail database campaign

Screenshot Promotional Advertising Campaign



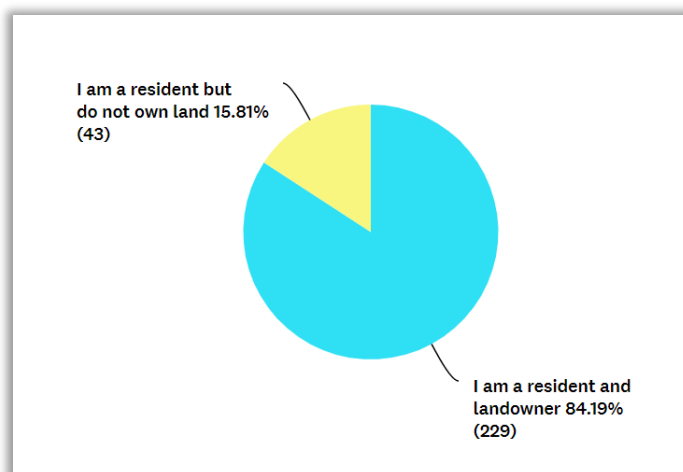
This report outlines the findings of the survey and provides some analysis and benchmarking to previous years' results.

Findings from Survey Results

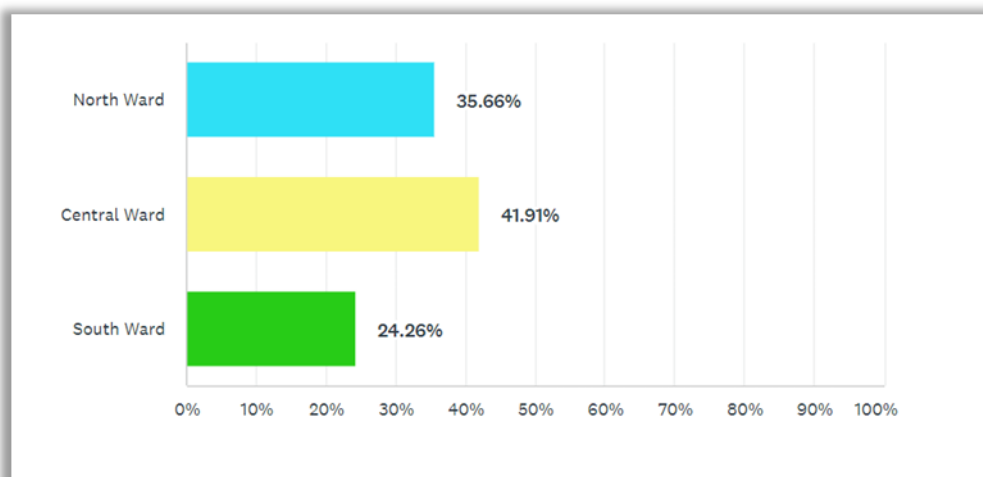
Respondent Residential Profile

The majority of respondents to the survey are residents and landowners in the Litchfield Municipality, see graph 1

Graph 1 Owners vs Renters



with the Central Ward providing the largest representation as shown in the chart below.

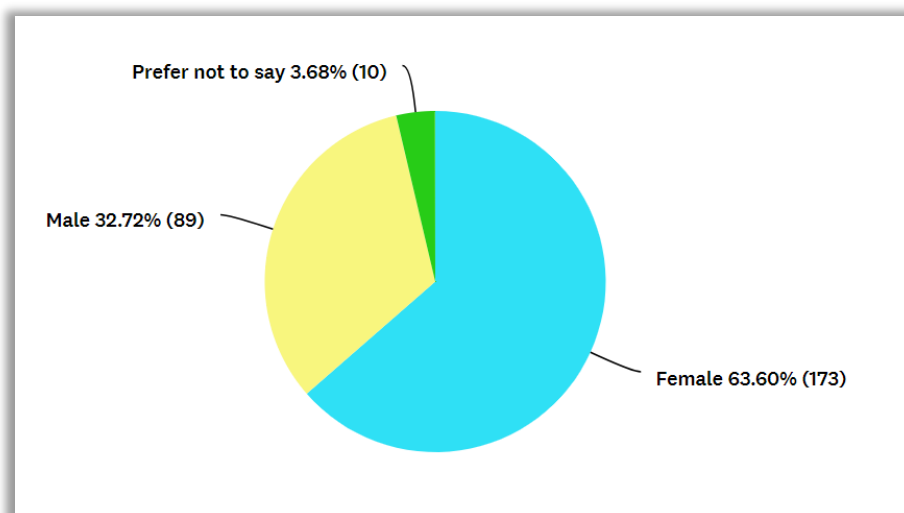


This differed from the 2021 results in that the previous council included four wards, and the new council did not include an east ward. This changed the majority representation from South Ward to Central.

Gender and Age Profile

The age profile from the survey sample led by Female at above 63 percent, male at above 32 percent and not specified at under 4 percent.

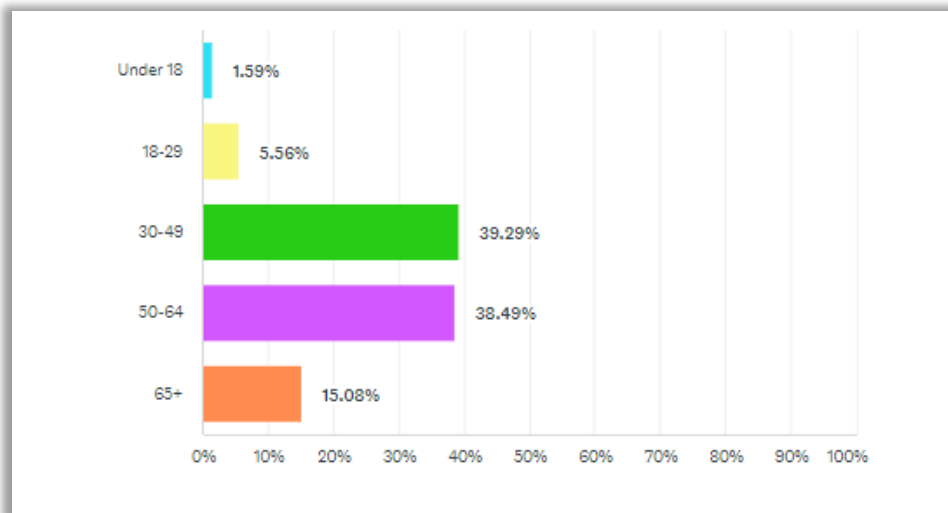
Graph 3 Gender Profile



The respondents with the highest representation at approximately 38 percent were the 50 – 64- year-olds, followed by 37 percent of the 30 - 49-year-olds and 15 percent of respondents being over the age of 65.

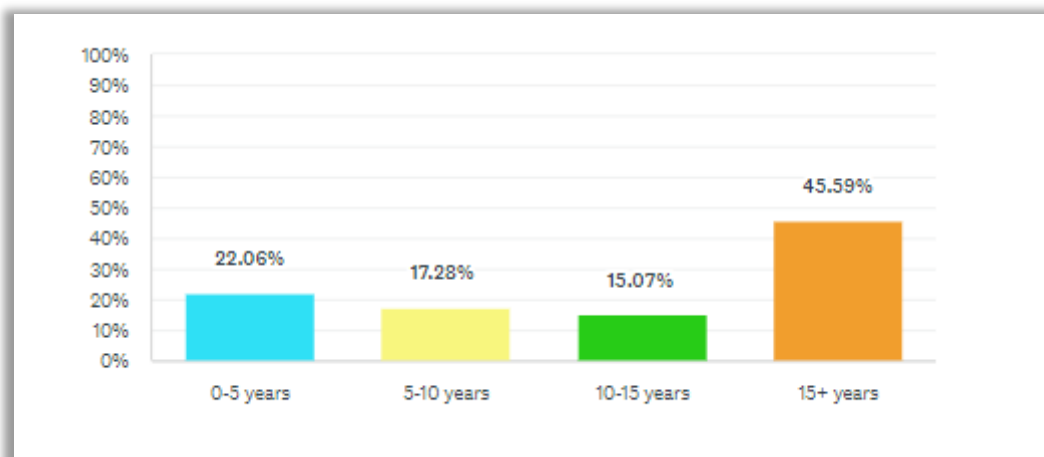
This data matches the 2021 survey, and no variance has been recorded in the age representation in the survey.

Graph 4 Age Range



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

Graph 5 Time Spent Living in Litchfield

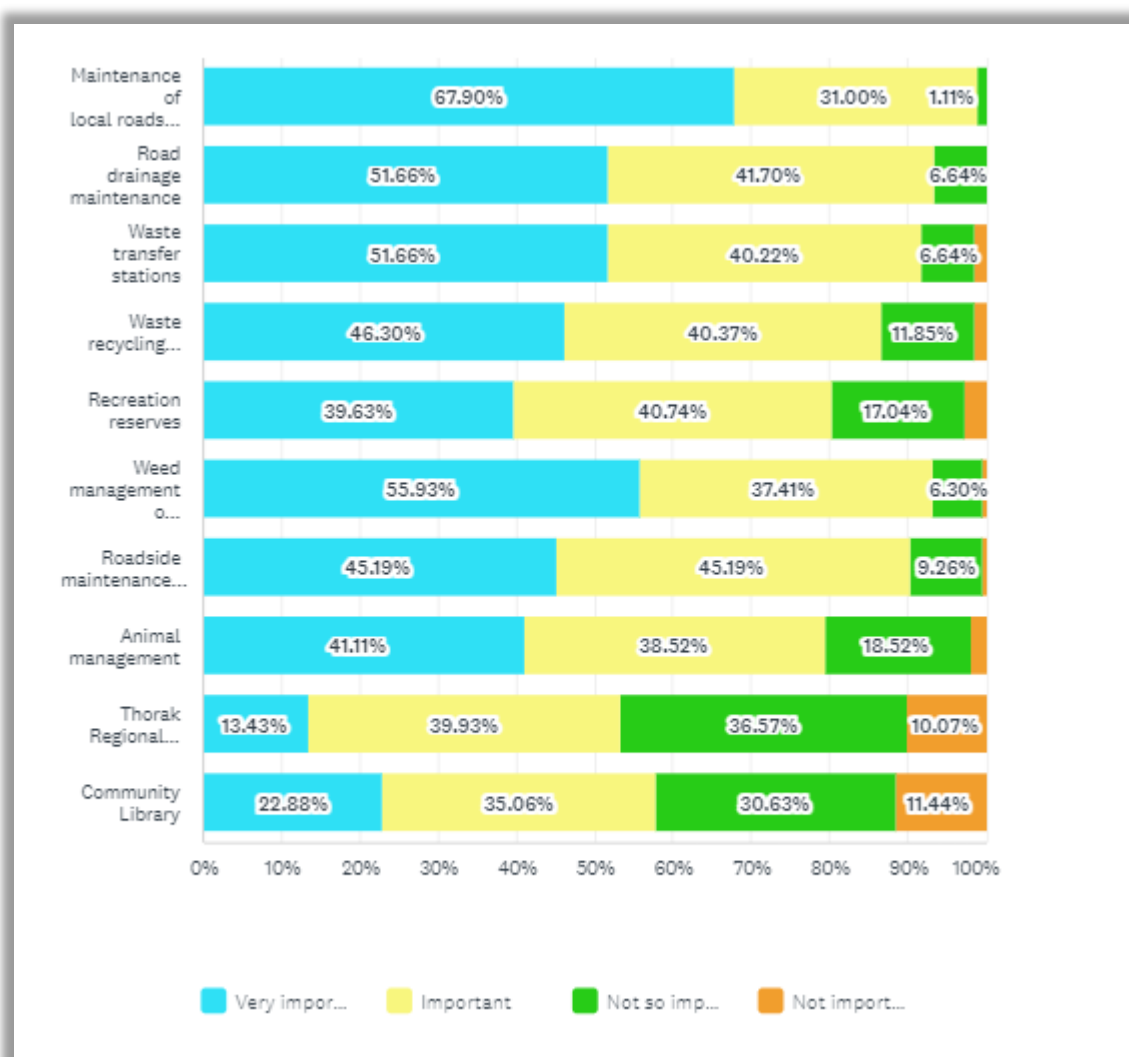


The largest group survey has lived in Litchfield for 15 years or more, with newcomers coming in as the second largest group.

The trend from 2021 shows the largest group represented are the people who have spent 15 years or more in the mid 40 percentile. The amount of people living in Litchfield less than 5 years has declined from the mid 30 percentile to the mid 20 percentile.

