



AGENDA

12th Ordinary Council Meeting 12th Council of Litchfield **Monday 17th August 2026**

Meeting to be held commencing 6:00 PM
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



COUNCIL AGENDA

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- 1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND**
- 2 OPENING OF MEETING**
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 - 6.1 Confirmation of Minutes**

RECOMMENDATION

That the full minutes of the Ordinary Council Meeting held Monday 20th July 2026, 19 pages be confirmed.



MINUTES

11th Ordinary Council Meeting 12th Council of Litchfield **Monday 20th July 2026**

Meeting to be held commencing 6:00 PM
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

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Present	Kris Civitarese	Deputy Mayor/Councillor South Ward (Chair)
	Kevin Harlan	Councillor Central Ward
	Pauline Cass	Councillor Central Ward
	Daisy Crawford	Councillor North Ward
Apology	Emma Sharp	Councillor South Ward
	Plaxy Purich	Councillor North Ward
Leave	Rachael Wright	Mayor
Staff	Stephen Hoyne	Chief Executive Officer
	Geoff Thomas	Director Infrastructure and Operations
	Ankit Pansal	Acting Director Corporate Services
	Rebecca Taylor	Acting Director Governance and Community
	Deb Boyko	Executive Assistant to Mayor and CEO
Public Gallery		As per Attendance Register
Streamed Online via YouTube:		https://www.youtube.com/watch?v=sSy2T5m4ArM

1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

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

2 OPENING OF MEETING

The Mayor opened the meeting at 6:00pm.

The Mayor advised that an audio and visual recording of the meeting was live streamed to Council's online platform and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending the meeting, those present agreed to comply by Council's Recording of Council Meetings Policy. It is noted that there were technical difficulties with the visual component of the recording and the meeting proceeded with Audio only.

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil

3.2 Apologies

Cr Emma Sharp

Cr Plaxy Purich

3.3 Leave of Absence previously granted

Mayor Rachael Wright

3.4 Leave of Absence Request

4 DISCLOSURES OF INTEREST

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

4.1 Elected Members

Nil

4.2 Staff

Nil

5 PUBLIC QUESTIONS

Christine Simpson:

Q: How will Council ensure all households on properties with multiple dwellings are informed of the new waste transfer station arrangements, and how will the service remain equitable for properties with different numbers of households and varying property sizes?

Changes will be communicated through its usual channels, including the website, social media, and signage at the waste transfer stations. The revised arrangement allows unlimited visits throughout the year, with disposal fees continuing to apply only to tyres.

The issue of equity between different landowners has been considered previously and there are no plans to review the current arrangements. The revised service is intended to replace the previous voucher system by providing year-round access for ratepayers.

Judy Fabbian:

Q: Would Council consider waiving the interest charges on my overdue rates, given that the rates notices were sent to an old work email address that I no longer had access to and I was unaware the account was registered for eBilling?

No interest will be charged until the first instalment for the new financial year; the previous interest charge will not be written off.

Dave Evans:

Q: When will the bollards at the Freds Pass Reserve for the new switchboard and lights towers be installed? The current situation is legally noncompliant. I have checked with the Freds Pass staff and have been told it is a Litchfield Council issue.

Bollards should only be installed where there is a demonstrable likelihood of vehicle impact that outweighs the potential risks to players, pedestrians, and maintenance operations. This approach aligns with good asset management practice, minimises unnecessary infrastructure, and ensures protective measures are proportionate to the actual risk. There is no legal requirement for installation of bollards in these locations.

Q: Who is responsible for the insurance of buildings, light towers, scoreboards, etc. on the Freds Pass Reserve? The Litchfield Council or the Freds Pass Sports & Recreation Management Board Inc.?

In most cases, Council is responsible for arranging and maintaining insurance for Council-owned fixed and permanent assets located at Freds Pass Reserve. However, ownership and insurance responsibilities can vary depending on the circumstances of a particular asset.

While Council is unable to provide advice on the type or level of insurance that user groups may require, we are happy to assist by providing the Board with additional information relating to insurance. The Board can then share this information with user groups to assist them in understanding Council's insurance responsibilities and where to seek further advice if required.

If Litchfield Council pays the insurance, what does it cover for user groups?

Are User Groups required to pay insurance on infrastructure which would appear to be doubling up on insurance costs?

Assets at the reserves are covered by Council's insurance. Council are unable to provide advice on insurance to community groups. Council has public liability and anything beyond that is up to the user group. Each user group would generally have their own public liability insurance.

Q: Is there a reason why I have not received any replies to the public questions I submitted at the 10th Ordinary Council Meeting on 15 June 2026 and why they are not all listed in The Agenda for the 11th Ordinary Council Meeting, 12th Council of Litchfield on Monday 20th July 2026?

These were administrative questions; we will get a response to you.

General questions submitted by Mr Dave Evans Ordinary Council Meeting Monday 15th June 2026 have been responded to by email.

Q: What is the expected completion date for finalising the lease with the Freds Pass Sport and Recreation Management Board (FPSRMB)? The draft lease was apparently sitting with the Freds Pass Sport and Recreation Management Board for action. Little progress seems to have occurred since 16 February 2026 when the question was first asked. Given the discussions at the end of the last Council meeting, does the Litchfield Council and staff need to meet in person with the Freds Pass Sport and Recreation Management Board (FPSRMB) to reach a resolution?

Lease has been signed.

Q: On the Litchfield Council website, a news item on 12 March 2026 stated, "Upgrade confirmed for Stuart Highway and Bees Creek Road intersection". The project is not listed on the NT Government's Department of Logistics and Infrastructure website. Does the Council have any information about the project timeline and construction works?

DLI's website shows the project status as 'Tenders closed' with update showing awarded.

Q: Metal compaction work is currently being completed at the Humpty Doo dump. Does this process generate revenue or is it an expense for the Council?

Yes, this does generate a revenue.

Q: Litchfield Council called on residents to have their say on the Draft Municipal Plan 2026– 2027 including the Long-Term Financial Plan 2026-2036. Consultation ran until 5pm Monday, 25 May 2026. I made a submission via the Feedback form on Monday, 25 May 2026 at around 4:15 PM. I have not received any acknowledgement or reply from Council. Can I expect a reply?

As a standard practice, Council does not provide individual responses to feedback received. All feedback is considered and presented to Council during the development of the Strategic Plan; however, individual submissions are not responded to separately.

Q: The Draft Municipal Plan 2026-2027 and Draft Financial Management Strategy and Long-Term Financial Plan 2026-27 to 2035-36. Are they going to be corrected before the 30 June 2026 deadline?

There is no apparent error on the referred document.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RESOLUTION OCM/26/123

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 15 June 2026, 18 pages be confirmed.

CARRIED 4/0

Youtube recording time: 20:03

RESOLUTION OCM/26/124

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

That the full minutes (including confidential minutes) of the Extraordinary Council Meeting held Wednesday 17 June 2026, 4 pages be confirmed.

CARRIED 4/0

Youtube recording time: 21:23

RESOLUTION OCM/26/125

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

That the full minutes (including confidential minutes) of the Extraordinary Council Meeting held Tuesday 7 July 2026, 4 pages be confirmed.

CARRIED 4/0

Youtube recording time: 22:07

7 BUSINESS ARISING FROM MINUTES

7.1 Business Arising

EXECUTIVE SUMMARY

This report provides an update on actions arising from previous Council meetings and outlines progress made on outstanding items.

RESOLUTION OCM/26/126

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

1. That Council receive and note the business arising as at attachment.

CARRIED 4/0

Youtube recording time: 22:37

8 PETITIONS

Nil

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

Nil

Procedural Motion

RESOLUTION OCM/26/127

Moved: Cr Pauline Cass

Seconded: Cr Daisy Crawford

That items 14.3.2 and 14.3.3 be brought forward for consideration following Item 10.

The meeting resumed consideration of the agenda in the published order.

CARRIED 4/0

Youtube recording time: 26:31

14.3.2 Humpty Doo Shared Paths

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with information regarding a proposed shared use pathway connection between the Lloyd Road Unit Complex residential area and the Humpty Doo Commercial Precinct and to facilitate discussion regarding a potential pathway forward.

RESOLUTION OCM/26/128

Moved: Cr Pauline Cass

Seconded: Cr Daisy Crawford

That Council:

1. Note the potential for improved amenity and reduced risk for residents of Lloyd Road Unit Complex and others accessing the Humpty Doo commercial precinct.
2. Approve undertaking required site investigations and detail design for the proposed shared path along parts of Lloyd Road and Vereker Street utilising the General Works Consultancy 26-27 FY Operational Budget.
3. Note that this will enable consideration by Council of inclusion of the associated construction path works in the 27-28 FY Capital Works Program.

CARRIED 3/1

Youtube recording time: 27:02

14.3.3 Subdivision and Development Guidelines Revision

EXECUTIVE SUMMARY

This report presents to the Elected Members the revised Litchfield Council Development Guidelines, formally the Litchfield Council Subdivision and Development Standards as well as the amended INF08 Subdivision and Development Policy.

RESOLUTION OCM/26/129

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

That Council:

1. Endorse the Litchfield Council Development Guidelines (attachment 1) and;
 - a) Accept the adjusted Project Management percentage (10%) in the Value of Assets Spreadsheet (Attachment 2) and;
 - b) Approve the Director Infrastructure and Operations to make adjustments to the Litchfield Council Development Guidelines as and when required by amendments to legislation, standards and guidelines.
2. Approve the updated INF08 Subdivision and Development policy (Attachment 3)

CARRIED 4/0

Youtube recording time: 36:30

11 NOTICES OF MOTIONS

11.1 Notice of Motion - Community Infrastructure Partnership Fund

I, Councillor Daisy Crawford give notice that at the next Ordinary Meeting of Council be held on 20 July 2026, I intend to move the following motion:

RESOLUTION OCM/26/130

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

THAT Council:

1. Acknowledge that there are a number of small-scale infrastructure projects across the municipality that are important to community safety, accessibility, connectivity, and wellbeing but may not currently be prioritised within existing capital works programs due to budget limitations.
2. Recognise that community members, local businesses, philanthropic organisations, and other stakeholders may be willing to contribute towards infrastructure projects that provide direct benefit to their communities.
3. Request the CEO investigate and report to Council on suitable models for the establishment of a Community Infrastructure Partnership Fund or similar initiative that would enable community, business, and philanthropic contributions towards priority local infrastructure projects.
4. Request that the investigation consider:
 - a) crowdfunding and matched-funding models used by other local governments;
 - b) governance, accountability, and financial management requirements;
 - c) mechanisms for identifying, assessing, and prioritising eligible projects;
 - d) opportunities for community contributions to support project planning, design, engineering, and approvals as a pathway to future Council funding;
 - e) opportunities for community contributions to directly fund the delivery of small-scale infrastructure projects;
 - f) potential partnerships with government, industry, philanthropic organisations, and community groups; and
 - g) any legislative or policy implications associated with the establishment of such a fund.

Request that a paper be presented to a future Council Strategic Discussion and Briefing Meeting outlining options, benefits, risks, resource implications, and a proposition for Council's consideration.

CARRIED 3/1

Youtube recording time: 40:27

12 MAYORS REPORT

12.1 Mayors Monthly Report June

RESOLUTION OCM/26/131

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

CARRIED 3/1

Youtube recording time: 59:38

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

13.1 Councillor Report - Howard Park Committee Meeting

EXECUTIVE SUMMARY

To provide Council with an update following the recent Howard Park Committee meeting and seek feedback and direction on several infrastructure, safety, asset management and community-led funding matters raised by the Committee.

RESOLUTION OCM/26/132

Moved: Cr Daisy Crawford

Seconded: Cr Pauline Cass

THAT Council

1. Notes the update from the Howard Park Committee meeting
2. Note the New Rec Reserve Liaison Office Appointment
3. Requests an officer update regarding the Hamilton Road pathway proposals.
4. Requests an assessment of oval damage, irrigation infrastructure, water leaks and identified safety concerns.
5. Requests a review of existing bollards, fencing and access-control arrangements at Howard Park.
6. Supports continued coordination with NT Police regarding unauthorised motorbike activity and school holiday patrols.
7. Requests clarification regarding the status of the Howard Park Master Plan and future community consultation.
8. Notes the proposed Howard Park Open Day on Saturday, 19 September 2026.

CARRIED 4/0

Youtube recording time: 1:04:59

14 OFFICER REPORTS

14.1 Council Leadership

Nil

14.2 Corporate Services

14.2.1 Litchfield Council Finance Report - June 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 30 June 2026. Budget Review 2 2025/26 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 2024/25 audited financial statements and Financial Reserves has been updated with original budget figures 2026.

The annual rates and waste charges were levied in July 2025. As instalment dates pass, the outstanding rates ratio will continue to decline.

RESOLUTION OCM/26/133

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

1. That Council note the Litchfield Council Finance Report 30 June 2026.

CARRIED 4/0

Youtube recording time: 1:14:44

14.2.2 People, Performance and Governance Report – June 2026

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

RESOLUTION OCM/26/134

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

1. That Council note the People, Performance and Governance Report for June 2026.

CARRIED 4/0

Youtube recording time: 1:27:55

14.2.3 Rates Concession Policy FIN06

EXECUTIVE SUMMARY

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

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

RESOLUTION OCM/26/135

Moved: Cr Pauline Cass

Seconded: Cr Daisy Crawford

1. That Council That Council receives and notes the information provided within this report.
2. That Council adopts the reviewed and updated policy FIN06 Rates Concession Policy.
3. That Council authorises the Chief Executive Officer to make the amendments.

CARRIED 4/0

Youtube recording time: 1:29:30

14.2.4 Municipal Plan 2025-2026 Quarterly Performance Review - April to June 2026

EXECUTIVE SUMMARY

The Municipal Plan 2025-2026 Quarterly Performance Report April to June 2026 is presented to Council to highlight the organisation's progress towards implementing the Municipal Plan.

RESOLUTION OCM/26/136

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

1. That Council receive the Municipal Plan 2025-2026 Quarterly Performance Report for the fourth quarter ending 30 June 2026

CARRIED 4/0

Youtube recording time: 1:31:00

14.3 Governance and Community

14.3.1 Community Services and Development Monthly Report - June

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/137

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

1. That Council note the Community Services and Development Monthly Report for June 2026.

CARRIED 4/0

Youtube recording time: 1:35:41

14.3.2 HR16 Code of Conduct CEO

EXECUTIVE SUMMARY

This report presents the amended HR16 CEO Code of Conduct for discussion at Attachment A.

RECOMMENDATION

That Council adopts the amended HR16 Code of Conduct CEO and authorises the Chief Executive Officer to make minor amendments.

Youtube recording time: 1:37:34

Cr Cass requested an amendment to the motion.

AMENDMENT

Moved: Cr Pauline Cass

Seconded: Cr Kevin Harlan

That Council adopts the amended HR16 Code of Conduct CEO to include suggestions made in the briefing held 7 July 2026.

Lost 1/3

RESOLUTION OCM/26/138

RECOMMENDATION

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

That Council adopts the amended HR16 Code of Conduct CEO and authorises the Chief Executive Officer to make minor amendments.

CARRIED 3/1

14.4 Infrastructure and Operations

14.4.1 Planning Summary Report - June 2026

EXECUTIVE SUMMARY

The purpose of this report is to provide to Council a summary of applications received, and comments provided, for the period of 1-30 June 2026. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	3
Clearances for Development Permit Conditions	3
Sale, Lease, or Occupation of Crown Land Applications	0
Development Permits Issued	3
Liquor Licence Applications	6
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	12
Works Permits	19

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

RESOLUTION OCM/26/139

Moved: Cr Daisy Crawford

Seconded: Cr Pauline Cass

THAT Council:

1. Receive the Summary Planning and Development Report for 1-30 June 2026.
2. Note for information the responses provided to relevant agencies within Attachments A to C of this report.

CARRIED 4/0

Youtube recording time: 1:46:11

14.4.4 26-27 Waste Moratorium

EXECUTIVE SUMMARY

This report seeks Council approval to implement a disposal fee moratorium for selected residential waste streams during the 2026/2027 rateable year.

The moratorium will provide Litchfield residents with free disposal of up to two eligible items per visit at the Humpty Doo Waste Transfer Station (HDWTS), limited to mattresses and gas-containing appliances (refrigerators, freezers and air conditioners). The initiative is intended to encourage responsible waste disposal, improve cyclone preparedness by reducing potential hazards on residential properties, and provide an alternative service following the cessation of Council's Waste Voucher Program on 31 March 2026.

Tyres are not recommended for inclusion due to significant financial costs, existing regulatory compliance issues, environmental risks and the potential for disposal of privately held historical, commercial, and agricultural tyre stockpiles at Council's expense.

Implementation of the moratorium will require Council to subsidise disposal and processing costs; however, the program provides a practical and equitable year-round alternative to short-term cyclone clean-up programs operated by neighbouring councils.

RESOLUTION OCM/26/140

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

That Council:

1. Approves the implementation of a Residential Waste Disposal Fee Moratorium for the 2026/2027 rateable year.
2. Approves the moratorium applying only to residential customers using the Humpty Doo Waste Transfer Station.
3. Approves free disposal of the first two eligible items per visit, limited to:
 - mattresses; and
 - gas-containing appliances, including refrigerators, freezers and air conditioners.
4. Notes that all other waste streams, including tyres, and commercial waste remain subject to Council's adopted Fees and Charges Schedule.
5. Notes that the costs associated with the moratorium will be funded from the approved 2026/2027 operational budget.

CARRIED 4/0

Youtube recording time: 1:47:57

15 OTHER BUSINESS

Cr Crawford: Has there been an email circulated regarding Council having a regular presence at Fred's Pass Market?

This was taken on notice.

Cr Cass: had two parts for Other business that she wanted to raise, have potential legal implications and would be best discussed in the Confidential section of this meeting.

Cr Harlan: suggested to consider reviewing the order of business for future agendas, with consideration given to the staff and reports scheduled to attend to improve efficiency and minimise the need to alter the agenda during meetings.

Feedback was provided on the recent show. It was noted that additional feedback forms were required at the Council stall, as several residents were unable to provide feedback due to forms being unavailable. Other than that, well done.

Unconfirmed

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/141

Moved: Cr Daisy Crawford

Seconded: Cr Pauline Cass

Pursuant to Section 93 of the Local Government Act and Regulation 51 of Local Government (General) Regulations the meeting be closed to the public to consider the following confidential item(s):

16.1 Confidential Minutes of the Council Meeting held on 15 June 2026

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

16.2 Confidential Minutes of the Extraordinary Council Meeting held on 17 June 2026

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

16.3 Confidential Minutes of the Extraordinary Council Meeting held on 7 July 2026

This matter is considered to be confidential under Section 99(2) - d of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information subject to an obligation of confidentiality at law, or in equity.

16.4 Deed of Variation - Thorak Regional Cemetery

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

16.5 Mobile Work Force Fleet Update - Asset Failure & Future Budget Implications

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED 4/0

Youtube recording time: 1:57:12

Close Open Meeting at 7:57pm

17 REPORT OF CONFIDENTIAL RESOLUTIONS

Nil

18 CLOSE OF MEETING

The Meeting closed at 8:45pm.

19 NEXT MEETING

Monday, 17 August 2026

20 MINUTES TO BE CONFIRMED

Monday, 17 August 2026

Mayor

Rachael Wright

Chief Executive Officer

Stephen Hoyne

7 BUSINESS ARISING FROM MINUTES

7.1 Business Arising

AUTHOR: Deb Boyko, Executive Assistant to the CEO and Mayor

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Business Arising

EXECUTIVE SUMMARY

This report provides an update on actions arising from previous Council meetings and outlines progress made on outstanding items.

RECOMMENDATION

1. That Council receive and note the business arising as at attachment.

Business Arising from the Minutes				
		In Progress		
		Completed	Ongoing	Superseded
Resolution	Resolution	Meeting Date	Officer	Current Status
ORD2022 11-173	Road Opening Closing Meade Road, Darwin River THAT Council: 1. proceed with the road closing and opening process for Meade Road, across affected land parcels, Lot 500 Section 773 Hundred of Cavenagh, Lot 585 Section 765 Hundred of Cavenagh (Meade Road, west of Letchford Road) for the purpose of providing the landowner the opportunity to continue conservation efforts; 2. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing and opening of the road, as required; and 3. note that this is an administrative process only and there is no commitment by Council to construct the road.	19/07/2022	DIO	Superseded 18/05/2026 by OCM26/070. Resolution OCM26/071 rescinded this resolution ORD202211-173.
OCM26/070	Meade Road - Proposed Road Closure, Opening and Land Transfer That Council: 1. Authorises the Chief Executive Officer to undertake stakeholder and community consultation regarding the proposed closure and opening of sections of Meade Road, including potential impacts to public access to the Blackmore River and adjacent crown land; 2. Requests the Chief Executive Officer provide a further report to Council following completion of the consultation process, including the outcomes of consultation and any recommendations arising from the process; 3. Notes that any future proposal relating to road closure, road opening or associated land transfer actions will remain subject to: a. a future Council resolution supporting the proposed land transfer to Crown ownership in accordance with Council Policy FIN01 Asset Disposal Policy; b. in-principal agreement from the Chief Executive Officer of the Department of Lands, Planning and Environment; c. consideration and approval by the Minister for Lands, Planning and Environment;	18/05/2026	DIO	In progress 11/08/2026 Stakeholder / community consultation is complete. A summary report to Council is to follow, noting the timeframe may be delayed due to a vacancy in the Communications team.

	d. any land valuation requirements as may be required by Council and / or determined by the Northern Territory Government. e. further investigations required to assess the suitability and feasibility of the proposed replacement road alignment, including environmental, cultural heritage, infrastructure, servicing and engineering considerations; and f. That all investigations, assessments, approvals, engineering reviews, servicing relocations, valuations and associated costs required to demonstrate the suitability of the proposed alignment are to be undertaken at the cost of the proponent to the satisfaction of Council and relevant statutory authorities;			
ORD2023 11-093	Cost to maintain the eight owned Council Recreation Reserves THAT Council: - engages a suitably qualified and experienced auditor or consultant to review the current costs to maintain Litchfield Council's eight reserves in a safe condition to ensure that the Council is complying with their duties under the NT Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; - requests the Chief Executive Officer to provide the auditors or consultant written report detailing the cost to maintain Litchfield Council's eight reserves in a safe condition to the Chief Executive Officer to Elected Members to allow each of them to carry out their due diligence under the Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; and - receive the report prior to the first 2023-2024 Budget Review Meeting.	20/06/2023	DIO	Ongoing 11/08/2026 A report to Council for consideration of this matter is within this OCM agenda. Noting Refer ORD2023 11-241
ORD2023 11-241	Cost to maintain the eight owned Council Recreation Reserves THAT Council support and note the proposed timeline to provide individual asset management plans for all Council reserves.	12/12/2023	DIO	Ongoing 11/08/2026 A report to Council for consideration of this matter is within this OCM agenda. Noting the Asset Management Plan contract has been cancelled.

ORD2023 11-142	Freds Pass Reserve Expansion THAT Council: - adopt the Freds Pass Reserve land expansion concept to include: - Crown Land parcel Section 2889 (580) Stuart Highway, Hundred of Strangways; and - Part Crown land parcel Section 2639 (100) Bees Creek Road, Hundred of Strangways; - adopt the concept to acquire land from Power and Water Corporation's Section 6003 Hundred of Strangways for the Freds Pass Reserve safe cycle, pedestrian and bridle way connection to Coolalinga and adjacent Park and Ride; and - approve the consolidation of Section 1817 (20A) Bees Creek Road, Hundred of Strangways and Section 5467 (20) Bees Creek Road, Hundred of Strangways and authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing of the road, as required.	15/08/2023	DIO	Part 1a,1b Ongoing Crown discussions postponed for development of proposed use plan for the new area. Part 2 Ongoing Shared paths from Coolalinga to Fred's Pass RR (medium term) and to Arnhem Hwy (short term) are addressed in DLI's 2023 - 2033 NT Shared Path Review Outcomes Summary. Discussions with PWC held regarding potential access. Part 3 Completed 22/04/2026
ORD 2024 11-183	Disposal of Contaminated Concrete Waste Stockpiles from Council's Waste Transfer Stations THAT Council resolve to commit a Budget of \$3,000,000.00 to disposing of the contaminated concrete waste piles from Howard Springs and Humpty Doo Waste Transfer Stations. The budget is to come from the Waste Asset Reserve.	20/08/2024	DIO	In Progress 11/08/2026 A report for Council consideration is within the OCM agenda. Noting Council are required to address Pollution Abatement Notice (17/12/2025).
ORD 2024 11-265	Private Roads – No Name Road THAT Council: - Commit to the trial of running through the process of a Road Opening for a Private Road and driving the process for residents. - Allocate No Name Road as the proposed road for the trial. - Allocate \$100,000 of consultant budget to come from Financial Reserves. - Renew the policy as it stands with no changes for a further 12 months.	10/12/2024	DIO	In Progress 11/08/2026 Final review of documentation pending possible additional legal advice to inform stakeholders of overall approach and council requirements. The planned timeframe for consultation has been delayed by a vacancy in the Communications team.

8 PETITIONS

Nil

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

Nil

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayors Monthly Report June

AUTHOR: Deb Boyko, Executive Assistant to the CEO and Mayor

AUTHORISER: Rachael Wright, Mayor

ATTACHMENTS: Nil

MONTHLY UPDATE

A summary of the mayor's attendance at meetings and functions representing Council for the period from 20 July 2026 to 16 August 2026.

Summary	
Date	Event / Meeting
2 August 2026	PSLA Seniors Fortnight – Opening Ceremony
11 August 2026	Meeting Core Lithium
13 August 2026	Monthly meeting Mayor Pascoe-Bell
13 August 2026	2026 Portrait of a Senior Territorian Awards Ceremony
16 August 2026	PLSA Seniors Fortnight - Closing Ceremony

RECOMMENDATION

THAT Council receive and note the mayor's monthly report for the period of 20 July 2026 to 16 August 2026.

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

14 OFFICER REPORTS

Nil

14.1 Council Leadership

Nil

14.2 Corporate Services

14.2.1 Litchfield Council Finance Report - July 2026

AUTHOR: Xixi Li, Finance Program Leader

AUTHORISER: Ankit Pansal, Director Corporate Services

ATTACHMENTS: 1. Litchfield Council Finance Report July 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 July 2026. Annual Budget 2026/27 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 2025/26 unaudited financial statements and Financial Reserves has been updated with original budget figures 2026/27.

The annual rates and waste charges were levied in July 2026. As instalment dates pass, the outstanding rates ratio will continue to decline.

