AGENDA

14th Ordinary Council Meeting

12th Council of Litchfield

Monday 19th October 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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1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

2 OPENING OF MEETING

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

3.2 Apologies

3.3 Leave of Absence previously granted

3.4 Leave of Absence Request

4 DISCLOSURES OF INTEREST

4.1 Elected Members

4.2 Staff

5 PUBLIC QUESTIONS

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RECOMMENDATION

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 21 September 2026, 20 pages be confirmed.

MINUTES

13th Ordinary Council Meeting

12th Council of Litchfield

Monday 21st September 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

Unconfirmed

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Nil
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Nil
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Unconfirmed

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16.3 Risk Management and Audit Committee Confidential Minutes 27 August 2026 .....
16.4 Litchfield Community Library Operations.....
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16.7 Girraween Lagoon Subdivision .....
17 Report of Confidential Resolutions.....
18 Close of Meeting .....
19 Next Meeting.....
20 Minutes to be Confirmed .....

Unconfirmed

Present	Rachael Wright	Mayor (Chair)
	Kris Civitarese	Councillor South Ward
	Kevin Harlan	Councillor Central Ward
	Pauline Cass	Councillor Central Ward
	Plaxy Purich	Councillor North Ward
Apology	Daisy Crawford	Councillor North Ward
	Stephen Hoyne	Chief Executive Officer
	Geoff Thomas	Director Infrastructure and Operations
	Emma Sharp	Councillor South Ward
Staff	Martin Loipersberger	Manager Infrastructure
	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 6:00.

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.

Unconfirmed

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

3.2 Apologies

APOLOGY

RESOLUTION OCM/26/175

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

That the apologies received from Cr Daisy Crawford, Cr Emma Sharp, Mr Stephen Hoyne and Mr Geoff Thomas be accepted and leave of absence be granted.

CARRIED 5/0

3.3 Leave of Absence previously granted

Nil

3.4 Leave of Absence Request

Nil

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

Mr Doug Barden General Questions

1. When will the potholes on Doris Road be fixed?
2. Am I able to get a copy of the Reseal Program?

Mr Dave Evans General Questions

Unconfirmed

1. When I questioned Freds Pass Reserve regarding the Litchfield Council's "2025 Asset on Reserves Workflow" document, I was told there was a typographic error regarding section 8. When I received the document back it had several changes made including adding a new clause, yet it was still called the same document. Why was the document not renamed?

2. The Litchfield Council's "2025 Asset on Reserves Workflow" document does not address grant funding applications. It requires evidence of grant funding before an application has been made for funding. Council is also requiring details on the ongoing maintenance, servicing, and upkeep of the system including estimated costs which the document states are only required for project completion. Will the document be corrected and made workable for volunteer user groups? Why can't a lower limit be set for minor works?

3. Is Litchfield Council considering developing additional oval space as there is currently not enough ovals for teams to train?

4. Who designed the retaining wall and rail around Tower 6 at Norbuilt oval? The rail had to be cut to allow the side cabinet to open. The lack of a southern side to the retaining wall will allow all the dirt and water runoff to build up on the inside of the wall. There is only a narrow gap of 0.3 metres between the side cabinet and the retaining wall to get through to be able to open the cabinet for turning on the lights. Has the work been signed off as completed?

Ordinary Council Meeting Agenda on 20 April 2026

Business Arising from the Minutes

5. ORD 2024 11-265 Private Roads – No Name Road Page 29
   How much money has the Council spent to date since 10/12/2024 given it plans to spend another $100,000?
6. ORD2023 11-142 Freds Pass Reserve Expansion Page 30
   Why have the crown discussions been postponed as they could proceed while the proposed use plan is being developed and finalised?

All questions were taken on notice and will be responded to via email.

Unconfirmed

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

That the full minutes of the Ordinary Council Meeting held Monday 17th August 2026, 18 pages be confirmed.

RESOLUTION OCM/26/088

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

That the full minutes of the Extraordinary Council Meeting held Tuesday 1st September 2026, 5 pages be confirmed.

CARRIED 5/0

MOTION

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

That when an Elected Member asks a question in other business, their names are recorded.

CARRIED 5/0

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.

RECOMMENDATION

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

8 PETITIONS

Nil

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

RESOLUTION OCM/26/177

Moved: Deputy Mayor Kris Civitarese

Seconded: Cr Pauline Cass

Late attachment to 14.1.1 Nominations for LGANT Board.

CARRIED 5/0

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayors Monthly Report August

RESOLUTION OCM/26/178

Moved: Mayor Rachael Wright

Seconded: Deputy Mayor Kris Civitarese

Also to be included in the report is Bendigo Bank 20th Year Anniversary.

CARRIED 5/0

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

Unconfirmed

14 OFFICER REPORTS

14.1 Council Leadership

14.1.1 Nominations for LGANT Board

EXECUTIVE SUMMARY

This report provides Council the correspondence received from the Local Government Association of the Northern Territory (LGANT) inviting nomination to the LGANT Executive Board.

RECOMMENDATION

1. That Council nominates Cr Daisy Crawford and Cr Plaxy Purich to the Local Government Association of the Northern Territory Executive Board for the position of Board Director – Municipal and/or Vice-President - Municipal.

RESOLUTION OCM/26/179

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

CARRIED 5/0

14.2 Corporate Services

14.2.1 Litchfield Council Finance Report - August 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 August 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.

RESOLUTION OCM/26/180

Moved: Cr Plaxy Purich

Seconded: Deputy Mayor Kris Civitarese

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

CARRIED 5/0

Unconfirmed

14.2.2 People and Performance Report – August 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/26/181

Moved: Cr Kevin Harlan

Seconded: Cr Plaxy Purich

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

CARRIED 5/0

14.2.3 Borrowing Policy FIN13

EXECUTIVE SUMMARY

The purpose of the Borrowing Policy FIN13 sets out the circumstances under which Council might use debt as a source of funds and principles to be applied in relation to borrowing.

RESOLUTION OCM/26/182

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

That Council

1. receives and notes the information provided within this report.
2. il adopts the reviewed and updated policy FIN13 Borrowing Policy.
3. authorises the Chief Executive Officer to make the amendments.

CARRIED 4/1

14.3 Governance and Community

14.3.1 Governance and Community Monthly Report - August 2026

EXECUTIVE SUMMARY

This report provides a monthly update on key activities and services across the Governance and Community for August 2026.

RESOLUTION OCM/26/183

Moved: Cr Plaxy Purich

Seconded: Cr Pauline Cass

1. That Council receive and note the Governance and Community Monthly Report for August 2026 as at attachment 1 and 2.

CARRIED 5/0

14.3.2 Annual Community Survey Results

EXECUTIVE SUMMARY

This report presents to Council the results of the 2026 Litchfield Council Community Survey.

RESOLUTION OCM/26/184

Moved: Cr Pauline Cass

Seconded: Cr Plaxy Purich

That Council

1. thank the community members that provided feedback via the survey; and
2. receive and note the Litchfield Council 2026 Community Survey Report, as at Attachment A.

Item to be laid on table awaiting further information.

CARRIED 5/0

14.3.3 Draft Animal Management Strategy 2027-2030

EXECUTIVE SUMMARY

This report presents the Draft Animal Management Strategy and Action Plan 2027-2030.

RESOLUTION OCM/26/185

Moved: Cr Pauline Cass

Seconded: Deputy Mayor Kris Civitarese

1. That Council endorses the Draft Animal Management Strategy and Action Plan 2027–2030 for the purpose of public consultation from 28 September to 25 October 2026; and
2. receives a further report following the public consultation period outlining the feedback received and presenting the final Animal Management Strategy and Action Plan 2027–2030 for consideration.

CARRIED 4/1

14.3.4 HR14 Human Resource Management Policy

EXECUTIVE SUMMARY

This report presents draft policy HR14 Human Resource Management.

RESOLUTION OCM/26/186

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

1. That Council adopts Policy HR14 Human Resource Management, at attachment 1, and approves the Chief Executive Officer to make minor amendments.

CARRIED 5/0

14.3.5 EM06 Conflict of Interest Policy

EXECUTIVE SUMMARY

This report presents draft policy EM06 Conflict of Interest.

RESOLUTION OCM/26/187

Moved: Cr Plaxy Purich

Seconded: Cr Kevin Harlan

1. That Council adopts Policy EM06 Conflict of Interest, at attachment 1, and approves the Chief Executive Officer to make minor amendments.
2. Reinstate Elected Member and add Committee Member.

. **CARRIED 5/0**

14.3.6 Recreation Reserve Management Committee Minutes

EXECUTIVE SUMMARY

This report presents the minutes from recent meetings of the Knuckey Lagoon Recreation Reserve Management Committee and Howard Park Recreation Reserve Management Committee for Council to receive and note.

RESOLUTION OCM/26/188

Moved: Cr Kevin Harlan

Seconded: Cr Plaxy Purich

That Council receive and note:

1. the Knuckey Lagoon Recreation Reserve Management Committee meeting minutes 07 May 2026, as attachment 1.
2. the Howard Park Recreation Reserve Management Committee meeting minutes 11 March 2026, as attachment 2.
3. the Howard Park Recreation Reserve Management Committee meeting minutes 13 May 2026, as attachment 3.
4. the Howard Park Recreation Reserve Management Committee meeting minutes 09 July 2026, at Attachment 4.

CARRIED 4/1

14.3.7 Risk Management Audit Committee Open Minutes - 27 August 2026

EXECUTIVE SUMMARY

This report presents to Council the unconfirmed minutes of the Risk Management Audit Committee (RMAC).

RESOLUTION OCM/26/189

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

1. That Council receive and note the Risk Management Audit Committee unconfirmed open minutes from 27 August 2026 meeting, as at Attachment 1.

CARRIED 4/1

14.4 Infrastructure and Operations

14.4.1 Planning Summary Report - August 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 1-31 August 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	4
Sale, Lease, or Occupation of Crown Land Applications	1
Development Permits Issued	1
Liquor Licence Applications	1
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	34
Works Permits	29

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

RESOLUTION OCM/26/190

Moved: Cr Kevin Harlan

Seconded: Cr Plaxy Purich

THAT Council:

1. Receive the Summary Planning and Development Report for 1-31 August 2026.
2. Note for information the responses provided to relevant agencies within Attachments A to E of this report.

CARRIED 5/0

Confirmed

14.4.2 Application of Common Seal - Transfer of Sections 8643 & 8654 Hundred of Bagot to Litchfield Council

EXECUTIVE SUMMARY

Due to a processing error, the following sections of land within Stage 1 of "The Parks" were incorrectly titled to the Holtze Land Development Company instead of being titled to Litchfield Council.

Section 8643 and 8654 Hundred of Bagot are the entry parks to "The Parks" subdivision in Asche.

This report is administrative, seeking Council resolution to apply the Common Seal to the transfer of titles for the land title forms.

RESOLUTION OCM/26/191

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

That Council:

1. Approve the application of the Common Seal for the Land Titles Office General Consent forms relating to the transfer of title from Holtze Land Development to Litchfield Council for Section 8643, Hundred of Bagot and Section 8654, Hundred of Bagot.

CARRIED 5/0

14.4.3 Council Submission to the Legislative Scrutiny Committee in relation to the Lands and Planning Legislation Amendment (Red Tape Reduction) Bill 2026 (Serial 77).

EXECUTIVE SUMMARY

The purpose of this report is to provide Council with an opportunity to consider the *Lands and Planning Legislation Amendment (Red Tape Reduction) Bill 2026 (Serial 77)* (the Bill) and determine Council's position.

An officer-level submission was provided to the Legislative Scrutiny Committee within the Committee's submission timeframe. The submission was not made pursuant to a resolution of Council and does not represent a previously resolved Council position.

RESOLUTION OCM/26/192

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

That Council

1. notes the officer-level submission provided to the Legislative Scrutiny Committee regarding the *Lands and Planning Legislation Amendment (Red Tape Reduction) Bill 2026 (Serial 77)*;
2. determines Council's position on the Bill having regard to the officer submission at Attachment A; and
3. authorises the Chief Executive Officer to communicate Council's resolution to the Legislative Scrutiny Committee.

CARRIED 5/0

14.4.4 Lloyd Road Shared Path - Active Transport Fund

EXECUTIVE SUMMARY

Council previously considered community feedback regarding improved pedestrian and cyclist connectivity between the Lloyd Road Unit Complex and the Humpty Doo Commercial Precinct at the Strategic Discussion and Briefing session on 7 July 2026.

An opportunity has subsequently been identified to seek funding under Tranche 2 of the Australian Government's Active Transport Fund (ATF) for the proposed shared use pathway.

The preliminary project cost is estimated at **$360,000 excluding GST**, including site investigations, design, construction and a 10% contingency. The ATF may provide funding of up to 50% of eligible project costs, requiring an estimated Council contribution of **$180,000**.

The project is not currently included in Council's adopted capital works program. Accordingly, Council approval is required to allocate the estimated $180,000 contribution from Council reserves to enable the funding application to be submitted.

The ATF application closes at **5:00 pm on 30 September 2026**. Subject to Council's resolution, officers have capacity to prepare and submit the application within the required timeframe.

RESOLUTION OCM/26/193

Moved: Cr Pauline Cass

Seconded: Cr Plaxy Purich

That Council:

1. approve a Council contribution of up to $180,000 from Council reserves towards the proposed Lloyd Road shared use pathway, representing the estimated 50% Council contribution required for the project;
2. authorise Council officers to submit an application to Tranche 2 of the Australian Government Active Transport Fund for the design and construction of the proposed shared use pathway between the Lloyd Road Unit Complex and the Humpty Doo Commercial Precinct;
3. note that the current preliminary project cost is estimated at $360,000 excluding GST, and that the final project cost will be subject to further site investigations, design development and procurement;
4. note that the Council contribution may be required to increase if the final eligible project cost exceeds the current estimate, with any increase subject to further Council consideration; and

(a) 5. note that the proposed pathway would create an estimated ongoing maintenance and future renewal obligation of approximately $7,000 per annum, which is not eligible for ATF funding.

CARRIED 4/1

A Division was called by Cr Harlan
Those voting in the affirmative Mayor Wright, D/Mayor Kris Civitarese, Cr Purich and Cr Cass and
Those voting in the negative Cr Harlan

15 OTHER BUSINESS

Cr Civitarese – Swamp Dogs – is everything on track with the lightening. Can an update with the timeline be provided?

Cr Purich – Roads are talked about throughout the agenda, would be useful if there was a topic on roads which gives a summary on what has happened and what is happening.

Cr Purich – requested an update on the new suburb of Asche.

Cr Harlan – Stockwell/Lawton Road – due to the condition of the roads fire trucks were unable to drive down them during a fire last week and residents were told to evacuate. Can this be raised as a matter of urgency.

Cr Harlan – Thorak Cemetery – provided positive feedback regarding cemetery staff, noting their respectful conduct during a recent funeral service. Staff ceased operations and moved equipment aside while attendees departed, demonstrating consideration and professionalism. Also acknowledged that staff often receive negative feedback and wanted their positive efforts recognised.

Cr Harlan – would like to see the Asche welcome pack.

Cr Cass - continues to receive community concerns regarding the condition of roads, including potholes, road repairs and drainage, with particular concern about completing necessary works before the upcoming wet season.

Were questions are raised by Council members and are of an administrative nature they will be addressed in the following SD&B.

Unconfirmed

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/194

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

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 17 August 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 1 September 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 Risk Management and Audit Committee Confidential Minutes 27 August 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 Litchfield Community Library Operations

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.

16.5 Assessment of Non-Rateable Properties

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.

16.6 Road Seal Levy - Mango Road

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.

16.7 Girraween Lagoon Subdivision

This matter is considered to be confidential under Section 99(2) - civ 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 subject to sub regulation (3) - prejudice the interest of the council or some other person.

CARRIED 5/0

RESOLUTION OCM/26/203

Moved: Deputy Mayor Kris Civitarese

Seconded: Cr Pauline Cass

Resume in Open Session.

CARRIED 5/0

17 REPORTS OF CONFIDENTIAL RESOLUTIONS

Litchfield Rural Show - Proposal

EXECUTIVE SUMMARY

This report presents to Council a future proposal from the Litchfield Rural Show Inc Committee.

RESOLUTION OCM/26/172

Moved: Cr Daisy Crawford

Seconded: Cr Plaxy Purich

OPTION 1

THAT Council

1. Acknowledge the contribution of the Litchfield Rural Show as a major event for the Litchfield Municipality, supporting the display of local businesses, community groups and organisations and talent of residents and making a significant contribution to the local economy;
2. Continue to support the Litchfield Rural Show with a one-year funding agreement of $132,722 for the 2027 show, including the following in-kind contributions;
    - Water truck runs on 3 days to assist in dust mitigation
    - Coverage of show waste disposal charges at waste transfer station
3. Notes that any future funding for the event will be considered following Council's consideration of the budget implications and competing priorities at the 2027–2028 budget workshops in January 2027.

CARRIED 7/0

18 CLOSE OF MEETING

The Meeting closed at 8:37pm.

19 NEXT MEETING

Monday, 19 October 2026

20 MINUTES TO BE CONFIRMED

Monday, 19 October 2026

Mayor	Chief Executive Officer
Rachael Wright	Stephen Hoyne

Unconfirmed

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: Nil

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	Ongoing
Completed	Superseded

Resolution	Resolution	Meeting Date	Officer	Current Status
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** 12/10/2026 Works required to satisfy the conditions of the Pollution Abatement Notice are progressing with capping of the cell to commence early November.
ORD 2024 11-265	**Private Roads – No Name Road** THAT Council: 1. Commit to the trial of running through the process of a Road Opening for a Private Road and driving the process for residents. 2. Allocate No Name Road as the proposed road for the trial. 3. Allocate $100,000 of consultant budget to come from Financial Reserves. 4. Renew the policy as it stands with no changes for a further 12 months.	10/12/2024	DIO	**In Progress** 12/10/2026 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 and unforeseen reduction in staff capacity.

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; 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;	18/05/2026	DIO	**In progress** 12/10/2026 Stakeholder / community consultation is complete. A summary report to Council is to follow, the timeframe has been delayed due to a vacancy in the Communications team and unforeseen reduction in staff capacity.

ORD2023 11-142	**Freds Pass Reserve Expansion** THAT Council: 1. adopt the Freds Pass Reserve land expansion concept to include: a. Crown Land parcel Section 2889 (580) Stuart Highway, Hundred of Strangways; and b. Part Crown land parcel Section 2639 (100) Bees Creek Road, Hundred of Strangways; 2. adopt the concept to acquire land from Power and Water Corporation's Section 6003 Hundred of Strangways for the Freds Pass Reserve safe cycle, pedestrian and bridle way connection to Coolalinga and adjacent Park and Ride; and 3. approve the consolidation of Section 1817 (20A) Bees Creek Road, Hundred of Strangways and Section 5467 (20) Bees Creek Road, Hundred of Strangways and authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing of the road, as required.	15/08/2023	DIO	**Part 1a,1b Ongoing** Crown discussions postponed for development of proposed use plan for the new area. **Part 2 Ongoing** DLI has released an RFT for detail design of the shared paths from Coolalinga to Arnhem Hwy. Council has requested details on the proposed alignment. Favouring an alignment that connects to the Freds Pass locality (Bees Creek Road) and a new subdivision further south above Arnhem Hwy. **Part 3 Completed** 22/04/2026

8 PETITIONS

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayors Monthly Report September

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 21 September 2026 to 18 October 2026.

Summary	
Date	Event / Meeting
21 September 2026	Community Forum
21 September 2026	Ordinary Council Meeting
30 September 2026	Meeting | Kon Vatskalis
1 October 2026	ABC Radio | Jess Ong
1 October 2026	Meeting | Mayor Pascoe-Bell
6 October 2026	Strategic Discussion & Briefing
9 October 2026	Invitation | 25th Anniversary of Australian Service in Afghanistan
11 October 2026	25th Anniversary of Australian Service in Afghanistan

RECOMMENDATION

THAT Council receive and note the mayor's monthly report for the period of 21 September 2026 to 18 October 2026.

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

14 OFFICER REPORTS

14.1 Corporate Services

14.1.1 Municipal Plan 2026-2027 Quarterly Performance Review - July to September 2026

AUTHOR: Stephen Hoyne, Chief Executive Officer

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS:
1. Attachment Municipal Plan 2025-26 Quarterly Performance Report
2. 2026.2027 Key Performance Indicators

EXECUTIVE SUMMARY

The Municipal Plan 2026 - 2027 Quarterly Performance Report July to September 2026 is presented to Council to highlight the organisation's progress towards implementing the Municipal Plan.

RECOMMENDATION

1. That Council receive the Municipal Plan 2026 - 2027 Quarterly Performance Report for the first quarter ending 30 September 2026

BACKGROUND

In accordance with good governance principles, this report presents the quarterly performance of the organisation against the Municipal Plan 2026 - 2027 for July to September 2026.

This report directly assesses the performance of the organisation against the set activities within the endorsed Municipal Plan 2026 - 2027. Specifically, the report highlights the Key Performance Indicators and measures the progress against these achieved in the quarter and further presents progress against the 'new initiative' projects.

As the level of reporting matures, the details and commentary within this report will become clearer and more useful and demonstrate more succinctly how the organisation is achieving its outcomes.

LINKS WITH STRATEGIC PLAN

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

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

NT Local Government Act 2019

FINANCIAL IMPLICATIONS

Nil

Risks Nil

COMMUNITY ENGAGEMENT

Nil



LITCHFIELD COUNCIL

Quarterly Performance Report: July to September 2026

LITCHFIELD COUNCIL

Quarter 1 Performance Report 2026-2027

The Best Place to Live in the Top End

Chief Executive Officer Overview

I am pleased to present the Chief Executive Officer's overview of our performance for the first quarter of 2026-2027.

Council delivered strong outcomes across services, infrastructure and strategic priorities in Quarter 1 2026-2027, supporting community wellbeing and organisational performance.

Corporate Services implemented the 2026/27 Budget and annual rates generation, while progressing the 2025/26 Annual Report through financial reporting, audit preparation and external audit support. The report reached draft stage by quarter-end, keeping Council on track to meet its statutory, governance and compliance obligations.

Community Services continued to achieve strong results during the quarter, with the Litchfield Community Library welcoming over 16,000 visitors, adding 296 new members and recording significant growth in program participation and loans. Regulatory Services also maintained strong animal management outcomes, with over 4,100 registered dogs and ongoing efforts in animal impoundment, reunification and rehoming.

Regulatory Services addressed 202 customer requests, mainly dog-related matters, issued 49 desexing vouchers and investigated 25 abandoned vehicles. The Draft Animal Management Strategy and Action Plan was released for consultation, with awareness programs planned for Q2 and an abandoned vehicle auction held in October 2026.

Thorak Regional Cemetery maintained high standards of safety, presentation and service delivery through seasonal maintenance, facility servicing and access improvements. Planning progressed for future burial and memorial areas, while the cemetery delivered 73 cremations, 39 burials and a range of chapel, memorial, marquee and pre-need services during the quarter.

The **People and Performance** team has had a busy quarter with Eight recruitment campaigns and onboarding of four new staff. Litchfield Council also celebrated NAIDOC Week and R U OK? Day where the staff were encouraged to have conversations with others and check in.

Community Engagement strengthened community wellbeing through major community events, youth programs, a citizenship ceremony welcoming 15 new Australians, and ongoing support for local groups through grants and Australia Day Awards nominations.

Mobile Workforce maintained roadsides, signage and fleet operations throughout the quarter, collecting 724 bags of litter, repairing 225 guideposts and replacing 302 road signs. New equipment purchases and proactive servicing ensured readiness for the wet season.

Planning and Development progressed key projects across the municipality, including construction of Stages 5–8 at The Parks development, completion of major works at Holtze Industrial, and ongoing design review of Stage 2 of Cyrus Park Estate. The team also continued to provide timely assessment and advice on development applications.

Infrastructure & Assets progressed major road, recreation and wastewater projects, including upgrades at Freds Pass Recreation Reserve, Whitewood Road and the Council Office wastewater treatment system

Waste Management Services delivered essential waste services while advancing key projects, including the Asche kerbside collection service, Waste Transfer Station upgrades, and the Residential Waste Disposal Fee Relief Program.

Quarter 1 reflects Council's continued commitment to delivering quality services and progressing the objectives of the 2026-2027 Municipal Plan.

STEPHEN HOYNE
CHIEF EXECUTIVE OFFICER

People and Performance and Workplace Health and Safety

The People and Performance team has had a busy quarter with Eight recruitment campaigns and onboarding of four new staff.

Litchfield Council also celebrated NAIDOC Week and R U OK? Day where the staff were encouraged to have conversations with others and check in.



Community Engagement

The Howard Park Open Day was a highlight of the quarter with approximately 550 residents, community groups and volunteer attending. The event celebrated the Howard Springs Fire 40th Anniversary and showcased the Howard Park facilities.

Council delivered 7 free school holiday programs across the municipality which included tennis lessons, skateboarding sessions, clay pottery and fabric printing. The program provided young people with opportunities for entertainment, skill development, creativity and self-expression in safe and welcoming environments. The strong participation demonstrated the value of accessible youth programming and provided opportunities for young people to connect with their peers, explore new interests and engage positively within their local community.

A citizenship ceremony was held in September, welcoming 15 new Australian citizens from 8 countries. The ceremony marked significant and memorable milestones for participants and their families, while celebrating the diversity, shared values and sense of belonging that strengthen the Litchfield community.

Corporate Services

In July 2026, the team successfully uploaded Budget 2027 and raised the rates for the 2027 financial year. A lot of work had been done prior to this event, resulting in a quick and smooth turnaround. Officers can now access the 2026 financial year budgets.

The work on the Council's Annual Report for the 2025-2026 financial year was very intense this quarter. The auditors from PKF Merrit were on-site for two weeks, and staff were busy preparing work papers and gathering information for the external audit for the 2025-26 financial year for at least a six-week period. The Annual Report has reached draft status by the end of this quarter.

Litchfield Community Library

16,111 visitors attended the library during the first quarter of 2026-2027, to borrow collection items, attend program activities, request tech help, access computer/wifi and printing/scanning services or to utilise the spaces provided. This equates to an average of 5,370 people seeking assistance at the front counter monthly and far surpasses our KPI of over 2,750 visitors per month.

The new membership has stabilised with 296 new members signing up.
Cannot be compared to Q1 of previous year, as included new library opening with an incredible 867 new members!
Comparison to 2024-25 at Taminmin Library for Q1 was 72 new members for full quarter. In 2026-27 Q1 the library is still averaging 98 new members each month.

The Funky Chicken Reading Club continues to be highly successful, with 57 new members for the first quarter, well surpassing our KPI of over 30 per quarter. NEED A PERCENTAGE?

The library recorded 8,288 quarterly loans of books, DVD's, spoken word, large print, card/board games and magazines (excludes item renewals). This compares to 5,920 for Q1 in 2025-26, demonstrating that although memberships are stabilising, access to the collection continues to grow this year.
The library team welcomed 2,108 attendees to 75 program activities during Quarter 1.
End September was the beginning of the school holiday program, which saw 433 children participating in 19 delivered library programs.

The library maintains a high level of engagement and connection with users, through an online presence with 1,900 Facebook followers.

Regulatory Services

At the end of the 1st Quarter 2026-2027, there were 4,114 dogs registered in Litchfield compared to 4,032 in Q4 2025-2026, 3,148 or 76.51% of those registered are desexed.

There were 58 dogs impounded in the **1st Quarter 2026-2027**, 13 more than Q4 2025-2026 (45), of these impounds 32 or 55.17% of impounded dogs were not desexed, 37 or 63.79% dogs were reclaimed by their owners. Of the unclaimed impounded dogs 12 were transferred to the rehoming organisations RSPCA and Save a Paw (eight and four respectively).

Three dogs were euthanised in the **1st Quarter 2026-2027**, which were not considered suitable for rehoming due to unsuitable temperament, illness/injury, or rescue organisations were at capacity and unable to receive them.

Regulatory Services attended to 202 Customer Action Requests in **1st Quarter 2026-2027**, nine less than (211) Q4 2025-2026. This represents 45.29% of the total received (446) for Council in Q1. Of these requests 110 (54.45%) related to dogs at large, contained dogs for pick up and lost dogs. There were six investigations conducted for dog attacks against people and 11 on other animals, five investigations of dogs menacing people, and three reports of dogs menacing other animals in the 1st quarter.

49 desexing vouchers were issued during the **1st Quarter 2026-2027, comparted to 47 in Q4 2025-2026, these vouchers can be redeemed with all Litchfield Vet Clinics and are valid for 3 months from date of issue.** The vouchers provide a $150 subsidy towards the cost of desexing, available only to registered dog owners within the Municipality also allowing owners to avail themselves of lifetime registration. Of the 49 vouchers issued in Q1 26/27 (49), 26 (53%) have been redeemed by the end of the first quarter.

25 reports of abandoned vehicles were received by Council for investigation and action in the **1st Quarter 2026-2027**. This is in comparison to 28 reports for Q4 2025-2026. Of the 25 reports, two CRMs were in progress, nine vehicles removed by their owners, no vehicles were impounded and none released this quarter and three vehicles reported were on non-council land and one vehicle was disposed of for scrap as it was in poor condition.

The team have not facilitated any Dog Awareness Programs in the 1st Quarter 2026-2027; however multiple sessions have been booked for the 2nd Quarter 2026-2027. These sessions educate children on how to be safe around dogs and include fun activities to embed the lessons learned during the session. These sessions are a great component of the Regulatory Services role and are well received by the students and teachers.

Thorak Regional Cemetery

Thorak Regional Cemetery continued its dry season maintenance program during the quarter, focusing on the presentation, safety and functionality of the grounds. Activities included targeted weed control, irrigation inspections and repairs where required, and high-pressure cleaning of concrete beams following the wet season.

Staff also continued removing deteriorated or unsafe floral and ornamental tributes to maintain a safe, tidy and respectful environment and clear access to gravesites and pathways.





The Chapel carpets were thoroughly cleaned, and the Cremator's annual service was completed to support reliable operation.

Recent rainfall of more than 24 mm over one week refreshed the lawns, trees, shrubs and garden areas, improving the appearance of the grounds as seasonal conditions changed.

Completed works on Deloraine Road were well received by staff, visitors and funeral service providers, improving access to the Cemetery and Chapel.

Stage 1 of the three-stage design process for Section H, the new headstone section, commenced. Planning continued towards the future installation of memorial beams to provide additional grave plots.



Mobile Work Force

This past quarter the MWF Team prioritised Signage replacement, guideposts, roadside rubbish collections as well as repairs and servicing of all vehicles and machines in prep for the up coming wet season. MWF resources were also utilised by working in conjunction with other departments such as Works, Waste Transfer and Cemetery to help in whatever capacity was needed. The MWF crew reduces its working crew from 13 to 6 during the dry season adapted for reduced workload over this period. Two new Kubota Buggies were purchased this quarter inline with the LC Vehicle replacement policy. Presently waiting on delivery. This is a positive step to lessen maintenance and repair costs replacing the old less reliable buggies. These will be utilised for weed spraying, litter collection and slashing fire watch. Two vehicle mounted Rapid Spray Units were also purchased under a tender process that will replace two of our oldest units that are used for our weed management program. At this stage all seven casual employees that were stood down after our wet season operations have indicated they will be returning to operating duties with LC MWF this approaching wet season. This is a great outcome saving on costs associated with recruitment, training and familiarisation of machinery and tasks.

SLASHING and MOWING: Minimal slashing was undertaken in this period due to minimal vegetation growth and fire restrictions. Many essential off season repairs of tractors, slashers and mowers were done by local service providers as well as inhouse by the MWF Crew in readiness for the upcoming season when the rain starts.