Importance of Council Services and Facilities

Respondents were asked to rank how important Councils services and facilities were to them, with 4 metrics from most important to least important demonstrated below.



2021 vs 2022 Ratings Table Service and Facilities

Service and Facilities	2021	2022	
Maintenance of local roads (potholes, grading, sealing)	1	1	No Variance
Weed management on Council land	5	2	Significantly Increased
Waste Transfer Stations	4	3	Increased
Road drainage maintenance	3	4	Decreased
Waste recycling opportunities	6	5	Increased
Roadside maintenances (mowing, slashing, road signs)	2	6	Decreased
Animal Management	8	7	Increased
Recreation Reserves	7	8	Decreased
Community Library	9	9	No Variance
Thorak Regional Cemetery	10	10	No Variance

Again, maintenance of local roads (potholes, grading, sealing) was ranked the most important, followed by weed management, which had climbed up from 5th to 2nd this year, making this an increasing area of concern.

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

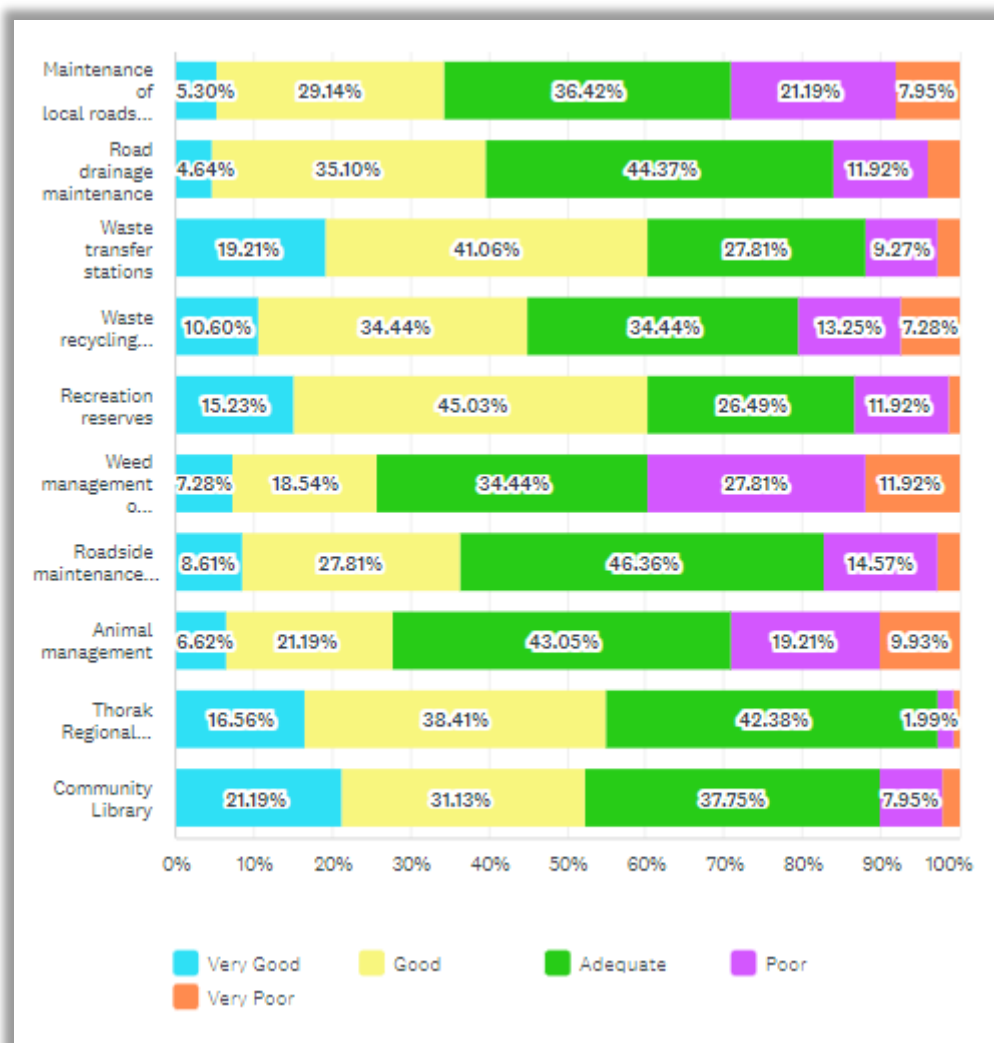
Satisfaction of Council Services and Facilities

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.

Taminmin Community Library went from 41 percent of respondents who were unaware that the library was a Council delivered service, to 32.51 percent, cutting low awareness by almost a quarter since the 2021 survey.

The chart below shows the satisfaction levels for Council services and facilities that were aware of the services provided.

Graph 7 Level of Perceived Service Delivery



Satisfaction levels have increased in all areas of Councils service delivery.

Copyright Litchfield Council 2022

The table below shows the satisfaction of services and facilities that are rated as very good, good or adequate in order from highest performance to lowest for 2022, by comparison from the subsequent three years.

2022 Table of Service and Delivery 4 Yearly Comparison

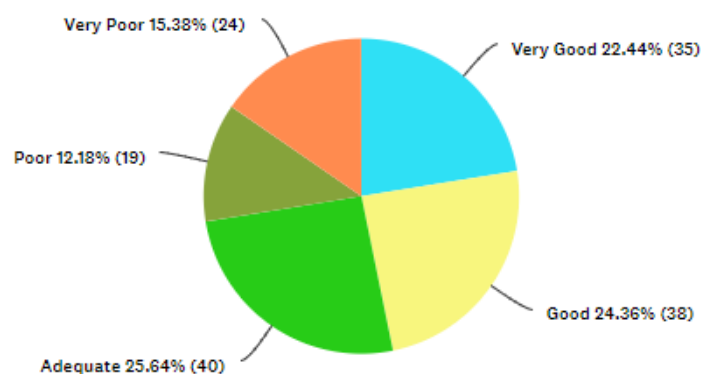
Services or facilities	2019	2020	2021	2022	Variance in satisfaction
Weed management on Council land	65%	35%	35%	60%	25% increase
Animal management	52%	43%	44%	71%	27% increase
Roadside maintenance	62%	62%	60%	83%	23% increase
Waste recycling opportunities	52%	52%	56%	79%	23% increase
Road drainage maintenance	62%	61%	66%	84%	18% increase
Maintenance of local roads	66%	62%	64%	71%	7% increase
Waste Transfer Stations	81%	83%	85%	88%	3% increase
Recreation Reserves	83%	79%	82%	87%	5% increase
Community Library	92%	78%	88%	90%	2% increase
Thorak Regional Cemetery	75%	76%	94%	97%	3% increase

Thorak Regional Cemetery and the Community Library were ranked 9th and 10th in order of importance in the but delivered the highest level of satisfaction amongst community members for a second year in a row.

Customer Service

In 2022, respondents were asked if they have contact Council in the past six months and if so, what was their level of service. Of the 272 respondents, 42.65 percent said they had not contacted Council in the past six months. The graph below represents those who had made contact with the council.

Graph 8 Customer Service Interactions Sentiment



Of the respondents that had contacted Council, 72 percent rated their service as very good, good, or adequate. This is an impressive increase of 12 percent from the 2021 survey results as shown in the table below from the last four years.

Table of Customer Service Satisfaction 4 Yearly Comparison

Rating	2019	2020	2021	2022	Variance
Very good, good, or adequate	62%	46%	60%	72%	12% increase

The four-year trend shows the satisfaction fluctuates between the 40 and 70 percentile and an increase for 2022 to be monitored for fluctuation based on the trajectory of the pattern.

Recreation Reserves

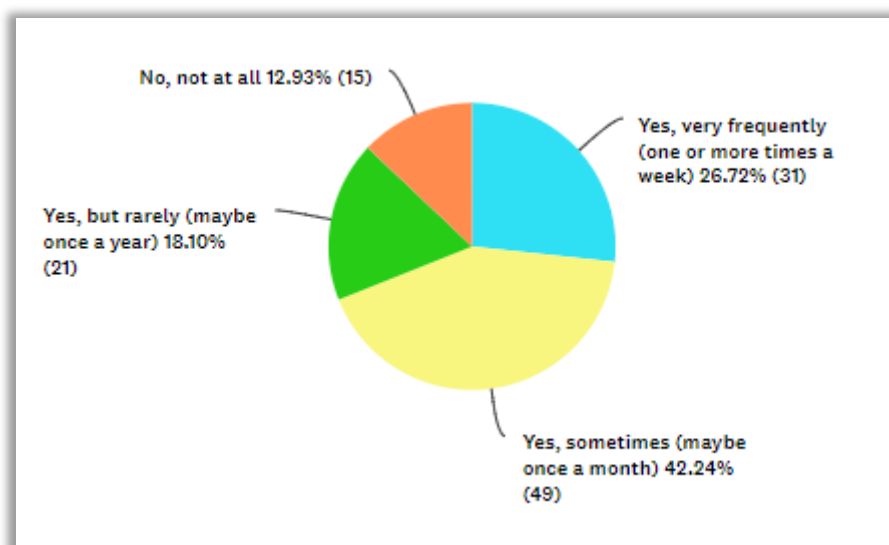
The Litchfield municipality has eight recreation reserves that have varying facilities and are all free to the public. There are hireable spaces available at some of the reserves. Only just under 11 percent of respondents said they never use any of the recreation reserves. The below table shows the consist recreation reserves usage over the past four years.

Table of Recreation Reserves usage and participation 4 yearly comparison

Attendance	2019	2020	2021	2022	Variance
At least once a year, up to one or more times a week	87%	87%	87%	89%	2% increase

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

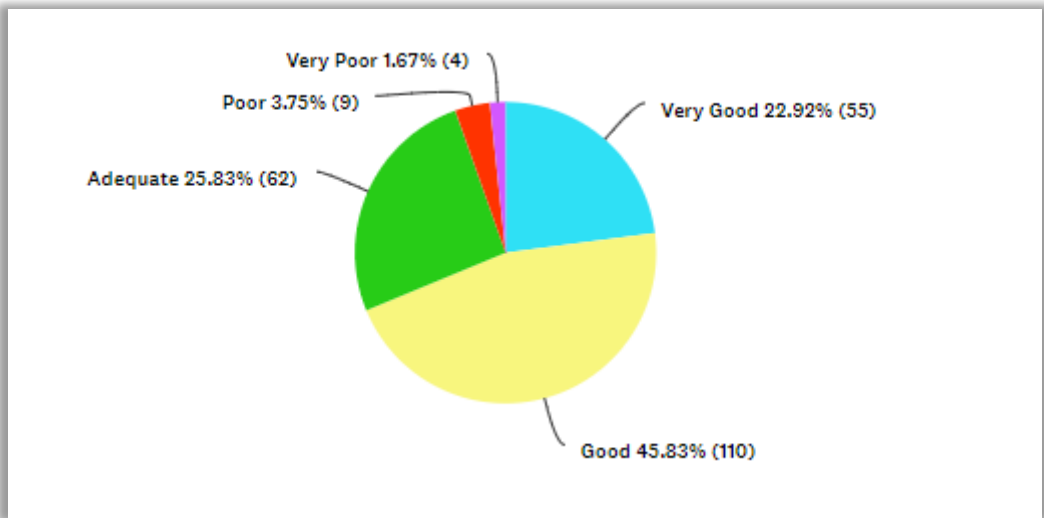
Graph 9 Recreation Reserve Visitation



The most frequent users of the Recreation Reserves increased by 2 percent in the past year.

The overall satisfaction of the Recreation Reserves was 95 percent, with no comparative data from 2021.

Graph 10 Recreation Reserve Satisfaction Rating



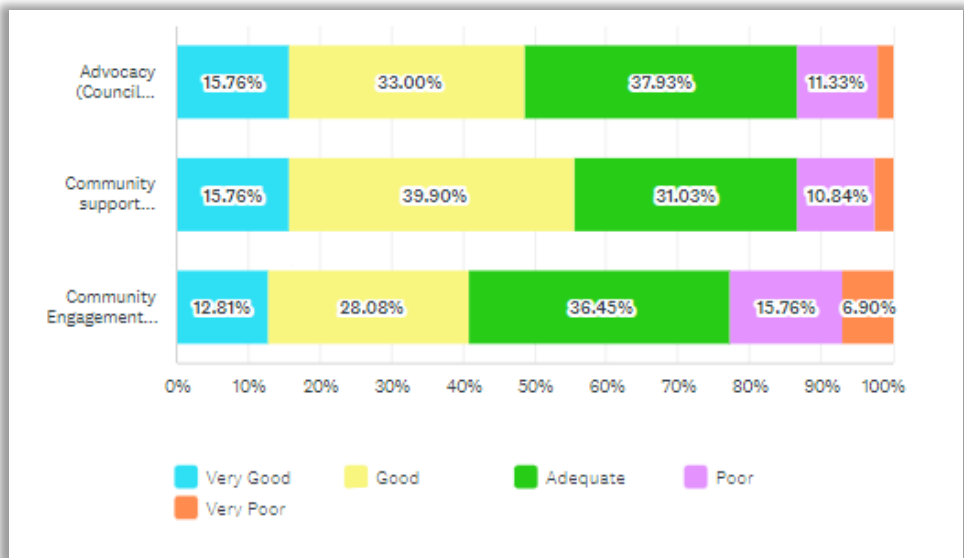
Litchfield Council

Council Advocacy, Support and Engagement

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 responded to rate its performance in the above roles.

Graph 11 Perceived Advocacy, Support and Engagement



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

Table of Advocacy Support and Engagement 4 Yearly Comparison

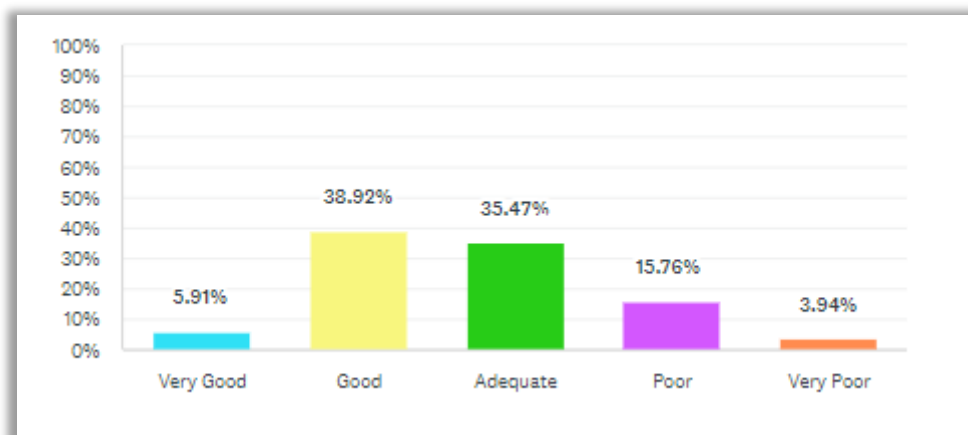
Role	2019	2020	2021	2022	Variance
Advocacy	70%	68%	65%	87%	22% increase
Community support	77%	77%	67%	87%	20% increase
Community engagement	49%	34%	35%	77%	42% increase

The continued upswing in sentiment could be reflective of the addition of “adequate” as a metric in the positive measurement of community members, however, significant work has been done to increase awareness in these areas over the past 12 months.

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.

Graph 12 Perceived Leadership for Council’s Strategic Direction

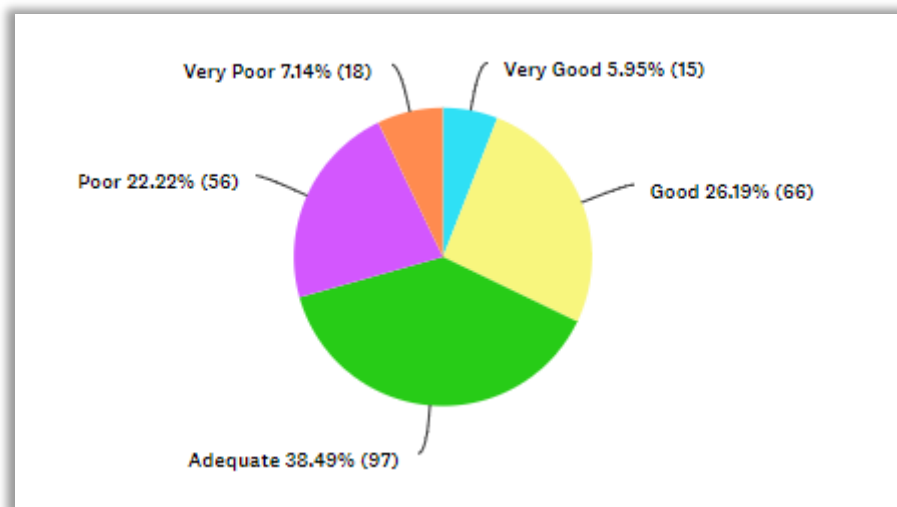


This chart shows that 80 percent of respondents believe Council is very good, good or adequate at contributing to its strategic direction which is an increase of 28 percent from last year’s responses.

Corporate Communications

Council asked respondents to rate how they feel Council’s communication is to the community. 71 percent said Council was doing very good, good, or adequate which is a 21 percent increase from last year’s survey results.

Graph 13 Community Communication Sentiment



A question was asked for respondents to comment on how Council could improve its communications with residents and interestingly there were several comments regarding the development of a community newsletter, which Council has already put in place and recently issued volume number 6 with plans to increase both the digital and print publication awareness through targeted local campaigns.

The summation of emerging themes can be found indicated in the following word cloud:

Q16 How can Council improve its communications?

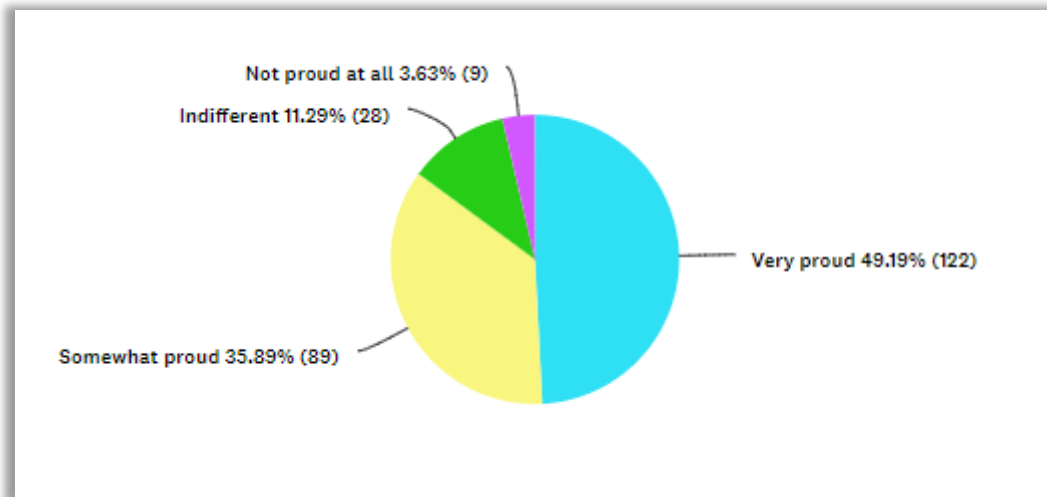
information regular newsletter received don't flyers presence Facebook posts months
 advertising regularly via radio often Engage happening survey events work
 Unsure monthly talk Facebook page updates kept posting back sure
 mayor good Perhaps people area communication lot
 council go email put newsletter Letters
 social media etc community everyone Facebook
 Possibly use comments know markets need local mail shire time frequently
 shops internet maybe never NA idea Councillors tv shopping centres Send
 website face face N social media platforms use social media try

The raw data for this question can be found in [Appendix 2](#).

Investment in the Community

Council is always interested in understanding the community and their thoughts around them 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.

Graph 14 Pride of Place in Litchfield



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

Table of Pride of Place 4 Yearly Comparison

Sentiment	2019	2020	2021	2022	Variance
Very proud or somewhat proud	68%	80%	81%	85%	4% increase in sentiment
Not proud at all	7%	6%	0.02%	3.63%	3.61% decrease in sentiment

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 1](#).

The summation of sentiment can be found in the following word cloud:



Summary

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.

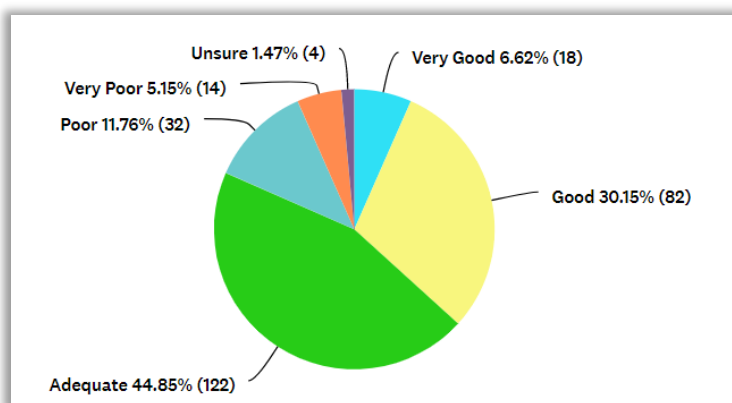
There was a significant increase in the satisfaction of Council's communications, perceived leadership and strategic goals. There was still a number of comments to deliver more in community communications. The Communications Management team will develop the current publication - Connecting the Community – and work on advancing other communications and media opportunities in the coming year.

Overall performance

Respondents were asked to rate Council's overall performance with all 272 responses received. 81.57 percent of respondents said Council's overall performance was very good, good, or adequate which is an increase in positive sentiment of 25 percent from last year's survey.

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

Graph 15 Overall Perceived Performance of Litchfield Council



The overall satisfaction sentiment is 83% of very good, good or adequate.

The 2022 Community Survey results are impressive in that the new council have only been formed a short time and there are several new leadership changes currently in progress.

Feedback has been provided in the survey responses around the sentiment of living in Litchfield and what would make Litchfield the best place to live in the Top End. This feedback will be effective in providing Council some ideas, suggestions, and guidance for the future planning for the municipality.

Appendix 1

Q14 What do you think makes Litchfield the best place to live in the Top End and what could be improved?

Answered: 272 Skipped: 0

Responses
Space
Weed management needs improving before the onset of seeding as does rubbish removal from roadsides , Verge mowing / slashing could be more frequent especially in the wet season
Warm weather and more advertising interstate
Great climate
Not too much development. Retain a rural peacefulness and no small residential blocks.
communication beetwen some of council staff and,user of the reserve could improved
Focus on the three R's and don't waste ratepayers' money on any pipe dream stuff. Keep rate increases to cpi.
Peace and quiet
Natural bushland rural lifestyle
Shopping centre to service Howard Springs
Promote local business
I appreciate some residents like the 'undeveloped' landscape however to encourage people to live here and use the facilities a focus on enhancing the natural landscape could beautify and cool the area by several degrees to increase usability.



I appreciate some residents like the 'undeveloped' landscape however to encourage people to live here and use the facilities a focus on enhancing the natural landscape could beautify and cool the area by several degrees to increase usability.
Rural area feel with close amenities
Space and large size of blocks. Cox Peninsula Road surface is needing repair.
Consultation before decisions would go a long way when the Council is dealing with users of recreation reserves buildings. Decisions made recently have caused a lot of anger. They have impacted on the security safety and enjoyment of these facilities. The Club facilities at Knuckey Lagoon are now almost untenable. Indeed one user group have disbanded. Such petty decisions as not being able to leave anything in the fridge. Not being able to have a personal lock on our equipment. Ordered to remove a First Aid Kit!!
An absolute disgrace
Better upkeep oof facilities
The amazing natural places to visit
Reserves for community
Big wide open areas. Good neighbours.quietand secluded.
responsiveness to concerns raised still awaiting reply to lodged issues over 30 days and have sent two reminders and still nothing
Street lighting at intersections
I like that it is rural with 5 acre blocks. I like the natural aspects of the area with bird song all day. Dog control could be improved as could weed management. I would like more opportunities for recycling including a recycle shop at the tip - I don't like putting good wood into the skip bins Some pressure on the NTG re regularly updating the water level signs would be appreciated
Animal manage Could be improved. My dogs recently got out whilst we were away. Whilst I take full responsibility I believe the \$2826 fine going to council would be far better spent on helping fix our fence. Fines are a band aid fix and revenue raise, that's not managing the issue or supporting residents.
It's close to town facilities but still retains rural character by maintaining larger block sizes, and less restrictions. Could be improved by 1. better waste management.. these are our only facilities to dump waste. Restricting, limiting and charging additionally for dumping creates frustration, and leads to dumping in the bush. \$20 to dump an aircon is ridiculous. No wonder our beautiful bush lands are becoming over burdened with dumped cars, electricals and white goods. 2. Animal management.....the registration scheme was supposed to find more and better ranger services. Turns out it was just a scheme for money. Animal issues would be one of the biggest in the shire. 3. Keep it rural.....maintain a minimum block size of no less than 3 acres. 4. A lot of the original Litchfield residents are now 70-80. They cannot maintain their property but don't want to move into the city when they've lived out here 50+ years. Funding a major lifestyle village for the over 60s in Howard Springs, Humpty Doo and Bees Creek would be wonderful.
Weed management needs to be improved, stray dogs (NOT DINGOS) desperately need to be addressed, cat registration needs to be implemented. Humpty Doo Herbert, Girraween and Howard Springs used to be lovely areas to live in, with the roadsides all filled with bushland. There were Wallabies, Black-footed Tree-rats, Bandicoots, Echidnas etc. everywhere. Now the road sides are a barren dust pit, full of weeds that just get dragged around by council mowers and slashers. Might as well be Palmerston now, just without the small blocks or the benefits from their rates that they pay!
The Pine Forest is AMAZING. It holds a lot of sentimental value to the rural people, and it has a great story. Even considering cutting it down to put houses and shops in is disgusting.



LEAVE THE PINE FOREST ALONE.

My friends are jealous of my 5 acres, the space and the bush. Hard to believe it cost no more than a 2bm flat in Nightcliff or a 3bm house in P'ton when we bought it. We have absolutely no regrets about purchasing in Litchfield.

In our area the blocks are large enough to ensure peace, quiet and privacy. Dog management, mowing on main roads like Girraween extension.

N/A

Balance of rural and suburban setting with adequate services. Being able to live on a rural property but still be within a 15min drive to essential services. Need more family friendly facilities and activities/events.

Better maintenance of animals and roads.

Weather and landscape are great; access for picnic/camping is poor. Why do you have to go online to book?

there's still some healthy bush,

not too many people.

The rural lifestyle.

Fixing pot holes in roads and driveways, holding contractors accountable for their work. Limiting erosion of bigger properties and development. Develop the area around Coolalinga Central not Fred's Pass Burdens Creek areas.

Stop taking away the rural lifestyle ie stupid white poles and locked gates on tracks forcing people to ride on the roads.

Was a risk assesment done on the white pole scenario??

Space. Limit the smaller block subdivisions in the area.

Good reserves and waste transfer stations.

Rural bliss :) increase management of illegal bores in the area.

Litchfields has it all, space,great bush,Litchfield Park, 2 pubs which is good. BUT, I have lived on a dirt road which is flat out 1.5km long(only 640m from cox peninsula hwy to my property. I have emailed council in regards to bitumenising 1km of this section from Cox Peninsula road, 1km into Letchford. And every time they refuse. The dust from trucks and cars traveling down Letchford, coates my house in dirt. If that 1 km was bitumenised, I would be totally grateful.

Nice place to live, Coolalinga has everything we need. Girraween Rd needs an upgrade from the lights through to Anglesey Rd roundabout and speed back to 80km hour

The fact we have lots of space around us and no close neighbours.

it needs a swimming pool at Humpty Doo.

A pool

The community

space, safe, clean

Roads need to be maintained + roadsides need to be slashed more often. The parks/reserves need some attention to maintain/brighten them up + make them inviting for people to use.

local library an I dont know

NA



It would be hugely expensive but I believe the highway should be re-aligned to bypass Coolalinga
Weather
It's OK. The parks are good for adventure but could be more environmentally friendly.
Very close to nature, but needs more stuff to do
5 + acre blocks are what make Litchfield, don't want smaller subdivisions
Everything these days are all going backwards , not forward.
Recycling facilities
Stop putting Rates up - or else no-one could afford to live here. Especially Pensioners.
More options for recycling, better road maintenance and rubbish disposal for rural
Rubbish collection
space
quiet lifestyle. peaceful surroundings. what could make it better?: no more suburban block subdivisions approved. Stop the urbanisation of the rural area. Push back against the Palmerston encroachment
Rural blocks & peoples privacy, the reduction of land size blocks, e.g. house blocks & more land sales reduces our quality of life & access to adequate water supplies in our bores
The friendly and helpful people in the area are a great asset to our area. My only wish is for a real rural POOL?
Preserve natural habitats and reduce clearing for development.
Mad Harrys at Coolalinga would make an excellent community hub in the form of a library
The tourist spots are fantastic for local and visiting tourists. I have noticed council bins are always over flowing during the tourist season and should be checked twice or three times weekly for emptying, especially at the Cox Peninsular bus depot. Although the slashing is good, however once done rubbish remains lying around so it would be nice to pick that up after the slashing especially on Cox Peninsular road.
Lack of public transport keeps the trouble makers away. No long grassers
living in / close to natural bushland with modern convenience at our fingertips. Space to move, no high rise or high density housing. footpath bicycle network extended to encourage more local walking and riding
We need a proper bike path that connects Humpty Doo to the Coolalinga bike path - major priority. It's unsafe to bike ride.
Litchfield encompasses the best locations the Darwin region has to offer. We love living out here. Simple, rural, quiet.
Community engagement and follow through on planning and action.
I think the area is well maintained and a real community spirit around. I think more community events could be organized and improvement in the weed spraying/slashing could be achieved. For example on my street one side of the street was left with large strip down the middle that could of been mowed in potential one more turn around but was left looking messy, the whole street visually would have been improved with probably 10 minutes more work.
Friendly
Open spaces
Show
Sports clubs
Block size
Fewer road side ads, better weed control
Nothing to comment on yet. 😊



Council services are competently provided
Better road management, power road fuck up (I trust the rate payers don't have to pick up the bill for the council lack following tenders capability) Also do more about weed management especially gamba grass currently the shire does little to zero. The mayor and several wardens are a complete embarrassingly, Doug on the radio ABC omg a complete incompetent fool and the council monthly meeting zoom I have watched the wardens are taking the stage blowing smoke out their fuckin arse whilst council workers representing the council are trying their best, fuck the wardens and mayor
Being away from majority of the population.
What could be improved is having more of the Litchfield residents engaging and taking more notice of what the Rogue Government is trying to do to the Litchfield region.
A mention in the news on the local TV channel 9 and abc about what's going on in Litchfield, instead of a lot of rubbish they feed to people!!!!
Freds Pass Reserve, it is a great space
Keep it rural living.
Curbside waste and recycling options
Quiet, good facilities.
Space, not letting the development of towny blocks occur in the rural area like on Smyth Rd and Coolalinga. Sorting the dog problem out seeming you are collecting funds for that purpose. Get the old ducks at the dump on a retirement plan and find some friendlier employees.
Stop creating small residential suburbs within our rural areas.
Green open spaces but still close to work, shops etc. Keep roadsides maintained (good presentation is everything) and don't in-fill. Don't build a public pool but do build public sporting courts for residents to use (eg hoops, tennis courts), not restricted to use or control by sporting clubs.
I enjoy the space of living rural, with easy access to great camping, fishing, Tourism. It is disappointing at how built up the area is becoming and it appears that many of the roads aren't built to carry the traffic now happening.
Rural living.
rural lifestyle supported with green belts and reserves. Some of the reserves could be made more user friendly with weed management eg. Girraween lagoon and more cycle and walking tracks
Simply space, don't let development intrude .. keep rural rural
Diverse area
Privacy to maintain your own lifestyle, we need too sort out and manage our own waste, eg our own landfill instead of wasting money with transfers all the way to Darwin, we could even make monies off Comalie
Privacy and security of property is very the most important to me. Improvement for me is not having to pay a waste fee when I take my own waste to a facility and if I do this then I should not be charged a fee for waste collection.
It's far enough to out to be called rural and close enough to be central to most things in the nt, and not built up so ppl are living in your back pocket
I love the space and beautiful native flora and fauna. Please do not allow subdivision into small blocks. I love to walk my dogs on lead around my area however there are so many people that do not close their gates so dogs run out and it is a never ending problem. Should be able to walk streets without being frightened.
The reserves - keep up the maintenance and don't rely on volunteers.
Dog management and roadside drainage need improvement.
Take some responsibility for the excessive land clearing of native vegetation that is happening. Top using broad scale burning as a weed /rubbish management tool - it's materially changing the habitat and killing native fauna.
Force KFC, mcdonalds, etc to clean up road verges which are now littered with their containers. The



place is becoming a waste dump. A tier of government we could do without. Can't even regularly mow verges in the wet season.
People and community feel
It is not the best place to live and there is not enough done to make it the best. Council gives zero fucks about gamba management, control of invasive species (both flora and fauna). The recreational areas are not great. The council office workers are useless and rude, just to get a small thing done takes months and months. Not impressed at all, regretting I ever bought land in Lichy council area.
It enables me to live the lifestyle I love.
Increase the feeling of safety, particularly with crime and animals escaping yards
BITUMEN ROAD INTO SOUTHPORT
They try to stay on top of all the maintenance.
We need a crack down on noisy dogs
Lovely parks and facilities that are well maintained.
More funding is needed towards weed management and the support to landholders dealing with weeds.
no suggestion
Absolute lack of bike roads within Virginia. Running or riding a bike is extremely dangerous and the matter is exacerbated by dangerous dogs. Council believe rate payers should approach owners of nuisance dogs first. Without this occurring council will not engage. Ridiculous. Further some gutters on roads are just dangerous
Swimming pool
Environment was great 20 years ago but now weed infested. Viscous and non stop barking dogs make me consider leaving.
being rural but close to urban
N/A
No public housing and block sizes that eliminate lower socio-economic groups from affording to be able to move in and bring criminal activity to our area.
Rural life style, close to town
Quite
Great a atmosphere
Great community
Great place to give back to the community
Great place to raise a family
Nothing special about this place. Rental shortages forced the move to the area.
Be gone as soon as a better rental location is found
Rural Lifestyle
Less council interference.
Climate
the landscape and people.
road maintenance could be improved



Spacious; &
Isolated.
This has nothing to do with you.
A community swimming pool.
Access to reticulated water
In the past the Council has tried to keep rates down but also provided essential services. I'm hoping now we have new management the Council will return to that philosophy. More needs to be done about animals causing stress or attacks on people and animals. My friend has lost 3 cats to dog attacks on her property. 2 were 17 and 22 years old. She has also found a neighbour's dog who killed her cat in her kitchen! Something has to be done when animals are causing problems for other residents
Relaxing
More value for our rates. I feel as though so much money is wasted or not spent wisely, and we, the ratepayers, don't get a whole lot for our money. We get our verges slashed 1/2 a year. Potholes take forever to be filled and reappear in the exact same spots year in, year out. We don't have street lights, rubbish collection, our postage, so not many footpaths to be maintained, yet our rates are increasing for hardly any services. We only use the reserves because the sporting clubs use them. If they didn't use them, we wouldn't really use any of the reserves.
More community events
Need to improve services for teenagers to engage them in activities that are positive - community swimming pool, recreation centre run by adults to engage kids, negotiate opening schools during weekends and school holidays so that kids can play basketball etc. I currently bring my kids to the Palmerston region to access schools which are open to the community
Perhaps please fix the the Lights on Stuart High way from Berrimah down and the motor way inbound city, we have recently seen two car accident on the crossing from Tivendale road and Knuckey lagoon, and too dark to see while driving, especially we have a Knuckey Lagoon Community living close by and accident might occure.
and please look for pot holes to be covered in Knuckey Lagoon area, I feel Litchfield council rarely check out that way.
I love the rural area, all appears to be OK
Rural lifestyle
Being the perfect balance between rural living with access to surburban facilities.
Na
More recreational running/riding places. More supported access to the arts - facilities and funding to support music, theatre, dance access
+Rural living. - Stop all land development of under 5 acres. Eradicate Gamba
na
Space
Carefree
The people.
The location and people.
Don't take away the last native bush we have behind Taminmin
More amenities, more for kids, a pool,



Litchfield is a unique area of the Top End to live in. While we are relatively close to Darwin City, we maintain a rural lifestyle without having to live in suburbia. Litchfield is strategically placed to thrive in the next decade or two.
less urbanisation more rural living
I think for starters the tip should be open to everyone when there is lockdowns. It was disgusting we weren't able to empty our bins when we pay for rates too. It is an essential.
The weed management is poor, unsure who you have employed but they continue to miss areas.
Fred pass facilities should be made cheaper to use. Example the arena
Also the Fred pass show committee has not included local there was no polocrosse or rugby playing this year. Where is the community support. To hold a store there it to expensive. Most store holders won't make that money in that day. Maybe look at making things affordable.
You will end up with more store holders and people coming though. To watch love ones play etc
Great friendly community
Lower the price of the rates
ss
Rural lifestyle, lots of quiet spaces in parks, well maintained roads. I have lived here for 22 years in Virginia and Bees Creek and would not live anywhere else. I think you guys do a great job and rates and still low.
Its far enough out of the cities, but close enough to major facilities.
Relaxed lifestyle without a lot of restrictive laws
Gamba control is out of hand. Needs much more attention. Not just council but NT government and private landowners too.
The wide open spaces are great, reminds me that I am rural. More walking/riding tracks would be good.
The space, the people and the freedoms for our kids
The lifestyle, but it's becoming unnecessarily regulated. Encouragement of Land for Wildlife by giving discount on rates. Dump pass for vehicle rather than licence (with random checks). Discount for early rate payment. Bigger reduction in any fees for seniors / pensioners.
A space for children to play at Coolalinga
Litchfield does have a great rural feel with the convenience of some shops and stores but there needs to be more cafe's, quality restaurants to dine at without needing to travel into Palmerston and family friend rec areas.
The area that and the closeness to Darwin yet still have the rural living aspect. Good tourist base for friends and family that Visit
Acerage not 400sqm blocks with neighbours on your door step
Large properties. Roads need constant improvement
We need better shops and more recreational services. Humpty Doo shops requires to have a complete upgrade with new parking. It cannot support growing rural population and in dry season tourists clear the shelves here and in Coolalinga
Green spaces make it best. Improvement in waste disposal options
Ensure every visitor and tourist goes to Litchfield National Park big campaign its the best



The tranquility of living in a rural setting, but Council need to improve there services in weeds management. Gamba is out of control and council appear to be doing nothing about it around the main population areas of Howard Springs/ Girraween, Herbet and Humpty Doo.
low costs and regulation,larger blocks,no public housing dens of thieves preying on honest people.
Improve? Lobby government to get some land released even at the expense of upsetting the septuagenarian NIMBYs
Promote the subdivision of 2 hectare blocks into 1 hectare where access permits,if not willing to do this then levy a secondary dwelling levy on the thousands who have sub divided de-facto making a nice tax free 20K pa.off the shacks and dongas.Money for jam;take it.
It is the best place because you can choose to be quiet or involved in the neighbourhood and community whenever you like which is fabulous.
Must keep at least 5acre blocks and keep it rural as much as possible. Please
rural lifestyle with adequate space is great. ensuring that land size is maintained and the rural living lifestyle is secured.
Stop the infighting at council level
Open spaces and freedom
Freedom, peace & quiet.
Dog and motorbike control
Noise limits.
The natural environment . Less small blocks and a large acre retirement village
The people in the community and the how close I am to nature
Less education and more experience in the main office. Academics are not working for the ratepayer. They work for themselves and their money wasting agendas. RRR it's not rocket science!
The community services available. The library is great! Reserves are always well maintained.
Management of gamba and mission grass. Management of roaming dogs and their owners
Get projects done on time and budget
Natural and open spaces.
Better weed control.
More community service.
Spread services beyond Coolalinga and Humpty Doo.
Facilities and services are great
More environmental considerations and eco friendly initiatives
Peace & quiet.
More roadside maintenance makes more appealing.
It's much better then palmerston
Roads
It's not the city
Need to work on a better maintenance of our roads including signage and dealing with the asbestos eyesore at the waste transfer station
Best = natural environment. Worst = development eroding peace, quiet and lifestyle reasons we chose to live rural - eg sealing Gunn Point Road; creating Murrumujuk; Holtze to Elizabeth River land use plan. Anything that brings increased traffic noise to the area!!!!



Another improvement - PUBLIC CONSULATION. Zero consultation from council over Bronzewing Ave Telstra Tower. Not good enough!!!!!! Read the room better for community sentiment!!!!
...
Love having acreage to live on and having untouched green land all around
Great lifestyle
Please fix power Road
Dog control needs to be improved. It affects quality of life and personal safety.
Dog control needs to be improved. It affects quality of life and personal safety.
Rates too high
Relaxed lifestyles
Regular updates on council projects and initiatives
Close to most facilities but still has the rural feel.
Swimming pool! 25m would be big enough. For health, fitness, social for seniors, swim classes for kids etc.
More community events for children
Rural living.
Need to encourage the development of an aged care facility to enable transition from a rural block to smaller cottage living with later access to a care facility
Space, quiet & safe.
Reserves are showing their age & need updating & in some cases perhaps replacement of buildings Eg Whitewood Hall, needs to be completely revamped or replaced with a purpose built venue suitable for rural activities. Considering it's age asbestos may be an issue. Oval at Howard Springs needs top dressing to ensure all year round green grass for cricket, baseball, & softball etc. Base of this oval is extremely rocky & dries out quickly. Perhaps the concrete pitch could be replaced with a grass pitch - this would enable football to be played on the oval (all codes). It would mean goal posts would have to be installed. These modifications would widen the versatility of the oval & increase its use age, which would lead to greater use age of the Howard Hall.
Small and quite, country but rules still apply. We need some night time activities for the whole family like a twilight market.
More consultation on changes to roads
More bus shelters for kids
More frequent slashing/mowing on road edges
Stricter rules around fire break maintenance
It's all about potholes and road maintenance whilst that is what makes it safe for residents it is not what makes us happy and gives us a feeling of pride. Invest in community services, look after our youth and get the library in an accessible place like for example a half empty shopping centre. Wouldn't that be a nice idea?
It's great the way it is.



Why do we pay twice for our rubbish. And rates are up again but nothing for the price why why why why why why \$1300 around that for what I'm restricted in what I can dump and other item I have to pay for. You go for a drive now and how much rubbish dumped in the bush .
Well done litchfield council well done.
Litchfield is very diverse. Roads and waste can be improved. Went from Livingstone to Howard Springs and couldn't dump a fridge. I was then going to help my parents clean up with an empty trailer but couldn't.
A SWIMMING POOL (50metre) and facilities like the town pools for the rural community
.
Rural but close enough to amenities, clean up of rubbish in bushland areas could improve as could the items allowed to be dumped to help prevent bush dumping. Better facilities for groups other than sport/horses.
The space from neighbours and the lovely scenery
The roads could be improved.
McMinns road was resealed some time ago but the pot hole UNDER the new bitumen weren't fixed before hand. In hindsight, the road should have been cut out and new bitumen poured and then The road resealed. The pot holes own skin and imperfections are still showing and bumpy to drive on. We all know power road is a mess. I guess the council are not very good at road management and maintenance!
I love the lifestyle and bush.
The people
Smaller areas like fly crk, see little for amount of rates.
A bit more "user pays" less rates
I like that we have the small county feeling but access to all the larger city things we need. We have Berry Springs and Howard Springs reserves moments away making our weekends easy to enjoy. I'd love to see a play ground in humpty doo (I probably just haven't found an existing one yet)
Better walking paths/routes to walk with children and on leash dogs
Answers from council when written to would be a good place to start
Improved weed management to protect the natural environment.
I don't believe it is the best place to live in the top end.
The council needs to be a lot more proactive in getting on top of illegal dumping, gamba control, road repairs.
The place is turning into a weed ridden rubbish tip and shortly you will have nobody wanting to live here. So much for a clean natural environment!!!!
Reduce the cost to live here.
Council rates are too high.
If on centrelink income is \$691.00 per fortnight see
https://www.servicesaustralia.gov.au/how-much-jobseeker-payment-you-can-get?context=51411
rates this year were \$1328.00
That means that person can not eat drink, pay any bills or do anything for 1 month just so they can pay a council rate notice.
Asset rich but very low income as on centrelink these people need looking after.



Animal control could be improved.
Rural living close to major centre is a great thing about Litchfield.
The rural lifestyle and community
Love the rural life style but find the waste management a huge issue - unable to access the steel area in the wet and the new rulings are just leading to increased dumping
Peace and quiet. Less crime
The rural lifestyle.
Protect local lagoons (Girraween) from being built to too closely.
Fight illegal dumping I.e end of hicks road towards Gunn point
The space and retained bushland is why we live here. Better cycling tracks and footpaths would enable more residents to exercise safely. At the moment you need to cycle, walk on the road most of the time.around us which is very dangerous
open space
It's less crowded than the suburbs, could be made better by maintaining roads better
Friendliness and knowledge of the locals who have lived in the area for some time.
It's the NT
Peaceful, lots of wildlife.
Roads are terrible
Animal management and recycling
get rid of some of the idiots that get paid big dollars drug test them
Listen to the people. Do not allow palmerslum council to take our land like glyde Point and Virginia Rd. It will never stop and those living in those areas will be forced out the same way palmerslum treated those in marlows lagoon. This our rural area tell them to get a life and create weddell like they were supposed to.
I have loved living in the Litchfield area for over 30 years .
Weed management needs to be vastly improved .
Mowing the verges could be done more frequently .
The rural living and the community spirit. More waste removal opportunities and better weed and roadside maintenance
A council focused on the job of roads and rubbish. Stay that way.
Drop the rates or give us garbage collection.
Not living in top of your neighbours and making sure it stays that way
Its not Darwin
Because it is nice to live in a place where you do not live on top of your neighbors. Would not like to see any more housing like the new housing on Fredspass Road. Would and always will think that a local pool would be great for the community and for our tourist industry with a BBQ area and park-like arena and not just a water park, like the one at Howard Springs.
Keep an eye on those contractors who chop resident's palm trees. Also, try to spray weeds at the most effective time.
accessibility and open spaces. Keep Rural Rural.
Fix roads and pot holes, improve contract management, Waste Dumps to accommodate rural lifestyles and small rural businesses waste and not penalise nor restricts rural residents to dump local waste;



Space and sanctuary,
A lot of work needs to be done to keep up to date and make it a safe place to be.
Lobbying for phone reception, decent internet, safer roads - solar lights at busy road intersections for example!
Rural settings good size blocks (5 acres). Better safer equestrian facilities and a swimming pool
Great area great feel. The council needs to focus on bike paths/ foot paths we have 100's of kids each week walkig the roads to the freds pass as no access from the bus depot so dangerous
An honest Council
Less traffic lights
We have lived in Howard Springs since 1977 and enjoy the rural life style.
Good: Flat rates
Improved: Inform public more about expectations of dog ownership e.g. must remain on your property
The rural aspect is what drew us here, not having to be side by side with neighbours. I think lowering speed limits (ie Giraween Rd), no future planning (Coolalinga roundabout) make it hard to navigate during peak times and dangerous to be on the rds.
Less red tape for using your own land, rubbish collection option for ratepayers with discount for own waste removal.
The people and relaxed lifestyle. Less officialdom. More common sense encouragement. Quick drop off at dump (drive past / throw out for smaller items. Help for older / disabled people to access services.
Litchfield is our home, animal control is becoming a big problem. Our animals are often chased and pushed through fences. Bigger fines are needed.
Improve: When upgrading recreation facilities e.g Freds Pass, ask the main users what they need.
e.g undercover horse arena at Freds Pass becomes a lake when it rains.
Free bin collection service, walking paths in the rural and bike paths. Keep the weeds controlled and mow the verges more. More signage. Better council members looking after most not their friends. Awarding contracts appropriately. Promote yourselves more, you say there's a lot we do you don't know. Well communicate!!! Respond, I sent a web site feedback request 2 weeks ago, haven't heard a thing. Fine those who are not treating gamba and razor grass. Keep dogs in the yards so I can ride my bike and walk without fear. More signage like you might see '.....' birds around this area. Influence the look of Humpty Doo shops, it's so old and ugly - beautify it!
Local governments are tradionally not political. The fact that this Mayor and a majority of Councillors have aligned and actively supported and been actively supported by the CLP will make it very difficult to have any voice with the NT and Fed Govts.. So we all lose.
Stop putting our rates up pensioners are not going to be able to live in Litchfield
Keep drains clear
Keep transfer stations
Focus on basics
keep up the good work already being done.
That council employees remember that ratepayers contribute to their wages and our concerns should be listened too
Less roaming dogs and motor bikes.
We live rural because we like it. What the council can do to improve the issues people have with the council is to listen to residents when they call and not dismiss them, but most importantly looks after the 3R's. The one council is lacking in most is the "RUBBISH" area. The fees are too high for what



we get and when we do visit a dump, we get the third degree by the gatehouse people or the grumpy man on the tractor.
Love the rural area and what it represents! Quiet relaxed friendly.
Pity about the new smaller block subdivisions that got planning approval.
My own property and likeminded people that live here.
Litchfield council often doesn't seem to deliver on things spoken about, including that we've had councillors meet with us and people on our street regarding road maintenance, and if anything the maintenance has decreased since then!
Also the waste transfer system needs to manage all types of waste - the idea of not allowing dry-wall and CFC is moronic as i have already seen these materials being dumped illegally which is a direct impact of councils rules and council should be held accountable for this..
Rural lifestyle and Freds Pass is an outstanding place that supports many residents in various ways. Better financial management and cutting unnecessary spending so rates can be kept in check. A lot of elderly pensioners live in Litchfield Shire and love where we live but can't afford high rates and high annual increases.
look into private access roads Elizabeth valley road and sandy road off townend rd. Is it possible for land owners to sign a lease over to the council for 99 years to maintain / drainage and seal??
need a light on the turnoff from Townend and stuart hwy
bus stop for the kids on Townend rd for wet season
Its my home, I love everything about the area. More youth services for employment and public transport. A greater focus on animal management so that the Municipality is safer and residents can go for a walk without being menaced by dogs.
Close enough to city. Country living benefits
improve arterial roads
Freedom, great facilities, and community spirit are great. Roads, weed management and recycling could be improved.
Tender process for works, no more jobs for the boys attitude which must have been what happened at Power Road. More services for youth should be considered.
Keep the area rural and stop building housing estates with small blocks
Space
Great rural lifestyle
5 acre blocks
Close to sops/schools
Fantastic reserves/parks
We need a rural pool!
Casual lifestyle
Space



Ask a question...get and answer .

Not lies or being treated like an idiot

The rural lifestyle. Block sizes should be a minimum size of 2.5 acres nothing smaller and never dispose of the forest on Gunn Point Road.

Rural acreage living with bush left on blocks

The quite lifestyle and the ability to be away from political garbage.

Councillors need to stop thinking about themselves and their political agendas and support the staff. Too often Councillors try to run down the staff to justify their existence to the community. It would be good to see the Councillors being held to account for their bullying demeanour

Get rid of the Mayor and the other moronic councillors. Stop listening to the Luddite's in the community. We don't live in the 1800's anymore.

We have the worst roads in any locality that is a near capital city rural area. A metre on either side of most roads I travel on are poorly laid and maintained and don't have curbs or shoulders. We don't have any real bike paths, footpaths, walking paths, maintained trails, or connectivity that does not require car transport. There are dumped cars and rubbish all through the crown land areas in Litchfield that council hasn't convinced DIPL to remove. Homeowners are allowed to run car wrecking and car storage businesses from their blocks and do so without any care for the environment or their neighbours. We have no swimming pool access. The pothole management is too slow because it is under-resourced and symptomatic of the worst roads in Darwin and the worst roads I have experienced in any rural community I have lived in.

You need to form a community reference group or rate payers association in each geographically separate area so that you get to hear voices that aren't facebook warriors and voices that are talking about the area that is relevant to where they live. LC is geographically too large and the difference that a line in on a map makes to services and roads in Palmerston and Darwin compared to the abutting LC localities is mind blowing. It is like travelling from the year 2022 to 1965. Cast of the areas that are no longer rural in location and let the other two councils with their vast resources manage them.

Rural lifestyle...

Introduce bylaws and enforcement on recreation reserves...

The rural lifestyle, however this is being eroded with the Coolalinga shopping precinct and the stage 2 Henning road fiasco that is going to allow subdivisions that will back onto properties that have no say in the process, according to planning they draw an arbitrary line on a map and that is gospel.

Great just what is required by rural residents

A planning department that has no idea and a minister that could have proceeded conflicts of interest in the progression of this plan.



I'm a proud resident of the Lichfield area and have lived here my whole life, so I am great full for the things that Litchfield council has done to better the area and also I was at the youth development strategy conference and I enjoy it a lot and would like more conferences similar to that in the future. Some things that could be improved is possibly more events like Fred's pass show to interest other people from other areas to come and to entertain the current residents. The events are a fun thing to look forward to and almost everyone at school talks about. Otherwise I am quite content with how Lichfield council is dealing with things and it is over all a great area to live.

Appendix 2

Q16

How can Council improve its communications?

Answered: 272 Skipped: 0

Responses
Don't know
Not sure
More Media
Not sure
I just use the website or call if I have a question.
listen to people
Adequate
Information stall at markets
-
All good
The level of community engagement for the proposed Telstra development at Howard Springs River Park Estate has been inept, incompetent, lacked transparency and not in accordance with community development guidelines at a national level. Certainly presents a council as incompetent and unprofessional. I have attended one council meeting and how the majority of council members presented themselves and the council was incredibly unprofessional.
The level of community engagement for the proposed Telstra development at Howard Springs River Park Estate has been inept, incompetent, lacked transparency and not in accordance with community development guidelines at a national level. Certainly presents a council as incompetent and unprofessional. I have attended one council meeting and how the majority of council members presented themselves and the council was incredibly unprofessional.
More updates in projects
Not sure
Open meaningful discussion with outcomes supportive of Community groups would be a great improvement on the present dictatorial style of communication.
Street side banners for events
More upto date. Plus see what others are asking about



Talking with users of your reserves
Not sure
looking a different ways to not just email and Facebook try flyers council notice boards as shops
Email monthly
Not so much reliance on the website. I like to know what is happening but I only go to your website when I have a specific need for information e.g. what ward do I live in.
More publicity about local events would be good.
-
Road side offices work well for our polities. Maybe the shire council should try them. Try sitting at the waste stations.
TRANSPARENCY. More community consultation and surveys. And PLUG THEM A LOT: Put them on all the community pages, often. People should be made as aware as possible of what's happening.
A paper newsletter delivered to every PO Box in the area (almost said 'the Shire').
Attend rural markets and shopping centres more frequently
N/A
Not sure
Use other forms of social media or communication
Newsletter - free when you shop locally - used to have this
more of everything
More info on social media, straight to the point, less jargon.
More social media and face to face
Not sure.
Not sure how to join the communications.
Be honest - power road took forever to be fixed. Lack of communication.
N/A
By answering your phone, replying to emails and messengers. Power Rd repair was a joke and no one within the council wanted to talk about.
?
Letters in mail.
NA
NA
More often, more info/relevant info. more engaging.
more updates
NA
Recognise that not everybody uses Facebook, accesses web pages or has a smart phone but most would have an email address
More for people who do not access internet very often - radio adverts/notices
Social Media
mail or instagram
Perhaps a more regular newsletter update, 1 pager in the mail for people who don't use social media or have bad service
What ever is said is never taken on board anyway.
Email newsletters regularly
No idea
n/a



Unsure
regular not when it suits
unsure
more transparency on council operations & costs on administration
Maybe also once a month have a question and answer day for people who do not have media as such can voice their questions on a face-to-face basis. At maybe Humpty Doo and Coolalinga Shops.
Have information available at council sites on planned improvements, upcoming events etc
Having good communicators on radio etc. Doesn't have to be the mayor but someone that can talk and answer questions
I'm not on their Facebook page and I haven't read a newsletter in ages, so maybe once every two months talk on radio.
Don't know
electronic newsletters for subscribers, social media - and local radio spots
Letters or emails
More direct contact, at local various markets within the shire and maybe a designated pin board in popular areas such as Humpty doo shopping centre.
Offer a text service if residents wish to sign up they could be alerted to events, issues ect
Up to date Facebook page
Instagram
Who even uses Facebook under 40?!
Possible billboard announcements in the shopping centres.
I would like to receive a regular newsletter via email from Council - never had one.
Don't know
Getting on the local news every week!
Direct emails
Adequate communication
I often see posts late despite following so maybe posting algorithm needs improvement
Not everyone is computer literate or surfs endlessly. Some other communication would go well. I've never seen a newsletter.
More posts on social media. Pay for them if necessary. Stop littering my fence with pegs. Have people sign up to a mailing list if they feel the need to continue to receive information on paper. Surely the cost of mailing out to the oldies will still be less than what it costs to go fence dropping.
Unsure
Email is still good
Stop printing that paper newsletter - waste of money.
It appears that online communication isn't consistent, gets more regular if there is something political happening, but not at other times.
N/A
regular updates
Try different avenues, we sadly don't see anything unless we go searching
More social media
Emails like you have with this survey
Regular newsletters



Council is prob doing as much as it can...considering. Gamba and spear grass control could be a lot better tho
Communication is good when you know where to find it.
Back up communications with actual service
Not sure
N/A
Facebook posts
Hore someone who knows how to communicate.
Use more multi media
advertisements on tv, other social media platforms
MORE SURVEYS
I have very rarely received anything from council.
LI
not sure
no suggestion
Communication is usually negative. Explain why and address benefits
Sms
Hold more general meetings for all rate paying residents on big issues like weeds, out of control dogs and care for crown lands.
i dotn know
Face to Face at Shopping Centres and other venues
Quarterly newsletter
Possibly a council news letter every month or every quarter
Probably put up notices in the liquor outlets. It appears everyone in the area frequents liquor outlets more than any other places.
Less internet more face to face communication
Use emails more frequently
more posts on social media
more often, flyers.
Roadside banners
Perhaps subscribe and contribute to some of the Community facebook pages and participate in some of the conversations that take place in the community. Especially when you are getting named in regards to issues that are your responsibility to manage.
Nil advice
This is the first time I have received this annual survey, and I haven't heard anything from the women's business group for months!
Keeping people regularly updated
Actually communicate. I don't see much of a social media presence from the council. They only time I get sent a letter from the council it's to do with rates, telling me how much I need to pay on my next rate payment.
Social media
posting more than once
Unsure
Don't know I get the information I need
Not sure
Provide different platforms
Na

Possibly a newsletter every 6 months? I don't use social media or watch TV. What other ways can you reach us? Billboards/posters/email
Dont know
unsure
?
I was receiving information from our councillor once she left the communication dropped off. Also not everyone is IT savvy and miss out on the communication. Newsletters should be printed and distributed at local shops etc so all can keep up to date.
Facebook and email is good
Target audiences, young family's, community events.
Please make more use of social media. While I notice you somewhat use it, use it for EVERYTHING. So much easier and cheaper than physical materials ie paper based newsletters.
Facebook, Insta, Local Radio
I have no idea who on the committee you never see them anywhere
It's ok as it is currently done
f
Post more onto Facebook
By emailing residents/ratepayers.
I don't have time for large emails, and do not want more computer time. Small short monthly email or flier. Update on one issue at a time maybe?
care more
Unsure
Get someone that has the appropriate marketing and communications skills. Good grammar would be the first point. Create a better marketing strategy.
Newsletter
NA
Local advertising
More facebook posts
Radio ads
Online media is ok
Not applicable
Advertise strongly in Katherine for every tourist to go to Litchfield for the best night
.
for the tech savvy already good,for the aged dinosaurs maybe put flyers in the meals on wheels delivery
FB is not very good at posting straight away sometimes to late to go to events etc.
News letters and emails would be the best way I believe
nil
advertise
More notifications to emails
Email & mail outs
More frequent on social media platforms.
Send out community newsletters with council correspondence eg rates notice
Putting adds on tv
Look in the mirror and see the main problem. You work for the ratepayer not the NWO!
Website needs to be kept more upto date. Hars to find current information
Social media. Had no idea this survey was happening until told by friend



Nil
Get out and talk to people.
more Facebook posts
Using social media is great but an increase face to face engagements would improve community engagement
Get out in the community more, talking to locals.
Road's
Send letters out to each home or by email
Community newsletter then people can sign up to hear information that they want rather than council making a post on Facebook and seeing all the negative comments. It's sad and takes away from the work the team does.
By providing a more regularly communication via email to notify the community
Notes on gates for community awareness about developments proposed in their area - before the development assessment process occurs. Bring community along in the decision making phase. Not after the event!!
.....
Have regular (daily) updates of what is going on, either recreational, services. What is being fixed. All on the Facebook page and instagram
Na
Flyers
Flyers
More Facebook communication
Advertise where we can get info
Notice boards in shopping centres, email newsletters
More community consultation prior to proceeding with projects
Many people have issues with internet communication a physical monthly newsletter distributed via business houses which allows advertising of events and business would've good.
We have no mail delivery or letter box advertising so a newsletter could be a great service and be able to cover some of its costs of production
Regular Facebook notices
Perhaps just more social media.
More consultation. There is works happening on our road that were decided in a Council meeting but not conveyed anywhere else. If you don't read the minutes or attend the meeting you have no idea.
Make it more fun. The communication is too dry and doesn't reflect the culture in the area. You can be professional but also by into the culture and localised uniqueness and you might just get the message out better
More facebook posts
Have not heard anything in 4 yrs how there spending our money or filling there own pockets
Social media. Get on Katie Wolfe.
Social media, Newsletter in letterboxes
.
Not sure
The Council is already doing a fantastic job. They should keep it up
Next
Unsure
More digital communications
Tv announcement s



Social media is the way to go. I don't have time for TV but I check my face book once a day.
Use of social media more
By corresponding to rate payers on specific issues - especially when a rate payer writes or emsils
Radio maybe
Electronic roadside signage
Adds on the radio
I used to receive an email approximately once a month which kept me well informed.
That person has now left council so I no longer get those emails.
More presence in the community ie shopping centres maybe a council newsletter
Post box flyers, posting more to community pages.
More Facebook posts
Get you Councillors out and about. Never met our Councillors in all the years of living rural.
Xx
More engagement through social media
emailed newsletters. Councilors being more proactive in sharing their thoughts, information of council activities, being more available for the community eg at markets.
Send out newsletters
Do monthly community consultation at the reserve areas to see what is needed around the towns. Example being, finn and Jenkins road gets heavy road usage with wild animals on the road and the sides of the road don't seem to get slashed much.
All councillors being out at events
Engage with people!
.
have a get together at each reserve and listen
Talk to the people, tell people what you are doing
Not sure
Not sure
Not sure.
Maybe a or semi annual newsletter delivered via mail to ratepayers.
Hold public meetings outside business hours instead of while everyone is at work
.
By advertising this FB page so that more people know it is there for conversation and talk back also for helping people become aware of problems such as electricity outages ect.
Outreach. Set up a shade at, for example, Howard Springs shops and be available for a chat/to listen.
Pop-ups at markets, quarterly mailing newsletter/updates. Perhaps noticeboards at major shopping complexes; being visible within community - no one knows who the local representatives are? Not all our older citizens has facebook or internet access.
Newsletters - email lists
I only use the website
Noticeboards at the local shopping centres
By responding to ALL emails
A lot of people do a lot of driving in the rural area, perhaps more radio presence
Council asks residents to report road damage but does not act or provide feedback to residents.



No comment
?
Update website more frequently. Engage a social media manager.
Not everyone uses Facebook or web, events / updates with rates notice.
I go to the face book site, everything is very clear.
bkbdu
Wrote in a more modern tone.
Communicate more often.
Respond to disgruntled social media comments rather than nothing.
1. They claim transparency ! Where is the transparency in sacking the CEO ? Where is the transparency in Councillor breach of Code of Conduct both in this Council (already) and the last.
2. This survey.
Too prescriptive - should allow for more comment eg Q8. - what has a BS election promise by a "nobody of consequence" got to do with a planned, well executed advocacy strategy by the last Council (Mayor, Councillors, CEO and staff).
3. Offering incentive (your name in the draw for.....) to complete this survey is demeaning to say the least.
I think the council should put more into facebook as a lot of people are on Facebook , I have never received a newsletter
Have community newsletters more publicly available
needs to share more things on its facebook page which are happening in the community - not just posting about council happenings
Newsletter included with rates notices doesn't have to be colour black and white is fine
I rarely see anything on Facebook
Letters to lot owners is best as older people in the community are not good on social media. More so, we have poor internet coverage out rural and until that is fixed, you need to go 'old-school'.
Social media etc is ok for a lot of residents but there are this older generation that don't use electronic equipment (no emails or Facebook etc) - need to ensure they are still informed. My fathers is a resident and landholder who falls into this category.
I have sent several emails about the draft private road policy and nobody got back to me..i even followed up with calls around 3 times.
I think the new elected councillors are doing very well and hope they continue with their efforts to improve relationships with residents that have been destroyed since Gerry Woods left.
had trouble finding what ward i belong to
other than that communication is excellent
Hold Councilors accountable for their actions and ensure that the information they discuss with the community is true and correct.
Undure
email & letter box where required
Emails/ letter drops
Allowing people to have their say at Council Meetings
Be more transparent
???



Put more onto Facebook
Place signs at Freds Pass Reserve
It has improved in the last 8 months
The new mayor is being open & transparent unlike the previous council
Answer questions honestly..employ honest people who don't look down their noses at residence....CRM 27243 for example
Emails/Facebook/post. Councillors could door knock not just at election times.
Possibly use local radio stations to speak about anything upcoming or tv notifications
Councillors actually having updated social media platforms and celebrating more good in the community
Get the Mayor some media training and tell the other moron councillors to stop posting dribble and lies on Facebook.
Have a single one stop shop for information. Choose your website or facebook and stick to it. One message, one location, one source of truth and stop Councillors from posting all over facebook outside of the election period. None of them understand the damage that they do to themselves and the council.
Better quality video recordings of council meetings...
Council utilising social media and expecting residents to do the same.
If council puts out notices via social media, expect to get questions back via social media and have the decency to answer the questions.
There are several questions posed from severacouncil posts that have not been responded to. Unwilling,can't, won't, ring the council and staff when questioned are not forthcoming, don't know or just plain rude.
Bad council to deal with for straight forward answers to questions ratepa
yers should be entitled to know.
Accountability, Transparency, Inegrity, Honesty trates that are sadly lacking .
I am more than willing to discuss with Council .
Having physical copies of up dates in possibly shops and dashboards for people like me who more get captured attention by things like that.



COUNCIL REPORT

Agenda Item Number:	14.02.04
Report Title:	Freds Pass Sport and Recreation Reserve Water Leak Funding Request
Author &	
Recommending Officer:	Nicky Davidge, General Manager Community & Lifestyle
Meeting Date:	16/08/2022
Attachments:	A: Plumbing Quote

Executive Summary

To present to Council the water leak issue at Freds Pass Sport and Recreation Reserve (FPSRR) and request funding to install new infrastructure for an uninterrupted supply to the cricket club and surrounding areas and to enable the restoration of the community hall.

Recommendation

THAT Council:

1. approve funding of \$20,000 for new infrastructure to secure continued water supply to the cricket club and surrounding areas; and
2. authorise \$20,000 to be sourced from Council's financial asset reserves.

Background

Over the past 12 months, the General Manager at FPSRR has been investigating and remediating an extensive water leak on the Reserve. To date, \$27,000 of unbudgeted funding has been spent on the investigations, installation of hardware and continual fixes of leaks. In addition to the \$27,000, the excessive water charges, charged at a higher rate, was \$20,000. Due to the ongoing leak, it is estimated that there will be continued unbudgeted excessive water charges in the new financial year.

The leak has been reduced from 5,000L per hour to 1,000L per hour and has been localised to under the annex concrete slab on the side of the 'community hall'.

Due to the old infrastructure and the setup of the plumbing fixtures, isolating the water under the concrete slab, also isolates the cricket club.

After extensive investigations, including the possibility of demolishing the community hall, the best option identified to stop the leak and have water continuing to the cricket club, is to install new infrastructure and redirect the water supply from the mains, which will allow the 'community hall' to be isolated whilst still allowing water to be supplied to the cricket club and surrounding areas.

Isolating the water to the 'community hall' will enable FPSRR to work with contractors to ensure the foundations to the hall have not been compromised due to the water leak and then repair and clean up the hall and make it available for public use again.

Due to the both the excessive water charges and investigation and repairs costs to date being unbudgeted, the FPSRR don't have budgeted funds for the new infrastructure to redirect the water supply. Attachment A presents the quote supplied by the plumber who knows the area and problem well.

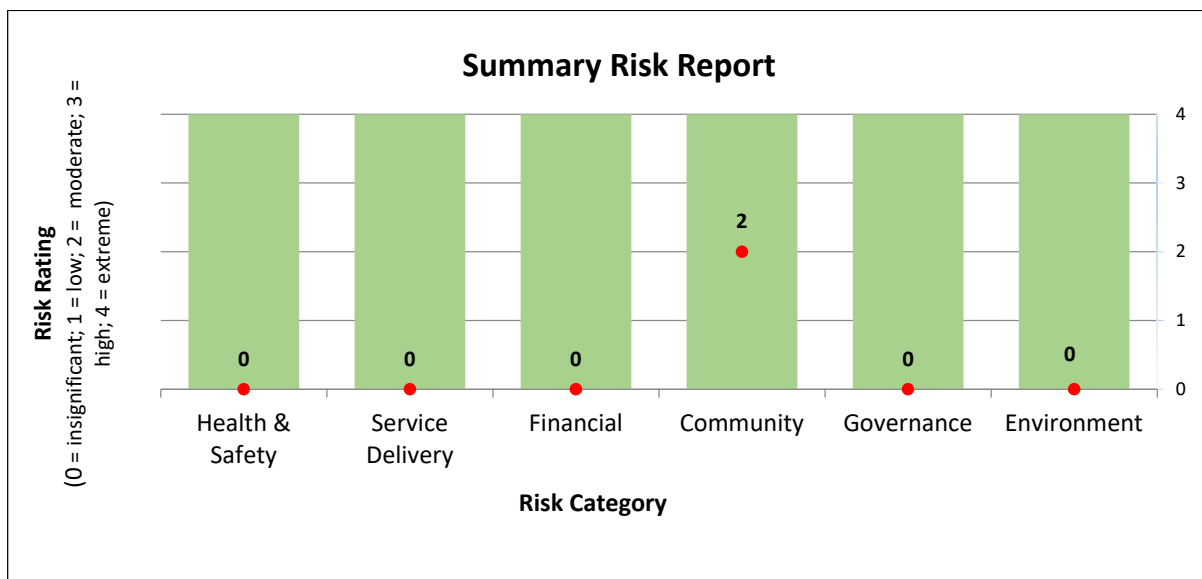
Links with Strategic Plan

Progress - Continuity of Services and Facilities

Legislative and Policy Implications

Nil

Risks



Community

- Currently the water under the community hall slab is unable to be turned off due to the link with the cricket club and surrounding areas, therefore, to continue full supply to the cricket club the water leak will remain.
- Failure to isolate the community hall leak will result in continued excessive water charges to the amount of approximately \$20,000 per year and an increased risk in compromising the foundation under the community hall.

Community Engagement

Not applicable



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29th June 2022

Quote Number 03252

Freds Pass Reserve
20 Bees Creek Rd, Freds Pass NT 0822

Thank you for the opportunity to price on your new works. We have the pleasure in submitting the following quotation for your consideration to supply & install 86 l/m of replacement water service.

Scope of Works

To supply and install as follows; •

- Locate existing underground services in proposed excavation area, prior to excavations.
- Excavate & expose existing 50mm pvc mains water service at Litchfield Bears Bore/ Mains water shed/tank compound. •
- Supply & Install new 50mm mains water supply & isolation valve in shed/tank compound. •
- Mechanical excavate 54 l/m of trench from new valve to existing cyclone mesh fence line behind Cricket Club storage shed. •
- Hydro-excavate 32 l/m of tree root bound trench from cyclone mesh fence line to existing fire hose reel on Cricket Club storage shed. •
- Supply & Install 86 l/m of 50mm Chlorblue poly water service pipe, including crossing the existing stormwater drain in galvanised steel sleeve & backfilling, as required. •
- Excavate & cap off existing water service feed in stormwater drain adjacent to old AFL changerooms, as required. •
- Test & commission new water service.

Sub Total	\$ 19,998.00
GST	\$ 1,999.80
Total	\$ 21,997.80

Exclusions

- After hours or weekend works. •
- Excavation, removal or disposal of any rock incurred during excavation. •
- Excavation or removal of existing coffee rock under stormwater drain. •
- Replacement of any other plumbing services, if required. •
- Disposal of any excess spoils. •
- Patching/ replacement of any concrete, if required.

We thank you for the opportunity to quote on the above works. If you have any questions, please do not hesitate to give me a call on mobile: 0407 670 077

Yours sincerely
DARRIN UNIACKE
Fast Call Plumbing & Pumping Pty Ltd

QUOTATION VALID FOR 30 DAYS



COUNCIL REPORT

Agenda Item Number:	14.03.01
Report Title:	Summary Planning and Development Report July 2022
Author:	James Morgan, Manager Infrastructure and Assets
Recommending Officer:	David Jan, Acting General Manager Infrastructure and Operations
Meeting Date:	16/08/2022
Attachments:	A: PA2021/0277 B: PA2022/0192 C: PA2022/0205 D: PA2022/0227 E: PA2022/0239

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 2022 to 31 July 2022.

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	5
Mining Applications	
Sale, Lease, or Occupation of Crown Land Applications	
Liquor Licence Applications	
Water Licence Applications	
Clearances for Development Conditions	3
Stormwater/Driveway Plan Reviews	21
Works Permits	14

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

Recommendation

THAT Council:

1. receive the Summary Planning and Development Report July 2022; and
2. note for information the responses provided to relevant agencies within Attachments A-E 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	5
Development applications supported, subject to specific issues being adequately addressed	0
Development applications not supported/objected to for reasons related to Council issues	0
Development applications objected to for reasons not directly related to Council issues	0
Note: 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 normal Council conditions

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

Application Number, Address, and Attachment Reference	Purpose and Summary
PA2022/0277 Section 03802 Hundred of Bagot, 55 Dichondra Rd, Howard Springs Attachment A	Independent Dwelling in excess of 80sqm with separate effluent disposal. Council does not object. The proposed dwelling exceeds the permitted 80sqm however it will become the primary dwelling on the site making the existing dwelling the dwelling-independent. Council sees no issue with this as both dwellings can be accommodated on the 2ha block.

PA2022/0192 30 (Lot 002) Virginia Road, Virginia NT, Hundred of Bagot Attachment B	Subdivision to create 2 lots for the purpose of leases in excess of 12 years. Council does not object. The subject site is Virginia Tavern – Council welcomes local business activity and investment, and the proposal will enable the future management and operation of an iconic local business.
PA2022/0205 290 (Sec. 04211) Whitewood Road, Howard Springs NT, Hundred of Bagot Attachment C	Alterations to an existing veterinary clinic. Council does not object. The proposal comprises an addition to the existing Howard Springs veterinary clinic. Council welcomes local business growth and encourages development complementary to the zone Agriculture.
PA2022/0227 (05405 & 4535) at 175 & 185 Middle Arm Road, Weddell NT, Hundred of Strangways Attachment D	Subdivision and Consolidation to create two lots. Council does not object. It is recognised that the proposal is for a subdivision for lots with areas less than the listed minimum of 50 hectares in the Zone Future Development (Zone FD). However, the proposal is limited to boundary changes effecting existing lots that are already less than the minimum, and the current surrounding neighbourhood is characterised by similarly sized lots.
PA2022/0239 150 (Portion 02730) Stow Road, Hundred of Bagot, Howard Springs NT Attachment E	Outbuilding (Shed) with Reduced Setback Council does not object The proposal is for significantly reduced side and rear setbacks from 5 metres to 1.5 metres which is not compliant with the zone Rural Living. However it is in keeping with the existing built environment and neighbourhood character. The proponent provided a letter of consent from the effected long term residents and owners of the neighbouring side setback.

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 of 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
3

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
21

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.

Application Date Received	Proposed Works Start Date	Location of Works Permit Application	Purpose of works
5/07/2022	24/07/2022	1 Jukes Road, Humpty Doo	Driveway Crossover
5/07/2022	14/07/2022	30 Thornbill Crescent, Howard Springs	PWC - Transformer Replacement
6/07/2022	14/07/2022	Sunter, Batu & Coral Road	PWC - INSTALLATION PCU
11/07/2022	13/07/2022	Various Roads - Berry Springs area	Top End Gran Fondo - Cycling event
7/07/2022	14/07/2022	130 Billabong Road, Lambells Lagoon	PWC - Repair HV
9/07/2022	14/07/2022	330 Virginia Road, Virginia	PWC - POWER CONNECTION
5/07/2022	14/07/2022	17 Kerr Street, Knuckey Lagoon	Oversize Permit - House Move
13/07/2022	15/07/2022	Thorngate Road, Knuckey Lagoon	Tree cutting & mulching
12/07/2022	15/07/2022	Reedbeds Road, Darwin River	Mulching over the pipeline
13/07/2022	20/07/2022	115 Fitzgerald Street, Howard Springs	PWC – Power Pole Maintenance
15/07/2022	08/08/2022	Robertson Barracks, 300 Thorngate Road	Thorngate Road - Road works to entrances
16/07/2022	24/07/2022	Secrett Road (full length) Knuckey Lagoon	PWC - Cable Drop
17/07/2022	26/07/2022	70 Kentish Road, Darwin River	PWC - Pole Top Maintenance
27/07/2022	09/08/2022	495 Bees Creek Road, Bees Creek	PWC - Pole Top Maintenance

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



1 July 2022

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

RE: Letter of Comment Development Application – dwelling-independent in excess of 80m²

PA202/0277, 55 Dichondra Road (Section 03802), Howard Springs NT, Hundred of Bagot

Thank you for the Development Application referred to this office on 17 June 2022 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 a Development Permit and can provide the following comments in relation to the application:

- a) Although the dwelling-independent is larger than the 80m² allowed, discretion is permitted. The application seeks a development permit approving the use of an *existing* 'dwelling-single' so as to change its use to that of 'dwelling-independent.' This will enable the construction of a new dwelling-single on the site more appropriate to the requirements of the resident.
- b) A second dwelling can be easily accommodated on the lot which has an area of 2ha in the Zone Rural Living (RL). Therefore, the dwelling can be considered a subordinate use.
- c) The dwelling-independent meets the setback requirements for the Zone RL.

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

- a) Any new driveway/crossover is to meet Litchfield Council's requirements. Additional information can be found at www.litchfield.nt.gov.au.

- b) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and/or its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.

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 on 08 8983 0600.

Yours faithfully



James Morgan
Manager Infrastructure and Assets



08 July 2022

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

RE: Letter of Comment Development Application

**PA2022/0192, 30 (Lot 002) Virginia Road, Virginia NT, Hundred of Bagot
Subdivision to create two lots for the purpose of leases in excess of 12 years**

Thank you for the Development Application referred to this office on 24 June 2022 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.

Council does not object to the granting of a Permit to Subdivide, and as per Section 49(6) of the *NT Planning Act 1999*, provides the following comments:

- a) Council welcomes local business activity and investment, and the proposal will enable the future management and operation of an iconic local business in the Virginia Tavern.

Should the application be approved, the following notes are recommended for inclusion in any 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) Should it be necessary, 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.

Should the application be approved, the following Condition(s) pursuant to the *NT Planning Act 1999* and Council's responsibility under the *NT Local Government Act 2019* are also recommended for inclusion in any Development Permit issued by the consent authority:

- a) A monetary contribution for additional lots may be required to be paid to Litchfield Council in accordance with its *Development Contributions Plan*.

- b) Engineering design and specifications for any proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.
- c) Any proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

Yours faithfully



James Morgan
Manager Infrastructure and Assets



8 July 2022

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

RE: Letter of Comment Development Application

**PA2022/0205, 290 (Sec. 04211) Whitewood Road, Howard Springs NT, Hundred of Bagot
Alterations and additions to an existing veterinary clinic (large animal clinic)**

Thank you for the Development Application referred to this office on 24 June 2022 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 a Permit to Subdivide, and as per Section 49(6) of the NT Planning Act 1999, provides the following comments:

- a) The proposal comprises an addition to an existing veterinary clinic which has previously been approved as recently as 2017 through expired Development Permit DP17/0140.
- b) Litchfield Council welcomes local business growth and encourages economic activity through developments that are complementary to the Zone Agriculture and nearby Zone Rural Living. As such, no unreasonable impact on amenity is anticipated.

Should the application be approved, the following notes are recommended for inclusion in any 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) Should it be necessary, 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.

Should the application be approved, the following Condition(s) pursuant to the *NT Planning Act 1999* and Council's responsibility under the *NT Local Government Act 2019* are also recommended for inclusion in any Development Permit issued by the consent authority:

- a) Engineering design and specifications for any proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.
- b) Any proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

Yours faithfully



James Morgan
Manager Infrastructure and Assets



21 July 2022

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

RE: Letter of Comment Development Application

**PA2022/0227, Subdivision of Two Lots (05405 & 4535) at 175 & 185 Middle Arm Road,
Weddell NT, Hundred of Strangways**

Thank you for the Development Application re-referred to this office on 08 July 2022 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.

Council does not object to the granting of a Permit to Subdivide, and as per Section 49(6) of the *NT Planning Act 1999*, provides relevant comments and conditions below.

- a) It is recognised that the proposal is for a subdivision for lots with areas less than the listed minimum of 50 hectares in the Zone Future Development (Zone FD). However, the proposal is limited to boundary changes effecting existing lots that are already less than the minimum, and the current surrounding neighbourhood is characterised by similarly sized lots.
- b) Although in Zone FD, the existing neighbourhood is used more similarly to that of Zone Rural Living (Zone RL), and if this were the ascribed use the existing and proposed boundaries would comply. Despite this, the adjustment of lot boundaries is unlikely to impact the future use of the land for purposes associated with Zone FD.
 - i. The purpose of zone FD is to identify an area that is intended for future rezoning and development in accordance with the Strategic Framework. The Strategic Framework is accounted for by the *Darwin Regional Land Use Plan 2015* and the *Litchfield Subregional Land Use Plan 2016*.
 - ii. There are no defined plans for the subject land outlined in the Strategic Framework apart from the land being identified for Urban/Peri-Urban growth, which would see lot sizes at an intensity of Zone RL or smaller.

Should the application be approved, the Council requests the following conditions be included as Conditions Precedent in any Development Permit issued by the consent authority:

- a) Any new driveway/crossover is to meet Litchfield Council's requirements. Additional information can be found at www.litchfield.nt.gov.au.

Should the application be approved, the following General Conditions pursuant to the *NT Planning Act 1999* and Council's responsibility under the *NT Local Government Act 2019* are also recommended for inclusion in any Development Permit issued by the consent authority:

- a) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.
- b) All proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

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

- a) Should this application be varied or amended in any way such that there is a numerical increase in lots (as opposed maintaining of two lots via a realignment of boundaries), a monetary contribution for each addition lot is required to be paid to Litchfield Council in accordance with its *Development Contributions Plan*.
- b) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at www.litchfield.nt.gov.au.
- c) 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 on 08 8983 0600.

Yours faithfully



Leon Kruger
General Manager Infrastructure and Operations



29 July 2022

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

RE: Letter of Comment Development Application – Outbuilding (Shed) with Reduced Setback

PA2022/0239, 150 (Portion 02730) Stow Road, Hundred of Bagot, Howard Springs NT

Thank you for the Development Application referred to this office on 18 July 2022 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.

Council does not object to the granting of a Permit for an outbuilding with a reduced setback, and as per Section 49(6) of the *NT Planning Act 1999*, provides relevant comments and conditions below.

- a) It is recognised that the proposal is for significantly reduced side and rear setbacks, from 5metres to 1.5metres, which is not compliant in the Zone Rural Living. However, it is in keeping with the layout of the existing built environment (swimming pool) on the lot.
- b) The proposal is also in keeping with the general neighbourhood character, as a number of nearby lots have similar setbacks to ancillary structures and it is therefore unlikely to cause any significant amenity impacts.
- c) To further support the application, the proponent has provided a letter of consent from the effected long-term residents and owners of Lot 2729, who are impacted by the side setback. The neighbour to the rear is the Good Shepherd Lutheran College, to whom the proposal is not deemed to have any considerable impact given it is far removed from any built form and isolated from areas of activity.

Should the application be approved, the following General Conditions pursuant to the *NT Planning Act 1999* and Council's responsibility under the *NT Local Government Act 2019* are also recommended for inclusion in any Development Permit issued by the consent authority:

- a) Prior to the endorsement of plans and prior to the commencement of works, a schematic 'stormwater management plan' demonstrating the on-site collection of

stormwater and/or its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.

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

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at www.litchfield.nt.gov.au.
- 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 on 08 8983 0600.

Yours faithfully



James Morgan
Manager Infrastructure and Assets



COUNCIL AGENDA

LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 16 August 2022

15 Other Business

16 Confidential Items

Pursuant to Section 99 (2) of the Local Government Act and Regulation 51(1) of the Local Government (General) Regulations the meeting be closed to the public to consider the following Confidential Items:

16.02.01 Breach of Code of Conduct Complaint - Findings

(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

17 Close of Meeting