RECOMMENDATION

1. That Council note the Litchfield Council Finance Report 31 July 2026.

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

Nil



Finance Report
July 2026

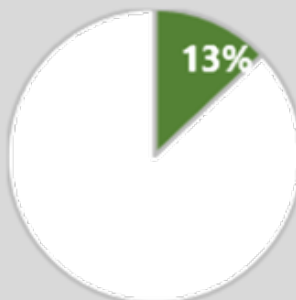
July 2026

DASHBOARD REPORTING



Asset Sustainability Ratio

Capital Expenditure
Actuals \$688k
Municipal Plan Target – 30%



Rates Outstanding

\$ 2.43m Outstanding
Municipal Plan Target – <18%
(Less than 3.30Mn)



Current Cash Investments

\$ 26.57m

- 0 of 15

Budgeted Capital Programs
2026/27 Completed
- 6 of 20

Budgeted Capital Programs
2025/26 Completed
- 26 of 31

Carry Forward Programs
from 2024/25 Completed
- \$15.82m

Budgeted Financial
Reserves Annual Budget

\$ 19.44m
OPERATIONAL REVENUE

\$23.88m Budget – 81.41% Target
Achieved

\$ 2.52m
OPERATIONAL EXPENSES

\$35.55m Budget – 7.09% Spent

\$ 16.92m
OPERATING SURPLUS

Budget Deficit (\$11.67m)

\$ 500
CAPITAL REVENUE

\$ 3.98m Budget- 0.01% Achieved

\$688k
CAPITAL EXPENSES

\$ 8.59m Budget- 9% Spent

\$ 687k
CAPITAL DEFICIT

Budget Deficit (\$ 4.61m)

RATIOS

- 2%

Asset Sustainability
Target 30% and more

Not Achieved
- 13%

Rates Outstanding
Target less than 18%

Achieved
- 82%

Own Source Revenue Ratio
Target 60% and more

Achieved
- 13.74

Current Ratio
Target 1 and more

Achieved
- 0

Debt Service Ratio
Target less than 1

Achieved

STATEMENT 1. COMPARISON ACTUAL PERFORMANCE AGAINST BUDGET¹

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the prescribed format required by Department of the Chief Minister and Cabinet - Form: Monthly Financial Reports. Year-to-date budget figures represent one-twelfth of 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 \$	2026/27 Annual Budget \$
OPERATING INCOME				
Rates	18,947,814.34	18,808,636.00	(139,178.34)	18,808,636.00
Charges	15,055.00	15,312.50	257.50	183,750.00
Fees and Charges	321,279.89	184,568.58	(136,711.31)	2,214,823.00
Operating Grants and Subsidies	-	81,133.25	81,133.25	973,599.00
Interest / Investment Income	141,527.19	129,813.25	(11,713.94)	1,557,759.00
Other Income	15,055.78	11,666.67	(3,389.11)	140,000.00
TOTAL OPERATING INCOME	19,440,732.20	19,231,130.25	(209,601.95)	23,878,567.00
OPERATING EXPENDITURE				
Employee Expenses	634,549.98	751,521.92	116,971.94	9,018,263.00
Materials and Contracts	730,975.91	911,770.42	180,794.51	10,941,245.00
Elected Member Allowances	4,129.81	30,123.67	25,993.86	361,484.00
Elected Member Expenses	888.39	4,758.83	3,870.44	57,106.00
Council Committee & LA Allowances	-	833.33	833.33	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	-	-	-	-
Accumulated Depreciation	1,069,750.00	1,069,750.00	-	12,837,000.00
Interest Expenses	-	-	-	-
Other Expenses	79,509.69	193,990.17	114,480.48	2,327,882.00
TOTAL OPERATING EXPENDITURE	2,519,803.78	2,962,748.33	442,944.55	35,552,980.00
OPERATING SURPLUS / DEFICIT	16,920,928.42	16,268,381.92	(652,546.50)	(11,674,413.00)

¹ Numbers in statements February include minor rounding differences.

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	2026/27 Annual Budget \$
BUDGETED OPERATING SURPLUS / DEFICIT	16,920,928.42	16,268,381.92	(652,546.50)	(11,674,413.00)
Remove NON-CASH ITEMS				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	1,069,750.00	1,069,750.00	-	12,837,000.00
TOTAL NON-CASH ITEMS	1,069,750.00	1,069,750.00	-	12,837,000.00
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	(688,311.65)	(715,710.25)	(27,398.60)	(8,588,523.00)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(96,882.25)	(96,882.25)	(1,162,587.00)
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	(688,311.65)	(812,592.50)	(124,280.85)	(9,751,110.00)
Add ADDITIONAL INFLOWS				
Capital Grants Income	-	307,664.58	307,664.58	3,691,975.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	500.00	96,882.25	96,382.25	1,162,587.00
Road Seal Levy	-	5,947.50	5,947.50	71,370.00
Transfers from Reserves	-	305,215.88	305,215.88	3,662,590.60
TOTAL ADDITIONAL INFLOWS	500.00	715,710.22	715,210.22	8,588,522.60
NET OPERATING POSITION	17,302,866.77		(61,617.14)	

Operating Position by Department

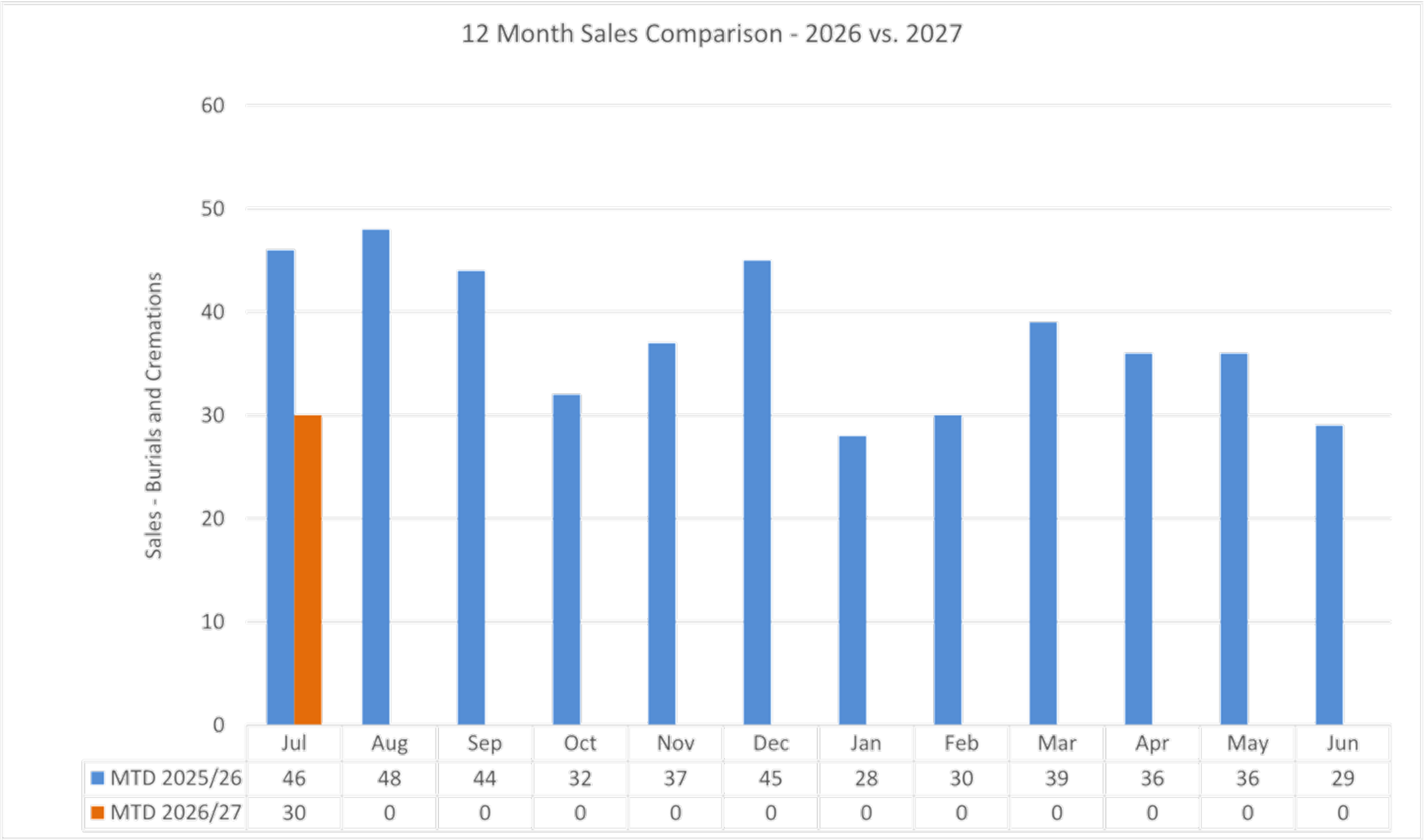
Finance and Waste Management income represents a high percentage of total yearly income due to rates and waste charges levied in full in July 2026.

	2026/27 YTD Actuals	2026/27 Annual Budget	% of Budget
REVENUE	\$	\$	
Council Leadership	-	-	-
Corporate	-	-	-
Information Services	-	-	-
Finance & Customer Service	15,284,871.24	17,402,390.00	87.8%
Infrastructure & Assets	109,041.91	367,341.00	29.7%
Waste Management	3,825,837.06	3,796,811.00	100.8%
Community	27,538.74	144,674.00	19.0%
Community - Library	1,587.09	308,722.00	0.5%
Mobile Workforce	-	-	-
Regulatory Services	15,155.00	183,750.00	8.2%
Thorak Cemetery	176,701.16	1,674,879.00	10.6%
TOTAL REVENUE	19,440,732.20	23,878,567.00	81.41%
EXPENSES			
Council Leadership	59,642.27	1,511,671.00	3.9%
Corporate	65,023.12	1,043,146.00	6.2%
Information Services	78,999.18	751,122.00	10.5%
Finance & Customer Service	81,544.61	1,876,066.00	4.3%
Infrastructure & Assets	210,268.96	5,258,162.00	4.0%
Waste Management	164,526.58	5,148,725.00	3.2%
Community	514,060.73	2,663,876.00	19.3%
Community - Library	72,850.40	1,007,198.00	7.2%
Mobile Workforce	86,277.19	1,482,091.00	5.8%
Regulatory Services	52,381.80	725,607.00	7.2%
Thorak Cemetery	64,478.94	1,248,317.00	5.2%
TOTAL EXPENSES	1,450,053.78	22,715,981.00	6.38%
OPERATING RESULT	17,990,678.42	1,162,587.00	

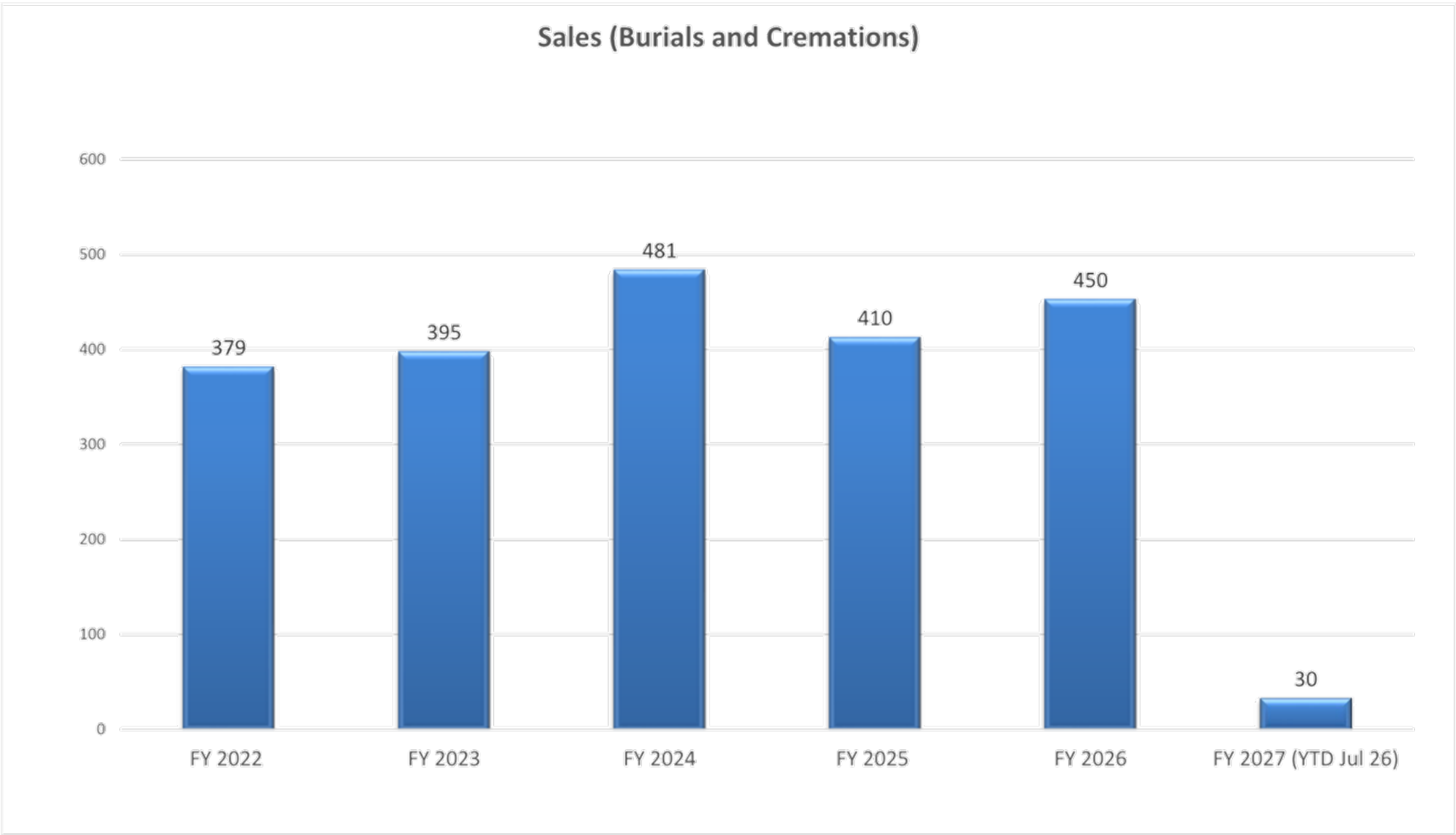
Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 30 Interments and cremations, an decrease of 16 from the same time last year.

Below is a comparison by month against last year:



Below presents a sales comparison over the last six years, with an average over the five years to date of 358.



STATEMENT 2. CAPITAL EXPENDITURE AND FUNDING**Table 2.1 By class of infrastructure, property, plant, and equipment**

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

CAPITAL EXPENDITURE	YTD Actuals \$	YTD Budget \$	YTD Variance \$	2026/27 Annual Budget
Land and Buildings	687,079.65	25,083.33	(661,996.32)	301,000.00
Infrastructure (including roads, footpaths, park furniture)	1,232.00	651,543.58	650,311.58	7,818,523.00
Plant and Machinery	-	39,083.33	39,083.33	469,000.00
Fleet	-	-	-	-
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	688,311.65	715,710.25	27,398.60	8,588,522.60
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	500.00	81,133.25	80,633.25	973,599.00
Capital Grants	-	307,664.58	307,664.58	3,691,975.00
Transfers from Cash Reserves	-	320,964.88	320,964.88	3,851,578.60
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-	-	-
Special Road Seal Levy	-	5,947.50	5,947.50	71,370.00
TOTAL CAPITAL EXPENDITURE	500.00	715,710.22	715,210.22	8,588,522.60
FUNDING				

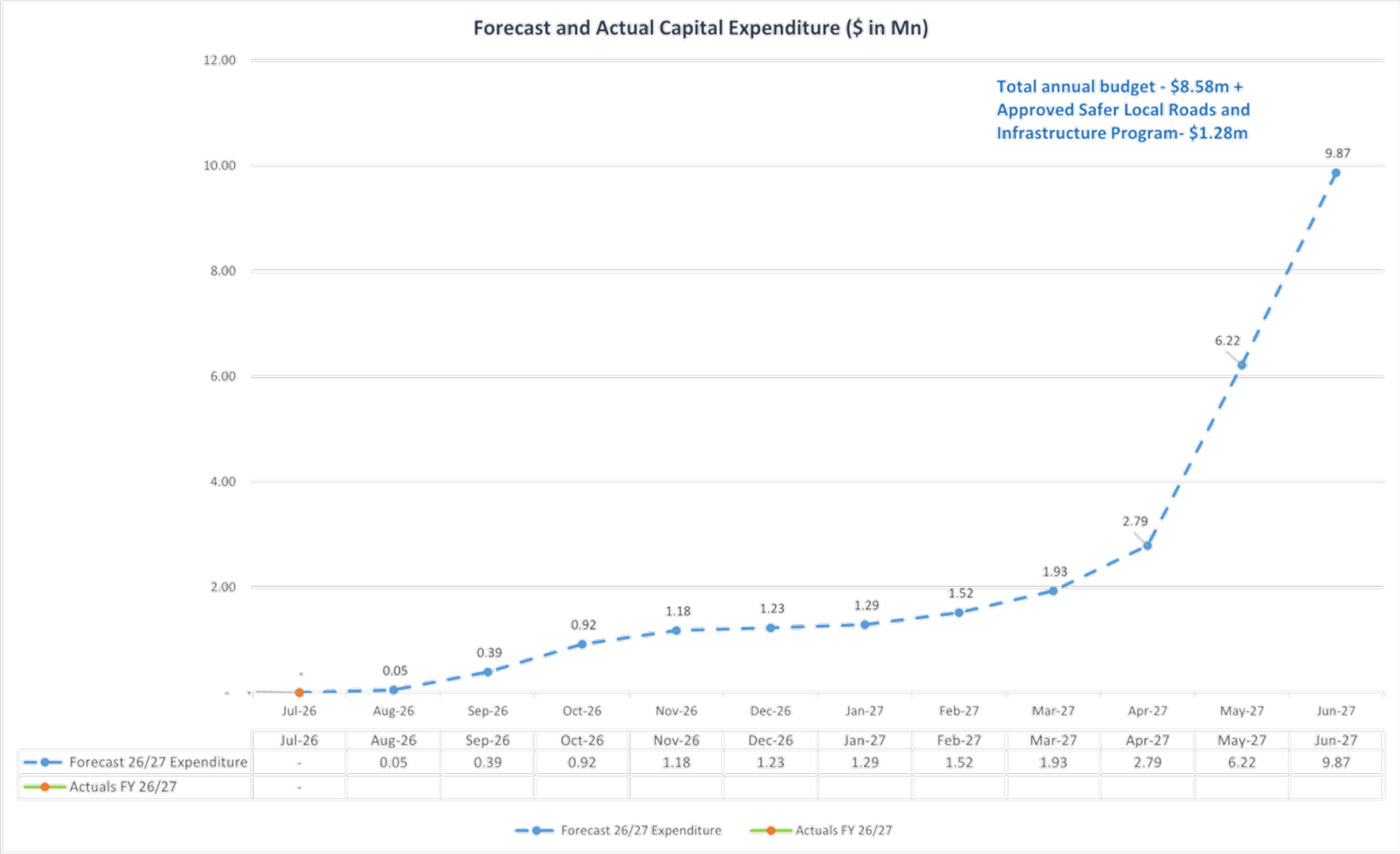


Table 2.2 Monthly Report on Planned Major Capital Works

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 Year to Date Actuals \$	Total Actuals \$	Annual Budget 26-27	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2027-1	Roads	Road Seal Renewal	-	-	1,498,523.00	1,498,523.00	0.00%	Jun-27	Yes	Yes	Planning	As per reseal list, currently under review.
2027-2	Roads	Pavement Renewal	-	-	-	1,280,000.00	-	Jun-27	TBA	Yes	Thorngate Road Planning	Design being amended; utility conflicts under assessment. Significant stakeholder consultation required due to works traffic impacts. Localised inundation constrains the site and may delay delivery. Approved Safer Local Roads and Infrastructure Program - April 2026
2027-2-1	Roads	Pavement Renewal	-	-	1,800,000.00	1,800,000.00	0.00%	Jun-27	TBA	Yes	Thorngate Road Planning	Design being amended; utility conflicts under assessment. Significant stakeholder consultation required due to works traffic impacts. Localised inundation constrains the site and may delay delivery.
2027-3	Roads	Heavy Patches	-	-	300,000.00	300,000.00	0.00%	Jun-27	Yes	Yes	Planning	As per priority list, currently under review.
2027-4	Roads	Gravel Surface Renewal	-	-	350,000.00	350,000.00	0.00%	Jun-27	Yes	Yes	Planning	As per priority list, currently under review.
2027-5	Roads	Road Safety Upgrades - Shoulder Widening	-	-	400,000.00	400,000.00	0.00%	Jun-27	Yes	Yes	Planning	As per priority list, currently under review.
2027-6	Roads	Road Safety Upgrades - Schools	-	-	10,000.00	10,000.00	0.00%	TBA	Yes	Yes	Freds Pass Road Planning	Fencing project to follow DLI project new Humpty Doo Primary School Kiss n Go facility. Arnhem Highway duplication design to be considered.
2027-7	Drainage	Drainage Renewal	-	-	190,000.00	190,000.00	0.00%	Jun-27	Yes	Yes	Planning	As per priority list, currently under review.
2027-8	Drainage	Drainage Upgrade - Floodways	-	-	50,000.00	50,000.00	0.00%	Dec-27	Yes	Yes	Floodway signage & warning upgrades Planning	As per priority list, currently under review.

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 Year to Date Actuals \$	Total Actuals \$	Annual Budget 26-27	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2027-9	Building	Council Administration Building	-	-	81,000.00	81,000.00	0.00%	Jun-27	Yes	Yes	Dog Pound Design & Works Office Walkway Roof Planning	Scope of works under development.
2027-10	Thorak	Thorak Asset New	-	-	120,000.00	120,000.00	0.00%	Jun-27	Yes	Yes	Shed Hardstand Planning Section H Works Planning	Scope of works under development.
2027-11	Waste	Waste Asset New	-	-	3,220,000.00	3,220,000.00	0.00%	Dec-26 Jun-27	Yes	Yes	ACM Cell Procurement HD WTS Design & Works BS WTS CCTV Planning	ACM Cell: Asbestos Remediation tenders under assessment HD WTS Design & Works, and BS WTS CCTV: Scope of works under development.
2027-12	Reserves	Freds Pass Reserve Asset Renewal	-	-	200,000.00	200,000.00	0.00%	Jun-27	Yes	Yes	Ablutions & Market Car Park Design Planning	Scope of works under development.
2027-13	Library	Coolalinga Library (leased asset)	-	-	20,000.00	20,000.00	0.00%	Dec-26	Yes	Yes	Storage at Library Planning	Scope of works under development.
2027-14	Fleet	Council Vehicle Replacement	-	-	349,000.00	349,000.00	0.00%	Dec-26	Yes	Yes	MWF Plant WTS Plant	MWF Spray buggies and spray units and WTS Backhoe with vibratory attachment
			-	-	8,588,523.00	9,868,523.00						

2025-26 projects

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-1	Roads	Road Seal Renewal	1,232.00	1,232.00	1,293,492.00	1,292,260.00	0.10%	Sep-26	No	Yes	Delivery	Tender awarded July to NT Bitumen & Asphalt. Works scheduled to start in September 2026. Road repair works required prior to resealing works have commenced.
2026-4	Roads	Unsealed to Sealed Road Keleson Road and Bees Creek Road	-	1,125,095.03	1,500,000.00	374,904.97	75.01%	Oct-26	No	Yes	Bees Creek Rd Delivery - Powerlines Planning - Road Works Keleson Rd Delivery	Bees Creek Rd: • PWC power poles and conductors realigned for future civil works, section of o/h powerline may need to be installed underground pending PWC investigation. • Civil works design to be amended. • Civil works project deferred potentially to 27/28 FY. • \$1,000,000 allocated to Road Recovery Works (new task 2026-19). Keleson Rd: Works 95% complete, negotiations finalised with Contractor (AKSC) to bring works to completion. Contractor has commenced completion works on Whitewood Road, with completion works to follow at Keleson Road.
2026-7	Buildings	Council Administration Building Upgrade effluent system and dog pound area	-	112,199.13	200,000.00	87,800.87	56.10%	Sep-26	Yes	Yes	Effluent Delivery Dog Pound Complete	Effluent System Upgrade: Contract has been awarded to Gold Medal Services. Works have commenced on site and are ~40% complete. Dog Pound Upgrade: Works are complete

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-8	Thorak	Thorak Asset Renewal Concrete beams and irrigation	-	7,950.00	30,000.00	22,050.00	26.50%	Jun-26	Yes	Yes	Partially Complete	Concrete beam works partially complete with one beam pending further investigations prior to construction.
2026-9	Waste	Waste Asset Renewal New HD WTS Office building, operators tea room and bins	-	3,907.00	280,000.00	276,093.00	1.40%	Oct-26	Yes	Yes	Procurement	RFT has closed and submissions are being evaluated to be awarded in August 2026.
2026-10	Reserves	Freds Pass Sports & Recreation Reserve Bore outlet manifold, Effluent systems upgrades.	-	26,445.00	420,000.00	393,555.00	6.30%	Oct-26	Yes	Yes	Bore Complete Effluent System Procurement	Bore Outlet Manifold: Works are complete and bore recommissioned. Effluent System: Tenders are being evaluated with award anticipated in August pending further detailed assessment of offers
2026-12	Reserves	Humpty Doo Village Green Masterplan	-	-	60,000.00	60,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-13	Reserves	Knuckey Lagoon Recreation Reserve Masterplan, BBQ upgrade and Disability access	20,039.05	20,039.05	120,000.00	99,960.95	16.70%	Nov-26	Yes	Yes	Masterplan Planning BBQ Upgrade Planning Disability Access Complete	Masterplan: Not started, pending Council consideration BBQ Upgrade: Not started Disability Access: Complete

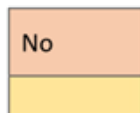
Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-14	Reserves	McMinns Lagoon Recreation Reserve Masterplan, Building upgrades	-	19,689.09	179,000.00	159,310.91	11.00%	Nov-26	Yes	Yes	Masterplan Planning Building Upgrades Complete Bore Delivery	Masterplan: Not started, pending Council consideration Building Upgrades: Works complete Bore: Main powered bore has been approved and contract awarded. Works on to commence in August 2026.
2026-15	Reserves	Howard Park Recreation Reserve Masterplan	-	-	50,000.00	50,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-15A	Reserves	Howard Park Safety Audit Upgrades	-	12,017.00	15,000.00	2,983.00	80.11%	Jul-26	Yes	Yes	Delivery	Fencing completed and signs delivered, ready to be installed in August.
2026-16	Reserves	Livingstone Recreation Reserve Masterplan	-	-	46,285.00	46,285.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-17	Reserves	Berry Springs Recreation Reserve Masterplan, Roof Painting and Disability access	24,694.15	62,694.15	120,000.00	57,305.85	52.25%	Nov-26	Yes	Yes	Masterplan Planning Disability Access Completed Roof Painting Completed	Masterplan: Not started, pending Council consideration Disability Access: Complete Roof Painting: Works completed

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-19		Road Recovery Works	-	-	1,683,884.95	1,683,884.95	0.00%		Yes	Yes	Trippe Road Delivery Ewart Road Delivery Wheewall Road Delivery Hopewell & Finn Rds Delivery Deloraine Floodway Procurement Kennedy Road Planning Potholes Delivery Mill & Fill Procurement	Trippe Road: awarded to Lavercombe Grader Services Ewart Road: awarded to Sage Civil Wheewall Road: awarded to Lavercombe Grader Services Hopewell & Finn Road: awarded to Lavercombe Grader Services Deloraine Road Floodway: quotes being evaluated Kennedy Road: scope is being finalised Pothole Repairs: contractor to start repairs in August Mill and Fill: quotes being evaluated
			45,965.20	2,298,410.32	7,178,777.00	4,880,366.68						

Carry forward projects

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2	Roads	Pavement Renewal Whitewood Road	-	999,692.21	1,476,304.98	476,612.77	0.00%	Apr-26	No	Yes	Delivery	Works near complete (in conjunction with Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd). Rectification works and variations (including concrete lining of drains) commenced, to bring works to completion during August.
7	Roads	Road Safety Upgrades - Intersections Pioneer Road / Anglesey Road	-	-	465,129.42	465,129.42	0.00%	Dec-26	Yes	Yes	Complete Design Planning	- Line marking and signage upgrades are complete. The automated STOP sign has been removed and larger fixed stop signs installed replacing existing. - Council is currently working with a design consultant for a street lighting design to illuminate the intersection. - Future stages of upgrades for this intersection are under consideration by Council.
23	Roads	Blackspot Girraween Road (Rogers Road to Mango Road)	-	-	643,170.33	643,170.33	0.00%	Oct-26	Yes	Yes	Procurement	Blackspot variation funding confirmed. Design under review, tender documents to be drafted, anticipated release to market in August
27	Shared Path	Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd	-	682,682.00	949,009.50	266,327.50	0.00%	Apr-26	Yes	Yes	Delivery	Works near complete (in conjunction with Pavement Renewal Whitewood Road). Drainage works and final rectifications commenced in July for August completion.