- ***This quarter saw 9.5 actual slashing Hours completed.***





WEED SPRAYING: Weed spraying this quarter was on standby during the dry season conditions although the past couple of weeks saw the team do some early suppression spraying of weed hotspots in rock baskets and hard to access heavily vegetated drains, working towards lessening the workload over the coming season.

- ***This quarter saw a total of 21.75hrs of hands-on spraying completed with a total of 5800 litres of herbicide mix used.***

LITTER COLLECTION: Roadside litter collection as well as retrieval of illegal dumping of general and industrial waste was continuous over the past quarter. This saw a significant increase in this space from the last quarter. Litter CRM's were acted upon well within acceptable time frames.

- ***Collection Hrs: 385***
- ***Bags of Litter: 724 (80L Bags)***
- ***3T Tipper loads general waste (Illegal dumping) x 7***
- ***Ute loads general waste (Illegal dumping) x 3***
- ***3T Tipper loads Green Waste x 5***
- ***Tyres: 15***
- ***Mattress x 4***
- ***Dead Animals x 4***

ROADSIDE SIGN INSTALLATION AND REPAIRS: Signage repairs/installations and guidepost replacements had been a major focus this last quarter for the MWF Crew.

Multiple CRM's involving damaged and stolen signage was attended to by the MWF crew keeping the municipality safe and compliant with Austroads regulations. Upgrades and replacement of floodway signage was also a major focus after the last damaging wet season

Total sign replacements this quarter:

- ***Labour Hours: 305***
- ***Regulatory Signs: 77***
- ***Warning Signs: 89***
- ***Hazard Signs: 57***
- ***LC Special Signs: 49***
- ***G5-1 Street Signs: 30***
- ***Traffic Counter Installs: 28***
- ***Guideposts Replace and Repair: 225***

Planning and Development

During the reporting period, the team continued to provide consistent and timely technical advice across a broad range of statutory planning and development matters.

Subdivision

- Stages 5 and 6 at "The Parks" (Asche) are currently under construction, with installation of the playground underway at John Hargrave Park (Town Park East) progressing to completion in October. Design approvals have been issued for Stages 7 and 8, with construction commenced.
- Works have been completed at Holtze Industrial, including upgrades to the intersection of Thorngate Road and Matthew Hopkins Road and Council is in the final stages of practical completion and defect liability.
- Cyrus Park Estate is still in design review for Stage 2 of its residential subdivision in Berry Springs.

Development

- Council provided a Letter of Comment on a proposed 20 x 3-bedroom development in Coolalinga. Following the September DCA hearing, the application has been deferred pending further information.

All planning applications currently on exhibition are available from Planning Notices Online.

INFRASTRUCTURE & ASSETS

Council continued delivering road rehabilitation, maintenance and major capital projects during the quarter. Works focused on addressing wet season damage, improving road safety and drainage, upgrading sporting facilities and replacing ageing wastewater infrastructure.

Key achievements included completion of pavement works on several roads, the Council Office wastewater treatment system and additional safety work at the Freds Pass AFL Oval. Construction also progressed on the netball facilities, rugby and soccer lighting upgrades, and waste transfer station asbestos remediation project.

Road Rehabilitation and Maintenance

Pavement rehabilitation works were completed on Deloraine Road, Finn Road, Ewart Road and Hopewell Road during the quarter.

Substantial subgrade failures were identified in sections of some roads during construction. Additional excavation and pavement reconstruction were undertaken to address the underlying problems and reduce the likelihood of premature pavement failure.

On Finn Road, subgrade issues near the first floodway from Jenkins Road were addressed. Subgrade and basecourse proof rolling supported construction of the rehabilitated pavement, including the section near the railway line.

Wheewall Road floodway reconstruction was also completed. Subgrade issues encountered during construction were resolved, and the road was sealed and reopened to the public in late August.





Reseal Program – RFT26-518
Pavement repair and patching works required ahead of the reseal program were completed.

A1 Plant and Civil's shoulder top up works were delayed as the preceding pavement patching took longer than anticipated. The shoulder top up works were expected to commence later in September, ahead of resealing by NT Bitumen and Asphalt.

These preparatory works support delivery of the reseal program and help protect the sealed road network.

Road Safety and Signage
Council's Works team and Mobile Workforce repaired damaged road signs and reviewed signage at the affected location. Additional signs and improved positioning provided clearer guidance for motorists and enhanced road safety.



Whitewood Road Reconstruction and Shared Path
The Whitewood Road reconstruction and shared path project is nearing completion by September.

Drainage works were substantially complete, including concrete-lined drains and a grassed swale along the southern side of the road. These improvements will assist stormwater management and protect the upgraded road infrastructure.

A final site inspection was planned to identify and confirm the remaining completion items.



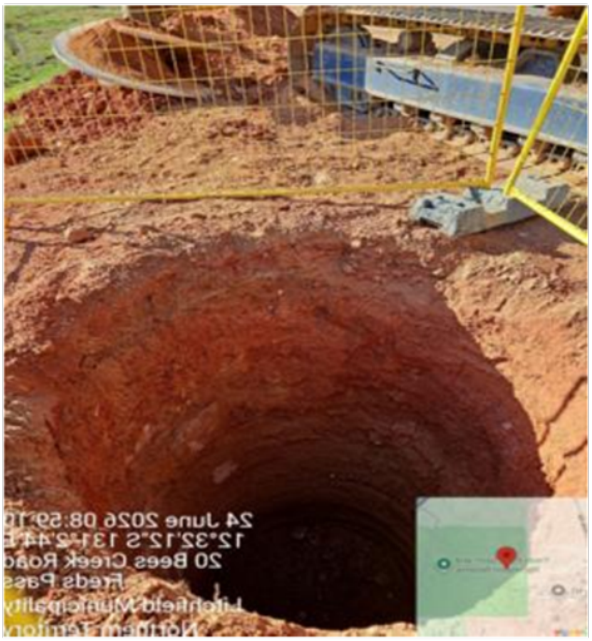
Freds Pass Recreation Reserve – Rugby and Soccer Lighting

Works continued on the rugby union and soccer field lighting upgrades.

By September, footings for all eight lighting towers and the associated trenching and conduit installation had been completed. The Power and Water Corporation main switchboard had been installed, and cabling between the main switchboard and rugby distribution board was progressing.

Some soccer field works were temporarily paused during the playing season to maintain the required run off area around the field.

Power and Water Corporation advised that transformer upgrades were expected to occur by the end of September. These upgrades form an essential part of the electrical infrastructure required for the new lighting.





Freds Pass Recreation Reserve – Netball Courts and Change Rooms

The contractor commenced onsite works in early July. Demolition of the former community hall and the required tree removal were completed.

Early works took longer than anticipated because of additional efforts to recover and recycle building materials and the discovery of previously undocumented water and irrigation services.

Civil works subsequently progressed, with most civil works associated with the courts and buildings completed by early September. Approximately 80% of the in-ground services had been installed by mid-September, and concrete works were progressing.

The project will provide four competition standard netball courts with lighting, player amenities, public toilets, a new car park and associated services and landscaping.

Freds Pass AFL Oval – Retaining Wall and Handrail

A retaining wall and handrail were completed near lighting Tower 5 during September.

The works addressed a steep embankment created during the lighting installation, providing a barrier to protect players and members of the public while also protecting the new lighting infrastructure.



Freds Pass Recreation Reserve – Lake Improvements

Grant funding from the Department of Fisheries supported planned improvements to the expanded lagoon.

The project includes a power supply for aerators and two new picnic tables to support lagoon management and improve community use of the area.



Council Office Wastewater Treatment System – RFT25-515

The Council Office wastewater treatment system upgrade was completed in September.

The works included a larger holding and treatment tank and an expanded absorption trench system. The trenches were relocated further from the office to reduce interaction with traffic and daily site activities.

The completed system replaces ageing infrastructure and provides the additional capacity required for current office operations.



Lakeview Hall Wastewater Treatment System – RFT26-543

The contract was awarded to Earthform Civil and Plumbing Pty Ltd in August.

Following the start up meeting and construction planning, onsite works commenced in September. Preparations included arrangements for tree removal and temporary ablution facilities.

The upgraded system will increase wastewater treatment capacity and support growing use of the hall and surrounding facilities, including polocrosse activities.





Howard Springs and Humpty Doo Waste Transfer Stations – Asbestos Remediation – RFT25-500

The asbestos remediation and containment cell construction contract was awarded to NTEX Pty Ltd in August.

A stakeholder start up meeting was held on 1 September, involving Council, the NT Environment Protection Authority, the Environmental and Land Auditor, Stantec, NTEX and specialist project representatives.

The meeting addressed environmental and regulatory requirements, occupational hygiene controls, construction methodology, inspection and testing, hold points and project close out requirements.

Site establishment commenced during September. Temporary fencing and barricades were installed at both sites, and site facilities were delivered to Howard Springs. NT WorkSafe was notified, and asbestos removal control plans and safe work method statements were submitted for review.

The containment cell footprint was surveyed and marked out, with clearing and grubbing underway in preparation for construction.



Waste Transfer Station Office

The contract for the new office demountable at Humpty Doo Waste Transfer Station was awarded to JK Constructions NT during the quarter. A start-up meeting was held, and design work commenced, with initial drawings expected at the 30% design stage.

McMinns Lagoon Bore

Planning continued for the McMinns Lagoon bore, with Council and the contractor finalising the site layout.

In early September, the contractor advised that its drilling team was expected to commence onsite in approximately six weeks.

Contracts Awarded During the Quarter

- **RFT25-500 – Asbestos Remediation and Containment Cell Construction**
  Awarded to NTEX Pty Ltd for $1,059,965.30 excluding GST.

- **RFT25-514 – Design and Construction of Office Demountable – Humpty Doo Waste Transfer Station**
  Awarded to JK Constructions NT for $119,842.11 excluding GST.

- **RFT26-543 – Lakeview Hall Wastewater Treatment System Replacement and Associated Works**
  Awarded to Earthform Civil and Plumbing Pty Ltd for $171,289.08 excluding GST.

Tender Advertising

RFT26-564 – Period Contract for Sealed Pavement Maintenance was advertised during the quarter. The tender sought a suitably qualified and resourced contractor to deliver routine and programmed maintenance across Council's local roads, driveway crossovers and shared paths. The updated closing date was 7 September 2026.

WASTE SERVICES

Waste Management continued to deliver essential services and expand resource recovery initiatives during Quarter 1 of the 2026/27 financial year, transporting 1,609.65 tonnes of residential waste and 34.51 tonnes of commercial waste to the Shoal Bay Waste Management Facility.

Council's revised Fees and Charges have improved cost recovery for commercial waste, tyre recycling and used motor oil disposal. However, rising residential waste disposal costs and the high cost of processing cardboard and co-mingled recyclables continue to place pressure on operational budgets.

Council collected 93 tonnes of dry recyclables and 7.65 tonnes of eligible 10-cent refund containers during the quarter, with container collections on track to achieve the annual target of 30 tonnes. Growing demand for e-waste recycling has also prompted Council to order a record number of collection cages ahead of the first collection for the financial year.



Resource recovery initiatives have generated $28,348.06 for community grants this financial year. Regular collections of batteries, copper cabling and air conditioners continue, while the separation of aluminium road signs from general scrap metal by Mobile Workforce has established an additional revenue stream.

Preparations are underway for Council's first green waste mulching program of the financial year, with scrap metal baling scheduled following the wet season. While Council's 30% waste diversion target was not achieved this quarter, diversion rates are expected to improve significantly once scrap metal processing recommences.



Council also took delivery of its new compactor bin for the Humpty Doo Waste Transfer Station, improving operational efficiency and supporting the ongoing management of increasing waste volumes at the facility.

Council has awarded the contract for the new Asche kerbside waste collection service, with the delivery of general waste bins to eligible properties scheduled to commence on the 12th of October. This marks an important milestone in expanding Council's waste collection services to support the growing Asche community.



Council also commenced its Residential Waste Disposal Fee Relief Program on 1 September 2026, providing eligible Litchfield residents with free disposal of up to two mattresses, fridges, freezers, air conditioners or gas bottles per visit at the Humpty Doo Waste Transfer Station.

During the first month of the program, Council waived $13,193 in disposal fees, covering 430 items, including 197 fridges and freezers, 144 mattresses, 50 gas bottles and 39 air conditioners. The initiative is helping reduce waste disposal costs for rural households while encouraging responsible waste disposal and recycling.

Community Development

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Council partnership and support grants	Number of partnerships, sponsorships or collaborative initiatives supported	5 partnerships supported annually	yes				60% of goal achieved
Community Reserves and Local Goups	Funding agreements established for all reserves	Funding agreements for 6 reserves delivered and maintained	yes				sufficiently delivered and maintained
	Engagement with reserve boards and permanent users	Minimum 1 engagement with all permanent users and reserve boards annually	yes				on target for quarter
	Maintain day to day operations of Council managed reserves	Complete 2 budget reviews annually, action requests within 10 business days where practicable	yes				sufficiently delivered and maintained
Community Funding Programs	Delivery of the Annual Community Grants Program	Minimum 8 annual grants awarded	yes				campaign ongoing, on target for quarter
	Delivery of Council grant programs including youth development and community initiatives	Minimum 28 youth grant and 3 community initiatives supported	yes				70% of goal achieved
Australia Day Event	Delivery of Australia Day event annually with wide range of community participation	Event delivery; community participation of 300 community members maintained or increased	yes				planning in progress, on target for quarter
Arts and Cultural Initiatives	Delivery of arts or cultural initiatives such as exhibitions or creative programs	1 major arts initiative delivered annually	yes				planning in progress, on target for quarter
Youth Engagement and Development	Youth-focused initiatives, programs or partnerships supported	Minimum 150 young people engaged annually	yes				60% of goal achieved, programs delivered sufficiently

Community Development **2026/2027 Key Performance Indicators**

Planning for Events, Programs and Community Development	Planning and coordination of events, initiatives and community development activities	Minimum 3 projects developed and coordinated annually	yes				programs delivered sufficiently, on target for quarter

Finance and Customer Service

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Front counter customer experience	Customer rating (very good, good, poor, very poor)	Good	Good	Yes	Yes	Yes	Council continues to strive for excellent service and continues improvement in this area and gauges community
PROSPERITY							
Long Term Rating Strategy	Own-source revenue ratio increased, to lower Council's dependency on government grants and other funding sources	>60%	Yes	Yes	Yes	Yes	Council currently generates over 60% own source revenue through Rates and Waste charges levied in July each year.
PERFORMANCE							
Monthly and annual financial reporting, including annual audit and forecasting	Unqualified audit	Complete	Yes	Yes	Yes	Yes	Unqualified audit report for 2025
	Asset sustainability ratio	30%	Yes	Yes	Yes	Yes	Asset sustainability ratio increases throughout the year as asset renewals are completed
	Current ratio (Liquidity)	>1	No	No	No	No	Council currently falls short of renewal demand
	Debt Service Ratio	>1	Yes	Yes	Yes	Yes	Currenly well above 1
Investments	Compliance with policy and stautory requirements, reported monthly	>100%	Yes	Yes	Yes	Yes	Council has no debt
Rates and accounts receivable collection	Rates and accounts receivable collection	<18%	Yes	Yes	Yes	Yes	Investments completely compliant

Governance

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PERFORMANCE							
Policy Framework	Council policies reviewed before due date	>90%	No	No	N/A	N/A	Currently 10 policies overdue.
Risk Management and Audit Committee	Number of Risk Management and Audit Committee meetings held	4 per year	Yes	Yes	Yes	Yes	RMAC Meeting held in August 2026.
Records Management	Number of refresher courses conducted	>1	Yes	Yes	Yes	Yes	Individual training session held.

Human Resources

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PERFORMANCE							
Employee Wellbeing	Regular employee benefits and inclusion activities	1 per quarter	Yes	Yes	Yes	Yes	2 activity completed this quarter
An engaged and productive workforce	Staff turnover rate	<7.5% per quarter (<30% yearly)	No	No	Yes	Yes	Staff turnover rate for the first quarter is 8.44 % quarterly (Note: yearly turnover is 13.56 which is still < 30%)
Number of workplace healht and safety incidents	Number of notifiable incidents	0	Yes	Yes	Yes	Yes	None reportable incidents

Information Services

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PERFORMANCE							
Information and Communications Tehcnology (ICT) managed service contract management	Percentage of Service Desk requests closed against open request during a period	90%	Yes	Yes	Yes	Yes	over 90% of requests open in this quarter have been closed
Corporate Enterprise Solution (CES) software	CES updated with the latest version (patch) available nationally	No more than 1 patch behind	Yes	Yes	Yes	Yes	All major software updated
ICT Security Audit actions	Annual actions completed	100%	Yes	Yes	Yes	Yes	Council follows Essential 8 compliance
Geographical Information Systems (GIS)	Age of GIS imagery of populated areas	<1 year	Yes	Yes	Yes	Yes	GIS imagery is current
	Age of NTG downloaded date	<1 week	Yes	Yes	Yes	Yes	Downloaded data is current

Infrastructure

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PROGRESS							
Renewable energy initiatives	Review options for renewable energy initiatives for council	Completed	Yes	Yes	Yes	Yes	Council maintained the existing 180-panel solar system at the Litchfield Council administration building through cleaning and annual system checks to support efficient operation and continued renewable energy generation.
PROSPERITY							
CRM Management	Aim to resolve all complaints, providing reasons for the outcome, within 10 business days.	Completed	Yes	Yes	Yes	Yes	CRM requests continued to be managed during the quarter. A backlog of open Works requests remained at the end of September, requiring further review and follow-up to confirm outcomes, update customers and close completed matters.
Capital Works Program and Maintenance Program	Maintain a minimum local content in tenders	15%	Yes	Yes	Yes	Yes	A minimum 15% local content weighting was applied to relevant infrastructure tenders evaluated during the quarter, supporting participation by local businesses in the Capital Works and Maintenance Programs.
PLACES							
Road Maintenance Program	Gravel Roads Graded	Twice per Year	Yes	Yes	Yes	Yes	A Request for Works has been issued to Council's period contractor for the first gravel road grading round, with completion scheduled for 20 November 2026.

Infrastructure

2026/2027 Key Performance Indicators

Streetlights	Percentage of operational streetlights within the municipality	>80%	Yes	Yes	Yes	Yes	Streetlight faults continued to be monitored and maintenance coordinated during the quarter to support operational lighting across the municipality.
PERFORMANCE							
Streetlights	Time taken to address reported faults	<4 days	Yes	Yes	Yes	Yes	Streetlight faults continued to be monitored and maintenance coordinated during the quarter to support operational lighting across the municipality.
Capital Works Program	Program works completed on time	>75% planned works committed	Yes	Yes	Yes	Yes	The Capital Works Program progressed through planning, procurement and delivery during Quarter 1, with further commitments scheduled throughout the financial year towards the target of more than 75% of planned works committed by year end.
Road Maintenance Program	Respond to customer requests. Contact the customer and provide an outcome within 10 business days.	>80%	Yes	Yes	Yes	Yes	Road maintenance requests continued to be managed during the quarter, with outstanding matters requiring follow up and CRM updates to accurately reflect customer contact and outcomes.

Library

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Visitors to the library	Monthly door count	>2,750pm					
Promotion of service	Followers of the Library Facebook page	>2,000 end 2026-27					
Lifelong learning/engagement	New members joined the 'Funky Chickens' Children's reading club each year	>120pa or >30 Qrtly					
PROGRESS							
Library Collection	Number of annual loans	>20,000 pa or 5,000 quarterly					
Program delivery	Attendees at programs provided by the Library	>350pm or >1,050 quarterly					
PERFORMANCE							
Funding agreement	Deliver reporting & outcomes of agreement	100%					

Mobile Work Force

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Improve Community Satisfaction in Roadside Maintenance (Mowing, Slashing, Road Signs)	Annual Community Survey	>60%	Yes	Yes	Yes	Yes	Below average CRM's recieved for this quarter and acted on by the MWF Team within time frames when circumstances and resources allowed.
PROGRESS							
Implement Interactive System on our website and facebook pages	Monthly schedule during the Weed Control and Roadside managment program programs	Completed	Yes	Yes	Yes	Yes	Communications on LC Web Sites were ramped up whilst past communications Officer was coordinating with MWFPL. To be continued.
PROSPERITY							
Support local businesses through procurement processes (eg. Consumables, oil, herbicides, and service technicians)	Purchase orders issued to local Suppliers	>60%	Yes	Yes	Yes	Yes	Over 80% of PO's were issued to local suppliers for a vast range of goods and services.
PLACES							
Roadside maintenance	Vegetation slashed and Council roads/verges mowed	Twice Per Year	Yes	Yes	Yes	Yes	Slashing , Mowing and Spraying operations are generally not undertaken within this quarter due to dry season conditions and fire restrictions
Bushfire management	Council Land firebreak maintenance sprayed and slashed in compliance with Council Fire Management Plan	Completed	Yes	Yes	Yes	Yes	All fire break maintenance was completed early in this quarter, meeting NT Fire and NT Weeds compliance. No non compliance orders were received.

Mobile Work Force

2026/2027 Key Performance Indicators

Signage and guidepost Maintenance	Replacement complete within recommended timeframes	>90%	Yes	Yes	Yes	Yes	This quarter sees the bulk of all signage and guidepost repairs and replacements undertaken during the dry season conditions with safety signage and CRM requests being prioritised.
PERFORMANCE							
Customer Request Responses	Respond to customer requests. Contact the customer and provide an outcome within 10 Business days.	>90%	Yes	Yes	Yes	Yes	Over 90% of CRM's were completed with a positive outcome within the 10 business days.

Office of Chief Executive

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Community Engagement	Communications and Engagement Strategy 2026-2029	Develop Strategy and deliver on year one action	No	No	N/A	N/A	Annual Community Survey results showed 69% of respondents rated Council Community Engagement performance at adequate or good. Strategy has not been progressed.
	Conduct engagement activities annually on key projects, plans or polices	≥4	Yes	Yes	Yes	Yes	This quarter has seen consultation undertaken for the Animal Management Strategy.
	Develop engagement plans for projects and initiatives that require consultation	100%	Yes	Yes	Yes	Yes	All projects requiring consultation include engagement plans.
Social Media Management	Increase Council's Facebook Page Followers	>5%	yes	Yes	N/A	N/A	Already achieved over 50% of goal
	Increase Followers on Council's new Instagram page	>250	yes	Yes	N/A	N/a	On track to achieving goal
	Increase Council's social media reach	>15%	yes	Yes	N/A	N/A	On target for quarter
PROSPERITY							
Advocacy submissions to government	Arrange and attend quarterly meetings with relevant ministers on advocacy projects	2	Yes	Yes	N/A	N/A	All requirements met.
Advocacy Strategy	Current year actions	Completed	Yes	Yes	N/A	N/A	All requirements met.

Office of Chief Executive

2026/2027 Key Performance Indicators

PERFORMANCE							
Elected Members training and development	Min 1 per quarter	2	Yes	Yes	Yes	Yes	Professional Development attended by 2 elected members
Annual Community Survey	Overall satisfaction	>60%	Yes	Yes	N/A	N/A	76% of respondants for the Annual Community Survey rated Council's overall performance at adequate, good or very good.
Grant application	Grants received by Council acquitterd within agreed timeframes	95%	Yes	Yes	N/A	N/A	All required Acquittals complete
Media monitoring and management	Distribute media releases on Council activities	≥10	No	Yes	N/A	N/A	No media releases for this quarter.
Annual Budget, Annual Report, Municipal Plan	Compliance with management, statutory and regulatory budgeting and reporting	100%	Yes	Yes	N/A	N/A	All requirements met.

Planning and Development

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Provide information to the Community about the NT Planning & Development space	Minimum 1 Social Media Post per quarter (4 per year)	4 per year	No	No	N/A	N/A	
PROGRESS							
Submissions to the Northern Territory Government (Development Assessment Services)	Comments submited on planning applications within required timeframe	>90%	Yes	Yes	N/A	N/A	100% of letter of comments for this quarter were responded to within the timeframe for all 16 applications
PLACES							
Submissions to the Northern Territory Government on 'Have Your Say' proposals	Letters of comment submitted within the required timeframe	>90%	Yes	Yes	N/A	N/A	Submission to the Lands and Planning legislative amendment bill
PERFORMANCE							
Approval of Plans and Permits	Work Permits issued within five days	>90%	Yes	Yes	N/A	N/A	98 work permit applications were submitted and 100% of application were actioned by Council within this timeframe

Regulatory Services

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Responsible dog ownership and community safety	Number of registered dogs de-sexed	>70%	Yes	Yes	Yes	Yes	At the end of Q1 2026-2027 there were 4,114 dog's registered, of those registered 3,148 or 76.51% are desesed.
Responsible Dog Awareness and Education	Animal Management in Litchfield - Flyer direct to residents	1 flyer	Yes	Yes	Yes	Yes	The Annual Regulatory Services Newsletter was distributed in Q1 to all dog owners with their Dog Registration Renewal Notice on 16 July 2026.
	Dog Awareness Program delivered at schools	6+ visits	No	Yes	Yes	Yes	No Awareness Programs were delivered in Q1, multiple bookings have been scheduled for Q2.
	Promotional and community engagement events, targeting improved awareness, increase registration, general pet owner education	4+ events	No	Yes	Yes	Yes	There has been no Community Engagement events in Q1. Rangers will be attending the RSPCA Canine Carnival in Q2.
Regulatory Services Investigations	Short-term investigations completed within 30 working days	>60%	yes	Yes	Yes	Yes	90% of all short-term investigation were completed within 30 working days in Q1.
	Long-term investigations completed within 60 working days	>60%	Yes	Yes	Yes	Yes	100% of long-term investigations (Dog Attack/Menace/Barking/AVs) were completed within 60 working days in Q1.
	Abandoned vehicle investigations completed within 60 working days	>90%	Yes	Yes	Yes	Yes	100% of Abandoned Vehicles were completed within 0 working days in Q1.

Regulatory Services

2026/2027 Key Performance Indicators

	Customer requests actioned in less than two working days	>90%	Yes	Yes	Yes	Yes	90%of Customer Requests were actioned within two working days in Q1.

Thorak Cemetery

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Efficient maintenance of grounds and open spaces, including improved mowing,planting, weeding, and irrigation regimes	Service level rating from annual community survey	>60%	YES	YES	YES	YES	The service level rating target was achieved. Ongoing irrigation improvements and proactive mowing, planting, weeding and grounds maintenance supported service delivery and operational efficiency.
PROSPERITY							
Ensure Water Extraction Licence is kept within limits by managing water use efficiency	Maintain within allocated water allowance extraction license while maintaining green spaces	Complete	YES	YES	YES	YES	Water use and irrigation schedules were closely monitored and adjusted to maximise water efficiency. Current extraction remains on track to stay within the licensed allocation while maintaining an acceptable standard of green spaces across Thorak Cemetery.
PLACES							

Thorak Cemetery

2026/2027 Key Performance Indicators

Maintain operation maintenance regimes including cremator maintenance, test and tag, generator maintenance, fleet and plant servicing, and registration	Completion as per schedules and agreements in place	Complete	YES	YES	YES	YES	Completed maintenance included the annual cremator service, chapel carpet cleaning and annual water filter replacement. Quarterly water testing confirmed the water supply met applicable water quality standards. The Hustler mower's 1,000-hour service and the Kubota RTV's 1,800-hour service were completed, along with electrical testing and tagging in August.
PERFORMANCE							
Maintain Social Media Communications to ensure council's presence in the market and sustain cremation revenue at a minimum of 30%	Maintain social media involvement in the community, monitor engagement levels, and track cremation service revenue to ensure it remains at or above 30%	>30%	YES	YES	YES	YES	Thorak Cemetery, Chapel and Crematorium services continued to be promoted through hospital staff, the website, information pamphlets and Yellow Pages advertising. Returning families also contributed to ongoing awareness of the services. Overall awareness and engagement remained stable throughout the reporting period.

Waste

2026/2027 Key Performance Indicators

Key Outputs	Measures	Target	On Time/Target for Qtr	On Time/Target (YTD)	On Budget for Qtr	On Budget (YTD)	Status Commentary
PEOPLE							
Community Benefit Fund Income	Income raised through recycling activities including cash for containers	$40,000.00	Yes	Yes	Yes	Yes	A total of $28,348.06 has been raised for community grants in the 2026/27 financial year to date.
PROGRESS							
Recycled materials	Green waste processed for resale	Once per year	Yes	Yes	Yes	Yes	The first green waste mulching program for the 2026/27 financial year is scheduled to commence shortly.
	Residential waste tonnage transferred to Shoal Bay	<7,300 tonnes	Yes	Yes	No	No	During this quarter, Council transported 1,609.65 tonnes of residential waste to the Shoal Bay Waste Management Facility for disposal. Due to increased waste disposal costs, expenditure is currently exceeding the allocated budget.
	Commercial waste tonnage transferred to Shoal Bay	<500 tonnes	Yes	Yes	Yes	Yes	To date in the 2026/27 financial year, Council has transported 34.51 tonnes of commercial waste to the Shoal Bay Waste Management Facility for disposal. Following the increase in commercial waste disposal fees, Council is successfully recovering the associated disposal costs.

Waste

2026/2027 Key Performance Indicators

Maximise diversion from landfill	Quantity of cash for containers collected and recycled	>30 tonnes	Yes	Yes	Yes	Yes	During the first quarter of the 2026/27 financial year, Council collected 7.65 tonnes of eligible 10-cent refund containers, placing Council on track to achieve its annual collection target of 30 tonnes by the end of the financial year.
	Electronics collected for TechCollect	>50 tonnes	Yes	Yes	Yes	Yes	The first e-waste collection for the 2026/27 financial year is scheduled for next week, with Council ordering a record number of collection cages to accommodate the growing community demand for e-waste recycling.
	Tyres, batteries and oil collected for recycling	Once Per Year	Yes	Yes	Yes	Yes	Following the revision of Council's Fees and Charges, tyre disposal fees are now covering associated recovery and recycling costs. Council has also commenced charging commercial operators for used motor oil disposal, ensuring these services operate on a cost-recovery basis and reducing the financial burden on ratepayers.

Waste

2026/2027 Key Performance Indicators

	Scrap metal processed collected and recycled	Once Per Year	Yes	Yes	Yes	Yes	Scrap metal baling is scheduled to occur following the wet season, with regular collections of copper cabling, batteries and air conditioners already underway. For the first time, Council has separated old aluminium road signs from the general scrap metal waste stream, creating an additional revenue stream to support community grants while improving resource recovery outcomes.
PROSPERITY							
Develop Waste Strategy	Completion of strategy document, including stakeholder consultation and council approval	Completed	N/A	N/A	N/A	N/A	Development of Council's next Waste Management Strategy is pending publication of the new Strategic Plan to ensure alignment with Council's overarching strategic priorities and objectives.
PERFORMANCE							

Waste

2026/2027 Key Performance Indicators

Maximise diversion from landfill	Amount of total waste diverted from Landfill	>30%	Yes	Yes	No	No	Council has not achieved its 30% waste diversion target this quarter, primarily due to the timing of scrap metal baling activities, which account for the largest proportion of Council's total waste diversion. As scrap metal baling is scheduled to occur following the wet season, the diversion rate is expected to improve substantially once this material is processed and recorded. Due to the high costs associated with processing dry recyclables, Council is not currently achieving cost recovery for cardboard and co-mingled recycling. However, most of the other recycling streams are either operating on a cost-neutral basis or generating revenue to support Council's community grants program.

Waste

2026/2027 Key Performance Indicators

	Amount of total waste that is dry recyclables i.e cardboard and plastic	>14%	Yes	Yes	No	No	During the first quarter of the 2026/27 financial year, Council collected 93 tonnes of dry recyclables. This is below the targeted 14% diversion rate; however, Council continues to work towards achieving this goal. The high costs associated with processing cardboard and co-mingled recyclables, largely due to the limited availability of regional recycling processors, have resulted in expenditure exceeding the allocated budget.

