



# AGENDA

## 37<sup>th</sup> Ordinary Council Meeting

### 11<sup>th</sup> Council of Litchfield

### TUESDAY 17 SEPTEMBER 2024

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](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

### TABLE OF CONTENTS

1	Acknowledgement of Traditional Owners .....	Pg 4
2	Opening of Meeting .....	Pg 4
3	Electronic Attendance / Apologies and Leave of Absence.....	Pg 4
	3.01 Electronic Attendance	
	3.02 Apologies	
	3.03 Leave of Absence Previously Granted	
	3.04 Leave of Absence Request	
4	Disclosures of Interest .....	Pg 4
	4.01 Elected Members	
	4.02 Staff	
5	Public Questions.....	Pg 5
6	Confirmation of Minutes.....	Pg 5
	6.01 Confirmation of Minutes	Pg 6
	6.02 Council Business Arising from Previous Meetings	Pg 17
7	Petitions.....	Pg 25
8	Deputations and Presentations.....	Pg 25
9	Accepting or Declining Late Items.....	Pg 25
10	Notices of Motion.....	Pg 25
11	Mayors Report	
	11.01 Mayors Report.....	Pg 26
12	Reports from Council Appointed Representatives.....	Pg 27

<b>13</b>	<b>Officers Reports</b>	
	13.01 Corporate and Community	
	13.01.01 Litchfield Council Finance Report – August 2024	Pg 29
	13.01.02 Capital Works 2024 Rollovers	Pg 54
	13.01.03 People, Performance and Governance Report – August 2024	Pg 57
	13.01.04 Risk Management and Audit Committee Open Minutes – 29 August 2024	Pg 64
	13.02 Executive and Community Development	
	13.02.01 Community Services and Development Monthly Report – August 2024	Pg 71
	13.02.02 Litchfield Council 2024 Annual Community Survey	Pg 84
	13.02.03 Advocacy and New Initiatives Committee – Appointment of Members	Pg 141
	13.02.04 Howard Park and Knuckey Lagoon Management Committees – Minutes	Pg 145
	13.03 Infrastructure and Operations	
	13.03.01 Summary Planning and Development Report – August 2024	Pg 156
	13.03.02 Safer Local Roads Infrastructure Program	Pg 185
	13.03.03 Interim Control Orders - Planning	Pg 189
<b>14</b>	<b>Other Business.....</b>	<b>Pg 200</b>
<b>15</b>	<b>Confidential Items .....</b>	<b>Pg 200</b>
	15.01.01 Confirmation of Confidential Minutes	
	15.01.02 Special Rate – Road Seal Levy Meade Road	
	15.01.03 Risk Management and Audit Committee Unconfirmed Confidential Minutes – 29 August 2024	
	15.01.04 Review of Service Provision – Local Government Association of the Northern Territory	
	15.01.05 NT Remuneration Tribunal – Inquiry on Local Government Council and Local Authority Members’ Allowances 2024	
<b>16</b>	<b>Close of Meeting .....</b>	<b>Pg 201</b>



# COUNCIL AGENDA

## LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 17 September 2024

### 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 and 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

A conflict of interest arises where an individual has a private or personal interest, perceived or real, which could affect their capacity as an Elected Member to perform their public or professional duties in an impartial manner.

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. Public Questions**

## **6. Confirmation of Minutes**

### **6.01 Confirmation of Minutes**

- Ordinary Council Meeting held Tuesday 20 August 2024, 11 pages; and
- Ordinary Confidential Council Meeting held Tuesday 20 August 2024, 5 pages.

### **6.02 Council Action Sheet / Business Arising from Previous Meetings**

- Business Arising from previous Ordinary Council Meetings.



## COUNCIL MINUTES

### LITCHFIELD COUNCIL MEETING

**Minutes of Ordinary Meeting**  
**held in the Council Chambers, Litchfield**  
**on Tuesday 20 August 2024 at 6:00pm**

<b>Present</b>	Doug Barden Kevin Harlan Rachael Wright Mark Sidey Emma Sharp	Mayor (Chair) Deputy Mayor, Councillor Central Ward Councillor North Ward Councillor South Ward Councillor South Ward
<b>Staff</b>	Stephen Hoyne Maxie Smith Rodney Jessup Jill Enriquez Megan Leo	Chief Executive Officer Director Corporate and Community Director Infrastructure and Operations Community Participation Officer ( <i>electronically in part</i> ) Executive Support
<b>Public</b>	As per Attendance Register	

#### 1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which they 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 at 6:00pm

The Mayor 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 and its policies regarding the same.

#### **4.1 Elected Members**

Nil.

#### **4.2 Staff**

The Chief Executive Officer declared a conflict of interest for Agenda Item 15.01.06 – Endorsement of the CEO Performance and Remuneration Review Committee to be considered in the Confidential Section of the meeting.

### **5. PUBLIC QUESTIONS**

*Cr Sharp joined the meeting at 6:03pm.*

- 5.01 Mr Tony Pritchard addressed the meeting seeking a conclusion to a matter formally raised with Council. Mr Pritchard further asked if his Freedom of Information request will be handled in line with Legislation.

#### Response:

Council's Chief Executive Officer, Stephen Hoyne, advised Mr Pritchard that his accusation was investigated and was found to not have substance and notification was provided informing of such.

The Mayor and Mr Hoyne advised that Freedom of Information requests are handled in accordance with all relevant Legislation.

## **6. CONFIRMATION OF MINUTES**

### **6.1 Confirmation of Council Minutes**

Moved: Deputy Mayor Harlan

Seconded: Cr Wright

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

- Ordinary Council Meeting held Tuesday 16 July 2024, 11 pages; and
- Ordinary Confidential Meeting held Tuesday 16 July 2024, 4 pages.

**CARRIED (5-0) ORD2024 11-171**

### **6.2 Council Action Sheet / Business Arising from Previous Meetings**

Moved: Cr Sidey

Seconded: Cr Sharp

THAT Council receive and note Item 6.02 within the Council agenda, Council Action Sheet / Business Arising from Previous Meetings.

**CARRIED (5-0) ORD2024 11-172**

## **7. PETITIONS**

Nil

## **8. DEPUTATIONS AND PRESENTATIONS**

Nil.

## **9. ACCEPTING OR DECLINING LATE ITEMS**

Moved: Cr Wright

Seconded: Deputy Mayor Harlan

THAT Council:

- 1 accept late report Item 13.03.06 Disposal of Contaminated Concrete Waste Stockpiles from Council's Waste Transfer Stations and amend Order of Business to consider this matter directly prior to Item 13.03.03 Managing Concrete Waste at Council's Waste Transfer Stations; and
2. accept the late report items listed below to be included under Officer's Reports in the Confidential Section of the meeting for consideration:
  - a) Item 15.01.06 Endorsement of Endorsement of CEO Performance and Remuneration Review Committee Decision; and
  - b) Item 15.01.07 Thriving Suburbs Program – Project Selection.

**CARRIED (5-0) ORD2024 11-173**



**10. NOTICES OF MOTION**

Nil.

**11. MAYORS REPORT**

Moved: Mayor Barden  
Seconded: Deputy Mayor Harlan

THAT Council receive and note Item 11.01 Mayor's monthly report for the period 17 July 2024 to 20 August 2024.

**CARRIED (5-0) ORD2024 11-174**

**12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

*Updates from appointed representatives will be provided within the meeting when applicable reports are considered.*

**13. OFFICERS' REPORTS**

**13.01 Corporate and Community**

**13.01.01 Litchfield Council Finance Report – July 2024**

Moved: Deputy Mayor Harlan  
Seconded: Cr Wright

THAT Council note the Litchfield Council Finance Report for 31 July 2024.

**CARRIED (5-0) ORD2024 11-175**

**13.01.02 People, Performance and Governance Report – July 2024**

Moved: Deputy Mayor Harlan  
Seconded: Cr Wright

THAT Council note the People, Performance and Governance Report for July 2024.

**CARRIED (5-0) ORD2024 11-176**

### **13.01.03 FIN09 Risk Management and Audit Committee Policy**

Moved: Cr Wright

Seconded: Cr Sidey

THAT Council:

1. adopts draft FIN09 Risk Management and Audit Committee policy, as at Attachment A; and
2. authorises the Chief Executive Officer to make minor editorial changes.

**CARRIED (5-0) ORD2024 11-177**

### **13.02 Executive and Community Services**

*Community Participation Officer, Jill Enriquez, joined the meeting at 6:23pm.*

#### **13.02.01 Community Services and Development Monthly Report – July 2024**

Moved: Deputy Mayor Harlan

Seconded: Cr Sidey

THAT Council note the Community Services and Development Monthly Report for July 2024.

**CARRIED (5-0) ORD2024 11-178**

#### **13.02.02 Correction to Open Minutes – Ordinary Council Meeting 18 June 2024**

Moved: Mayor Barden

Seconded: Deputy Mayor Harlan

THAT Council:

1. Rescind Resolution ORD2024 11-148, confirming the minutes of the:
  - a) Ordinary Council Meeting held Tuesday 18 June 2024, 11 pages; and
  - b) Ordinary Confidential Meeting held Tuesday 18 June 2024, 4 pages.
2. confirms the following minutes as a true and accurate record of those meetings:
  - a) Ordinary Council Meeting held Tuesday 18 June 2024, 11 pages, with changes made to Item number 13.02.04 as outlined in Attachment A to this report; and
  - b) Ordinary Confidential Meeting held Tuesday 18 June 2024, 4 pages, no changes.
3. publishes the confirmed Ordinary Council Meeting held Tuesday 18 June 2024 on Council's website.

**CARRIED (5-0) ORD2024 11-179**

### **13.02.03 “Too Much Stuff?” Market Trial – Rescinding of Council Resolution**

Moved: Deputy Mayor Harlan  
Seconded: Cr Sidey

THAT Council rescind Resolution ORD2024 11-110, made at the 21 May 2024 Ordinary Meeting of Council relating to the trial delivery of the “Too Much Stuff?” Market.

**CARRIED (5-0) ORD2024 11-180**

## **13.03 Infrastructure and Operations**

### **13.03.01 Summary Planning and Development Report – July 2024**

Moved: Deputy Mayor Harlan  
Seconded: Cr Wright

THAT Council:

1. receive the Summary Planning and Development Report July 2024; and
2. note for information the responses provided to relevant agencies within Attachments A to F of this report.

**CARRIED (5-0) ORD2024 11-181**

### **13.03.02 New Policy – CEM05 Multiple Burial Policy**

Moved: Cr Sharp  
Seconded: Deputy Mayor Harlan

THAT Council:

1. adopts draft CEM05 Multiple Burial policy, as at Attachment A; and
2. authorises the Chief Executive Officer to make minor editorial changes.

**CARRIED (5-0) ORD2024 11-182**

### **13.03.06 Disposal of Contaminated Concrete Waste Stockpiles from Council’s Waste Transfer Stations**

Moved: Deputy Mayor Harlan  
Seconded: Cr Wright

THAT Council resolve to commit a Budget of \$3,000,000.00 to disposing of the contaminated concrete waste piles from Howard Springs and Humpty Doo Waste Transfer Stations. The budget is to come from the Waste Asset Reserve.

**CARRIED (5-0) ORD2024 11-183**

### **13.03.03 Managing Concrete Waste at Council's Waste Transfer Stations**

Moved: Cr Sidey  
Seconded: Cr Wright

THAT Council Support the proposal to no longer accept any type of concrete waste from residential and commercial customers.

**CARRIED (5-0) ORD2024 11-184**

### **13.03.04 Once Off Waste Clean-up Amnesty**

*Cr Wright left the room at 7:22pm and returned to the meeting at 7:23pm.*

Moved: Cr Sharp  
Seconded: Cr Wright

THAT Council implement a voucher system, providing all rateable properties with a number of vouchers permitting the resident to dump the specified number of items upon redemption of the voucher.

**CARRIED (3-2) ORD2024 11-185**

**A Division was called.**

**Those voting in the affirmative Mayor Barden, Cr Wright and Cr Sharp.**

**Those voting in the negative Deputy Mayor Harlan and Cr Sidey.**

### **13.03.05 Humpty Doo Village Green – Capital Works**

Moved: Cr Sharp  
Seconded: Cr Wright

THAT Council approve the allocation of \$45,000 from the New Initiatives budget to complete the following Capital Works projects at the Humpty Doo Village Green:

- a) Shade Sail replacement;
- b) Gate/fence replacement works; and
- c) Development of an art mural at the skate park.

**CARRIED (4-1) ORD2024 11-186**

*Community Participation Officer, Jill Enriquez, left the meeting at 7:45pm.*

## 14. OTHER BUSINESS

*Chief Executive Officer Stephen Hoyne left the room at 7:42pm and returned to the meeting at 7:44pm.*

- 14.01 Mayor Barden raised the concerns of a resident that a sign is required at the unmaintained portion of Livingstone Road.
- 14.02 Cr Sharp raised an email communication from the Office of the Member for Daly relating to a serious road safety issue due to a lack of Zebra Crossing(s) on Challoner Circuit, Humpty Doo.

*Director Infrastructure and Operations, Rodney Jessup, left the room at 7:44pm and returned to the meeting at 7:46pm.*

## 15. CONFIDENTIAL ITEMS

Moved: Cr Sharp  
Seconded: Cr Wright

THAT Council 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:

### 15.01.01 Confirmation of Confidential Minutes

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(d) information subject to an obligation of confidentiality at law, or in equity.

### 15.01.02 Composition of the Risk Management and Audit Committee

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

### 15.01.03 Application for Write-Off of Rate Charges

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

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

**15.01.04 Special Rate – Road Seal Levy Meade Road**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

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

**15.01.05 Freds Pass Reserve \$10M Grant- Project Steering Committee Meeting Minutes**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(e) subject to subregulation (3) - information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

**15.01.06 Endorsement of CEO Performance and Remuneration Review Committee Decision**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

(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.

**15.01.07 Thriving Suburbs Program – Project Selection**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

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

**CARRIED (5-0) ORD2024 11-187**

The meeting moved to Confidential Session at 7:45pm.

Moved: Cr Sharp  
Seconded: Cr Wright

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 (5-0) ORD2024 11-195**

The meeting moved to Open Session of the meeting at 8:29pm.

***Items moved from Confidential:***

**15.01.02 Composition of the Risk Management and Audit Committee**

Moved: Cr Sidey

Seconded: Cr Sharp

THAT Council:

1. appoint Councillor Wright and Deputy Mayor Harlan to the Risk Management and Audit Committee for the remainder of the current term of Council; and
2. make public its resolution on this matter.

**CARRIED (5-0) ORD2024 11-188**

**15.01.03 Application to Write-Off Rates and Charges**

Moved: Cr Sharp

Moved: Cr Wright

THAT Council:

1. reverse levy and write-off rates charges, totalling \$3,532.67, for Assessment 10019321 and 10114452.
2. make public its resolution on this matter.

**CARRIED (5-0) ORD2024 11-189**

**15.01.04 Special Rate – Road Seal Levy Meade Road**

Moved: Cr Sidey

Moved: Deputy Mayor Harlan

THAT Council:

1. approves for consultation the charge of \$4,873 plus CPI since the levying of Guys Creek Road, Road Seal Levy (3 years) per property in Meade Road, Road Seal Levy; and
2. approves the commencement of the advertising and twenty-one-day consultation process for this Road Seal Levy; and
3. makes public its resolution of this matter.

**CARRIED (5-0) ORD2024 11-190**

**16. CLOSE OF MEETING**

The Chair closed the meeting at 8:30pm

**17. NEXT MEETING**

Tuesday 17 September 2024

**MINUTES TO BE CONFIRMED**

Tuesday 17 September 2024

.....  
Mayor  
Doug Barden

.....  
Chief Executive Officer  
Stephen Hoyne

Unconfirmed



## 6.02 - Business Arising from the Minutes

In Progress
Completed

Ongoing
Superseded

Resolution	Resolution	Meeting Date	Officer	Status
ORD2022 11-173	<p><b>Road Opening Closing Meade Road, Darwin River</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>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;</li> <li>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</li> <li>note that this is an administrative process only and there is no commitment by Council to construct the road.</li> </ol>	19/07/2022	DIO	<p><b>In Progress</b></p> <p>Review of contract has concerns around details of future ownership. Further advice being sought.</p>
ORD2023 11-093	<p><b>Cost to maintain the eight owned Council Recreation Reserves</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>engages a suitably qualified and experienced auditor or consultant to review the current costs to maintain Litchfield Council's eight reserves in a safe condition to ensure that the Council is complying with their duties under the NT Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019;</li> <li>requests the Chief Executive Officer to provide the auditors or consultant written report detailing the cost to maintain Litchfield Council's eight reserves in a safe condition to the Chief Executive Officer to Elected Members to allow each of them to carry out their due diligence under the Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; and</li> <li>receive the report prior to the first 2023-2024 Budget Review Meeting.</li> </ol>	20/06/2023	DIO	<p><b>Ongoing</b></p> <p>Works are progressing with the first of the AMP and assessment for Freds Pass Reserve aimed for Late November early December. With work continuing on data collection and condition assessment on the other reserve infrastructure.</p>

### Appointment of Committee Members to the Knuckey Lagoon Recreation Reserve Management Committee

THAT Council

ORD2023 11-121	1.	appoints Mr John Fuller and Ms Millie Feeney and reappoints Mrs Tou Samarat to the Knuckey Lagoon Recreation Reserve Management Committee for a term of three years, commencing 3 August 2023;	18/07/2023	CEO	<b>In progress</b> Letters distributed. Vacancy for the committee has been advertised through social media and updated on the Litchfield council website.
	2.	writes to Mr John Fuller, Ms Millie Feeney and Mrs Tou Samarat to inform them of Council's decision;			
	3.	writes to Mr Rus Swan and Ms Cate-Linne Fraser to thank them for their commitment to the reserve and committee; and			
	4.	advertises for nominations to the two vacancies for a community member and a community representative (not representing a User Group) on the Knuckey Lagoon Recreation Reserve Management Committee.			

### Freds Pass Reserve Expansion

THAT Council:

ORD2023 11-142	1.	adopt the Freds Pass Reserve land expansion concept to include:	15/08/2023	DIO	<b>Part 1a,1b Ongoing</b> Initial discussions planned for September with Crown.  <b>Part 2 Ongoing</b> DIPL have progressed conceptual design for the shared path link adjacent the highway.  <b>Part 3 Ongoing</b> Development Application has been lodged and Road opening letter to go to the Minister in August.
	a.	Crown Land parcel Section 2889 (580) Stuart Highway, Hundred of Strangways; and			
	b.	Part Crown land parcel Section 2639 (100) Bees Creek Road, Hundred of Strangways;			
	2.	adopt the concept to acquire land from Power and Water Corporation's Section 6003 Hundred of Strangways for the Freds Pass Reserve safe cycle, pedestrian and bridle way connection to Coolalinga and adjacent Park and Ride; and			
	3.	approve the consolidation of Section 1817 (20A) Bees Creek Road, Hundred of Strangways and Section 5467 (20) Bees Creek Road, Hundred of Strangways and authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing of the road, as required.			

**INF06 Private Roads Policy – Extension of Review**

ORD 2023 11-242	THAT Council: <ol style="list-style-type: none"><li>1. adopt the draft policy INF06 Private Roads Policy, as at Attachment A, for the standard policy period of one year and authorise the Chief Executive Officer to make minor amendments; and</li><li>2. approve the ongoing review of the private roads policy as a 'project' to be completed by December 2024 and approve additional funding for consultants and legal fees in the current budget.</li></ol>	12/12/2023	DIO	<b>Ongoing</b> Policy updated accordingly. Slow progress on updates to the future ownership portion of the policy, due to the basis of the works requiring a meeting with DIPL, LTO and Surveyor General.
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**Palmerston and Litchfield Seniors Association Request for Funding Agreement Extension**

ORD 2024 11-085	THAT Council: <ol style="list-style-type: none"><li>1. acknowledge the contribution of the Palmerston and Litchfield Seniors Association in providing social opportunities and celebratory events for seniors living in the Litchfield Municipality;</li><li>2. continue to support the Palmerston and Litchfield Seniors Association with a three-year funding agreement 2025 - 2027, commencing with base-level funding of \$10,000 per annum for 2024 – 2025 with any additional funding to be considered during the 2025/26 budget process; and</li><li>3. advise the Palmerston and Litchfield Seniors Association that consideration of its application for an increase in funding for the second and third years of the agreement will be based on the provision of a budget identifying the need for such an increase.</li></ol>	16/04/2024	CEO	<b>In Progress</b> Pending execution of Funding Agreement.
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**Notice of Motion – Establish an Advocacy and New Committee**

ORD 2024 11-100	THAT Council establish an Advocacy and New Initiatives Committee, as per draft Terms of Reference attached in Attachment A.	21/05/2024	CEO	<b>Completed</b> Report for formal appointment of Committee members included in September 2024 Council Meeting agenda. Inaugural meeting to be scheduled following appointment of Committee.
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### Request for Land (5 Campbell Road)

ORD 2024 11-159	THAT Council:			
	<ol style="list-style-type: none"><li>1. support the development of policies that would enable Council to lease Council owned land in a fair and equitable process and include provisions around financial management and asset management; and</li><li>2. approve the Director Infrastructure and Operations to provide a response to the requestee advising of the above.</li></ol>	16/07/2024	DIO	<b>In Progress</b> Project viability subject to development of Leasing of Council Owned Land policy.

### Request for Land Lease – Rural Potters Association

ORD 2024 11-161	THAT Council:			
	<ol style="list-style-type: none"><li>1. Provide in principle support for proposed options for locating the Rural Potters Shed within the Humpty Doo Village Green;</li><li>2. Request Rural Potters Association to provide a full project plan addressing the following;<ol style="list-style-type: none"><li>a. Detailed design plan for endorsement by Litchfield Council.</li><li>b. Detailed development costs for construction of the building, including all relevant permits and connection to existing onsite services.</li><li>c. Any necessary additional costs for site investigations and design.</li><li>d. Total project cost with evidence of ability to fund the proposal.</li><li>e. Communications plan inclusive of interruptions to access any parts of the Humpty Doo Village Green during construction.</li><li>f. Contractor selection process.</li><li>g. Any additional requirements as stipulated through liaison with Council Noting the above requirements are at no cost to Litchfield Council.</li></ol></li><li>3. Provide in principle support for a user agreement/licence to be established with the Rural Potters Association and Litchfield Council (pending acceptance of the above) particularly noting the requirements for financial and maintenance obligations, risk management, work health and safety and public liability insurance (due to the nature of the activities); and</li><li>4. Support acceptance of Assets as detailed in the Delegation Manual.</li></ol>	16/07/2024	DIO	<b>In Progress</b> Notification provided to Rural Potters and we await their response.

### Development Permit Issued – Mira Road South

THAT Council:

1. In relation to DP24/0115, Section 00618 Hundred of Cavenagh (160 Mira Road South, Darwin River) support a firm stance in relation to the conditions of the development permit particularly in regard to crossovers and driveways and the status of the current unmaintained road;
2. Endorse correspondence included in Attachment A addressed to the Chair of the Development Consent Authority detailing Council's disappointment in the proceedings of the DCA hearing and subsequent outcome and issued permit, subject to minor editorial amendments;
3. Support the commencement of establishing a suite of policies and supporting procedures in regard to Council's road assets inclusive of seeking legal advice;
4. Support a staged approach to review and update the Litchfield Council Development Standards in harmonisation with the NT Subdivision and Development Guidelines to provide sufficient basis for Council staff to refer to; and
5. make public this resolution.

ORD 2024  
11-166

16/07/2024 DIO

#### In Progress

Meetings scheduled with ED Development DIPL to progress discussions on the concerns.

### FIN09 Risk Management and Audit Committee Policy

THAT Council:

1. adopts draft FIN09 Risk Management and Audit Committee policy, as at Attachment A; and
2. authorises the Chief Executive Officer to make minor editorial changes.

ORD 2024  
11-177

20/08/2024 DCC

#### Complete

Policy Register updated.  
Policy available on Council's website.  
Policy endorsed at Risk Management and Audit Committee meeting of 29 August 2024.

### Correction to Open Minutes – Ordinary Council Meeting 18 June 2024

THAT Council:

ORD 2024 11-179	1. Rescind Resolution ORD2024 11-148, confirming the minutes of the: a) Ordinary Council Meeting held Tuesday 18 June 2024, 11 pages; and b) Ordinary Confidential Meeting held Tuesday 18 June 2024, 4 pages.	20/08/2024	CEO	<b>Complete</b> Corrected minutes signed by Mayor and Chief Executive Officer and open Minutes published on Council's website.
	2. confirms the following minutes as a true and accurate record of those meetings: a) Ordinary Council Meeting held Tuesday 18 June 2024, 11 pages, with changes made to Item number 13.02.04 as outlined in Attachment A to this report; and b) Ordinary Confidential Meeting held Tuesday 18 June 2024, 4 pages, no changes.			
	3. publishes the confirmed Ordinary Council Meeting held Tuesday 18 June 2024 on Council's website.			

### New Policy – CEM05 Multiple Burial Policy

ORD 2024 11-182	THAT Council:	20/08/2024	DIO	<b>Complete</b> Policy Register updated. Policy available on Council's website.
	1. adopts draft CEM05 Multiple Burial policy, as at Attachment A; and			
	2. authorises the Chief Executive Officer to make minor editorial changes.			

### Disposal of Contaminated Concrete Waste Stockpiles from Council's Waste Transfer Stations

ORD 2024 11-183	THAT Council resolve to commit a Budget of \$3,000,000.00 to disposing of the contaminated concrete waste piles from Howard Springs and Humpty Doo Waste Transfer Stations. The budget is to come from the Waste Asset Reserve.	20/08/2024	DIO
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ORD 2024 11-184	<b>Managing Concrete Waste at Council's Waste Transfer Stations</b>	<p>THAT Council support the proposal to no longer accept any type of concrete waste from residential and commercial customers.</p>	20/08/2024	DIO	<p><b>Complete</b></p> <p>Internal and external communications to advise of the change have been undertaken.</p> <p>Council's website updated to reflect this change.</p> <p>A report will be brought to the October Council Meeting seeking approval to reflect this change in Council's Fees and Charges.</p>
ORD 2024 11-185	<b>Once Off Waste Clean-up Amnesty</b>	<p>THAT Council implement a voucher system, providing all rateable properties with a number of vouchers permitting the resident to dump the specified number of items upon redemption of the voucher.</p>	20/08/2024	DIO	
ORD 2024 11-186	<b>Humpty Doo Village Green – Capital Works</b>	<p>THAT Council approve the allocation of \$45,000 from the New Initiatives budget to complete the following Capital Works projects at the Humpty Doo Village Green:</p> <ul style="list-style-type: none"> <li>a) Shade Sail replacement;</li> <li>b) Gate/fence replacement works; and</li> <li>c) Development of an art mural at the skate park.</li> </ul>	20/08/2024	DIO	<p><b>In progress</b></p> <p>Repairs and installation of shade sail scheduled for completion 4 October. Skate Park mural will follow reinstatement of the shade sail.</p> <p>Contractor appointed for Bowls Club gate/fence works, scheduled for installation by 20 September 2024.</p>

**Composition of the Risk Management and Audit Committee**

ORD 2024 11-188	THAT Council:  1. appoint Councillor Wright and Deputy Mayor Harlan to the Risk Management and Audit Committee for the remainder of the current term of Council; and  2. make public its resolution on this matter.	20/08/2024	CEO	<b>Complete</b> New members welcomed at Risk Management and Audit Committee meeting of 29 August 2024.
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**Application to Write-Off Rates and Charges**

ORD 2024 11-189	THAT Council:  1. reverse levy and write-off rates charges, totalling \$3,532.67, for Assessment 10019321 and 10114452.  2. make public its resolution on this matter.	20/08/2024	DCC	<b>Complete</b>
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## COUNCIL AGENDA

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### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 17 September 2024

**7      Petitions**

**8      Deputations and Presentations**

**9      Accepting or Declining Late Items**

**10     Notices of Motion**

**11     Mayor's Report**



## COUNCIL REPORT

<b>Agenda Item Number:</b>	11.01
<b>Report Title:</b>	Mayor's Monthly Report
<b>Author &amp; Recommending Officer:</b>	Doug Barden, Mayor
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	Nil

### Executive Summary

A summary of the Mayor's attendance at meetings and functions representing Council for the period from 21 August to 17 September 2024.

### Summary

DATE	EVENT / MEETING
21 August 2024	Palmerston and Litchfield Seniors – Closing Ceremony 2024 Seniors Fortnight
29 August 2024	Risk Management and Audit Committee
3 September 2024	Strategic Discussion and Briefing Session
4 September 2024	Freds Pass Sport and Recreation Reserve Steering Committee
6 September 2024	Top End Regional Organisation of Councils
6 September 2024	Australian Honours and Awards Investiture Ceremony
15 September 2024	Litchfield Council Australian Citizenship Ceremony
17 September 2024	Ordinary Council Meeting

### Recommendation

THAT Council receive and note the Mayor's monthly report for the period of 21 August to 17 September 2024.



## COUNCIL AGENDA

### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 17 September 2024

#### 12 Reports from Council Appointed Representatives

Meeting	Representative
Knuckey Lagoon Recreation Reserve Management Committee – 8 August 2024	Cr Wright
Howard Park Recreation Reserve Management Committee – 14 August 2024	Cr Salter
Risk Management and Audit Committee – 29 August 2024	DM Harlan Cr Wright Cr Sidey
Freds Pass Sport and Recreation Reserve \$10M Grant – Project Steering Committee – 4 September 2024	Cr Sharp

#### 13 Officers Reports

##### 13.01 Corporate and Community

- 13.01.01 Litchfield Council Finance Report – August 2024
- 13.01.02 Capital Works 2024 Rollovers
- 13.01.03 People, Performance and Governance Report – August 2024
- 13.01.04 Risk Management and Audit Committee Open Minutes – 29 August 2024

##### 13.02 Executive and Community Development

- 13.02.01 Community Services and Development Monthly Report – August 2024
- 13.02.02 Litchfield Council 2024 Annual Community Survey
- 13.02.03 Advocacy and New Initiatives Committee – Appointment of Members

- 13.02.04 Howard Park and Knuckey Lagoon Management Committees - Minutes

### **13.03 Infrastructure and Operations**

- 13.03.01 Summary Planning and Development Report –August 2024
- 13.03.02 Safer Local Roads Infrastructure Program
- 13.03.03 Interim Control Orders - Planning



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.01
<b>Report Title:</b>	Litchfield Council Finance Report – August 2024
<b>Author &amp; Recommending Officer</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: Litchfield Council Finance Report – August 2024

### Executive Summary

This report presents the Litchfield Council Finance Report for 31 August 2024. Budget 2024/2025 figures are shown.

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

The Balance Sheet has been updated in accordance with 2023/2024 unaudited financial statements and Financial Reserves has been updated with budget review two figures.

The annual rates and waste charges were levied in July 2024. As instalment dates pass, the outstanding rates ratio will continue to decline.

### Recommendation

THAT Council note the Litchfield Council Finance Report for 31 August 2024.

### 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.

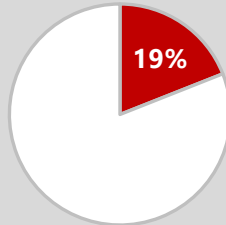
**LITCHFIELD  
COUNCIL**



# Finance Report

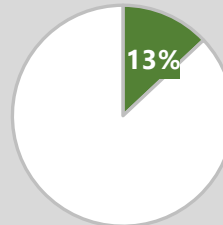
## August 2024

## August 2024 DASHBOARD REPORTING



### Asset Sustainability Ratio

Capital Expenditure  
Actuals \$1.89m  
Municipal Plan Target – 30%



### Rates Outstanding

\$ 2.16m Outstanding  
Municipal Plan Target – < 18%  
(Less than 2.97mn)



### Current Cash Investments

**\$ 25.84m**

**0 of 18**

Budgeted Capital Programs  
2024/25

**\$19.52m**

Budgeted Cash  
Reserves July 2024

**\$ 19.54m**

### OPERATIONAL REVENUE

\$22.53m Budget– 86.7% Target  
Achieved

**\$ 4.52m**

### OPERATIONAL EXPENSES

\$27.41m Budget– 16.5% Spent

**\$ 15.02m**

### OPERATING SURPLUS

Budget (\$ 4.88m)

**\$0.03m**

### CAPITAL REVENUE

\$ 5.94m Budget

**\$ 1.89m**

### CAPITAL EXPENSES

\$ 15.24m Budget

**\$ 1.86m**

### CAPITAL DEFICIET

Budget (\$ 7.51m)

### RATIOS

**19%**

Asset Sustainability  
Target 30% and more

**13%**

Rates Outstanding  
Target less than 18%

**72%**

Own Source Revenue Ratio  
Target 60% and more

**8.1**

Current Ratio  
Target 1 and more

**0**

Debt Service Ratio  
Target less than 1



Not Achieved



Achieved



Achieved



Achieved



Achieved



## STATEMENT 1. COMPARISON ACTUAL PERFORMANCE AGAINST BUDGET<sup>1</sup>

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 tenth-twelfth of annual budget except for Rates, which is represented in full as it is levied in July in full.

**Table 1.1 Monthly Income and Expenditure Statement**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>OPERATING INCOME</b>				
Rates	15,256,786.71	15,453,753.00	196,966.29	15,453,753.00
Charges	54,980.00	29,166.67	(25,813.33)	175,000.00
Fees and Charges	327,495.76	338,495.00	10,999.24	2,030,970.00
Operating Grants and Subsidies	3,576,445.00	659,064.00	(2,917,381.00)	3,954,384.00
Interest / Investment Income	264,204.51	129,000.00	(135,204.51)	774,000.00
Other Income	57,338.51	23,333.33	(34,005.18)	140,000.00
<b>TOTAL OPERATING INCOME</b>	<b>19,537,250.49</b>	<b>16,632,812.00</b>	<b>(2,904,438.49)</b>	<b>22,528,107.00</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	1,092,951.59	1,250,064.50	157,112.91	7,500,387.00
Materials and Contracts	1,593,328.18	1,494,667.33	(98,660.85)	8,968,004.00
Elected Member Allowances	43,863.40	57,466.67	13,603.27	344,800.00
Elected Member Expenses	37,460.00	8,851.00	(28,609.00)	53,106.00
Council Committee & LA Allowances	-	1,666.67	1,666.67	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation, and Impairment	-	-	-	-
Accumulated Depreciation	1,657,666.67	1,657,666.67	-	9,946,000.00
Interest Expenses	-	-	-	-
Other Expenses	96,096.05	98,201.67	2,105.62	589,210.00
<b>TOTAL OPERATING EXPENDITURE</b>	<b>4,521,365.89</b>	<b>4,568,584.50</b>	<b>47,218.61</b>	<b>27,411,507.00</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>15,015,884.60</b>	<b>12,064,227.50</b>	<b>(2,951,657.10)</b>	<b>(4,883,400.00)</b>

**Table 1.2 Monthly Operating Position**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>15,015,884.60</b>	<b>3,775,894.17</b>	<b>(11,239,990.44)</b>	<b>(4,883,400.00)</b>
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	1,657,666.67	1,657,666.67	-	9,946,000.00
<b>TOTAL NON-CASH ITEMS</b>	<b>1,657,666.67</b>	<b>1,657,666.67</b>	<b>-</b>	<b>9,946,000.00</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure	(1,890,383.26)	(1,252,000.00)	638,383.26	(7,512,000.00)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(843,766.67)	(843,766.67)	(4,972,693.00)
Other Outflows	-	-	-	-
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>(1,890,383.26)</b>	<b>(2,095,766.67)</b>	<b>(205,383.41)</b>	<b>(12,481,693.00)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	-	216,666.67	216,666.67	1,300,000.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	-	-	-	-
Special Road Seal Levy	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Transfers from Reserves	-	1,035,333.33	1,035,333.33	6,212,000.00
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>-</b>	<b>1,252,000.00</b>	<b>1,252,000.00</b>	<b>7,512,000.00</b>
<b>NET OPERATING POSITION</b>	<b>14,783,168.01</b>		<b>(10,193,373.84)</b>	

<sup>1</sup> Numbers in statements may include minor rounding differences.

## 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 2024.

	2024/25 YTD Actuals	2024/25 Budget	% of Budget
REVENUE	\$	\$	
Council Leadership	60.00 <sup>2</sup>	-	-
Corporate	33,714.65 <sup>3</sup>	-	-
Information Services	-	-	-
Finance & Customer Service	12,626,924.10	13,574,543.00	93.02%
Infrastructure & Assets	3,055,645.91	3,184,131.00	95.96% <sup>4</sup>
Waste Management	3,501,360.26	3,636,225.00	96.29%
Community	15,985.54	129,885.00	12.31% <sup>5</sup>
Community – Library	2,887.05	308,234.00	0.94%
Mobile Workforce	-	-	-
Regulatory Services	55,120.00	175,000.00	31.50% <sup>6</sup>
Thorak Cemetery	245,552.98	1,520,089.00	16.15%
<b>TOTAL REVENUE</b>	<b>19,537,250.49</b>	<b>22,528,107.00</b>	<b>86.72%</b>
EXPENSES			
Council Leadership	141,632.80	1,455,976.00	9.73%
Corporate	82,994.96	673,016.00	12.33% <sup>7</sup>
Information Services	67,768.70	702,581.00	9.65%
Finance & Customer Service	770,588.20	2,099,867.00	36.70% <sup>8</sup>
Infrastructure & Assets	635,023.40	3,991,911.00	15.91%
Waste Management	363,766.85	3,393,474.00	10.72% <sup>9</sup>
Community	349,149.27	1,977,531.00	17.66% <sup>10</sup>
Community – Library	66,928.60	370,551.00	18.06% <sup>11</sup>
Mobile Workforce	98,246.14	1,241,111.00	7.92% <sup>12</sup>
Regulatory Services	93,944.45	482,870.00	19.46% <sup>13</sup>
Thorak Cemetery	193,655.85	1,076,619.00	17.99% <sup>14</sup>
<b>TOTAL EXPENSES</b>	<b>2,863,699.22</b>	<b>17,465,507.00</b>	<b>16.40%</b>
<b>OPERATING RESULT</b>	<b>16,673,551.27</b>	<b>5,062,600.00</b>	<b>329.35%</b>

<sup>2</sup> Includes FOI receipt income.

<sup>3</sup> Includes Insurance claims received.

<sup>4</sup> Budgeted Operational Grants income yet to be received.

<sup>5</sup> Includes Cash for Can Income.

<sup>6</sup> Includes Annual Dog Registration Income.

<sup>7</sup> Includes Advertising Cost that has increased.

<sup>8</sup> Due to Insurance cost increased substantially.

<sup>9</sup> Maintenance Costs increased.

<sup>10</sup> Includes full year reserve payments.

<sup>11</sup> Includes Program running cost during school holidays.

<sup>12</sup> Includes Materials and Contracts cost that has increased.

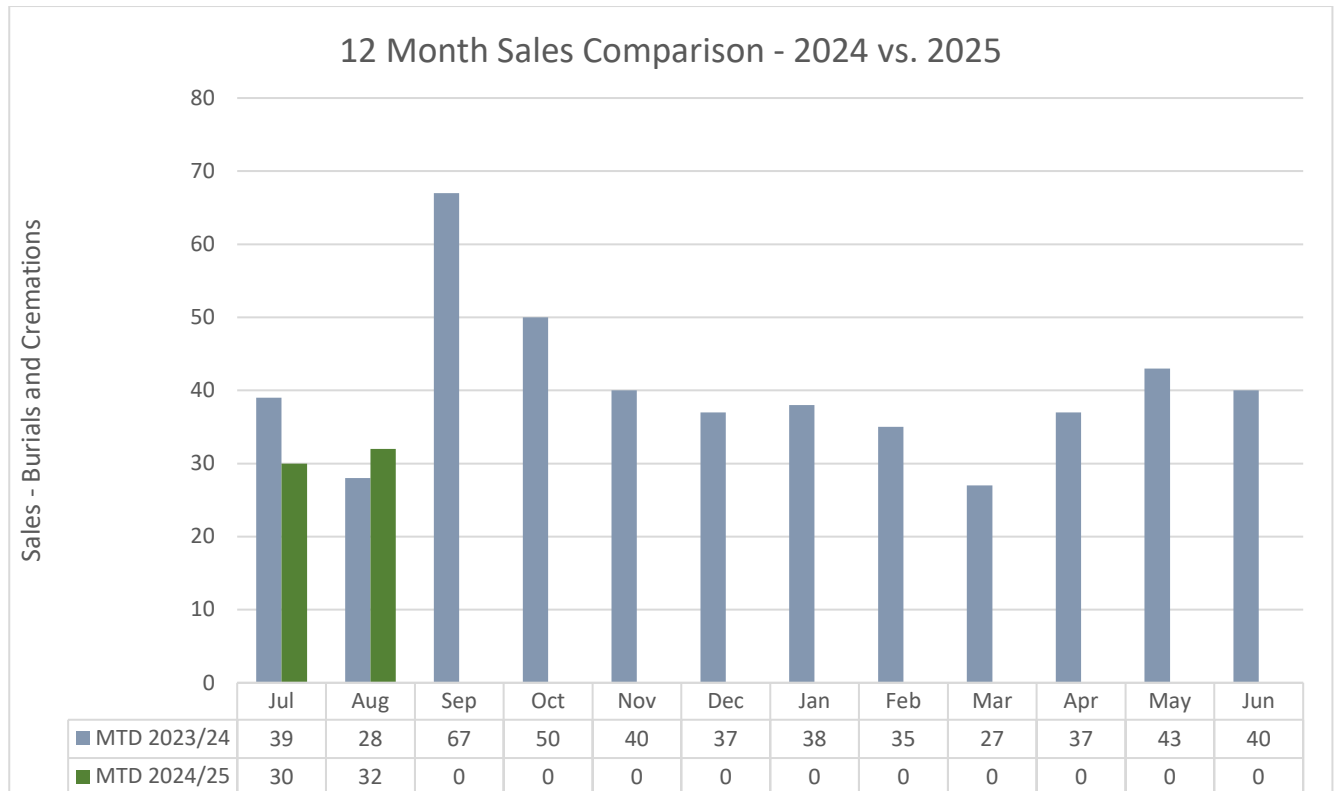
<sup>13</sup> Due to vet cots increased substantially.

<sup>14</sup> Repairs and Maintenance Cost increased.

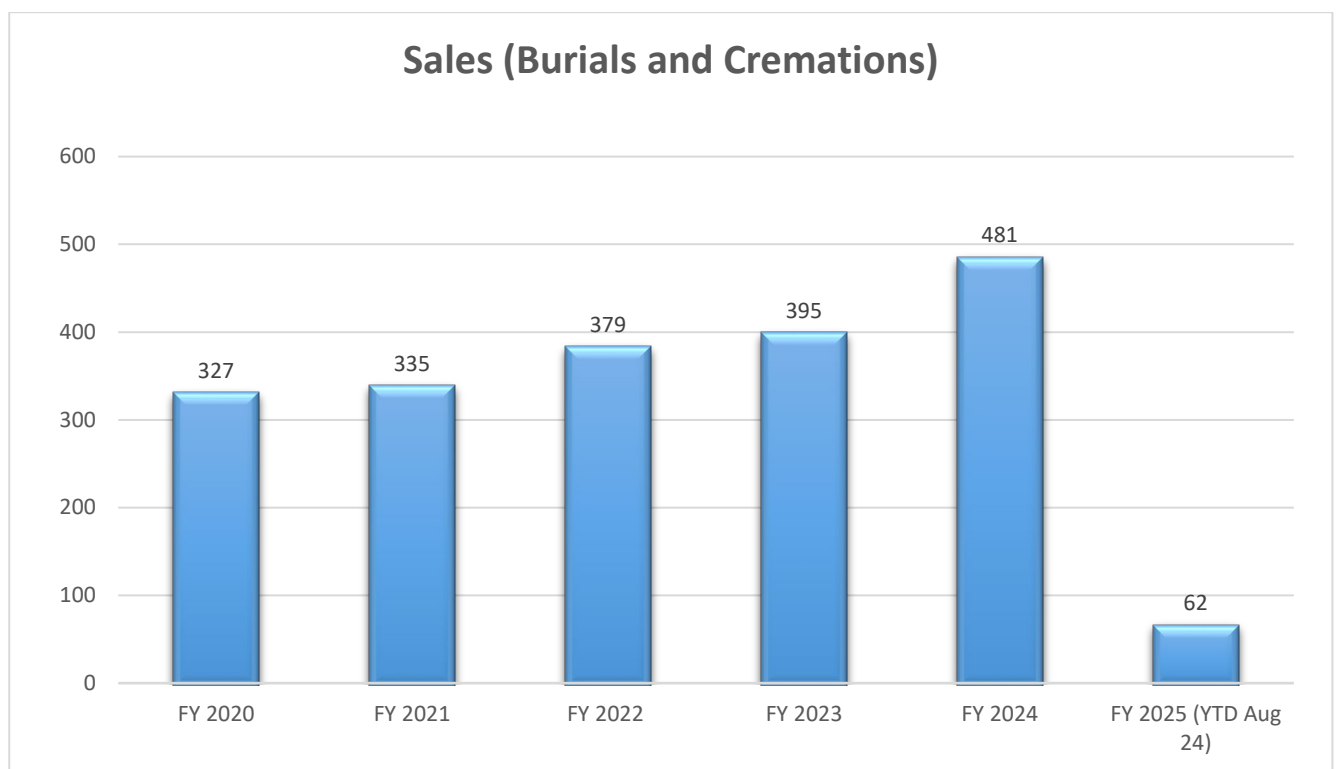
## Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 32 Interments and cremations, a decrease of 05 from the same time last year.

Below is a comparison by month against last year:



Below present, a sales comparison over the last six years, average over the six years including 2025 Financial Year to date is 330.



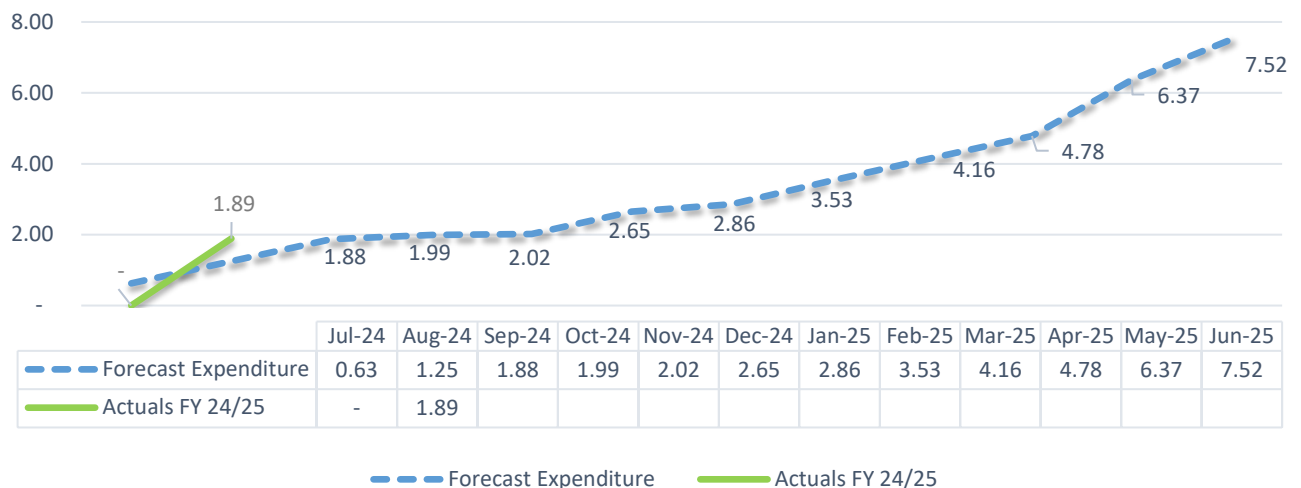
## STATEMENT 2. CAPITAL EXPENDITURE AND FUNDING

**Table 2.1 By class of infrastructure, property, plant, and equipment**

The table below compares capital revenue and expenditure to budget. Expenses will increase as projects progress.

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Annual Budget \$
Land and Buildings	-	118,333.33	118,333.33	710,000.00
Infrastructure (including roads, footpaths, park furniture)	1,754,528.43	977,833.33	(776,695.10)	5,867,000.00
Plant and Machinery	-	-	-	-
Fleet	135,854.83	155,833.33	19,978.50	935,000.00
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>1,890,383.26</b>	<b>1,252,000.00</b>	<b>(638,383.26)</b>	<b>7,512,000.00</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Operating Income (amount allocated to fund capital items)	270,435.80	843,766.67	573,330.87	5,062,600.00
Capital Grants	-	216,666.67	216,666.67	1,300,000.00
Transfers from Cash Reserves	-	146,578.83	146,578.83	879,473.00
Special Road Seal Levy	44,118.00	44,987.83	869.83	269,927.00
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>				
<b>FUNDING</b>	<b>314,553.80</b>	<b>1,296,987.83</b>	<b>937,446.20</b>	<b>7,512,000.00</b>

### Forecast and Actual Capital Expenditure (\$ in Mn)



**Table 2.2 Monthly Report on Planned Major Capital Works**

2024/25 CAPITAL PROJECTS													
	Asset Type	Municipal Plan Program	Total Prior year(s) \$	FY 2024/25 Year to Date Actuals	Total Actuals \$	Budget	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
1	Roads	Road Seal Renewal	374,777.05	32,115.57	406,892.62	1,125,000.00	718,107.41	34.13%	Sep 25	Yes	Yes	Project Planning	Road Reseal List being finalised.
2	Roads	Pavement Renewals – Thorngate Road, Whitewood Road	-	-	-	1,000,000.00	1,000,000.00	0.00%	Sep 25	Yes		Project Planning	Design in progress. Initial cost estimates showing budget might not be sufficient.
3	Roads	Pavement Renewals – Heavy patches – various	25,901.27	34,574.60	60,475.87	300,000.00	239,524.13	20.16%	Sep 25	Yes	Yes	Project Delivery	Various Heavy Patches already completed. Further works are programmed.
4	Roads	Gravel surface Renewal	869,453.55	122,007.38	991,460.93	322,0000.00	322,0000.00	0.00%	Sep 25	Yes	Yes	Project Delivery	Works due to commence mid September
5	Roads	Unsealed to Sealed Road – Brougham Road	-	-	-	1,000,000.00	1,000,000.00	0.00%	Sep 25	Yes		Project Planning	Design in progress. . Initial cost estimates showing budget might not be sufficient.
6	Roads	Road Safety Upgrades – Shoulder widening	214,617.45	-	214,617.45	300,000.00	85,382.55	71.54%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.
7	Roads	Road Safety Upgrades – Intersections	-75,129.42	-	-75,129.42	380,000.00	380,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Design in progress
8	Roads	Road Safety Upgrades – (other) – Challoner Circuit	-	-	-	380,000.00	380,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Concept design complete. Stakeholder consultation current.
9	Roads	Road Safety – Intersection upgrades- Pioneer Anglessey	-	6,610.00	6,610.00	430,000.00	423,390.00	1.54%	Sep 25	Yes	Yes	Project Planning	Design in progress
10	Drainage	Drainage Renewal	-	-	-	200,000.00	200,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.
11	Drainage	Drainage Upgrade – Floodways	-	112,532.82	112,532.82	30,000.00	-82,532.82	375.11%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.
12	Buildings	Council Administration Building – Replace AC unit and Chambers Kitchen	-	-	-	95,000.00	95,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.

Asset Type		Municipal Plan Program	Total Prior year(s) \$	FY 2024/25 Year to Date Actuals	Total Actuals \$	Budget	Total yet To Spend \$	Budget Spent %	Sched uled Compl etion Date	On Tim e	On Budge t	Project Stage	Status Update
13	Thorak	Thorak Asset Renewal	-14,209.09	\$11,792.93	2,416.16	530,000.00	530,000.00	0.46%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.
14	Waste	Waste Asset Renewal – Compactor Replacement	-	-	-	400,000.00	400,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress.
15	Reserves	Freds Pass Reserve	34,652.00	-	34,652.00	300,000.00	265,348.00	0.00%	Sep 25	Yes	Yes	Project Planning	Work scoping in progress
16	Reserves	Howard Park Reserve – BMX track softfall	-	-	-	80,000.00	80,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Not started
17	Reserves	Berry Springs Reserve – Painting	-	-	-	85,000.00	85,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Not started
18	Reserves	Gregg Park	-	-	-	20,000.00	20,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Not started
19	Fleet	Council Vehicle Replacement	135,854.83	-	135,854.83	535,000.00	399,145.17	25.39%	Sep 25	Yes	Yes	Project Delivery	Vehicles ordered
			1,565,917.64	324,465.62	1,890,383.26	7,812,000	5,886,964.74	0.00%					

Yes	Indicates that the relevant aspect is as planned and on schedule
No	Indicates that the relevant aspect is not as planned and not on schedule for various reasons
	Indicates that there are external aspects that are impacting the schedule, whether it be weather dependent or reliant on a 3 <sup>rd</sup> party approval

**Notes:**

1. Projects that are planned to be completed in the following financial year, are considered to be 'on time', provided they are meeting the projects planned proposed project timeline.
2. Grant funded projects do not necessarily have financial year completion dates. Reporting on 'on time' and 'on budget' will be reported based on the specific projects project planned timeline.
3. Projects in the Carried Forward table, are not necessarily considered 'not on time' if planned to be completed to be that way. (noting as per the above)
4. Projects that are marginally behind their 'on time' OR considered that they will still be completed by the project end date, are being considered as 'on time'.

### STATEMENT 3. MONTHLY BALANCE SHEET

The Balance Sheet and Financial Reserves closing balances have been updated to reflect the finalised 2023/24 annual unaudited financial statements.

BALANCE SHEET AS AT 31 AUGUST 2024	YTD Actuals \$	Note Reference*
<b>ASSETS</b>		
Cash at Bank		(1)
Tied Funds	25,836,867.89	
Untied Funds	3,994,301.34	
Accounts Receivable		
Trade Debtors	418,058.77 <sup>15</sup>	(2)
Rates & Charges Debtors	15,381,266.58	
Other Current Assets	691,276.20	
<b>TOTAL CURRENT ASSETS</b>	<b>46,321,770.78</b>	
Non-Current Financial Assets	10,136,980.65	
Property, Plant and Equipment	431,734,053.92	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>441,871,034.57</b>	
<b>TOTAL ASSETS</b>	<b>488,192,805.35</b>	
<b>LIABILITIES</b>		
Accounts Payable	2,275,756.41 <sup>16</sup>	(3)
ATO & Payroll Liabilities	515.91 <sup>17</sup>	(4)
Current Provisions	672,200.00	
Accruals	2,784,348.59	
Other Current Liabilities	-	
<b>TOTAL CURRENT LIABILITIES</b>	<b>5,732,820.91</b>	
<b>Non-Current Liabilities</b>		
Non-Current Provisions	199,986.00	
Other Non-Current Liabilities	-	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>199,986.00</b>	
<b>TOTAL LIABILITIES</b>	<b>5,932,806.91</b>	
<b>NET ASSETS</b>	<b>482,259,998.44</b>	
<b>EQUITY</b>		
Asset Revaluation reserve	412,735,457.46	
Reserves	25,468,458.87	
Accumulated Surplus	44,056,082.11	
<b>TOTAL EQUITY</b>	<b>482,259,998.44</b>	

<sup>15</sup> Includes Allowance for Doubtful Debt.

<sup>16</sup> Includes security deposits and Thorak Cemetery Exclusive rights payments received in advance.

<sup>17</sup> Includes prior year (2024) transactions.

## 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. Councils Investment Policy – FIN14 instates controls regarding the credit quality on the entire portfolio.

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)	10/10/2023	1,000,000.00	4.86%	24/09/2024	350	5,000,000.00	19.35%	46,602.74
	22/11/2023	1,000,000.00	5.15%	26/11/2024	370			52,205.48
	6/02/2024	500,000.00	5.02%	28/01/2025	357			24,549.86
	9/04/2024	1,000,000.00	5.02%	11/03/2025	336			46,211.51
	23/07/2024	1,500,000.00	5.20%	1/04/2025	336			53,852.06
Commonwealth (S&P A1+)	24/10/2023	1,000,000.00	5.24%	8/10/2024	350	7,336,867.89	28.40%	50,246.58
	24/10/2023	336,867.89	5.24%	8/10/2024	350			16,926.46
	21/11/2023	1,000,000.00	5.12%	12/11/2024	357			50,077.81
	23/01/2024	2,000,000.00	4.91%	17/12/2024	329			88,514.52
	5/03/2024	1,000,000.00	4.85%	25/02/2025	357			47,436.99
	13/08/2024	1,000,000.00	4.70%	15/04/2025	245			31,547.95
	28/08/2024	1,000,000.00	4.66%	30/04/2025	245			31,279.45
Defence Bank (S&P A2)	8/11/2023	1,000,000.00	5.20%	22/10/2024	349	2,000,000.00	7.74%	49,720.55
	5/12/2023	1,000,000.00	5.30%	26/11/2024	357			51,838.36
NAB (S&P A1+)	3/10/2023	1,000,000.00	5.30%	10/09/2024	343	11,500,000.00	44.51%	49,805.48
	5/12/2023	1,000,000.00	5.30%	26/11/2024	357			51,838.36
	9/01/2024	1,500,000.00	5.10%	10/12/2024	336			70,421.92
	6/02/2024	1,000,000.00	5.10%	14/01/2025	343			47,926.03
	20/02/2024	1,000,000.00	5.10%	11/02/2025	357			49,882.19
	6/03/2024	1,000,000.00	5.05%	25/02/2025	356			49,254.79
	23/04/2024	1,000,000.00	5.06%	25/03/2025	356			44,500.27
	25/06/2024	1,000,000.00	5.15%	8/04/2025	287			40,494.52
	16/07/2024	2,000,000.00	5.30%	25/03/2025	252			73,183.56
	28/08/2024	1,000,000.00	5.00%	14/05/2025	245			33,561.64
<b>TOTAL INVESTMENTS</b>		<b>24,836,867.89</b>				<b>24,836,867.89</b>	<b>100%</b>	<b>1,148,739.63</b>

% of Total Investment Portfolio	A1 & A1+ (max 100%)	72.91%	A2 (max 60%)	27.09%	100%
Total Investments/ Tied Funds	\$ 25,836,867.89		Total Year to date Investments Earnings	564,000.00 <sup>18</sup>	
General Bank Funds	\$ 3,855,261.05				
Council Till and Petty Cash float	\$ 1,275.00				
Total Untied Funds	\$ 3,856,536.05				
Total all funds	\$ 29,693,403.94				

<sup>18</sup> Due to Accrued Interest posted for month of August-24

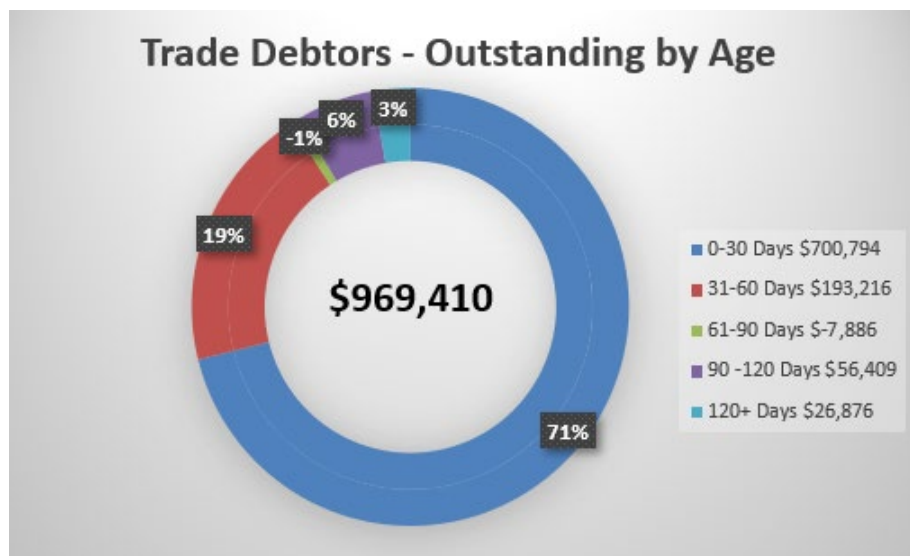


## Note 2: Statement of Trade Debtors

Total Debtors as of 31 August 2024 is \$969,410; \$26,876 relates to invoices outstanding over 90 days. \$56,999 of the 90+ days debtors relate to the charge of legal fees on regulatory service orders. A provision for doubtful debt was made during the preparation of the end-of-year financial statements.

Fines and Infringements – Council has two hundred and seventy-one (266) infringements outstanding with a total balance of \$66,679.01 a decrease of \$906.88 from July. Twenty (20) reminder notices produced, Two hundred and forty (240) are with the Fines Recovery Unit (FRU), Two (02) are on hold, and Four (04) paid in full.

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	500,000.00	185,175.00	-	50,954.37	-	736,129.37
Cemetery	72,361.10	5,228.00	(8,709.00)	-	16,208.70	85,088.80
Waste	1,139.06	214.74	-	-	-	1,353.80
Recreation Reserves	5,431.00	306.35	-	-	(138.07)	5,599.28
Planning	119.00	-	-	-	-	119.00
GST Receivable	120,634.13	-	-	-	(46,193.75)	74,440.38
Infringements	1,110.00	2,292.00	823.00	5,455.00	56,999.01	66,679.01
<b>Total</b>	<b>700,794.29</b>	<b>193,219.09</b>	<b>(7,886.00)</b>	<b>56,409.37</b>	<b>26,875.89</b>	<b>969,409.64</b>



## 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	346,829.44	-	-	-	-	346,829.44
Cemetery	3,141.78	-	-	-	-	3,141.78
<b>Total</b>	<b>349,971.22</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>349,971.22</b>

## 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 Receivable (Payable)	13,697.12	-	-	-	-	13,697.12
Payroll	-	-	-	-	-	-
<b>Total</b>	<b>13,697.12</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>13,697.12</b>

## Financial Reserves

The Financial Reserves has been updated with budget review two figures.

	2023-2024 Actuals \$	2024-2025 Forecast Net Movement \$	2024-2025 Budget Review \$
<b>Externally Restricted</b>			
Developer Contribution Reserve	675,986.00	(325,905.00)	350,081.00
Unexpended Grants / Contributions	3,863,668.00	(3,863,668.00)	-
Unexpended Capital Works	3,129,453.00	(3,129,453.00)	-
<b>Total Externally Restricted Reserves</b>	<b>7,669,107.00</b>	<b>(7,319,026.00)</b>	<b>350,081.00</b>
<b>Internally Restricted</b>			
Asset Reserve	7,898,788.00	2,712,354.00	10,611,142.00
Waste Management Reserve	5,482,478.00	-	5,482,478.00
Thorak Regional Cemetery Reserve	1,933,706.00	-	1,933,706.00
Election Reserve	200,000.00	-	200,000.00
Disaster Recovery Reserve	400,000.00	-	400,000.00
Strategic Initiatives Reserve	400,000.00	-	400,000.00
Cash for Cans Reserves	141,906.00	-	141,906.00
<b>Total Internally Restricted Reserves</b>	<b>16,456,877.00</b>	<b>2,712,355.00</b>	<b>19,169,232.00</b>
<b>TOTAL RESERVES</b>	<b>24,125,984.00</b>	<b>(4,606,671.00)</b>	<b>19,519,313.00</b>

## Outstanding Rates

### Prior Years Rates Outstanding<sup>19</sup>

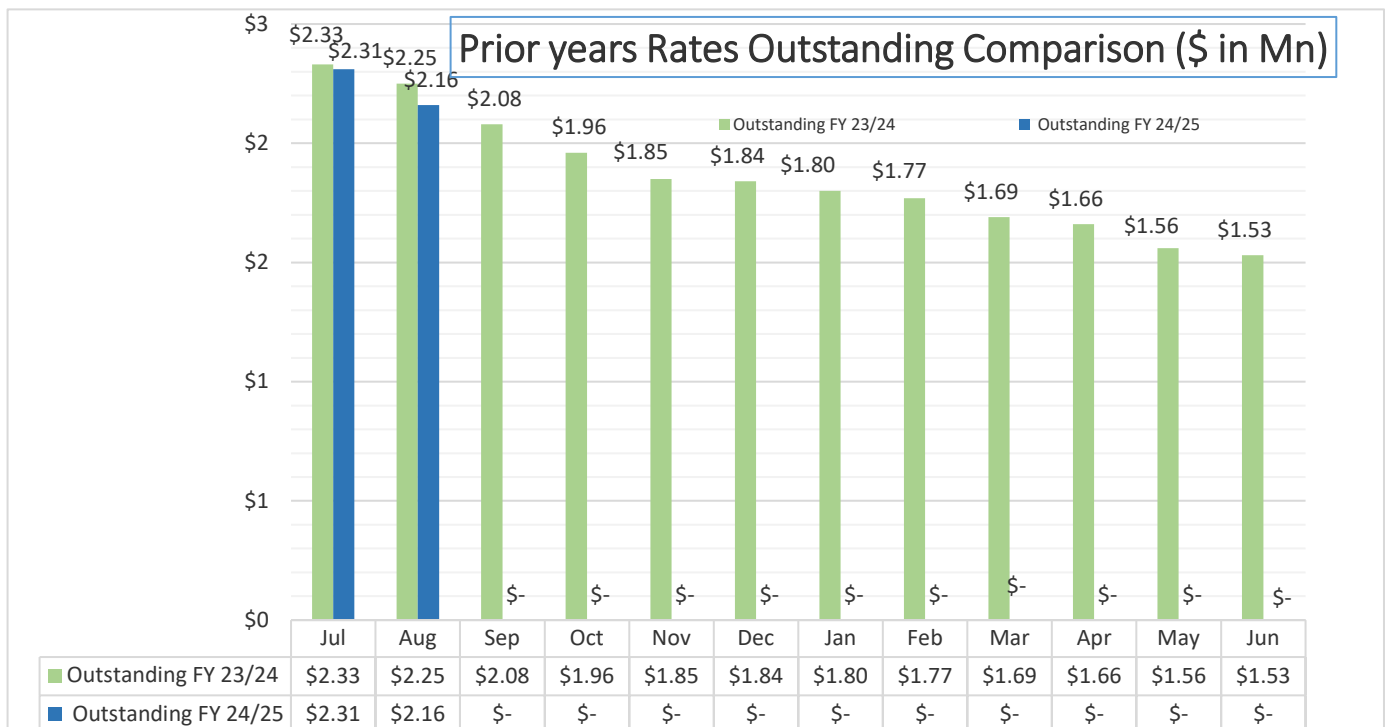
The below table illustrates the split of prior year outstanding rates, currently at \$2.16 million.

Council continues 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's rates as at the beginning of the financial year, last month and the current month.

	Beginning of 2024/25 Prior Years Rates Outstanding (\$)	Previous Month (July 2024) (\$)	Current Month (August 2024) (\$)
CANCELLED ASSESSMENT	-	50,525.26	50,839.09
COMMERCIAL	28,378.18	119,034.90	102,447.87
GAS PLANT	-	-	-
MINING	165,673.14	153,157.14	154,439.91
HORTICULTURE AGRICULTURE	18,846.40	36,115.16	34,103.17
NON-RATEABLE GENERAL	20,028.76	20,149.40	20,270.05
NON-RATEABLE WASTE	40,496.86	42,730.20	43,068.86
PASTORAL	-	-	-
RURAL RESIDENTIAL	1,123,920.14	1,725,891.76	1,597,186.31
URBAN RESIDENTIAL	135,647.13	165,795.67	159,260.05
<b>TOTAL</b>	<b>1,532,990.61</b>	<b>2,313,399.49</b>	<b>2,161,615.31</b>
<b>Arrears LESS Legal</b>	<b>1,422,397.62</b>	<b>2,202,937.63</b>	<b>2,049,179.67</b>

The graph below compares prior years rates outstanding between 2023/24 and 2024/25 financial years.



<sup>19</sup> Includes prior years outstanding rates (FY 2023 and prior)

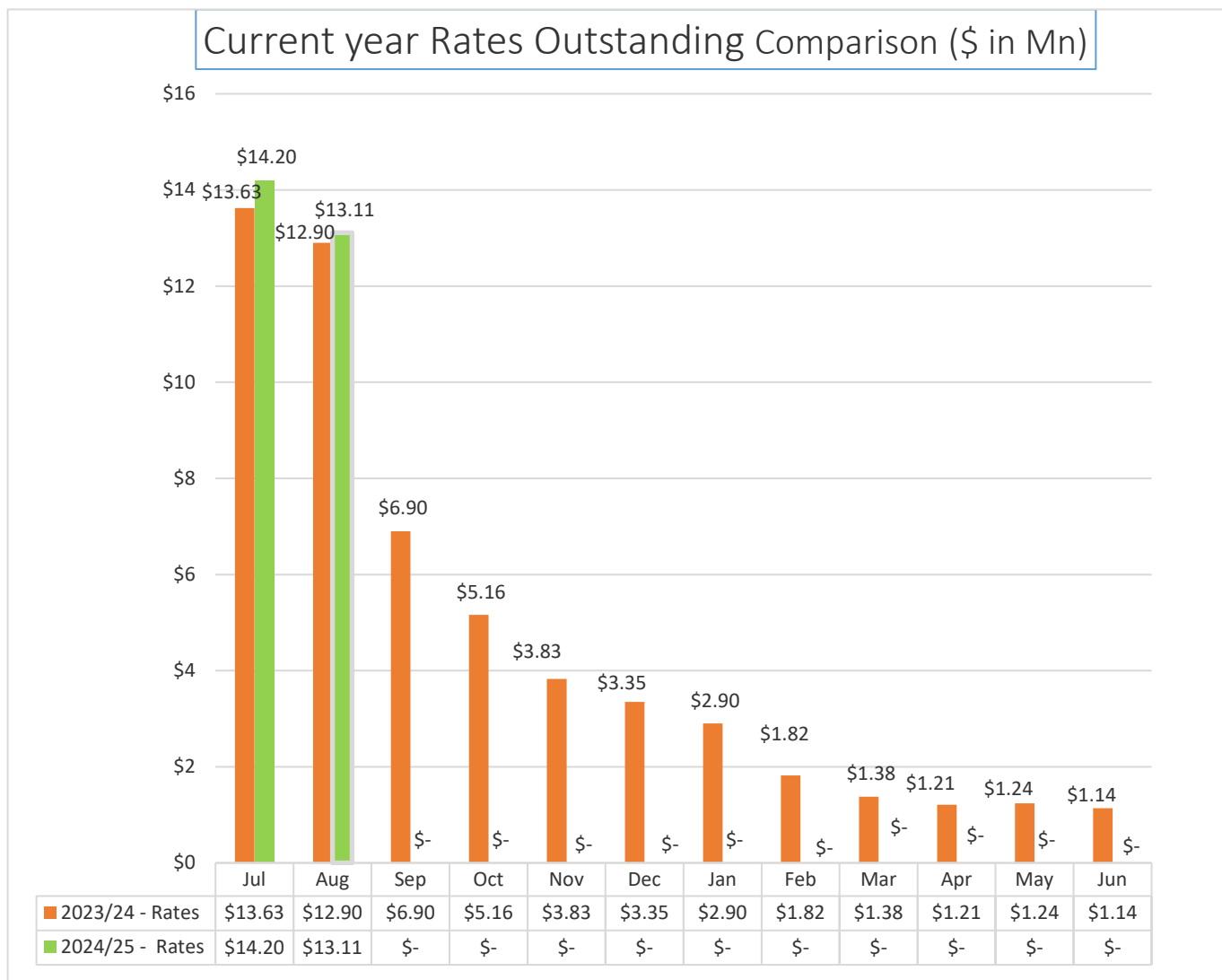
## Current Year Rates<sup>20</sup>

The below table illustrates the split of current year outstanding rates. Current year rates levied total \$14.2m and the first instalment was due 30 September 2024.

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

	Previous Month (July 2024) (\$)	Current Month (August 2024) (\$)	Variance (\$)	Due Dates
Instalment 1	4,535,293.18	4,132,401.69	402,891.49	30-Sep-24
Instalment 2	4,769,836.90	4,414,374.76	355,462.14	30-Nov-24
Instalment 3	4,898,345.52	4,568,361.14	329,984.38	28-Feb-25
<b>TOTAL</b>	<b>14,203,475.60</b>	<b>13,115,137.59</b>	<b>1,088,338.01</b>	

The graph below compares annual rates between 2023/24 and 2024/25.



<sup>20</sup> Includes current year outstanding rates (FY 2025)

## Accounts Payable Report

Cheque No.	Payee	Description	Amount
1563.67-01	JARDINE LLOYD THOMPSON PTY LTD	2024/2025 – Insurance Renewal Workers Compensation	\$768,871.28
1567.1000-01	LAVERCOMBE GRADER SERVICES	RFQ23-412 Shoulder Reconstruction / Widening, Various Locations Litchfield Council Municipality	\$236,079.20
1563.2750-01	TMH SERVICES	RFQ24-442 Drains / Culvert Clearing – Various Locations Litchfield Council Municipality	\$43,340.00
1566.874-01	VTG WASTE & RECYCLING	Jul 2024 – Transport General Waste and Oil, from HD, BS and HS Waste Stations to Shoal Bay Receiving Station	\$39,804.36
1566.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 03 (24/25) – Cycle01 WE 04 Aug 2024	\$39,098.00
1563.930-01	COLEMAN'S CONTRACTING & EARTHMOVING	RFT23-379 Guys Creek Road- Pavement/Sealing Works	\$30,000.00
1566.1884-01	WESTPAC BANK – QUICK SUPER ACCOUNT	Superannuation-Py 3 2025-13 WE 04 Aug 2024	\$26,788.95
1567.90-01	INDUSTRIAL POWER SWEEPING	Street, Footpath & Kerb Sweeping Various Roads, Paths and Bike Paths, Litchfield Council Municipality	\$23,479.50
1566.2914-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$19,064.03
1567.2348-01	D OMEGA CIVIL CONSTRUCTIONS	Re-establish Level of Verge Area, Mowing, Slashing and Soil – Henning Road	\$13,992.00
1566.170-01	NTRS (NT RECYCLING SOLUTIONS)	Jul 2024 – Waste Contractor Rural Residents	\$12,346.03
1566.792-01	VRAHOS CONTRACTORS	Challoner Circuit – Remove/Replace Damaged 2 Bay Parking	\$9,800.00
1566.319-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$9,404.72
1567.1068-01	MR D S BARDEN	July 2024 – Elected Members Allowance	\$8,893.44
1568.307-01	RANDFLEX PTY LTD	Presentation Boxes, Urns and Vases for Thorak Customers	\$7,951.42
1566.1230-01	TRUE NORTH STRATEGIC COMMUNICATION	External Provider – Annual Report Community Survey	\$7,405.20
1567.926-01	JACANA ENERGY	Apr – Jun 2024 – Street Lighting Electric	\$6,306.33
1565.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Levelling of Grounds / Top Soil for Section of Grounds Maintenance	\$6,160.00
1563.85-01	TELSTRA	Jul 2024 – Thorak & Litchfield Council Internet, Data & Mobiles	\$6,130.69
1566.2024-01	CROSS SOLUTIONS	RFQ24-443 Parkin Road Drainage Upgrades	\$5,747.50
1566.2769-01	JPC CONTRACTING PTY LTD	Sinkhole Redgum & Woodlands Intersection	\$4,950.00
1566.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Management – Various Locations Litchfield Council Municipality	\$4,730.00
1567.506-01	TURBO'S TYRES	Drive Tyres Mower Truck & New Tractor Tyres with Fitting/Disposal	\$4,632.14
1567.2917-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$4,577.19
1567.129-01	VANDERFIELD PTY LTD & RDO EQUIPMENT	Full Service / Repairs on John Deer Tractor	\$4,537.29
1567.2919-01	UNITINGSA LTD	Refund Moines Paid – Cancelled Burial – Deceased Taken Back to Community	\$4,000.00

<b>Cheque No.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
1566.2912-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$3,896.70
1566.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$3,668.70
1563.1392-01	AKRON GROUP NT PTY LTD	Traffic Control – Various Locations Litchfield Council Municipality	\$3,599.20
1566.1392-01	AKRON GROUP NT PTY LTD	Girraween Road Fatality, and other Traffic Incidents (4) – Traffic Control	\$3,502.68
1563.953-01	HWL EBSWORTH LAWYERS	Reply to Southport Lawyer Correspondence RE: Road Seal Levy	\$3,379.20
1566.2270-01	TYRECYCLE PTY LTD	Tyre Collection HDWTS WE 09 Jul 2024	\$3,115.85
1567.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$3,096.42
1567.1088-01	TALENT PROPELLER	Recruitment- Planning and Development Program Leader	\$3,059.38
1563.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$3,059.14
1563.2897-01	MG TOTAL SOLUTIONS	Freight/Transport of New Slasher	\$3,025.00
1563.2905-01	MOMENTUM LIFE COACHING	Life and Mindset Coaching	\$3,000.00
1566.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE 04 August 2024	\$2,969.59
1566.2130-01	APEX STEEL SUPPLIES	Steel Supplies MWF Crew	\$2,803.35
1563.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	HDWTS – Degas Aircons and Fridges – June and July 2024	\$2,722.50
1567.2239-01	MR M SIDEY	July 2024 – Elected Members Allowance	\$2,663.39
1566.2878-01	FARM SUPPLIES MACHINERY & EQUIPMENT	New Slasher Gear Box. Superior LXCT8B	\$2,622.50
1566.28-01	RURAL FIRE PROTECTION	Humpty Doo WTS Fire Extinguisher and Reels	\$2,503.93
1567.2238-01	MR K R HARLAN	July 2024 – Elected Members Allowance	\$2,463.39
1567.498-01	MR M I G SALTER	July 2024 – Elected Members Allowances	\$2,461.75
1567.14-01	AUSTRALIA POST	24-25 Dog Registration Renewal Letters Postage	\$2,174.42
1563.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$2,154.69
1567.2918-01	SERVICES AUSTRALIA	Refund Moines Paid – Cancelled Burial – Deceased Taken Back to Community	\$2,020.00
1565.2089-01	ELGAS LTD	Weekly Gas Delivery – Crematorium Thorak Cemetery	\$1,991.76
1566.1674-01	FRESH START – FOR CLEANING	Cleaning Services KLRR, HPRR, MWF Shed and HDWTS WE: 31 Jul 2024	\$1,950.00
1567.2593-01	DEFENCE ELECTRICAL SERVICES PTY LTD	Electrical Audit – HDVG & HPRR	\$1,936.00
1563.397-01	INSTITUTE OF PUBLIC WORKS ENGINEERING	IPWEAQNT - Corporate Subscription Renew	\$1,914.00
1567.2249-01	MS R A WRIGHT	July 2024 – Elected Members Allowance	\$1,863.39

<b>Cheque No.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
1567.2252-01	MRS E SHARP	July 2024 – Elected Members Allowance	\$1,863.39
1567.187-01	NORSIGN	Replacement Signage Various Locations Litchfield Council	\$1,857.68
1563.2910-01	KRAMNETS CONSULTING SERVICES	Rates Remote Consultation Service	\$1,826.00
1563.2861-01	HCS CONSTRUCTIONS NT PTY LTD	Roof Inspection Report – Lakeview Hall FSPRR	\$1,650.00
1563.926-01	JACANA ENERGY	Jun 2024 – Electricity – HPRR Lot 2177, Gregg Park, KLRR and Litchfield Council Office	\$1,525.80
1566.2905-01	MOMENTUM LIFE COACHING	Momentum Life Coaching – Litchfield Council Staff	\$1,500.00
1566.953-01	HWL EBSWORTH LAWYERS	Rates Recovery – Litchfield Council Rate Payer	\$1,448.70
1567.2270-01	TYRECYCLE PTY LTD	Tyre Collection HDWTS WE 16 Jul 2024	\$1,431.95
1564.279-01	AUSTRALASIAN CEMETERIES & CREMATORIUMS	2024-2025 Full Membership Renewal for Thorak Cemetery	\$1,399.44
1566.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Jul 2024 – Security Patrol- HDWTS and Litchfield Council Office	\$1,391.79
1564.2145-01	ACE PAINTING SERVICES NT	Painting of Chapel Walls – Thorak Cemetery	\$1,380.00
1564.2089-01	ELGAS LTD	Weekly Gas Delivery – Crematorium Thorak Cemetery	\$1,373.88
1567.1152-01	LANE COMMUNICATIONS	Rates Newsletter A4 Flyer 2024 – 2025	\$1,331.00
1563.2015-01	SLR CONSULTING AUSTRALIA PTY LTD	Waste Facilities – EMP Review	\$1,237.50
1566.2915-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund	\$1,211.71
1566.2853-01	LLOYD CREEK ELECTRICAL PTY LTD	Repair of Emergency Lighting Litchfield Council Office	\$1,136.00
1566.384-01	MS C VERNON	Jul 2024 – Authority Consultancy Services	\$1,075.25
1567.78-01	POWER & WATER CORPORATION	Jun 2024 – Power and Water – HSWTS, KLRR and HPRR	\$1,040.99
1567.2253-01	MR A MACKAY	July 2024 – Elected Members Allowance	\$961.75
1565.2049-01	AJ SECURITY DARWIN	Jul 2024 – Security Open & Lock Up Thorak Cemetery	\$941.60
1567.752-01	TOTALLY WORKWEAR PALMERSTON	PPE – Work Shirts, Pants and Boots Litchfield Council Employee	\$914.00
1563.1113-01	GRAPHICS'LL DO (LEONIE RICHARDS)	Design and Artwork for – Rates Newsletter, Community Survey & Municipal Plan	\$899.80
1565.2316-01	KYAM ELECTRICAL PTY LTD	Rewire of Lighting – Thorak Cemetery Chapel	\$883.96
1567.1836-01	TIP TOP CIRCUS ENTERTAINMENT	Library Buddies Intergenerational Program	\$825.00
1567.36-01	BRIDGE TOYOTA	Service for (2) Toyota Hilux Litchfield Council Fleet Vehicles	\$773.54
1566.397-01	INSTITUTE OF PUBLIC WORKS & ENGINEERING	Early Bird – Member: Full Conference Litchfield Council	\$770.00
1567.1181-01	ODD JOB BOB	General Repair / Maintenance Tasks as Required Including Materials – Litchfield Council Office	\$726.00

<b>Cheque No.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
1563.267-01	K & J BURNS ELECTRICAL & REFRIGERATION	HDWTS – Inspect Compactor Remote Electrics	\$686.65
1568.1700-01	SAGE LANDSCAPE MATERIAL SUPPLIES	Aggregate Stone – Blue Metal – Thorak Cemetery	\$625.00
1567.2858-01	SHORTYS TRIM SHOP	Recovering of Arm Chairs from Council Chambers	\$550.00
1565.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$520.00
1563.1830-01	PALMERSTON AND REGIONAL BASKETBALL	Minecraft Gaming Session – Taminmin Library School Holiday Program	\$511.50
1563.1674-01	FRESH START – FOR CLEANING	Cleaning Services – BSWTS and MWF Shed	\$495.00
1566.205-01	SAFEWAY TEST & TAG	Test & Tag all Waste Transfer Sites	\$467.50
1563.1181-01	ODD JOB BOB	KLRR- Flagpole Repairs & Lock Installations	\$460.35
1566.1253-01	CRAIG BURGDORF	HDWTS: Mini Loader AC Belt Slipping – Diagnose and Repair	\$430.30
1566.2063-01	QUALITY INDOOR PLANTS HIRE	Jul 2024 – Plant Hire / Maintenance Litchfield Council Office	\$425.20
1563.1211-01	MR G S MAYO	Jul 2024 – Pound Maintenance	\$390.00
1566.1181-01	ODD JOB BOB	Installation of Whiteboard, Parts and Labour	\$382.80
1566.1330-01	PAWS DARWIN LTD	Jul 2024 – Pound Transfers of Impounded	\$375.00
1567.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items – Thorak Cemetery	\$368.50
1563.2421-01	RURAL GARDEN SUPPLIES	Concrete Premix – Delivered 3x Cube Metres	\$360.00
1567.1278-01	SEEK LIMITED	Advertisement- Planning and Development Recruitment	\$357.50
1564.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	Restock of First Aid Respond Packs Thorak Cemetery	\$331.95
1565.1695-01	MICHAEL RILEY – FULL MOBILE MECHANICS	Travel to Site, Diagnose and Repair Motor	\$330.00
1566.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items – MWF	325.73
1567.25-01	LAND TITLES OFFICE	May and July 2024 – Rates and Planning / Infrastructure – ILIS Title Searches	\$317.00
1565.874-01	VTG WASTE & RECYCLING	Jul 2024 – Waste Collection Thorak Cemetery	\$316.25
1566.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Check – New Litchfield Council Employee	\$314.60
1563.2911-01	LITCHFIELD COUNCIL RESIDENT DEPENDANT	Community Grant – U14s Basketball Championships NT Representative	\$300.00
1567.1564-01	FOURIER TECHNOLOGIES PTY LTD	HP USB-C Dock G5	\$298.32
1563.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Irrigation Works Howard Park Oval	\$295.90
1565.1133-01	NT WATER FILTERS	Chlorine Flush of Concrete Water Tank Pipes, Thorak Cemetery	\$275.00
1566.508-01	EASA	EAP Counselling Sessions from 16 – 30 July 2024	\$252.01



<b>Cheque No.</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>
1563.450-01	HUMPTY DOO VETERINARY HOSPITAL PTY	Redemption of Desexing Vouchers	\$200.00
1565.928-01	RSEA PTY LTD	PPE – Safety Boots Steel Blue Parkes Thorak Employee	\$200.00
1566.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Jul 2024 – Garden Maintenance HD Community Garden	\$200.00
1566.450-01	HUMPTY DOO VETERINARY HOSPITAL PTY	Redemption of Desexing Vouchers	\$200.00
1566.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	First Aid Training – Litchfield Council Employees	\$199.00
1566.752-01	TOTALLY WORKWEAR PALMERSTON	PPE – Safety Boots – Planning	\$190.00
1567.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	CPR Renewal – Litchfield Council Employees	\$190.00
1567.1566-01	WINC AUSTRALIA PTY LTD	Paper Towel Products HPRR	\$189.06
1565.2607-01	A&J COMMUNICATIONS PTY LTD	Splitter / HDMI Plug for Livestream System	\$172.77
1566.790-01	BOBTOW TILT TRAY SERVICES	Tow of Vehicle Butler Place to HDWTS	\$154.00
1564.220-01	THE BIG MOWER	Scalp Wheel Hustler Mower	\$128.06
1563.2434-01	BELLS PURE ICE	Deliver Bagged Ice – MWF Sheds / Crew	\$122.10
1563.2906-01	LITCHFIELD COUNCIL RESIDENT	Refund Bond for Trap After Hire Period	\$115.50
1566.2136-01	LITCHFIELD COUNCIL RATEPAYER	Refund Bond For Dog Trap Hire Returned	\$115.50
1568.14-01	AUSTRALIA POST	Postage Stamps – Thorak Cemetery	\$110.30
1565.940-01	ABG PTY LTD	Registration Inspection – Fuso Truck	\$110.00
1563.1237-01	THE BOOKSHOP DARWIN	Vouchers for Bookmark Competition Winner	\$100.00
1563.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Additional Alarm Call-out Litchfield Council Office 17 July 2024	\$71.50
1564.1566-01	WINC AUSTRALIA PTY LTD	Replenishment of Stationary – Thorak Cemetery	\$68.64
1567.1143-01	WORKPRO ( RISK SOLUTIONS AUSTRALIA)	Police Check – New Litchfield Council Employee	\$66.00
1568.1566-01	WINC AUSTRALIA PTY LTD	Stationary – Pro Tek Case	\$65.00
1563.2849-01	LINFOX ARMAGUARD PTY LTD	Collect Council Banking – WE 19 July 2024	\$63.95
1566.2849-01	LINFOX ARMAGUARD PTY LTD	Collect Council Banking – WE 25 July 2024	\$63.95
1567.2849-01	LINFOX ARMAGUARD PTY LTD	Collect Council Banking – WE 02 Aug 2024	\$63.95
1564.85-01	TELSTRA	Jul 2024 – Telstra Line Rental Thorak Cemetery	\$40.94
1563.1459-01	TERRITORY SPRINGWATER AU PTY LTD	Jul 2024 – HSWT: Water Supply	\$37.50
1565.559-01	BLACKWOODS	PPE – Glasses Cleaner and Bunting Flags	\$20.04

Cheque No.	Payee	Description	Amount
TOTAL			\$1,469,102.75

#### STATEMENT 4. MEMBER AND CEO COUNCIL CREDIT CARD TRANSACTION FOR THE MONTH

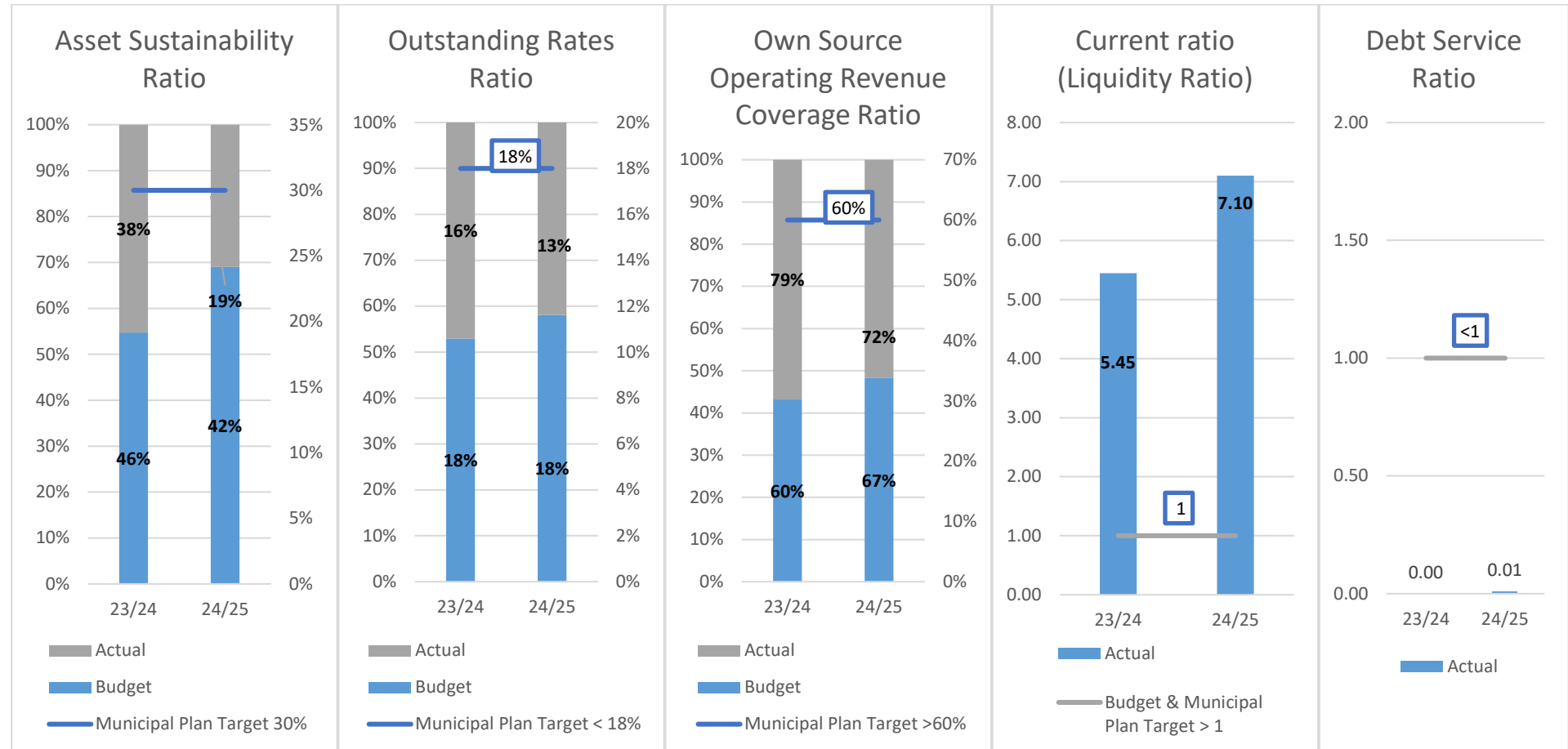
<b>Cardholder Name:</b>	Stephen Hoyne		
Transaction Date	Amount \$	Supplier's Name	Details
22/07/2024	16.00		NT News - Online Subscription
19/08/2024	15.00		NT Independent
19/08/2024	16.00		NT News - Online Subscription
21/08/2024	6.00	Credit Card Monthly Fee	Westpac Credit Card Fee
<b>Total</b>	<b>53.00</b>		

#### STATEMENT 5. ALLOWANCE AND EXPENSES FOR MEMBERS OF COUNCIL (AS PER LOCAL GOVERNMENT ACT 2019 SECTION 109 (3) )

Transaction Date	Amount \$	Supplier's Name	Reason for the Transaction
<b>Total</b>			

## FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2024/25 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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<b>KPI</b>	<b>Explanation</b>
Asset Sustainability Ratio	Council's Asset Sustainability Ratio for the month of June is 19% below from the Municipal Plan target of greater than 30%. However, 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.
Outstanding Rates Ratio	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. Council's Outstanding Rates Ratio of 13% above the Municipal Plan target of less than 18%. However, council needs to continue work in this area as a growing outstanding rates ratio increases liquidity risk and places a burden on Council's existing resources.
Own Source Revenue Ratio	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. Council's Own Source Operating Revenue Coverage ratio of 64% is above the Municipal Plan target of greater than 60%.
Current Ratio (Liquidity Ratio)	A ratio of greater than 1 is required to provide assurance that Council has enough funds to pay its short-term financial commitments. Council's Current Ratio of 8.1 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.
Debt Service Ratio	Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.

\*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.

## CERTIFICATION BY THE CEO TO THE COUNCIL

**Council Name:** Litchfield Council  
**Reporting Period:** 31.08.2024

That, to the best of the CEO's knowledge, information, and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

  
CEO Signed:

11 September 2024  
Date Signed:



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.02
<b>Report Title:</b>	Capital Works Rollover 2023/24 to 2024/25
<b>Author:</b>	Ganeesha Maduwanthi, Finance and Customer Service Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: Capital Works Rollover

### Executive Summary

This report presents the proposed capital works rollover from 2023/2024 to 2024/2025 financial year. This Report seeks Council approval to transfer specific unexpended capital projects from 2023/2024 budget, into Financial Reserves, and then transfer out of Financial Reserves in the 2024/2025 financial year.

### Recommendation

THAT Council:

1. receive and note the Capital Works Rollover 2023/2024 to 2024/2025 report and the corresponding Attachment A, Capital Works Rollover;
2. adopts the capital works rollover movements for 30 June 2024 of:
  - \$5,777,734.97 transfer to Unexpended Capital Works Financial Reserve; and
3. adopts the capital works rollover movement and recognise the capital income and expenditure as of 1 July 2024 of:
  - \$5,777,734.97 transfer from Unexpended Capital Works Financial Reserve;
  - \$75,000 transfer from Asset Financial Reserve; and
  - \$909,773.19 transfer from Liabilities – Grants and Contributions.

### Background

During the initial review of the capital works projects for rollover, 21 key projects have been identified for rollover totalling \$8,732,784.93. \$5,852,734.97 of these projects are funded by Council reserves with \$2,880,049.96 of them funded through external grant funding. As indicated in Attachment A: Capital Works Rollover, these projects were awarded for contracts and tenders in the 2024 financial year, and some were completed soon after 30 June 2024 or scheduled to be completed in early 2025. \$1,458,848.05 of \$5,852,734.97 is related to invoices received in July 2024, and the remaining \$4,393,886.92 relates to committed funds that we are waiting for invoices and subsequent works scheduled to be completed soon.

It is recommended that the Council approve the projects as outlined in Attachment A: Capital Works Rollover to be rolled over from 2023/24 to 2024/25, after which the budget movements will be actioned and amended in Budget Review One 2025.

The final financial reserve balances are subject to change during the 2024/25 end-of-financial-year reconciliation process, during which any operational or capital savings identified will be transferred back into the financial reserves.

The long-term financial plan for 2024-2033 will be amended in accordance with Division 4 (9) of the *Local Government (General) Regulations 2021* during Budget Review One 2024-25.

### **Links with Strategic Plan**

Performance - An Effective and Efficient Organisation

### **Legislative and Policy Implications**

Section 204 (2) (a) of the *Local Government Act 2019* allows for Council to allocate money that was not previously provided for if the allocation is within terms of a grant agreed by Council, authorised by a Council resolution or covered by revenue that compensates the expenditure.

Once Council authorises the proposed capital works rollover, the Budget 2025 will be amended in accordance with Section 203 of the *Local Government Act 2019*.

### **Risks**

#### Financial

Council is managing financial risk through the review of its annual budget. Council has a legislative requirement to review the annual budget twice per year. The budget review provides the opportunity to update the budget. Council's budget is compared to its actual annual results in the annual financial statements at year-end.

### **Community Engagement**

Once adopted, the amended budget along with Budget Review 1 2024/2025 movements will be available for public to view on Council's website, and a notice will be published in the NT News.

	A	B	C	D	E	F	G	I	J	K	L
	Capital Works Project	Approved Budget 2023/24 Budget Review 2	Funding Source		Year To Date Actuals 30 June 2024	Total prior Actuals	Budget Roll Over- Projects funded from Asset Reserve- 2024/25	Budget Roll Over- Projects funded from Grants- 2024/25	FY 2025 31 July 2024 Actuals	Total LTD Actual 31 July 2024 (E+F+J)	Remaining Budget 31 July 2024 (B-K)
			Asset Reserve	Grants							
1	Road Seal Renewal	1,000,000.00	-	1,000,000.00	-	-	-	1,000,000.00	-	-	1,000,000.00
2	Pavement Renewal- Thorngate Road	600,000.00	600,000.00	-	-	-	600,000.00	-	-	-	600,000.00
3	Gravel Road Sealing- Meade Road	1,075,000.00	1,075,000.00	-	-	-	1,075,000.00	-	-	-	1,075,000.00
4	Gravel Road Sealing- Brougham Road	938,000.00	938,000.00	-	-	-	938,000.00	-	-	-	938,000.00
5	Road Safety Upgrades - (Shoulder Widening)- McKinlay Road	100,000.00	100,000.00	-	-	-	100,000.00	-	89,319.27	89,319.27	10,680.73
6	Road Safety Upgrades - (Shoulder Widening)- Hopewell Road	114,000.00	114,000.00	-	-	-	114,000.00	-	125,298.18	125,298.18	- 11,298.18
7	Road Safety Upgrades - Intersections- Girraween Mcminns Streetlighting	232,361.00	232,361.00	-	16,467.50	-	215,893.50	-	-	16,467.50	215,893.50
8	Road Safety Upgrades - Intersections- Girraween Rogers Road Streetlighting	120,000.00	120,000.00	-	-	-	120,000.00	-	-	-	120,000.00
9	Road Safety Upgrades - (other)- LED and Telecell Upgrades	130,000.00	130,000.00	-	6,990.00	-	123,010.00	-	-	6,990.00	123,010.00
10	Drainage Renewal	200,000.00	200,000.00	-	-	-	200,000.00	-	-	-	200,000.00
11	Drainage Upgrade- Flood Mitigation	318,000.00	318,000.00		39,528.00		278,472.00			39,528.00	278,472.00
12	Thorak Asset Renewal	90,888.97	-	90,888.97	73,179.51	-		17,709.46	-	73,179.51	17,709.46
13	Road Seal Renewal	973,429.00	-	973,429.00	2,098.00	-	-	971,331.00	-	2,098.00	971,331.00
14	Shared Path Upgrade - Whitewood Road - Hillier to Hicks	682,628.00	-	682,628.00	1,618.50	-	-	681,009.50	-	1,618.50	681,009.50
15	WIFI & CCTV upgrades- Litchfield Office	100,000.00	-	100,000.00	-	-	-	100,000.00	-	-	100,000.00
16	Mira Square	30,000.00	-	30,000.00	-	-	-	30,000.00	-	-	30,000.00
17	Humpty Doo Village Green	30,000.00	-	30,000.00	-	-	-	30,000.00	-	-	30,000.00
18	Knuckey Lagoon Recreation Reserve	30,000.00	-	30,000.00	-	-	-	30,000.00	-	-	30,000.00
19	Howard Park Reserve	20,000.00	-	20,000.00	-	-	-	20,000.00	-	-	20,000.00
20	Road Reseals	510,140.00	510,140.00		-	-	510,140.00	-	374,777.05	374,777.05	135,362.95
21	Pavement Renewals- Spencely Road	467,659.00	467,659.00		-	-	467,659.00	-	-	-	467,659.00
22	Gravel Road Sealing- Guys Creek Road	1,699,690.00	1,699,690.00		589,129.53	-	1,110,560.47	-	869,453.55	1,458,583.08	241,106.92
		9,461,795.97	6,504,850.00	2,956,945.97	729,011.04	-	5,852,734.97	2,880,049.96	1,458,848.05	2,187,859.09	7,273,936.88





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.03
<b>Report Title:</b>	People, Performance and Governance Report – August 2024
<b>Author:</b>	Ankit Pansal, HR and Records Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: People, Performance and Governance Report – August 2024

### 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 August 2024.

### Background

Litchfield Council strongly values our people and good governance. This monthly report 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.

### Links with Strategic Plan

Performance - An Effective and Efficient Organisation

### Legislative and Policy Implications

Nil.

## **Risks**

### Health & Safety

Public liability issues result from 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 hazards during tasks and operations.

### Service Delivery

Due to our location and market position, 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 several means, including implementing innovative HR practices and strengthening council's positive work culture to attract and retain talent.

## **Community Engagement**

Not Applicable.

The staffing plan for 2023-2024 allows for 58.83 full-time equivalent staff across three departments. 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. For 2023-2024 a 2% increase applied from July 2023.

## PEOPLE AND PERFORMANCE MONTHLY REPORT

### August 2024

#### Internal Appointments

Position	Department	Commenced	Permanent/Temporary
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NA

#### External Appointments

Position	Department	Start date	Permanent/Temporary
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NA

#### Employment Separation

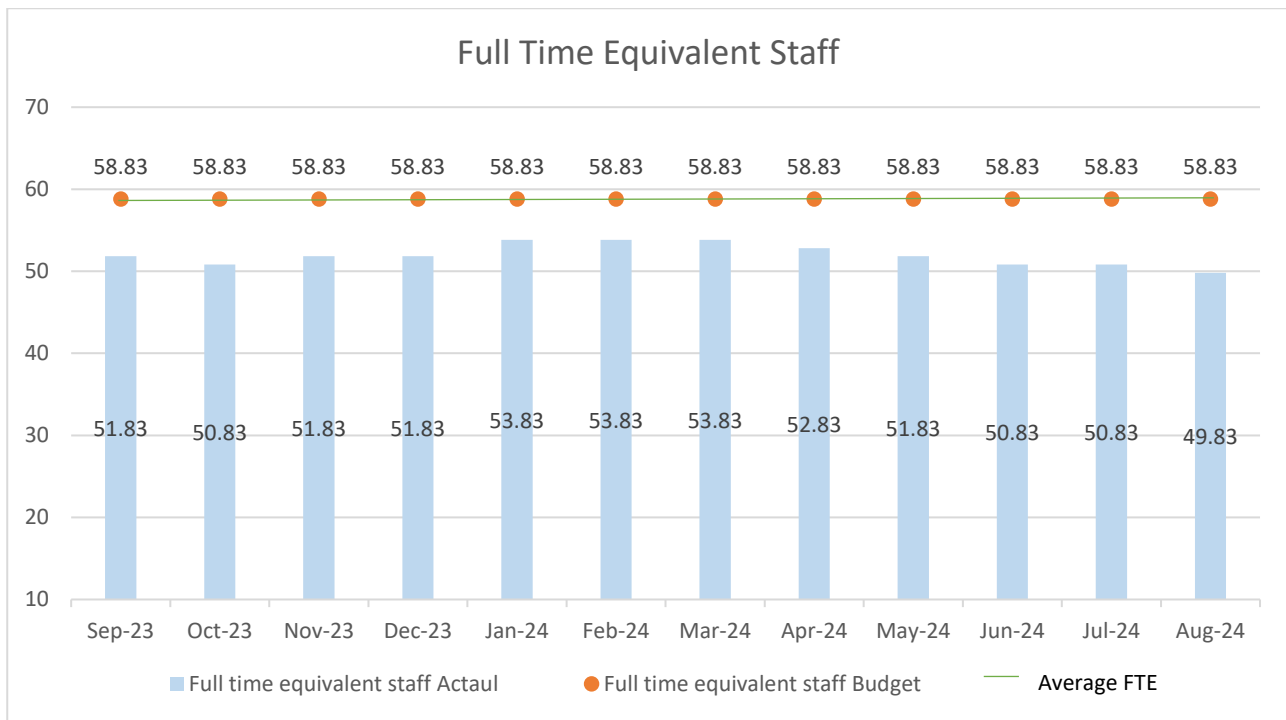
Position	Department	End date	Permanent/Temporary
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Manager Regulatory Services	Corporate & Community	08 August 2024	Permanent (Contract)
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	Approved	Actual	Difference
Full Time Equivalent	45.00	37.00	-8
Part-time	5.18	5.18	0
Contract	5.00	4.00	-1
Casual	3.65	3.65	0
<b>Total</b>	<b>58.83</b>	<b>49.83</b>	<b>-9.00</b>

#### Recruitment Overview:

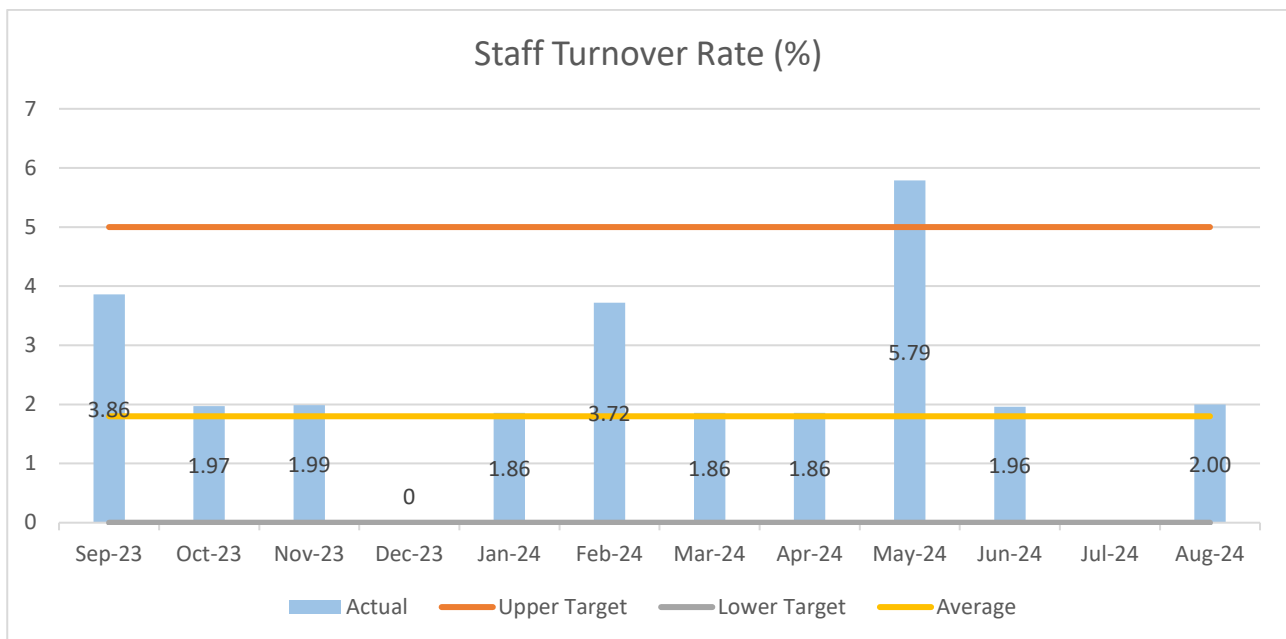
Role	In Progress	Completed
Senior Project Officer		✓
Planning & Development PL	✓	
Development Engineer		✓
Business Support Officer (IA)		✓



#### Turnover Rate:

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

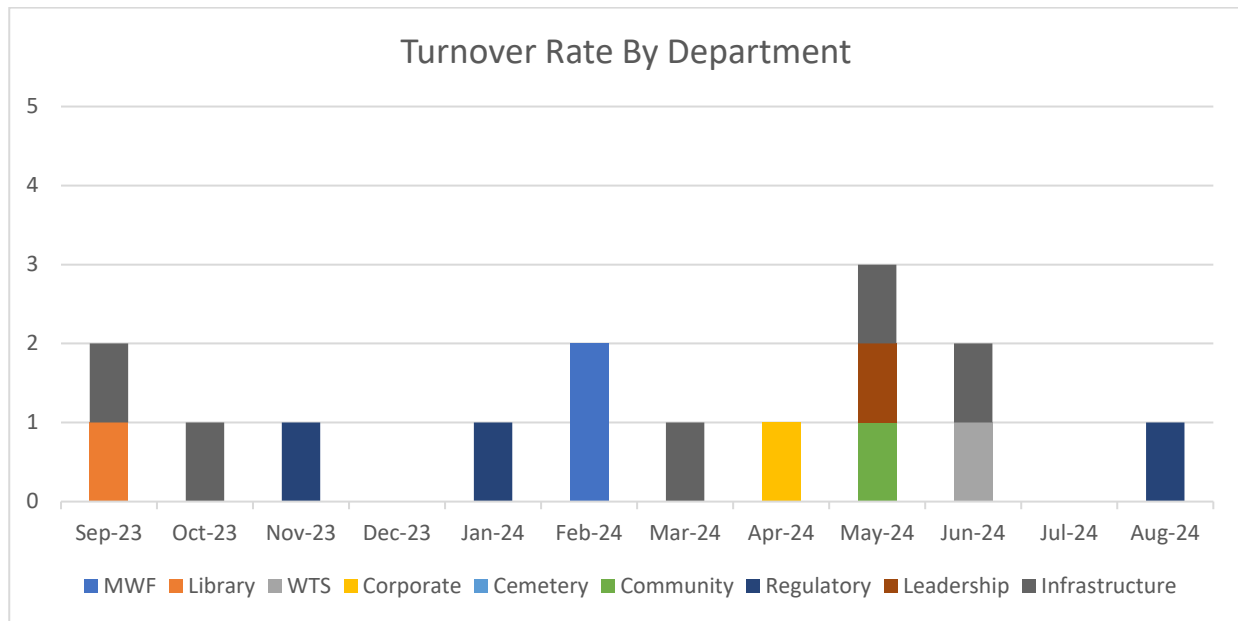
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	August	Average
3.86 %	1.97%	1.99%	0%	1.86%	3.72%	1.86%	1.86%	5.79%	1.96%	0.00%	2.00%	2.24%
2	1	1	0	1	2	1	1	3	1	0	1	1.17

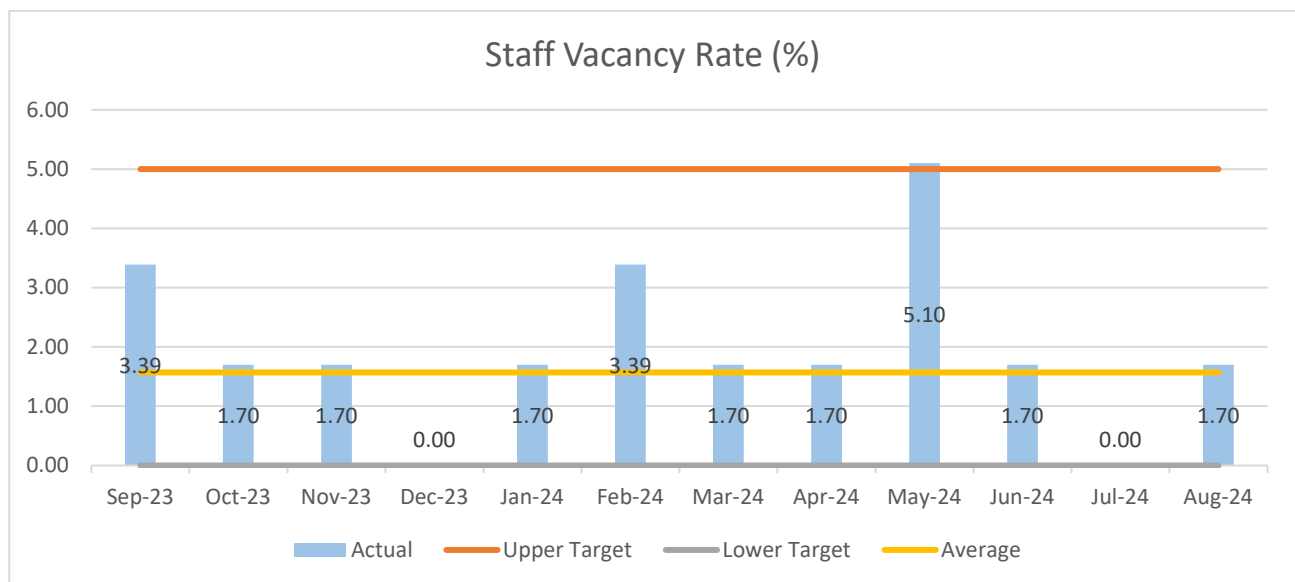
Target Average: Between 0% to 5%

### Turnover Rate by Department:



### Staff Vacancy Rate:

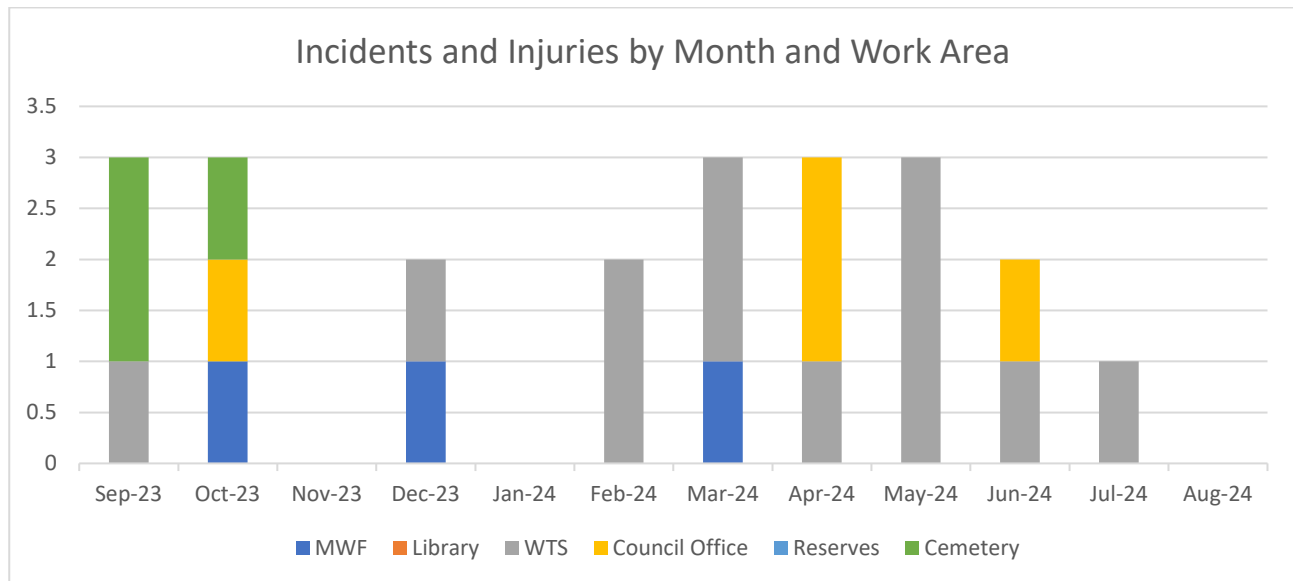
The number of vacant positions during the reporting period.  
(Vacant positions, divided by total FTE, multiplied by 100).



Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	August	Sept	Average
3.39%	1.70%	1.70%	0.00%	1.70%	3.39%	1.70%	1.70%	5.10%	1.70	0.00%	1.70%	1.98%

Target: Between 0% to 5%

## Workplace Health and Safety:



There were no workplace health and safety incidents recorded in August 2024

## Governance

The *Local Government Act 2019* (Act) commenced on 1 August 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 6: Annual Report
	Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints
General Instructions	General Instruction 1: Procurement
	General Instruction 2: Annual Financial Statement

Below is a list of existing policies due for review during the 2024/2025 period. These policies will be presented to Council in due course.

<b>Policies</b>
FIN05 Debt Recovery
GOV15 Complaints Handling
INF04 Place Names
INF06 Private Roads
GOV16 Compliance and Enforcement
GOV17 Public Question Item
FIN15 Purchasing Card Policy - Council Members and CEO
GOV14 Casual Vacancies on Council
GOV18 Confidential Items
HR14 Human Resource Principles
FIN19 Sufficient Interest in the assessment record
COM03 Sport and Recreation
COM01 Youth



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.04
<b>Report Title:</b>	Risk Management Audit Committee Open Minutes – 29 August 2024
<b>Author:</b>	Rebecca Taylor, Policy and Governance Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: RMAC Unconfirmed Open Minutes 30 May 2024

### Executive Summary

The purpose of this report is to provide an update to Council on the Risk Management Audit Committee (RMAC) meeting held on 29 August 2024 through the unconfirmed minutes.

### Recommendation

THAT Council receive and note the Risk Management Audit Committee unconfirmed open minutes from 29 August 2024 meeting, as at Attachment A.

### Background

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

### Links with Strategic Plan

Performance - An Effective and Efficient Organisation

### Legislative and Policy Implications

*Local Government Act 2019*, Section 101(4).

### Risks

Nil identified.

### Community Engagement

Not applicable.



# RISK MANAGEMENT AND AUDIT COMMITTEE

## MINUTES

### LITCHFIELD COUNCIL COMMITTEE MEETING

#### Minutes of Meeting

held in the Council Chambers, Litchfield  
on Thursday 29 August 2024 at 9.30am

<b>Present</b>	Greg Arnott Shane Smith Deputy Mayor Kevin Harlan Cr Rachael Wright Mayor Doug Barden	Chairperson Independent Member Committee Member Committee Member Ex-Officio
<b>Staff</b>	Stephen Hoyne Maxie Smith Rodney Jessup Rebecca Taylor Megan Leo	Chief Executive Officer Director Corporate and Community Director Infrastructure and Operations Program Leader Policy and Governance Executive Support
<b>Presenters</b>	Nil	

#### 1. OPENING OF THE MEETING

The Chairperson, Greg Arnott opened the Meeting at 9:28am.  
The Chair welcomed new members Councillor Rachael Wright and Deputy Mayor Kevin Harlan to the Committee.

#### 2. APOLOGIES AND LEAVE OF ABSENCE

Moved: Chairperson Greg Arnott  
Seconded: Cr Wright

THAT the Risk Management and Audit Committee accept apologies from Cr Sidey.

**CARRIED (4-0)**

**3. DISCLOSURES OF INTEREST**

Nil.

The Chair advised that he is no longer with the Machado Joseph Disease (MJD) Foundation.

**4. CONFIRMATION OF MINUTES**

Moved: Chairperson Greg Arnott  
Seconded: Independent Member Shane Smith

THAT the Risk Management and Audit Committee confirm the full minutes of the open portion of the Risk Management and Audit Committee Meeting held Thursday 30 May 2024, 7 pages, noting the error under Item '10.01 Confirmation of Confidential Minutes' where the Mover and Seconder of the motion is shown as the same Committee member.

**CARRIED (4-0)**

**5. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Wright  
Seconded: Deputy Mayor Harlan

THAT the Risk Management and Audit Committee receives and notes the Action Sheet.

**CARRIED (4-0)**

**6. PRESENTATIONS**

Nil.

**7. ACCEPTING OR DECLINING LATE ITEMS**

Nil.

## **8. OFFICERS REPORTS**

### **8.01 Internal Audit Plan**

Moved: Cr Wright

Seconded: Independent Member Shane Smith

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

**CARRIED (3-1)**

### **8.02 FIN05 Debt Recovery Policy**

Moved: Independent Member Shane Smith

Seconded: Deputy Mayor Harlan

THAT the Risk Management and Audit Committee endorse the draft FIN05 Debt Recovery Policy, at Attachment A, for presentation to the September Ordinary Council Meeting, with amendment to:

- a) Section 4.4.6 Debt Write Off: Clarification of the difference between Debt Write Off and cancellation or withdrawal of infringement notice; and
- b) 4.3.7, 4.4.7 and 4.5.7 Reporting – to include provision for reporting of Debt Write Off.

**CARRIED (4-0)**

### **8.03 FIN09 Risk Management and Audit Committee Policy**

Moved: Cr Wright

Seconded: Independent Member Shane Smith

THAT the Risk Management and Audit Committee note the draft FIN09 Risk Management and Audit Committee Policy, at Attachment A, that was adopted by Council at its August Ordinary Council meeting.

**CARRIED (4-0)**

## **9. OTHER BUSINESS**

Nil.

## 10. CONFIDENTIAL ITEMS

Moved: Chairperson Greg Arnott

Seconded: Cr Wright

THAT Pursuant to Section 93 of the *NT Local Government Act 2019* and Regulation 51 of *Local Government (General) Regulations* the meeting be closed to the public to consider the following Confidential Items:

### 10.1 Confirmation of Confidential Minutes

- (d) information subject to an obligation of confidentiality at law, or in equity.

### 10.2 Risk Management Framework Audit – Management Responses

- (c) information that would, if publicly disclosed, be likely to:
  - i. cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
  - ii. prejudice the maintenance or administration of the law; or
  - iii. prejudice the security of the council, its members or staff; or
  - iv. subject to subregulation (3) – prejudice the interests of the council or some other person.

### 10.3 Engagement of External Auditors

- (c) information that would, if publicly disclosed, be likely to:
  - i. cause commercial prejudice to, or confer an unfair commercial advantage on, any person; or
  - ii. prejudice the maintenance or administration of the law; or
  - iii. prejudice the security of the council, its members or staff; or
  - iv. subject to subregulation (3) – prejudice the interests of the council or some other person.

**CARRIED (4-0)**

The meeting was closed to the public at 10:10am.

Moved: Chairperson Greg Arnott  
Seconded: Cr Wright

THAT Pursuant to Section 93(2) of the *NT Local Government Act 2019* and Regulation 51(1) of *Local Government (General) Regulations* the meeting be re-opened to the public.

**CARRIED (4-0)**

The meeting returned to open session at 10:36am.

***Items moved from Confidential:***

**10.01 Confirmation of Confidential Minutes**

Moved: Chairperson Greg Arnott  
Seconded: Independent Member Shane Smith

THAT the Risk Management and Audit Committee:

1. confirm the full minutes, 3 pages, of the confidential portion of the Risk Management and Audit Committee Meeting held Thursday 30 May 2024; noting the error under Item '10.01 Confirmation of Confidential Minutes' where the Mover and Seconded of the motion is shown as the same Committee member.
2. make public its resolution on this matter.

**CARRIED (4-0)**

**10.02 Risk Management Framework Audit – Update and Management Responses**

Moved: Chairperson Greg Arnott  
Seconded: Deputy Mayor Harlan

THAT the Risk Management and Audit Committee:

1. receive and note management responses to the Risk Management Framework Audit recommendations, at Attachment A;
2. note that an update on the Risk Management Framework Audit will be presented to RMAC at its next meeting in October;
3. note that additional external resources may be required, and that if additional resources cannot be procured that timelines will be extended; and
4. make public its resolution on this matter.

**CARRIED (4-0)**

### **10.03 Engagement of External Auditors**

Moved: Independent Member Shane Smith  
Seconded: Cr Wright

THAT the Risk Management and Audit Committee:

1. receive and note the information provided in the report; and
2. make public its resolution on this matter.

**CARRIED (4-0)**

### **11. CLOSE OF MEETING**

The Chair closed the meeting at 10:37am.

#### **MINUTES TO BE CONFIRMED**

Thursday 24 October 2024

.....  
Chairperson  
Greg Arnott



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.01
<b>Report Title:</b>	Community Services and Development Monthly Report – August 2024
<b>Author and Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	Nil

### Executive Summary

This report provides Council with a monthly review of the Community Services and Development including key achievements, highlights, and progress.

### Recommendation

THAT Council note the Community Services and Development Monthly Report for August 2024.

### Background

This monthly report will provide Council with an operational overview of various Recreation Reserves, Taminmin Library, Regulatory Services and Communications activities.

## Media and Communications

### Facebook Reach

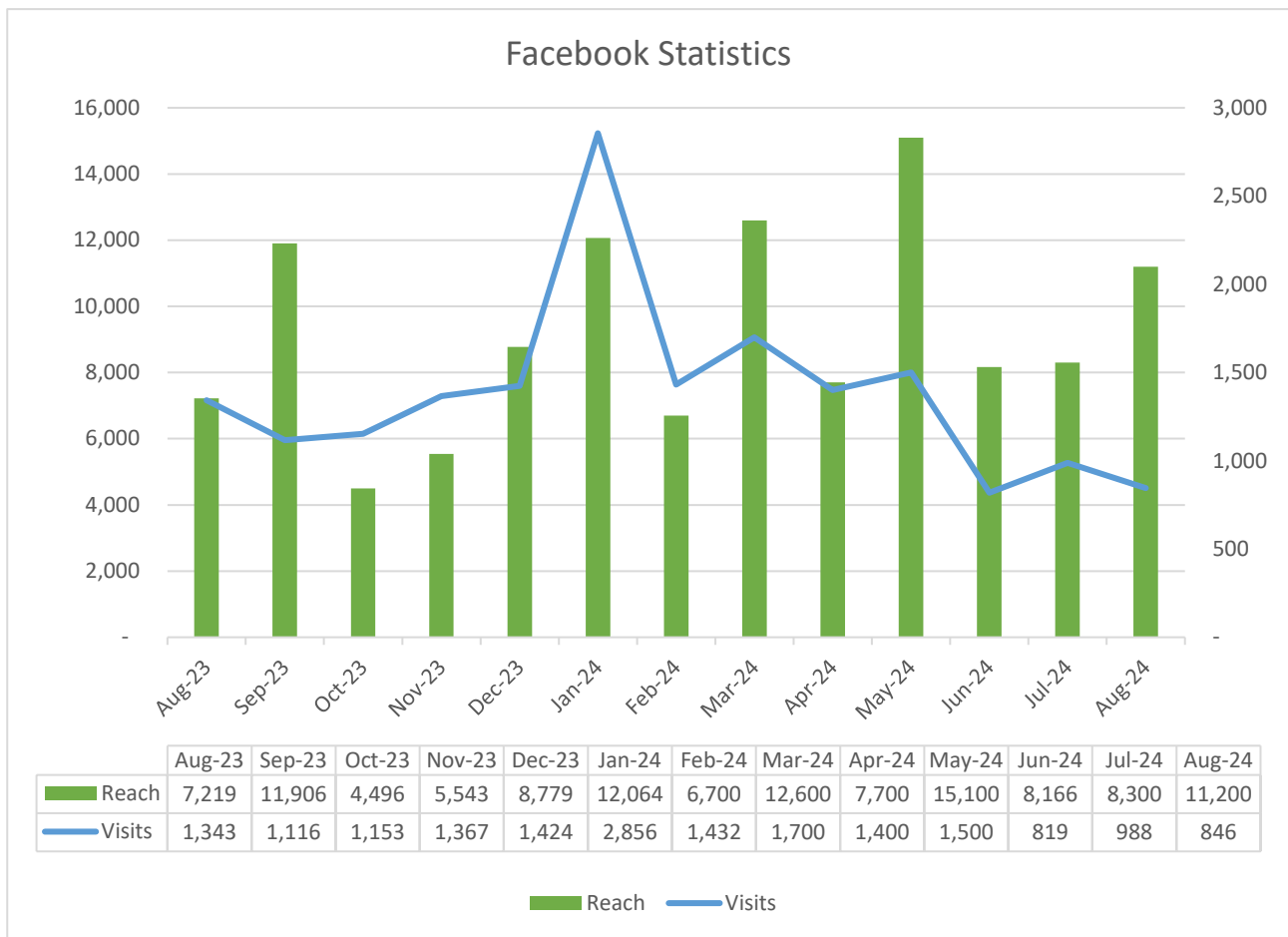
Reach is the number of people who saw any content from your Page or about your Page, this is an estimated metric.

### Facebook Visits

Page and Tab Visits detail the number of times people visited your page or page tabs. These include your company page timeline and any other tabs you may have, such as the info tab, marketing promotion, or your page rules.

The graph on the following page displays this data for the current month and a monthly comparison over the prior 12-months.

There were 24 new Facebook follows (page 'likes') for the reporting period.



### Website Users

A website user is a person who is accessing, browsing, or interacting with a website.

### Website New Users

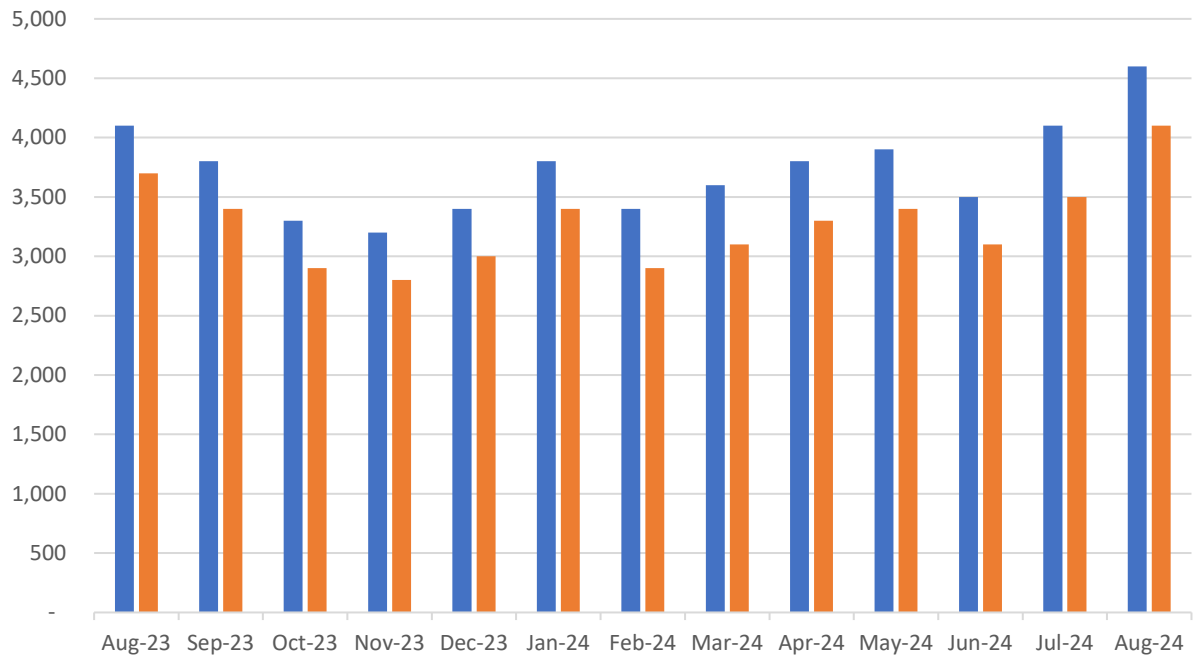
The number of first-time users during the selected date range.

### Page Views

Page title and screen class. The web page title and default app screen class.

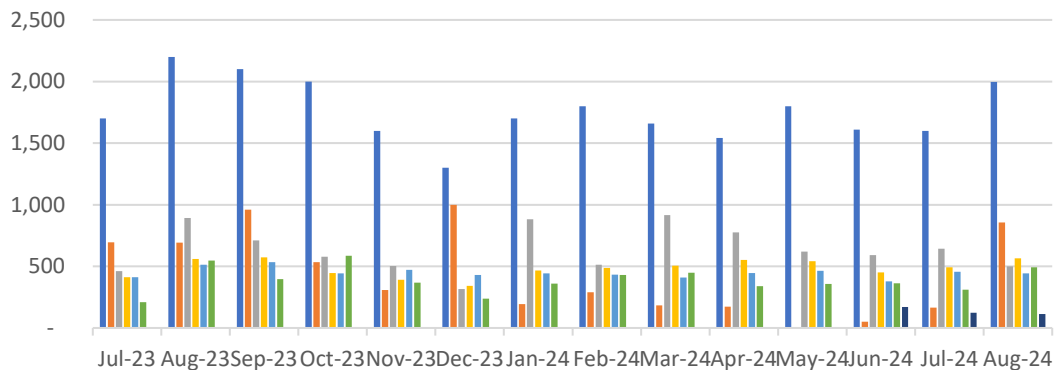


## Users



	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
Users	4,100	3,800	3,300	3,200	3,400	3,800	3,400	3,600	3,800	3,900	3,500	4,100	4,600
New User	3,700	3,400	2,900	2,800	3,000	3,400	2,900	3,100	3,300	3,400	3,100	3,500	4,100

## Page Views



	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
Welcome to Litchfield	1,700	2,200	2,100	2,000	1,600	1,300	1,700	1,800	1,659	1,541	1,800	1,610	1,600	1,997
Pay Online	694	693	959	533	308	1,000	193	291	182	172		52	166	857
Waste Transfer Stations	461	893	711	577	503	315	881	512	916	776	621	590	644	499
Search	412	559	572	446	390	343	466	487	506	552	543	451	492	566
Contact Us	411	514	535	443	471	431	442	432	410	446	464	377	456	443
Current Vacancies	210	548	397	587	369	237	360	430	448	339	357	362	311	492
Library												170	123	113

## Recreation Reserves

Community and stakeholder meetings attended by the Community Participation Officer for the month of August.

Meeting	Purpose
Howard Park Recreation Reserve Management Committee	Communicate with user groups and community members regarding activities and management of the reserve.
Knuckey Lagoon Recreation Reserve Management Committee	Communicate with user groups and community members regarding activities and management of the reserve.
Litchfield Community Suicide Prevention Action Planning	Collaborate with community groups and mental health services to develop and implement an actionable suicide prevention plan tailored to the needs of men aged 40+ in the Litchfield Municipality.

### Project Updates

The below table provides an update on projects relating to the Council's Recreation Reserves.

Location	Project	Status
Humpty Doo Village Green	Lighting upgrade	Following review of project, additional lighting is not required. A report will be brought to Council in October to re-allocate LRCI funding.
Knuckey Lagoon Recreation Reserve	Adventure Play Equipment Upgrades	Initial estimates from the scope, suggest that the allocated funding is not sufficient to achieve what is proposed. Further advise and options to be considered.
Southport Mira Square	BBQ Facilities and Shade	Scope for the project has been developed. There appears to be insufficient allowance for the shelter and BBQ and this will be reviewed further.
Howard Park Reserve	BMX Softfall replacement	Initial scoping of these works has taken place. The lifespan of the existing material appears to be somewhat inefficient. Investigation into alternative options is being undertaken.
Berry Springs Reserve	Painting	These project works have not commenced. Discussions will commence with the Reserve in the coming month to determine the extent of works for development of a scope.

## Youth and Community Engagement

The seniors' events for Seniors Month, including the highly anticipated barra fishing excursion and the 8-week intergenerational program between Humpty Doo Preschool and the community seniors, have recently concluded at the Taminmin Community Library. All events offered at the library were met with enthusiasm and appreciation from all the participants. The barra fishing excursion offered a much-enjoyed recreational and learning experience, while the intergenerational program provided valuable opportunities for interaction between the younger and older generations. These initiatives demonstrated the significant effort and planning invested in creating programs that enhance community connection and engagement, highlighting the thoughtful approach taken to foster meaningful relationships in the community.

## DiverCity Photography Exhibition

The collaboration between award-winning photographer Georgia Politis, Darwin Community Arts, and Litchfield Council has been finalised for the third weekend of October. This partnership aims to bring an enriching art experience to rural areas through the DiverCity Photography Exhibition. This project highlights Georgia Politis's dedication to capturing Darwin's rich diversity—a vision that took four years to develop and also resulted in a book about the series. The exhibition will showcase the multiculturalism of the Top End, presenting captivating stories behind each subject and fostering a deeper understanding of the various cultures within our community.

## Litchfield Community Suicide Prevention Action Planning Meetings

The Litchfield Community Suicide Prevention Action Planning aims to develop a targeted action plan for men aged 40 and above, an age group identified by the Department of Health as experiencing rising suicide rates. During these sessions, social groups such as the Rotary Club, Men's Table, and others along with mental health services like Mates in Construction and Head to Health, have presented their services. The goal is to create a comprehensive action plan that engages men in the community before their circumstances escalate to self-harm.

Following these sessions, the Community and HR Team are evaluating how to provide safer working environments and support employees' mental health, including the implementation of intervention training for staff, with a particular focus on the male-dominated mobile workforce team. We plan to offer an awareness training from Mates in Construction to reduce mental health stigma and equip employees with the skills to support colleagues experiencing difficulties. Additionally, there are also advanced connector trainings available, which build upon the awareness training by providing strategies to maintain safety when a person is in a crisis and facilitate a better transition in connecting to professional support services.

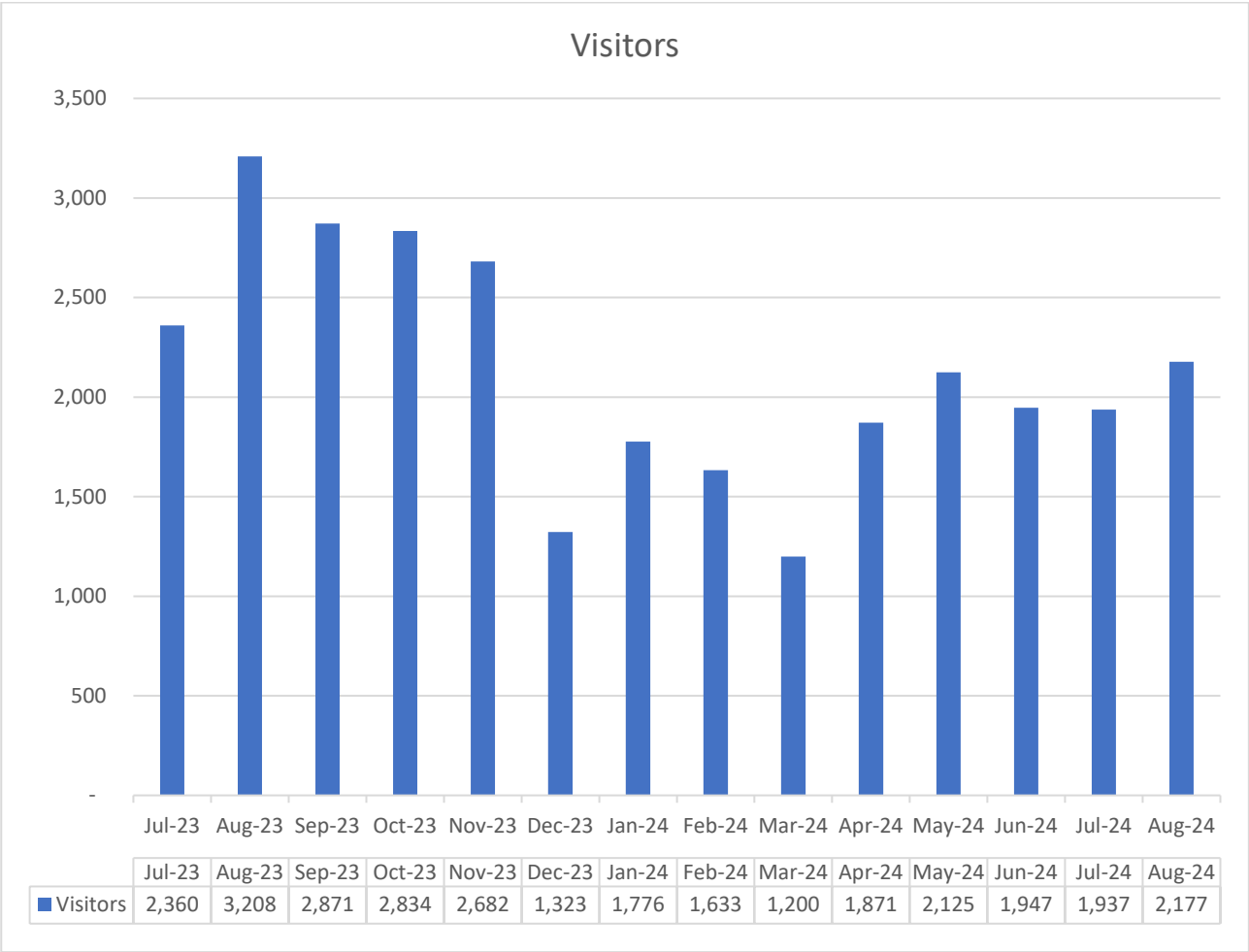
Through these collaborative efforts, it is an aim for this group to foster a supportive environment and enhance mental health resources as well as community connection within the Litchfield area.

Taminmin Community Library

Visitors to the Library

The library had 2,177 visitors in August 2024 and was open for 193.5 hours. The previous month of July 2024 compared at 1,937 visitors and was open for 184 hours.

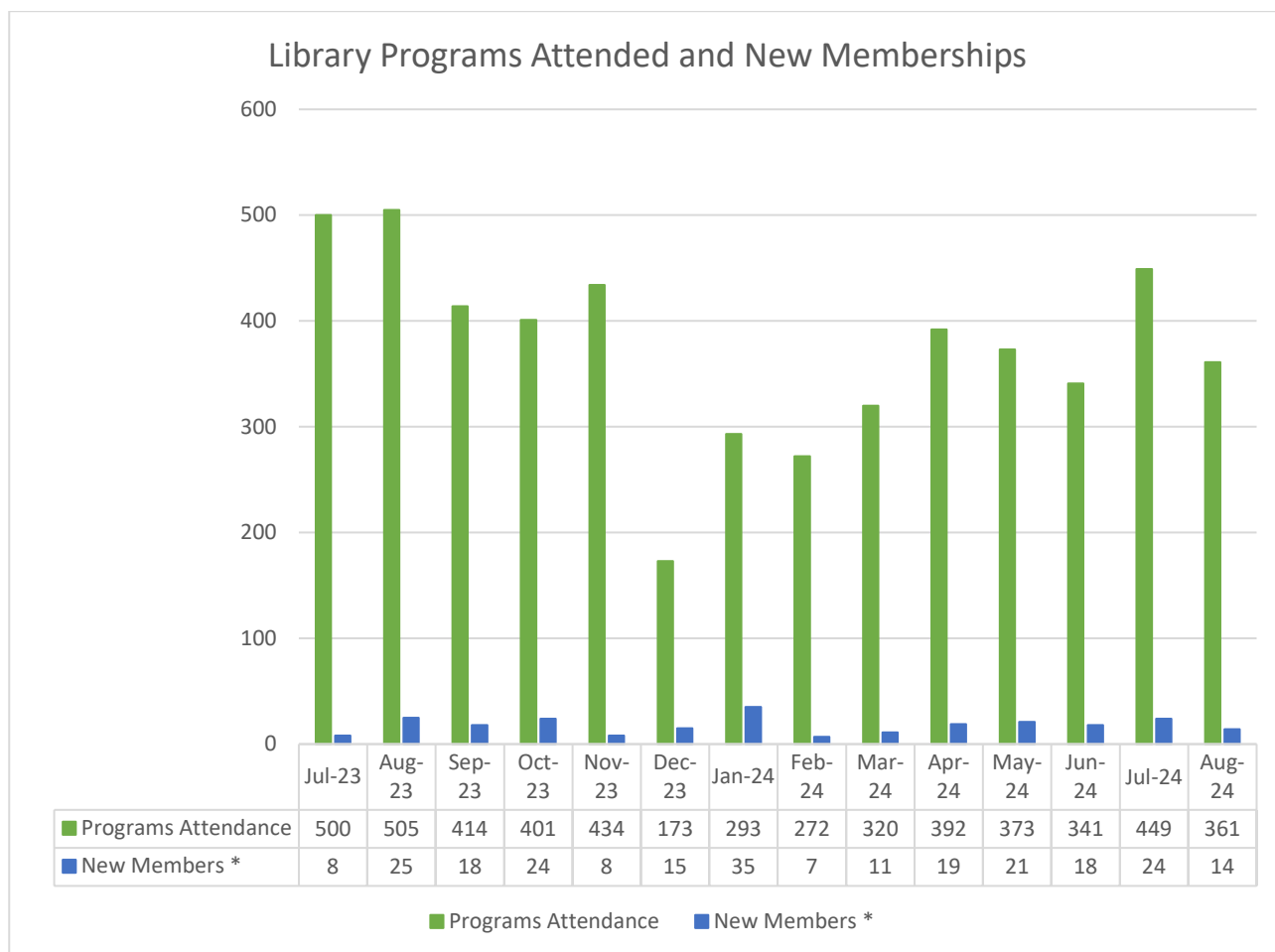
The following graph displays the data for the current month with a monthly comparison to the same time prior year.



## Library Programs and Memberships

A total of 23 activities delivered in August 2024 with a total attendance of 361 participants. Additional library program activities during the month included Library Buddies and two extra activities for Science Week. In the same month last year, the library had 505 attendees across 25 activities.

The library team signed up 14 new library members during August 2024, compared to 25 in August 2023. This will balance out, as in July 2024, there were 24 new members compared to 8 in 2023.



## Library Collection Projects

- Some audio books from 'Dead On Arrival reports' (being items never borrowed) were kept on display to encourage last chance interest. Those still not borrowed have now been deleted and are being donated to Tennant Creek Library.
- Savings from grants have funded a small purchase of plastic (easel display) book holders and forward-facing series holders. Implementation of the Junior Fiction area has improved viewing and accessibility to the collection. Next stage will be Youth Fiction weeding and forward-facing implementation.
- Large number of PeterPal orders received for cataloguing and processing.

- Library Services Program Leader is currently undertaking an Australian Library and Information Association Readers Advisory online training course. This covers best practice and tools around:
  - Recommending items to patrons;
  - Engaging with readers needs;
  - Modern classification systems; and
  - Engaging shelving and display strategies that increase borrowing.

## Grants Overview

The below grants have been successfully sourced to fund library programs in 2024-25. Grant applications, planning, delivery, administration, acquittals, and reporting are undertaken using library resources.

TAMINMIN COMMUNITY LIBRARY - GRANTS OVERVIEW 2024-25					
Amount	Name	Source	Activity/Purpose	Status	Comment/s
\$6,000	Vibe Holiday Grant 2023-24	Territory Families	TCL Holiday Programs 2023-24	Acquitted	Completed July 2024
\$2,500	Science Week 2024	Inspired NT	Students vs Seniors : Barra Tales	Partially Successful	Delivered successfully - acquittal due by 30
\$1,500	Science Week 2024	Inspired NT	Species Survival : A VR Experience x 2 Saturday events	Partially Successful	Delivered successfully - acquittal due by 30 Sept
\$2,000	Seniors Month 2024	Office of Senior Territorians	Library Buddies 2024 (Intergenerational Program – Seniors & Preschoolers)	Successful	Completion due 10 Sept - acquittal due 31 October
\$1,000	Corp Community Grants 2024	Core Lithium	Students vs Seniors catering 2024-25	Partially Successful	Applied for \$2,000 Catering of 4 activities, up to \$1,000
\$500	Community Grant	Bendigo Bank Coolalinga	Students vs Seniors – transport for Seniors to Barra Tales Science Week 2024 event	Successful	Amount not successful from Science Week grant application - Completed
\$6,000	Vibe Holiday Grant 2024-25	Territory Families	TCL Holiday Programs 2024-25	Submitted	Outcome pending
\$13,500	TOTAL GRANT INCOME SOURCED BY LIBRARY FOR 2024-25				

## Library Service Disruptions

Date	Event	Duration	Impact	Causal Factors
8-Aug-24	Fire Alarm Evacuation	30 mins.	Staff and public patrons evacuated from library. Once NTPFES cleared, front gates and library re-opened.	Toast burnt in Special Education Unit of Taminmin College.
22-Aug-24	School Lockdown	1 hour 15 mins.	Gates remained closed. Library staff member was sent to gate in effort to engage and provide entry for Storytime families due for program attendance.	Six youth attended library with intentions to fight Taminmin students. Assistance from Senior Teaching Staff and Community Police Officer required to remove from library and school grounds. Gates locked to keep them off school grounds.

Date	Event	Duration	Impact	Causal Factors
26-Aug-24	Code Red	13 mins.	Gates closed, library locked, all secured in kitchen (windowless and locked).	Aggressive student behaviour.
26-Aug-24	Code Red	57 mins.	Gates closed, library locked, all secured in kitchen (windowless and locked). Staff member at post office (advised not to return to premises or outside school grounds until contacted).	Aggressive student behaviour.
26-Aug-24	Code Red	45 mins.	Gates closed, library locked, all secured in kitchen (windowless and locked).	Alleged assault, arrest made.
29-Aug-24	Library temporary closure	20 mins.	Gates open, library door locked, students evacuated during recess.	Public patron unwell in front foyer and cleaning required before safe and hygienic entry could resume (students removed for hygiene and discretionary purposes).

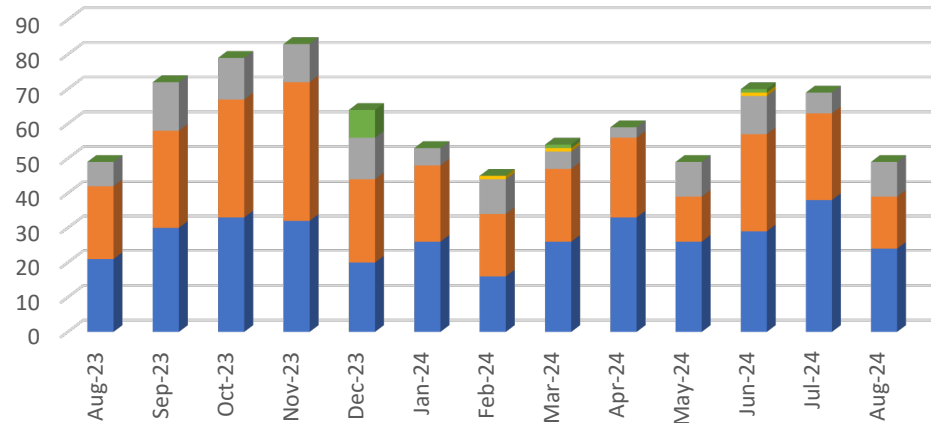
## Regulatory Services

### New Dog Registrations

The number of new dogs registered either voluntarily or as a condition of release from the pound in August 2024 was 95, 46 more than for July and 23 more than the same time last year. Of these, 29.5% were registered as entire (annual only) and 20% were desexed, with 23.2% as lifetime desexed.

The graph on the following page identifies the total number of new dog registrations and the registration types by month over the last 12 months.

### Total New Dog Registrations by Type August 23 - August 24

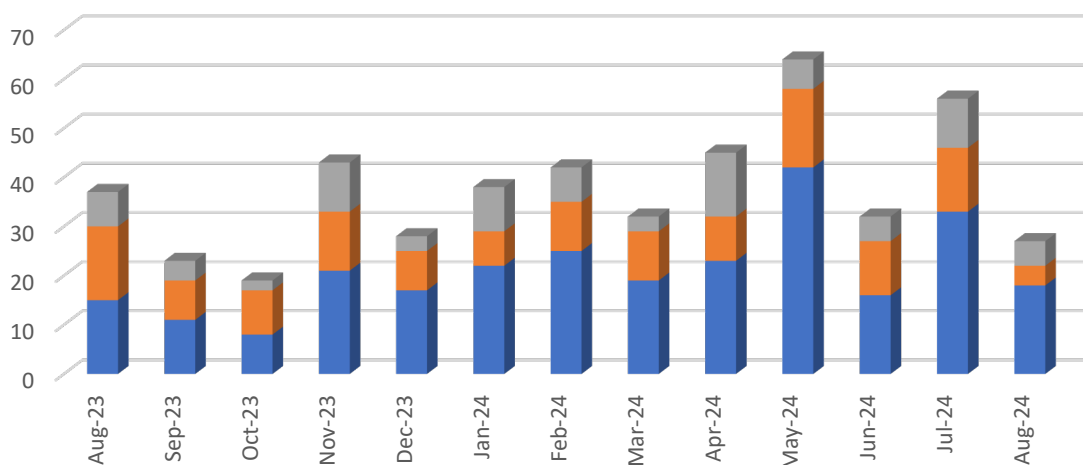


	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
Working/Assistance	0	0	0	0	8	0	0	1	0	0	1	0	0
Declared Dangerous	0	0	0	0	0	0	0	0	0	0	0	0	0
Free - Pup < 6 mths/Rescue	0	0	0	0	0	0	1	1	0	0	1	0	0
Desexed Lifetime	7	14	12	11	12	5	10	5	3	10	11	6	10
Desexed Annual	21	28	34	40	24	22	18	21	23	13	28	25	15
Entire Annual	21	30	33	32	20	26	16	26	33	26	29	38	24

### Dog At Large, Pick Ups and Lost Dogs

From July 2024, reports of lost dogs are also included in statistics as they are also dogs at large. There were 27 recorded reports of dogs at large, contained dogs for pick up and dogs reported lost by their owners (18, 4 and 5 respectively) the lowest number over the last 12 months. August's total was 29 less than for July, and 10 less than for the same time last year.

### Dog At Large, Pick Up and Lost Dog Reports August 23 - August 24



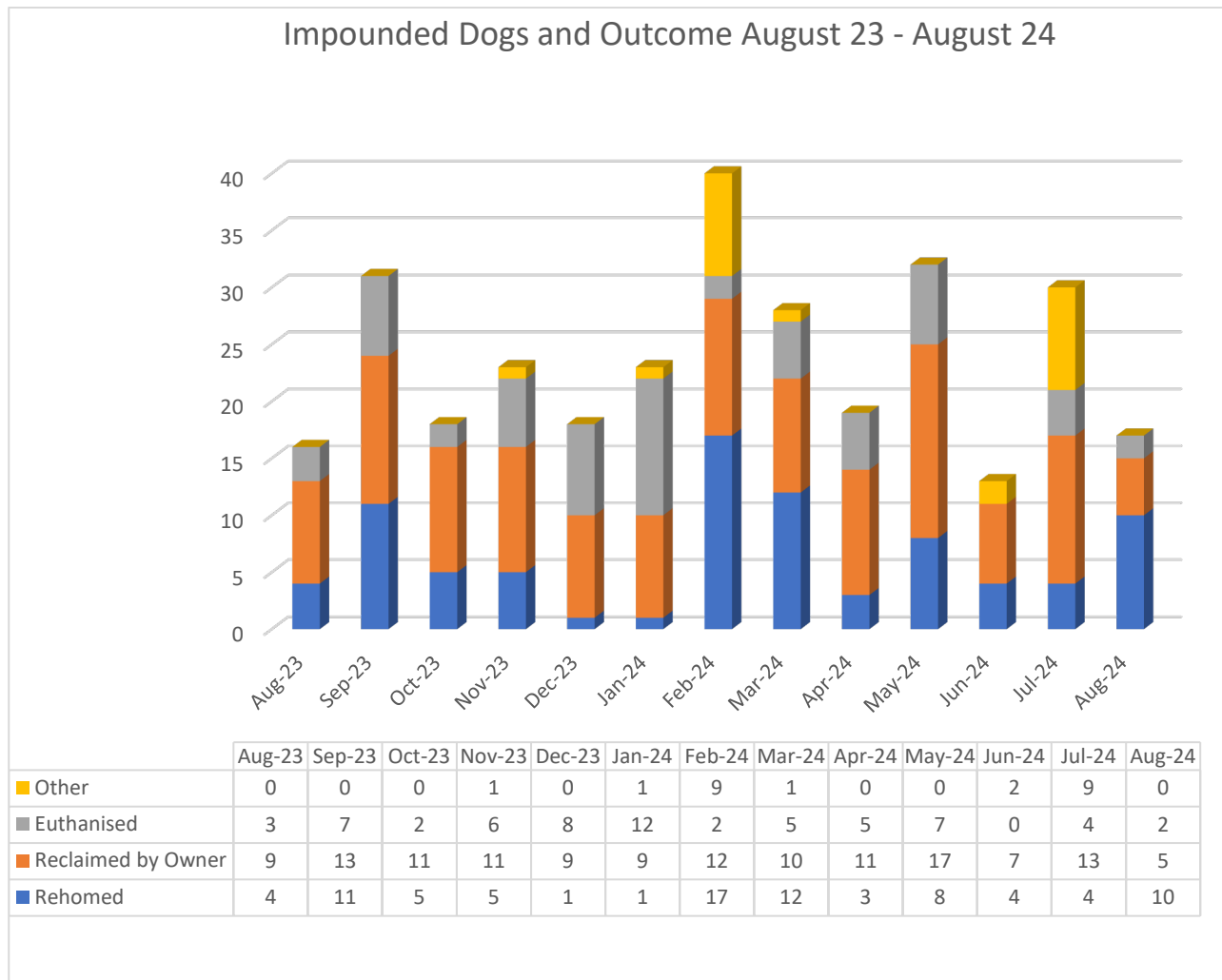
	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
Lost	7	4	2	10	3	9	7	3	13	6	5	10	5
Pick Up	15	8	9	12	8	7	10	10	9	16	11	13	4
At Large	15	11	8	21	17	22	25	19	23	42	16	33	18



The average is 37.4 reports per month and would be significantly higher if it were not for the reach of social media and the involvement of vet clinics who routinely temporarily hold dogs and contact owners where possible before requesting Council's services for pick-ups, particularly after hours.

### Impounded Dogs

Dogs are impounded by Rangers should they be at large, voluntarily surrendered by their owners or seized under the authority of a court-ordered warrant as a last resort for non-compliance with Council's By-laws. There were 9 dogs impounded in August, 21 dogs less than the previous month and 3 less than August 2023, making it the lowest number of impounds in the preceding 12 months. 9 dogs were still in the pound from July of which 7 were rehomed and 2 euthanised. The average number of impounds per month over the last 12 months has decreased to 25.67.



85.7% of dogs impounded since August 2023 were not registered at the time of impounding. Those dogs registered at the time of impounding typically were already registered from a previous impounding.

78.7% of dogs impounded since July 2023 were not desexed, clearly demonstrating entire dogs, whether male or female, are more likely to have wandering tendencies given the opportunity. This emphasises the importance of secure containment and Council's encouragement of desexing through reduced registration costs and the provision of \$100 desexing vouchers redeemable through participating vet clinics.

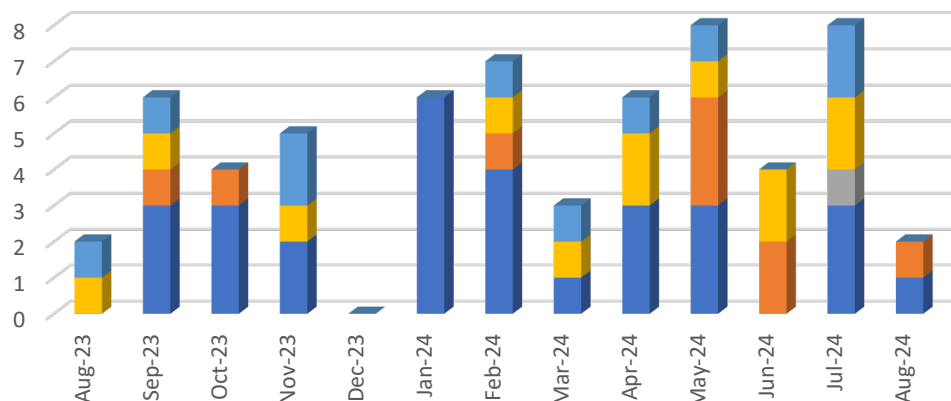
59.4% of dogs impounded over the last 12 months were male. Again, this emphasises the importance of desexing to reduce wandering tendencies.

### Abandoned Vehicles

While most Regulatory Services' activities relate to the management of dogs within the municipality, Rangers also respond to reports of abandoned vehicles from members of the public or from their own observations. There were two abandoned vehicles reported to Council in August 2024, a quarter of that received for July. This is the same number for the same time last year and less than the average of 5.3 per month over the last 12 months.

Since August last year, 47.5% of abandoned vehicles had departed their reported location either by the time Rangers arrived or through owner compliance with the notice left on the vehicle for removal. Nearly 20% of vehicles reported were impounded by Council and not retrieved by their owners, then were made available for sale via auction, typically for spare parts as they are rarely in working condition. Just over 16% of vehicles reported were not actioned by Council due to being identified on private property or on a Northern Territory Government controlled road where Council has no jurisdiction. Almost 15% of vehicles reported and unmoved were in such poor condition that they were immediately disposed of for recycling.

Abandoned Vehicles and Outcome August 23 - August 24



	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24
■ Non-Council Land	1	1	0	2	0	0	1	1	1	1	0	2	0
■ Impounded	1	1	0	1	0	0	1	1	2	1	2	2	0
■ Released to Owner	0	0	0	0	0	0	0	0	0	0	0	1	0
■ Disposed	0	1	1	0	0	0	1	0	0	3	2	0	1
■ Departed from Location	0	3	3	2	0	6	4	1	3	3	0	3	1

### Links with Strategic Plan

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

## **Legislative and Policy Implications**

COR01 Media Policy  
COR02 Community Engagement  
GOV16 Compliance and Enforcement  
COM03 Sport and Recreation  
COM01 Youth

## **Risks**

There are no risks identified in receiving and noting this report.

## **Community Engagement**

Not applicable for the operational report. Any specific community engagement with the community will be listed in the report above.



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.02
<b>Report Title:</b>	Litchfield Council 2024 Annual Community Survey
<b>Author:</b>	Maxie Smith, Director Corporate and Community
<b>Recommending Officer:</b>	Stephen Hoyne, Chief Executive Officer
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: Litchfield Council 2024 Community Survey Report B: Raw survey data

### Executive Summary

This report presents to Council the results of the Litchfield Council 2024 Community Survey.

### Recommendation

THAT Council:

1. thank the community members that provided feedback via the survey; and
2. receive and note the Litchfield Council 2024 Community Survey Report, as at Attachment A.

### Background

The Annual Community Survey is an opportunity to evaluate the sentiment and satisfaction of Litchfield community members regarding Council's service delivery, communications, and amenities. It is a chance to better understand the demographic and needs of the Litchfield community and is also a metric to quantify and implement improvements to deliver to the standard of community expectation where possible.

The 2024 Community Survey received 218 submissions, up by 78 submissions from 140 received in 2023.

The 2024 Community Survey results will be used as indicators in the 2023/2024 Annual Report and are one piece of community feedback that contributes to the development of Council's annual Municipal Plan.

This year's Community Survey is the eighth consecutive and consistent one conducted by the Council. It has provided valuable community data and established benchmarking for future surveys.

Litchfield residents were encouraged to complete the survey over a 5-week campaign running from 24 June to 28 July 2024, with the survey made available across a wide range of mediums and an extensive promotional campaign was undertaken in attempts to engage the community.

This year, council engaged True North Strategic Communication to help explore whether we could increase participation. The 2024 Community Survey Report prepared by True North Strategic Communication is provided in Attachment A. The survey, as in prior years, comprised 18 questions. Response fields for the final question requested respondents leave their name and contact information should they wish to enter the draw for the fuel voucher. Raw data is provided at Attachment B with contact details removed.

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 2024.

Services or Facility	2020	2021	2022	2023	2024	Variance in satisfaction
Thorak Regional Cemetery	76%	94%	97%	75%	98%	23% increase
Taminmin Community Library	78%	88%	90%	78%	94%	16% increase
Recreation Reserves	79%	82%	87%	73%	89%	16% increase
Waste Transfer Stations	83%	85%	88%	93%	85%	8% decrease
Road drainage maintenance	61%	66%	84%	82%	77%	5% decrease
Animal management	43%	44%	71%	70%	73%	3% increase
Maintenance of local roads	62%	64%	71%	83%	73%	10% decrease
Roadside maintenance	62%	60%	83%	78%	72%	6% decrease
Waste recycling opportunities	52%	56%	79%	75%	72%	3% decrease
Weed management on Council land	35%	35%	61%	59%	58%	1% decrease

Council's overall performance was rated by 76% of respondents as being very good, good or adequate, a 4% decrease from 2023 but substantially higher than the 56% result of both 2020 and 2021.

Feedback from community members at the community display suggested they were happy with Council services and did not see a need to complete the survey as they felt they had no feedback to provide.

#### Links with Strategic Plan

People - Our Community is at the Heart of All We Do  
Performance - An Effective and Efficient Organisation

#### Legislative and Policy Implications

COR02 Community Engagement Policy

#### Risks

Nil identified.

## Community Engagement

True North Strategic Communication assisted with the Annual Community Survey this year. The survey ran for five weeks, from 24 June to 28 July 2024, a week longer than originally planned, to provide community members with more opportunity to complete it. Survey respondents were also eligible to enter a draw for one of four \$250 fuel vouchers.

The survey attracted 218 responses and was promoted in various ways, including:

- 3 Facebook posts and paid advertising;
- 2 community displays at Coolalinga Central with flyers distributed;
- hard copy surveys available at Taminmin Community Library;
- flyers available at Litchfield Council;
- information and link to survey available on Litchfield Council's website; and
- emails to local community members encouraging them to share the survey link with their networks.

# Litchfield Council

## 2024 Community Survey Report

Prepared by True North Strategic Communication  
August 2024

Version No.	Issue Date	Prepared by:	Approved by:	Approval Date
V1	8/8/24	True North		
V2				
V3				

*Recipients are responsible for eliminating all superseded documents in their possession*

### Consultation statement

True North Strategic Communication is guided by the principles of good community engagement, based on people's level of interest and concern as outlined by the International Association for Public Participation (IAP2).  
Our role is to provide stakeholders and the general public with objective information, so they can provide informed feedback on consultation projects. We give people the opportunity to provide input that is balanced and reflective of the range of community views to independently provide the best possible guidance to decision makers.  
Our practice reflects professional standards and ethical standards for human research including anonymity, confidentiality, record storage and keeping people informed.

## Table of Contents

<b>Executive summary.....</b>	<b>1</b>
<b>Overview .....</b>	<b>2</b>
<b>Findings .....</b>	<b>4</b>
<b>Analysis .....</b>	<b>13</b>
<b>Recommendations.....</b>	<b>14</b>



## Executive summary

### Overview

True North Strategic Communication was engaged by Litchfield Council to conduct the 2024 Litchfield Community Survey and prepare a report based on the findings.

Litchfield Council conducts a community survey each year to capture important community feedback to evaluate community sentiment and satisfaction. The objectives of the survey are to:

- measure importance and satisfaction of Council services and facilities
- understand the demographics and priorities of the Litchfield municipality
- establish benchmarks
- guide future priorities for Council.

The survey ran for 5 weeks from 24 June to 28 July 2024, a week longer than originally planned to provide community members with more opportunity to complete the survey. The survey attracted 218 responses and was promoted in various ways including:

- 3 Facebook posts and paid advertising
- 2 community displays at Coolalinga Central with flyers distributed
- hard copy surveys available at Taminmin Community Library
- flyers available at Litchfield Council
- information and link to survey available on Litchfield Council's website
- emails to local community members encouraging them to share the survey link with their networks.

### Key findings

Litchfield Council's overall performance was generally rated as adequate, with more positive ratings throughout the survey than negative. The key findings from the survey are summarised below.

- Participants value living in the Litchfield municipality, with more than 50% of participants indicating they have lived in the region for over 15 years.
- Maintenance of roads and road drainage continues to be very important to participants, with 99% of respondents indicating road maintenance is the most important of Council's services. Waste transfer stations were the second most important to participants (93%).

- The highest rating Council services were waste transfer stations, rated good or very good by 55% of participants, followed by the community library rated good or very good by 50% of participants.
- Recreation reserves are frequented often by the local community and are generally considered to be well maintained by Council, rated as good or very good by 60% of participants.
- Just over half of participants (67%) were aware of Council's role in advocacy, community support and community engagement.
- When asked about preferred communication methods, social media was the most popular method for participants.

## Overview

True North Strategic Communication was engaged by Litchfield Council to conduct the 2024 Litchfield Community Survey and prepare a report based on the findings.

Litchfield Council conducts a community survey each year to capture important community feedback to evaluate community sentiment and satisfaction. The objectives of the survey are to:

- measure importance and satisfaction of Council services and facilities
- understand the demographics and priorities of the Litchfield municipality
- establish benchmarks
- guide future priorities for Council.

The survey ran for 5 weeks from 24 June to 28 July 2024, a week longer than originally planned to increase responses. The survey attracted 218 responses and was promoted in various ways including:

- 3 Facebook posts and paid advertising
- 2 community displays at Coolalinga Central with flyers distributed
- hard copy surveys available at Taminmin Community Library
- flyers available at Litchfield Council
- information and link to survey available on Litchfield Council's website
- emails to local community members encouraging them to share the survey link with their networks.

This report outlines the survey findings and provide analysis of the survey results.

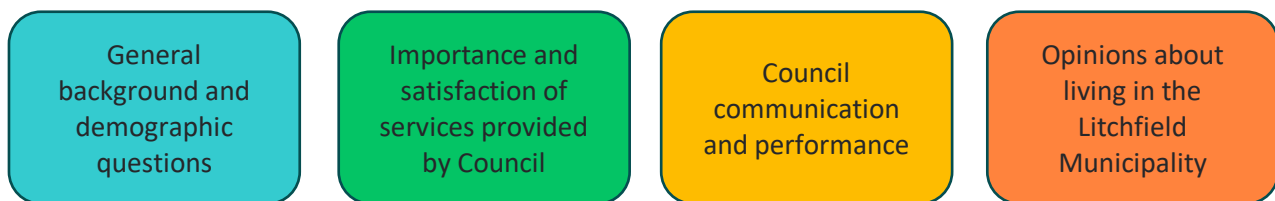
During the survey period, 5 hard copy surveys were completed and submitted with missing answers to some questions while this does not significantly skew the results in the findings

it should be considered as the online version of the survey required a response to each question. Percentages have been rounded to the nearest whole percent.

## Methodology

In collaboration with Litchfield Council, True North Strategic Communication conducted the 2024 community survey using the online platform Survey Monkey.

The survey contained 19 questions based on survey questions from previous years and covered the following topics:



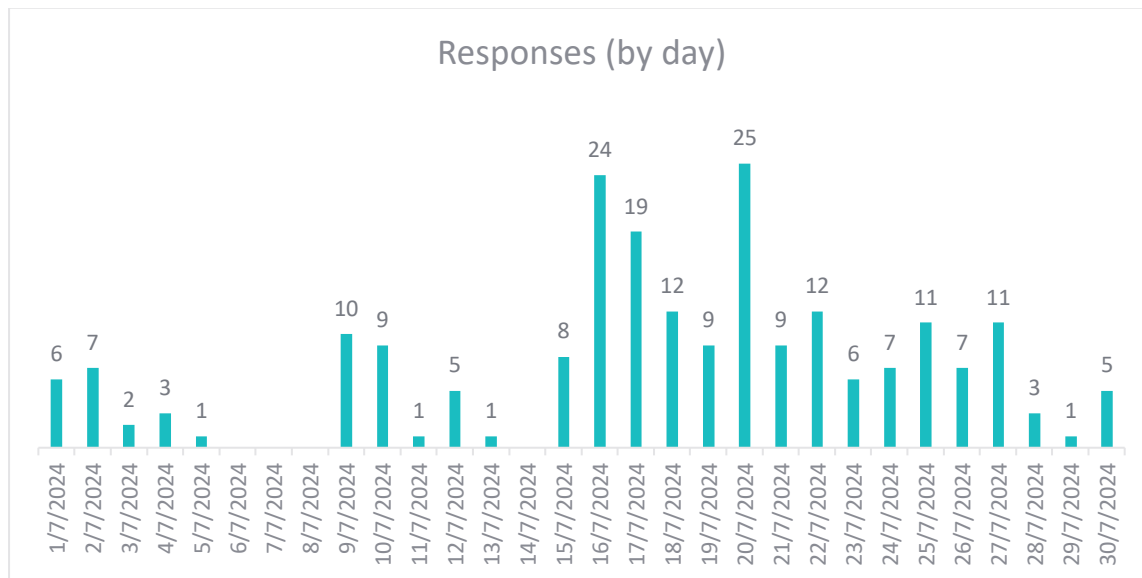
The survey was incentivised to encourage participation from community members with the chance to win one of four \$250 fuel vouchers.

A range of methods were used to promote the survey including:

- 3 Facebook posts and paid advertising
- 2 community displays at Coolalinga Central with flyers distributed
- hard copy surveys available at Taminmin Community Library
- flyers available at Litchfield Council
- information and link to survey available on Litchfield Council's website
- emails to local community members encouraging them to share the survey link with their networks.

The survey was initially open for 4 weeks from 28 June 2024 – 22 July 2024 but was extended by an extra week to 28 July 2024 to provide community members with more time to complete the survey and increase survey responses. Over the 5 weeks, 18 responses were received in the first week, 25 responses in the second week, 69 responses in the third week, 79 responses in the fourth week and 27 responses in the final week.

The highest number of responses in one day was received on Saturday 20 July, when a community display was held at Coolalinga Central. Paid Facebook advertising was implemented during the third week of the survey period which resulted in a significantly higher response rate.

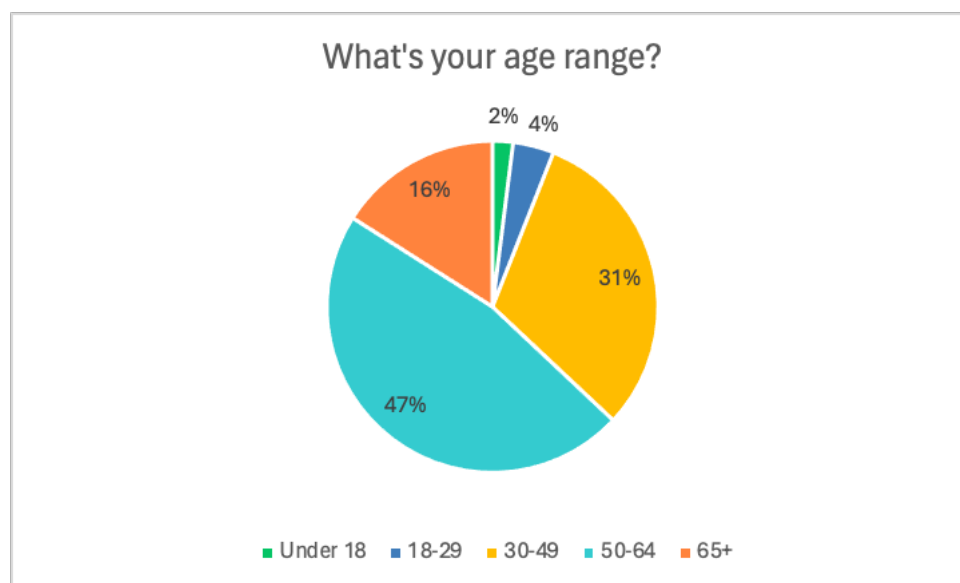


The survey incentive proved to be effective with many participants (78%) providing their contact details to go into the draw to win a prize.

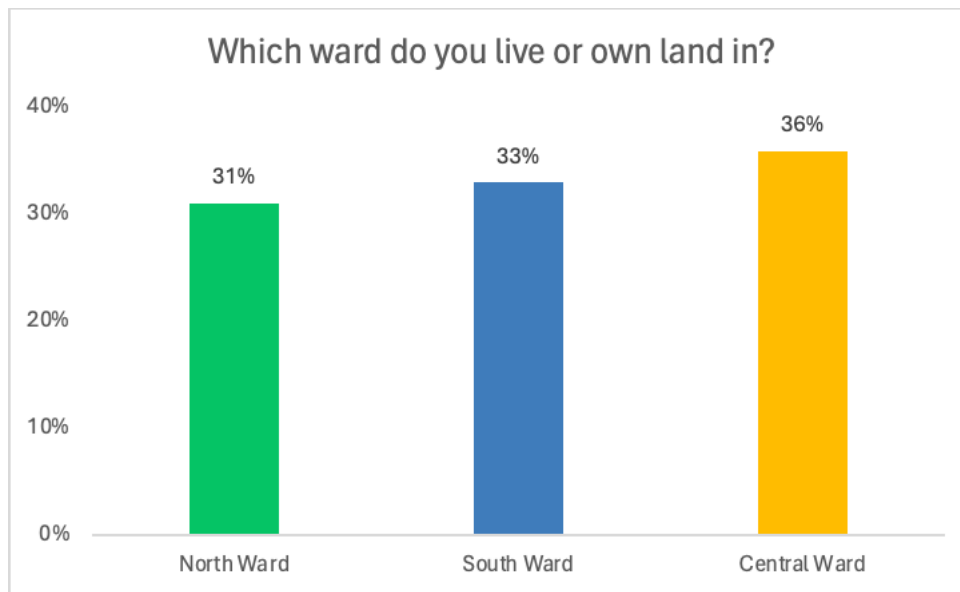
## Findings

### Demographics

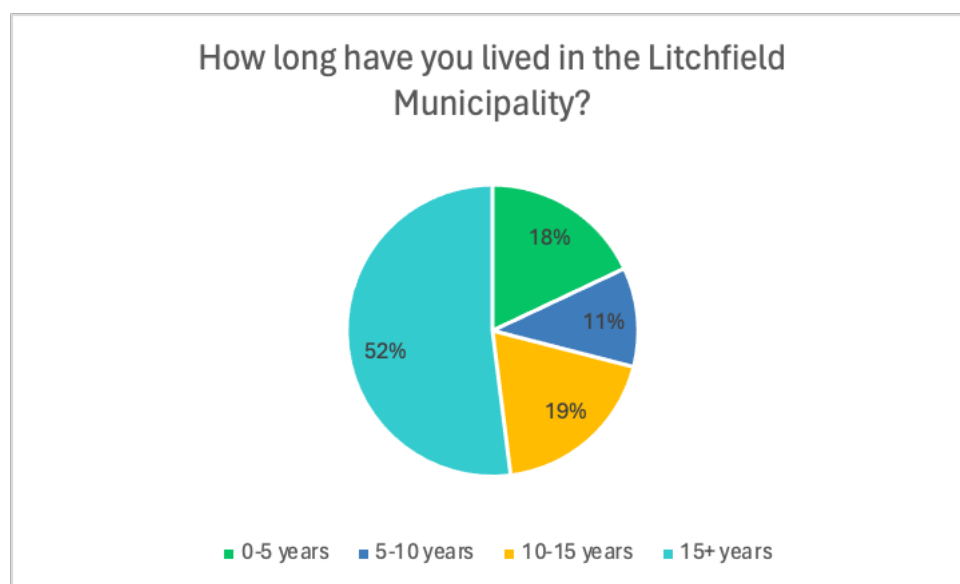
Most participants (85%) said they were residents and landowners, while 13% of participants said they were residents, but do not own land. Less than 2% said they were not residents but own land in the Litchfield municipality.



The majority of participants were aged between 30 and 64 (78%), 74% were female, 22% male and 4% preferred not to say.

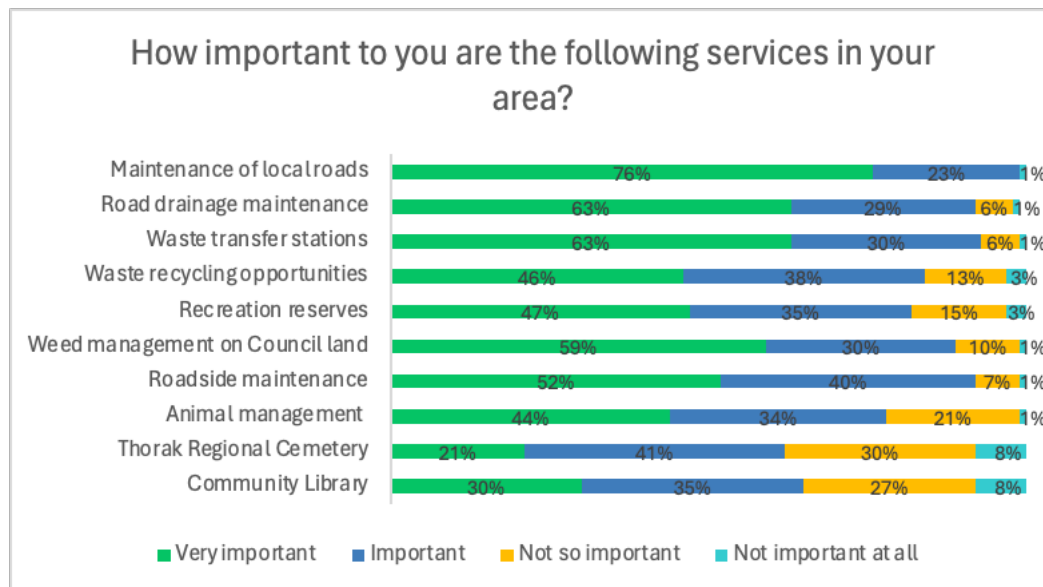


Participants were evenly represented between the 3 wards, 31% were from the North Ward, 33% from the South Ward and 36% from the Central Ward. Over half of respondents said they lived in the Litchfield municipality for over 15 years (52%), followed by 19% responding 10-15 years, 18% responding 0-5 years and 11% responding 5-10 years.



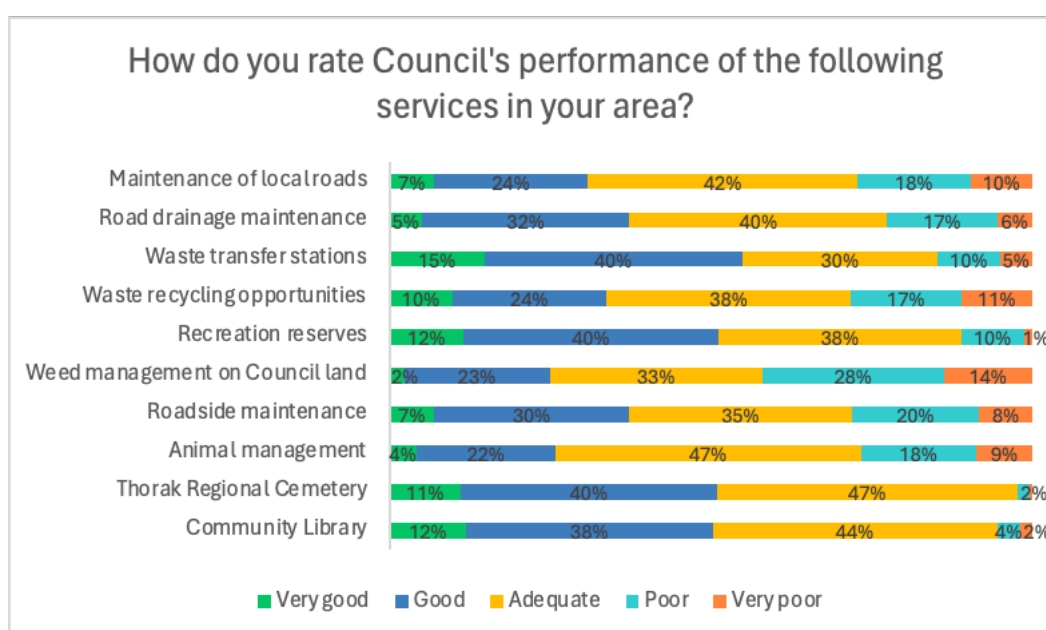
### *Importance of Council services*

Participants were asked to rank the importance of Council services and facilities from very important to not important at all. Overall, half of the participants said the listed Council services were very important to them, with maintenance of local roads including potholes, grading and sealing receiving the highest response of important and very important at 99%. This was also the most important Council service to participants in the 2023 survey.



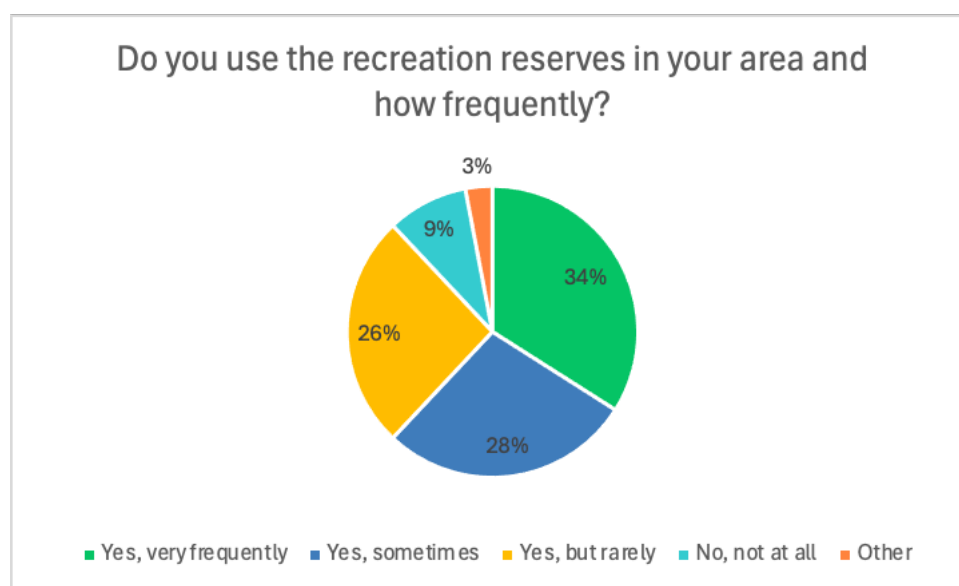
Waste transfer stations were rated as the second most important service at 93%, increasing in importance from the 2023 survey. Road drainage maintenance and roadside maintenance were both ranked as the third most important service at 92% each. Thorak Regional Cemetery received the highest response of not important from 38% of participants, followed by the community library by 35%.

Participants were asked to rate the services and facilities on a scale from very good to very poor. Council's performance at waste transfer stations was rated good or very good by 55% of participants, followed by the community library rated good or very good by 50%. Maintenance of local roads was rated as adequate by 42% of participants and road drainage maintenance was rated adequate by 41% of participants.



Weed management on Council land was rated as the lowest performing service, receiving a poor or very poor response from 42% of participants. This service remains the lowest ranked service in line with the 2023 survey, however in 2024 there was a 5% increase in negative ratings.

Participants were asked if they use the recreation reserves in the Litchfield municipality and the frequency if used, ranging from very frequently to not at all. 88% of participants said they use these areas with varying frequency, with the highest response being one or more times a week (34%). This was followed by 28% who said once a month, 26% who said once a year and 9% who said they do not use the areas at all.

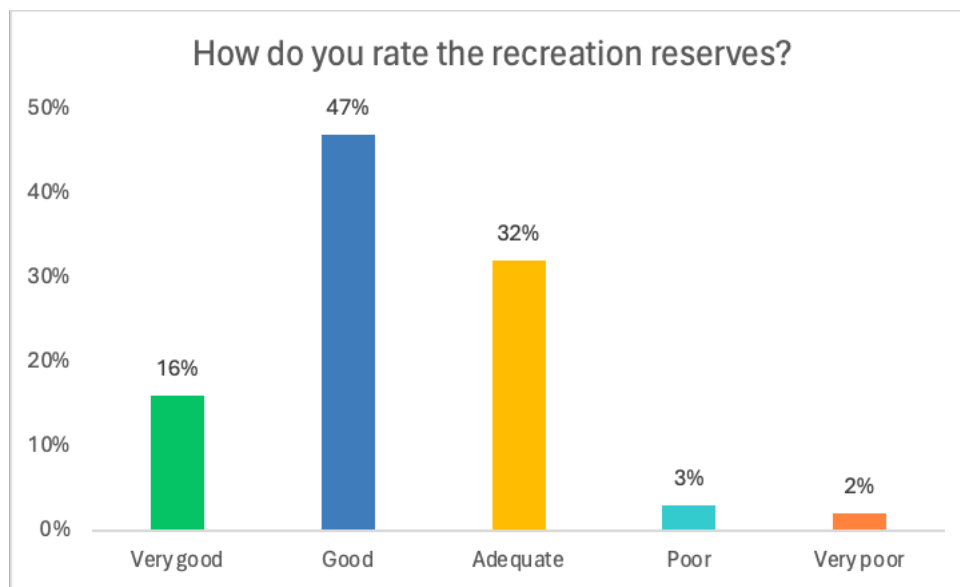


A small portion of participants selected 'other' and provided further comments, some of note:

- *Facilities aren't to standard for people with disabilities or illnesses*
- *Volunteers are essential*
- *Every so often events sport not close Coalinga, no car*
- *Last Friday went to Livingstone reserve and I am planning to go Howard Springs soon and Berry Springs. Haven't been to McMinns lagoon for ages but I am planning to visit it with my friends. Never been to Knuckey Lagoon, Mira Square and Gregg park. Better check those places out.*

Participants were asked to rate the different recreation reserves, with 47% of participants rating the areas as good, increasing from 31% who rated them as good in 2023. Only 5% of participants rated the recreation reserves as poor or very poor, a significant decrease in responses to the 2023 survey where 29% said poor or very poor.

It should be noted, 9% of participants responded that they do not use these recreation areas but in the online survey were required to provide a response to this question despite not using the reserves.



Participants had an opportunity to provide a comment. Some notable comments:

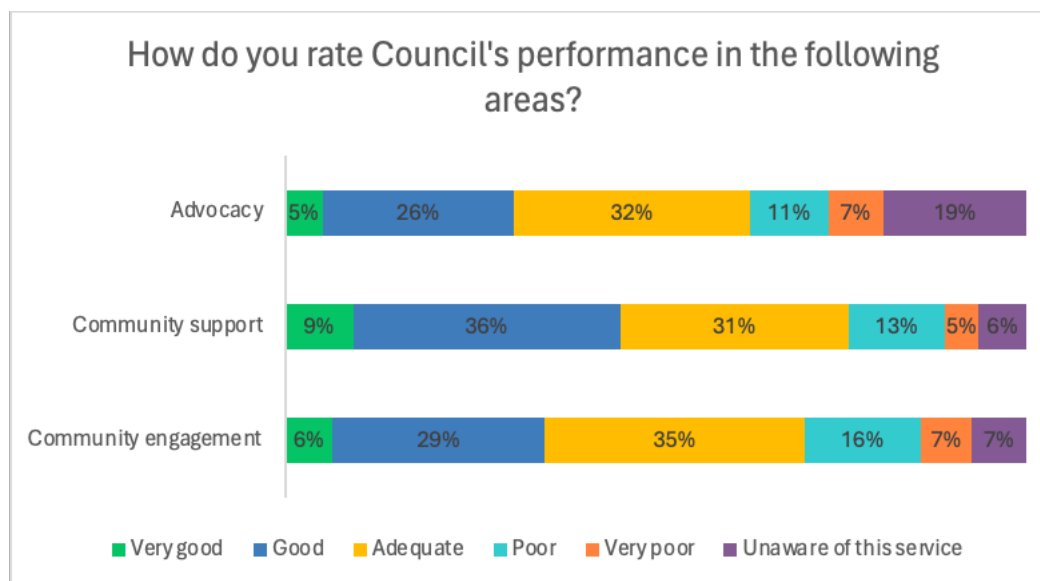
- “Regarding the Litchfield Community Survey, I have had a look at it and make a point, that with the first question, there is no option to tick, if you are not a resident, but use facilities, infrastructure in Litchfield? Is Council not interested to hear from people who don't live in the municipality, but use Litchfield facilities? At the Scout Group, I have a number of members that live in Palmerston and Darwin areas, that attend Howard Springs Scouts. I am also pretty confident that not everyone that attends the Freds Pass Market, live in Litchfield. I just feel that in order to plan properly for the future in regards to assets, infrastructure and services, that the opinions of non-residents, who clearly use and utilise services and facilities in Litchfield are heard, even though they are not rate payers. As I believe their opinions count too.*
- I would imagine, that it would also be prudent to determine how many people from outside the municipality, use facilities and services inside Litchfield, for future planning.”*

#### *Advocacy, community support and community engagement*

There are several roles Council performs that the community may not be aware of including advocacy, community support and community engagement. Participants were asked if they were aware of these roles and to rate Council’s performance in these areas. Most participants said they were aware of Council’s roles, with 67% providing a response and rating.

Community support received the highest rating of good from participants (36%). Advocacy and community engagement both received adequate ratings of 32% and 35% respectively. Sentiment was positive with 31% rating advocacy as good or very good and 35% rating community engagement as very good or good.





In line with the 2023 survey, advocacy continued to be an area participants were most unaware of with 19% saying they were an unaware of the service. This decreased from 22% to 19% in this year's survey, indicating there was a slight improvement in this area.

### Opinions about living in Litchfield

Participants were asked how proud they were to live in the Litchfield region, with 46% of participants saying very proud, 33% somewhat proud, 17% indifferent and 5% said not proud at all. Compared to survey results from 2022 and 2023, these responses show a small decline in participants being very proud to live in the Litchfield region.

Sentiment	2022	2023	2024
Very proud or somewhat proud	85%	82%	79%
Indifferent	11%	15%	17%
Not proud at all	4%	3%	5%

To further understand why participants were proud or not to live in the Litchfield region, they were provided with the opportunity to comment on what makes Litchfield the best place to live and what could be improved. 217 participants provided a response, some notable responses are below:

- *I love living rural, having space*
- *1. The variety of entertainment, sport and leisure options accessible at Freds Pass is the gem in Litchfield's crown in my opinion. 2. Urgent need to increase Gamba grass control and land owners incentives.*
- *Reserves. Need more areas at the reserve for horse riding. Rubbish pick up and recycling would be good*

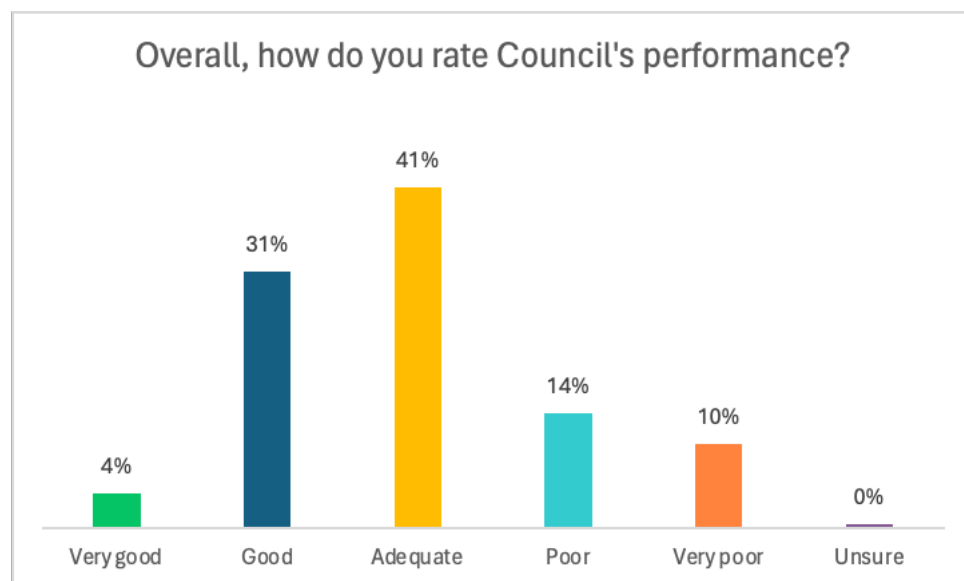
- *Community spirit, wide open spaces are the best things about being rural. Improvements include better animal ranger services / after hours services and better ground / field maintenance to cope with increased usage ie Fred's Pass Equestrian ovals*
- *Having a public swimming pool- accessible to all. Needed for school swimming lessons, group activities for all abilities. Other councils and remote communities have them. Casuarina facilities recently updated with council and government founding. Crocs live in our backyards need a safe alternative*
- *I love the space. I think rubbish collection and recycling collection should be included in our rates and i think they should do a better job of pothole management in the wet season, esp Girraween road which has a massive pothole open up every year.*
- *More advertising around the possibilities litchfield has to offer. Better camping booking facilities. More bathroom facilities*
- *Keeping rural rural! Gamba grass eradication on verges and other council areas could be better controlled.*



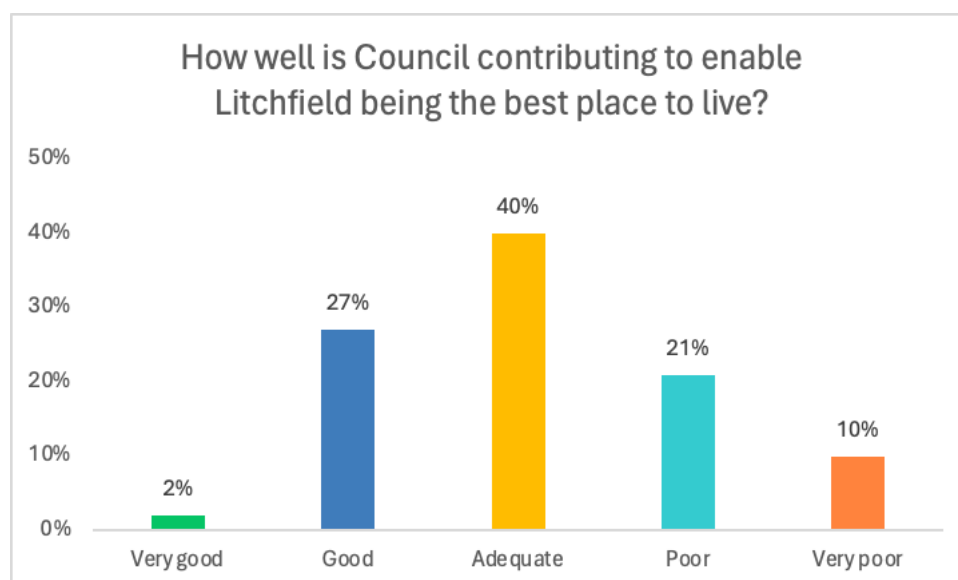
<sup>^</sup>Figure 1: Word cloud highlighting common responses on what people like about the Litchfield region.

### Overall Council performance

When asked about Council's overall performance under half of participants said Council performs adequately (41%), with 35% of participants providing a positive rating of very good and good and 24% providing a negative rating of poor or very poor. While ratings were more positive than negative, these responses show an increase in negative ratings from the 2023 survey where 6% rated Council's performance as very poor.



Council's strategic direction is to enable Litchfield to be the best place to live in the Top End. Participants were asked to provide how well they think Council is contributing to this on a scale of very good to very poor. Just under half of (40%) participants responded that Council is contributing adequately, followed by 29% responding good and very good, and 31% responding poor and very poor.

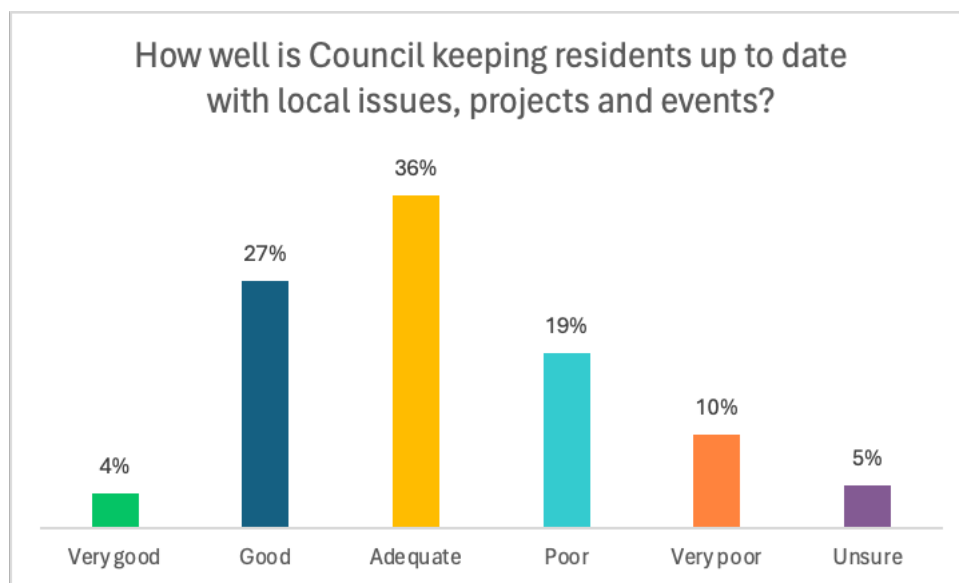


### Council communication

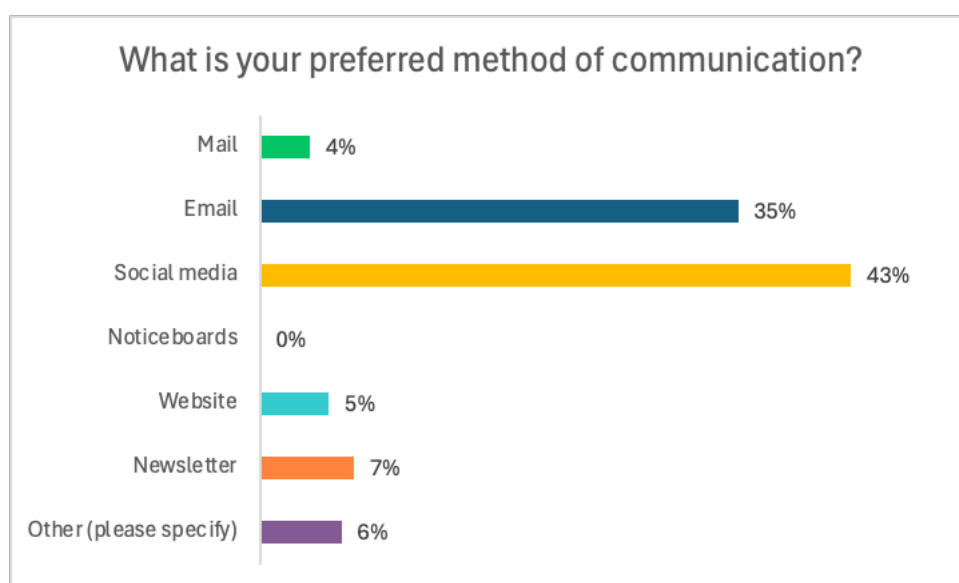
Participants were asked to rate the service they received from Litchfield Council if they had contacted Council over the past 6 months. 41% of participants said this question was not applicable. Of the participants who had contacted Council, 18% rated the service they received as adequate, 14% responded good, 11% responded very poor, 10% responded

poor and 6% responded very good. There was a decline in very good ratings since the 2023 survey, where 12% of participants said their interactions with Council were very good.

Council aims to keep residents up to date with local issues, projects and events through its website, Facebook page, noticeboards and community newsletters. Participants were asked to rate how well they felt Council was achieving this on a scale of very good to unsure, with 36% of participants rating Council’s activity as adequate, followed by 27% responding good and 19% responding poor.



Participants were asked what their preferred method of communication is, with 43% indicating social media is their preferred method of communication.



Email was the second highest preferred method at 35%. Mail, newsletters and Council’s website all received minimal responses and noticeboards had no responses from participants.

Participants had the opportunity to select other and provide further comments on their preferred method of communication, with 6% of participants using the opportunity to state a combination of communication channels rather than selecting one option.

To provide further insight as to how Council can better communicate with the community, participants were asked how they feel Council could improve communication. There were 41 participants that did not provide an answer or answered unsure. Some common responses are:

- *Make website more efficient and user friendly*
- *Be more open and transparent*
- *Newsletters and noticeboards as not everyone is on Facebook or have IT knowledge*
- *More frequently and in particular topics*
- *Wider advertising of meetings and outcomes/ decisions made. Road side signage, more print and radio presence would be good.*
- *Councillors should get out and talk with the community. Do a better job of promoting and spreading the word about surveys and feedback on plans. Reinstate a regular newsletter -online for those who can and mailed for those who require this for inclusion. Popup info at local shops in municipality.*

## Analysis

The following key themes emerged throughout survey responses and are summarised below.

### *Rural living*

Participants value living in the Litchfield municipality, with more than 50% of participants indicating they have lived in the region for over 15 years. Participants said they value the rural lifestyle and space and do not want this to change.

### *Road maintenance*

Maintenance of roads and road drainage maintenance continue to be very important to participants, with the majority of participants indicating road maintenance is the most important of Council's services. The highest rating for these services was adequate, followed by good.

### *Recreation reserves*

Recreation reserves are frequented often by the local community and are generally considered to be positively maintained by Council, with ratings of good or very good by 60%

of participants. There were a couple of suggestions in the survey that the Litchfield municipality needs a swimming pool.

### *Awareness of Council's services*

Just over half of participants were aware of Council's role in advocacy, community support and community engagement. Awareness of Council's role in advocacy did improve slightly since 2023 but overall, this is still an area for improvement.

### *Communication methods*

When asked about preferred communication methods, social media was the most popular method for participants. A small group of participants indicated they prefer face to face communication and believe Council needs to improve in this area. The community displays proved to be an effective way to promote the survey and increase visibility of Litchfield Council in the local community, with a spike in responses on the days the displays were held.

### *Lack of awareness of survey*

Anecdotal feedback from community members at the community display suggested many were unaware of the survey and had not seen it promoted previously or until the final weeks of the survey period. Some also indicated they were happy with Council services and did not see a need to complete the survey as they felt they had no feedback to provide.

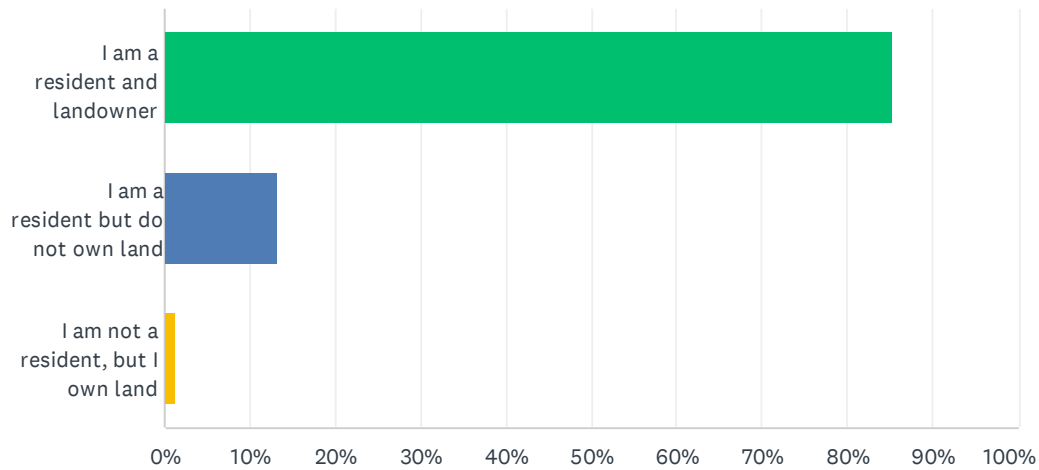
## Recommendations

The following recommendations should be considered to help boost survey participation in future.

- Promote the survey in the weeks leading up to when the survey launches to raise awareness and build momentum in the community. Consider timing the survey launch with the Freds Pass Rural Show and hold a display at the show which is well attended by community members. Distribute flyers and posters to local businesses and encourage them to be involved in promoting the survey.
- Paid social media advertising is an effective and low cost method to increase awareness and attract survey responses. Most participants ranked social media as their preferred method of communication.
- Continue to incentivise the survey and consider an exciting prize that would attract public interest such as an opportunity to win your rates back. Local businesses could also be invited to participate or donate services/items to create a prize package to encourage community involvement.
- Close the feedback loop and clearly communicate how community feedback from the survey has contributed to specific Council decisions or activities.

## Q1 Please select the statement that best describes you?

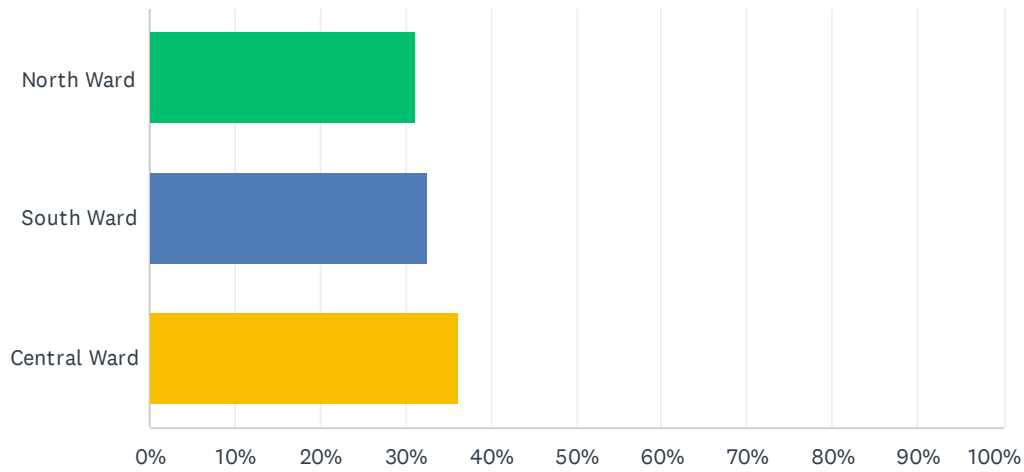
Answered: 218 Skipped: 0



ANSWER CHOICES	RESPONSES	
I am a resident and landowner	85.32%	186
I am a resident but do not own land	13.30%	29
I am not a resident, but I own land	1.38%	3
TOTAL		218

## Q2 Which ward do you live or own land in?

Answered: 218 Skipped: 0

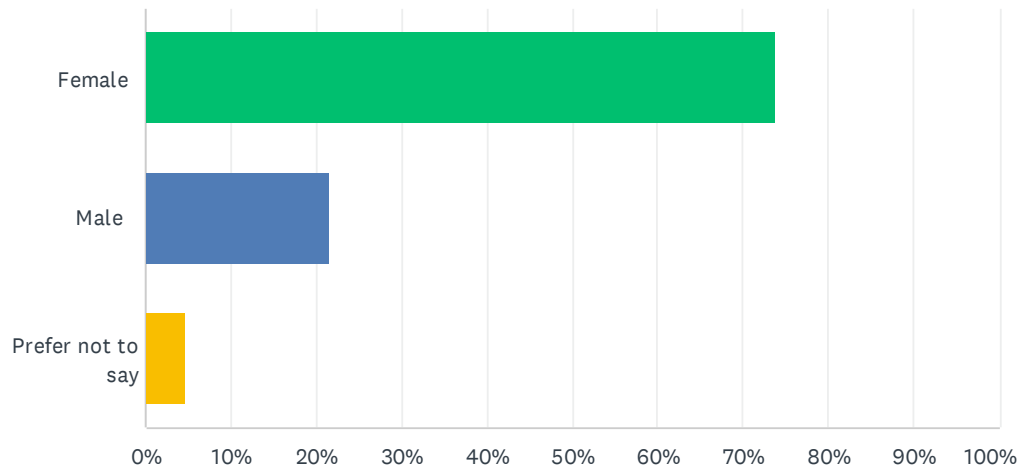


ANSWER CHOICES		RESPONSES
North Ward		31.19% 68
South Ward		32.57% 71
Central Ward		36.24% 79
TOTAL		218



## Q3 What is your gender?

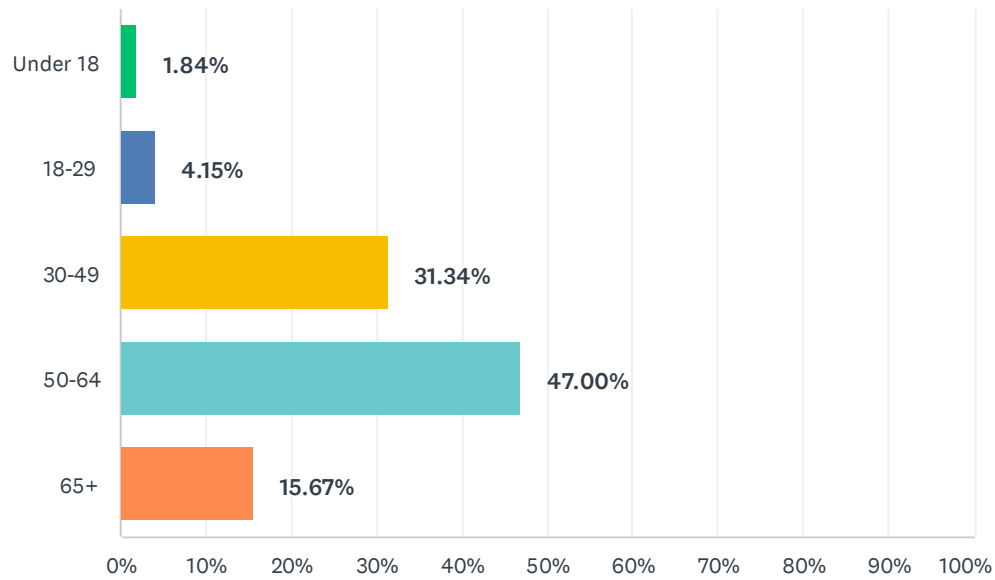
Answered: 218 Skipped: 0



ANSWER CHOICES	RESPONSES	
Female	73.85%	161
Male	21.56%	47
Prefer not to say	4.59%	10
TOTAL		218

## Q4 What's your age range?

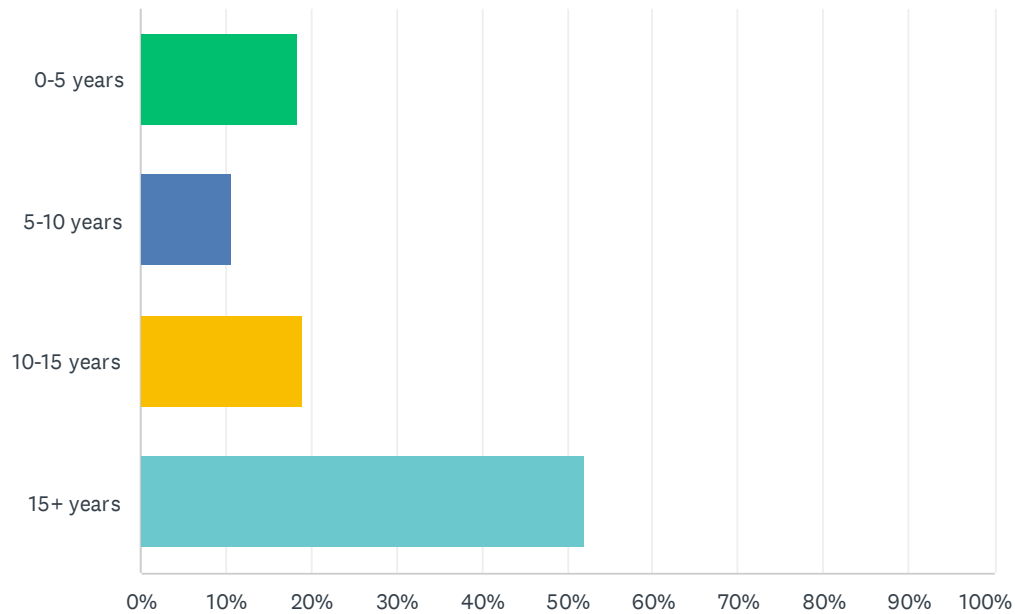
Answered: 217 Skipped: 1



ANSWER CHOICES	RESPONSES	
Under 18	1.84%	4
18-29	4.15%	9
30-49	31.34%	68
50-64	47.00%	102
65+	15.67%	34
TOTAL		217

## Q5 How long have you lived in the Litchfield Municipality?

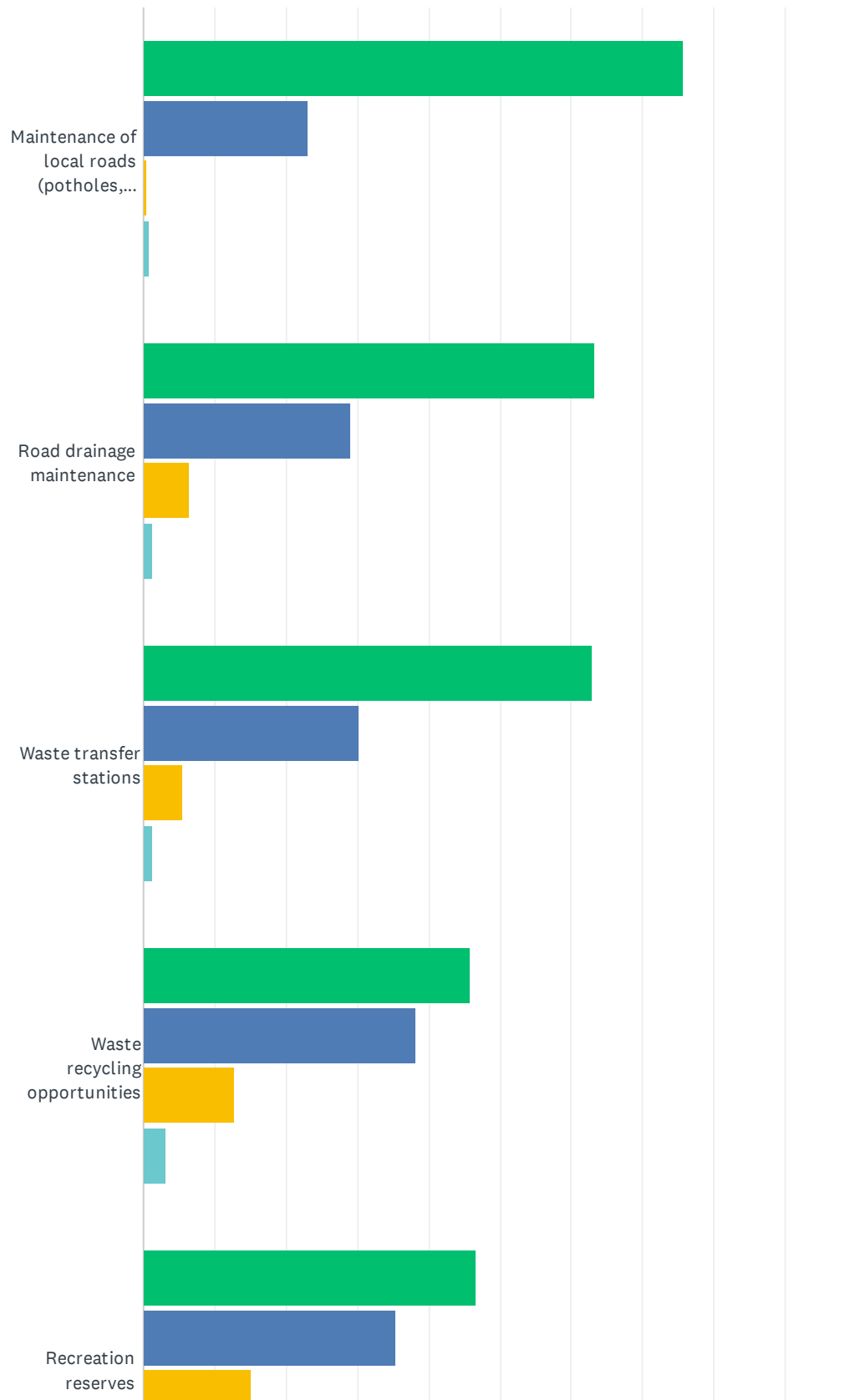
Answered: 217 Skipped: 1

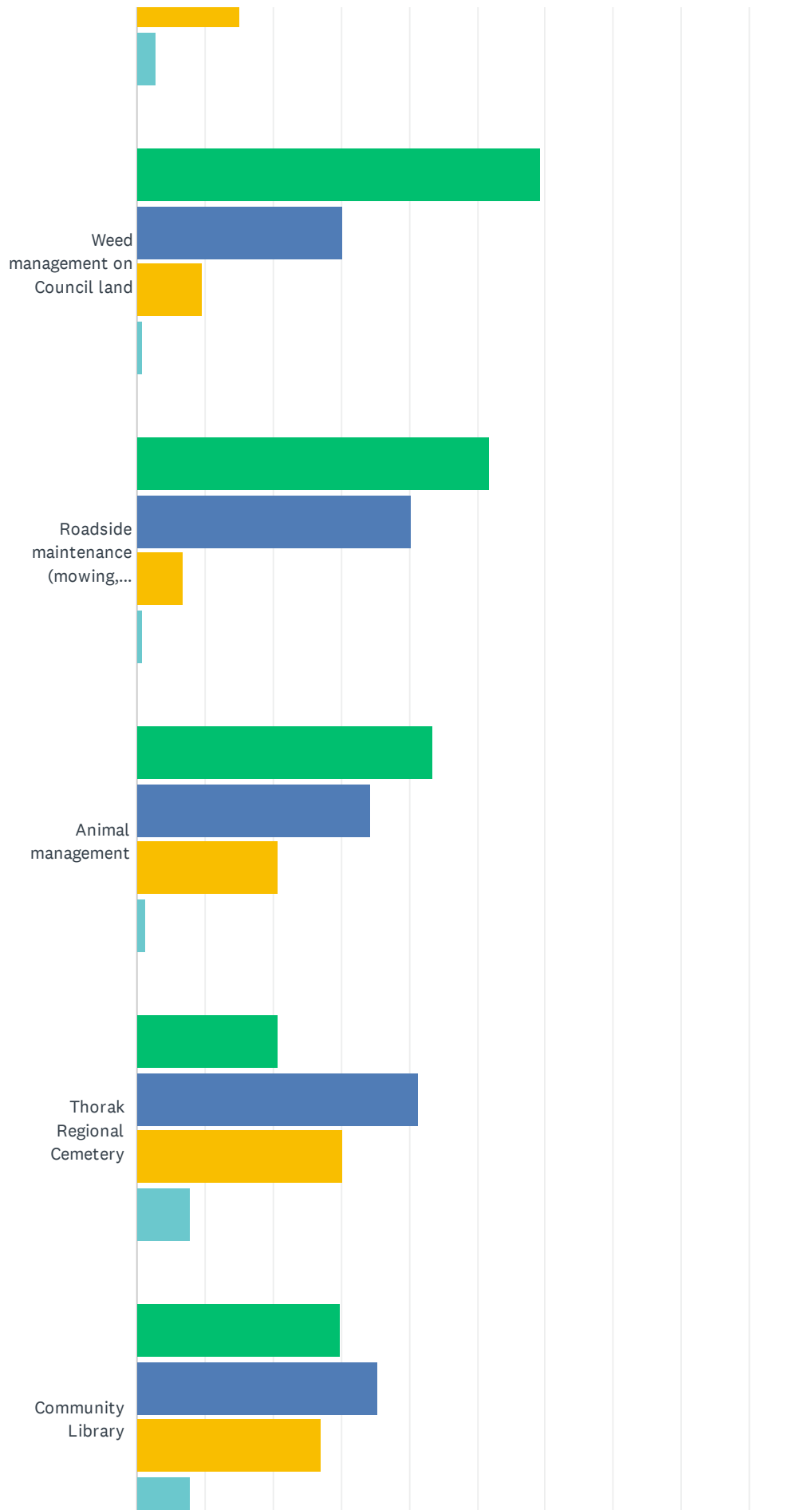


ANSWER CHOICES	RESPONSES	
0-5 years	18.43%	40
5-10 years	10.60%	23
10-15 years	18.89%	41
15+ years	52.07%	113
TOTAL		217

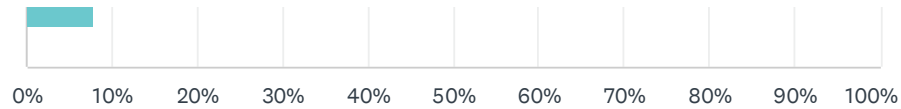
## Q6 How important to you are the following services in your area?

Answered: 218 Skipped: 0





# Litchfield Community Survey 2024

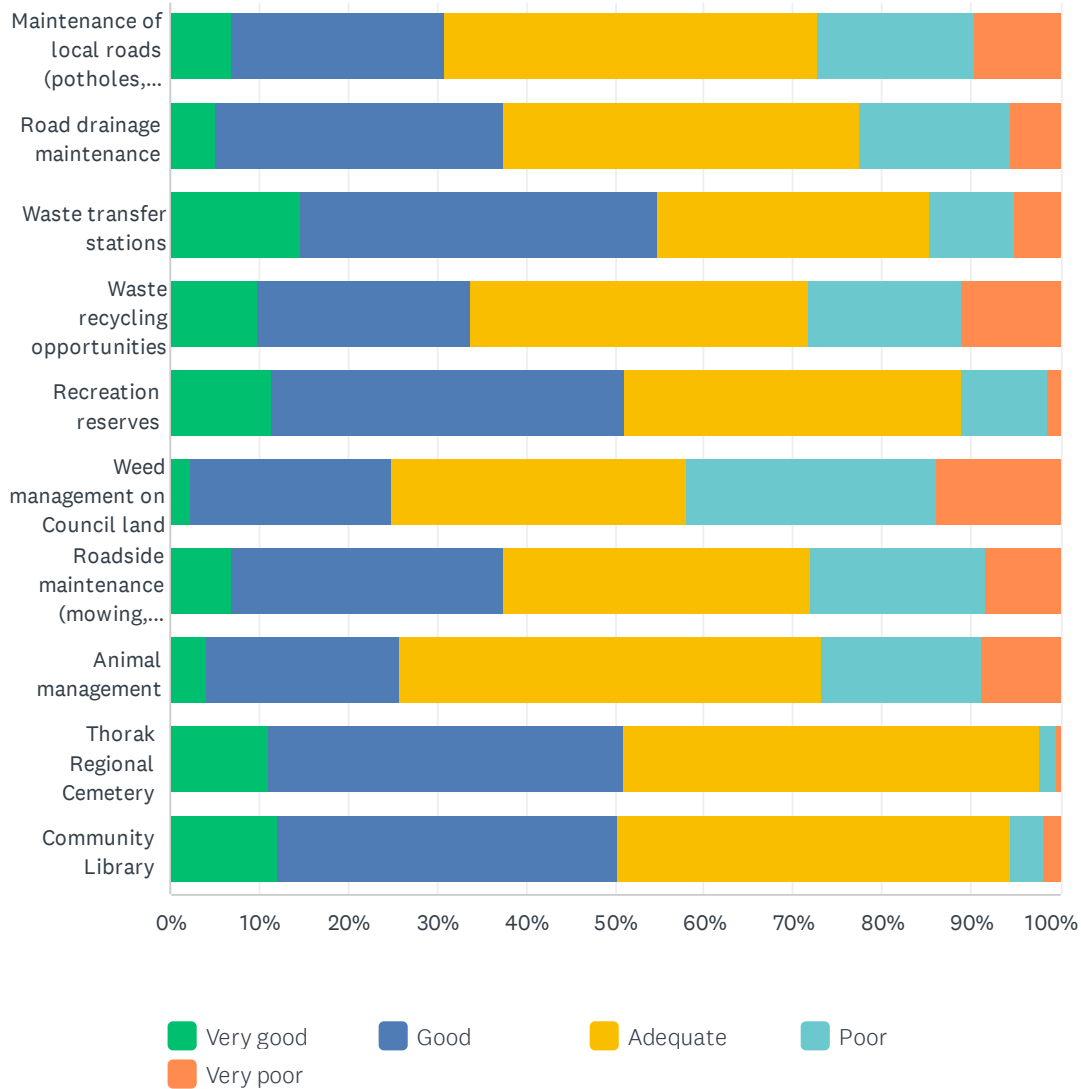


■ Very import... 
 ■ Important 
 ■ Not so imp... 
 ■ Not import...

	VERY IMPORTANT	IMPORTANT	NOT SO IMPORTANT	NOT IMPORTANT AT ALL	TOTAL	WEIGHTED AVERAGE
Maintenance of local roads (potholes, grading, sealing)	75.69% 165	22.94% 50	0.46% 1	0.92% 2	218	1.27
Road drainage maintenance	63.30% 138	28.90% 63	6.42% 14	1.38% 3	218	1.46
Waste transfer stations	62.84% 137	30.28% 66	5.50% 12	1.38% 3	218	1.45
Waste recycling opportunities	45.87% 100	38.07% 83	12.84% 28	3.21% 7	218	1.73
Recreation reserves	46.79% 102	35.32% 77	15.14% 33	2.75% 6	218	1.74
Weed management on Council land	59.17% 129	30.28% 66	9.63% 21	0.92% 2	218	1.52
Roadside maintenance (mowing, slashing, road signs)	51.83% 113	40.37% 88	6.88% 15	0.92% 2	218	1.57
Animal management	43.58% 95	34.40% 75	20.64% 45	1.38% 3	218	1.80
Thorak Regional Cemetery	20.64% 45	41.28% 90	30.28% 66	7.80% 17	218	2.25
Community Library	29.82% 65	35.32% 77	27.06% 59	7.80% 17	218	2.13

## Q7 How do you rate Council's performance of the following services in your area?

Answered: 217 Skipped: 1



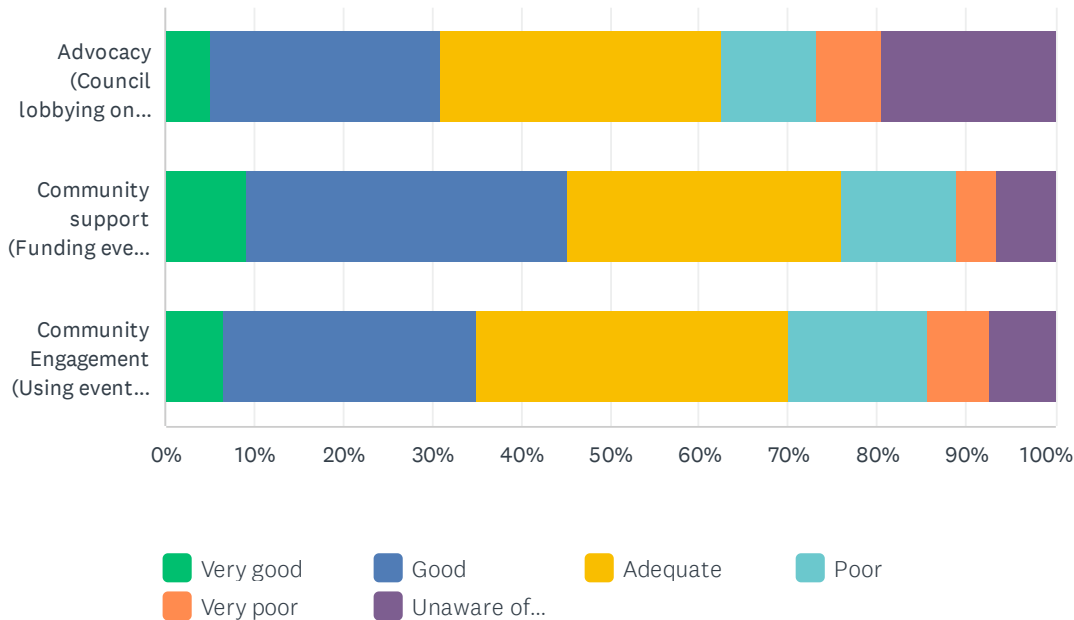
# Litchfield Community Survey 2024

	VERY GOOD	GOOD	ADEQUATE	POOR	VERY POOR	TOTAL	WEIGHTED AVERAGE
Maintenance of local roads (potholes, grading, sealing)	6.91% 15	23.96% 52	41.94% 91	17.51% 38	9.68% 21	217	2.99
Road drainage maintenance	5.07% 11	32.26% 70	40.09% 87	17.05% 37	5.53% 12	217	2.86
Waste transfer stations	14.75% 32	40.09% 87	30.41% 66	9.68% 21	5.07% 11	217	2.50
Waste recycling opportunities	9.72% 21	24.07% 52	37.96% 82	17.13% 37	11.11% 24	216	2.96
Recreation reserves	11.52% 25	39.63% 86	37.79% 82	9.68% 21	1.38% 3	217	2.50
Weed management on Council land	2.30% 5	22.58% 49	33.18% 72	28.11% 61	13.82% 30	217	3.29
Roadside maintenance (mowing, slashing, road signs)	6.91% 15	30.41% 66	34.56% 75	19.82% 43	8.29% 18	217	2.92
Animal management	4.15% 9	21.66% 47	47.47% 103	17.97% 39	8.76% 19	217	3.06
Thorak Regional Cemetery	11.11% 24	39.81% 86	46.76% 101	1.85% 4	0.46% 1	216	2.41
Community Library	11.98% 26	38.25% 83	44.24% 96	3.69% 8	1.84% 4	217	2.45



## Q8 There is a lot of work Council does that the community may not see or hear about. From your understanding, how do you rate Council's performance in the following areas?

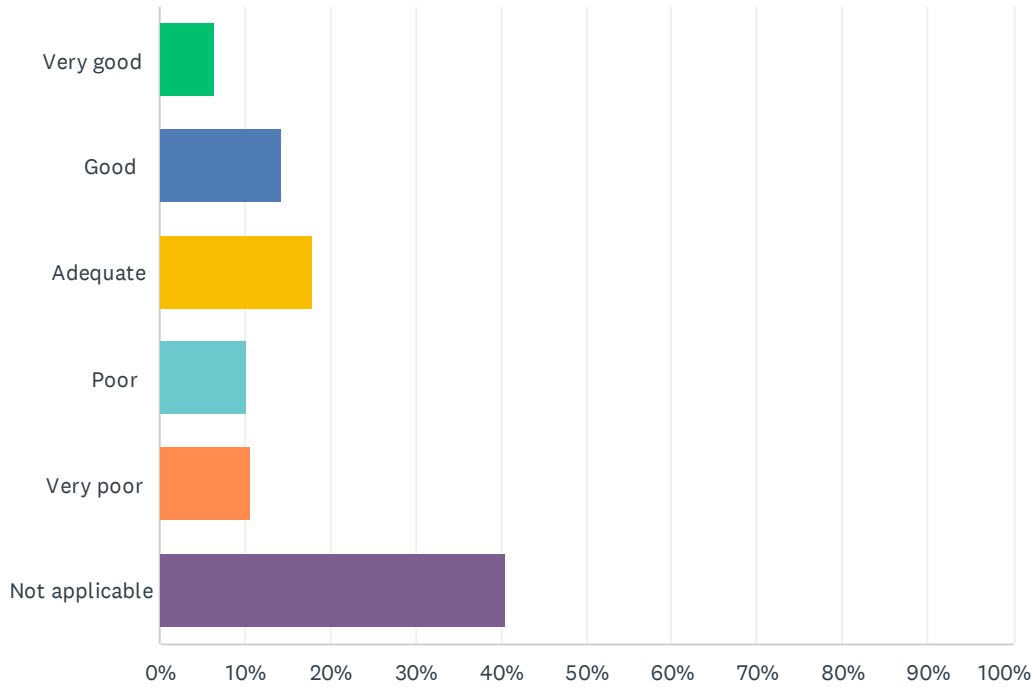
Answered: 217 Skipped: 1



	VERY GOOD	GOOD	ADEQUATE	POOR	VERY POOR	UNAWARE OF THIS SERVICE	TOTAL	WEIGHTED AVERAGE
Advocacy (Council lobbying on behalf of the community, for example successful in acquiring \$20m Federal funding for the Mango Roads Project and the \$10m Freds Pass election announcement)	5.07% 11	25.81% 56	31.80% 69	10.60% 23	7.37% 16	19.35% 42	217	3.47
Community support (Funding events such as Freds Pass Show and the Community Grants Scheme)	9.22% 20	35.94% 78	30.88% 67	12.90% 28	4.61% 10	6.45% 14	217	2.87
Community Engagement (Using events like the Freds Pass Show to talk to the community and provide opportunities to comment on Council plans and strategies)	6.45% 14	28.57% 62	35.02% 76	15.67% 34	6.91% 15	7.37% 16	217	3.10

## Q9 Have you contacted Council in the past six months? If so, please rate your service.

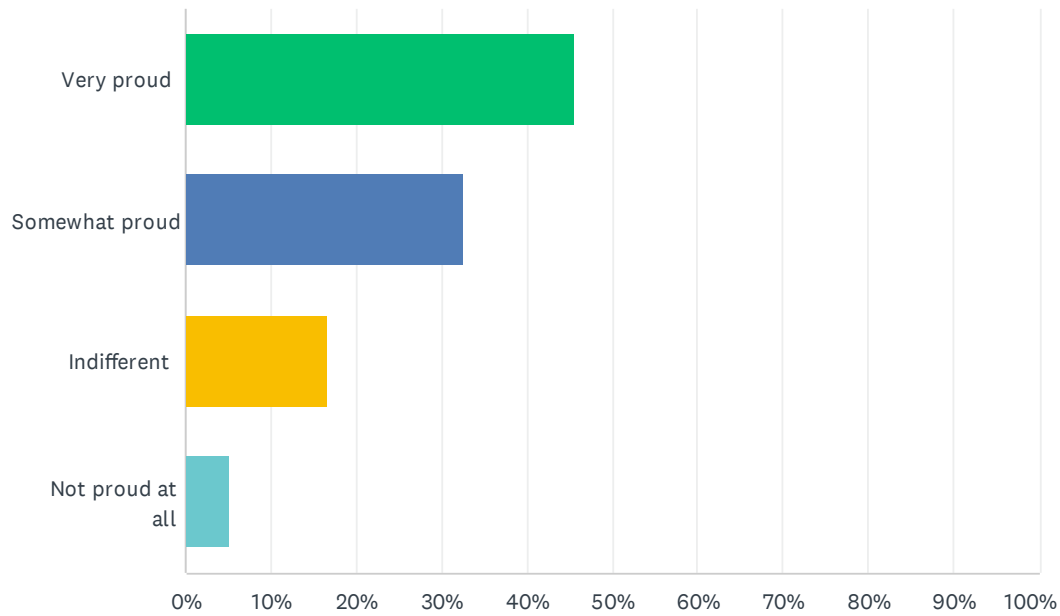
Answered: 217 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very good	6.45%	14
Good	14.29%	31
Adequate	17.97%	39
Poor	10.14%	22
Very poor	10.60%	23
Not applicable	40.55%	88
TOTAL		217

## Q10 How proud are you to live in the Litchfield region?

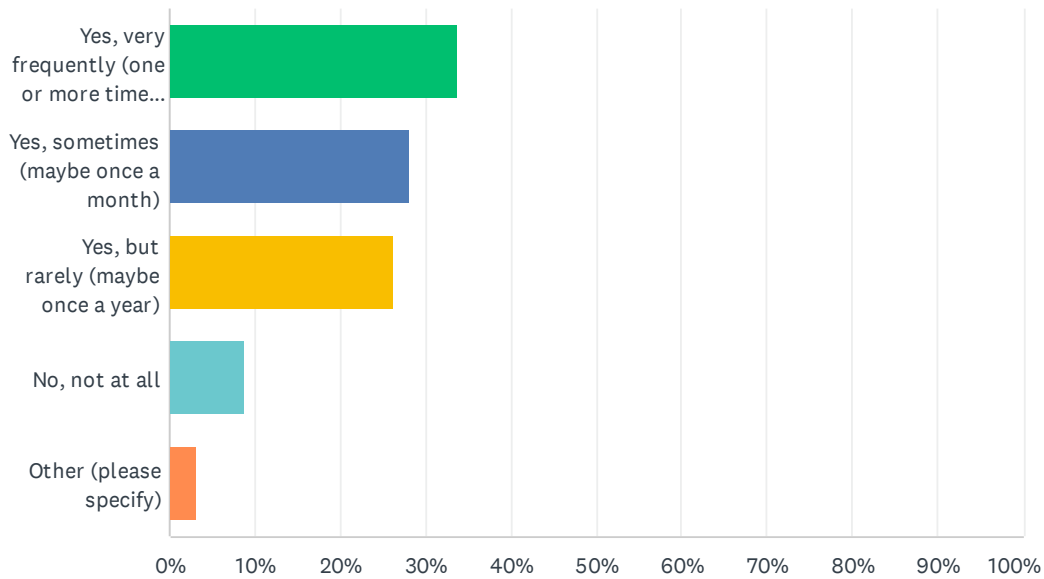
Answered: 217 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very proud	45.62%	99
Somewhat proud	32.72%	71
Indifferent	16.59%	36
Not proud at all	5.07%	11
TOTAL		217

**Q11 Do you use the recreation reserves in your area? (There are currently nine recreation reserves in the Litchfield region with a range of facilities; Berry Springs, Freds Pass, Howard Park (not the Nature Park with the water pools), Humpty Doo, Knuckey Lagoon, Livingstone, McMinns Lagoon, Mira Square and Gregg Park)**

Answered: 217 Skipped: 1



ANSWER CHOICES	RESPONSES	
Yes, very frequently (one or more times a week)	33.64%	73
Yes, sometimes (maybe once a month)	28.11%	61
Yes, but rarely (maybe once a year)	26.27%	57
No, not at all	8.76%	19
Other (please specify)	3.23%	7
<b>TOTAL</b>		<b>217</b>

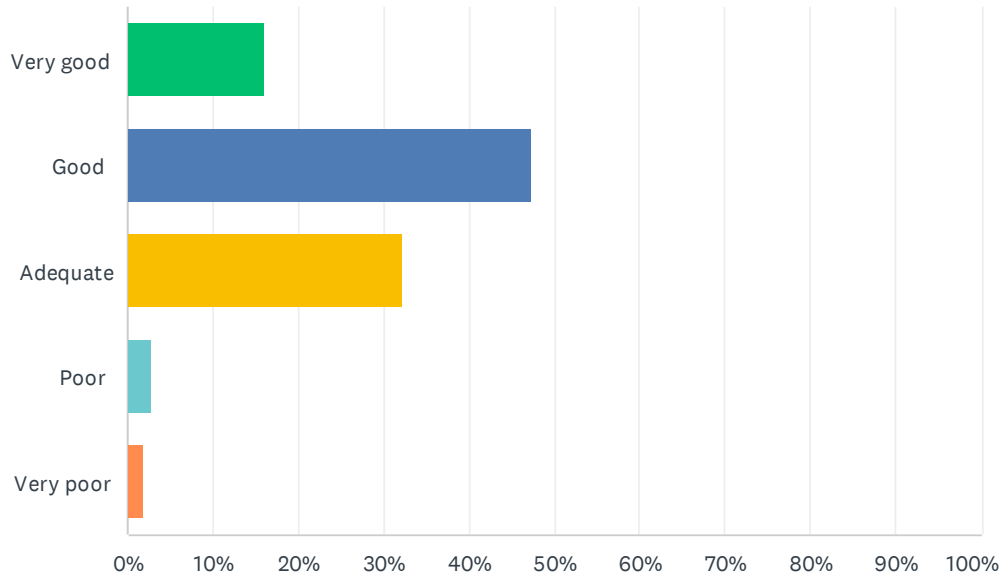
#	OTHER (PLEASE SPECIFY)	DATE
1	Facilities aren't to standard for people with disabilities or illnesses.	7/27/2024 3:53 PM
2	Last Friday went to Livingstone reserve and I am planning to go Howard Springs soon and Berry Springs. Haven't been to McMinns lagoon for ages but I am planning to visit it with my friends. Never been to Knuckey Laggon, Mira Square and Gregg park. Better check those places out	7/22/2024 9:07 AM
3	Josephine Attard	7/21/2024 7:43 PM
4	A few times a year	7/18/2024 8:28 PM
5	Every couple of months	7/9/2024 5:42 PM

## Litchfield Community Survey 2024

6	Volunteers are essential	7/2/2024 8:31 AM
7	Every so often events sport not close Coalinga no car	6/26/2024 8:04 PM

## Q12 If you answered yes, you do use the recreation reserves, how do you rate them?

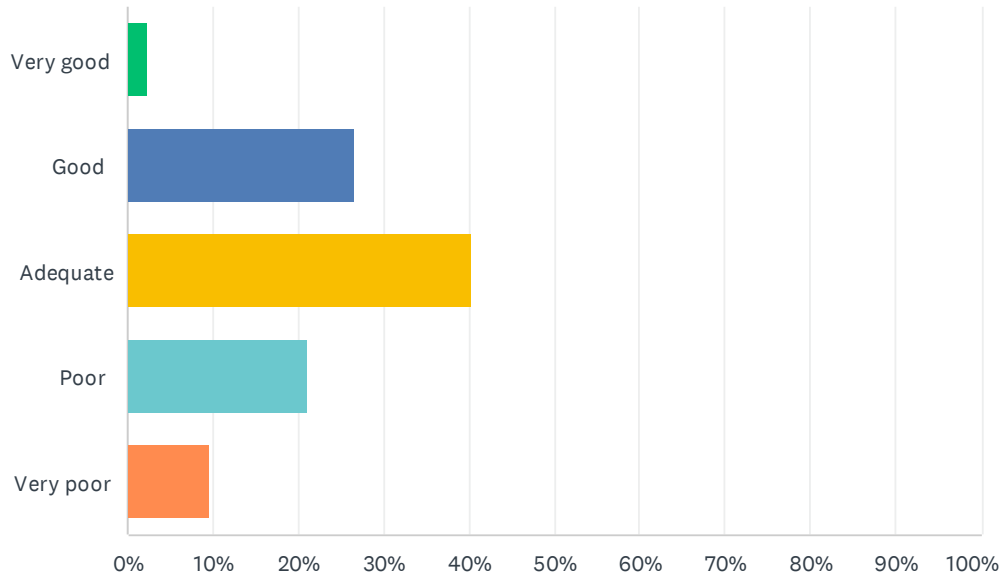
Answered: 218 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very good	16.06%	35
Good	47.25%	103
Adequate	32.11%	70
Poor	2.75%	6
Very poor	1.83%	4
TOTAL		218

### Q13 Council's strategic direction is to enable Litchfield to be the best place to live in the Top End. How well do you think Council is contributing to this?

Answered: 218 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very good	2.29%	5
Good	26.61%	58
Adequate	40.37%	88
Poor	21.10%	46
Very poor	9.63%	21
TOTAL		218

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

Answered: 217 Skipped: 1

#	RESPONSES	DATE
1	Public venues for families, support to the library to continue their services to the public.	7/30/2024 5:07 PM
2	Location	7/30/2024 5:04 PM
3	Community makes Litchfield the best place to live, community consultation from councillors needs improvement.	7/30/2024 5:01 PM
4	Support to the library to continue their awesome program fur us seniors, we really look forward to all they do.	7/30/2024 11:27 AM
5	let me chuck skids in the maccas parking lot	7/29/2024 8:51 AM
6	Peace and quiet	7/28/2024 5:51 PM
7	Space. Location. Facilities	7/28/2024 10:02 AM
8	It used to be ok to live here but now we are being charged town rates when we don't have town service's.	7/28/2024 8:09 AM
9	.	7/27/2024 11:07 PM
10	Peace n quiet	7/27/2024 8:45 PM
11	Presently not enough services for people with disabilities or illnesses. I have cancer, terminal and am unable to swim at nature parks due to lower immune system. If there was a public pool chlorinated, I could swim. Power outages cause havoc as well.	7/27/2024 3:53 PM
12	Peaceful	7/27/2024 2:30 PM
13	Introduce pre-cyclone clean up collections like they have in Darwin and Palmerston or stop charging people for disposing larger items. This would also reduce number of rubbish being dumped in the bushland which is on the rise.	7/27/2024 1:53 PM
14	The open space and community people. Council need to up their game. Go for more gov & fed gov \$\$ . I feel this is most lacking. Also they do not listen well to the community and what they need. Roads resealed that have not been asked for where main roads such as Girraween & Arnhem are terrible to drive on and accidents occur regularly.	7/27/2024 12:24 PM
15	Better customer service from council- reception and planners	7/27/2024 11:07 AM
16	Rural lifestyle is what makes Litchfield the best place to live, but the roads need to be maintained more frequently and the drainage on Old Bynoe Rd on the highway end is atrocious.	7/27/2024 10:29 AM
17	To make it better place to live we could get rubbish collection, fully funded po boxes, maintenance of the causeways/driveways, pre-cyclone hard rubbish collection, lower rates or more services for it	7/27/2024 9:39 AM
18	It's the rural area	7/27/2024 9:36 AM
19	The rural properties allow for peace & quiet most times.	7/27/2024 6:41 AM
20	No different to any other rural area	7/26/2024 10:26 PM
21	Council needs to focus on basic services, and not be a roadblock to development in Fred's Pass reserve and the like though bureaucratic obstacles.	7/26/2024 8:32 PM
22	Improve the T section of pioneer and angelsy rd. Dangerous and very high traffic area with no light what so ever or safety rails	7/26/2024 8:07 PM



## Litchfield Community Survey 2024

23	Keeping the place "rural", ie 5/20acre blocks only. Stop spending money on stuff that looks good on a staff report but does f-all for the community. And reduce your staffing levels to 1990's levels: you're not doing anything more useful than you were then but got heaps more bodies, for what?	7/26/2024 6:12 PM
24	Better animal welfare and after hours ranger available. Crack down on bad dog owners.	7/26/2024 6:11 PM
25	Waste management	7/26/2024 4:25 PM
26	The nice quiet rural part of it. Do not add more housing to the area.	7/26/2024 4:01 PM
27	communication-response and most importantly open transparent reporting - governance- reality check on ET and councillors remuneration and an audit on compliance of all related business transactions conducted by council and its staff under the LG act.	7/26/2024 12:08 AM
28	The flooding in Elizabeth valley road in the wet is shocking and should be fixed	7/25/2024 11:18 PM
29	Low crime, relaxed atmosphere, large blocks, privacy. Road and drain maintenance and unlicensed, unregistered vehicle control	7/25/2024 8:07 PM
30	We pay rates but what do we get for them where is our rubbish removal now we have to pay extraction amounts at the dump	7/25/2024 7:12 PM
31	Rural laid back lifestyle, acreage. Road maintenance	7/25/2024 5:25 PM
32	The location, keeping keeping blocks of land to a minimum of 5 acres	7/25/2024 3:46 PM
33	The use of bikes and buggy in the parks needs to be regulated. The waste dumps need to be extended to take larger household items without the exorbitant charge to home owners.	7/25/2024 3:45 PM
34	Current restrictions on the way the waste transfer stations operate such as the inability to tip straight from ute or trailer is stupid and dangerous to us older residents. Current charges for dumping of items such as fridges, mattresses and builder rubble has lead to dumping in our bush land and on properties. It would be better for the environment and having a nicer council area if the Refuse sites could take the rubbish without charging those who cannot afford it and cheaper than later employing contractor to clean up bush land or paying compensation for any members of the public injured as a consequence of the illegal dumping. I often think Council are focussed on the money more than welfare or the big picture.	7/25/2024 12:45 PM
35	Peace and quiet	7/25/2024 12:42 PM
36	Rural lifestyle Location Weather	7/25/2024 5:51 AM
37	I actually feel majority of the people in Litchfield municipality are strange. The tip treat me like a criminal if I wish to dump some rubbish so can see why some are leaving it anywhere but the tip at times. Council could clean more rubbish, it's really their responsibility but being dumped a lot and not taken away. Council are seen to spend taxpayers money on waste instead of cleaning waste	7/25/2024 5:41 AM
38	Best place - rural but closer to suburbs and sports than other rural suburbs. Improved - round about out of Coolalinga shops, recycling service at waste transfer stations, remove the metal barrier added to Howard Springs tip - hurts my back emptying bins now and can't back trailer up close enough anymore	7/24/2024 10:42 PM
39	I do not think Litchfield is the best place to live in the Top End. Council needs to take fire and gamba-fuelled fires far more seriously both on their own land and on private land. Fire breaks need to be taken more seriously. Speeding on our roads needs to be brought under control. Seems people think that 80kms is a minimum starting point, not a maximum speed. Council should have bought Girraween Lagoon to be preserved as a nature reserve - completely shameful that the future of Girraween Lagoon is now in private hands with land clearing for more roads and development already happening.	7/24/2024 9:26 PM
40	STOP policing the tip. You are encouraging dumping in the bush.	7/24/2024 7:45 PM
41	acreage	7/24/2024 7:21 PM
42	Love the rural lifestyle and space, pity I live in the rezoned part that allows 1 acre subdivisions	7/24/2024 5:46 PM
43	Litchfield Council charge a whole lot of money for not much at all. Reduce the rates to fall in line with the services offered, and maybe hand Thorak Cemetery into either DCC or PCC since it's in town. We pay almost the same rates as in town, but the difference is they get rubbish	7/24/2024 5:34 PM

## Litchfield Community Survey 2024

collection, they have streetlights, they have postal services, they have footpaths, they have way more parks, ovals and recreational areas then we do. Do your poxy jobs and stop lining your own pockets and patting yourselves on the back.

44	Rural lifestyle. People who run businesses that impact the lifestyle should be dissuaded from doing so.	7/24/2024 4:31 PM
45	Road signals and street names replaced when knocked down or stolen	7/23/2024 9:46 PM
46	It isn't. They don't provide all year access, they don't listen to residents and why when on a non gazetted road where we can't get power do we have to pay rates. All council do is flood our private rd but won't fix it when they wash it out	7/23/2024 9:16 PM
47	Large blocks close to services, close to nature	7/23/2024 6:53 PM
48	No answer	7/23/2024 3:23 PM
49	Landownership and quality of infrastructure, example new road works cox peninsula stuart highway, massive pothole not twelve months after completion and the 30 pause lights are never on for safety.	7/23/2024 5:34 AM
50	I am still blown away that a council can be so hopeless to allow a new subdivision at coolalinga with no parks or playgrounds. Every time I drop my kids off a manitoa there is a stink drifting from the pump out septic. Who got the brown paper bags full of cash to allow such a joke to be put through needs to be investigated. Your weed management is a joke. I reported pond apple growing in the creek line behind my house. Nothing done. Potential major environmental disaster on your door step and there still there growing and fruiting getting spread further down the creek. Your waste service is a joke. It cost \$20 to dump a old fridge, so now it cost us ten fold to go clean up the illegally dumped ones. Darwin city council accepts them for free. The staff at howard spring treat you like dectectives every time I do a dump run saying I have to much waste. I have to explain the that I don't make this a weekly habit that's why I bring 6 Bins at a time and only go about every 2 months. Thay have refused me twice saying I was commercial so I then had to then drive and pay at darwin city with my 4 children stuck in the car in school holidays. Sort this out!	7/23/2024 5:30 AM
51	Removing dump rubbish and cars in greenbelt areas	7/22/2024 8:43 PM
52	Open area to walk	7/22/2024 4:43 PM
53	A swimming pool would go a long way to making the area more liveable.	7/22/2024 3:03 PM
54	The rural lifestyle. Roads could be better. Sinage needs enlarging.	7/22/2024 1:11 PM
55	People and people	7/22/2024 12:43 PM
56	Relaxed atmosphere friendly people	7/22/2024 9:44 AM
57	It would be good to reward local residents for paying their council rates in time or in advance by giving them mulch vouchers. Find a better way of keeping weeds under control rather than control burn as it's kills animals and the fire smoke can potentially cause asthma attacks	7/22/2024 9:07 AM
58	I love living rural, having space.	7/22/2024 8:03 AM
59	More paths for cyclists - especially gunn point road. It is sooooo dangerous to ride a bike. Better animal management. Always dogs roaming. They are reported and nothing changes.	7/22/2024 7:10 AM
60	Facilities for sporting groups in areas such as berry springs to encourage more extra curricular opportunities for residents children in berry springs, acacia and darwin river areas - sports often require substantial travel so having spaces further out would be good. Or grants to encourage people/groups to start up more rural opportunities outside of humpty doo / Fred's pass.	7/22/2024 6:49 AM
61	We have space	7/22/2024 6:40 AM
62	The community. Removal of crashed vehicles and there parts from the side of the road in a timely manner would could be improved	7/22/2024 6:11 AM
63	Rural living on the city's doorstep. Community facilities need building in town centres (not just humpty Doo) eg Howard Springs could do with a new larger community centre with multipurpose room available for hire.	7/21/2024 8:21 PM
64	Roads	7/21/2024 7:43 PM

## Litchfield Community Survey 2024

65	The lifestyle. Remove the boulders on the side of the roads to allow horses and bikes etc to get past safely, without having to drive on the road. Inclusion of rubbish collection in rates, or adjust rates accordingly.	7/21/2024 7:03 PM
66	Cycle path for Giraween road would be good. So dangerous for cyclists	7/21/2024 6:59 PM
67	We are rural & need to stay that way, Fred's Pass so called Seniors Village which is now just suburban house blocks is an absolute Rort, we don't need blocks the size of house blocks in the rural area	7/21/2024 4:55 PM
68	The roads are well maintained and I love Berry Springs reserve and the dump	7/21/2024 11:18 AM
69	Wide open spaces quite love the the fact neighbour's are more than willing to help each other	7/21/2024 8:56 AM
70	Some people don't have the means to go online and up load pics to apps why is someone not able to ring and report a problem then a council worker goes and inspects the issue	7/21/2024 7:09 AM
71	Need better recycling opportunities Better Gamba management Support land owners with gamba management	7/21/2024 6:34 AM
72	Reserves- toilet/shower facilities are in adequate, lack of disability accessible amenities at Freds pass. Weed management has improved on regards to seed spread through slashing. Parks and sporting fields typically well kept and plenty available. Need teenager activities for disadvantaged	7/20/2024 8:37 PM
73	Big blocks and laidback rural lifestyle. A pool!	7/20/2024 8:15 PM
74	Dog management limit in rural areas on how many dogs can be owned. There does not appear to be any rules	7/20/2024 8:05 PM
75	Less crime than the badlands. More hunting reserves.	7/20/2024 7:52 PM
76	Freds Pass main oval needs to have more soil on top and watered more frequently to make a deeper, grippier and safer grass surface for the equestrian events that occur multiple times a month all year. Currently the main oval is bordering on unsafe for jumping as the surface is so thin and slippery. There were a few near misses with what could have been fatal slip and falls of horse and rider. The polocrosse fields are amazing, the Litchfield council should look to them for guidance on how to maintain fields for equestrian activities.	7/20/2024 7:25 PM
77	a community swimming pool be amazing provision of a second covered equestrian arena at Litchfield reserve, or if Darwin council would cover Robbie Robbins that would be amazing . The amount of equestrian followers , participants and events is on the rise.	7/20/2024 7:03 PM
78	1. The variety of entertainment, sport and leisure options accessible at Freds Pass is the gem in Litchfield's crown in my opinion. 2. Urgent need to increase Gamba grass control and land owners incentives.	7/20/2024 7:02 PM
79	More money and time into maintaining reserves and clearing roadsides	7/20/2024 6:38 PM
80	It doesn't at the moment	7/20/2024 6:20 PM
81	Reserves. Need more areas at the reserve for horse riding. Rubbish pick up and recycling would be good	7/20/2024 5:52 PM
82	Invest in reserves. Swimming centre Lights at sport fields Undercover equestrian complex, similar to Tamworth NSW for all the equestrian user groups.	7/20/2024 3:30 PM
83	T	7/20/2024 3:09 PM
84	Space	7/20/2024 2:31 PM
85	My experience in trying to get council to accept road maintenance and projects has been very poor. Council is always ready to claim they "don't own the road" when I know that they do because my job provides me that knowledge.	7/20/2024 2:06 PM
86	Rural community	7/20/2024 2:04 PM
87	Community spirit, wide open spaces are the best things about being rural. Improvements include better animal ranger services / after hours services and better ground / field maintenance to cope with increased usage ie Fred's Pass Equestrian ovals	7/20/2024 12:59 PM

# Litchfield Community Survey 2024

88	Rural values, animal management	7/20/2024 12:53 PM
89	Better Maintain equestrian facilities and understand that horses are the core of rural living. Place emphasis on having areas for kids to go for bike riding etc (in the actual rural area, not the urban-rural area). Give kids safe things to do	7/20/2024 12:51 PM
90	We have always loved the quiet country isolation that is sadly being eroded. The huge banked floodlit hon circus that is the corner of Redcliffe road and Fred's pass rd is a massive disgrace and a waste of money that has also impaired drainage to our block and made access dangerous at times	7/20/2024 12:48 PM
91	Roads are poorly maintained, which in turn mean mote car maintenance for us. I only see a slasher twice a year	7/20/2024 12:16 PM
92	Lol..love the rangers whom think there lawyers ( sarcasm) just bullies	7/20/2024 10:58 AM
93	Rural feel	7/20/2024 10:35 AM
94	The current Council has no vision to grow or improve the area. They need to keep up with the changing demographics of the residents and realise more services are desired - particularly beyond Coolalinga and Humpty Doo.	7/20/2024 10:27 AM
95	The people	7/20/2024 8:40 AM
96	No overcrowding, better weed control	7/20/2024 6:51 AM
97	Make the dump more user friendly, and accept a wider range of waste. Also include a "dump shop".	7/19/2024 9:19 PM
98	Nil	7/19/2024 8:58 PM
99	Fairly close to all amenities, not too far from the city. Close to Berry Springs and Litchfield for visitors.	7/19/2024 6:51 PM
100	I would like to see more community events supported. Better road and roadside management, why do the council not pick up rubbish anywhere?	7/19/2024 4:55 PM
101	Road works need to be improved, public gardens and animal control needs improving	7/19/2024 3:23 PM
102	This area is great due to the size of housing areas eg 5acres. Girraween Rd in the wet season is atrocious - massive pot holes always in the same areas. Was hoping that the roadwork being done down Girraween Rd this year would continue on to in front of Girraween school - the whole road needs to be redone properly as it's not comfortable to drive with all the patch jobs that come out again next week season. Girraween Rd, near bridge, also needs to be mended properly.	7/19/2024 12:06 PM
103	I love the rural community. Everyone is very approachable and I always see our local member at community events. Making me comfortable in knowing I could reach out whenever I needed too. I'm not sure if this is a council problem or Coolalinga Central concern, but during the dry season I find the service road in front of Coolalinga Central to be a very hazardous place. The caravans/boats/large 4x4s block a lot of the vision on the road when leaving the shops, causing a lot of near misses.	7/19/2024 11:29 AM
104	Rural living makes it great. Please fix Pot holes and the road over Girraween swamp. Stop subdividing 5 acre blocks.	7/19/2024 7:37 AM
105	road lighting and service access points better way to pay rates BPAY?	7/19/2024 7:31 AM
106	Rural but close to town	7/19/2024 6:39 AM
107	More community events / initiatives. Freds Pass a great hub but needs considerable improvement.	7/18/2024 8:56 PM
108	It's the people just living here is amazing	7/18/2024 8:28 PM
109	Walking areas and roadside during the wet	7/18/2024 7:56 PM
110	Walking areas and roadside during the wet	7/18/2024 7:56 PM
111	Mostly the road conditions particularly in the wet season. I know it's difficult but perhaps more reactive patrolling of major roads during the wet might help to have issues addressed quickly. Girraween Road near the lagoon is still roughly patched despite the good work done last year.	7/18/2024 6:35 PM

## Litchfield Community Survey 2024

112	Pool in rural area Better roads and drainage Weed management needs to be improved	7/18/2024 4:25 PM
113	Having a public swimming pool- accessible to all. Needed for school swimming lessons, group activities for all abilities. Other councils and remote communities have them .Casuarina facilities recently updated with council and government founding. Crocs live in our backyards need a safe alternative	7/18/2024 11:32 AM
114	Improve road maintenance and reduce cost of waste transfer on bills. Most locals I know pay for private rubbish removal which is dumped at Shoal bay. Cannot even drop off appliances to the h/doo tip without paying a fee and that would be the very rare occasion I would actually use the dump.	7/18/2024 8:50 AM
115	Council needs to get on top of environmental issues and roads I.e Gamba grass is getting worse and not being controlled, recycle options need to be increased, more roads need to be sealed or maintained more regularly. Illegal rubbish dumping needs to be investigated and culprits fined.	7/18/2024 6:16 AM
116	I love the space. I think rubbish collection and recycling collection should be included in our rates and i think they should do a better job of pothole management in the wet season, esp Girraween road which has a massive pothole open up every year.	7/18/2024 5:54 AM
117	Less small subdivisions and less caravan parks on rural residential blocks .Too many people ruining the rural lifestyle for personal gain	7/18/2024 12:24 AM
118	Street lighting.	7/17/2024 10:29 PM
119	Provide a bin service. Do more for us rate payers.	7/17/2024 9:44 PM
120	We have space and not lots of regulations	7/17/2024 8:57 PM
121	Low crime rate, large blocks, good dog control laws, I would like more recycling opportunities, at all transfer stations. Recycling seems to have more and more restrictions eg old furniture. Or at least 1 shop same as Shoal Bay. Also I don't want to pay DCC to dump there as when our waste ends up there anyway. Eg poisons. People need to be encouraged to dispose of waste responsibly and not dump in the bush. Also the NTG boards showing groundwater levels should be updated more regularly - otherwise they are useless. Perhaps council could lobby for this.	7/17/2024 8:11 PM
122	Gamba Grass and loss of native vegetation is a big issue for me.	7/17/2024 7:26 PM
123	Less of the rates being spent on councillors we don't need 6, we used to have 4 and that was enough. Go back to 4 wards and 4 councillors. Have animal management on call 24/7 only during specified hours is ridiculous	7/17/2024 5:32 PM
124	The rural aspect and size of the blocks. The ro.ads and verges could be improved by more care	7/17/2024 1:45 PM
125	Rural lifestyle is great . Rates are quite prohibitive especially as a retired senior living alone on 20 acres , it's already a big cost to maintain a bore, fencing and fuel to visit town	7/17/2024 1:43 PM
126	An improvement would be having Kerbside recycling service	7/17/2024 1:35 PM
127	Privacy is great. Animal management could be improved.	7/17/2024 12:59 PM
128	Rural living but close to essential services. Need to improve communications infrastructure. I have poor mobile service and no access to NBN internet. Limited to adsl with aging infrastructure. I am 78 and live alone so this is essential!	7/17/2024 12:15 PM
129	Show needed a lot more seating. Verges need to be kept tidy without favouritism	7/17/2024 10:46 AM
130	Backing from Council for new projects are being proposed by people trying to improve and develop the community instead of shafting and ignoring such proposals.	7/17/2024 10:25 AM
131	The community spirit in the area is great. Please keep supporting the recreation reserves and the Freds Pass Rural Show, and increase their funding.	7/17/2024 9:56 AM
132	BEST: The reserves, the space, the freedom. IMPROVE: more regular mowing of the nature strips in the wet season.	7/17/2024 8:41 AM
133	The fact that we have larger parcel of land the management of our surrounding verges could be	7/17/2024 7:50 AM

# Litchfield Community Survey 2024

	hugely improved & im talking the rural area not just knuckleys lagoon	
134	The space, keep the blocks a decent size, don't let the suburbs encroach.. watch Howard Springs in particular .. Keep on top of the weeds, not only for the environment but also appearance.. let instill pride in our council..	7/17/2024 6:49 AM
135	The goal is unrealistic. A higher standard of service would be needed and LSC doesn't have the population to fund this. The service is adequate for the cost/population. I'd like more footpaths, but know this is unrealistic for the LG. More (safe) pedestrian crossing points between east and west side of hwy would be convenient to access bike trail: but I also don't want to hold up hwy traffic. Again, residents need to manage expectations.	7/17/2024 5:48 AM
136	It's unique	7/17/2024 4:12 AM
137	5 acre blocks... Maintain rural lifestyle...	7/16/2024 10:00 PM
138	Letting us dispose of all kinds of household rubbish, (white goods) so people stop dumping it along the sides of roads and in the bush.	7/16/2024 9:37 PM
139	Coolalinga needs a park also more more house at an increased but not high density	7/16/2024 9:29 PM
140	Our rates represent the level of services provided. Additional services are not required. Pushing for town water to areas that rely on solely on bore water.	7/16/2024 9:10 PM
141	Space and nature	7/16/2024 8:50 PM
142	More advertising around the possibilities litchfield has to offer. Better camping booking facilities More bathroom facilities	7/16/2024 8:49 PM
143	No street people. Put in speed bumps around Coolalinga Central, to stop the hoons	7/16/2024 8:31 PM
144	Maintaining it as a rural area instead of trying to urbanise it.	7/16/2024 8:19 PM
145	We contacted council regarding damage to our tyre rim and they kept running us around until we gave up. I asked for assistance with the drain at the front of my house, which backs up and floods the front of my block and was told - can't do anything cause it will cause erosion - there has to be a better answer	7/16/2024 7:53 PM
146	Love living in Acacia Hills !! I have noticed some of the street lights between Humpty Doo & Acacia are Not working & they should be fixed ( I have not reported & probably should ) . Verges could be mowed / slashed more often in the wet season & culverts cleared of tall weeds ( We do ours ourselves for safety reasons But shouldn't have to ) Rubbish on the verges stays there sometimes for months & should be cleaned more often . We clean up out the front of our block if we see rubbish . Some corners are covered in gravel from motorists cutting the corners & as a motorist & motorcyclist I find it dangerous if not aware especially in the dark .	7/16/2024 7:32 PM
147	The people make it. We need water infrastructure improved and for Council contractors to stop busting town water pipes on verges.	7/16/2024 7:31 PM
148	Being rural but close to services	7/16/2024 6:52 PM
149	It is great to live rural and have open spaces. A bottle recycling facility at Howard springs tip would be a win.	7/16/2024 5:53 PM
150	Natural areas.	7/16/2024 5:07 PM
151	Space	7/16/2024 4:55 PM
152	Safe, low crime, larger lots for more private living. More regular mowing of roadsides, especially in Howard River Park area	7/16/2024 3:38 PM
153	Freedom. Animal Welfare.	7/16/2024 3:33 PM
154	better feedback to public	7/16/2024 2:28 PM
155	Current counsellors promised to do nothing if elected and have fulfilled that promise superbly. Not all roads and need to be sealed	7/16/2024 1:39 PM
156	Too many business activities operating from (rural residential) properties have altered the character of a place like Litchfield shire. While it may bring economic opportunities and diversity to the area, it is a huge impact the tranquillity and rural charm that residents value.	7/16/2024 1:27 PM



## Litchfield Community Survey 2024

157	Deliver an efficient service in handling residents local issues	7/16/2024 1:16 PM
158	More foot paths to enable walking or riding safely. Oversee the contractors that mow ensuring it is done correctly.	7/16/2024 10:16 AM
159	Gambling management could be better.	7/16/2024 9:07 AM
160	Rural living but still close to Darwin, nature at our doorstep. Stop any proposed block sizes under 5acres, recycling, more community consultation throughout the year and be seen in the community	7/16/2024 8:37 AM
161	Improve radio communication. Reply to questions queries not professional ver poor responses	7/15/2024 10:29 PM
162	The size of our properties - not having your neighbours roof touch yours! Freedom to grow your own edible gardens, bask in nature and not hear a car drive past every 5 minutes. What could be improved is having a supermarket closer than 30 minutes away. A daycare close to Berry Springs would be life changing for the parents also. A 24/7 ranger service also for lost animals also rather than taking up the time of local vets!	7/15/2024 10:02 PM
163	Borat	7/15/2024 9:16 PM
164	Life style. I think more money needs to be spent in town ie. to beautify. Plant natives and have gardens. Upgrade pathways.	7/15/2024 8:51 PM
165	Better roads and stop motorbike and buggy's using council land at the back of properties leading to fences been knocked down. Also get rid of the stupid railing at the top as I have hurt my back now tring to empty our bins and trailers. People need to take more care not to fall in and take responsibility for it them selves	7/15/2024 6:28 PM
166	I enjoy rural living while still being close to town	7/15/2024 12:31 PM
167	The space and reserves.	7/15/2024 12:18 PM
168	The lifestyle, the beautiful green spaces, gardens and reserves, the space.	7/15/2024 11:41 AM
169	I'm at a loss, we get no rubbish removal, we all have our own septic, and the driveways are not properly maintained	7/13/2024 2:29 PM
170	Rates discount for Land for Wildlife members, 6 monthly free trees for land owners, (eg on National Tree day).	7/13/2024 12:03 AM
171	Rural living	7/12/2024 4:14 PM
172	Litchfield isnt the best place to live a lot could be improved	7/12/2024 1:28 PM
173	Animal & weed management	7/12/2024 11:31 AM
174	Tidy shopping facilities. Gardens need attention around shops or dont have them. Owners made responsible for what they get rent of to what they put back into the presentation of building. First impressions. Eg Humpty Doo shopping complex very average on presentation	7/12/2024 3:22 AM
175	Roadside maintanance	7/11/2024 4:05 PM
176	I have lived here over 45 yrs and loved it. But now we are part of suburbia and I feel like we are Palmerston south.	7/10/2024 9:43 PM
177	The serenity of the bush.	7/10/2024 9:37 PM
178	Freedom	7/10/2024 5:24 PM
179	Mow the verges more often	7/10/2024 3:12 PM
180	Our fast disappearing native bush is littered with rubbish, torn up and eroded by vehicles and weed infested. Dogs bark day and night with no recourse for a stop to it. No one is mentioning climate change, councils carbon foot print or conservation of natural resources. Very concerned and bitterly disappointed by local inaction on these vitally important issues which threaten the liveability of the Top End. Wake up people- it's a crisis!!	7/10/2024 3:00 PM
181	It's not the best place. It requires a vast improvement in animal management and weed control.	7/10/2024 2:05 PM

# Litchfield Community Survey 2024

182	1	7/10/2024 1:14 PM
183	Na	7/10/2024 10:45 AM
184	Listen to the rate payers	7/10/2024 7:50 AM
185	Relaxed living and not over regulated. I think there needs to be regular thought to not over spending for the sake of legislative/legal requirements that are not a part of the rural lifestyle.	7/10/2024 6:20 AM
186	Great community that support each other.	7/9/2024 8:33 PM
187	Good community feel, have most things we need out here. Road maintenance been slack, high rates for no extra services.	7/9/2024 8:29 PM
188	Love the people and rural lifestyle Improvements- pot holes need to be fixed as promptly as possible	7/9/2024 8:18 PM
189	I love the rural lifestyle. The improvement could be actual rubbish collection as we do not get anything for our rates apart from the road verge being mowed one a year.	7/9/2024 7:37 PM
190	Ratepayers communication	7/9/2024 7:30 PM
191	Your living in the rural area	7/9/2024 7:29 PM
192	It's just a good place to live.	7/9/2024 6:12 PM
193	Space	7/9/2024 5:42 PM
194	Lack of high density ..avoid suburban block sizes	7/9/2024 5:33 PM
195	Friendly people	7/9/2024 12:29 PM
196	Keeping rural, rural. Stop development of smaller blocks in an already congested areas. Move it out towards noonamah.	7/6/2024 9:39 AM
197	Rural relaxed lifestyle and the people. Improvements would be: - Bike/ walking paths - Manage unfenced dogs from running out at people walking/ running or riding. Make dog owner accountable. Sick of having the same dogs scare me and my kids and no one do anything about it. - pump track or basketball half court in humpty doo - upgrade humpty doo primary school crossing to allow for better traffic flow and eliminate someone killing a child.	7/4/2024 12:38 PM
198	Best is living on our own private patch and close to what we need. Population and demographics are changing and people expect community services, not just roads and rubbish. It will not be the best place to live until mental health, aged support and youth services (or a place to deliver outreach services) are provided. There is nothing for youth and they will move away as soon as they can, leaving no further generation taking over. The older citizens pass on and the municipality continues downhill. Need to advocate to create services, activities and jobs to invest in a future vision for Litchfield.	7/4/2024 12:01 PM
199	Make it safer at night. We NEED street lights on major corners and reflective 'cats eyes' replaced on most roads as the current ones do not reflect. What's happening with the pot holes around Lake Girraween? Why is the bad section not being repaired during the dry? And what about a decent turning lane into the Golf Club?	7/4/2024 6:27 AM
200	Space on our land, peace at home, ability to be outside with recreation areas On our doorstep	7/3/2024 1:17 PM
201	Modernised social media approach to notifying, advising, engaging	7/3/2024 12:11 AM
202	Greater infrastructure development. A public pool, a recreation centre, an adult training centre that offers after hours courses/classes. Indoor basketball and netball facility. Humpty Doo shopping centre revamp is needed.	7/2/2024 10:00 PM
203	A lot of things can be improved like the slashing in 2024 so far tractors have only been around our street once. And without the verges being slashed in makes the area look messy.	7/2/2024 5:19 PM
204	Its rural living the lifestyle is so unique. There needs to be more kids playgrounds out in rural area and more walking footpaths.	7/2/2024 12:05 PM
205	The people Lights at Norbuilt oval	7/2/2024 11:49 AM
206	Space, openness, transparency	7/2/2024 8:31 AM

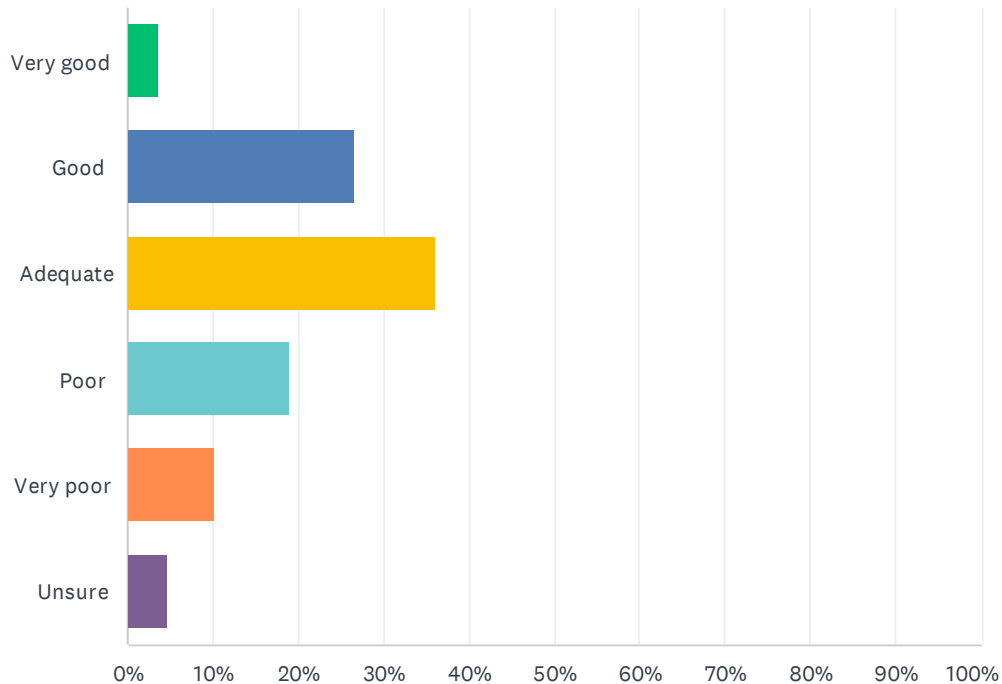


## Litchfield Community Survey 2024

207	Having the room to live is what is important, do not let them keep make small blocks of land for rural living	7/2/2024 8:03 AM
208	The rec. reserves are great for equine sports	7/2/2024 4:48 AM
209	Space to enjoy the natural environment.	7/1/2024 3:18 PM
210	Litchfield is the best place to live due to low crime, space and low bureaucracy. I don't like having to go to Taminmin to use the library (glad there is a library though). I like the idea of the library being more accessible and central like Coolalinga but don't want to fund the building or rental of it with my rates. I wonder if one of those community grants you mentioned earlier could fund it.	7/1/2024 2:07 PM
211	Rural living Weed control	7/1/2024 1:24 PM
212	It is still very natural. Not over development.	7/1/2024 11:57 AM
213	Keeping rural rural! Gamba grass eradication on verges and other council areas could be better controlled	7/1/2024 11:13 AM
214	council can improve by having a more thorough response to enquiries rather than passing residents on to other agencies that don't follow up.	7/1/2024 10:35 AM
215	A lifter at the Berry Springs Waste Transfer Station to assist with disposing of rubbish. New measures makes it difficult for a woman to empty the large rubbish bins	6/28/2024 1:42 PM
216	Litchfield Council stands out as the best place to live in the Top End due to its blend of natural beauty, community spirit, and high quality of life. However, there is always room for improvement. Enhancing public transport options, expanding community programs, and continuing to develop infrastructure will further elevate the living experience. By focusing on sustainability and environmental preservation, Litchfield Council can ensure it remains a top choice for residents in the Top End.	6/27/2024 3:22 PM
217	Public library and community centre Coalinga back cooslinga central also kids footy o al art gallery Coalinga bush nearby back cooslinga cntral	6/26/2024 8:04 PM

**Q15 Council aims to keep residents up to date with local issues, projects and events through its website, Facebook page, noticeboards and community newsletter. How well do you think Council is doing this?**

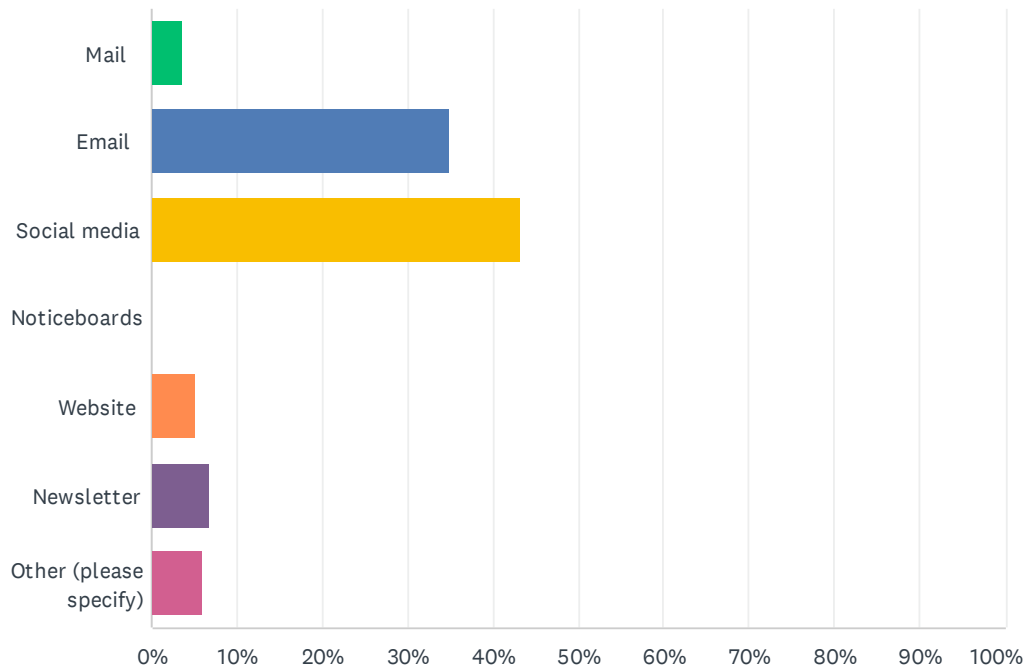
Answered: 217 Skipped: 1



ANSWER CHOICES	RESPONSES	
Very good	3.69%	8
Good	26.73%	58
Adequate	35.94%	78
Poor	18.89%	41
Very poor	10.14%	22
Unsure	4.61%	10
TOTAL		217

## Q16 What is your preferred method of communication?

Answered: 217   Skipped: 1



ANSWER CHOICES	RESPONSES	
Mail	3.69%	8
Email	35.02%	76
Social media	43.32%	94
Noticeboards	0.00%	0
Website	5.07%	11
Newsletter	6.91%	15
Other (please specify)	5.99%	13
TOTAL		217

#	OTHER (PLEASE SPECIFY)	DATE
1	Social media, notice boards	7/30/2024 5:07 PM
2	Email, social media, website	7/30/2024 5:04 PM
3	Mail, noticeboards and newsletter	7/30/2024 5:01 PM
4	None	7/28/2024 5:51 PM
5	Newsletters and in person	7/25/2024 7:12 PM
6	All of the Above	7/25/2024 12:45 PM
7	Email and social media will work for me. I will try to find a council facebook page	7/22/2024 9:07 AM

## Litchfield Community Survey 2024

8	Josephine Attard	7/21/2024 7:43 PM
9	Phone	7/21/2024 7:09 AM
10	Text 0408 686 761	7/17/2024 6:49 AM
11	I like social media , Mail & Telephone	7/16/2024 7:32 PM
12	Pigeon	7/16/2024 1:39 PM
13	Face to face talk maybe sex	6/26/2024 8:04 PM

## Q17 How can Council improve its communications?

Answered: 217 Skipped: 1

#	RESPONSES	DATE
1	Maybe a newsletter 2 times a year.	7/30/2024 5:07 PM
2	Be present and available to public through mobile offices.	7/30/2024 5:01 PM
3	More flyers on notice boards, more meet and greet, social media	7/30/2024 4:56 PM
4	-	7/30/2024 11:27 AM
5	bi plane with a banner	7/29/2024 8:51 AM
6	List to your constituency	7/28/2024 5:51 PM
7	More locations more frequently. Markets, shopping centres etc.	7/28/2024 10:02 AM
8	Be open and transparent.	7/28/2024 8:09 AM
9	.	7/27/2024 11:07 PM
10	Be more proactive	7/27/2024 8:45 PM
11	Drop info into the PO boxes in the litchfield area	7/27/2024 3:53 PM
12	Keep in touch	7/27/2024 2:30 PM
13	Regular coms via email (not just before the elections )	7/27/2024 1:53 PM
14	It needs to be more proactive and regularly interact. It's not all about the Fred's Pass Show or Howard Springs Nature Park. There are other areas that need to be advertised better - such as the Wednesday eats at Fred's Pass. Badly advertised and residents often have to ask if it's on or not.	7/27/2024 12:24 PM
15	Make website more efficient and user friendly.	7/27/2024 11:07 AM
16	More community connection.	7/27/2024 10:29 AM
17	Communication from our experience is non existing. After we've personally talked to someone in the council requesting much needed maintenance in front of our property, there was no follow up, nothing happened, never heard back. Very disappointing and frustrating.	7/27/2024 9:39 AM
18	By sending emails to start with.	7/27/2024 9:36 AM
19	Friendlier service	7/27/2024 6:41 AM
20	Same	7/26/2024 10:26 PM
21	Better to communicate through positive outcomes than relay on spin.	7/26/2024 8:32 PM
22	Start with replying to emails in a timely manner	7/26/2024 8:07 PM
23	Where do I start? Been trying to get onto an email list for about 25 years. Been promised many times but is still not happening.	7/26/2024 6:12 PM
24	I think our rates are too high for what we receive in services, how can rate payers address this	7/26/2024 6:11 PM
25	More direct communication	7/26/2024 4:25 PM
26	Sending faster.	7/26/2024 4:01 PM
27	respond	7/26/2024 12:08 AM
28	Not sure	7/25/2024 11:18 PM
29	Don't rely on social media . Not every one uses it. Person to person communications is	7/25/2024 8:07 PM

## Litchfield Community Survey 2024

required to contact all residents.

30	Start being more accessible to the public and listen to the needs and wants of the community	7/25/2024 7:12 PM
31	Be more open and transparent	7/25/2024 5:25 PM
32	Using social media	7/25/2024 3:46 PM
33	Not sure of the extent of the current communication process.	7/25/2024 3:45 PM
34	Use all of the anove	7/25/2024 12:45 PM
35	More newsletters	7/25/2024 12:42 PM
36	Don't know	7/25/2024 5:51 AM
37	It doesn't need to	7/25/2024 5:41 AM
38	Put info on community signs	7/24/2024 10:42 PM
39	By responding to comments and complaints. I have previously contacted council about issues but was so unimpressed with the mediocre and perfunctory response that I no longer waste my time.	7/24/2024 9:26 PM
40	Less blab more point form.	7/24/2024 7:45 PM
41	more personal via email	7/24/2024 7:21 PM
42	I only found out about this survey because of a facebook post about charging \$35 to dump a mattress at the transfer station, and I will add you use the mattress to clean the pit 🙄	7/24/2024 5:46 PM
43	Be present. Can't even remember who actually sit on the council, council members are non existent to the public.	7/24/2024 5:34 PM
44	Council should be able to track communications.	7/24/2024 4:31 PM
45	News letters and noticeboards as not everyone is on Facebook or have IT knowledge	7/23/2024 9:46 PM
46	By actually stop wasting money. What they did at berry springs tip is a joke	7/23/2024 9:16 PM
47	Posts on community facebook pages	7/23/2024 6:53 PM
48	Shrug	7/23/2024 3:23 PM
49	Communicate.	7/23/2024 5:34 AM
50	1	7/23/2024 5:30 AM
51	No comment	7/22/2024 8:43 PM
52	Not sure	7/22/2024 4:43 PM
53	Maybe keeping residents abreast of current issues and occurrences as they happen	7/22/2024 3:03 PM
54	Unsure..	7/22/2024 1:11 PM
55	They are fine	7/22/2024 12:43 PM
56	More news letters	7/22/2024 9:44 AM
57	Improving working environment for council staff would improve their performance and as a result they will find some new ways of interacting with council residents	7/22/2024 9:07 AM
58	I'm not sure	7/22/2024 8:03 AM
59	Better use of social media	7/22/2024 7:10 AM
60	X	7/22/2024 6:49 AM
61	By being visible at markets , social media shows	7/22/2024 6:40 AM
62	Regular updates, maybe by email like a newsletter to inform on future works being done.	7/22/2024 6:11 AM
63	I only ever get my rates bill and then have to actively search on social media. Email comms would be nice once a quarter to update on council activities including when meetings are	7/21/2024 8:21 PM

# Litchfield Community Survey 2024

scheduled and how residents may participate.

64	More emails	7/21/2024 7:43 PM
65	Unsure	7/21/2024 7:03 PM
66	I never see any communications	7/21/2024 6:59 PM
67	More information on the council interactions with NT government on the rural areas behalf	7/21/2024 4:55 PM
68	More social media	7/21/2024 11:18 AM
69	Facebook news letters I have never received one	7/21/2024 8:56 AM
70	Train people to do what they are paid for	7/21/2024 7:09 AM
71	Nil	7/21/2024 6:34 AM
72	Not applicable	7/20/2024 8:37 PM
73	-	7/20/2024 8:15 PM
74	I'm happy with how it is done	7/20/2024 8:05 PM
75	Come to my club at NT Field and Game and tell us what is happening.	7/20/2024 7:52 PM
76	---	7/20/2024 7:25 PM
77	not sure .	7/20/2024 7:03 PM
78	Advertise on noticeboards (shops, library, doctor's surgeries ..) that info/feedback accessible on your website/social media.	7/20/2024 7:02 PM
79	Not sure	7/20/2024 6:38 PM
80	Use various methods. Never seem to get any emails	7/20/2024 6:20 PM
81	I haven't seen anything from the council in years	7/20/2024 5:52 PM
82	Adequate	7/20/2024 3:30 PM
83	J	7/20/2024 3:09 PM
84	Regularity	7/20/2024 2:31 PM
85	Actually have some!	7/20/2024 2:06 PM
86		7/20/2024 2:04 PM
87	Utilise social media avenues more	7/20/2024 12:59 PM
88	Better advertisement of events and reserves	7/20/2024 12:53 PM
89	Not rely on social media as not everyone uses it. Send relevant information via email, but without being spammy	7/20/2024 12:51 PM
90	A better use of social media -	7/20/2024 12:48 PM
91	I haven't seen any, so some would be a start	7/20/2024 12:16 PM
92	On radio and t.v	7/20/2024 10:58 AM
93	Adequate communication	7/20/2024 10:35 AM
94	Wider social media presence, e.g. not just Facebook	7/20/2024 10:27 AM
95	N/a	7/20/2024 8:40 AM
96	Have an active social media presence	7/20/2024 6:51 AM
97	Frequency of updates. The people that answer the phones are hard to understand, and don't have good knowledge of rates payments. They don't add a record of conversations e.g. payments being made etc. Or notice of referring people to a credit recovery company. An unfair decision in our particular circumstance, and well before the advertised amount of time in arrears.	7/19/2024 9:19 PM

## Litchfield Community Survey 2024

98	More frequently and in particular topics	7/19/2024 8:58 PM
99	A social calendar on the council page, and an area to report flooding, damaged roads, nuisance animals	7/19/2024 6:51 PM
100	I think a newsletter would be good to keep us update on what the council is doing.	7/19/2024 4:55 PM
101	More community	7/19/2024 3:23 PM
102	I think the information is available if you need to find it.	7/19/2024 12:06 PM
103	Please stop attaching newsletters to my gate. It's a waste of paper. It could be out there for days before it's taken down.	7/19/2024 11:29 AM
104	More things on the community pages.	7/19/2024 7:37 AM
105	mail out to rate payers lack of information have to go to web to know what is happening so newsletter should be a mail out	7/19/2024 7:31 AM
106	Be more transparent, the only council stuff I see is shared posts about dogs in the pound	7/19/2024 6:39 AM
107	Increased social media presence	7/18/2024 8:56 PM
108	Be seen out and about as most people here have know idea who is even on the council	7/18/2024 8:28 PM
109	All.good	7/18/2024 7:56 PM
110	All.good	7/18/2024 7:56 PM
111	Maybe SMS alerts of things like major potholes etc. Keep up the good work though. You probably don't always get the recognition you deserve but appreciate all your staff do for our municipality!	7/18/2024 6:35 PM
112	Get rid of Doug harden he is a terrible sealer and can never answer a question.	7/18/2024 4:25 PM
113	Update website. Unsure if dog desexing vouchers are still happening as dated 2021	7/18/2024 11:32 AM
114	Tell the community about what it is that council actually does on a platform they'll actually see it. There shouldn't be 'achievements' like the federal funding council secured without the community knowing	7/18/2024 8:50 AM
115	More signage or letter drops	7/18/2024 6:16 AM
116	I dont know	7/18/2024 5:54 AM
117	Perhaps councillors could have meet & greet days , and be available to talk face to face with residents.	7/18/2024 12:24 AM
118	Email Social media Post	7/17/2024 10:29 PM
119	Be more honest	7/17/2024 9:44 PM
120	Be more visible through social media	7/17/2024 8:57 PM
121	Perhaps highlights of council meeting decisions and issues eg what is happening with taking over Dundee? And council comments on development applications.	7/17/2024 8:11 PM
122	Don't know	7/17/2024 7:26 PM
123	Be honest	7/17/2024 5:32 PM
124	getting out in the community more.	7/17/2024 1:45 PM
125	Social media	7/17/2024 1:43 PM
126	A quarterly email newsletter	7/17/2024 1:35 PM
127	Bimonthly newsletter/ updates	7/17/2024 12:59 PM
128	Email newsletter, social media	7/17/2024 12:15 PM
129	Allow Salty to speak for council. He appears to be the only one trying.	7/17/2024 10:46 AM
130	By answering any queries and letters.	7/17/2024 10:25 AM



## Litchfield Community Survey 2024

131	Social media posts could focus on what is happening at the reserves, feature clubs there and their events	7/17/2024 9:56 AM
132	More, more, more.	7/17/2024 8:41 AM
133	At least figure out who works in what ward	7/17/2024 7:50 AM
134	Perhaps a quarterly newsletter somehow, I'm not sure how that would work ..	7/17/2024 6:49 AM
135	No change required. Communication is sufficient via mail, web and social media.	7/17/2024 5:48 AM
136	Keep up to date on website	7/17/2024 4:12 AM
137	Email minutes of council meetings to rate payers...	7/16/2024 10:00 PM
138	Notice boards pamphlets	7/16/2024 9:37 PM
139	Messages conveyed in public area better	7/16/2024 9:29 PM
140	Be out in the community more, providing information on the what the council does.	7/16/2024 9:10 PM
141	Better information about initiatives	7/16/2024 8:50 PM
142	Provide consistent social Media updates and ensure all frontline employees are across all updates	7/16/2024 8:49 PM
143	Not sure	7/16/2024 8:31 PM
144	Make it interesting	7/16/2024 8:19 PM
145	I don't hear from them except for my rates notice	7/16/2024 7:53 PM
146	Be more informative on matters that affect residents / rate payers by being more transparent . After all we pay you more than adequately for what we receive in return .	7/16/2024 7:32 PM
147	Listen to residents	7/16/2024 7:31 PM
148	Be out there more	7/16/2024 6:52 PM
149	Not sure, but the letter on the gate is great.	7/16/2024 5:53 PM
150	I think Comms are pretty good	7/16/2024 5:07 PM
151	I find communication is good.	7/16/2024 4:55 PM
152	Frequent newsletters	7/16/2024 3:38 PM
153	More on social media More emails to all ratepayers on what is happening	7/16/2024 3:33 PM
154	councillors need to get out more	7/16/2024 2:28 PM
155	Be open and transparent	7/16/2024 1:39 PM
156	NA	7/16/2024 1:27 PM
157	more participation by councillors at community events the mayor often attends events, however, councillors do not	7/16/2024 1:16 PM
158	By using more media outlets	7/16/2024 10:16 AM
159	Be more present on socials.	7/16/2024 9:07 AM
160	Remember who you are talking to, less council "talk", open honest and communicative	7/16/2024 8:37 AM
161	Communicate with ALL ratepayers	7/15/2024 10:29 PM
162	I often see comments on councils Facebook posts going unanswered. This makes me believe that the council is not transparent.	7/15/2024 10:02 PM
163	More markets	7/15/2024 9:16 PM
164	Advertise community events on social media and community site on TV.	7/15/2024 8:51 PM
165	Put more on social media about what u are doing	7/15/2024 6:28 PM

## Litchfield Community Survey 2024

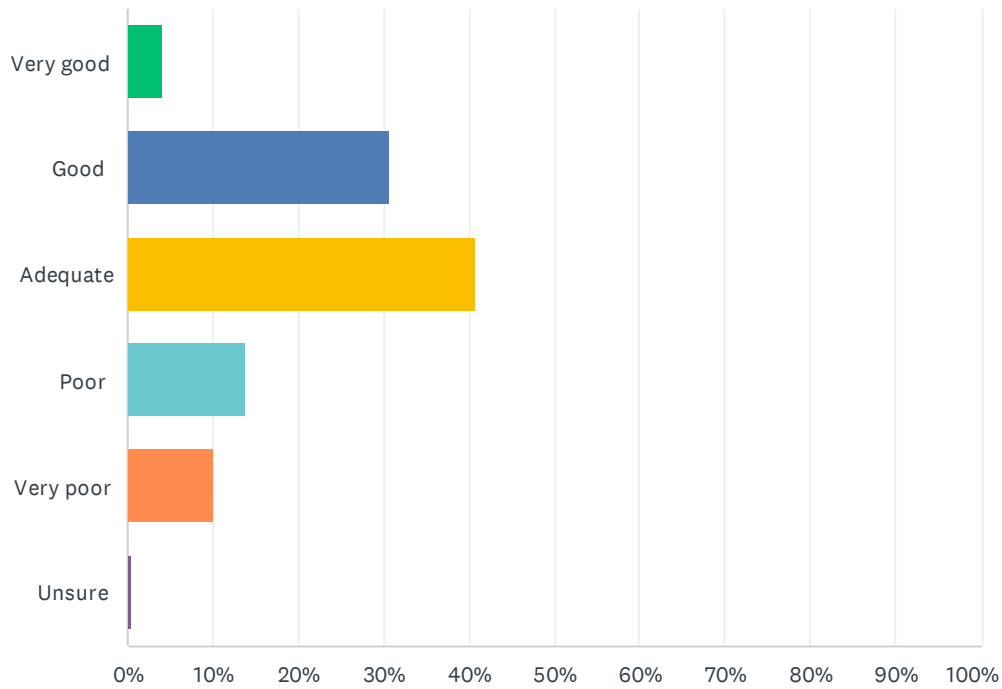
166	Maybe strategic use of social media needs to be revised. Reaching the right audiences, engaging posts, etc	7/15/2024 12:31 PM
167	Not sure	7/15/2024 12:18 PM
168	More and better comms with rates notices, more information about Council's policy platforms and what it is advocating for.	7/15/2024 11:41 AM
169	I'm at a loss	7/13/2024 2:29 PM
170	Do some.	7/13/2024 12:03 AM
171	Frequent updates	7/12/2024 4:14 PM
172	Make it more available to younger people and the way its written doesnt always mske sense	7/12/2024 1:28 PM
173	Na	7/12/2024 11:31 AM
174	Comms is good	7/12/2024 3:22 AM
175	Council news letter	7/11/2024 4:05 PM
176	Well, answer emails especially the mayor!	7/10/2024 9:43 PM
177	N/a	7/10/2024 9:37 PM
178	.	7/10/2024 5:24 PM
179	Mainstream media	7/10/2024 3:12 PM
180	Wider advertising of meetings and outcomes/ decisions made. Road side signage, more print and radio presence would be good.	7/10/2024 3:00 PM
181	A	7/10/2024 2:05 PM
182	1	7/10/2024 1:14 PM
183	Send emails and rate notifications via text	7/10/2024 10:45 AM
184	Bring back the Litchfield times	7/10/2024 7:50 AM
185	1	7/10/2024 6:20 AM
186	Greater social media presence.	7/9/2024 8:33 PM
187	Be more transparent. Council can be intolerant of locals at meetings including council members unfortunately.	7/9/2024 8:29 PM
188	Unsure	7/9/2024 8:18 PM
189	Perhaps more social media presence.	7/9/2024 7:37 PM
190	Never hear or see councillors	7/9/2024 7:30 PM
191	To be honest don't know any of the councillors as you never hear or see them. How about going to shopping centres and emails	7/9/2024 7:29 PM
192	N:A	7/9/2024 6:12 PM
193	Facebook and regular emails	7/9/2024 5:42 PM
194	Live stream council meetings	7/9/2024 5:33 PM
195	No way	7/9/2024 12:29 PM
196	Use email more than social media. This survey wasn't emailed out which is disappointing.	7/6/2024 9:39 AM
197	Use all options possible to cover all types of people. Social media only works for a few, same with email and mail etc.	7/4/2024 12:38 PM
198	Councillors should get out and talk with the community. Do a better job of promoting and spreading the word about surveys and feedback on plans. Reinstate a regular newsletter - online for those who can and mailed for those who require this for inclusion. Popup info at local shops in municipality.	7/4/2024 12:01 PM

## Litchfield Community Survey 2024

199	Communications don't get roads fixed. How about taking all fridges and recycling at the waste transfer station. And how about giving us a space on this fn form for any other concerns we have or comments..... And as for question, where's the option to select n/a ??? Whoever put this survey together is an idiot !!	7/4/2024 6:27 AM
200	More social media relevant to large projects and regularly targeted at residents	7/3/2024 1:17 PM
201	As per Q.14	7/3/2024 12:11 AM
202	Flyer drop to homes	7/2/2024 10:00 PM
203	Letting us know before and not last minute!!	7/2/2024 5:19 PM
204	Facebook	7/2/2024 12:05 PM
205	Newsletter	7/2/2024 11:49 AM
206	Happy	7/2/2024 8:31 AM
207	Modernise	7/2/2024 8:03 AM
208	Local radio	7/2/2024 4:48 AM
209	Keeping us updated in regular manner.	7/1/2024 3:18 PM
210	The older generation whinge a lot. Find a different audience. Communicate with schools to engage with the younger people. Visit assemblies and SRCs or senior school leaders. As a start you could send the link for this survey to the schools and ask the young people what they think.	7/1/2024 2:07 PM
211	N/A	7/1/2024 1:24 PM
212	It is very good, it would be nice to get weekly newsletters though.	7/1/2024 11:57 AM
213	More up to date postings on community pages.	7/1/2024 11:13 AM
214	staff to have ownership of queries submitted to them and have commitment in solving each however possible	7/1/2024 10:35 AM
215	consistency of messaging across all platforms to cater to the varied community - older residents don't use Facebook or webpage. Maybe key communications can be placed in post boxes.	6/28/2024 1:42 PM
216	Create interactive online platforms for community feedback and discussions.	6/27/2024 3:22 PM
217	Get out of your cars offices house talk to people anywhere everywhere shopping centres shops footy and horseriding!	6/26/2024 8:04 PM

## Q18 Overall, how would you rate Council's performance?

Answered: 218 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very good	4.13%	9
Good	30.73%	67
Adequate	40.83%	89
Poor	13.76%	30
Very poor	10.09%	22
Unsure	0.46%	1
TOTAL		218



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.03
<b>Report Title:</b>	Advocacy and New Initiatives Committee – Appointment of Members
<b>Author and Recommending Officer:</b>	Stephen Hoyne, Chief Executive Officer
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: Amended Committee Terms of Reference

### Executive Summary

This report presents to Council for their consideration, the need for the appointment of members to Council's Advocacy and New Initiatives Committee (Committee). Further it seeks Council's approval for amendments to the Committee's Terms of Reference (TOR).

### Recommendation

THAT Council:

1. approve the Advocacy and New Initiatives Committee Terms of Reference, as at Attachment A;
2. authorise the Chief Executive Officer to make minor editorial changes to the Advocacy and New Initiatives Committee Terms of Reference, as at Attachment A, if required; and
3. appoint \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_, to the Advocacy and New Initiatives Committee for the remainder of the current term of Council.

### Background

At the 21 May 2024 Ordinary Council Meeting (OCM), a Notice of Motion was put by Councillor Sharp requesting Council's consideration to establish an Advocacy and New Initiatives Committee, as per the provided draft TOR.

At the above mentioned OCM, it was resolved:

#### Item 10.01 Notice of Motion – Establish an Advocacy and New Initiatives Committee

Moved: Cr Sharp  
Seconded: Cr Wright

THAT Council establish an Advocacy and New Initiatives Committee, as per draft Terms of Reference attached in Attachment A.

**CARRIED (6/0) ORD2024 11-100**

The TOR state that “all committee members are required to be formally appointed by Council”.

Changes to the amended TOR, as at Attachment A, include the:

- clarification of the Committee membership;
- addition of a quorum; and
- minor formatting changes.

The Committee membership has been amended to allow for appointment of the full Council whilst also allowing for elected member vacancy. The minimum membership still ensures representation of all Wards.

The quorum is proposed as half plus one of appointment members.

The Director Infrastructure and Operations has been nominated to be the lead Council Officer to support this committee.

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

Performance - An Effective and Efficient Organisation  
Prosperity - Our Economy and Growth

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

*NT Local Government Act 2019*

#### **Risks**

Nil identified.

#### **Community Engagement**

Not applicable.



## ATTACHMENT A

## Advocacy and New Initiatives Committee

### Terms of Reference

#### Introduction

In order for Council to be fully engaged in the strategic advocacy focus and projects of the Municipal Plan, Council should keep track of a succinct priority list of these items to ensure all Elected Members are guiding the strategic direction of Council. This flexible forum gives Elected Members the opportunity to enhance the calibre of Council's delivery of support and progress in the community of Litchfield.

#### Purpose

The purpose of the Committee is to:

- receive updates on progress of existing advocacy and initiatives; ~~and~~
- discuss and recommend to Council a list of priority advocacy and initiatives to enhance the strategic direction of Council.

#### Status

This is a committee under Section 82 of the *Local Government Act 2019*. It is a committee appointed by Council for the purpose set out above.

#### Delegations

The committee has no delegated authority and cannot incur expenditure or bind Council. The committee may make recommendations to the Council. Recommendations of the committee will be presented to the Council in written form accompanied by a report from the Secretary.

#### Membership

The committee shall comprise a maximum of seven, and not less than four, voting members, made up of:

- Litchfield Council Mayor (Chair);



- ~~Two at least one South Ward~~ Councillors, ~~South Ward.~~
- ~~Two at least one North Ward~~ Councillor, ~~s, North Ward. and~~
- ~~Two at least one Central Ward~~ Councillors, ~~Central Ward.~~

## Term of Appointment

The Elected Members shall serve on the committee for the term of Council unless Council decides otherwise.

All committee members are required to be formally appointed by Council.

## Meetings

The committee shall meet quarterly as necessary, with at least one meeting prior to budget and ~~M~~municipal ~~P~~plan confirmation annually, to consider new initiatives and advocacy suggestions for inclusion in this process.

## Quorum

The quorum for the transaction of business shall be 50% + one appointed Committee Members.





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.04
<b>Report Title:</b>	Reserves Management Committee Meeting Minutes
<b>Author:</b>	Jill Enriquez, Community Participation Officer
<b>Recommending Officer:</b>	Stephen Hoyne, Chief Executive Officer
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: KLRR Management Committee Minutes August 2024 B: HPRR Management Committee Minutes August 2024

### Executive Summary

This report presents to Council the Committee Meeting Minutes for the month of August 2024 for the Howard Park Recreation Reserve Management Committee and the Knuckey Lagoon Recreation Reserve Management Committee meetings.

### Recommendation

THAT Council:

1. receive and note the unconfirmed Knuckey Lagoon Recreation Reserve Management Committee Minutes of Thursday 08 August 2024, at Attachment A; and
2. receive and note the unconfirmed Howard Park Recreation Reserve Management Committee Minutes of Wednesday 14 August 2024, at Attachment B.

### Background

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

### Links with Strategic Plan

Progress - Continuity of Services and Facilities

### Legislative and Policy Implications

Compliance with the Local Government Act 2019.

## **Risks**

### Service Delivery

Failure to comply with Council's regulatory obligations could negatively impact on the Council's reputation.

### Governance

Failure to provide committee meeting minutes to Council and making them available to the public via Council's website, would place Council's commitment to regulatory compliance at risk.

## **Community Engagement**

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



# Knuckey Lagoon Recreation Reserve Management Committee Meeting

## **MINUTES**

**Thursday 8/08/2024**

Meeting held commencing 5:45pm  
at Knuckey Lagoon Recreation Reserve

**Jill Enriquez, Community Participation Officer**



## MINUTES

### Knuckey Lagoon Reserve Committee Meeting

Held in the Knuckey Lagoon Recreation Reserve  
on Thursday 08 August, 2024 at 5:45pm

#### Attendees

Rachel Wright	North Ward Councillor (Chair)
Millie Feeney	Berrimah Scouts
Jill Enriquez	Community Participation Officer
Saramat 'Tou' Ruchkaew	NT Thai Association

#### 1 Opening of Meeting

5.52 pm

#### 2 Apologies and Leave of Absence

John Fuller    Top End Gem and Mineral Club

#### 3 Disclosures of Interest

Nil.

#### 4 Confirmation of Minutes

**Moved:** Millie Feeney

**Seconded:** Tou Ruchkaew

THAT the minutes of the previous Committee Meeting held on Thursday 6 June 2024 be confirmed.

**CARRIED**

## 5 Business Arising from the Minutes

Meeting Date	Action	Action by	Notes	Status
06/06/2024	Storage fees	CPO	Waive fees for new FY given absence of user groups. CEO has approved of waiver for 24-25 FY.	<b>Completed</b>
06/06/2024	BBQ needing replacement	CPO	Budget was inadequate to purchase a new one at EOFY, will discuss with DIO. <i>It was pressure washed in June to improve functionality.</i>	Scouts to explore grant application to fund BBQ
06/06/2024	Basketball court cleaning	CPO	Quotes have been sourced, to be decided pending funding assessment	<b>Completed</b>
06/06/2024	Indoor flag pole	CPO	Have contacted contractor to install	<b>Completed</b>
06/06/2024	Salto Locks	CPO	Request from committee to revert to manual locks, safety risk of getting locked in upstairs room	<b>Completed</b> Workaround for access issue has been implemented, will employ contractor to ensure safety mechanisms are in place.
06/06/2024	Adventure playground		Paused due to low staffing at Council, looking to restart once roles are filled	Ongoing, to investigate once new infrastructure staff have started
01/02/2024	Recruiting New Committee members	CPO	Community Participation Officer will approach Top End 4WD Club to offer a spot on the KLRR committee. CPO to also follow up on EOI submitted by Adina Poole of the TEGC.	Ongoing
30/10/2023	NT Thai Association – Expansion	Council – CPO	NT Thai Association requests official outcome from Council.	Resolution on June OCM. Follow up outcome letter.

## 6 General Business

### 6.01 Bi-Monthly Operation & Finance Report

#### Finance

The Annual Community Grants Program at Litchfield Council is now open for all user groups and individuals to apply. Projects and events must be conducted in Litchfield Municipality area.

#### Repairs and Maintenance

The following items were considered a priority:

Item	Action	Status
Salto locks	Locks to revert to manual keys	Completed, will not be reverting although contractor will ensure safety mechanisms are in place.
BBQ replacement	Source quotes to expedite replacement.	Quotes obtained. User group to apply for Annual Grant funding.
Indoor Flagpole	Attach a new pulley system to an indoor flagpole.	Completed

**Moved:** Millie Feeney

**Seconded:** Tou Ruchkaew

**THAT** the Committee receives and notes the Bi-Monthly Operational Report.

**CARRIED**

## 7 Other Business

- 7.1** Potholes in the basketball court have been identified by the Scouts as a hazard on the basketball court, CPO to investigate this.

## 8 Close of Meeting

Meeting closed at 6:18 pm.

The next meeting is scheduled for Thursday, 3 October 2024 at 5:30pm.

**LITCHFIELD  
COUNCIL**



# Howard Park Recreation Reserve Management Committee Meeting

## **MINUTES**

**Monday 14/08/2024**

Meeting held commencing 5:15pm  
At Howard Hall, Howard Park Recreation Reserve  
325 Whitewood Road, Howard Springs

**Jill Enriquez, Community Participation Officer**



# COMMITTEE MINUTES

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## Howard Park Reserve Committee Meeting

Held in the Scout Hall, Howard Park Reserve  
on Wednesday, 14 August 2024 at 5:15 pm

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### 1 Opening of Meeting

5:32 pm

The chair acknowledged the Larrakia People as the traditional owners of the land on which we meet.

#### Present

Gerard Rosse	Resident (Acting Chair)
Jill Enriquez	Community Participation Officer
Evan Johns	Howard Springs Scouts
Maxine Way	Howard Springs Volunteer Fire Brigade

### 2 Apologies and Leave of Absence

Gerry Wood	Resident
Gerard Maley	Resident, Member for Nelson
Rachel Wright	Litchfield Council North Ward Councillor (Chair)

### 3 Disclosures of Interest

Nil

### 4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 6 June 2024

**Moved:** Evan Johns

**Seconded:** Jill Enriquez

**CARRIED**



## 5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Main goal is to get <i>feedback</i> from current user groups and residents to determine any suggestions for improvements via a Community survey (have your say) to scope ideas from the community about future projects.	CPO to scope ideas to get the "have your say" survey underway.	On hold until survey is conducted
08/04/2024	Small dogs' enclosure	Limited space at HPRR to create this enclosure; will include in the proposed survey and outsource	Include in the survey	On hold until survey is conducted
08/04/2024	BBQ	Committee expressed interest in pursuing quotes for a BBQ at Howard Park. CPO has suggested this to be a suggested item on the survey .	Include in the survey	On hold until survey is conducted
3/06/2024	Solar lighting in the carpark	Accident occurred during blackout; investigate installation costs for safety measures and consider adding reflective tape to the car park bumpers.	CPO	To discuss with DIO regarding budget and policies to implement this request.
3/06/2024	Watering of oval and jump park	Row of trees and grass at the back of the oval are dying. Check sprinklers to ensure they are at efficient setting, soaking the ground effectively, and	Parks Program Leader	Scout Hall 's lawn requires overhaul as current soil is preventing the growth of grass. All other areas

		covering the far corner. Inspect the areas around the halls and the dry spot near the Scout Hall.		of concern have been <b>actioned</b> .
3/06/2024	Pedestrian gate on Hamilton Road	Explore installation of gate or bollard on pedestrian gate to prevent motorbikes from entering the oval area.	CPO	To discuss with DIO regarding budget and policies to implement this request.
8/07/2024	Scout Hall external fire hose	Reported to have low pressure, request for this to be investigated.	CPO	Fire equipment maintenance responsibility is being investigated.
8/07/2024	Confirming members' involvement in committee	To send a letter to remaining members	CPO	<b>Completed</b>
8/07/2024	Operational expenses at every End of Financial Year	Committee members request for these to be included in the year-end report to compare usage from previous years and identify opportunities to improve operational efficiency.	CPO	<b>Completed</b> and provided in officer's report.

## 6 Officers Reports

### 8.1 Bi-Monthly Operations Report

**Moved:** Evan Johns

**Seconded:** Gerard Rosse

THAT the Bi-Monthly Operation Report be received and noted.

**CARRIED**

## 7 Other Business

- 7.1** Survey for users and residents in the area to be started by gathering questions from the reserve members via email before the next meeting. Items that have been deferred such as BBQ, small dogs enclosure, as well as public feedback such as fitness equipment
- 7.2** Exploring possibility of hosting Rural Eats at HPRR oval next year to promote the reserve.
- 7.3** Investigate the parking of vehicles on the oval or on the road reserve on Hamilton Road during cricket season, direct users to the upgraded carpark.
- 7.4** Request to extend the footpath on Hamilton from the gate to Ganley street as it is a key link to schools and where it currently ends is a hazard.
- 7.5** Investigate the soft fall options on the BMX track as it is currently in poor condition.

**Moved:** Maxine Way

**Seconded:** Evan Johns

## 8 Next Meeting

Wednesday 2 October 2024, at 5:15 pm Howard Hall, Howard Park Recreation Reserve.

## 9 Close of Meeting

5:49 pm



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.03.01
<b>Report Title:</b>	Summary Planning and Development Report – August 2024
<b>Author:</b>	Jaimie O'Connor, Business Support Officer (Planning)
<b>Recommending Officer:</b>	Rodney Jessup, Director Infrastructure and Operations
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: PA2024/0100 B: PA2024/0197 C: PA2024/0202 D: PA2022/0418 E: PA2024/0210 F: PA2024/0194 G: PQ2024/7005

### Executive Summary

The purpose of this report is to provide to Council a summary of applications received, and comments provided, for the period of 1 August 2024 to 31 August 2024. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	1
Development Applications	5
Clearances for Development Permit Conditions	0
Sale, Lease, or Occupation of Crown Land Applications	1
Liquor Licence Applications	0
Water Licence Applications	0
Mining Applications	0
Works Permits	14

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

### Recommendation

THAT Council:

1. receive the Summary Planning and Development Report August 2024; and
2. note for information the responses provided to relevant agencies within Attachments A to G of this report.

## Background

### **DEVELOPMENT APPLICATIONS**

The *Planning Act 1999* requires that the local government be notified of all Development Applications within Council's municipality. 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 Planning Applications received and comments provided during the noted period.

<b>Council Outcome on Development Applications</b>	<b>No. Applications</b>
Planning applications supported, subject to normal Council conditions	2
Planning applications supported, subject to specific issues being adequately addressed	2
Planning applications not supported/objected to for reasons related to Council issues	0
Planning applications objected to for reasons not directly related to Council issues	1
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 regarding areas of Council authority, including, but not necessarily limited to, access and stormwater drainage.

To find out more about upcoming planning applications, meetings of the development consent authority (DCA) and previous determinations on applications at a meeting visit:

Current Planning Notices: <https://nt.gov.au/property/land-planning-and-development>

DCA meeting agendas: <https://dipl.nt.gov.au/committees/dca/meetings-and-agendas>

DCA meeting minutes: <https://dipl.nt.gov.au/committees/dca/minutes>

**Development Applications supported, subject to normal Council Conditions**

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

<b>Application Number, Address, and Attachment Reference</b>	<b>Purpose and Summary</b>
<b>PA2024/0100</b> Planning Scheme Amendment Humpty Doo Rural Activity Centre Plan  <b>Attachment A</b>	Council provided support for the proposed area plan.
<b>PA2024/0197</b> 10 Ryan Road, Virginia  <b>Attachment B</b>	Dwelling Independent with separate effluent disposal system  Council provided support for the proposed development.
<b>PA2024/0202</b> Section 05986, 63 On Road, Humpty Doo, Hundred of Strangways  <b>Attachment C</b>	Subdivision and Consolidation to create two lots  Council supports the proposal as there is no impact to neighbouring properties and the subdivision and consolidation is a result of family wanting to change boundary lines on their owned properties.

**Development Applications supported, subject to specific issues being adequately addressed**

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

<b>Application Number, Address, and Attachment Reference</b>	<b>Purpose and Summary</b>	<b>Specific Issues to be Addressed</b>
<b>PA2022/0418</b> Section 05122, 845 Stuart Highway, Holtze, Hundred of Bagot  <b>Attachment D</b>	Exceptional Development Permit – Showroom Sales (landscaping supplies) with a single storey building.	Council supports the granting of an exceptional development permit, noting that the property is zoned future development, the carparking requirements have not been met however acknowledging the application is retrospective. Council has requested that the crossover to Foundation Road be upgraded.
<b>PA2024/0210</b> Section 0254, 2815 Stuart Highway, Acacia Hills, Hundred of Cavenagh	Transport Terminal	Council did not object to the granting of a development permit as the provided information supported the development and the proposal aligns with the planning scheme. Council advised adequate community engagement being

<b>Attachment E &amp; E(2)</b>		<p>beneficial to the development. Also, the proposed access is from Stuart Highway and does not affect Council Roads.</p> <p>Following the closure of the exhibition period, Development Assessment Services shared with Council, DIPL Transport Planning letter of comment advising that the crossover from the Stuart Highway would no longer be acceptable and that they must install a crossover from Affleck Road to Litchfield Council's requirements.</p> <p>As such, Council provided a further letter of comment that addressed that requirement, noting that a section of Affleck Road would need to be constructed at the Developers cost.</p>
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#### **Development Applications not supported/objected to for reasons related to Council issues**

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

<b>Application Number, Address, and Attachment Reference</b>	<b>Purpose and Summary</b>	<b>Reasons for Non-Support/ Objection</b>
<b>PA2024/0194</b> Section 00211, 640, 550, 470 Acacia Gap Road, Manton, Hundred of Colton  <b>Attachment F</b>	Clearing of Native Vegetation  (Tou's Garden)	Council did not support the granting of a Development Permit, although the proposal is in keeping with the activities of the area, the application itself did not address the Planning Scheme requirements and did not provided enough valid information for proper assessment of the application.

#### **Development Applications objected to for reasons not directly related to Council issues**

The table below describes the Development Applications that are objected to by Council for reasons not directly related to areas of Council authority. Typically, these are reasons related to preservation of amenity of the surrounding neighbourhood and compliance with the NT Planning Scheme.

<b>Application Number, Address, and Attachment Reference</b>	<b>Purpose and Summary</b>	<b>Reasons for Objection</b>
NIL		

### **SALE, LEASE, AND OCCUPATION OF CROWN LAND APPLICATIONS**

The table below describes the new applications for Sale of Crown Land to which Council has responded during the noted period.

Address and Attachment Reference	Purpose and Summary	Comments Provided
<b>PQ2024/7005</b> Section 1859 (A) Part Section 1857, Hundred of Ayers  <b>Attachment G</b>	Crown Land licence for the purpose of Telecommunications Facility (Optus Mobile)	Council supports the granting of a Crown Land lease. Council noted, access is from Oxford Road and not Cox Peninsular Road, also Council recommended a right of way access across the larger portion of the parcel to the section for the lease.

### **LIQUOR LICENCE APPLICATIONS**

The table below describes the new applications for amendments to existing liquor licences or new applications for special event liquor licences to which Council has responded during the noted period.

Address and Attachment Reference	Purpose and Summary	Comments Provided
NIL		

### **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
2



### **STORMWATER DRAINAGE AND/OR DRIVEWAY CROSSOVER APPLICATIONS FOR BUILDING CERTIFICATION**

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

<b>No. Building Certification Applications</b>
4

### **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.

<b>No. Works Permit Applications</b>
12

<b>Purpose of works</b>	<b>Location of Works Permit Application</b>	<b>Application Date Received</b>	<b>Proposed Start Date</b>
FILMING PERMIT - Deadloch Amazon Series	245 Hopewell Road BERRY SPRINGS NT 0834	29/08/2024	04/09/2024
PWC - Poor service investigation to household supply ...	20 London Road VIRGINIA NT 0834	27/08/2024	05/09/2024
PWC - Access pole to replace LV services with us...	150 Pioneer Drive HUMPTY DOO NT 0834	26/08/2024	04/09/2024
PWC - Installation of new line pole and new LV ABC ca...	1 Collett Street SOUTHPORT NT 0822	25/08/2024	03/09/2024
Installation of new pole recloser	20 Anglesey Road GIRRAWEE NT 0836	21/08/2024	30/08/2024
EJA - topographical survey to capture all visible featur...	5 Fairweather Crescent COOLALINGA NT 0829	16/08/2024	19/08/2024
Install drainage from solar farm boundary to existing ...	455 Thorngate Road HOLTZE NT 0829	15/08/2024	26/08/2024
Darwin Triathlon Club - Duathlon - Knuckey Lagoon	110 Brandt Road KNUCKEY LAGOON NT 0829	15/08/2024	07/09/2024
PWC - Service maintenance at 3 poles on the verge	320 Lambells Lagoon Road LAMBELLS LAGOON NT 0829	13/08/2024	28/08/2024
PWC - Overhead service replacements	5 Lovelock Road BEES CREEK NT 0822	08/08/2024	20/08/2024
PWC - LV service replacement at 4 poles on the verge ...	5 Hunter Road BEES CREEK NT 0822	06/08/2024	19/08/2024
PWC - Access pole to replace to turn switches on and ...	35 Gulnare Road BEES CREEK NT 0822	06/08/2024	19/08/2024
PWC - Excavate and install new pole, finalise power c...	101 Power Road MCMINNS LAGOON NT 0829	06/08/2024	14/08/2024
UTILISE ROAD RESERVE AREA FOR CARPARKING ON ...	440 Girraween Road MCMINNS LAGOON NT 0829	01/08/2024	01/08/2024

### **Links with Strategic Plan**

Prosperity - Our Economy and Growth

### **Legislative and Policy Implications**

Not applicable to this report.

### **Risks**

Nil identified.

### **Community Engagement**

Not applicable.



02 August 2024

Lands Planning  
Department of Infrastructure, Planning and Logistics  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Planning Scheme Amendment Application**

**PA2024/0100**

**Hun: 695 P: 02653 7 Bees Creek Road FRED'S PASS, Hundred of Strangways  
Planning Scheme Amendment - Humpty Doo Rural Activity Centre Area Plan**

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Thank you for the Planning Scheme Amendment Application referred to this office on 05/07/2024, 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.

Litchfield Council is generally supportive of the proposed Humpty Doo Rural Activity Centre Plan which will provide the framework for future growth and will have positive benefits for the community and strengthen the vitality of the local neighbourhood.

The following comments are raised for consideration by the Authority under Section 22(1) of the *NT Planning Act*:

Vision and Planning Principles

In regard to the mapping in Figure 1 and Figure 3, Council would like to highlight the finalised development of the stage 1 of the Humpty Doo Industrial Park (200 Strangways Road), and that these new land parcels can be shown on the maps as well as the established road network.

2. Movement and Transport

Council provided feedback in July 2023 regarding the Draft Humpty Doo Rural Activity Centre Plan that was predicated by feedback submitted to the Department of Infrastructure Planning and Logistics in regard to the final concept for the Arnhem Highway Duplication in January 2023. Council generally supported the final concept, except for the intersection treatment of Freds Pass Road with Arnhem Highway and Freds Pas Road with Challenor Circuit. Council unanimously viewed the signalisation of the intersection of Freds Pass Road with the Arnhem Highway as a key upgrade to improve safety, which does not form part of the draft Area Plan.

Council also consider the signalisation of intersections of Freds Pass with Challoner Circuit as less favourable than roundabouts, to promote low speed vehicle traffic flows in this area, where combined with provision for pedestrian access to a central median.

It is also noted that under 2.6 (iv.) Figure 3 does not illustrate the extension of the pedestrian/ cycle network from the walkable catchment to the industrial area. Nor does it show the outline of the walkable catchment for reference.

#### 4. Residential Growth and Housing

Under the objective 4.1 (i.) it is noted that residential development within a 400m distance of the Zone C (commercial) may be subject to zoning of LMR (Low to Medium Density Residential). While Council supports this under the objective 4.3 Facilitate Retirement Living for the purpose of a retirement village, it would not be Council's preference to allow this density of housing for general development. It is recognised that these transition areas arise from the Compact Urban Growth Policy however within that policy it also recognises certain performance criteria to support the application of the policy especially in recognition of higher density and traffic management.

#### 5. Social Infrastructure

Council supports the objectives of the plan in relation to Social Infrastructure however wish to note, that in the Land Capability and Needs Assessment under Part 3, Libraries, 'the level of library facilities is considered sufficient to service a rural activity area of this size', this is the only library facility for the Litchfield region. Whilst Council's current plan is to incorporate the provision of a standalone library at the future development site of 320 Arnhem Highway, it should not restrict any social infrastructure planning undertaken by other government bodies.

Council is supportive of the identified public open space and would welcome development to this effect within the Humpty Doo locality as an alternative to Freds Pass Sport and Recreation Reserve and would be in alignment with other areas of the Litchfield area such as Howard Springs and Berry Springs.

Earlier in the year Council also provided feedback on Road Safety NT's, School Road Safety guidelines noting our support for cohesive development of schools and increases in capacity and the impacts on infrastructure such as roads and footpaths. Council would like to recommend consideration of these guidelines (once finalised) in future area plans as a means of capturing the needs of the community in all facets of planning and the costs associated with development and growth.

#### 6. Essential Infrastructure

As with the recommendation 5 of the Bringing Land to Market paper, Council is supportive of the development of stand-alone infrastructure plans for all areas of the Litchfield Subregion and see this as an integral part of supporting future development, enabling the provision of contribution plans as well as identifying restrictions that may exclude certain types of development. This is essential particularly in regard to objective 6.2 Trunk infrastructure.

Should you require further discussion in relation to the above comments please feel free to contact Council at your convenience.

Council appreciates the opportunity to contribute to the development of the Humpty Doo Rural Activity Centre Area Plan and looks forward to working with the Planning Commission on future iterations.

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

Yours faithfully



Rodney Jessup  
Director Infrastructure and Operations



2 August 2024

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

**RE: Letter of Comment Development Application**

**PA2024/0197**

**Hun: 055 LTO: 75011 P: 00025 10 Ryan Road VIRGINIA, Hundred of Bagot  
Dwelling-independent with a separate effluent disposal system**

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Thank you for the Development Application referred to this office on 19/07/2024, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) The proposed dwelling-independent does not exceed the approved additional floor space under the zoning and is in keeping with the desired outcomes of the Litchfield Subregional Land Use Plans to provide a rural lifestyle.
- b) The location and details of the proposed septic system provides a necessary upgrade for the property and will provide longevity for the residential use.

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

- a) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.
- b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of 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](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

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

Yours faithfully



Jaimie O'Connor  
Acting Planning and Development Program Leader

## 10 RYAN RD, VIRGINIA

Lot 00025 Hundred of Bagot plan(s) LTO75/011

### [NT Planning Scheme](#) Information

Land Area : 2.01 ha

Planning Scheme Zone : RL (Rural Living)

Overlays :

- CNV - Clearing of Native Vegetation

Strategic Frameworks : The following [Strategic Frameworks](#) may apply to your land

Regional Plans

- Darwin Regional Land Use Plan

Sub Regional Plans

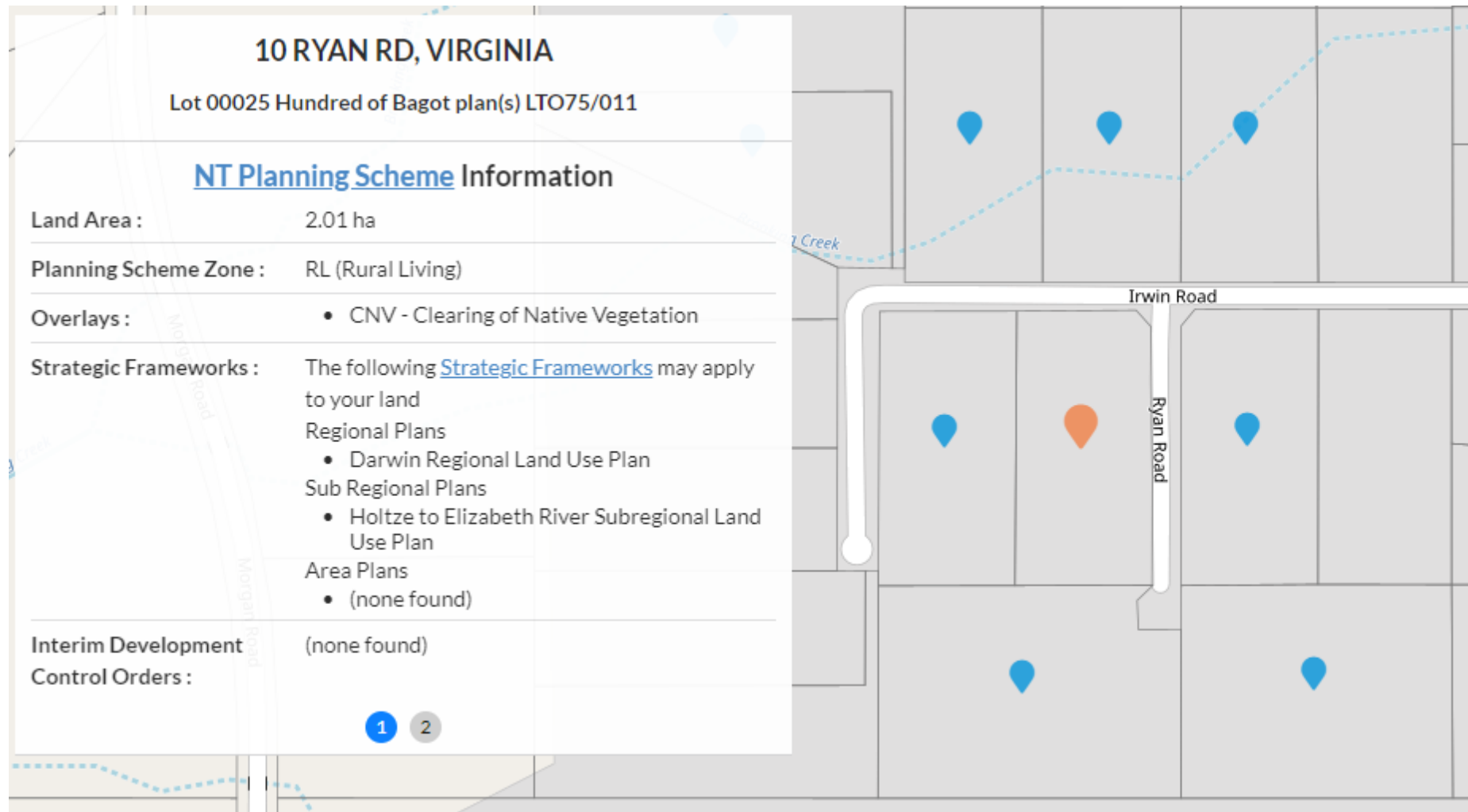
- Holtze to Elizabeth River Subregional Land Use Plan

Area Plans

- (none found)

Interim Development Control Orders : (none found)

1 2





09 August 2024

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

**RE: Letter of Comment Development Application**

**PA2024/0202**

**Hun: 695 P: 05986 63 On Road HUMPTY DOO, 57 On Road HUMPTY DOO, Hundred of  
Strangways  
Subdivision and Consolidation to create two lots**

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Thank you for the Development Application referred to this office on 25/07/2024, 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 for the following reasons:**

- a) The proposal as outlined in the statement of effect to swap one lot for another does not have any major impacts on the current subdivision other than to meet the needs of the family that own the lots.
- b) The land capability and land suitability is supportive of the proposal.

**Council can provide the following comments in relation to the application:**

- a) It is noted that no new works will be required as crossovers to the properties are existing, bores are existing and the drainage easement currently on Lot B will remain.

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

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



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

- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 31.

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

Kind Regards,



Jaimie O'Connor  
Acting Planning and Development Program Leader

## 63 ON RD, HUMPTY DOO

Section 05986 Hundred of Strangways plan(s) LTO2022/007

### [NT Planning Scheme](#) Information

Land Area : 2.28 ha

Planning Scheme Zone : RL (Rural Living)

Overlays :

- CNV - Clearing of Native Vegetation

Strategic Frameworks : The following [Strategic Frameworks](#) may apply to your land

Regional Plans

- Darwin Regional Land Use Plan

Sub Regional Plans

- Litchfield Subregional Land Use Plan

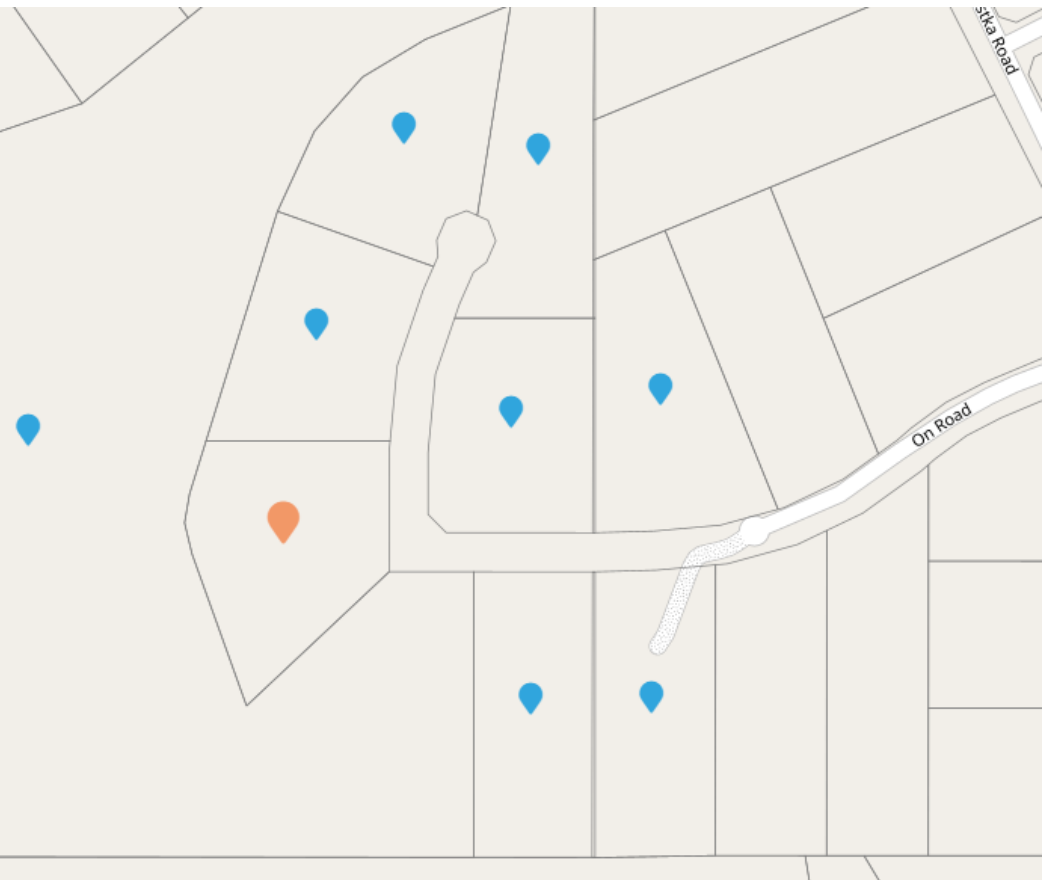
Area Plans

- (none found)

Interim Development Control Orders : (none found)

1

2





22 August 2024

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

**RE: Letter of Comment Exceptional Development Permit Application**

**PA2022/0418**

**Hun: 055 P: 05122 845 Stuart Highway HOLTZE, Hundred of Bagot  
Exception Development Permit to Showroom Sales (landscaping supplies) with a single  
storey building**

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Thank you for the Exceptional Development Permit Application referred to this office on 26/07/2024, 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 under Section 22(4) of the *NT Planning Act*:

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

- a) As outlined in the proposal, the current use is prohibited within the zone of the area, being FD – Future Development. However, the development is such that it can be modified to provide the arterial connections as outlined in the strategic land use plans when and if they will be required.
- b) The neighbouring properties are zoned LI – Light Industry and if this parcel was to be zoned the same, the use meets the requirements under the planning scheme with exception to the car parking requirements.
- c) Whilst the outlined car parking requirements have not been met, given the high turnover of customers it would not be expected that reduced car spaces would impact the business or the road network however noting that Council does not endorse car parking within the road reserve as an alternative.
- d) Council also acknowledges that the application is retrospective and that the development has already taken place to a certain extent

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

- a) Council requests that the crossover to the site is upgraded to ensure protection of the road verge from the edge of seal to the property boundary, given the varying vehicle loads entering and exiting the site. Council will support a larger than standard size commercial crossover.

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

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

**Should the application be approved, the following notes are recommended for inclusion in any Exceptional 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](http://www.litchfield.nt.gov.au).
- b) A Works Permit is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 31.

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

Kind Regards,



Jaimie O'Connor  
Acting Planning and Development Program Leader

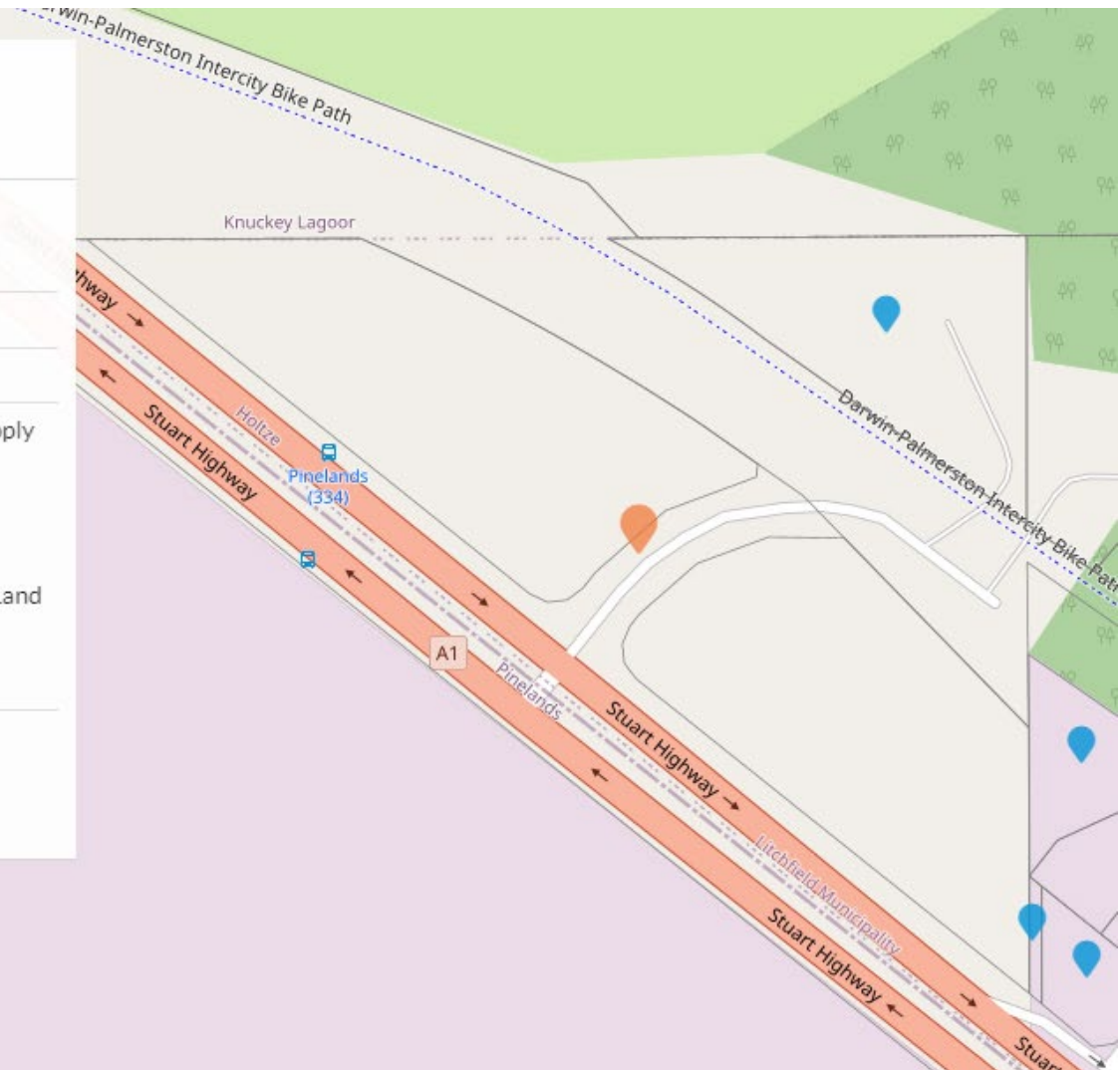
## 845 STUART HWY, HOLTZE

Section 05122 Hundred of Bagot plan(s) S 98/289

### [NT Planning Scheme](#) Information

Land Area :	8.9 ha
Planning Scheme Zone :	MZ (Multi Zone)
Overlays :	(none found)
Strategic Frameworks :	<p>The following <a href="#">Strategic Frameworks</a> may apply to your land</p> <p>Regional Plans</p> <ul style="list-style-type: none"><li>• Darwin Regional Land Use Plan</li></ul> <p>Sub Regional Plans</p> <ul style="list-style-type: none"><li>• Holtze to Elizabeth River Subregional Land Use Plan</li></ul> <p>Area Plans</p> <ul style="list-style-type: none"><li>• (none found)</li></ul>
Interim Development Control Orders :	(none found)

1 2





22 August 2024

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

**RE: Letter of Comment Development Application**

**PA2024/0210**

**Hun: 160 P: 02354 2815 Stuart Highway ACACIA HILLS, Hundred of Cavenagh  
Transport Terminal**

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Thank you for the Development Application referred to this office on 02/08/2024, 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 for the following reasons:**

- a) The proposal meets the requirements of the *Planning Scheme 2020* in regard to the use as transport terminal. Noting that the desired mode of transport is rotary wing aircraft.
- b) The provided supporting documentation is satisfactory in respect to noise and operation times and outlines the number or recommended helicopter movements which is stated in the statement of effect also.
- c) There does not appear to be an impact on amenity that would be unreasonable for the zoning of the area.

**Council can provide the following comments in relation to the application:**

- a) Council is supportive of the proposed use however notes that suitable community engagement is beneficial to the development.
- b) It is noted that access is from the Stuart Highway which is not a Council owned road and as such Council has no requirement for crossovers or landscaping.

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

- a) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.
- b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of 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](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 31.

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

Yours faithfully



Jaimie O'Connor  
Acting Planning and Development Program Leader





26 August 2024

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

**RE: Letter of Comment Development Application**

**PA2024/0210**

**Hun: 160 P: 02354 2815 Stuart Highway ACACIA HILLS, Hundred of Cavenagh  
Transport Terminal**

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. Following receipt of additional service authority comments, Council wishes to provide the following comments in addition to previously submitted comments (as attached) with updated conditions;

Should there be a requirement to relocate the access point for the property from the Stuart Highway to Affleck Road, Council requires the section of road from the current sealed section of Affleck Road to the property boundary and additional crossover to be upgraded to the technical requirements of Litchfield Council. This would include the following;

- Upgrade of approximately 170m of road reserve to the requirements of the NT Subdivision and Development guidelines, standard drawings with inclusion of a cul-de-sac.
- Installation of crossover access as per the NT Subdivision and Development guidelines standard drawings, Type 2 property access, noting Council would support the requirement of a non-residential width of 6.0m to 12.0m as determined by the requirements of the business.
- Drainage and stormwater mitigation works as determined by the design of the above.

**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) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, site earthworks, vehicular access, pedestrian/ cycle corridors and streetscaping are to be to the technical requirements of Litchfield Council to the satisfaction of the consent authority and all approved works constructed at the owners expense.
- 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 its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.



- c) A Traffic Management Plan for the construction phase of the development shall be submitted to and approved by Litchfield Council. The plan must address traffic control and haulage routes proposed for the development.

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

- a) The kerb crossovers and driveways to the site approved by this permit are to meet the technical standards of Litchfield Council, to the satisfaction of the consent authority.
- b) All proposed works impacting on Affleck Road are to be designed, supervised and certified on completion by a practicing and registered civil engineer, and shall be in accordance with the standards and specifications of the Litchfield Council. Drawings must be submitted to the Council for approval and no works are to commence prior to approval and receipt of a 'Permit to Work Within a Road Reserve'.

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

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

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

- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 31.

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

Yours faithfully



Jaimie O'Connor  
Acting Planning & Development Program Leader

## 2815 STUART HWY, ACACIA HILLS

Section 02354 Hundred of Cavenagh plan(s) S 86/295C

### NT Planning Scheme Information

Land Area : 280.7 ha

Planning Scheme Zone : R (Rural)

Overlays :

- CNV - Clearing of Native Vegetation

Strategic Frameworks : The following [Strategic Frameworks](#) may apply to your land

Regional Plans

- Darwin Regional Land Use Plan

Sub Regional Plans

- Litchfield Subregional Land Use Plan

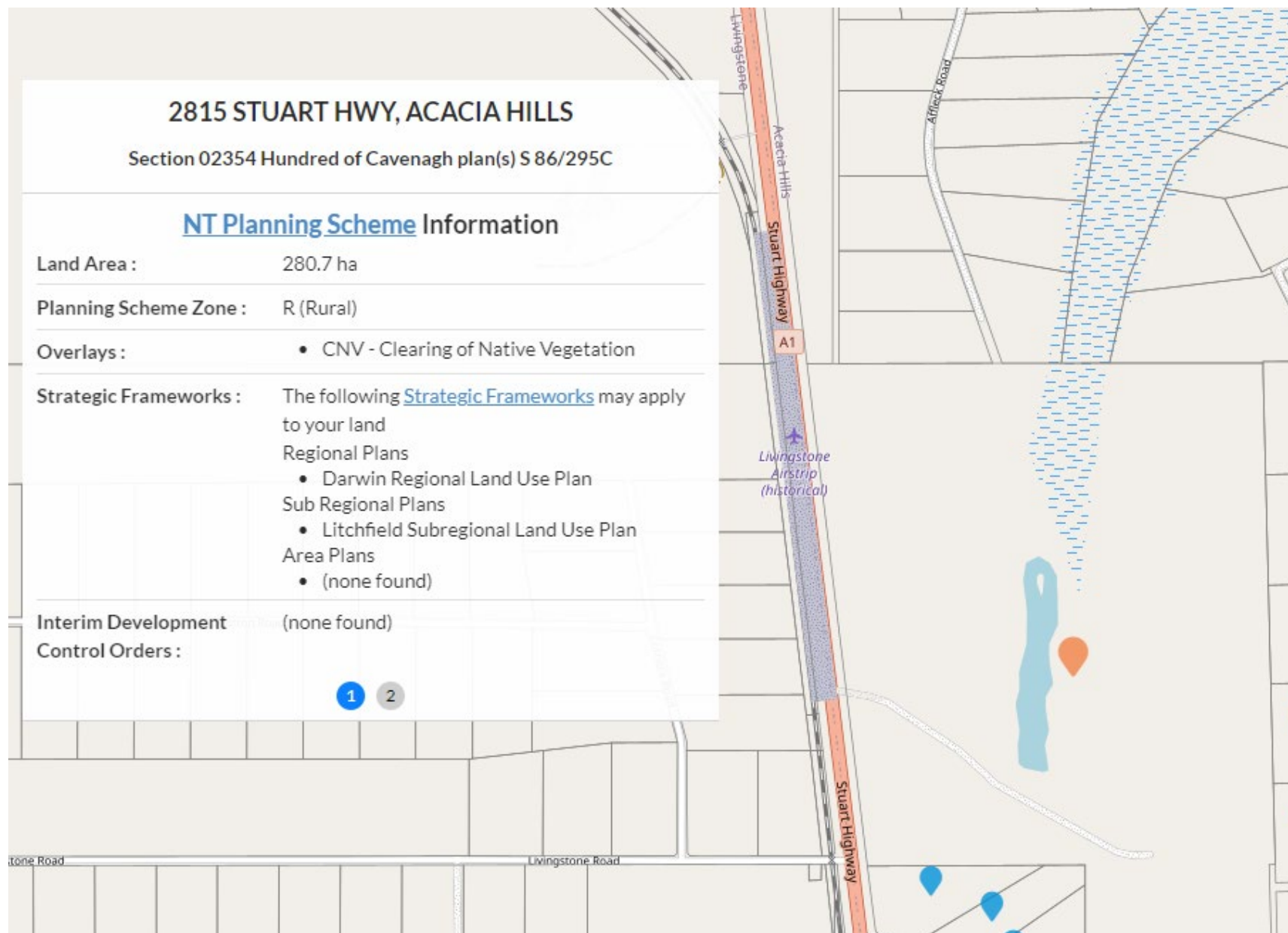
Area Plans

- (none found)

Interim Development (none found)

Control Orders :

1 2





16 August 2024

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

**RE: Letter of Comment Development Application**

**PA2024/0194**

**Hun: 175 P: 00211 640 Acacia Gap Road MANTON, 550 Acacia Gap Road MANTON, 470 Acacia Gap Road MANTON, Hundred of Colton**

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Thank you for the Development Application referred to this office on 19/07/2024, 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 support the granting of a Development Permit for the following reasons:**

- a) The proposed land clearing is quite substantial and whilst it is consistent with the area and provides expansion of an integral horticultural need for the Territory the application does not address the requirements of the Planning Scheme and only addresses the requirements of the Land Clearing Guidelines.
- b) The Land capability and land suitability assessments are a series of maps and does not provide adequate detail for the application.
- c) Further, the application does not address sustainable water supply.
- d) The statement of effect is a series of links to other information and does not detail the overall operation or address the impacts on surrounding infrastructure.

In summary, this application whilst on face value has a lot of information in actual fact contains very little information in order to provide adequate assessment and in the view of Council should be deferred until such time as it is deemed to address the requirements of the Planning Scheme.

**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) The crossovers and driveway shall meet Litchfield Council's requirements
- 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 its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.
- c) An Operational Environmental Management Plan (OEMP) that addresses the day to day waste management requirements for the use shall be prepared to the satisfaction of Litchfield Council. The use must at all times be conducted in accordance with the plan.
- d) A Traffic Management Plan for the construction phase of the development shall be submitted to and approved by Litchfield Council. The plan must address traffic control and haulage routes proposed for the development.
- e) A Traffic Impact Assessment Report, prepared by a suitably qualified traffic engineer in accordance with the AustRoads Document Guide to Traffic Management Part 12: Traffic Impacts of Developments, in the report structure provided as Appendix C of that document, with particular attention to vehicular, pedestrian, cyclist and public transport issues and opportunities shall be submitted to and approved by Litchfield Council. The Traffic Impact Assessment report is to also include swept paths for any vehicles Class TB2 or larger (as defined in AustRoads 94) entering and exiting the site.

The report should identify any necessary upgrades to the surrounding street network as a result of the implications of the development to the requirements of Litchfield Council. The developer will be required to institute all required upgrade measures at no cost to Litchfield Council.

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

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

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

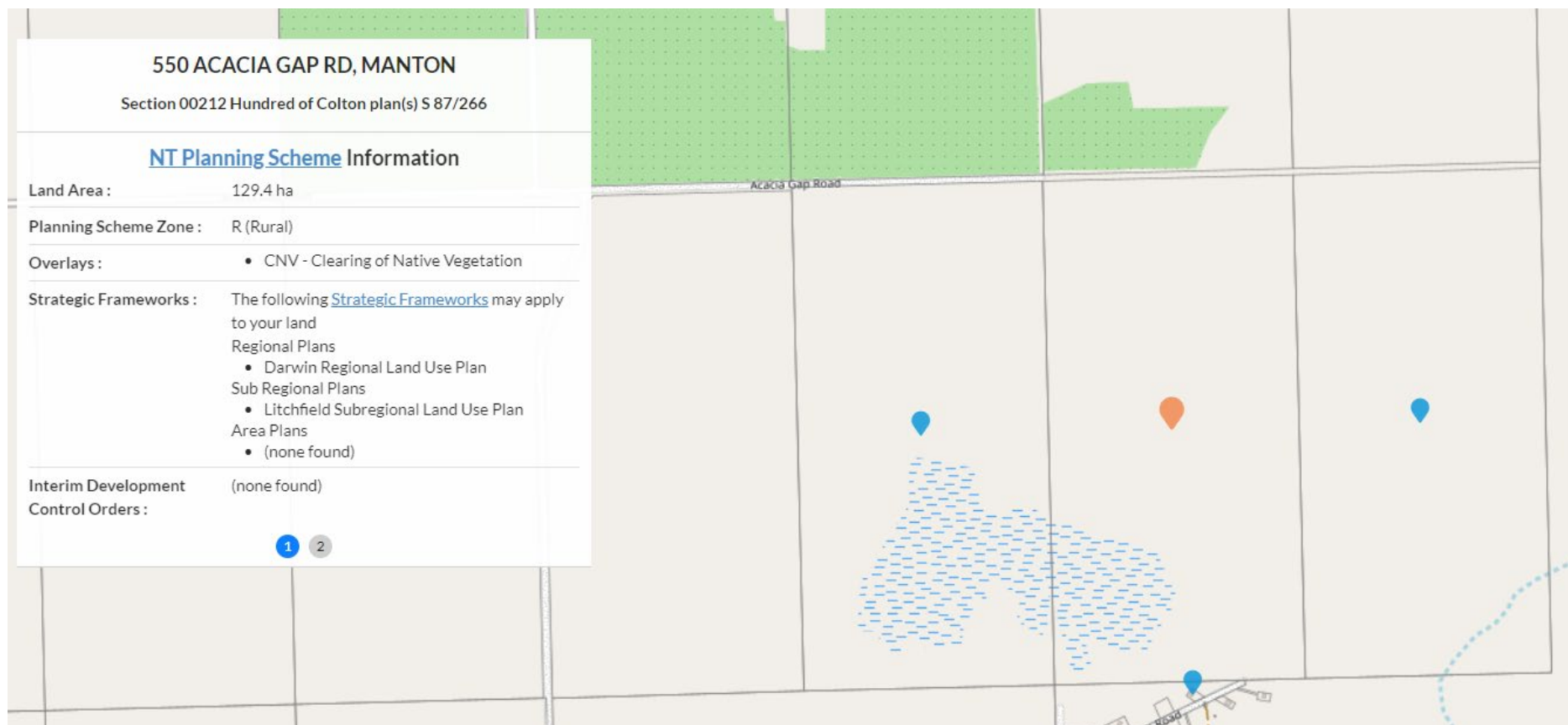
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at [www.litchfield.nt.gov.au](http://www.litchfield.nt.gov.au).
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 31.

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

Yours faithfully



Jaimie O'Connor  
Acting Planning & Development Program Leader





22 August 2024

Land Transactions – Crown Land Estate  
Department of Infrastructure, Planning and Logistics  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Crown Land Licence**

**PQ2024/7005**

**Hun: 045 P: Section 1859 (A) Part Section 1857 Hundred of Ayers  
Crown Land Licence for the purpose of Telecommunication Facility (Optus Mobile Pty Ltd)**

Thank you for the request for stakeholder comment referred to this office on 08/08/2024 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 supports the granting of a Crown Land licence for the purpose of telecommunications facility as the proposal is situated alongside other telecommunication providers and does not appear to pose impacts on amenity.

It is noted that whilst the street address location is Cox Peninsular Road, the actual access to the property is from Oxford Road. The crossover at this location is a rural flat unsealed driveway and currently Litchfield Council has no requirements to upgrade this crossover.

It is further noted that access over the parcel to the proposed part section traverses over the existing lease held with the Berry Springs Volunteer Fire Brigade and as such is recorded as a special condition on their lease with Crown. Council recommends inclusion of a right of way access on the survey plan to alleviate any future concerns of access to the part sections.

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

Yours faithfully

Jaimie O'Connor  
Acting Planning & Development Program Leader



## 812 COX PENINSULA RD, BERRY SPRINGS

Section 01857 Hundred of Ayers plan(s) LTO98/092

### [NT Planning Scheme](#) Information

Land Area : 2.34 ha

Planning Scheme Zone : R (Rural)

Overlays : 

- CNV - Clearing of Native Vegetation

Strategic Frameworks : The following [Strategic Frameworks](#) may apply to your land

Regional Plans

- Darwin Regional Land Use Plan

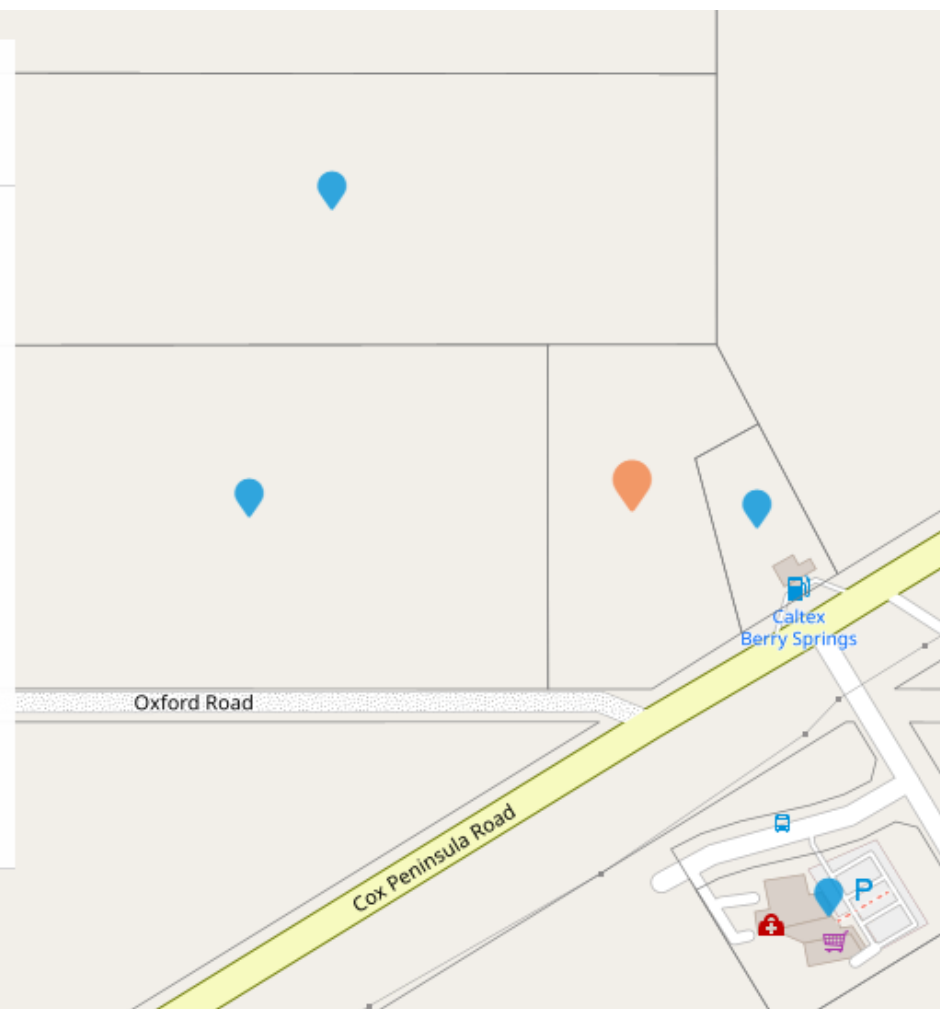
Sub Regional Plans

- Litchfield Subregional Land Use Plan

Area Plans

- (none found)

Interim Development Control Orders : (none found)







## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.03.02
<b>Report Title:</b>	Safer Local Roads Infrastructure Program – Project Selection
<b>Author and Recommending Officer:</b>	Rodney Jessup, Director Infrastructure and Operations
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	Nil

### Executive Summary

This report seeks a decision and approval from Council in relation to project selection and co-contribution funding for grant application(s) under the Federal Government's Safer Local Roads Infrastructure Program. This report proposes a number of projects for consideration.

### Recommendation

THAT Council:

1. support grant application(s) to the Safer Local Roads Program for the \_\_\_\_\_ and \_\_\_\_\_ projects;
2. approve, upon notification of a successful Safer Local Roads Program grant application, the allocation of a Council co-contribution of \$ \_\_\_\_\_ funded via a reduction to the proposed 2025/2026 Capital works budget; and
3. approve the Chief Executive Officers to submit application(s) to the Safer Local Roads Program for the \_\_\_\_\_ and \_\_\_\_\_ projects.
4. Support the ongoing development of designs for future road projects and commit \$300,000 from asset reserves towards capital design development so that projects can be shovel ready for when relevant grants become available.

### Background

With the Safer Locals Roads and Infrastructure Program (Program) commencing on 1 July 2024, Council have received correspondence in relation to the amended program guidelines that could see Litchfield Council projects eligible for the grant.

Under the new Program, the assessment criteria has changed. The reason for these changes is to be able to effectively merit assess a broader range of projects while streamlining process and reducing the associated burden, including on state and territory government, specifically relating to assessing council-led applications.

The Program will contribute up to a maximum of \$5 million in Australian Government funding for each eligible project.

For projects submitted by local governments (LGA), the Program will contribute up to 80% of the total project cost for projects located in regional and remote areas, and up to 50% of the total project cost for projects located in urban areas, up to the cap of \$5 million per project.

However, where the applicant is an LGA, the relevant state or territory government will be the eligible funding recipient under the *National Land Transport Act 2014*, and responsible for providing the funding to the LGA. The Australian Government will not provide funding directly to LGAs.

Whilst Tranche 1 applications close on 30 September 2024, applications are batched for assessment 3 times a year in tranches, so applications can be accepted all year round.

The construction time frames provided in the delivery requirements are quite stringent with construction only projects being required to be completed in 24 months and design and construct projects being completed within 36 months.

There is an opportunity for Council to consider what eligible projects may both fit the criteria as well as be achievable within the grant application and the grant delivery timelines, however significant background work on projects would be required to ensure the criteria can be met.

Below is a table with a list of projects that are expected to meet the criteria:

Project Description	Estimated Project Cost	Council Contribution at 20%	Design Status
Existing Project: Brougham Road - Gravel to seal upgrade	\$3,500,000	\$700,000	3 months
Existing Project: Thorngate Road – Pavement rehab	\$1,800,000	\$360,000	Complete
Whitewood Road – Drainage and Pavement rehabilitation	\$1,500,000	\$300,000	Complete
New Project: Bees Creek Road – Gravel to seal upgrade	\$1,500,000	\$300,000	No
New Project: Power Road Upgrade Floodway – Gravel to seal	\$3,000,000	\$600,000	Flood Modelling Complete No Design
New Project: Strangways Road – Upgrade Floodway – Gravel to seal	\$5,000,000	\$1,000,000	Flood Modelling Complete No Design
New Project: Trippe Road North – Upgrade Floodway – Gravel to seal	\$5,000,000	\$1,000,000	No modelling No Design
New Project: Old Bynoe Road – Upgrade Floodway	\$10,000,000	\$2,000,000	No modelling No Design Doesn't meet budget criteria

<b>Project Description</b>	<b>Estimated Project Cost</b>	<b>Council Contribution at 20%</b>	<b>Design Status</b>
New Project: Mango Roads 2			
Spencer Road	\$2,400,000	\$480,000	No Design, No Modelling
Keleson road	\$1,400,000	\$280,000	No Design
Lambells Lagoon Road	\$2,000,000	\$400,000	No Design
Acacia Gap Road	\$3,000,000	\$600,000	No Design
Perentie Road	\$1,200,000	\$240,000	No Design

The existing projects that we have design complete or nearing completion, are projects that are currently budgeted for in our current Municipal plan, however there is no reason that grant funding from this program could not be sought, reducing the amount of Council Asset reserve to fund the projects.

There are likely a whole host of smaller scale projects that fit the eligibility as well, however the projects list on the previous page provides a list of projects that require significant funding to achieve and are suited to the large grant funds that are on offer from this grant. They are projects that Council would struggle to fund or even consider without grant funding, and this opportunity is exactly what Council need to achieve some of these projects.

With Council support, these projects need to be planned to the point they are shovel ready. As you can see from the list there are several that are close and there is considerable work to do on others.

Council staff would look to engage the relevant consultants to both finalise modelling, designs as well as put together the applications for submission. There is a considerable financial outlay required in this planning phase, however doing this work will enable these projects to be shovel ready for further tranches on offer from this grant as well as other grants that may become available.

To enhance the visual appeal and foster a stronger sense of ownership at the Humpty Doo Village Green skate park, the proposal is to create an art mural by Taminmin College students in collaboration with a First Nations artist.

This project aims to engage local youth in a meaningful and creative endeavour, which is hoped to reduce occurrences of vandalism in the area. By actively involving the students in the design and execution of the mural, they will develop a deeper connection to the skate park, encouraging more respectful and prideful use of the facility. Beyond beautifying the space, the mural will serve as a cultural and community-building project, reflecting the unique identity and heritage of the Humpty Doo area.

The estimated cost for this project is \$15,000 including GST, contingent on cultural consultation and the number of hours the artist spends working with the students to create the mural's design.

## Links with Strategic Plan

People - Our Community is at the Heart of All We Do  
Places - Roads and Infrastructure

## Legislative and Policy Implications

FIN04 Financial Reserves  
INF01 Asset Management  
FIN03 Procurement

## Risks

### Resources

With the number of projects on the current capital works program, as well as grant funding being sought or provided for over the past year and months for a significant number of projects, resourcing is being stretched.

Impacts to existing delivery programs is being felt and whilst most projects can slip slightly, the question needs to be raised as to whether commitment to more projects is achievable. Further staffing resources is an option that needs to be considered, in the form of additional Project Management personnel to deliver these additional projects and take full advantage of the grant funding that is available.

### Financial

Commitment of funding from the financial reserve is unplanned and impacts to Long Term Financial Plans needs to be considered. Project costings are only estimates, and given the time frame for the application, it is unlikely that firm or reasonable confidence in the estimates can be obtained before lodgement. This does pose a risk as to the ability to complete the full project or if reduced scopes would need to be considered when detail design and final costings are obtained.

## Community Engagement

Not applicable.



## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.03.03
<b>Report Title:</b>	Interim Development Control Orders – extension request
<b>Author:</b>	Jaimie O'Connor, Acting Planning and Development Program Leader
<b>Recommending Officer:</b>	Rodney Jessup, Director Infrastructure and Operations
<b>Meeting Date:</b>	17/09/2024
<b>Attachments:</b>	A: Council Report – 14.03.05 21/06/2022 B: IDCO 31 C: IDCO 32

### Executive Summary

Following amendments to the NT Planning Scheme in 2020, Council has had in place Interim Development Control Orders (IDCO) bridging a gap between what is regulated in the Planning Scheme and what Council currently is able to regulate in the absence of by-laws. After a second iteration of the IDCO's they are currently due to expire in November 2024. This report seeks support to request an extension of the IDCO's for another 2 year period whilst Council's by-laws are drafted and further communication is undertaken with Department of Infrastructure, Planning and Logistics.

### Recommendation

THAT Council:

1. receive and note the information provided
2. approve correspondence to be drafted and sent to Department Infrastructure, Planning and Logistics, requesting an extension to the Interim Development Control Orders 30 and 31 for the control of business signs and the regulation of domestic livestock on zoned land within the Litchfield Municipality.

### Background

In 2020 the NT Planning Scheme (NTPS) was amended to remove control of business and promotional signs and the keeping of domestic livestock from the Scheme. Prior to this, these activities were regulated as planning matters, however, the NT Government view these activities as better regulated by local government and the controls were removed from the Planning Scheme.

Transition arrangements were put in place through Interim Development Control Orders (IDCO), which continued the planning controls for two years to allow councils time to develop policies going forward. An IDCO cannot be extended however it can be reinstated after it has lapsed.

A report was brought to Council in June 2022 for resolution to support reinstatement of the IDCO as they were due to lapse in November 2022, Attachment A. Following that request to the Minister, the IDCOs were reinstated for a second iteration.

Council received advice from Parliamentary Counsel earlier this year advising that they were ready to draft the by-laws Council had previously provided drafting instructions for. These by-laws include Signage however do not include the management of Livestock. At this stage, Council will require the IDCO to be reinstated for a third iteration due to the time required to finalise and implement the Council by-laws.

However, Council is not in a position to control livestock or respond to complaints regarding livestock and as such, this has not been included in the drafting instructions for the by-laws.

Given the short timeframe for the expiry of the IDCO's it is suggested that we seek reinstatement of both orders. We can then engage in further discussions with the Department Infrastructure, Planning and Logistics in regard to the control of Livestock over the following two years in the hopes that Council's firm stance will be supported, and an alternative arrangement can be made, whether that is reinstatement into the NTPS or under another regulator.

### **Links with Strategic Plan**

Progress - Continuity of Services and Facilities

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

### **Legislative and Policy Implications**

Planning Act NT 1999

NT Planning Scheme 2020

INF08 Planning and Development

Interim Development Control Orders (NT)

### **Risks**

#### *Financial and Community*

There is no resource or financial implications proposed at this stage in relation to requesting to reinstate the IDCOs for a third iteration.

However, the expiry of both IDCOs carry significant financial and community risks for Council and more time should be sought to determine a long-term response to these issues through by-laws and other means.

### **Community Engagement**

Not applicable.



## COUNCIL REPORT

<b>Agenda Item Number:</b>	14.03.05
<b>Report Title:</b>	Expiry of Interim Development Control Orders 29 and 30
<b>Author:</b>	Diana Leeder
<b>Recommending Officer:</b>	Leon Kruger, General Manager Infrastructure and Operations
<b>Meeting Date:</b>	21/06/2022
<b>Attachments:</b>	A: Interim Development Control Order 29 B: Interim Development Control Order 30 C: Draft letter of response D: S.285 Local Government Act 2019

### Executive Summary

This report provides Councillors with background information on the two Interim Development Control Orders (IDCO) covering advertising signs and domestic livestock that are due to expire on 5 August 2022 and provides a recommendation for Council consideration.

### Recommendation

THAT Council:

1. request the reinstatement of Interim Development Control Order 29 for a further two years after its expiry and;
2. request that a permanent amendment be made to the Northern Territory Planning Scheme to reinstate the control of domestic livestock into the Northern Territory Planning Scheme when Interim Development Control Order 30 lapses in August 2022.

### Background

#### Background

In 2020 the NT Planning Scheme (NTPS) was amended to remove control of business and promotional signs and the keeping of domestic livestock from the Scheme. Prior to this, these activities were regulated as planning matters however, the NT Government views these activities as better regulated by local government and the controls were removed from the Planning Scheme.

Transition arrangements were put in place through IDCO's, which continued the planning controls for two years to allow councils time to develop policies going forward. An IDCO cannot be extended however it can be reinstated after it has lapsed.

The removal of signs and domestic livestock from the NTPS was not supported by Litchfield Council at that time. Council feedback in 2020 to the NT Government on the proposed changes to the NT

Planning Scheme was that the removal of these areas from the NTPS unfairly cost-shifts the burden of regulating these areas to rural and remote Councils such as Litchfield without providing any NT Government financial, administrative, or legislative support.

No councils in the Northern Territory have any by-laws or policies for controlling domestic livestock, and no others appear to see any problems arising from the changes to the NTPS so it is likely that the only council where complaints might arise is Litchfield because of the number of properties within the municipality on which non-commercial horse, cattle and pig activities occur in close proximity to neighbours. As such it is unlikely that raising the matter through TOPROC or LGANT would gain much traction.

### **Planning Controls**

Under the 2007 NTPS, outside the municipalities of Darwin, Palmerston, Alice Springs, Katherine or Tennant Creek, business signs and promotion signs on zoned land were controlled by the NTPS to ensure they were of a size and location that minimises detriment to the amenity of the area. The Planning Scheme controls did not cover Darwin, Palmerston, Alice Springs, Katherine or Tennant Creek as there were council by-laws in place in these places.

Business signs and promotion signs include but are not limited to:

- signs on a wall or façade;
- signs erected on poles or pylons that are not part of a building or other structure;
- illuminated signs; and
- signs attached to and protruding from a building.

Under the 2007 NTPS, control of domestic livestock was limited to regulating the keeping, exercising or training, other than as a commercial enterprise, of any of the following:

- horses or other equine animals;
- ox, buffalo or other bovine animals;
- camels; or
- pigs;

Keeping of such livestock was limited to one per unencumbered hectare within the following planning zones: H, A, PS, RL, R, WM and FD. Control was complaint based.

Goats, sheep, poultry, exotic fowl (peacocks etc) and domestic pets were not covered by the planning controls.

### **Implications - Advertising Signs**

Council has resolved to implement by-laws to control advertising signs and developed drafting instructions to that effect. The regulation of signs on private property will be a significant new burden of administration and resourcing and take time to put in place.

The development of by-laws is a complex and time-consuming process and has been recognised by the NT Government as an area requiring Territory-wide coordination and support. Parliamentary



Counsel facilitates the development of consistent and legally robust local government by-laws across the Territory and Council is dependent on the availability of Parliamentary Counsel to enable this to occur. Council has been advised that drafting of its new by-laws is unlikely to commence before the middle of this year.

In addition to by-laws, any policies or signs code that may also be required, will take time and resources to implement appropriately, including undertaking extensive community consultation.

### **Implications - Domestic Livestock**

Council is not in a position to control domestic livestock and respond to complaints of domestic livestock being kept in zones where this is not permitted or in numbers greater than the allowable ratio. It is hard pressed to manage the control of dogs under its dog management by-laws, at a cost of \$600,000 per annum. Control of domestic livestock by Council at the least would require by-laws determining where and under what conditions domestic livestock could be kept and then additional resources in responding to complaints.

### **Links with Strategic Plan**

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

### **Legislative and Policy Implications**

#### **Expiry of IDCO 29 and IDCO 30**

The two IDCOs 29 and 30 have provided an initial transitional period to allow appropriate preparation time for management of these areas however more time is required before Litchfield Council will have appropriate by-laws for signs control in place.

#### **Domestic Livestock**

Without by-laws Council could respond to complaints arising from the keeping of domestic animals through the use of regulatory orders. This is a time consuming, costly and not particularly effective way of dealing with the issue and could require investment in a large animal pound, appropriate vehicles for transportation and additional staff experienced in handling livestock if a regulatory order to remove livestock had to be enforced and/or community expectations around regulation of domestic livestock increased. The greatest number of complaints is likely to relate to the keeping of pigs as these can create nuisance odour.

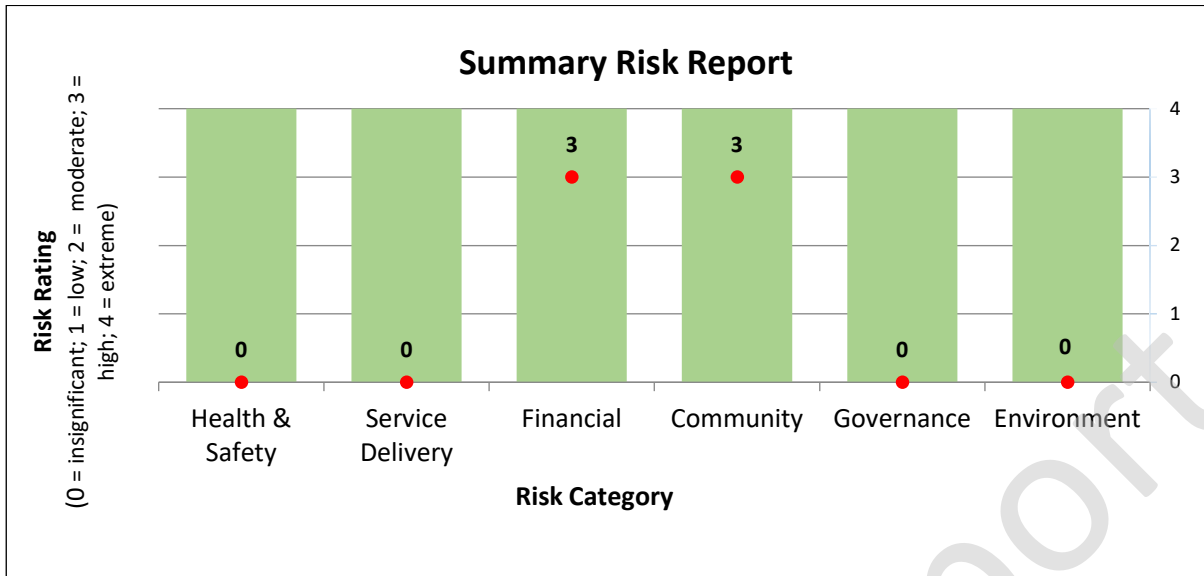
Council's current policy position is that complaints relating to nuisance caused by animals other than dogs, eg. domestic livestock, should be handled by either the Department of Infrastructure, Planning and Logistics as a planning matter, the Northern Territory Environmental Protection Authority (NTEPA) where the complaint relates to noise or odour or the Animal Welfare Unit for animal welfare and cruelty complaints.

The NTEPA's position is that its legislation only states that it 'may' respond to animal nuisance complaints and that its focus is on construction industry and Darwin Harbour complaints so it does not respond to animal nuisance complaints.

#### **NT Local Government Act 2019**

Part 13.2 Regulatory Orders; S. 285 - Animals and activities involving animals.

## Risks



### Financial

The expiry of both IDCO 29 and IDCO 30 carry significant financial and community risks for Council and more time should be sought to determine a long term response to these issues.

### Community

Control of domestic livestock carries risks of higher community expectations than Council can afford to meet as well as the risk of the community feeling Council is adding layers of control to the more relaxed lifestyle the community prefers. Should the NT Government not agree to reinstate control of domestic animals into the NTPS, Council should consider developing a policy on the circumstances under which it would respond to complaints about domestic livestock through the use of a regulatory order. The Local Government Act does not require Council to issue a regulatory order – it states that a council *may make an order*. However, aggrieved residents may believe that as Council has the power to issue such an order that it must do so, unless Council has a clear policy on the allocation of resources to such complaints.

## Community Engagement

Not applicable to this report.

## NORTHERN TERRITORY OF AUSTRALIA

*Planning Act 1999*

## INTERIM DEVELOPMENT CONTROL ORDER (No. 31)

I, Eva Dina Lawler, Minister for Infrastructure, Planning and Logistics, under section 31(1) of the *Planning Act 1999*, having decided that an amendment to the NT Planning Scheme 2020 is to be made in relation to land to which this order applies:

- (a) make, in respect of the land, the interim development control order specified in the Schedule; and
- (b) specify that the order is to remain in force for 24 months from 7 November 2022.

Dated 23<sup>rd</sup> August 2022



Minister for Infrastructure, Planning and Logistics

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**SCHEDULE****INTERIM DEVELOPMENT CONTROL ORDER (NO. 31)**

1. This order is applied to the regulation of **business signs** and **promotion signs** on zoned land in the Northern Territory with exception to land within the municipalities of Alice Springs, Darwin, Palmerston, Katherine and Tennant Creek.
2. **Business** and **promotion signs** are defined in Clause 3 under the former Northern Territory Planning Scheme.
3. The regulation of **business signs** applies to all zoned land in the Northern Territory, and the assessment category is a *permitted use*, subject to compliance with table 1, with exception of the following:

- (a) proposed business signage unable to comply with table 1 parameters;
  - (b) business signage proposed in Zone HT;
  - (c) consent is triggered under an overlay.
- 4. Sub-clauses 3(a) will refer applications to the assessment category *merit assessable*.
- 5. Sub-clauses 3(b) will refer applications to assessment category of *impact assessable*.
- 6. Sub-clauses 3(c) will refer applications to the assessment category of *merit assessable* unless sub-clause 3(b) applies, where the assessment category is *impact assessable*.
- 7. The regulation of **promotion signs** applies to land zoned CV, CL, CB, C, SC, TC, LI, GI, DV, PS, OR, CP, RD, WM, FD and T in the Northern Territory and are to be assessed under the following assessment categories;
  - (a) *permitted uses*
  - (b) *merit assessable*
  - (c) *impact assessable*
  - (d) *prohibited*
- 8. Sub-clauses 7(a) applies to land zoned OR.
- 9. Sub-clause 7(b) applies to land zoned CV, CL, CB, SC, LI, GI, DV, PS, CP, RD, WM, FD and T.
- 10. Sub-clause 7(c) applies to:
  - (a) land subject to sub-clause 7(a) and (b), where the proposed promotion sign/s is/are unable to comply with table 1 parameters; and/or
  - (b) consent is triggered under an overlay.
- 11. Sub-clauses 7(d) applies to all other zones not identified in clause 9 with exception to:
  - (a) if permitted under a specific use zone;
  - (b) if evidence of existing use rights can be established; or
  - (c) a local authority has equivalent local bylaws in place.
- 12. The purpose of this order is to ensure that business signs and promotion signs on zoned land are of a size and location that minimises detriment to the amenity of the area, where a local authority does not have equivalent local bylaws in place.

13. For the purpose of this order, **business signs** and **promotion signs** include but are not limited to:
  - (a) signs on a wall or fascia;
  - (b) signs erected on poles or pylons that are not part of a building or other structure;
  - (c) illuminated signs; and
  - (d) signs attached to and protruding from a building.
14. The total area of the **business signs** or **promotion signs** on a site in a zone specified in Column 1 of table 1 is not to exceed the areas specified opposite in column 2 or if the sign is illuminated, column 3.
15. Illuminated signs are to be no closer than 30m to any residential zone.
16. Signs attached to and protruding from a building are to be at least 2.7m above the ground and are not to extend past the edge of any awning adjacent to a road.

**Table 1 of Part 1**

Column 1	Column 2	Column 3
Zone	Maximum area of signs on a site	Maximum area of illuminated signs on a site
LR, LMR, MR, HR, HT	1m <sup>2</sup>	Prohibited
CL	1.5m <sup>2</sup>	Prohibited
CB, C, SC, TC	The lesser of 25% of any one façade or 20m <sup>2</sup>	3m <sup>2</sup>
LI, GI, DV	The lesser of 25% of any one façade or 30m <sup>2</sup>	5m <sup>2</sup>
PS, OR, CN, CP, CV	5m <sup>2</sup>	Prohibited
RR, RL, RD	1.5m <sup>2</sup>	Prohibited
R, H, A, FD, WM	3m <sup>2</sup>	Prohibited
T	3m <sup>2</sup>	3m <sup>2</sup>

## NORTHERN TERRITORY OF AUSTRALIA

*Planning Act 1999*

## INTERIM DEVELOPMENT CONTROL ORDER (No. 32)

I, Eva Dina Lawler, Minister for Infrastructure, Planning and Logistics, under section 31(1) of the *Planning Act 1999*, having decided that an amendment to the NT Planning Scheme 2020 is to be made in relation to land to which this order applies:

- (a) make, in respect of the land, the interim development control order specified in the Schedule; and
- (b) specify that the order is to remain in force for 24 months from 7 November 2022.

Dated 23<sup>rd</sup> August 2022



Minister for Infrastructure, Planning and Logistics

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**SCHEDULE**

**INTERIM DEVELOPMENT CONTROL ORDER (NO. 32)**

1. This order is applied to the regulation of keeping of animals for the purposes of **domestic livestock** on land zoned H, A, P, RL, R, WM and FD in the Northern Territory and the assessment category is *permitted use*, subject to compliance with sub-clauses 5 to 8 with exception of the following:
  - (a) proposed use is unable to comply with sub-clauses 5 to 8 parameters; and
  - (b) consent is triggered by an overlay.
2. Sub-clauses 1 (a) and (b) will refer applications under the assessment category of *merit assessable*.

3. All zones not identified in sub-clause 1 for the purposes of **domestic livestock** are *prohibited* with exception to:
    - (a) if permitted under a specific use zone;
    - (b) if evidence of existing use rights can be established; or
    - (c) a local government council has equivalent local bylaws in place.
  4. The keeping of animals for the purposes of **domestic livestock** is defined in Clause 3 under the former Northern Territory Planning Scheme.
  5. The purpose of the order is to minimise the adverse environmental and amenity impacts associated with **domestic livestock**, where a local government council does not have equivalent local bylaws in place.
  6. Premises for the keeping of animals for the purposes of **domestic livestock** are to be designed and operated so as not to cause any of the following:
    - (a) create risk of pollution of ground and surface waters;
    - (b) contribute to the erosion of the **site** or other land;
    - (c) cause detriment to the **amenity** of the locality by reason of excessive noise, offensive odours, excessive dust or the attraction of flies, vermin or otherwise; or
    - (d) constitute a risk of the spread of infectious disease or other health risk.
  7. Where the premises are for **domestic livestock** there is to be a minimum site area, unencumbered by any other use, of at least 1ha per animal.
  8. Where climatic conditions permit, the site area described in sub-clause 7 is to be maintained with a ground cover of grass or other pasture species.
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## COUNCIL AGENDA

### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 17 September 2024

#### 14 Other Business

#### 15 Confidential Items

##### 15.01.01 Confirmation of Confidential Minutes

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(d) information subject to an obligation of confidentiality at law, or in equity.

##### 15.01.02 Special Rate – Road Seal Levey Meade Road

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

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

##### 15.01.03 Risk Management and Audit Committee Unconfirmed Confidential Minutes – 29 August 2024

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(d) information subject to an obligation of confidentiality at law, or in equity.



**15.01.04      Review of Service Provision – Local Government Association of the Northern Territory**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(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.

**15.01.05      NT Remuneration Tribunal – Inquiry on Local Government Council and Local Authority Members' Allowances 2024**

This item is considered 'confidential' pursuant to Section 293(1) of the *Local Government Act 2019* and Section 51(1) of the *Local Government (General) Regulations 2021*.

8(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

**16   Close of Meeting**