29	Reserves	Freds Pass Sport and Recreation Reserve Upgrades	642,346.45	2,295,791.39	9,635,745.07	7,339,953.68	6.67%	Jan-27	Yes	Yes	Practically Complete	AFL Lighting: Towers installed, lights commissioned, pending final lighting adjustments in the dry season
											Delivery	Rugby and Soccer Lighting: Works commenced on site with 6 footings constructed. All trenching for Rugby lighting is complete. Minor trenching completed for Soccer
											Delivery	PWC switchboard delivered to site and installed for transformer upgrade Netball: RFT has been awarded to Aspire Design & Construct and contractor has mobilised to site. Demolition and tree clearing has been completed.
			688,311.65	10,102,097.39	24,993,678.93	14,891,581.54						
			688,311.65	10,102,097.39	33,582,201.93	24,760,104.54						



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 3rd 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 2025/26 annual unaudited financial statements.

BALANCE SHEET AS AT 31 JULY 2026	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	26,570,808.41	
Untied Funds	4,927,646.09	
Accounts Receivable		
Trade Debtors	193,735.39	(2)
Rates & Charges Debtors	19,975,190.34	
Other Current Assets	449,620.79	
TOTAL CURRENT ASSETS	52,117,001.02	
Non-Current Financial Assets	12,757,404.70	
Property, Plant and Equipment	471,000,174.05	
TOTAL NON-CURRENT ASSETS	483,757,578.75	
TOTAL ASSETS	535,874,579.77	
LIABILITIES		
Accounts Payable	1,666,873.01	(3)
ATO & Payroll Liabilities	137.85	(4)
Current Provisions	908,699.00	
Accruals	1,208,236.83	
Other Current Liabilities	10,368.97	
TOTAL CURRENT LIABILITIES	3,794,315.66	
Non-Current Liabilities		
Non-Current Provisions	175,741.44	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	175,741.44	
TOTAL LIABILITIES	3,970,057.10	
NET ASSETS	531,904,522.67	
EQUITY		
Asset Revaluation reserve	460,648,757.24	
Reserves	32,283,889.48	
Accumulated Surplus	38,971,875.95	
TOTAL EQUITY	531,904,522.67	

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)	23/12/2025	1,000,000.00	4.30%	29/09/2026	280	3,500,000.00	12.69%	32,986.30
	12/02/2026	1,000,000.00	4.60%	27/10/2026	257			32,389.04
	14/07/2026	1,500,000.00	5.15%	15/06/2027	336			71,112.33
Defence Bank (S&P A2)	20/11/2025	1,000,000.00	4.25%	11/08/2026	264	2,000,000.00	7.25%	30,739.73
	22/04/2026	1,000,000.00	5.40%	2/02/2027	286			42,312.33
NAB (S&P A1+)	12/02/2026	1,500,000.00	4.65%	10/11/2026	271	9,500,000.00	35.75%	51,786.99
	10/03/2026	1,000,000.00	4.95%	22/12/2026	287			38,921.92
	8/04/2026	1,000,000.00	5.30%	19/01/2027	286			41,528.77
	5/06/2026	1,000,000.00	5.30%	16/03/2027	284			41,238.36
	28/07/2026	1,000,000.00	5.35%	30/03/2027	245			35,910.96
	26/06/2026	2,000,000.00	5.29%	15/06/2027	385			111,597.26
	26/06/2026	2,000,000.00	5.28%	22/06/2027	392			113,411.51
Westpac	19/11/2025	1,500,000.00	4.50%	25/08/2026	279	11,570,808.41	43.55%	51,595.89
	9/12/2025	2,000,000.00	4.60%	15/09/2026	280			70,575.34
	19/01/2026	2,000,000.00	4.59%	13/10/2026	267			67,152.33
	27/02/2026	1,000,000.00	4.97%	27/11/2026	273			37,172.88
	27/02/2026	1,000,000.00	4.97%	8/12/2026	283			38,534.52
	25/03/2026	1,500,000.00	5.31%	05/01/2027	286			62,410.68
	6/05/2026	1,500,000.00	5.43%	16/02/2027	286			63,821.10
	19/05/2026	1,000,000.00	5.50%	2/03/2027	287			43,246.58
	28/05/2025	70,808.41	3.50%	27/05/2027	729			4,949.80
TOTAL INVESTMENTS		26,570,808.41				26,570,808.41	100%	1,083,394.62

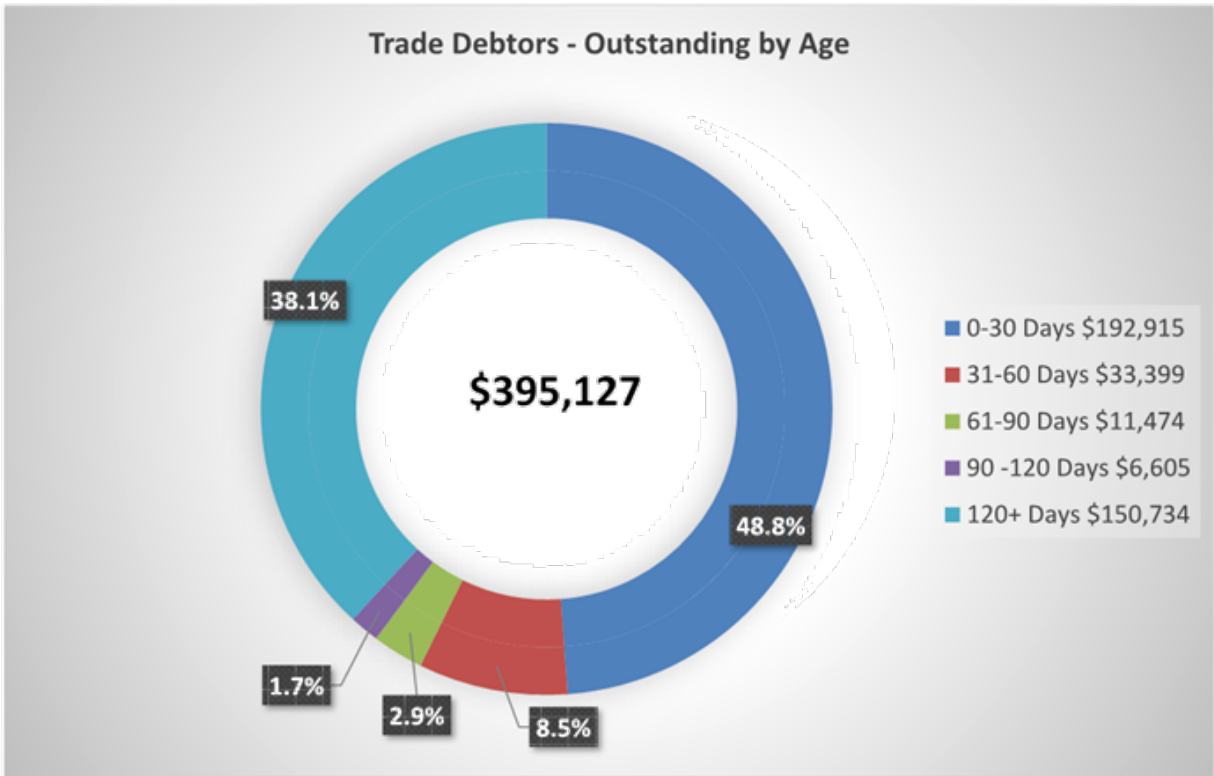
% of Total Investment Portfolio	S&P Short term rating (max 100%)	43.55%	A1+ 35.75%	A2 20.70%
Total Investments/ Tied Funds	\$ 26,570,808.41		Total Year to date Investments Earnings	\$ 114,647.6
General Bank Funds	\$ 4,927,135.41			
Council Till and Petty Cash float	\$ 1,275.00			
Total Untied Funds	\$ 4,905,108.52			
Total all funds	\$ 31,499,218.82			

Note 2: Statement of Trade Debtors

Total Debtors as of 31 July 2026 is \$395,126.63; \$150,733.91 to invoices outstanding over 90 days. \$98,564.16 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 Three hundred and Fifty-Nine (359) infringements outstanding with a total balance of \$99,892.16, a decrease of \$1,913 from June. One (1) issued, two (2) Reminder notices produced, Two Hundred and Twenty-Four (224) are with the Fines Recovery Unit (FRU), One Hundred Thirty-One (131) Part Payment Arrangement and One (1) 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	-	804.91	-	-	51,979.37	52,784.28
Cemetery	-	24,932.91	10,311.80	6,253.00	-	41,497.71
Waste	-	235.80	46.00	-	55.38	337.18
Recreation Reserves	-	6,339.71	(18.03)	42.00	135.00	6,498.68
Planning	-	892.00	-	310.00	-	1,202.00
GST Receivable	192,914.62	-	-	-	-	192,914.62
Infringements	-	194.00	1,134.00	-	98,564.16	99,892.16
Total	192,914.62	33,399.33	11,473.77	6,605.00	150,733.91	395,126.63



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	92,140.75	-	-	-	-	92,140.75
Cemetery	-	-	-	-	-	-
Total	92,140.75	-	-	-	-	92,140.75

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 Payable	11,420.35	-	-	-	-	11,420.35
Payroll	-	-	-	-	-	-
Total	11,420.35	-	-	-	-	11,420.35

Financial Reserves

	2025-2026 Budget Review 2	2026/27 Net Movement \$	2026-2027 Annual Budget
Externally Restricted			
Developer Contribution Reserve	1,070,519.00	-	1,070,519.00
Waste Management Reserve	5,274,555.00	(3,220,000.00)	2,054,555.00
Total Externally Restricted Reserves	6,345,074.00	(3,220,000.00)	3,125,074.00
Internally Restricted Reserves			
Asset Reserve	7,131,740.00	717,062.00	7,848,802.00
Thorak Regional Cemetary Reserve	3,799,047.00	(120,000.00)	3,679,047.00
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	170,445.00	-	170,445.00
Total Internally Restricted Reserves	12,101,232.00	597,062.00	12,698,294.00
TOTAL RESERVES	18,446,306.00	(2,622,938.00)	15,823,368.00

The Financial Reserves has been updated with 2026-27 annual budget figures.

Outstanding Rates

Prior Years Rates Outstanding²

The below table illustrates the split of prior year outstanding rates, currently at \$2.33 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 2025/26 Prior Years Rates Outstanding (\$)	Previous Month (June 2026) (\$)	Current Month (July 2026) (\$)
CANCELLED ASSESSMENT	67,095.04	104,142.84	106,711.80
COMMERCIAL	37,958.58	28,725.11	45,962.85
GAS PLANT	2.61	-	-
MINING	174,931.50	155,383.89	190,677.52
HORTICULTURE AGRICULTURE	66,653.04	47,206.64	77,202.50
NON-RATEABLE GENERAL	21,544.54	22,817.40	22,934.27
NON-RATEABLE WASTE	43,014.91	42,558.39	48,076.53
PASTORAL	-	-	-
TOWN URBAN RESIDENTIAL	-	-	-
RURAL RESIDENTIAL	1,859,360.67	1,191,476.84	1,913,685.20
URBAN RESIDENTIAL	196,845.84	9,615.35	29,589.50
TOTAL	2,467,406.73	1,601,926.46	2,434,840.17
Arrears LESS Legal	2,315,355.59	1,497,487.31	2,334,823.07

² Includes prior years outstanding rates (FY 2025 and prior)

The graph below compares prior years rates outstanding between 2025/26 and 2026/27 financial years.

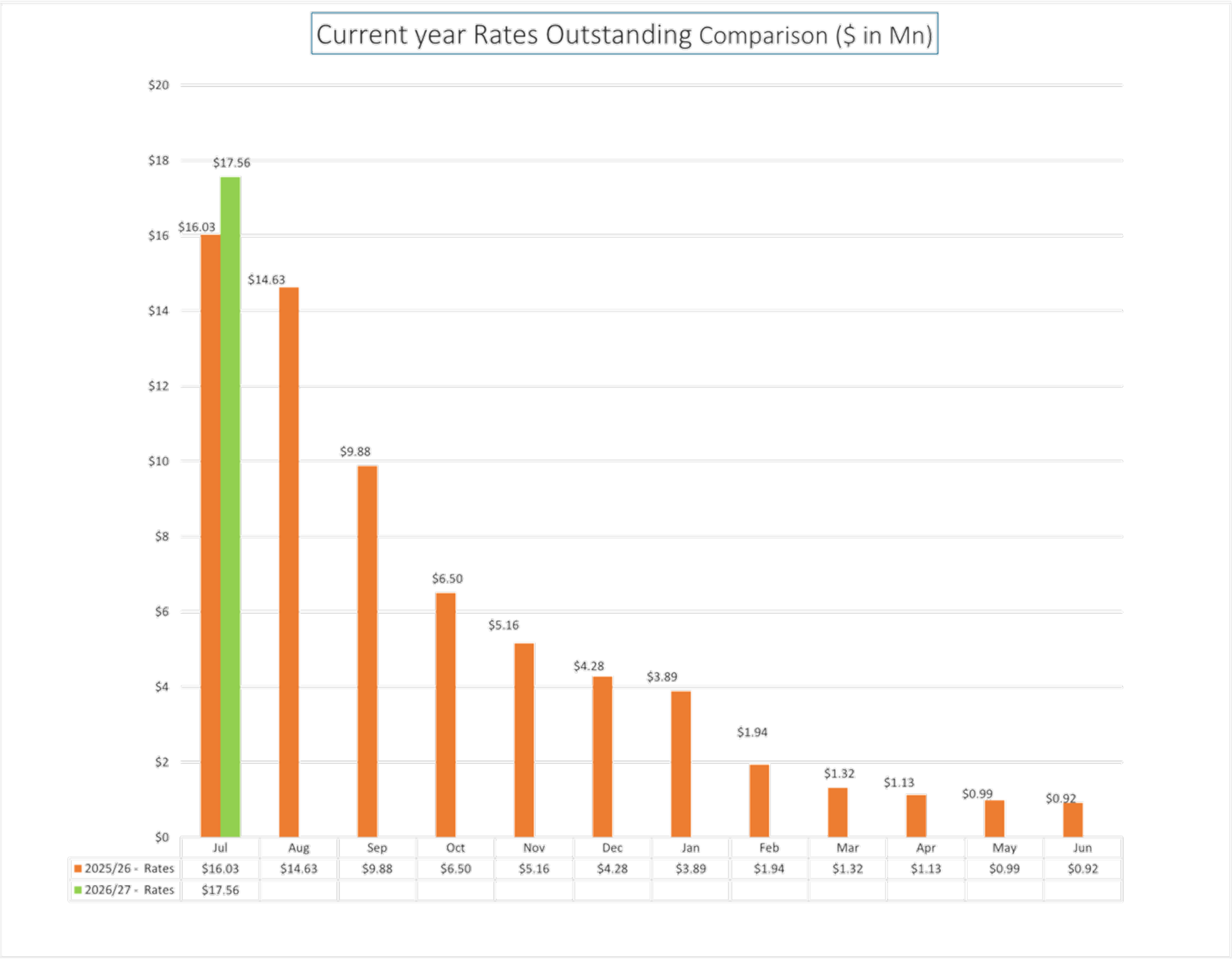


The table below shows the movement in current year rates compared to last month. The below table illustrates the split of current year outstanding rates. Current year rates levied outstanding total \$17,564,609.50 and the first instalment was due on 30 September 2026.

	Previous Month (June 2026) (\$)	Current Month (July 2026) (\$)	Variance (\$)	Due Dates
Instalment 1	226,347.51	5,649,356.60	- 5,423,009.09	30-Sep-26
Instalment 2	299,466.95	5,883,207.45	- 5,583,740.50	30-Nov-26
Instalment 3	398,488.88	6,032,045.45	- 5,633,556.57	28-Feb-27
TOTAL	924,303.34	17,564,609.50	- 16,640,306.16	

³ Includes current year outstanding rates (FY 2026)

The graph below compares annual rates between 2025/26 and 2026/27.



Accounts Payable Report

Cheque No.	Payee	Description	Amount
1747.1686-01	DUITS ELECTRICAL	RFT25-507 Freds Pass Recreation Reserve Electrical and Lighting Upgrades Package - Soccer and Rugby Ovals	\$517,728.75
1746.60-01	FREDS PASS SPORT & RECREATION	1st Quarter Operational and R & M Payment	\$348,436.55
1745.1583-01	A1 PLANT AND CIVIL	Grading and Gravel Resheeting -Various Locations Litchfield Council Municipality and Water Truck Hire FSPRR Show	\$221,971.83
1748.78-01	POWER & WATER CORPORATION	Freds Pass Recreation Reserve Upgrade of Electrical Substation for Soccer and Rugby Lights	\$114,789.05
1745.280-01	CITY OF DARWIN	June 2026 - Transport General Waste and Oil, from HD, BS and HS Waste Stations, Australia Day Event & Jakirra Estate to Shoal Bay Receiving Station	\$114,621.30
1745.874-01	VTG WASTE & RECYCLING	June 2026 - Transport General Waste and Oil, from HD, BS and HS Waste Stations, Australia Day Event & Jakirra Estate to Shoal Bay Receiving Station	\$95,045.79
1744.2348-01	D OMEGA CIVIL CONSTRUCTIONS	Reformation of Drains, Earthworks and Clean and Clear Culverts - Various Locations - Litchfield Council Municipality	\$85,415.00
1744.409-01	F & J BITUMEN SERVICES PTY LTD	RFT24-472 Sealed Pavement Maintenance - Various Locations - Litchfield Council Municipality	\$68,587.48
1747.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 02 (26/27) - Cyc 99 WE:19 July 2026	\$64,833.00
1745.2815-01	JLM CONTRACTING SERVICES PTY LTD	Excavation and Earthworks and Fill - Various Locations - Litchfield Council Municipality	\$63,764.87
1748.2750-01	TMH SERVICES	Berry Springs Disabled Carpark Bollards and Table Drain Maintenance - Various Locations Litchfield Council Municipality	\$63,307.20
1745.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 01 (26/27) - Cyc 1 WE: 05 July 2026	\$62,539.00
1746.3340-01	ASPIRE DESIGN & CONSTRUCTION	RFT26-531 FPRR Construction of Netball Court	\$61,726.73
1744.49-01	DEPARTMENT OF INFRASTRUCTURE, PLANNING & LOGISTICS	Rates - Valuations Services 2024/2025	\$48,328.04
1747.2750-01	TMH SERVICES	Construction - Disabled Carparks and Connecting Footpaths, including Bollard Installation at KLRR	\$47,061.53
1744.3122-01	ASHFORD LAMAYA ARCHITECTS	RFT25-490 Detailed Design of Netball Facility	\$44,250.48
1747.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py2 2027-32 WE: 19 July 2026	\$38,378.47
1744.268-01	BYRNE CONSULTANTS	STAGE 3 The Parks (Holtze) Construction	\$38,115.00
1745.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 1 2027-13 WE: 05 July 2026	\$36,886.75
1744.2845-01	ART OUT - DCA RURAL	1st Quarter Operational and R & M Payment	\$33,543.15
1744.3199-01	MODELVE PTY LTD	Land Valuation - Council Owned/Drainage	\$32,065.00
1744.16-01	BERRY SPRINGS RESERVE	1st Quarter Operational and R & M Payment	\$26,625.23
BPAY	RTM MOTOR VEHICLE REGISTRY - MVR	Litchfield Council Fleet Registrations 2026/2027	\$25,766.25

1744.72-01	LIVINGSTONE RECREATION RESERVE INC	1st Quarter Operational and R & M Payment	\$23,236.68
1744.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Various Tree Works FPSRR and Various Locations - Litchfield Council Municipality	\$22,495.00
1748.1564-01	FOURIER TECHNOLOGIES PTY LTD	Jul 2026 - ICT Managed Services Contract, Anti Spam and Sophos, and CCTV Monitoring	\$19,968.69
1745.1554-01	AEROSAIL ENGINEERED FABRIC STRUCTURES	HDVG Shade Sail Repairs and Reinstallation	\$17,974.00
1745.849-01	WEX AUSTRALIA (PUMA CARD)	June 2026 - Litchfield Council/ Thorak Fuel Account for Fleet Vehicles and Heavy Machinery	\$13,013.81
1744.1103-01	HASTINGS DEERING	HSWTS Backhoe Emergency Repairs	\$11,383.09
1744.1564-01	FOURIER TECHNOLOGIES PTY LTD	Replacement Laptops with Configuration and Hardware	\$10,469.16
1744.75-01	MCMINNS LAGOON RESERVE ASSOCIATION	1st Quarter Operational and R & M Payment	\$10,179.68
1745.2249-01	MS R A WRIGHT	June 2026 - Elected Members Allowances	\$8,997.70
1748.2795-01	ABSOLUTE SIGNAGE	Replacement Signage - Various Locations Litchfield Council Municipality	\$8,944.11
1745.2778-01	KEEGAN GROUP PTY LTD	Kerb, Path and Street Sweeping - Various Locations - Litchfield Council Municipality	\$8,888.00
1745.16-01	BERRY SPRINGS RESERVE	Territory Day 2026 Preparation	\$8,574.54
1748.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$8,474.91
1745.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage Tripp Road	\$7,744.00
1745.2164-01	SCOUT TALENT PTY LTD	Scout Essentials Subscription - 2026/2027	\$7,650.72
1747.926-01	JACANA ENERGY	Jun 2026 - Electricity KLRR, HPRRR Lot 1916 and 2177, HDWTS, MWF Shed, Thorak Cemetery, Litchfield Council Office, BSWTS, Jakirra Estate and Library	\$7,430.12
1748.85-01	TELSTRA CORPORATION LIMITED	Jun 2026 - Data Charges for Litchfield Community Library, Litchfield Council Office - All Phones, iPad and for Thorak Cemetery	\$7,017.49
1745.3028-01	MR K M CIVITARESE	June 2026 - Elected Members Allowances	\$6,333.77
1746.3202-01	INFOCOUNCIL PTY LTD	InfoCouncil Help Desk Support - 2026 - 2027	\$5,863.28
1746.3305-01	CENTRELINE TRAFFIC PTY LTD	RFQ26-539 Stow Road - Road Safety Audit	\$5,830.00
1744.356-01	SOUTHPORT PROGRESS ASSOCIATION	1st Quarter Operational and R & M Payment	\$5,708.18
1748.2983-01	FOURIER INFOSEC	Jul 2026 - Managed Security Services Agreement	\$5,635.45
1747.60-01	FREDS PASS SPORT & RECREATION	Installation of New Access Gates - Access at FSPRR for Netball Court Works	\$5,542.90
1745.1742-01	ASHBURNER FRANCIS	Lighting Design - Anglesey and Pioneer Roads	\$5,445.00
1748.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$5,386.61
1748.3075-01	DAISYBOX AUSTRALIA	Burial Capsules for Thorak Customers	\$5,299.80

1746.794-01	TOP END R.A.C.E.	June 2026 - Streetlight Maintenance	\$5,141.87
1748.1253-01	CRAIG BURGDORF	Repairs to BSWTS and HDWTS Heavy Machinery	\$4,949.03
1747.2815-01	JLM CONTRACTING SERVICES PTY LTD	Install Pathway, Remove Existing Fence HPRR	\$4,816.46
1744.2163-01	TERRITORY NATIVE PLANTS	Community Event - Plants	\$4,395.11
1744.183-01	CHRIS'S BACKHOE HIRE PTY LTD	June 2026 - Grave Preparation at Thorak Cemetery	\$4,224.00
1745.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 05 June 2026	\$4,068.07
1747.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE: 19 July 2026	\$4,068.07
1745.2672-01	TROPICAL TREE SERVICES	Tree Maintenance - HPRR	\$4,000.04
1744.3337-01	LITCHFIELD WOMEN'S COLLECTIVE	Sponsorship 2025 / 2026 - Celebrate Rural Area	\$4,000.00
1745.3196-01	MRS D B CRAWFORD	June 2026 - Elected Members Allowances	\$3,922.30
1745.917-01	ONEMUSIC AUSTRALIA	2026/2027 - Annual Licence Fee	\$3,873.78
1746.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$3,831.81
1745.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$3,831.81
1747.3336-01	Consultations	Development Applications / Templates - For the Dog Restriction Area in Asche	\$3,740.00
1745.3198-01	MS P CASS	June 2026 - Elected Members Allowances	\$3,722.30
1748.1141-01	NORTHERN GROUND MAINTENANCE (ANNACAM INDUSTRIES)	Jun 2026 - RFQ24-424 Ground Maintenance to all Litchfield Council Parks and Reserves	\$3,668.50
1744.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage Repairs - Various Locations - Litchfield Council Municipality	\$3,630.00
1745.2113-01	CT MANAGEMENT GROUP PTY LTD	LTFP Subscription and Licence Agreement 2026/2027	\$3,520.00
1745.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	June 2026 - KLRR - Open and Close Gates, Security Patrols with Additional Security Checks for School Holidays	\$3,466.10
1746.953-01	HWL EBSWORTH LAWYERS	Rates Declaration 2026-2027	\$3,267.00
1746.3303-01	NEXT TIER ENTERPRISES PTY LTD	Territory Day Entertainment	\$3,025.00
1745.3251-01	MISS P Q F PURICH	June 2026 - Elected Members Allowances	\$3,022.30
1745.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Maintenance Works - Various Locations - Litchfield Council Municipality	\$2,970.00
1745.132-01	AIRPOWER NT PTY LTD	Buggy's - MWF - End of Season Servicing	\$2,871.00
1745.397-01	INSTITUTE OF PUBLIC WORKS ENGINEERING	IPWEAQNT Corporate Subscription Renewal - 2026/2027	\$2,852.00
1745.1088-01	TALENT PROPELLER	Recruitment - Communications Officer	\$2,799.50