14.1.2 Litchfield Council Finance Report - September 2026

AUTHOR: Xixi Li, Finance Program Leader

AUTHORISER: Ankit Pansal, Director Corporate Services

ATTACHMENTS: 1. Litchfield Council Finance Report September 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 30 September 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 30 September 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

September 2026

September 2026

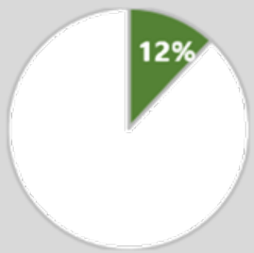
DASHBOARD REPORTING





Asset Sustainability Ratio

Capital Expenditure
Actuals $3m
Municipal Plan Target – 30%



Rates Outstanding

$ 2.23m Outstanding
Municipal Plan Target – <18%
(Less than 3.30Mn)



Current Cash Investments

$ 31.07m

0 of 15	Budgeted Capital Programs 2026/27 Completed
7 of 20	Budgeted Capital Programs 2025/26 Completed
28 of 31	Carry Forward Programs from 2024/25 Completed
$15.82m	Budgeted Financial Reserves Annual Budget

$ 20.58m
OPERATIONAL REVENUE

$23.88m Budget – 86.19% Target Achieved

$ 8.82m
OPERATIONAL EXPENSES

$35.55m Budget – 24.8% Spent

$ 11.76m
OPERATING SURPLUS

Budget Deficit ($11.67m)

$ 3.39m
CAPITAL REVENUE

$ 3.98m Budget- 85% Achieved

$3m
CAPITAL EXPENSES

$ 9.87m Budget- 30% Spent

$ 380k
CAPITAL SURPLUS

Budget Deficit ($ 5.89m)

RATIOS

9%	Asset Sustainability *Target 30% and more*	Not Achieved
12%	Rates Outstanding Target less than 18%	Achieved
71%	Own Source Revenue Ratio *Target 60% and more*	Achieved
11.67	Current Ratio *Target 1 and more*	Achieved
0	Debt Service Ratio *Target less than 1*	Achieved

STATEMENT 1. COMPARISON ACTUAL PERFORMANCE AGAINST BUDGET[1]

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 three-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	19,069,433.58	18,808,636.00	(260,797.58)	18,808,636.00
Charges	98,478.00	45,937.50	(52,540.50)	183,750.00
Fees and Charges	921,677.43	553,705.75	(367,971.68)	2,214,823.00
Operating Grants and Subsidies	37,088.00	243,399.75	206,311.75	973,599.00
Interest / Investment Income	417,221.62	389,439.75	(27,781.87)	1,557,759.00
Other Income	36,509.41	35,000.00	(1,509.41)	140,000.00
TOTAL OPERATING INCOME	**20,580,408.04**	**20,076,118.75**	**(504,289.29)**	**23,878,567.00**
OPERATING EXPENDITURE				
Employee Expenses	2,589,692.06	2,254,565.75	(335,126.31)	9,018,263.00
Materials and Contracts	2,650,239.18	2,735,311.25	85,072.07	10,941,245.00
Elected Member Allowances	56,431.34	90,371.00	33,939.66	361,484.00
Elected Member Expenses	39,361.47	14,276.50	(25,084.97)	57,106.00
Council Committee & LA Allowances	1,749.00	2,500.00	751.00	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	-	-	-	-
Accumulated Depreciation	3,209,250.00	3,209,250.00	-	12,837,000.00
Interest Expenses	-	-	-	-
Other Expenses	271,563.61	581,970.50	310,406.89	2,327,882.00
TOTAL OPERATING EXPENDITURE	**8,818,286.66**	**8,888,245.00**	**69,958.34**	**35,552,980.00**
OPERATING SURPLUS / DEFICIT	**11,762,121.38**	**11,187,873.75**	**(574,247.63)**	**(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	**11,762,121.38**	**11,187,873.75**	**(574,247.63)**	**(11,674,413.00)**
***Remove* NON-CASH ITEMS**				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	3,209,250.00	3,209,250.00	-	12,837,000.00
TOTAL NON-CASH ITEMS	**3,209,250.00**	**3,209,250.00**	**-**	**12,837,000.00**
***Less* ADDITIONAL OUTFLOWS**				
Capital Expenditure	(3,005,958.38)	(2,467,130.75)	538,827.63	(9,868,523.00)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(290,646.75)	(290,646.75)	(1,162,587.00)
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	**(3,005,958.38)**	**(2,757,777.50)**	**248,180.88**	**(11,031,110.00)**
***Add* ADDITIONAL INFLOWS**				
Capital Grants Income	3,372,000.00	922,993.75	(2,449,006.25)	3,691,975.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	7,185.50	290,646.75	283,461.25	1,162,587.00
Road Seal Levy	6,618.70	17,842.50	11,223.80	71,370.00
Transfers from Reserves	-	1,235,647.65	1,235,647.65	4,942,590.60
TOTAL ADDITIONAL INFLOWS	**3,385,804.20**	**2,467,130.65**	**(918,673.55)**	**9,868,522.60**
NET OPERATING POSITION	**15,351,217.20**		**(1,244,740.30)**	

Operating Position by Department

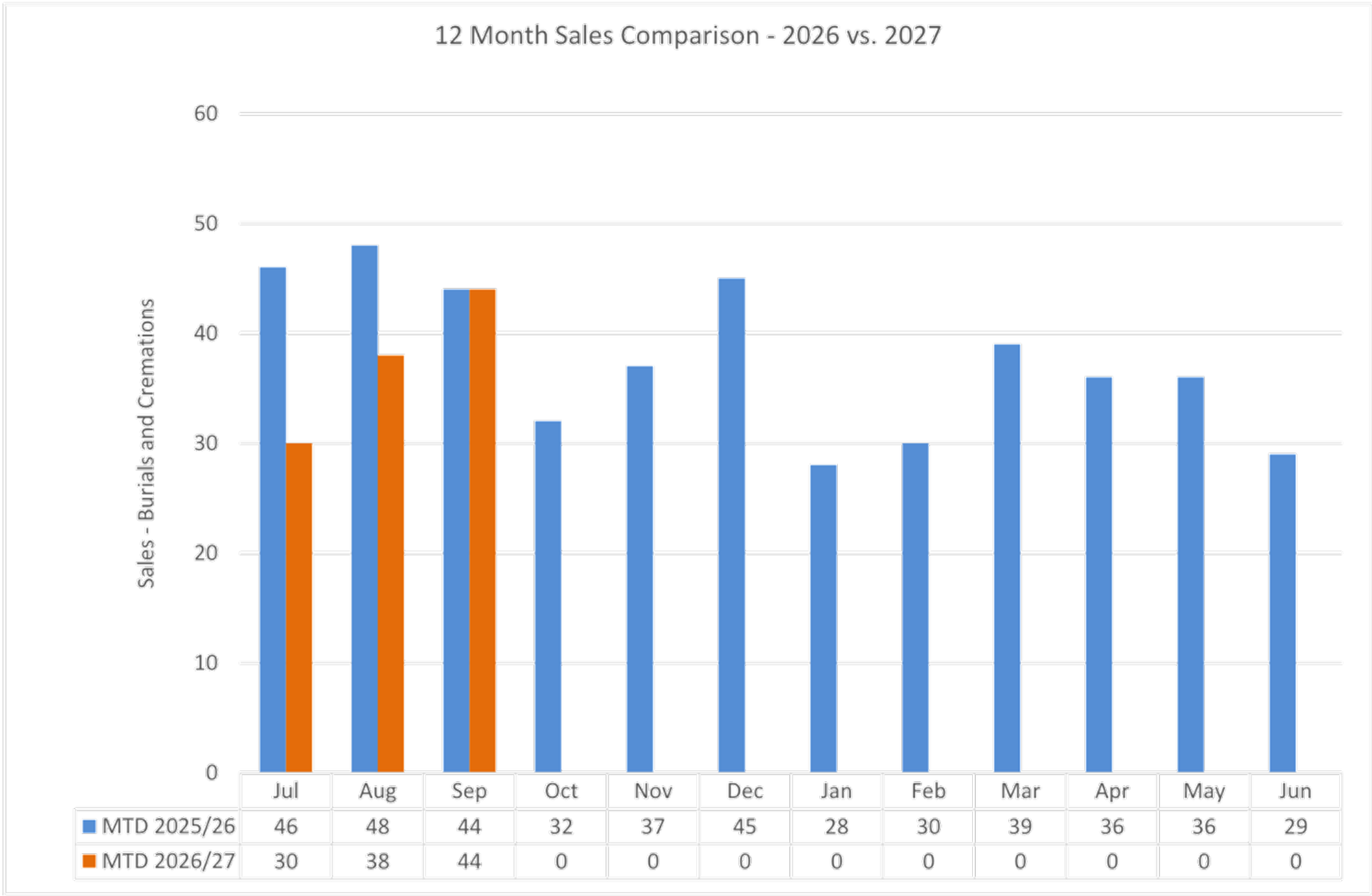
Finance and Waste Management income represents a high percentage of total yearly income due to rates and waste charges levied in full in July 2026.

	2026/27 YTD Actuals	2026/27 Annual Budget	% of Budget
REVENUE	**$**	**$**	
Council Leadership	30.00	-	-
Corporate	-	-	-
Information Services	-	-	-
Finance & Customer Service	15,671,418.74	17,402,390.00	90.1%
Infrastructure & Assets	214,734.49	367,341.00	58.5%
Waste Management	3,914,888.82	3,796,811.00	103.1%
Community	48,417.22	144,674.00	33.5%
Community - Library	4,867.62	308,722.00	1.6%
Mobile Workforce	-	-	-
Regulatory Services	98,578.00	183,750.00	53.6%
Thorak Cemetery	627,473.15	1,674,879.00	37.5%
TOTAL REVENUE	**20,580,408.04**	**23,878,567.00**	**86.19%**
EXPENSES			
Council Leadership	284,926.41	1,511,671.00	18.8%
Corporate	216,742.36	1,043,146.00	20.8%
Information Services	253,589.36	751,122.00	33.8%
Finance & Customer Service	1,015,625.88	1,876,066.00	54.1%
Infrastructure & Assets	1,118,983.87	5,258,162.00	21.3%
Waste Management	983,264.64	5,148,725.00	19.1%
Community	656,904.91	2,663,876.00	24.7%
Community - Library	285,241.34	1,007,198.00	28.3%
Mobile Workforce	257,007.46	1,482,091.00	17.3%
Regulatory Services	186,894.93	725,607.00	25.8%
Thorak Cemetery	349,855.50	1,248,317.00	28.0%
TOTAL EXPENSES	**5,609,036.66**	**22,715,981.00**	**24.69%**
OPERATING RESULT	**14,971,371.38**	**1,162,587.00**	

Thorak Regional Cemetery Sales

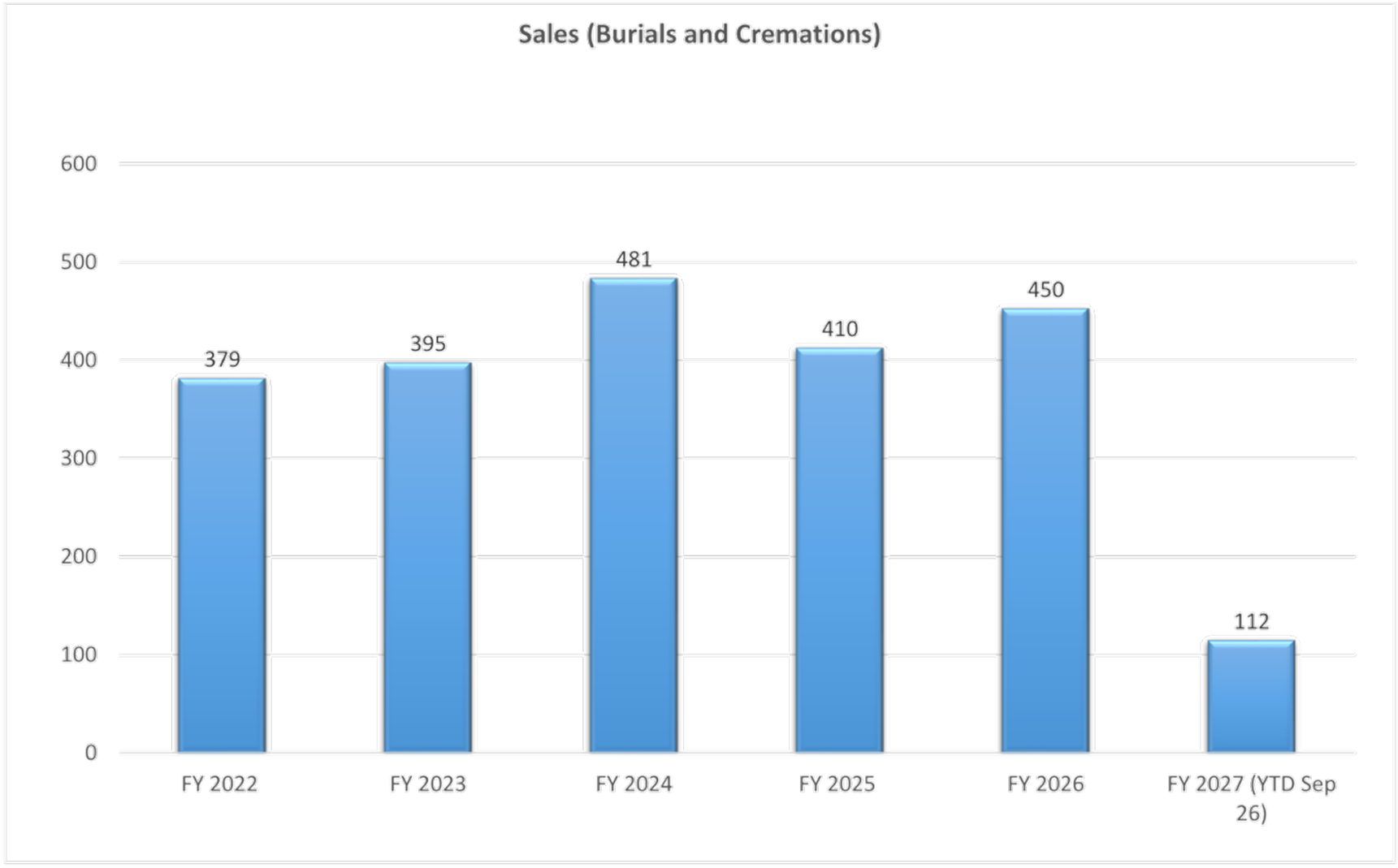
To date, Thorak Regional Cemetery has completed 112 Interments and cremations, an decrease of 26 from the same time last year.

Below is a comparison by month against last year:



	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
MTD 2025/26	46	48	44	32	37	45	28	30	39	36	36	29
MTD 2026/27	30	38	44	0	0	0	0	0	0	0	0	0

Below presents a sales comparison over the last six years, with an average over the five years to date of 371.

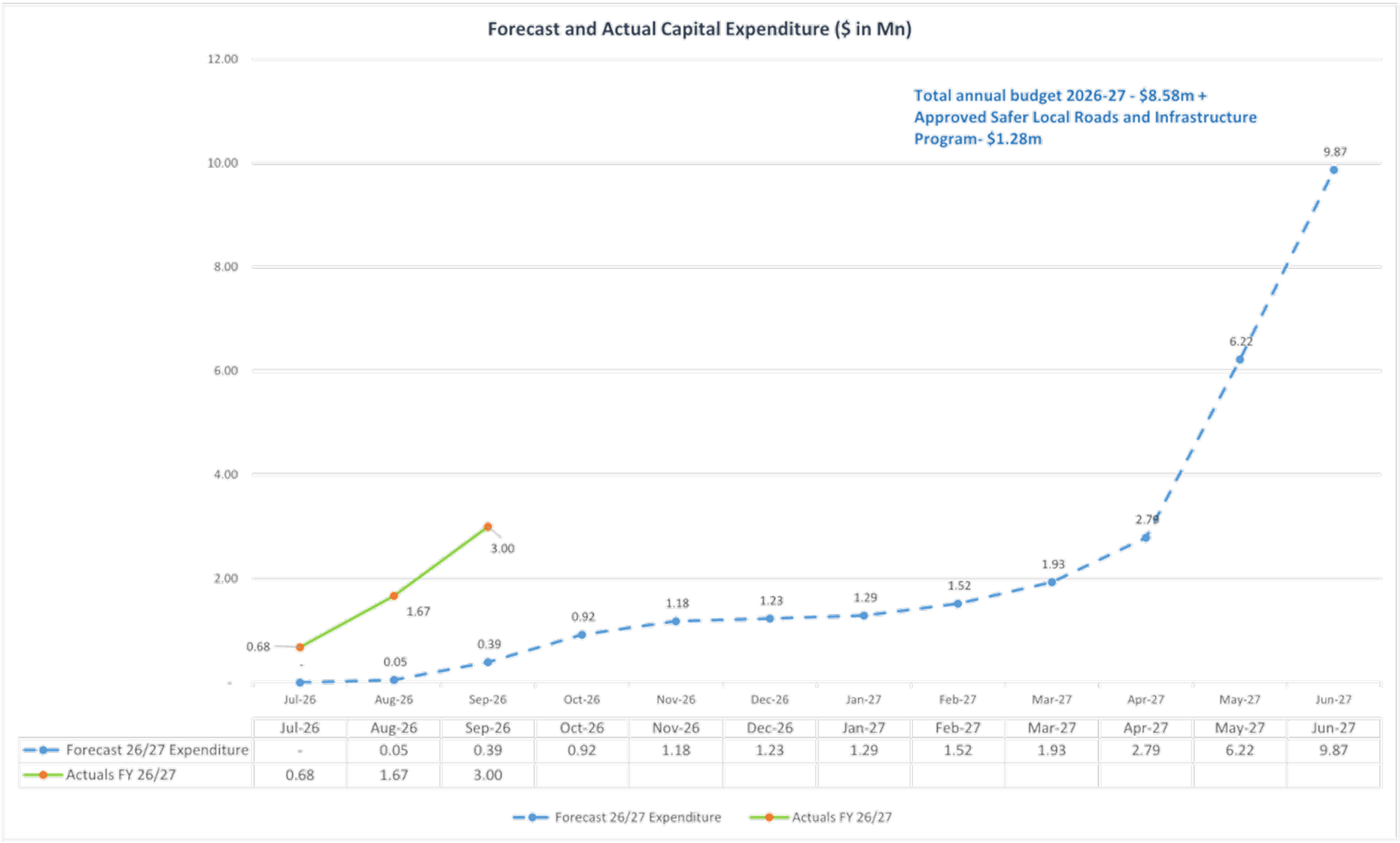


STATEMENT 2. CAPITAL EXPENDITURE AND FUNDING

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	2,207,644.02	75,250.00	(2,132,394.02)	301,000.00
Infrastructure (including roads, footpaths, park furniture)	798,314.36	2,274,630.75	1,476,316.39	9,098,523.00
Plant and Machinery	-	117,250.00	117,250.00	469,000.00
Fleet	-	-	-	-
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	**3,005,958.38**	**2,467,130.75**	**(538,827.63)**	**9,868,522.60**
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	7,185.50	243,399.75	236,214.25	973,599.00
Capital Grants	3,372,000.00	922,993.75	(2,449,006.25)	3,691,975.00
Transfers from Cash Reserves	-	1,282,894.65	1,282,894.65	5,131,578.60
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-	-	-
Special Road Seal Levy	6,618.70	17,842.50	11,223.80	71,370.00
TOTAL CAPITAL EXPENDITURE	**3,385,804.20**	**2,467,130.65**	**(918,673.55)**	**9,868,522.60**
FUNDING				



	Jul-26	Aug-26	Sep-26	Oct-26	Nov-26	Dec-26	Jan-27	Feb-27	Mar-27	Apr-27	May-27	Jun-27
Forecast 26/27 Expenditure	-	0.05	0.39	0.92	1.18	1.23	1.29	1.52	1.93	2.79	6.22	9.87
Actuals FY 26/27	0.68	1.67	3.00									

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	Delivery	As per reseal list, currently review to scope priority roads
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.

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
2027-7	Drainage	Drainage Renewal	-	-	190,000.00	190,000.00	0.00%	Jun-27	Yes	Yes	**Chibnall/Leonino** Delivery	**Chibnall Rd/Leonino Rd drainage upgrade** at intersection anticipated to start early October. Remainder of budget 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.
2027-9	Building	Council Administration Building	-	-	81,000.00	81,000.00	0.00%	Jun-27	Yes	Yes	**Dog Pound Design & Works** Planning **Office Walkway Roof** Procurement	**Dog Pound Design & Works:** Scope of works under development. **Office Walkway Roof:** RFQ Advertised
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** Commencement **HD WTS Design & Works BS WTS CCTV** Planning	**ACM Cell:** Asbestos Remediation contract awarded to NTEX. Construction of the containment cell has commenced. **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:** Procurement finalised pending delivery **WTS Backhoe with vibratory attachment:** Procurement pending
			-	**-**	**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	Contract awarded to NT Bitumen & Asphalt (July). Works scheduled to start in September 2026, however this has been pushed out to October 2026 due to delays from the maintenance contractor. Maintenance contractor has commenced shoulder works which are anticipated to be completed mid-October.
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). • $5,000 on interim drainage and crossover works. **Keleson Rd:** Works nearly complete: drainage works and driveway seals, road shoulder treatment still to finish.

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
2026-7	Buildings	Council Administration Building Upgrade effluent system and dog pound area	76,044.00	188,243.13	200,000.00	11,756.87	94.12%	Sep-26	Yes	Yes	**Effluent** Delivery **Dog Pound** Complete	**Effluent System Upgrade:** Works have now been completed and commissioned. **Dog Pound Upgrade:** Works are complete
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	No	Yes	Design	Design and Construct contract has been awarded to JK Constructions. Council has endorsed the 30% design drawings with design anticipated to be complete end October Fabrication and install to be completed December.
2026-10	Reserves	Freds Pass Sports & Recreation Reserve Bore outlet manifold, Effluent systems upgrades.	9,000.00	35,445.00	420,000.00	384,555.00	8.44%	Oct-26	Yes	Yes	**Bore** Complete **Effluent System** Procurement	**Bore Outlet Manifold:** Works are complete and bore recommissioned. **Effluent System:** Contract has been awarded to Earthform Civil, and Plumbing and work has commenced on site. Works are scheduled for completion by late October.

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
2026-12	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 Disabilty 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
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:** Mains powered bore contract awarded. Drilling Contractor delayed anticipated commence works end October with completion anticipated end November
2026-15	Reserves	Howard Park Recreation Reserve Masterplan	-	-	50,000.00	50,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started

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
2026-16	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 Recereation 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:** Complete
2026-19		Road Recovery Works	678,153.91	678,153.91	1,683,884.95	1,683,884.95	40.27%	Dec-26	Yes	Yes	**Trippe Rd -** Complete **Ewart Rd -** Complete **Wheewall Rd -** Complete **Hopewell & Finn Rds -** Complete **Deloraine Floodway** Complete **Kennedy Road** Procurement **Pothole Reparis** Delivery **Mill & Fill** Delivery	**Trippe Road:** Complete - Lavercombe Grader Services (LGS) **Ewart Road:** Complete - Sage Civil **Wheewall Road:** Complete - LGS **Hopewell & Finn Road:** Complete - LGS **Deloraine Road Floodway:** Complete - Clare Civil Construction **Kennedy Road:** Repair works commencing mid-October **Pothole Repairs:** Works continuing - ATLindsay **Mill and Fill:** Works Continuing - Downer
			812,741.71	**3,065,186.83**	**7,178,777.00**	**4,791,744.08**						

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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
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	Linemarking and signage upgrades are complete. Larger stop sign installed replacing existing. Street lighting design now with PWC for Connection design and application. Future stages of upgrades for this intersection are under consideration by Council.
23	Roads	Blackspot Girraween Road (Rogers Road to Mango Road)	2,800.00	2,800.00	643,170.33	640,370.33	0.44%	Oct-26	Yes	Yes	Procurement	Blackspot variation funding confirmed. Design under review, tender documents to be drafted, anticipated release to market in October.
29	Reserves	Freds Pass Sport and Recreation Reserve Upgrades	2,074,288.22	3,727,733.16	9,635,745.07	5,908,011.91	21.53%	Jan-27	Yes	Yes	Practically Complete Delivery Delivery	**AFL Lighting:** Towers installed, lights commissioned, pending final lighting adjustments **Rugby and Soccer Lighting:** Works commenced on site with 8 footings constructed. All trenching for Rugby lighting is complete. All trenching completed for Soccer PWC switchboard delivered to site and installed for transformer upgrade PWC upgrade complete and towers deliver to site. **Netball:** Works underway: demolition and tree clearing complete and 80% of civil works completed Inground services 80% complete All concrete complete for 4 courts
			3,005,958.38	**12,419,744.12**	**24,993,678.93**	**13,252,088.72**						
			3,005,958.38	**12,419,744.12**	**33,582,201.93**	**23,120,611.72**						

No	Indicates that the relevant aspect is not as planned and not on schedule for various reasons
	Indicates that there are external aspects that are impacting the schedule, whether it be weather dependent or reliant on a 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 30 SEPTEMBER 2026	YTD Actuals $	Note Reference*
ASSETS		
Cash at Bank		**(1)**
Tied Funds	31,070,808.41	
Untied Funds	8,578,604.84	
Accounts Receivable		
Trade Debtors	2,260,585.10	**(2)**
Rates & Charges Debtors	9,384,974.33	
Other Current Assets	493,729.22	
TOTAL CURRENT ASSETS	**51,788,701.90**	
Non-Current Financial Assets	15,075,051.43	
Property, Plant and Equipment	471,000,174.05	
TOTAL NON-CURRENT ASSETS	**486,075,225.48**	
TOTAL ASSETS	**537,863,927.38**	
LIABILITIES		
Accounts Payable	2,309,905.62	**(3)**
ATO & Payroll Liabilities	433.47	**(4)**
Current Provisions	908,699.00	
Accruals	1,208,236.83	
Other Current Liabilities	10,368.97	
TOTAL CURRENT LIABILITIES	**4,437,643.89**	
Non-Current Liabilities		
Non-Current Provisions	175,741.44	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	**175,741.44**	
TOTAL LIABILITIES	**4,613,385.33**	
NET ASSETS	**533,250,542.05**	
EQUITY		
Asset Revaluation reserve	460,648,757.24	
Reserves	32,283,889.48	
Accumulated Surplus	40,317,895.33	
TOTAL EQUITY	**533,250,542.05**	

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)	12/02/2026	1,000,000.00	4.60%	27/10/2026	257	4,500,000.00	14.48%	32,389.04
	15/09/2026	2,000,000.00	5.45%	11/05/2027	238			71,073.97
	14/07/2026	1,500,000.00	5.15%	15/06/2027	336			71,112.33
Defence Bank (S&P A2)	22/04/2026	1,000,000.00	5.40%	2/02/2027	286	1,000,000.00	3.22%	42,312.33
NAB (S&P A1+)	12/02/2026	1,500,000.00	4.65%	10/11/2026	271	13,000,000.00	41.84%	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
	11/09/2026	2,000,000.00	5.48%	27/04/2027	228			68,462.47
	18/09/2026	1,500,000.00	5.55%	1/06/2027	256			58,389.04
	26/06/2026	2,000,000.00	5.29%	16/07/2027	385			111,597.26
	26/06/2026	2,000,000.00	5.28%	23/07/2027	392			113,411.51
Westpac	19/01/2026	2,000,000.00	4.59%	13/10/2026	267	12,570,808.41	40.46%	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%	5/01/2027	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
	25/08/2026	1,500,000.00	5.28%	13/04/2027	251			54,463.56
	15/09/2026	2,000,000.00	5.51%	25/05/2027	252			76,083.29
	29/09/2026	1,000,000.00	5.66%	6/07/2027	280			43,419.18
TOTAL INVESTMENTS		**31,070,808.41**				**31,070,808.41**	**100%**	**1,269,388.87**

% of Total Investment Portfolio	S&P Short term rating (max 100%)	40.46%	A1+ 41.84%	A2 18%
Total Investments/ Tied Funds	$ 31,070,808.41		Total Year to date Investments Earnings	$ 350,773.86
General Bank Funds	$ 8,456,224.31			
Council Till and Petty Cash float	$ 1,275.00			
Total Untied Funds	$ 8,457,499.31			
Total all funds	$ 39,528,307.72			

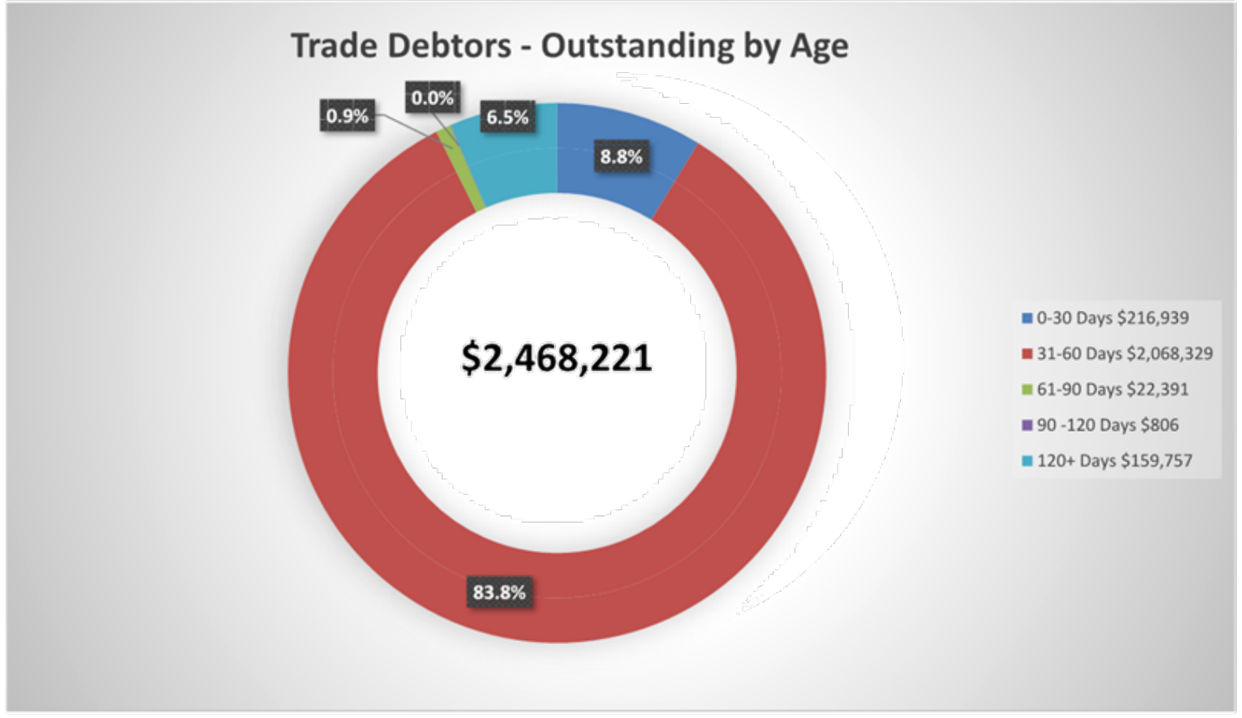
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Note 2: Statement of Trade Debtors

Total Debtors as of 30 September 2026 is $2,468,220.86; $159,756.83 to invoices outstanding over 90 days. $93,008.66 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 Fourty-Seven (347) infringements outstanding with a total balance of $100,804.66, an increase of $1261.1 from August. Three (3) issued, Eight (8) Reminder notices produced, Two Hundred and Twenty (220) are with the Fines Recovery Unit (FRU), One Hundred Fourteen (114) Part Payment Arrangement and Two (2) request for reminder.

