



LITCHFIELD
COUNCIL

Municipal Plan

2024-2025

Our vision

To be the best place to live in the Top End.

Our Mission

To remain focused on delivering the priorities in Council's Strategic Plan to help us deliver on our vision for Litchfield.

Our Priorities

People

Community and lifestyle

Progress

Continuity of services and facilities

Prosperity

Our economy and growth

Places

Roads and infrastructure

Performance

An effective and efficient organisation

Acknowledgment of Country

We, the Litchfield Council, acknowledge the traditional custodians of this land. We pay our respect to their Elders, past, present, and future.

Introduction

The municipal plan (Plan) is Litchfield Council's action plan and annual budget for the 2024-2025 financial year. It includes key actions and services (deliverables) for Council to achieve its vision, mission and priorities in the Strategic Plan 2022-2025.

Cover and Publication Artwork

Marnie Jay is a Litchfield based visual artist who has worked in multiple disciplines using her background in graphic design and illustration. Mentored by Tony Oliver - Australian Geographic Illustrator and receiving an Award for "Best Graduating Illustrator". Marnie spent her professional life working with major media outlets, art institutions and freelancing to eventually find inspiration from the natural environment to progress to painting and become a full time artist in that medium. Her works are mostly inspired by the Litchfield area and surrounds with an emphasis on nature and the juxtaposition of urban and rural life on those habitats. Part environmental commentary, part wildlife documentation she uses humour, vibrant natural colour and her own unique interpretation of the region to depict Litchfield in her works. She paints weekdays and has a shop open weekends at Coolalinga Central, in rural Darwin, Northern Territory, Australia.

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MESSAGE FROM YOUR MAYOR



On behalf of Council, I am honoured to present the 2024-2025 Municipal Plan and budget to the people of Litchfield. The Municipal Plan is Council's commitment to you, outlining our key actions and deliverables for the coming year. Our priorities, as set in Council's Strategic Plan, are People, Progress, Prosperity, Places and Performance. These priorities underpin our Mission and keep us on course to deliver our Vision for Litchfield to be *'the best place to live in the Top End'*

I value the collaborative approach taken to develop this Municipal Plan; robust conversations with my fellow Elected Members, working tirelessly together with Council staff and most importantly listening to the people of Litchfield to ensure our focus for the coming year delivers positive outcomes for our entire community.

Spread over approximately 3,100km², the Litchfield Municipality is uniquely positioned sharing borders with the Palmerston and Darwin local government areas and unincorporated land in outer Darwin and its surrounding regions. Although recent times have seen us follow the Territory wide trend of only marginal population growth, Litchfield newcomers continue to be attracted by our rural lifestyle and amenity. As well as the envied lifestyle, I am proud that our municipality plays an important role in the economic activity and output of the Territory.

We acknowledge current cost of living pressures and remain firm in our commitment to deliver minimal rate increases. Rates are set to increase by 5% reflecting an increase of only ninety-nine cents (\$0.99) per week for residential properties and an increase from \$1.76 per week for commercial properties. Waste charges will increase by only 2% or sixteen cents (\$0.16c) per week, and fees and charges will see an overall increase of 5%.

Council will continue to invest in community infrastructure, predominately through the sealing of roads. With a capital budget for 2024-2025 of \$7.51 million to be funded through external grant funding, operating surplus and a drawdown of \$879,473 from Council's Financial Reserves. Infrastructure and Assets, and Waste Management remain the most significant cost centres for Council. Investment in these areas enables Council to operate its three waste transfer stations for residents and commercial users and deliver quality roads across the community.

Sealing of roads can make an immense difference to residents, this was evident in Southport after recent sealing works on Aldridge, Ringwood, Riverside, Collett, Cherry and Barrow Streets. I am always delighted to see Council deliver projects with such tangible benefits across the municipality. In addition to sealing roads, Council has a Resolution to continue its review of INF06 Private Roads Policy. I am passionate about this body of work and look forward to its an anticipated completion by December this year.

Council values its workforce and strongly believes that an engaged team is not only more productive, but it also delivers more positive outcomes for the community and to customers. With the current Enterprise Agreement (EA) 2020 due to expire on 18 September 2024, Council's Chief Executive Officer will lead a consultative bargaining process to ensure a new EA is in place in a timely manner. Further, council member allowances are determined by an independent Remuneration Tribunal, under Section 353 of the *Local Government Act 2019*, with a Determination made by the Tribunal in January 2024. Budgetary allowances have been made in consideration of these matters.

Council forecasts its operating expenses to increase by 4%, with the increase in expenditure mainly relating to employee costs and insurance charges as well as the inception of Council's Strategic Projects program. Overall, Council is keeping operational expenditure constrained in line with our Long Term Financial Plan 2024-2025 to 2033-2034 and is forecasting a balanced budget.

Council now has nine Recreation Reserves geographically spread throughout the municipality and they remain a key priority in our budget with over \$1.4 million allocated to support the volunteer management bodies to continue their great work managing these sporting and recreational facilities. Council submitted an application to the federal Priority Community Infrastructure Grant program seeking \$10 million for major upgrades to the Freds Pass Sport and Recreation Reserve. Favourable feedback has been received and an announcement of the outcome by the Federal government is anticipated before the end of the 2023-2024 financial year.

A strong advocacy focus lobbying for additional support from the Federal and Northern Territory Governments is high on Council's agenda. Council will continue to seek funding to meet the needs of Litchfield residents, to continue improving local

facilities and to safeguard the rural lifestyle we all know and love.

Council's advocacy focus in 2024-2025 will remain on priority projects including:

- 320 Arnhem Highway - Litchfield Library, Community and Business Hub;
- Sealing of Roads;
- Bike / shared pathways; and
- Kids playground in Coolalinga area.

The 2024-2025 year sees the introduction of Council's Strategic Projects program, this program aims to ensure continuous improvements in service delivery and provides an opportunity for Council to investigate and deliver viable events, projects or schemes that deliver targeted grass-roots benefits. The identified Strategic Projects to be investigated and undertaken in the 2024-2025 financial year include:

- Community / Student Art at Skate Parks;
- Improvement of Cash for Cans recycling program;
- Bike / shared pathways; and
- Community Clean-up activity.

Our flagship events such as the Australia Day Celebration and Community Art Exhibition will continue, working in conjunction with dedicated and passionate community groups to successfully deliver these events always instils an immense sense of pride in me - a real reminder of how strong our community spirit is! Likewise, our community grants program, funded through the cash for cans recycling, will continue. Supporting the youth of the municipality to develop knowledge, confidence and skill in their chosen areas and contributing to the activities of community groups is highly valued by the entire Council. Support of the Freds Pass Rural Show will continue, Council values their partnership with the Show's Committee and always enjoy being involvement in this premier event.

The draft Municipal Plan and Budget is made available for public feedback, allowing the community to have a direct say, and providing Council with further opportunity to gain insight into the direction locals would like to see the municipality take in the future. I encourage you all to provide feedback during the consultation period.

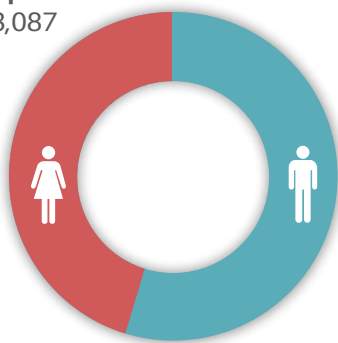
LITCHFIELD OVERVIEW



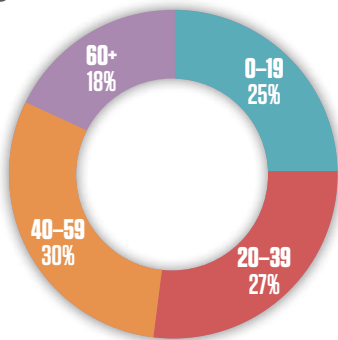
Litchfield Profile*

Geographical area
3,100km²

Population
23,087



Age (%)



Our Economy*

Local jobs	11,984
Local Businesses	2,025
Employed Residents	13,493



Council Data

Number of rateable assessments	8,468
Sealed Roads	645km
Unsealed Roads	71km
Pathways	16.5km
Registered Dogs	3,839
Recreation Reserves	9
Playgrounds	7
Cemeteries	1
Waste Transfer Stations	3
Library	1



BUDGET AT A GLANCE



Revenue

Expenditure



YOUR COUNCIL



The Council consists of the Mayor and six Councillors who were elected in August 2021 for a four-year term expiring in August 2025. There are three electoral wards being Central, North and South. Each ward is represented by two Councillors. The Deputy Mayor is appointed by a resolution of Council for a period of eight months.



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REPORTING FRAMEWORK

Litchfield Council Integrated Strategic Planning and Reporting Framework



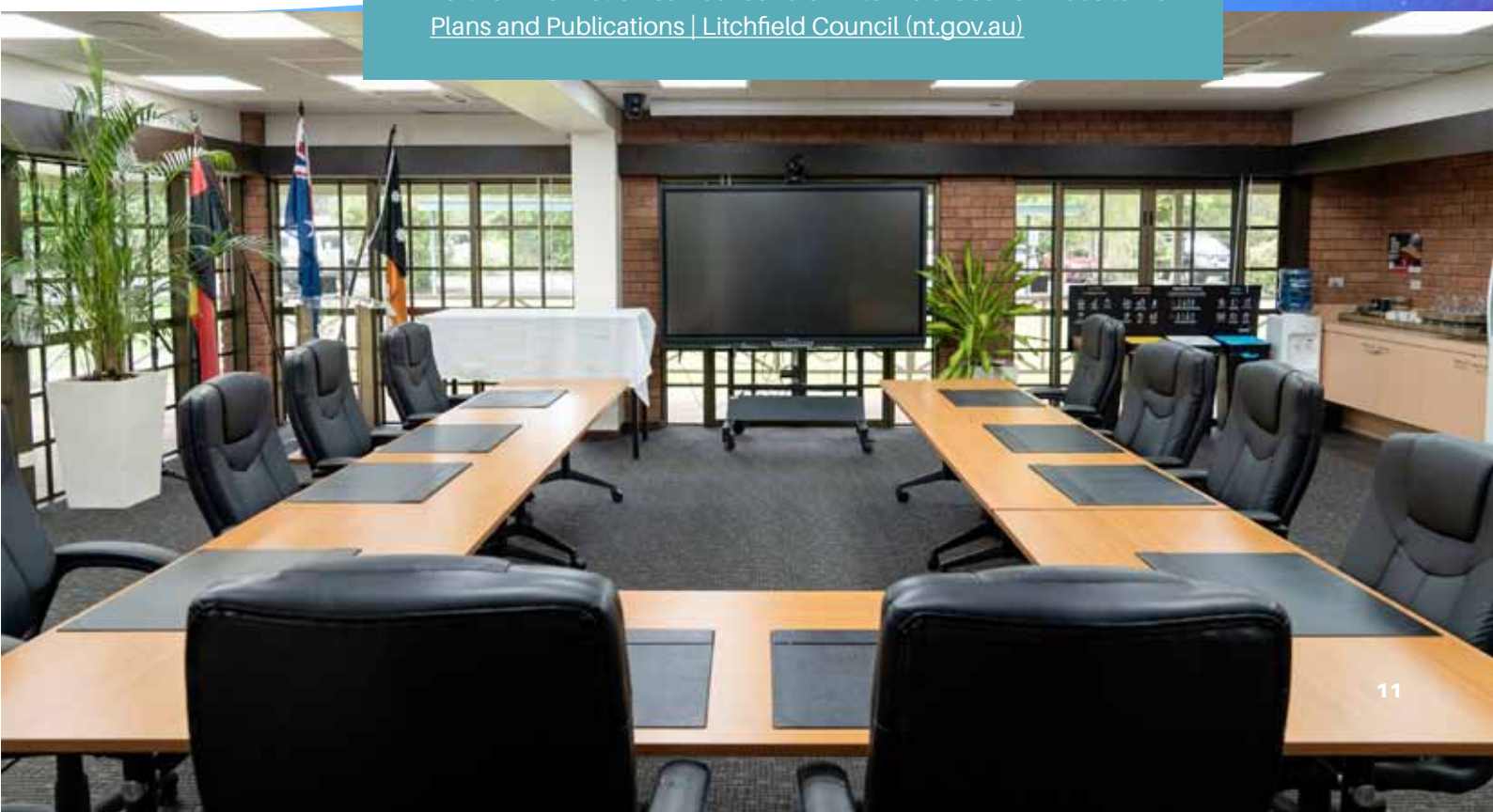
COUNCIL PLANS AND STRATEGIES



Council plans articulate the goals and outcomes against which Council will be measured and explains, at an in-depth level, how it will achieve them. Council works toward updating plans as they fall due and remain relevant and aligned with community expectations. Council has the following plans:

- Strategic Plan 2022-2025
- Financial Management Strategy and Long Term Financial Plan 2024-2025 to 2033-2034
- Asset Management Plans
- Waste Strategy
- Sport, Recreation and Open Space Strategy
- Animal Management Plan
- Advocacy Strategy
- Community Engagement Strategy and Action Plan
- Customer Service Charter
- Social Media Activation and Strategy Action Plan

Further information can be found on Litchfield Council website via [Plans and Publications | Litchfield Council \(nt.gov.au\)](#)





STRATEGIC ADVOCACY FOCUS



Litchfield Council will continue to advocate for increased support from the Federal and Northern Territory Governments to meet the needs of Litchfield residents to continue improving our rural lifestyle, and keep Litchfield the best place to live in the Top End.

Councils focus in 2024-2025 will remain on the following priority projects.





PRIORITY PROJECT

320 Arnhem Highway - Litchfield Library, Community and Business Hub

Litchfield Council is advocating to partner with the Northern Territory and Federal Governments to establish the Litchfield Community and Business Hub to serve the growing community on section 2897 (320) Arnhem Highway, Humpty Doo, Hundred Strangways which is a strategic parcel of undeveloped land within the Humpty Doo District Centre. The Northern Territory Government Litchfield Subregional Land Use Plan identified the need for additional community infrastructure, including a multi-purpose common facility and community hall with a modern library facility and spaces for art and cultural activities.

The Litchfield Community and Business Hub concept is a multi-purpose community facility, including a modern contemporary library, an air-conditioned community hall and visitor services space. The facility should support, through the provision of services or spaces for small local businesses and community organisations, space for arts and cultural uses and spaces for health and related service providers.

The Taminmin Community Library current location within Taminmin High School is less than ideal and limits the facility being run specifically as a community service. Locating the library within this community and business hub precinct would be ideal to serve the public of the Litchfield Municipality and its growing population. A Library Needs Study recommended that a new multi-user library and learning facility proposal, with sufficient capacity for additional learning spaces, including early development, digital literacy and other programs, be developed to deliver future library services in Litchfield. The study also suggested that there was an opportunity to co-locate with other services (community hall, other community uses) and ancillary commercial uses (café etc.).

An opportunity exists to explore options to utilise parts of the site for uses that may assist Council to offset the cost of community facilities that will form the focus or "heart" of the site. Utilising parts of the site for possible Tourist Commercial development and Residential Living may provide a mechanism to deliver the Community Facilities via the sale or lease of these portions of the site, improving long-term sustainability and income generation.



Council is working toward establishing a financial reserve for this project and seeking external government funding and proposes to commit millions to the project should the external funding eventuate.

Working toward this outcome, the council has, in previous years, drafted a Masterplan which provides an overview of key elements considered to bring together two master plan options for the site and assist Council and the community to engage in a conversation on the next steps to realise the community, business and tourism potential of the site. Additionally, council has completed a community engagement strategy and is ready to move forward on this exciting project.



PRIORITY PROJECT

Roads

The sealing of roads comes at a large expense, but the improvement to such assets is important to many of our residents. Council is committed to seeking grant opportunities and partnerships to continue the sealing of unsealed roads based on a strategic approach working with other levels of government to bring significant benefit to the Litchfield area and provide a higher level of service in the roads area of our municipality.

Council still has a substantial number of unsealed roads within the municipality as well as a number of privately owned roads.

In addition, in this area, the Council advocates for road safety upgrades as part of normal business as the need arises. For example, the Bees Creek Road safety upgrade initiative was advocated by council to the Northern Territory Government.



PRIORITY PROJECT

Children's Playground in Coolalinga

Council is actively seeking land within Coolalinga to be used for a playground in the suburb. There are a number of high-density buildings in this area, and currently no open space for physical activity. Council is keen to provide opportunity for children to play and interact with each other in a purpose built playground.



PRIORITY PROJECT

Bike/ Share Paths

Litchfield Council holds the key to future developments for the greater Darwin area, and as such, the construction of shared paths across the area is an important community asset and allows pedestrians, cyclists and mobile device users to move safely and efficiently around the Litchfield municipality.

There is a growing demand for high-quality shared path infrastructure across the Litchfield area and Territory-wide, with residents demanding a higher level of connectivity between work and home and utilising paths for their health benefits and for recreation purposes.

The Department of Infrastructure, Planning and Logistics | 2023 - 2033 NT Shared Path Review Outcomes Summary includes in the short-term plan for the Greater Darwin upgrades at its highest priority path along the Stuart Highway from Coolalinga to Arnhem Highway with work detail described as extend the Stuart Highway path from Coolalinga to Arnhem Highway, then along Arnhem Highway to connect to Freds Pass Road.

Opportunities for bike / share paths in the Litchfield area include:

- Coolalinga to Arnhem Highway to Noonamah to Acacia and beyond;
- Stuart Highway to Humpty Doo Shopping Centre along the Arnhem Highway; and/or
- Berry Springs shops to Territory Wildlife Park and onto the school.

Council will continue discussions and planning with the Department of Infrastructure, Planning and Logistics (DIPL) regarding Litchfield Council's priority shared paths and DIPL's shared path review.



STRATEGIC PROJECTS

Each year Council delivers new initiatives to ensure continuous improvements in service delivery. All initiatives contribute to achieving Council's strategic priorities.

Strategic projects to be investigated and undertaken in the 2024-2025 financial year include:

Community / Student Art at Skate Parks

Initiate a competition for contributions by local school students or local artists to paint themed murals on skate park concrete structures (ramps etc) across the municipality, especially Humpty Doo, to improve visual amenities and the feel of ownership. Staff will explore options to work with organisations who have skills in this area to bring this project to fruition.

Cash for Cans

Council's Community Grants Scheme is fully funded by the recycling efforts of our community at our three Waste Transfer Stations. All recycling money from the Container Deposit Scheme (10c containers), car batteries and scrap steel are provided back to the community in full through a grant application process.

Council will investigate and improve, where possible, the Cash for Cans recycling program with additional collection points at recreation reserves and council sites to add to the community grants fund.



Clean-up

Council will investigate a process that can allow for a once-off clean-up activity. The initial investigation will assess the level of resources required and the costs associated with facilitation. The program may take the form of holding an amnesty for a short period of time (a month) to allow Litchfield non-commercial residents to dispose of household waste, including tyres, white goods, green waste, etc., free of charge.

As a suggested time, this amnesty may be held in July/August to allow adequate time for Council to dispose of items before the cyclone season officially starts in October.

All current non-permitted waste restrictions would still apply (e.g., no building waste).

PROGRAM PROFILES



Office of the Chief Executive

Provides strategic leadership, good governance, advocacy and decision-making to achieve corporate outcomes.

Corporate Communications	Advises on and delivers community engagement activities, media management and corporate communications.
Community Development	Supports and resources recreation reserves management committees to provide fit-for-purpose sport and recreational facilities. Develops inspection regimes and maintenance programs for playgrounds and trees on recreation reserves. Manages Council's Community Grants Scheme and supports community events and programs.

Infrastructure and Operations

Infrastructure and Assets	Plans, delivers and manages Council's road network and other infrastructure to ensure the social, cultural and economic success of the Litchfield municipality.
Mobile Workforce	Provides an effective and efficient maintenance service, including weed and bushfire management for Council's road verges, drainage easements, signs, reserves, excised lands and Council facilities.
Planning and Development	Reviews and provides comment on all regional plans, policies, development proposals, and planning applications relevant to the Litchfield municipality. Administers future Council assets, works permits, and proposals for road openings and closures.
Thorak Regional Cemetery	Operates the Thorak Regional Cemetery and Crematorium for the Top End efficiently and effectively in accordance with approved plans, the <i>Northern Territory Burial and Cremation Act 2022</i> , Burial and Cremation Regulations 2022, Council policies and community expectations.
Waste Management	Provides an environmentally sustainable, safe and cost-effective waste management system through Council's waste transfer stations and recycling operations.

Corporate and Community

Finance and Customer Service	Provides financial services to help Council make informed decisions and allocate resources efficiently and effectively in the short and long term, while ensuring Council meets its objectives and all statutory and regulatory obligations. Provides timely and quality front counter customer services for residents and visitors and manages rates records in accordance with policy and legislative requirements.
Governance and Risk	Provides and supports best practice governance, statutory compliance, records and risk management for Council.
Information Services	Manages Council's information and communications systems to ensure alignment with business needs and excellent customer service.
Human Resources and Work Health Safety	Manages the workplace health and safety system and a range of operational, advisory and strategic human resource services that meet statutory requirements and enables Council to attract, develop and retain great staff.
Library Services	Provides public library services that promote lifelong learning, community connectedness and childhood development through collection development, program delivery and promotion of services.
Regulatory Services	Administers and enforces Council's Dog Management By-Laws. Promotes and supports responsible dog ownership through public education and initiatives. Provides information to help manage and control other animals e.g. wild dogs, peacocks, roosters and livestock. Manages abandoned vehicles.

OUR PEOPLE



Litchfield Council is dedicated to providing an inclusive workplace that offers competitive benefits, encourages work-life balance and fosters an innovative culture. The organisation structure for 2024-2025 remains at 58.83 full-time equivalent (FTE) staff across three departments.

Council's Enterprise Agreement 2020, due to expire on 18 September 2024, set an annual pay increase of 1% or CPI capped at 2% whichever is greater. This current Agreement will continue until the new Enterprise Agreement is finalised.

ORGANISATION CHART





2024-2025 Annual Budget

Council is forecasting a balanced budget, achieved through consistency, and only requiring limited drawing on funds from financial reserves. Overall, Council keeps operating expenses constrained in line with the Long-Term Financial Plan 2024-2025 to 2033-2034.

The financial strategy is embedded in Council's Long-Term Financial Plan and throughout this Plan. It sets the parameters within which Council agrees to operate to maintain acceptable financial outcomes over a period of 10 years.

2024-2025 BUDGET BY DEPARTMENT PROFILE

PROGRAM	Operational Revenue (\$)	Operational Expense (\$)	Operational Surplus/(Deficit) (\$)	Capital Income (\$)	Capital Expense (\$)	Capital Deficit (\$)
Council Leadership	-	1,455,976	(1,455,976)	-	-	-
Corporate	-	673,016	(673,016)	-	-	-
Information Services	-	702,581	(702,581)	-	-	-
Finance and Customer Service	13,574,543	2,099,868	11,474,675	269,927	-	269,927
Infrastructure and Assets	3,184,131	3,991,911	(807,780)	1,300,000	6,627,000	(5,327,000)
Waste Management	3,636,225	3,393,475	242,751	-	400,000	(400,000)
Community	129,885	1,977,531	(1,847,646)	-	485,000	(485,000)
Library	308,234	370,552	(62,318)	-	-	-
Mobile Workforce	-	1,241,111	(1,241,111)	-	-	-
Regulatory Services	175,000	482,869	(307,869)	-	-	-
Thorak Cemetery	1,520,089	1,076,619	443,470	-	-	-
Total	22,528,107	17,465,507	5,062,600	1,569,927	7,512,000	(5,942,073)



ANALYSIS OF THE OPERATIONAL BUDGET

Operating revenue

DEPARTMENT	2023-2024 (\$)	2024-2025 (\$)	Variance	
			(\$)	(%)
Finance and Customer Service	12,644,146	13,574,543	930,397	7.41%
Infrastructure and Assets	3,174,570	3,184,131	9,561	0.3%
Waste Management	3,531,861	3,636,225	104,364	3.0%
Community	97,020	129,885	32,865	33.9%
Library	417,392	308,234	(109,158)	-26.2%
Regulatory Services	175,000	175,000	-	0.0%
Thorak Cemetery	1,443,030	1,520,089	77,059	5.3%
Total Revenue	21,483,019	22,528,107	1,045,088	4.9%

Overall Revenue is budgeted to increase by 4.9% compared to last year's budget. Rates continue to be the primary source of funding for Council in 2024-2025 making up 68% of the total revenue. Rates have increased by 5% reflecting an increase of only ninety-nine cents (\$0.99) per week for Residential properties

and an increase from \$1.76 per week for Commercial properties. In addition, waste charges increase by only 2% or \$0.16 per week, and fees and charges increase by 5% overall. Investment income includes interest calculated on forecasted cash and investment balances which continues to reflect current interest rates.



Operational expenditure

DEPARTMENT	2023-2024 (\$)	2024-2025 (\$)	Variance	
			(\$)	(%)
Council Leadership	1,416,170	1,455,976	39,806	2.8%
Corporate	666,633	673,016	6,383	1.0%
Information Services	695,136	702,581	7,445	1.1%
Finance and Customer Service	1,733,380	2,099,868	366,488	21.1%
Infrastructure and Assets	3,960,748	3,991,911	31,163	0.8%
Waste Management	3,242,811	3,393,475	150,664	4.6%
Community	1,808,451	1,977,531	169,080	9.3%
Library	417,533	370,552	(46,981)	-11.3%
Mobile Workforce	1,218,706	1,241,111	22,405	1.8%
Regulatory Services	473,496	482,869	9,373	2.0%
Thorak Cemetery	1,053,538	1,076,619	23,081	2.2%
Total Expenses	16,686,602	17,465,507	778,905	4.7%

Council undertakes a robust review of the operational budgets and proposed projects to ensure Council continues to maintain existing delivery whilst aligning with Council's Strategic Plan 2022-2025. Through this review, Council continues to manage its expenditure and forecast its operating expenses to increase by less than 5% whilst maintaining service delivery. The increase in expenditure mainly relates to employee costs and insurance as well as the reinstatement of council's new initiative funds after being utilised for capital projects in 2024. Council continues to be diligent in the area of operational expenditure and prioritises a financially sustainable structure with minimal impact on Council services.

Infrastructure and Assets and Waste Management remain the most significant cost centres for Council. Investment in these areas enables Council to operate its three waste transfer stations for residents and commercial users and deliver quality roads across the community.

Under Section 353 of the *Local Government Act 2019*, Council member allowances are determined by the Remuneration Tribunal. The budget 2024-2025 includes the increases applicable for the elected members of Litchfield Council as per Determination No:1 of 2024.

ANALYSIS OF THE CAPITAL BUDGET

Capital works to improve or replace existing assets or create new assets for Council.

Council's capital budget for 2024-2025 is \$7.51 million and is funded through external grant funding, operating surplus and Council's cash backed reserves. In 2024-2025 Council expects to draw down \$879,473 from Financial Reserves to fund the capital works program. A special road seal levy in Southport generates \$269,927.

Capital Expenditure on Assets

Capital expenditure is planned to be spent and funded as per below:

Capital Expenditure	2024-2025 Budget (\$)
Land and Buildings	710,000
Infrastructure (including roads, footpaths, park furniture)	5,867,000
Fleet	935,000
Other Assets (including furniture and office equipment)	-
Leased Land and Buildings	-
Other Leased Assets	-
Total Capital Expenditure	7,512,000

Total Capital Expenditure funded by	2024-2025 Budget (\$)
Operating Income (operational surplus from savings)	5,062,600
Capital Grant	1,300,000
Special Road Seal Levy	269,927
Transfer from Cash Reserves	879,473
Borrowings	-
Sale of Assets (including trade-ins)	-
Other Funding	-
Total Capital Expenditure Funding	7,512,000

Capital Expenditure by Department

Programs	Costs (\$)
Infrastructure and Assets	
Road Seal Renewals	1,125,000
Pavement Renewals	1,300,000
Gravel Surface Renewal	322,000
Unsealed to Sealed Road Upgrades	1,000,000
Road Safety Upgrades (Shoulder Widening)	300,000
Road Safety Upgrades (Intersections)	380,000
Road Safety Upgrades (Schools)	380,000
Road Safety Upgrades (Lighting)	430,000
Drainage Renewal	200,000
Drainage Upgrade (Flood Mitigation)	30,000
Thorak Cemetery	530,000
Council Office Asset Renewal	95,000
Fleet (In accordance with Asset Management Plan)	535,000
Waste Transfer Stations Asset Renewal	400,000
Sub Total	7,027,000
Community	
Freds Pass Reserve (Asset Renewal)	300,000
Howard Park Reserve (Asset Renewal)	80,000
Gregg Park Reserve	20,000
Berry Springs Reserve (Asset Renewal)	85,000
Sub Total	485,000
Total	7,512,000

Capital Expenditure

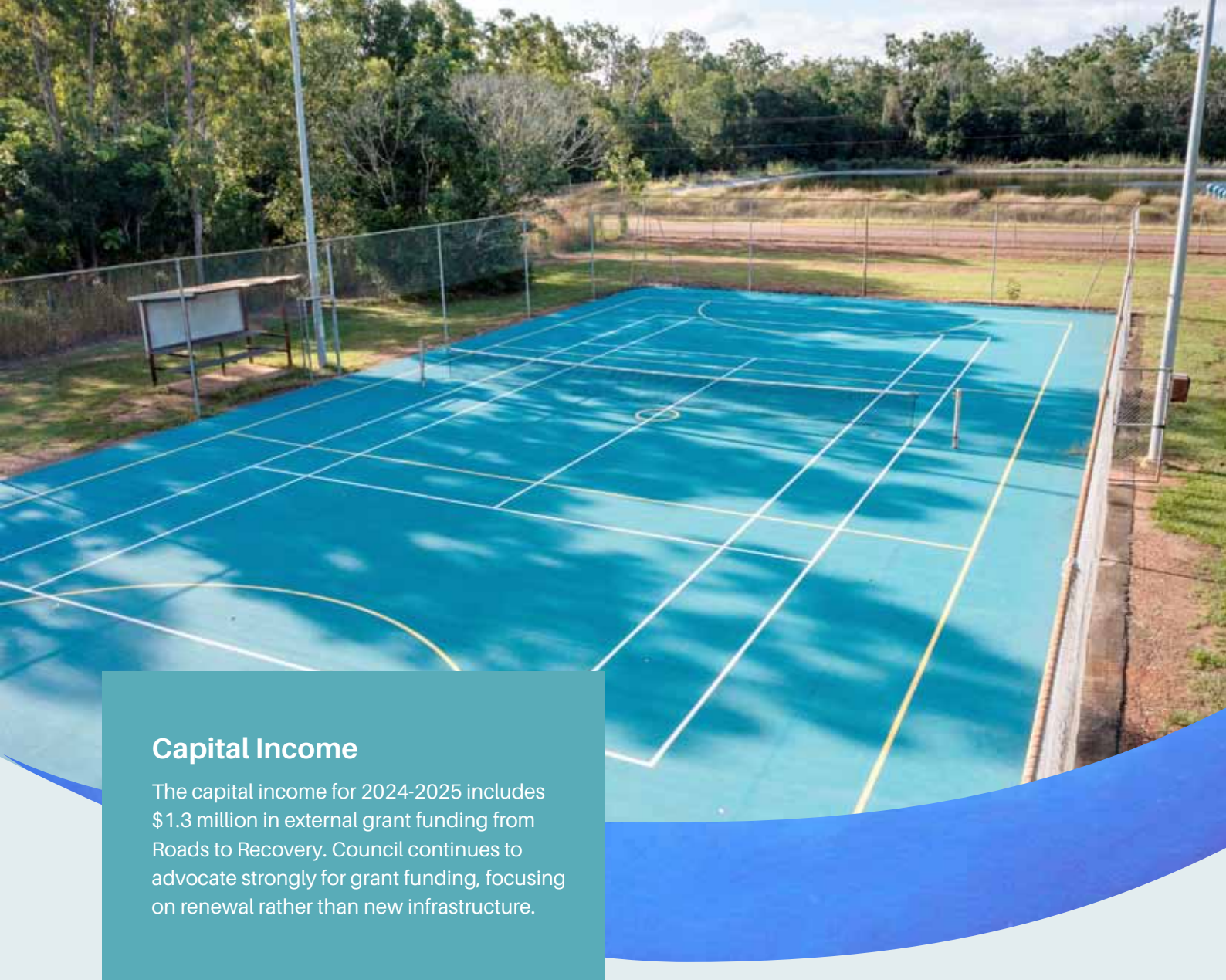
The 2024-2025 budget includes \$4.3 million in capital renewal projects, reflecting an asset sustainability ratio of 41%. This is below both Council's target of 60% and best practice of 90%, highlighting Council's challenge in funding a sustainable capital program with the current level of revenue. Some of council's strategies in this area is to assess depreciation expense as part of a financial asset revaluation exercise including traffic utilisation.

The \$3.1 million new and upgraded capital investment includes \$1 million for sealing gravel roads. The capital works program includes \$0.5 million for Local Roads and Community Infrastructure Program Funding phase four and has also been recognised as capital income in the 2024-2025 budget.

Budget by Planned Major Capital Works

This table is to report major capital work projects that are either in progress, that will continue over more than one financial year or will be completed in this current financial year.

Major Capital Project	Actuals 2023-2024 (\$) (A)	Budget 2024-2025 (\$) (B)	Budget 2025-2026 (\$) (C)	Total Planned Budget (\$) (A+B+C)	Expected Project Completion Date
Infrastructure and Assets					
Pavement Renewal 2023-2024	168,177	-	-	168,177	June 2025
Gravel Road Sealing 2023-2024	40,234	-	-	40,234	June 2025
Road Safety Intersection Upgrades 2023-2024	218,808	-	-	218,808	June 2025
Road Seal Renewals 2024-2025	-	1,125,000	-	1,125,000	June 2025
Pavement Renewals 2024-2025	-	1,300,000	-	1,300,000	June 2025
Gravel Surface Renewal 2024-2025	-	322,000	-	322,000	June 2025
Unsealed to Sealed Road Upgrades 2024-2025	-	1,000,000	-	1,000,000	June 2025
Road Safety Upgrades (Shoulder Widening) 2024-2025	-	300,000	-	300,000	June 2025
Road Safety Upgrades (Intersections) 2024-2025	-	380,000	-	380,000	June 2025
Road Safety Upgrades (Schools) 2024-2025	-	380,000	-	380,000	June 2025
Road Safety Upgrades (Lighting) 2024-2025	-	430,000	-	430,000	June 2025
Drainage Renewal 2024-2025	-	200,000	-	200,000	June 2025
Drainage Upgrade (Flood Mitigation)	-	30,000	-	30,000	June 2025
Freds Pass Reserve (Asset Renewal) 2024-2025	-	300,000	-	300,000	June 2025
Howard Park Reserve (Asset Renewal)	-	80,000	-	80,000	June 2025
Gregg Park Reserve	-	20,000	-	20,000	June 2025
Waste Transfer Stations (Asset Renewal) 2024-2025	-	400,000	-	400,000	June 2025
Fleet and Plant					
Fleet 2024-2025	-	535,000	-	535,000	June 2025
Land and Buildings					
Thorak Cemetery	-	530,000	-	530,000	June 2025
Council Office Asset Renewal	-	95,000	-	95,000	June 2025
Berry Springs Reserve (Asset Renewal)	-	85,000	-	85,000	June 2025
Total	427,218.19	7,512,000	-	7,939,218	



Capital Income

The capital income for 2024-2025 includes \$1.3 million in external grant funding from Roads to Recovery. Council continues to advocate strongly for grant funding, focusing on renewal rather than new infrastructure.

Annual Budget summary

	2023-2024 Budget (\$)	2024-2025 Budget (\$)	Variance (%)
Operational revenue	21,483,018	22,528,107	4.86
Capital revenue	2,581,429	1,300,000	(49.64)
Special Road Seal Levy	-	269,927	-
Total revenue	24,064,447	24,098,034	0.68
Operating expenditure	16,686,601	17,465,507	4.67
Capital expenditure	7,766,429	7,512,000	(3.28)
Total expenditure	24,453,030	24,977,507	2.14
Net transfers from reserves	(388,583)	(879,473)	126.33

RATING STRATEGY

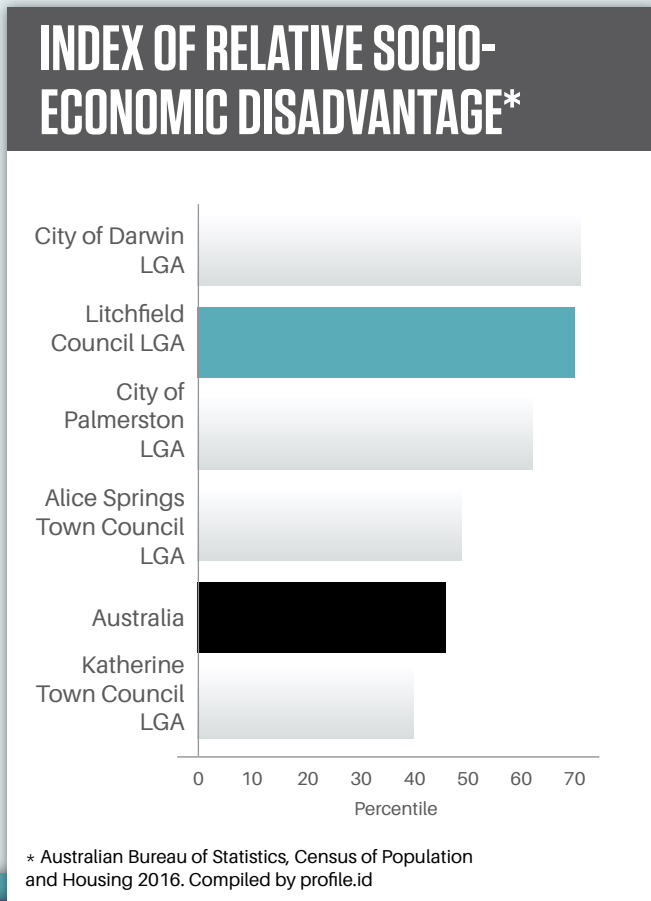
Social and Economic Impact Statement of Rating Strategy

Council has been guided by its Long Term Financial Plan, Strategic Plan and Litchfield’s demographic and economic data when setting rates and charges for the 2024-2025 financial year.

Council’s goal is to ensure there are enough funds to maintain and renew assets to meet increasing demand for community infrastructure and services. As part of this process, Council considers the financial capacity of its ratepayers.

The following data informed Council’s Decision.

Litchfield Household Data*	
Median weekly household income	\$2,269
Households with a mortgage	40%
Median Weekly mortgage repayment	\$513
Households renting	17%
Median weekly rent	\$380



Principles of the Rating Policy FIN02

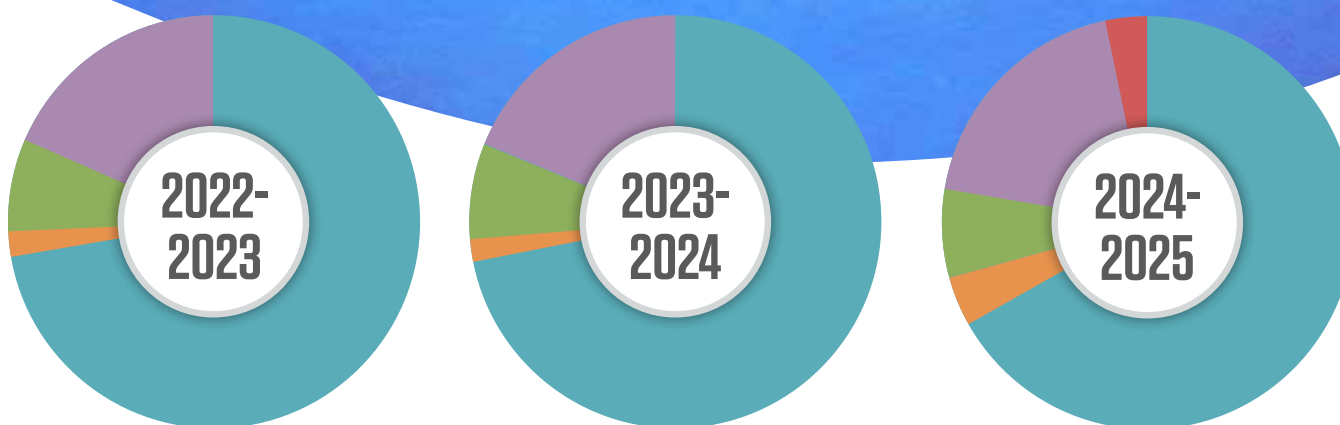
Council's Rating Policy FIN02 applies the principles of administrative simplicity, policy consistency and equality.

A flat rate remains for urban residential, rural residential and horticultural / agricultural rateable properties.

As allowed for in the *Local Government Act 2019*, Council will use the unimproved capital value (UCV) to calculate rates for the commercial and gas plant rating categories in 2024-2025. The NT Valuer-General sets the UCV of land. The relevant Northern Territory Government Minister sets rates for mining tenements and pastoral leases.

Rate revenue

	2022-2023 Budget (\$)	2023-2024 Budget (\$)	2024-2025 Budget (\$)
Residential Rate	7,623,067	8,024,990	8,234,324
Horticulture / Agriculture	195,288	205,052	476,900
Commercial and Industrial Rates	769,029	834,557	847,405
Gas Plant/ Workers Village / Pastoral Lease/ Mining Tenements	1,953,372	2,105,897	2,435,857
Special Rates	-	-	269,927
TOTAL	10,540,756	11,170,496	12,264,413



RATING STRUCTURE

Rating category (in line with Policy FIN02)	Planning Zones	No. of properties	Rate 2023-2024	Rate 2024-2025
Fixed Rates				
Residential	R; RR; RL; WM; CN; SL14; SL18; FD; SD; MD; MR; SL11	7,881	\$1,025.26	\$1,076.52
Horticulture/Agriculture	H; A	200	\$1,025.26	\$1,076.52
Valuation- Based				
Allotments of Commercial/ Industrial Land	C; CP; CV; DV; GI; LI; OR; PS; RW; SC; SL1; SL1; SL3; SL4; SL5; SL6; SL7; SL8; SL9; SL10; SL12; SL13; SL15; SL17; SL23	269	0.300175% Min Charge \$1,833.95	0.315184% Min Charge \$1,925.65
Gas Plant	FD, DV	3	8.824656%	9.265889%
Mining Tenements	As set by the Minister	111	0.6427% Min Charge \$1,647.93	0.8741% Min Charge \$2,241.18
Pastoral Lease	As set by the Minister	4	0.0566% Min Charge \$696.28	0.0770% Min Charge \$946.94
Total Number of Rateable Properties		8,468		
Charge				
Waste Charge		8,121	\$410.97	\$419.19
Special Rate				
Southport Road	R	71	-	\$3,801.79

Fees and Charges by department

Council has increased majority of the fees and charges by 5% whilst continuing to provide a range of free services. The Schedule of Fees and Charges can be viewed at Council Office as well as on Council's website: Fees and Charges | Litchfield Council (nt.gov.au)

Department	2024-2025 Budget (\$)
Finance and Customer Service	50,715
Infrastructure and Assets	198,510
Waste Management	166,950
Community	101,871
Library	2,835
Thorak Cemetery	1,510,089
Total	2,030,970

RECREATION RESERVES FUNDING SUPPORT

Council has nine recreation reserves across the municipality. It supports six by providing operational funding to independent associations to maintain facilities and provide a range of activities. The other three recreation reserves are directly managed under a budget set by Council. Recreational reserve funding amounts are considered each year as part of council's budget process considering operational needs and prior year service delivery.

Council's newest reserve, Gregg Park in the Jakira Estate has recently come online and features in the municipal plan for the first time this year. The park, featuring play equipment and shaded picnic facilities is nestled amongst nature in keeping with the rural vibe of the municipality.

In addition to the recreation reserves operational funding, Council funds the tree and playground maintenance for these facilities. Costs associated with these works are in addition to the below budget but is included in Council's overall operational expenditure budget.

Council works with the management committee or board of the recreation reserves throughout the year and, where possible, accommodates unforeseen expenses to provide additional support for emergencies or other eventualities as required. In the 2023-2024 financial year, Council assisted in this capacity with a spend of \$440,545 (to end of March 2024) across reserves.



Operating Contribution to Recreation Reserve

Reserves	2023-2024 Budget (\$)	2024-2025 Budget (\$)	Increase (\$) (%)	
Operating Contributions to Recreation Reserve				
Berry Springs Reserve	79,841	84,631	4,790	6%
Freds Pass Reserve	847,919	898,794	50,875	6%
Humpty Doo Village Green	123,287	133,196	9,909	8%
Livingstone Reserve	69,677	73,860	4,183	6%
McMinns Lagoon Reserve	30,525	32,358	1,833	6%
Mira Square	16,211	18,144	1,933	12%
Recreation Reserves managed in-house by Council				
Howard Park Reserve	130,274	138,090	7,816	6%
Knuckey Lagoon Reserve	31,044	32,907	1,863	6%
Gregg Park (Jakira Estate)	1,473	5,000	3,527	239%
Total	1,330,251	1,416,980	86,729	7%

In addition to the reserve's operational funding and the tree and playground maintenance for the reserves, Council spends significant amounts on capital renewal projects that are included in the Council's overall capital works expenditure budget.

SPONSORSHIP, GRANTS, AND OPERATING SUBSIDIES

The Community Grants Scheme was launched in 2017 in line with the Grants, Donations and Sponsorship Policy FIN07. The scheme provides a framework for delivering grant funding to the community with clear links to achieving the Strategic Plan 2022-2025 outcomes and Council's vision to be the best place to live in the Top End. The funding supports community groups and organisations to run events, facilities and programs that provide opportunities to connect and to enrich life in local communities. The scheme also supports the municipalities youth through Youth Development Grants. These grants aim to develop the knowledge, confidence and skill of youth. The scheme is 100% funded through money made from recycling of bottles, cans and batteries collected at Council's Waste Transfer Stations.

GRANTS AND DONATIONS

Grants/Donations/ Community Support	2023-2024 (\$)	2024-2025 (\$)
TOTAL	141,000	157,920

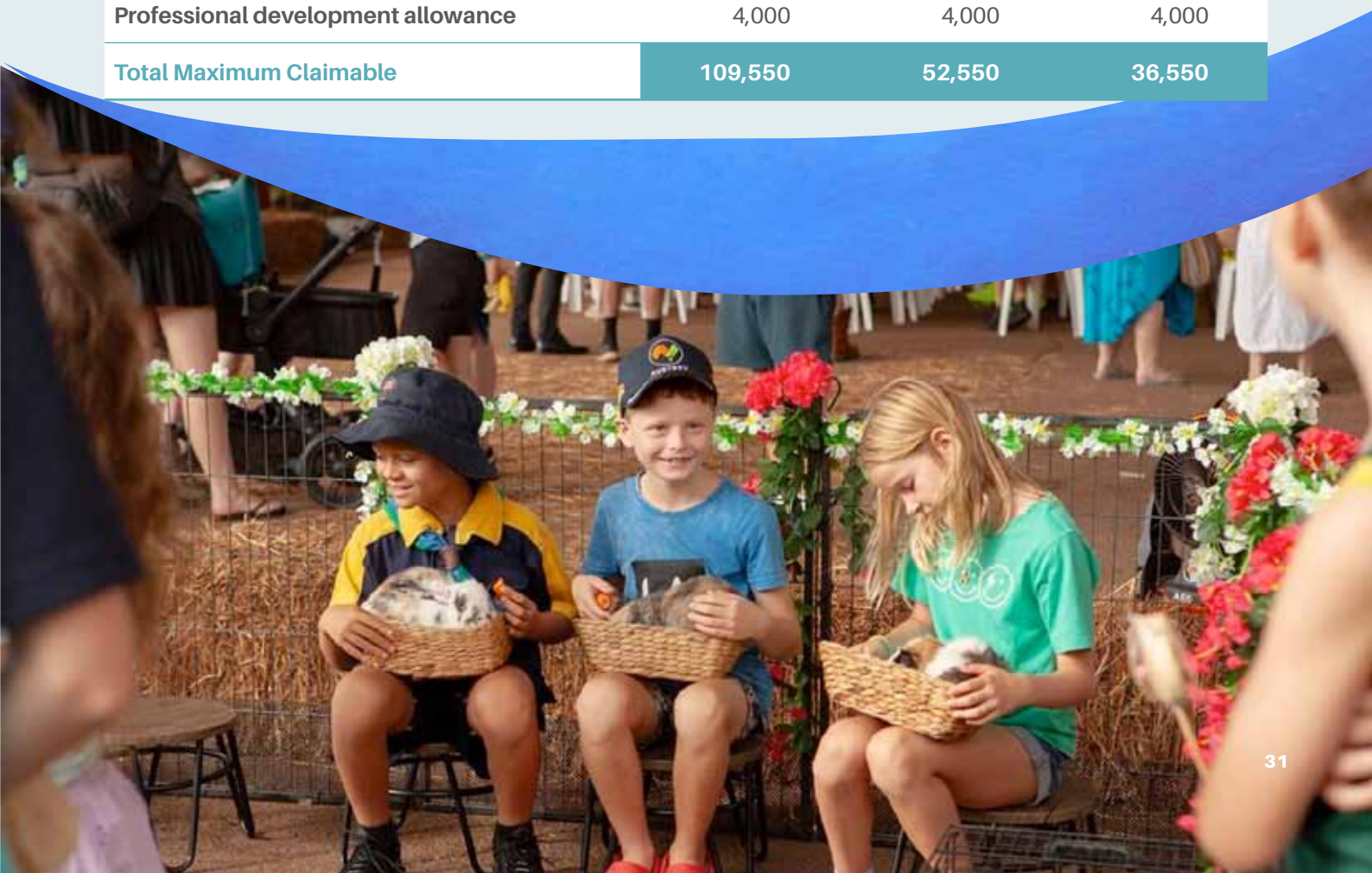
Council continues to support the following:

- Fred's Pass Rural Show
- Community Grants Scheme
- Sponsorship of the Palmerston and Litchfield Seniors Association
- Anzac Day Activities
- Australia Day Activities
- Youth Week
- Annual Art Exhibition

ELECTED MEMBERS ALLOWANCES

In accordance with Section 106 of the *Local Government Act 2019*, Elected Members' allowances are determined by the Remuneration Tribunal. The below table illustrates the Elected Member Allowances set by the Remuneration Tribunal for 2024-2025 financial year.

Allowance Type	Amount (\$)		
	Mayor	Deputy Mayor	Councillor
Annual allowance	105,550	38,550	22,550
Extra meeting allowance	-	10,000	10,000
Professional development allowance	4,000	4,000	4,000
Total Maximum Claimable	109,550	52,550	36,550



FINANCIAL STATEMENTS

The following financial statements have been prepared in accordance with the Act and Regulations:

- Budgeted Comprehensive Income Statement
- Budgeted Statement of Financial Position
- Budgeted Statement of Cash Flows
- Budgeted Statement of Financial Reserves

The financial statements have been prepared to compare 2024-2025 budget with Budget Review One from last financial year 2023-2024.

BUDGETED STATEMENT OF COMPREHENSIVE INCOME

This statement provides a detailed summary of Council's income and operating expenses, resulting in an operational surplus excluding depreciation. Including depreciation the operating deficit indicates Council's inability to fund the consumption of assets.

Section 202 of the *Local Government Act 2019* states that a council must not budget for a deficit except in accordance with the regulations. Regulation 10 of the General Regulations states a council may budget for a deficit if the reason for the deficit can be attributed to: depreciation, amortisation, asset write-downs, expenditure of tied grant funding recorded as income in a prior year, or other non-cash items. As a result of adding back non-cash items such as depreciation, Council forecasts a net operational surplus of \$5 million that funds a portion of the budgeted capital expenditure. Councils' ability to reduce the reliance on Financial Reserves over the past years continues to improve councils overall financial sustainability.



BUDGETED STATEMENT OF COMPREHENSIVE INCOME

	2023-2024 Budget \$000's	2024-2025 Budget \$000's
OPERATING INCOME		
Rates	14,536	15,454
Charges	175	175
Fees and Charges	1,926	2,031
Operating Grants and Subsidies	4,036	3,954
Interest / Investment Income	670	774
Other Income	140	140
TOTAL OPERATING INCOME	21,483	22,528
OPERATING EXPENDITURE		
Employee Expenses	7,042	7,500
Materials and Contracts	8,672	8,968
Elected Member Allowances	341	345
Elected Member Expenses	50	53
Council Committee and LA Allowances	10	10
Council Committee and LA Expenses	-	-
Depreciation, Amortisation, and Impairment	9,355	9,946
Interest Expenses	-	-
Other Expenses	572	589
TOTAL OPERATING EXPENDITURE	26,042	27,411
OPERATING SURPLUS / (DEFICIT)	(4,559)	(4,883)
Add Back Non-Cash Expenses	9,355	9,946
TOTAL NON-CASH ITEMS	9,355	9,946
OPERATING SURPLUS / (DEFICIT)	4,796	5,063
Less ADDITIONAL OUTFLOWS		
Capital Expenditure	7,766	7,512
Borrowing Repayments (Principal Only)	-	-
Transfer to Reserves	-	-
Other Outflows	-	-
TOTAL ADDITIONAL OUTFLOWS	(7,766)	(7,512)
Add ADDITIONAL INFLOWS		
Capital Grants Income	2,581	1,300
Non-Cash Income	-	3,000
Special Charges (Special Road Seal Levy)	-	270
Prior Year Carry Forward Tied Funding	-	-
Other Inflow of Funds	-	-
Transfers from Reserves	389	879
TOTAL ADDITIONAL INFLOWS	2,970	5,449
Remove NON-CASH ITEMS		
Less Non-Cash Income	-	(3,000)
NET OPERATING POSITION	0	0

BUDGETED STATEMENT OF FINANCIAL POSITION

This statement provides an estimate of the assets Council will own and the liabilities Council will have as at 30 June 2025.

	Audited 2022-2023 \$000's	Budget 2024-2025 \$000's
CURRENT ASSETS		
Cash & Cash Equivalents	27,638	20,455
Trade and Other Receivables	3,863	5,810
Other Financial Assets	-	-
Other Current Assets	-	-
TOTAL CURRENT ASSETS	31,501	26,265
NON-CURRENT ASSETS		
Infrastructure, Property, Plant & Equipment	428,416	433,763
Other Non-Current Assets	-	-
TOTAL NON-CURRENT ASSETS	428,416	433,763
TOTAL ASSETS	459,917	460,028
CURRENT LIABILITIES		
Trade and Other Payables	6,756	6,322
Current Provisions	614	620
Current Interest Bearing Liabilities	6	-
TOTAL CURRENT LIABILITIES	7,376	6,942
NON-CURRENT LIABILITIES		
Non-Current Provisions	340	358
Non-Current Interest Bearing Liabilities	17	-
TOTAL NON-CURRENT LIABILITIES	357	358
TOTAL LIABILITIES	7,733	7,300
NET ASSETS	452,184	452,728
EQUITY		
Accumulated Surplus	15,323	20,670
Asset Revaluation Reserve	412,735	412,735
Other Reserves	24,126	19,323
TOTAL EQUITY	452,184	452,728

BUDGETED STATEMENT OF CASH FLOW

This statement provides a summary of the flow of cash and insight into where Council receives and spends its cash.

	Audited 2022-2023 \$000's	Budget 2024-2025 \$000's
Cash flows from Operating Activities		
Rates and Charges Received	13,686	15,828
Grants - Operational Received	6,646	3,959
Grants - Capital Received	3,561	1,302
Interest Received	294	774
User Fees Received	2,074	2,237
Statutory Fees and Fines Received	231	193
Other Revenue Received	824	154
Employee Costs Paid	(7,011)	(7,480)
Materials and Consumables Paid	(9,655)	(10,776)
GST Received/ (Paid)	-	736
Net Cash flows from Operating Activities	10,650	6,927
Cash flows from Investing Activities		
Payment for Property Plant and Equipment and Infrastructure	(8,566)	(7,512)
Proceeds from Property Plant and Equipment and Infrastructure	78	-
Proceeds/(Payments) from/for Investment Property	595	-
Proceeds from/(to) Investments	(3,953)	-
Net Cash flows from Investing Activities	(11,846)	(7,512)
Cash flows from Financing Activities		
Proceeds from Interest Bearing Loans and Borrowings		-
Repayments of Interest Bearing Loans and Borrowings		-
Repayment of Lease Liabilities	6,351	-
Net Cash flows from Financing Activities	6,351	-
Net Change in Cash Held	5,155	(586)
Cash at Beginning of the Financial Year	22,484	21,041
Cash at End of the Financial Year	27,639	20,455

BUDGETED STATEMENT OF RESERVES

This statement provides a summary of Council's financial reserve balances.

Council's financial reserves exist to ensure sufficient funds are set aside for specific purposes as they arise. Council's Financial Reserves Policy FIN04 describes Council's intentions in using those funds.

The financial reserves represent part of the cash assets and investments balance shown on the balance sheet, as they are cash-backed. Council has consistently reduced the amount required from financial reserves over the last years improving councils overall financial sustainability.

	Forecast 2023-2024 \$000's	Net movements 2024-2025 \$000's	Budget 2024-2025 \$000's
Externally Restricted			
Developer Contribution Reserve	676	-	676
Unexpended Grants/Contributions	-	-	-
Unexpended capital works	-	-	-
Total Externally Restricted Reserves	676	-	676
Internally Restricted			
Asset Reserve	10,587	(879)	9,708
Waste Management Reserve	5,596	-	5,596
Thorak Regional Cemetery Reserve	2,201	-	2,201
Election reserve	200	-	200
Disaster Recovery Reserve	400	-	400
Strategic Initiatives Reserve	400	-	400
Cash for Cans Reserve	142	-	142
Total Internally Restricted Reserves	19,526	(879)	18,647
TOTAL RESERVES	20,202	(879)	19,323

In 2024-2025 Council will draw \$0.9 million from financial reserves to fund capital investment.

Budget Assumptions

Council applied the Long Term Financial Plan assumptions in preparing its Annual Budget for 2024-2025. In addition, Council reviewed the local economic indicators published by Department of Treasury - Deloitte Access Economic December 2023 Economic Brief. The report forecasts the annual Consumer Price Index (CPI) to increase by 2.9% across Northern Territory whilst inflation in Australia is above 7%. Council developed its budget by rationalising its operational expenditure and applying only a 5% increase on Council's mainstream revenue, being rates. Council will actively monitor the budget throughout the year and make necessary adjustments during the budget review process.

LONG TERM FINANCIAL PLAN

Long Term Financial Plan assumptions

The Litchfield Council Long Term Financial Plan 2024-2025 to 2033-2034 (LTFP) is designed to guide Council's financial sustainability over the next ten years by supporting sound financial decision-making. This year Council has incorporated a Financial Management Strategy document into the LTFP to further consolidate Council's strategy moving forward sustainably.

The LTFP is designed to inform decisions regarding the prioritisation and use of financial resources by Litchfield Council over the next ten years by supporting sound financial decision making.

To assess a local government entity as financially sustainable over the long term there are two assessments that must both be satisfied:

- 1 Is the Council able to demonstrate the ability to maintain fiscal capital (that is access to cash as required for operating, investing, and financing activities).
- 2 Is the Council able to demonstrate the ability to maintain infrastructure (physical assets) as required to meet service requirements.

Sustainability in the context of Litchfield means that Council is able to provide acceptable services, facilities and infrastructure to the community at an affordable level of property rates, both now and into the future.

The Long-Term Financial Plan included in this document encompasses:

Planning assumptions used to develop the Plan

Projected income and expenditure

Statement of financial position

Statement of cash flows

Financial ratios

Council currently has substantial cash reserves and no debt, which provides a good foundation in the short term.

In the long term, however, Council faces several challenges, including:

operating deficits due to insufficient revenue to fund total depreciation (that is, the cost of using or consuming existing assets);

dependency on external funding (mostly grant funding) due to insufficient own-source revenue; and

inadequate cash available to fund necessary capital expenditure to renew and replace existing assets when needed.



These challenges are not easily resolved and can only be addressed through a long term, disciplined approach to allocating financial resources and strong advocacy relationships with external agencies for grant funding.

The LTFP is based on the following strategies:

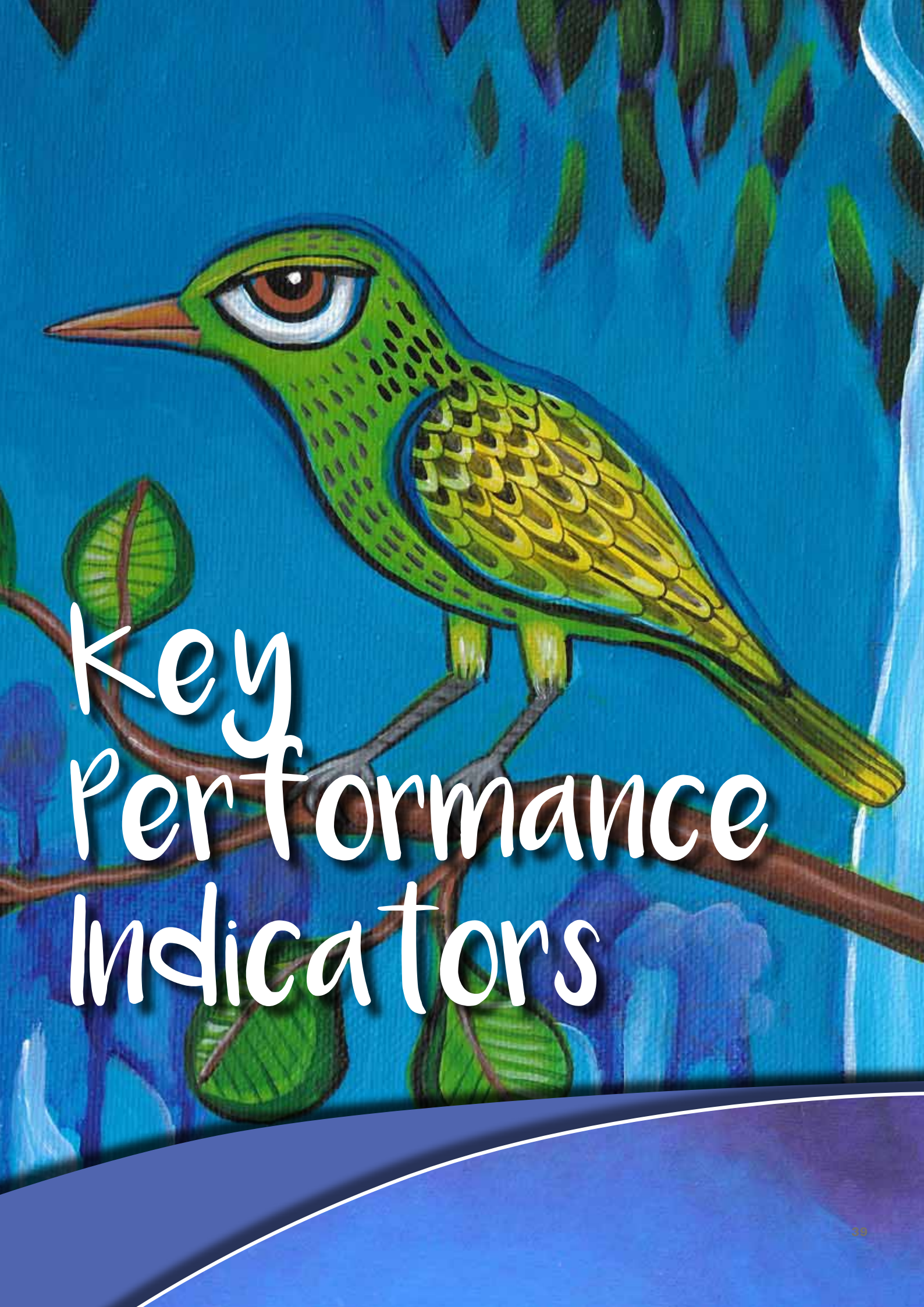
- Improve the operating position
- Advocate strongly for grants from other levels of government
- Review of services, and level of service
- Enhanced asset management
- Define the need for funding for capital renewal and replacement of existing assets
- Optimising potential income from residential and industrial land development

Combining these strategies will gradually improve Litchfield’s sustainability over time with the key objective of increasing availability to cash and the level of capital expenditure on asset renewal, which is currently inadequate to maintain existing levels of services. Future growth of the Council can present both challenges and opportunities, which Council will need to influence and manage carefully to improve the financial sustainability over the long term.

Litchfield Council Long Term Financial Plan 2024-2025 to 2033-2034 can be found on the Council’s website: [Plans and Publications | Litchfield Council \(nt.gov.au\)](https://www.nt.gov.au/plans-and-publications/litchfield-council).

preparing the annual budget and the LTFP to provide current service levels.

	2026 Forecast \$'000's	2027-2034 Forecast \$'000's
Assumptions		
Rates - Residential	5.00%	5.00%
Rates - Commercial	5.00%	5.00%
Rates - Gas Plant	5.00%	5.00%
Waste Increase - No Collection	2.00%	2.00%
User Charge	5.00%	5.00%
Grants	0.00%	0.00%
Employee Cost Index - including superannuation	3.00%	3.00%
Materials & Contractors	3.00%	3.00%
Overdue rates interest rate	17.00%	17.00%
Cash Investment Interest Rate	5.00%	5.00%



Key Performance Indicators

PEOPLE

Key Performance Indicators

Team	Key Outputs	Measures	Target	Responsible Officer	
Office of the Chief Executive	Community Engagement	Community Engagement Strategy and Action Plan 2022-2025 implementation	Year one complete	CEO	
	Social Media Management	Maintain interaction on Council's Facebook page - page followers	4,500		
Community Development	Council partnership and support grants	Number of partnerships supported	8		
	Servicing community needs at the Reserve	Funding provided to community Reserves	Funding Agreements established and signed		
	Annual Community Grants Program Initiatives	Number of community events and programs supported	>8		
	Australia Day Event	Community participation	Maintain attendance levels		
	Annual Art Exhibition	Level of community participation	>60 entries		
Waste	Community Benefit Fund Income	Income raised through recycling activities including cash for containers	\$40,000		DIO
Thorak Cemetery	Ongoing maintenance of grounds and open spaces, including mowing, planting, weeding and irrigation	Service level rating from annual community survey	>60%		
Planning and Development	Submissions to the Northern Territory Government (Development Assessment Services)	Comments submitted on applications within required timeframe	>90%		
	Approval of Plans and Permits	Plan reviews for building certification issued within 10 working days	>90%		
	Meeting Attendance	Attendance to meetings and working groups in relation to development, subdivision standards	>80%		
Infrastructure	Asset Management Plans	Asset management plans drafted as per schedule	>70%		

PEOPLE CONT. Key Performance Indicators

Team	Key Outputs	Measures	Target	Responsible Officer	
Regulatory Services	Responsible Dog Ownership and community safety	Number of registered dogs de-sexed	>70%	DCC	
		Number of registered dogs increased	>10%		
		Number impounded dogs reclaimed by owner	>60%		
	Responsible Dog Awareness and Education	Animal Management in Litchfield – flyer direct to residents	1 flyer		
		Dog Awareness Program delivered at schools	6+ visits		
		Promotional and community engagement events, targeting improved awareness, increase registration, general pet owner education	4+ events		
	Regulatory Services Investigations		Short-term investigations completed within 30 working days		>60%
			Long-term investigations completed within 60 working days		>60%
			Abandoned vehicle investigations completed within 60 working days		>90%
			Customer requests actioned in less than two working days		>90%
Finance and Customer Service	Front counter customer experience	Customer rating (very good, good, poor, very poor)			
Taminmin Library	Visitors to the library	Weekly door count	>400		
	Promotion of services	Followers of the Library Facebook page	>1,150		
	Lifelong learning/ engagement	New members joined to the 'Funky Chickens' children's book club members	>60		

PROGRESS

Key Performance Indicators

Team	Key Outputs	Measures	Target	Responsible Officer
Waste	Recycled materials	Volume of green waste processed for resale	>1,400 cubic metres	DIO
		Volume of concrete crushed for resale	>450 cubic metres	
	Maximise diversion from landfill	Residential waste tonnage transferred to Shoal Bay	<7,300 tonnes	
		Commercial waste tonnage transferred to Shoal Bay	<1,000 tonnes	
		Quantity of cash for containers collected and recycled	>40 tonnes	
		Quantity of electronics collected for TechCollect	>50 tonnes	
		Quantity of tyres, batteries and oil collected for recycling	>100 tonnes	
Quantity of scrap metal collected and recycled	>1,000 tonnes			
Thorak Cemetery	Increase awareness of cemetery profile and public awareness of Thorak services	Provide information and promotion through Services provided, advertisement and information pamphlets	Complete	
Taminmin Library	Library Collection	Number of annual loans	>14,000	DCC
	Program delivery	Attendees at programs provided by the Library	>180 attendees	
	Library events	Events delivered	>3	

PROSPERITY Performance Indicators

Team	Key Outputs	Measures	Target	Responsible Officer
Office of the Chief Executive	Advocacy submissions to government	Arrange and attend quarterly meetings with relevant ministers on advocacy projects	2	CEO
	Advocacy Strategy	Current year actions	Completed	
	Tourism and Events Strategy	Actions implemented	25%	
Finance and Customer Service	Long Term Rating Strategy	Own-source revenue ratio increased, to lower Council's dependency on government grants and other funding sources	>60%	DCC

PLACES

Key Performance Indicators

Team	Key Outputs	Measures	Target	Responsible Officer
Thorak Cemetery	Operation maintenance regimes maintained including cremator maintenance, test and tag, generator maintenance, fleet and plant servicing and registration	Completed as per schedules and Agreements in place	Complete (Registers updated)	DIO
Infrastructure	Road Maintenance Program	Gravel Roads - Minimum Length of Roads re-sheeted	>2km per year	
		Lights within the municipality working	>70%	
	Asset Management Plans	Adopted Asset Management Plans Reviewed and Improvement Plan actions completed/ updated	Complete	
Mobile Workforce	Roadside maintenance	Vegetation slashed and Council roads mowed	2 rounds	
	Weed management	Weeds managed on Council roads and land as per the strategies in the Weed Management Plan	Complete	

PERFORMANCE Indicators

Team	Key Outputs	Measures	Target	Responsible Officer
Office of the Chief Executive	Elected Members training and development	Min 1 per quarter	1	CEO
	Annual Community Survey	Overall satisfaction	>60%	
	Grant application	Grants received by Council acquitted within agreed timeframes	95%	
	Media monitoring and management	Response time to media enquiries	<48 hours	
	Annual Budget, Annual Report and Municipal Plan	Compliance with management, statutory and regulatory budgeting and reporting	100%	
Waste	Maximise diversion from landfill	Amount of total waste diverted from landfill	>30%	DIO
		Amount of total waste that is dry recyclables ie. Cardboard and plastics	>14%	
Planning and Development	Approval of Plans and Permits	Works Permits issued within five days	>90%	DIO
Infrastructure	Capital Works Program	Affected residents and relevant stakeholders consulted prior to works starting	90%	
	Capital Works Program	Programmed works completed on time	>75%	
	Road Maintenance Program	Respond to customer requests	90%	
	Road Maintenance Program	Gravel roads graded	Twice per year	
	Street lights	Reported faults added to maintenance schedule	<5 days	
Mobile Workforce	Bushfire management	Council managed firebreaks maintained	Complete	DIO
	Road furniture maintenance	Signs and guideposts repaired within target timeframes	>90% <24 Hours urgent 14 days standard	
Human Resources	Employee Wellbeing	Regular employee benefits and inclusion activities	1 per quarter	DCC
	An engaged and productive workforce	Staff turnover rate	<7.5% (<30% yearly)	
		Staff satisfaction survey	>70%	

PERFORMANCE CONT.

Team	Key Outputs	Measures	Target	Responsible Officer
Human Resources	Number of workplace safety incidents	Number of notifiable incidents	0	DCC
		Lost time injury rate	<3.5	
		Workers' compensation claims	<3	
Information Services	Information and communications technology (ICT) managed service contract management	Percentage of Service Desk requests closed against open requests during a period	90%	
		Corporate Enterprise Solution (CES) software	CES updated with the latest version (patch) available nationally	No more than 1 patch behind
	Information and Communications Technology Improvement Plan	Annual actions completed	100%	
	ICT Security Audit actions	Annual actions completed	100%	
	Geographical Information System (GIS)	Age of GIS imagery of populated areas	<1 year	
		Age of NTG downloaded data	<1 week	
Governance	Policy Framework	Council policies reviewed before due date	>90%	
	Risk Management and Audit Committee	Number of Risk Management and Audit Committee meetings held	4 per year	
	Records management	Number of refresher courses conducted	>1	
Library	Funding Agreement	Development of new Library Agreement	100%	
Finance and Customer Service	Monthly and annual financial reporting, including annual audit and forecasting	Unqualified audit	Complete	
		Asset Sustainability Ratio	30%	
		Renewal Gap Not Funded	<\$1 million	
		Current Ratio (Liquidity)	>1	
		Debt Service Ratio	>1	
	Investments	Compliance with policy and statutory requirements, reported monthly	>60%	
	Rates and accounts receivable collection	Rates and annual charges outstanding	<18%	

LOCAL GOVERNMENT ACT 2019

As per Part 3.3, Section 33 of the *Local Government Act 2019* (Act), Litchfield Council is required to have a municipal plan for its area.

The plan must be adopted by Council prior to 30 June each year, following a public consultation period of 21 days. The plan must be available on Council's website and at its public office.

The table below outlines the required content for the municipal plan.

Municipal Plan		Reference
34(1)(a)(i)	a service delivery plan	16
34(1)(a)(ii)	Council's budget	18-36
34(1)(b)(i)	Any long-term, community or strategic plan adopted by the Council to which it relates	11
34(1)(b)(ii)	Council's Long-term Financial Plan	37-38
34(1)(d)	Indicators for judging the standard of Council's performance	39-46
Annual Budget		Reference
201(2)(a)	<ul style="list-style-type: none"> i. the council's objectives for the relevant financial year; and ii. the measures the council proposes to take, during the financial year, towards achieving those objectives; and iii. the indicators the council intends to use as a means of assessing its efficiency in achieving its objectives 	39-46
201(2)(b)	Contain the projected statement of income and expenditure for the financial year, differentiating between operating and capital expenditure	33-36
201(2)(c)	List the council's fees for services and the estimates of revenue from each of those fees	28
201(2)(d)	state the amount to be allocated to the development and maintenance of infrastructure for the financial year	23
201(2)(e)	state the amount the council proposes to raise by way of rates, and set out the rates structure, for the financial year; and	26-28
201(2)(f)	include an assessment of the social and economic effects of its rating policies; and	26-28
201(2)(g)	state the allowances for members of the council for the financial year and the amount budgeted to cover payment of those allowances; and	31
201(2)(i)	include any other information required by any guidelines that the Minister may make or as prescribed by regulation; and	Completed
201(2)(j)	be in a form required by any guidelines that the Minister may make or as prescribed by regulation.	Completed



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