1745.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Diagnose / Repair Solenoid Issues	\$2,742.30
1747.78-01	POWER & WATER CORPORATION	Jun 2026 - Water- Litchfield Council Office, HDWTS, HSWTS and Water Swipe Card MWF	\$2,580.59
1745.2238-01	MR K R HARLAN	June 2026 - Elected Members Allowances	\$2,422.30
1744.1428-01	HANNA'S COOLING PTY LTD	Repair Faulty Airconditioning - Chambers, Litchfield Council Office	\$2,380.40
1745.2641-01	DAMN STRAIGHT FENCING	Fence Repairs HPRR	\$2,365.00
1746.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$2,174.87
1747.1392-01	AKRON GROUP NT PTY LTD	Traffic Control - Repairs to Damaged Floodway's	\$2,164.80
1745.2742-01	HIGH PRESSURE DARWIN	KLRR Pressure Cleaning	\$2,037.75
1745.2252-01	MRS E SHARP	June 2026 - Elected Members Allowances	\$2,022.30
1746.3351-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	\$2,000.00
1745.60-01	FREDS PASS SPORT & RECREATION	Dog Shed Roof Repairs - Tropical Cyclone Fina	\$1,914.00
1744.1230-01	TRUE NORTH STRATEGIC COMMUNICATION	Consultancy Service - Annual Community Survey	\$1,901.22
1748.108-01	DEPARTMENT OF ATTORNEY GENERAL & JUSTICE	Apr-Jun 2026 Admin Enforcement Fees	\$1,826.00
1744.2582-01	CODA MOBILE COFFEE	Coffee - Community Events (2)	\$1,800.00
1747.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	BSWTS Backhoe Hydraulic Repairs	\$1,765.03
1744.815-01	JEFFRESS ADVERTISING	NT News Ad - RFT25-514 Humpty Doo Waste Transfer Site Office	\$1,745.90
1745.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$1,742.11
1747.1181-01	ODD JOB BOB	Relocate Lead Light Artwork at Community Library	\$1,721.50
1746.3260-01	AV INDUSTRY SERVICES PTY LTD	Repairs to Bent Compactor Door Hinges and Servicing	\$1,633.50
1744.3078-01	B4MBLE	Bush Street Art Workshop BSRR School Holiday Program	\$1,600.00
1748.2270-01	TYRECYCLE PTY LTD	June 2026 - Tyre Collection for Recycling HWDTS	\$1,573.31
1744.3260-01	AV INDUSTRY SERVICES PTY LTD	Compactor Service and Remote Control Replacement	\$1,561.78
1745.3347-01	TERRITORY LOGISTICS SOLUTIONS PTY LTD	Territory Day Giveaways	\$1,535.46
1744.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Jun 2026 - Security Patrols HDWTS & Litchfield Council Office	\$1,443.23
1744.993-01	ARAFURA TREE SERVICES & CONSULTING	Tree Maintenance - Various Locations, Litchfield Council Municipality	\$1,430.00
1748.1674-01	FRESH START - FOR CLEANING	Weekly Cleaning KLRR and HPRR WE: 15 Jul 2026	\$1,380.00

1744.389-01	LITCHFIELD VET HOSPITAL	Redemption of Desexing Vouchers	\$1,250.00
1745.3246-01	Consultation – S SHAH	Consultation for Information Management- 01 Jun to 14 Jun	\$1,232.00
1747.3246-01	Consultation– S SHAH	Consultation for Information Management 15 Jun to 30 Jun	\$1,232.00
1746.1674-01	FRESH START - FOR CLEANING	June 2026 - Cleaning Services HPRR, KLRR and Waste Stations	\$1,200.00
1744.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$1,152.81
1744.111-01	STICKERS AND STUFF	Pencil Tubes for Litchfield Community Library	\$1,113.00
1745.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$1,100.00
1747.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	Jun 2026 - HDWTS Fridge and Aircon Degassing for Safe Transportation/Recycling	\$1,023.00
1744.1471-01	RICOH AUSTRALIA PTY LTD	June 2026 - All Litchfield Sites - Photocopier Hire & Consumables	\$971.82
1744.130-01	MOBILE LOCKSMITHS	MobLock Master lock KLRR	\$940.50
1744.1830-01	PALMERSTON AND REGIONAL BASKETBALL	Basketball BSRR - School Holiday Program	\$924.00
1744.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 29 Jun 2026	\$907.02
1748.926-01	JACANA ENERGY	Jun 2026 - Electricity Charges HSWTS	\$899.13
1746.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Repairs to Leaking Pipe HPRR Oval	\$896.50
1748.36-01	BRIDGE TOYOTA	Hilux Service -80K- CF09HZ	\$891.47
1747.2089-01	ELGAS LTD	Gas Delivery for Thorak Cemetery Crematorium WE: 08 July 2026	\$881.52
1748.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Jul 2026 - Litchfield Council Archive Storage Fees	\$867.30
1744.3332-01	AUSTRALIAN VACCINE SERVICES PTY LTD	Flu Vaccination- 26 Participants - Litchfield Council Employees	\$860.70
1745.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items	\$822.19
1748.3363-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund of Overpaid Rates	\$816.48
1746.3313-01	HOLLY ANDREW ART	Workshops - Pencil Case Printing - SHP	\$816.00
1744.3338-01	LITCHFIELD COUNCIL RATE PAYER	Reimbursement for Fees Charged at HDWTS	\$808.98
1748.940-01	ABG PTY LTD	Rego Inspections for MWF Fleet Vehicles	\$792.00
1748.941-01	EVERLON BRONZE	Memorial Plaque NT-TRC-B260604A-2 - Thorak Cemetery Customer	\$772.75
1744.3214-01	NORTHERN TERRITORY VETERINARY SERVICES	Redemption of Desexing Vouchers	\$750.00
1744.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD	Litchfield Council Logo Banner	\$699.60

1746.2089-01	ELGAS LTD	Gas Delivery for Thorak Cemetery WE: 01 July 2026	\$696.20
1748.90-01	INDUSTRIAL POWER SWEEPING	Cleaning of Oil Spill - Whitewood/Howard Spring Roads	\$665.50
1747.3039-01	DARWIN AUTO DOORS PTY LTD	Replacement Control Panel For Shed Roller	\$638.00
1745.1674-01	FRESH START - FOR CLEANING	June 2026 - Cleaning Services. MWF, HDWTS, BSW	\$637.50
1746.384-01	MS C VERNON	June 2026 - Authority Consultancy Services	\$635.25
1748.790-01	BOBTOW TILT TRAY SERVICES	HDWTS Forklift Tow to Manheim Auctions	\$605.00
1744.2930-01	GIRRAWEE VETINARY HOSPITAL	June 2026 - Redemption of Desexing Vouchers	\$600.00
1744.941-01	EVERLON BRONZE	Memorial plaque NT-TRC-B260417A-2 - Thorak Customer Request	\$580.80
1744.1023-01	AUSLINE ENGINEERING	Slasher Blade Plates	\$528.00
1744.436-01	DeltaNAE	Annual Generator Service - Litchfield Council Office	\$521.50
1748.1211-01	MR G S MAYO	July 2026 - Pound Maintenance - Impounded and Surrendered Dogs	\$520.00
1745.2806-01	QALMOLMI ARTS	Weaving and Rope Making Session for School Holiday Program	\$510.00
1744.3323-01	LITCHFIELD COUNCIL RATE PAYER	Refund of Key Bond After Hire Event	\$507.00
1744.1278-01	SEEK LIMITED	Advertisement- Communications Officer	\$500.50
1745.1712-01	HUMPTY DOO VOLUNTEER FIRE BRIGADE INC	Community Grant - Annual Santa Run December 2026	\$500.00
1745.3020-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative - Equestrian USA	\$500.00
1745.3346-01	LITCHFIELD HORSE AND PONY CLUB	Community Grant - Portland Jones and Adult Clinic	\$500.00
1748.3289-01	TENNIS NT	School Holiday Program BSRR	\$495.00
1746.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Repairs to HSWTS Backhoe - Hydraulic Leak	\$472.07
1747.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Waste Station and Thorak Cemetery	\$456.34
1744.2874-01	NT TOWING AND RECOVERY	Towing Services for Abandoned Vehicle - Litchfield Council Municipality to HDWTS	\$440.00
1745.663-01	ACCESS HARDWARE (NT) PTY LTD	Remove of FOB Access	\$408.33
1748.3287-01	WELLNESS ART NT	Provision of Yoga Chair for Classes	\$396.00
1745.2165-01	COOKE PLUMBING & GAS Pty Ltd	Gas Leak Repairs and Tank Inspections	\$395.26
1744.1211-01	MR G S MAYO	June 2026 - Pound Maintenance for Impounded / Surrendered Dogs	\$380.00
1745.2421-01	RURAL GARDEN SUPPLIES	Sign Base and Gravel Mix Delivered to Sits	\$375.00

1747.663-01	ACCESS HARDWARE (NT) PTY LTD	Removal of FOB Access KLRR	\$374.80
1746.3325-01	THE JETTY FISH & CHIP CAFE	07 Jul 2026 - Catering - Council Meeting	\$374.00
1744.855-01	TENDERLINK	RFT25-500 Howard Springs WTS - Asbestos Removal	\$369.60
1745.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Jul 2026 - Rent - Coolalinga Central - Lease for Community Library	\$366.40
1745.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 02 Jun 2026	\$364.14
1744.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - New Litchfield Council Employee	\$336.60
1748.752-01	TOTALLY WORKWEAR PALMERSTON	PPE - Uniforms for Operators and Gatekeepers	\$333.00
1745.1396-01	CSE CROSSCOM	Jun 2026 - Radio Communications Tracking	\$330.00
1744.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERV	Redemption of Desexing Vouchers	\$300.00
1744.2354-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative, Rugby League Championships Interstate	\$300.00
1744.2544-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative, Rugby League Championships Interstate	\$300.00
1744.2891-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative - Netball Championships Interstate	\$300.00
1744.2903-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative, U 16's Basketball Championships Interstate	\$300.00
1744.3342-01	DODDS ATF FOR DODDS ENTERPRISE TRUST	Youth Development Grant - NT Representative, Rugby League Championships Interstate	\$300.00
1745.1697-01	RSPCA	Jun 2026 - Pound Transfers for Impounded / Surrendered	\$300.00
1745.3348-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative - Under 14's Rugby Championships Interstate	\$300.00
1745.3349-01	LITCHFIELD COUNCIL RATE PAYER - DEPENDANT	Youth Development Grant - NT Representative - Australian Cricket Championships Interstate	\$300.00
1748.2295-01	COLEMANS PRINTING (COLEMANS INK PTY	Marketing Materials for Annual Community Survey	\$298.10
1744.3287-01	WELLNESS ART NT	Fish Magnet Making Workshop - School Holiday Program	\$297.00
1748.508-01	EASA	EAP Counselling Session from 01-15 July 2026	\$270.73
1745.1987-01	TOP END CAR WASH BROTHERS	Mini Detail Toyota Hilux CF27ZV	\$268.00
1746.2593-01	DEFENCE ELECTRIAL SERVICES PTY LTD	HP test GPOs Fault Finding at HPRR	\$264.00
1748.1008-01	OUTBACK BATTERIES P/L	Spray Ute Replacement Battery	\$252.00
1748.2063-01	QUALITY INDOOR PLANTS HIRE (LEE FAM	2026 Rural Show Plant Hire	\$250.00
1746.1431-01	TRANSFORM ELECTRICAL	Replacement Light in MIA Office	\$250.00

1747.3354-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund for Overpaid Rates	\$241.66
1746.2378-01	PACK & SEND DARWIN	Jun 2026 - Courier Services for Litchfield Community Library	\$240.00
1747.3355-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Bond After Hire period	\$240.00
1748.1866-01	NUTRIEN AG SOLUTIONS	Bulk Purchase of GP Cement Powder	\$239.80
1744.25-01	LAND TITLES OFFICE	Planning and Rates Tittle Searches	\$236.00
1745.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Jun 2026 - Garden Maintenance Humpty Doo Community Garden	\$230.00
1746.2395-01	MAITAI SERVICES	Jun 2026 - Catering for Council Meeting	\$217.00
1747.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Customer Enquiry Request Cards	\$177.65
1746.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Jul 2026 - ASSA Monthly Membership	\$165.00
1748.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Litchfield Community Library	\$157.56
1745.1911-01	KERRY'S BODY THERAPY	Jun 2026 - Wellbeing Massage	\$156.75
1744.1181-01	ODD JOB BOB	Repairs to Swollen Door at Litchfield Council Office	\$154.00
1747.828-01	HOWARD SPRINGS VETERINARY CLINIC	Redemption of Desexing Vouchers	\$150.00
1744.828-01	HOWARD SPRINGS VETERINARY CLINIC	Redemption of Desexing Vouchers	\$150.00
1745.2930-01	GIRRAWEE VETINARY HOSPITAL	Redemption of Desexing Vouchers	\$150.00
1744.3341-01	FLAMETREE YOGA STUDIO	Men's Yoga	\$149.00
1744.506-01	TURBO'S TYRES	K9 Cube Service	\$143.00
1746.790-01	BOBTOW TILT TRAY SERVICES	Towing of Abandoned Vehicle to Impound Yard at HDWTS	\$140.00
1745.645-01	BERRY SPRINGS MECHANICAL	Territory Day - Tilt Tray Hire for Temporary Stage	\$140.00
1746.14-01	AUSTRALIA POST	Reply Paid Annual Fee 2026/2027	\$135.00
1747.3358-01	TAG MODULAR T/A DSH SALES	Refund of Incorrect Fee Charge for Planning Application	\$132.00
1746.940-01	ABG PTY LTD	Registration Inspection FUSO Truck CE60F	\$132.00
1747.3344-01	LITCHFIELD COUNCIL RATE PAYER	Refund Trap Bond After Hire Period	\$120.00
1745.3339-01	LITCHFIELD COUNCIL RATE PAYER	Refund of Trap Bond After Hire Period	\$120.00
1746.3345-01	LITCHFIELD COUNCIL RATE PAYER	Refund of Trap Bond After Hire Period	\$120.00
1745.3354-01	LITCHFIELD COUNCIL RATE PAYER	Refund of Trap Bond After Hire Period	\$120.00
1748.1133-01	NT WATER FILTERS	Water Bottle Refills for Council Office Foyer	\$110.00

1746.1133-01	NT WATER FILTERS	Replacement Water Bottles - Litchfield Council Foyer Water Dispenser	\$110.00
1745.3289-01	TENNIS NT	Youth Week Coaching - School Holiday Program	\$110.00
1748.1777-01	CLEVER PATCH PTY LTD	Wooden Australian Animal Shapes for Litchfield Community Library Content	\$104.77
1747.189-01	HD PUMPS & HUMPTY DOO HARDWARE	2lt Puretec Tanksafe TK2000	\$104.00
1744.3187-01	SAVE A PAW NT INC	Jun 2026 - Pound Transfers - Impounded / Surrendered Dogs	\$100.00
1745.1566-01	WINC AUSTRALIA PTY LTD	HPRR Consumables	\$97.25
1744.3170-01	UNIQUE GIFTS AND NEWSAGENTS PTY LTD	June 2026 - Newspapers, Magazine for Litchfield Council Community Library	\$88.10
1747.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - Litchfield Council Office WE: 09 Jul 2026	\$88.00
1746.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - Litchfield Council Office - WE: 03 Jul 2026	\$88.00
1745.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - Litchfield Council Office - WE: 25 Jun 2026	\$82.50
1748.2434-01	BELLS PURE ICE	Jul 2026 - Bagged Ice Delivered to MWF Shed	\$77.00
1748.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 17 Jul 2026	\$68.42
1747.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 10 Jul 2026	\$68.42
1746.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 03 Jul 2026	\$68.42
1748.130-01	MOBILE LOCKSMITHS	Replacement Keys Cut for CEO Office	\$66.00
1745.1143-01	WORKPRO (RISK SOLUTIONS AUSTRALIA	Police Check - New Litchfield Council Employee	\$66.00
1748.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	First Aid Kits - Thorak Cemetery	\$65.51
1744.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 26 June 2026	\$65.46
1747.85-01	TELSTRA CORPORATION LIMITED	Jul 2026 - Line Rental - Thorak - Data and Line Rental	\$48.37
		TOTAL	\$2,706,227.57

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

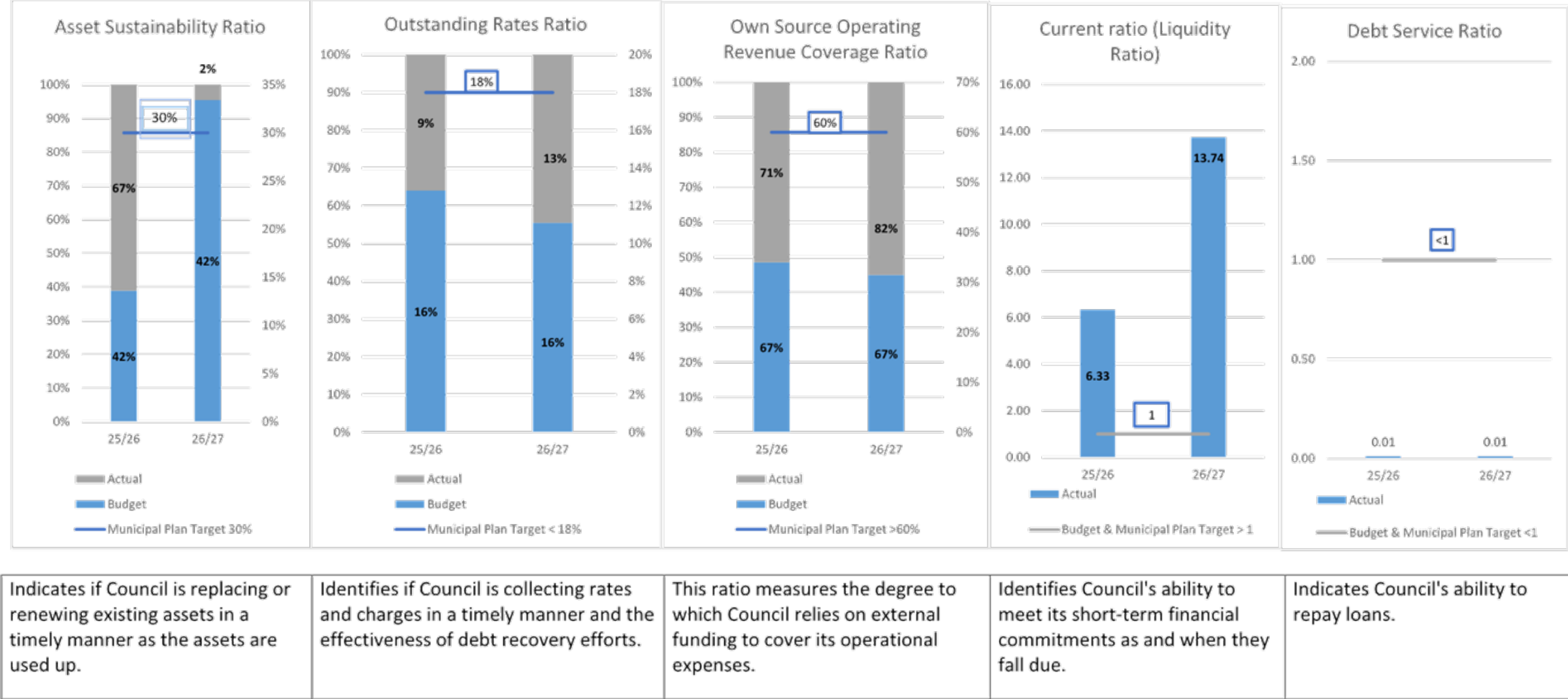
Card Holder Name:	Stephen Hoyne		
Transaction Date	Amount	Supplier's Name	Details
22/06/2026	\$24.00	NT News	News Limited - Monthly Subscription (June 26)
23/06/2026	\$888.26	Mantra	Mantra Accommodation - NGA Conference
23/06/2026	\$888.26	Mantra	Mantra Accommodation - NGA Conference
23/06/2026	\$44.57	CAN CABS	Can CABS - Transport - NGA Conference
23/06/2026	\$30.00	TST Grease Monkeys	TST Grease Monkeys - Consumables - NGA Conference
24/06/2026	\$97.34	Mantra	Mantra - Meals - NGA Conference
25/06/2026	\$22.10	ACT CABS	ACT CABS - Transport - NGA Conference
25/06/2026	\$15.00	Officeworks	Officeworks - Stationary
26/06/2026	\$29.56	Aeriel	Aeriel - CABS - Transport NGA Conference
26/06/2026	\$22.73	ACT CABS	ACT CABS - Transport - NGA Conference
26/06/2026	\$33.02	Taxipay	Taxipay Australia - Transport - NGA Conference
29/06/2026	\$113.57	Mantra	Mantra - Meals - NGA Conference
17/07/2026	\$530.00	Red Earth Automotive	Red Earth Automotive - Service of Vehicle
20/07/2026	\$24.00	NT News	News Limited - Monthly Subscription (Jul 26)
20/07/2026	\$15.00	NT Independent	NT Independent - Monthly Subscription
20/07/2026	\$6.00	Westpac	Westpac Credit Card Fee
	\$2,783.41		

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
July 2026	\$8,997.70	MS R A WRIGHT	June 2026 - Elected Members Allowances
July 2026	\$6,333.77	MR K M CIVITARESE	June 2026 - Elected Members Allowances
July 2026	\$3,922.30	MRS D B CRAWFORD	June 2026 - Elected Members Allowances
July 2026	\$3,722.30	MS P CASS	June 2026 - Elected Members Allowances
July 2026	\$3,022.30	MISS P Q F PURICH	June 2026 - Elected Members Allowances
July 2026	\$2,422.30	MR K R HARLAN	June 2026 - Elected Members Allowances
July 2026	\$2,022.30	MRS E SHARP	June 2026 - Elected Members Allowances
Total	\$30,442.97		

FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2026/27 Municipal Plan includes the following financial KPIs.



KPI	Explanation
Asset Sustainability Ratio	Council's Asset Sustainability Ratio for the month of July is 2% which below from the Municipal Plan target of greater than 30%. However, the current Long-term Financial Plan shows insufficient levels of revenue to fund long-term infrastructure renewal needs of the Council. The risk exists that Council's current levels of revenue will not be sustainable in the long-term to address a growing backlog of infrastructure replacement needs in future.
Outstanding Rates Ratio	In the absence of a local government industry standard benchmark, a benchmark of 5% for City Councils and 10% for Regional Councils is considered best practice and is used by many jurisdictions across Australia. Council's Outstanding Rates Ratio of 13% is less than 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 82% 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 13.74 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed to fulfill its short-term liabilities as and when they fall due.
Debt Service Ratio	Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.

*Infrastructure back-log refers to capital replacement (renewal) cost not spent to bring assets to a satisfactory condition. ** Own Source Revenue refers to revenue raising capacity excluding all external grants, that is, through rates, charges, user fees, interest income, profit on disposal of assets etc.

CERTIFICATION BY THE CEO TO THE COUNCIL

Council Name: Litchfield Council
Reporting Period: 31.07.2026

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: 11/08/2056

14.2.2 People, Performance and Governance Report – July 2026

AUTHOR: Ankit Pansal, Director Corporate Services
Melissa Waite, Senior Payroll and Customer Service Officer

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. People, Performance and Governance Report - July

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

1. That Council note the People, Performance and Governance Report for July 2026.

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

FINANCIAL IMPLICATIONS

Nil

Risks 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

Nil

PEOPLE AND PERFORMANCE MONTHLY REPORT July 2026

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
NA			

External Appointments

Position	Department	Start date	Permanent/Temporary
NA			

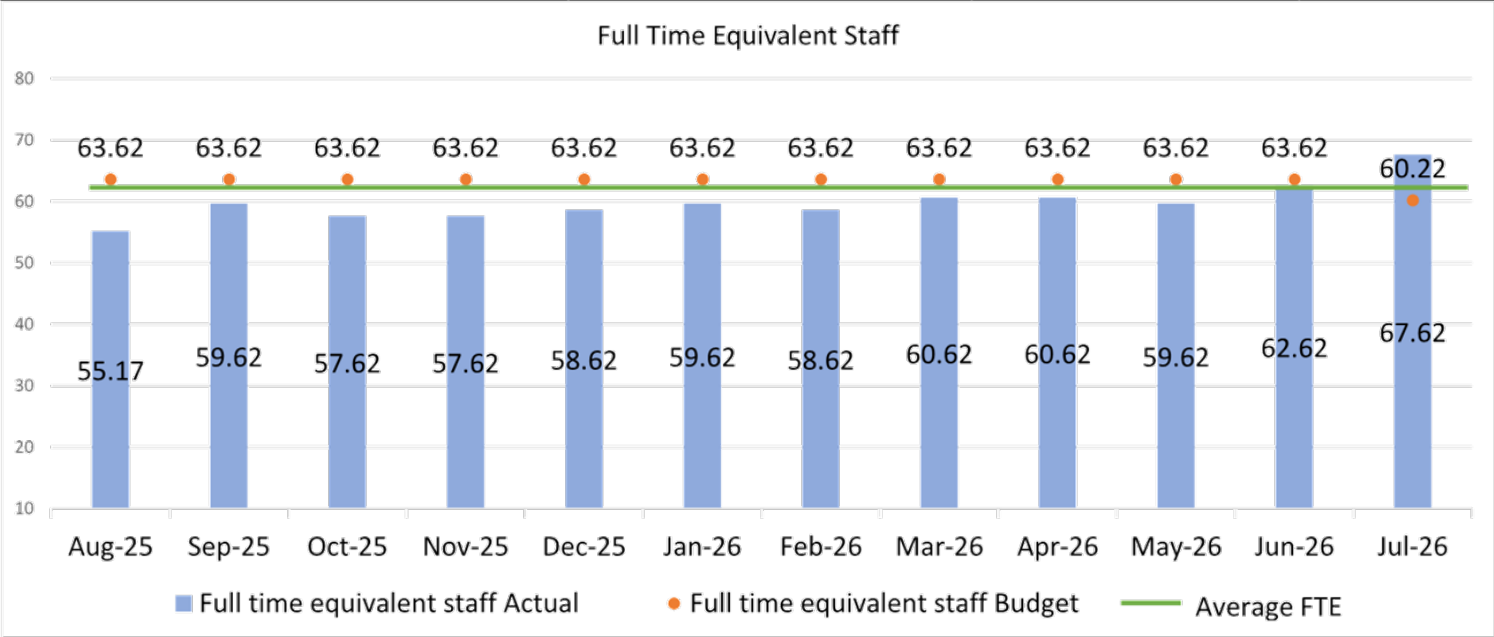
Employment Separation Permanent

Position	Department	End date	Permanent/Temporary
Communication Officers	Community	19/07/2026	Permanent
Executive Assistant to Directors	Executive/Leadership	02/07/2026	Permanent

	Allocated	Actual	Difference
Full Time Equivalent	54.00	47.00	-7
Part-time	4.32	3.92	0.40
Contract	4.00	4.00	0
Casual	5.30	5.30	0
Total	67.62	60.22	-7.40

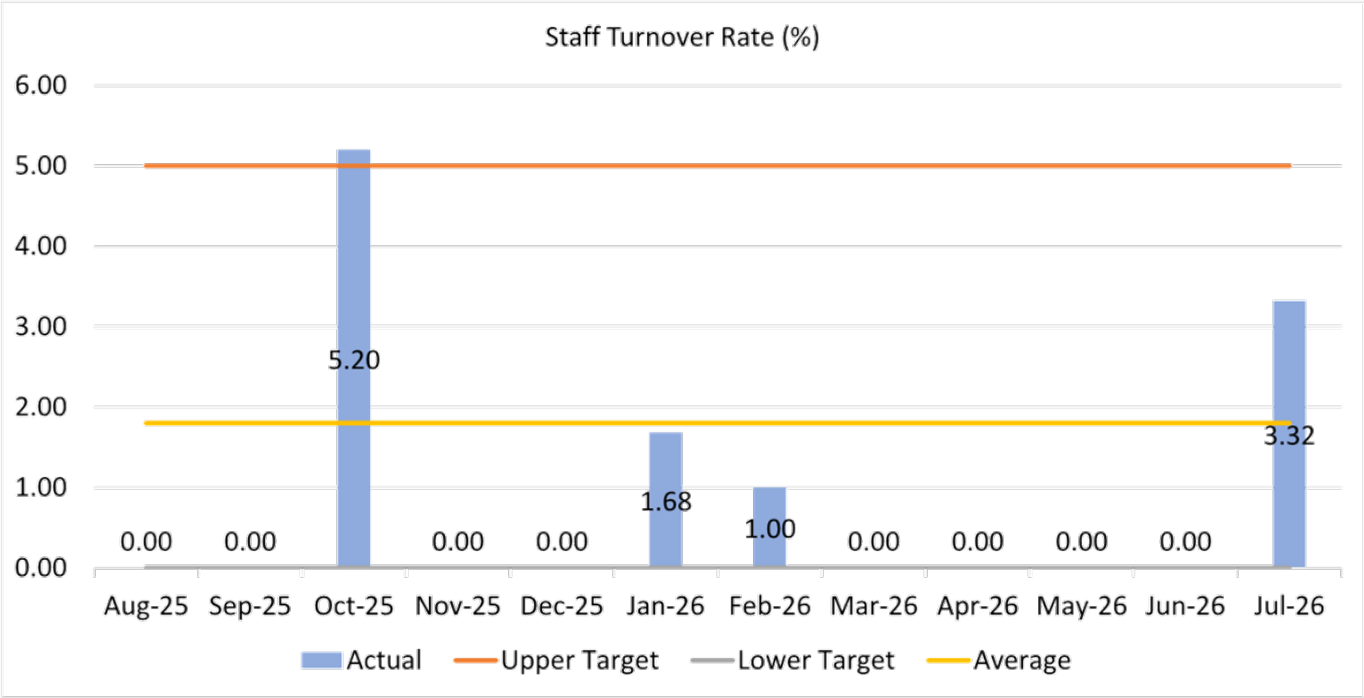
Recruitment Overview:

Role	In Progress	Completed	Expected Time
Director Corporate Services		✓	July
Director Governance & Community		✓	July
Communications Officer	✓		Aug/Sept



Turnover Rate:

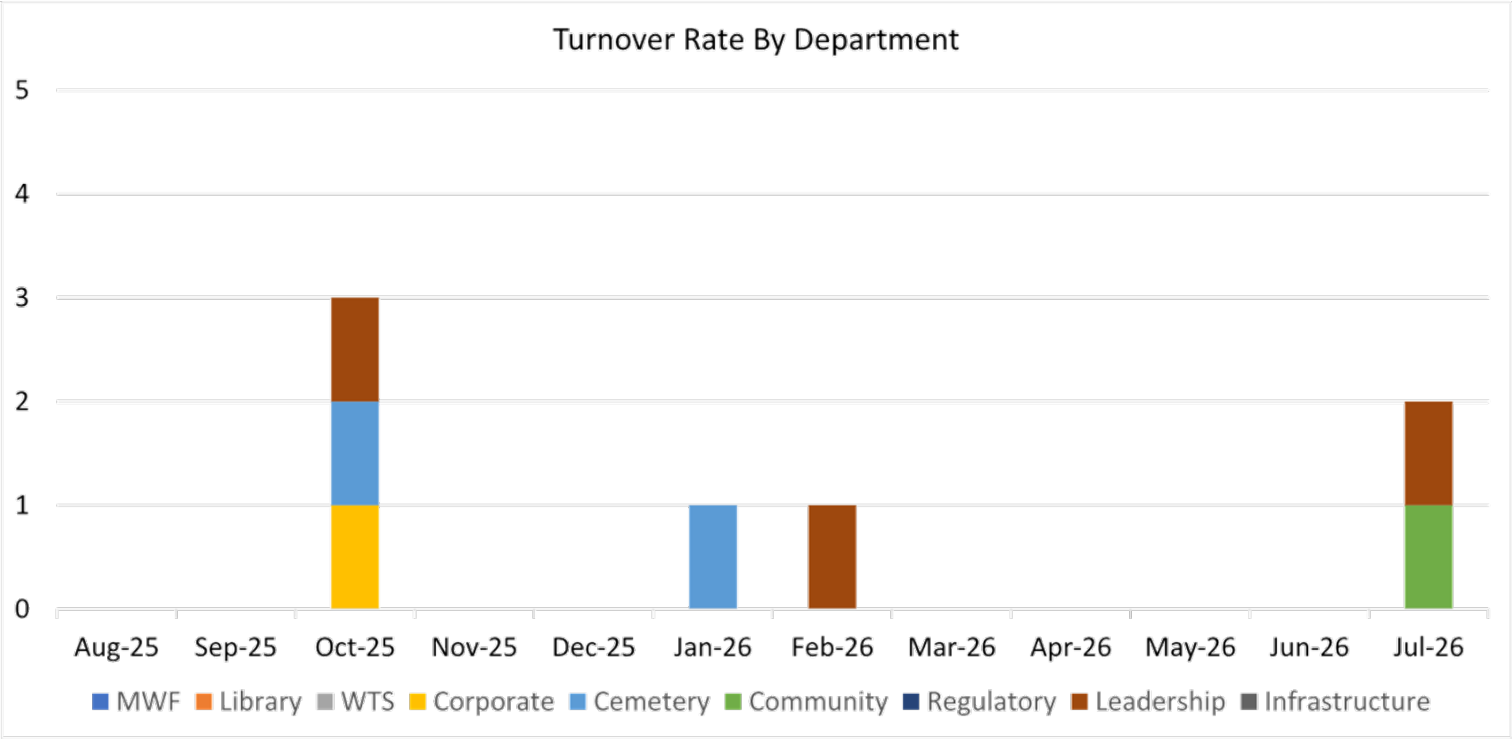
The number of staff leaving council employment during the reporting period.
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Average
0%	0%	5.21%	0%	0%	1.68%	1.71%	0%	0%	0%	0%	3.32	0.99 %
0	0	3	0	0	1	1	0	0	0	0	2	0.58

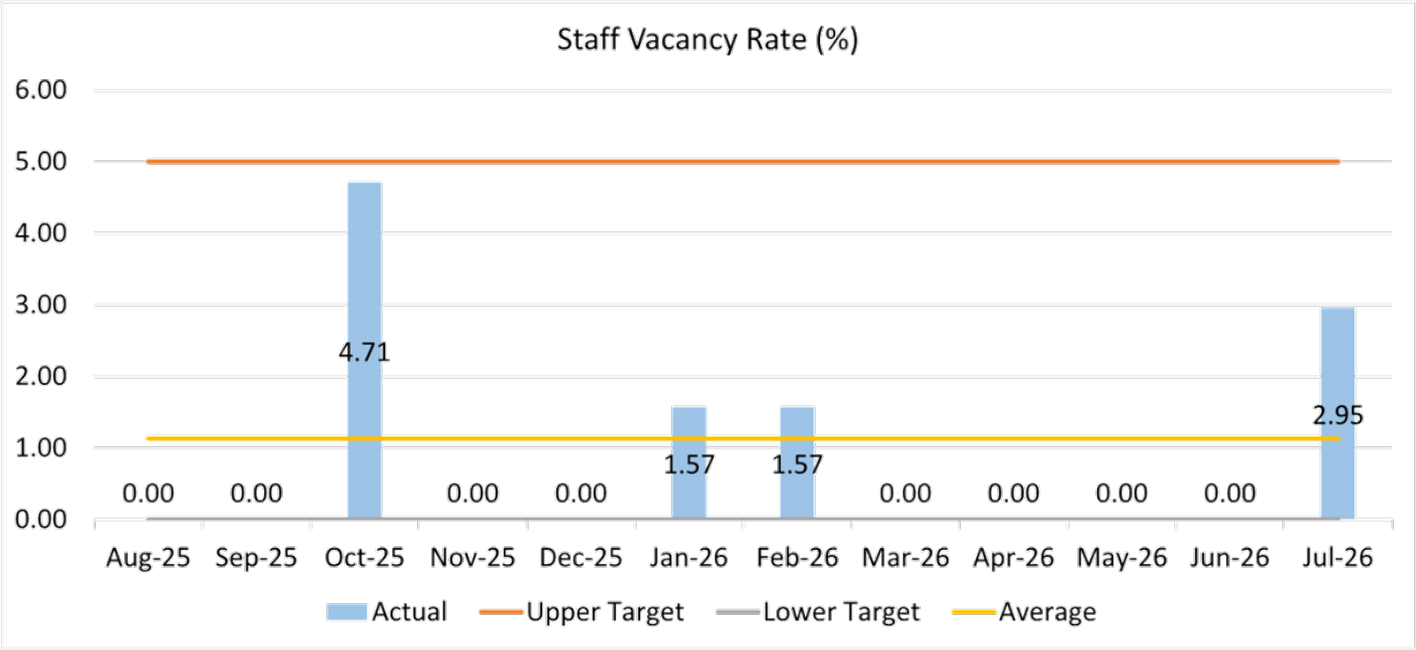
Target Average: Between 0% to 5%

Turnover Rate by Department:



Staff Vacancy Rate:

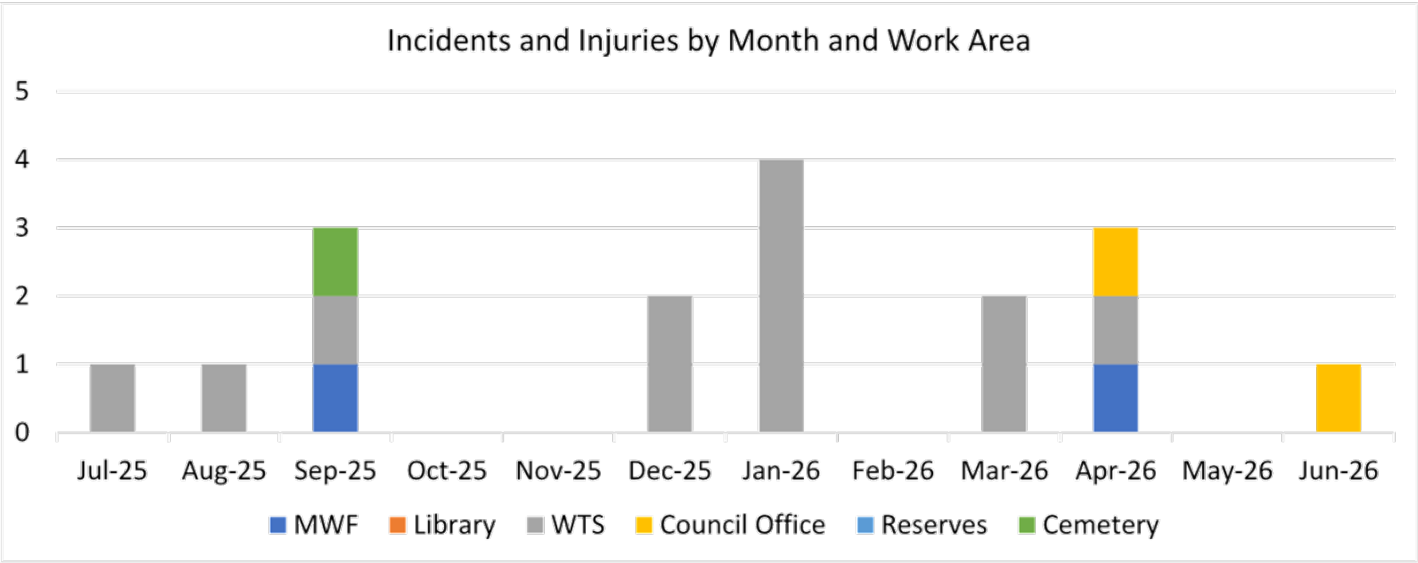
The number of vacant positions during the reporting period.
(Vacant positions, divided by total FTE, multiplied by 100).



Aug	Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Average
0.00%	0.00%	4.71%	0.00 %	0.00 %	1.57 %	1.57%	0.00%	0.00%	0.00 %	0.00%	2.95%	0.90 %

Target: Between 0% to 5%

Workplace Health and Safety:



There were two work health and safety injuries recorded for July.

- A staff member sustained a minor injury while carrying out their normal work duties.
- A staff member sustained a minor injury while carrying out their normal work duties.

Governance

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

Regulations	Local Government (Electoral) Regulations 2021
	Local Government (General) Regulations 2021
Guidelines	Guideline 1: Local Authorities
	Guideline 2: Appointing a CEO
	Guideline 3: Borrowing
	Guideline 4: Assets
	Guideline 5: Budgets
	Guideline 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

Council policies are reviewed every four years, unless otherwise specified or in response to changes in relevant legislation and/or best practice.

Below is a list of existing policies that are overdue from the 2024/2025 period. These policies will be presented to Council in due course.

Policies	Review Date
INF04 Place Names	08/12/2024
COM03 Sport and Recreation	15/06/2025

Below is a list of existing policies due for review during the 2025/2026 period. These policies will be presented to Council in due course.

Policies	Review Date
HR14 Human Resources Principles	20/04/2025
GOV13 Managing Requests to Council Members	18/10/2025
COR01 Media Policy	15/11/2025
INF06 Private Roads	16/12/2025
CEM02 Right of Interment	17/01/2026
INF01 Asset Management	17/01/2026
CEM01 Floral and Ornamental Tributes	16/05/2026
EM06 Conflict of Interest	20/06/2026
FIN02 Rating Policy	20/06/2026

Below is a list of existing policies due for review during the 2026/2027 period. These policies will be presented to Council in due course.

Policies	Review Date
FIN11 Related Party Disclosure	18/07/2026
FIN13 Borrowing	18/07/2026
GOV20 Committees	15/08/2026
GOV12 Land Acquisition Policy	12/12/2026
INF02 Driveway Crossovers	12/12/2026
INF03 Roadside Memorials and Roadside Monuments	12/12/2026
INF05 Sealing Roads	12/12/2026
GOV03 Privacy	16/01/2027
GOV07 Recording of Meetings Policy	16/01/2027
FIN09 Risk Management and Audit Committee	23/04/2027
EM07 CEO and Council Member Gifts, Benefits and Hospitality	15/05/2027
GOV05 Caretaker Policy	15/05/2027
EM05 Council Member Allowances and Support	19/06/2027
INF07 Street Lighting	19/06/2027

14.2.3 Rating Policy - FIN02

AUTHOR: Paul Stephson, Senior Accountant
AUTHORISER: Ankit Pansal, Director Corporate Services
ATTACHMENTS: 1. FIN02 Rating Policy

EXECUTIVE SUMMARY

The purpose of the Rates Policy FIN02 is to set out Council's approach to rating in the Litchfield Municipality in accordance with the *Local Government Act 2019 NT*.

RECOMMENDATION

1. That Council receives and notes the information provided within this report.
2. That Council adopts the reviewed and updated policy FIN02 Rates Policy.
3. That Council authorises the Chief Executive Officer to make the amendments.

BACKGROUND

The policy has been reviewed by the Litchfield Regional Council finance staff and is consistent legislative requirements.

The planning zone codes as set out in the *NT Planning Scheme* included for easier reference of rating categories.

The waste management charge clause has been amended to improve clarity.

- 4.6.4 Council will consider the application of the Waste Management Charge to other properties, on request or where residential use can be identified.

New clauses have been added to address the new waste collection charge in the suburb of Asche.

- 4.6.5 Council charges properties specifically in the suburb of Asche for the cost of kerbside waste collection services, including the management and operation of waste transfer stations.
- 4.6.6 Council's Waste Collection charge in the suburb of Asche applies to the following rating categories:
- Low Density Residential
 - Low-Medium Density

Included definition of Council

Council means Litchfield Council constituted under the *Local Government Act 2019 (NT)*.

LINKS WITH STRATEGIC PLAN

Progress - Continuity of Services and Facilities

LEGISLATIVE AND POLICY IMPLICATIONS

Policy has been reviewed in accordance with the *Northern Territory Local Government Act 2019* specifically Charter 11 Rates and Charges.

Northern Territory Local Government (General) Regulations 2021.

FINANCIAL IMPLICATIONS

The policy is a key part of Council financial governance and internal controls.

Risks Council may incorrectly apply rates or charges, resulting in financial loss, ratepayer disputes, reputational damage, or non-compliance with the *Local Government Act 2019 NT* and related regulations.

COMMUNITY ENGAGEMENT

NIL

Rating Policy **FIN02**

Name	FIN02 Rating Policy
Policy Type	Council
Responsible Officer	General Manager Business Excellence <u>Director of Corporate Services</u>
Approval Date	21/06/2022 <u>17/08/2026</u>
Review Date	20/06/2026 <u>17/08/2030</u>

1. Purpose

The purpose of this policy is to set out Council's approach to rating in the Litchfield Municipality.

2. Scope

This policy applies to all properties within the Municipality.

3. Definitions

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

The Act	<i>Northern Territory Local Government Act 2019</i>
NT Planning Scheme	<i>Northern Territory Planning Scheme</i>
Property	Defined as rates assessment in Council's records
<u>Council</u>	<u>Council means Litchfield Council constituted under the Local Government Act 2019 (NT).</u>

4. Policy Statement**4.1. Principles**

Rates are a system of taxation and are not reflective of the services, infrastructure or facilities used by any property owner or resident.

Council's Rating policy applies the principles of:

- Administrative simplicity. This principle refers to the costs involved in applying and collecting the tax and how difficult it is to avoid.
- Policy consistency. The principle that rates are internally consistent, and based on transparent, predictable rules that are understandable and acceptable to rate payers.
- Equality for rating is applied to the categories levied as a fixed rate, assuming that these ratepayers have equal capacity to pay and access to Council services, however the principle of equity applies to all other categories.

Rating Policy **FIN02****4.2. Basis for Rates**

- 4.2.1 Council applies rates on the basis of classes of allotments (including zoning), in some cases combined with the area within the Municipality in which the allotment is situated.
- 4.2.2 Pursuant to the Act, Council adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments within the Municipality. The Unimproved Capital Value of land is set by the NT Valuer General.

4.3 Rating Categories

For the purpose of rating, Council applies the following rating categories that differentiate properties by planning zones as set under the *NT Planning Scheme*.

RATING CATEGORY	PLANNING ZONE	CODE	PROPERTY PARTICULARS
RURAL RESIDENTIAL	Rural Residential	<u>RR</u>	
	Rural Living	<u>RL</u>	
	Rural	<u>R</u>	
	Water Management	<u>WM</u>	
	Conservation	<u>CN</u>	
	Specific Use – SL14, SL18		
	Future Development	<u>FD</u>	Excluding area highlighted within suburb of Wickham as referred to in “ <u>Gas Plant - Wickham</u> ” category below
URBAN RESIDENTIAL/TOWN URBAN RESIDENTIAL	Single Dwelling Residential	<u>SD</u>	
	<u>Low Density Residential</u>	<u>LR</u>	
	Multiple Dwelling Residential	<u>MD</u>	
	<u>Low-Medium Density Residential</u>	<u>LMR</u>	
	Medium Density Residential	<u>MR</u>	
	Specific-Use- <u>SL1*20</u> , SL11	<u>SL</u>	
HORTICULTURE/AGRICULTURE	Horticulture	<u>H</u>	
	Agriculture	<u>A</u>	
COMMERCIAL/INDUSTRIAL	Commercial	<u>C</u>	
	Service Commercial	<u>SC</u>	

Rating Policy **FIN02**

RATING CATEGORY	PLANNING ZONE	CODE	PROPERTY PARTICULARS
	Tourist Commercial	<u>TC</u>	
	Light Industry	<u>LI</u>	
	General Industry	<u>GI</u>	
	Development	<u>DV</u>	Excluding area highlighted within suburb of Wickham as referred to in " <u>Gas Plant - Wickham</u> " category below
	Utilities	<u>U</u>	
	Railway	<u>RW</u>	
	Community Purpose	<u>CP</u>	
	Organised Recreation	<u>OR</u>	
	Public Open Space	<u>PS</u>	
	Caravan Parks	<u>CV</u>	
	Specific Use – SL1, SL3, SL4, SL5, SL6, SL7, SL8, SL9, SL10, SL12, SL13, SL15, SL17, SL23	<u>SL</u>	
<u>GAS PLANT - WICKHAM</u>	Future Development, Development	<u>FD</u> , <u>DV</u>	Within the area highlighted in the map included in councils Declaration of Rates and Charges
MINING TENEMENTS	Conditionally rateable land occupied under a mining tenement		
PASTORAL LEASES	Conditionally rateable land comprising a pastoral lease as defined in the <i>Pastoral Land Act</i>		

- 4.3.1 The *NT Planning Scheme* zones in the groups of Other Zones, Recreation Zones and Infrastructure Zones have been associated to rating categories based on the allowed uses on the property in line with the *NT Planning Scheme*.

4.4 Rates Calculation:

- 4.4.1 In accordance with the Act rates are based on differential valuation-based charges calculated as a proportion of the assessed value of each allotment for the following rating categories:

Rating Policy **FIN02**

- Commercial/Industrial
- ~~Gas Plant~~ Gas Plant - Wickham
- Mining Tenement
- Pastoral Leases

4.4.2 The Valuation-based charge may be subject to a specified minimum amount.

4.4.3 In accordance with the Act rates are based on a fixed rate for the following rating categories:

- Rural Residential
- Urban Residential/Town Urban Residential
- Horticulture/Agriculture.

4.5 Special Rates

4.5.1 Council levies a special rate in accordance with the Act and in line with Council's INF05 Sealing of Roads policy to defray the cost of sealing a road, or part thereof.

4.5.2 The special rate is a fixed charge to a property and may vary based on the planning zone of the property.

4.5.3 Where a Special Rate is applied, it will be charged to properties bordering the relevant road or road section that is being sealed.

4.5.4 Properties bordering several roads will only be charged once and not for each road to ensure equal application of the Special Rate.

4.5.5 Council will consider longer payment timeframes for Special Rates considering the additional financial liability on ratepayers.

4.6 Service Charges

4.6.1 Council can declare charges for providing services for the benefit of the land or the occupiers of land.

4.6.2 Council charges properties for the cost of waste disposal services, including the management and operation of waste transfer stations.

4.6.3 Council's Waste Management charge applies to the following rating categories:

- Rural Residential
- Urban Residential/Town Urban Residential
- Horticulture/Agriculture

4.6.4 Council will ~~on request~~ consider the application of the Waste Management Charge to other properties ~~on request or~~ where residential use can be identified.

4.6.5 Properties located within Council-designated kerbside waste collection service areas are subject to a Waste Collection Charge in lieu of the Waste Management Charge. This charge

Rating Policy **FIN02**

recovers the costs of delivering kerbside waste collection services, including the operation and management of waste transfer stations.

5. Associated Documents

Litchfield Council Municipal Plan

Litchfield Council Financial Management Strategy & Long Term Financial Plan

[Litchfield Council Declaration of Rates and Charges](#)

Rating Policy **FIN02****6. References and Legislation**

Northern Territory Local Government Act 2019, specifically Chapter 11 [Rates and charges](#).

Northern Territory Local Government (General) Regulations 2021

Australian Accounting Standards

Ministerial Guidelines

Local Government General Instructions

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
13/12/2017	New Policy, rescinding LC06
February 2020	Review policy project, resulting in new rating categories a realignment from zonings to categories, addition of Special Rate, Service Charge, Principles. Decision Number 1920/146
16/09/2020	Review application of Special Rate for the sealing of roads for properties that have boundary to more than one road. Decision Number 2021/049.
09/08/2021	Minor administrative changes made, including formatting and new regulation titles. Policy review date to remain the same.
21/06/2022	Minor administrative changes made, including formatting and new regulation titles. Policy review date to remain the same.
<u>4/08/2026</u>	<u>Minor formatting. Inclusion of two new planning zones. Inclusion of new Waste Collection Charge for suburb of Asche. Clarification of service charges. Review of definitions.</u>

14.3 Governance and Community

14.3.1 Community Services and Development Monthly Report - July

AUTHOR: Natasha Clancy, Executive Assistant to Directors

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Community Services and Development Monthly Report - July

EXECUTIVE SUMMARY

This report provides a monthly update on key activities, programs and services delivered across Media and Communications, Library Services, Regulatory Services and Community Development.

RECOMMENDATION

1. That Council receive and note the Community Services and Development Report for July 2026 as at attachment 1.

BACKGROUND

This report provides an overview of activities and services delivered across Media and Communications, Library Services, Regulatory Services and Community Development.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Risks Nil

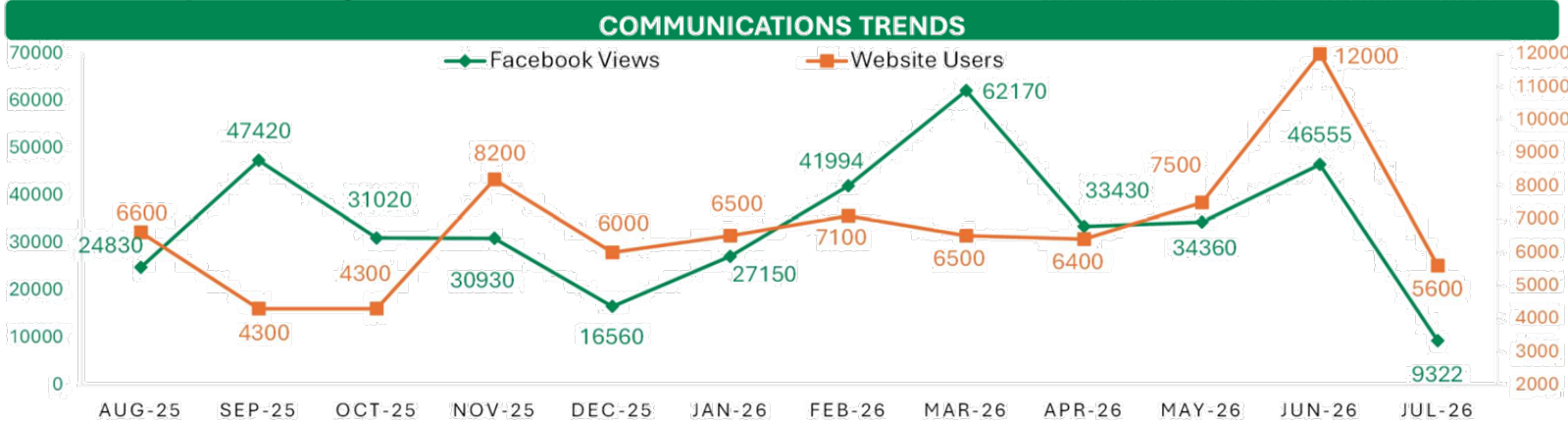
COMMUNITY ENGAGEMENT

Nil

MEDIA & COMMUNICATIONS
MONTHLY PERFORMANCE REPORT



PERFORMANCE SUMMARY	TOP WEBSITE PAGES												
- July’s Facebook content primarily consisted of reminder posts, resulting in lower interactions compared with June’s stronger performing posts and advertising campaigns. However, follower numbers continued to grow, reflecting Council’s steady presence on Facebook. - Viewers is the estimated number of accounts that viewed Council’s content. This is a new Facebook metric that has replaced Reach. - Instagram views and followers increased, indicating continued audience growth. Most interactions came from non followers, suggesting the Council’s content continues to reach audiences beyond its existing follower base.	<table><tr><td>Welcome Page</td><td>2,076</td></tr><tr><td>Litchfield Community Library</td><td>317</td></tr><tr><td>Search</td><td>399</td></tr><tr><td>Report a Fault</td><td>64</td></tr><tr><td>Vacancies</td><td>334</td></tr><tr><td>TOTAL TOP 5 PAGES</td><td>3,190</td></tr></table>	Welcome Page	2,076	Litchfield Community Library	317	Search	399	Report a Fault	64	Vacancies	334	TOTAL TOP 5 PAGES	3,190
Welcome Page	2,076												
Litchfield Community Library	317												
Search	399												
Report a Fault	64												
Vacancies	334												
TOTAL TOP 5 PAGES	3,190												



LIBRARY SERVICES
MONTHLY PERFORMANCE REPORT



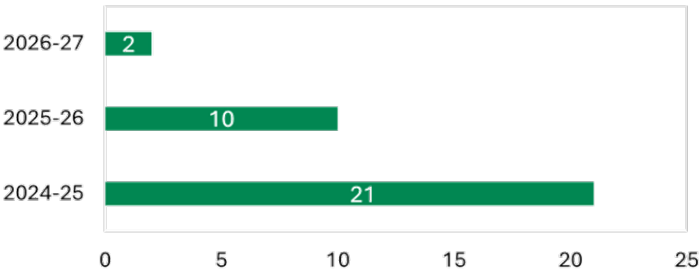
PROGRAMS / EVENTS DELIVERED

The Library experienced a busy month, with 27 sessions delivered and 652 attendees across the school holiday program and a range of regular community programs:

- 14 School Holiday Programs
- 1 Seniors Program
- 3 Nursey Time Programs
- 3 Storytime Programs
- 3 Litchfield Lego League
- 2 Library Buddies Programs
- 1 Digital Literacy Program

SERVICE INTERRUPTIONS COMPARSION

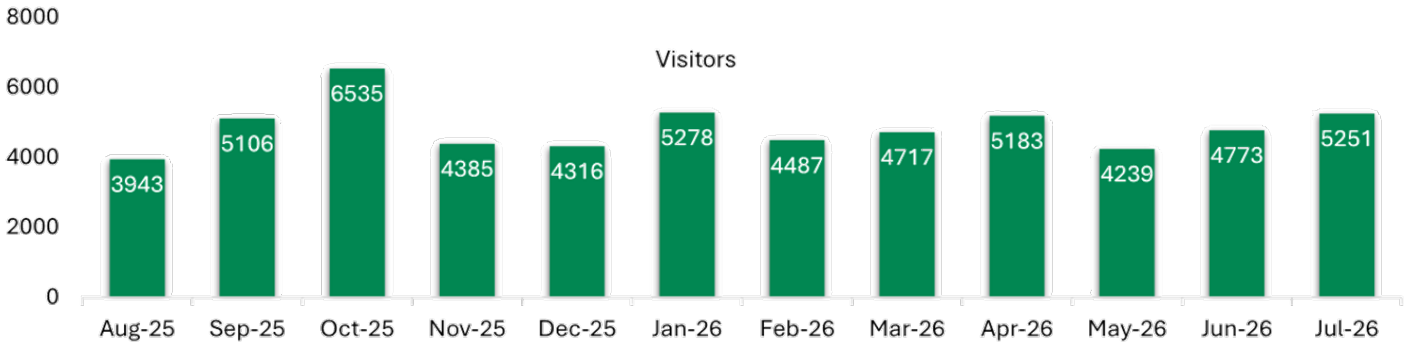
Nil disruptions occurred during the month of July 2026. Comparisons in disruptions to service are shown in the graph.



LIBRARY SERVICES
MONTHLY PERFORMANCE REPORT

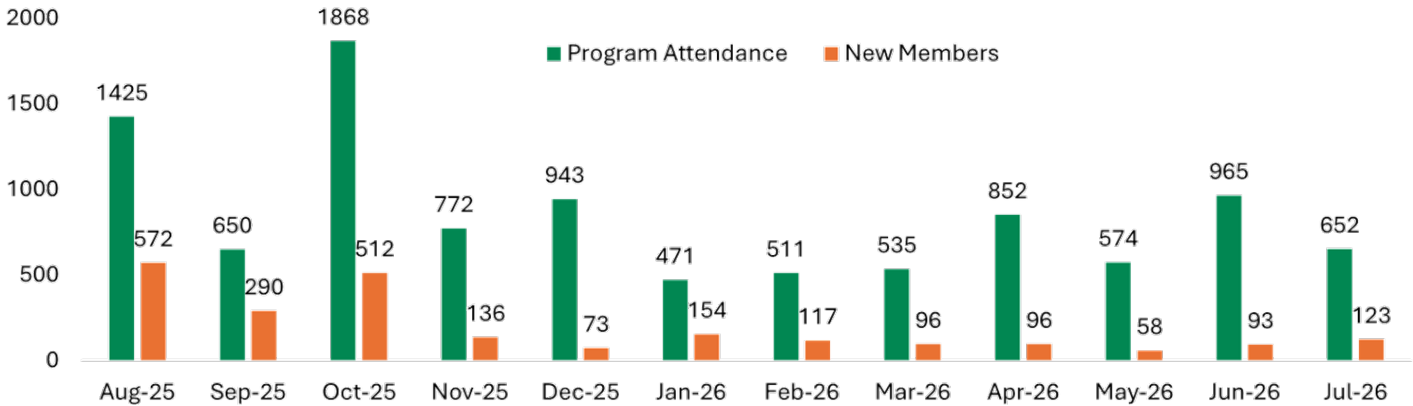
VISITORS

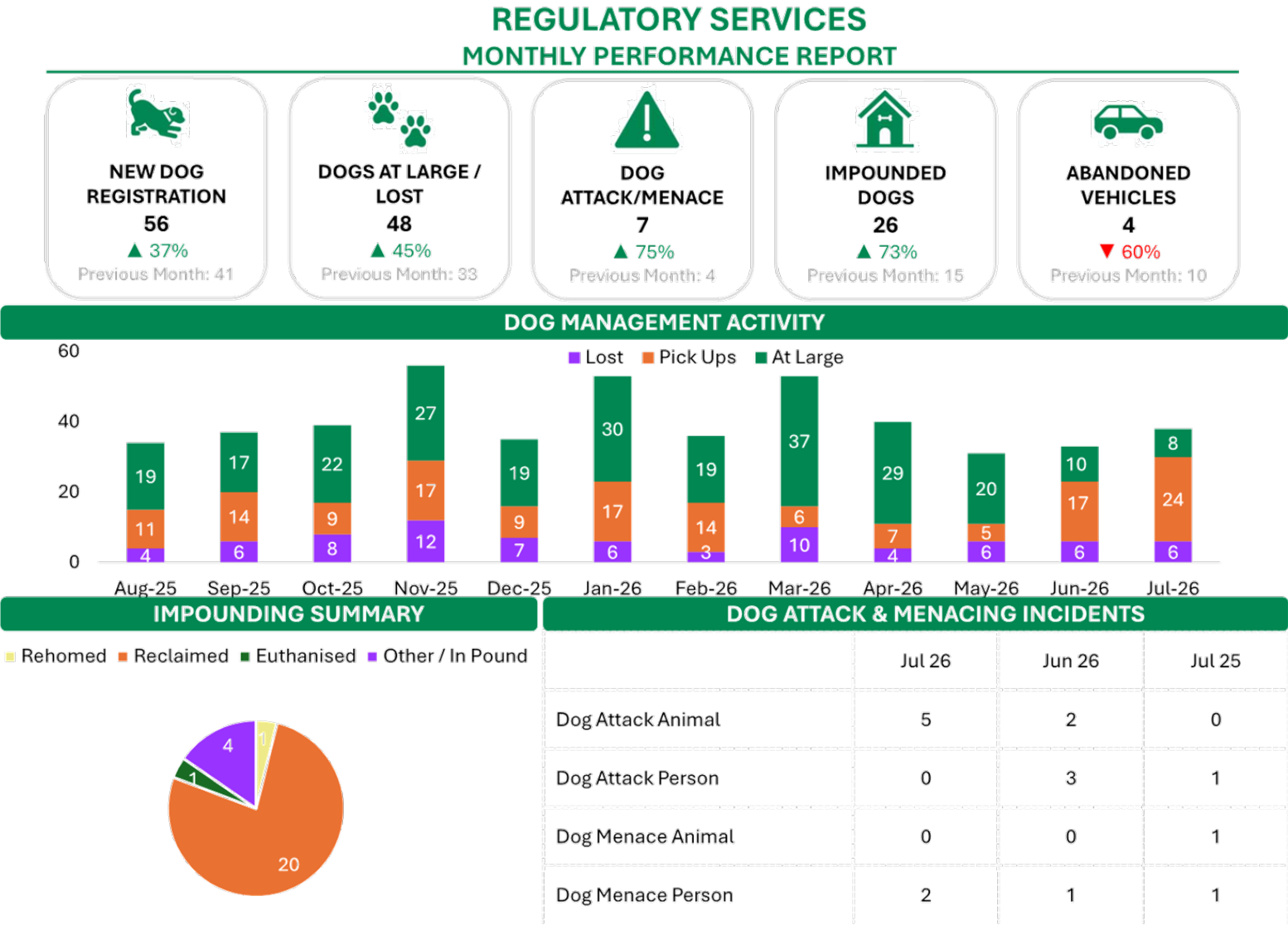
The Library recorded 5,251 visitors in July 2026, with the graph below showing monthly visitor trends.



PROGRAM ATTENDANCE & NEW MEMBERSHIP

Library attendance and membership continued to demonstrate strong community engagement during July 2026. The graph below provides a comparison of visitor attendance and new library memberships.





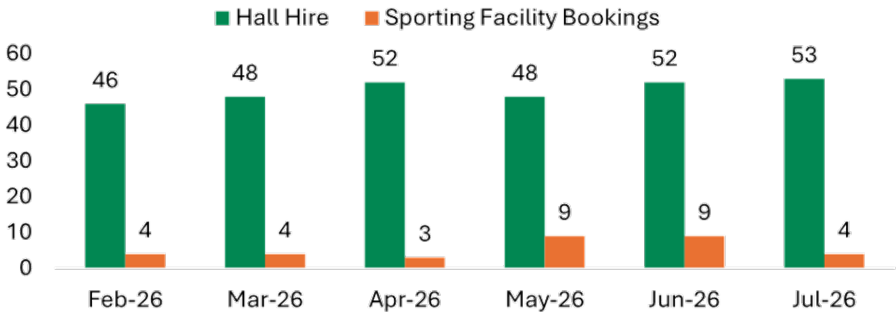
COMMUNITY DEVELOPMENT
MONTHLY PERFORMANCE REPORT



KEY ACTIVITIES

- **19 June Citizenship Ceremony:** Litchfield Council proudly welcomed 12 new Australian citizens from six countries, recognising the diversity, connection, and shared future of our growing community.
- **1 July Territory Day Event Berry Springs:** This was a successful event with estimated 800 attendees, the community came together for entertainment, food vans as well as a safe and beautiful public firework display.
- **30 July Annual Grants Campaign Launch:** Litchfield Council Annual Grants has opened for 12 weeks. Funding up to \$5,00, this is a great opportunity for community groups to bring their beneficial initiatives to life.

COMMUNITY FACILITY USAGE



EVENTS / UPCOMING WORK

July – Irrigation Repairs Howard Park Oval
July – Ongoing Infrastructure Repairs Freds Pass
August – McMinns Bore Replacement

14.3.2 Sponsorship Request: The Christmas Party Darwin

AUTHOR:	Jill Enriquez, Community Participation Officer
AUTHORISER:	Rebecca Taylor, Director Governance & Community
ATTACHMENTS:	1. 2026 Darwin Christmas Party Proposal 2. Attendee Information

EXECUTIVE SUMMARY

The purpose of this report is to seek approval of a Council Sponsorship for The Christmas Party Darwin's event. The applicant is seeking financial support to assist with delivering a free, invitation-only Christmas event for children with disabilities, complex needs and other circumstances that may limit their access to inclusive community activities.

Council is requested to determine whether sponsorship will be provided and the appropriate level of support. The Bronze sponsorship package valued at \$3,000, has been identified for consideration due to the additional promotional and public recognition benefits offered at this level.

RECOMMENDATION

1. That Council
 - (a) authorise the provision of one-time sponsorship funding, with the amount to be determined by Council, to contribute towards the delivery of the 2026 Christmas Party;
 - (b) endorse the utilisation of funds from the Sponsorship budget within the current 2026/27 financial year and authorise the appointed Council delegate to draft an agreement between Litchfield Council and The Christmas Party Darwin.

BACKGROUND

Council's sponsorship program provides financial or in-kind support to organisations delivering projects and initiatives that align with Council's strategic priorities and provide identifiable community benefits. Unlike the annual Community Grants program, sponsorships may be considered throughout the year, allowing Council to respond to time-sensitive opportunities that support community, social or economic outcomes.

The 2026 Darwin Christmas Party will be held on Saturday 28 November 2026 at the Darwin Convention Centre. The free, invitation-only event will cater for up to 1,200 children from birth to 12 years of age who are living with disability, complex needs or other challenging circumstances.

The event is delivered in partnership with Variety, the Children's Charity NT and more than 200 charities, schools, community groups and service providers. Registered organisations nominate eligible children to attend, providing participants with access to entertainment, activities, rides, interactive displays, food and a dedicated Santa toy room, where each child receives three selected gifts.

The event aims to provide children with an opportunity to participate in the festive season in a safe and inclusive environment beyond their usual family, carer or service networks. It also provides respite from the therapies, medical procedures and other challenges that may form part of their everyday lives.

Several schools and early childhood services within the Litchfield municipality are registered to request invitations, including:

- Bees Creek Primary School;
- Girraween Primary School;
- Howard Springs Primary School;
- Humpty Doo Community and Child Care Centre;
- Humpty Doo Primary School Special Education Annexe; and
- Middle Point School.

In 2025, 4 invitations were issued through Girraween Primary School and 13 through the Humpty Doo Primary School Special Education Annexe. Children residing in Litchfield may also be nominated through regional organisations and service providers located outside the municipality, including Variety NT, Playgroup NT and disability support providers. Invitations remain open until shortly before the event or until the available allocation has been exhausted, so the number of Litchfield residents to benefit hasn't been confirmed. However, the registration of several rural schools and the broader referral process provide established pathways for eligible Litchfield children to participate.

The proposal aligns with the intent of Council's COM01 Youth Policy by supporting an inclusive and supportive environment for young people and addressing barriers associated with cost, disability, distance and different social or cultural circumstances. Council's Youth Strategy and Action Plan also identified partnerships with government and non-government organisations, support for youth activities and reducing barriers to services, opportunities and social support as priorities.

The event supports broader community outcomes by:

- providing children with disabilities and complex needs access to a free and inclusive community celebration;
- reducing financial barriers to participation for children and families;
- strengthening cooperation between schools, charities, service providers and community organisations;
- supporting the wellbeing, belonging and social participation of children who may have limited access to mainstream events; and
- enabling eligible children from rural Litchfield communities to participate in a significant regional event.

The sponsorship proposal also provides Council with promotional and public-relations benefits. The applicant has offered sponsor recognition through radio acknowledgements on Mix 104.9, inclusion in the post-event sponsor report, volunteer shirts and television advertisements acknowledging sponsors, together with a certificate of appreciation and a corporate volunteering opportunity.

The Bronze sponsorship package valued at \$3,000 appears to provide the strongest promotional value relative to the available entry-level options, as it is the first level at which Council may provide an additional message of up to 15 words for inclusion in radio acknowledgements. This represents a broader promotional opportunity than has generally been offered through recent sponsorship applications and may strengthen public recognition of Council's contribution to children and families across the region.

While the event is not being delivered within the Litchfield municipality, it provides a pathway for eligible Litchfield children to attend and offers Council regional exposure through established radio and television channels.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

Grant and Sponsorship policy

Youth Policy

Youth Strategy and Action Plan 2022–2025

FINANCIAL IMPLICATIONS

The proposed investment of up to \$3,000 does not present a significant financial risk. The annual Sponsorship budget totals \$27,000, and there is currently \$17,000 left for this financial year.

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.

RISKS

None identified.

COMMUNITY ENGAGEMENT

Not applicable.

The
CHRISTMAS PARTY
DARWIN

2026 Proposal





The Christmas Party DARWIN PROPOSAL



#sccpau

After a spectacular event in 2025, we are excited to host the **2026 Darwin Christmas Party** on Saturday 28th November at the **Darwin Convention Centre!**

The Christmas Party is a *free*, invitation only, event for up to 1,200 children from Darwin and the surrounding area. We cater for children from birth to the age of twelve, with disabilities, and those living with complex needs. Working closely with Variety - The Children's Charity NT and over 200 other local charities, community groups, mainstream and specialist schools, and service providers, giving them the opportunity to nominate children to attend.

There will be loads of entertainment, activities and interactive displays, rides, a petting zoo, a stage show, plus more! To maintain the energy levels needed to take in the four-hour funfest, there are always lots of yummy treats, including a sausage sizzle, ice cream, chips, fairy floss, lollies, fruit, and drinks just to name a few.

Of course, no Christmas would be complete without a visit from the jolly man in the red suit. A highlight for many is Santa's toy room, filled with thousands of high-quality toys, where each child is gifted 3 carefully selected presents to call their own!

[Click here to view video footage of last year's event.](#)

The aim of the Christmas Party is to provide these children with the chance to gather and share the magic of the Festive Season, in a safe and inclusive environment, with a community larger than their circle of family and carers. Giving them an opportunity to forget about therapies, procedures, and treatments for a few hours, allowing them to just have some fun!

We are proud to submit our proposal for the **2026 Darwin Christmas Party** for consideration. Following are our levels of support. We would be happy to collaborate with you and your budget to tailor a package that satisfies your promotional and public relations objectives. Supporting the **2026 Christmas Party** will enable us to provide these incredibly deserving children with the best day of their lives.



The Christmas Party DARWIN PROPOSAL



#sccpau

Certificate of Appreciation

For display in your business or social media.

Radio Spots on Mix 104.9

We will acknowledge your support on Mix 104.9 and encourage the community to support your business. From Corporate levels down, your Company will receive Name Mentions acknowledging your involvement with the party. From Bronze level upwards, you are welcome to supply up to 15 words about your business, services, or involvement with the Party.

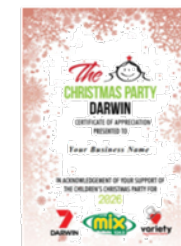
[Click here to have a listen to a previous ad](#) 

Logo displayed on Screens at Party

We will promote your company logo at the event alongside other major sponsors.

Logo on our website with link

Your Company's logo will be featured prominently on our website at sccpau.com.au/darwin with a link back to your site.





The Christmas Party DARWIN PROPOSAL



#sccpau

Logo on post Party Report

Your logo included on the post Party Report we send out to all sponsors.

Logo on back of T-Shirt

We will have over 100 T-Shirts printed for our volunteers to wear on the day. Your logo will be included on the back of that shirt.

Logo on TV Ads

We will schedule at least 100 x 30 second television commercials on Channel 7 that will air from December – January thanking sponsors. Your logo will be included on this TVC. [This is what was aired at the end of last year and the start of this year.](#)

Corporate Volunteer Opportunity

Grab the team together and join us on a fun, rewarding day! There is a variety of roles available, but most importantly you will be helping create thousands of smiles and Christmas memories to cherish.





The Christmas Party DARWIN

Major Levels



#sccpau

Level	Certificate of Appreciation	Radio Spots Mix 104.9	Logo Displayed on screens at the Party	Logo on website with link	Logo on Post Party Report	Logo on back of T-Shirt	Logo on Channel 7 TV Ads	Contribution (incl GST)
Platinum	Yes	200 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$30,000
Diamond	Yes	140 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$21,000
Emerald	Yes	120 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$18,000
Sapphire	Yes	100 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$15,000
Ruby	Yes	80 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$12,000
Gold	Yes	60 x 10 - 15 word	Yes	Yes	Yes	Yes	Yes	\$9,000
Silver	Yes	40 x 10 - 15 word	Yes	Yes	Yes	Yes		\$6,000
Bronze	Yes	20 x 10 - 15 word	Yes	Yes	Yes			\$3,000

To support, either fill in our agreement form or call us on 1300 88 77 36
Please join us in giving these children a magical Christmas they will never forget!



**The
Christmas Party
DARWIN**

Sponsorship Levels




#sccpau

Level	Certificate of Appreciation	Radio Spots on Mix 104.9	Logo Displayed on screens at the Party	Logo on website with link	Logo on Post Party Report	Logo on back of T-Shirt	Logo on Channel 7 TV Ads	Contribution (incl GST)
Corporate 3	Yes	18 x Name Mentions	Yes					\$2,700
Corporate 2	Yes	16 x Name Mentions	Yes					\$2,400
Corporate 1	Yes	14 x Name Mentions	Yes					\$2,100
Executive 3	Yes	12 x Name Mentions	Yes					\$1,800
Executive 2	Yes	10 x Name Mentions	Yes					\$1,500
Executive 1	Yes	8 x Name Mentions	Yes					\$1,200
Standard 3	Yes	6 x Name Mentions						\$900
Standard 2	Yes	4 x Name Mentions						\$600
Standard 1	Yes	2 x Name Mentions						\$300

To support, either [fill in our agreement form](#) or call us on 1300 88 77 36
Please join us in giving these children a magical Christmas they will never forget!



The following schools based within the Litchfield area are registered with The Christmas Party to request invitations on behalf of the children in their care:

- Bees Creek Primary School
- Girraween Primary School - 4 Invitations issued in 2025
- Howard Springs Primary School
- Humpty Doo Community & Child Care Centre
- Humpty Doo Primary School (Special Ed Annexe) - 13 invitations issued in 2025
- Middle Point School

Once a school, organisation, or service provider registers with The Christmas Party they remain on our database and are provided with the opportunity each year to submit requests. While the above are in the Litchfield municipality, we also issue invitations to larger organisations/groups, including NT Starfish Swim Group, Playgroup NT, and Variety NT to name a few, who request invitations for children from right across the region. There are also a large number of service providers who support children in many regions. Children residing in the Litchfield municipality may receive invitations via organisations and service providers who are based outside of the Litchfield area.

Our invitation process opens in June and will remain open until just prior to the event, or until all invitations have been allocated. We are welcoming of any school, organisation, charity, and service providers to register with us at any time, to provide them with the opportunity to submit requests.

The Children's Christmas Party Darwin
ABN 70 716 787 500
Head Office: PO Box 1583 CAPALABA QLD 4157
P: 1300 88 77 36 – sccpau.com.au

14.3.3 Sponsorship Request: Howard Springs Volunteer Fire Brigade Open Day

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Howard Springs Volunteer Fire Brigade Sponsorship Request

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration of a sponsorship request from the Howard Springs Volunteer Fire Brigade for the delivery of its 40th Birthday and Howard Park Open Day.

The applicant is seeking \$3,632.40 in financial sponsorship towards the event, which will be held on Saturday 12 September 2026 from 10.00am to 3.00pm at Howard Park Recreation Reserve.

Council is requested to determine whether sponsorship will be provided and the appropriate level of financial support.

RECOMMENDATION

1. That Council
 - (a) Authorise the provision of one-time sponsorship funding of \$3632.40 to the Howard Springs Volunteer Fire Brigade to contribute towards the delivery of Howard Springs Volunteer Fire Brigade 40th Birthday and Howard Park Open Day;
 - (b) Endorse the utilisation of funds from Sponsorship budget within the 2026/27 financial year;
 - (c) Authorise the appointed Council delegate to enter into a sponsorship agreement with the Howard Springs Volunteer Fire Brigade outlining the approved expenditure, Council acknowledgement requirements, event delivery obligations and acquittal requirements;
 - (d) Note that Council staff will continue to work collaboratively with the Brigade and participation Howard Park user groups to coordinate the proposed activities, site layout, promotion and safe delivery of the event.

BACKGROUND

The event will recognise four decades of volunteer service while providing a free, family-friendly opportunity for residents to engage with the Brigade, learn about fire prevention and rural property preparedness, and participate in a broader program of community activities.

As the Brigade is based at Howard Park, the event also presents an opportunity to bring together other reserve users and local activity providers. Proposed involvement includes displays, demonstrations and introductory sessions from sporting, recreation, dance, fitness and community organisations.

This would allow residents to learn more about the groups and activities available locally and may support participating organisations to attract new members, volunteers and participants. This would activate also multiple areas of the reserve, encourage residents to explore the facilities and strengthen connections between Council, reserve users and the wider Howard Springs community.

The event is not intended to generate income. Sponsorship would contribute directly towards free food, children's entertainment, inflatables and accessible community activities, reducing financial barriers to attendance and encouraging participation by families and residents of different ages.

The proposal provides clear community benefit by:

- recognising the contribution of local emergency-service volunteers;
- promoting fire safety, preparedness and community resilience;
- delivering a free local event for residents;
- increasing awareness and use of Howard Park;
- supporting collaboration between reserve users and community organisations; and
- encouraging ongoing participation in local sport, recreation and social activities.

The Brigade will contribute substantial volunteer and in-kind support, including event coordination, staffing, fire-related activities and displays, marquees, barbecue delivery and historical material. This contribution demonstrates local ownership of the event and reduces the overall cost to Council.

Council's support would be acknowledged through event promotion, signage, social media and public recognition on the day. The event also provides an opportunity for elected members and Council staff to engage directly with residents and demonstrate Council's support for local volunteers, community safety and the active use of community reserves.

The full event proposal, program and indicative budget are provided as attachments. Subject to approval, a sponsorship agreement would establish the permitted use of funds, Council acknowledgement requirements, event delivery obligations and post-event acquittal.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

Grant and Sponsorship policy

FINANCIAL IMPLICATIONS

The proposed investment of up to \$3,632.40 does not present a significant financial risk. The annual Sponsorship budget totals \$27,000, and there is currently \$17,000 left for this financial year.

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.

RISKS

None identified.

COMMUNITY ENGAGEMENT

Not applicable.

Howard Springs Volunteer Fire Brigade
PO Box 719 Howard Springs NT 0835
ABN 64 250 821 500

Sponsorship Request

Howard Springs Volunteer Fire Brigade 40th Birthday and Howard Park Open Day

The Howard Springs Volunteer Fire Brigade would like to apply for \$3,632.40 in Litchfield Council sponsorship to support the delivery of its 40th Birthday and Open Day on Saturday 12 September 2026, from 10.00am to 3.00pm at Howard Park Recreation Reserve.

The Howard Springs Volunteer Fire Brigade was established in 1986 following a gathering of local residents at the Howard Springs Tavern. During the evening, residents discussed what was needed within the growing community, and the idea of forming a local volunteer fire brigade was born.

A permanent home was established at Howard Park in 1987. The station was built through the efforts of dedicated local residents and volunteers and has since been extended twice using grants secured by brigade members.

The Brigade's 40th birthday provides an opportunity to recognise the volunteers who have supported Howard Springs over the past four decades and to celebrate the strong community spirit behind the Brigade's establishment and continued operation.

Proposed event

The Brigade plans to celebrate the milestone with a free community open day featuring:

- a free barbecue for local residents;
- little fire trucks and fire-target activities for children and adults;
- rides on a classic Dennis fire truck, originally used by the NT Fire Service;
- historical photographs and displays;
- fire prevention, property preparedness and community safety information;
- children's entertainment and inflatables; and
- giveaways for children.

As the Brigade is based at Howard Park, the event also presents an opportunity to bring together the other organisations and activities operating from the reserve. This has been a standing item on the Howard Park Committee to activate the reserve through an open day.

Council representatives and the Brigade are exploring the involvement of local groups including Scouts, cricket, baseball, dance, fitness and yoga providers. Proposed activities may include a rope-tying or bridge-building demonstration, sporting come-and-try sessions, fitness activities and dance demonstrations.

Market and community information stalls may also be included, creating a broader open day that encourages residents to explore the reserve and learn more about the activities available locally.

Community benefit

The event is not intended to be a fundraiser. Its purpose is to provide a free and welcoming community event that:

- celebrates 40 years of volunteer service in Howard Springs;
- increases community awareness of fire prevention and rural property preparedness;
- promotes volunteering and community participation;
- showcases the clubs, organisations and activities available at Howard Park;
- introduces residents to accessible sporting, recreational and social opportunities;
- brings families, long-term residents and newer community members together; and
- activates different areas of Howard Park through coordinated activities, displays and demonstrations.

The open day would provide residents with an opportunity to meet the Brigade's volunteers in an informal environment while receiving practical information about fire safety, preparedness and the responsibilities of rural property owners.

It would also support the ongoing use of Howard Park by helping local organisations attract new participants, volunteers and members.

Collaboration with Litchfield Council

The event provides a strong opportunity for the Brigade and Council to work collaboratively to deliver a positive community initiative at one of Council's key recreation reserves.

Council's support would assist the Brigade to expand the celebration beyond the fire station and create a coordinated open day involving the broader Howard Park community.

The event would also provide positive visibility for Council through:

- recognition on event promotion, signage and social media;
- opportunities for Council representatives and staff to attend and engage with residents;
- a Council information or community engagement stall;
- public acknowledgement of Council's financial and operational support; and
- promotion of Howard Park as an active, welcoming and well-used community space.

This collaboration would demonstrate Council's support for local volunteers, community safety, accessible recreation and stronger connections between reserve users and residents.

Brigade contribution

The Howard Springs Volunteer Fire Brigade will contribute significant volunteer time and in-kind support, including:

- organising and coordinating the Brigade's activities and displays;
- providing two marquees for shade and seating;
- arranging a cool room with assistance from Rotary;
- providing volunteers to prepare and serve the barbecue;
- operating the fire-related activities and vehicle displays;
- providing historical photographs and Brigade information; and
- providing giveaways for children.

Council's sponsorship would primarily support the food, children's entertainment and community activity providers required to broaden the event and encourage participation across the reserve.

Proposed budget

Item	Cost
Barbecue food	\$308.40
Drinks	\$584.00
Inflatables hire	\$1,440.00
Children's MC and entertainment	\$600.00
Line dancing session	\$200.00
Baseball coaching and come-and-try activity	\$200.00
Yoga session	\$150.00
Bootcamp session	\$150.00
Total sponsorship requested	\$3,632.40

The Brigade would be pleased to work with Council and the other Howard Park users to finalise the event program, site layout and promotional arrangements.

The Howard Springs Volunteer Fire Brigade respectfully requests Council's consideration of \$3,632.40 in sponsorship to help deliver a safe, inclusive and engaging community celebration that recognises the Brigade's history while showcasing the wider opportunities available at Howard Park.

14.3.4 Sponsorship Request: Territory Logistics Shitboxers Rally

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Sponsorship Request- Territory Logistics Shitboxers

EXECUTIVE SUMMARY

Council's sponsorship program provides financial or in-kind support for initiatives that align with Council's strategic priorities, deliver identifiable community benefit and provide appropriate recognition of Council's contribution. Sponsorships may be considered throughout the year, enabling Council to respond to worthwhile opportunities that support community participation, social outcomes, local partnerships and positive promotion of the municipality.

The purpose of this report is to seek Council's consideration of a \$1,000 sponsorship request from the Territory Logistics Shitboxers in support of their participation in the Autumn 2027 Shitbox Rally and associated fundraising for the Cancer Council.

RECOMMENDATION

1. That Council
 - (a) Authorise the provision of one-time sponsorship funding of up to \$1,000 to support Territory Logistics Shitboxers attendance in the 2027 Rally;
 - (b) Endorse the utilisation of funds from the Sponsorship budget withing the current 2026/27 financial year and authorise the appointed Council delegate to draft an agreement between Litchfield Council and the applicant.

BACKGROUND

The Territory Logistics Shitboxers have secured a place in the Autumn 2027 Shitbox Rally, which will travel from Port Augusta to Townsville in April 2027 through remote and challenging areas of Australia.

The Shitbox Rally is a national charity motoring event in which participating teams travel in vehicles valued at no more than \$1,500 while raising funds for the Cancer Council. Since commencing in 2010, participants have collectively raised more than \$55 million for cancer research, prevention programs and support services.

Each team is required to raise a minimum of \$5,000 for the Cancer Council before commencing the rally. Territory Logistics is supporting the team as its Principal Sponsor, with additional sponsorship being sought from businesses and organisations to assist the team in meeting its fundraising target and preparing for the event.

Council may provide sponsorship through the official Shitbox Rally fundraising program. Under this option, a \$1,000 sponsorship comprises a \$110 sponsor fee and an \$890 donation to the Cancer Council, with the invoice issued directly by the rally organiser. Sponsors contributing \$1,000 or more receive logo placement on the rally vehicle, acknowledgement through the Territory Logistics Shitboxers Facebook page and recognition throughout the fundraising campaign.

The applicant, Taryn Hughes, has an established history of volunteering with Council and supporting community programs and activities within the Litchfield community. This involvement is relevant as evidence of the applicant's genuine connection to the municipality, strong relationships with local residents and proven commitment to community participation. The sponsorship would support a locally connected volunteer undertaking a significant charitable initiative while providing an opportunity for Litchfield Council to be represented positively throughout the campaign.

The event itself will not be delivered within the Litchfield Municipality and the funds raised will support a national organisation. The local benefit is therefore primarily derived from supporting a community member with a demonstrated record of local volunteerism, encouraging continued civic and charitable participation, and securing recognition of Council's support through the campaign.

The proposed sponsorship aligns with the current Strategic Plan's People and Prosperity priorities by promoting community participation, volunteerism and local partnerships. Supporting a locally connected business and community volunteer undertaking a significant fundraising initiative for the Cancer Council would advance these priorities while providing positive representation of Litchfield within the local community and beyond the municipality.

Council would receive recognition through social media, campaign communications and logo placement on the rally vehicle, providing visibility among local residents and throughout the nationally recognised event. Directing the contribution through the official Shitbox Rally fundraising program would ensure the majority of Council's funding supports the Cancer Council, while maintaining a clear sponsorship benefit through agreed acknowledgement and promotion.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

Grant and Sponsorship policy

FINANCIAL IMPLICATIONS

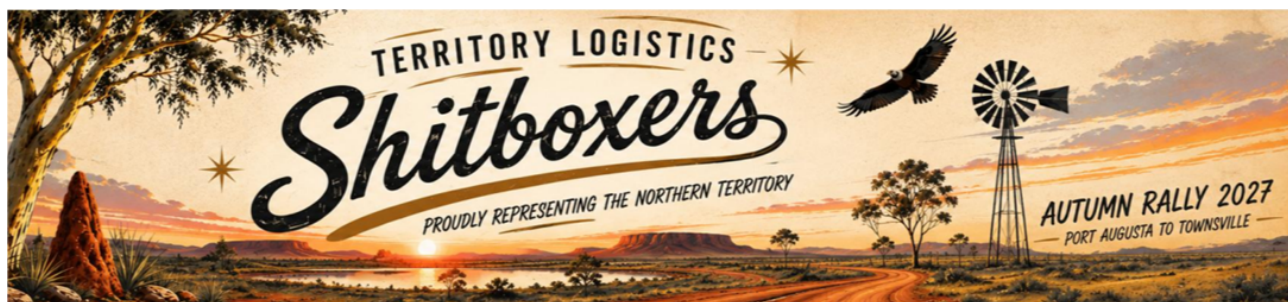
The proposed investment of up to \$1,000 does not present a significant financial risk. The annual Sponsorship budget totals \$27,000, and there is currently \$17,000 left for this financial year.

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.

Risks None identified.

COMMUNITY ENGAGEMENT

Not applicable.



Dear Litchfield Council,

I'm writing to ask if you would consider supporting my fundraising campaign for the Autumn 2027 Shitbox Rally.

Earlier this year, my team, Territory Logistics Shitboxers, secured a place in the Autumn 2027 Shitbox Rally. In April 2027, we'll be driving from Port Augusta to Townsville, travelling thousands of kilometres across some of Australia's most remote and challenging roads.

The Shitbox Rally has grown to become one of Australia's largest charity motoring events. Each year, hundreds of teams from across Australia drive cars worth no more than \$1,500 through some of the country's most remote and rugged regions, united by a shared goal of raising vital funds for the Cancer Council. Since 2010, participants have collectively raised more than \$55 million, helping fund cancer research, prevention programs and support services that make a real difference to Australians and their families.

For me, this is about much more than driving across Australia. It's about challenging myself, supporting a cause I care deeply about, and being part of an event that has made a genuine impact on the lives of so many Australians.

Territory Logistics is proudly supporting our team as our Principal Sponsor. To help us reach both our fundraising target and the start line, we're seeking the support of other businesses that would like to join us on this journey.

There are two ways your business can become involved.

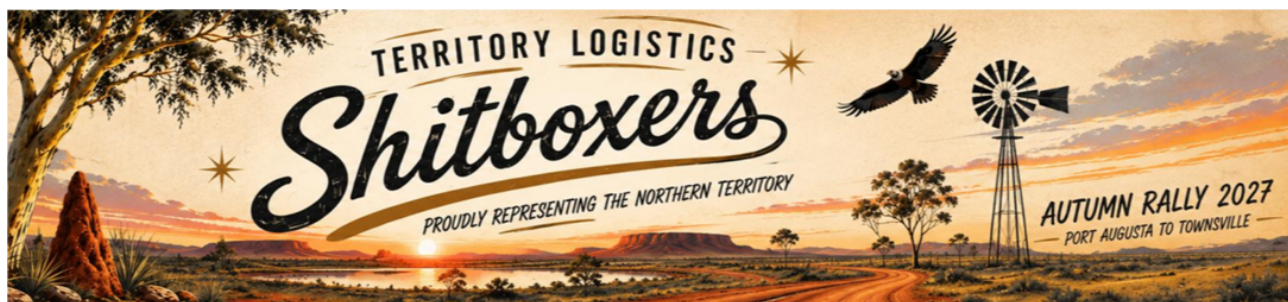
The first is by sponsoring our campaign through the Shitbox Rally fundraising program, with your contribution supporting the Cancer Council. Alternatively, your business can sponsor the Territory Logistics Shitboxers directly by assisting with the costs of preparing for and participating in the rally.

Sponsors contributing \$1,000 or more will receive:

- ❖ Your business logo displayed alongside our other campaign sponsors on the rally vehicle throughout the fundraising campaign and during the rally.
- ❖ A dedicated thank you and acknowledgement on the Territory Logistics Shitboxers Facebook page.
- ❖ Recognition throughout our fundraising campaign.

Every team participating in the Shitbox Rally is required to raise a minimum of \$5,000 for the Cancer Council before taking to the start line. If you choose to sponsor our campaign through the Shitbox Rally fundraising program, a \$1,000 sponsorship comprises a \$110 Sponsor Fee together with an \$890 donation to the Cancer Council. The Shitbox Rally organisers will issue the invoice directly to your business, with the funds paid to Box Rallies Pty Ltd on behalf of the Cancer Council.

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Alternatively, your business may choose to sponsor the Territory Logistics Shitboxers directly through:

- ❖ A financial contribution towards rally expenses, including registration, insurance and other participation costs.
- ❖ Flights or accommodation to assist with travel to and from the rally.
- ❖ Vehicle parts or accessories, including spare tyres, UHF radio equipment, safety equipment and other items required to prepare the vehicle for the event.
- ❖ Other products or services that assist with preparing for or completing the rally.

Sponsors contributing \$1,000 or more, whether through the Shitbox Rally fundraising program or by sponsoring the Territory Logistics Shitboxers directly, will receive the recognition outlined above.

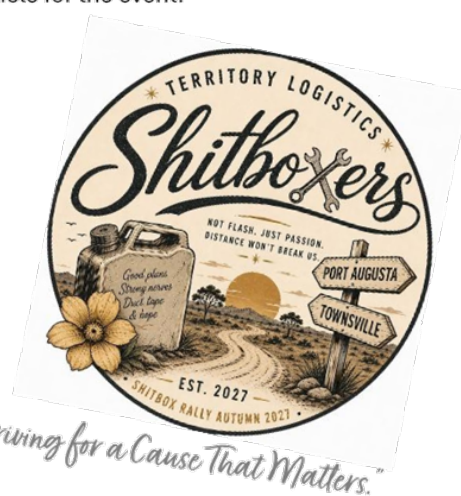
Thank you for taking the time to consider supporting our 2027 Shitbox Rally campaign. Every sponsorship helps us reach the start line while making a meaningful contribution towards supporting Australians affected by cancer. We would be honoured to have your business join us on this journey.

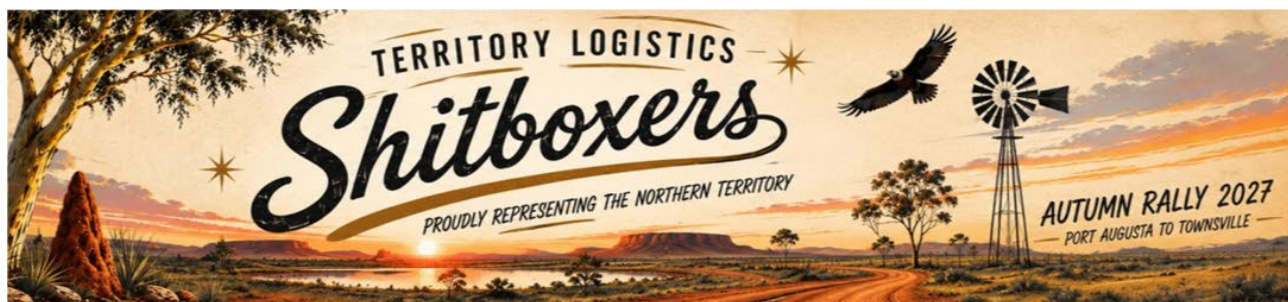
Kind regards,

Taryn Hughes
Territory Logistic Solutions Pty Ltd

M: 0467 824 929

E: accounts@territorylogistics.com.au





THE JOURNEY



HOW TO SUPPORT

We Give Fundraising Page:

<https://autumn2027.shitboxrally.com.au/territory-logistics-shitboxers/donate>

Facebook:

<https://www.facebook.com/TerritoryLogisticsShitboxers>

Shitbox Rally Website for further information:

www.shitboxrally.com.au



14.4 Infrastructure and Operations

14.4.1 Planning Summary Report - July 2026

AUTHOR: Jaimie O'Connor, Planning and Development Program Leader

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Planning Summary Report Attachments A-F.pdf

EXECUTIVE SUMMARY

The purpose of this report is to provide to Council a summary of applications received, and comments provided, for the period of 1-31 July 2026. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	1
Development Applications	4
Clearances for Development Permit Conditions	7
Sale, Lease, or Occupation of Crown Land Applications	2
Development Permits Issued	3
Liquor Licence Applications	4
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	24
Works Permits	28

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 for 1-31 July 2026.
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.

Council Outcome on Development Applications	No. Applications
Planning applications supported, subject to normal Council conditions	2
Planning applications supported, subject to specific issues being adequately addressed	0
Planning applications not supported/objected to for reasons related to Council issues	1
Planning applications objected to for reasons not directly related to Council issues	1
Note: Additional detail is provided below on all development applications.	

For all development applications, should the applications be approved by the consent authority, the applications may be subject to Council's normal Development Permit conditions regarding areas of Council authority, including, but not necessarily limited to, access and stormwater drainage.

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

Current Planning Notices: <https://www.ntlis.nt.gov.au/planning-notice-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
PA2026/0235 Section 06094 Hundred of Strangways, 1340 Stuart Hwy, Bees Creek NT Attachment A	Alterations and additions to existing Intensive Animal Husbandry - additional livestock pens Council supports the granting of a Development Permit as the proposal for additional livestock pens is in alignment with the current approved use for intensive animal husbandry. In Council's assessment of a previous development permit for the ground-based solar array, Council identified potential impact on the amenity of adjoining properties and recommended that support be sought from affected residents. Any further intensification of the site should demonstrate that there will be no additional adverse impact on the amenity of neighbouring properties.
PA2026/0184 Section 4625 Hundred of Strangways, 30 Holly Road BEES CREEK NT Attachment B	A proposed Concurrent Application to include Section 4625 Hundred of Strangways within the boundary of the Coolalinga and Freds Pass Rural Activity Centre and Subdivision to Create 4 lots Council does not object to the granting of a Planning Scheme amendment and Development Permit for the following reasons: a) The proposal aligns with the recent subdivision and rezoning at 10 Holly Road, and Council considers the proposal suitable. b) The preliminary stormwater plan is indicative of the stormwater flows to Holly Road and appears sufficient. c) The Land Suitability Assessment and Site and Soil Evaluation provide evidence that the proposal is considered suitable and shows that each lot will be unconstrained in accordance with the <i>NT Planning Scheme</i>.

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
Nil		

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
PA2026/0198 Section 05006 Hundred of Strangways, 850 Arnhem Hwy, Humpty Doo NT and Section 05183 Hundred of Strangways, 855 Arnhem Hwy, Humpty Doo NT Attachment C	Subdivision and consolidation to create 2 lots	Council does not support the granting of a Development Permit for the following reasons: a) The application does not satisfactorily demonstrate compliance with clause 6.3.3 of the NT Planning Scheme 2020, particularly the requirement that each lot contain 1 hectare of land identified as unconstrained land. Council can provide the following comments in relation to the application a) Council would urge the Consent Authority to require unconstrained access be provided within the proposed Lot 1 b) Council request that the Consent Authority consider whether the use of the land (850 Arnhem Hwy) should be addressed prior to approving the subdivision and consolidation. c) Council notes that 850 Arnhem highway has two driveway access from Trippe Road. Council records indicated that these have not been approved.

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
PA2024/0369 Section 06011 Hundred of Strangways, 155 Produce Rd, Humpty Doo NT Attachment D ***APPLICATION HAS BEEN DEFERRED UNTIL 12/08/2026***	Subdivision to create 5 lots	Council wished to lodge the following submission under Section 49(3) of the NT Planning Act, in which Council objects to the granting of a Development Permit for the following reasons: a) The documentation provided is not sufficient for Council to make adequate assessment of the proposal in accordance with the NT Planning Scheme 2020. b) There is an absence of Land Suitability Assessment and preliminary stormwater plan that would meet the requirement of the Land Suitability Guidelines or the NT Subdivision and Development Guidelines respectively. c) Furthermore, the documents are all previously stamped from an expired development permit which is both confusing and irrelevant to the current application.

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
NT Portion 3601, 860 Gunn Point Road, Koolpinyah Attachment E	Motocross park - 01/08/2026 - 31/07/2031 5 years	Council does not object to the granting of a Crown Land Licence for the purpose of a Motocross Park. Council notes that Gunn Point Road is under the care, control and management of Department of Logistics and Infrastructure and as such Council has no requirements in relation to access or traffic management.

Address and Attachment Reference	Purpose and Summary	Comments Provided
Humpty Doo Golf Club 565 Pioneer Drive HERBERT, Hundred of Strangways Attachment F	Concept Golf course and caravan park	Whilst Council can provide in-principal support for the expansion of the Humpty Doo Golf Club, there are a number of items that should be considered prior to lodging a Development application. Issues are in relations to water supply, roads and carparking, and the proposed use.

DEVELOPMENT PERMITS ISSUED

Application Number and Address	Permit Number, Purpose and Summary	Comments Provided
PA2026/0133 Lot 00017 Hundred of Strangways, 80 Produce Rd, Humpty Doo NT	DP2026/0133, Subdivision to create two lots	
PA2026/0160 Lot 00044 Hundred of Strangways, 65 London Rd, Virginia NT	DP2026/0160, Dwelling-Independent with a floor area exceeding 80m² with a separate effluent disposal system	DCA July
PA2026/0166 Section 01773 Hundred of Guy, 1105 Anzac Pde, Middle Point NT	DP2026/0166, Outbuilding (shed) addition to existing intensive animal husbandry	

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. Note, SPLL refers to a Special Event Liquor Licence.

Application Number	Purpose and Summary	Comments Provided
SPLL2026/9019	Southern Districts Football Club Sponsors and Life Members appreciation night	Council supports this special event liquor licence.
SPLL2026/9020	Howard Springs Polocrosse Club Carnival and Dinner	Council supports this special event liquor licence.

Application Number	Purpose and Summary	Comments Provided
SPLL2026/9021	Darwin River Tavern Rodeo	Council supports this special event liquor licence.
SPLL2026/9023	Betty Vintage Van – Wedding	Council supports this special event liquor licence.

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
7

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
24

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

28

WORKS FROM:	WORKS TO:	Document Precis	Address
		Bus Stop Maintenance	7 Bees Creek Road FRED'S PASS NT 0822
30/07/2026	30/07/2026	EMERGENCY WORKS - Leaking water service within the verge.	167 Gonnerman Road HUMPTY DOO NT 0836
18/08/2026	18/08/2026	Repair stotent earthing	20 Connelly Road LAMBELLS LAGOON NT 0822
23/07/2026	23/07/2026	Repair leaking water main	20 Yates Road HOWARD SPRINGS NT 0835
05/08/2026	05/08/2026	Vegetation Works	35 Burdens Creek Road VIRGINIA NT 0834
04/08/2026	19/08/2026	Installation of New Power Infrastructure (Bolted Pole, Power Pole & Substation)	65 Girraween Road HOWARD SPRINGS NT 0835
12/08/2026	20/08/2026	Installation and removal of PSU's, Installation of pole tops, conductor upgrade and LV service upgr	15 Inman Road HOWARD SPRINGS NT 0835
26/07/2026	26/07/2026	Emergency Works - Leaking water service within the verge.	150 Gulnare Road BEES CREEK NT 0822
26/07/2026	26/07/2026	Emergency Works - Leaking water service within the verge.	60 Nottage Road BEES CREEK NT 0822
04/08/2026	04/08/2026	Vegetation Works	45 Emanuel Road GIRRAWEEEN NT 0836
30/07/2026	30/07/2026	Leaking water service within the verge	22 Lockerley Court HUMPTY DOO NT 0836
31/07/2026	31/07/2026	Vegetation works	350 Anzac Parade MIDDLE POINT NT 0822
07/08/2026	07/08/2026	Tree cutting and pruning	25 Radford Road VIRGINIA NT 0834
27/07/2026	31/07/2026	Construction of driveway	32 Challoner Circuit HUMPTY DOO NT 0836
22/07/2026	22/07/2026	Vegetation works	175 Elizabeth Valley Road NOONAMAH NT 0837
04/08/2026	04/08/2026	Tree cutting and pruning	45 Emanuel Road GIRRAWEEEN NT 0836
22/07/2026	29/07/2026	Drill in earthing beside pole base using a vacuum truck and Install earthing rods 2-3 Shifts only	25 Westall Road HOWARD SPRINGS NT 0835
10/08/2026	12/08/2026	Installation and removal of PSU's and vegetation outage	1270 Stuart Highway BEES CREEK NT 0822
06/08/2026	06/08/2026	Tree cutting and pruning	40 Edwin Road HUMPTY DOO NT 0836
20/07/2026	24/07/2026	Construction of crossover	20 Pankhurst Road HUMPTY DOO NT 0836
14/07/2026	28/08/2026	T26-1125 Darwin - Arnhem Highway - Engineering Survey - 0.0 km to 10.4km. Survey works on Ko	5 Kostka Road HUMPTY DOO NT 0836
13/07/2026	17/07/2026	PERMIT TO USE CITY COUNCIL VERGE FOR ACCESS TO THE CONSTRUCTION UNTIL THE D	20 Pankhurst Road HUMPTY DOO NT 0836
13/07/2026	25/09/2026	T26-1011 - Darwin - Humpty Doo Primary School - Construct Kiss and Go Carpark	50 Freds Pass Road HUMPTY DOO NT 0836
23/07/2026	29/07/2026	Oversize/Overmass permit application	10 Doris Road BERRY SPRINGS NT 0838
07/07/2026	07/07/2026	Earthing installation at 94 Produce Road, Humpty Doo	96 Produce Road HUMPTY DOO NT 0836
08/07/2026	08/07/2026	Vegetation works	71 Virginia Road VIRGINIA NT 0834
11/06/2026	11/06/2026	Carry out Civil Works and Install HV Cable from ZSS to NCSD intake existing RMU.	Agostini Road KNUCKEY LAGOON NT 0828
13/07/2026	07/08/2026	Rock batter protection, with lane closure for vehcile and access ramp	625 Mocatto Road ACACIA HILLS NT 0822

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS

NIL.

FINANCIAL IMPLICATIONS

NIL.

Risks NIL.

COMMUNITY ENGAGEMENT

NIL.



Attachment A

24 July 2026

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

RE: Letter of Comment Development Application**PA2026/0235**

**Hun: 695 P: 06094 1340 Stuart Highway BEES CREEK, Hundred of Strangways
Alterations and additions to existing Intensive Animal Husbandry - additional livestock pens**

Thank you for the Development Application referred to this office on 10/07/2026, 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 for additional livestock pens is in alignment with the current approved use for intensive animal husbandry.

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

- a) In its assessment of the previous development permit for the ground-based solar array, Council identified potential impacts on the amenity of adjoining properties and recommended that support be sought from affected residents. Any further intensification of the site should demonstrate that there will be no additional adverse impact on the amenity of neighbouring properties.
- b) Council notes that stormwater from the site should be appropriately collected and discharged to ensure there is no adverse impact on adjoining properties
- c) Council does not consider it necessary to impose any specific conditions in relation to this application and recommends that only standard advisory notes be applied

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

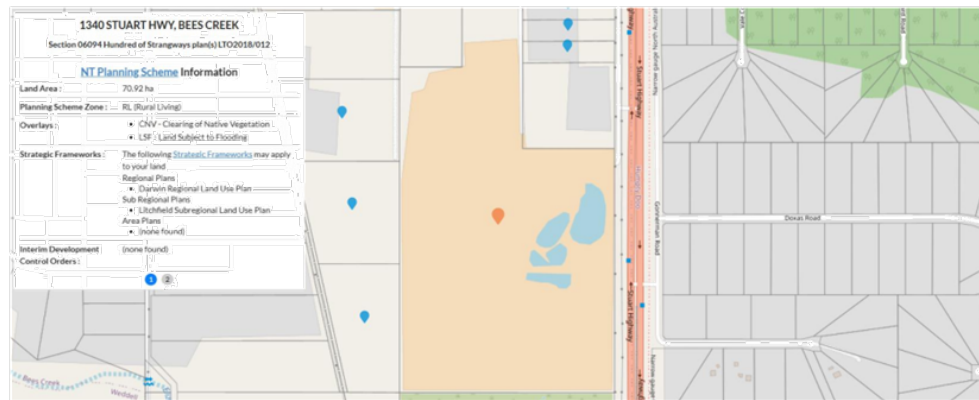
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any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





Attachment B

24 July 2026

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

RE: Letter of Comment Concurrent Application**PA2026/0184****Hun: 695 P: 04625 30 Holly Road BEES CREEK, Hundred of Strangways****A proposed Concurrent Application to include Section 4625 Hundred of Strangways within the boundary of the Coolalinga and Freds Pass Rural Activity Centre and Subdivision to Create 4 lots**

Thank you for the Concurrent Application referred to this office on 26/06/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority under Section 30M(4) of the *NT Planning Act*:

Council does not object to the granting of a Planning Scheme Amendment and Development Permit for the following reasons:

- a) The proposal aligns with the recent subdivision and rezoning at 10 Holly Road, and Council considers the proposal suitable.
- b) The preliminary stormwater plan is indicative of the stormwater flows to Holly Road and appears sufficient.
- c) The Land Suitability Assessment and Site and Soil Evaluation provide evidence that the proposal is considered suitable and shows that each lot will be unconstrained in accordance with the *NT Planning Scheme*.

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

- a) 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.

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) 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.

- c) Prior to finalisation of engineering design and specifications for the proposed and affected roads, a Traffic Impact Statement, shall be prepared by a suitability certified traffic auditor to the satisfaction of Litchfield Council.
- 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:

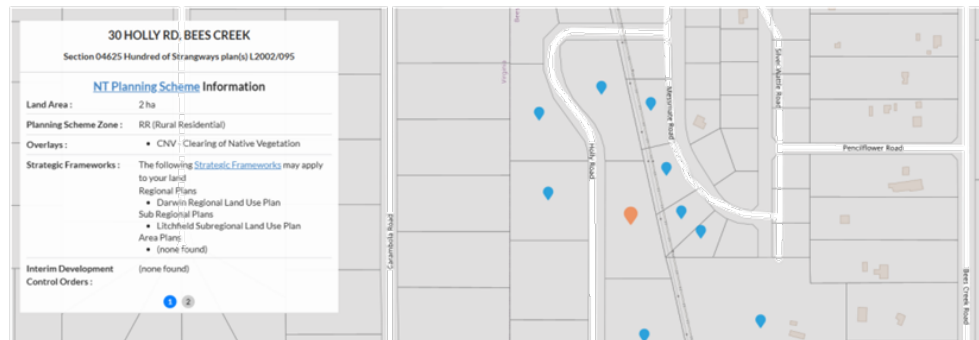
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A Works Permit is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway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





Attachment C

08 July 2026

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

RE: Letter of Comment Development Application**PA2026/0198****Hun: 695 P: 05006 850 Arnhem Highway HUMPTY DOO, Hundred of Strangways
Subdivision and consolidation to create 2 lots**

Thank you for the Development Application referred to this office on 22/06/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

Council does not support the granting of a Development Permit for the following reasons:

- a) The application does not satisfactorily demonstrate compliance with clause 6.3.3 of the Northern Territory Planning Scheme 2020, particularly the requirement that each lot contain 1 hectare of land identified as unconstrained and that each lot have unconstrained access from a public road to the identified unconstrained land.

Council notes that the applicant has requested the application be assessed in its current form, notwithstanding that Lot 1 will remain without access to the identified unconstrained land, which is a departure from the intent and requirements of the subdivision controls.

Whilst the proposed subdivision may resolve an accessibility issue for the southern portion by consolidating Parcel 5006 with part of Parcel 5183, it leaves the northern section, proposed Lot 1, without practical access to the identified unconstrained land from the public road network.

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

- a) Access to the Arnhem Highway is subject to the requirements of the relevant road authority; however, should this application be approved, Council would urge the Consent Authority to require that unconstrained access be provided within

proposed Lot 1 so as to provide access to the unconstrained portion of land from the road and address the current access issue.

- b) Council notes the application refers to a single planning approval for Parcel 5006; *development permit DP12/0575 issued on 19 October 2012 for the purpose of plant nursery. The site layout appears to be generally consistent with the DP12/0575 Endorsed Drawings.*

However, Council understands that the permit has not been finalised by Part V clearance, and therefore the current use may not be lawfully established under the approval.

Approval of the proposed subdivision and consolidation may facilitate the continuation or expansion of a business use that is not currently supported by a current approval, with potential implications for the local road network.

Council requests that the Consent Authority consider whether the use of the land should be addressed prior to approving the subdivision and consolidation.

- c) Council notes that 850 Arnhem Highway (Section 5006) currently has two driveway accesses from Trippe Road. Council's records indicate that these accesses have not been approved. Accordingly, any access that does not comply with the standard requirements for a rural residential driveway crossover will be required to be removed unless it is authorised through the appropriate development application process.

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

- a) The crossover and driveway shall be designed in accordance with the NT Subdivision and Development Guidelines and meet Litchfield Council's requirements.
- b) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater, and its discharge into Litchfield Council's stormwater drainage system, shall be submitted to and approved by Litchfield Council.

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) 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.

- b) Prior to finalisation of engineering design and specifications for the proposed and affected roads, a Road Safety Audit, prepared by a suitability certified traffic auditor, shall be approved by Litchfield Council.
- c) All existing or proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

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

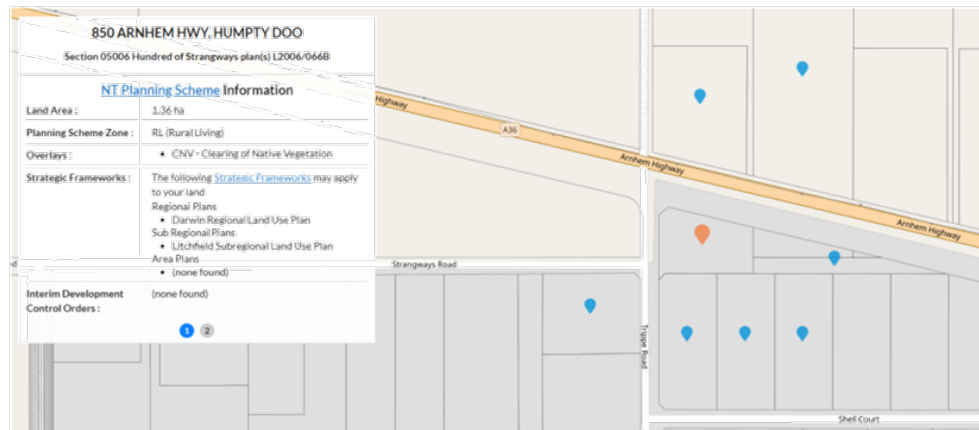
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any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





Attachment D

17 July 2026

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

RE: Letter of Comment Development Application**PA2024/0369**

**Hun: 695 P: 06011 155 Produce Road HUMPTY DOO, Hundred of Strangways
Subdivision to create 5 Lots**

Thank you for the Development Application referred to this office on 06/07/2026, 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 wishes to lodge the following submission under Section 49(3) of the NT *Planning Act*, in which Council objects to the granting of a Development Permit for the following reasons:

- a) The documentation provided to support the application is not sufficient for Council to make an adequate assessment of the proposal in accordance with the *NT Planning Scheme 2020*.
- b) There is an absence of Land Suitability Assessment and preliminary stormwater plan that would meet the requirements of the Land Suitability Guidelines or the NT Subdivision and Development Guidelines respectively.
- c) Furthermore, the documents are all previously stamped from an expired development permit which is both confusing and irrelevant to the current application.

It is disappointing that an application has been both accepted and placed on exhibition when it is missing fundamental documents that are required to make an adequate assessment.

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

Kind regards,

Jaimie O'Connor
Planning and Development Program Leader

Tel (08) 8983 0600 Email council@litchfield.nt.gov.au

Address 7 Bees Creek Road, Freds Pass NT 0822 Postal PO Box 446 Humpty Doo NT 0836 Web www.litchfield.nt.gov.au
ABN 45 018 934 501





Attachment E

22 July 2026

Kylie Beard
Land Transactions / Crown Land Estate
Department of Lands Planning and Environment
GPO Box 1680
Darwin NT 0801

Dear Ms Beard

RE: Letter of Comment Crown Land Licence

CLL2026/7000
P: 03601 860 Gunn Point Road KOOLPINYAH, NT Portions
Sale and Lease of Crown Land -
Motocross Park NT Portion 3601, Town of Koolpinyah (S88/316)

Thank you for the Crown Land Licence Application referred to this office on 09/07/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

Council does not object to the granting of a Crown Land Licence for the purpose mentioned above.

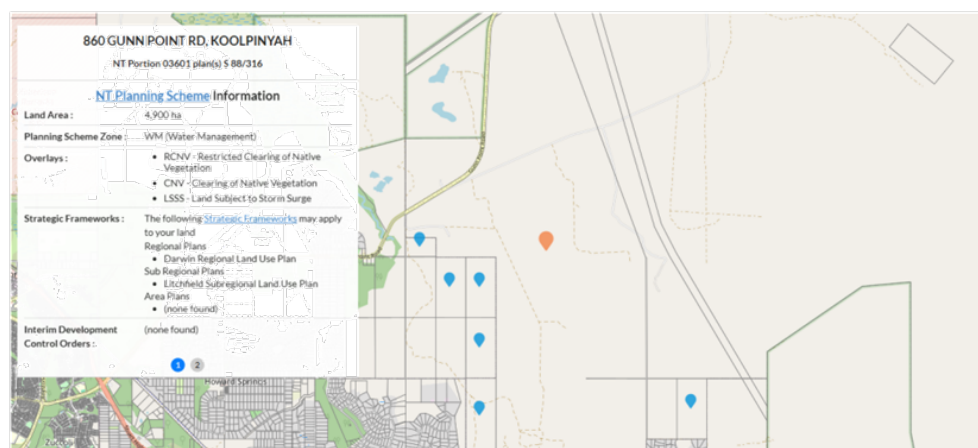
Council notes that Gunn Point Road is under the care, control and management of Department of Logistics and Infrastructure and as such Council has no requirements in relation to access or traffic management.

Should you have any questions in relation to the above, please contact the Planning and Development team at Council.

Kind Regards,

Jaimie O'Connor
Planning and Development Program Leader

Tel (08) 8983 0600 Email council@litchfield.nt.gov.au
Address 7 Bees Creek Road, Freds Pass NT 0822 Postal PO Box 446 Humpty Doo NT 0836 Web www.litchfield.nt.gov.au
ABN 45 018 934 501





30 July 2026

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

RE: Letter of Comment Crown Land Estate

PQ2026/7001

**Hun: 695 P: 04631 565 Pioneer Drive HERBERT, Hundred of Strangways
Sale and Lease of Crown Land - Humpty Doo Gold club**

Thank you for the Request for Comments referred to this office on 20/07/2026, 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.

Whilst Council can provide In-Principle support for the expansion of the Humpty Doo Golf Club (club), there are a number of items that should be considered prior to lodging a Development Application.

Water Supply

- Current extraction licence expires in 2028
Based on the ongoing analysis on the Howard Groundwater System the club may not be eligible for the same quantum of annual extraction.
- Potable water supply certificates should be included in any application noting that reticulated water infrastructure is not available to the site.

Roads & Carparking

- Norm Lane is a Private Road and not maintained by Litchfield Council – should the club wish to vest this road in Litchfield Council the road will need to be upgraded to the current standards and to the requirements of Litchfield Council. This would include a Road Opening Application and all administrative actions necessary to undertake the action.
- A traffic impact assessment will be required as a condition precedent of any development application noting that an increase in traffic to the club may require upgrades to the intersection of Norm Land and Pioneer Drive. Any upgrades identified in the Traffic Impact Assessment will need to be undertaken at the expense of the club.

Whilst upgrades were undertaken by Litchfield Council in 2020 this was to improve the current intersection, not for any future intensity of use and did not consider access for Caravans.

- A right of way easement should be considered for the Koolpinyah Fire Brigade given that they access their parcel via the Norm Lane/ Pioneer Drive intersection.
- Carparking will need to be in accordance with the *NT Planning Scheme*, Part 5 requirements. This would be an estimated 108 spaces based on a general calculation.

Proposed Use

- While the applicant contends that the proposed use is not a caravan park and that the use is not defined in the *NT Planning Scheme*, "Caravan Park" is in fact a defined use in the NTPS and is associated with Zone CV – Caravan Parks.

On the basis of the scale and relationship to the primary use, Council considers that any caravan/cabin accommodation may be capable of being treated as ancillary to the primary use under clause 1.9 (Ancillary use and development) of the NTPS, subject to assessment.

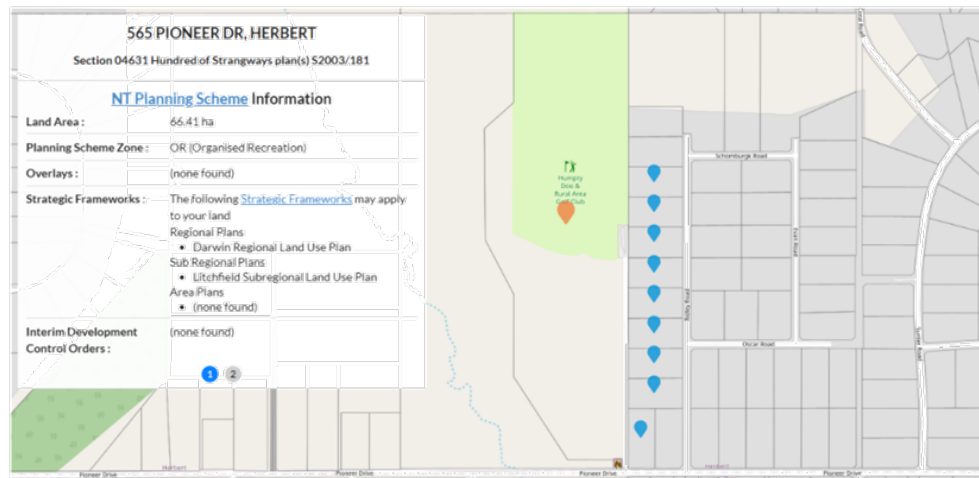
Irrespective of whether the use is characterised as a standalone caravan park or as ancillary accommodation, Council's expectation is that the proposal must comply with all applicable statutory and regulatory requirements for caravan and cabin site accommodation.

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 and Development Program Leader



14.4.2 Cost to Maintain the Eight Owned Council Recreation Reserves

AUTHOR: Alexis Berry, Executive Assistant to Directors

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Eight Recreation Reserves Expenditure Summary

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an assessment of the historical costs incurred to operate and maintain Council's eight recreation reserves and to seek closure of the outstanding actions arising from Council resolutions ORD2023 11-093 and ORD2023 11-241.

The report also provides context regarding the limitations of using historical expenditure to determine the total cost required to maintain, renew and upgrade the recreation reserve network.

RECOMMENDATION

That Council:

1. Note the historical expenditure incurred by Council in operating and maintaining its eight recreation reserves, as detailed in this report.
2. Note that historical expenditure provides the most reliable available indication of the actual annual costs incurred by Council to operate and maintain the recreation reserves, having regard to the significant variability associated with user group contributions, in-kind support, seasonal conditions, grant funding, and other factors.
3. Note that historical expenditure should not be interpreted as representing the total lifecycle cost or total funding requirement to maintain, renew or upgrade all recreation reserve assets to current standards, including all potential compliance and asset renewal requirements.
4. Note that the historical expenditure has supported the continued operation of Council's recreation reserves and enabled them to remain open and generally maintained in a satisfactory operational condition.
5. Note that the determination of a definitive annual cost to maintain all eight recreation reserves through a standalone consultant assessment would require significant assumptions regarding asset condition, renewal requirements, future standards, service levels and maintenance activities and would therefore be less reflective of actual expenditure than the historical expenditure approach.
6. Resolve that the actions arising from resolution ORD2023 11-093, "Cost to maintain the eight owned Council Recreation Reserves", have been addressed and are complete.
7. Resolve that the action arising from resolution ORD2023 11-241 relating to the provision of individual Asset Management Plans for Council reserves is complete, noting that Council's future recreation reserve planning and infrastructure priorities will be progressed through the Recreation Reserve Planning and Prioritisation Framework and other relevant asset management processes.
8. Approve the removal of the above actions from the Business Arising register

BACKGROUND

At its meeting of 20 June 2023, Council resolved ORD2023 11-093:

Cost to maintain the eight owned Council Recreation Reserves

THAT Council:

- 1. engages a suitably qualified and experienced auditor or consultant to review the current costs to maintain Litchfield Council's eight reserves in a safe condition to ensure that the Council is complying with their duties under the NT Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019;*
- 2. requests the Chief Executive Officer to provide the auditors or consultant written report detailing the cost to maintain Litchfield Council's eight reserves in a safe condition to the Chief Executive Officer to Elected Members to allow each of them to carry out their due diligence under the Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; and*
- 3. receive the report prior to the first 2023-2024 Budget Review Meeting.*

Council subsequently resolved on 12 December 2023, ORD2023 11-241:

Cost to maintain the eight owned Council Recreation Reserves

THAT Council support and note the proposed timeline to provide individual asset management plans for all Council reserves.

Subsequently, Council engaged a consultant to prepare Asset Management Plans (AMPs) for seven of its eight recreation reserves. The consultancy was intended to provide information relating to asset condition, maintenance requirements, renewal needs and long-term management obligations.

Unfortunately, the consultancy was not completed to a satisfactory standard, and the resulting outputs were not considered suitable for publication, adoption or strategic decision-making. As a consequence, Council did not receive useable deliverables and the contract was terminated.

HISTORICAL EXPENDITURE APPROACH

Council officers have considered the most appropriate methodology for determining the actual cost of maintaining the eight recreation reserves.

One potential approach would be to engage a quantity surveyor to develop a "first principles" estimate based on the infrastructure and facilities located at each reserve.

However, such an approach would require substantial assumptions regarding asset condition, maintenance frequencies, service standards, renewal requirements, future compliance obligations and the level of service to be provided by Council.

In addition, quantity surveying estimates for infrastructure and construction activities in the Northern Territory can be subject to significant uncertainty due to local market conditions, remoteness, availability of contractors and materials, mobilisation costs and other regional factors.

Accordingly, Council officers consider that actual historical expenditure provides the most reliable basis currently available for understanding the costs Council has incurred to operate and maintain its recreation reserves.

Historical expenditure provides an evidence-based record of the resources actually committed by Council rather than an estimate based on assumptions about future requirements.

HISTORICAL AND FORECAST EXPENDITURE

Council's historical expenditure on the eight recreation reserves has been reviewed for the 2023/24 through 2025/26 financial years. Further to this, budget figures for this FY have been included and two future years have been forecast based on 2026/27 budget figures with estimated CPI increases of 4% and 3%.

The expenditure includes Council-funded operational and repairs and maintenance activities and, Emergency Maintenance. Expenditure with respect to Capital Works has not been included in the figures.

The total historical and forecast expenditure for the eight recreation reserves is summarised below.

	2023/24	2024/25	2025/26	2026-27	2027-28	2028-29	
Expenditure Type	<i>Historical</i>	<i>Historical</i>	<i>Historical</i>	<i>Budget</i>	<i>Forecast (4% CPI increase)</i>	<i>Forecast (3% CPI increase)</i>	<i>Average</i>
Operational Expenditure	1,119,514	1,111,180	1,206,460	1,485,037	1,544,438	1,590,772	1,342,900
R & M Expenditure	271,250	316,455	315,824	379,825	395,018	406,869	347,540
Emergency Expenditure	32,415	49,342	66,865	50,000	52,000	53,560	50,697
Totals	1,423,180	1,476,977	1,589,149	1,914,862	1,991,456	2,051,200	1,741,137

The above figures demonstrate the actual and forecast level of Council expenditure required to operate and maintain the eight recreation reserves over time.

The expenditure should not, however, be interpreted as representing the complete cost of maintaining the reserves to a particular asset management, compliance or lifecycle standard.

LIMITATIONS OF HISTORICAL EXPENDITURE

While historical expenditure provides the best available indication of actual costs incurred, there are important limitations.

Council's recreation reserves are operated and maintained through a combination of:

- Council operational expenditure;
- Council repair & maintenance expenditure;

Expenditure from the following sources that also contributes to ongoing operation of the recreation reserves is not included in the financial summaries within this report.

- Council capital expenditure (e.g. effluent system renewals, water bore or storage renewals);
- Contributions from sporting and community organisations;
- Volunteer and in-kind support;
- User group expenditure;
- Other external assistance; and
- Grant funding (e.g. \$10 million Freds Pass SRR Upgrade Grant).

The level of external and user group support varies between reserves and between financial years.

Similarly, expenditure can vary substantially depending on seasonal conditions, major maintenance events, asset failures and the availability of grant funding.

Importantly, historical expenditure does not necessarily include all works that may be required to:

- Renew ageing infrastructure;
- Address latent asset defects;
- Upgrade facilities to current standards;
- Address all accessibility requirements;
- Address all compliance matters;
- Improve service levels; or
- Replace assets at the end of their useful life.

Consequently, the historical figures should be regarded as an indication of actual operational, and repairs and maintenance expenditure, rather than a forecast of the total amount Council would need to spend to bring all recreation reserve assets to an identified future standard.

CONDITION AND OPERATIONAL CONTEXT

Notwithstanding these limitations, the historical expenditure is significant because it represents the actual resources Council has committed to keeping its recreation reserves operational.

The expenditure incurred has supported the reserves to remain open and operating and based on Council's operational experience, has generally maintained the reserves in a satisfactory condition for their intended use.

This does not mean that all assets are fully compliant, have no renewal requirements or have no identified maintenance deficiencies.

Rather, it demonstrates the practical level of expenditure that has historically been required to maintain the reserves as functioning community recreation facilities.

This distinction is important when considering the original Council resolution, which sought to establish the "cost to maintain" the reserves. There is a material difference between:

- the historical cost of operating and maintaining the reserves, and;
- the total funding required to maintain, renew, upgrade and replace all assets to an identified future standard.

The latter would require a detailed asset condition, lifecycle, renewal and compliance assessment and would be more appropriately addressed through future asset management and recreation reserve planning processes.

STATUTORY AND GOVERNANCE CONSIDERATIONS

The original resolution specifically referenced Council and Elected Member responsibilities under the Work Health and Safety (National Uniform Legislation) Act 2011 and the Local Government Act 2019.

The Work Health and Safety (National Uniform Legislation) Act 2011 establishes duties relating to the management and control of workplaces and also provides duties for officers, including due diligence obligations.

The purpose of this report is not to provide a legal determination of Council's compliance with those obligations. Rather, the historical expenditure information provides Council with an evidence base regarding the resources historically committed to operating and maintaining its recreation reserves.

The proposed recreation reserve planning and prioritisation process will provide further information regarding infrastructure condition, identified risks, renewal requirements and future investment priorities.

LINKS WITH STRATEGIC PLAN

Progress - Continuity of Services and Facilities

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

The historical expenditure demonstrates the level of funding Council has committed to the operation and maintenance of its eight recreation reserves.

Future expenditure requirements cannot be reliably determined solely from historical expenditure, particularly where renewal, compliance and service-level upgrades are required.

A Recreation Reserve Planning and Prioritisation Framework intended to provide improved information to inform future budget deliberations and capital works planning is being considered to assist in determining future expenditure. This will be presented in a future report for Council consideration.

Any future capital works identified through the framework would be subject to Council's normal budget and prioritisation processes.

RISKS

There is a risk that historical expenditure may be interpreted as representing the full cost required to maintain all recreation reserve assets into the future.

This risk can be addressed by clearly distinguishing between:

- Historical operational and maintenance expenditure;
- Future asset renewal requirements;
- Compliance and accessibility upgrades; and
- Aspirational or service-level improvements.

The aforementioned planning framework is intended to assist Council to progressively identify and prioritise these requirements.

CONCLUSION

Historical expenditure provides the most reliable available evidence of the actual costs incurred by Council to operate and maintain its eight recreation reserves.

While these figures do not capture all potential future asset renewal, compliance or upgrade requirements, they demonstrate the level of expenditure that has enabled Council's recreation reserves to remain operational and generally maintained in a satisfactory condition.

A detailed "first principles" assessment by a quantity surveyor would require significant assumptions and would produce an estimate rather than an actual record of expenditure. Given the uncertainty associated with construction and quantity surveying estimates in the Northern Territory, Council officers consider the historical expenditure approach to be more appropriate for addressing the intent of the outstanding Council resolutions.

Future asset renewal, compliance and development requirements are more appropriately addressed through the proposed Recreation Reserve Planning and Prioritisation Framework and subsequent asset management processes.

On this basis, Council can reasonably consider the outstanding actions arising from ORD2023 11-093 and ORD2023 11-241 to have been addressed and remove them from the Business Arising register.

Cost to Maintain the Eight Owned Council Recreation Reserves - Summary

Attachment 1

Recreation Reserve	Expenditure Type	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	Averages
		<i>Historical</i>	<i>Historical</i>	<i>Historical</i>	<i>Budget</i>	<i>Forecast 4% CPI increase</i>	<i>Forecast 3% CPI increase</i>	
Berry Springs Reserve	Operational	54,245	44,239	48,010	52,811	54,923	56,571	51,800
Freds Pass Reserve	Operational	794,099	786,625	818,096	1,108,913	1,153,270	1,187,868	974,812
Howard Park Reserve	Operational	101,934	114,430	128,561	134,118	139,483	143,667	127,032
Humpty Doo Village Green	Operational	61,341	71,060	68,263	76,556	79,618	82,007	73,141
Knuckey Lagoon Reserve	Operational	18,773	19,573	26,750	23,890	24,846	25,591	23,237
Livingstone Reserve	Operational	56,037	41,546	79,306	47,529	49,430	50,913	54,127
McMinns Lagoon Reserve	Operational	22,386	24,480	24,679	27,147	28,233	29,080	26,001
Mira Square	Operational	10,700	9,227	12,794	14,073	14,636	15,075	12,751
	Subtotal	1,119,514	1,111,180	1,206,460	1,485,037	1,544,438	1,590,772	1,342,900
Berry Springs Reserve	R & M	54,326	40,392	40,007	44,008	45,768	47,141	45,274
Freds Pass Reserve	R & M	105,820	113,369	116,656	158,129	164,454	169,388	137,969
Howard Park Reserve	R & M	20,954	19,970	23,982	24,321	25,294	26,053	23,429
Humpty Doo Village Green	R & M	43,306	75,892	62,042	75,821	78,854	81,219	69,522
Knuckey Lagoon Reserve	R & M	8,658	16,972	23,881	24,024	24,985	25,735	20,709
Livingstone Reserve	R & M	22,863	32,314	33,607	36,968	38,447	39,600	33,966
McMinns Lagoon Reserve	R & M	9,812	8,628	8,973	9,870	10,265	10,573	9,687
Mira Square	R & M	5,511	8,918	6,676	6,684	6,951	7,160	6,983
	Subtotal	271,250	316,455	315,824	379,825	395,018	406,869	347,540
All Reserves Asset Maintenance	Emergency Maintenance	26,288	38,304	54,981	40,000	41,600	42,848	40,670
All Reserves Asset Maintenance	Emergency Maintenance	6,128	11,038	11,884	10,000	10,400	10,712	10,027
	Subtotal	32,415	49,342	66,865	50,000	52,000	53,560	50,697
	Totals	1,423,180	1,476,977	1,589,149	1,914,862	1,991,456	2,051,200	1,741,137

15 OTHER BUSINESS

16 CONFIDENTIAL ITEMS

RECOMMENDATION

Pursuant to Section 93 of the Local Government Act and Regulation 51 of Local Government (General) Regulations the meeting be closed to the public to consider the following confidential item(s):

16.1 Confidential Minutes of the Council Meeting held on 20 July 2026

This matter is considered to be confidential under Section 99(2) - ci of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

16.2 CEO Remuneration Review

This matter is considered to be confidential under Section 99(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

16.3 CEO Performance Review Summary Report

This matter is considered to be confidential under Section 99(2) - a of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING