



# AGENDA

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

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

### TUESDAY 20 May 2025

Meeting to be held commencing 6:00pm  
in Council Chambers at 7 Bees Creek Road, Freds Pass  
<https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89> 2eg/live

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

**Stephen Hoyne**  
**Chief Executive Officer**

#### **COVID-19 Statement of Commitment**

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

- Physical distancing measures
- Health and hygiene principles





## COUNCIL AGENDA

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# COUNCIL AGENDA

## LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 20 May 2025

### 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 18 March 2025, 11 pages; and
- Confidential Council Meeting held Tuesday 18 March 2025, 3 pages.

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

- Business Arising from previous Ordinary Council Meetings.





## COUNCIL AGENDA

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### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 20 May 2025

**7      Petitions**

**8      Deputations and Presentations**

**9      Accepting or Declining Late Items**

**10     Notices of Motion**

**11     Mayor's Report**





## COUNCIL REPORT

Agenda Item Number:	11.01
Report Title:	Mayor's Monthly Report
Author & Recommending Officer:	Doug Barden, Mayor
Meeting Date:	20/05/2025
Attachments:	Nil

### Executive Summary

A summary of the Mayor's attendance at meetings and functions representing Council for the period from 15 April 2025 to 19 May 2025.

### Summary

DATE	EVENT / MEETING
15 April 2025	Community Forum
15 April 2025	Ordinary Council Meeting
16 April 2025	NT Agrifutures Rural Women's Award
25 April 2025	Commemoration of the Palmerston Dawn Service
25 April 2025	Lions Club f Litchfield Anac Day Commemorative Service
30 April 2025	LGANT Symposium Welcome
1 – 2 May 2025	LGANT Symposium
6 May 2025	Strategic Discussion and Briefing Session
9 May 2025	Australian Honours an Awards Investiture Ceremony
9 May 2025	LGANT Recap – Part A – C briefings on Tranche 2 Local Govt. Legislation Amendments
11 May 2025	Lloyd Creek public meeting at HDVG
12 May 2025	10 <sup>th</sup> Annual Darwin Fringe Festival Program Launch
14 May 2025	CEO Performance Review Facilitation Meeting
18 May 2025	Chilli Festival at BSRR

### Recommendation

THAT Council receive and note the mayor's monthly report for the period of 15 April to 19 May 2025.





## COUNCIL AGENDA

### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 20 May 2025

#### 12 Reports from Council Appointed Representatives

##### Meeting

##### Representative

Nil.

#### 13 Officers Reports

##### 13.01 Corporate and Community

13.01.01 Litchfield Council Finance – April 2025

13.01.02 People, Performance and Governance Report – April 2025

13.01.03 Budget Review Two – 2024-2025

13.01.04 Draft COM01 Youth Policy

##### 13.02 Executive and Community Development

13.02.01 Community Services and Development Monthly Report – April 2025

13.02.02 Sponsorship Request Flametree Yoga

13.02.03 Sponsorship Request Taminmin College

##### 13.03 Infrastructure and Operations

13.03.01 Summary Planning and Development Report – April 2025

13.03.02 Application to Permanently Close Road – Northern Section of Kundook Place





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.01
<b>Report Title:</b>	Litchfield Council Finance Report – April 2025
<b>Author &amp; Recommending Officer</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Litchfield Council Finance Report – April 2025

### Executive Summary

This report presents the Litchfield Council Finance Report for 30 April 2025. Budget review one 2024/25 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 2023/24 audited financial statements and Financial Reserves has been updated with budget review one figures 2025.

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 30 April 2025.

### 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**



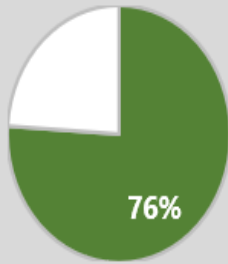
# Finance Report

## April 2025



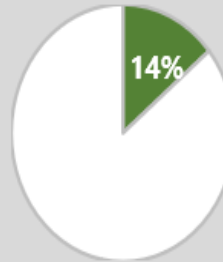
April 2025

## DASHBOARD REPORTING



### Asset Sustainability Ratio

Capital Expenditure  
Actuals \$7.57m  
Municipal Plan Target – 30%



### Rates Outstanding

\$ 2.56m Outstanding  
Municipal Plan Target – <18%  
(Less than 3.30Mn)



### Current Cash Investments

**\$ 24.84m**

**3 of 19**

Budgeted Capital Programs  
2024/25

**12 of 22**

Carry Forward Programs  
2023/24

**\$13.1m**

Budgeted Cash Reserves  
Budget Review One 2025

**\$ 23.38m**

### OPERATIONAL REVENUE

\$22.53m Budget – 103.77% Target  
Achieved

**\$0.85m**

### CAPITAL REVENUE

\$ 9.51m Budget- 8.41% Achieved

**\$ 22.34m**

### OPERATIONAL EXPENSES

\$27.41m Budget – 81.50% Spent

**\$ 7.57m**

### CAPITAL EXPENSES

\$ 16.24m Budget- 46.61% Spent

**\$ 1.04m**

### OPERATING SURPLUS

Budget (\$ 4.88m)

**\$ 6.72m**

### CAPITAL DEFICIET

Budget (\$ 6.73m)

### RATIOS

**76%**

Asset Sustainability  
Target 30% and more

Achieved

**14%**

Rates Outstanding  
Target less than 18%

Achieved

**73%**

Own Source Revenue Ratio  
Target 60% and more

Achieved

**7.3**

Current Ratio  
Target 1 and more

Achieved

**0**

Debt Service Ratio  
Target less than 1

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 \$	Budget Review 1 \$
<b>OPERATING INCOME</b>				
Rates	15,240,746.01	15,516,982.00	276,235.99	15,516,982.00
Charges	157,617.45	145,833.33	(11,784.12)	175,000.00
Fees and Charges	1,809,090.42	1,691,621.67	(117,468.75)	2,029,946.00
Operating Grants and Subsidies	4,467,477.82	3,295,726.67	(1,171,751.15)	3,954,872.00
Interest / Investment Income	1,447,984.61	1,016,666.67	(431,317.94)	1,220,000.00
Other Income	257,745.32	116,666.67	(141,078.65)	140,000.00
<b>TOTAL OPERATING INCOME</b>	<b>23,380,661.63</b>	<b>21,783,497.00</b>	<b>(1,597,164.63)</b>	<b>23,036,800.00</b>
<b>OPERATING EXPENDITURE</b>				
Employee Expenses	5,907,313.12	6,347,815.00	440,501.88	7,617,378.00
Materials and Contracts	7,368,896.89	9,989,928.33	2,621,031.44	11,987,914.00
Elected Member Allowances	224,061.29	287,333.33	63,272.04	344,800.00
Elected Member Expenses	47,024.68	44,255.00	(2,769.68)	53,106.00
Council Committee & LA Allowances	4,315.00	8,333.33	4,018.33	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	4,929.44	-	(4,929.44)	-
Accumulated Depreciation	8,288,333.33	8,288,333.33	-	9,946,000.00
Interest Expenses	-	-	-	-
Other Expenses	497,505.18	525,337.50	27,832.32	630,405.00
<b>TOTAL OPERATING EXPENDITURE</b>	<b>22,342,378.93</b>	<b>25,491,335.83</b>	<b>3,148,956.90</b>	<b>30,589,603.00</b>
<b>OPERATING SURPLUS / DEFICIT</b>	<b>1,038,282.70</b>	<b>(3,707,838.83)</b>	<b>(4,746,121.53)</b>	<b>(7,552,803.00)</b>

**Table 1.2 Monthly Operating Position**

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Budget Review 1 \$
<b>BUDGETED OPERATING SURPLUS / DEFICIT</b>	<b>1,038,282.70</b>	<b>(3,707,838.83)</b>	<b>(4,746,121.53)</b>	<b>(7,552,803.00)</b>
<b>Remove NON-CASH ITEMS</b>				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	8,293,262.77	8,288,333.33	(4,929.44)	9,946,000.00
<b>TOTAL NON-CASH ITEMS</b>	<b>8,293,262.77</b>	<b>8,288,333.33</b>	<b>(4,929.44)</b>	<b>9,946,000.00</b>
<b>Less ADDITIONAL OUTFLOWS</b>				
Capital Expenditure	(7,574,853.96)	(22,479,095.00)	(14,904,241.04)	(26,974,914.00)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(1,994,330.83)	(1,994,330.83)	(2,393,197.00)
Other Outflows	-	-	-	-
<b>TOTAL ADDITIONAL OUTFLOWS</b>	<b>(7,574,853.96)</b>	<b>(24,473,425.83)</b>	<b>(16,898,571.87)</b>	<b>(29,368,111.00)</b>
<b>Add ADDITIONAL INFLOWS</b>				
Capital Grants Income	506,302.41	1,083,333.33	577,030.92	1,300,000.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	271,145.80	-	(271,145.80)	-
Road Seal Levy	62,166.00	224,939.17	162,773.17	269,927.00
Transfers from Reserves	-	21,170,822.50	21,170,822.50	25,404,987.00
<b>TOTAL ADDITIONAL INFLOWS</b>	<b>839,614.21</b>	<b>22,479,095.00</b>	<b>21,639,480.79</b>	<b>26,974,914.00</b>
<b>NET OPERATING POSITION</b>	<b>2,596,305.72</b>		<b>(10,142.05)</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.

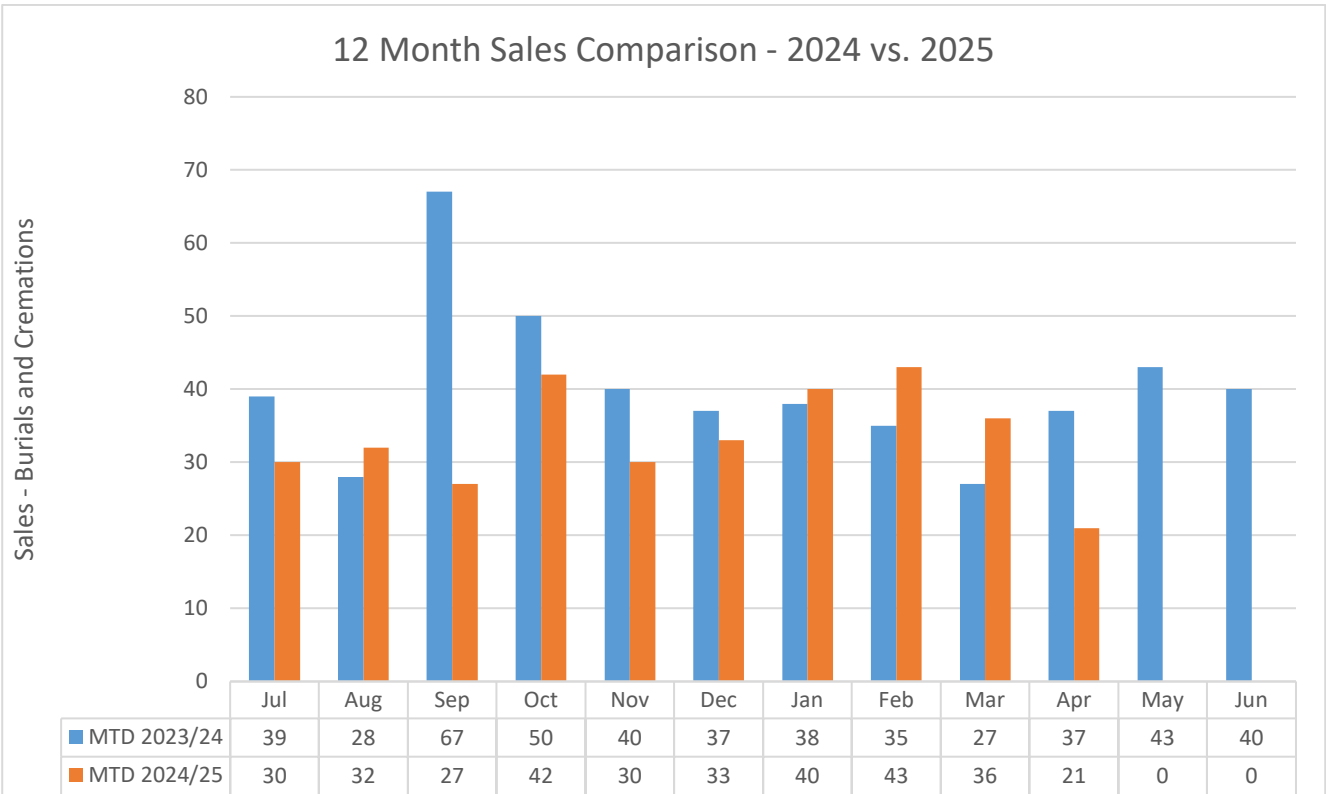
	2024/25 YTD Actuals	2024/25 Budget	% of Budget
<b>REVENUE</b>	<b>\$</b>	<b>\$</b>	
Council Leadership	15,316.50	-	0.00%
Corporate	166,835.84	-	0.00%
Information Services	-	-	0.00%
Finance & Customer Service	13,963,853.62	13,543,937.00	103.10%
Infrastructure & Assets	3,541,570.26	3,184,251.00	111.22%
Waste Management	3,659,896.97	3,635,077.00	100.68%
Community	49,059.64	129,885.00	37.77%
Community - Library	307,643.16	308,722.00	99.65%
Mobile Workforce	-	-	0.00%
Regulatory Services	160,886.32	175,000.00	91.94%
Thorak Cemetery	1,515,599.32	1,520,092.00	99.70%
<b>TOTAL REVENUE</b>	<b>23,380,661.63</b>	<b>22,496,964.00</b>	<b>103.93%</b>
<b>EXPENSES</b>			
Council Leadership	762,459.80	1,302,532.00	58.54%
Corporate	585,234.25	881,934.00	66.36%
Information Services	544,635.74	669,334.00	81.37%
Finance & Customer Service	1,562,766.24	1,768,831.00	88.35%
Infrastructure & Assets	2,908,073.54	3,963,611.00	73.37%
Waste Management	3,070,952.83	6,380,152.00	48.13%
Community	1,735,676.93	2,036,014.00	85.25%
Community - Library	382,887.67	445,043.00	86.03%
Mobile Workforce	1,019,088.58	1,338,832.00	76.12%
Regulatory Services	489,620.17	687,005.00	71.27%
Thorak Cemetery	992,649.85	1,182,315.00	83.96%
<b>TOTAL EXPENSES</b>	<b>14,054,045.60</b>	<b>20,655,603.00</b>	<b>68.04%</b>
<b>OPERATING RESULT</b>	<b>9,326,616.03</b>	<b>1,841,361.00</b>	<b>506.51%</b>



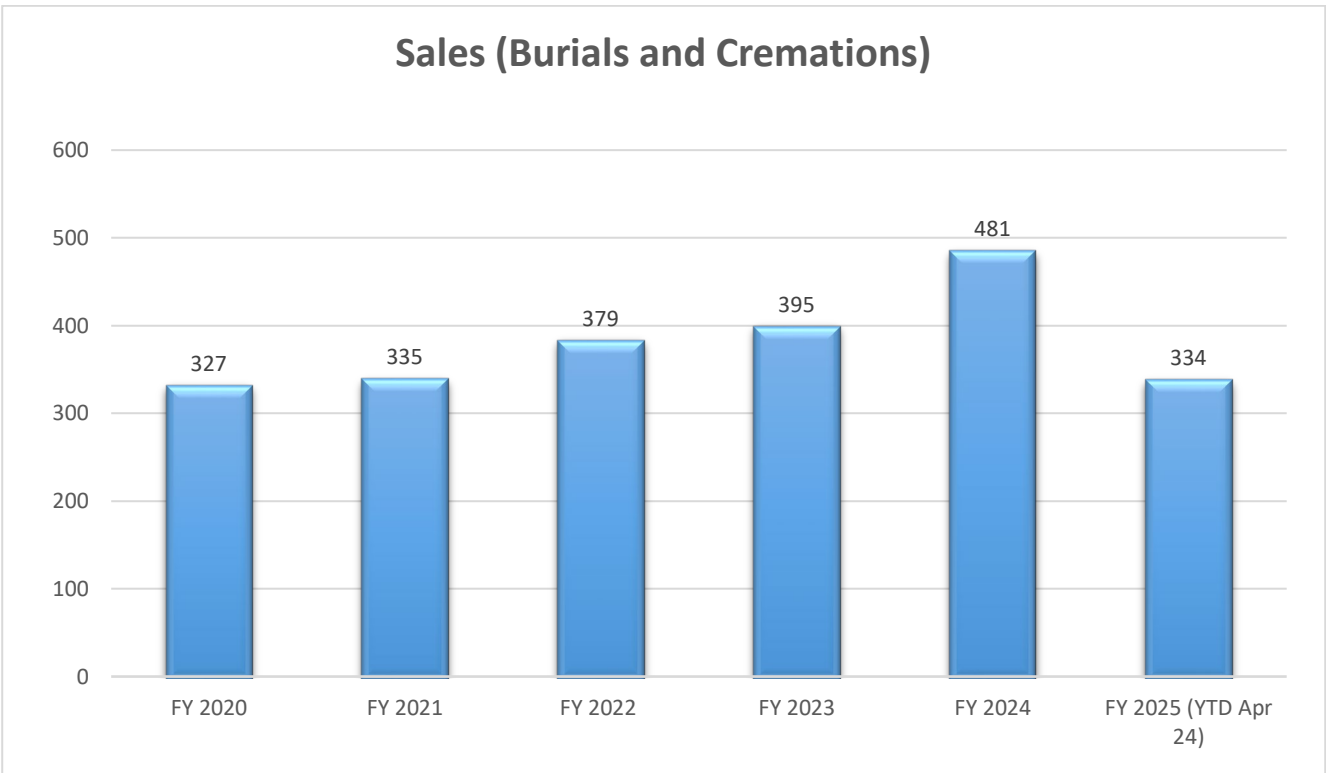
Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 334 Interments and cremations, a decrease of 64 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 375.17.



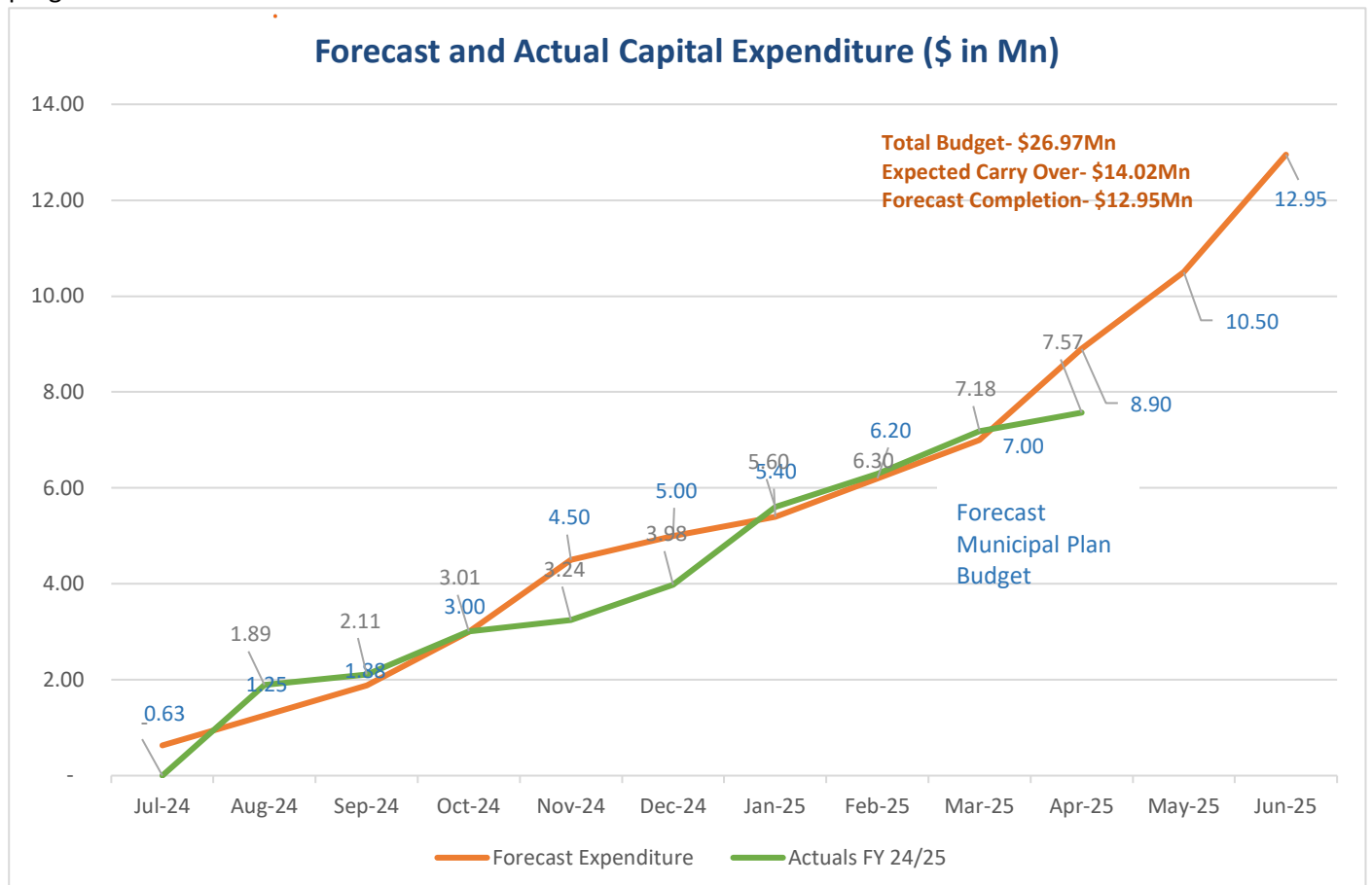


CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	Budget Review 1 \$
Land and Buildings	36,973.67	591,666.67	554,693.00	710,000.00
Infrastructure (including roads, footpaths, park furniture)	7,251,740.74	21,108,261.67	13,856,520.93	25,329,914.00
Plant and Machinery	-	-	-	-
Fleet	286,139.55	779,166.67	493,027.12	935,000.00
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>7,574,853.96</b>	<b>22,479,095.00</b>	<b>14,904,241.04</b>	<b>26,974,914.00</b>
<b>TOTAL CAPITAL EXPENDITURE FUNDED BY:</b>				
Operating Income (amount allocated to fund capital items)	271,145.80	4,218,833.33	3,947,687.53	5,062,600.00
Capital Grants	506,302.41	3,483,375.00	2,977,072.59	4,180,050.00
Transfers from Cash Reserves	-	14,551,947.50	14,551,947.50	17,462,337.00
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-	-	-
Special Road Seal Levy	62,166.00	224,939.17	162,773.17	269,927.00
<b>TOTAL CAPITAL EXPENDITURE</b>	<b>839,614.21</b>	<b>22,479,095.00</b>	<b>21,639,480.79</b>	<b>26,974,914.00</b>
<b>FUNDING</b>				

## 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.





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

2024/25 CAPITAL PROJECTS												
	Asset Type	Municipal Plan Program	FY 2024/25 Year to Date Actuals	Total Actuals \$	Budget (inc. BR1)	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
1	Roads	Road Seal Renewal	-	-	1,125,000.00	1,125,000.00	0.00%	Sep 25	Yes	Yes	Project Delivery	Tender Awarded and contractor commencing works in May.
2	Roads	Pavement Renewals – Thorngate Road, Whitewood Road	-	-	1,000,000.00	1,000,000.00	0.00%	Sep 25	Yes		Project Planning	Resolution in March OCM. Project to be updated in BR2.
3	Roads	Pavement Renewals – Heavy patches - various	132,510.84	132,510.84	300,000.00	167,489.16	44.17%	Sep 25	Yes	Yes	Project Delivery	Various Heavy Patches already completed. Further works are programmed.
4	Roads	Gravel surface Renewal	339,610.46	339,640.46	322,000.00	-17,610.46	105.47%	Sep 25			Complete	Completed
5	Roads	Unsealed to Sealed Road – Brougham Road			1,000,000.00	1,000,000.00	0.00%	Sep 25			Project Planning	Project cancelled March OCM
6	Roads	Road Safety Upgrades – Shoulder widening	71,244.46	71,244.46	300,000.00	228,755.54	23.75%	Sep 25	Yes	Yes	Project Planning	RFQ released
7	Roads	Road Safety Upgrades – Intersection Streetlighting	101,036.36	101,036.36	380,000.00	278,963.64	26.59%	Sep 25	Yes	Yes	Project Delivery	Installation works is nearing completion.
8	Roads	Road Safety Upgrades - (other) – Challoner Circuit	53,994.03	53,994.03	380,000.00	278,963.64	14.21%	Sep 25	Yes	Yes	Project Delivery	Project has commenced. Project budget to be updated at BR2
9	Roads	Road Safety – Intersection upgrades- Pioneer Anglessey	72,700.91	72,700.91	505,129.42	432,428.51	14.39%	Sep 25	Yes	Yes	Project Planning	Design at 90% review.
10	Drainage	Drainage Renewal	127,208.91	127,208.91	200,000.00	72,791.09	63.60%	Sep 25	Yes	Yes	Project Delivery	Works commenced on Riverside
11	Drainage	Drainage Upgrade - Floodways	28,960.00	28,960.00	30,000.00	1,040.00	96.53%	Sep 25	Yes	Yes	Project Planning	Digital flood sign has now been delivered. Awaiting installation
12	Buildings	Council Administration Building – Replace AC unit and Chambers Kitchen	63,974.00	63,974.00	95,000.00	31,026.00	67.34%	Sep 25	Yes	Yes	Project Delivery	AC works completed. Kitchen project has been awarded



	Asset Type	Municipal Plan Program	FY 2024/25 Year to Date Actuals	Total Actuals \$	Budget (Inc. BR1)	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
13	Thorak	Thorak Asset Renewal	198,446.69	198,446.69	530,000.00	331,553.31	37.44%	Jun 25	Yes	Yes	Project Planning	Project awarded and site earthworks are completed.
14	Waste	Waste Asset Renewal – Compactor Replacement	-	-	400,000.00	400,000.00	0.00%	Sep 25	Yes	Yes	Project Planning	Tender award in OCM Confidential reports
15	Reserves	Freds Pass Reserve	45,532.91	45,532.91	300,000.00	254,467.09	15.18%	Sep 25	Yes	Yes	Project Planning	Water tank project RFQ out to market. Septic System RFQ being documented.
16	Reserves	Howard Park Reserve – BMX track softfall	9,440.00	9,440.00	80,000.00	70,560.00	11.80%	Sep 25	Yes	Yes	Project Planning	Refer to community report.
17	Reserves	Berry Springs Reserve - Painting	86,047.36	86,047.36	95,000.00	8,952.64	90.58%	Dec 24	Yes	Yes	Completed	Painting work is completed.
18	Reserves	Gregg Park - Irrigation	-	-	20,000.00	20,000.00	0.00%	Sep 25	Yes	Yes	Complete	Processing invoices
19	Fleet	Council Vehicle Replacement	310,899.42	310,899.42	535,000.00	224,100.58	58.11%	Sep 25	Yes	Yes	Project Delivery	Awaiting tractor. Expected delivery Sep 25..
20		Consultation-Forward Design	375,203.41	375,203.41	300,000.00	-75,203.41	125.05%	Jun 25	Yes	Yes	Project Delivery	Future designs for proposed grant funding applications in progressing.
21	Reserve	Freds pass Upgrade	108,851.40	108,851.40	10,000,000.00	9,891,148.60	1.10%	June 26	Yes	Yes	Project Delivery	Tender Award for AFL Lighting in OCM Confidential reports
22	Roads	Blackspot-Girraween Road	-	-	300,000.00	300,000.00	0.00%	Sep-25	Yes	Yes	Project Planning	Project works commencing.
			<b>2,247,018.00</b>	<b>2,247,018.00</b>	<b>18,197,129.42</b>	<b>15,950,111.42</b>						



## Carried Forward Capital Projects

CARRY FORWARD PROJECTS												
	Class of Assets	Municipal Plan Program	FY 24/25 YTD Actuals \$	Total Actuals \$	Total Approved Budget – Rollover \$	Total yet To Spend \$	Budget Spent %	Schedule d Completion Date	On Time	On Budget	Project Stage	Status Update
1	Roads	Road Seal Renewal 2023/24	991,040.14	991,040.14	1,000,000.00	8,959.86	99.10%	Jan 25			Complete	Completed
2	Roads	Pavement Renewal – Thorngate	-	-	553,980.00	553,980.00	0.00%	Oct-25	Yes		Project Planning	Project altered and budget to be adjusted in BR2.
3	Roads	Gravel Road Sealing – Meade Rd	1,039,441.58	1,039,441.58	1,075,000.00	35,558.42	96.69%	Dec-24			Complete	Complete
4	Roads	Gravel Road Sealing – Brougham Rd	-	-	938,000.00	938,000.00	0.00%	Oct-25				Project cancelled March OCM
5	Roads	Road Safety Upgrades – Shoulder widening - Mckinlay Road	89,319.27	89,319.27	100,000.00	10,680.73	89.32%	Aug-24			Complete	Complete
6	Roads	Road Safety Upgrades – Shoulder widening - Hopewell Road	125,298.18	125,298.18	114,000.00	-11,298.18	109.91%	Aug-24			Complete	Complete
7	Roads	Road Safety – Intersection upgrades- Street lighting- McMinns Drive	37,214.91	37,214.91	215,893.50	178,678.59	17.24%	Mar-25		Yes	Project Delivery	Pole installations complete. Awaiting energizing.
8	Roads	Road Safety – Intersection upgrades- Street lighting- Rogers Road	7,385.00	7,385.00	120,000.00	112,615.00	6.15%	Mar-25		Yes	Project Delivery	Pole installations complete. Awaiting energizing.
9	Roads	Road Safety Upgrades – street lighting upgrades to Tele cell and LED	73,819.00	73,819.00	123,010.00	49,191.00	60.01%	Jun-25	Yes	Yes	Project Delivery	New base stations have been delivered and contractor engaged to install.
10	Drainage	Drainage renewals – Horne Road	-	-	200,000.00	200,000.00	0.00%	Oct-25		Yes	Project Delivery	Design complete RFQ developed for release. Likely postpone due to wet season
11	Drainage	Drainage upgrade – various floodway's	216,994.68	216,994.68	278,472.00	61,477.32	77.92%	Jun 25	Yes	Yes	Project Delivery	Parkin Road cross road culvert works awarded
12	Buildings	Thorak Cemetery - Asset Renewal	18,712.52	18,712.52	17,709.46	-1,003.06	105.66%	Dec-24			Complete	Completed
13	Roads	Road Seal Renewal - LRCI	912,752.18	912,752.18	971,331.00	58,578.82	94.01%	Jan 25			Complete	Completed



CARRY FORWARD PROJECTS												
	Class of Assets	Municipal Plan Program	FY 24/25 YTD Actuals \$	Total Actuals \$	Total Approved Budget – Rollover \$	Total yet To Spend \$	Budget Spent %	Schedule d Completion Date	On Time	On Budget	Project Stage	Status Update
14	Roads	Shared Path Upgrade - LRCI Phase 4	-	-	681,009.50	681,009.50	0.00%	Dec 25	Yes	Yes	Project Planning	Tender has closed. Expected award in June.
15	Buildings	WIFI & CCTV upgrades- Litchfield Office	36,973.67	36,973.67	100,000.00	63,026.33	36.97%	Jun 25			Complete	Project Complete
16	Reserves	Mira Square – BBQ shelter	60,103.50	60,103.50	60,000.00	-103.50	100.17%	Feb 25			Complete	Project Complete
17	Reserves	Humpty Doo Village Green – Shade Sail, fencing, murals	31,893.64	31,893.64	45,000.00	13,106.36	70.87%	Jun 25			Complete	Project Complete
18	Reserves	Knuckey Lagoon Recreation Reserve	-	-	50,000.00	50,000.00	0.00%	Jun 25	Yes	Yes	Project Planning	Project RFQ released
19	Reserves	Howard Park Reserve	-	-	0,000.00	0,000.00	0.00%	Sep-24			Cancelled	Cancelled as per Oct OCM Resolution
20	Roads	Road Seal Renewal 2022/23	459,301.41	459,301.41	510,140.00	50,838.59	90.03%	Nov-24			Complete	Works Completed
21	Roads	Pavement Renewal Spencely Road	101,006.95	101,006.95	467,659.93	366,652.98	21.60%	Nov-24			Complete	Processing final invoices
22	Roads	Gravel Road Sealing- Guys Creek Road	1,246,936.17	1,246,936.17	1,156,579.54	-90,356.63	107.81%	Oct-24			Complete	Carryover amount to be reviewed in BR2
			5,327,835.96	5,327,835.96	8,777,784.93	3,449,948.97						
			7,574,853.96	7,574,853.96	26,974,914.35	19,400,060.39						

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 audited financial statements.

BALANCE SHEET AS AT 30 APR 2025	YTD Actuals \$	Note Reference*
<b>ASSETS</b>		
Cash at Bank		(1)
Tied Funds	24,836,867.89	
Untied Funds	5,778,774.82	
Accounts Receivable		
Trade Debtors	93,079.31	(2)
Rates & Charges Debtors	2,259,440.47	
Other Current Assets	450,767.81	
<b>TOTAL CURRENT ASSETS</b>	<b>33,418,930.30</b>	
Non-Current Financial Assets	8,544,230.26	
Property, Plant and Equipment	435,736,236.67	
<b>TOTAL NON-CURRENT ASSETS</b>	<b>444,280,466.93</b>	
<b>TOTAL ASSETS</b>	<b>477,699,397.23</b>	
<b>LIABILITIES</b>		
Accounts Payable	1,900,423.42	(3)
ATO & Payroll Liabilities	(116.37)	(4)
Current Provisions	672,200.00	
Accruals	1,970,458.39	
Other Current Liabilities	16,977.43	
<b>TOTAL CURRENT LIABILITIES</b>	<b>4,559,942.87</b>	
<b>Non-Current Liabilities</b>		
Non-Current Provisions	232,770.78	
Other Non-Current Liabilities	-	
<b>TOTAL NON-CURRENT LIABILITIES</b>	<b>232,770.78</b>	
<b>TOTAL LIABILITIES</b>	<b>4,792,713.65</b>	
<b>NET ASSETS</b>	<b>472,906,683.58</b>	
<b>EQUITY</b>		
Asset Revaluation reserve	417,942,457.46	
Reserves	27,296,226.98	
Accumulated Surplus	27,667,999.14	
<b>TOTAL EQUITY</b>	<b>472,906,683.58</b>	



## 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)	24/09/2024	1,000,000.00	4.85%	3/06/2025	252	4,500,000.00	18.12%	33,484.93
	14/11/2024	1,000,000.00	5.10%	26/06/2025	224			31,298.63
	26/11/2024	1,000,000.00	5.05%	8/07/2025	224			30,991.78
	8/04/2025	1,500,000.00	4.60%	14/10/2025	189			35,728.77
Commonwealth (S&P A1+)	11/09/2024	2,000,000.00	4.71%	27/05/2025	258	5,336,867.89	21.49%	66,585.21
	24/09/2024	1,000,000.00	4.73%	10/06/2025	359			46,522.47
	8/10/2024	1,000,000.00	4.71%	17/06/2025	252			32,518.36
	8/10/2024	336,867.89	4.71%	17/06/2025	252			10,954.39
	25/02/2025	1,000,000.00	4.60%	2/09/2025	189			23,819.18
Defence Bank (S&P A2)	23/10/2024	1,000,000.00	4.80%	24/06/2025	245	4,000,000.00	16.11%	32,219.18
	14/11/2024	1,000,000.00	5.05%	26/06/2025	224			30,991.78
	26/11/2024	2,000,000.00	5.05%	22/07/2025	238			65,857.53
NAB (S&P A1+)	11/09/2024	1,000,000.00	5.00%	27/05/2025	258	7,500,000.00	30.20%	35,342.47
	8/10/2024	1,500,000.00	5.00%	17/06/2025	252			51,780.82
	26/11/2024	1,000,000.00	5.10%	22/07/2025	238			33,254.79
	11/03/2025	1,000,000.00	4.70%	16/09/2025	190			24,465.75
	25/03/2025	2,000,000.00	4.75%	30/09/2025	189			49,191.78
	9/04/2025	1,000,000.00	4.60%	28/10/2025	203			25,361.11
Westpac	10/12/2024	1,500,000.00	5.03%	5/08/2025	252	3,500,000.00	14.09%	52,091.51
	11/02/2025	1,000,000.00	4.86%	19/08/2025	189			25,165.48
	11/03/2025	1,000,000.00	4.78%	16/09/2025	189			24,751.23
<b>TOTAL INVESTMENTS</b>		<b>24,836,867.89</b>				<b>24,836,867.89</b>	<b>100%</b>	<b>762,377.15</b>

% of Total Investment Portfolio	A1 & A1+ (max 100% )	69.80%	A2 (max 60%)	30.20%	100%
Total Investments/ Tied Funds	\$ 24,836,867.89		Total Year to date Investments Earnings		\$1,175,323.14 <sup>2</sup>
General Bank Funds	\$ 5,776,967.22				
Council Till and Petty Cash float	\$ 1,275.00				
Total Untied Funds	\$ 5,778,242.22				
Total all funds	\$ 30,615,110.11				

<sup>2</sup> Due to Accrued Interest posted for month of April 2025

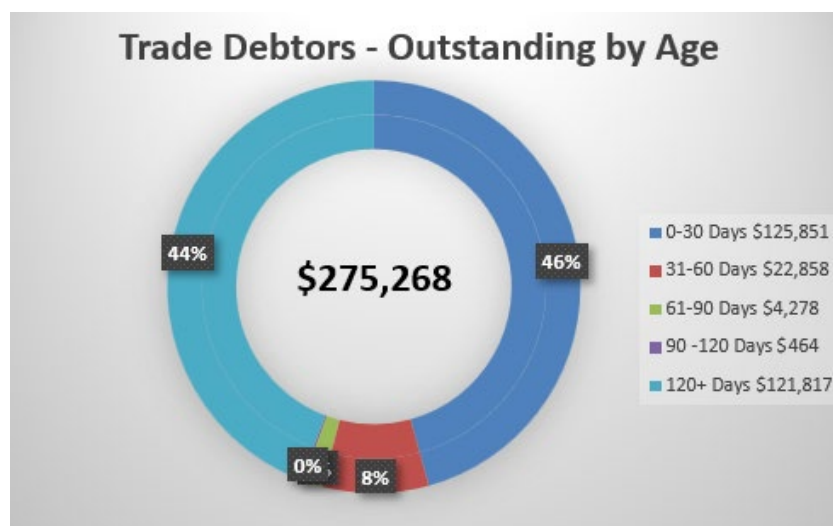


## Note 2: Statement of Trade Debtors

Total Debtors as of 30 April 2025 is \$275,268; \$121,817 to invoices outstanding over 90 days. \$65,603 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 Sixty (260) infringements outstanding with a total balance of \$68,167.96 a decrease of \$2,714.71 from March. Three (03) Issued, One (01) Reminder notices produced, Two Hundred and Fifty Five (255) are with the Fines Recovery Unit (FRU) and One (01) On Hold.

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	-	-	(500.00)	(200.00)	51,979.37	<b>51,279.37</b>
Cemetery	-	18,500.50	3,232.54	325.00	4,179.46	<b>26,237.50</b>
Waste	-	356.97	-	-	55.38	<b>412.35</b>
Recreation Reserves	-	3,035.52	170.14	114.44	-	<b>3,320.10</b>
Planning	-	-	-	-	-	<b>-</b>
GST Receivable	125,851.00	-	-	-	-	<b>125,851.00</b>
Infringements	-	965.00	1,375.00	225.00	65,602.96	<b>68,167.96</b>
<b>Total</b>	<b>125,851.00</b>	<b>22,857.99</b>	<b>4,277.68</b>	<b>464.44</b>	<b>121,817.17</b>	<b>275,268.28</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	433,726.66	-	-	-	-	<b>433,726.66</b>
Cemetery	2,849.96	-	-	-	-	<b>2,849.96</b>
<b>Total</b>	<b>436,576.62</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>436,576.62</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)	-	-	-	-	-	<b>-</b>
Payroll	-	-	-	-	-	<b>-</b>
<b>Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>



## Financial Reserves

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

	2023/24 Actuals \$	2024/25 Net Movement \$	2024/25 Budget Review 1 \$
<b>Externally Restricted</b>			
Developer Contribution Reserve	1,008,353.00	-	1,008,353.00
Unexpended Grants / Contributions	-	-	-
Unexpended Capital Works	5,777,735.00	(5,777,735.00)	-
<b>Total Externally Restricted Reserves</b>	<b>6,786,088.00</b>	<b>(5,777,735.00)</b>	<b>1,008,353.00</b>
<b>Internally Restricted Reserves</b>			
Asset Reserve	9,200,659.00	(3,772,071.00)	5,428,588.00
Waste Management Reserve	6,068,257.00	(3,165,193.00)	2,903,064.00
Thorak Regional Cemetery Reserve	2,756,842.00	(170,536.00)	2,586,306.00
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 Reserve	224,777.00	(24,000.00)	200,777.00
<b>Total Internally Restricted Reserves</b>	<b>19,250,535.00</b>	<b>-7,131,800.00</b>	<b>12,118,735.00</b>
<b>TOTAL RESERVES</b>	<b>26,036,623.00</b>	<b>(12,909,535.00)</b>	<b>13,127,088.00</b>



## Outstanding Rates

### Prior Years Rates Outstanding<sup>3</sup>

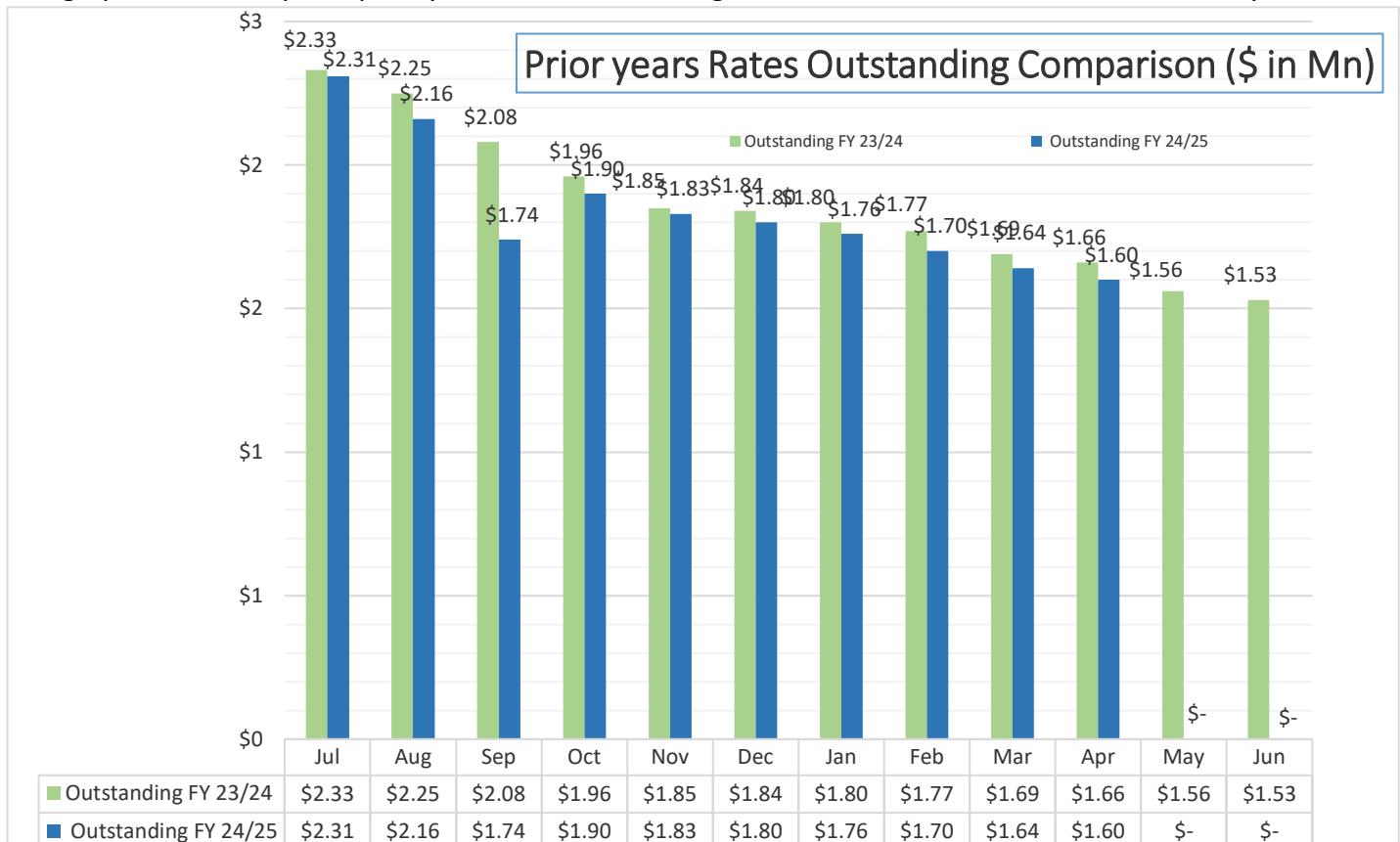
The below table illustrates the split of prior year outstanding rates, currently at \$1.60 million.

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 (March 2025) (\$)	Current Month (April 2025) (\$)
CANCELLED ASSESSMENT		63,747.19	64,256.00
COMMERCIAL	162,616.16	28,201.96	14,535.56
GAS PLANT	-	2.71	2.71
MINING	251,049.24	138,850.57	140,211.09
HORTICULTURE AGRICULTURE	41,427.11	35,153.23	31,175.23
NON-RATEABLE GENERAL	20,028.76	21,087.99	21,201.12
NON-RATEABLE WASTE	43,388.18	42,244.52	41,851.73
PASTORAL	-	-	-
RURAL RESIDENTIAL	1,998,920.23	1,142,459.76	1,125,737.62
URBAN RESIDENTIAL	164,433.35	167,049.88	163,769.22
<b>TOTAL</b>	<b>2,681,863.03</b>	<b>1,638,797.81</b>	<b>1,602,740.28</b>
<b>Arrears LESS Legal</b>	<b>2,571,270.04</b>	<b>1,521,284.91</b>	<b>1,486,196.55</b>

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



<sup>3</sup> Includes prior years outstanding rates (FY 2024 and prior)



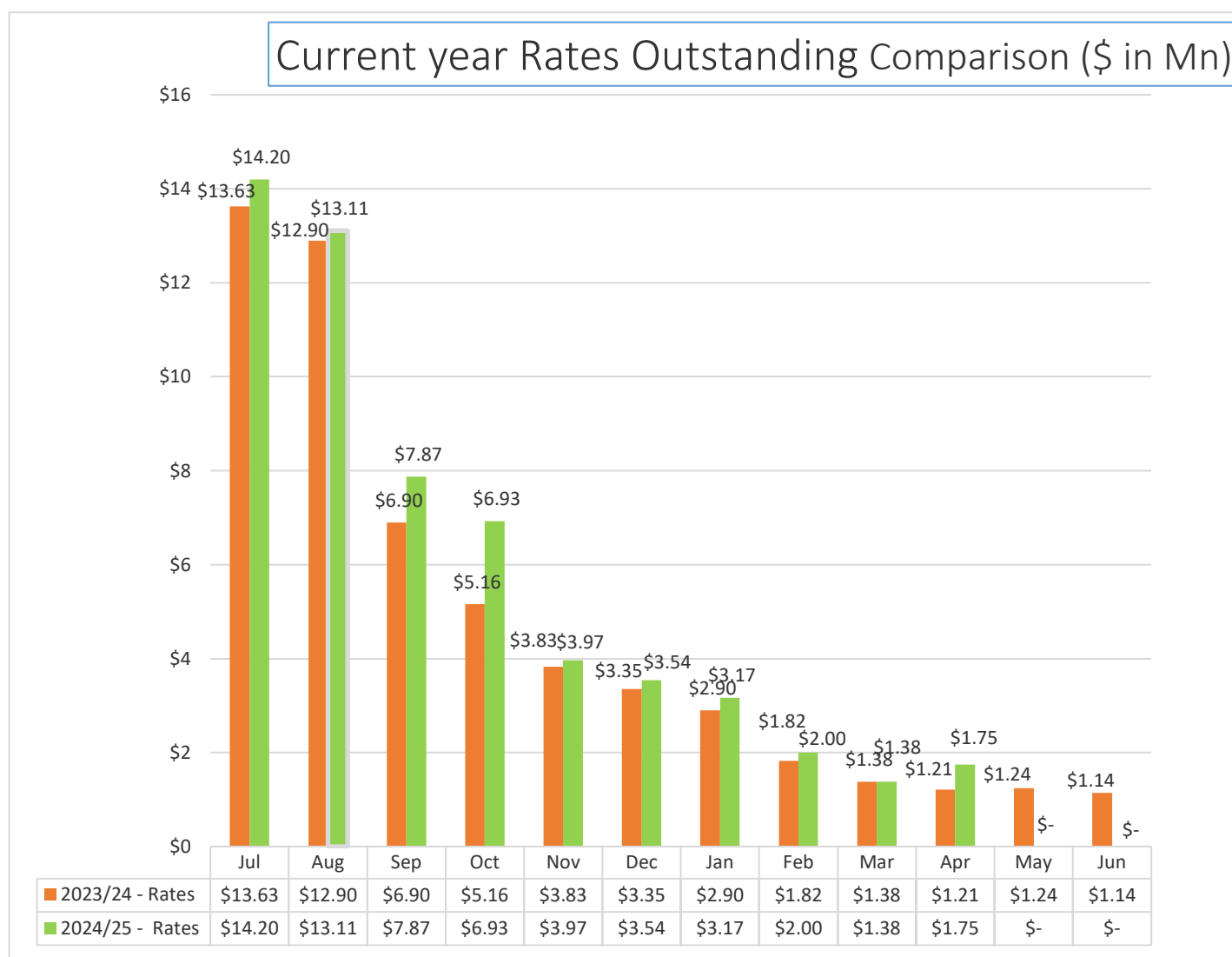
## Current Year Rates<sup>4</sup>

The below table illustrates the split of current year outstanding rates. Current year rates levied total \$13.11m and the third instalment was due on 28 February 2025.

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

	Previous Month (March 2025) (\$)	Current Month (April 2025) (\$)	Variance (\$)	Due Dates
Instalment 1	297,455.89	245,382.34	52,073.55	30-Sep-24
Instalment 2	453,619.53	398,739.05	54,880.48	30-Nov-24
Instalment 3	630,329.95	531,375.53	98,954.42	28-Feb-25
<b>TOTAL</b>	<b>1,381,405.37</b>	<b>1,175,496.92</b>	<b>205,908.45</b>	

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



<sup>4</sup> Includes current year outstanding rates (FY 2025)



## Accounts Payable Report

Cheque No.	Payee	Description	Amount
1642.114-01	NATIONAL AUSTRALIA BANK LTD (NAB)	Term Deposit - Maturity Date 28 October 2025	\$1,000,000.00
1640.1000-01	LAVERCOMBE GRADER SERVICES	RWF11- RFT23-365 -Sealed Road Shoulder- Various Locations Litchfield Council Municipality	\$312,696.00
1640.60-01	FREDS PASS SPORT & RECREATION	4th Quarter Operational and R & M Payments	\$247,168.35
1645.1899-01	DEC INSTALLATIONS NT PTY LTD	RFT24-474 Intersection Street Lighting Upgrades - - Various Locations Litchfield Council Municipality	\$221,490.01
1644.1000-01	LAVERCOMBE GRADER SERVICES	RFQ24-479 Shoulder Reconstruction / Widening - Various Locations Litchfield Council Municipality	\$64,837.15
1648.3004-01	MAXCON (NT) PTY LTD	RFQ24-479 Shoulder Reconstruction / Widening - Various Locations Litchfield Council Municipality	\$61,891.28
1640.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 20 (24/25) - Cycle1 WE 13 April 2025	\$55,220.58
1646.87-01	TOP END LINEMARKERS PTY LTD	RFT23-414 Remarking after Reseals - Various Locations Litchfield Council Municipality	\$53,949.60
1646.874-01	VTG WASTE & RECYCLING	Mar 2025 - Transport General Waste and Oil, from HD, BS and HS Waste Stations, Australia Day Event & Jakirra Estate to Shoal Bay Receiving Station	\$52,377.70
1646.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 21 (24/25) - Cycle1 WE 13 April 2025	\$51,860.58
1640.2845-01	ART OUT - DCA RURAL	4th Quarter Operational and R & M Payments	\$36,628.90
1640.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation - Py 20 2025-13 April 2025	\$30,583.18
1646.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation - Py 21 2025-30 March 2025	\$29,678.69
1648.2092-01	GOLD MEDAL SERVICES	Septic Tank Pumping and Provide Hydraulic Design for Litchfield Football Club Lighting	\$27,582.50
1648.2869-01	DELNORTH PTY LTD	Steelflex Post and Driver for Replacement Signage Posts - Various Locations Litchfield Council Municipality	\$26,019.40
1646.3004-01	MAXCON (NT) PTY LTD	RFT24-457: Design / Construct of Plant / Machinery Shed at Thorak Cemetery	\$23,888.70
1644.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Rent - Coolalinga Central - Litchfield Community Library	\$23,602.80
1640.16-01	BERRY SPRINGS RESERVE	4th Quarter Operational and R & M Payments	\$23,273.51
1648.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$20,886.73
1640.72-01	LIVINGSTONE RECREATION RESERVE INC	4th Quarter Operational and R & M Payments	\$20,311.50
1646.849-01	WEX AUSTRALIA ( PUMA CARD)	Mar 2025 - Litchfield Council/ Thorak Fuel Account for Fleet Vehicles and Heavy Machinery	\$20,190.79
1648.170-01	NTRS (NT RECYCLING SOLUTIONS)	Mar 2025 - Waste Collection - Litchfield Council Office, HDWTS, BSWTS and HSWTS - Transport to Shoal Bay Receiving Station DCC	\$19,102.60
1648.3008-01	MANDALAY TECHNOLOGIES PTY LTD	Set-up Rural Residents Voucher System for Waste Stations	\$18,700.00
1648.2815-01	JLM CONTRACTING SERVICES PTY LTD	Supply and Install Reduce Speed Signs - Various Locations Litchfield Council Municipality	\$18,163.68
1648.1022-01	KPMG	Litchfield - Fees for the 2025 Financial Year Interim Audits	\$17,976.15
1640.2440-01	STANTEC AUSTRALIA PTY LTD	RFQ24-450 - Freds Pass Reserve - Electrical Lighting Upgrade	\$16,929.00



1644.2750-01	TMH SERVICES	Stormwater Maintenance - Various Locations Litchfield Council Municipality	\$15,719.00
1649.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Irrigation Upgrade and Repairs - Thorak Cemetery	\$13,514.60
1640.1742-01	ASHBURNER FRANCIS	Proposed Freds Pass Reserve Field Lighting	\$12,738.00
1644.60-01	FREDS PASS SPORT & RECREATION	Cricket Tank Remedial Works	\$12,397.00
1644.3069-01	CUTTING EDGE CONSTRUCTIONS NT PTY LTD	RFQ24-483 Council Chambers Kitchen Renovations	\$12,144.00
1646.14-01	AUSTRALIA POST	Distribute Waste Voucher Letters - Postage	\$12,102.30
1644.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Maintenance - Various Locations Litchfield Council Municipality	\$11,550.00
1646.577-01	ARJAYS SALE & SERVICE PTY LTD	Finn Road - Barrier Remediation Works	\$11,495.00
1643.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Feb 2025 - Grave Preparation - Thorak Cemetery	\$11,484.00
1644.2321-01	ARCCOS CONSULTING PTY LTD	Girraween Road - Blackspot Design Consultation	\$10,890.00
1640.1961-01	HUMPTY DOO WELDING AND FABRICATION	HSWTS: Repairs to Hand Rails, and Safety Barriers	\$10,230.00
1640.85-01	TELSTRA	Mar 2025 - Thorak & Litchfield Council - Internet, Land Lines, Data & Mobiles	\$9,692.39
1644.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$9,522.06
1640.75-01	MCMINNS LAGOON RESERVE ASSOCIATION	4th Quarter Operational and R & M Payments	\$8,898.45
1644.1068-01	MR D S BARDEN	March 2025 - Elected Members Allowance	\$8,893.44
1648.2750-01	TMH SERVICES	Recycled Bitumen Carport - Litchfield Council Compound Parking Area for Council Vehicles	\$7,260.00
1640.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$6,810.45
1640.1564-01	FOURIER TECHNOLOGIES PTY LTD	Mar 2025- ICT Managed Services Contact LB3	\$6,196.10
1648.78-01	POWER & WATER CORPORATION	Mar 2025 - Water - Litchfield Council Office, HDWTS, BSWTS, HSWTS and HPRR	\$5,951.90
1648.1253-01	CRAIG BURGENDORF	HDWTS: Service of Heavy Machinery - Including Service Kits, Labour, Parts and Travel to Sites	\$5,602.30
1644.1088-01	TALENT PROPELLER	Recruitment- - Grounds Person & Accountant	\$5,566.00
1644.809-01	ALLOY & STAINLESS PRODUCTS PTY LTD	Replacement Blades for MWF Mowers and Slashers	\$5,472.83
1648.1392-01	AKRON GROUP NT PTY LTD	VMS Hire Freds Pass Road Humpty Doo	\$5,335.00
1648.1961-01	HUMPTY DOO WELDING AND FABRICATION	Replace Damaged Vehicle Stops With Steel Barriers	\$5,115.00
1648.2983-01	FOURIER INFOSEC	April 2025 - Monthly IT Security Services and Onsite IT Support	\$5,105.27
1640.356-01	SOUTHPORT PROGRESS ASSOCIATION	4th Quarter Operational and R & M Payments	\$4,989.60
1647.3075-01	DAISYBOX AUSTRALIA	Cardboard Capsules Kraft Caskets for Thorak Cemetery	\$4,973.10
1644.187-01	NORSIGN	Replacement Signage - Various Roads Litchfield Council Municipality	\$4,662.65



1648.926-01	JACANA ENERGY	Mar 2025 - Electricity - Litchfield Council Office, BSWTS, HDWTS, HSWTS, HPRR and Jakirra Estate	\$4,511.37
1640.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE 30 Mar 2025	\$4,311.82
1646.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE 13 Apr 2025	\$4,311.82
1644.2711-01	GABBERT DESIGN	Freds Pass Netball Facility Changes - Consultation	\$4,180.00
1646.1141-01	NORTHERN GROUND MAINTENANCE	Mar 2025 - RFQ24-424 Ground Maintenance all Parks and Reserves	\$3,954.50
1648.2765-01	LAND SURVEYS (NO PROBLEMS JUST	Fred's Pass AFL Lighting Design: Survey Works	\$3,828.00
1644.2239-01	MR M SIDEY	March 2025 - Elected Members Allowances	\$3,218.58
1646.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$3,209.58
1644.1152-01	LANE COMMUNICATIONS	3rd Instalment Rates Notices 2024/2025	\$3,015.77
1646.2130-01	APEX STEEL SUPPLIES	Replacement Metal Poles for Sign Replacement - Various Roads, Litchfield Council Municipality	\$2,976.93
1646.187-01	NORSIGN	Warning Signs for MWF Spraying/Mowing	\$2,877.60
1644.708-01	PARADISE LANDSCAPING	Tree Maintenance - Various Locations, Litchfield Council Municipality	\$2,552.00
1647.2089-01	ELGAS LTD	Gas Delivery - Thorak Crematorium	\$2,495.01
1644.2238-01	MR K R HARLAN	Mar 2025 - Elected Members Allowance	\$2,363.39
1644.2252-01	MRS E SHARP	Mar 2025 - Elected Members Allowance	\$2,263.39
1641.1809-01	RGM MAINTENANCE DARWIN	Major Service CE30FT including Parts/Labour	\$2,212.67
1640.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$2,073.30
1644.384-01	MS C VERNON	Mar 2025 - Authority Consultancy Services	\$1,963.50
1646.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$1,915.67
1647.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Replacement Pump and Tank Fittings	\$1,914.37
1647.941-01	EVERLON BRONZE	NT-TRC-B250206B-3a Memorial Plaque - Thorak Customer	\$1,905.20
1644.2249-01	MS R A WRIGHT	March 2025 - Elected Members Allowances	\$1,863.39
1644.3028-01	MR K M CIVITARESE	March 2025 - Elected Members Allowances	\$1,863.39
1644.498-01	MR M I G SALTER	March 2025 - Elected Members Allowances	\$1,863.39
1648.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$1,788.04
1644.1398-01	PKF MERIT PTY LTD	GST - Pre-Purchase of Burial Rights Evaluation	\$1,650.00
1644.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$1,626.30
1648.3078-01	B4MBLE	Youth Week - Painting Workshops	\$1,600.00



1648.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	HDWTS - Supply and Install New Winch Rope	\$1,555.57
1648.1152-01	LANE COMMUNICATIONS	Free Waste Voucher Newsletter/Flyer	\$1,523.50
1646.1674-01	FRESH START - FOR CLEANING	Cleaning Services for - BSWTS, HDWTS, HSWTS and MWF Shed	\$1,522.50
1649.2702-01	MELAMON MONUMENTAL	Memorial Etching and Ceramic Photo - Thorak Customer Order	\$1,518.00
1640.1674-01	FRESH START - FOR CLEANING	Cleaning Services - KLRR and HP RR	\$1,500.00
1648.3077-01	SHARE EXPERIENCES	Youth Week - Martial Arts Workshops	\$1,500.00
1648.1564-01	FOURIER TECHNOLOGIES PTY LTD	Mar 25 -2 HPE Production Server Maintenance	\$1,487.49
1644.454-01	TRAFFICWERX NT PTY LTD	Traffic Control - Various Locations - MWF Crew Mowing/Slashing Crews	\$1,467.13
1649.926-01	JACANA ENERGY	Mar 2025 - Electricity - Thorak Cemetery	\$1,423.09
1640.1023-01	AUSLINE ENGINEERING	Weld of Split Rim on Tractor	\$1,386.00
1644.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Mar 2025 - Security Patrol- HDWTS and Litchfield Council Office	\$1,381.09
1641.2089-01	ELGAS LTD	Gas Delivery- Thorak Crematorium	\$1,372.26
1648.1471-01	RICOH AUSTRALIA PTY LTD	April 2025 - Photocopier Lease & Consumables for all Litchfield Council Sites	\$1,357.56
1641.128-01	SAGE CONTRACTING	Aggregate - Delivered to Thorak Cemetery	\$1,355.00
1646.1000-01	LAVERCOMBE GRADER SERVICES	RFQ24-479 Shoulder Reconstruction / Widening - Various Locations Litchfield Council Municipality	\$1,323.96
1640.1193-01	NT SHADE & CANVAS	Shade Sail Repair, Gregg Park, Jakirra Estate	\$1,320.00
1648.508-01	EASA	EAP Counselling Sessions - 1-15 April 20	\$1,314.20
1648.2985-01	CIVSCAPES NT (BOBBITY PTY LTD)	Repairs to Drain, and Bitumen Works - Various Locations Litchfield Council Municipality	\$1,298.00
1640.111-01	STICKERS AND STUFF	Promotional Pieces - 500 Waste Bags for Regulatory Services	\$1,291.00
1641.2607-01	AJ TECHNOLOGY SERVICES	Replace UCK-G2 Plus / Install	\$1,237.45
1644.2270-01	TYRECYCLE PTY LTD	Tyre Collection - HDWTS	\$1,215.01
1649.2089-01	ELGAS LTD	Gas Delivery - Thorak Crematorium	\$1,164.02
1648.2015-01	SLR CONSULTING AUSTRALIA PTY LTD	Waste Transfer Facilities Surface Water Monitoring	\$1,107.92
1646.108-01	DEPARTMENT OF ATTORNEY GENERAL	Qtr 3 Jan-Mar 2025 Admin Enforcement Fee	\$1,034.00
1644.506-01	TURBO'S TYRES	Service - RANGER CF58RR and K9 Cube Service	\$990.77
1641.2945-01	JOHNS REPURPOSED WOOD	Refurbish Pews - Thorak Chapel	\$980.00
1646.267-01	K & J BURNS ELECTRICAL & REFRIGERATION	HDWTS - Inspect Compactor and Repair Lighting	\$971.03



1644.1237-01	THE BOOKSHOP DARWIN	Assorted Books for Taminmin Library Content	\$956.36
1644.1503-01	ENVISIONWARE PTY LTD	Cloud Nine & LPT Renewal 2025-2026	\$951.54
1646.36-01	BRIDGE TOYOTA	50K service. Hilux CF09HY	\$949.93
1641.2049-01	AJ SECURITY DARWIN (USE 3047)	Mar 2025 - HPRR Security, Open and Close of Gates and Patrols	\$918.50
1647.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Mar 2025 - Thorak Cemetery Security, Open and Close of Gates and Patrols	\$918.50
1644.2861-01	HCS CONSTRUCTIONS NT PTY LTD	Inspection of BMX Track at HPRR	\$880.00
1646.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Replacement Cat Backhoe Winch Pin BSTWS	\$879.38
1647.220-01	THE BIG MOWER	Hustler Deck Belt Replacement	\$869.60
1648.815-01	JEFFRESS ADVERTISING	NT News ad RFT25-490 Detailed Design - Netball Courts	\$825.67
1644.1278-01	SEEK LIMITED	Advertisement- Accountant and Grounds Person	\$781.00
1644.1396-01	CSE CROSSCOM	IMPRES Li-Ion 2450mAh CE Battery	\$774.40
1648.2625-01	COHERA-TECH PTY LTD	Annual People Counting Subscription	\$746.98
1640.926-01	JACANA ENERGY	Feb 2025 - Electricity HSWTS	\$728.78
1644.2421-01	RURAL GARDEN SUPPLIES (SOUTHERN CROSS)	6 Cube Metres of Concrete Pre-Mix	\$720.00
1649.2464-01	CAPS AUSTRALIA PTY LTD	Generator Hire - Thorak Cemetery	\$715.00
1643.941-01	EVERLON BRONZE	Memorial Plaque NT-TRC-B250131A-1 -Thorak Customer Order	\$662.20
1648.3079-01	SACHIKO HIRAYAMA	Youth Week - Beading Workshops	\$629.50
1640.2593-01	DEFENCE ELECTRIAL SERVICES PTY LTD	Storage Light Replacement - HPRR	\$618.37
1640.3068-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$602.07
1646.2982-01	SAVE A PAW NT	Feb 2025 - Impounded Dog Transfers	\$600.00
1646.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	HDWTS - Degas Aircons and Fridges we 19	\$577.50
1648.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Apr 2025 - Litchfield Archive Storage Fe	\$542.42
1640.2092-01	GOLD MEDAL SERVICES	Septic Repairs - HPPR	\$541.73
1648.3076-01	LITCHFIELD COUNCIL RATEPAYER	Reimburse for Damaged Glasses	\$538.60
1640.2989-01	CURRENT AUTOELECTRICS AND AIR CONDITIONING	Repairs to Air-Conditioning in JD Tractor. SV4895	\$521.00
1644.389-01	LITCHFIELD VET HOSPITAL	Redemption of Desexing Vouchers	\$500.00
1644.2396-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$498.57



1640.3046-01	BEYOND CATERING NT PTY LTD	SVS25 Catering 28th March 2025	\$495.00
1640.3066-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Venue Bond after Hire Period	\$483.00
1640.2063-01	QUALITY INDOOR PLANTS HIRE	Mar 2025 - Plant Hire and Maintenance - Taminmin Library and Litchfield Council Office	\$477.20
1646.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Litchfield Council Office	\$447.01
00413323	LITCHFIELD COUNCIL PETTY CASH	Dec 2024 to 04 Apr 2025- Petty Cash Reimbursement	\$442.90
1648.3080-01	LITCHFIELD COUNCIL EMPLOYEE	Reimbursement for Youth Week Out of Pocket Expenses for Event	\$405.65
1646.2872-01	MAKE SCENTS IN DARWIN	Candle Making Workshop - School Holiday	\$396.00
1649.287-01	HARVEY DISTRIBUTORS	Replenishment Consumable Cleaning/Sanitary Products - Thorak Cemetery	\$391.61
1648.3063-01	JIMS CAR DETAILING	Full Detailing of Cemetery & Parks Vehicle	\$379.00
1640.2925-01	ACCESS MERCANTILE SERVICES AUSTRALIA	March 2025 - Debt Collecting Fees	\$372.90
1647.134-01	FIGLEAF POOL PRODUCTS	Quarterly Water Testing - Thorak Cemetery	\$372.00
1640.671-01	BURSON AUTOMOTIVE PTY LTD (COOLALINGA)	20ltr Hydraulic Transmission Oil	\$358.99
1643.2464-01	CAPS AUSTRALIA PTY LTD	Hire of Generator for Thorak Cemetery	\$357.50
1644.926-01	JACANA ENERGY	Feb 25 - Electricity Lot 2177 HPRR	\$349.65
1643.187-01	NORSIGN	Stickers - Chronicle Signage for Thorak Cemetery	\$346.50
1648.2395-01	MAITAI SERVICES	Feb 2025 - Bi-Monthly Staff Meeting and Council Meetings - Catering	\$345.00
1644.1883-01	HYPER THE CLOWN	Magic Show - Taminmin Library School Holiday Program	\$319.00
1646.1428-01	HANNA'S COOLING PTY LTD	Relocate Drainage Pipe for Air-Conditioning at Litchfield Council Office	\$319.00
1644.874-01	VTG WASTE & RECYCLING	Mar 2025 - Waste Collection Litchfield Council Office	\$312.43
1648.3021-01	JUST PEACHY PRODUCTIONS	Youth Week - Pop-up Launch and MC	\$300.00
1644.2831-01	CYAN PRINT PTY LTD	2025 Australasian Local Government Management Challenge T Shirts	\$293.91
1640.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Irrigation Repairs KLRR	\$280.50
1640.1211-01	MR G S MAYO	March 2025 - Weekend Pound Maintenance	\$280.00
1643.1789-01	GREAT NORTHERN AIR CONDITIONING & REFRIGERATION	Diagnose - Chapel Air-conditioning Fault	\$264.00
1646.508-01	EASA	EAP Counselling Sessions from 16-31 March 2025	\$262.84
1649.290-01	AUSTENG ENGINEERING SOLUTIONS	Cremator IEC Lug Replacement	\$258.34
1643.874-01	VTG WASTE & RECYCLING	Mar 2025 - Waste Collection Services Thorak Cemetery	\$253.00



1646.2874-01	NT TOWING AND RECOVERY	Towing - Mighall Place to HDWTS - 2 x Trailers	\$250.00
1644.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Mar 2025 - Garden Maintenance Humpty Doo Community Garden	\$230.00
1644.170-01	NTRS (NT RECYCLING SOLUTIONS)	Mar 2025 - Waste Collection Litchfield Council Office	\$210.10
1648.1911-01	KERRY'S BODY THERAPY	Health and Wellbeing Initiative for Litchfield Council Staff	\$209.00
1646.100-01	NORTHERN TERRITORY PEST & WEED CONTROL	KLRR Termite Treatment	\$198.00
1649.158-01	NT ELECTRICAL GROUP	Replace IEC Plug for the Thorak Cemetery	\$198.00
1646.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Business Cards- Generic Litchfield Council	\$189.20
1644.855-01	TENDERLINK	RFT25-491 Supply / Delivery of Tractor	\$184.80
1646.855-01	TENDERLINK	RFT25-490 Detailed Design of Netball Courts	\$184.80
1646.132-01	AIRPOWER NT PTY LTD	Cable for Hydraulic Control- Kubota Tractor	\$167.57
1644.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Mar 2025 - ASSA Monthly Membership	\$165.00
1643.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Self Inking Stamps	\$154.00
1646.1335-01	CITY RURAL REFRIGERATION AND APPLICANCES	Diagnose/ Repair Finance End Fridge	\$143.00
1640.3067-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Hire Fee	\$142.50
1648.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items- Thorak Cemetery	\$136.03
1640.25-01	LAND TITLES OFFICE	Land Tittle Searches - Planning	\$134.00
1641.2063-01	QUALITY INDOOR PLANTS HIRE	March 2025 - Plant Hire & Maintenance	\$132.05
1643.411-01	KENNARDS HIRE PTY LTD	Hire Hedge Trimmers for Thorak Cemetery	\$122.00
1644.3071-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Hire after Hire Period	\$115.50
1648.3033-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Hire after Hire Period	\$115.50
1644.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVICES	Redemption of Desexing Vouchers	\$100.00
1646.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Thorak Cemetery	\$99.04
1644.2361-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Life Rego - Dog Deceased # 866	\$92.50
1646.2434-01	BELLS PURE ICE	Bagged Ice Delivered to MWF Shed	\$82.50
1646.3066-01	LITCHFIELD COUNCIL RATEPAYER	Unable to Access Venue on Hire Date	\$76.50
1649.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment Thorak Cemetery	\$67.61
1648.671-01	BURSON AUTOMOTIVE PTY LTD (COOLALINGA)	Consumable Items - AdBlue	\$67.10



1640.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 21 Mar 2025	\$63.95
1644.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 28 Mar 2025	\$63.95
1646.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 04 Apr 2025	\$63.95
1648.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 11 Apr 2025	\$63.95
1644.3072-01	DARWIN RUNNERS AND WALKERS INC	Refund of Key Fob after Venue Hire	\$61.00
1641.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Thorak Cemetery	\$56.14
1646.1459-01	TERRITORY SPRINGWATER AU PTY LTD	Mar 2025- Water Supply HSWTS	\$50.00
1643.1566-01	WINC AUSTRALIA PTY LTD	Stationery & Printing Products	\$38.39
1644.443-01	TERRITORY UNIFORMS	Logo's for Customer Service Uniforms	\$30.00
1644.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Thorak Cement	\$27.77
1644.3070-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Waste Fee - Voucher Failed to Work	\$22.00
1640.660-01	CENTRAL ANIMAL RECORDS (AUST) PTY LTD	Microchip Subscriptions	\$19.90
		<b>TOTAL</b>	<b>\$2,882,763.18</b>

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

<b>Cardholder Name:</b>	Stephen Hoyne		
<b>Transaction Date</b>	<b>Amount \$</b>	<b>Supplier's Name</b>	<b>Details</b>
31/03/2025	992.74		CEO Conference – Local Government Professionals Executive Leadership Program- Rental Cars
24/03/2025	1,658.18		CEO Conference – Local Government Professionals Executive Leadership Program- Accommodation
24/03/2025	480.79		CEO Conference – Local Government Professionals Executive Leadership Program- Virgin Flights
27/03/2025	79.39		CEO Tickets NT Innovation Conference
27/03/2025	601.80	LGANT Katherine	Mayor Barden Conference Attendance- Symposium Dinner Attendance- AA & P Events
27/03/2025	601.80	LGANT Katherine	Cn Sidey Conference Attendance- Symposium Dinner Attendance- AA & P Events
31/03/2025	433.50	LGANT Katherine	CEO Conference- Symposium Dinner Attendance- AA & P Events
31/03/2025	135.77	Thai Association	Cn Rachel Wright- Tickets- Thai Association Event
21/04/2025	168.30	LGANT Katherine	CEO Conference- Symposium Dinner Attendance- AA & P Events
21/04/2025	16.00	New Pty Ltd	Monthly Subscription
21/04/2025	6.00	Westpac	Credit Card Fee
<b>Total</b>	<b>5,174.27</b>		

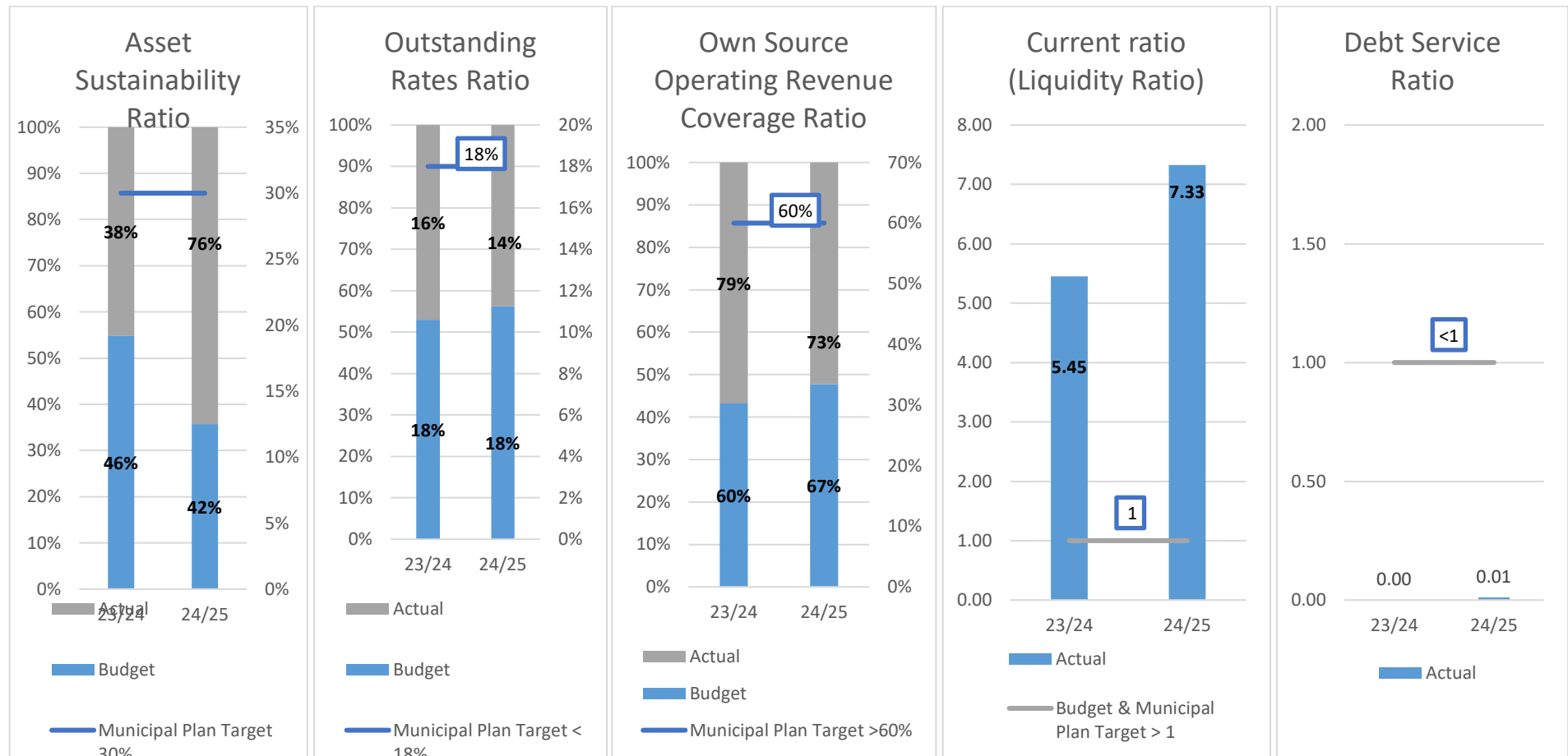
#### STATEMENT 5. ALLOWANCE AND EXPENSES FOR MEMBERS OF COUNCIL (AS PER LOCAL GOVERNMENT ACT 2019 SECTION 109 (3) )

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 April is 76% matches 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 16% less 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 73% 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 7.3 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:** 30.04.2025

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:

Date Signed:





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.02
<b>Report Title:</b>	People, Performance and Governance Report – April 2025
<b>Author:</b>	Ankit Pansal, Corporate Services Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: People, Performance and Governance Report – April 2025

### 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 April 2025.

### 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.



## PEOPLE AND PERFORMANCE MONTHLY REPORT

### April 2025

#### Internal Appointments

Position	Department	Commenced	Permanent/Temporary
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NA

#### External Appointments

Position	Department	Start date	Permanent/Temporary
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EA to Directors	Council Leadership	21 April	Permanent
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EA to CEO & Mayor	Council Leadership	28 April	Permanent
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#### Employment Separation Permanent

Position	Department	End date	Permanent/Temporary
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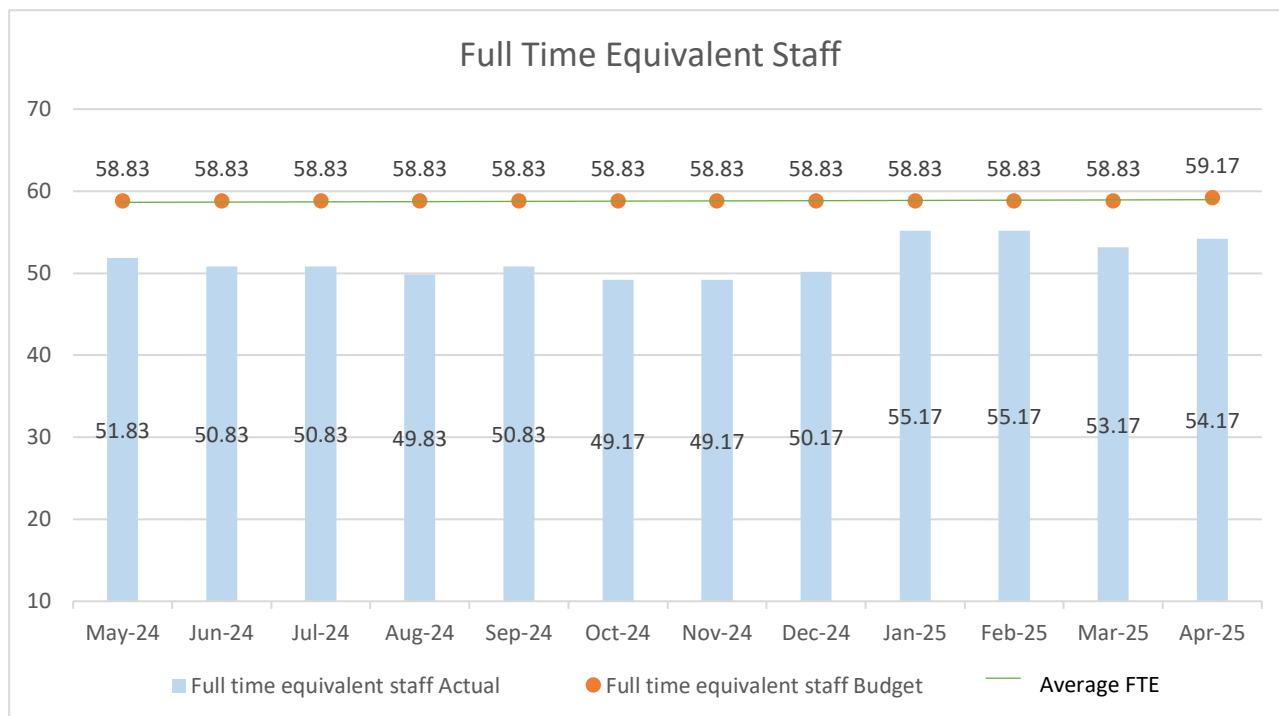
Resource Recovery Program Leader	Infrastructure	8 April	Permanent
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	Allocated	Actual	Difference
Full Time Equivalent	46.00	41.00	-5
Part-time	4.52	4.52	0
Contract	5.00	5.00	0
Casual	3.65	3.65	0
<b>Total</b>	<b>59.17</b>	<b>54.17</b>	<b>-5.00</b>

#### Recruitment Overview:

Role	In Progress	Completed
Project Officer	✓	
Executive Assistants		✓
Technical Officer	✓	
Accountant	✓	
Ground Person	✓	

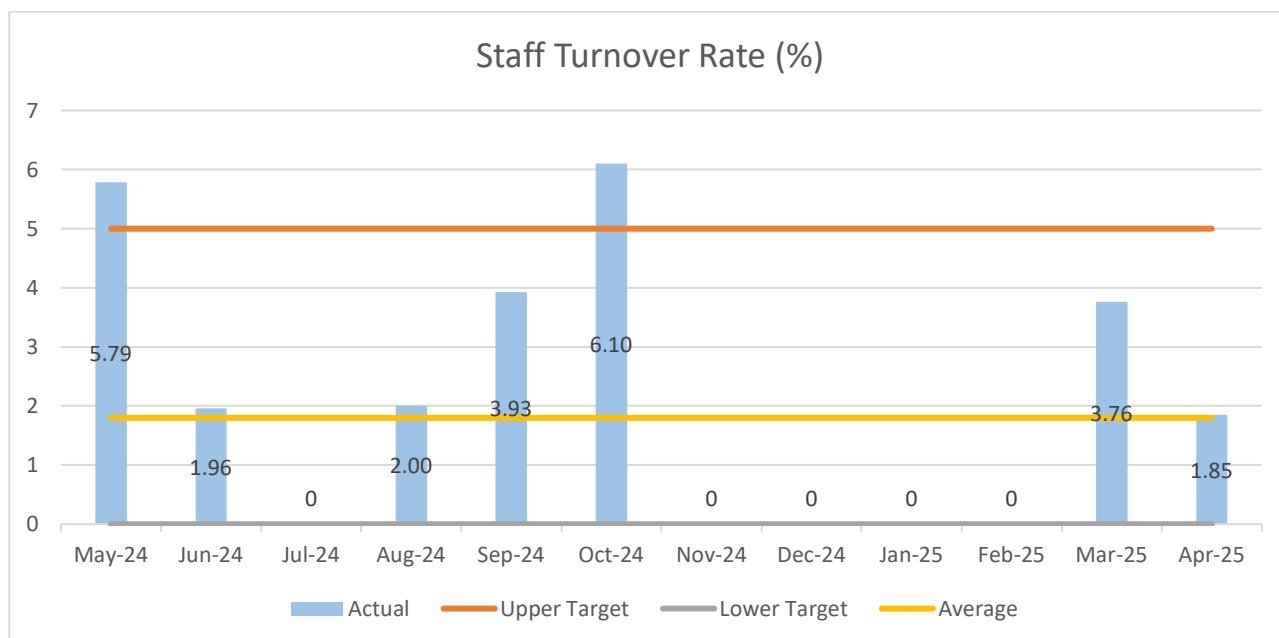




#### Turnover Rate:

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)

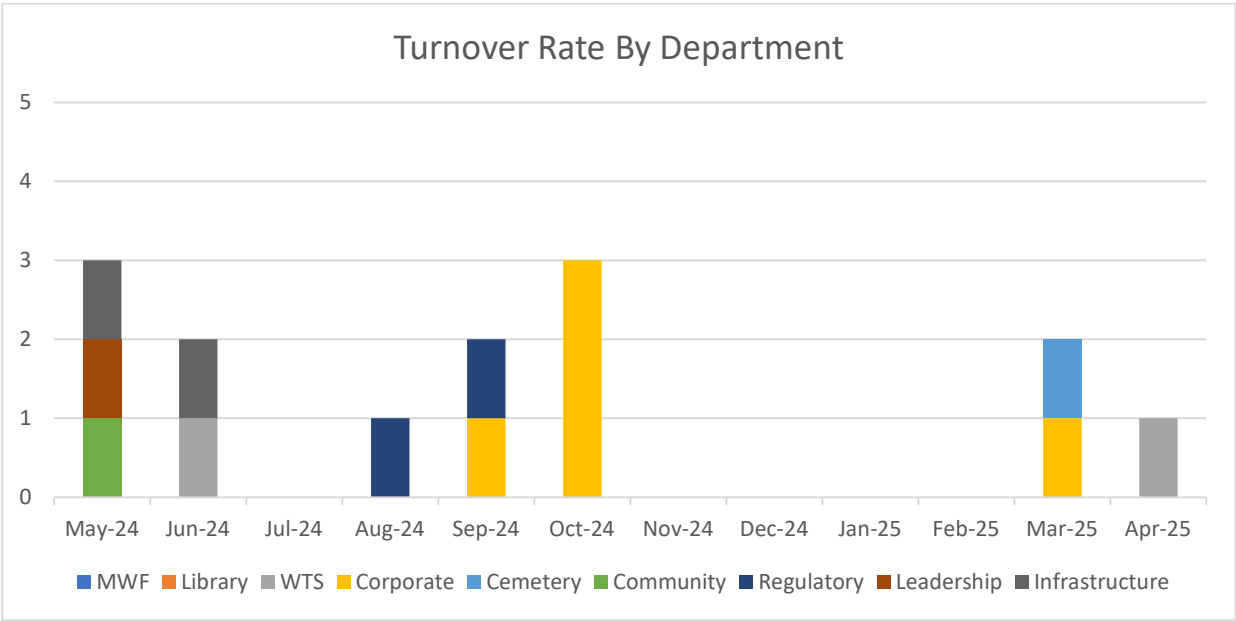


May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	Average
5.79%	1.96%	0%	2.00%	3.93%	6.10%	0%	0%	0%	0%	3.76%	1.85%	2.12%
3	1	0	1	2	3	0	0	0	0	2	1	1.08

Target Average: Between 0% to 5%

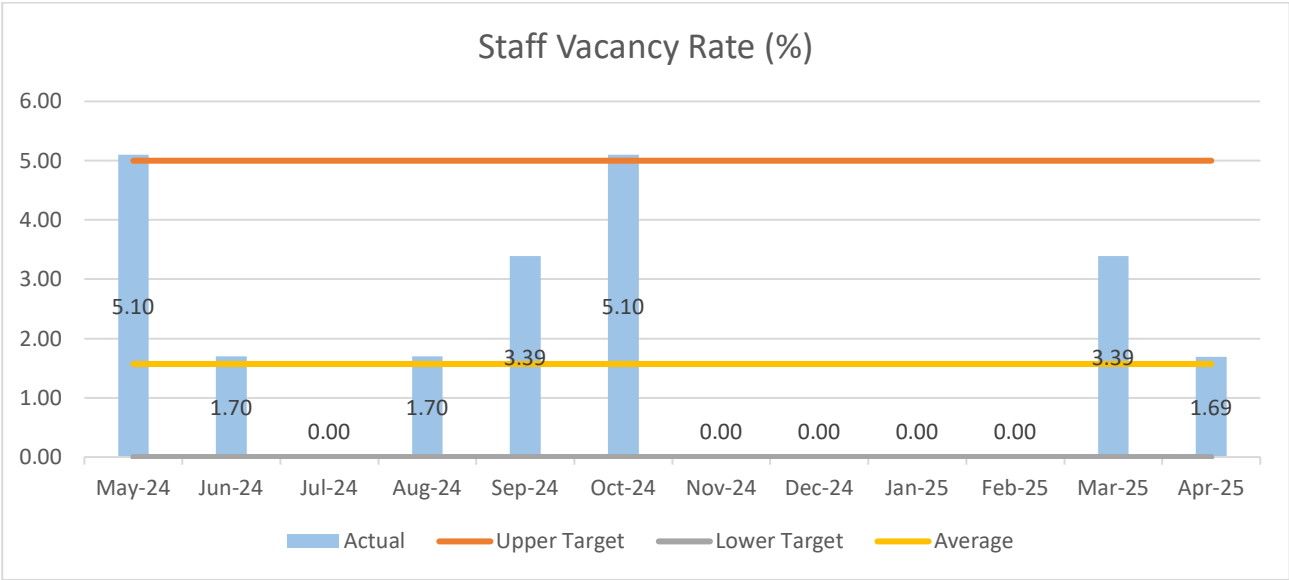


Turnover Rate by Department:



Staff Vacancy Rate:

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

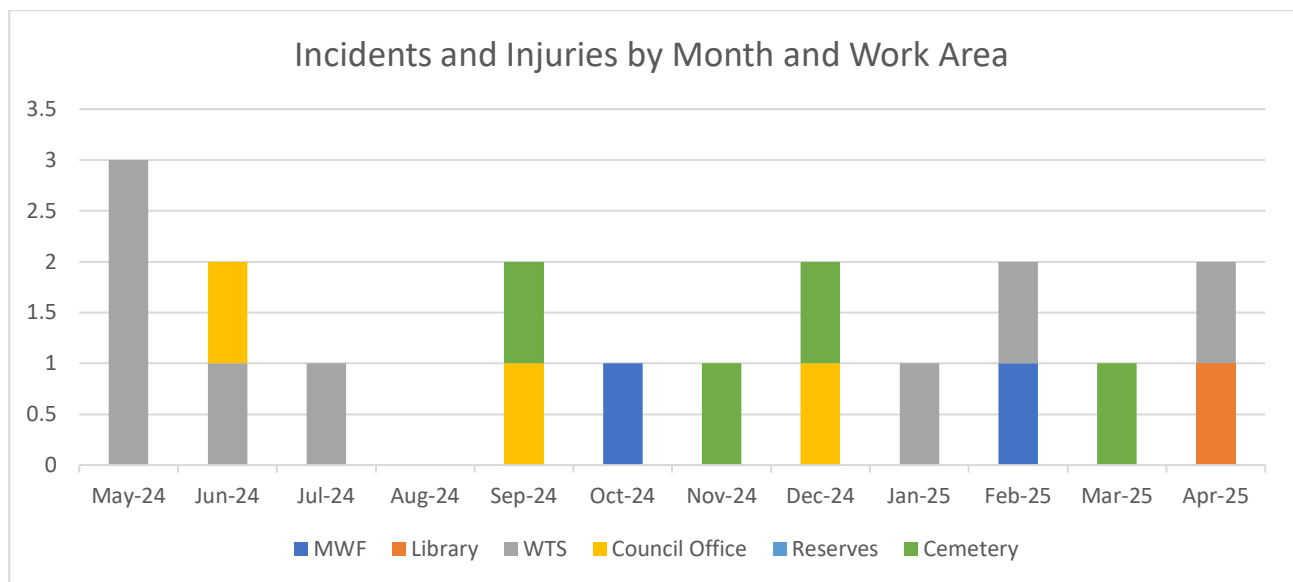


May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	Average
5.10%	1.70%	0.00%	1.70%	3.39%	5.10%	0.00 %	0.00 %	0.00 %	0.00%	3.39%	1.69%	1.84%

Target: Between 0% to 5%



## Workplace Health and Safety:



There were two workplace health and safety incident recorded in April 2025:

1. A member of the public sustained a minor injury whilst at the library.
2. A member of the public sustained an injury whilst utilising one of Council's Waste Transfer Stations.

## Governance

The *Local Government Act 2019* (Act) commenced on 1 March 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. Council policies are reviewed every four years, unless otherwise specified or in response to changes in relevant legislation and/or best practice. These policies will be presented to Council in due course.

<b>Policies</b>	<b>Review Date</b>
INF04 Place Names	08/12/2024
GOV16 Compliance and Enforcement (Incorrect Review Date 11/02/2024)	11/02/2025
GOV17 Public Question Item (Incorrect Review Date 17/02/2024)	17/02/2025
FIN15 Purchasing Card Policy - Council Members and CEO	17/03/2025
COM01 Youth	18/03/2025
GOV18 Confidential Items	21/04/2025
HR14 Human Resource Principles	21/04/2025
FIN19 Sufficient Interest in the assessment record	18/05/2025
COM03 Sport and Recreation	15/06/2025





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.03
<b>Report Title:</b>	Budget Review Two – 2024/2025
<b>Author:</b>	Ganeesha Maduwanthi, Finance Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Departmental Operating Income Statement 2024/2025 B: Capital Expenditure C: Long Term Financial Plan

### Executive Summary

This report presents to Council for adoption, draft budget review two for 2024/2025 based on the end of February 2025 actuals and factoring in relevant Council decisions.

### Recommendation

THAT COUNCIL

1. receive and note the report entitled Budget Review 2 – 2024/2025.
2. adopt Budget Review 2 – 2024/2025, pursuant to Section 203 of the *Local Government Act 2019*, amending Total Operational Income to \$23,058,060 Total Operational Expenditure to \$20,277,812 and Total Capital Expenditure to \$26,276,943; and
3. adopt the Financial Reserve movement of \$8,727,469 for 2024/2025 consisting of:
  - a) Waste Management Reserve reduction of \$3,023,075;
  - b) Unexpended Capital Works 2024 reduction of \$5,777,735;
  - c) Asset Reserve increase of \$688,196; and
  - d) Thorak Regional Cemetery reduction of \$614,855.

### Background

This budget review generates a net saving of \$387,050 across income and expenditure items. Operational items are predominantly made up of the following, and Attachment A also provides a breakdown of the departments.

#### Total Income

There was a reduction of \$63,752 in rates due to the correction of non-ratable land as per Council decision and the flow on effect of the corrected application of legislation in this area.

However, an increase in interest income of \$38,359 and User Charges of \$31,773 resulted in an overall increase in income for the Council of \$21,260.



## **Operational Expenditure**

Overall expenditure has decreased by \$365,790. The significant decrease is due in part to adjustments in the labour budget. More details follow:

**Sundry Expense:** A decrease of \$36,375 has been achieved due to savings in most areas.

**Computer / IT Costs:** The increase of \$83,800 is primarily due to the end of life of Windows 10, with some hardware not being upgradeable and requiring replacement. The council's IT infrastructure is also reaching end of life, and the replacement of firewalls and UPSS has begun.

**Employee Costs:** The decrease of \$577,330 relates to adjustments in the labour budget.

**Professional Fees:** The decrease of \$112,000 is due to adjustments to current expenditure levels. This figure also includes the library reallocation cost of \$97,000.

**Parts, accessories and consumables:** A realignment of budgets in this area has resulted in only a small increase of \$680.

**Cemetery Operations:** An increase of \$37,525 is due to higher repairs and maintenance costs.

**Auditors Fees:** Increases in grant audit requirements.

**Contractors:** The increase in expenditure of \$180,010 includes \$100,210 for various infrastructure repairs and maintenance (e.g., guardrails, tree maintenance, and other road and drainage upkeep) as well as \$171,000 for Shoal Bay waste-related expenses. However, savings in other areas resulted in some cost reductions.

**Donations and Community Support:** An increase of \$6,000 for Gregg Park reserve maintenance with cost savings in other areas with reduce the overall negative impact in this area to zero.

**Maintenance:** The overall increase of \$43,000 includes an increase of \$33,000 in expenditures to cover waste transfer station expenses.

**Elected Member:** To cover an increased LGANT subscription fee.

**Energy:** An increase of \$5,900 to cover actual expenses.



## Operational

	2023/24- Actual (\$)	2024/25 Actual (P8) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	Variance - 24/25 Budget Review 1 vs Budget Review 2(C-B/C)	
Grants	491,995.21	4,210,080.82	3,954,872.00	3,969,572.00	(14,700)	0%
Inv Income	1,625,788.76	1,159,238.33	1,220,000.00	1,258,358.82	(38,359)	-3%
User Charges	2,550,320.78	1,479,931.78	2,029,946.00	2,061,719.00	(31,773)	-2%
Rates	14,780,230.41	15,504,444.66	15,516,982.00	15,453,410.20	63,572	0%
Stat Charges	192,760.25	145,522.70	175,000.00	175,000.00	0	0%
Other Revenue	41,016.35	277,911.37	140,000.00	140,000.00	0	0%
<b>Total Income</b>	<b>19,682,111.76</b>	<b>22,777,129.66</b>	<b>23,036,800.00</b>	<b>23,058,060.02</b>	<b>(21,260)</b>	<b>0%</b>
<b>Operational Expenditure</b>						
Sundry	444,335.63	359,895.69	630,405.00	594,030.00	36,375	6%
Computer / IT Costs	399,454.74	396,869.06	475,330.00	559,130.00	(83,800)	-18%
Employee Costs	6,148,957.17	4,449,526.12	7,617,377.00	7,040,047.00	577,330	8%
Professional Fees	824,720.62	759,943.40	4,419,000.00	4,307,000.00	112,000	3%
Parts, accessories & consumables	209,069.53	77,878.38	211,780.00	212,460.00	(680)	0%
Cemetery Operations	388,859.73	328,828.86	518,872.00	556,397.00	(37,525)	-7%
Auditors Fees	57,288.71	20,160.08	62,000.00	67,000.00	(5,000)	-8%
Contractors	4,218,644.47	3,158,671.89	4,739,328.00	4,919,338.00	(180,010)	-4%
Legal Expenses	23,718.17	22,132.00	82,000.00	82,000.00	0	0%
Donations and Community Support	105,658.07	150,703.16	199,934.00	199,934.00	0	0
Maintenance	674,968.64	452,701.73	580,670.00	623,670.00	(43,000)	-7%
Elected Member	319,117.45	219,270.65	397,906.00	401,906.00	(4,000)	-1%
Energy	221,373.78	141,874.16	232,300.00	238,200.00	(5,900)	-3%
Insurance	437,359.10	435,822.94	476,700.00	476,700.00	0	0%
Bad Debts	(62,467.91)	-	-	-	0	#DIV/0!
<b>Total Expenses</b>	<b>14,411,057.90</b>	<b>10,974,278.12</b>	<b>20,643,602.00</b>	<b>20,277,812.00</b>	<b>365,790</b>	<b>2%</b>
<b>Net result (Excluding Depreciation)</b>	<b>5,271,053.86</b>	<b>11,802,851.54</b>	<b>2,393,198.00</b>	<b>2,780,248.02</b>	<b>(387,050)</b>	<b>-16%</b>

## Capital Expenditure

Total capital expenditure for the year decreased slightly from \$26,974,914.35 to \$26,276,942.98. Projects related to Resolution ORD2025 11-316 have been removed to be added back to capital works in Budget 2026, as projects will only be awarded in the next financial year.

Attachment B provides a breakdown with further details.

## Financial Reserves

Summary Financial Reserve Movements 2024/25 - Budget Review Two							
FINANCIAL RESERVES	2023/24 Actual (\$)	2024-25 Adopted Budget (\$)	2024-25 Budget Review 1 (\$)	Transfers from (\$)	Transfers to (\$)	Net Movement (\$)	Budget Review -2 Balance (\$)
Developer Contributions Reserve	1,008,353	676,000	1,008,353			-	1,008,353
Waste Management Reserve	6,068,257	5,596,000	2,903,064	(3,023,075)	-	(3,023,075)	3,045,182
Unexpended Grants Reserve	-	-	-	-	-	-	-
Unexpended Capital Works 2024	5,777,735	-	-	(5,777,735)		(5,777,735)	(0)
Asset Reserve	9,200,660	9,708,000	5,428,588		688,196	688,196	9,888,856
Thorak Regional Cemetery	2,756,842	2,201,000	2,586,306	(614,855)	-	(614,855)	2,141,986
Election Reserve	200,000	200,000	200,000	-	-	-	200,000
Disaster Recovery Reserve	400,000	400,000	400,000	-	-	-	400,000
Strategic Initiatives Reserve	400,000	400,000	400,000	-	-	-	400,000
Cash for Cans Reserve	224,777	142,000	200,777		-	-	224,777
<b>TOTAL</b>	<b>26,036,624</b>	<b>19,323,000</b>	<b>13,127,088</b>	<b>(9,415,665)</b>	<b>688,196</b>	<b>(8,727,469)</b>	<b>17,309,155</b>



Financial reserve balances have been updated with audited closing balances as of 30 June 2024 and are forecasted to have a balance of \$17,309,155 after the Second Budget Review for 2024/25.

The Council's Long-Term Financial Plan has been updated to reflect these changes and is attached as Attachment C.

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

Performance - An Effective and Efficient Organisation

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

Under the *Local Government Act 2019*, section 203, Council is required to undertake two budget reviews of the 2024/2025 Original Budget.

If the Council's amended budget has a material impact on its long-term financial plan, division 4 of the Local Government (General) Regulations 2021, requires the council to amend the long-term financial plan at the same time as adopting the amended budget.

#### **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.

##### Governance

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**

Not applicable.



	Council Leadership				Corporate				Community			
	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)
Grants	19,029.21	15,000.00	-	-	-	-	-	-	-	2,000.00	28,014.00	28,014.00
Inv Income	-	-	-	-	-	-	-	-	-	-	-	-
User Charges	-	-	-	-	-	-	-	-	178,018.79	35,273.88	101,871.00	143,141.00
Rates	-	-	-	-	-	-	-	-	-	-	-	-
Stat Charges	-	-	-	-	-	-	-	-	-	-	-	-
Other Revenue	30.00	256.50	-	-	4,816.14	121,752.41	-	-	-	-	-	-
<b>Total Income</b>	<b>19,059</b>	<b>15,257</b>	<b>-</b>	<b>-</b>	<b>4,816</b>	<b>121,752</b>	<b>-</b>	<b>-</b>	<b>178,019</b>	<b>37,274</b>	<b>129,885</b>	<b>171,155</b>
<b>Operational Expenditure</b>												
Sundry	9,284.27	11,227.04	30,900.00	30,900.00	63,731.07	48,006.86	76,500.00	76,500.00	2,749.39	1,523.28	9,800.00	9,800.00
Computer / IT Costs	4,172.52	1,578.65	25,200.00	17,600.00	632.46	474.32	-	-	-	-	-	-
Employee Costs	539,486.59	332,037.18	535,726.00	543,726.00	439,714.15	335,456.75	655,933.00	555,933.00	97,045.36	200.00	108,622.00	30,017.00
Professional Fees	36,051.01	5,457.72	267,000.00	163,000.00	73,405.83	31,040.79	89,500.00	89,500.00	9,035.34	935.00	60,000.00	60,000.00
Parts, accessories & consumables	933.48	5,920.00	2,000.00	11,180.00	-	-	-	-	-	-	-	-
Cemetery Operations	-	-	-	-	-	-	-	-	-	-	-	-
Auditors Fees	-	-	-	-	5,993.00	3,356.00	10,000.00	10,000.00	-	-	-	-
Contractors	8,299.00	4,883.00	8,500.00	8,500.00	-	-	-	-	1,231,958.95	906,674.88	1,325,688.00	1,331,688.00
Legal Expenses	23,718.17	4,747.00	30,000.00	30,000.00	-	17,385.00	50,000.00	50,000.00	-	-	2,000.00	2,000.00
Donations and Community Support	516.16	-	-	-	-	-	-	-	105,141.91	150,703.16	199,934.00	199,934.00
Maintenance	2,307.04	2,241.18	2,700.00	2,700.00	-	-	-	-	277,377.45	232,210.65	317,970.00	317,970.00
Elected Member	319,117.45	219,270.65	397,906.00	401,906.00	-	-	-	-	-	-	-	-
Energy	8,098.45	6,779.60	2,600.00	5,000.00	-	-	-	-	-	-	-	-
Insurance	-	-	-	-	-	-	-	-	-	-	-	-
Bad Debts	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Expenses</b>	<b>951,984</b>	<b>594,142</b>	<b>1,302,532</b>	<b>1,214,512</b>	<b>583,477</b>	<b>435,720</b>	<b>881,933</b>	<b>781,933</b>	<b>1,723,308</b>	<b>1,292,247</b>	<b>2,024,014</b>	<b>1,951,409</b>
<b>Net result (Excluding Depreciation)</b>	<b>(932,925)</b>	<b>(578,886)</b>	<b>(1,302,532)</b>	<b>(1,214,512)</b>	<b>(578,660)</b>	<b>(313,967)</b>	<b>(881,933)</b>	<b>(781,933)</b>	<b>(1,545,290)</b>	<b>(1,254,973)</b>	<b>(1,894,129)</b>	<b>(1,780,254)</b>



Community - Library				Finance & Customer Service				Information Services			
2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)
294,187.00	303,235.82	305,887.00	320,587.00	15,318.00	597,384.00	635,350.00	635,350.00	-	-	-	-
-	-	-	-	1,542,467.28	1,111,298.26	1,150,000.00	1,187,758.82	-	-	-	-
551.95	2,635.46	2,835.00	2,835.00	37,191.50	27,899.00	50,716.00	51,013.00	-	-	-	-
-	-	-	-	11,430,806.93	12,067,982.91	12,107,707.00	12,044,135.20	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	31,983.53	145,263.35	140,000.00	140,000.00	-	-	-	-
294,739	305,871	308,722	323,422	13,057,767	13,949,828	14,083,773	14,058,257	-	-	-	-
(15,182.45)	34,990.65	51,500.00	70,600.00	110,562.51	72,839.49	113,500.00	111,500.00	70.92	-	1,000.00	1,000.00
(659.25)	1,671.51	7,830.00	3,880.00	1,307.37	507.50	1,800.00	600.00	381,580.71	385,322.03	420,000.00	529,350.00
(91,137.58)	256,596.23	382,513.00	409,513.00	1,011,306.78	745,492.70	854,831.00	876,431.00	52,180.36	25,491.98	51,084.00	37,500.00
-	-	-	97,000.00	63,971.36	116,064.60	270,000.00	240,000.00	25,311.26	27,489.21	25,000.00	60,000.00
-	2,185.55	3,200.00	4,200.00	7,096.89	7,200.45	7,000.00	9,000.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	43,180.71	16,453.08	45,000.00	50,000.00	-	-	-	-
-	-	-	-	-	-	-	-	32,978.81	22,944.25	172,250.00	72,250.00
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	437,359.10	435,822.94	476,700.00	476,700.00	-	-	-	-
-	-	-	-	(62,467.91)	-	-	-	-	-	-	-
(106,979)	295,444	445,043	585,193	1,612,317	1,394,381	1,768,831	1,764,231	492,122	461,247	669,334	700,100
401,718	10,427	(136,321)	(261,771)	11,445,450	12,555,447	12,314,942	12,294,026	(492,122)	(461,247)	(669,334)	(700,100)



Infrastructure & Assets				Thorak Cemetery				Mobile Workforce			
2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)
163,461.00	3,292,461.00	2,985,621.00	2,985,621.00	-	-	-	-	-	-	-	-
-	-	-	-	16,715.04	(6,979.28)	10,000.00	10,000.00	-	-	-	-
376,831.87	47,682.63	198,630.00	188,457.00	1,741,668.78	1,238,867.17	1,510,092.00	1,531,471.00	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
4,186.68	10,639.11	-	-	-	-	-	-	-	-	-	-
544,480	3,350,783	3,184,251	3,174,078	1,758,384	1,231,888	1,520,092	1,541,471	-	-	-	-
43,461.24	40,886.96	54,900.00	56,700.00	4,700.00	4,275.00	-	-	59,541.34	41,618.61	61,200.00	61,725.00
4,926.69	6,652.81	5,000.00	7,000.00	-	-	-	-	4,492.47	-	4,700.00	-
886,509.33	646,582.29	1,165,221.00	1,041,280.00	590,793.36	429,530.04	656,443.00	667,443.00	832,028.73	520,777.90	1,008,532.00	1,004,532.00
569,729.75	415,536.35	500,000.00	390,000.00	-	-	-	-	15,976.02	9,323.07	29,300.00	29,300.00
145,966.19	33,284.36	101,000.00	97,000.00	-	-	-	-	31,142.30	16,717.75	66,600.00	57,600.00
-	-	-	-	388,859.73	328,828.86	518,872.00	556,397.00	-	-	-	-
-	-	-	-	8,115.00	351.00	7,000.00	7,000.00	-	-	-	-
1,363,574.33	1,168,579.60	2,042,490.00	2,151,200.00	-	-	-	-	8,305.41	457.27	20,000.00	20,000.00
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
7,594.57	5,944.27	6,000.00	6,000.00	-	-	-	-	107,752.25	64,636.70	80,000.00	90,000.00
-	-	-	-	-	-	-	-	-	-	-	-
71,250.15	57,694.78	89,000.00	91,000.00	-	-	-	-	77,952.93	40,875.60	68,500.00	70,000.00
-	-	-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-	-	-
3,093,012	2,375,161	3,963,611	3,840,180	992,468	762,985	1,182,315	1,230,840	1,137,191	694,407	1,338,832	1,333,157
(2,548,533)	975,621	(779,360)	(666,102)	765,916	468,903	337,777	310,631	(1,137,191)	(694,407)	(1,338,832)	(1,333,157)



Waste Management				Regulatory Services				Total			
2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24- Actual (\$)	2024/25 Actual (P3) (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)	2023/24 Actual (P5) (\$)	2023/24 - Adopted Budget (\$)	2024/25 Budget Review 1 (\$)	2024/2025 Budget Review 2 (\$)
-	-	-	-	-	-	-	-	491,995.21	4,210,080.82	3,954,872.00	3,969,572.00
66,606.44	54,919.35	60,000.00	60,600.00	-	-	-	-	1,625,788.76	1,159,238.33	1,220,000.00	1,258,358.82
215,381.64	125,736.23	165,802.00	144,802.00	676.25	1,837.41	-	-	2,550,320.78	1,479,931.78	2,029,946.00	2,061,719.00
3,349,423.48	3,436,461.75	3,409,275.00	3,409,275.00	-	-	-	-	14,780,230.41	15,504,444.66	15,516,982.00	15,453,410.20
-	-	-	-	192,760.25	145,522.70	175,000.00	175,000.00	192,760.25	145,522.70	175,000.00	175,000.00
-	-	-	-	-	-	-	-	41,016.35	277,911.37	140,000.00	140,000.00
3,631,412	3,617,117	3,635,077	3,614,677	193,437	147,360	175,000	175,000	19,682,112	22,777,130	23,036,800	23,058,060
								-			
								-			
140,054.42	85,942.23	202,900.00	144,900.00	25,362.92	18,585.57	28,205.00	30,405.00	444,335.63	359,895.69	630,405.00	594,030.00
3,001.77	-	3,400.00	-	-	662.24	7,400.00	700.00	399,454.74	396,869.06	475,330.00	559,130.00
1,254,126.29	843,255.77	1,608,552.00	1,323,552.00	536,903.80	314,105.28	589,920.00	550,120.00	6,148,957.17	4,449,526.12	7,617,377.00	7,040,047.00
29,200.05	153,756.66	3,175,700.00	3,175,700.00	2,040.00	340.00	2,500.00	2,500.00	824,720.62	759,943.40	4,419,000.00	4,307,000.00
-	-	-	-	23,930.67	12,570.27	31,980.00	33,480.00	209,069.53	77,878.38	211,780.00	212,460.00
-	-	-	-	-	-	-	-	388,859.73	328,828.86	518,872.00	556,397.00
-	-	-	-	-	-	-	-	57,288.71	20,160.08	62,000.00	67,000.00
1,560,792.97	1,049,324.68	1,151,400.00	1,322,400.00	12,735.00	5,808.21	19,000.00	13,300.00	4,218,644.47	3,158,671.89	4,739,328.00	4,919,338.00
-	-	-	-	-	-	-	-	23,718.17	22,132.00	82,000.00	82,000.00
-	-	-	-	-	-	-	-	105,658.07	150,703.16	199,934.00	199,934.00
278,756.23	147,068.16	171,000.00	204,000.00	1,181.10	600.77	3,000.00	3,000.00	674,968.64	452,701.73	580,670.00	623,670.00
-	-	-	-	-	-	-	-	319,117.45	219,270.65	397,906.00	401,906.00
59,170.91	33,157.67	67,200.00	67,200.00	4,901.34	3,366.51	5,000.00	5,000.00	221,373.78	141,874.16	232,300.00	238,200.00
-	-	-	-	-	-	-	-	437,359.10	435,822.94	476,700.00	476,700.00
-	-	-	-	-	-	-	-	(62,467.91)	-	-	-
3,325,103	2,312,505	6,380,152	6,237,752	607,055	356,039	687,005	638,505	14,411,058	10,974,278	20,643,602	20,277,812
306,309	1,304,612	(2,745,075)	(2,623,075)	(413,618)	(208,679)	(512,005)	(463,505)	5,271,054	11,802,852	2,393,198	2,780,248



No.	Department	Program	Project	Project cost FY24/25 (P8)	2024/25 Budget	2023/24 Rollover	Budget Review 1 24/25	Budget Review 2 24/25	Total Budget	Remaining Budget	Comments	LRCI Grant Phase 4A	LRCI Grant Phase 4B	Fred Pass Grant	R2R Grant	Blackspot Grant	Waste Management Reserve	Cemetery Reserve	Unexpended Capital Reserve	Asset Reserves
1	Infrastructure & Assets	Road Seal Renewal	Road Seal Renewal	2,160,904.21	1,125,000.00	2,481,471.00		151,000.00	3,757,471.00	1,596,566.79	Re-allocation of unspent	270,801.00	700,530.00		2,202,897.39				510,140.00	73,102.61
2	Infrastructure & Assets	Pavement Renewal	Pavement Renewal	101,006.95	1,000,000.00	1,067,659.00		465,999.07	1,601,659.93	1,500,652.98	Resolutions ORD2025 11-316								1,067,659.00	534,000.93
3	Infrastructure & Assets	Pavement Renewal - Heavy Patches	Pavement Renewal - Heavy Patches	132,510.84	300,000.00	-		374,000.00	674,000.00	541,489.16	Resolutions ORD2025 11-316 Unspent Spencely Road									674,000.00
4	Infrastructure & Assets	Gravel Surface Renewal	Gravel Surface Renewal	268,565.00	322,000.00				322,000.00	53,435.00					284,311.50					37,688.50
5	Infrastructure & Assets	Unsealed to Sealed Road Upgrade	Unsealed to Sealed Road Upgrade	919,190.36	1,000,000.00	2,013,000.00		1,938,000.00	1,075,000.00	155,809.64	Resolutions ORD2025 11-316								1,938,000.00	863,000.00
6	Infrastructure & Assets	Road Safety Upgrades - (Shoulder Widening)	Road Safety Upgrades - (Shoulder Widening)	225,715.45	300,000.00	214,000.00			514,000.00	288,284.55					129,152.00				214,000.00	170,848.00
7	Infrastructure & Assets	Road Safety Upgrades - Intersections	Road Safety Upgrades - Intersections	43,428.18	380,000.00	120,000.00	120,000.00	85,129.42	465,129.42	421,701.24									120,000.00	345,129.42
8	Infrastructure & Assets	Road Safety Upgrades - (Schools)	Road Safety Upgrades - (Challoner)		380,000.00		300,000.00	80,000.00	760,000.00	760,000.00	Resolution ORD2025 11-302 and move \$300K Blackspot									760,000.00
9	Infrastructure & Assets	Road Safety Upgrades - (lighting)	Road Safety Upgrades - (lighting)	75,257.36	400,000.00	215,893.50	195,129.42	27,870.58	838,893.50	914,150.86	Re-allocation of unspent								215,893.50	698,257.00
10	Infrastructure & Assets	Road Safety Upgrades - (lighting)	Road Safety Upgrades - (lighting)	73,819.00	30,000.00	123,010.00		30,000.00	123,010.00	49,191.00									123,010.00	-
11	Infrastructure & Assets	Drainage Renewal	Drainage Renewal	127,208.91	200,000.00	200,000.00		-	400,000.00	272,791.09									200,000.00	200,000.00
12	Infrastructure & Assets	Drainage Upgrade - Flood Mitigation	Drainage Upgrade - Flood Mitigation	245,954.68	30,000.00	278,472.00		61,000.00	247,472.00	1,517.32									278,472.00	31,000.00
13	Infrastructure & Assets	Council Administration Building	Council Administration Building	36,493.67	30,000.00	100,000.00			130,000.00	93,506.33		100,000.00								30,000.00
14	Infrastructure & Assets	Council Administration Building	Council Administration Building	52,934.00	65,000.00				65,000.00	12,066.00										65,000.00
15	Infrastructure & Assets	Thorak Asset Renewal	Thorak Asset Renewal	51,197.52	500,000.00	17,709.46			517,709.46	466,511.94								517,709.46		-
16	Infrastructure & Assets	Thorak Asset Renewal	Thorak Asset Renewal		30,000.00				30,000.00	30,000.00								30,000.00		-
17	Waste Management	Waste Asset Renewal	Waste Asset Renewal		400,000.00				400,000.00	400,000.00							400,000.00			-
18	Community	Freds Pass Reserve Asset Renewal	Freds Pass Reserve Asset Renewal	85,902.91	300,000.00			34,652.00	334,652.00	248,749.09	Correcting carry over from 2023/24 FY									334,652.00
19	Community	Howard Park Reserve Asset Renewal	Howard Park Reserve Asset Renewal	8,640.00	80,000.00	20,000.00	20,000.00		80,000.00	71,360.00										80,000.00
20	Community	Berry Springs Reserve Asset Renewal	Berry Springs Reserve Asset Renewal	86,047.36	85,000.00		10,000.00		95,000.00	8,952.64										95,000.00
21	Community	Gregg Park Reserve Asset Renewal	Gregg Park Reserve Asset Renewal		20,000.00				20,000.00	20,000.00										20,000.00
22	Infrastructure & Assets	Fleet AMP	Fleet AMP	301,817.60	535,000.00		-		535,000.00	233,182.40								40,000.00		495,000.00
23	Infrastructure & Assets	Mira Square	Mira Square	60,103.50	-	30,000.00	30,000.00		60,000.00	103.50		60,000.00								-
		Consultation- Forward Design	Consultation- Forward Design						-	-										-
	Community	Blackspot- Girraween Road	Blackspot- Girraween Road					300,000.00	300,000.00	300,000.00	Blackspot girraween Road received					300,000.00				-
24	Infrastructure & Assets	Humpty Doo Village Green	Humpty Doo Village Green	20,530.00	-	30,000.00	15,000.00		45,000.00	24,470.00										45,000.00
25	Infrastructure & Assets	Knuckey Lagoon Recreation Reserve	Knuckey Lagoon Recreation Reserve		-	30,000.00	20,000.00		50,000.00	50,000.00		50,000.00								-
26	Infrastructure & Assets	Gravel Road Sealing- Guys Creek Road	Gravel Road Sealing- Guys Creek Road	1,246,936.17		1,110,560.47		136,375.70	1,246,936.17	-	Correcting carry over from 2023/24 FY								1,110,560.47	136,375.70
27	Infrastructure & Assets	Shared Path Upgrade - Whitewood Road - Hillier to Hicks	Shared Path Upgrade - Whitewood Road - Hillier to Hicks			681,009.50		268,000.00	949,009.50	949,009.50	Resolution ORD2024 11-266	681,009.50								268,000.00
28	Infrastructure & Assets	Consultation - Forward Design	Consultation - Forward Design	181,971.50			300,000.00	-	300,000.00	118,028.50	Resolution ORD2024 11-266									300,000.00
29	Infrastructure & Assets	Freds Pass Reserve Upgrades	Freds Pass Reserve Upgrades	28,700.00			10,000,000.00		10,000,000.00	9,971,300.00				10,000,000.00						-
30	Corporate	Library Fitout	Library fitout	-	-	-	-	240,000.00	240,000.00	240,000.00										240,000.00
31	Corporate	Server Replacement	Server Replacement	-	-	-	-	100,000.00	100,000.00											100,000.00
				6,384,320.45	7,512,000.00	8,732,784.93	10,730,129.42	697,971.37	26,276,942.98	19,892,622.53		1,161,810.50	700,530.00	10,000,000.00	2,616,360.89	300,000.00	400,000.00	587,709.46	5,777,734.97	4,808,054.16



# Long Term Financial Plan

## 17. Financial Statements

ToC Error check breaches: 0. Active error alerts: 0

Financial Scenario: Low Scenario

OK

OK

FinancialStatements\_O

### 17.01 Flags

#### Units

Period start	1 Jul 21	1 Jul 22	1 Jul 23	1 Jul 24	1 Jul 25	1 Jul 26	1 Jul 27	1 Jul 28	1 Jul 29	1 Jul 30	1 Jul 31	1 Jul 32	1 Jul 33
Period end	30 Jun 22	30 Jun 23	30 Jun 24	30 Jun 25	30 Jun 26	30 Jun 27	30 Jun 28	30 Jun 29	30 Jun 30	30 Jun 31	30 Jun 32	30 Jun 33	30 Jun 34

### 17.02 Comprehensive Income Statement

#### Revenue from Operating Activities

Rates and Charges	\$'000	11,927	14,128	15,027	15,183	16,200	17,040	17,922	18,850	19,828	20,857	21,942	22,911	23,926
Special Charges	\$'000	-	-	-	270	-	-	-	-	-	-	-	-	-
Grants - Operating (Recurrent)	\$'000	5,911	5,940	1,171	3,970	3,970	3,970	3,970	3,970	3,970	3,970	3,970	3,970	3,970
Grants - Capital (Recurrent)	\$'000	-	2,318	2,604	-	-	-	-	-	-	-	-	-	-
Grants - Capital (Non-recurrent)	\$'000	-	-	-	14,778	1,733	1,733	1,733	1,733	1,733	1,733	1,733	1,733	1,733
Contributions (Non monetary)	\$'000	-	18,586	16,478	3,000	3,000	4,000	4,000	5,000	5,000	6,000	-	-	-
User Charges	\$'000	2,014	2,227	2,754	2,062	2,133	2,239	2,351	2,469	2,592	2,722	2,858	3,001	3,151
Statutory Fees and Fines	\$'000	209	210	192	175	175	175	175	175	175	175	175	175	175
<b>Total Revenue from Operating Activities</b>	\$'000	20,061	43,409	38,226	39,438	27,211	29,157	30,151	32,197	33,298	35,457	30,678	31,790	32,955

#### Revenue from Outside of Operating Activities

Interest Revenue	\$'000	162	212	1,357	1,258	778	782	786	789	793	797	801	805	809
Other Revenue Outside of Operating Activities	\$'000	98	696	300	140	140	140	140	140	140	140	140	140	140
<b>Total Revenue from Outside Operating Activities</b>	\$'000	260	908	1,657	1,398	918	922	926	929	933	937	941	945	949

<b>Total Revenue</b>	\$'000	20,321	44,317	39,883	40,836	28,129	30,079	31,077	33,126	34,231	36,394	31,619	32,735	33,904
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#### Operating Expenses from Ordinary Activities

Employee Costs	\$'000	(6,865)	(6,987)	(6,548)	(7,040)	(7,725)	(7,957)	(8,196)	(8,442)	(8,695)	(8,956)	(9,225)	(9,501)	(9,876)
Materials & Consumables	\$'000	(8,211)	(9,591)	(8,449)	(13,237)	(10,314)	(10,623)	(10,942)	(11,270)	(11,609)	(11,957)	(12,316)	(12,685)	(13,066)
Depreciation	\$'000	(10,125)	(10,057)	(11,331)	(11,500)	(12,038)	(12,323)	(12,613)	(12,910)	(13,187)	(13,453)	(13,684)	(13,943)	(14,203)
Amortisation of Right-of-Use Assets	\$'000	-	-	-	(7)	(8)	(1)	-	-	-	-	-	-	-
Interest on Leases	\$'000	-	-	-	-	(0)	(0)	-	-	-	-	-	-	-
<b>Total Operating Expenses</b>	\$'000	(25,201)	(26,635)	(26,328)	(31,784)	(30,085)	(30,904)	(31,751)	(32,622)	(33,491)	(34,366)	(35,225)	(36,129)	(37,145)

<b>Net Surplus/(Deficit) from Operations</b>	\$'000	(4,880)	17,682	13,555	9,052	(1,956)	(825)	(674)	504	740	2,028	(3,606)	(3,394)	(3,241)
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#### Adjustments

Net Gain/(Loss) on Disposal of Property Plant & Equipment	\$'000	19	(20)	(3)	-	-	-	-	-	-	-	-	-	-
Net Gain/(Loss) on Disposal of Infrastructure	\$'000	60	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Adjustments</b>	\$'000	79	(20)	(3)	-	-	-	-	-	-	-	-	-	-
<b>Operating Surplus/(Deficit) after Adjustments</b>	\$'000	(4,801)	17,662	13,552	9,052	(1,956)	(825)	(674)	504	740	2,028	(3,606)	(3,394)	(3,241)



**17.03 Balance Sheet****Current Assets**

Cash and Cash Equivalents	\$'000	22,484	27,639	28,814	21,164	17,936	17,038	17,040	17,655	19,056	20,911	23,351	22,584	24,826
Trade and Other Receivables	\$'000	2,639	3,863	4,012	3,028	6,016	6,302	6,584	6,918	7,250	7,600	7,948	8,301	8,648
GST Receivable	\$'000	-	-	-	307	66	67	69	71	73	74	76	78	80
Total Current Assets	\$'000	25,123	31,502	32,826	24,499	24,018	23,408	23,693	24,644	26,379	28,586	31,375	30,963	33,554

**Non Current Assets**

Property Plant and Equipment	\$'000	-	-	-	-	400	1,521	2,854	3,276	3,521	3,811	4,059	4,263	4,425
Infrastructure Assets	\$'000	405,596	428,416	445,102	462,879	461,035	459,895	457,786	457,144	456,119	455,871	449,435	443,827	438,002
Right-of-Use Assets	\$'000	-	-	16	9	1	-	-	-	-	-	-	-	-
Total Non Current Assets	\$'000	405,596	428,416	445,118	462,888	461,436	461,416	460,640	460,420	459,640	459,682	453,493	448,090	442,427
Total Assets	\$'000	430,719	459,918	477,944	487,387	485,454	484,823	484,333	485,064	486,019	488,268	484,868	479,053	475,981

**Current Liabilities**

Trade and Other Payables	\$'000	4,013	6,756	6,110	6,510	6,541	6,737	6,920	7,147	7,362	7,583	7,789	5,368	5,537
Current Employee Benefits	\$'000	620	614	672	672	672	672	672	672	672	672	672	672	672
Current Lease Liabilities	\$'000	6	6	7	8	1	-	-	-	-	-	-	-	-
Total Current Liabilities	\$'000	4,639	7,376	6,789	7,190	7,214	7,409	7,592	7,819	8,034	8,255	8,461	6,040	6,209

**Non Current Liabilities**

Non Current Employee benefits	\$'000	358	341	200	200	200	200	200	200	200	200	200	200	200
Non Current Lease Liabilities	\$'000	23	17	10	1	-	-	-	-	-	-	-	-	-
Total Non Current Liabilities	\$'000	381	358	210	201	200	200	200	200	200	200	200	200	200
Total Liabilities	\$'000	5,020	7,734	6,999	7,391	7,414	7,609	7,792	8,019	8,234	8,455	8,661	6,240	6,409

Net Assets	\$'000	425,699	452,184	470,945	479,996	478,040	477,215	476,541	477,045	477,785	479,813	476,207	472,813	469,572
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**Equity**

Accumulated Surplus	\$'000	1,303	15,323	26,965	44,743	43,309	43,305	42,547	42,343	41,579	41,637	35,464	30,077	24,430
Other Reserves	\$'000	20,484	-	-	-	-	-	-	-	-	-	-	-	-
Waste Management Reserve	\$'000	-	5,482	6,068	3,045	3,025	3,025	2,835	2,616	2,476	2,456	2,456	2,456	2,456
Asset Reserve	\$'000	-	7,899	9,201	9,890	9,388	8,611	8,910	9,894	11,578	13,568	16,135	18,128	20,534
Election Reserve	\$'000	-	200	200	200	200	200	200	200	200	200	200	200	200
Disaster Recovery Reserve	\$'000	-	400	400	400	400	400	400	400	400	400	400	400	400
Strategic Initiatives Reserve	\$'000	-	400	400	400	400	400	400	400	400	400	400	400	400
Unexpended Grants Reserve	\$'000	-	3,864	-	-	-	-	-	-	-	-	-	-	-
Thorak Regional Cemetery	\$'000	-	1,934	2,757	2,142	2,142	2,098	2,073	2,016	1,976	1,976	1,976	1,976	1,976
Unexpended Capital Works Reserve	\$'000	-	3,129	5,778	-	-	-	-	-	-	-	-	-	-
Cash for Cans Reserve	\$'000	-	142	225	225	225	225	225	225	225	225	225	225	225
Developer Contribution Reserve - DCP/ICP	\$'000	-	676	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008	1,008
Asset Revaluation Reserve	\$'000	403,912	412,735	417,943	417,943	417,943	417,943	417,943	417,943	417,943	417,943	417,943	417,943	417,943
Total Equity	\$'000	425,699	452,184	470,945	479,996	478,040	477,215	476,541	477,045	477,785	479,813	476,207	472,813	469,572



Period end

30 Jun 22 30 Jun 23 30 Jun 24 30 Jun 25 30 Jun 26 30 Jun 27 30 Jun 28 30 Jun 29 30 Jun 30 30 Jun 31 30 Jun 32 30 Jun 33 30 Jun 34

## 17.04 Cash Flow Statement

### Cash flows from Operating Activities

Rates and Charges Received	\$'000	12,465	13,686	14,813	15,893	13,555	16,764	17,648	18,529	19,506	20,519	21,605	22,573	23,592
Grants - Operational Received	\$'000	5,878	6,646	1,171	4,076	3,808	3,970	3,971	3,969	3,970	3,970	3,971	3,969	3,970
Grants - Capital Received	\$'000	-	-	1,760	15,173	1,662	1,733	1,733	1,733	1,733	1,733	1,733	1,733	1,733
Interest Received	\$'000	98	294	1,113	1,258	778	782	786	789	793	797	801	805	809
User Fees Received	\$'000	2,216	2,074	3,029	2,329	2,251	2,453	2,577	2,705	2,840	2,982	3,132	3,287	3,453
Statutory Fees and Fines Received	\$'000	208	231	212	198	185	193	193	192	193	193	193	192	193
Other Receipts	\$'000	1,428	824	768	158	148	154	154	154	154	154	154	154	154
Employee Costs Paid	\$'000	(6,894)	(7,011)	(6,631)	(6,910)	(7,722)	(7,938)	(8,178)	(8,420)	(8,674)	(8,935)	(9,205)	(9,476)	(9,845)
Materials and Consumables Paid	\$'000	(11,653)	(9,655)	(8,568)	(14,291)	(11,318)	(11,508)	(11,871)	(12,192)	(12,576)	(12,953)	(13,361)	(16,399)	(14,235)
GST Received / (Paid)	\$'000	-	-	-	3,379	1,028	805	826	847	868	890	912	935	958
Trust Funds and Deposits	\$'000	-	-	(135)	-	-	-	-	-	-	-	-	-	-

<b>Net Cash flows from Operating Activities</b>	<b>\$'000</b>	<b>3,746</b>	<b>7,089</b>	<b>7,532</b>	<b>21,263</b>	<b>4,374</b>	<b>7,408</b>	<b>7,839</b>	<b>8,305</b>	<b>8,807</b>	<b>9,350</b>	<b>9,935</b>	<b>7,773</b>	<b>10,781</b>
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### Cash flows from Investing Activities

Payment for Property, Infrastructure, Plant and Equipment	\$'000	(5,253)	(2,006)	(6,484)	(28,905)	(7,594)	(8,304)	(7,837)	(7,690)	(7,407)	(7,495)	(7,495)	(8,540)	(8,540)
Proceeds from Property, Infrastructure, Plant and Equipment	\$'000	149	78	133	-	-	-	-	-	-	-	-	-	-
Proceeds/(Payments) from/for Investment Property	\$'000	(68)	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from/(to) Investments	\$'000	67	-	-	-	-	-	-	-	-	-	-	-	-

<b>Net Cash flows from Investing Activities</b>	<b>\$'000</b>	<b>(5,105)</b>	<b>(1,928)</b>	<b>(6,351)</b>	<b>(28,905)</b>	<b>(7,594)</b>	<b>(8,304)</b>	<b>(7,837)</b>	<b>(7,690)</b>	<b>(7,407)</b>	<b>(7,495)</b>	<b>(7,495)</b>	<b>(8,540)</b>	<b>(8,540)</b>
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### Cash flows from Financing Activities

Proceeds from Interest Bearing Loans and Borrowings	\$'000	37	-	-	-	-	-	-	-	-	-	-	-	-
Repayments of Interest Bearing Loans and Borrowings	\$'000	(17)	-	-	-	-	-	-	-	-	-	-	-	-
Interest paid - lease liability	\$'000	-	-	-	-	(0)	(0)	-	-	-	-	-	-	-
Repayment of lease liabilities	\$'000	-	(6)	(6)	(8)	(8)	(1)	(6)	-	-	-	-	-	-

<b>Net Cash flows from Financing Activities</b>	<b>\$'000</b>	<b>20</b>	<b>(6)</b>	<b>(6)</b>	<b>(8)</b>	<b>(8)</b>	<b>(1)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
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<b>Net Change in Cash Held</b>	<b>\$'000</b>	<b>(1,339)</b>	<b>5,155</b>	<b>1,175</b>	<b>(7,650)</b>	<b>(3,228)</b>	<b>(898)</b>	<b>2</b>	<b>615</b>	<b>1,400</b>	<b>1,855</b>	<b>2,440</b>	<b>(767)</b>	<b>2,241</b>
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<b>Cash at Beginning of the Financial Year</b>	<b>\$'000</b>	<b>23,823</b>	<b>22,484</b>	<b>27,639</b>	<b>28,814</b>	<b>21,164</b>	<b>17,936</b>	<b>17,038</b>	<b>17,040</b>	<b>17,655</b>	<b>19,056</b>	<b>20,911</b>	<b>23,351</b>	<b>22,584</b>
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<b>Cash at End of the Financial Year</b>	<b>\$'000</b>	<b>22,484</b>	<b>27,639</b>	<b>28,814</b>	<b>21,164</b>	<b>17,936</b>	<b>17,038</b>	<b>17,040</b>	<b>17,655</b>	<b>19,056</b>	<b>20,911</b>	<b>23,351</b>	<b>22,584</b>	<b>24,826</b>
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## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.01.04
<b>Report Title:</b>	Draft COM01 Youth Policy
<b>Author:</b>	Rebecca Taylor, Policy and Governance Program Leader
<b>Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Draft COM01 Youth Policy

### Executive Summary

This report presents to Council the draft COM01 Youth Policy for adoption.

### Recommendation

THAT Council adopt the draft COM01 Youth Policy, as at Attachment A, and authorise the Chief Executive Officer to make minor amendments.

### Background

Policy COM01 Youth provides Council with a framework to demonstrate the commitment to the development and support of young people in the Municipality. The policy is also supported by Council's Youth Strategy 2022-2025 Community Engagement Strategy and Action Plan 2022-2025.

At Council's Ordinary Meeting in March 2024, Council recommended that the policy be reviewed over the next twelve months, following a review of Council's approach to its commitment to the development and support of young people in the Municipality. Over the last 12 months the youth of the Litchfield municipality have continued to be supported and recognised through youth grants, events and Australia Day Awards. With the current Youth Strategy expiring in 2025, there will be further opportunity to review how Council can support youth.

COM01 Youth policy was due for review in March 2025. The policy has now been reviewed and the following changes were made;

Section	Change
1. Purpose	Further explanation provided around the purpose of the policy.
3. Definition	Definition of 'engagement' expanded on to include a more specific approach to youth.
4.2 Active Participation	Additional point included to demonstrate Council's commitment to youth through a yearly event.
4.3. Promote Access and Development	4.3.2 Barriers that youth may experience has been expanded upon 4.3.3 Additional point included about Council's Youth Development Grant.



5. Associated Documents	References to strategies updated.

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

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

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

None identified

#### **Risks**

None identified

#### **Community Engagement**

Although public consultation has not been identified for the review of COM01 Youth Policy, any development of a supporting youth strategy will require community input.





Name	COM01 Youth
Policy Type	Council
Responsible Officer	Chief Executive Officer
Approval Date	20/05/2025
Review Date	19/05/2029

## 1. Purpose

This Policy outlines Council's commitment to foster youth participation and empowerment and highlights the significance of young people and the youth sector in Litchfield. Council values the contributions, perspectives and potential of young people, aiming to foster inclusive and supportive environments where young people can thrive and have opportunities to shape their communities.

## 2. Scope

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

## 3. Definitions

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

Council	Litchfield Council
Engagement	Any processes that involve active, purposeful, and inclusive interaction and advocacy with and for young people, where their voices are sought, considered and represented in shaping Council decisions, services, and community life.

## 4. Policy Statement

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

### 4.1. Promote a Positive Profile of Youth

- 4.1.1. Council will play an active role in promoting a positive image of youth, which may include Council publications, media releases in both print and electronic media.
- 4.1.2. Council will support the nomination and selection of Litchfield's Young Citizen of the Year as part of the annual Australia Day Award Program.

### 4.2. Active Participation



- 4.2.1. Council will explore options for young people to be involved in purposeful engagement. Where possible, youth will be given the opportunity to take on valued roles to actively participate in addressing relevant issues with the ability to influence real outcomes.
- 4.3. 4.2.2 Council will host at least once a year a youth engagement event where young people can have an avenue to provide feedback, share ideas and express their perspectives on issues that matter to them. Insights gained will help inform Council's ongoing commitment and responsiveness in supporting youth wellbeing, aspirations and community involvement. Promote Access and Development.
- 4.3.1. Council will represent the youth of Litchfield at network meetings such as the Palmerston and Rural Youth Services Network (PARYS) and others as appropriate.
- 4.3.2. Where appropriate Council will advocate to reduce barriers in accessing services, programs, opportunities and events for youth. This may include advocating for the expansion of services to the Litchfield Municipality. Council acknowledges young people may experience barriers such as cost, transport, distance, disability, and differences in social and cultural backgrounds.
- 4.3.3. Council will support youth in their endeavours through the Youth Development Grant, which aims to empower young people to participate in enriching pursuits that develop their knowledge, confidence and skills to contribute positively to their personal growth and that of the wider Litchfield community.
- 4.4. Council will represent the youth of Litchfield through relevant engagement processes with the Northern Territory and Federal Government. Roles and Responsibilities.
- 4.4.1. Councillors will; advocate the interests of youth to governments, act as a responsible partner in government by considering the needs of the young people in the Litchfield community, fostering community cohesion and encouraging active participation in community engagement with young people.
- 4.4.2. The Chief Executive Officer will; lead the organisation to further embed a culture that strives for and supports the positive profile of youth including opportunities for youth to be involved in purposeful engagement and ensure Council is providing adequate ability to implement the Youth Policy.

## **5. Associated Documents**

Youth Strategy 2022-2025

Community Engagement Strategy and Action Plan 2022-2025

COR02 Community Engagement Policy

## **6. References and Legislation**

Nil

## **7. Review History**



Date Reviewed	Description of changes (Inc Decision No. if applicable)
20/03/2019	New policy
19/03/2024	Policy reviewed, minor formatting changes and no content changes. Policy review date amended to one year to allow for a further review.
20/05/2025	Policy reviewed with the following changes; amended definition of engagement, additional information for 4.2 Active Participation, and inclusion of Council's Youth Development Grants at 4.3.





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.01
<b>Report Title:</b>	Community Services and Development Monthly Report – April 2025
<b>Author and Recommending Officer:</b>	Maxie Smith, Director Corporate and Community
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	Nil

### Executive Summary

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

### Recommendation

THAT Council note the Community Services and Development Monthly Report for April 2025.

### 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. Reach statistics also include audiences reached on pages to which your post was shared.

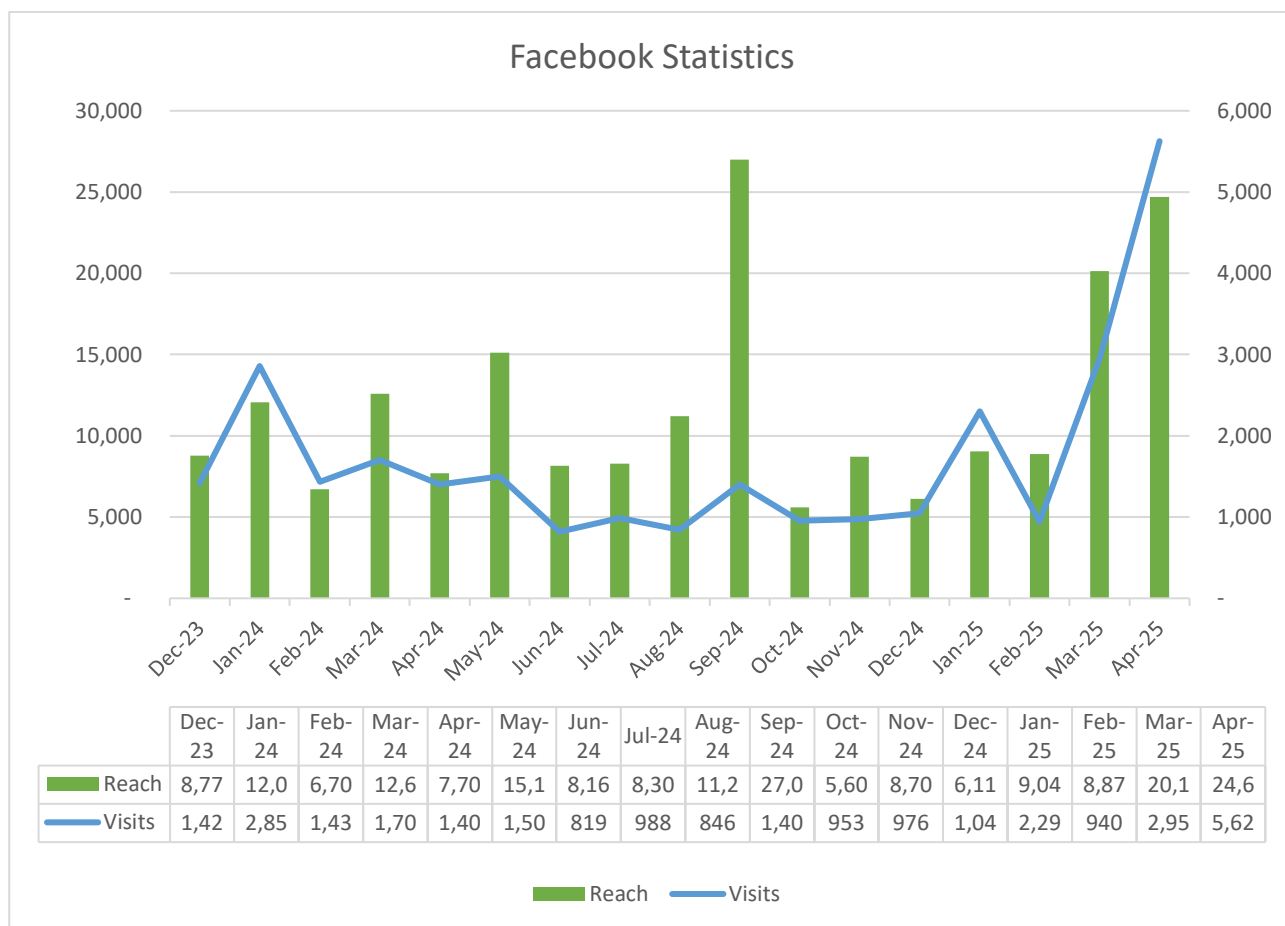
### Facebook Visits

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 90 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.

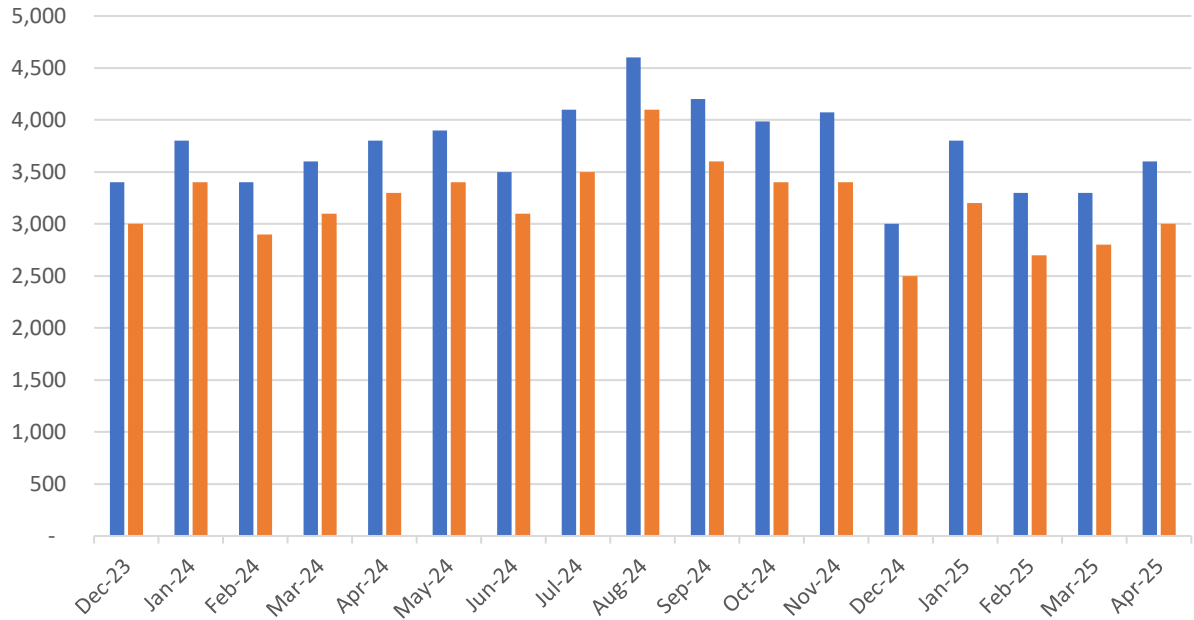
### Page Views

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

The website statistics have remained the same as previous months, although there are a few data missing due to a Google analytics glitch. Meanwhile, there is a significant increase in Facebook reach and follows due to the boosted ads for Youth Week events which has allowed the Council page to reach a wider audience.

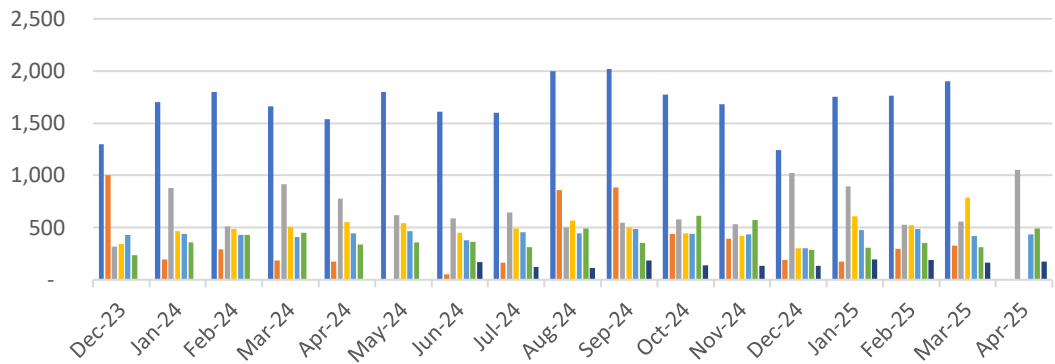


## Users



	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
Users	3,40	3,80	3,40	3,60	3,80	3,90	3,50	4,10	4,60	4,20	3,98	4,07	3,00	3,80	3,30	3,30	3,60
New User	3,00	3,40	2,90	3,10	3,30	3,40	3,10	3,50	4,10	3,60	3,40	3,40	2,50	3,20	2,70	2,80	3,00

## Page Views



	Dec-23	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
Welcome to Litchfield	1,30	1,70	1,80	1,65	1,54	1,80	1,61	1,60	1,99	2,02	1,77	1,68	1,24	1,75	1,76	1,90	
Pay Online	1,00	193	291	182	172		52	166	857	887	438	394	192	173	298	327	
Waste Transfer Stations	315	881	512	916	776	621	590	644	499	546	579	531	1,02	894	525	560	1,05
Search	343	466	487	506	552	543	451	492	566	502	446	418	302	607	522	787	
Contact Us	431	442	432	410	446	464	377	456	443	485	441	434	302	474	487	420	433
Current Vacancies	237	360	430	448	339	357	362	311	492	354	614	571	286	309	351	313	490
Library							170	123	113	185	138	134	132	193	190	162	176



## Recreation Reserves

Meeting	Purpose
Palmerston and Rural Youth Services Network (PARYS)	Act as council delegate and represent the youth of Litchfield at network meetings as well as keep up to date on services and events for the youth and community.
Knuckey Lagoon Recreation Reserve Management Committee	Communicate with user groups and community members regarding activities and management of the reserve.

### Project Updates

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

Location	Project	Status
Knuckey Lagoon Recreation Reserve	Adventure Play Equipment Upgrades	Project plan is progressing. Additional funding as approved at the Oct OCM has been sent to LRCI for approval.
Howard Park Reserve	BMX Softfall replacement	The lifespan of the existing material appears to be somewhat inefficient. Officers have been in contact with a consultant with advice being sought to consider options of modifications to not require as much of it.

## Youth Engagement

### Augmented Reality Launch

This month saw an exciting and innovative milestone for youth engagement in the Litchfield municipality. On the 4<sup>th</sup> of April, Litchfield Council launched the first-ever Augmented Reality Pop-Up Park in the NT, and only the second in Australia, at Howard Park Oval. This cutting-edge activation of GeoAR's Magical Park marked the beginning of NT Youth Week and provided a unique experience for families in the rural area.

Despite larger events being held in Darwin and Palmerston at the same time, the launch event drew over 200 attendees and generated nearly 25 hours of active play during the evening. The event was incredibly well received by the community, even obtaining a mention on local radio, with many families expressing how much they enjoyed having such an engaging and high-quality event in their area.

Designed for children aged 5 and up but enjoyed by all ages; the AR game blended education and entertainment by encouraging physical activity, and shared messages about sustainability and land care while teaching interesting facts about animals and cultural events. Families worked together to complete outdoor challenges to earn physical prizes, creating a fun and active atmosphere.

The event included resources from community organisations as well; promoting mental health, wellbeing, family support and road safety, including TeamHealth, Asthma NT, Dawn House, and



more, which provided valuable information and support to local families while strengthening connections to essential rural services.

The evening also featured a range of engaging activities, such as lawn games and a popular car racing game run by the Howard Springs Fire Brigade, where children of all ages experienced the thrill of operating a real fire hose straight from the fire truck. Food stalls offered dinner and treats for families to enjoy, and free Wi-Fi provided by NBN Co added a modern touch that enhanced accessibility and connectivity. The AR experience remained available for two weeks over the school holidays, offering a safe, inclusive, and educational way for children including those with disabilities, to explore the outdoors and stay active.

### Youth Week

Youth Week continued with 18 different activities from the 5<sup>th</sup> to 13<sup>th</sup> of April. Offered to young people aged 7–17 years, the programs ranged from first aid and self-defence classes to creative workshops in painting, leather craft, beading, breakdancing as well as digital experiences like eSports and VR gaming. Over 250 young people participated across these events, building confidence, life skills, and social connections while nurturing creativity and self-expression.

The feedback from youth and families was overwhelmingly positive. Many described the experience as a valuable introduction to extracurricular interests, such as art and dance, while also offering a sense of empowerment and critical skills to manage real-life challenges. By delivering activities across the municipality—including Howard Springs, Humpty Doo, Berry Springs, and Livingstone; Council helped reduce barriers to participation, ensuring that young people in rural areas had more opportunities to quality programs. These sessions also served as a platform for young people to voice their ideas to Council and get the chance to shape their community.

It's worth noting that the Office of Youth Affairs recognised this as the largest Youth Week program Litchfield Council has delivered to date—an achievement made possible through their generous support via a Youth Week grant. Youth Week photos and videos are on the [Litchfield Council Facebook page](#).

### **Community Engagement**

The Taminmin Community Library continued its fundamental role in community connection with a range of diverse, supportive and intergenerational events throughout April.

The Easter Storytime event with its themed activities and crafts brought joy to families, offering celebration and connection during the holiday period, especially for those without local support networks. The School Holiday Program was another standout success even through challenges with air-conditioning. Offering a variety of activities, they had several sessions fully booked, including the popular candle making workshop and a magic show.

The Seniors Morning Tea took on the Travelling Textiles project, creating meaningful moments of intergenerational learning. Young and old alike shared skills and stories, with some commenting on how the program gave them "something to look forward to", making them feel connected and proud of their collaborative achievements. Additional community events included a Relationships Australia presentation on elder abuse awareness, and a session raising awareness for paediatric sepsis as part of Sepsis Awareness Month.



**ANZAC Day**

On ANZAC Day, the Humpty Doo community came together with almost 400 people attending the ANZAC Service. The ceremony was a powerful reflection of our community’s unity in remembrance—honouring the legacy of our service men and women not just in words, but through collective action.

The Litchfield Lions Club did an excellent job coordinating the involvement of local schools, veterans, police, and military personnel. Volunteers, with support from Litchfield Council, provided the crowd with a sausage sizzle and free barista coffee, creating a warm and welcoming atmosphere. Sharing a meal together encouraged conversations, connection, and reflection, bringing the everyone together in the true spirit of the day. Overall, it was a memorable event where together we honoured the past, stood in solidarity in the present, and passed the spirit of remembrance on to the next generation who will carry it into the future.



**Taminmin Community Library**

**Visitors to the Library**

The library had 2,017 visitors in April 2025 and was open for 165.5 hours. The previous month of March 2025 compared at 1,969 visitors and was open for 193.5 hours.

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



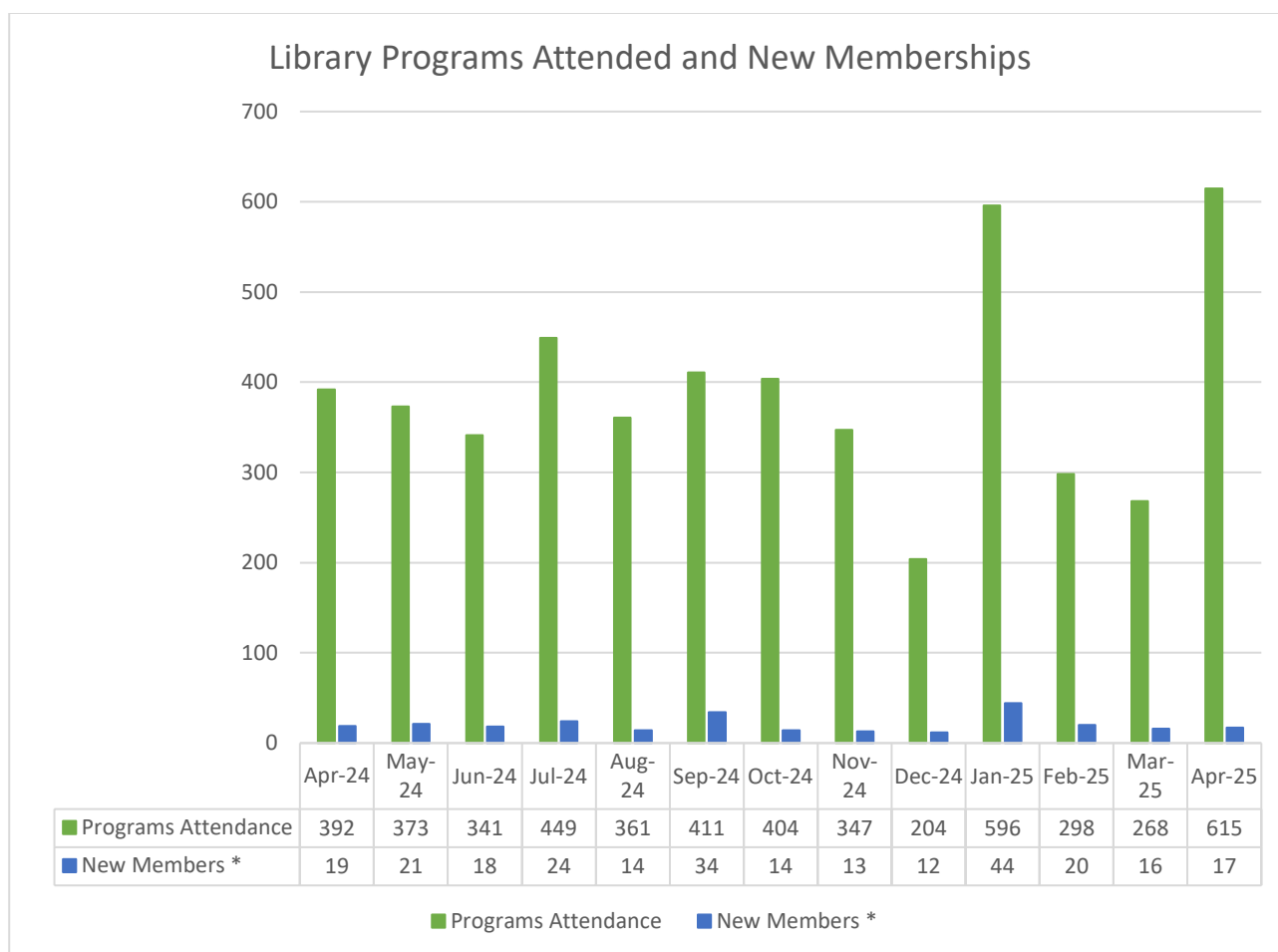


## Library Programs and Memberships

A total of 26 activities were delivered in April 2025 with a total attendance of 615 participants. In the same month last year, the library had 392 attendees across 32 activities. Participants have almost doubled, which can be attributed to:

- a busy period including both the school holiday program and Youth Week activities;
- addition of passive programming such as Anytime Activities;
- increased participation in regular programming due to quality of events;
- plus monthly Dementia Australia information sessions in 2025.

The library team signed up 17 new library members during April 2025. This compares to 19 new members April 2024.



## Library Projects

- Ad hoc reporting and service delivery recommendations for Library Relocation vote and handling of public enquires and complaints.
- Organise and promote library-based activities to support fantastic efforts by Litchfield community services to activate the rural area during Youth Week.



## 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. Green highlight grants have been acquitted.

TAMINMIN COMMUNITY LIBRARY - GRANTS OVERVIEW 2024-25					
Amount	Name	Source	Activity/Purpose	Status	Comment/s
\$2,500	Science Week 2024	Inspired NT	Students vs Seniors : Barra Tales	Acquitted	Delivered successfully - acquittal submitted
\$1,500	Science Week 2024	Inspired NT	Species Survival : A VR Experience x 2 Saturday events	Acquitted	Delivered successfully - acquittal submitted
\$2,000	Seniors Month 2024	Office of Senior Territorians	Library Buddies 2024 (Intergenerational Program – Seniors & Preschoolers)	Acquitted	Delivered successfully - acquittal submitted
\$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	Successful	Current for Sep-Oct, Jan, Jun-Jul holidays
\$1,200	NTG Youth Week 2025	Territory Families	Youth Week @ The Library	Partially Successful	Applied for \$2,000 Successful for \$1,200
<i>*above not in total until successful</i>					
<b>\$14,700</b>	TOTAL GRANT INCOME SOURCED BY LIBRARY FOR 2024-25				

## Library Service Disruptions

- 01/04/2025 - Power outage

Library closed couple of hours 2.50–4.45 for No power, no lights, no wifi, no services, no air con and areas of library were very dark (overcast day). Sent casual home and remaining staff worked at offline tasks. Re-opened library at 4.45.

- 7/04/2025 – Water off

Water was turned off to school to fix a large water leak in another area. Affecting toilet usage and staff facilities from 3pm.

- 08/04/2025 – 09/04/2025 – No air conditioning

Works to fix leak have affected air conditioning (water cooling system) broken down requiring maintenance. For Tues 8 and Wed 9 April there was no air conditioning to the public library. Impacts upon both school holiday program and Youth Week activities, as well as public users. WHS risk to library staff working in heat for 2 days.

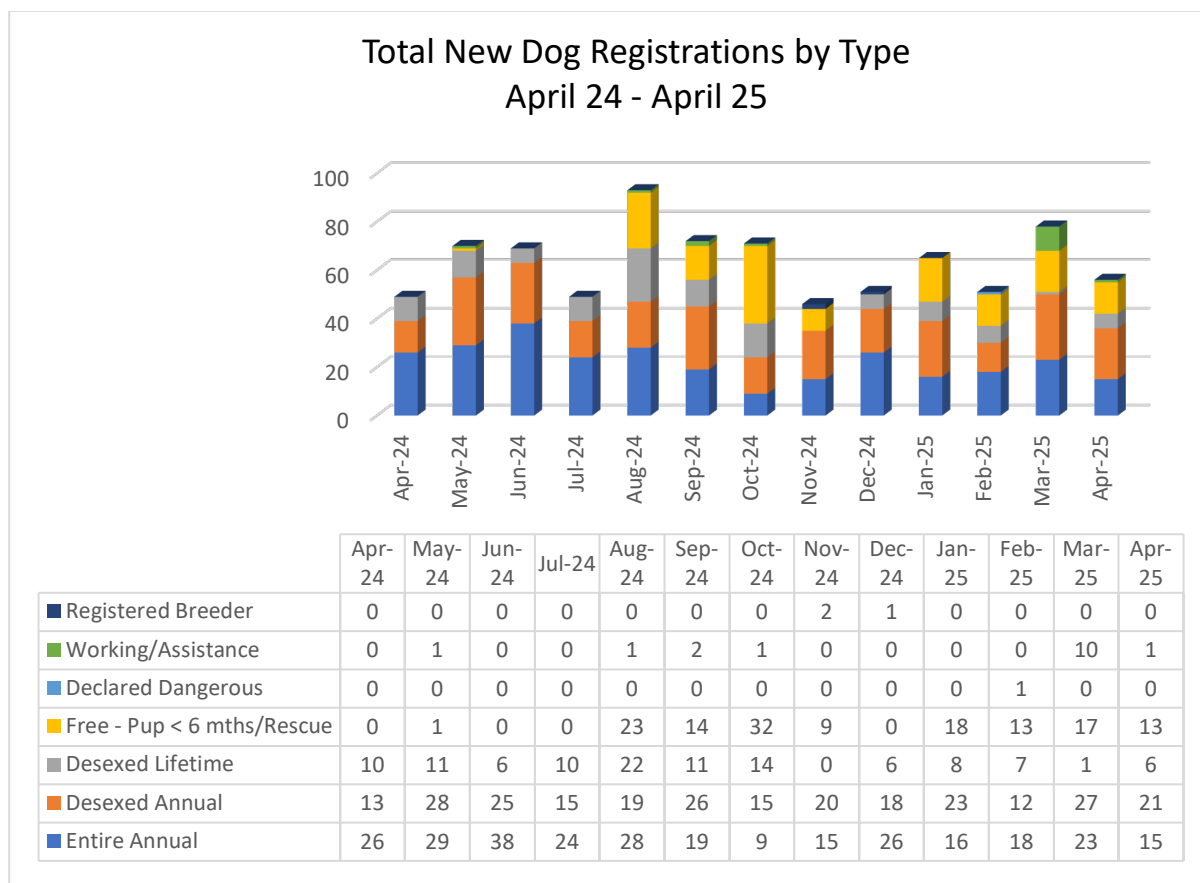


## Regulatory Services

### New Dog Registrations

The number of new dogs registered either voluntarily or as a condition of release from the pound in April 2025 was 57, 21 less than for March (78), and eight more than for the same time last year (49).

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



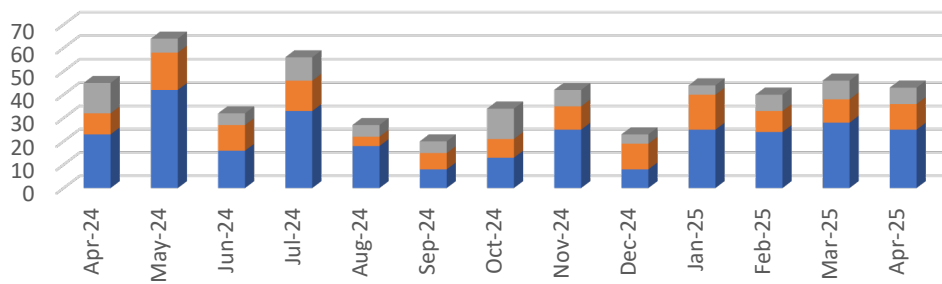
### Dog At Large, Pick Ups and Lost Dogs

From July 2024, reports of lost dogs are also included in statistics as they are also dogs at large. There were 43 recorded reports of dogs at large, contained dogs for pick up and dogs reported lost by their owners (25, 11 and seven respectively) 3.3 above the average (39.7) over the preceding 12 months. March's total was six more than for February, and 14 more than for the same time last year.

The average over the past 12 months is 39.7 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.



### Dog At Large, Pick Up and Lost Dog Reports April 24 - April 25



	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
■ Lost	13	6	5	10	5	5	13	7	4	4	7	8	7
■ Pick Up	9	16	11	13	4	7	8	10	11	15	9	10	11
■ At Large	23	42	16	33	18	8	13	25	8	25	24	28	25

### Impounded Dogs

Dogs are impounded by Rangers should they be at large, voluntarily surrendered by their owners or seized under the authority of a warrant as a last resort for non-compliance with Council's By-laws. At the start of April there were seven dogs in the pound from the end of March. 18 new dogs were impounded during April, 10 dogs were reclaimed by their owner, 10 dogs were rehomed, and three dogs remained in the pound at the end of April, two less impounds than in March, and one less than in April 2024. There were two euthanasia's this month.

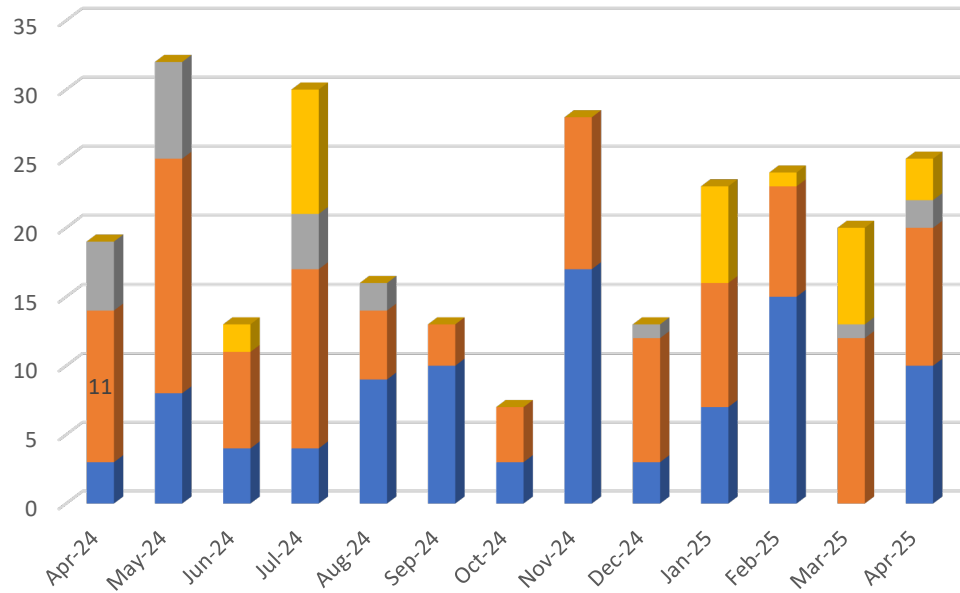
81.3% of dogs impounded since April 2024 were not registered at the time of impounding. Those dogs registered at the time of impounding typically were already registered from a previous impounding.

81.24% of dogs impounded since April 2024 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 all vet clinics in the Litchfield area.

51.4% of dogs impounded over the last 12 months were male. Again, this emphasises the importance of desexing to reduce wandering tendencies.



### Impounded Dogs and Outcome April 24 - April 25



	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
In Pound/Other	0	0	2	9	0	0	0	0	0	7	1	7	3
Euthanised	5	7	0	4	2	0	0	0	1	0	0	1	2
Reclaimed	11	17	7	13	5	3	4	11	9	9	8	12	10
Rehomed	3	8	4	4	9	10	3	17	3	7	15	0	10

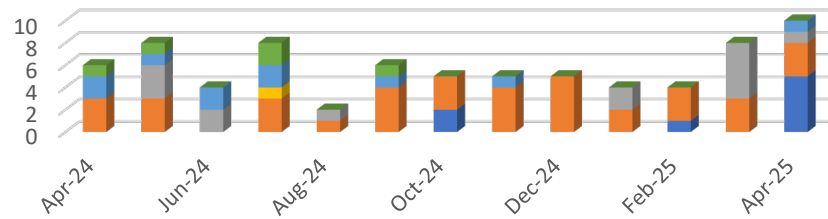
### Abandoned Vehicles

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 10 abandoned vehicles reported to Council in April 2025, two more than received for March. This is four more than for the same time last year (6) and 4.2 more than the average of 5.8 per month over the last 12 months.

Since April last year, 49.3% 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. 13.3% of vehicles reported were impounded by Council were not retrieved by their owners, and if not claimed will be made available for sale via auction, typically for spare parts as they are rarely in working condition. A very small percentage 1.3% of impounded vehicles were retrieved by the owner. 6.7% 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. 18.7% of vehicles reported and unmoved were in such poor condition that they were immediately disposed of for recycling.



### Abandoned Vehicles and Outcome April 24 - April 25



	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25	Apr-25
Non Council Land	1	1	0	2	0	1	0	0	0	0	0	0	0
Impounded	2	1	2	2	0	1	0	1	0	0	0	0	1
Released	0	0	0	1	0	0	0	0	0	0	0	0	0
Disposed	0	3	2	0	1	0	0	0	0	2	0	5	1
Departed	3	3	0	3	1	4	3	4	5	2	3	3	3
New CRM	0	0	0	0	0	0	2	0	0	0	1	0	5

#### Links with Strategic Plan

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

#### Legislative and Policy Implications

COR01 Media Policy

GOV16 Compliance and Enforcement

COM01 Youth

COR02 Community Engagement

COM03 Sport and Recreation

#### 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>	Sponsorship Request: Flametree Yoga Coolalinga - Subsidised Memberships for Men and Veterans
<b>Author:</b>	Jill Enriquez, Community Participation Officer
<b>Recommending Officer:</b>	Stephen Hoyne, Chief Executive Officer
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Flametree Yoga Coolalinga Proposal and Supporting Document

### Executive Summary

The purpose of this report is to seek approval of a Council Sponsorship for Flametree Yoga Coolalinga. They are requesting funds to subsidise Men and Veteran memberships to promote physical and mental wellbeing, community connection, and resilience through yoga.

### Recommendation

THAT Council:

1. authorise the provision of one-time funding, with the amount to be determined by Council, to contribute towards covering a portion of the cost of yoga classes for men and veterans.
2. endorse the utilisation of funds from the Sponsorship budget within the current 2024/25 financial year for this purpose.
3. authorise the Chief Executive Officer, or appointed delegate, to draft an agreement between Litchfield Council and Flametree Yoga Coolalinga, ensuring the inclusion of the Litchfield Council logo on promotional items and social media content.

### Background

Dr Stuart McGill, the manager and instructor at Flametree Yoga Coolalinga, approached the Community Participation Officer in February 2025 to seek financial sponsorship to assist with the costs of providing subsidised memberships for men and veterans. It is requested that Council provide a funding amount of \$2,000, which leverages Flametree's existing half-price yoga pass, further reducing the price to \$29.50 for 12 classes, which will cover 66 subsidised memberships. A detailed breakdown is provided in the attached document.

There is an identified issue of isolation and self-harming behaviours with men 40+ in the Litchfield area, and Flametree Yoga Coolalinga seeks to alleviate this through yoga—a low-impact, accessible practice known to improve both physical and mental health. Regular participation in yoga has been shown to reduce stress and anxiety, improve PTSD symptoms while building resilience, mindfulness, and social connection. Flametree Yoga Coolalinga is a local business and is the only yoga provider in the rural area, making it an easily accessible service for residents who may otherwise face barriers to participating in structured wellbeing activities. By supporting this initiative, Council would be enriching the local economy, and addressing a clear community need; fostering inclusion and contributing to long-term wellbeing outcomes for a vulnerable demographic.



Moreover, funding for this initiative is in line with the objectives of the Sport and Recreation Policy and the Litchfield Council Strategic Plan 2022-2025, supporting Council's commitment to strengthen community ties by providing a safe, supportive environment for men and veterans to reconnect and thrive.

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

People - Our Community is at the Heart of All We Do  
Prosperity - Our Economy and Growth

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

COM03 – Sport and Recreation Policy  
FIN07 – Community Grants, Donations and Sponsorships Policy  
Litchfield Council Strategic Plan 2022-2025.

#### **Risks**

##### Financial

The overall proposed investment of up to \$2,500.00 or an amount determined by Council towards the event does not present a major financial risk. The current budget remaining in the Sponsorship budget line is \$5,000.00, which is separate to the Community Grants Scheme.

Adversely, if the initiative doesn't take place or falls short of the anticipated success, the allocated funding may not be utilised as originally specified. To safeguard the Council's financial reputation and ensure the return of funds, Council staff must establish a legally binding financial agreement.

#### **Community Engagement**

Not Applicable.



## Proposal for Council Sponsorship: Men's and Veterans' Yoga Access Initiative

**Submitted by:** Flametree Yoga Studio, Coolalinga

**Funding Requested:** \$2,000

**Target Group:** Men aged probably 40+, and veterans (male or female)

**Proposed Start Date:** Immediately

**Duration:** Until the funding is used, but no more than 12 months.

### Background and Rationale

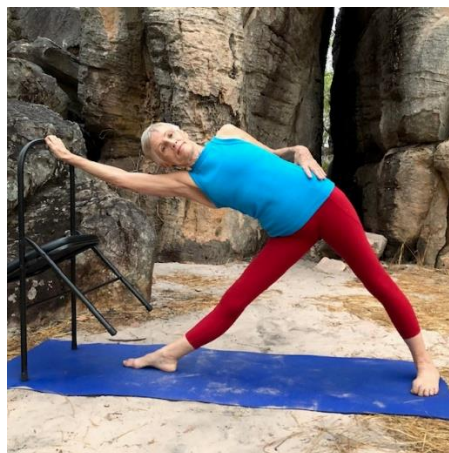
Litchfield Council has long demonstrated its commitment to improving the wellbeing of its residents, especially through initiatives that address social isolation, mental health, and community connection. Recent data, as attached, highlights a concerning issue within the Litchfield region: men over 40 experience the highest suicide rates across any demographic group.

This alarming trend is further compounded by barriers such as stigma around mental health, lack of accessible wellbeing programs, and difficulty engaging men in preventative or therapeutic initiatives.

Veterans in our region also face unique challenges related to trauma, physical injury, and reintegration into civilian life, often compounding mental health difficulties. There is also a higher concentration of such veterans in the Litchfield.

There is a clear and urgent need for initiatives that provide low-pressure, welcoming, and accessible entry points into wellbeing services for men and veterans.

### Doable beginner yoga



*At beginner level, Flametree teaches doable, but effective poses, using props. They still deliver huge benefits for mental & physical health, but overcome the perception that yoga is too difficult.*



## Proposed Initiative: Accessible Yoga for Men and Veterans

[Flametree Yoga Coolalinga](#) proposes a co-funded wellbeing initiative aimed at encouraging men and veterans to participate in yoga classes as a gentle, non-clinical, and community-based mental health support option.

Attached documents outline how and why the Iyengar style of yoga, taught by Flametree, is especially effective at delivering a wide range of benefits that will improve men's health, as well as relieve the impact of trauma and PTSD.

The program leverages Flametree's existing half-price yoga pass for beginners. With Council sponsorship, the cost for eligible participants will be reduced even further—providing an accessible, stigma-free gateway to improved mental and physical wellbeing.

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### Program Details

- **Yoga Access Pass Value:** \$119
- **Current Flametree Discount:** 50% (\$59.50) for new or returning students
- **Proposed Council Contribution per Pass:** \$30
- **Final Cost to Participant:** \$29.50 for 12 beginner yoga classes
- **Total Passes Funded by \$2,000:** 66
- **Eligibility:** Open to men aged 40+ and veterans of any gender
- **Location:** Flametree Yoga Studio, Coolalinga
- **Administration:** Flametree manages registrations, discount application, and invoicing to Council
- **Branding:** Flametree will use Council's logo and branding during promotion of this initiative.

### Appropriate levels of yoga from Gentle to Advanced



*Certified Senior Teacher Chris Lalor demonstrating Warrior 2 pose with chair. Flametree teaches in a range of levels. But the most basic beginner level is very doable yoga that can be accessed by every age, size, and gender.*



## Community Engagement Event (Optional Add-On)

To help promote this initiative and encourage uptake among the target audience, Flametree also proposes a low-pressure community event in partnership with Litchfield Council, local veterans' groups, and community service organizations such as the Lions Club.

This event would:

- Offer informal yoga demonstrations or relaxation yoga sessions
  - Feature mental health information booths hosted by support services
  - Include free refreshments and entertainment
  - Emphasise no-obligation participation, reducing entry barriers for those who may feel uncertain or self-conscious about trying yoga
  - Provide on-site assistance for signing up for the discounted pass
  - Include the option of a free yoga pass prior to the socialising event.
- 

## Outcomes and Benefits

- **Improved Mental Health:** Gentle, regular movement such as yoga has been shown to lower cortisol levels, reduce anxiety, and support trauma recovery.
  - **Increased Community Connection:** A class-based model fosters social engagement, routine, and belonging.
  - **Barrier Reduction:** The heavy discount addresses cost, stigma, and lack of awareness—key barriers for men and veterans.
  - **Efficient Use of Funds:** Each \$30 sponsorship results in a \$119 wellbeing benefit per participant.
  - **Council Alignment:** This initiative directly supports Council's wellbeing priorities, particularly relating to mental health and suicide prevention among men.
- 



*Students progress through a range of levels of yoga, as and when they choose.  
This Half Moon pose helps leg strength, balance, flexibility, and more.*



## Budget

Item	Cost	Quantity	Total
Council co-funded yoga passes	\$30/pass	66	\$1,980
Administration & promotional support In-kind (by Flametree) -			\$0
<b>Total Requested</b>			<b>\$2,000</b>

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## Promotion & Reporting

Flametree will:

- Promote the offer via its digital and community channels
  - **Use Council's logo** and branding during promotion of this initiative.
  - Collaborate with Council to promote through municipal platforms
  - Provide brief quarterly reports on participation and uptake
  - Invite Council representation at any associated community events.
- 

## Conclusion

This joint initiative represents a cost-effective, community-rooted, and human-centered approach to addressing a deeply concerning mental health issue in the Litchfield region. By making yoga more accessible to men and veterans—groups often underrepresented in wellness programs—we can help open the door to improved wellbeing, greater social connection, and potentially life-saving impact.

We welcome the opportunity to work alongside Council and local partners in delivering this initiative and creating a healthier, more connected Litchfield.

### Learning inversions via “walking” feet up the wall



**Inversions** lift all the body's weight with the arms, thereby building strength. But, they also have powerful mental impacts, including helping calmness, and focus.



## Supporting documents with this Proposal

The attached document supports the above proposal, and provides additional information that can help Council make a choice about using Flametree. In addition, if Flametree's work is approved, this research (drawn from even more detailed research we have provided), will help direct its services and communication so as to maximise the effectiveness of service delivery. The attached document includes points to the following (and much more). There's also more information in some of the links to the Flametree Yoga Studio site.

- **Suicide rates** in Litchfield Council area, including changes, drivers of it, & success with grants to target the issue.
  - Key point/s: Litchfield male suicide rates are **significantly higher** than elsewhere, but targeted grants and programs in recent times, are helping.
- Key aspects of the **men's health local issue**, including number of veterans in Litchfield, male health issues overall, & more.
  - Key point/s: Litchfield has **significantly more veterans**, and **relatively more males**, and they're **more likely to suicide**
  - Even though the number of female veteran's is lower, their chance of suicide is dramatically higher.
  - Notwithstanding their health needs, men are more reluctant than women to address them. Hence the offers and arrangements in this proposal should help. But, outcomes will obviously have to be tested to as to prove what works, or not.
- How addressing men's health, & local veteran issues, fits into Council's **strategic plan**, including working with local providers.
  - Key point/s: Addressing men's health is part of Council's general commitment to community health and wellbeing.
- Why & how Flametree's style of **yoga improves** men's health, & helps prevent suicide
  - Key point/s: Many studies have demonstrated that the style of yoga used by Flametree (so-called **lyengar yoga**) works especially well to improve men's health, PTSD issues.
  - **Flametree Yoga Coolalinga** is the **only significant yoga studio** operating in the Litchfield region, which also teaches **lyengar yoga**. Studies show this style of yoga is proven to greatly assist men's mental, physical and emotional health.
  - Flametree has some especially appropriate **resources and skills**, including the use of **yoga props**, and being managed by a certified **Senior Yoga Teacher**, and certified Yoga Therapist, **Chris Lalor**. All teachers are closely supervised by the Senior Teacher, so as to ensure consistent and effective quality and practices.
  - Yogic practices are **proven to assist with making lifestyle changes** to improve health, including more **mindful eating**, cutting smoking, and much more.



Research suggests such lifestyle changes are highly recommended to help address men's health issues in Litchfield

- Flametree also has **significant digital marketing skills and resources** to help communicate with men, and have them use the highly attractive offers discussed in this proposal.

- **Background on Flametree Yoga Studio**

- Key point/s: Flametree has the knowledge base, skills, resources, and style of yoga that's proven to work very effectively on men's health.
- Flametree has a **male yoga teacher** who teaches 8 beginner classes a week in Coolalinga ([Dr Stuart McGill](#)). (Many are active yoga, but one is the [restorative yoga](#) that is especially effective at decreasing stress, and [changing eating habits](#)).
- Male yoga teachers are **proven to attract more males to participate** in yoga.
- As an Iyengar yoga studio, Flametree also uses [props for yoga](#). These are proven to make Iyengar yoga for PTSD and trauma even more effective, by not only helping people feel secure, but also **fostering better relaxation, confidence, accessibility, concentration, courage, mindfulness, and enjoyment**.
- With its male yoga teacher, Flametree places special **emphasis on yoga for men**, including simple issues they face, like [stiffness](#). For example, in some of its [male focussed communications](#), including [health issues men face](#). Flametree also emphasises how male sports stars use yoga for flexibility, performance, focus, and more (such as [Justin Langer](#)).



# Men's Health Issues & Solutions In Litchfield Council Region

## Background Paper To Support Yoga Grant Proposal For Men & Veteran's Yoga Discount

### Problems or issues

#### Overview of men's health issues

- Litchfield has a **significantly high cancer incidence rate** at 534 per 100,000 population, which is the highest in the Northern Territory compared to the NT average of 460. This indicates a critical health concern necessitating targeted cancer prevention initiatives.
- The area demonstrates a lower rate of **premature mortality** at 106 per 100,000 compared to the NT average (134) and neighboring Palmerston (156). This suggests potentially better health outcomes related to access or effectiveness of health services in Litchfield.
- Nationally, **91.8% of all suicide deaths occur in males** before age 75. While Litchfield-specific data isn't stated, this aligns with broader mental health trends, highlighting a critical area for health interventions aimed at reducing suicide rates.
- **Smoking prevalence** among Australian males was 16.5% in 2017-18, with historical data showing a decline from 24.3% in 1991 to 11.0% in 2019. This trend indicates that while smoking rates have improved, it remains a significant health risk particularly for men, warranting ongoing anti-smoking initiatives.
- Litchfield has the highest rate of bowel cancer screening in the NT at 34.1%, which is beneficial for early detection, although this still falls **below the national average of 42.4%**. This secondary result suggests potential for improvement in overall health engagement despite current screening rates being the highest in the territory.

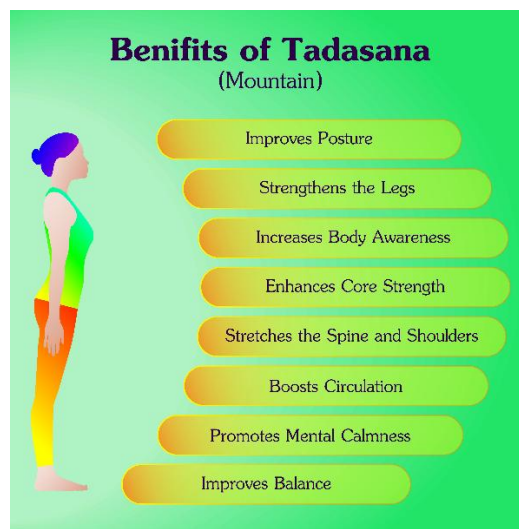


*Senior Flametree teacher Chris Lalor demonstrating a basic beginner yoga pose at Lost City.*

#### Men's suicide rates in Litchfield

- Litchfield Council has been identified as an area with **above-average suicide rates**, aligning with broader Northern Territory (NT) rural trends that are among the highest in Australia. Despite the lack of specific published rates for Litchfield, local prevention initiatives indicate a significant concern regarding male suicide rates, particularly in the age group of **40-70**.
- The suicide rates in the "Rest of NT" show a decline from 29.4 per 100,000 in 2022 to **20.1 per 100,000 in 2023**. This trend is significant as it indicates an overall improvement in suicide rates in the region, reflecting the effectiveness of targeted initiatives, although specific numbers for Litchfield remain unpublished due to privacy concerns.
- The implementation of targeted suicide prevention programs, particularly for men aged 40+, has increased community awareness and engaged local stakeholders, which, while not directly measured in reducing suicide rates at the council level, is expected to have positive impacts on community resilience and support for at-risk individuals.
- The **demographic most affected by suicide in Litchfield remains males aged 40-70**, with substantial evidence showing consistent high rates of suicide in this group over the past five years. This finding is primary as it highlights a **significant risk group** that necessitates tailored prevention efforts.





*Even simple yoga poses deliver a wide range of surprising benefits.*

## Veterans in Litchfield Council area

- The Litchfield council area has a significantly higher proportion of both currently serving and former Australian Defence Force (ADF) members, with **7.8% of residents** aged 15 and over having military service experience.
- In the Litchfield area, 709 people (4.0% of the population aged 15 years and over) have previously served in the ADF but are not currently serving.
- The area exhibits **strong local economic ties to the Defence sector**, with 5.9% of employed residents working in this field compared to just 0.7% nationally.
- The proportion of veterans in Litchfield is **notably higher than the Northern Territory and national averages**, being 1.4 times and 1.7 times higher, respectively.
- The Litchfield council area is characterized by housing and lifestyle factors, such as larger dwelling sizes and higher vehicle ownership, which may be **attractive to transitioning military personnel**.
- Overall, Litchfield maintains a **distinctly higher concentration of veterans**, reflecting its social, economic, and cultural connections to military service.



*Flametree Coolalinga Yoga teacher demonstrating Warrior 2 pose near Dundee*

## Suicide rates of Australian veterans

The suicide rates among Australian Defence Force (ADF) veterans and ex-serving members remain critically high and have not improved over the past 25 years. **Between 1997 and 2022, there were 1,763 certified deaths** by suicide among ADF personnel, **averaging 78 deaths per year**.

Ex-serving members face substantially elevated suicide risks compared to the general Australian population. **Ex-serving males have suicide rates approximately 26% higher**, while **ex-serving females have rates nearly twice as high** as their counterparts in the general population.

Female ex-serving members are particularly vulnerable, with suicide rates among them being **100% higher than Australian females**.

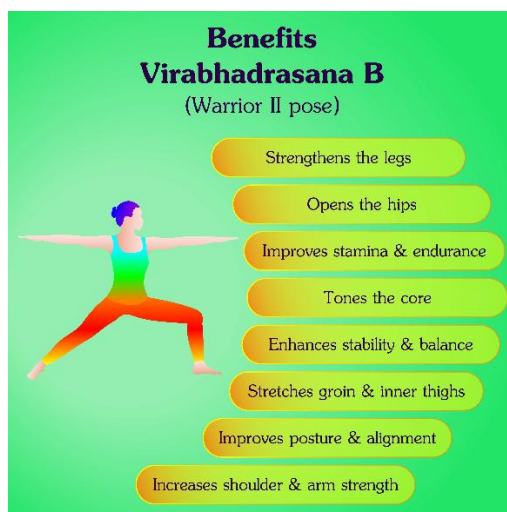
Moreover, female ex-serving members who served in combat or security roles are **452% more likely to die by suicide** than their civilian counterparts.



The analysis reveals that suicide is the leading cause of death among **younger veterans**. For both ex-serving and Australian males **under 30**, **it accounts for 42% and 29% of deaths**, respectively, with even higher proportions for ex-serving females in the same age group (44%).

Various service-related factors significantly influence suicide risk. Ex-serving members who separated involuntarily, especially for medical reasons, exhibited significantly higher rates—**62.7 per 100,000**—nearly three times higher than those who separated voluntarily.

There is **no evidence of a downward trend in veteran suicide rates**, highlighting an ongoing public health crisis. Current efforts to address this issue have been deemed insufficient, with calls for urgent and sustained interventions particularly for involuntary separations and gender-specific approaches.



*Benefits of the Warrior 2 pose. It's one of the 20-30 poses taught in Beginner Yoga.*

## Council's Plan

### How improving men's health fits into the Council's Strategic Plan

- The Litchfield Council Strategic Plan 2022-2025 focuses on improving the health and wellbeing of all residents through broader strategies, rather than explicitly targeting men's health as a standalone goal.
- Key strategies include enhancing recreation facilities, conducting a feasibility study for an aquatic facility, and supporting **community events to promote physical activity and social connections**.
- The Council emphasizes partnerships with health providers to improve access to services and supports initiatives that foster community health and wellbeing, **indicating a holistic approach** to healthcare.
- The Strategic Plan outlines actions that **aim to increase physical activity, improve social engagement, and support vulnerable populations**, thereby fostering a healthier and more connected community.
- Overall, while men's health is not a specific focus, the initiatives in the plan collectively contribute to **better health outcomes for all communities, including men**.



*Example of using props in Flametree's Coolalinga Relaxation Yoga. Such yoga shapes automatically de-activate overly active minds, & activate relaxation & rejuvenation.*



## Flametree Yoga's potential contribution



### How Flametree's lyengar yoga style improves men's health

- Flametree teaches a high quality yoga style known as **lyengar Yoga**. In Coolalinga, classes are taught at Flametree, by a teacher trained in lyengar yoga.
- The presence of male yoga teachers significantly **increases men's willingness to participate** in yoga classes, addressing social discomfort and gender stereotypes that make men hesitant to join. This result emphasizes the importance of relatable role models in encouraging male participation.
- Longer-term engagement in lyengar yoga leads to ongoing improvements in mental health, **including reductions in mood disturbances, emotional reactivity, and increased stress resilience**.
- Participants report that sustained practice enhances their social connections, emotional regulation, and **overall well-being**, indicating the lasting benefits of yoga.
- A randomised controlled trial indicated that participants in an lyengar yoga program for chronic low back pain experienced significantly greater improvements in functional disability, pain intensity, and depression compared to those receiving standard medical care.
- These outcomes **confirm the therapeutic effectiveness of lyengar yoga for physical and mental health conditions**.
- Qualitative research suggests that men practicing lyengar yoga report **sustained mental health benefits** such as reduced stress and improved emotional regulation.
- This finding highlights the secondary **benefits of long-term yoga practice on men's overall psychological health**.
- Regular practice of lyengar yoga contributes to **physical health improvements, including increased strength and flexibility, better posture, and pain management**.
- This holistic approach **supports healthier lifestyle choices and disease prevention**, illustrating the importance of yoga in promoting men's physical well-being.

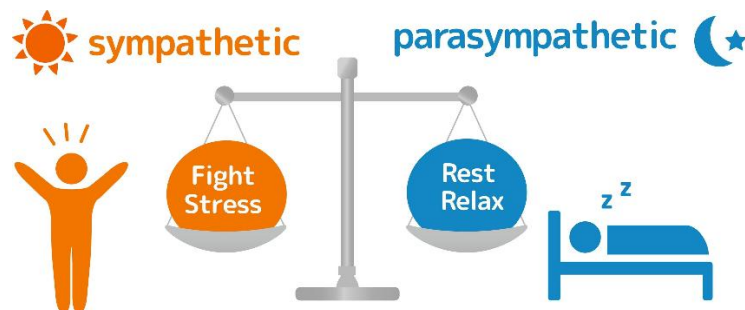


# BENEFITS OF YOGA



## The Power of Iyengar Yoga To Help With PTSD & Trauma

- Iyengar yoga serves as a **promising complement to conventional trauma treatments**, helping to restore safety, agency, and connection for trauma survivors.
- The use of props in Iyengar yoga significantly enhances emotional regulation by creating a supportive practice environment, **aiding in relaxation, concentration, and self-awareness**.
- Empirical evidence indicates Iyengar yoga is effective in **reducing PTSD symptoms, with a study showing 52% of participants no longer met PTSD criteria post-intervention compared to 21% in a control group**.
- Props not only provide physical support but also **foster psychological empowerment**, allowing practitioners to tailor their practice to individual needs without verbal processing of trauma.
- The methodical approach of Iyengar yoga promotes parasympathetic activation, key for regulating the autonomic nervous system and **enhancing resilience in trauma survivors**.
- Evidence supports that regular **Iyengar yoga practice can reduce anxiety and improve mental well-being**, helping individuals reconnect with their bodies and manage trauma symptoms effectively.
- 



*Yoga classes include a planned sequence of poses to work evenly with both major parts of the automatic nervous system, thereby delivering both strength & flexibility, but also calming.*



# Who is Flametree

## Background on Flametree Yoga Studio

- Flametree Yoga Studio, established in 2002 by certified Senior Iyengar Yoga Teacher, Christine Lalor, **specialises exclusively in Iyengar yoga**, known for its focus on correct alignment of the body, student progression through stages, and **accessibility through the use of props**.
- The studio's teaching staff has extensive yoga practice and teaching experience, with **Senior Teacher and Yoga Therapist** Christine Lalor having over 12,000 hours of specialised training in Iyengar Yoga, including many years of training in India.
- Chris manages and closely supervises all teachers and teaching.
- The studio offers a **wide range of classes**, providing over 20 non-beginner, and nearly 20 beginner classes, weekly across multiple Darwin locations and online platforms, ensuring great convenience for students.
- Flametree has **9 beginner yoga classes in its studio at Coolalinga Central**. It's managed by Dr Stuart McGill, a 300 hour trained Iyengar Yoga teacher.
- Much more than any other yoga studio in Darwin, Flametree specialises in **high quality, very affordable yoga**, with incentives for doing a greater number of regular classes, and for getting started or re-started.
- Flametree's yoga passes can be used at any studio across Darwin, such as at lunch yoga in the Darwin CBD, thereby **maximising the opportunity** to do yoga.
- Flametree emphasizes individual attention and structured learning, maintaining **small class sizes** and providing a **progressive pathway** for students from beginners to advanced practitioners.
- The studio has a **wide variety of Special Focus classes**, as well as general Beginner Yoga. Specialised classes include Gentle Yoga, Yoga For Backs, Fifty Plus Yoga, Immune System Yoga, Women's Wellness, Relaxation Yoga, Meditation, and Restorative Yoga.
- The range of classes **address diverse student needs and promote inclusivity**, thus serving the broader community effectively.
- Instructors at Flametree are highly qualified, with extensive Iyengar training, ensuring **expert guidance tailored to the needs and abilities of each student**.
- The studio's therapeutic approach **accommodates specific health conditions** and promotes a supportive, **non-competitive environment, enhancing the physical, mental, and emotional benefits of yoga practice**.
- Flametree Yoga Studio's holistic offerings and commitment to quality instruction position it as **a comprehensive resource** for yoga practitioners of all levels in the Darwin community.





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.02.03
<b>Report Title:</b>	Sponsorship Request: Taminmin College Musical Production
<b>Author:</b>	Jill Enriquez, Community Participation Officer
<b>Recommending Officer:</b>	Stephen Hoyne, Chief Executive Officer
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Official Request Letter from Taminmin College

### Executive Summary

The purpose of this report is to seek approval of a Council Sponsorship for Taminmin College's musical production of *The Greatest Showman*. They are requesting funds to assist with production costs, including set design, costumes, and technical support, to ensure students can participate in a professional-quality performance that celebrates creativity, confidence, and community spirit.

### Recommendation

THAT Council:

1. authorise the provision of one-time funding, with the amount to be determined by Council, to contribute towards production costs of the musical production.
2. endorse the utilisation of funds from the Sponsorship budget within the current 2024/25 financial year for this purpose.
3. authorise the Chief Executive Officer, or appointed delegate, to draft an agreement between Litchfield Council and Taminmin College, ensuring the inclusion of the Litchfield Council logo on promotional items and social media content.

### Background

Taminmin College has approached Council to request financial sponsorship towards the 2025 Taminmin College Musical, *The Greatest Showman*. It is proposed that Council provide sponsorship of up to \$1,500, placing Council in the Minor Donor category. This would directly support the delivery of a high-quality, community-focused production and enable Council's branding to be included across promotional materials and events. A detailed breakdown of sponsorship packages is included in the attached document.

The Taminmin College Musical is one of the most anticipated events on the rural calendar, attracting audiences of up to 450 people per show and showcasing the talents of over 40 students. This year's production is expected to do the same, offering a unique and enriching opportunity for young people to build confidence, gain real-world performance experience, and contribute to a collaborative creative outcome. These experiences are invaluable in supporting youth development, creative expression, and social connection.

By supporting this initiative, Council is investing in an inclusive and community-driven event that brings together families, students, school staff, and residents across the Litchfield region.



Sponsorship will help alleviate the high production costs involved and ensure access to a professional-level arts experience in the rural area.

Moreover, funding this initiative aligns with the Youth Policy and the goals of the Litchfield Council Strategic Plan 2022–2025, particularly in promoting a vibrant, connected, and inclusive community, and strengthening youth engagement through local partnerships and creative opportunities.

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

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

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

COM01– Youth Policy

FIN07 – Community Grants, Donations and Sponsorships Policy

Litchfield Council Strategic Plan 2022-2025.

#### **Risks**

##### Financial

The overall proposed investment of up to \$1,500.00 or an amount determined by Council towards the event does not present a major financial risk. The current budget remaining in the Sponsorship budget line is \$5,000.00, which is separate to the Community Grants Scheme.

Adversely, if the initiative doesn't take place or falls short of the anticipated success, the allocated funding may not be utilised as originally specified. To safeguard the Council's financial reputation and ensure the return of funds, Council staff must establish a legally binding financial agreement.

#### **Community Engagement**

Not Applicable.



28<sup>th</sup> of March, 2025

**Subject: Invitation to donate to the 2025 Taminmin College Musical, 5-7<sup>th</sup> June 2025**

Dear Sir/Madam,

We are reaching out to invite you and your business to be a donor for the 2025 Taminmin College Musical. This event is the highlight of the year for our community, drawing audiences of up to 450 people per show.

This year's performance promises to be an extraordinary event, with over 42 students showcasing their talents in the College's adaptation of *The Greatest Showman*. Our musical productions have a longstanding tradition of excellence, offering students a unique opportunity to perform in a high-quality setting. However, producing a show of this magnitude involves significant costs, which is why we are seeking donations to ensure its continued success and provide our students with a platform to shine.

We offer the following donation packages for your consideration:

**Minor Donors**

(Value of Donation: \$200 - \$1,500, either monetary or in services)

- Logo and business name featured in the Event Program
- 1 conglomerate post on the Taminmin Facebook page
- Certificate of appreciation
- Public acknowledgment during the Saturday Finale show
- 1 x ticket to any of the four shows

**Major Donor**

(Value of Donation: \$1,500 and above, either monetary or in services).

- Logo and business name featured in the Event Program
- 1 conglomerate post on the Taminmin Facebook page
- 1 dedicated major sponsor post on the Taminmin Facebook page
- Mention in the Taminmin College Facebook event
- Certificate of appreciation
- Public acknowledgment during all four shows
- Logo on the Musical Shirt
- A Musical Shirt as a token of appreciation
- 2 x tickets to any of the four shows

If you are interested in supporting this exciting event, please contact the College at 8983 7000 or reach out to Director Sarah Taylor at [sarah.taylor@education.nt.gov.au](mailto:sarah.taylor@education.nt.gov.au).

Thank you for considering this opportunity. We look forward to partnering with you to make this year's musical a memorable success!

Kind Regards,

Sarah Taylor  
Director

Lily Coats  
Music Director

Cara Turner  
Choreographer



# Taminmin College Musical Production

## Sponsorship Request to Litchfield Council

This year's musical will be our very own adaptation of The Greatest Showman, inspired by the 2017 movie directed by Michael Gracey that depicts the life of PT Barnum & Bailey Circus.

We have adapted the script to have a Territorian spin on the story, with the tent being relocated from the Noonamah stock yards and the Sweetheart being the main attraction at Barnum's Territory Museum; all while keeping true to the story and iconic soundtrack.

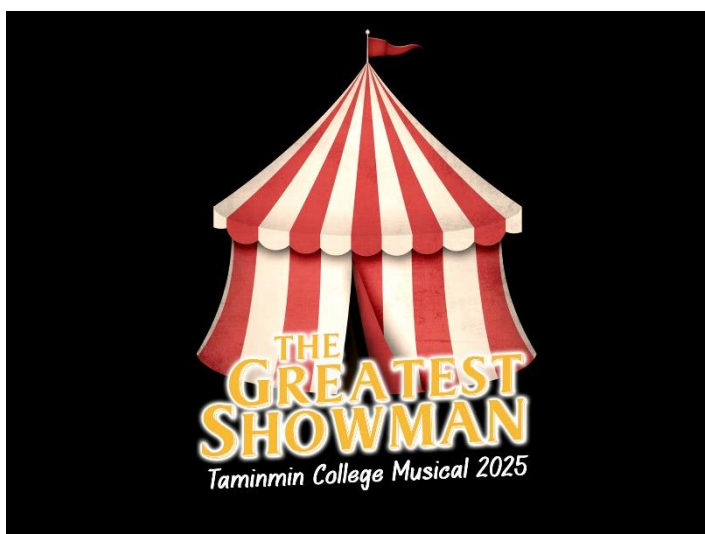
This year we have 45 students taking part in the musical which has a strong history within the College and the greater community. The musical has been running for the past 20 years or so and has built a reputation amongst students and parents as a premier Performing Arts program in the Top End. We perform at total of 4 shows across the 3 days, including having students from our feeder schools and the Seniors that are part of the Litchfield Library Seniors vs Students' program attend.

This year we have further engaged community support through our donation program, seeking financial support for the musical which is where we have sought the support of Litchfield Council.

The poster for the production is created by the Year 12 graphic design class as part of their assessment, and will be launched next week along with promotions and ticket sales.

Below are the shirt designs which will also have the sponsor logos, and attached is a link of a video our rehearsal footage as well.

[https://drive.google.com/file/d/1exqeKHunrSBFSGXfnB4\\_xZSwOWoHberU/view?usp=drive\\_sdk](https://drive.google.com/file/d/1exqeKHunrSBFSGXfnB4_xZSwOWoHberU/view?usp=drive_sdk)





3 April 2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0062**

**Hun: 695 P: 05109 15 Brooking Circuit VIRGINIA, Hundred of Strangways  
Addition of a freestanding verandah decking with a reduced side setback to a dwelling single.**

---

Thank you for the Development Application referred to this office on 14/03/2025, 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) As indicated in the supporting documents, particularly the Flood Map for the area, the proposed dwelling is set outside of the noted flood level area and as such does not appear to be impacted ensuring adequate unconstrained access to the dwelling from the road.
- b) Additionally, Council does not foresee any issue with the reduced set-back of the decking as there does not appear to be any impact on neighbouring amenity. It is also noted by the applicant that this decking is not attached to a habitable dwelling and therefore complies with the requirements of the Land Subject to Flooding overlay.

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

- a) Through assessment of this application it is apparent that this property has two crossovers constructed to access the property however, only one (Northern) crossover has been approved and constructed to Council's requirements.
- b) The additional crossover appears to provide access to the rear of the property passing the decking which is seeking approval for a reduced side set-back.



- c) The addition of the unapproved crossover has impacted the drainage along the front of the property and as such will need to be rectified.

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

- a) The kerb crossovers and/or driveways to the site are to meet the technical standards of Litchfield Council. The owner shall remove disused crossovers; provide footpaths/cycleways, as required by Litchfield Council; collect stormwater and discharge it to the drainage network; and undertake reinstatement works; all to the technical requirements and satisfaction of 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.

Kind Regards,

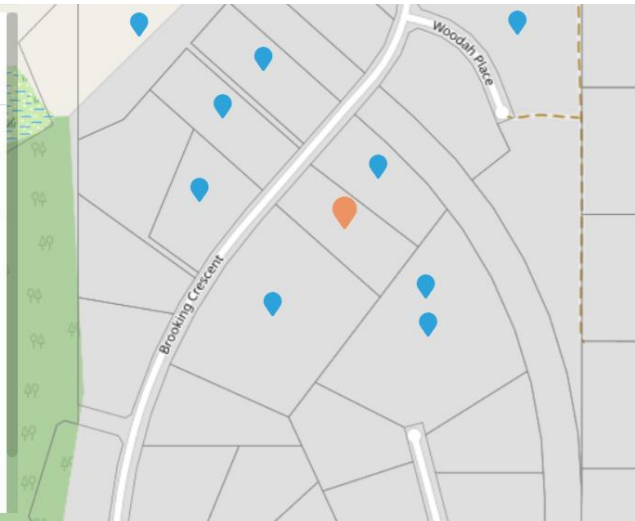


Jaimie O'Connor  
Planning & Development Program Leader



## Section 05109 Hundred of Strangways plan(s) L2006/093

Land Area :	2.01 ha
Planning Scheme Zone :	RL (Rural Living)
Overlays :	<ul style="list-style-type: none"> <li>• CNV - Clearing of Native Vegetation</li> <li>• LSF - Land Subject to Flooding</li> </ul>
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	(none found)





4 April 2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0083**

**Hun: 055 LTO: 70004 P: 00003 290 Hillier Road HOWARD SPRINGS, Hundred of Bagot  
Dwelling-independent with a floor area in excess of 80m2 and  
separate effluent disposal system**

---

Thank you for the Development Application referred to this office on 21/03/2025, 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 proposal supports the rural amenity and lifestyle in alignment with the Litchfield Subregional Land Use Plan.
- b) The proposal provides support for the separate effluent disposal system with no undue impacts.

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

- a) Whilst prior approval has been provided for the additional crossover, the approved standard drawings have been revised and as such, Council would request that the applicant contact Council for the updated standard drawings, alternatively these can be sought through the NT Subdivision and Development guidelines.

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



- a) The kerb crossovers and/or driveways to the site are to meet the technical standards of Litchfield Council. The owner shall remove disused crossovers; provide footpaths/cycleways, as required by Litchfield Council; collect stormwater and discharge it to the drainage network; and undertake reinstatement works; all to the technical requirements and satisfaction of 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.

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

Kind Regards,



Jaimie O'Connor  
Planning & Development Program Leader



Whitewood Road

Whitewood Road

290 HILLIER RD, HOWARD SPRINGS

Lot 00003 Hundred of Bagot plan(s) LTO70/004

NT Planning Scheme

Information

Land Area :

2.03 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)

Whitewood Road

Schirmer Court

Hillier Road



10 April 2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0090**

**Hun: 055 P: 05343 25 Jason Road HOWARD SPRINGS, Hundred of Bagot  
Outbuilding (carport) addition to an existing dwelling-single with a reduced building setback  
to the side boundary.**

---

Thank you for the Development Application referred to this office on 25/03/2025, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) The proposed reduced setback of 6.7m from the side boundary, for the carport addition does not appear to pose any impact on amenity for the neighbouring property or future development of the neighbouring property;
- b) Additionally, the reduced setback allows adequate firebreaks and buffers to the structure

**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.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'J O'Connor', with a stylized flourish at the end.

Jaimie O'Connor  
Planning & Development Program Leader



25 JASON RD, HOWARD SPRINGS	
Section 05343 Hundred of Bagot plan(s) LTO99/100	
<b><u>NT Planning Scheme</u> Information</b>	
Land Area:	2 ha
Planning Scheme Zone:	RL (Rural Living)
Overlays:	<ul style="list-style-type: none"><li>• CNV - Clearing of Native Vegetation</li></ul>
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>• Litchfield 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)

25 JASON RD, HOWARD SPRINGS	
Section 05343 Hundred of Bagot plan(s) LTO99/100	
<b><u>NT Planning Scheme</u> Information</b>	
Land Area:	2 ha
Planning Scheme Zone:	RL (Rural Living)
Overlays:	<ul style="list-style-type: none"><li>• CNV - Clearing of Native Vegetation</li></ul>
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Interim Development Control Orders:	(none found)

<h2 style="text-align: center;">25 JASON RD, HOWARD SPRINGS</h2> <p style="text-align: center;">Section 05343 Hundred of Bagot plan(s) LTO99/100</p>	
<h3><u>NT Planning Scheme</u> Information</h3>	
Land Area :	2 ha
Planning Scheme Zone :	RL (Rural Living)
Overlays :	<ul style="list-style-type: none"> <li>• CNV - Clearing of Native Vegetation</li> </ul>
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Interim Development Control Orders :	(none found)

<h2 style="text-align: center;">25 JASON RD, HOWARD SPRINGS</h2> <p style="text-align: center;">Section 05343 Hundred of Bagot plan(s) LTO99/100</p>	
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Interim Development Control Orders :	(none found)

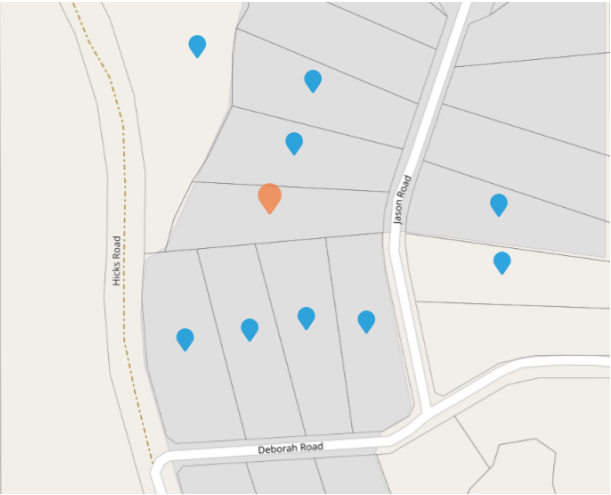
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Interim Development Control Orders :	(none found)

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Interim Development Control Orders :	(none found)

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Interim Development Control Orders :	(none found)

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Interim Development Control Orders :	(none found)

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Interim Development Control Orders :	(none found)





11/04/2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0104**

**Hun: 695 LTO: 69011 P: 00010 130 Wells Creek Road VIRGINIA, Hundred of Strangways  
Subdivision to create two lots**

---

Thank you for the Development Application referred to this office on 28/03/2025, 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 provided Stormwater management plan and Land Suitability assessment support the proposal to subdivide the property and additionally the Site and Soil Evaluation shows that the unconstrained portion of land can support the necessary requirements in relation to wastewater disposal systems.
- b) The proposal aligns with the NT *Planning Scheme* in relation to requirements for subdivision in a RL- Rural Living zone.

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

- a) Suitability of the existing crossover to proposed Lot A should be assessed against the NT Subdivision and Development guidelines standard drawings. Any non-conformance will be required to be rectified or otherwise, deemed adequate by a suitably qualified engineer in accordance with Austroads specifications for crossovers in relation to site distances, offsets to services and offsets to property boundaries.
- b) Pruning of existing vegetation within the property may be required to ensure allowable site distances for both proposed crossovers.



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

- a) Prior to the commencement of works, the applicant is to prepare a dilapidation report covering infrastructure within the road reserve to the requirements of Litchfield Council.
- b) 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) The kerb crossovers and driveways to the site approved by this permit are to meet the technical standards of the NT Subdivision and Development guidelines to the requirements of Litchfield Council, to the satisfaction of the consent authority.

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

- a) A monetary contribution is required to be paid to Litchfield Council in accordance with its development contribution plan.
- 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 the public street, in accordance with requirements of Litchfield Council, to the satisfaction of the consent authority.
- c) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.

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

- d) 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.

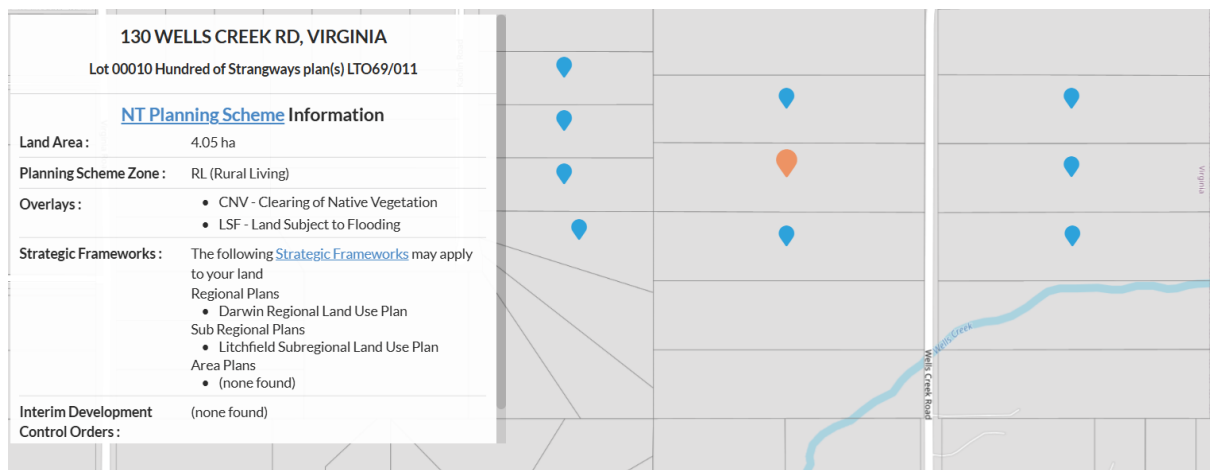
If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

Kind Regards,

A handwritten signature in blue ink, appearing to read 'J O'Connor', with a stylized flourish at the end.

Jaimie O'Connor  
Planning and Development Program Leader







17 April 2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0069**

**Hun: 175 P: 01739 296 Jarvis Road ACACIA HILLS, Hundred of Colton  
Dwelling-Independent with separate effluent disposal system**

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Thank you for the Development Application referred to this office on 04/04/2025, 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) It is recognised that the application is for a retrospective development on the site. The provided information supports the adequacy of the development against the NT *Planning Scheme*, noting that the requirement for the separate effluent disposal has triggered the requirement for approval.
- b) The development supports the desired outcomes of the zoning as outlined in the Litchfield Subregional Land Use Plan.

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

- a) Given the location of the existing structure, noted as 35m from the side boundary and 100m from the front boundary, Council is satisfied that there is no further requirement for additional approvals relating to stormwater, provided there is no addition or changes to the structure or otherwise that would impact neighbouring properties or the Councils drainage network.
- b) Additionally, there are no existing easements located within the property that are in favour of Litchfield Council and therefore there is no requirement for additional approvals.



**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 29.

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

Kind Regards,



Jaimie O'Connor  
Planning & Development Program Leader



296 JARVIS RD, ACACIA HILLS

Section 01739 Hundred of Colton plan(s) L2008/057B

NT Planning Scheme Information

Land Area :8.15 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)

107 of 127



17 April 2025

Development Assessment Services  
Department of Lands, Planning and Environment  
GPO Box 1680  
Darwin NT 0801

**RE: Letter of Comment Development Application**

**PA2025/0109**

**Hun: 695 P: 03988 155 Brooking Circuit VIRGINIA, Hundred of Strangways  
Excavation and Fill (fill)**

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Thank you for the Development Application referred to this office on 04/04/2025, 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 with the following comments and provided the following issues are adequately addressed:**

- a) The proposal for excavation and fill involves raising the natural surface levels to improve site drainage in the southern portion of the site. However, the application does not present any specific information to indicate existing site level or drainage issues, nor does it demonstrate that soil conditions are inadequate for drainage. The only overlay relevant to the site is 'Clearing of Native Vegetation', which does not impact drainage in the way that the 'Land Subject to Flooding' overlay would.

Council requests supporting documentation to justify the extent of fill proposed for the site.

- b) Council has significant concerns regarding the existing stockpile, which is estimated to exceed 8 metres in height at its highest point and approximately 35 metres by 65 metres in area—larger than a standard Olympic-sized swimming pool. The stockpile has been in place since at least May 2024. It potentially impacts visual amenity for neighbouring properties and raises concerns regarding sediment-laden runoff entering Litchfield Council drains or nearby watercourses. Dust and air quality impacts should also be considered.



Given the stockpile already exists, Council would require a stormwater management plan, consideration of an erosion and sediment control plan and that the necessary works be completed as soon as possible to avoid impacts on neighbouring properties or Council's drainage infrastructure.

**Council provides the following additional comments for consideration by the consent authority:**

This site was brought to the attention of Council in May 2024 through a customer request due to concerns with the activities being undertaken on site. To the point that the concerned customer had followed the trucks entering and exiting the site where they witnessed the trucks picking up fill from the Zuccoli subdivision development site. Council has concerns regarding the quality of the fill for the use and that the overall intent of the fill was not initially to improve the drainage of the property. It is noted that aerial imagery shows earthworks equipment stored at the site on an ongoing basis.

As noted above, Council urges the consent authority to consider that any improvements to the property as outlined in the statement of effect should be carried out as a matter of priority to reduce the size and impact of the current stockpile and that no further material be added to the stockpile.

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

- a) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council. The plan shall be as per the subdivision and development guidelines and include details such as;
  - i. Site levels and Council's stormwater drainage connection point(s)
  - ii. The plan shall demonstrate that stormwater run-off is capable of being discharged across the lot surface to the main drainage system or to an approved alternate connection.  
Litchfield Council stormwater discharge guidelines do not allow concentrated discharge of stormwater from rural lots to adjoining properties or the road reserve. All stormwater is to be channelled, piped or dispersed via sheet flow to the road reserve.
  - iii. The plan shall demonstrate that the drainage system is designed to cater for both initial storm events and major storm events.
  - iv. The applicant's plans shall demonstrate that no contaminated water shall enter any waterway or Litchfield Council's drainage system.

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



- a) 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) Soil erosion control and dust control measures must be employed throughout the construction stage of the development to the satisfaction of the consent authority.
- 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 33.

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

Kind Regards,



Jaimie O'Connor  
Planning & Development Program Leader



## Section 03988 Hundred of Strangways plan(s) LTO96/090A

Section 03988 Hundred of Strangways plan(s) LTO96/090A

## NT Planning Scheme Information

Land Area: 6.03 ha

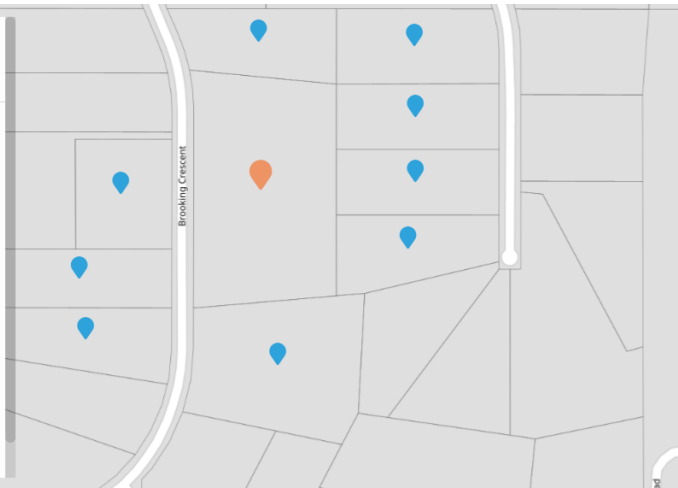
Planning Scheme Zone : RL (Rural Living)

Overlays: 

- CNV - Clearing of Native Vegetation

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>
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Interim Development (none found)  
Control Orders :







## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.03.01
<b>Report Title:</b>	Summary Planning and Development Report – April 2025
<b>Author:</b>	Jaimie O'Connor, Planning and Development Program Leader
<b>Recommending Officer:</b>	Rodney Jessup, Director Infrastructure and Operations
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: PA2025/0062 B: PA2025/0083 C: PA2025/0090 D: PA2025/0104 E: PA2025/0069 F: PA2025/0109

### 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 April 2025 to 30 April 2025. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	6
Clearances for Development Permit Conditions	3
Sale, Lease, or Occupation of Crown Land Applications	0
Liquor Licence Applications	2
Water Licence Applications	0
Mining Applications	0
Works Permits	18

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 April 2025; and
2. note for information the responses provided to relevant agencies within Attachments A to F 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	5
Planning applications supported, subject to specific issues being adequately addressed	1
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	0
Note: Additional detail is provided below on all development applications.	

For all development applications, should the applications be approved by the consent authority, the applications may be subject to Council's normal Development Permit conditions 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://www.ntlis.nt.gov.au/planning-notices-online/notices#/index>

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.

Application Number, Address, and Attachment Reference	Purpose and Summary
<p><b>PA2025/0062</b>  Hun: 695 P: 05109 15 Brooking Circuit VIRGINIA, Hundred of Strangways</p> <p>Attachment A</p>	<p>Addition of a freestanding verandah decking with a reduced side setback to a dwelling.</p> <p>Council supports this Development Permit as the proposed dwelling is set outside of the noted flood level area and as such does not appear to be impacted ensuring adequate unconstrained access to the dwelling from the road.</p> <p>Council does not foresee any issues with the reduced setback of the decking as there does not appear to be any impact on neighbouring amenity. And is not attached to a habitable dwelling.</p> <p>The property has an additional unapproved crossover which has impacted the drainage along the front of the property and will need to be rectified.</p>
<p><b>PA2025/0083</b>  Hun: 055 LTO: 70004 P: 00003 290 Hillier Road HOWARD SPRINGS, Hundred of Bagot</p> <p>Attachment B</p>	<p>Dwelling-independent with a floor area in excess of 80m2 and separate effluent disposal system.</p> <p>Council supports the granting of this development permit as the proposal supports the rural amenity and lifestyle in alignment with the Litchfield Subregional Land Use Plan. The proposed separate effluent disposal system appears to have no undue impacts.</p> <p>The previously approved design of additional crossover will require updating in alignment with current standards.</p>
<p><b>PA2025/0090</b>  Hun: 055 P: 05343 25 Jason Road HOWARD SPRINGS, Hundred of Bagot</p> <p>Attachment C</p>	<p>Outbuilding (carport) addition to an existing dwelling-single with a reduced building setback to the side boundary.</p> <p>Council supports granting of a Development Permit as the proposed set back of 6.7m from the side boundary, for the carport addition and does not appear to pose any impact on the amenity for the neighbouring property or future development of the neighbouring property and additionally, the reduced setback allows adequate firebreaks and buffers to the structure.</p>
<p><b>PA2025/0104</b>  Hun: 695 LTO: 69011 P: 00010 130 Wells Creek Road VIRGINIA, Hundred of Strangways</p> <p>Attachment D</p>	<p>Subdivision to create two lots.</p> <p>Council supports the granting of a Development Permit as the zoning and land suitability assessment support the proposal to subdivide the property and additional the site and soil evaluation shows that the unconstrained portion of the land can support the necessary requirements in relation to wastewater disposal systems.</p> <p>Council has requested a review of the existing crossover against the NT Subdivision and Development guidelines standard drawings as well as pruning of vegetation that may be impacting sightlines.</p>



<b>PA2025/0069</b> Hun: 175 P: 01739 296 Jarvis Road ACACIA HILLS, Hundred of Colton  Attachment E	Dwelling-Independent with separate effluent disposal system.  Council supports the granting of the development permit, recognising this is for retrospective approval, with the application being triggered by the separate effluent disposal system. The proposal complies and is in alignment with the Litchfield Subregional Land Use plan.
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**Development Applications supported, subject to specific issues being adequately addressed**

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

Application Number, Address, and Attachment Reference	Purpose and Summary	Specific Issues to be Addressed
<b>PA2025/0109</b> Hun: 695 P: 03988 155 Brooking Circuit VIRGINIA, Hundred of Strangways  Attachment F	Excavation and Fill (fill)	<p>Council supports granting of a Development Permit providing the following issues are adequately addressed:</p> <ul style="list-style-type: none"> <li>a) The proposal for excavation and fill involves raising the natural surface levels to improve site drainage in the southern portion of the site. The application does not present any information to indicate existing site level or drainage issues, nor does it demonstrate that the soil conditions are inadequate for drainage. Council has requested supporting documentation to justify the extent of fill proposed.</li> <li>b) Council has significant concerns regarding the existing stockpile, which is estimated to exceed 8 meters in height at its highest point and approximately 35 meters by 65 meters in area – larger than a standard Olympic sized swimming pool. The stockpile has been in place since at least May 2024. It potentially impacts visual amenity for neighbouring properties and raises concerns regarding sediment-laden runoff entering Litchfield Council drains or nearby watercourses. Dust and air quality impacts should also be considered.</li> </ul> <p>Given the stockpile already exists, Council would require a stormwater management plan, consideration of an erosion and sediment control plan and that the necessary works be completed as soon as possible to avoid impacts on neighbouring properties or Council's drainage infrastructure.</p>



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

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

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Non-Support/ Objection
NIL		

**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.

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Objection
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
NIL		

**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.

Application Number	Purpose and Summary	Comments Provided
PQ2025/9004	Special Event Authority Application – Anzac Day celebration (extension of hours)	Litchfield Council has no objections to the granting of a Special Event Liquor Licence for the purpose of Anzac Day celebrations.
PQ2025/9005	Special Event Liquor Licence NT Polocrosse Dinner and Carnival 2 to 4 May 2025	Litchfield Council has no objections to the granting of a Special Event Liquor Licence for the purpose of Polocrosse carnival.



**DEVELOPMENT PERMITS ISSUED**

<b>Application Number and Address</b>	<b>Permit Number, Purpose and Summary</b>	<b>Comments Provided</b>
<b>PA2024/0145</b> Hun: 55 P: 03372 2815 Lagoon Road, KNUCKEY LAGOON, Hundred of Bagot	<b>DP2024/0145</b> Dwelling-single and ancillary outbuilding (shed), within land in proximity to airports	
<b>PA2024/0203</b> Hun: 695 P: 00017 140 Gulnare Road BEES CREEK, Hundred of Strangways	<b>DP2025/0047</b> Dwelling-independent with a separate effluent disposal system	
<b>PA2024/0016</b> Hun: 695 P: 04090 29 Vereker Street HUMPTY DOO, Hundred of Strangways	<b>DP2025/0016</b> Vehicle sales and hire	
<b>PA2019/0290</b> Hun: 055 P: 01098 125 Lagoon Road KNUCKEY LAGOON, Hundred of Bagot	<b>DP19/0252B</b> Variation to condition 8 of DP19/0252 for the purpose of installation of freestanding solar panels	
<b>PA2025/0090</b> Hun: 055 P: 05343 25 Jason Road HOWARD SPRINGS, Hundred of Bagot	<b>DP2025/0090</b> Outbuilding (carport) addition to an existing dwelling-single with a reduced building setback to the side boundary.	



### **ASSESSMENT OF PLANS/REPORTS/DRAWINGS FOR CLEARANCE OF DEVELOPMENT PERMIT CONDITIONS**

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

No. Requests for Assessment of Plans/Reports/Drawings for Clearance of Development Permit Conditions
3

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

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

No. Building Certification Applications
0

### **WORKS PERMIT APPLICATIONS**

Council reviews Works Permit applications for all works undertaken by external parties within Council's road reserve to ensure the works meet Council requirements and will not have adverse effects upon the public using the road reserve or Council assets. The following table notes the number of Works Permit applications received by Council during the noted period.

No. Works Permit Applications
18

Lodged	Document Precs	Address	Works From	Works To
30/04/2025	Conducting OH power supply upgrade between 29 and 25 Mighall Place	29 Mighall Place HOLTZE NT 0829	03/06/2025	03/06/2025
30/04/2025	Repairing some minor cracks on pavers	455 Thorngate Road HOLTZE NT 0829	07/05/2025	07/05/2025
30/04/2025	Leaking water service within the verge	80 Nottage Road BEES CREEK NT 0822	06/05/2025	06/05/2025
30/04/2025	Streetlight maintenance	Hicks Road GIRRAWEE NT 0836	06/05/2025	07/05/2025
29/04/2025	Leaking water service within the verge	28 Vale Court HUMPTY DOO NT 0836	01/05/2025	01/05/2025
24/04/2025	Relocating of existing VR-10018	20 Trippe Road HUMPTY DOO NT 0836	12/05/2025	12/05/2025
24/04/2025	EMERGENCY CALL OUT - PWC Works - Leaking water service within the verge/drain	165 Dexas Road HUMPTY DOO NT 0836	23/04/2025	23/04/2025
24/04/2025	Emergency call out - PWC works - water repair on verge.	84 Goodenia Drive VIRGINIA NT 0834	23/04/2025	23/04/2025
24/04/2025	Emergency call out - PWC works - water repair on verge	70 Sittella Road HOWARD SPRINGS NT 0835	23/04/2025	23/04/2025
23/04/2025	Repair broken HV arm within verge	60 Thorngate Road HOLTZE NT 0829	18/05/2025	18/05/2025
23/04/2025	Installation of GBS and associated works	150 Freds Pass Road HUMPTY DOO NT 0836	29/04/2025	29/04/2025
23/04/2025	Replace ABS with GBS works	160 Virginia Road VIRGINIA NT 0834	20/05/2025	20/05/2025
14/04/2025	LV service replacements	260 Scrutton Road LIVINGSTONE NT 0822	28/04/2025	28/04/2025
14/04/2025	LV service replacements	35 McHenry Road ACACIA HILLS NT 0822	06/05/2025	06/05/2025
10/04/2025	Water leak repairs	165 Whitewood Road HOWARD SPRINGS NT 0835	09/04/2025	09/04/2025
08/04/2025	Survey works	50 Freds Pass Road HUMPTY DOO NT 0836	14/04/2025	14/04/2025
08/04/2025	Construction Affleck Rd extension	159 Affleck Road ACACIA HILLS NT 0822	14/04/2025	14/04/2025
01/04/2025	Emergency Call Out - Leaking water service within the edge of bitumen	110 Whitewood Road HOWARD SPRINGS NT 0835	01/04/2025	01/04/2025



### **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.





## COUNCIL REPORT

<b>Agenda Item Number:</b>	13.03.02
<b>Report Title:</b>	Application to Permanently Close Road – Northern Section of Kundook Place
<b>Author:</b>	Jaimie O'Connor, Planning and Development Program Leader
<b>Recommending Officer:</b>	Rodney Jessup, Director Infrastructure and Operations
<b>Meeting Date:</b>	20/05/2025
<b>Attachments:</b>	A: Letter from the Minister (2014) B: Current survey plan C: Overview of property upgrades

### Executive Summary

The following report presents to Elected Members, notification of a request to close part of Kundook Place, Howard Springs due to the expansion of Good Shepherd Lutheran College. As per the Crown Land lease agreement and prior agreements with Council, the school has now reached the point in their development where they would like to move forward with the closure.

### Recommendation

THAT Council;

1. Accept the application to close part of Kundook Place made by Good Shepherd Lutheran College
2. Approve all necessary actions be undertaken as per the road closure procedures including advertising the proposed closure in accordance with the *Local Government Act 2019*
3. Approve the application of the Common Seal on all Land Title documents associated with the transfer of land to Crown Land estate for consolidation purposes.
4. Approve Gazettal of the following restrictions required for the shortened section of Kundook Place;

Vehicle Lenth 8.8m	Vehicle Mass <10T
--------------------	-------------------

### Background

In 2014, Good Shepherd Lutheran College (school) requested an additional Crown Land Lease to allow for the expansion and upgrade of their school. The Minister at the time was supportive of the Crown Land lease as well as works to be undertaken for the school upgrades which included the shortening of Kundook Place (Attachment A). However, the first stage of works needed to be completed – which was the provision of an access road from Stow Road into the bus exchange area (noting the bus exchange is a separate Crown Land lease). Once completed, the school could continue with their upgrades which included applying to Council to request closure of part of Kundook Place.



Due to the age of this project, and the number of hands it has passed through, the initial planning application for the new access road from Stow Road had not been provided clearance by Council. As such, the planning application has lapsed and a new application has been made. This is an administrative process only and will involve Council officers confirming receipt of all required technical drawings and information regarding value of assets in relation to the crossover.

In addition to this, a new planning application was lodged late last year, for the stage 2 works which involves upgrading the school's junior campus. It is at this stage that the school would like to proceed with the closing of part of Kundook Place.

Council has been liaising with the schools architects and lead consultant for the stage 2 works, Hames Sharley. They are in the process of designing the required 'cul-de-sac' for Kundook Place which is required as per the Austroads standards for no through roads.

Due to the works required to provide the upgrade, it is expected that the road will be closed for an extended period of 3 months for the works to be completed. During that time, access will be provided for local traffic only.

As this is a lengthy closure, Council will be required to seek approval from the Minister for Local Government for the necessary closure. It is due to this, that it has been suggested to the school, that we begin the part road closure process also so that essentially, the whole road will be closed for works and then only reopened in part once the works are complete. The portion to be closed is approximately 88m long and will leave approximately 65m of Council maintained road.

There are only two other properties that use this road for access, Power and Water Corporation water pump station and Cornerstone Christian Fellowship church.

Once the necessary upgrades are carried out and the shortening of the road takes place, these two properties will still maintain their access.

All works associated with the works are costs borne by the school and they will still be required to complete the necessary permits and applications to Council for their works.

Following the road closure, the land will be transferred to Crown Land Estate to then be incorporated into their lease in perpetuity to the school.

Due to the works being carried out by the school to upgrade the road, and the letter of support from the previous Minister, Council has no expectation for a transfer of funds in relation to the land. The school will be liable for all administrative costs and processes in relation to survey and land titling.

Council has been liaising with an officer from Crown Land Estate who will assist with the process for both the school and Council to ensure that everything is seamless.

These works have been over 11 years in planning and stalled development. It is our aim to have this completed by the end of 2025.

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

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

Places - Roads and Infrastructure



## **Legislative and Policy Implications**

INF08 Planning and Development  
FIN01 Asset Disposal

## **Risks**

This development has been ongoing since 2014 and was supported by the then Minister for Lands, Planning and Environment, Minister Peter Chandler. There are no perceived risks relating to the project as all works are to be undertaken in accordance with Litchfield Council's requirements and all costs are to be covered by Good Shepherd Lutheran College. Council has the support of Crown Land Estate and would like to see the project completed by the end of 2025.

## **Community Engagement**

Community consultation will be undertaken in accordance with the *Local Government Act 2019* in relation to public notice of the proposed road closure for a period of 28 days.



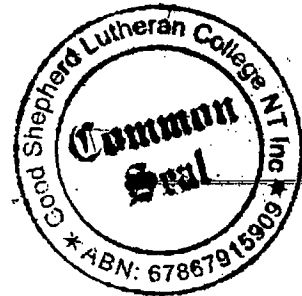


## MINISTER FOR LANDS, PLANNING AND THE ENVIRONMENT

Parliament House  
State Square  
Darwin NT 0800

GPO Box 3146  
Darwin NT 0801  
Telephone: 08 8928 6500  
Facsimile: 08 8928 6577

Mr Julian Denholm  
Principal  
Good Shepherd Lutheran College NT Incorporated  
PO Box 2171  
PALERMSTON NT 0831



Dear *Julian* Mr Denholm,

I refer to your recent discussions with my Department of Lands, Planning and the Environment regarding my offer dated 22 May 2014 of a seven year Crown Lease Term, convertible to a Crown lease in Perpetuity subject to conditions, over approximately nine ha of land being proposed Section 6766, Hundred of Bagot. A locality map is at Attachment A.

I am advised that the issues associated with the proposed access road can be addressed through conditions of the Crown lease and the prerequisite to seek endorsement from Litchfield Council and the Department of Transport is therefore no longer required.

On 22 May 2014, Good Shepherd Lutheran College NT Incorporated (ABN 67 867 915 909) (Good Shepherd) accepted an offer of a Crown Lease Term over proposed Section 6766 and thereby entered into an agreement with the Northern Territory of Australia. I notify Good Shepherd of my intent to terminate the prior agreement for a Crown lease over proposed Section 6766 Hundred of Bagot and replace it with a new offer of a Crown lease for a term of seven (7) years, at nil cost to expand Good Shepherd's education facility.

Part of proposed Section 6766 has been included in the grant area specifically for the purposes of supporting development of a private access road to primarily service the expanded school and to provide access to the bus interchange lot until such time as an alternative access to the lot can be accommodated within the locality.

Please be aware that it will be necessary to allow the existing access to the bus interchange lot from Kundook Place to remain open and passable until the alternative access is built and operational.

Once the new access is complete, my Department, in association with Litchfield Council, will undertake the necessary administrative actions in terms of the *Control of Roads Act* to close part of Kundook Place and transfer it to the Territory. Upon completion of this process, this portion of land will be added to the Crown lease.

I understand that Good Shepherd has paid the document preparation fees associated with the proposed grant being \$450 (GST inclusive) and has submitted a Compliance Check against the provisions of the NT Planning Scheme to my Department.

*Quartz*

*Paul*  
123 of 127



Furthermore, I understand my Department has obtained an approved survey plan for proposed Section 6766 to facilitate the issue of a Crown Lease Term and has had the parcel assessed for stamp duty by the Commissioner of Territory Revenue. Therefore, a Crown lease can issued, subject to Good Shepherd accepting this offer noting that:

- a) the cost of the development and provision of all services to support the expanded development will be borne by Good Shepherd;
- b) Good Shepherd will be required to ensure access through to the bus interchange lot, right of way easements will be created over Section 6766 in favour of the bus interchange lot, upon registration of the survey plan that creates the Crown lease;
- c) Good Shepherd will be required to obtain a development permit from the relevant consent authority within six (6) months from the date the Crown lease is issued for the purpose of subdivision and consolidation to formally create Section 6766 Hundred of Bagot.

All costs associated with obtaining development consent are to be borne by Good Shepherd. A separate letter of authorisation will be provided by my Department for the purpose of lodging the relevant application to the consent authority; and

- d) granting any easements required by the relevant service authorities and the Northern Territory Government at nil cost to the Northern Territory of Australia or relevant service authority.

Should Good Shepherd agree to terminate the prior agreement for a Crown lease over proposed Section 6766 and accept this new offer on the terms outlined in this letter, please sign the enclosed copy of this letter, locality plan at Attachment A and the schedule of lease conditions at Attachment B on each page in accordance with the *Corporations Act* (Cth), and return the endorsed documents together within 28 days of the date of this letter to:

Ms Sharon Jones  
A/Director Land Administration  
Department of Lands, Planning and the Environment  
GPO Box 1680  
Darwin NT 0801

Once the above requirements have been met a Crown lease for a term of seven (7) years will be issued subject to:

- a) the statutory requirements of the *Crown Lands Act*; and
- b) the terms and conditions in the Schedule at Attachment B.

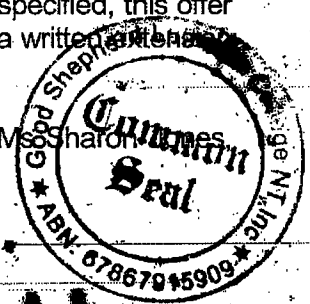
In the event that Good Shepherd cannot accept the offer within the timeframe specified, this offer will automatically lapse, unless Good Shepherd has sought and been granted a written extension of time prior to the expiry period from the Director of Land Administration.

Should you require further information or assistance in relation to the offer, Ms Sharon Jones, A/Director Land Administration, can be contacted on telephone 0899 7019.

Yours sincerely

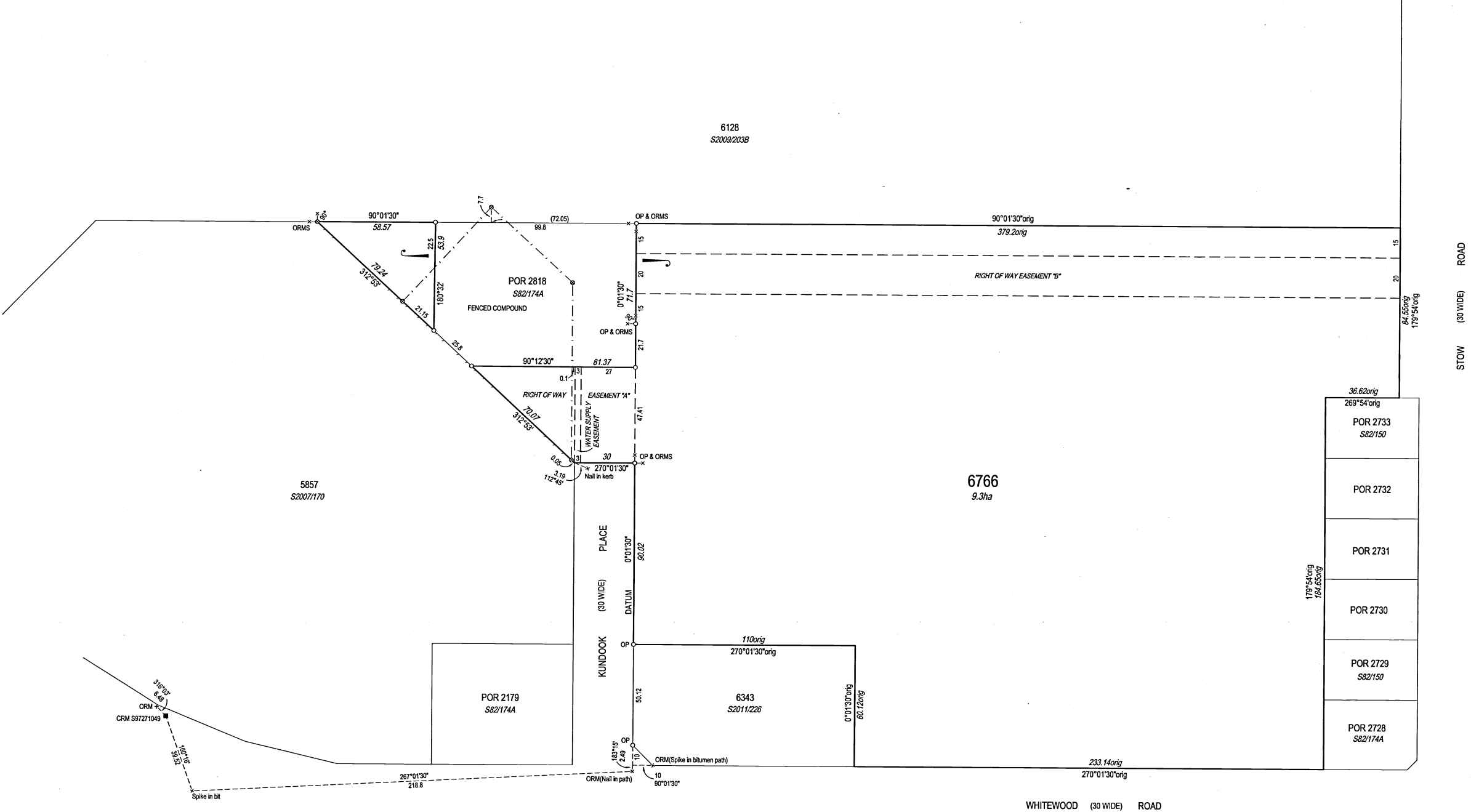
PETER CHANDLER

07 OCT 2014 14





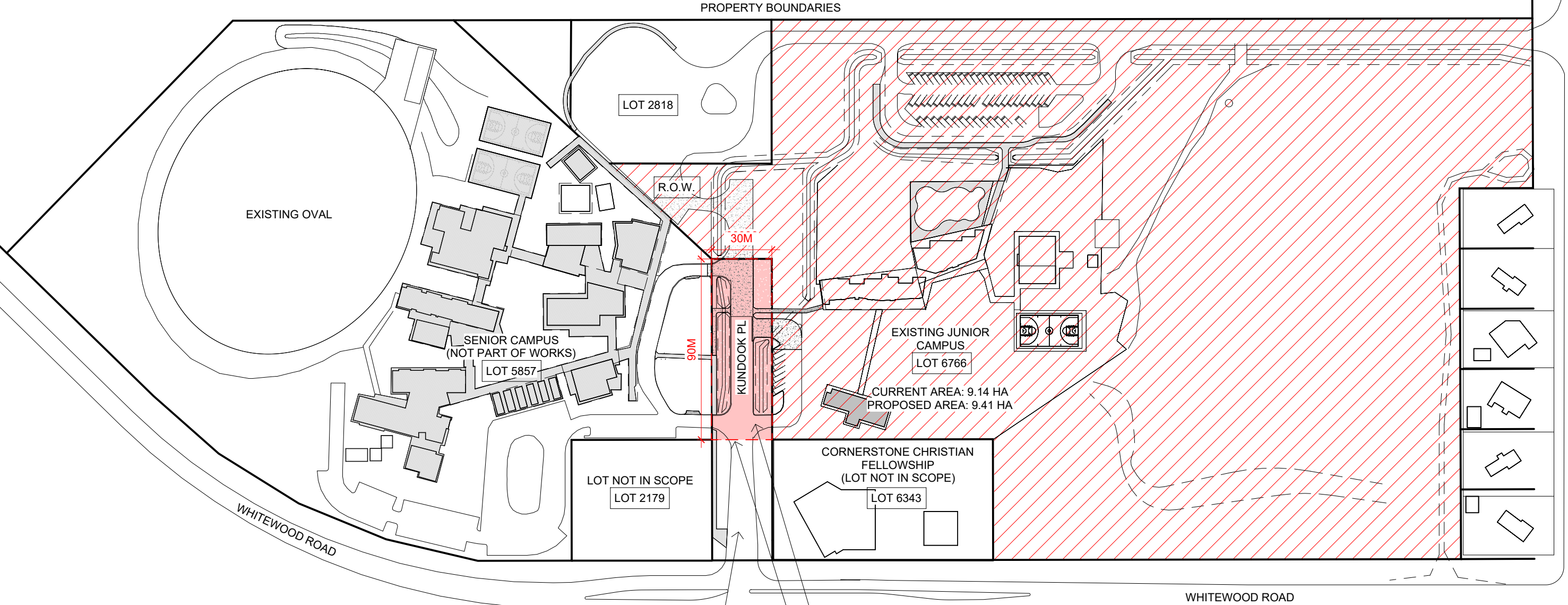
Supersedes S2012/189 and Parts of S82/174A and S2011/226



<p>1. Keith Leslie Schulz I hereby certify that the survey represented on this plan was carried out by me or under my supervision and was completed on 7.05.14 and that this survey has been executed in accordance with the Licensed Surveyors Act and the Directions thereunder.</p> <p><i>KLS</i> Licensed Surveyor Date 19/5/2014</p>		<table><thead><tr><th colspan="2">AMENDMENTS</th></tr><tr><th>Reference</th><th>Details</th></tr></thead><tbody><tr><td></td><td></td></tr></tbody></table>		AMENDMENTS		Reference	Details			<p>Note No tenure exceeding 12 years in total is to be issued from this plan as it is not approved under the Planning Act. Right of Way Easements "A" and "B" are in favour of the Northern Territory of Australia Water Supply Easement is in favour of the Power and Water Corporation Reference marks are at one metre unless otherwise shown</p>	<table><tr><td>Field Book S2014/187</td><td rowspan="3"></td></tr><tr><td>Drawn Earl James &amp; Associates (9186) 14.05.14</td></tr><tr><td>Examined Earl James &amp; Associates 15.05.14</td></tr></table>	Field Book S2014/187		Drawn Earl James & Associates (9186) 14.05.14	Examined Earl James & Associates 15.05.14	<table><tr><td><b>LEGEND</b></td></tr><tr><td>Concrete Post . . . . .</td></tr><tr><td>Concrete Block . . . . .</td></tr><tr><td>Peg or Wooden Post . . . . .</td></tr><tr><td>Reference Mark . . . . .</td></tr><tr><td>Locksplit . . . . .</td></tr><tr><td>Fence Post . . . . .</td></tr></table>	<b>LEGEND</b>	Concrete Post . . . . .	Concrete Block . . . . .	Peg or Wooden Post . . . . .	Reference Mark . . . . .	Locksplit . . . . .	Fence Post . . . . .	<p><b>SECTION 6766</b> <b>HUNDRED OF BAGOT</b></p> <p>SCALE 1:1000 20 0 20 40 60 metres</p> <p><b>S2014/187</b></p>
AMENDMENTS																								
Reference	Details																							
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Fence Post . . . . .																								
<p><b>SURVEY APPROVED</b> <i>CDang</i> Surveyor General Date 23/5/2014</p>																								

WARNING - Damaged or crossed plan will be rejected.





SOUTH SECTION OF KUNDOOK PL  
TO REMAIN PUBLIC ROAD

RED AREA INDICATES: SECTION OF KUNDOOK ROAD  
PROPOSED TO BE TRANSFERRED TO CROWN  
LANDS AND AMALGAMATED INTO LOT 6766. APPROX.  
AREA OF TRANSFERRED LAND: 0.27 HA

RED DASH LINE INDICATES: PROPOSED NEW LOT  
BOUNDARY BETWEEN KUNDOOK RD AND LOT 6766

General Notes

1. ARCHITECTURAL DRAWING IS FOR GENERAL OVERVIEW.  
REFER TO CIVIL DOCUMENTATION FOR DETAILS ON PROPOSED  
DRAINAGE SCHEME.
2. CONTRACTOR MUST VERIFY ALL DIMENSIONS ON SITE  
BEFORE COMMENCING ANY WORK ON SITE OR PRODUCING  
SHOP DRAWINGS WHICH MUST BE SUBMITTED FOR REVIEW  
BEFORE MANUFACTURING.
3. RETAIN ALL EXISTING STRUCTURE, REFER TO  
STRUCTURAL ENGINEER'S DRAWINGS FOR  
PROPOSED NEW STRUCTURAL ELEMENTS.
4. ENSURE CIVIL WORKS CONTRACTOR AND PLUMBING  
CONTRACTOR COORDINATE.

Legend

- EXISTING DRAINAGE CHANNELS
- DEMOLITION WORKS
- AREA TO BE CLEARED
- INDIV. TREES TO BE REMOVED
- PROPOSED WORKS
- PROPOSED BUSHBLOCK ACTIVITY AREAS



D	20/09/2024	GE	FOR TENDER
C	27.08.2024	GE	FOR TENDER
B	21.08.2024	GE	100% ISSUE TO QS
A	15.07.2024	PJB	50% ISSUE

Rev. Date	Initial	Description
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Client

GOOD SHEPHERD  
LUTHERAN COLLEGE



COMMUNITY · RESPECT · SERVICE

Hames  
Sharley

hamessharley.com.au +61 8 8942 5800

Project

Good Shepherd Lutheran College  
Master Plan

75 Whitewood Rd, Howard Springs NT 0835

Drawing Title

SITE PLAN - PROPOSED  
CONSOLIDATION PLAN

Drawn By	Checked By	Scale @ A3
PJB	AQ	As indicated
Project No.	Drawing No.	Revision
NA	A101	D

Status

FOR TENDER (NOT FOR  
CONSTRUCTION)





## COUNCIL AGENDA

### LITCHFIELD ORDINARY COUNCIL MEETING

Tuesday 20 May 2025

#### 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 Award Contract - RFT24-481 Humpty Doo Waste Transfer Station

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

##### 15.01.03 Stage 2 Tranche 1 Place Naming Proposal for Greater Holtze

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.

#### 16 Close of Meeting