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	-	1,999,792.24	-	-	51,979.37	2,051,771.61
Cemetery	-	61,100.80	17,420.50	-	14,726.80	93,248.10
Waste	-	323.00	-	46.00	-	369.00
Recreation Reserves	-	1,807.05		522.87	42.00	2,371.92
Planning	-	2,849.00	(132.00)	-	-	2,717.00
GST Receivable	216,938.57	-	-	-	-	216,938.57
Infringements	-	2,457.00	5,102.00	237.00	93,008.66	100,804.66
Total	**216,938.57**	**2,068,329.09**	**22,390.50**	**805.87**	**159,756.83**	**2,468,220.86**



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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	714,037.94	-				714,037.94
Cemetery	-	-	-	-	-	-
Total	**714,037.94**	**-**	**-**	**-**	**-**	**714,037.94**

Note 4: Statement on Australian Tax Office, Payroll, and Insurance Obligations

Age of Trade Creditors:	Current	Past Due 1-30 Days	Past Due 31–60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
GST Creditor	13,401.02	-	-	-	-	13,401.02
Payroll	-					-
Total	**13,401.02**	**-**	**-**	**-**	**-**	**13,401.02**

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 Outstanding[2]

The below table illustrates the split of prior year outstanding rates, currently at $2.23 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 ($)	Previous Month (August 2026) ($)	Current Month (September 2026) ($)
CANCELLED ASSESSMENT	67,095.04	106,711.80	106,760.07
COMMERCIAL	37,958.58	45,962.85	45,053.00
GAS PLANT	2.61	-	-
MINING	174,931.50	190,677.52	184,132.43
HORTICULTURE AGRICULTURE	66,653.04	77,202.50	67,656.95
NON-RATEABLE GENERAL	21,544.54	22,934.27	23,168.04
NON-RATEABLE WASTE	43,014.91	48,076.53	48,482.93
PASTORAL	-	-	-
TOWN URBAN RESIDENTIAL	-	-	9.90
RURAL RESIDENTIAL	1,859,360.67	1,913,685.20	1,729,962.89
URBAN RESIDENTIAL	196,845.84	29,589.50	24,612.41
TOTAL	2,467,406.73	2,434,840.17	2,229,838.62
Arrears LESS Legal	2,315,355.59	2,334,823.07	2,133,082.93

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

Current Year Rates[3]

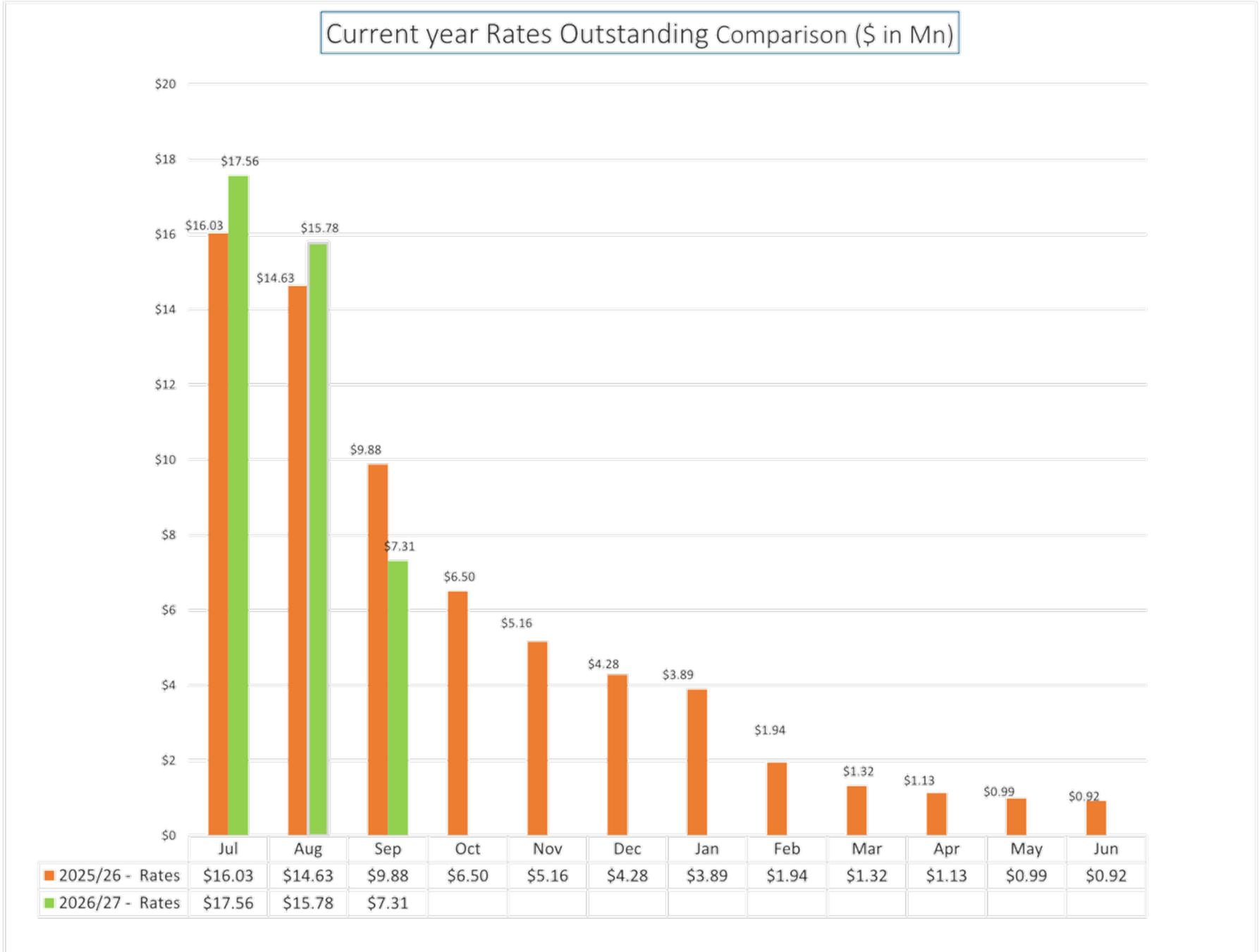


The table below shows the movement in current year rates compared to last month. The below table illustrates the split of current year outstanding rates. Current year rates levied outstanding total $7,305,742.22 and the second instalment was due on 30 November 2026.

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

	Previous Month (August 2026) ($)	Current Month (September 2026) ($)	Variance ($)	Due Dates
Instalment 1	103,191.36	1,416,043.82	-1,312,852.46	30-Sep-26
Instalment 2	113,256.31	2,836,157.33	-2,722,901.02	30-Nov-26
Instalment 3	115,692.13	3,053,541.07	-2,937,848.94	28-Feb-27
TOTAL	**332,139.80**	**7,305,742.22**	**-6,973,602.42**	

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	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2025/26 - Rates	$16.03	$14.63	$9.88	$6.50	$5.16	$4.28	$3.89	$1.94	$1.32	$1.13	$0.99	$0.92
2026/27 - Rates	$17.56	$15.78	$7.31									

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Accounts Payable Report

Cheque No.	Payee	Description	Amount
1757.3340-01	ASPIRE DESIGN & CONSTRUCT	RFT26-531 FPRR Construction of Netball Courts FSPRR	$812,943.71
1753.1000-01	LAVERCOMBE GRADER SERVICES	RFQ26-545 Trippe Road Rehabilitation	$157,658.56
1759.3390-01	KBM (NT) PTY LTD	Refund DLP Bond - DP16/0391E	$146,566.15
1759.1000-01	LAVERCOMBE GRADER SERVICES	RFQ26-548 Reconstruction Wheewall Road Floodway	$136,958.10
1757.280-01	CITY OF DARWIN	Aug 2026 - HS, BS & HD Waste Stations DC	$120,492.32
1759.162-01	CIVICA PTY LTD	Annual Licence Fees- 01/11/2026-31/10/2027	$93,941.70
1757.874-01	VTG WASTE & RECYCLING	Aug 2026 - Transport General Waste, Recycling and Oil, from HD, BS and HS Waste Stations, Thorak Cemetery, Litchfield Council Office and All Parks and Reserves to Shoal Bay Receiving Station	$92,649.18
1753.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Payable Pay 05 (26/27) - Cyc 1/99 WE: 30 Aug 2026	$72,536.00
1754.2092-01	GOLD MEDAL SERVICES (MACENTEE	RFT25-515 - Litchfield Office Wastewater System Upgrade	$68,162.60
1757.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Payable Pay 06 (26/27) - Cyc 1 WE: 13 Sep 2026	$61,953.00
1759.3343-01	SAGE CIVIL Pty Ltd	RFQ 26-543 Road Rehabilitation Ewart Road	$54,824.08
1759.70-01	LOCAL GOVERNMENT ASSOCIATION NT	2026/2027 Annual Membership Subscription	$42,060.68
1753.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 5 2027-7 WE: 30 Aug 2026	$37,329.05
1757.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 6 2027-13 WE: 13 Sep 2026	$36,472.31
1759.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Oct 2026- Rent- Coolalinga Central - Library	$29,565.33
1757.60-01	FREDS PASS SPORT & RECREATION	Pony clubhouse Repairs - Tropical Cyclone Fina	$25,795.00
1754.2750-01	TMH SERVICES	Drain Reform - Townend Road	$25,201.66
1759.290-01	AUSTENG ENGINEERING SOLUTIONS	Thorak - Annual Crematory Service	$17,615.40
1757.2750-01	TMH SERVICES	Easment reform- 99 Northstar Rd, Drain Reform- 120 Northstar RD, Drain reform and rock wall- 355 Hopewell Rd	$17,325.00
1759.792-01	VRAHOS CONTRACTORS	Floodway Repairs - Elizabeth Valley	$16,901.50
1753.2750-01	TMH SERVICES	Lambells Lagoon Road Drain Clean	$14,795.00
1754.2348-01	D OMEGA CIVIL CONSTRUCTIONS	Hicks Road - Drainage Rehabilitation Works	$14,366.00
1754.268-01	BYRNE CONSULTANTS	RFQ26-541 - Thorngate Road Rehabilitation	$11,914.10
1757.849-01	WEX AUSTRALIA (PUMA CARD)	August 2026 - Litchfield Council/ Thorak Fuel Account for Fleet Vehicles and Heavy Machinery	$10,971.37

1753.87-01	TOP END LINEMARKERS PTY LTD	RFT23-382 - Line Marking after Resealing - Various Roads in Litchfield Council Municipality	$10,897.20
1754.926-01	JACANA ENERGY	May to Aug 2026 - Electricity Street Lighting and Library	$10,837.00
1759.14-01	AUSTRALIA POST	Postage of Annual Rate Notice 2026-27	$10,569.27
1759.3122-01	ASHFORD LAMAYA ARCHITECTS	Freds Pass- Netball Courts and Netball Pavillion	$10,447.25
1759.2672-01	TROPICAL TREE SERVICES	Removal of trees- FPRR	$9,900.00
1757.792-01	VRAHOS CONTRACTORS	Road Pipe- Bees Creek, Floodway repairs- Elizabeth Valley, Earthworks in-cut- Mocatto Rd	$9,896.70
1754.2249-01	MAYOR R A WRIGHT	Aug 2026 - Elected Members Allowances	$9,552.76
1753.1583-01	A1 PLANT AND CIVIL	RFQ25-525 Maintenance Grading of Unsealed Roads in Litchifeld Council Municipality - Diesel Fuel Variation	$9,340.89
1754.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Aug 2026 - Grave Preparation Thorak Cemetery	$8,613.00
1753.3222-01	NORTHERN TERRITORY TRAFFIC CONTROL PTY LTD	TC FINA Damaged Signage - Northstar Road, Litchfield Council Municipality	$8,515.65
1753.192-01	MAGIQ SOFTWARE (X INFOXPERT)	Magiq Documents- Managed Services- Remote Services	$8,503.58
1754.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage - Various Locations	$7,381.00
1757.2815-01	JLM CONTRACTING SERVICES PTY LTD	Driveway Repairs - Macleod Road	$7,369.18
1759.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Thorngate Rd	$7,260.00
1754.2815-01	JLM CONTRACTING SERVICES PTY LTD	Drainage Works for Strangways Road	$7,255.60
1759.1471-01	RICOH AUSTRALIA PTY LTD	Aug 2026 - Corporate Photocopier & Consumables	$7,221.20
1759.2750-01	TMH SERVICES	Driveway Repair- 10 Jarrold Place, Howard Springs	$6,989.40
1753.2641-01	DAMN STRAIGHT FENCING	Fence Repairs HSWTS	$6,985.00
1753.3260-01	AV INDUSTRY SERVICES PTY LTD	Manafacture and Replace Main Lifting Pins	$6,783.43
1757.2089-01	ELGAS LTD	Gas Delivery - Thorak Cemetery WE: 1 Sep 2026, 9 September and 16 September 2026	$6,478.89
1759.926-01	JACANA ENERGY	Aug 2026 - Electricity KLRR	$6,347.47
1759.78-01	POWER & WATER CORPORATION	Aug 26 - Water HPRR Lot 1916	$6,087.15
1753.1088-01	TALENT PROPELLER	Recruitment- HR & WHS Program Leader and Policy & Governance Program Leader	$5,549.50
1757.1152-01	LANE COMMUNICATIONS	Annual Rate Notices 2026/2027 and Waste fee Relief Flyers	$5,300.86
1759.436-01	DeltaNAE	Annual Service & Solar cleaning- LC Office	$5,233.80
1759.1852-01	LG SOLUTIONS PTY LTD	Financial Reporting Templates (NT) Cloud	$5,197.50
1757.3368-01	ACTION PLANNING	Lands and Planning Legislation Amendment Bill 2026	$4,826.25

1754.3028-01	DM K M CIVITARESE	Aug 2026 - Elected Members Allowances	$4,810.51
1753.60-01	FREDS PASS SPORT & RECREATION	Relocation of Irrigation Taps for Webber Oval	$4,521.00
1753.268-01	BYRNE CONSULTANTS	RFQ26-541 - Litchfield Council - Thorngate Road Rehabilitation Works	$4,493.50
1757.953-01	HWL EBSWORTH LAWYERS	Rates Recovery Legal Support	$4,400.00
1757.2169-01	KILLARA SERVICES (NETRONIX PTY LTD)	Aug 2026 -RFQ24-467 - Cleaning Litchfield Council Office, Thorak Cemetery, Office and Chapel	$4,303.68
1759.2169-01	KILLARA SERVICES (NETRONIX PTY LTD)	Sep 26- RFQ24-467- Cleaning LC Office/ Cemetery	$4,303.68
1757.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Thorngate Rd, Virgina Road	$4,250.13
1753.3378-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpaid Rates	$4,130.00
1753.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 30 Aug 2026	$4,068.07
1753.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	$3,973.93
1759.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Governance & Policy WE: 13 Sep	$3,973.93
1759.85-01	TELSTRA CORPORATION LIMITED	Sep 26- Data Charges for LC, Comm / Library	$3,878.59
1754.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Governance & Policy WE: 30 Aug 2026	$3,876.66
1757.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 13 Sep 2026	$3,813.92
1757.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	$3,790.92
1759.95-01	HOWARD SPRINGS VOLUNTEER FIRE BRIGA	CIG Howard Springs Fire Brigade	$3,632.40
1753.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage - Various Roads, Litchfield Council Municipality	$3,630.00
1754.1542-01	CAM INTERIORS	Purchase New Desks For Litchfield Council Office	$3,609.10
1757.2321-01	ARCCOS CONSULTING PTY LTD	Girraween Road - Blackspot Design Deliverables	$3,080.00
1754.2146-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	$3,000.00
1759.3389-01	SCCP EVENTS PTY LTD	Sponsership for Children's Christmas Party	$3,000.00
1757.2188-01	GTG IRRIGATION PTY LTD	Irrigation Repairs and Parts for HPRR	$2,975.50
1753.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Maintenance Berry Springs Recreation Reserve	$2,970.00
1754.2270-01	TYRECYCLE PTY LTD	Tyre Collection/Recycling HDWTS WE: 10 Aug 2026	$2,925.83
1754.867-01	ALL ASPECTS RECRUITMENT & HR SERVIC	Temporary Staff Placement Litchfield Council	$2,831.03
1759.1088-01	TALENT PROPELLER	Recruitment- Ranger	$2,799.50
1753.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	$2,793.40

1754.874-01	VTG WASTE & RECYCLING	Aug 2026 - HDWTS Waste Oil Disposal	$2,743.71
1754.2238-01	CR K R HARLAN	Aug 2026 - Elected Members Allowances	$2,651.61
1759.1141-01	NORTHERN GROUND MAINTENANCE	Aug- RFQ24-424 Ground Maintenance Parks	$2,585.00
1754.3246-01	S SHAH (CYBERTECHENTHUSIAST)	Consultation for Information Management	$2,464.00
1753.1230-01	TRUE NORTH STRATEGIC COMMUNICATION	2026 Annual Community Survey - Project Management	$2,315.64
1754.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	$2,263.49
1757.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	$2,250.87
1759.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Casual Labour- Groundperson Thorak Cemetary	$2,236.99
1754.3260-01	AV INDUSTRY SERVICES PTY LTD	Sync Remote and Remove Debris from Compactor	$2,079.00
1754.2252-01	CR E SHARP	Aug 2026 - Elected Members Allowances	$2,051.61
1754.3196-01	CR D B CRAWFORD	Aug 2026 - Elected Members Allowances	$2,051.61
1754.3198-01	CR P CASS	Aug 2026 - Elected Members Allowances	$2,051.61
1754.3251-01	CR P Q F PURICH	Aug 2026 - Elected Members Allowances	$2,051.61
1753.3235-01	J ANDREWS	Art Workshops - School Holiday Program	$2,050.00
1754.1103-01	HASTINGS DEERING	HSWTS Backhoe Sump Repairs	$2,041.30
1754.2089-01	ELGAS LTD	Gas Delivery - Thorak Cemetery WE: 26 Aug 2026	$2,036.36
1759.3353-01	BUILD UP SKATEBOARDING	School Holiday Program - Sept and Oct 26	$1,980.00
1759.1457-01	TERRITORY STEEL	Replacement Sign Post Pipe / Sleeve Pipes	$1,930.80
1757.2270-01	TYRECYCLE PTY LTD	Tyre Collection Recycling- HDWTS WE: 24 August 2026	$1,809.68
1753.1674-01	FRESH START - FOR CLEANING	Weekly Cleaning KLRR, HPRR and Waste Stations and MWF Office WE: 30 Aug 26	$1,747.50
1754.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Aug 2026 - Security Patrols HDWTS & Litchfield Council Office and Alarm Call Outs	$1,746.12
1754.2295-01	COLEMANS PRINTING (COLEMANS INK PTY	Pre Start Books For MWF	$1,720.95
1757.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetry	$1,650.00
1754.1152-01	LANE COMMUNICATIONS	Rates Newsletters 2026/2027	$1,631.30
1759.3396-01	RISK INVESTMENTS NT PTY LTD ATF RET	Rates Refund - Overpaid Rates	$1,610.93
1759.874-01	VTG WASTE & RECYCLING	HPRR monthly waste removal	$1,593.56
1753.3377-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpaid Rates	$1,567.35

1757.1674-01	FRESH START - FOR CLEANING	Weekly Cleaning KLRR, HPRR and Waste Stations and MWF Office WE: 11 Sep 2026	$1,500.00
1757.389-01	LITCHFIELD VET HOSPITAL	Redemption of Desexing Voucher	$1,500.00
1759.3361-01	TOPEND TECH SOLUTIONS (MNR VENTURES	Astrotek Display Port DP to HDMI Cables	$1,399.20
1757.220-01	THE BIG MOWER	Replacement parts for Hustler and Whipper Snipper	$1,358.60
1754.928-01	RSEA PTY LTD	PPE - Uniforms Ground Staff - Thorak Cemetery	$1,262.50
1757.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING NT	Aug 2026 - HDWTS Fridge and Aircon Degassing	$1,237.00
1753.3246-01	S SHAH (CYBERTECHENTHUSIAST)	Aug 2026 - Consultation IT Services	$1,232.00
1753.3047-01	AJ SECRITY DARWIN (TERRITORY NEXUS)	Aug 2026 - Security and Open and Lock Gates at HPRR	$1,199.00
1754.3047-01	AJ SECRITY DARWIN (TERRITORY NEXUS	Aug 2026 - Security Open and Close Gates - Thorak Cemetery	$1,199.00
1753.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 04 Aug 2026	$1,178.62
1753.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	$1,100.00
1754.1237-01	THE BOOKSHOP DARWIN	Assorted Books for Litchfield Library Collection	$1,084.95
1753.3053-01	FULL MOBILE MECHANICS	Idler Pulley & Belts replacement for Iseki Mower	$1,021.90
1754.3179-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	$1,000.00
1754.2671-01	MR G ARNOTT	Independant Chair - Audit Committee - Aug 2026	$959.00
1759.2270-01	TYRECYCLE PTY LTD	Tyre Collection/Recycling HDWTS WE: 31 August 26	$917.25
1757.926-01	JACANA ENERGY	Aug 2026 - Electricity Gregg Park Jakirra Estate and HDWTS	$901.52
1757.1253-01	CRAIG BURGDORF	HSWTS Backhoe maintenance	$894.30
1754.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Impact to Trees Assessment Freds Pass Reserve	$880.00
1759.3388-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	$873.20
1753.2089-01	ELGAS LTD	Gas Delivered - Thorak Cemetery WE: 17 Aug 2026	$871.62
1759.2676-01	MAHER RAUMTEEN SOLICITORS	Freds Pass Lease Advice	$825.00
1757.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	HSWTS Backhoe Hydraulic Repairs	$808.89
1754.3117-01	MR S SMITH	Aug 2026 - Independant Chair for RMAC	$790.00
1757.3365-01	CYCLONE CITY CLEANERS (VENTRA GROUP PTY LTD)	Carpet steam cleaning- Chapel	$770.00
1759.384-01	MS C VERNON	Consultancy Services	$750.75

1753.1961-01	HUMPTY DOO WELDING AND FABRICATION	Repair Slasher Deck	$726.00
1759.2490-01	NT HEALTH (DEPARTMENT OF HEALTH)	Hospital Emergency Attendance- Staff	$725.00
1759.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Sep 2026 - Litchfield Council Archive Storage	$692.21
1754.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment Litchfield Council Office	$684.00
1754.2063-01	QUALITY INDOOR PLANTS HIRE (LEE FAM	Aug 2026 - Plant Maintenance and Hire - Litchfield Community Library, Litchfield Council Office and Thorak Cemetery and Chapel	$670.65
1753.78-01	POWER & WATER CORPORATION	May - Aug 2026 - Water - Gregg Park	$633.51
1757.1697-01	RSPCA	Aug 26 - Pound Transfers for Impounded/Surrendered	$600.00
1759.3395-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant	$600.00
1759.953-01	HWL EBSWORTH LAWYERS	Rates Recovery Legal Support - 420 Byers	$594.00
1753.443-01	TERRITORY UNIFORMS	Litchfield Council Logo Uniforms	$579.41
1759.3053-01	FULL MOBILE MECHANICS	Hustler - Service and fit new blades and mulching	$555.50
1754.508-01	EASA	EAP Counselling Session 16-31 August 2026	$541.46
1759.508-01	EASA	EAP Counselling Sessions from 1-15 Sep	$541.46
1757.2063-01	QUALITY INDOOR PLANTS HIRE (LEE FAMILY PTY LTD)	Sep 2026 - Plant Maintenance and Hire LC Office and Library	$538.60
1759.3397-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	$536.97
1757.36-01	BRIDGE TOYOTA	Service of CF27ZY	$528.97
1753.1211-01	MR G S MAYO	August 2026 - Pound Maintenance - Impounded Dogs	$520.00
1759.1278-01	SEEK LIMITED	Advertisement- Ranger	$500.50
1753.3374-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant - NT Representative - Toyota Gazoo Racing	$500.00
1757.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Community Library	$468.09
1753.3049-01	DREAMEDIA CREATIVE (DREAMEDIA PTY LTD)	Live Streaming / Recording - Service at Thorak Cemetery	$467.50
1753.1253-01	CRAIG BURGDORF	WTS Komatsu Mirror Replacement	$459.80
1757.3214-01	NORTHERN TERRITORY VETERINARY SERVICE	Redemption of Desexing Vouchers	$450.00
1754.3376-01	MACHINERY MAINTENANCE NT	Repairs of Aircon John Deere Tractor	$446.60
1759.3289-01	TENNIS NT	School Holiday Program - Sep 2026	$440.00

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1759.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - LC Office - 15 & 20 Sep	$440.00
1759.815-01	JEFFRESS ADVERTISING	NT News Ad - RFT26-564 - Sealed Pavement	$439.29
1757.287-01	HARVEY DISTRIBUTORS	Rubbish bin liners rolls for KLRR	$437.32
1753.1278-01	SEEK LIMITED	Advertisement- HR and WHS Program Leader	$429.00
1754.1133-01	NT WATER FILTERS	Chapel Water Bubbler Repairs	$408.80
1754.790-01	BOBTOW TILT TRAY SERVICES	Tow HSWTS Backhoe back to HSWTS	$385.00
1753.941-01	EVERLON BRONZE	Memorial plaque NT-TRC-B260618A-2 Thorak Cemetery Customer Purchase	$364.65
1759.205-01	SAFEWAY TEST & TAG (DAVID MILNER)	Test and Tag - HDWTS	$358.38
1757.205-01	SAFEWAY TEST & TAG (DAVID MILNER)	Test and Tag - Litchfield Community Library	$344.85
1757.3049-01	DREAMEDIA CREATIVE (DREAMEDIA PTY LTD)	Live stream & Recording - Thorak Cemetery	$335.50
1759.2009-01	ADG ENGINEERS (AUST) PTY LTD	RFT25-493 Whitewood Road Shared Footpath	$335.50
1757.3222-01	NORTHERN TERRITORY TRAFFIC CONTROL PTY LTD	Traffic Management - Northstar Road Acacia Hills	$334.40
1753.1396-01	CSE CROSSCOM	Aug 26 - Radio Communications Tracking for Fleet Vehicles	$330.00
1759.220-01	THE BIG MOWER	Replacement Parts for Honda Whipper Snipper	$319.75
1757.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVICE	Redemption of Desexing Voucher	$300.00
1759.3391-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant	$300.00
1759.3393-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant	$300.00
1759.3394-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant	$300.00
1754.1023-01	AUSLINE ENGINEERING	Restraighten Mower Arms	$275.00
1753.508-01	EASA	EAP Counselling Session - June 2026	$270.73
1757.25-01	LAND TITLES OFFICE	Planning Tittle Searches	$270.50
1759.1253-01	CRAIG BURGDORF	HSWTS Backhoe maintenance	$265.65
1753.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware - Thorak Cemetery	$240.16
1753.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Aug 2026 - Garden Maintenance Humpty Doo Community Garden	$230.00
1757.2066-01	NT ART STORMS	Batik Painting workshop	$226.00

1757.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Infrastructure	$204.51
1753.1789-01	GREAT NORTHERN AIR CONDITIONING & MECHANICAL SERVICES (BOOG AIR)	Thorak Cemetry Office Air Conditioning Repairs	$198.00
1757.855-01	TENDERLINK	RFT26-564 Sealed Pavement Maintenance	$184.80
1753.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Thorak Cemetery	$183.49
1757.3384-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	$180.00
1757.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - LC Office - 2 & 3 Sep 26	$176.00
1754.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA P	Sep 26 - ASSA Monthly Membership	$165.00
90077748	DEPARTMENT OF THE CHEIF MINISTER AN	GAZETTE- G8	$165.00
1753.2930-01	GIRRAWEEN VETINARY HOSPITAL	Redemption of Desex Voucher	$150.00
1754.828-01	HOWARD SPRINGS VETERINARY CLINIC	Redemption of Desexing Voucher	$150.00
1757.2545-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant - Pony Club Association	$150.00
1757.828-01	HOWARD SPRINGS VETERINARY CLINIC	Redemption of Desexing Voucher	$150.00
1757.1772-01	WATER DYNAMICS PTY LTD	Replacement Irrigation Solenoids and Act	$148.74
1757.1431-01	TRANSFORM ELECTRICAL	Replacement Lighting Litchfield Council	$143.00
1757.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Repairs to Flow Balancer	$122.20
1759.3398-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Bond after Hire Period	$120.00
1757.928-01	RSEA PTY LTD	PPE - Uniforms Ground Staff - Thorak Cemetry	$110.48
1759.1133-01	NT WATER FILTERS	Replacement Water Bottles - LC office	$110.00
1753.3380-01	JARRETT LAWRIE CONVEYANCING	Refund Rate Search - New Development Girraween	$102.00
1754.3382-01	SAUNDERS CONVEYANCING NT	Refund Rate Search - Asche	$102.00
1753.3292-01	BT MARKETING	Foodie Fiver Vouchers at Litchfield Community Library	$100.00
1753.874-01	VTG WASTE & RECYCLING	Jul 26 - Waste Collection Services HPRR	$87.00
1753.2434-01	BELLS PURE ICE	Aug 26 - Bagged Ice Delivered to MWF Shed and HDWTS	$77.00
1753.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 21 Aug 2026	$68.42
1754.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 30 Aug 2026	$68.42
1757.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 4 Sep 2026	$68.42

1759.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 1 Sep 2026	$68.42
1757.2434-01	BELLS PURE ICE	Sep 26 - Bagged Ice Delivered to MWF SITE	$65.45
1757.85-01	TELSTRA CORPORATION LIMITED	Sep 26 - Line Rental - Thorak & Data Line	$62.52
Total			**$2,536,521.09**

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

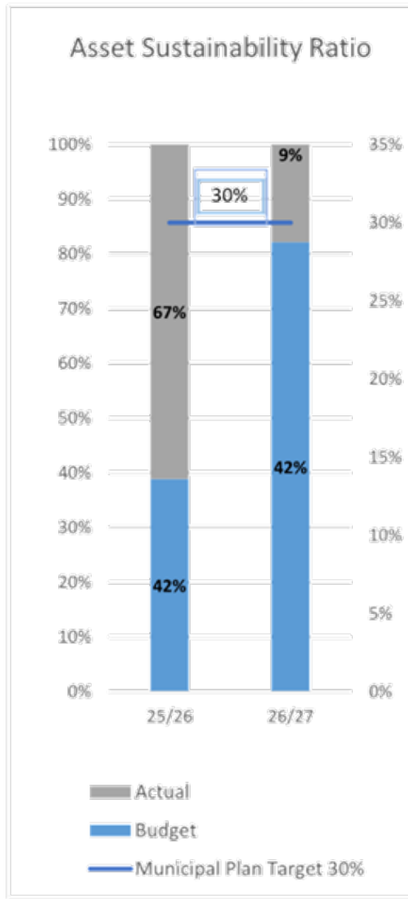
Card Holder Name:	Stephen Hoyne		
Transaction Date	**Amount**	**Supplier's Name**	**Details**
21/08/2026	$35.00		Caltex AD Blue for council vehicle
21/08/2026	$15.00		NT Independent monthly subscription
24/08/2026	$82.45		Cab Charge
24/08/2026	$10.16		Aqua Café
24/08/2026	$8.13		Aqua Café
25/08/2026	$31.61		Cairns Taxi
25/08/2026	$7.61		North Common Eaton
27/08/2026	$170.38		Hilton Hotel
28/08/2026	$32.55		Cairns Taxi
14/09/2026	$24.00		News PTY Ltd subscription
15/09/2026	$60.00		Caltex Coolalinga fuel for council vehicle
15/09/2026	$98.00		Caltex Coolalinga fuel for council vehicle
18/09/2026	$15.00		NT Independent subscription
21/08/2026	$35.00		Caltex AD Blue for council vehicle
Total	**$589.89**		

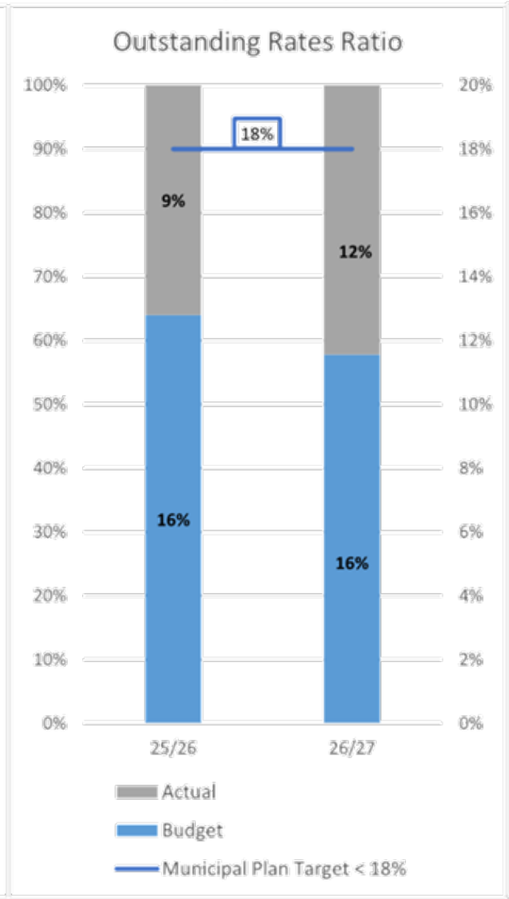
STATEMENT 5. ALLOWANCE AND EXPENSES FOR MEMBERS OF COUNCIL (AS PER LOCAL GOVERNMENT ACT 2019 SECTION 109 (3)

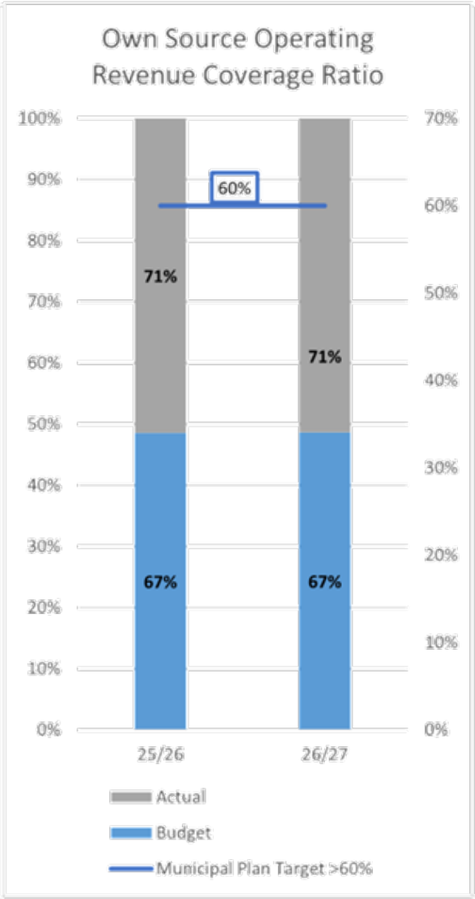
Transaction Date	**Amount $**	**Supplier's Name**	**Reason for the Transaction**
September 2026	$9,552.76	MAYOR R A WRIGHT	August 2026 - Elected Members Allowances
September 2026	$4,810.51	DM K M CIVITARESE	August 2026 - Elected Members Allowances
September 2026	$2,651.61	CR K R HARLAN	August 2026 - Elected Members Allowances
September 2026	$2,051.61	CR E SHARP	August 2026 - Elected Members Allowances
September 2026	$2,051.61	CR D B CRAWFORD	August 2026 - Elected Members Allowances
September 2026	$2,051.61	CR P CASS	August 2026 - Elected Members Allowances
September 2026	$2,051.61	CR P Q F PURICH	August 2026 - Elected Members Allowances
Total	**$25,221.32**		

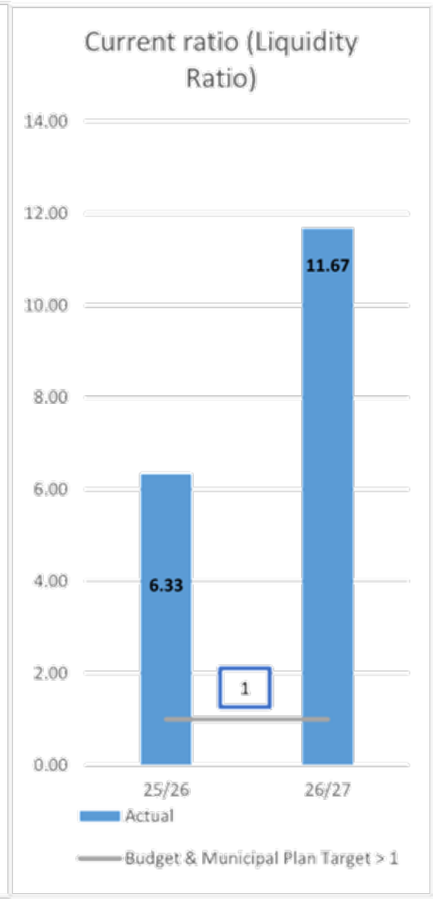
FINANCE KEY PERFORMANCE INDICATORS (KPI)

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











Indicates if Council is replacing or renewing existing assets in a timely manner as the assets are used up.	Identifies if Council is collecting rates and charges in a timely manner and the effectiveness of debt recovery efforts.	This ratio measures the degree to which Council relies on external funding to cover its operational expenses.	Identifies Council's ability to meet its short-term financial commitments as and when they fall due.	Indicates Council's ability to repay loans.

KPI	Explanation
Asset Sustainability Ratio	Council's Asset Sustainability Ratio for the month of September is 9% 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 12% 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 71% 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 11.67 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed to fulfill its short-term liabilities as and when they fall due.
Debt Service Ratio	Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.

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

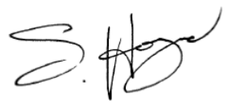
CERTIFICATION BY THE CEO TO THE COUNCIL

Council Name: Litchfield Council
Reporting Period: 30.09.2026

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:** 14/10/2026

14.1.3 People and Performance Report – September 2026

AUTHOR: Ankit Pansal, Director Corporate Services

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. People and Performance Report September

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 September 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
September 2026

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
NA			

External Appointments

Position	Department	Start date	Permanent/Temporary
Finance Officer	Corporate	14/09/2026	Permanent

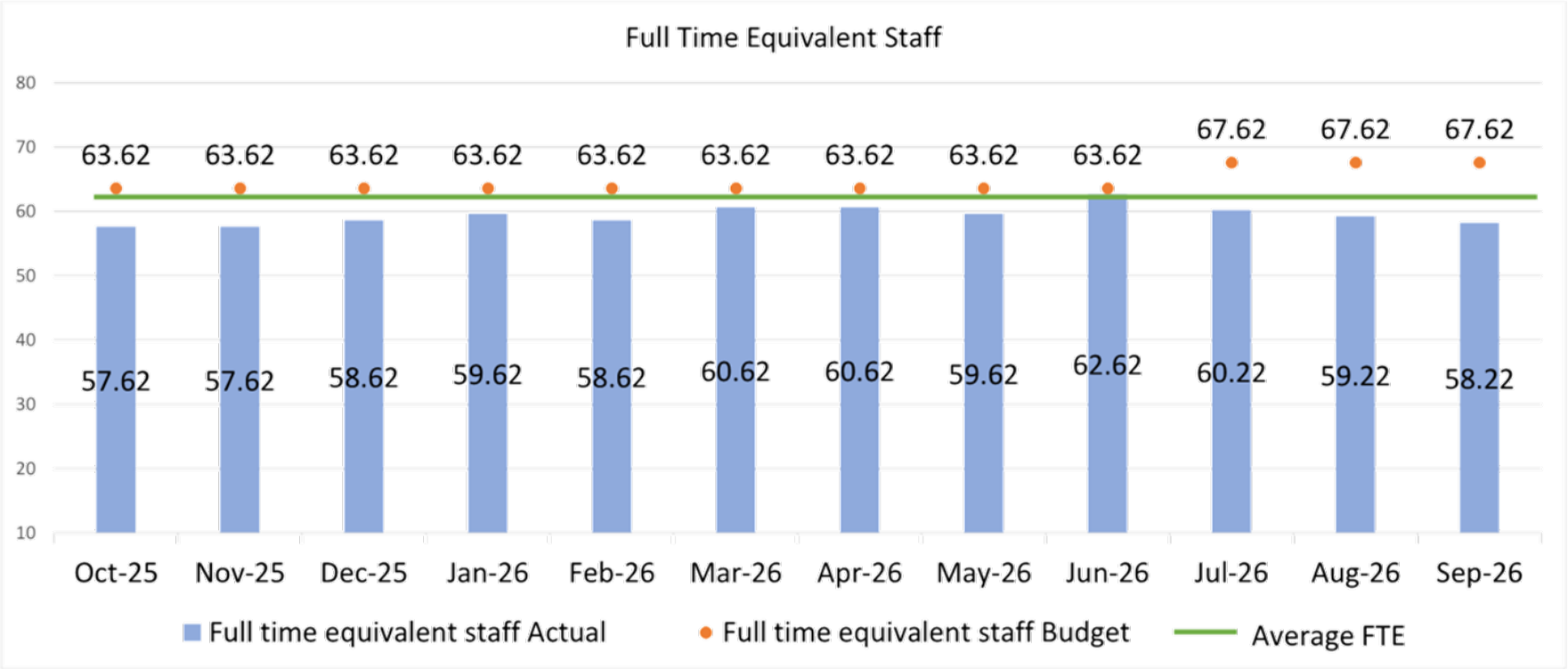
Employment Separation Permanent

Position	Department	End date	Permanent/Temporary
Accountant	Corporate	03/09/2026	Permanent
Ranger	Governance & Community	30/09/2026	Permanent

	Allocated	Actual	Difference
Full Time Equivalent	54.00	45.00	-9
Part-time	4.32	3.92	-0.40
Contract	4.00	4.00	0
Casual	5.30	5.30	0
Total	67.62	58.22	-9.40

Recruitment Overview:

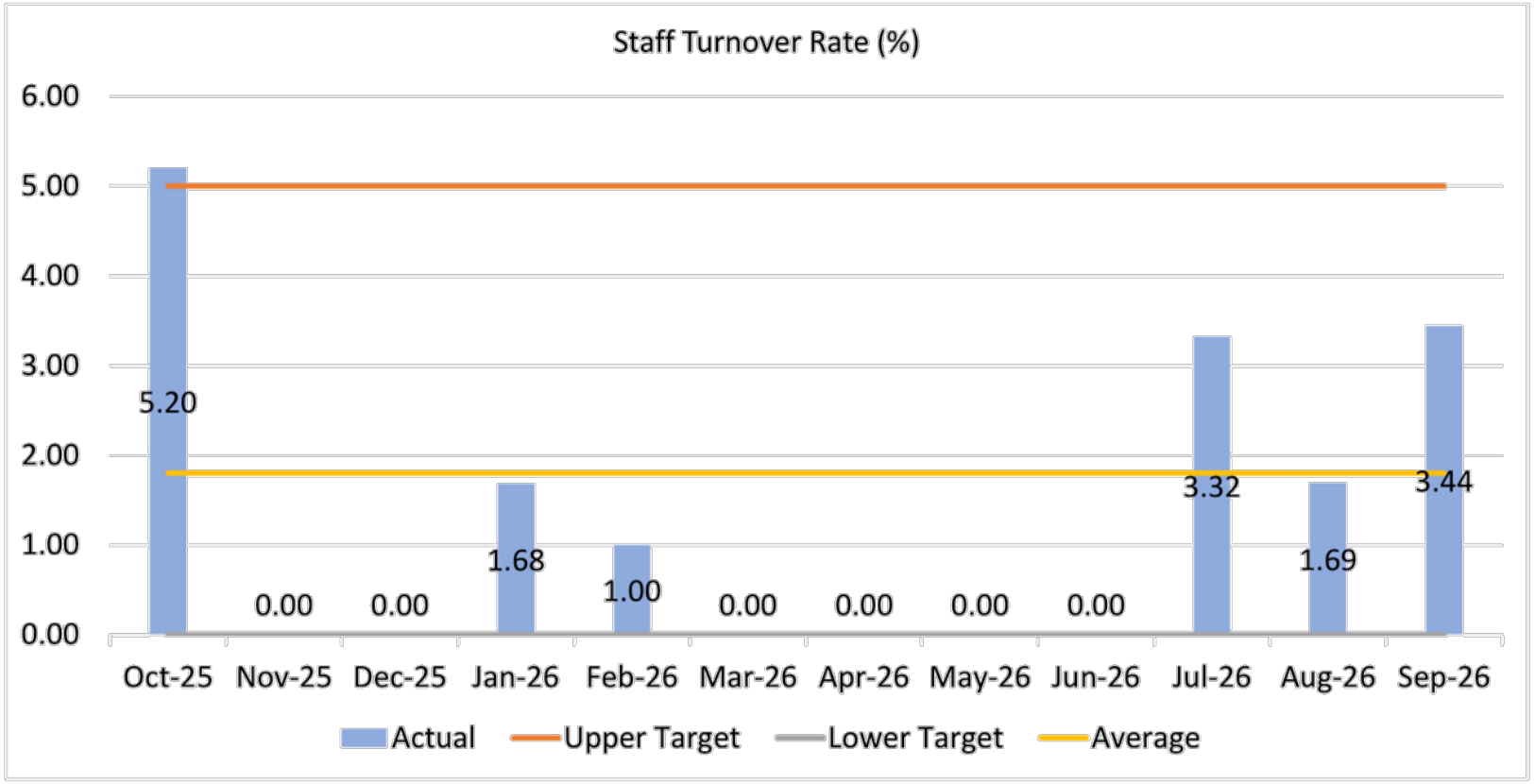
Role	In Progress	Completed	Expected Time
Finance Officer		✓	September
HR & WHS Program Leader	✓		October
Policy & Governance Officer	✓		October
Ranger	✓		October



Turnover Rate:

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

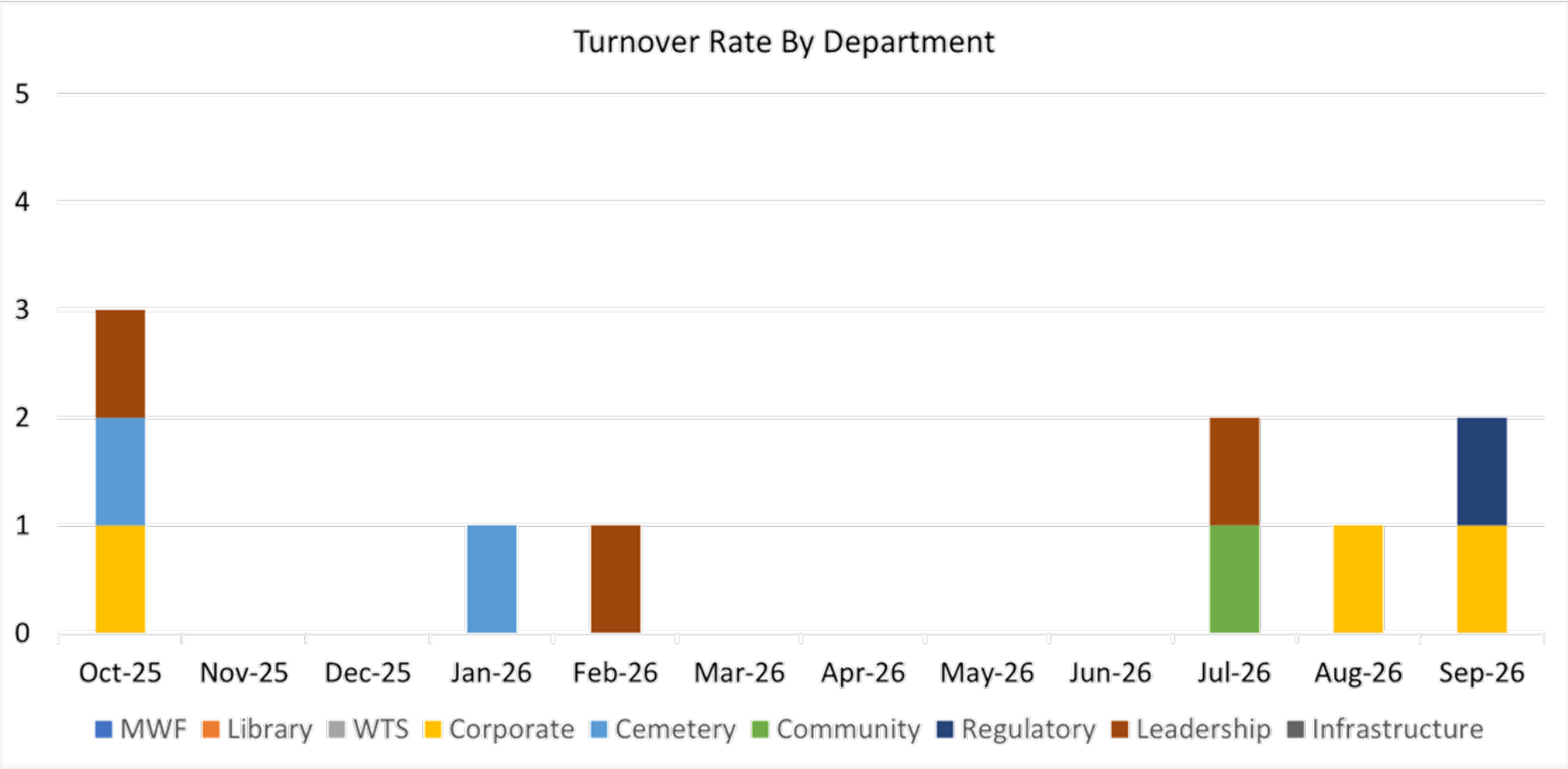
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Average
5.21%	0%	0%	1.68%	1.71%	0%	0%	0%	0%	3.32%	1.69%	3.44%	1.42 %
3	0	0	1	1	0	0	0	0	2	1	2	0.83

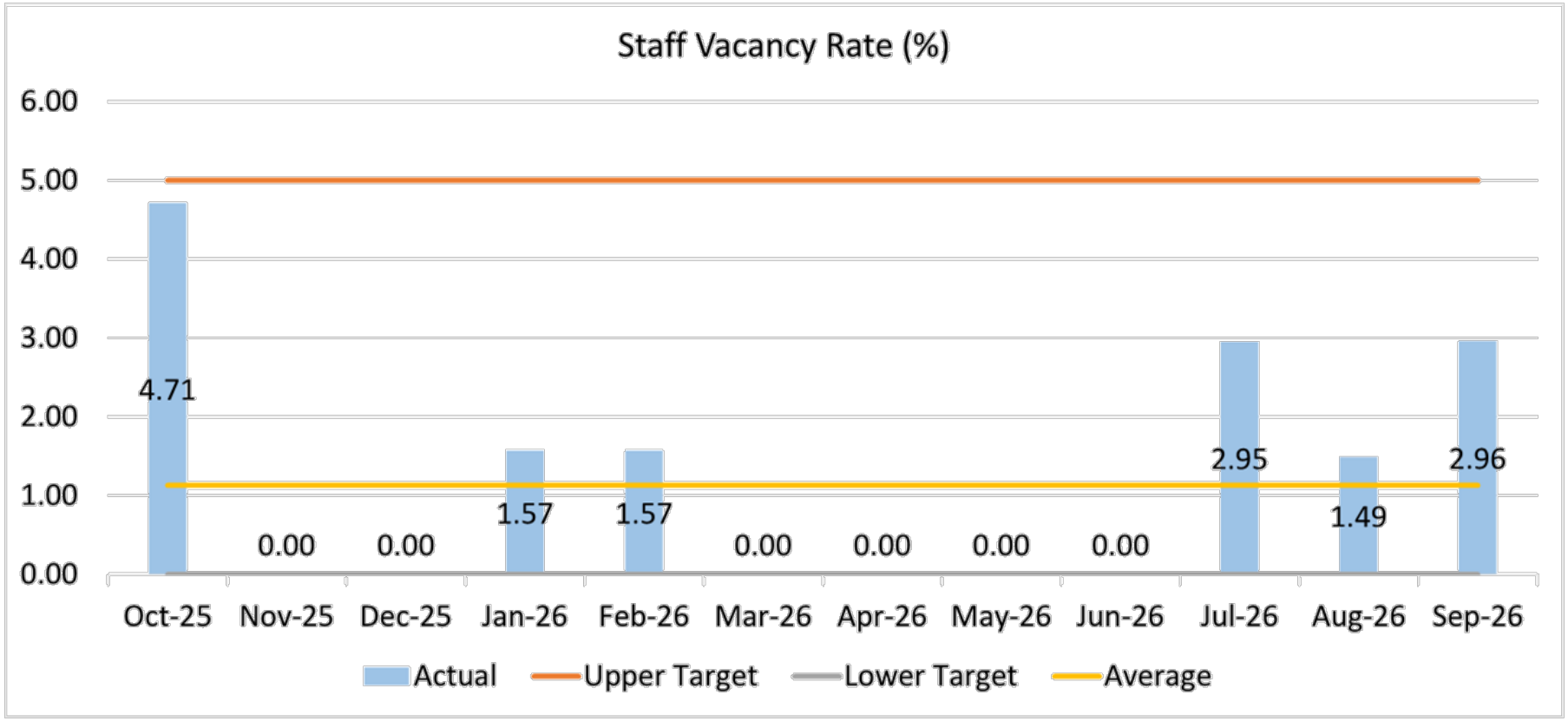
Target Average: Between 0% to 5%

Turnover Rate by Department:



Staff Vacancy Rate:

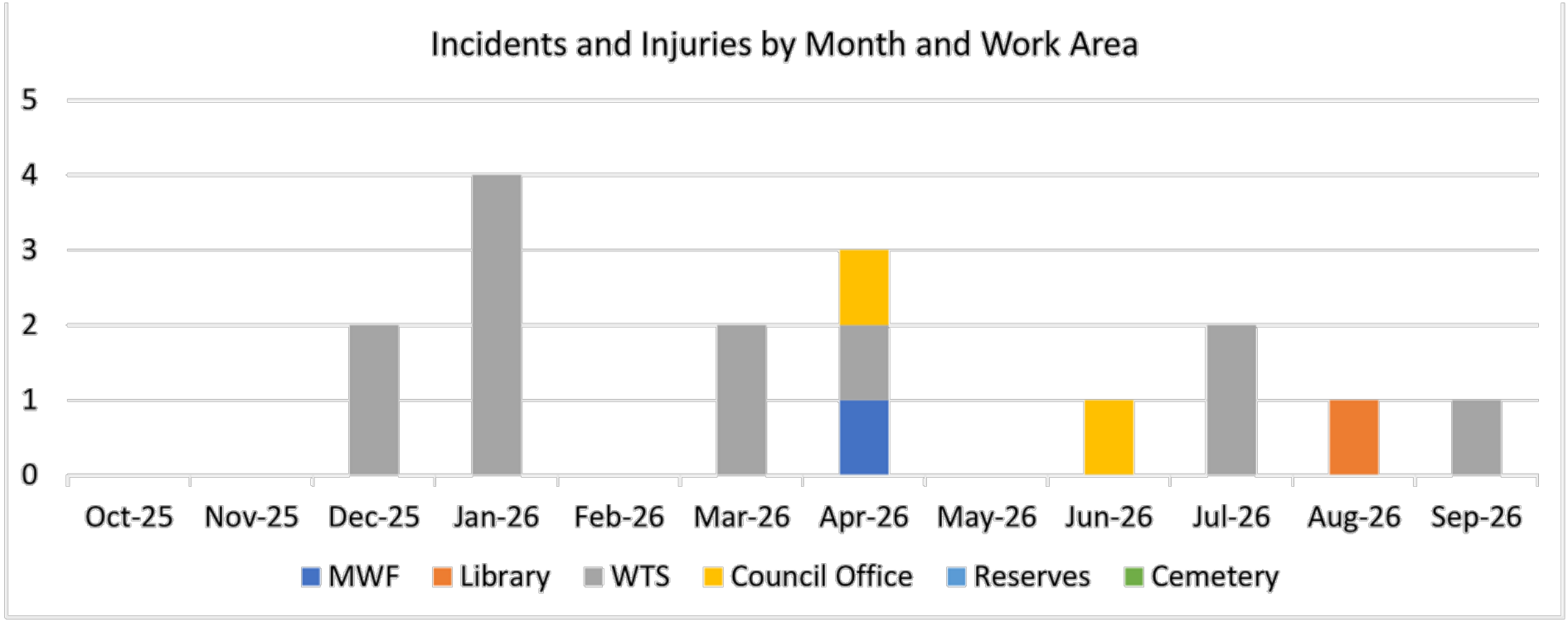
The number of vacant positions during the reporting period.
(Vacant positions, divided by total FTE, multiplied by 100).



Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Average
4.71%	0.00 %	0.00 %	1.57 %	1.57%	0.00%	0.00%	0.00 %	0.00%	2.95%	1.49%	2.96%	1.27 %

Target: Between 0% to 5%

Workplace Health and Safety:



There was one work health and safety injury recorded for September.

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

14.1.4 Related Party Disclosure FIN11

AUTHOR: Paul Stephson, Senior Accountant

AUTHORISER: Ankit Pansal, Director Corporate Services

ATTACHMENTS:
1. FIN11 Related Party Disclosure Policy
2. FIN11 Related Party Disclosure Form
3. FIN11 Related Party Disclosure Privacy Collection Notice

EXECUTIVE SUMMARY

This policy assists Council in complying with the disclosure requirements under AASB 124 Related Party Disclosures.

This policy provides the tools to:

- Identify related parties, information, and transactions about those parties;
- Establish a system to capture and record transactions and information about those transactions;
- Identify circumstances in which a disclosure is required; and
- Determine the disclosures to be made about those items in the Annual Financial Statements for complying with AASB 124.

RECOMMENDATION

1. That Council adopts the revised FIN11 Related Party Disclosure Policy, as attached to this report.

BACKGROUND

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

Updated position title of Manager Corporate Services to Director Corporate Services. Amend citations of the *Local Government Act 2019 (NT)* and Australian Accounting Standards.

Inclusion of Definition of Other Entity rather than just citing AASB 124 paragraph 9 (b) (iii), (iv), (v) and (viii).

Other Entity

Other entities that are related parties in accordance with AASB 124 paragraph 9(b), including:

- entities that are joint ventures of the same third party;
- entities where one is a joint venture and the other an associate of the same third entity;
- post-employment benefit plans for employees of Council or related entities; and
- entities that provide key management personnel services to Council or its parent entity.

Improvement of disclosure requirement from 30 June each year to: -

KMP must provide an updated disclosure within 30 days of becoming aware of a new related party relationship or transaction.

Minor formatting edits to Related Party Disclosure by KMP form – Attachment A

Minor formatting edits to Privacy Collection Notice – Attachment B

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS

Policy has been reviewed in accordance with the *Local Government Act 2019* (NT)

Local Government (General) Regulations 2021 (NT) General Instruction 2: Annual Financial Statements

AASB 124 Related Party Disclosures

AASB 10 Consolidated Financial Statements

AASB 11 Joint Arrangements

AASB 128 Investments in Associates and Joint Ventures

Information Act 2023 (NT)

FINANCIAL IMPLICATIONS

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

Risks Nil

COMMUNITY ENGAGEMENT

Nil

Related Party Disclosure **POLICY** FIN11

Name	FIN11 Related Party Disclosure
Policy Type	Council
Responsible Officer	Director ~~of~~ Corporate Services
Approval Date	6/10/2026
Review Date	7/10/2030

1. Purpose

This policy assists Council in complying with the disclosure requirements under AASB 124 Related Party Disclosures.

This policy provides the tools to:

- Identify related parties, information and transactions about those parties;
- Establish a system to capture and record transactions and information about those transactions;
- Identify circumstances in which a disclosure is required; and
- Determine the disclosures to be made about those items in the Annual Financial Statements for complying with AASB 124.

2. Scope

Local Government Act 2019, *Section 207* and ~~Section 13 of the~~ *Local Government (General) Regulations 2021* *Section 13* require Council to prepare financial statements for each financial year in line with the accounting standards. For annual periods beginning on or after 1 July 2016 Council will comply with the Related Party Disclosures under AASB 124.

3. Definitions

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

Arm's length terms	Terms between parties that are reasonable in the circumstance of the transaction, where both parties have acted in their own interest, in the absence of the parties being related or influenced by the other.
Close family members or close members of the family	Are those family members who may be expected to influence, or be influenced by that key management person in their dealings with Council and include: - That person's children and spouse or domestic partner; - Children of that person's spouse or domestic partner; and - Dependants of that person or that person's spouse or domestic partner. For the purpose of the AASB 124 close family members can include extended members of a family, if they could be expected to influence, or be influenced by, the key management person in their dealings with Council.

Control	Control of an entity is present when there is: - Power over the entity; and - Exposure or rights to variable returns from involvement with the entity; and - The ability to use power over the entity to affect the amount of returns received.
Joint Control	The contractually agreed sharing of control of an arrangement, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.
Key management personnel or key management person (KMP)	Person(s) having authority and responsibility for planning, directing and controlling the activities of Council, directly or indirectly. Specifically, KMP of Council are: - The mayor; - Elected members; - The ~~chief~~ Chief E~~e~~xecutive O~~o~~fficer; - The directors; - Other officers with delegations under the ~~Section 168~~ *Local Government Act 2019 (NT) Section 168*.
Ordinary Citizen Transactions	Transactions that an ordinary citizen would undertake with Council, which is undertaken on arm's length terms and in the ordinary course of carrying out Council's functions and activities. (e.g. Paying rates or other charges, using Council's public facilities as an individual)
Related party	Is a person or entity that is related to the reporting entity. i. Council subsidiaries; ii. Entities who are associates of Council and Council subsidiaries; iii. Joint ventures in which Council or a Council subsidiary is a joint venturer; iv. Council's KMP; v. A close family member of a KMP of Council; vi. Entities controlled by a KMP of Council; vii. Entities controlled or jointly controlled by a close family member of a KMP of Council; viii. Other entities as specified in AASB 124, paragraph 9(b)(iii),(iv),(v) and (viii).

Other Entity	Other entities that are related parties in accordance with AASB 124 paragraph 9(b), including: • entities that are joint ventures of the same third party; • entities where one is a joint venture and the other an associate of the same third entity; • post-employment benefit plans for employees of Council or related entities; and • entities that provide key management personnel services to Council or its parent entity.
Related party transaction	Is a transfer of resources, services or obligations between a reporting entity and a related party, regardless of whether a price is charged.
Reporting entity	Is the entity that is preparing its financial statements.

4. Policy Statement

4.1. Disclosure Requirements under AASB 124

To comply with AASB 124, for annual period beginning on or after 1 July 2016, Council will make the following disclosures in its General Purpose Financial Statements.

4.1.1 Key management personnel (KMP) compensation in total and for each of the following categories[1]:

- Short-term employee benefits;
- Post-employment benefits;
- Other long-term benefits; and
- Termination benefits.

4.1.2 Amounts incurred by Council for the provision of KMP services that are provided by a separate management entity[2].

4.1.3 For each category of transactions with a related party (as defined in this policy), Council will disclose the following information in Litchfield Council's General Purpose Financial Statements:

[1] See AASB 124, paragraph 17 and 17A
[2] See AASB 124, paragraph 18A

- The nature of the related party relationship;
- The amount of the transactions;
- The amount of outstanding balances, including commitments, and:
  - Their terms and conditions, including whether they are secured, and the nature of the consideration to be provided in settlement; and
  - Details of any guarantees given or received;
- Provisions for doubtful debts related to the amount of outstanding balances; and
- The expense recognised during the periods in respect of bad or doubtful debts due from related parties.

4.1.4 For each related party category specified in the definition of this policy, Council will disclosure information specified in Section 4.1.3 for related party transactions of similar nature in aggregate except when separate disclosure is necessary for an understanding of the effects of related party transactions on the Financial Statements of Council having regards to the following criteria:

- The nature of the related party relationship;
- The significance of the transaction (individually or collectively) in terms of size or value;
- Whether the transaction is carried out on non-arm's length terms;
- Whether the nature of the transaction is outside normal day-to-day business operations.

Decision on disclosure in aggregate or separate will be made in consultation with the Council's external auditor.

4.2. Identifying Council Related Party Relationships and Transactions

4.2.1. The Director Corporate Services is responsible for identifying Council subsidiaries, associates and joint ventures (incorporated and unincorporated).

4.2.2. To determine whether Council has control or joint control of an entity, the ~~Manager~~ Director Corporate Services is responsible for applying AASB 10 – Consolidated Financial Statements and AASB 11 – Joint Arrangements.

4.2.3. To determine whether an entity is an associate of, or in a joint venture with Council or a Council subsidiary the ~~Manager~~ Director Corporate Services is responsible for applying AASB 128 – Investments in Associates and Joint Ventures.

4.2.4. Related party transactions are identified through Council's electronic business system and the ~~Manager~~ Director Corporate Services is responsible to extract the information specified in Section 4.1.3 for the register of related party transactions. Furthermore, the ~~Manager~~ Director Corporate Services is responsible to investigate any related party transactions as specified in Section 4.1.3 that are not kept in the electronic business system through manual investigation.

4.3. Identifying Related Party Transactions with KMP and their Close Family Members

KMP must provide a related party disclosure, notifying any existing or potential related party transactions between Council and either themselves, their close family members or entities controlled or jointly controlled by them or any of their close family members to the Chief Executive Officer.

4.3.1. Related Party Disclosure Form

At least 30 days before a specified notification period, the ~~Manager~~ Director Corporate Services will provide KMP with a Related Party Disclosure Form (Attachment A) and a Privacy Collection Notice (Attachment B).

4.3.2. Suspected Related Party Transaction

If a KMP suspects that a transaction may constitute a related party transaction, the KMP should provide a related party disclosure on the appropriate form to the Chief Executive Officer.

4.3.3. Specified Notification Periods

KMP have to provide a Related Party Disclosure Form in the following periods during a financial year:

- 30 days after a KMP commences their term of employment with Council;
- ~~30 June each year.~~KMP must provide an updated disclosure within 30 days of becoming aware of a new related party relationship or transaction.
-

4.3.4. Other Notifications

The notification requirements under Section 4.3 are in addition to notifications a KMP must make to comply with other existing policies of Council.

4.3.5. Exclusions

The notification requirements under Section 4.3 do not apply to:

- (For staff) transactions disclosed under Section 4.1.1 (e.g. Salary and other employee benefits)
- (For elected members) transactions governed by Council policy EM05 *Elected Members Benefits and Support Policy*
- Transactions classified as ordinary citizen transactions as defined in this policy.

4.3.6. Information Extraction

Related party transactions are identified through Council's electronic business system and the ~~Manager~~ Director Corporate Services is responsible to extract the information specified in Section 4.1.3 for the register of related party transactions. Furthermore, the ~~Manager~~ Director Corporate Services is responsible to investigate any related party transactions as specified in Section 4.1.3 that are not kept in the electronic business system through manual investigation.

4.3.7. Other Sources of Information

To ensure all related party transactions are captured and recorded, the ~~Manager~~ Director Corporate Services is responsible for reviewing, if required, other sources of information held by Council including, but not limited to:

- A register of interests of a KMP and of persons related to the KMP;
- Minutes of Council and committee meetings;
- Council's Contracts' Register
- Council's Tender Register
- Gifts and Benefits Register

4.4. Register of Related Party Transactions

The ~~Manager~~ Director Corporate Services is responsible for maintaining and keeping up to date a register of related party transactions that captures and records information specified in Section 4.1.3 for each existing or potential related party transaction during a financial year.

4.4.1. Contents of the Register

The contents of the register of related party transactions must detail for each related party transaction:

- The description of the related party transaction;
- The name of the related party;
- The nature of the related party's relationship with Council;
- Whether the notified related party transaction is existing or potential;
- A description of the transactional documents subject to the related party transaction;
- The information specified in Section 4.1.3 of this policy.

4.5. Information Privacy

4.5.1. Confidential

The following information is classified as confidential and is not available for inspection by or disclosure to the public. ~~Disclosure will only occur where required under the Information Act.~~ Disclosure will only occur where required by law, including the *Information Act 2023 (NT)*, the *Local Government Act 2019 (NT)*, audit requirements, or Australian Accounting Standards.

- Information (including personal information) provided by a KMP in a related party disclosure; and
- Personal information contained in a register of related party transactions.

4.5.2. When Consent is Required

Except as specified in this Policy, Council and other permitted recipients will not use or disclose personal information provided in a related party disclosure by a KMP or contained in a register of related party transactions for any other purpose or to any other person except with the prior written consent of the subject KMP.

4.5.3. Permitted Recipients

The following persons are permitted to access, use and disclose the information (including personal information) provided in a related party disclosure or contained in a register or related party transactions for the purpose specified in Section 4.5.4:

- the Chief Executive Officer;
- the ~~General Manager Business Excellence~~Director Governance and Community;
- the ~~Manager~~ Director Corporate Services;
- an Auditor of Council; and/or
- other officers as delegated by the Chief Executive Officer.

4.5.4. Permitted Purposes

A person specified in Section 4.5.3 may access, use and disclose information (including personal information) in a related party disclosure or contained in a register of related party transactions for the following purposes:

- to assess and verify a notified related party transaction;
- to reconcile identified related party transactions against those notified in a related party disclosure or contained in a register or related party transactions;
- to comply with the disclosure requirements of AASB 124;
- to verify compliance with the disclosure requirements of AASB 124.

5. Associated Documents

Attachment A to Policy FIN11– Related Party Disclosure by KMP form.

Attachment B to Policy FIN11 – Privacy Collection Notice Related Party Disclosures by KMP.

Litchfield Council Policies.

6. References and Legislation

Information Act ~~2008~~

2023 (NT)

~~Northern Territory~~ Local Government Act 2019 (NT)

Local Government (General) Regulations 2021 (NT) General Instruction 2: Annual Financial Statements

~~Australian Accounting Standards~~

AASB 124 Related Party Disclosures

AASB 10 Consolidated Financial Statements

AASB 11 Joint Arrangements

AASB 128 Investments in Associates and Joint Ventures

Ministerial Guidelines

~~Local Government General Instructions~~

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
17/05/2017	New Policy
19/07/2022	Policy review – references to *Local Government Act 2019* and General Regulations and update of Council Officer position titles.
6/10/2026	Policy review – references to *Local Government Act 2019 (NT)* and General Regulations and update of Council Officer position titles.

LITCHFIELD COUNCIL

RELATED PARTY DISCLOSURES BY KEY MANAGEMENT PERSONNEL

THIS DOCUMENT IS CONFIDENTIAL

See Council's Related Party Disclosure Policy FIN11

Name of Key Management Personnel:	
Position of Key Management Personnel:	

Please read the Privacy Collection Notice provided with this notification, which explains what a related party transaction is and the purposes for which Council is collecting and will disclose, the related party information provided by you in this notification.

Please complete the table below for each related party transaction with Council that you, or a close member of your family, or an entity related to you or close member of your family:

a) Has previously entered into and which will continue in the [Insert relevant financial year] financial year; or
b) Has entered into, or is reasonable likely to enter into, in the [Insert relevant financial year] financial year.

Description of Related Party Transaction	**Is Transaction Existing/Potential?**	**Related Party's Name (Individual's or Entity's Name)**	**Related Party's Relationship/Reasons why Related**	Details of Supporting Documents and Any Changes to the Related Party Relationship ~~Description of Transaction Documents of Changes to the Related Party Relationship~~

Notification

I, _____(name)_____, _____(position)_____.

Notify that, to the best of my knowledge, information and belief as at the date of this notification, the above list includes all existing and potential related party transactions with Council involving myself, close members of my family, or entities controlled or jointly controlled by me or close members of my family, relevant to the [Insert relevant financial year] financial year.

I make this notification after reading the Privacy Collection Notice provided by Litchfield Council, which details the meaning of the words "related party", "related party transaction", "close members of the family of a person" and in relation to any entity "control" or "joint control", and the purposes for which this information will be used and disclosed.

I permit the ~~Manager~~ Director Corporate Services and other permitted recipients specified in Council's Related Party Disclosure Policy to access the register of interest of me and persons related to me and to use the information for the purposes specified in policy FIN11.

Signature of named Key Management Personnel: _____.

Dated: _____.

Related Party Disclosure **POLICY** FIN11

Privacy Collection Notice – Attachment B

Related Party Disclosures by Key Management Personnel

1. Purpose of collection, use and disclosure

Effective for annual periods beginning on or after 1 July 2016, Council must disclose certain related party relationships and related party transactions together with information associated with those transactions in its general-purpose financial statements, in order to comply with Australian Accounting Standard AASB 124 Related Party Disclosures July 2015 (AASB 124).

Related parties include Council's Key Management Personnel (KMP), their close family members, and any entities that they or any of their close family members control or jointly control.

A related party transaction is any transaction (whether a transfer of resources, services or obligations) between the reporting local government and any of the related parties, whether monetary or not.

If there is a related party transaction with Council applicable to a reporting financial year, AASB 124 requires Council to disclose in the financial statements the nature of the related party relationship and information about the transaction, including outstanding balances and commitments associated with the transaction. Disclosure in the financial statements may be in the aggregate and/or made separately, depending on the materiality of the transaction.

For more information about Council's disclosure requirements under AASB 124, please refer to Council's Related Party Disclosure Policy.

2. Notifications by key management personnel

In order to comply with AASB 124, Council has adopted a policy that requires all members of its KMP to periodically provide notifications to the ~~Finance Manager~~ Director Corporate Services or Chief Executive Officer of any existing or potential party transaction between Council and any of their related parties during a financial year, and any changes to previously notified related party relationships and transactions relevant to the subject financial year.

To this end, each KMP must provide a Related Party Disclosure, in the approved form, notifying any existing or potential related party transactions between Council and any related parties of the KMP, to the ~~Finance Manager~~Director of Corporate Services by no later than the following periods during a financial year:

- 30 days after a KMP commences their term or employment with Council; and
- KMP must provide an updated disclosure within 30 days of becoming aware of a new related party relationship or transaction.
- ~~30 June (each year).~~

Note: These related party disclosure requirements are in addition to the notifications KMP's are required to make to comply with other Council policies.

This includes disclosures relating to Conflicts of Interest and Gifts and Benefits. Council's auditors may audit related party information as part of the annual external audit.

For privacy and right to information status of this information, please refer to Council's Related Party Disclosure Policy.

3. Who are KMPS?

KMPs are persons having authority and responsibility for planning, directing and controlling the activities of Council, directly and indirectly.

For Council, KMPs include:

- Mayor;
- Elected Members;
- Chief Executive Officer;
- Directors; and
- Other Officers with delegations under the ~~Section 103~~ *Local Government Act 2019 NT Section 103*.

Close family members, or close members of the family of a KMP are family members who may be expected to influence, or be influenced by, that person in their dealings with Council and include:

(a) That person's children and spouse or domestic partner;
(b) Children of that person's spouse or domestic partner; and
(c) Dependants of that person or that person's spouse or domestic partner.

Under AASB 124, close family members could include extended members of a family (such as, without limitation, a parent, grandparent, siblings, etc.) if they could be expected to influence, or be influenced by the KMP in their dealings with Council.

The following table may assist with identifying close family members:

Definitely a close family member	***Maybe a close family member***
Your spouse/domestic partner	Your brother and sisters, if they could be expected to influence, or be influenced by you in their dealings with Council
Your children	Your aunts, uncles and cousins, if they could be expected to influence, or be influenced by you in their dealings with Council
Your dependants	Your parents and grandparents, if they could be expected to influence, or be influenced by you in their dealings with Council

Children of your spouse/domestic partner	Your nieces and nephews, if they could be expected to influence, or be influenced by you in their dealings with Council
Dependants of your spouse/domestic partner	Any other member of your family if they could be expected to influence, or be influenced by you in their dealings with Council

4. Control & Entities

Entities include companies, trusts, incorporated and unincorporated associations such as clubs and charities, joint ventures and partnerships.

You control an entity if you have:

- Power over the entity;
- Exposure, or rights to variable returns from your involvement with the entity; and
- The ability to use your power over the entity to affect the amount of your returns.

Example of Control:

May is the Mayor of XY Council and owns 100% of the ordinary share in XY Company Pty Ltd (the Company). The ordinary shares are the only shares in the company that have voting rights. May controls the company because she has the power to affect the company's decisions and the return he will get from the company. May will need to include the company on her Related Party Disclosure Form.

To jointly control an entity, there must be contractually agreed sharing of control of the entity, which exists only when decisions about the relevant activities require the unanimous consent of the parties sharing control.

Example of Joint Control:

May is the Mayor of XY Council and owns 50% of the ordinary share in XY Company Pty Ltd (the Company). May's sister, Peta, owns the other 50% of the ordinary shares. May and Peta are the only Directors of the company and have equal voting rights on the board. May and Peta have joint control of the company because any decisions require the unanimous consent of them both. May will need to include the company on her Related Party Disclosure Form and the entity's related party relationship with May and Peta.

In some cases, it will be obvious that you or a family member control or have joint control over an entity. In other cases, it will be less clear.

If you are unsure whether you, or a close family member has control or joint control of an entity then you should contact the Finance Manager for a confidential discussion.

14.2 Governance and Community

14.2.1 Governance and Community Monthly Report - September 2026

AUTHOR: Natasha Clancy, Executive Assistant to Directors

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS:
1. Governance Monthly Report - September
2. Community Monthly Report - September

EXECUTIVE SUMMARY

This report provides a monthly update on key activities and services across the Governance and Community for September 2026.

RECOMMENDATION

1. That Council receive and note the Governance and Community Monthly Report for September 2026 as at attachment 1 and 2.

BACKGROUND

The attached monthly reports provide an overview of activities across Governance, 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

Activities are undertaken in accordance with relevant legislation and Council policies.

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil

GOVERNANCE

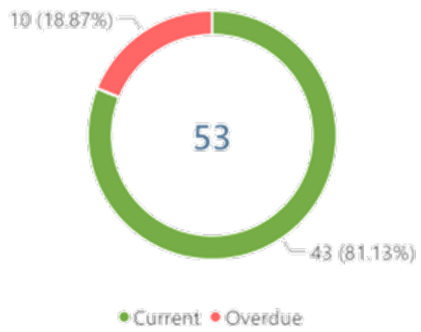
Total Council Policies
57

Current Policies
43

Due for Review This Quarter
4

Overdue Policies
10

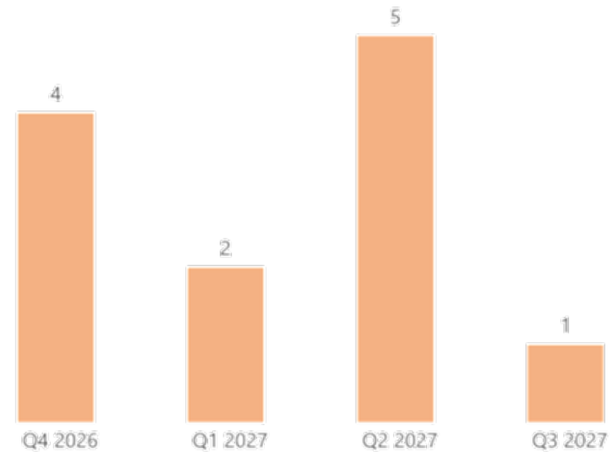
Policy Review Status



Overdue Council Policies

Policy No.	Policy	Review Date
INF04	Place Names	8/12/2024
COM03	Sport and Recreation	15/06/2025
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 Mangement	17/01/2026
CEM01	Floral and Ornamental Tributes	16/05/2026
FIN11	Related Party Disclosure	18/07/2026
GOV20	Committees	15/08/2026

Council Policy Reviews - Next 12 Months



Governance Framework

The *Local Government Act 2019* commenced on 1 July 2021. The following instruments have been made under the Act:

2 Regulations
Electoral Regulations | General Regulations

8 Guidelines
Local Authorities | Appointing a CEO | Borrowing | Assets | Budgets | Annual Report | Procedural Fairness in Code of Conduct Complaints | Code of Conduct Framework

1 Determination
Training Requirements

2 General Instructions
Procurement | Annual Financial Statement

Council policies are reviewed every four years, unless otherwise specified or required earlier due to legislative or best-practice changes.

Policy and Legislative Update

During September, Council adopted three reviewed policies: HR14 Human Resource Principles, EM06 Conflict of Interest and FIN13 Borrowing.

Amendments relating to the new Code of Conduct framework commenced on 1 July 2026. Council is continuing to review its policies to identify those affected and develop a timeline for any required updates. GOV19 Breach of Code of Conduct and EM02 Code of Conduct for Elected Members have been identified for review.

MEDIA & COMMUNICATIONS

Facebook Viewers
23096
Previous Month: 16560 (+39.47%)

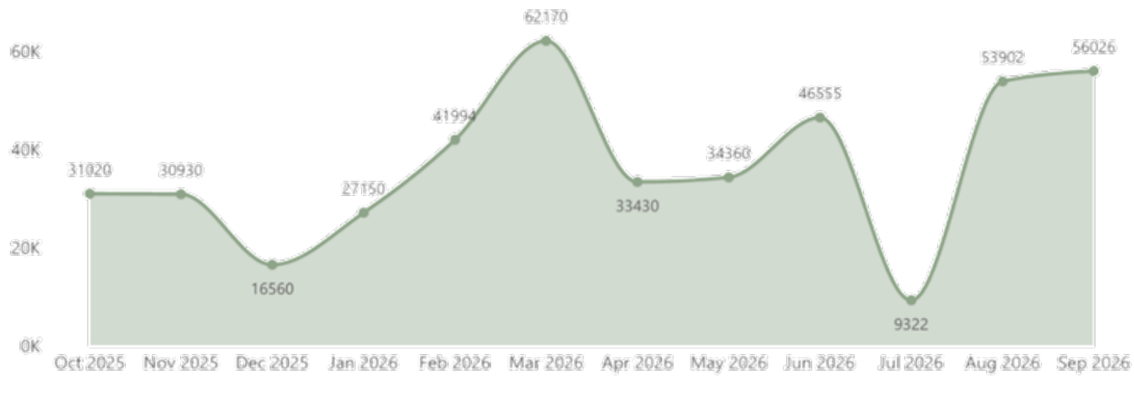
Facebook Interactions
315
Previous Month: 280 (+12.5%)

Facebook Followers
6383
Previous Month: 6299 (+1.33%)

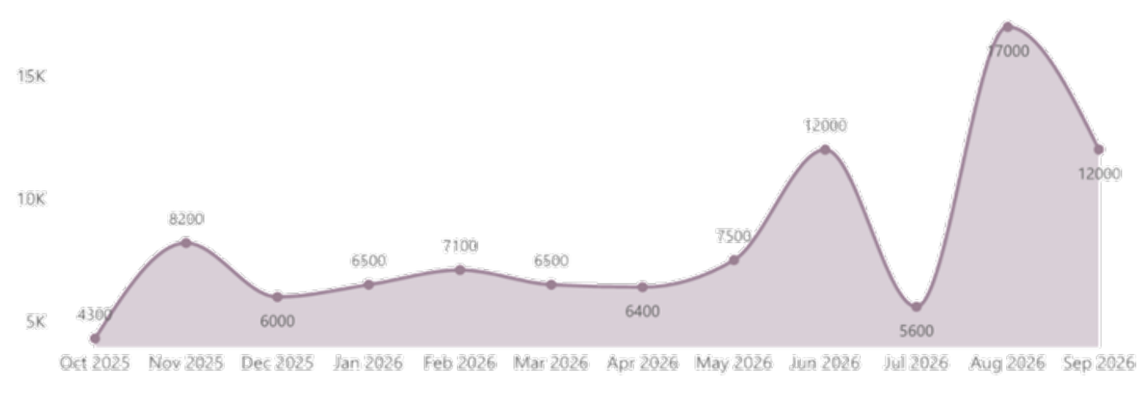
Instagram Views
528
Previous Month: 1229 (-57.04%)

Website Views
25000
Previous Month: 13000 (+92.31%)

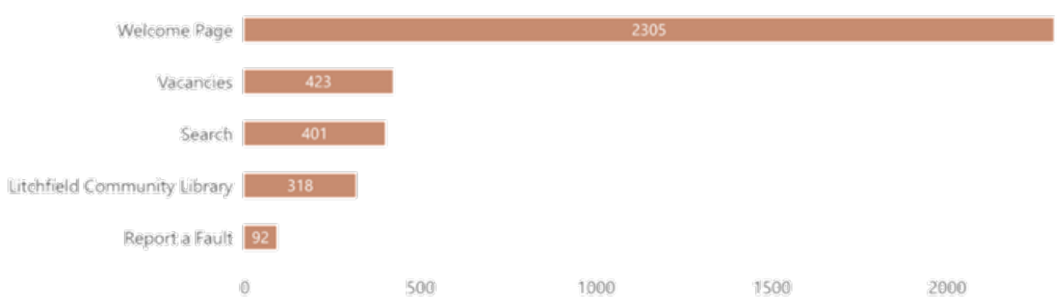
Facebook Views



Website Users



Top Website Pages



September Highlights

- We ran a lot of advertisements in September, from school holiday program to community events, which generated most of the engagement for this month.
- Dog registration and abandoned vehicle auction posts attracted the highest organic engagement, reflecting strong public interest in these topics.

LIBRARY SERVICES

New Members
100
Previous Month: 73 (+36.99%)

PC Sessions
378
Previous Month: 293 (+29.01%)

Library Hours
200
Previous Month: 188 (+6.38%)

Printing
438
Previous Month: 433 (+1.15%)

Loans
3058
Previous Month: 2556 (+19.64%)

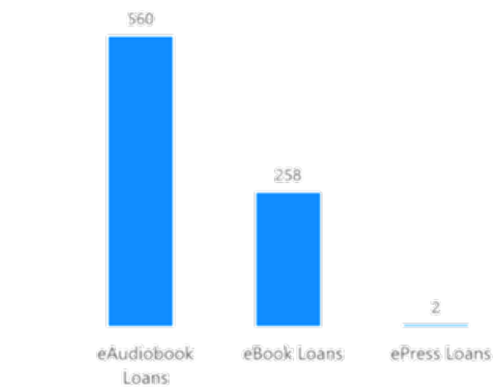
Library Visitors



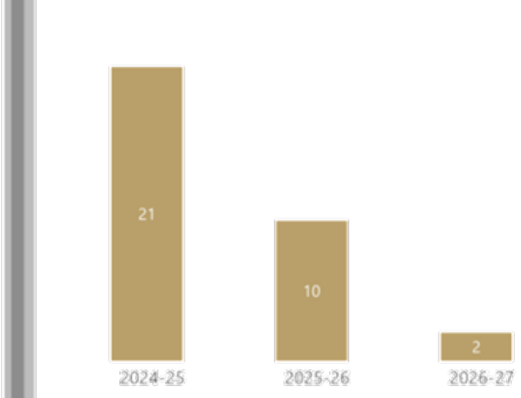
Program Attendance



BorrowBox Statistics



Service Disruptions



September Highlights

- **Magazine Subscriptions Review** – Library subscriptions were reviewed following feedback received from members in August, with future subscription options considered.
- **Nurserytime, Storytime and Lego League** – Weekly sessions continued until the start of the school holidays on 22 September.
- **Library Buddies** – Two weekly sessions of the intergenerational program were held in partnership with Humpty Doo Primary School, followed by a visit to the school for show and tell and morning tea prepared by the students.
- **Seniors Morning Tea** – Neighbourhood Watch delivered a presentation on community safety and crime prevention, followed by morning tea.
- **Digital Literacy** – Services Australia delivered a session on myGov and Medicare, helping participants navigate online government services.
- **September/October School Holiday Program** – The library delivered 19 activities, attracting 433 participants. Activities included a book-themed scavenger hunt, character drawing, badge making, magnet painting, gaming sessions and the popular midday movies.

REGULATORY SERVICES

New Dog Registration
77
Previous Month: 63 (+22.22%)

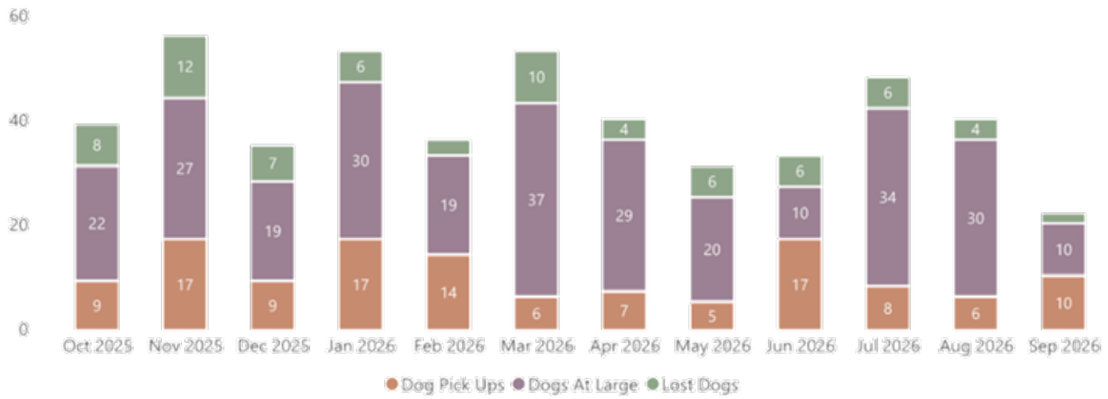
Dogs at Large / Lost
22
Previous Month: 40 (-45%)

Dog Attack / Menace
8
Previous Month: 10 (-20%)

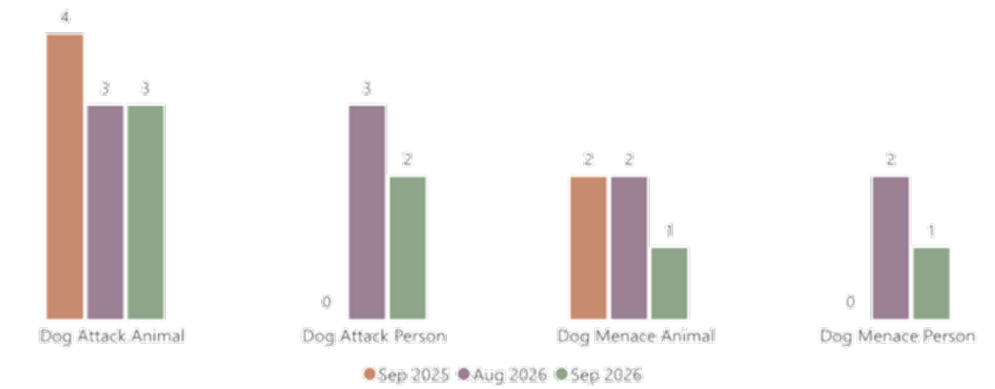
Impounded Dogs
12
Previous Month: 20 (-40%)

Abandoned Vehicles
6
Previous Month: 5 (+20%)

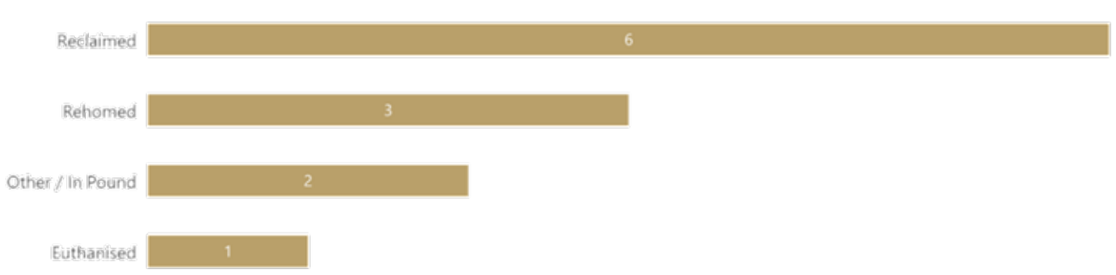
Dog Management Activity



Dog Attack & Menacing Incidents



Impounding Summary



September Highlights

- Abandoned Vehicle Silent Auction - Preparations were finalised for the disposal of unclaimed impounded vehicles, with the auction scheduled for 1-7 October 2026 and a public inspection at the Humpty Doo Waste Transfer Station.
- Early Bird Dog Registration Initiative - Dog owners who renewed or registered a new dog by 01 September went into the draw to win one of three Pawsome Yeti Packs. Winners were contacted directly and announced on Council's social media channels.

COMMUNITY DEVELOPMENT

Community & Stakeholder Meetings
4
Previous Month: 3 (+33.33%)

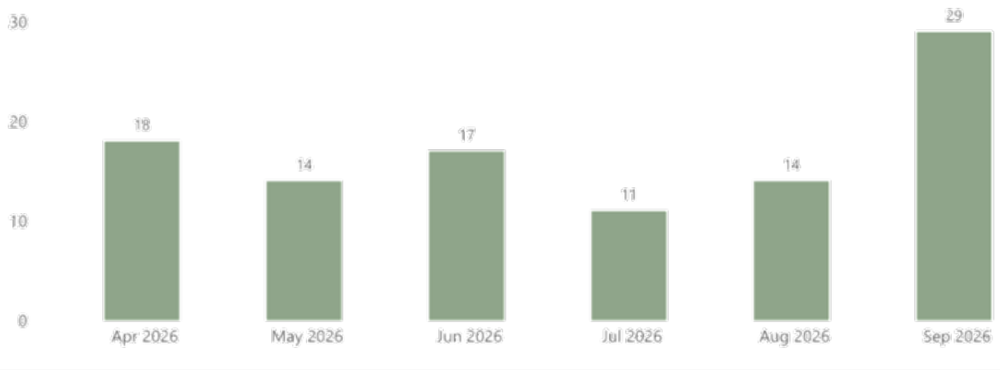
Facility Users & Groups
11
Previous Month: 13 (-15.38%)

Recreation Reserve Activities
2
Previous Month: 0

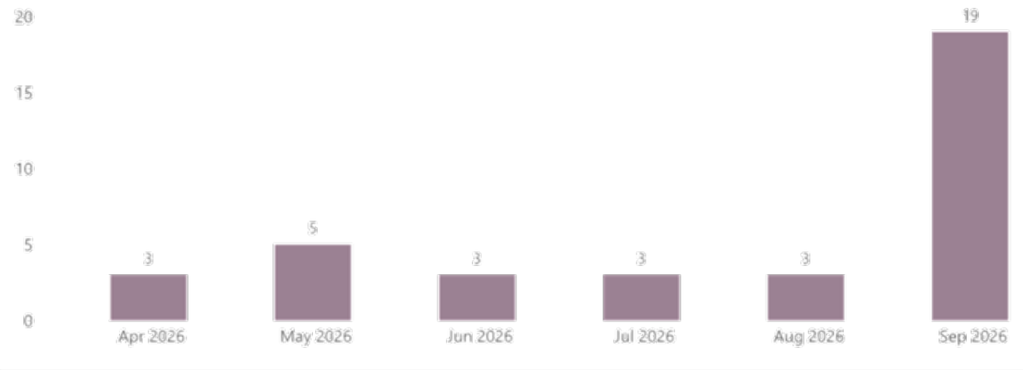
Approved Grants
8
Previous Month: 3 (+166.67%)

Council Events / Programs
4
Previous Month: 1 (+300%)

Howard Park Bookings



Knuckey Reserve Bookings



Key Activities

- Howard Park Open Day was delivered in partnership with the Howard Springs Volunteer Fire Brigade, with approximately 550 residents, community groups and volunteers attending.
- Citizenship Day welcomed 15 new Australian citizens from eight countries at Council's Citizenship Ceremony.
- School Holiday Program activities were delivered during the final week of September.

Events / Upcoming Work

- COTA Mini Expo will be held at Coolalinga Central 09 October from 10am to 2pm.
- Clean Up Australia event will take place at Howard Park on 24 October from 9am to 11am.

14.3.2 DRAFT Strategic Plan 2026 - 2029

AUTHOR: Natasha Clancy, Executive Assistant to Directors

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Draft Strategic Plan 2026-2029

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's approval to release the draft Strategic Plan 2026–2029 for community consultation.

RECOMMENDATION

THAT Council endorse the Litchfield Council Draft Strategic Plan 2026-2029 as provided in Attachment A for the purpose of public exhibition and consultation for 28 days commencing 21 October 2026 and concluding 17 November 2026.

BACKGROUND

A Strategic Plan is a key document that sets out Council's long-term vision, priorities and objectives for the municipality. It provides a framework for decision-making and helps ensure Council's services, projects and resources are directed towards the outcomes that matter most to the community.

The draft Strategic Plan 2026–2029, as attachment 1, has been developed following strategic planning workshops with Elected Members and Executives, and reflects the priorities and key themes identified through this process.

The draft Plan is structured around five priorities:

- People – Our Community and Lifestyle
- Progress – Our Service Delivery
- Prosperity – Our Economy and Growth
- Places – Our Environment, Lifestyle and Connectivity
- Performance – Our Leadership and Delivery

Each priority includes a goal, strategic actions and ways the community can contribute.

The draft Strategic Plan is now presented to Council for endorsement to proceed to community consultation. Feedback received during the consultation period will be considered and reported back to Council prior to final adoption.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

Places - Roads and Infrastructure

Prosperity - Our Economy and Growth

Progress - Continuity of Services and Facilities

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

LEGISLATIVE AND POLICY IMPLICATIONS

Local Government Act 2019

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Subject to Council approval, the draft Strategic Plan 2026–2029 will be released for community consultation to provide residents and stakeholders with an opportunity to review the Plan and provide feedback. Consultation will include advertisement on the website, across social media platforms and community notice boards.



Strategic Plan 2026–2029

LITCHFIELD COUNCIL







Acknowledgement

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

Artwork Representation

The artwork used in this document has been created by Deanne Kenyon of Qalmolmi Arts. It represents the unique landscapes, waterways and natural environment of the Litchfield region. Through colour, pattern and design, the artwork captures the character and identity of the area, creating a distinctive visual representation of the region and its community.

2

Message from the Mayor and CEO

We are proud to introduce Litchfield Council's Strategic Plan 2026–2029, setting a clear and purposeful direction for our growing municipality.

Litchfield is entering an exciting new chapter, as we embrace growth, strengthen our identity and plan for a vibrant and sustainable future.

As one of the fastest growing municipalities in the Northern Territory, our community continues to evolve. Growth in population, development and infrastructure brings opportunities, challenges and responsibilities. We are committed to ensuring this growth is well planned, sustainable and reflective of what our community values most.

This Strategic Plan reflects strong input from our Elected Members and outlines how we will deliver meaningful outcomes through a clear and focused approach.

At the heart of this plan is our community. We are committed to strengthening connection, belonging and pride across Litchfield, while maintaining the unique rural lifestyle, natural environment and strong sense of identity that defines our region.

The plan is guided by five strategic pillars - **People, Progress, Prosperity, Places and Performance** - that set out how we will:

- Support a connected and active community
- Deliver smarter, customer-focused services
- Grow local economic opportunities
- Create accessible and valued places
- Provide trusted leadership and accountable delivery.

Together, these priorities reflect our focus on balancing growth with lifestyle, improving service delivery, strengthening local identity and planning for a sustainable future.

We look forward to continuing to work alongside our community to shape Litchfield as a place where people choose to live, work and visit.



Rachael Wright
Mayor



Stephen Hoyne
Chief Executive Officer

3

Our Region


23,940
Population
11,172
Employed Residents
11,466
Local Jobs
8,552
Rateable Assessments
SHOP
2,166
Local Businesses
3,702
Registered Dogs
646km
Sealed Roads
70km
Unsealed Roads
18km
Shared Paths
9
Recreation Reserves
8
Playgrounds
3
Waste Transfer Stations
1
Hospital
1
Cemetery
1
Library
1
Army Barrack
2
Police Stations
POLICE
2903km²
Land Area
3
Fire Stations
FIRE STATION
7
Elected Members


Understanding this Plan
Council's Integrated Strategic Planning and Reporting Framework
Annual Report
Quarterly Performance Report
Strategic Plan
Long Term Financial Plan
Municipal Plan
Inc Annual Budget
Informed by:
Endorsed Strategies and Action Plans
Operational Busines Plans
Individual Work Plans
Legislation

Our Vision for Litchfield

Where people belong, communities thrive, and future generations flourish

Our Mission

To build trust through action, strengthen our communities, and create a resilient Litchfield where everyone can thrive

Our Priorities

People

Progress

Prosperity

Places

Performance



People

Our Community and Lifestyle

Goal

To strengthen connection, belonging and pride across Litchfield by building a region where people choose to live, work and visit.

Strategic Actions

- Strengthen and promote a strong and clear '**Litchfield identity**' reflecting its rural character, environment and community values
- Increase Council's visibility through **proactive engagement**, communication and participation in community events and local groups
- Deliver **community events** and programs that encourage participation and connection
- Provide accessible community **information** through a centralised hub (e.g. Council website) including events, activities and local group directories
- Maintain and enhance parks, reserves and recreation facilities to support healthy, active lifestyles
- Build and support strong partnerships with community groups, reserve committees, sporting clubs and **volunteers**
- Support not-for-profit organisations and young people through the **Community Grants Scheme**.
- Deliver an accessible, family-friendly **library** service, expanding programs, digital resources and initiatives to meet diverse community needs, support lifelong learning and strengthen social connection
- Deliver animal management services that support responsible **pet ownership** and community safety
- Deliver effective waste and recycling services while promoting **sustainability** community education

How our community can help

- Help shape services and priorities by sharing ideas, feedback and experiences through consultation, engagement and everyday interactions
- Participate in community events, programs and initiatives that build connection, inclusion and wellbeing
- Work with Council to promote respect, understanding and a sense of belonging for all community members
- Be responsible pet owners by caring for animals, following relevant requirements and helping create safe, respectful shared spaces for everyone
- Reduce waste by reusing, recycling and repurposing where possible, and disposing of waste responsibly to protect our environment and community health

7

Goal

Deliver customer-focused council services, systems and approaches that are efficient, effective and provide improved community outcomes.



Strategic Actions

- Apply research, data and community insights to improve **service delivery**, ensuring value for money and alignment with community expectations
- Ensure Council services and facilities are delivered at best value, balancing **cost efficiency** with quality outcomes for residents
- Focus on **innovation and growth** when reviewing service levels, ensuring Council adapts to changing community needs and expectations
- Build strong stakeholder relationships to identify opportunities for collaboration, shared solutions and **increase advocacy**
- **Plan and deliver** Council projects and provide feedback on development and municipal growth areas
- Identify and implement innovative approaches to infrastructure delivery, waste management and sustainability initiatives to support long-term resilience

How our community can help

- Contribute ideas and local knowledge to help guide growth, planning and development
- Embrace innovation, change and new ways of working that support a sustainable future
- Engage in planning processes and provide feedback on infrastructure, projects and services
- Support initiatives that balance growth with environmental, social and cultural considerations
- Work alongside Council to prepare for future challenges and opportunities.

8



Goal

Showcase our unique rural character, suburban areas and tourist attractions to support vibrant communities, local business growth, visitation and encourage investment.

Strategic Actions

- Increase support for **local businesses** through procurement practices and local supplier opportunities
- Support **workforce development** through internships, traineeships, work experience and staff development opportunities
- Advocate for infrastructure and services that support **economic growth**
- Support appropriate residential, industrial and **commercial growth** while maintaining Litchfield's rural lifestyle values
- Investigate opportunities for a signature Litchfield event that strengthens identity and economic activity
- Expand local **lifestyle and amenity** offerings to support a growing population
- Build advocacy **partnerships** to attract external funding and investment opportunities

How our community can help

- Support local businesses by shopping locally and using local services
- Promote the region by welcoming visitors and sharing positive experiences
- Participate in local events, festivals and activities that strengthen the local economy
- Collaborate with Council, business and community groups to encourage investment and innovation
- Share ideas and opportunities that enhance liveability and economic growth across the region

9

Goal

To deliver connected, accessible and sustainable places that support growth, community connection and Litchfield's rural identity.



Strategic Actions

- Deliver and maintain essential infrastructure including **roads, drainage, shared paths** and community facilities
- Improve transport **connectivity** and advocate for better public transport options, particularly for older residents, across the municipality
- Redefine the Litchfield 'brand' to include how a sense of place is represented across the municipality
- Strengthen the identity of Litchfield as a place to live, work and visit through improved promotion, branding and community storytelling
- Improve usability and activation of existing **community assets** and underutilised spaces
- Improve **accessibility and inclusion** considerations across Council facilities, public spaces and community places
- Develop and promote a 'Living in Litchfield' resource to support existing and future residents
- Balance **future growth** with protection of Litchfield's rural character, natural environment and community lifestyle

How our community can help

- Report issues and provide feedback on recreation reserves, roads, facilities and open spaces to help inform improvements
- Advocate for better transport by sharing needs and supporting initiatives, especially for older residents
- Contribute to Litchfield's identity by sharing stories and having a sense of local pride
- Assist in the activation of local spaces with events, activities and community use
- Support sustainable growth by welcoming new residents and protecting the local lifestyle



Performance

Our Leadership and Delivery

Goal

To build community trust through transparent leadership, strong governance, effective communication and sustainable service delivery.

Strategic Actions

- Increase **communication** and engagement with the community
- Improve **consultation** approaches to achieve broader reach and more meaningful participation
- Improve how Council communicates financial performance and decision-making to increase **transparency** and community understanding
- Implement an improved Customer Request Management (CRM) approach and process to strengthen responsiveness and **accountability**
- Continue **advocating** for grants and external funding to deliver community priorities and infrastructure
- Continue to **invest** in staff development, leadership and workforce capability

How our community can help

- Provide constructive feedback to help improve services and customer experience
- Work with Council to resolve issues by reporting concerns and sharing information
- Engage with Council initiatives and processes aimed at improving service delivery
- Partner with Council and other levels of government to advocate for positive outcomes
- Support continuous improvement by participating in reviews, surveys and engagement opportunities

11

7 Bees Creek Road, Freds Pass, NT 0822
council@litchfield.nt.gov.au
litchfield.nt.gov.au
(08) 8983 0600

14.3.3 Recreation Reserve Management Committee Minutes

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS:
1. Knuckey Lagoon Recreation Reserve Management Committee Meeting Minutes.pdf
2. Howard Park Recreation Reserve Management Committee Minutes

EXECUTIVE SUMMARY

This report presents the minutes from recent meetings of the Knuckey Lagoon Recreation Reserve Management Committee and Howard Park Recreation Reserve Management Committee for Council to receive and note.

RECOMMENDATION

That Council receive and note:

1. the Knuckey Lagoon Recreation Reserve Management Committee meeting minutes 13 August, as attachment 1.
2. the Howard Park Recreation Reserve Management Committee meeting minutes 09 September 2026 as attachment 2.

BACKGROUND

The Knuckey Lagoon Recreation Reserve Management Committee and Howard Park Recreation Reserve Management Committee are Council committees established under the *Local Government Act 2019*.

The minutes from the above Committee meetings are provided at Attachments 1 and 2 for Council to receive and note.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Local Government Act 2019

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil

Unconfirmed

Knuckey Lagoon Recreation Reserve Management Committee Meeting

MINUTES

Thursday 13/08/2026

Meeting held commencing 5:00pm

At Knuckey Lagoon Recreation Reserve

Conan Williams, Recreation Reserve Liaison Officer

MINUTES

Knuckey Lagoon Reserve Committee Meeting

Held via TEAMS
on Thursday 13th August, 2026 at 5:00pm

Unconfirmed

Attendees

Plaxy Purich	North Ward Councillor
Kevin Harlan	Central Ward Councillor
Conan Williams	Council Representative
Jill Enriquez	Council Representative
Nicolle Jessop	NT Scouts Berrimah (electronically)
John Fuller	Top End Gem C& Mineral Club

1 Opening of Meeting

5:01 pm

2 Apologies and Leave of Absence

Daisy Crawford	North Ward Councillor
Kris Civitarese	South Ward Councillor
Tou Ruchkaew	NT Thai Association

3 Disclosures of Interest

Plaxy Purich is the President of Top End Native Plant Society, they are a user group of Knuckeys.

4 Confirmation of Minutes

Moved: John fuller

Seconded: Nicolle Jessop

THAT the minutes of the previous Committee Meeting held on Thursday 7th of May 2026 be confirmed.

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Action by	Notes	Status
01/02/2024	Recruiting New Committee members	CPO	Chair to promote community groups	**Ongoing:** will continue to invite community groups and advertise availability on the website
08/08/2024	Basketball court potholes repair	CPO	Assessed for patch repair or resurfacing, inadequate budget for a resurface and is on the list for capital works in 26-27	**On hold**: quote provided was beyond R&M or capital works allocation. Surface within the court is still usable, potholes are around the perimeter of the court. This will be put on hold to 27-28 due to no capital funding allocation.
6/02/2025	Ramp connecting carpark to undercover area	CPO	This has been requested previously to improve accessibility.	**Completed:** July 2026.
5/06/2025	Illegal campers and speeding on reserve	CPO	Dry season issue of campers at reserve.	**Ongoing:** signs installed by July 2026. Users are to call police if campers do not leave as requested.
6/11/2025	Salto Issues	CPO	Doors have been left open- check that Salto can have notifications if doors are left open.	**Completed:** manual locks Reinstalled and Salto removed as requested.
8/01/2026	Wifi for users	CPO	Investigate installation of Starlink as cheaper option for internet. **RO to investigate more.**	**Ongoing**: Due to Location and requirements, there is no other available wifi service currently. Starlink connection requires resetting of server that will break the connection to our IT provider.

Unconfirmed

6 General Business

6.01 Bi-Monthly Operation & Finance Report

Repairs and Maintenance

The following items were considered a priority:

Item	Action	Status
Basketball Court Potholes	To patch repair until resurfacing is possible	On hold

Moved: Plaxy Purich
Seconded: John Fuller

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

CARRIED

7 Other Business

7.1 NT Thai Association will be relocating to Marrara after successfully receiving a hall for permanent use. Is the old donga theirs and would they be able to relocate it? **RO to follow up with NT Thai Association and the Infrastructure team.**

7.2 Top End Gem Club would like to use the vacated area for their clubhouse/silver smithing area. **Reassess when Thai Association have finalized moving.**

7.3 Top End Native Plant Society will be storing their bookshelf in the upstairs meeting room.

7.4 Repairs and maintenance for Scouts storage shed. Lights, power points and locks. **RO to follow up.**

7.5 Need to create a procedure/ user checklist for the hall - turning on and off the power, lights, Air conditioner, locks, kitchen, toilets etc. **RO to put this into action when time allows.**

7.6 Design of disabled carpark is counterintuitive; can the committee be a part of any consultation process in the future. **Noted.**

7.7 Reflectors on the roadway in, are the wrong way around. Not much can be done now without costing a decent amount. **Noted.**

7.8 Need a lock for the BBQ gas bottle cage. **RO to arrange.**

7.9 Questions were asked about the weeds on the reserve and if a management plan was in place. **RO will investigate creating a schedule of works or something similar.**

7.10 Seek advice on the septic capacity and usage for larger groups (school camp group). **RO to talk to infrastructure team and/or plumber.**

7.11 Top End Native Plants website link.

7.12 Grant scope – suggestion to go from $500 to $1000. **CPO to investigate**.

8 Close of meeting

Meeting closed at 5:53pm.

Next meeting is scheduled for Thursday 5th of November 2026 at 5pm.

Unconfirmed

UNCONFIRMED

Howard Park Recreation Reserve Management Committee Meeting

MINUTES
Wednesday 9/09/2026

Meeting held commencing 5:00pm
At Whitewood Hall, Howard Park Recreation Reserve
325 Whitewood Road, Howard Springs

Jill Enriquez, Community Participation Officer

COMMITTEE MINUTES

Howard Park Reserve Committee Meeting

Held in the Scout Hall, Howard Park Reserve
on Wednesday 09 September 2026 at 5:00 pm

UNCONFIRMED

1 Opening of Meeting

5:02 pm

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

Present

Daisy Crawford	Litchfield Council North Ward Councillor (Chair)
Jill Enriquez	Community Participation Officer (CPO)
Kris Civitarese	South Ward Councillor
Kevin Harlan	Central Ward Councillor
Gerard Maley	Resident
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Conan Williams	Council representative
Evan Johns	Howard Springs Scouts

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 8 April 2024

Moved: Gerry Wood

Seconded: Maxine Way

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Committee members propose to upgrade the fence as part of masterplan to beautify the park	DIO	**ON HOLD:** Moved to Capital works 26-27. It will be completed according to capital works priorities.
8/7/2025	Fitness Equipment	Committee members request static facilities rather than moving parts. If a track around the oval is planned, flooding in the wet to be considered.		**ON HOLD:** these will be considered once the masterplan works begin. Committee members and residents' opinions will be sought for all possible facilities at HPRR. Committee members will be given catalogue.
26/8/2025	Irrigation	Patches of dry grass on oval. Some possible turf damage may occur during irrigation repairs Leak in oval affected Fire Brigade's water supply.	RLO	Ongoing: awaiting repairs to be completed. **Completed**: For any interruptions to service, RLO to inform all community groups
8/07/2024	Bike issues and barriers	Additional fencing & new main gate lock added, and pedestrian gate to be locked during busier periods. Committee requests consideration of further infrastructure to prevent entry through the gates, what other councils and other places do that can be implemented rather than making it hard for regular users	CPO	**ON HOLD:** additional security and police presence have seen decrease in antisocial behaviour
9/7/2026	Council and Committee communication	Infrastructure team at council to inform and/or consult the committee	CPO	**COMPLETED**: a new procedure for internal and external communications has been created to keep

UNCONFIRMED

		before any major decisions		community groups informed
9/7/2026	Spring bent at the gate near jumps	This was initially fixed, but was broken again	RLO	Ongoing: to be fixed
9/7/2026	Bore request	To investigate possibility of bore for irrigation purposes and reduce water bills	RLO	Ongoing: will investigate
9/7/2026	Flagpole request from Fire Brigade	To erect flagpole behind the big rock, this will require a project plan to council	RLO	**COMPLETED**: correspondence between council and Fire Brigade
9/7/2026	Open Day event	September 19th open day for Fire Brigade 40th anniversary, to make use of this to activate reserve and have a community event	CPO	Ongoing: preparations underway, Fire Brigade request sponsorship from council and CPO to collaborate for preparations
9/7/2026	Parking on oval	There are cars where the baseball nets are, remind the users to prevent damage to turf	RLO	Ongoing: to action

UNCONFIRMED

6 Officers Reports

8.1 Bi-Monthly Operations Report

Moved: Gerard Maley

Seconded: Maxine Way

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

CARRIED

7 Other Business

7.1 Basketball half court investigation for future capital works request
7.2 In the November meeting, to come up with a proposal for the fitness equipment for 2027 capital works request
7.3 Investigation of irrigation piping damage, consult Thinkwater who installed it, Rotary Club was involved.
7.4 Previous survey results, to send to Chair and use findings for capital works request
7.5 Fire Brigade requests template for project plan (SOP) for flag pole
7.6 Open day event planning- site map, speeches from council and representatives

Moved: Daisy Crawford

Seconded: Gerry Wood

8 Next Meeting

Monday 7 October 2024, at 5:15 pm Howard Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:39pm.

UNCONFIRMED

14.3.4 Sponsorship Request: 2026 Rural Carols by Candlelight Event

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Sponsorship Request - 2026 Carols by Candlelight.pdf

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration of a $4,657.00 sponsorship request from the Darwin Rural Community Carols by Candlelight Committee in support of their Rural Carols by Candlelight Event October 2026.

RECOMMENDATION

1. That Council approves a one-off sponsorship of $4,657.00 to the Darwin Rural Community Carols by Candlelight Committee towards the delivery of the 2026 Rural Carols by Candlelight event.
2. That Council approves the allocation of $4,657.00 from the 2026/27 Sponsorship budget and authorises the Chief Executive Officer to enter into a sponsorship agreement with the Committee.

BACKGROUND

Council's sponsorship program provides financial support to initiatives that align with Council's strategic priorities and provide identifiable community benefits. Unlike the Annual Grants program, sponsorships may be considered throughout the year, allowing Council to respond to time-sensitive opportunities that support the community.

The Committee has requested financial sponsorship for the Rural Carols by Candlelight event at Bees Creek Primary School. Established in 1979, the volunteer-run event has become a longstanding part of the rural Christmas calendar and attracts approximately 900 to 1,000 attendees, primarily from Litchfield, with families also attending from Darwin and Palmerston.

Council provided $4,000 in sponsorship funding towards the 2025 Rural Carols by Candlelight event.

The event brings residents together for an accessible evening of music and community singing. Its band, choir and performers are drawn from the local community, with rural schools, churches and individual residents contributing musical items. Local community groups can also raise funds by operating food and drink stalls or providing services at the event.

The requested sponsorship would contribute to sound and production costs, electronic candles and glowsticks, St John Ambulance attendance and an event banner. The committee has also applied for a $4,000 Community Benefit Fund grant. Donations, sponsorship and volunteer contributions have historically helped the committee keep the event affordable, although it reports that recruiting volunteers has become more difficult.

Rural Carols provides a local opportunity for young people and community performers to share their talents, while supporting connections between residents and fundraising opportunities for schools and not-for-profit groups. The committee advises that it seeks to make the event inclusive of people from all cultures and, where possible, purchases event hire and services within the Northern Territory.

The proposed sponsorship aligns with the Strategic Plan's priorities relating to arts and culture, youth development and community prosperity. It would support a well-attended event delivered within the municipality, encourage participation in local music and volunteering, and provide practical fundraising opportunities for community organisations.

In recognition of its contribution, Council would be acknowledged on Facebook, promotional banners, flyers, the event program and an overhead screen, as well as through announcements by the MCs. The committee has invited the Mayor to officially open the event and offered reserved seating for Council representatives. It has also advised that it would provide an outcome report, income and expenditure statement, and copies of invoices to acquit the sponsorship.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

FIN07 Community Grants, Donations and Sponsorship

FINANCIAL IMPLICATIONS

The proposed investment of $4,657.00 does not present a significant financial risk. The annual Sponsorship budget totals $27,000, and there is currently $10,367.60 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

Nil

COMMUNITY ENGAGEMENT

The proposed sponsorship would support a community-led event that encourages participation and strengthens connections within the rural community.

Darwin Rural Community Carols by Candlelight Committee

ABN 29 905 153 366

Sponsorship Proposal
Rural Carols by Candlelight Event 2026

Who we are:
Darwin Rural Carols by Candlelight Committee is a non profit Volunteer hard-working committee that stages the Carols by Candlelight in the Litchfield area. The event has been running for 47 years, brings the community together and attracts 900-1000 people. Attended mainly by Litchfield residents, we know that families also attend from Darwin and Palmerston.

The Event:
Rural Carols by Candlelight, is held at the Bees Creek Primary School Basketball Court (open air). The Rural Carols Committee consists of members from the rural churches and supported by many community members. The Band, Choir and Singers area, all drawn from the local community. Rural schools, churches an individual community members provide singing and musical items. Community groups benefit from food and drink stall fundraising.

Benefits:
The event brings benefit to the Litchfield municipality in several ways:

(a) A healthy community needs opportunity to connect in a meaningful way. This event draws together the rural community to gather for an evening of low cost entertainment, and the pleasure of being involved in the singing.
(b) For local schools, churches, musicians, singers to showcase in their talents
(c) Opportunity for local non profit groups to raise much-needed funds (ie Scouts, Girl Guides, Rotary, Lions, Schools) by providing food or drink stall or services.
(d) Inclusive of all cultures, and constantly finding ways to enhance this.
(e) It is a popular event in the Christmas season for our community, with enthusiastic support.
(f) The funds spent on hire, services etc are kept within the NT, apart from the electronic candles that are sourced south because there is no supplier here.

Statistics -Growth of the Event:
The first Rural Carols by Candlelight was organised by the rural churches in 1979, and held at Freds Pass Reserve. The event moved to the Humpty Doo Village Green Reserve where it was held for many years, totally run by donations and in kind support. The event moved to Bees Creek School. It was also staged one year at the then new Coolalinga Central when funding was not available. The event has always been well-attended in the recent years has with 900 – 1000 in attendance.

Supporters:
Donations and sponsorship support have kept the cost of the event down.
Volunteers have also been a wonderful and necessary support, eager to share their gifts and skills within our community. However, Volunteers now harder to recruit. The pool of Volunteers has declined by the necessity for both parents having to work, traditional and cultural volunteering and natural attrition.
Sponsorship support has been provided by local MLAs, Coles, Woolworths, Bees Creek Primary School and in 2024 sponsorship from Litchfield Council.

Success of event:
The event has been successful due to the Volunteer committee's consultation with the community, communication with all stakeholders, publicity of event, and inclusion of all that show an interest in being involved. Music is provided by Volunteer musicians which add atmosphere to the event. Our three local politicians have provided lucky door prizes which have been greatly appreciated by the recipients.
Woolworths and Coles provide a donation of goods towards the tea and coffee provided, also the lollies that Santa distributes to the children.
The Rural Carols by Candlelight provides a wonderful lead up to the Christmas season and is a popular event on the rural calendar.

Relevance to the themes of Litchfield Council Strategic Plan:

a. *Art and Culture:* supports the Culture as well as the Arts
b. *Youth Development:* heavily supports Youth development.
c. *Community Prosperity:* supports Community Prosperity by providing support and avenues to fundraise.

Sponsorship requested:
The amount requested is $4,657.00
This amount covers the sound and production costs, candles and glowsticks, St John Ambulance attendance and a Banner.
We have also sought Community Benefit Fund grant for $4000.00

If our proposal is successful, Council would be acknowledged in the following ways:

(a) Facebook
(b) Signage banners on Stuart Highway, Sattler airstrip (inbound and outbound) and the Palmerston bypass signage banner at 11 Mile.
(c) Flyers
(d) Program
(e) Overhead Screen during the evening
(f) MC's during the evening
(g) Council Mayor to officially open the event on the night, with reserved seating for Council.

Sponsorship would be fully acquitted with outcome report, income and expenditure and copy of invoices.

We thank the Litchfield Council for their generous sponsorship in 2025.
We again approach Council for sponsorship this year and trust that Council can see the benefits for them as they serve our vibrant community.
If this Sponsorship proposal is not successful, our Committee will apply for the Council annual grant, which is now closing at the end of the month.
We trust that Council can see the benefits in our proposal, and look forward to the outcome of this request.

Yours sincerely
Darwin Rural Carols by Candlelight Committee

Olive Frakking
0407 612 244
21 September 2026

14.3.5 Sponsorship Request: 2026 Mango Festival Event

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Sponsorship Request 2026 Mango Festival.pdf

EXECUTIVE SUMMARY

The purpose of this report is to seek Council's consideration of a $5,000 sponsorship request from the Berry Springs Community Market NT in support of their Mango Festival Event on the 25th of October 2026.

RECOMMENDATION

1. That Council approves a one-off sponsorship of up to $5,000 to Berry Springs Community Market NT towards the delivery of the 2026 Mango Festival.
2. That Council approves the allocation of up to $5,000 from the 2026/27 Sponsorship budget and authorises the Chief Executive Officer to enter into a sponsorship agreement with Berry Springs Community Market NT.

BACKGROUND

Council's sponsorship program provides financial support to initiatives that align with Council's strategic priorities and provide identifiable community benefits. Unlike the Annual Grants program, sponsorships may be considered throughout the year, allowing Council to respond to time-sensitive opportunities that support the community.

Berry Springs Community Market NT has requested $5,000 to deliver the 2026 Mango Festival at Berry Springs Reserve. Council provided $5,000 in sponsorship funding towards the 2025 event, which attracted an estimated 2,000 to 2,500 people and featured more than 50 stalls. This year's festival will again offer a family day out with market stalls, mango-themed activities and children's entertainment. More than 50 stall bookings have already been received, indicating strong interest from vendors.

The festival celebrates mango growing as an important Litchfield industry and encourages visitors from across the Darwin region to explore Berry Springs and nearby attractions. It gives local makers, food vendors and tourism operators an opportunity to promote their businesses, while offering residents a place to gather. The association's regular markets also support community fundraising through their Community Kitchen, and the festival provides another opportunity for local groups to participate.

The association has experience running the Berry Springs Community Market and expects support from mango growers, reserve representatives and other volunteers. Its application describes strong community interest in the festival and an expectation that the event will continue.

The proposed sponsorship aligns with Council's strategic priorities for community participation, local enterprise and recreation. It would help deliver activities for families while promoting a significant local industry. The requested $5,000 forms part of an $11,000 event budget, alongside the association's own funds, other sponsorship and in-kind donations, further breakdown is outlined in the attachment. Major proposed costs include children's amusements, traffic control, signage and competition prizes. The association's markets and the festival provide trading opportunities for vendors and generate income for the association. Council may consider a sponsorship amount of up to $5,000 in light of the event's community benefits and funding arrangements.

Council would be acknowledged through social media, signage and announcements at the event. The association has also offered Council a free site for a public information booth.

LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

FIN07 Community Grants, Donations and Sponsorships

FINANCIAL IMPLICATIONS

The proposed investment of up to $5,000 does not present a significant financial risk. The annual Sponsorship budget totals $27,000, and there is currently $10,367.60 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

Nil

COMMUNITY ENGAGEMENT

The proposed sponsorship would support a community-led event that encourages community participation, promotes local businesses and brings residents and visitors together.

Berry Springs Community Market NT Inc
E: admin@berryspringsmarket.com.au
M: 0447 662 048

ABN 29 365 292 832

Wednesday 23rd September 2026

SPONSORSHIP – MANGO FESTIVAL – SUNDAY 25TH OCTOBER 2026.

Dear M/S Jill Enriquez - Community Participation Officer.

The Berry Springs Community Market NT Inc has again been tasked with the running of the "2026 Mango Festival."

The Litchfield Council was kind enough to provide sponsorship for this event in 2025 and we where able to run a very well supported event with over 50 stalls selling crafts, clothing, preserves and food stuffs. In addition we were able to run "Mango" themed activities cooking, eating, and carrying which gave visitors a lot of entertainment.

The Councils sponsorship was very much appreciated and gave many of the younger people in attendance the opportunity to play and use play equipment in the form of "Jumping Castle" an other activies.

We believe that attendance was in the range of 2000 to 2500 people attending.

Our association facilitates the Berry Springs Community Market which gives local artisans and makers a venue to market their goods and services to our local community and tourists using local area facilities. We are an attraction in our own right for visitors from the greater Darwin area to Berry Springs. The Market also provides a meeting place for many in the local community for social interaction and companionship especially among the aged. Markets during 2026 have been well attended by our local community but Stall numbers have been down on last year.

The "Community Kitchen" has operated at each market this year and allowed many "not for profit" organisations to raise money for their projects.

Bookings for this years "Mango Festival" stalls are very well advanced, and we are hopeful that we will better last year's participation.

Berry Springs Community Market NT Inc
E: admin@berryspringsmarket.com.au
M: 0447 662 048

ABN 29 365 292 832

The Mango Festival will be held at the Berry Springs Reserve and our aim is to provide a family friendly event for our Litchfield community and encourage visitors to the Berry Springs area which is the gateway to many of the prime tourist spots of the Top End.

The Northern Territory produces approximately 50 percent of Australia's Mango crop and Litchfield Council area is the biggest producer within the Territory, we need to let people know of our importance.

Our committee is made up of experienced people with the knowledge to run a successful event of this type. We have been able to call on the experience of others who have been involved in the running of this event in the past. These include the current President of the Berry Springs Reserve Committee. Additional help will be available from Mango growers and other volunteers.

Benefits of running this event will accrue to the Berry Springs Community generally but also to the Berry Springs Community Market NT Inc, The Reserve Committee members and vendors.

The Mango Industry in the NT will receive good publicity and community engagement within the festival activities.

Tourism in the Top End will be promoted by the event and we are hoping individual operators will use the festival to promote their own business's.

It is clear there is a community expectation that this event be run, we have already had over 50 bookings for stalls in the market and keen interest from community groups to take part, social media traffic is high.

We believe that this request fits with the Council's strategic plan in that it provides community education on one of our most important industries, supports many of our community groups financially, and generally provides a recreational event for the community.

It is our intention to acknowledge the sponsorship of the Council through social media, signage and in publicly at the event. We will provide a site free of charge for the Council to operate a public information booth from should this be your wish.

Berry Springs Community Market NT Inc
E: admin@berryspringsmarket.com.au
M: 0447 662 048

ABN 29 365 292 832

Set out below is our budget for the event with a sponsorship request from Councill of $5000.00.

BUDGET – MANGO FESTIVAL – 2026.

INCOME:

Sponsorship (Litchfield Council)	5000.00
Other sponsorship and donations	1800.00
Community Market Funds (Our Contribution)	3200.00
In kind donations (Competition prizes Etc)	1000.00
Total Income:	**11000.00**

EXPENDITURE:

Darwin signs (Banners)	1500.00
Darwin Castles Amusements and hire	4990.00
Decorations	400.00
Prizes (Mainly Mango"s)	1500.00
Contingencies	500.00
Traffic control	2000.00
Total Expenditure:	**10890.00**

14.3 Infrastructure and Operations

14.3.1 Planning Summary Report - September 2026

AUTHOR: Abby Allen, Business Support Officer - Planning

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

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

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 September 2026. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	6
Clearances for Development Permit Conditions	4
Sale, Lease, or Occupation of Crown Land Applications	0
Development Permits Issued	4
Liquor Licence Applications	2
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	28
Works Permits	41

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 1-30 September 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	4
Planning applications supported, subject to specific issues being adequately addressed	0
Planning applications not supported/objected to for reasons related to Council issues	2
Planning applications objected to for reasons not directly related to Council issues	0
Note: Additional detail is provided below on all development applications.	

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

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

Current Planning Notices: https://www.ntlis.nt.gov.au/planning-notices-online/notices#/index

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

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

Development Applications supported, subject to normal Council Conditions

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

Application Number, Address, and Attachment Reference	Purpose and Summary
PA2026/0315 **Hun: 695 P: 06250 1320 Redcliffe Road HUGHES, Hundred of Strangways** **Attachment A**	**Subdivision to create 2 lots** Council does not object to the granting of a Development Permit as the application for subdivision to create two lots complies with the necessary requirements of the NT Planning Scheme in relation to Land Suitability and Preliminary Stormwater assessment.
PA2026/0311 **Hun: 325 P: 01529 110 Anzac Parade MIDDLE POINT, Hundred of Guy** **Attachment B**	**Subdivision and consolidation to create 1 lot** Council does not object to granting of a Development Permit as the proposed development has little to no impact on Council roads or services.
PA2026/0320 **Hun: 055 P: 00020 395 Whitewood Road HOWARD SPRINGS, Hundred of Bagot** **Attachment C**	**Dwelling-independent with a floor area in excess of 100m2** Council does not object the granting of a Development Permit the proposal generally aligns with the surrounding land use in the area and provides housing diversity which is necessary given the current economic challenges.
PA2026/0326 **Hun: 6243 P: 999 413 Arnhem Highway HUMPTY DOO, Hundred of Strangways** **Attachment D**	**Subdivision and consolidation to create two lots** Council does not object to the granting of a Development Permit as the proposed consolidation and subdivision would not result in any additional lots and would have no real impact to Council infrastructure or servicing requirements.

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
PA2026/0274 **Hun: 055 P: 07905 40 Smyth Road HOWARD SPRINGS, Hundred of Bagot** **Attachment E**	**Dwelling-independent with a reduced setback to the side boundary**	a) Council does not support granting a Development Permit as the layout within the property allows for the proposed dwelling to be constructed in a location that does not require the reduction of the setback. b) The proposed dwelling-independent may invertedly direct stormwater flows from the roof to the neighbouring property as a concentrated flow due to the lack of space available for stormwater runoff from the roof to allow for sheet flow. c) The applicant provided supporting aspect in the statement of effect addressing clause 5.4.3 is to avoid no site overhand of the dwelling-single and dwelling-independent. Council appreciates that this may feel optimal for the aesthetics of the property but does not support this as a reason to support the proposed reduction of the setback.
PA2026/0327 **Hun: 695 P: 02920 247 Virginia Road VIRGINIA, Hundred of Strangways** **Attachment F**	**Outbuilding (verandah and carport) addition to an existing dwelling-single with a reduced building setback to the side boundary**	a) Council does not support the granting of a Development Permit as the size of the property allows for the proposed freestanding carport and verandah to be constructed on the opposite side of the related building which would then not require a significant reduction to the setback. b) The design of the freestanding carpet and verandah may invertedly direct stormwater flows from the roof to the neighbouring property

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Non-Support/ Objection
		as a concentrated flow due to the lack of space available for stormwater runoff from the roof to allow for sheet flow. c) Through the information provided by the applicants' design drawings, Council can see that works have commenced prior to gaining an approval. Council would not support this as a reason for any approvals as it is the property owners responsibility to ensure the proposal meets the NT Planning Scheme prior to commencing.

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

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

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

SALE, LEASE, AND OCCUPATION OF CROWN LAND APPLICATIONS

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

Address and Attachment Reference	Purpose and Summary	Comments Provided
NIL		

DEVELOPMENT PERMITS ISSUED

Application Number and Address	Permit Number, Purpose and Summary	Comments Provided
PA2026/0049 **Section 05544** **Hundred of Strangways** **2658 STUART HWY, LIVINGSTONE**	**DP2026/0049** To use and develop the land for the purpose of a subdivision to create 105 lots, in accordance with the attached schedule of conditions and the endorsed plans.	
PA2026/0211 **Section 05857** **Section 06766** **Section 08834** **Hundred of Bagot** **9 KUNDOOK PL, HOWARD SPRINGS** **WHITEWOOD RD, HOWARD SPRINGS** **11 KUNDOOK PL, HOWARD SPRINGS**	**DP2026/0211** To use and develop the land for the purpose of a consolidation, to create one lot, in accordance with the attached schedule of conditions and the endorsed plans.	
PA2026/0266 **Section 01957** **Hundred of Strangways** **5 BENHAM CT, HUMPTY DOO**	**DP2026/0266** To use and develop the land for the purpose of addition of outbuilding (Carport, Shed) with a reduced side setback to a single dwelling, in accordance with the attached schedule of conditions and the endorsed plans.	
PA2026/0134 **Section 02718** **Hundred of Strangways** **265 ANGLESEY RD, GIRRAWEEN**	**DP2026/0134** To use and develop the land for the purpose of dwelling-independent with a floor area of 110sqm, in accordance with the attached schedule of conditions and the endorsed plans.	

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
PQ2026/9025	**AFL Grand Final – Southern Districts Football Club**	Council support the granting of this special event liquor license
PQ2026/9026	**Annual T20 cricket match for 1 CER, Os and SNCO Vs JNCO (Defence)**	Council support the granting of this special event liquor license

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
4

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
28

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
41

WORKS FROM	WORKS TO	Document Precis	Address
08/10/2026	08/10/2026	Leaking water service on the verge	72 Cornelius Circuit GIRRAWEEN NT 0836
05/10/2026	18/12/2026	Laydown area on Council land	5 Campbell Road KNUCKEY LAGOON NT 0828
08/10/2026	08/10/2026	Water service renewal from main to meter	115 Gonnerman Road HUMPTY DOO NT 0836
05/10/2026	16/10/2026	Drain and floodway works	350 Leonino Road FLY CREEK NT 0822
20/10/2026	20/10/2026	LV service replacements	20 Durian Road VIRGINIA NT 0834
21/10/2026	21/10/2026	LV service replacements	40 Carambola Road VIRGINIA NT 0834
05/10/2026	30/12/2026	Colton Rd - Remidiation Works	100 Colton Road ACACIA HILLS NT 0822
27/09/2026	27/09/2026	Emergency Works - Leaking water service on the verge.	170 Madsen Road HOWARD SPRINGS NT 0835
30/09/2026	31/10/2026	Pit investigation works	50 Freds Pass Road HUMPTY DOO NT 0836
05/10/2022	09/10/2026	Pot hole investigations	300 Pioneer Drive HUMPTY DOO NT 0836
01/10/2026	01/01/2027	Bus stop maintenance	15 Wheewall Road LIVINGSTONE NT 0822
16/10/2026	16/10/2026	LV service replacement	335 Virginia Road VIRGINIA NT 0834
22/10/2026	22/10/2026	LV service replacements	110 Eugene Road VIRGINIA NT 0834
15/10/2026	15/10/2026	Replacing LV service	15 Osbeck Road VIRGINIA NT 0834
01/10/2026	09/10/2026	Complete three new water services from water main to property, pipes will be bored under the road	30 Holly Road BEES CREEK NT 0822
24/09/2026	24/09/2026	Emergency Works - Leaking water service on verge.	4 Edward Place VIRGINIA NT 0834
01/10/2026	01/10/2026	Leak on the water mainline on the nature strip.	170 Madsen Road HOWARD SPRINGS NT 0835
02/10/2026	02/11/2026	Pruning of trees around power lines map attached	154 Stow Road HOWARD SPRINGS NT 0835
29/09/2026	29/10/2026	Pruning of trees around power lines map attached	Mulgara Road BERRY SPRINGS NT 0838
24/09/2026	24/09/2026	Leak on the 100mm Main line	35 Dowling Road VIRGINIA NT 0834
17/09/2026	17/09/2026	Oversiz/overmass - Forklift relocation	16 Mathew Hopkins Road HOLTZE NT 0829
22/09/2026	22/09/2026	Leaking water service within the verge.	115 Gonnerman Road HUMPTY DOO NT 0836
28/09/2026	19/12/2026	Directional drilling, installation of power cables and streetlight poles.	46 Burrburr Road HUMPTY DOO NT 0836
23/09/2026	24/09/2026	Pruning of trees around power lines map attached	35 Livingstone Road LIVINGSTONE NT 0822
14/09/2026	14/09/2026	Emergency Works - Leaking water service within the verge.	330 Bronzewing Avenue HOWARD SPRINGS NT 0835
21/09/2026	21/10/2026	Construct a new culvert driveway 8m wide inline with SS1008	120 Mahaffey Road HOWARD SPRINGS NT 0835
06/10/2026	06/10/2026	FSOD - LV Service Upgrade	125 Lagoon Road KNUCKEY LAGOON NT 0828
02/10/2026	02/10/2026	Replace LV service	20 Ryan Road VIRGINIA NT 0834
06/10/2026	06/10/2026	Replace LV Service	335 Virginia Road VIRGINIA NT 0834
14/09/2026	14/09/2026	Repair a leaking water services at 115 Gonnerman Road, Humpty Doo.	115 Gonnerman Road HUMPTY DOO NT 0836
16/09/2026	16/09/2026	LV service replacement works.	66 Irwin Road VIRGINIA NT 0834
15/09/2026	24/09/2026	15/09/26 - Installation of PSU's 24/09/26 - Removal of PSU's	1650 Leonino Road DARWIN RIVER NT 0841
08/09/2026	08/09/2026	Removal of tree canopy around power lines	65 Henning Road VIRGINIA NT 0834
08/09/2026	08/09/2026	Removal of tree canopy around power lines	55 Wells Creek Road VIRGINIA NT 0834
07/09/2026	18/09/2026	Driveway repair works	294 Pioneer Drive HUMPTY DOO NT 0836
07/09/2026	30/10/2026	Geotechnical boreholes drilling - Elizabeth Valley Rd, Middle Arm Rd and Alverly Rd	75 Elizabeth Valley Road NOONAMAH NT 0837
01/09/2026	14/09/2026	Clear drainage from existing swale	585 Mocatto Road ACACIA HILLS NT 0822
07/09/2026	18/09/2026	Asphalt profiling and replacement of various sections - mill & fill	7 Bees Creek Road FREDS PASS NT 0822
04/09/2026	04/09/2026	Removal of tree canopy around powerlines along Barker Road	105 Barker Road HOWARD SPRINGS NT 0835
31/08/2026	31/08/2026	Emergency Works - Leaking water service within the verge	120 Bronzewing Avenue HOWARD SPRINGS NT 0835
14/09/2026	18/12/2026	Trenching, directional boring and cabling works - Shoal Bay Defence Site upgrades	23 Secrett Road KNUCKEY LAGOON NT 0828

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS – NIL

FINANCIAL IMPLICATIONS – NIL

RISKS – NIL

COMMUNITY ENGAGEMENT – NIL

LITCHFIELD COUNCIL

Attachment A

22 September 2026

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

RE: Letter of Comment Development Application

PA2026/0315
Hun: 695 P: 06250 1320 Redcliffe Road HUGHES, Hundred of Strangways
Subdivision to create 2 lots

Thank you for the Development Application referred to this office on 11 September 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 <u>does not object</u> the granting of a Development Permit for the following reasons:

a) The application for a subdivision to create two (2) lots complies with the necessary requirements of the NT Planning Scheme in relation to Land Suitability and Preliminary Stormwater assessment

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

a) A detailed stormwater management plan (SWMP) has been submitted with the planning application. Council can provide in-principle support for the SWMP for the purpose of this application.

b) Council notes the Subdivision Plan (Appendix F of Statement of Effect) should show a proposed access location.

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 meet Litchfield Council's requirements, and be in accordance with the most current NT Subdivision and Development Guidelines.

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

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

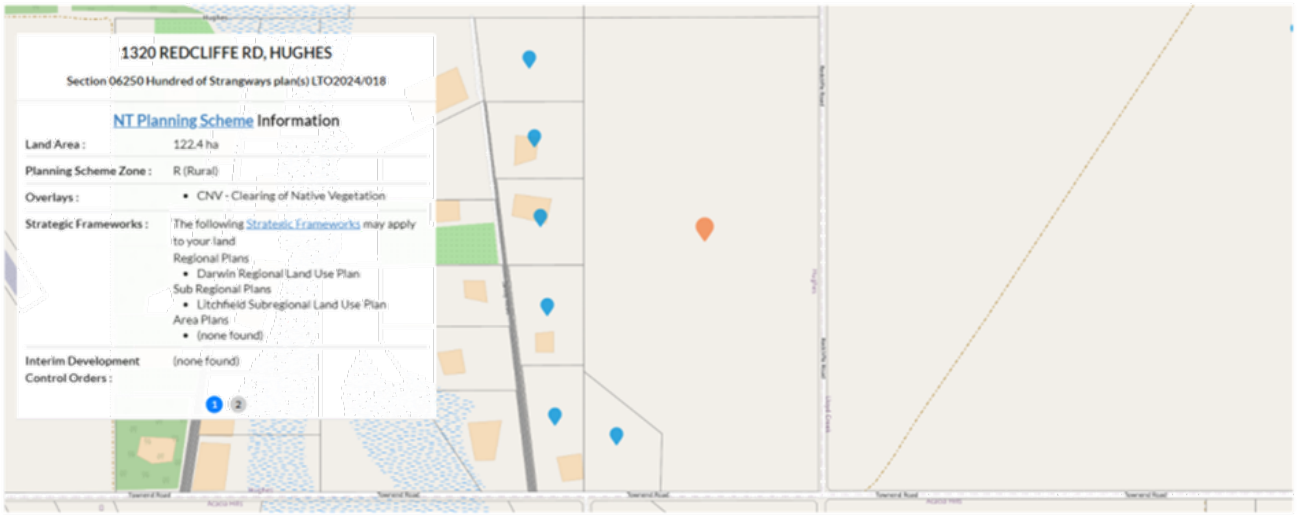
c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

d) Note that a development permit issued under the Planning Act is not an approval for access onto a Litchfield Council road. Approval for access to be taken from, or constructed within the Council controlled road reserve rests solely with Council as the approving authority.

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

Kind Regards,

Rob Taylor
Development Engineer


1320 REDCLIFFE RD, HUGHES
Section 06250 Hundred of Strangways plan(s) LTO2024/018
NT Planning Scheme Information
Land Area : 122.4 ha
Planning Scheme Zone : R (Rural)
Overlays : • CNV - Clearing of Native Vegetation
Strategic Frameworks : The following Strategic Frameworks may apply to your land
Regional Plans
• Darwin Regional Land Use Plan
Sub Regional Plans
• Litchfield Subregional Land Use Plan
Area Plans
• (none found)
Interim Development Control Orders : (none found)

LITCHFIELD COUNCIL

Attachment B

22 September 2026

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

RE: Letter of Comment Development Application

PA2026/0311
Hun: 325 P: 01529 110 Anzac Parade MIDDLE POINT, Hundred of Guy
Subdivision and consolidation to create 1 lot

Thank you for the Development Application referred to this office on 11 September 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 <u>does not object</u> the granting of a Development Permit for the following reasons:

a) Council notes that the proposed development has little to no impact on Council roads or services.

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

a) A stormwater management plan (SWMP) has not been submitted with the planning application. Council believes that a SWMP for the purpose of this application can be managed through appropriate conditions of a development permit, if approved.

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 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.

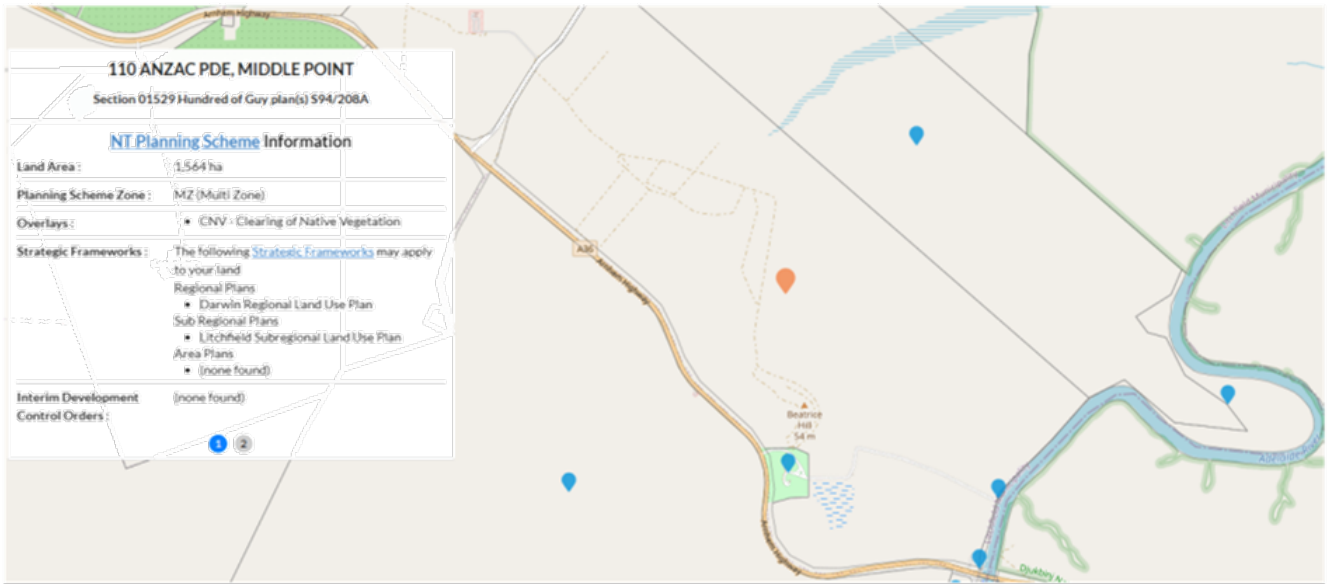
c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

d) Note that a development permit issued under the Planning Act is not an approval for access onto a Litchfield Council road. Approval for access to be taken from or constructed within the Council controlled road reserve rests solely with Council as the approving authority.

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

Kind Regards,

Rob Taylor
Development Engineer


110 ANZAC PDE, MIDDLE POINT
Section 01529 Hundred of Guy plan(s) S94/208A
NT Planning Scheme Information
Land Area : 1,564 ha
Planning Scheme Zone : MZ (Multi Zone)
Overlays : • CNV - Clearing of Native Vegetation
Strategic Frameworks : The following Strategic Frameworks may apply to your land
Regional Plans
• Darwin Regional Land Use Plan
Sub Regional Plans
• Litchfield Subregional Land Use Plan
Area Plans
• (none found)
Interim Development Control Orders : (none found)
Beatrice Hill 54 m

LITCHFIELD COUNCIL

Attachment C

22 September 2026

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

RE: Letter of Comment Development Application

PA2026/0320
Hun: 055 P: 00020 395 Whitewood Road HOWARD SPRINGS, Hundred of Bagot
Dwelling-independent with a floor area in excess of 100m2

Thank you for the Development Application referred to this office on 11 September 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 <u>does not object</u> the granting of a Development Permit for the following reasons:

a) The proposal generally aligns with the surrounding land use in the area and provides housing diversity which is necessary given the current economic challenges.

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

a) Whilst Council acknowledges the proposed dwelling exceeds the necessary floor size limits there are no proposed additional impacts on ground water and no additional servicing to the lot proposed so therefore the impact of the dwelling is minimal – noting that the location of the dwelling-independent is greater than 20m from any boundary fence.

b) It may be necessary to ensure that the current onsite wastewater treatment has capacity to support the additional residence.

c) A stormwater management plan (SWMP) has not been submitted with the planning application. Council believes that a SWMP for the purpose of this application can be managed through appropriate conditions of a development permit, if approved.

d) While it may not considered for review with this application, the carport structure on the western boundary should be removed or relocated to a more suitable location that does not breach the required boundary setback.

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 owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.

b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.

b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

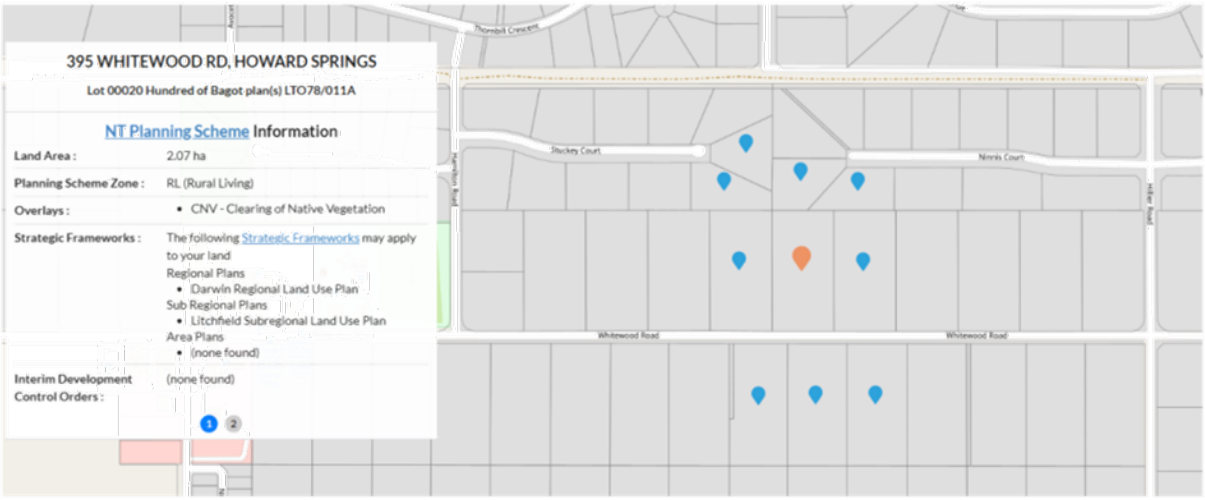
c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

d) Note that a development permit issued under the Planning Act is not an approval for access onto a Litchfield Council road. Approval for access to be taken from or constructed within the Council controlled road reserve rests solely with Council as the approving authority.

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

Kind Regards,

Rob Taylor
Development Engineer


395 WHITEWOOD RD, HOWARD SPRINGS
Lot 00020 Hundred of Bagot plan(s) LTO78/011A
NT Planning Scheme Information
Land Area : 2.07 ha
Planning Scheme Zone : RL (Rural Living)
Overlays : • CNV - Clearing of Native Vegetation
Strategic Frameworks : The following Strategic Frameworks may apply to your land
Regional Plans
• Darwin Regional Land Use Plan
Sub Regional Plans
• Litchfield Subregional Land Use Plan
Area Plans
• (none found)
Interim Development Control Orders : (none found)
Stuckey Court
Ninnis Court
Whitewood Road
Whitewood Road

LITCHFIELD COUNCIL

Attachment D

30 September 2026

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

RE: Letter of Comment Development Application

PA2026/0326
Hun: 6243 P: 999 413 Arnhem Highway HUMPTY DOO, Hundred of Strangways
Subdivision and consolidation to create two lots

Thank you for the Development Application referred to this office on [document received], 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 objects to the granting of a Development Permit for the following reasons:

a) The proposed consolidation and subdivision would not result in any additional Lots and would have no real impact to Council infrastructure or servicing requirements.

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

a) The property at 413 Arnhem Hwy appears to operate a business from the property with regular heavy vehicle movements involved through 375 Arnhem Hwy. With this the property owner for the proposed new Lot arrangement for 375 Arnhem Hwy will need to address operational environmental aspects, considering the lagoon to the north of the Lots, relating to the business as part of any subdivision. This can be managed through conditions in a Development Permit.

b) NTG Department of Logistics and Infrastructure should be engaged for specific comments relating to the current operation of heavy vehicles onto Arnhem Hwy. The proposed future duplication project that is currently in design phase will have a significant impact on the types of vehicles able to operate from this address.

c) Understanding it may not be relevant to this Planning Application, the DCA may consider whether the proposed subdivision through consolidation is appropriate for the home based business currently operating between the two Lots.

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.

b) An Operational Environmental Management Plan (OEMP) that addresses the day to day waste management requirements for the use shall be prepared to the satisfaction of Litchfield Council. The use must at all times be conducted in accordance with the plan.

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

a) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.

b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.

b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

d) Note that a development permit issued under the Planning Act is not an approval for access onto a Litchfield Council road. Approval for access to be taken from, or constructed within the Council controlled road reserve rests solely with Council as the approving authority

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

Kind Regards,



Rob Taylor
Development Engineer


413 ARNHEM HWY, HUMPTY DOO
Section 06243 Hundred of Strangways plan(s) LTO2023/024
NT Planning Scheme Information
Land Area : 5.57 ha
Planning Scheme Zone : RL (Rural Living)
Overlays : • CNV - Clearing of Native Vegetation
Strategic Frameworks : The following Strategic Frameworks may apply to your land
Regional Plans
• Darwin Regional Land Use Plan
Sub Regional Plans
• Litchfield Subregional Land Use Plan
Area Plans
• Humpty Doo Rural Activity Centre Area Plan
Interim Development Control Orders : (none found)
Arnhem Highway

LITCHFIELD COUNCIL

Attachment E

4 September 2026

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

RE: Letter of Comment Development Application

PA2026/0274
Hun: 055 P: 07905 40 Smyth Road HOWARD SPRINGS, Hundred of Bagot
Dwelling-independent with a reduced setback to the side boundary

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Thank you for the Development Application referred to this office on [document received], 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 <u>does not support</u> the granting of a Development Permit for the following reasons:

a) The layout within the property allows for the proposed dwelling-independent to be constructed in a location that does not require the reduction of the setback. Please refer to Attachment A - Site view @ 40 Smyth Rd, Howard Springs

b) The design of the proposed dwelling-independent may invertedly direct stormwater flows from the roof to the neighbouring property as a concentrated flow due to the lack of space available for stormwater runoff from the roof to allow for sheet flow.

c) The applicant provides a supporting aspect in the statement of effect addressing Clause 5.4.3 is to avoid no site overhang of the dwelling-single and dwelling-independent. Council appreciates that this may feel optimal for the aesthetics of the property but does not support this as a reason to support the proposed reduction of the setback.

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) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.

b) No fence, hedge, tree or other obstruction exceeding a height of 0.6m is to be planted or erected so that it would obscure sight lines at the junction of the driveway and public street, to the satisfaction of Litchfield Council.

c) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.

b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

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

Kind Regards,

Rob Taylor
Development Engineer

Attachment A –
Site view @ 40 Smyth Rd, Howard Springs



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


40 SMYTH RD, HOWARD SPRINGS
Section 07905 Hundred of Bagot plan(s) LTO2019/026
NT Planning Scheme Information
Land Area :
9,010m²
Planning Scheme Zone :
RR (Rural Residential)
Overlays :
CNV - Clearing of Native Vegetation
Strategic Frameworks :
the following Strategic frameworks may apply to your land
Regional Plans
Darwin Regional Land Use Plan
Sub Regional Plans
Litchfield Subregional Land Use Plan
Area Plans
Howard Springs Activity Centre Area Plan
Interim Development Control Orders :
(none found)
Whitewood Road
Matilda Road

LITCHFIELD COUNCIL

Attachment F

30 September 2026

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

Type text

RE: Letter of Comment Development Application

PA2026/0327
Hun: 695 P: 02920 247 Virginia Road VIRGINIA, Hundred of Strangways
Outbuilding (verandah and carport) addition to an existing dwelling-single with a reduced building setback to the side boundary

Thank you for the Development Application referred to this office on [document received], 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 <u>does not support</u> the granting of a Development Permit for the following reasons:

a) The size of the property allows for the proposed freestanding carport and verandah to be constructed on the opposite side of the related building which would then not require a significant reduction to the setback.

b) The design of the proposed freestanding carport and verandah may invertedly direct stormwater flows from the roof to the neighbouring property as a concentrated flow due to the lack of space available for stormwater runoff from the roof to allow for sheet flow.

c) Through the information provided by the applicant's design drawings, Council can see that works have commenced prior to gaining an approval. Council would not support this as a reason to support any approval as it is the property owners responsibility to ensure the proposal meets the NT Planning Scheme prior to commencing.

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) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.

b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.

b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.

c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 29.

d) Note that a development permit issued under the Planning Act is not an approval for access onto a Litchfield Council road. Approval for access to be taken from, or constructed within the Council controlled road reserve rests solely with Council as the approving authority

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

Kind Regards,

Rob Taylor
Development Engineer


247 VIRGINIA RD, VIRGINIA
Section 02920 Hundred of Strangways plan(s) LTO91/046
NT Planning Scheme Information
Land Area : 2 ha
Planning Scheme Zone : RL (Rural Living)
Overlays :
CNV - Clearing of Native Vegetation
LSF - Land Subject to Flooding
Strategic Frameworks : The following Strategic Frameworks may apply to your land
Regional Plans
Darwin Regional Land Use Plan
Sub-Regional Plans
Litchfield Subregional Land Use Plan
Area Plans
(none found)
Interim Development Control Orders : (none found)
Mala Court
Jervois Road

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 21 September 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 Remission of Interest - Financial Hardship

This matter is considered to be confidential under Section 99(2) - b 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 personal circumstances of a resident or ratepayer;

16.3 Appointment of RMAC Chair

This matter is considered to be confidential under Section 99(2) - civ 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 subject to sub regulation (3) - prejudice the interest of the council or some other person.

16.4 Planning Summary Report - Confidential item

This matter is considered to be confidential under Section 99(2) - e 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 subject to sub regulation (3) - information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

16.5 RFT26-564 - Sealed Pavement Maintenance Period Contract

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.

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING