



AGENDA

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



COUNCIL AGENDA

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

RECOMMENDATION

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



MINUTES

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

Meeting to be held commencing 6:00 PM
in Council Chambers at 7 Bees Creek Road, Freds Pass
https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89_2eg/live

Community Forum
Will be held from 5:30pm-6:00pm

Stephen Hoyne
Chief Executive Officer

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Present	Rachael Wright	Mayor (Chair)
	Emma Sharp	Councillor South Ward
	Kris Civitarese	Councillor South Ward
	Kevin Harlan	Councillor Central Ward
	Pauline Cass	Councillor Central Ward
	Daisy Crawford	Councillor North Ward
	Plaxy Purich	Councillor North Ward

Apology

Staff	Stephen Hoyne	Chief Executive Officer
	Geoff Thomas	Director Infrastructure and Operations
	Ankit Pansal	Acting Director Corporate Services
	Rebecca Taylor	Acting Director Governance and Community
	Martin Loipersberger	Manager Infrastructure
	Deb Boyko	Executive Assistant to Mayor and CEO

Public Gallery As per Attendance Register

Streamed Online via YouTube: <https://www.youtube.com/watch?v=sSy2T5m4ArM>

1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

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

2 OPENING OF MEETING

The Mayor opened the meeting at 6:00pm.

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

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil

3.2 Apologies

Nil

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

Question raised by Christine Simpson

1. In the Council Meeting Minutes, July 20, 2026. Page 11 of agenda, Council Meeting, 17th August 2026. "Are they going to be corrected before the 30 June 2026 deadline"?
There are no apparent errors in the referred document.
2. Draft Municipal Plan, why is the Weed Management Report left off the list of reports available to the Public?
3. Councillor Harlan, why did you not give any reason for voting against the motion for information (investigation and costing) for a shared pathway from Challoner Circ. to Skewes St. at the meeting on July 20 2026, and again when I emailed on Wednesday July 22 (REF: Resolution OCM/26/128)?
4. Rating Policy, page 84 in the agenda on August 17 - Item 14.2.3 – Attachment 1 under Principles. Why has it been decided that fixed rate levied properties are considered as belonging to ratepayers who have equal capacity to pay and are not categorized with all other rated categories as being equitable i.e.; fair, just, and reasonable for everyone involved?

5. Also asked, Referencing Page 87 of the same agenda, under Service Charges, item 4.6.4
“Council will consider the application of the Waste Management Charge to other properties on request or where residential use can be identified”
6. What does this actually mean?
7. RR, Town Urban Residential and Horticulture/Agriculture are 3 widely differing potential users of the WTS and where properties have two or more dwellings on them, the potential difference in quantity, quality and content of waste is enormous.
8. Businesses such as freight companies, mechanical workshops, steel work suppliers, kennels and pet boarding, mango farms and other orchards, plant wholesalers and nurseries are examples of some of the ways a residential/agricultural/horticultural block is being used. A ‘business’ is Commercial use and should be rated as such, not considering capacity to pay.
9. Will staff be responsible for checking properties where there are more than one dwelling and/or where a business is being run from?
10. Referencing PQ2026/7001 re Humpty Doo Golf Club item 14.4.1 Attachment 1, page 139
11. The proposed use may or may not be ancillary to initial purpose. When will this information be available? There is already an ablution block on the proposed site as well as a dump point and I recall the DCA knocking back some years ago, a proposal to develop the site into a caravan Park.
12. If the land was to be a caravan park, would it be rated as commercial?
13. Is the Humpty Doo Golf Club currently rated as commercial?
14. When will Councillors engage with interested ratepayers to discuss Council’s financial sustainability and future?
15. Will Council consider using focus groups as a way of engaging with ratepayers to assist with problem-solving around financial sustainability?
16. Why can’t Council approach the compliance requirements by completing the report in segments over a specified period of time?
17. Could Council involve user groups, management staff and, where required, consultants in completing the asset assessment?
18. Could the assets be catalogued in groups over a five- or ten-year period, creating a starting point that can be progressively added to and maintained over time?
19. Could Council develop the asset management information progressively, including relevant data and dates, rather than attempting to complete the entire assessment at once?

Questions not answered were taken on notice.

Question raised by Dave Evans

1. The Freds Pass Reserve lights towers for Norbuilt Oval have some defects. As the works are still under the default liability period as part of the Reserve lighting project, can the installer be notified before the warranty expires?
2. All the lighting towers for all the ovals at Freds Pass are assets of the Litchfield Council. Can Litchfield Council confirm that the maintenance of the lighting towers is also the responsibility of the Litchfield Council?
3. Council is implementing a standard colour scheme for Freds Pass Reserve. Is that available to the Freds Pass Reserve User Groups? What happens to team colours on a club house when it is time to repaint them?

4. Will road works and tree management services on the reserve continue to be delivered by Litchfield Council and not the Freds Pass Reserve Board staff?
5. Why does every maintenance job by Freds Pass Reserve require a Litchfield Council approved Asset Workflow plan? Why can't a lower threshold limit, of say \$2,000.00, be set so minor works are not delayed for months? The necessary documentation can be forwarded on completion.
6. Is Litchfield Council considering purchasing additional water tanks to allow the northern ovals on Freds Pass Reserve to receive adequate water as grass on the ovals is currently dying?
7. The bore is tripping the lights as if one circuit trips then they all do. Has Council confirmed a site meeting to discuss changing the Main Switch Board so that everything including the meters is independent and won't trip in circuit?

Thank you for raising those questions. They are more appropriately directed to the Freds Pass Board, as the Board is responsible for the day-to-day operations and management of the facility. Council would not want to speak on the Board's behalf or inadvertently step into its responsibilities. For any questions that require a collaborative response from both Council and the Board, Council will work with the Board to ensure those questions are appropriately addressed and answered.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RESOLUTION OCM/26/148

Moved: Deputy Mayor Kris Civitarese

Seconded: Cr Daisy Crawford

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 20 July 2026, 19 pages be confirmed.

CARRIED 7/0

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.

RESOLUTION OCM/26/149

Moved: Cr Pauline Cass

Seconded: Cr Emma Sharp

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

CARRIED 7/0

8 PETITIONS

Nil

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

THAT the following late reports be accepted and included under Officer's Reports Section of the meeting for consideration;

- 14.3.5 Notice of LGANT Annual General Meeting and call for Motions

THAT the following late reports be accepted and included under Officer's Reports in the Confidential Section of the meeting for consideration;

- 16.4 RFT25-500 - Howard Springs Waste transfer Station Asbestos Remediation and Containment Cell Construction
- 16.5 Livingstone Volunteer Fire Brigade Lease Agreement - Common Seal

RESOLUTION OCM/26/150

Moved: Cr Plaxy Purich

Seconded: Deputy Mayor Kris Civitarese

CARRIED 6/1

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayors Monthly Report June

RESOLUTION OCM/26/151

Moved: Mayor Rachael Wright

Seconded: Deputy Mayor Kris Civitarese

Enter text

CARRIED 7/0

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

14 OFFICER REPORTS

14.1 Council Leadership

Nil

14.2 Corporate Services

14.2.1 Litchfield Council Finance Report - July 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 July 2026. Annual Budget 2026/27 figures are shown.

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

The Balance Sheet has been updated in accordance with 2025/26 unaudited financial statements and Financial Reserves has been updated with original budget figures 2026/27.

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

RESOLUTION OCM/26/152

Moved: Cr Kevin Harlan

Seconded: Cr Emma Sharp

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

CARRIED 7/0

14.2.2 People, Performance and Governance Report – July 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/26/153

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

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

CARRIED 7/0

14.2.3 Rating Policy - FIN02

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/154

Moved: Cr Emma Sharp

Seconded: Cr Kevin Harlan

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

CARRIED 6/1

14.3 Governance and Community

14.3.1 Community Services and Development Monthly Report - July

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/085

Moved: Cr Emma Sharp

Seconded: Cr Plaxy Purich

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

CARRIED 7/0

14.3.2 Sponsorship Request: The Christmas Party Darwin

EXECUTIVE SUMMARY

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

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

RESOLUTION OCM/26/156

Moved: Cr Emma Sharp

Seconded: Cr Kevin Harlan

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

CARRIED 7/0

14.3.3 Sponsorship Request: Howard Springs Volunteer Fire Brigade Open Day

EXECUTIVE SUMMARY

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

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

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

RECOMMENDATION

1. That Council
 - (a) Authorise the provision of one-time sponsorship funding of \$3632.40 to the Howard Springs Volunteer Fire Brigade to contribute towards the delivery of Howard Springs Volunteer Fire Brigade 40th Birthday and Howard Park Open Day;
 - (b) Endorse the utilisation of funds from Sponsorship budget within the 2026/27 financial year;

- (c) Authorise the appointed Council delegate to enter into a sponsorship agreement with the Howard Springs Volunteer Fire Brigade outlining the approved expenditure, Council acknowledgement requirements, event delivery obligations and acquittal requirements;
- (d) Note that Council staff will continue to work collaboratively with the Brigade and participation Howard Park user groups to coordinate the proposed activities, site layout, promotion and safe delivery of the event.

RESOLUTION OCM/26/157

Moved: Cr Pauline Cass

Seconded: Cr Kevin Harlan

AMENDMENT

- a) That the amount of funding be amended from \$3632.40 to \$2932.40.

LOST 1/6

Summary: Councillor Cass proposed an amendment on the basis that regular community groups using the facility should not be paid to provide activities that promote their clubs. It was considered more appropriate for council to fund event-related costs such as food, drinks, children's activities and entertainment, while community groups provide their activities as part of their community involvement.

RESOLUTION OCM/26/158

Moved: Cr Emma Sharp

Seconded: Cr Kevin Harlan

RESOLUTION

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

CARRIED 6/1

14.3.4 Sponsorship Request: Territory Logistics Shitboxers Rally

EXECUTIVE SUMMARY

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

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

RESOLUTION OCM/26/159

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

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

LOST 2/5

14.3.5 Notice of LGANT Annual General Meeting and call for Motions

EXECUTIVE SUMMARY

The Local Government Association of the Northern Territory (LGANT) has provided notice of its 2026 Annual General Meeting (AGM) and called for motions from member councils for consideration at the AGM.

Councillor Purich has proposed a motion for Council's consideration in response to the LGANT call for motions. The proposed motion is presented to Council for consideration and, should Council resolve to support it, will subsequently be submitted to LGANT for consideration at the 2026 Annual General Meeting.

This report seeks Council's consideration of the proposed motion and a resolution as to whether it should be submitted to LGANT.

RESOLUTION OCM/26/160

Moved: Cr Plaxy Purich

Seconded: Cr Kevin Harlan

1. That Council receives and notes the Notice of the 2026 Local Government Association of the Northern Territory (LGANT) Annual General Meeting and call for motions; and
2. Considers the proposed motion outlined in this report and determines whether the motion is to be submitted to LGANT for consideration at the 2026 Annual General Meeting.

CARRIED 7/0

14.4 Infrastructure and Operations

14.4.1 Planning Summary Report - July 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 July 2026. The following is a summary of all applications during the noted period.

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

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

RESOLUTION OCM/26/161

Moved: Cr Kevin Harlan

Seconded: Cr Plaxy Purich

THAT Council:

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

CARRIED 7/0

14.4.2 Cost to Maintain the Eight Owned Council Recreation Reserves

EXECUTIVE SUMMARY

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

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

RESOLUTION OCM/26/162

Moved: Cr Kevin Harlan

Seconded: Cr Emma Sharp

That Council:

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

CARRIED 7/0

15 OTHER BUSINESS

Correspondence was received from the Litchfield Show requesting a letter of support for its NT Government grant application. Council discussed the financial implications and expressed a preference to consider the matter at a briefing before making a decision. It was clarified that August was not a formal deadline; however, the Litchfield Show would like the letter of support to provide the NT Government with an indication of Council's proposed contribution. Council supported providing a letter of support but did not wish to commit to a specific dollar amount at this stage.

An update was provided on the progress of the Kiss and Go project. Approved traffic management plans were noted, with the status of contractor engagement and works to be taken on notice.

Clarification was sought regarding the timing of Council taking over the playgrounds and recreational areas associated with the Holze development and responsibility for their ongoing maintenance. It was advised that parks will be progressively handed over, with one playground expected to be transferred shortly.

Concerns were raised regarding the use of groundwater for dust suppression and irrigation, including the environmental impacts and the source and cost of water for maintaining the parks. It was advised that water for the development is to be sourced from the Zuccoli water tank and that no groundwater is to be extracted. The matter was taken on notice, with a briefing to be provided on the proposed irrigation arrangements and water source.

It was noted that an Environmental Impact Assessment applies to the development and that concerns regarding groundwater extraction should be raised with the relevant parties.

Discussion was also held regarding the proposed redrawing of Council boundaries, including whether submissions would be sought from Councils and whether NT Government representatives would provide a briefing to Elected Members.

An update was sought on the implementation of superannuation arrangements for Elected Members, noting that the Remuneration Tribunal had approved superannuation. The matter was taken on notice, with further information to be provided on when the arrangements will commence.

Would consideration be given to increasing the permitted vehicle length on Morgan Road to 19.5 metres?

An update was sought regarding the Hamilton Road shared path, including the proposed works to address protruding rock. It was noted that Council would undertake the required works, with no timeline currently available. An update will be provided.

Reminder: Vietnam Veterans Day is tomorrow, with the service commencing at 5:30pm. Elected Members are encouraged to attend.

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/163

Moved: Cr Emma Sharp

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 20 July 2026

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

16.2 RFT25-500 - Howard Springs Waste transfer Station Asbestos Remediation and Containment Cell Construction

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 Livingstone Volunteer Fire Brigade Lease Agreement - Common Seal

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 CEO Remuneration Review

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

16.5 CEO Performance Review Summary Report

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

CARRIED 7/0

RESOLUTION OCM/26/169

Moved: Cr Emma Sharp

Seconded: Cr Daisy Crawford

Resume in Open Session .

CARRIED 7/0

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING

The Meeting closed at 10:57pm.

19 NEXT MEETING

Monday, 21 September 2026

20 MINUTES TO BE CONFIRMED

Monday, 21 September 2026

.....
Mayor

.....
Chief Executive Officer

Name

MINUTES

Special Council Meeting

12th Council of Litchfield

Tuesday 1st September 2026

Meeting to be held commencing 6:00 PM
in Council Chambers at 7 Bees Creek Road, Freds Pass



Ankit Pansal
Acting Chief Executive Officer

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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 6:30pm.

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

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Cllr Emma Sharp

3.2 Apologies

Nil

3.3 Leave of Absence previously granted

Stephen Hoyne

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

Nil

6 PETITIONS

Nil

7 ACCEPTING OR DECLINING LATE ITEMS

RESOLUTION OCM/26/170

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

THAT the following late reports be accepted and included under Officer's Reports in the Confidential Section of the meeting for consideration;

- 10.2 CEO Renumeration Review

CARRIED 7/0

8 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

9 OTHER BUSINESS

Nil

10 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/171

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):

10.1 Litchfield Rural Show - Proposal

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 subregulation (3) - prejudice the interest of the council or some other person.

10.2 CEO Remuneration and Performance Review

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

CARRIED 7/0

RESOLUTION OCM/26/174

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Kris Civitarese

Resume in Open Session.

CARRIED 7/0

11 REPORT OF CONFIDENTIAL RESOLUTIONS

12 CLOSE OF MEETING

The Meeting closed at 7:46pm.

13 NEXT MEETING

Monday, 21 September 2026

14 MINUTES TO BE CONFIRMED

Monday, 21 September 2026

Mayor

Rachael Wright

Chief Executive Officer

Stephen Hoyne

7 BUSINESS ARISING FROM MINUTES

7.1 Business Arising

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

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Business Arising from Council Meetings

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	Superseded
		Completed		
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 10/09/2026 A contract for the works required to satisfy the conditions of the Pollution Abatement Notice has been awarded.
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 10/09/2026 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.
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:	18/05/2026	DIO	In progress 10/09/2026 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.

	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;			
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

ORD2022 11-173	Road Opening Closing Meade Road, Darwin River THAT Council: 1. proceed with the road closing and opening process for Meade Road, across affected land parcels, Lot 500 Section 773 Hundred of Cavenagh, Lot 585 Section 765 Hundred of Cavenagh (Meade Road, west of Letchford Road) for the purpose of providing the landowner the opportunity to continue conservation efforts; 2. authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing and opening of the road, as required; and 3. note that this is an administrative process only and there is no commitment by Council to construct the road.	19/07/2022	DIO	Superseded 18/05/2026 by OCM26/070. Resolution OCM26/071 rescinded this resolution ORD202211-173.
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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 August

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 17 August 2026 to 20 September 2026.

Summary	
Date	Event / Meeting
17 August 2026	Community Forum
17 August 2026	Ordinary Council Meeting
18 August 2026	Meeting Inpex
1 September 2026	Meeting LGANT
1 September 2026	Strategic Discussion and Briefing
3 September 2026	Meeting Mayor Pascoe-Bell
4 September 2026	Meeting TOPROC
16 September 2026	Meeting DCA
17 September 2026	Citizenship Ceremony

RECOMMENDATION

THAT Council receive and note the mayor's monthly report for the period of 17 August 2026 to 20 September 2026.

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

14 OFFICER REPORTS

14.1 Council Leadership

14.1.1 Nominations for LGANT Board

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

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: Nil

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 _____ to the Local Government Association of the Northern Territory Executive Board for the position of President or Board Director - Municipal.

BACKGROUND

The Local Government Association of the Northern Territory (LGANT) is the peak body representing Local Government councils in the Northern Territory of which Litchfield Council is a member through the payment of an annual subscription.

LGANT has informed NT councils of vacancies on the LGANT Executive (the Executive), because of the recent local government general election.

This report explores the opportunity for Council to nominate a Litchfield elected member to sit on the Executive, as either the President - Municipals or as an Executive Board Director - Municipals. It is worth noting that whilst multiple nominations can be submitted, council may only hold one position on the LGANT Executive.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

LGANT, established under the *NT Local Government Act*, has a constitution, governance charter, strategic plan and annual budget which form the mainstay of its authority and operations. The Executive generally meets every two months and has decision-making authority between general meetings, in accordance with the LGANT Constitution and Governance Charter.

FINANCIAL IMPLICATIONS

Nil

Risks

Nil

COMMUNITY ENGAGEMENT

Nil

14.2 Corporate Services

14.2.1 Litchfield Council Finance Report - August 2026

AUTHOR: Xixi Li, Finance Program Leader

AUTHORISER: Ankit Pansal, Director Corporate Services

ATTACHMENTS: 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.

RECOMMENDATION

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

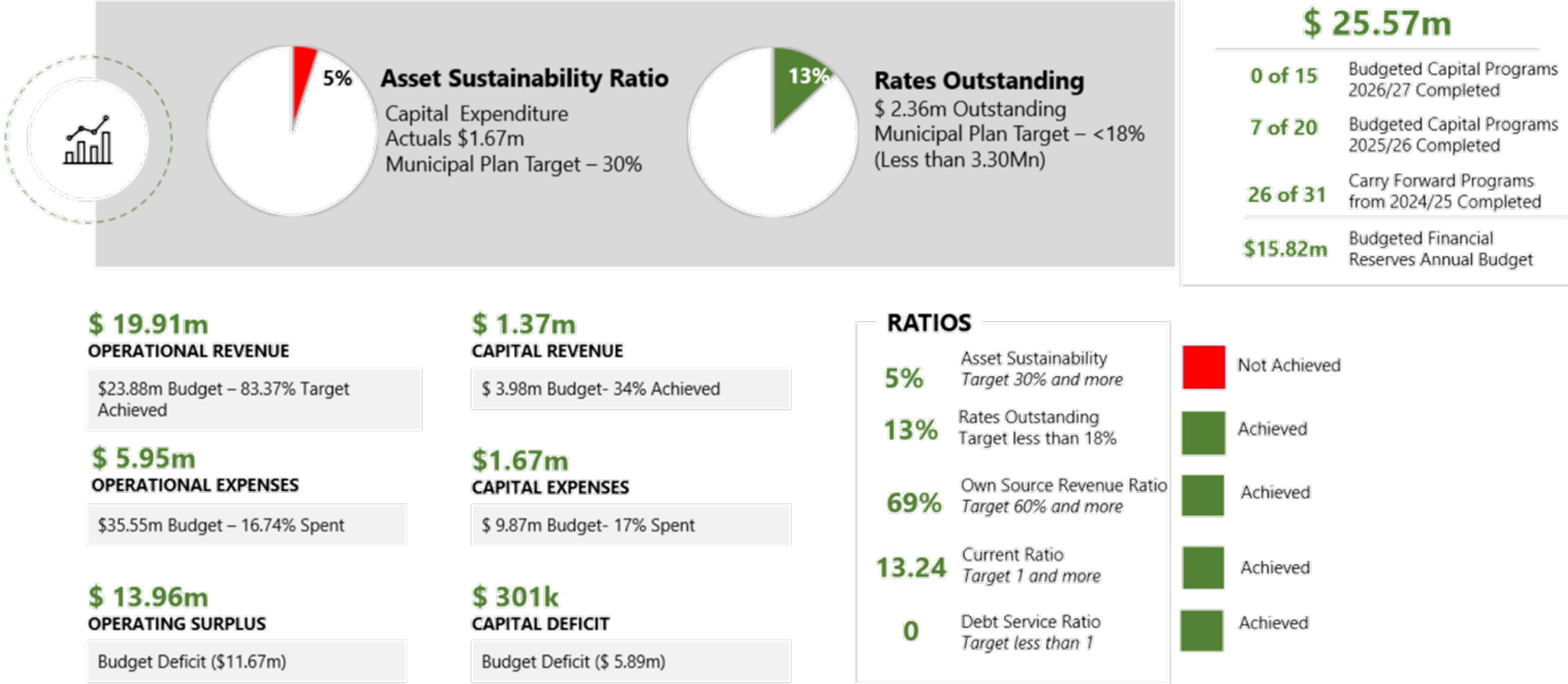
Nil



Finance Report
August 2026

August 2026

DASHBOARD REPORTING



STATEMENT 1. COMPARISON ACTUAL PERFORMANCE AGAINST BUDGET¹

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the prescribed format required by Department of the Chief Minister and Cabinet - Form: Monthly Financial Reports. Year-to-date budget figures represent two-twelfth of annual budget except for Rates, which is represented in full as it is levied in July in full.

Table 1.1 Monthly Income and Expenditure Statement

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	2026/27 Annual Budget \$
OPERATING INCOME				
Rates	18,946,495.38	18,808,636.00	(137,859.38)	18,808,636.00
Charges	59,392.00	30,625.00	(28,767.00)	183,750.00
Fees and Charges	568,632.27	369,137.17	(199,495.10)	2,214,823.00
Operating Grants and Subsidies	37,088.00	162,266.50	125,178.50	973,599.00
Interest / Investment Income	270,989.58	259,626.50	(11,363.08)	1,557,759.00
Other Income	25,410.19	23,333.33	(2,076.86)	140,000.00
TOTAL OPERATING INCOME	19,908,007.42	19,653,624.50	(254,382.92)	23,878,567.00
OPERATING EXPENDITURE				
Employee Expenses	1,647,264.76	1,503,043.83	(144,220.93)	9,018,263.00
Materials and Contracts	1,968,300.89	1,823,540.83	(144,760.06)	10,941,245.00
Elected Member Allowances	28,712.95	60,247.33	31,534.38	361,484.00
Elected Member Expenses	1,364.20	9,517.67	8,153.47	57,106.00
Council Committee & LA Allowances	-	1,666.67	1,666.67	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	-	-	-	-
Accumulated Depreciation	2,139,500.00	2,139,500.00	-	12,837,000.00
Interest Expenses	-	-	-	-
Other Expenses	167,260.62	387,980.33	220,719.71	2,327,882.00
TOTAL OPERATING EXPENDITURE	5,952,403.42	5,925,496.67	(26,906.75)	35,552,980.00
OPERATING SURPLUS / DEFICIT	13,955,604.00	13,728,127.83	(227,476.17)	(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	13,955,604.00	13,728,127.83	(227,476.17)	(11,674,413.00)
<i>Remove</i> NON-CASH ITEMS				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	2,139,500.00	2,139,500.00	-	12,837,000.00
TOTAL NON-CASH ITEMS	2,139,500.00	2,139,500.00	-	12,837,000.00
<i>Less</i> ADDITIONAL OUTFLOWS				
Capital Expenditure	(1,671,095.20)	(1,644,753.83)	26,341.37	(9,868,523.00)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(193,764.50)	(193,764.50)	(1,162,587.00)
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	(1,671,095.20)	(1,838,518.33)	(167,423.13)	(11,031,110.00)
<i>Add</i> ADDITIONAL INFLOWS				
Capital Grants Income	1,372,000.00	615,329.17	(756,670.83)	3,691,975.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	790.50	193,764.50	192,974.00	1,162,587.00
Road Seal Levy	(2,834.00)	11,895.00	14,729.00	71,370.00
Transfers from Reserves	-	823,765.10	823,765.10	4,942,590.60
TOTAL ADDITIONAL INFLOWS	1,369,956.50	1,644,753.77	274,797.27	9,868,522.60
NET OPERATING POSITION	15,793,965.30		(120,102.03)	

Operating Position by Department

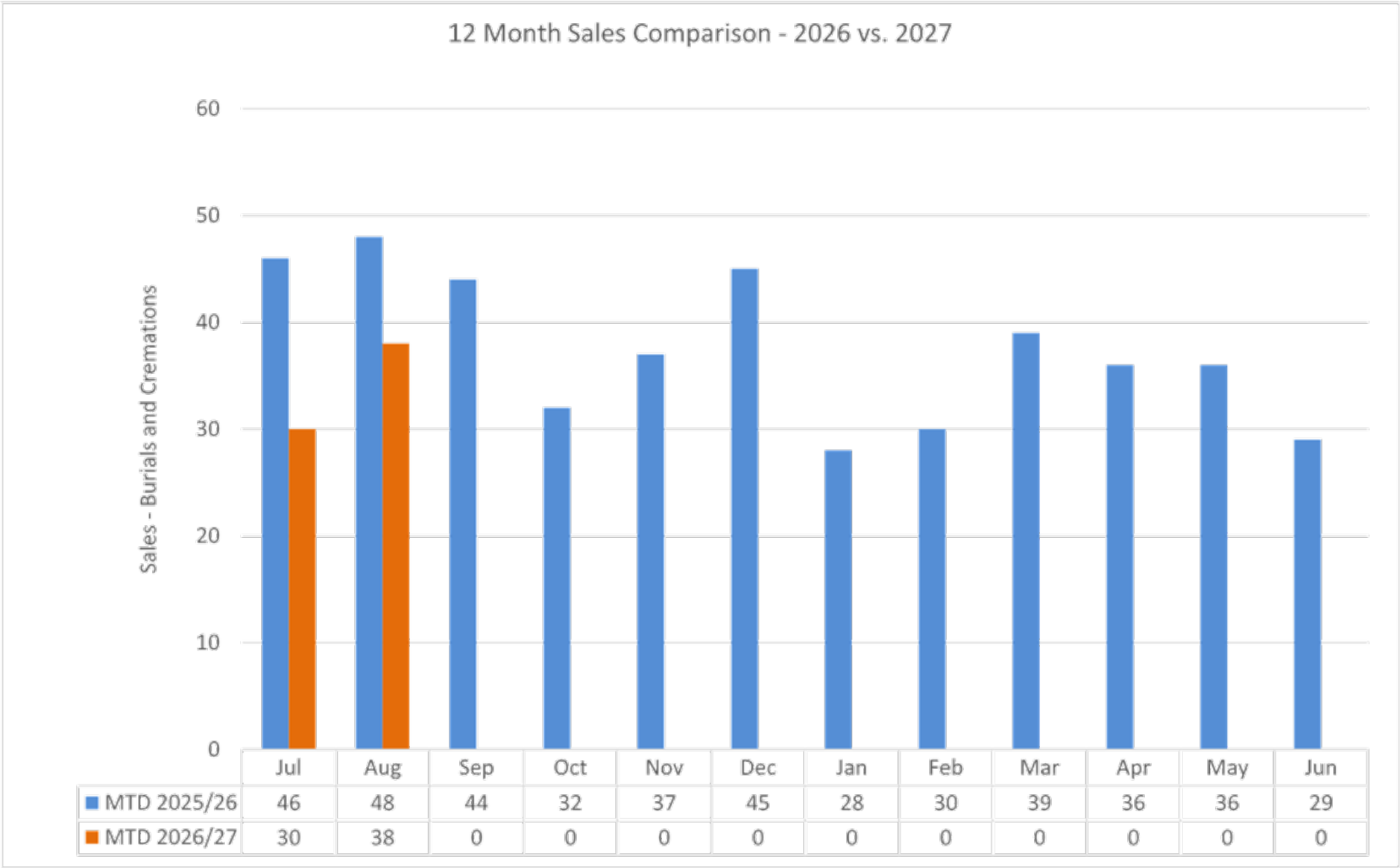
Finance and Waste Management income represents a high percentage of total yearly income due to rates and waste charges levied in full in July 2026.

	2026/27 YTD Actuals	2026/27 Annual Budget	% of Budget
REVENUE	\$	\$	
Council Leadership	30.00	-	-
Corporate	-	-	-
Information Services	-	-	-
Finance & Customer Service	15,450,292.58	17,402,390.00	88.8%
Infrastructure & Assets	131,342.55	367,341.00	35.8%
Waste Management	3,845,823.36	3,796,811.00	101.3%
Community	40,148.80	144,674.00	27.8%
Community - Library	3,207.67	308,722.00	1.0%
Mobile Workforce	-	-	-
Regulatory Services	59,492.00	183,750.00	32.4%
Thorak Cemetery	377,670.46	1,674,879.00	22.5%
TOTAL REVENUE	19,908,007.42	23,878,567.00	83.37%
EXPENSES			
Council Leadership	149,166.69	1,511,671.00	9.9%
Corporate	131,655.87	1,043,146.00	12.6%
Information Services	122,952.56	751,122.00	16.4%
Finance & Customer Service	880,022.81	1,876,066.00	46.9%
Infrastructure & Assets	757,830.85	5,258,162.00	14.4%
Waste Management	553,164.33	5,148,725.00	10.7%
Community	566,333.14	2,663,876.00	21.3%
Community - Library	166,683.20	1,007,198.00	16.5%
Mobile Workforce	152,742.65	1,482,091.00	10.3%
Regulatory Services	109,326.52	725,607.00	15.1%
Thorak Cemetery	223,024.80	1,248,317.00	17.9%
TOTAL EXPENSES	3,812,903.42	22,715,981.00	16.79%
OPERATING RESULT	16,095,104.00	1,162,587.00	

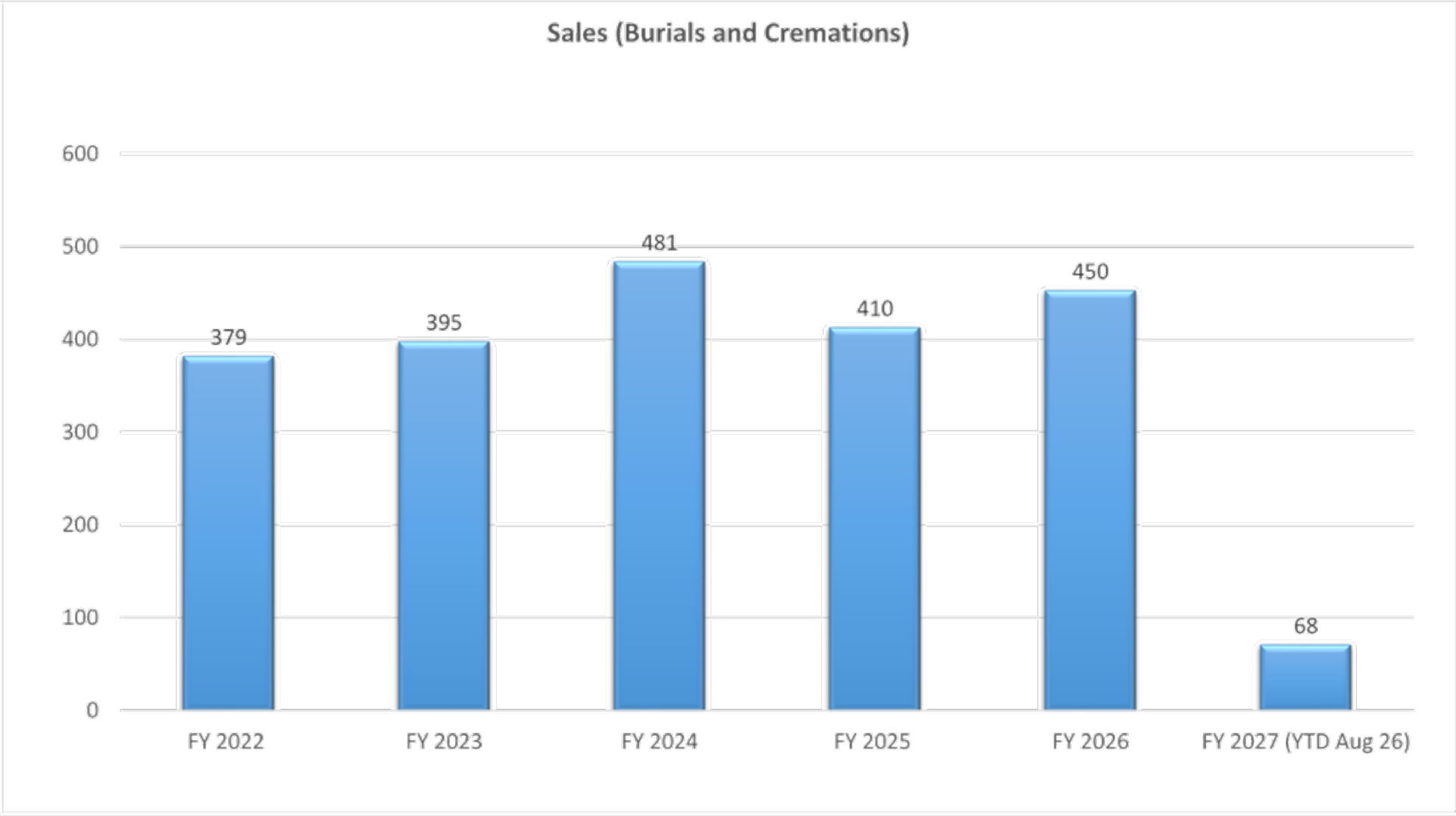
Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 68 Interments and cremations, an decrease of 26 from the same time last year.

Below is a comparison by month against last year:



Below presents a sales comparison over the last six years, with an average over the five years to date of 364.



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	1,410,713.78	50,166.67	(1,360,547.11)	301,000.00
Infrastructure (including roads, footpaths, park furniture)	260,381.42	1,516,420.50	1,256,039.08	9,098,523.00
Plant and Machinery	-	78,166.67	78,166.67	469,000.00
Fleet	-	-	-	-
Other Assets (including furniture and office equipment)	-	-	-	-
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	1,671,095.20	1,644,753.83	(26,341.37)	9,868,522.60
TOTAL CAPITAL EXPENDITURE FUNDED BY:				
Operating Income (amount allocated to fund capital items)	790.50	162,266.50	161,476.00	973,599.00
Capital Grants	1,372,000.00	615,329.17	(756,670.83)	3,691,975.00
Transfers from Cash Reserves	-	855,263.10	855,263.10	5,131,578.60
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-	-	-
Special Road Seal Levy	(2,834.00)	11,895.00	14,729.00	71,370.00
TOTAL CAPITAL EXPENDITURE	1,369,956.50	1,644,753.77	274,797.27	9,868,522.60
FUNDING				

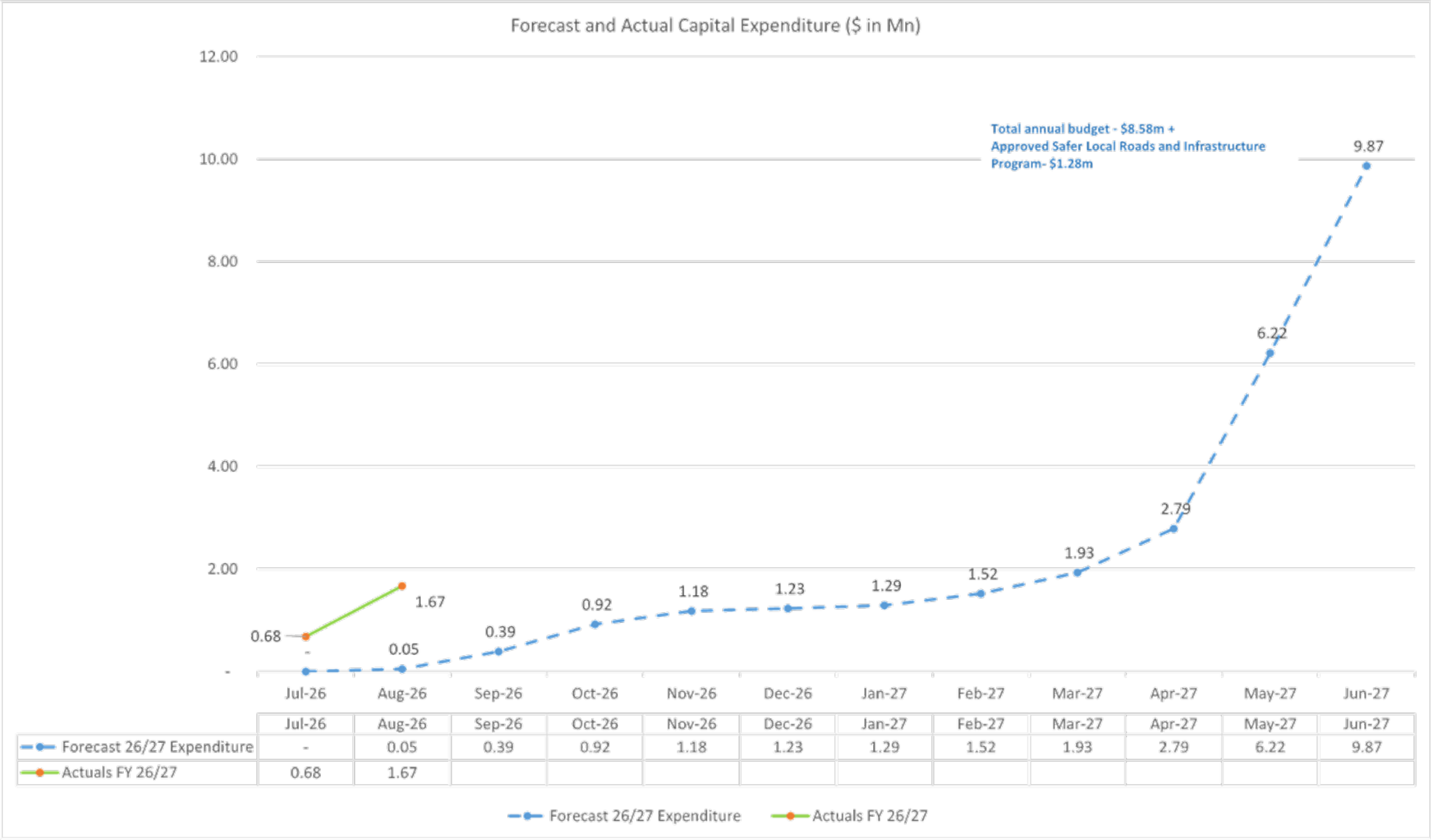


Table 2.2 Monthly Report on Planned Major Capital Works

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

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 Year to Date Actuals \$	Total Actuals \$	Annual Budget 26-27	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2027-8	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 Office Walkway Roof Planning	Scope of works under development.
2027-10	Thorak	Thorak Asset New	-	-	120,000.00	120,000.00	0.00%	Jun-27	Yes	Yes	Shed Hardstand Planning Section H Works Planning	Scope of works under development.
2027-11	Waste	Waste Asset New	-	-	3,220,000.00	3,220,000.00	0.00%	Dec-26 Jun-27	Yes	Yes	ACM Cell Commencement HD WTS Design & Works BS WTS CCTV Planning	ACM Cell: Asbestos Remediation contract awarded to NTEX. 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 under assessment WTS Backhoe with vibratory attachment
			-	-	8,588,523.00	9,868,523.00						

2025-26 projects

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-1	Roads	Road Seal Renewal	1,232.00	1,232.00	1,293,492.00	1,292,260.00	0.10%	Sep-26	No	Yes	Delivery	Tender awarded July to NT Bitumen & Asphalt. Works scheduled to start in September 2026, however this has been pushed out to October 2026 due to delays from the repair contractor. The maintenance contractor to mobilise to site in mid-September
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 95% complete, negotiations finalised with Contractor (AKSC) to bring works to completion. Contractor is nearing completion on Whitewood Road, with completion works to follow at Keleson Road mid-Sep.
2026-7	Buildings	Council Administration Building Upgrade effluent system and dog pound area	61,966.00	174,165.13	200,000.00	25,834.87	87.08%	Sep-26	Yes	Yes	Effluent Delivery Dog Pound Complete	Effluent System Upgrade: Works have commenced on site and are ~90% complete. Dog Pound Upgrade: Works are complete

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

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-14	Reserves	McMinns Lagoon Recreation Reserve Masterplan, Building upgrades	-	19,689.09	179,000.00	159,310.91	11.00%	Nov-26	Yes	Yes	Masterplan Planning Building Upgrades Complete Bore Delivery	Masterplan: Not started, pending Council consideration Building Upgrades: Works complete Bore: Mains powered bore contract awarded. Commencement delayed but works are anticipated start towards the end of September 2026
2026-15	Reserves	Howard Park Recreation Reserve Masterplan	-	-	50,000.00	50,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-15A	Reserves	Howard Park Safety Audit Upgrades	3,578.60	15,595.60	15,000.00	-595.60	103.97%	Jul-26	Yes	Yes	Delivery	Fencing completed and signs installed
2026-16	Reserves	Livingstone Recreation Reserve Masterplan	-	-	46,285.00	46,285.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-17	Reserves	Berry Springs Recreation Reserve Masterplan, Roof Painting and Disability access	24,694.15	62,694.15	120,000.00	57,305.85	52.25%	Nov-26	Yes	Yes	Masterplan Planning Disability Access Completed Roof Painting Completed	Masterplan: Not started, pending Council consideration Disability Access: Complete Roof Painting: Complete

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 YTD Actuals	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-19		Road Recovery Works	143,325.97	143,325.97	1,683,884.95	1,683,884.95	8.51%	Dec-26	Yes	Yes	Trippe Road Delivery Ewart Road Delivery Wheewall Road Delivery Hopewell & Finn Rds Delivery Deloraine Floodway Delivery Kennedy Road Procurement Potholes Delivery Mill & Fill Delivery	Trippe Road: Complete - Lavercombe Grader Services (LGS) Ewart Road: Complete - Sage Civil Wheewall Road: Complete - LGS Hopewell & Finn Road: Hopewell Complete & Finn Rd in progress - LGS Deloraine Road Floodway: In progress - Clare Civil Construction Kennedy Road: Construction methodology refined for preferred tenderers Pothole Repairs: Repairs commenced in August - ATLindsay Mill and Fill: Works to commence early September - Downer
			254,835.77	2,507,280.89	7,178,777.00	4,814,822.08						

Carry forward projects

Task No.	Asset Type	Municipal Plan Program	FY 2026/27 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 2 Inc Rollover \$	Total yet To Spend \$	Budget Rollover Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2	Roads	Pavement Renewal Whitewood Road	115,823.45	1,115,515.66	1,476,304.98	360,789.32	7.85%	Sep-26	No	Yes	Delivery	Works near complete (in conjunction with Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd) by AKSC Rectification works and variations (including concrete lining of drains) commenced, to bring works to completion early September.
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. Council is currently working with a design consultant for a street lighting design to illuminate the intersection. Future stages of upgrades for this intersection are under consideration by Council.
23	Roads	Blackspot Girraween Road (Rogers Road to Mango Road)	-	-	643,170.33	643,170.33	0.00%	Oct-26	Yes	Yes	Procurement	Blackspot variation funding confirmed. Design under review, tender documents to be drafted, anticipated release to market in September
27	Shared Path	Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd	-	682,682.00	949,009.50	266,327.50	0.00%	Apr-26	No	Yes	Delivery	Works near complete (in conjunction with Pavement Renewal Whitewood Road) by AKSC. Drainage works and final rectifications commenced in July for September completion.

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
29	Reserves	Freds Pass Sport and Recreation Reserve Upgrades	1,300,435.98	2,953,880.92	9,635,745.07	6,681,864.15	13.50%	Jan-27	Yes	Yes	Practically Complete Delivery Delivery	AFL Lighting: Towers installed, lights commissioned, pending final lighting adjustments in the dry season Rugby and Soccer Lighting: Works commenced on site with 8 footings constructed. All trenching for Rugby lighting is complete. Minor trenching completed for Soccer PWC switchboard delivered to site and installed for transformer upgrade Netball: Works underway: demolition and tree clearing complete and 80% of civil works completed
			1,671,095.20	11,084,880.94	24,993,678.93	14,052,123.96						
			1,671,095.20	11,084,880.94	33,582,201.93	23,920,646.96						

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

Notes:

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

STATEMENT 3. MONTHLY BALANCE SHEET

The Balance Sheet and Financial Reserves closing balances have been updated to reflect the finalised 2025/26 annual unaudited financial statements.

BALANCE SHEET AS AT 31 AUGUST 2026	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	25,570,808.41	
Untied Funds	6,430,344.66	
Accounts Receivable		
Trade Debtors	60,996.12	(2)
Rates & Charges Debtors	18,087,154.36	
Other Current Assets	477,443.33	
TOTAL CURRENT ASSETS	50,626,746.88	
Non-Current Financial Assets	13,740,188.25	
Property, Plant and Equipment	471,000,174.05	
TOTAL NON-CURRENT ASSETS	484,740,362.30	
TOTAL ASSETS	535,367,109.18	
LIABILITIES		
Accounts Payable	1,948,817.19	(3)
ATO & Payroll Liabilities	(253,298.37)	(4)
Current Provisions	908,699.00	
Accruals	1,208,236.83	
Other Current Liabilities	10,368.97	
TOTAL CURRENT LIABILITIES	3,822,823.62	
Non-Current Liabilities		
Non-Current Provisions	175,741.44	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	175,741.44	
TOTAL LIABILITIES	3,998,565.06	
NET ASSETS	531,368,544.12	
EQUITY		
Asset Revaluation reserve	460,648,757.24	
Reserves	32,283,889.48	
Accumulated Surplus	38,435,897.40	
TOTAL EQUITY	531,368,544.12	

Note 1: Details of Cash and Investments Held

Investment Schedule

Council invests cash from its operational and business maxi accounts to ensure Council is receiving the best return on its cash holdings. Councils Investment Policy – FIN14 instates controls regarding the credit quality on the entire portfolio.

Counter Party	Date Invested	Invested Amount \$	Interest rate	Maturity Date	Days Invested	Institution Totals	% Counter party	Expected return to Maturity Date \$
Bendigo (S&P A2)	23/12/2025	1,000,000.00	4.30%	29/09/2026	280	3,500,000.00	13.69%	32,986.30
	12/02/2026	1,000,000.00	4.60%	27/10/2026	257			32,389.04
	14/07/2026	1,500,000.00	5.15%	15/06/2027	336			71,112.33
Defence Bank (S&P A2)	22/04/2026	1,000,000.00	5.40%	2/02/2027	286	1,000,000.00	3.91%	42,312.33
NAB (S&P A1+)	12/02/2026	1,500,000.00	4.65%	10/11/2026	271	9,500,000.00	37.15%	51,786.99
	10/03/2026	1,000,000.00	4.95%	22/12/2026	287			38,921.92
	8/04/2026	1,000,000.00	5.30%	19/01/2027	286			41,528.77
	5/06/2026	1,000,000.00	5.30%	16/03/2027	284			41,238.36
	28/07/2026	1,000,000.00	5.35%	30/03/2027	245			35,910.96
	26/06/2026	2,000,000.00	5.29%	15/06/2027	385			111,597.26
	26/06/2026	2,000,000.00	5.28%	22/06/2027	392			113,411.51
	9/12/2025	2,000,000.00	4.60%	15/09/2026	265			70,575.34
	19/01/2026	2,000,000.00	4.59%	13/10/2026	224			67,152.33
	27/02/2026	1,000,000.00	4.97%	27/11/2026	185			37,172.88
Westpac	27/02/2026	1,000,000.00	4.97%	8/12/2026	185	11,570,808.41	45.25%	38,534.52
	25/03/2026	1,500,000.00	5.31%	5/01/2027	159			62,410.68
	6/05/2026	1,500,000.00	5.43%	16/02/2027	117			63,821.10
	19/05/2026	1,000,000.00	5.50%	2/03/2027	104			43,246.58
	28/05/2025	70,808.41	3.50%	27/05/2027	460			4,949.80
	25/08/2026	1,500,000.00	5.28%	13/04/2027	6			54,463.56
TOTAL INVESTMENTS		25,570,808.41				25,570,808.41	100%	1,055,522.56

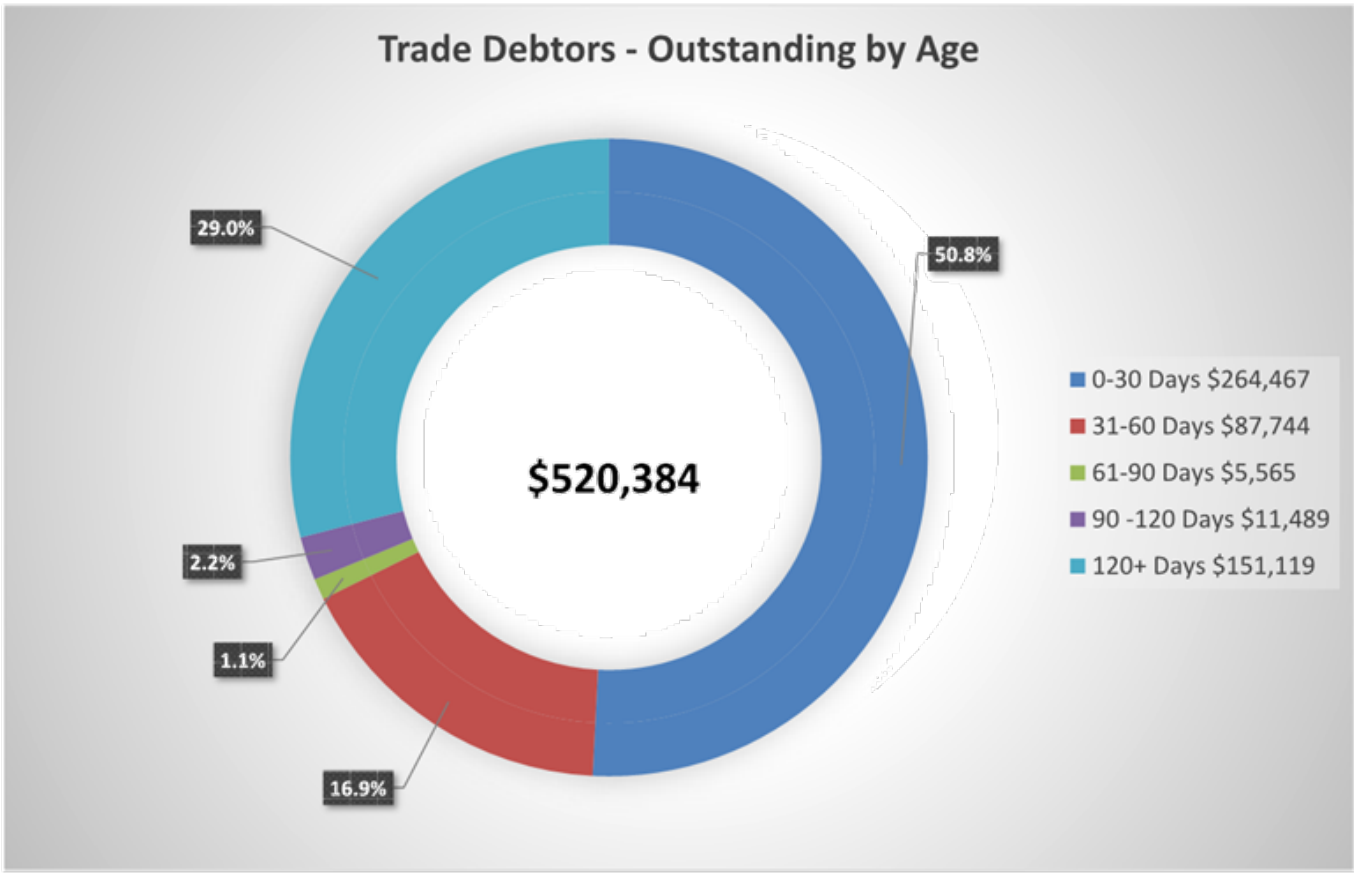
% of Total Investment Portfolio	S&P Short term rating (max 100%)	45.25%	A1+ 37.15%	A2 18%
Total Investments/ Tied Funds	\$ 25,570,808.41	Total Year to date Investments Earnings		
General Bank Funds	\$ 6,400,747.86			
Council Till and Petty Cash float	\$ 1,275.00			
Total Untied Funds	\$ 6,402,022.86			
Total all funds	\$ 31,972,831.27			

Note 2: Statement of Trade Debtors

Total Debtors as of 31 August 2026 is \$520,383.86; \$151,119.31 to invoices outstanding over 90 days. \$92,789.56 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-Eight (348) infringements outstanding with a total balance of \$99,543.56, a decrease of \$348.6 from July. Eight (8) issued, five (5) Reminder notices produced, Two Hundred and Eighteen (218) are with the Fines Recovery Unit (FRU), One Hundred Fifteen (115) Part Payment Arrangement and Two (2) on hold.

Age of Trade Debtors:	Current	Past Due 1-30 Days	Past Due 31-60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
Sundry Debtor	-	-	-	-	51,979.37	51,979.37
Cemetery	-	81,060.34	4,113.00	10,311.80	6,253.00	101,738.14
Waste	-	350.00	46.00	-	55.38	451.38
Recreation Reserves	-	729.61	1,169.24	-	42.00	1,940.85
Planning	-	264.00	-	-	-	264.00
GST Receivable	264,466.56	-	-	-	-	264,466.56
Infringements	-	5,340.00	237.00	1,177.00	92,789.56	99,543.56
Total	264,466.56	87,743.95	5,565.24	11,488.80	151,119.31	520,383.86



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	362,933.62	-				362,933.62
Cemetery	-	-	-	-	-	-
Total	362,933.62	-	-	-	-	362,933.62

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

Age of Trade Creditors:	Current	Past Due 1-30 Days	Past Due 31–60 Days	Past Due 61-90 Days	Past Due 90+ Days	Total
GST Payable	10,868.53	-	-	-	-	10,868.53
Payroll	-					-
Total	10,868.53	-	-	-	-	10,868.53

Financial Reserves

	2025-2026 Budget Review 2	2026/27 Net Movement \$	2026-2027 Annual Budget
Externally Restricted			
Developer Contribution Reserve	1,070,519.00	-	1,070,519.00
Waste Management Reserve	5,274,555.00	(3,220,000.00)	2,054,555.00
Total Externally Restricted Reserves	6,345,074.00	(3,220,000.00)	3,125,074.00
Internally Restricted Reserves			
Asset Reserve	7,131,740.00	717,062.00	7,848,802.00
Thorak Regional Cemetary Reserve	3,799,047.00	(120,000.00)	3,679,047.00
Election Reserve	200,000.00	-	200,000.00
Disaster Recovery Reserve	400,000.00	-	400,000.00
Strategic Initiatives Reserve	400,000.00	-	400,000.00
Cash for Cans Reserve	170,445.00	-	170,445.00
Total Internally Restricted Reserves	12,101,232.00	597,062.00	12,698,294.00
TOTAL RESERVES	18,446,306.00	(2,622,938.00)	15,823,368.00

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

Outstanding Rates

Prior Years Rates Outstanding²

The below table illustrates the split of prior year outstanding rates, currently at \$2.25 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.

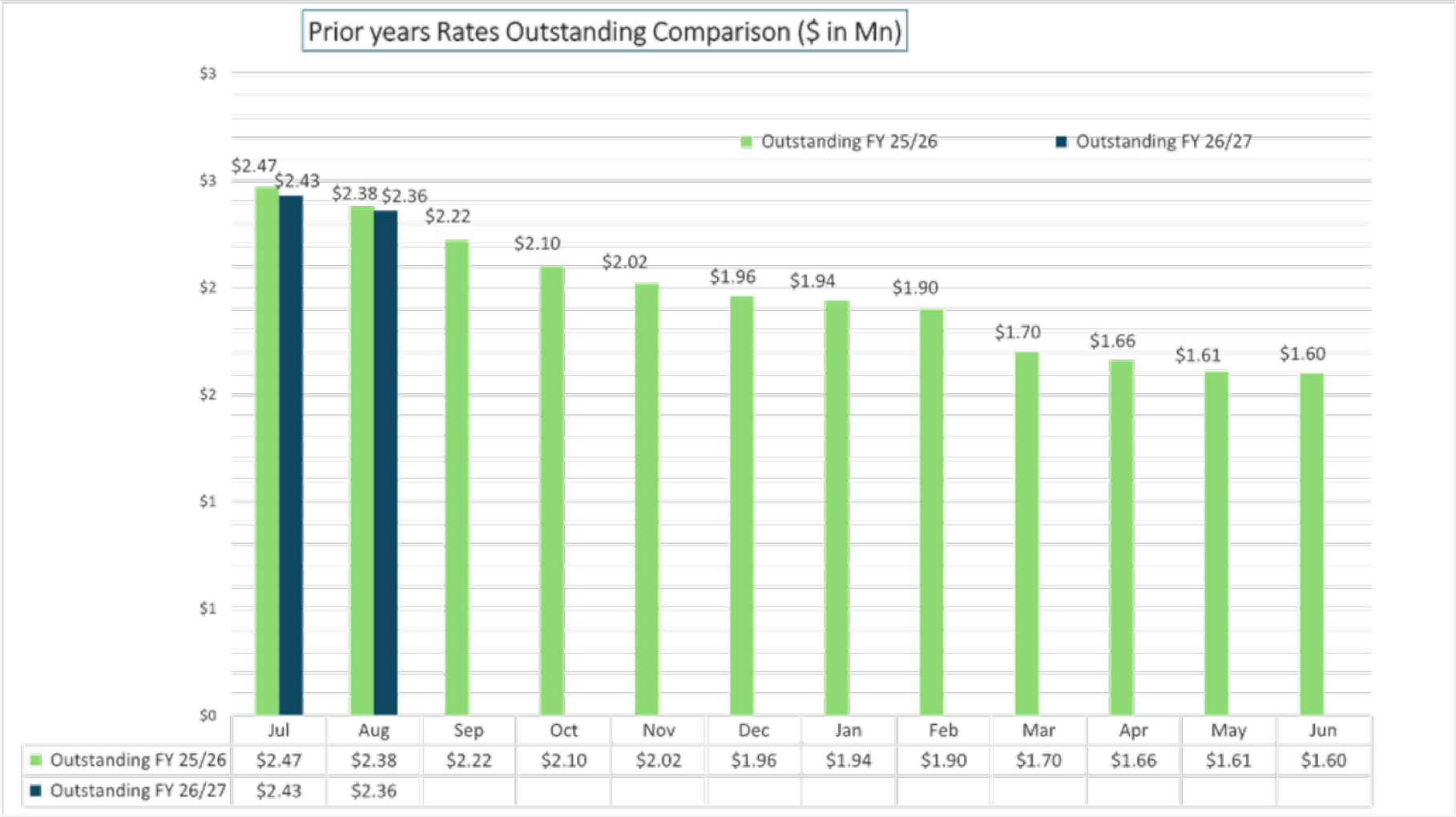
The table below shows the balance of the prior year's rates as at the beginning of the financial year, last month and the current month.

	Beginning of 2025/26 Prior Years Rates Outstanding (\$)	Previous Month (July 2026) (\$)	Current Month (August 2026) (\$)
CANCELLED ASSESSMENT	67,095.04	106,711.80	106,736.70
COMMERCIAL	37,958.58	45,962.85	46,114.82
GAS PLANT	2.61	-	-
MINING	174,931.50	190,677.52	192,381.13
HORTICULTURE AGRICULTURE	66,653.04	77,202.50	68,682.13
NON-RATEABLE GENERAL	21,544.54	22,934.27	23,054.93
NON-RATEABLE WASTE	43,014.91	48,076.53	48,279.49
PASTORAL	-	-	-
TOWN URBAN RESIDENTIAL	-	-	-
RURAL RESIDENTIAL	1,859,360.67	1,913,685.20	1,842,336.72
URBAN RESIDENTIAL	196,845.84	29,589.50	28,813.21
TOTAL	2,467,406.73	2,434,840.17	2,356,399.13
Arrears LESS Legal	2,315,355.59	2,334,823.07	2,256,913.43

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

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

Current Year Rates³

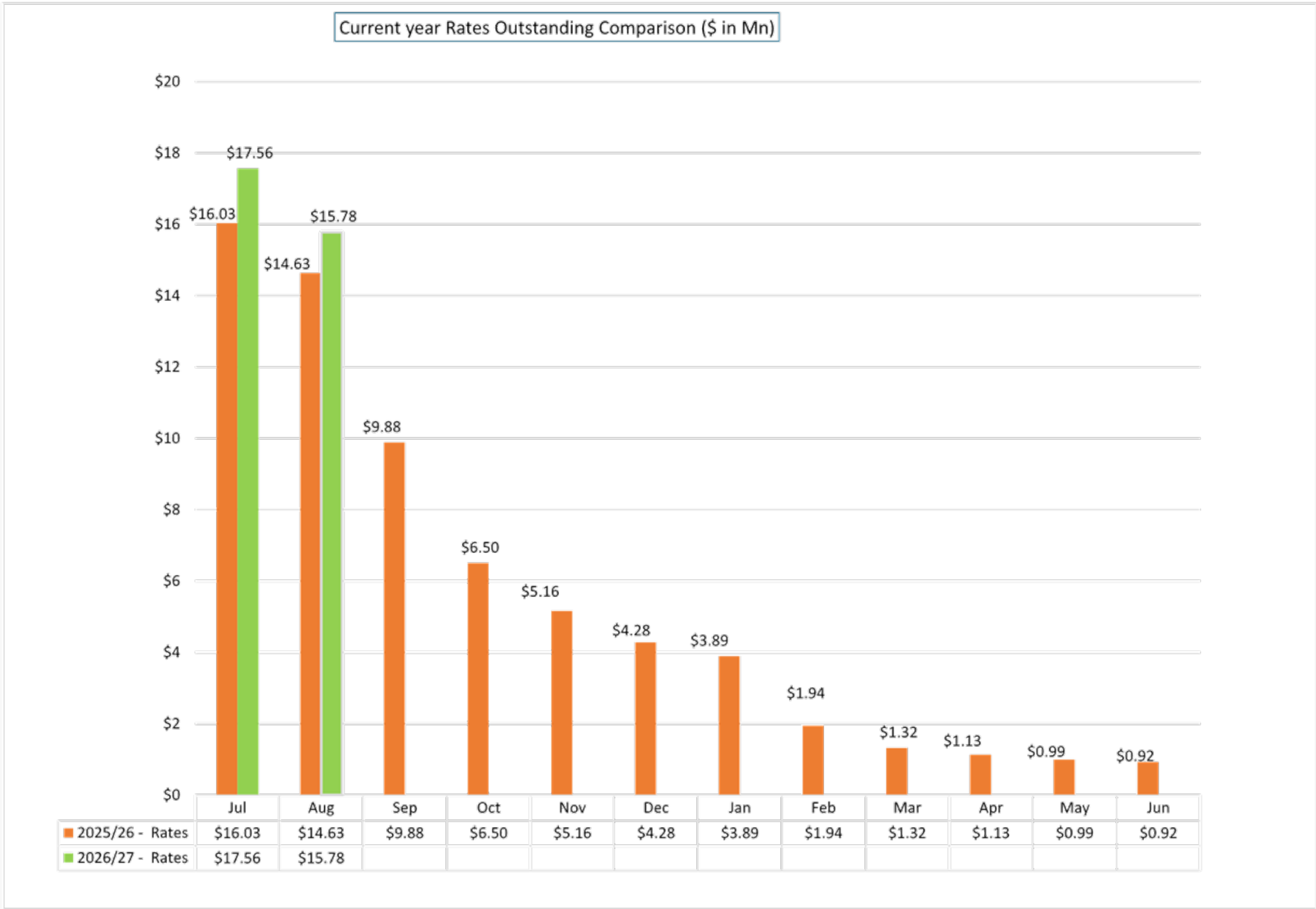


The table below shows the movement in current year rates compared to last month. The below table illustrates the split of current year outstanding rates. Current year rates levied outstanding total \$15,789,380.81 and the first instalment was due on 30 September 2026.

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

	Previous Month (July 2026) (\$)	Current Month (August 2026) (\$)	Variance (\$)	Due Dates
Instalment 1	103,191.36	4,978,276.27	- 4,875,084.91	30-Sep-26
Instalment 2	113,256.31	5,321,436.68	- 5,208,180.37	30-Nov-26
Instalment 3	115,692.13	5,489,667.86	- 5,373,975.73	28-Feb-27
TOTAL	332,139.80	15,789,380.81	- 15,457,241.01	

³ Includes current year outstanding rates (FY 2026)



Accounts Payable Report

Cheque No.	Payee	Description	Amount
1749.67-01	JARDINE LLOYD THOMPSON PTY LTD	2026/2027 Insurance Renewals - Cyber Risk, Personal Liability, Motor Vehicle, Discretionary Trust, Workers Compensation and Fees for Service	\$890,242.26
1752.3340-01	ASPIRE DESIGN & CONSTRUCTION	RFT26-531 FPRR Construction of Netball Courts FSPRR	\$413,455.11
1750.1583-01	A1 PLANT AND CIVIL	Reformation and Recompact ion - Sealed Roads - Various Locations, Litchfield Council Municipality	\$363,048.44
1750.1686-01	DUIITS ELECTRICAL	RFT25-507 Freds Pass Recreation Reserve Electrical and Lighting Upgrades Package 2 Soccer and Rugby Ovals	\$301,522.38
1752.280-01	CITY OF DARWIN	Jul 2026 - Transport General Waste and Oil, from HD, BS and HS Waste Stations, Australia Day Event & Jakirra Estate to Shoal Bay Receiving Station	\$130,642.90
1751.1137-01	ALLAN KING & SONS CONSTRUCTION PTY LTD	RFT25-493 - Reconstruction of Whitewood & Hicks Road	\$127,405.79
1751.874-01	VTG WASTE & RECYCLING	July 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	\$102,804.01
1751.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 04 (26/27) - Cyc 99 WE: 16 Aug 2026	\$60,522.00
1749.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 02 (26/27) - Cyc 1 WE: 02 August 2026	\$58,980.00
1751.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 4 2027-22 WE: 16 Aug 2026	\$37,556.25
1749.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 3 2027-13 WE: 02 August 2026	\$36,998.13
1752.1564-01	FOURIER TECHNOLOGIES PTY LTD	Aug 2026 - ICT Managed Service and Support, CCTV and SOPHOS Firewall	\$28,625.82
1752.792-01	VRAHOS CONTRACTORS	Hillier/Finlay Road Intersection - Road Works including Traffic Management	\$26,640.90
1752.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Sep 2026 - Rent - Coolalinga Central - Litchfield Community Library	\$22,793.10
AUG 26 CC	WESTPAC CARDS & DIRECT DEBITS	Aug 2026 - Litchfield Council and Thorak Cemetery Officers Credit Cards	\$14,036.14
1752.2795-01	ABSOLUTE SIGNAGE	Replacement Signage - Various Locations - Litchfield Council Municipality	\$12,198.20
1749.1852-01	LG SOLUTIONS PTY LTD	Financial Reporting Templates (NT) YE 2026/2027	\$10,670.00
1750.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Aug 2026 - Rent - Coolalinga Central - Litchfield Community Library	\$10,518.67
1751.849-01	WEX AUSTRALIA (PUMA CARD)	July 2026 - Litchfield Council/ Thorak Fuel Account for Fleet Vehicles and Heavy Machinery	\$9,864.16
1752.1000-01	LAVERCOMBE GRADER SERVICES	RFQ26-454 Road Rehabilitation - Trippe Road	\$9,770.00

1750.2249-01	MS R A WRIGHT	July 2026 - Elected Members Allowances	\$9,552.76
1751.2877-01	FOURIER COMMUNICATIONS PTY LTD	HSWTS Cameras and Installation & Configuration	\$9,432.16
1750.43-01	NT BUILD	NT Build Levy- RFT25-507, RFT26-518 and RFT26-531	\$9,047.00
1750.1253-01	CRAIG BURGDORF	Diagnostics, Parts and Repairs for HSWTS Backhoe, including Travel to and From Site	\$8,954.53
1750.1230-01	TRUE NORTH STRATEGIC COMMUNICATION	2026 Annual Community Survey - Project Management	\$8,877.55
1752.2015-01	SLR CONSULTING AUSTRALIA PTY LTD	Wet Season - All Waste Transfer Stations - Water Sampling	\$8,188.00
1752.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$7,947.86
1750.3328-01	SPARKE HELMORE LAWYERS	Elected Member Training - 18 August 2025	\$7,562.50
1750.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Jul 2026 - Grave Preparation at Thorak Cemetery	\$6,952.00
1752.926-01	JACANA ENERGY	Jul 2026 - Electricity Litchfield Council Office, HSWTS, BSWTS, HPRR, KLRR and Thorak Cemetery	\$6,937.25
1751.78-01	POWER & WATER CORPORATION	July 2026 - Water- Litchfield Council Office and HPRR	\$6,258.31
1750.3366-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Plot - No longer Required - Change to Internment	\$6,163.00
1752.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$6,048.53
1749.78-01	POWER & WATER CORPORATION	Jun 2026 - Water HPRR Lot 1916	\$5,944.51
1752.2983-01	FOURIER INFOSEC	Aug 2026 - Managed Security Services Agreement	\$5,694.08
1749.129-01	RDO EQUIPMENT PTY LTD	John Deer Tractor Repairs to the Radiator - SV4895	\$5,449.50
1752.85-01	TELSTRA CORPORATION LIMITED	Aug 2026 - Thorak, Litchfield Community Library & Litchfield Council Internet, Data, Phone Lines & Mobiles	\$4,787.83
1751.268-01	BYRNE CONSULTANTS	STAGE 3 The Parks (Holtze) Construction Consultation and Surveying	\$4,427.50
1749.1742-01	ASHBURNER FRANCIS	FPSRR Soccer and Rugby Lights Electrical Compliance	\$4,400.00
1752.2169-01	KILLARA SERVICES (NETRONIX PTY LTD)	Jul 2026 -RFQ24-467 - Cleaning Litchfield Council Office, Thorak Cemetery, Office and Chapel	\$4,303.68
1749.2641-01	DAMN STRAIGHT FENCING	Supply/Installation of Gates Near HDWTS, and Installation of Flood Gate Fencing on Hicks Road	\$4,290.00
1749.1113-01	GRAPHICS'LL DO (LEONIE RICHARDS)	Style Guide Development for Asche Rates	\$4,180.00
1751.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 16 Aug 2026	\$4,068.07

1749.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE: 02 Aug 2026	\$4,068.07
1751.1394-01	BEFORE YOU DIG AUSTRALIA	DBYD Annual Registration 2026/2027	\$4,023.18
1752.2815-01	JLM CONTRACTING SERVICES PTY LTD	Installation of Replacement Signage at HPRR	\$3,936.46
1751.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$3,739.67
1751.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage - 10/8-16/8	\$3,630.00
1750.454-01	TRAFFICWERX NT PTY LTD	Traffic Management for Road Damage - Various Roads - Litchfield Council Municipality	\$3,630.00
1750.3028-01	MR K M CIVITARESE	July 2026 - Elected Members Allowances	\$3,410.51
1749.2092-01	GOLD MEDAL SERVICES (MACENTEE INVESTMENTS)	HPRR - Bubbler Repairs, Septic Tank Repair Works, HPRR and Repair of Water Leak at HDVG	\$3,366.20
1751.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$3,083.96
1750.3148-01	ROAD NETWORK SERVICES	Provide Defect Inspection for 2025-0226 Reseal Program	\$3,009.60
1750.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$2,985.68
1750.3361-01	TOPEND TECH SOLUTIONS (MNR VENTURES)	Jul 2026 - Onsite IT Support	\$2,970.00
1750.3352-01	OCTOWARDI	Small Shade Sail Replacement HDVG and Repairs to Scout Toilet Doors at HDVG	\$2,910.00
1752.132-01	AIRPOWER NT PTY LTD	Purchase and Installation of Tractor Pulley Tension	\$2,908.70
1751.1088-01	TALENT PROPELLER	Recruitment- Finance Officer	\$2,750.00
1750.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$2,679.85
1750.132-01	AIRPOWER NT PTY LTD	Mower Link Assembly for CF73TT, Tractor Pulley Tension, Full-Service Kubota Mowers, and Replacements Pins for Tractors	\$2,635.44
1752.1141-01	NORTHERN GROUND MAINTENANCE (ANNACAM INDUSTRIES)	Jul 2026 - RFQ24-424 Ground Maintenance - HPRR, KLRR, Jakira Estate and Gregg Park	\$2,585.00
1750.3196-01	MRS D B CRAWFORD	Jul 2026 - Elected Members Allowances	\$2,551.61
1750.2188-01	GTG IRRIGATION PTY LTD	Irrigation Parts and Repairs - Thorak Cemetery	\$2,528.90
1750.3246-01	S SHAH (CYBERTECH)	Jun 2026 – Information Technology and Information management Services	\$2,464.00
1750.1457-01	TERRITORY STEEL	Replacement Sign Post Pipe / Sleeve Pipes - Various Locations, Litchfield Council Municipality	\$2,432.50
1750.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Jul 2026 - Security and Open and Lock Gates at HPRR and Thorak Cemetery	\$2,371.60

1750.2238-01	MR K R HARLAN	July 2026 - Elected Members Allowances	\$2,351.61
1750.14-01	AUSTRALIA POST	Postage Stamps for Thorak Cemetery and Postage for 2026/2027 Rates Notices	\$2,316.57
1749.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$2,301.34
1752.2089-01	ELGAS LTD	Gas Delivered for Crematorium at Thorak Cemetery WE: 12 Aug 2026	\$2,290.81
1751.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$2,180.22
1751.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	July 2026 - HDWTS Fridge and Aircon Degassing for Safe Transportation/Recycling	\$2,145.00
1751.3359-01	NATIONAL ANIMAL HANDLING & HUSBANDRY	Animal Management Equipment	\$2,121.90
1749.1253-01	CRAIG BURG DORF	Repairs to BSWTS Komatsu - 2000hr Service	\$2,091.20
1750.384-01	MS C VERNON	Jul 2026 - Authority Consultancy Services	\$2,079.00
1750.2252-01	MRS E SHARP	July 2026 - Elected Members Allowances	\$2,051.61
1750.3198-01	MS P CASS	Jul 2026 - Elected Members Allowances	\$2,051.61
1750.3251-01	MISS P Q F PURICH	Jul 2026 - Elected Members Allowances	\$2,051.61
1750.2164-01	SCOUT TALENT PTY LTD	Jul - Jun Membership 2026/2027 Scout Essentials Training Platform	\$1,980.00
1751.1674-01	FRESH START - FOR CLEANING	Aug 2026 - Cleaning Services. MWF, HDWTS, BSWTS, HSWTS, KLRR and HPRR	\$1,922.50
1749.2089-01	ELGAS LTD	Gas Delivered - Thorak Cemetery Crematorium WE: 16 July 2026	\$1,916.23
1750.2089-01	ELGAS LTD	Gas Delivered - Thorak Cemetery Crematorium WE: 29 July 2026	\$1,872.07
1751.2188-01	GTG IRRIGATION PTY LTD	Irrigation Repairs and Parts for HPRR	\$1,859.00
1750.2270-01	TYRECYCLE PTY LTD	Tyre Collection Recycling - HDWTS WE: 20 July 2026	\$1,841.58
1749.3361-01	TOPEND TECH SOLUTIONS (MNR VENTURES)	Jul 2026 - Onsite IT Support	\$1,782.00
1752.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement Litchfield Council	\$1,726.01
1749.1674-01	FRESH START - FOR CLEANING	Weekly Cleaning KLRR, HPRR and Waste Stations and MWF Office WE: 29 Jul 2026	\$1,680.00
1752.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$1,650.00
1750.3363-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpaid Rates	\$1,610.93
1750.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Jun 2026 - Security Patrols HDWTS & Litchfield Council Office	\$1,547.02

BPAPY225	DEPARTMENT OF INFRASTRUCTURE, PLANNING AND LOGISTICS	NTG Spatial Data 2026/2027	\$1,447.52
1750.1280-01	DEPARTMENT OF INFRASTRUCTURE, PLANNING & LOGISTICS	NTG Spatial Data Download Licence 2026/2027	\$1,447.52
1750.1152-01	LANE COMMUNICATIONS	2026-2027 Dog Rego Renewal Letters & Ezy Bill	\$1,392.62
1749.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Library Buddies - ACM Panels Laminated	\$1,381.05
1752.111-01	STICKERS AND STUFF	Regulatory Promotional Dog Waste Bags	\$1,256.00
1751.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Replacement Slasher Jockey Wheel Assembly	\$1,252.92
1749.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Repairs to Leaking Tap and Bore at Thorak Cemetery	\$1,252.81
1749.1961-01	HUMPTY DOO WELDING AND FABRICATION	HDWTS Repairs - Removal of Guard Locks from Backhoe	\$1,221.00
1749.1392-01	AKRON GROUP NT PTY LTD	Chibnall Road Emergency Call Out - Traffic Management	\$1,158.30
1749.2270-01	TYRECYCLE PTY LTD	Tyre Collection Recycling - HDWTS WE: 13 July 2026	\$1,157.22
1751.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 27 July 2026	\$1,108.44
1752.229-01	INITIAL & PEST CONTROL (RENTOKIL)	Pest Control Services for Waste Transfer Stations and Litchfield Council Office	\$1,095.59
1751.1133-01	NT WATER FILTERS	Water Filter Replacements - Thorak Cemetery	\$1,048.50
1750.2965-01	FIRSTAIDPRO AUSTRALIA PTY LTD	CPR Renewal for Litchfield Council Staff Members	\$1,020.00
1751.1023-01	AUSLINE ENGINEERING	Fabricate Jig for Straightening Mower Arm	\$1,017.50
1751.436-01	DeltaNAE	Generator - Site Visit and Repairs	\$1,015.20
1751.151-01	HARVEY NORMAN COMPUTERS/ELECTRICAL	Replacement TV for Thorak Chapel Stream	\$958.00
1752.3372-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund for Overpayment	\$956.85
1749.1566-01	WINC AUSTRALIA PTY LTD	Stationary Replenishment - Litchfield Community Library	\$934.22
1752.815-01	JEFFRESS ADVERTISING	NT News Ad - RFT26-553 Road Rehabilitation	\$878.57
1752.454-01	TRAFFICWERX NT PTY LTD	Replacement Guideposts - Various Locations - Litchfield Council Municipality	\$824.32
1749.1809-01	RGM MAINTENANCE DARWIN	Diagnostic of Fuso Truck Fault and Repair	\$780.03
1752.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Aug 2026 - Litchfield Council Archive Storage Fees	\$721.88

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1751.3202-01	INFOCOUNCIL PTY LTD	Training on Infocouncil	\$715.00
1752.1237-01	THE BOOKSHOP DARWIN	Assorted Book Purchases - Litchfield Community Library Content	\$698.94
1751.3367-01	LITCHFIELD COUNCIL RATE PAYER	Refund of Plot No Longer Required	\$685.00
1749.2063-01	QUALITY INDOOR PLANTS HIRE	Jul 2026 - Plant Hire and Maintenance - Litchfield Community Library, Litchfield Council Office and Thorak Cemetery and Chapel	\$670.65
1751.1471-01	RICOH AUSTRALIA PTY LTD	July 2026 - All Litchfield Sites - Photocopier Hire & Consumables	\$600.87
1752.2676-01	MAHER RAUMTEEN SOLICITORS	Girraween Subdivision Legal Advisory	\$584.50
1749.941-01	EVERLON BRONZE	Replacement Plaque NT-TRC-B260625A-1 - Thorak Cemetery Customer Purchase	\$584.10
1750.3049-01	DREAMEDIA CREATIVE (DREAMEDIA PTY LTD)	Live streaming / Recording - Service at Thorak Cemetery	\$583.00
1751.3162-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpaid Rates	\$550.00
1751.3099-01	MACKILLOP CATHOLIC COLLEGE	Refund of Key Bond After Venue Hire	\$532.00
1752.940-01	ABG PTY LTD	Registration Checks for Waste Transfer Station Machinery	\$528.00
1749.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Thorak Cemetery	\$526.19
1752.3325-01	THE JETTY FISH & CHIP CAFE	Aug 2026 - Bi-Monthly Staff Meeting Catering	\$511.50
1749.2119-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Venue Bond After Event Hire	\$507.00
1751.205-01	SAFEWAY TEST & TAG (DAVID MILNER)	Test and Tag - HDWTS	\$495.00
1750.2092-01	GOLD MEDAL SERVICES (MACENTEE INVESTMENTS)	Repair of Water Leak HDVG	\$441.25
1750.78-01	POWER & WATER CORPORATION	May - Jul 2026 - Water - KLRR	\$439.76
00413329 CHQ	LITCHFIELD COUNCIL PETTY CASH	Replenishment of Litchfield Council Petty Cash 01 Jul to 25 Aug 2026	\$420.05
1752.1566-01	WINC AUSTRALIA PTY LTD	Mobile Pedestal Fan Including Freight for Chambers - Airconditioning Repairs Undertaken	\$419.14
1752.1471-01	RICOH AUSTRALIA PTY LTD	Jul 2026 - Cemetery, HDWTS and Litchfield Community Library - Photocopier Hire & Consumables	\$407.06
1750.851-01	OFFICEWORKS	Outdoor Metal A-Frame for Council Events	\$398.00
1751.134-01	FIGLEAF POOL PRODUCTS	Aug 26 - Microbiological Water Testing - Thorak Cemetery	\$392.00
1752.78-01	POWER & WATER CORPORATION	July 2026 - Water HDWTS	\$383.06
1749.1278-01	SEEK LIMITED	Advertisement- Casual Customer Service Officer - Litchfield Community Library	\$357.50

1749.397-01	INSTITUTE OF PUBLIC WORKS ENGINEERING	IPWEAQNT 2026/2027 Corporate Subscription	\$356.50
1750.3222-01	NORTHERN TERRITORY TRAFFIC CONTROL	Road Closures for Fire Emergency - Leonino Road	\$334.40
1749.1396-01	CSE CROSSCOM	Jul 2026 - Radio Communications Tracking for Fleet Vehicles	\$330.00
1752.1987-01	TOP END CAR WASH BROTHERS	Ute Detail and Pressure Clean - CF91JL	\$327.00
1752.1911-01	KERRY'S BODY THERAPY	Aug 2026 - Health and Wellbeing Initiative	\$313.50
1751.790-01	BOBTOW TILT TRAY SERVICES	Towing of CAT903D Back to HDWTS	\$308.00
1752.2930-01	GIRRAWEE VETINARY HOSPITAL	Redemption of Desexing Vouchers	\$300.00
1752.3214-01	NORTHERN TERRITORY VETERINARY SERVICES	Redemption of Desexing Vouchers	\$300.00
1752.3373-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant - NT Representative - Judo Nationals - SA	\$300.00
1752.3375-01	LITCHFIELD COUNCIL RATEPAYER - DEPENDANT	Youth Development Grant - NT Representative - Under 14's Tassell Cup	\$300.00
1750.790-01	BOBTOW TILT TRAY SERVICES	Tilt Tray Hire. Relocate Tractor from HDWTS to RDO for Repairs	\$297.00
1751.129-01	RDO EQUIPMENT PTY LTD	Replacement Parts for Tractor	\$280.49
1751.3169-01	FMS (FIRE MAINTENANCE SERVICES (NT)	HDWTS New 2.5kg ABE Extinguisher	\$269.50
1752.268-01	BYRNE CONSULTANTS	STAGE 4 The Parks (Holtze) Construction	\$264.00
1752.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Chemical Set Studs and Workshop Supplies	\$258.04
1750.290-01	AUSTENG ENGINEERING SOLUTIONS	Remote Cremation Support - Diagnose Fault	\$248.60
1751.1253-01	CRAIG BURGDORF	HSWTS Backhoe King Pins	\$245.61
1750.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Repairs to Valve Kit at Thorak Cemetery	\$242.00
1749.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Jul 2026 - Garden Maintenance Humpty Doo Community Garden	\$230.00
1751.130-01	MOBILE LOCKSMITHS	Locksmith Call to Repair Office Door Lock	\$203.50
1752.681-01	EXTREME MARQUEES	Replacement Leg Corner and Freight for Marquee	\$195.00
1751.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - LC Office - WE: 09 Aug 2026	\$185.90
1750.855-01	TENDERLINK	RFQ26-537 Asche Kerbside General Waste Collection Tender	\$184.80

1751.132-01	AIRPOWER NT PTY LTD	Replacement Lift Pins for Tractor	\$175.50
1750.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Aug 2026 - ASSA Monthly Membership	\$165.00
1752.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVICES	Redemption of Desexing Voucher	\$150.00
1751.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVES	Redemption of Desexing Voucher	\$150.00
1749.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVICES	Redemption of Desexing Voucher	\$150.00
1751.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 31 Jul & 07 Aug 2026	\$136.84
1751.3345-01	LITCHFIELD COUNCIL RATE PAYER	Bond Refund after Trap Hire Period	\$120.00
1749.3357-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Deposit After Hire Period	\$120.00
1750.3332-01	AUSTRALIAN VACCINE SERVICES PTY LTD	Flu Vaccines for Litchfield Council Employees	\$118.58
1751.1564-01	FOURIER TECHNOLOGIES PTY LTD	Freight For Replacement Parts	\$116.60
1752.1133-01	NT WATER FILTERS	Replacement Water Bottles - Litchfield Council Foyer Water Dispenser	\$110.00
1750.25-01	LAND TITLES OFFICE	Jul 2026 - Planning Searches	\$103.50
1751.2612-01	TSCHIRMENTO PTY LTD	Refund Rate Search - New Development Holtze	\$102.00
1750.1697-01	RSPCA	Jul 2026 - Pound Transfers for Impounded/Surrendered Dogs	\$100.00
1749.1237-01	THE BOOKSHOP DARWIN	Assorted Books for Litchfield Library Content	\$98.96
1749.2612-01	TSCHIRMENTO PTY LTD	Refund Rate Search - Duplicate Payment for Search	\$97.00
1752.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Call-outs - Litchfield Council Office - WE: 17 Aug 2026	\$88.00
1752.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 14 Aug 26	\$68.42
1749.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 23 Jul 2026	\$68.42
1752.3371-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Multiple (3) Registrations Overpaid	\$42.00
1749.851-01	OFFICEWORKS	Pre-Press Service	\$19.99
1749.660-01	CENTRAL ANIMAL RECORDS (AUST) PTY LTD	Microchip Subscription	\$9.95
		TOTAL	\$2,982,191.86

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

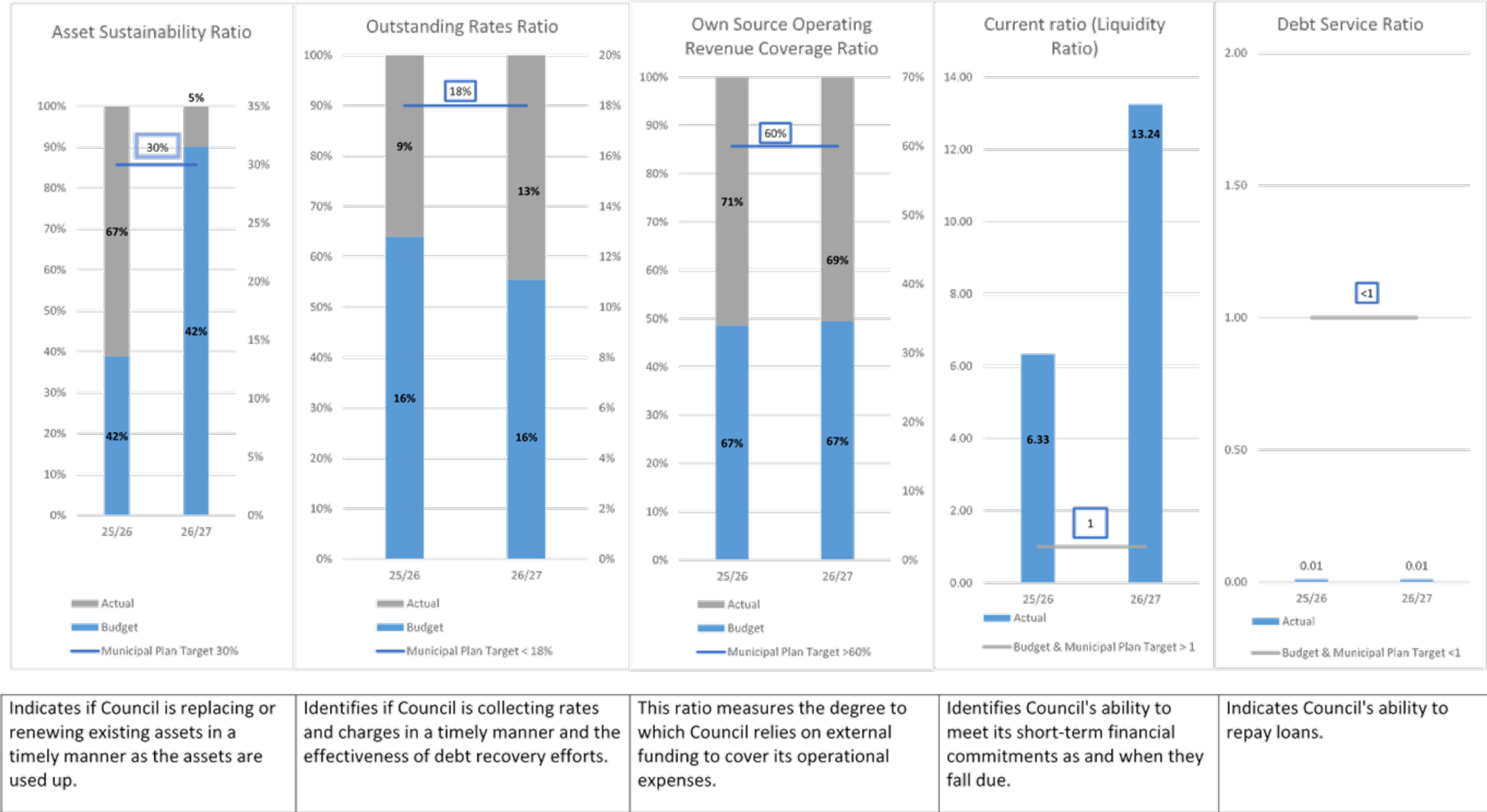
Card Holder Name:	Stephen Hoyne		
Transaction Date	Amount	Supplier's Name	Details
21/07/2026	\$19.77	Coolalinga Café	Coolalinga Café - Off Site Meeting
13/08/2026	\$10.00	City of Darwin	Paystay - Parking Darwin City Council
17/08/2026	\$24.00	NT News	News Limited - Monthly Subscription (Jul 26)
20/08/2026	\$6.00	Westpac	Credit Card Fees
	\$59.77		

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
August 2026	\$9,552.76	MS R A WRIGHT	July 2026 - Elected Members Allowances
August 2026	\$3,410.51	MR K M CIVITARESE	July 2026 - Elected Members Allowances
August 2026	\$2,551.61	MRS D B CRAWFORD	July 2026 - Elected Members Allowances
August 2026	\$2,351.61	MR K R HARLAN	July 2026 - Elected Members Allowances
August 2026	\$2,079.00	MS C VERNON	July 2026 - Elected Members Allowances
August 2026	\$2,051.61	MRS E SHARP	July 2026 - Elected Members Allowances
August 2026	\$2,051.61	MS P CASS	July 2026 - Elected Members Allowances
Total	\$26,100.32		

FINANCE KEY PERFORMANCE INDICATORS (KPI)

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



KPI	Explanation
Asset Sustainability Ratio	Council's Asset Sustainability Ratio for the month of August is 5% which below from the Municipal Plan target of greater than 30%. However, the current Long-term Financial Plan shows insufficient levels of revenue to fund long-term infrastructure renewal needs of the Council. The risk exists that Council's current levels of revenue will not be sustainable in the long-term to address a growing backlog of infrastructure replacement needs in future.
Outstanding Rates Ratio	In the absence of a local government industry standard benchmark, a benchmark of 5% for City Councils and 10% for Regional Councils is considered best practice and is used by many jurisdictions across Australia. Council's Outstanding Rates Ratio of 13% is less than the Municipal Plan target of less than 18%. However, council needs to continue work in this area as a growing outstanding rates ratio increases liquidity risk and places a burden on Council's existing resources.
Own Source Revenue Ratio	This ratio indicates Council's ability to pay for its operational expenditure through its own revenue sources. The higher the ratio the more self-reliant a Council. In other words, the higher the ratio the less Council must rely on external grants to provide services to the community. A ratio of 40% to 60% is considered as a basic level, between 60% to 90% is considered intermediate level and more than 90% is considered advanced level. Council's Own Source Operating Revenue Coverage ratio of 69% is above the Municipal Plan target of greater than 60%.
Current Ratio (Liquidity Ratio)	A ratio of greater than 1 is required to provide assurance that Council has enough funds to pay its short-term financial commitments. Council's Current Ratio of 13.24 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed to fulfill its short-term liabilities as and when they fall due.
Debt Service Ratio	Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.

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

CERTIFICATION BY THE CEO TO THE COUNCIL

Council Name: Litchfield Council
Reporting Period: 31.08.2026

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: 14/09/2026

14.2.2 People and Performance Report – August 2026

AUTHOR: Ankit Pansal, Director Corporate Services

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. 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

RECOMMENDATION

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

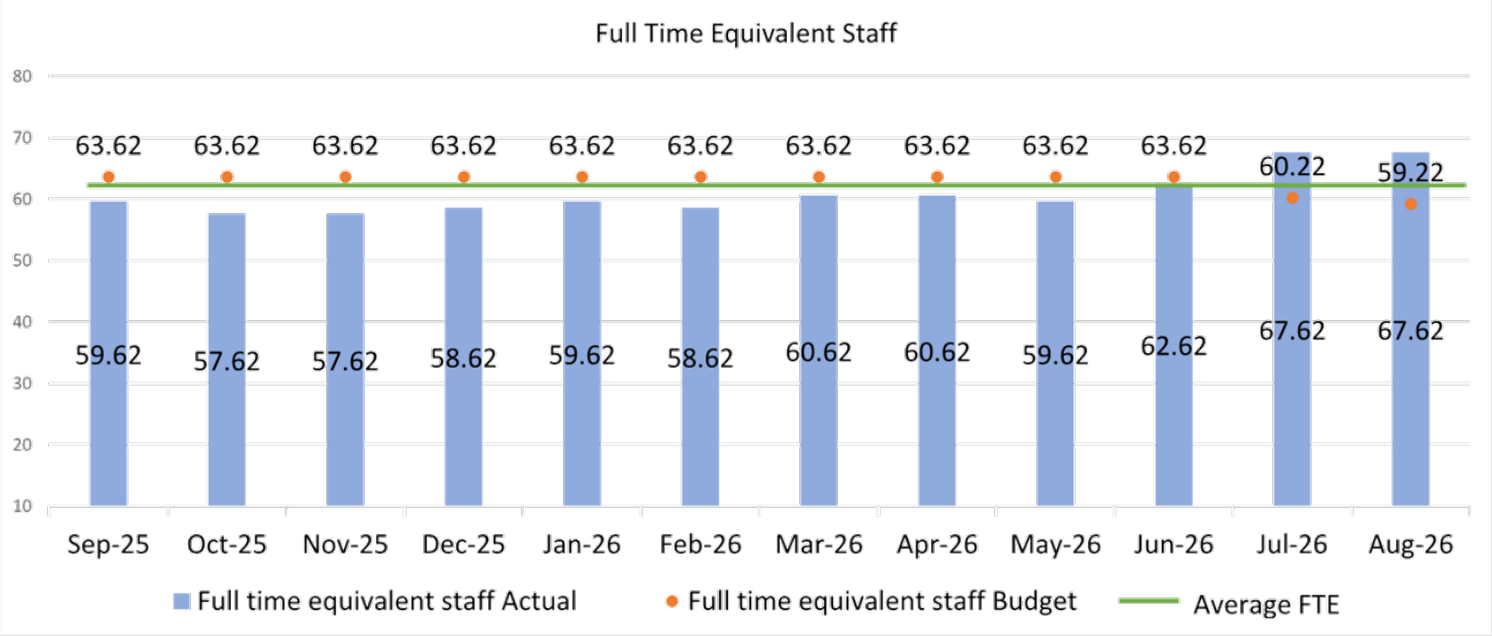
COMMUNITY ENGAGEMENT

Nil

PEOPLE AND PERFORMANCE MONTHLY REPORT			
August 2026			
Internal Appointments			
Position	Department	Commenced	Permanent/Temporary
NA			
External Appointments			
Position	Department	Start date	Permanent/Temporary
NA			
Employment Separation Permanent			
Position	Department	End date	Permanent/Temporary
Finance Officer	Corporate	28/08/2026	Permanent
	Allocated	Actual	Difference
Full Time Equivalent	54.00	46.00	-8
Part-time	4.32	3.92	-0.40
Contract	4.00	4.00	0
Casual	5.30	5.30	0
Total	67.62	59.22	-8.40

Recruitment Overview:

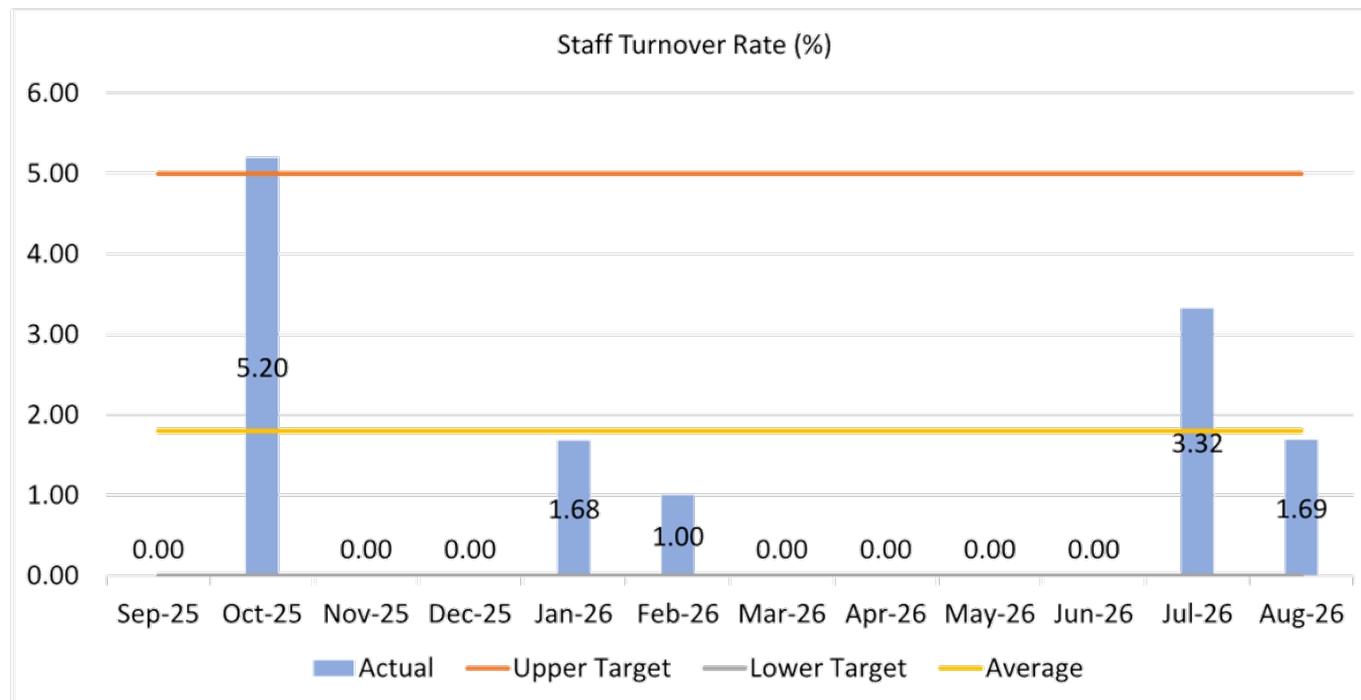
Role	In Progress	Completed	Expected Time
Finance Officer	✓		September
HR & WHS Program Leader	✓		October
Communications Officer	✓		Aug/Sept
Policy & Governance Officer	✓		October



Turnover Rate:

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

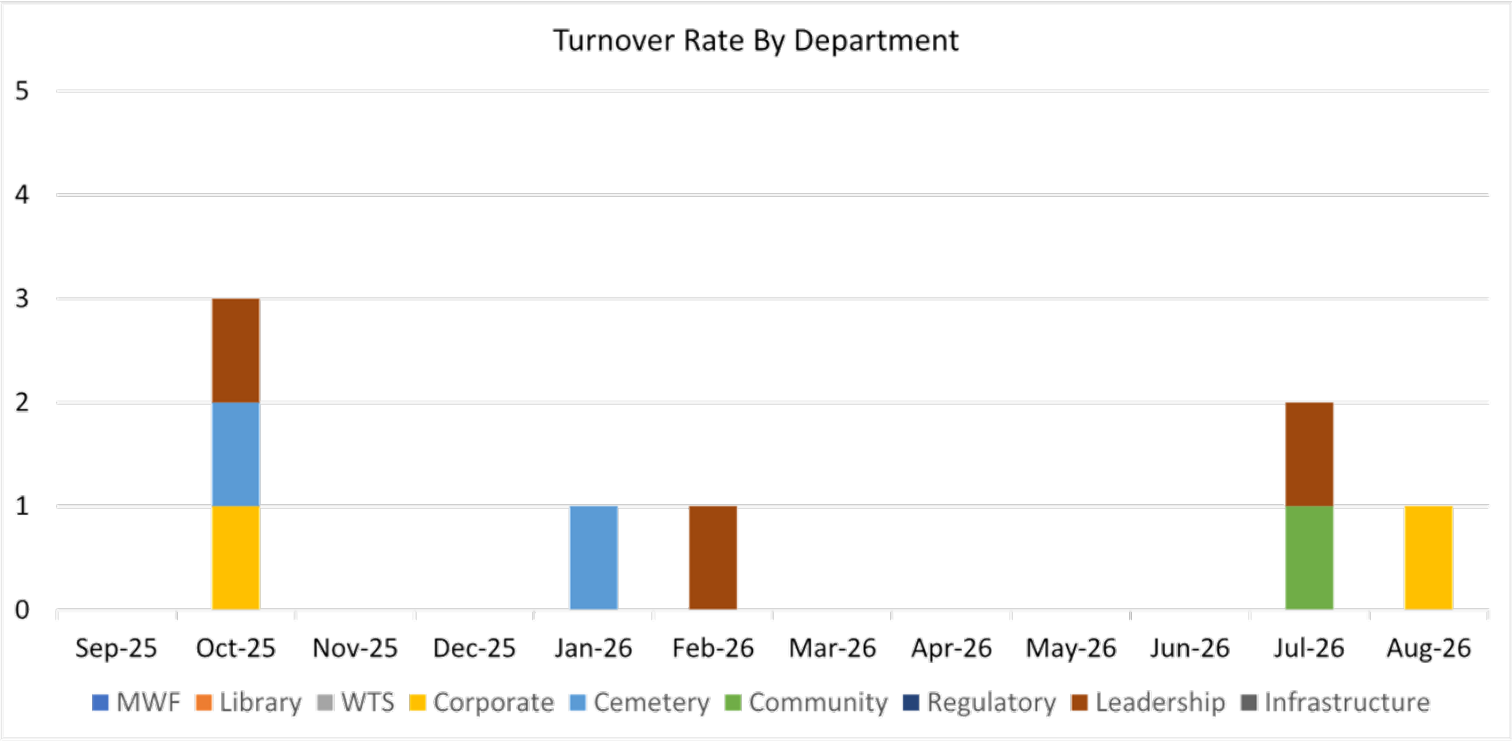
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Average
0%	5.21%	0%	0%	1.68%	1.71%	0%	0%	0%	0%	3.32%	1.69%	1.13 %
0	3	0	0	1	1	0	0	0	0	2	1	0.67

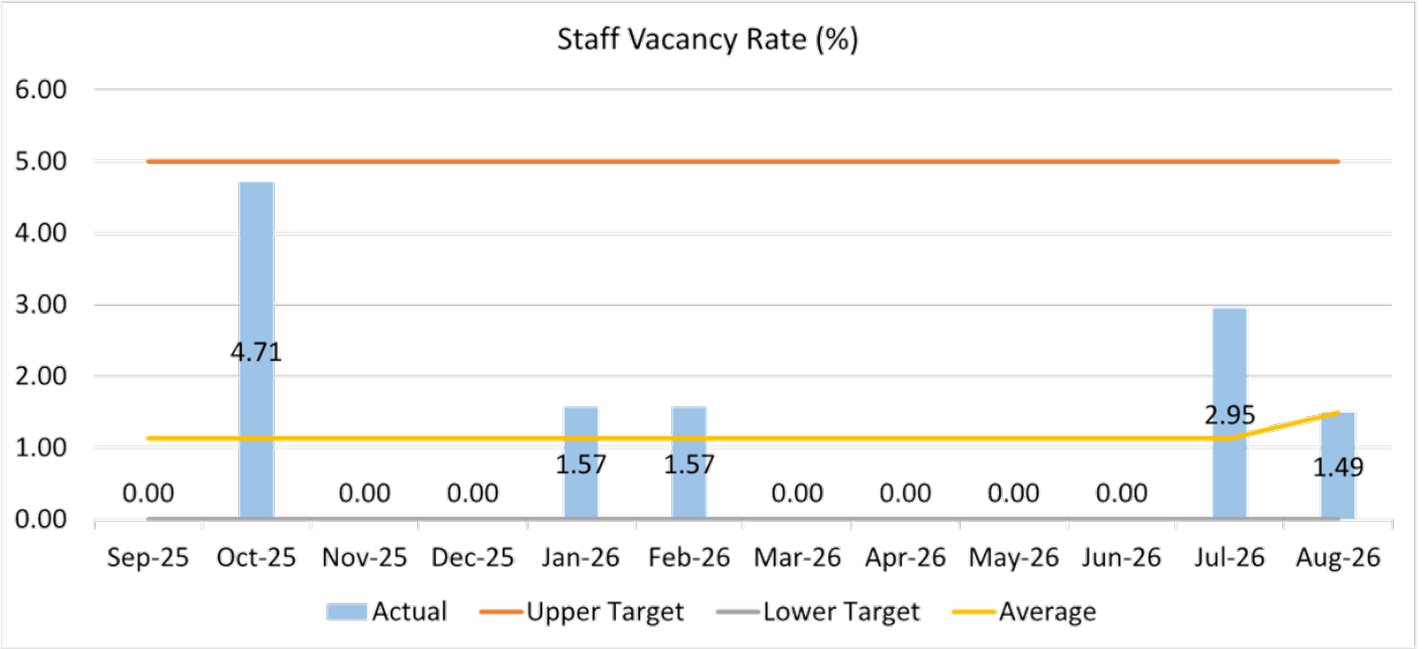
Target Average: Between 0% to 5%

Turnover Rate by Department:



Staff Vacancy Rate:

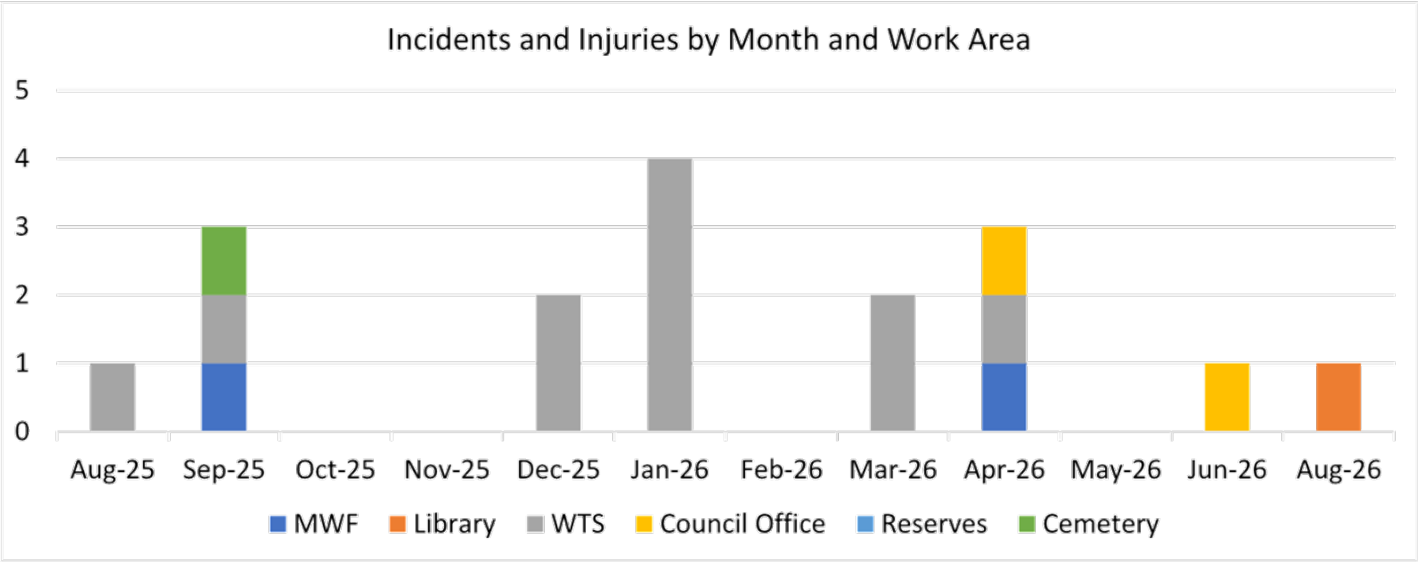
The number of vacant positions during the reporting period.
(Vacant positions, divided by total FTE, multiplied by 100).



Sep	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Average
0.00%	4.71%	0.00 %	0.00 %	1.57 %	1.57%	0.00%	0.00%	0.00 %	0.00%	2.95%	1.49%	1.02 %

Target: Between 0% to 5%

Workplace Health and Safety:



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

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

14.2.3 Borrowing Policy FIN13

AUTHOR: Paul Stephson, Senior Accountant
AUTHORISER: Ankit Pansal, Director Corporate Services
ATTACHMENTS: 1. FIN13 Borrowing Policy

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.

RECOMMENDATION

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

BACKGROUND

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

A more detailed breakdown of the requirements for borrowing has been included.

These clauses have been included as the Local Government Act 2019 (NT) requires prior ministerial approval unless the borrowing is exempt. In addition, it states the requirements for approval.

In accordance with section 197 (1) of the Local Government Act 2019 (NT), Council must obtain the Minister's approval before entering into any borrowing arrangement, unless the borrowing is exempt under section 197 (2) of the Act or Ministerial Guideline 3: Borrowing.

Ministerial approval is not required for an advance on overdraft if the term of the advance does not exceed two months and an amount of the advance does not exceed 2% of Council's total revenue for the last audited financial year. Ministerial approval is also not required for a transaction classified as a minor transaction under Ministerial Guideline 3: Borrowing. *Local Government Act 2019 (NT) S197 (2)*.

For the purposes of Ministerial Guideline 3, a minor transaction for a municipal council is a borrowing transaction within a cumulative borrowing amount of \$500,000 or less. The cumulative borrowing amount is calculated by adding together all existing borrowings that have not previously received Ministerial approval.

Council must have a Council resolution to borrow before entering into a borrowing arrangement *Local Government Act 2019 (NT) S197 (3)*

The Council resolution must specify:

- the amount to be borrowed,
- the proposed lender or provider of financial accommodation,
- the purpose of the borrowing,
- and the terms of the loan or financial accommodation.

Any request for Ministerial approval must be made before Council enters into the borrowing arrangement.

Council resolution and the documentation required under Ministerial Guideline 3: Borrowing includes:

- repayment schedule,
- interest rate structure,
- fees and charges,
- affordability assessment,
- impact on Council's long-term financial plan and financial sustainability indicators,
- risk assessment,
- alternatives considered,
- and confirmation that the borrowing is consistent with Council's adopted budget and strategic objectives.

LINKS WITH STRATEGIC PLAN

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

Progress - Continuity of Services and Facilities

LEGISLATIVE AND POLICY IMPLICATIONS

Policy has been reviewed in accordance with the *Northern Territory Local Government Act 2019* specifically Part 10.3 Council or local government subsidiary borrowing and the Ministerial Guideline 3: Borrowing.

FINANCIAL IMPLICATIONS

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

Risks Borrowing presents financial risk if debt levels, repayment terms or interest costs are not appropriately assessed and managed. The reviewed policy mitigates this risk by requiring affordability assessment, consideration of long-term financial impacts, Council approval and compliance with legislative and Ministerial Guideline requirements.

COMMUNITY ENGAGEMENT

NIL

Borrowing **POLICY FIN13**

Name	FIN13 Borrowing
Policy Type	Council
Responsible Officer	<u>Director Corporate Services</u>
Approval Date	<u>19/07/2022</u> <u>1/09/2026</u>
Review Date	<u>18/07/2026</u> <u>1/09/2030</u>

1. Purpose

This policy sets out the circumstances under which Council might use debt as a source of funds and principles to be applied in relation to borrowing.

2. Scope

Council is committed to operating in a financially sustainable manner and in accordance with its Long-Term Financial Plan and principles of financial sustainability.

Council considers that debt funding may be appropriate in the following circumstances:

- fund the acquisition, construction, expansion or refurbishment of a major capital asset or other expansion in capital works; or
- The Council is satisfied it can manage the risk and meet the debt repayments in the context of long-term financial planning and financial sustainability.

Debt will not be used to cover recurrent operating expenses.

Council generally prefers to minimise debt and financial risk.

3. Definitions

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

Borrowings	Any form of financial accommodation for example, an overdraft, a loan, hire purchase or instalment purchase agreement and the present value of future payments under a finance lease <u>consistent with section 196 of the Local Government Act 2019 (NT)</u> .
<u>Council</u>	<u>Council means Litchfield Council constituted under the Local Government Act 2019 (NT).</u>

4. Policy Statement

Council recognises that borrowing for capital works is an important funding source for Local Government and that the full cost of Infrastructure should not be borne entirely by present-day ratepayers, but be contributed to by future ratepayers who will also benefit.

External borrowings will be limited to the funding of significant items of capital expenditure:

Borrowing **POLICY FIN13**

- the life of which is expected to exceed the term of any funds borrowed;
- represents value for money;
- supports Council's strategic objectives;
- is affordable and sustainable over the life of the debt;
- does not expose Council to unacceptable financial risk;
- that cannot be funded from other sources; and
- that are within the contexts of affordability, risk and financial sustainability, fully documented in a detailed business case for Council consideration.

In accordance with section 197(1) of the Local Government Act 2019 (NT), Council must obtain the Minister's approval before entering into any borrowing arrangement, unless the borrowing is exempt under section 197(2) of the Act or Ministerial Guideline 3: Borrowing.

Ministerial approval is not required for an advance on overdraft if the term of the advance does not exceed two months and an amount of the advance does not exceed 2% of Council's total revenue for the last audited financial year. Ministerial approval is also not required for a transaction classified as a minor transaction under Ministerial Guideline 3: Borrowing. *Local Government Act 2019 (NT) S197 (2).*

For the purposes of Ministerial Guideline 3, a minor transaction for a municipal council is a borrowing transaction within a cumulative borrowing amount of \$500,000 or less. The cumulative borrowing amount is calculated by adding together all existing borrowings that have not previously received Ministerial approval.

Council must have a Council resolution to borrow before entering into a borrowing arrangement *Local Government Act 2019 (NT) S197 (3)*

The Council resolution must specify:

- the amount to be borrowed,
- the proposed lender or provider of financial accommodation,
- the purpose of the borrowing,
- and the terms of the loan or financial accommodation.

Borrowing **POLICY FIN13**

Any request for Ministerial approval must be made before Council enters into the borrowing arrangement.

Council resolution and the documentation required under Ministerial Guideline 3: Borrowing includes:

- repayment schedule,
- interest rate structure,
- fees and charges,
- affordability assessment,
- impact on Council's long-term financial plan and financial sustainability indicators,
- risk assessment,
- alternatives considered,
- and confirmation that the borrowing is consistent with Council's adopted budget and strategic objectives.

Borrowings are to be utilised for the purpose for which the loan was raised. If a borrowing is undertaken and the final cost is less than the total approved loan amount, resulting in unexpended loan funds, unexpended loan funds will be placed in a reserve until a suitable use of the funds is identified.

Where a loan is raised by Council to obtain an asset and the loan has not been repaid when the asset is sold, Council will consider, on the basis of costs and benefits, first applying the proceeds of the sale to the repayment of the loan source.

~~Repayment of the~~ The debt repayment period must ~~to~~ be no longer than the weighted average estimated useful life of the related assets purchased, or 20 years, whichever is the lesser.

5. Associated Documents

Litchfield Council Financial Policies and Procedures

Borrowing **POLICY FIN13**

Litchfield Delegation Manual

6. References and Legislation

The *Northern Territory Local Government Act 2019* sets out the requirements for Council borrowing in Part 10.3 Council or local government subsidiary borrowing.

Australian Accounting Standards

Ministerial Guidelines

Local Government General Instructions

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
12/11/2008	PA08/CAM/012
11/10/2012	PA12/CAM/012
13/12/2017	Update in line with Ministerial Guidelines and update to new policy number rescind LC04
21/06/2022	Update in line with <i>Local Government Act 2019</i>
<u>1/09/2026</u>	<u>Minor formatting completed and policy review. Aligning to and referencing the Local Government Act 2019 NT</u>

14.3 Governance and Community

14.3.1 Governance and Community Monthly Report - August 2026

AUTHOR: Natasha Clancy, Executive Assistant to Directors

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. Governance Monthly Report - August 26
2. Community Monthly Report - August 26

EXECUTIVE SUMMARY

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

RECOMMENDATION

1. That Council receive and note the Governance and Community Monthly Report for August 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

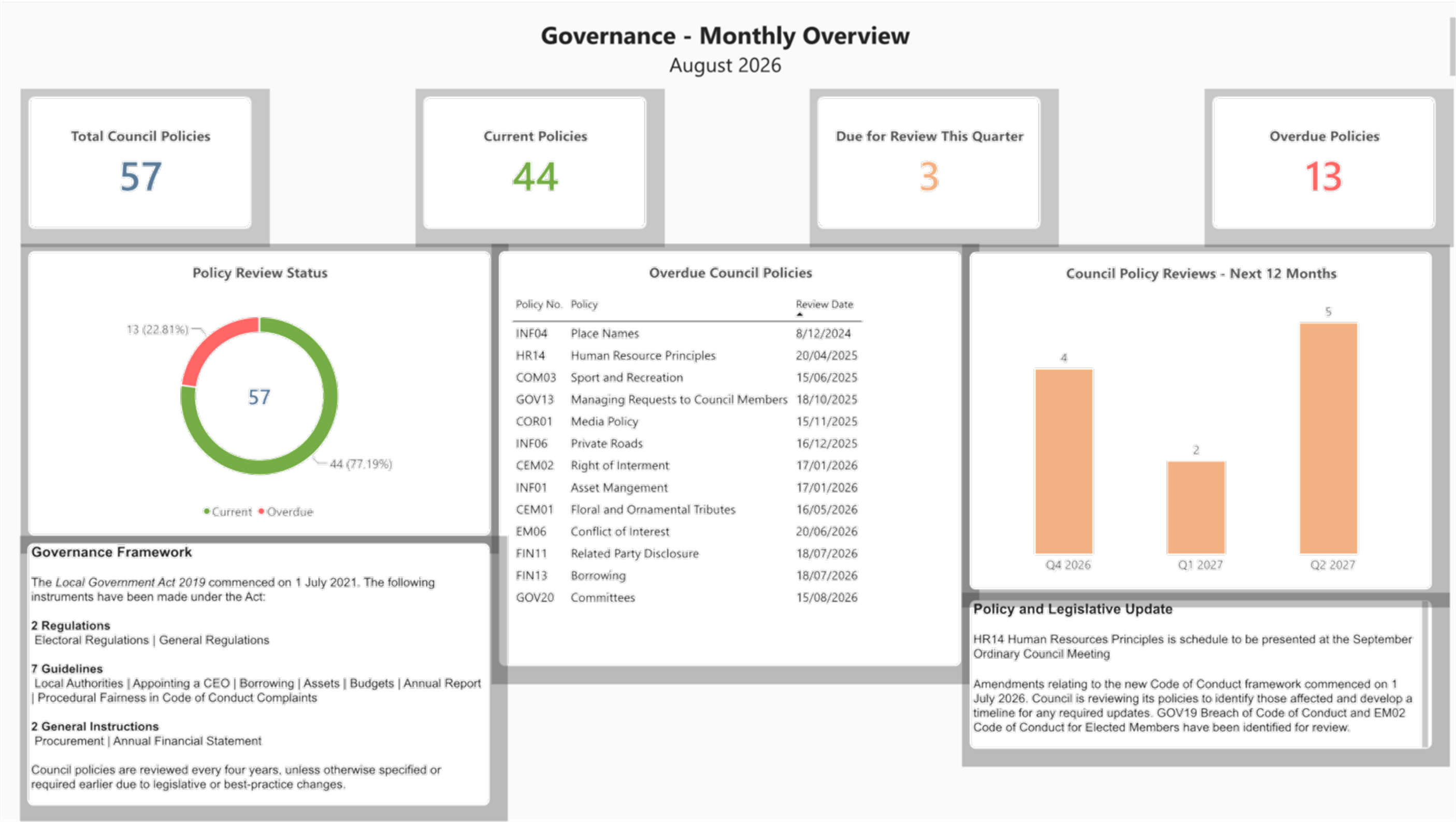
Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil



MEDIA & COMMUNICATIONS
MONTHLY PERFORMANCE REPORT



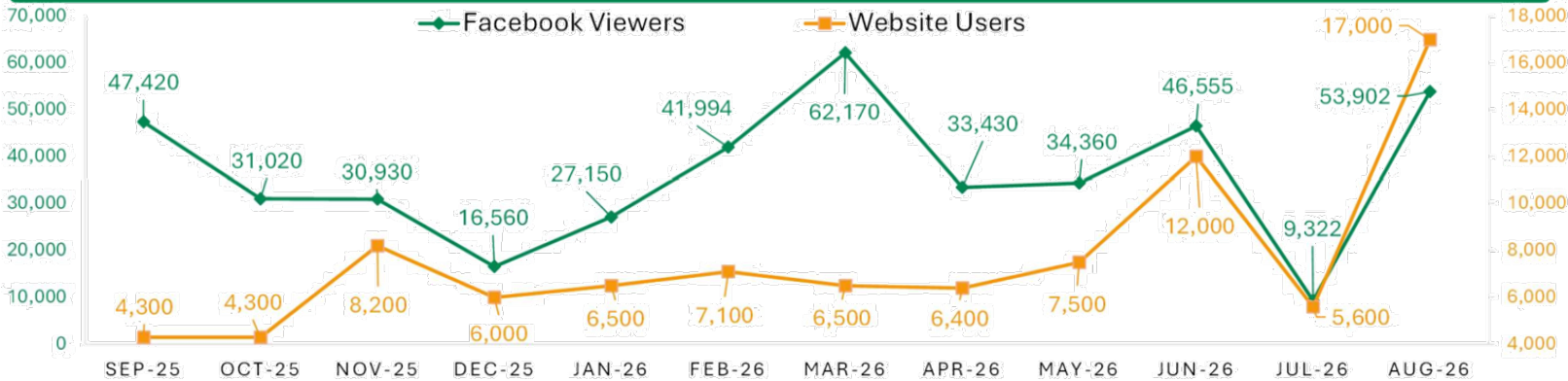
PERFORMANCE SUMMARY

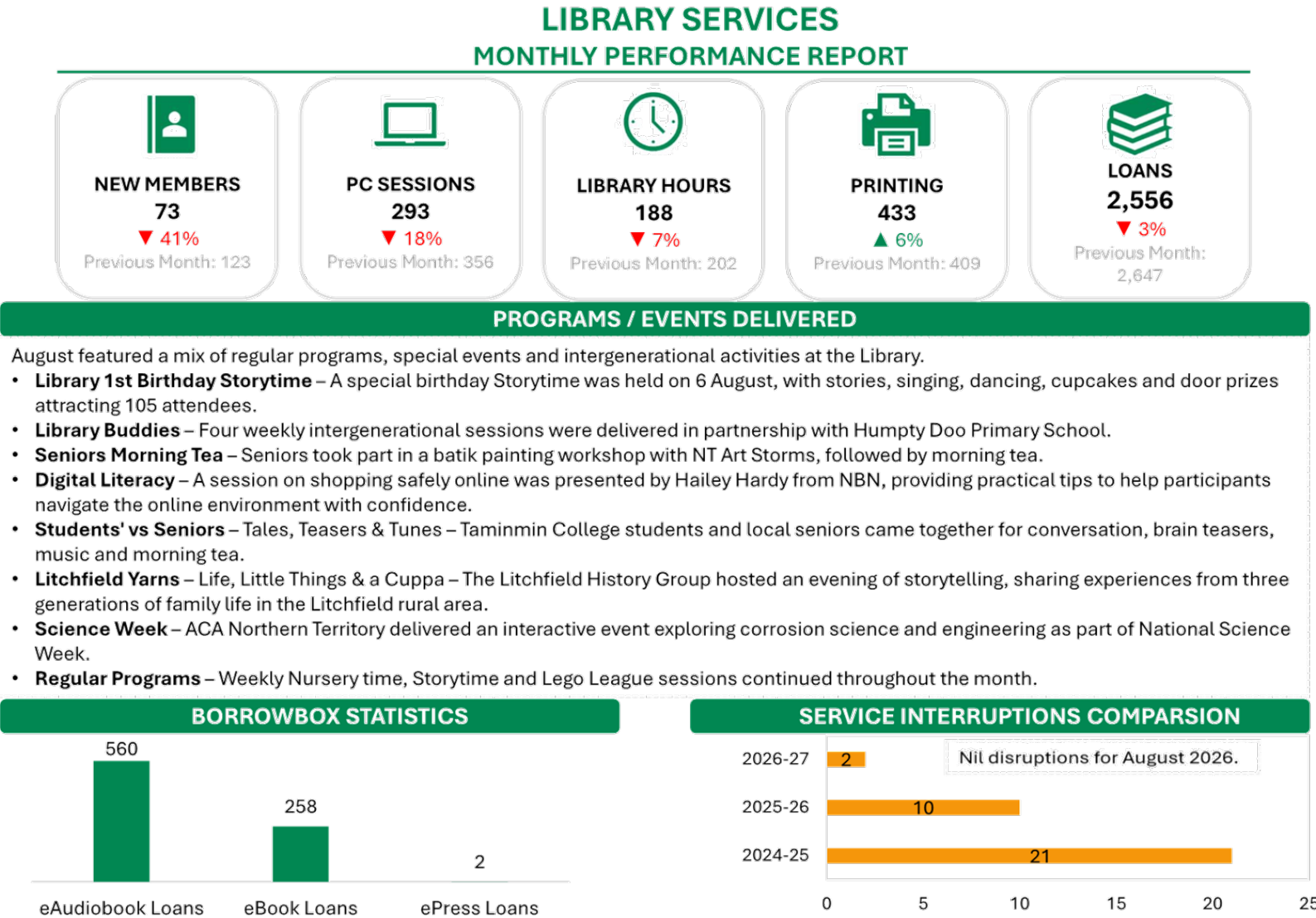
- With boosted ads for upcoming events, the Litchfield Council Facebook page has drawn a lot of views for the month of August; follows, interactions and link clicks also show steady performance.
- Whilst updates on Instagram are not as frequent compared to Facebook, for the month of August it continues to display a steady growth in views and follows.
- The website shows high engagement in August, particularly in Pay Online features. The News page also has a jump in views which indicates growing number of users heading to the website for council updates.

TOP WEBSITE PAGES

Welcome Page	2,126
Litchfield Community Library	429
Search	397
Report a Fault	76
Vacancies	445
TOTAL TOP 5 PAGES	3,473

COMMUNICATIONS TRENDS





LIBRARY SERVICES
MONTHLY PERFORMANCE REPORT

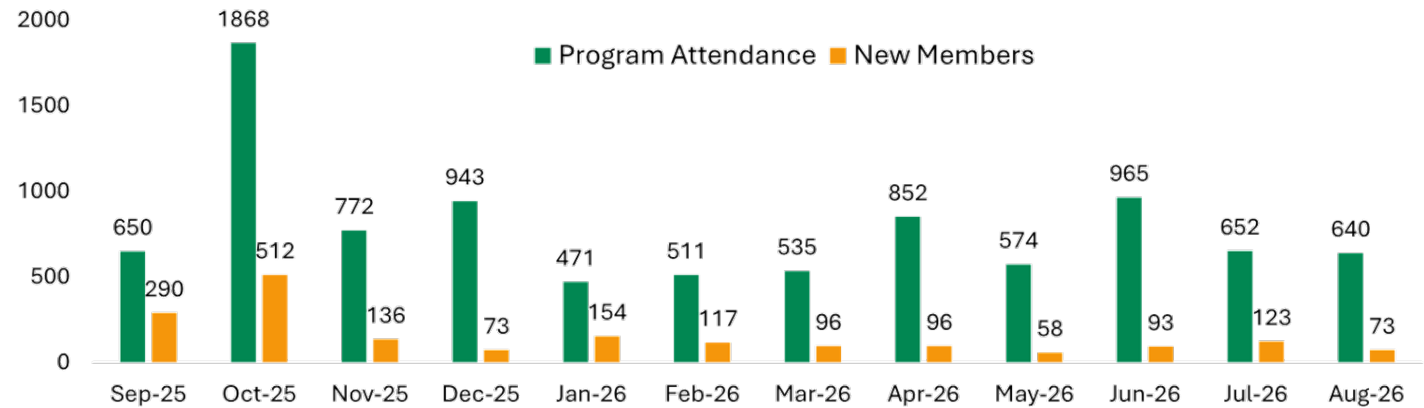
VISITORS

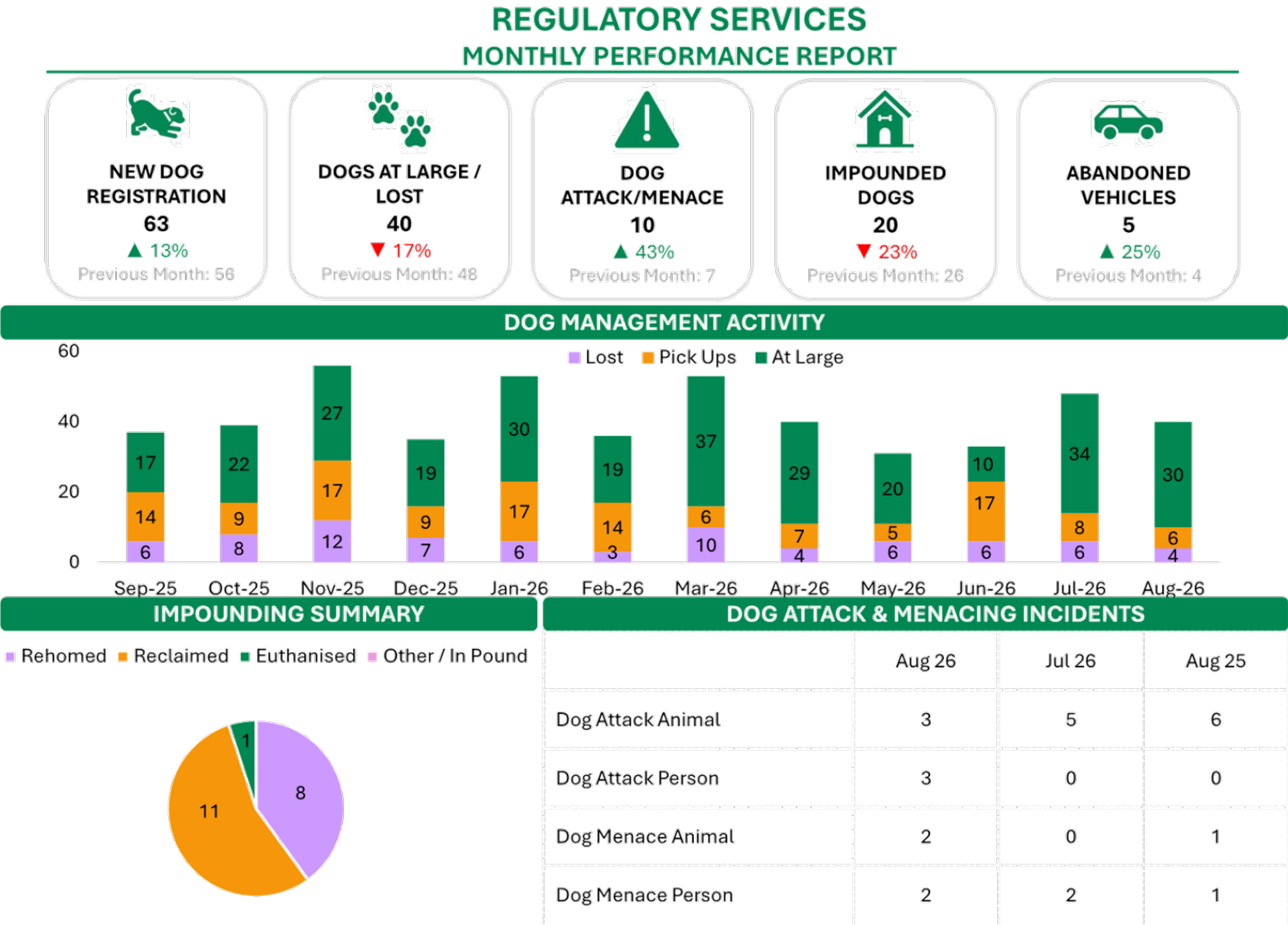
The library continued to see consistent community use during August 2026. The graph below provides an overview of library attendance for the month.



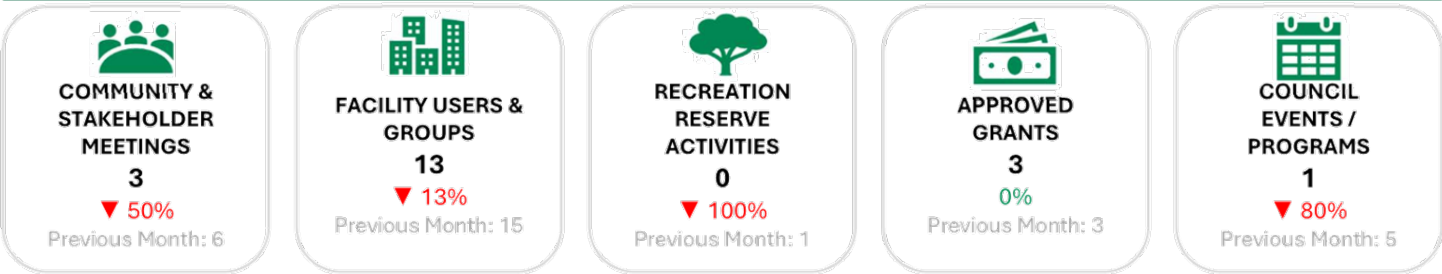
PROGRAM ATTENDANCE & NEW MEMBERSHIP

Library programs and membership continued to see strong community participation during August 2026. The graph below provides an overview of program attendance and new library memberships for the month.

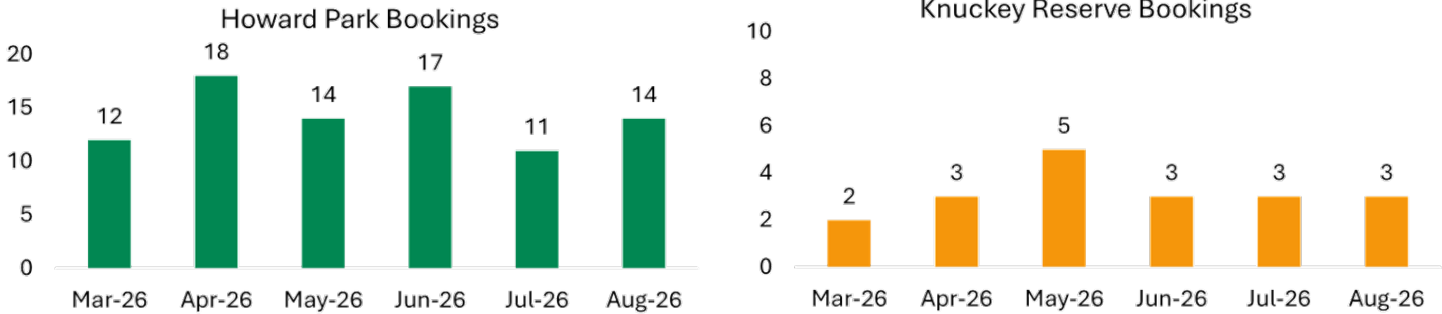




COMMUNITY DEVELOPMENT
MONTHLY PERFORMANCE REPORT



COMMUNITY FACILITY USAGE



KEY ACTIVITIES

- **Litchfield Community Library Anniversary Storytime:**
Families joined in the Library's first anniversary celebrations on 6 August, enjoying a special morning of stories, singing, dancing, cupcakes and door prizes

EVENTS / UPCOMING WORK

- Howard Park Open Day – 12 September 2026
- Citizenship Ceremony – 17th September 2026
- Ongoing irrigation repairs at Howard Park Oval
- Ongoing infrastructure repairs at Fred Pass

14.3.2 Annual Community Survey Results

AUTHOR: Rebecca Taylor, Director Governance & Community

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. Attachment A - Annual Community Survey Report.pdf

EXECUTIVE SUMMARY

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

RECOMMENDATION

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.

BACKGROUND

The Annual Community Survey is an opportunity to evaluate the sentiment and satisfaction of Litchfield community members regarding Council's service delivery, communications and amenities. It provides an opportunity to better understand the demographics, priorities and needs of the Litchfield community, establish benchmarks and identify areas for improvement to support Council in delivering services in line with community expectations where possible.

The 2026 Community Survey received 224 valid submissions, an increase of 101 submissions from the 123 received in 2025, and slightly higher than the 218 submissions received in 2024.

Unfortunately, during the survey period, a high volume of responses was identified as potentially fraudulent or generated by automated activity. Following a review of the data, these responses were excluded to maintain the integrity of the survey results. Additional survey security measures, including bot detection, will be considered for future surveys.

The 2026 Community Survey results reflect community sentiment and satisfaction, and will form part of Council's Annual Report, as well as its future priorities and service delivery.

Litchfield residents were encouraged to complete the survey over a four-week campaign from 1 July to 28 July 2026, supported by a range of online, direct and face-to-face promotional activities. Participants also had the opportunity to win one of ten \$100 gift cards. Further details of the promotional and engagement activities undertaken are provided in the Community Engagement section of this report.

Council engaged True North Strategic Communication to conduct the 2026 Litchfield Community Survey and prepare the Community Survey Report provided at Attachment A. The survey was conducted using SurveyMonkey and contained 25 questions based on previous surveys, with additional questions included to better understand how the community would like to be kept informed. Selected results were compared across the five survey periods from 2022 to 2026.

Overall perceptions of Council's performance improved in 2026, with 34% of respondents rating Council's performance as good and 9% as very good. A further 33% rated Council's performance as adequate, resulting in 76% of respondents rating Council's performance as adequate or better.

The combined good or very good result of 43% was the highest positive rating recorded across the five survey periods from 2022 to 2026.

Community pride also remained high, with 82% of respondents indicating they were either very proud (49%) or somewhat proud (33%) to live in the Litchfield region. The proportion of respondents who were very proud increased by 4% from 2025.

Key Findings – Importance of Council Services

The community continued to place a high level of importance on Council's core infrastructure and municipal services. The services most commonly selected as most important were:

- Maintenance of local roads – 43%
- Waste transfer stations – 38%
- Weed management on Council land – 37%
- Road drainage maintenance – 35%
- Roadside maintenance – 33%

Maintenance of local roads continued to be the highest priority, consistent with every Community Survey conducted since 2022.

Key Findings – Performance of Council Services

Respondents were asked to rate Council's performance in the delivery and management of its services and facilities from very good to very poor. Council received its strongest combined good or very good ratings in:

- Community library – 59%
- Waste transfer stations – 58%
- Recreation reserves – 59% (15% very good and 44% good)

Animal management received the highest adequate rating at 54%. Weed management on Council land received the highest very poor rating at 13%, followed by maintenance of local roads at 12%.

Key Findings – Recreation Reserves

Recreation reserves continued to be widely used, with 80% of respondents reporting that they had used a reserve at least once during the year. In 2026, 17% of respondents reported not using a recreation reserve, compared with 7% of respondents in the 2025 survey. As survey participation and respondents vary from year to year, these results provide an indication of reported use rather than a measure of overall visitation across the municipality.

More than half of respondents (53%) rated recreation reserves as good or very good, comprising 39% good and 14% very good. This compares with 67% in 2025 (53% good and 14% very good). Community feedback identified opportunities for further enhancement, including improved playgrounds and facilities for older children, walking and cycling infrastructure, investment in McMinns Lagoon and ongoing maintenance.

Key Findings – Communication and Community Engagement

Council's communication with the community was most commonly rated as adequate (33%), followed by good (25%) and very good (11%). Respondents identified a desire for more frequent communication, increased use of social media, greater face-to-face engagement, a mix of communication channels, additional opportunities to provide feedback and greater visibility of Councillors within the community.

Social media was the most common existing source of information about Council activities, used by 50% of respondents, followed by word of mouth at 41%. However, when respondents were asked how they preferred Council to communicate with them, email was the most preferred method, followed by social media and mail.

Council's performance in advocacy, community support and community engagement was most commonly rated as adequate across all three areas. Community support received the most favourable overall ratings, while community engagement attracted the highest proportion of poor and very poor ratings.

Key Findings – Community Newsletter

There was strong support for the introduction of a Council community newsletter, with 68% of respondents indicating they would be interested in receiving one. Monthly was the preferred frequency (44%), followed by quarterly (29%), bi-monthly (17%) and fortnightly (10%).

Email was overwhelmingly the preferred delivery method, ranked first by 75% of respondents. The topics of greatest interest were projects that may affect residents (83%), infrastructure and scheduled works/roadworks (81%), community events (76%), other projects of interest (75%), and waste and recycling (71%). 179 survey participants provided their email address to register for the newsletter.

Key Findings – Community Feedback

Community feedback highlighted continued appreciation for Litchfield's rural lifestyle, natural environment, space, community spirit and proximity to services, while identifying opportunities for improvement in roads and drainage, waste services, recreation facilities, walking and cycling infrastructure and community facilities.

A recurring theme was the community's desire for more regular, proactive and accessible communication, delivered through a combination of email, social media and face-to-face engagement. The survey also indicates opportunities to strengthen perceptions of Council's advocacy and community engagement and to demonstrate how community feedback contributes to Council decisions and activities.

LINKS WITH STRATEGIC PLAN

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

Progress - Continuity of Services and Facilities

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

COR02 Community Engagement Policy

FINANCIAL IMPLICATIONS

Nil.

RISKS

There is a risk that decisions based solely on the survey results may not accurately reflect the views and needs of the broader community. The findings represent only a small proportion of the community and should be considered alongside other relevant information and evidence. However, this risk is considered low, as the issues raised are not unexpected and largely align with matters already known to Council. The survey findings therefore provide further insight into existing concerns rather than identifying significant new or unforeseen issues.

COMMUNITY ENGAGEMENT

The 2026 Annual Community Survey ran for four weeks, from 1 July to 28 July 2026, with True North Strategic Communication assisting Council with its delivery. A range of promotional and community engagement activities were undertaken throughout the campaign to encourage participation. Survey respondents were also eligible to enter a draw for one of ten \$100 gift cards.

The survey attracted 224 valid responses and was promoted through a range of channels, including:

- Promotional materials: Posters/post cards promoting the Community Survey were displayed on community noticeboards and at local businesses across the Litchfield municipality.
- Face-to-face engagement: Three community displays were held at Freds Pass Rural Markets, Berry Springs Shopping Village and Coolalinga Central, providing opportunities for direct engagement with community members. Postcards containing a link to the survey were also available for people to take away.
- Social media: The survey was promoted through five Instagram posts and three Facebook posts during the campaign.
- Website: Information about the Community Survey and a link to participate were made available on the Litchfield Council website.
- Direct email: Council's existing community mailing list was used to encourage participation in the survey. This proved to be an effective promotional method, with the highest number of survey responses received in the first week following an email to the mailing list.
- Hard-copy surveys: Hard-copy surveys were made available at the Litchfield Council office and Taminmin Community Library, providing an alternative method of participation for community members.

The combination of digital, direct and face-to-face engagement provided multiple opportunities for community members to participate in the survey, with Council's existing community mailing list generating particularly strong engagement during the campaign.



Litchfield Council 2026 Community Survey Report

Prepared by True North Strategic Communication
August 2026

Version No.	Issue Date	Prepared by:	Approved by:	Approval Date
V1	13/8/26	Raissa Kirana	LC	21/08/2026
V2				
V3				

Recipients are responsible for eliminating all superseded documents in their possession

Consultation statement

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



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Executive summary

Overview

True North Strategic Communication was engaged by Litchfield Council to conduct the 2026 Litchfield Community Survey and prepare a report based on the findings.

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

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

The survey ran for 4 weeks from 1 July to 28 July 2026. The survey attracted 224 responses and was promoted in various ways including:

- 5 Instagram posts
- 3 Facebook posts
- 3 community displays at Freds Pass Rural Markets, Berry Springs Shopping Village and Coolalinga Central with postcards with a link to the survey available for people to take
- Hard copy surveys available at the Litchfield Council office and Taminmin Community Library
- Information and link to survey available on Litchfield Council's website
- Emails to community mailing list encouraging them to participate in the survey.

The survey was also incentivised with 10 \$100 vouchers available to participants to encourage responses.

This survey report analyses the findings of the 2026 Litchfield Community Survey in comparison to the last 5 survey periods.

Key findings

Community perceptions of Litchfield Council's overall performance improved in 2026, with good becoming the most common rating. The combined good or very good rating was 43%, the highest positive result recorded across the 5 survey periods from 2022 to 2026.

The key findings from the survey are summarised below.

- Participants have long standing connections to the Litchfield municipality, with 58% of participants indicating they have lived in the region for more than 15 years.
- Maintenance of roads and road drainage continued to be very important to participants, with 43% of respondents indicating road maintenance is the most important Council service. Waste transfer stations were ranked second (38%), followed closely by weed management on Council land (37%).
- The community library was Council's highest rated service, with 59% of participants rating it good or very good, followed by waste transfer stations at 58%.
- Recreation reserves were used by 80% of participants at least once during the year. They were generally considered to be well maintained by Council, rated as good or very good by over half of participants (53%).



- The proportion of participants being very proud to live in the Litchfield region increased by +4% in 2026, with a decline in not proud at all by -2%.
- Council's role in advocacy, community support and community engagement was most commonly rated as adequate.
- When asked about preferred communication methods, email was the most popular method for participants.
- The majority of participants were interested in receiving a community newsletter (68%). Email was the preferred delivery method with monthly the preferred frequency.

When asked how well Council was contributing to its strategic direction of making Litchfield the best place to live in the Top End, 34% rated it as good. Combined positive ratings improved compared to 2024 and 2025, while negative ratings declined.

Overview

True North Strategic Communication was engaged by Litchfield Council to conduct the 2026 Litchfield Community Survey and prepare a report based on the findings.

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

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

This report outlines the survey findings and provides analysis of the survey results. It also provides analysis in comparison to the last 5 survey periods from 2022 to 2026.

During the survey period, 9 hard copy surveys were completed and submitted, including 6 hard copy surveys with missing answers to some questions. Complete hard copy survey responses are included in this report's data. Incomplete hard copy survey responses are attached separately and do not form part of this data to avoid skewing the results, as the online version of the survey required a response to each question. Refer to Appendix B for the incomplete hard copy survey responses.

The survey was targeted by a 'bad actor' or AI bot and at the end of the survey period received 1959 survey responses. A thorough review of the responses determined there were a high number of fraudulent responses and the fraudulent responses were removed from the final survey data. The raw data before the data cleanse can be found in Appendix C.

Percentages have been rounded to the nearest percent.

Methodology

In collaboration with Litchfield Council, True North Strategic Communication conducted the 2026 community survey using the online platform Survey Monkey.

The survey contained 25 questions based on survey questions from previous years, with additional questions about how the community would like to be kept informed.

The survey covered the following topics:



The survey was incentivised to encourage participation from community members with the chance to win one of 10 \$100 gift cards.

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

- 5 Instagram posts
- 3 Facebook posts
- 3 community displays at Freds Pass Rural Markets, Berry Springs Shopping Village and Coolalinga Central with postcards with a link to the survey available for people to take
- Hard copy surveys available at the Litchfield Council office and Taminmin Community Library
- Information and link to survey available on Litchfield Council's website
- Emails to existing community mailing list encouraging them to participate in the survey.

The highest number of survey responses were received in the first week following an email to an existing Litchfield Council mailing list, proving to be an effective promotional tool.

Comparison across survey periods

Selected results have been compared across 5 survey periods from 2022 to 2026. Results are presented as percentages to allow comparison between years, as the number of participants varied. These differences should be considered when interpreting year-to-year movements, particularly where changes are small. In 2026, there was an increase in the number of survey participants to 224.

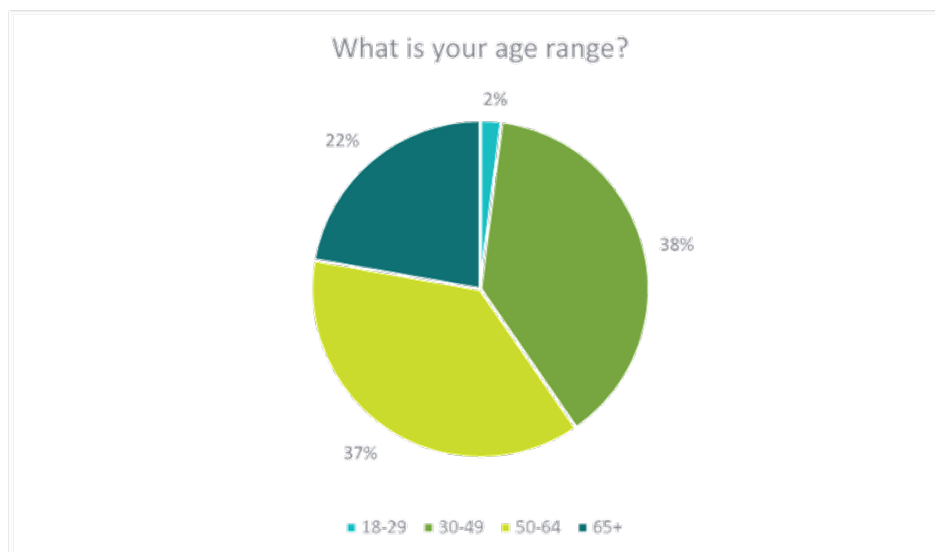
Survey year	2022	2023	2024	2025	2026
Number of participants	272	140	218	123	224



Findings

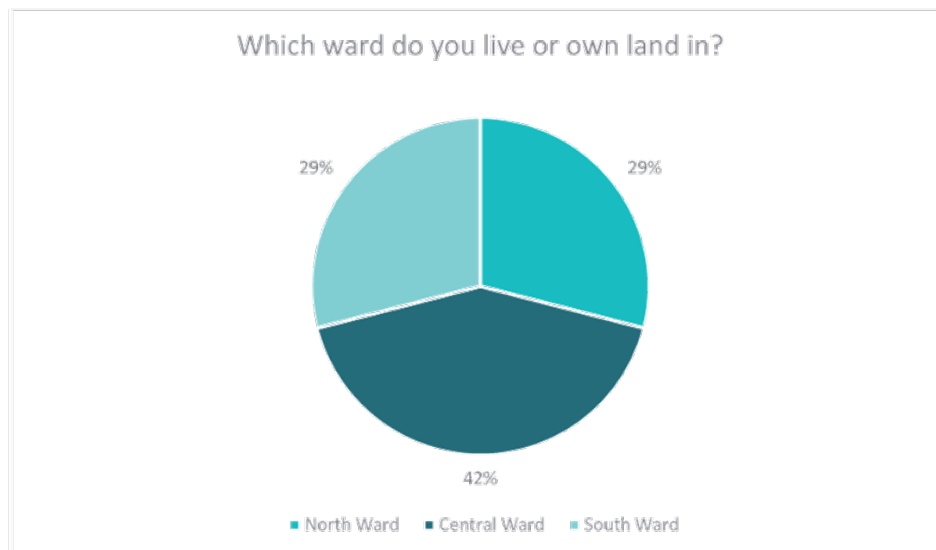
Demographics

Most participants (93%) said they were residents and landowners, while 4% of participants said they were residents, but do not own land. There were 2% who said they are not residents but own land in the Litchfield municipality.

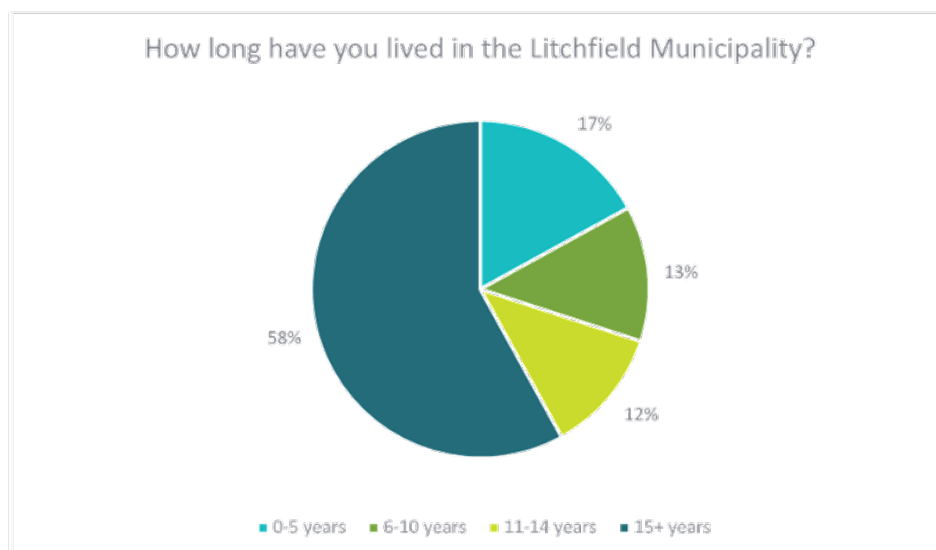


The majority of participants were aged between 30 and 64 (75%), 64% were female, 33% male and 3% preferred not to say.

Participants had a greater representation from the Central Ward (42%), while the North and South Ward were evenly represented at 29%.

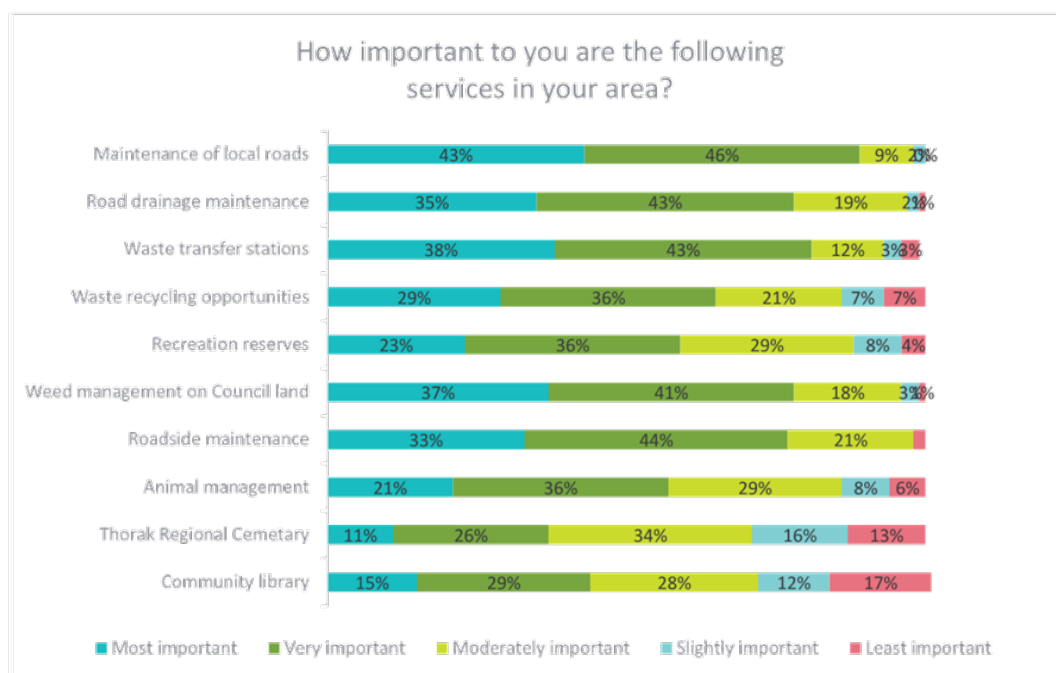


Over half of respondents said they lived in the Litchfield municipality for over 15 years (58%), followed by 17% responding 0-5 years, 13% responding 6-10 years and 12% responding 11-14 years.

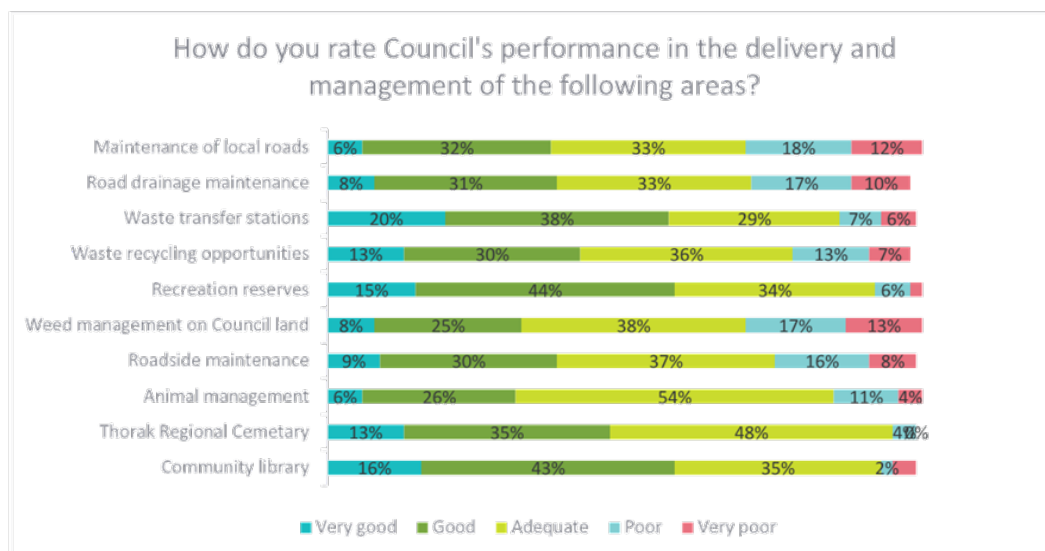


Importance of Council services

Participants were asked to rank the importance of Council services and facilities from most important to least important. Maintenance of local roads was rated the most important service (43%), continuing a trend recorded in every survey since 2022. This was followed by waste transfer stations (38%) and weed management on Council land (37%). The community library was ranked as the least important service (17%), followed by Thorak Regional Cemetery at 13%.



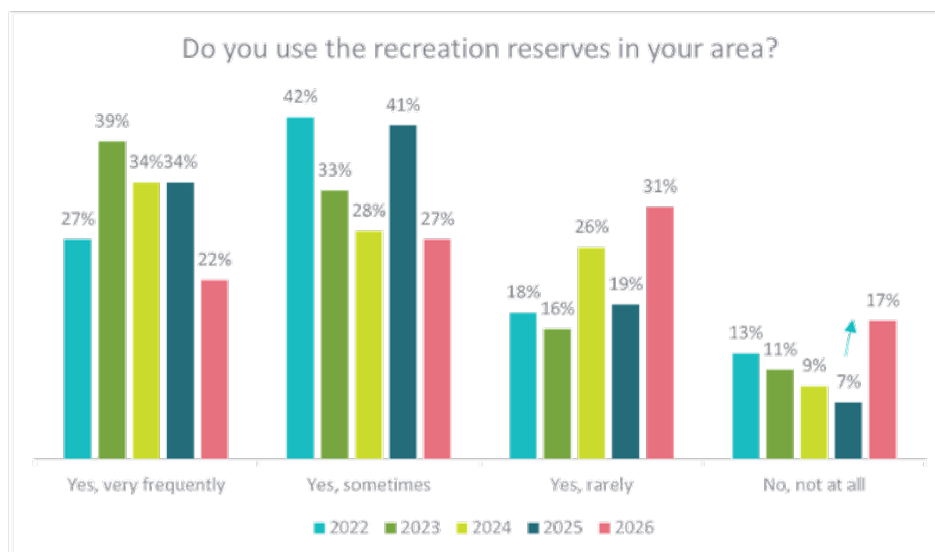
Participants were asked to rate Council's performance in delivering each service or facility on a scale from very good to very poor. The community library received the highest combined good or very good rating (59%), followed by waste transfer stations (58%). Animal management has the highest adequate rating of (54%). Weed management on Council land received the highest very poor rating (13%), followed by maintenance of local roads (12%).



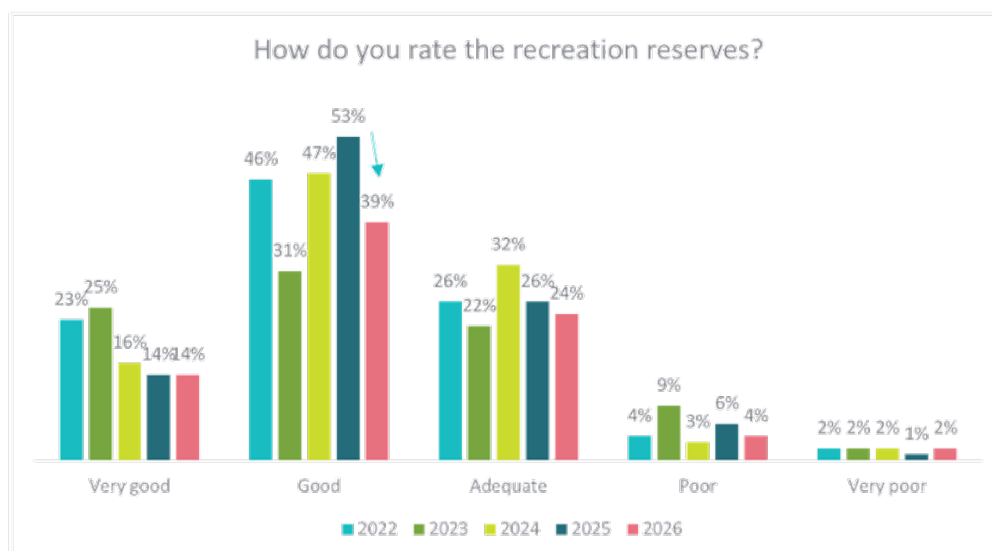


Participants were also asked whether they used recreation reserves in the Litchfield municipality and, if so, how frequently. Overall, 80% reported using the reserves at least once a year. The most common frequency was one or more times a year (31%), followed by 27% who responded once a month and 22% visit weekly.

Use of recreation areas declined in 2026, with participants reporting that they did not use them at all increasing from 7% in 2025 to 17% in 2026 (+10%).



Participants were asked to rate the different recreation reserves, with 39% of participants rating the areas as good, this is a decline from 53% in 2025 (-14%). 6% of participants rated the recreation reserves as poor or very poor.

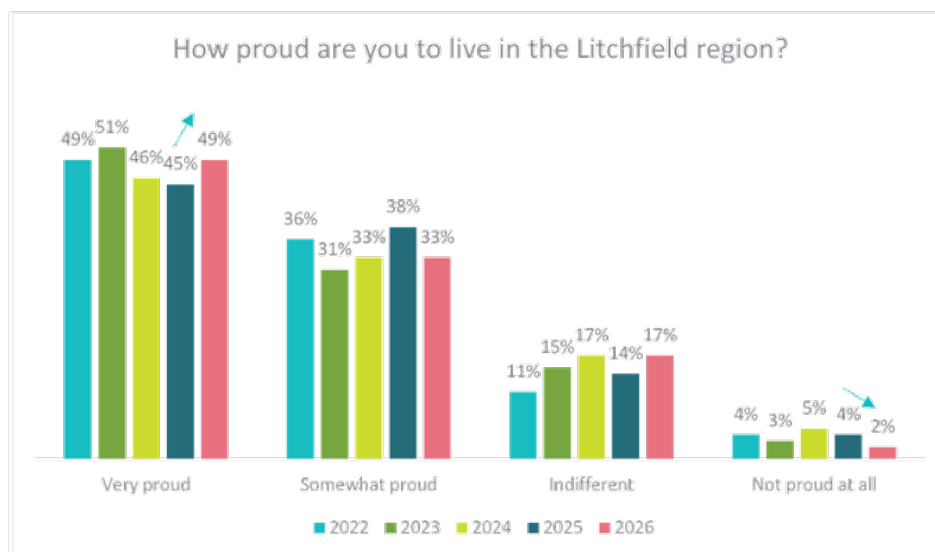




Participants had an opportunity to provide a comment on how they think Council could improve the recreation areas. Some notable comments:

- *McMinns Lagoon could use some investment to encourage and enhance recreational use. There is only a small window in the dry season where is it currently accessible.*
- *Food trucks onsite in the dry season.*
- *Bird and native plant lists.*
- *Boardwalk around McMinns lagoon to make it accessible year-round.*
- *Needs more updated playgrounds and bike paths, something for the kids.*
- *Needs to be something more for older kids. Girraween area NEEDS a recreational area!! Playgrounds/skate park/water park/something like Leanyer Water Park!!!!!! An indoors at Coolalinga Central like Skallywags in Gateway.*
- *Improve bike lanes and access but in a simple cost effective way, do not need endless guardrails to ride a bike safely (waste of council money).*
- *More ongoing maintenance. Freds Pass needs a lot of work starting with the dirt car park and water drainage in the wet season.*
- *Make Humpty Doo hall usable during the day to anyone in area.*

Participants were asked how proud they were to live in the Litchfield region, with 49% of participants saying very proud, 33% somewhat proud, 17% indifferent and 2% said not proud at all. Compared to survey results from 2024 and 2025, these responses show a small increase in participants being very proud to live in the Litchfield region, and a decline in not proud at all.



To further understand why participants were proud or not to live in the Litchfield region, they were provided with the opportunity to comment on what makes Litchfield the best place to live and what could be improved. In total 223 participants provided a response, some notable responses are below:

- *Space to breathe. Friendly people.*



- *The parks, reserves, the cleanliness. Roads need more attention and it would be great to have a public pool*
- *The rural lifestyle that still has access to a good range of commercial businesses.*
- *Litchfield is a fantastic place to live because of its welcoming community, beautiful natural environment, and spacious properties. It offers the best of both worlds—a country feel with access to city amenities. The area also has a strong volunteer spirit and community pride. Looking ahead, I'd like to see more investment in community hubs, local markets, walking and cycling paths, and recreational facilities that encourage people to connect and stay active.*
- *Litchfield is an ideal place for families because it provides space for kids to play, a safe and friendly community, and easy access to nature. The larger properties allow people to enjoy a relaxed lifestyle without being too far from essential services. To make it even better, more playgrounds, sporting facilities, and family-friendly community events would help bring residents together. Additional childcare and healthcare services would also benefit the growing population.*
- *Rural life is a choice. We are happy to pay for peace and quiet, but when we feel we pay a fortune for nothing, it gets hard to appreciate anything the council does. Girraween Rd is FULL of potholes and poorly patched potholes. It is dry; fix it in preparation for the next wet. We need a tip. It has been 20 years, and I cannot believe the council has not resolved this yet. This needs to be addressed as I am sick of paying to just move rubbish. It needs to be disposed of within the council region. This needs to be a priority of the council.*
- *Litchfield offers spectacular waterfalls, bushland and abundant wildlife, spacious blocks and a relaxed rural lifestyle close to Darwin. Drawbacks: limited healthcare, retail and entertainment options, sparse public transport and patchy mobile/data coverage, fewer local jobs, and roads/vulnerable infrastructure during the wet season. Focused upgrades to services, connectivity and flood-resilient roads would make it even better.*
- *Good: The people Community spirit, bike tracks, Recreational reserves, our road (Edelsten) is beautifully maintained by your staff. Improvements: 1. Howard Springs waste transfer station. Having to unload a wheelie bin and force it through a spring-loaded gate is ridiculous. Council should be advocating to work safe or whoever came up with this plan and get it sorted properly. 2. All waste transfer stations should accept all rubbish otherwise it simply gets dumped in the bush. 3. More Bike tracks to Berry Springs, Adelaide River. Join Coolalinga bike track to the Humpty Doo one. I've travelled to QLD to ride bikeways. People would come here to ride SAFELY to Adelaide River/ Litchfield Park/ Mandorah 4. Waste transfer stations need to accept all waste to avoid fly tipping. 5. Rubbish pick up around Coolalinga shops needs improvement. There's Maccas and other takeaway waste along Girraween Rd and Chicken Lane in particular. 6. We NEED a council swimming pool. Palmerston have got one, Bachelor has got one. We need one at Cooley or Humpty Doo bus station or Freds Pass. Somewhere the kids can easily access. 7. More frequent bus service. Maybe smaller, coaster buses every 30 minutes. 8. The service road between Coolalinga bus station and shops is outright dangerous. It's always busy and backed up from roundabout but when the afternoon school buses drop off and 30-40 kids walk up to shops with no pathway, it's hard to watch. 9. Access to and from Coolalinga Central is dangerous. If this is not directly a council issue then it is a Council Advocacy issue.*

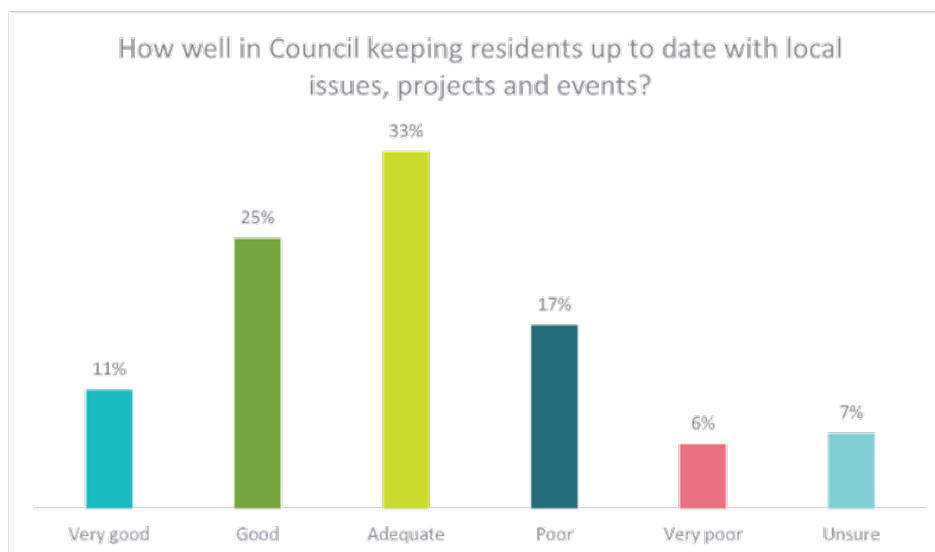
Council communication

Participants who had contacted Litchfield Council during the previous 6 months were asked to rate the service they received. This question was not applicable to 40% of participants. Among those who had contacted Council, 19% rated the service they received as good, 13% responded adequate, 13% responded very good, 8% responded both poor and very poor. Despite a temporary increase in



2025, these responses show an overall 27% decline in satisfaction with Council services over the past 5 years.

Council uses its website, social media channels and newsletters to keep residents up to date with local issues, projects and events. When asked how well Council was achieving this, 33% of participants rated Council's activity as adequate, followed by 25% responding good and 17% responding poor.



Participants were also asked how Council could improve its communication with residents and the wider community. Responses were grouped into the following common themes:

- More frequent communication, including regular newsletters and email updates
- Increase use of social media particularly Facebook to share timely information
- Greater face-to-face engagement through community events, markets, shopping centres and community meetings
- Use a mix of communication channels to reach a wider audience, rather than relying on a single platform
- More opportunities for community feedback through forums, surveys and pop-up engagement activities
- Increased visibility of Councillors within the community
- Greater use of public notices and roadside signs.

Social media was the most common source of information about Council's activities, selected by 50% of participants and followed by word of mouth (41%). Council's website and direct mail were each selected by 23%.

Participants were asked to rank 6 communication methods in order of preference. Email was the most preferred communication method, followed by social media and mail with almost identical rankings. The Council website, newsletter and noticeboards were least preferred.



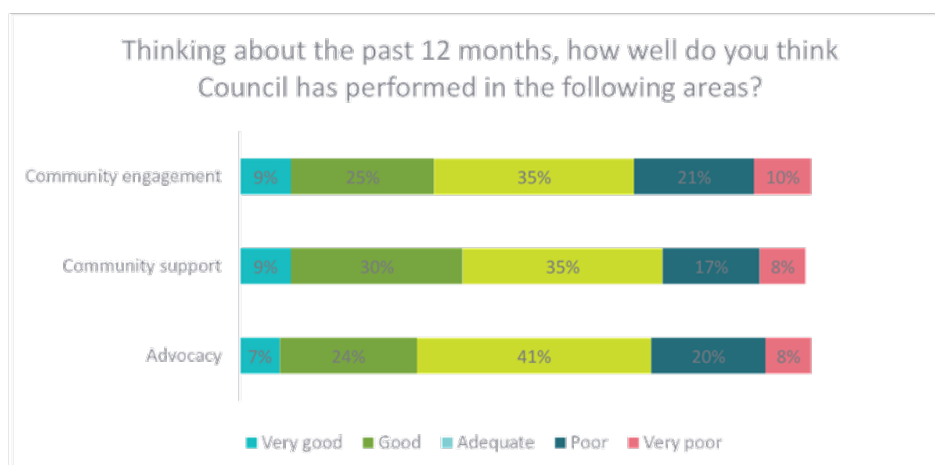
A total of 92 participants (41%) provided further comments about their preferred communication methods. Common suggestions included:

- *Home visits*
- *Phone calls for issues that will affect residents directly*
- *Face-to-face engagement at community events, markets and shopping centres*
- *SMS/ text message*

Advocacy, community support and community engagement

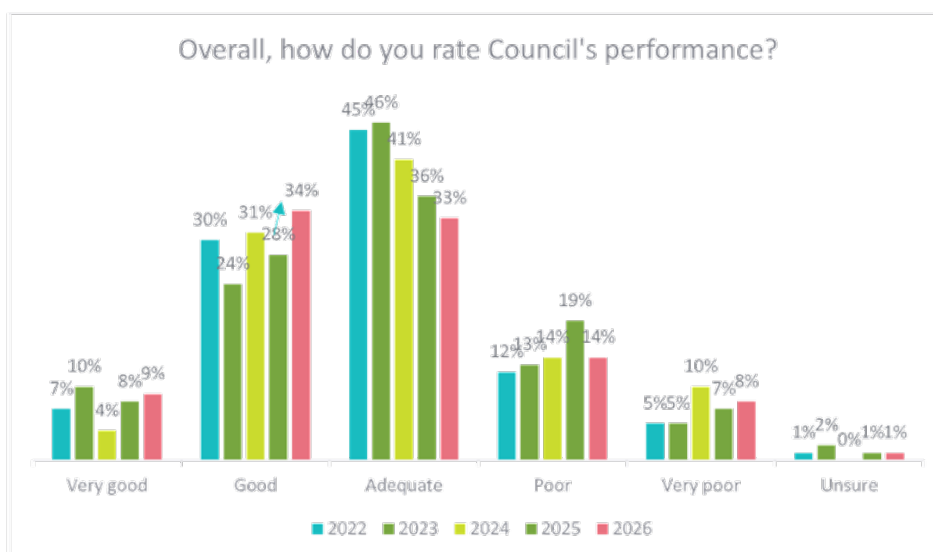
To understand community perceptions of Council's performance, respondents were asked to rate how well they believed Council had performed over the previous 12 months in the areas of advocacy, community support and community engagement.

Across all 3 areas, respondents most commonly rated Council's performance as adequate. Community support received the most favourable ratings overall, while community engagement attracted the highest proportion of poor and very poor ratings.

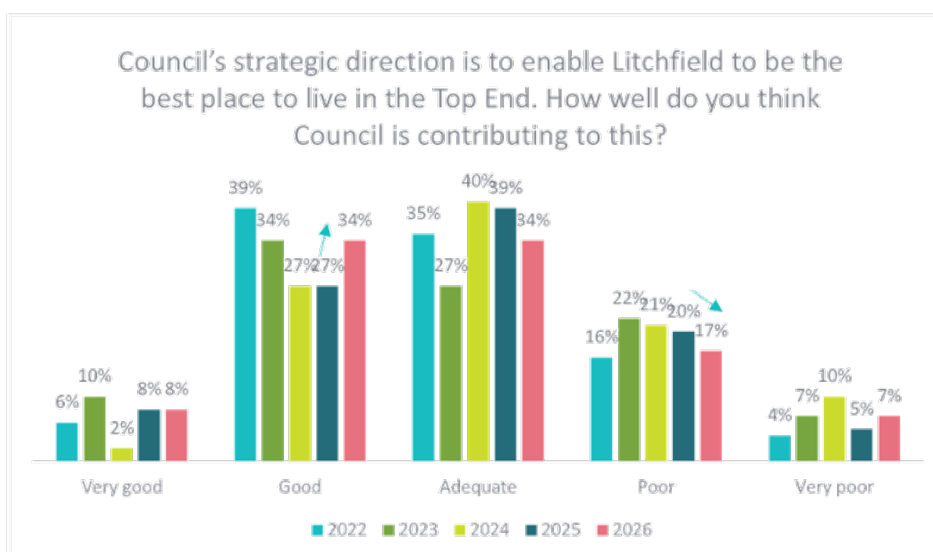


Overall Council performance

When asked about Council's overall performance, good was the most commonly selected rating in 2026 (34%), followed closely by adequate (33%). Combined, 43% of participants provided a positive rating of very good or good, representing the highest positive rating recorded in 5 years.



Council's strategic direction is to enable Litchfield to be the best place to live in the Top End. Participants were asked to provide how well they think Council is contributing to this on a scale of very good to very poor. In 2026, 68% of respondents rated Council's contribution as good (34%) or adequate (34%), while 8% rated it very good. Positive ratings improved compared to 2024 and 2025, while negative ratings declined.



Newsletter

Majority of respondents are interested in receiving a community newsletter (68%), with 23% answering no and the remaining 9% unsure. When asked how often participants would like to receive a newsletter, 44% responded with monthly, following 29% quarterly, 17% bi-monthly and 10% fortnightly.



Email was the clear preferred method for receiving the newsletter, ranked first by 75% of respondents. Direct mail was the second most preferred option (21%), while the website was the least preferred, with 58% of respondents ranking it last.

The top 5 content areas of greatest interest to respondents, each selected by more than 70% were: projects that may affect them (83%), infrastructure – regular and scheduled work programs and road works (81%), community events (76%), projects that may not affect you but may be of interest (75%) and waste and recycling (71%).

Respondents that selected “other” suggested the following topics:

- *DCA developments in the Shire*
- *Overall general updates*
- *Road maintenance and repairs, wet season repairs*
- *Positive accolade/s each newsletter for people doing good in our community – ask for submissions.*

Of the survey participants, 179 people provided their email address to register for Litchfield Council’s newsletter.

Refer to Appendix A for the full survey data.

Analysis

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

Overall Council performance

- Community perceptions of Council improved in 2026, with good becoming the most common rating for Council’s overall performance. Positive ratings of good or very good reached their highest level across the 5 year comparison.

Priorities consistent over time

- Road maintenance and drainage continued to be participants’ highest priority. While road maintenance was identified as the most important Council service, it also received the second highest proportion of poor ratings (12%), highlighting an opportunity for improvement. Waste transfer stations and weed management also remained high priorities.

Recreation reserves

- Use of recreation reserves has declined over the 5 year comparison, with more participants reporting they had not visited a reserve in the past year. Positive ratings of reserve maintenance also declined.

Communication

- Participants indicated they want more regular communication from Council, with strong support for a community newsletter and updates delivered through multiple channels including email, social media and face-to-face engagement. Greater visibility of Councillors in the community was also a recurring comment.

Advocacy, community support and engagement

- Advocacy, community support and community engagement were most commonly rated as adequate, indicating opportunities to improve community perceptions in this area.



Recommendations

Based on the findings and outcomes of the 2026 Litchfield Community Survey, the following recommendations are suggested to boost participation and ensure survey security in future community surveys:

- continue to provide hard copy surveys in all community stalls
- continue to utilise the existing Litchfield Council mailing list
- distribute survey postcards with a link to the survey during Council events
- include more youth-centred questions (i.e. interest in Council's youth events)
- consider survey security features and bot detection programs such as Recaptcha to minimise disruptions
- continue to incentivise the survey
- close the feedback loop and clearly communicate how community feedback from the survey has contributed to specific Council decisions or activities.



Appendices

Appendix A – Raw survey data

Appendix B – Incomplete hard copy survey responses

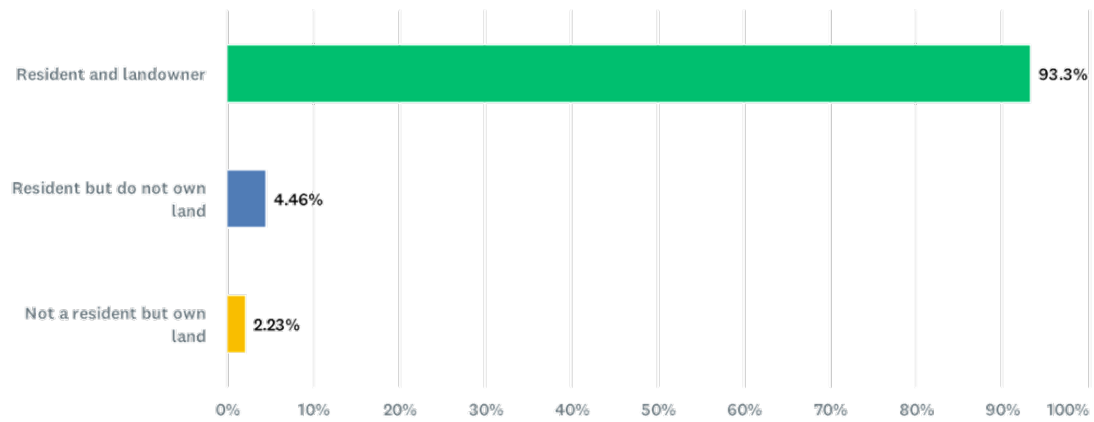
Appendix C – Raw survey data containing fraudulent responses

Litchfield Council Community Survey 2026

APPENDIX A

Q1 224 responses

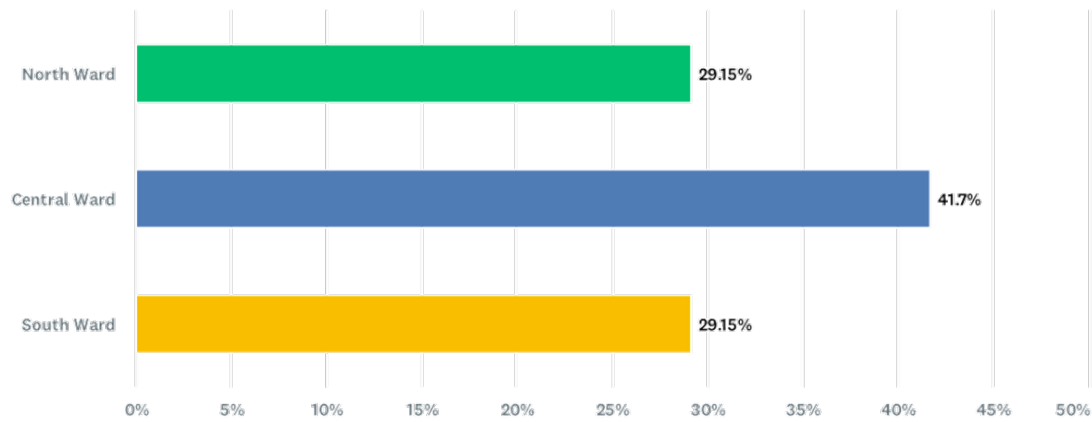
Please select the statement that best describes you:



Litchfield Council Community Survey 2026

Q2 223 responses

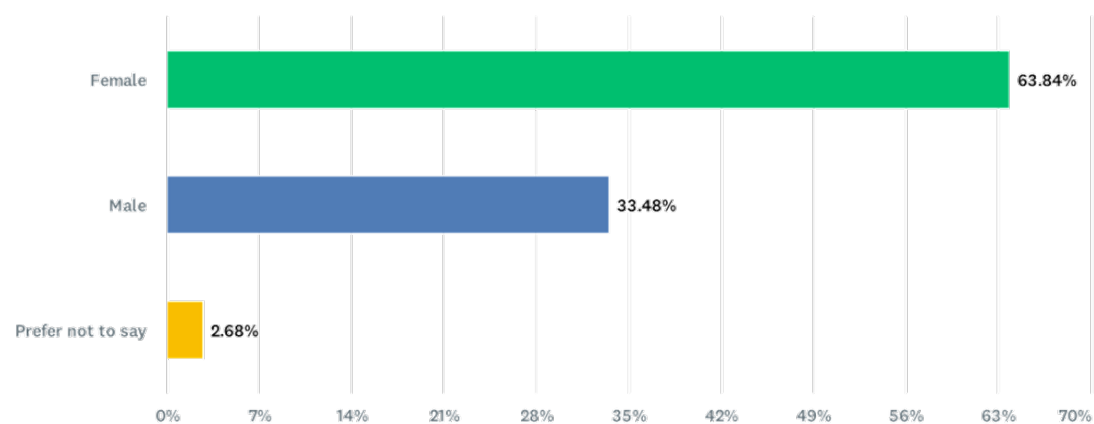
Which ward do you live or own land in? Find your ward here: [Litchfield Ward Map](#)



Litchfield Council Community Survey 2026

Q3 224 responses

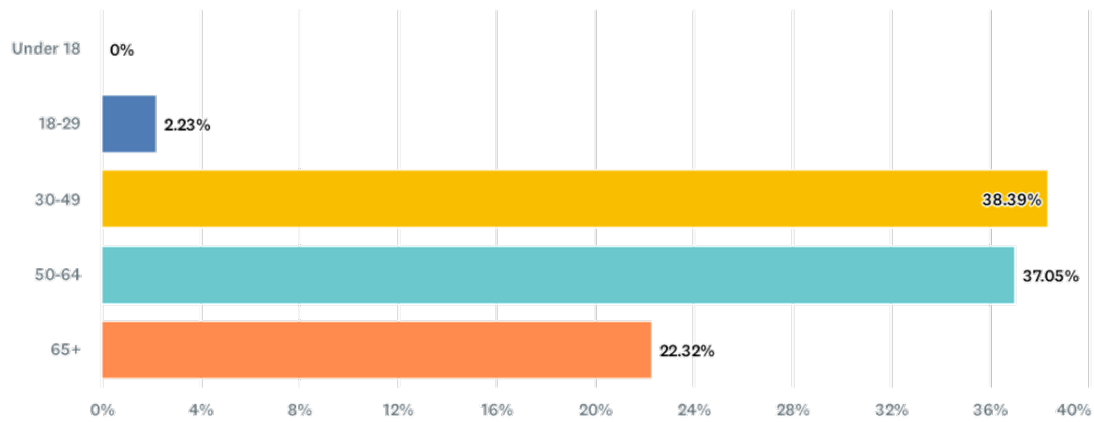
What is your gender?



Litchfield Council Community Survey 2026

Q4 224 responses

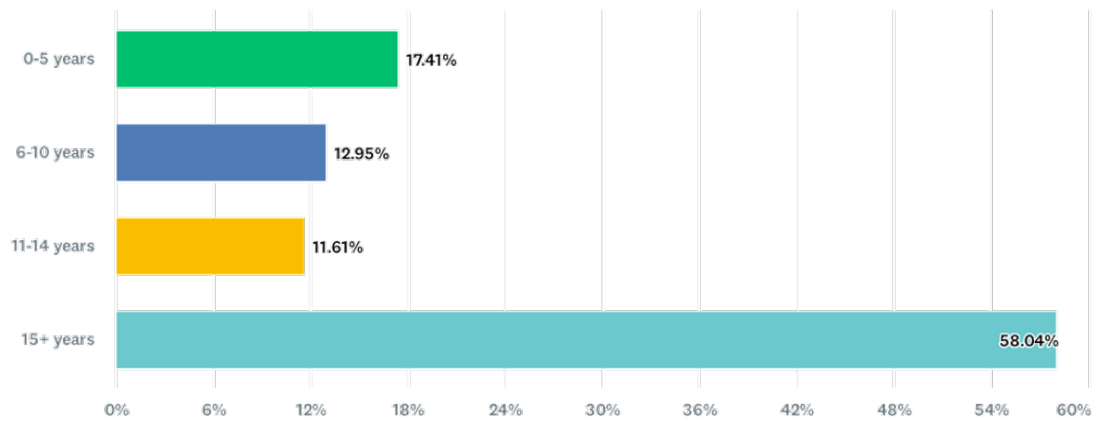
What is your age range?



Litchfield Council Community Survey 2026

Q5 224 responses

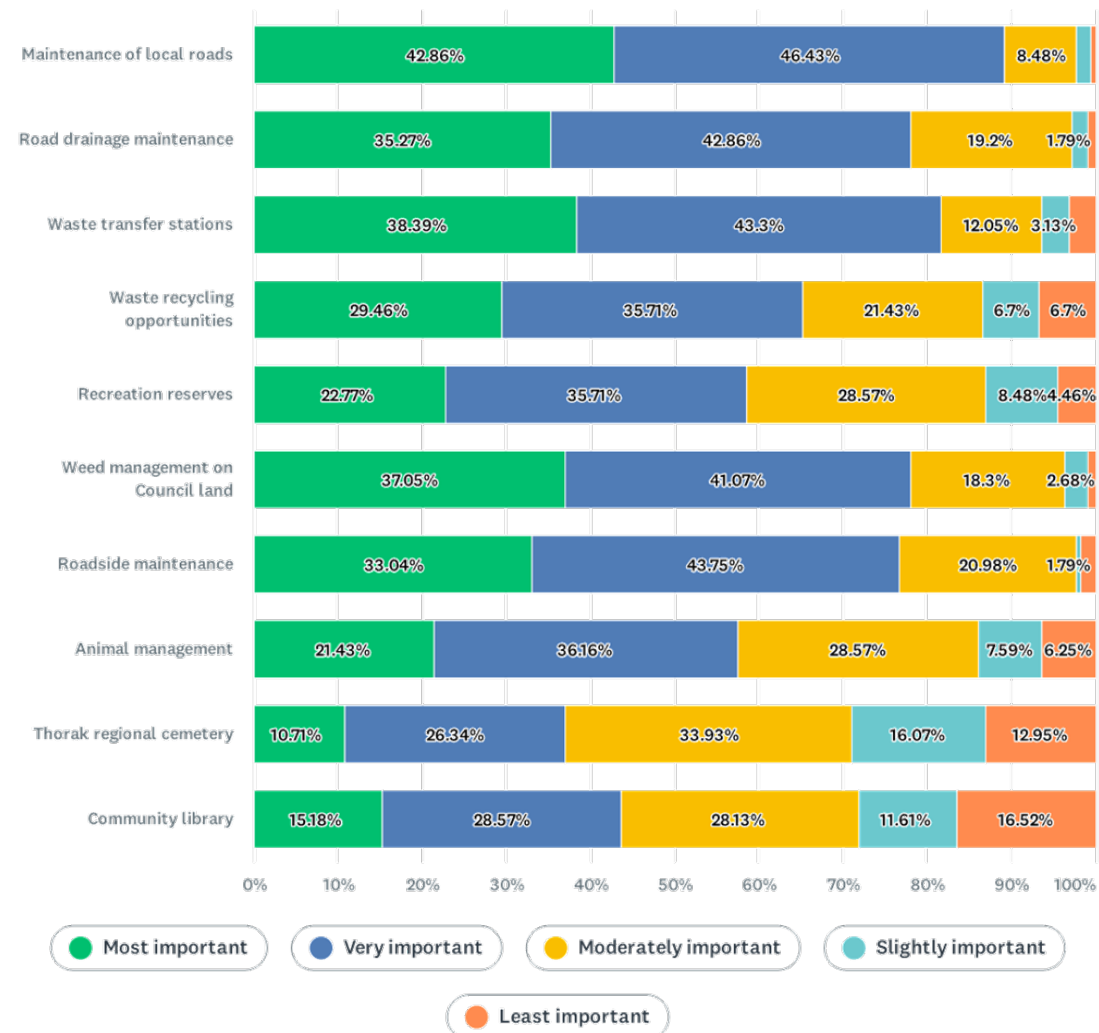
How long have you lived in the Litchfield Municipality?



Litchfield Council Community Survey 2026

Q6 224 responses

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



	Most important	Very important	Moderately important	Slightly important	Least important	Total
Maintenance of local roads	42.86%	46.43%	8.48%	1.79%	0.45%	224
	96	104	19	4	1	
						2240

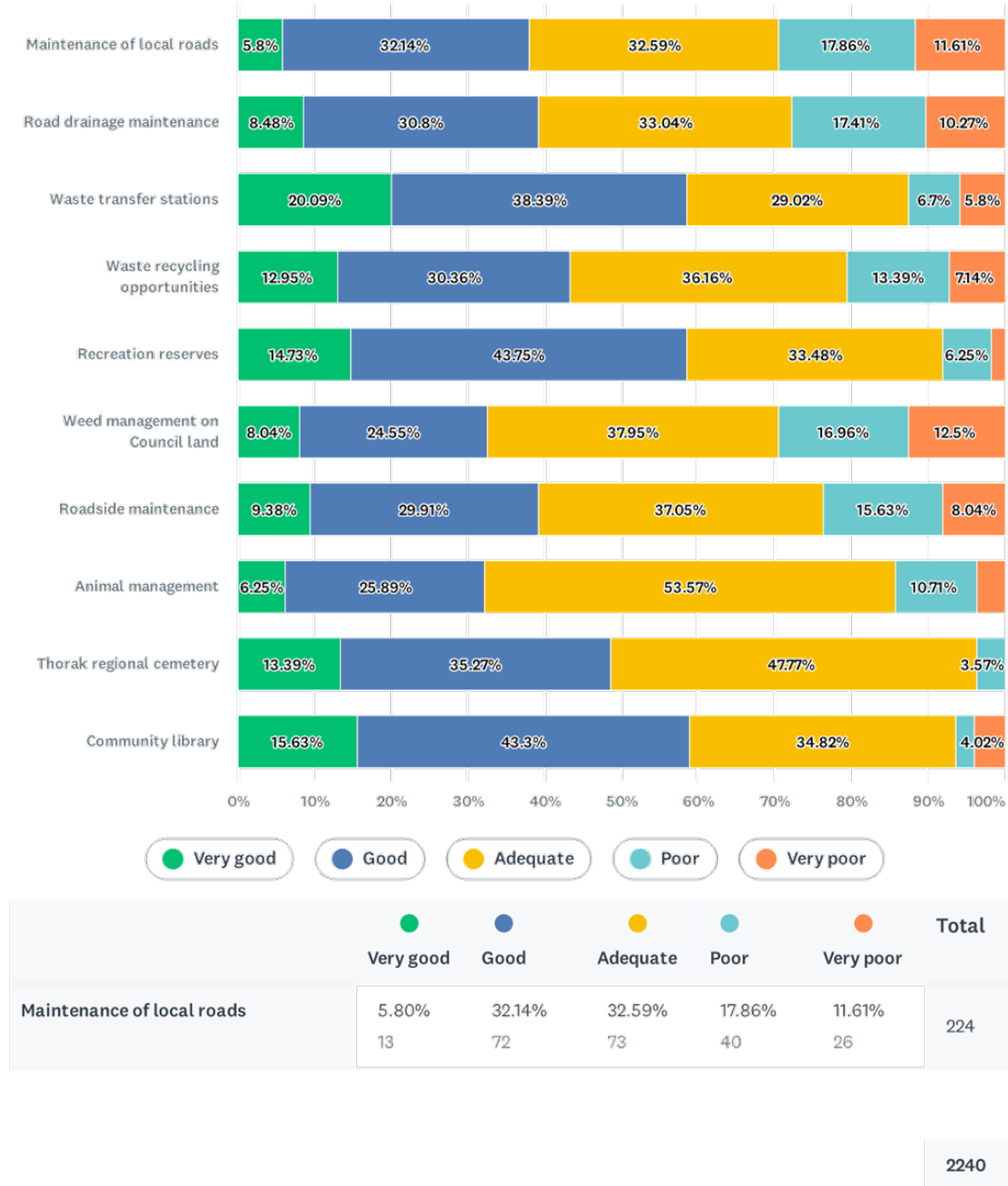
Litchfield Council Community Survey 2026

	 Most important	 Very important	 Moderately important	 Slightly important	 Least important	Total
Road drainage maintenance	35.27% 79	42.86% 96	19.20% 43	1.79% 4	0.89% 2	224
Waste transfer stations	38.39% 86	43.30% 97	12.05% 27	3.13% 7	3.13% 7	224
Waste recycling opportunities	29.46% 66	35.71% 80	21.43% 48	6.70% 15	6.70% 15	224
Recreation reserves	22.77% 51	35.71% 80	28.57% 64	8.48% 19	4.46% 10	224
Weed management on Council land	37.05% 83	41.07% 92	18.30% 41	2.68% 6	0.89% 2	224
Roadside maintenance	33.04% 74	43.75% 98	20.98% 47	0.45% 1	1.79% 4	224
Animal management	21.43% 48	36.16% 81	28.57% 64	7.59% 17	6.25% 14	224
Thorak regional cemetery	10.71% 24	26.34% 59	33.93% 76	16.07% 36	12.95% 29	224
Community library	15.18% 34	28.57% 64	28.13% 63	11.61% 26	16.52% 37	224
						2240

Litchfield Council Community Survey 2026

Q7 224 responses

How do you rate Council's performance in the delivery and management of the following areas?



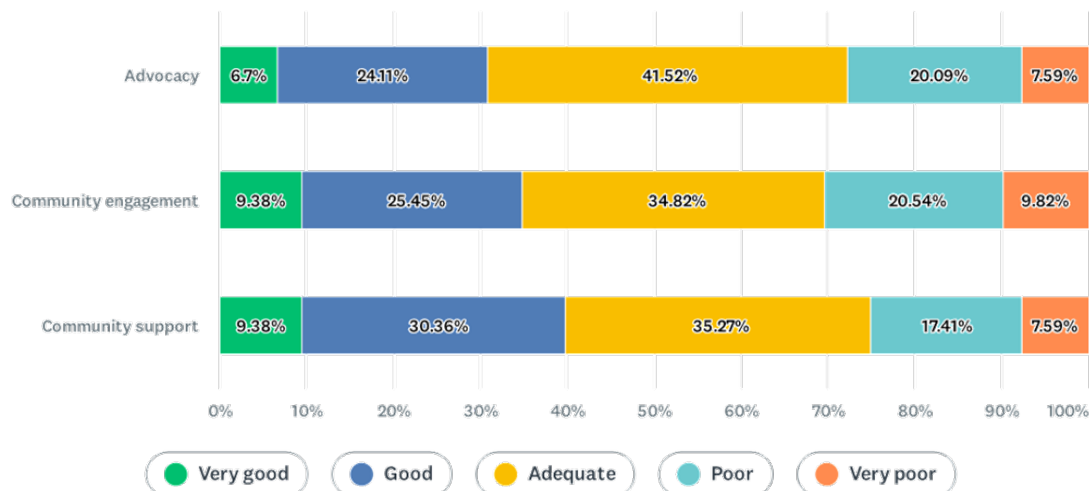
Litchfield Council Community Survey 2026

	 Very good	 Good	 Adequate	 Poor	 Very poor	Total
Road drainage maintenance	8.48% 19	30.80% 69	33.04% 74	17.41% 39	10.27% 23	224
Waste transfer stations	20.09% 45	38.39% 86	29.02% 65	6.70% 15	5.80% 13	224
Waste recycling opportunities	12.95% 29	30.36% 68	36.16% 81	13.39% 30	7.14% 16	224
Recreation reserves	14.73% 33	43.75% 98	33.48% 75	6.25% 14	1.79% 4	224
Weed management on Council land	8.04% 18	24.55% 55	37.95% 85	16.96% 38	12.50% 28	224
Roadside maintenance	9.38% 21	29.91% 67	37.05% 83	15.63% 35	8.04% 18	224
Animal management	6.25% 14	25.89% 58	53.57% 120	10.71% 24	3.57% 8	224
Thorak regional cemetery	13.39% 30	35.27% 79	47.77% 107	3.57% 8	0% 0	224
Community library	15.63% 35	43.30% 97	34.82% 78	2.23% 5	4.02% 9	224
						2240

Litchfield Council Community Survey 2026

Q8 224 responses

Thinking about the past 12 months, how well do you think Council has performed in the following areas?

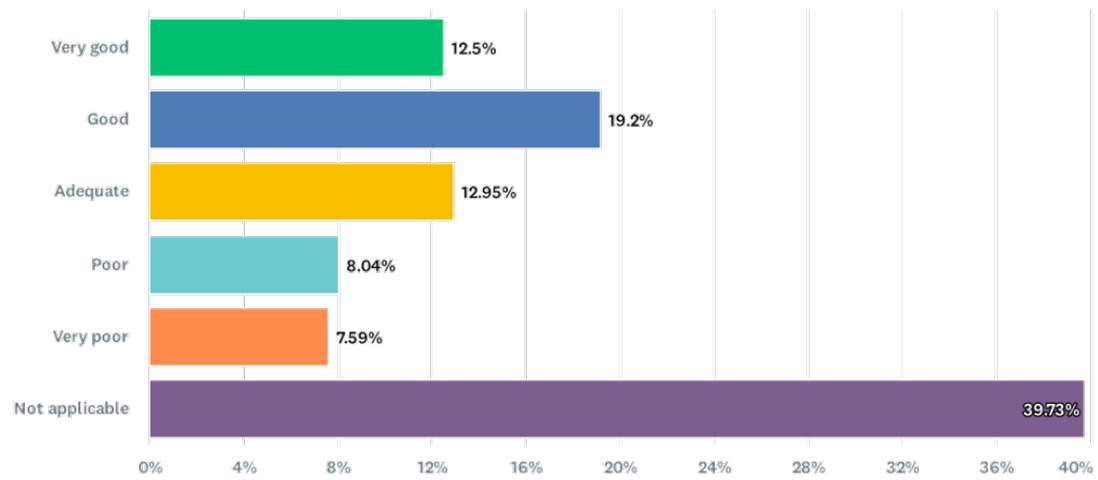


	Very good	Good	Adequate	Poor	Very poor	Total
Advocacy	6.70% 15	24.11% 54	41.52% 93	20.09% 45	7.59% 17	224
Community engagement	9.38% 21	25.45% 57	34.82% 78	20.54% 46	9.82% 22	224
Community support	9.38% 21	30.36% 68	35.27% 79	17.41% 39	7.59% 17	224
						672

Litchfield Council Community Survey 2026

Q9 224 responses

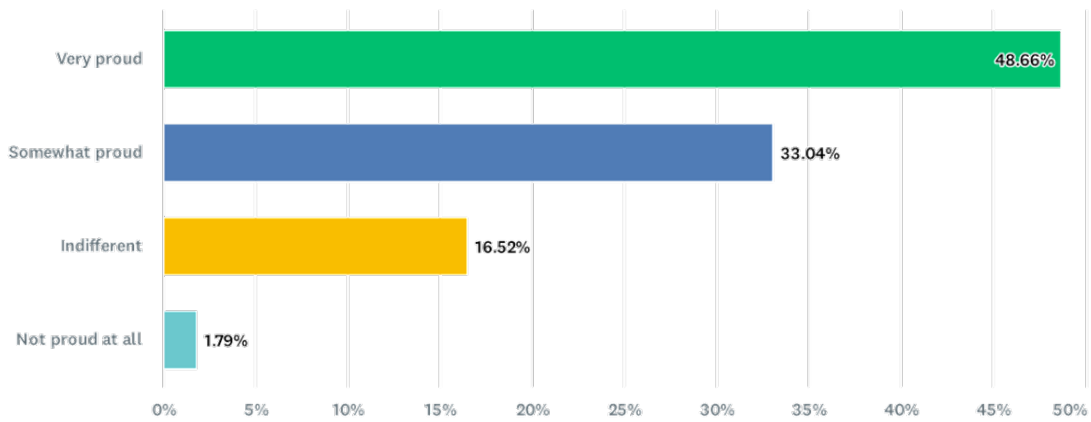
Have you contacted Council in the past 6 months? If yes, please rate your service:



Litchfield Council Community Survey 2026

Q10 224 responses

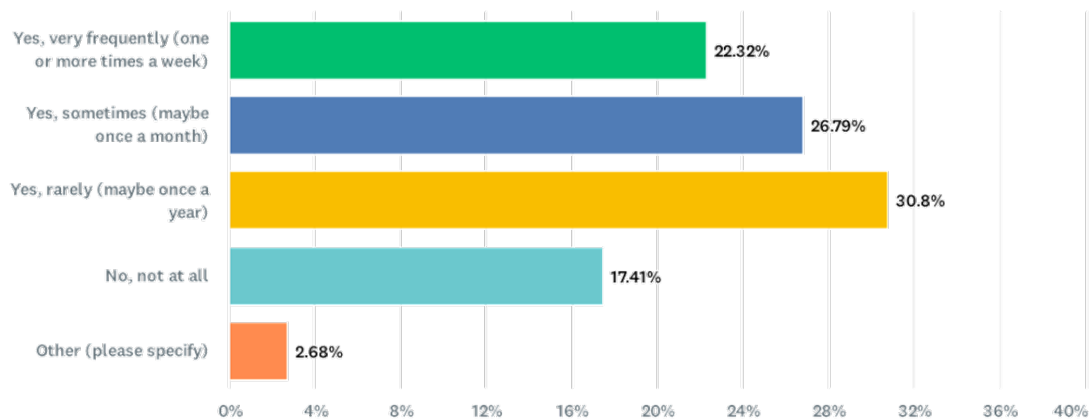
How proud are you to live in the Litchfield region?



Litchfield Council Community Survey 2026

Q11 224 responses

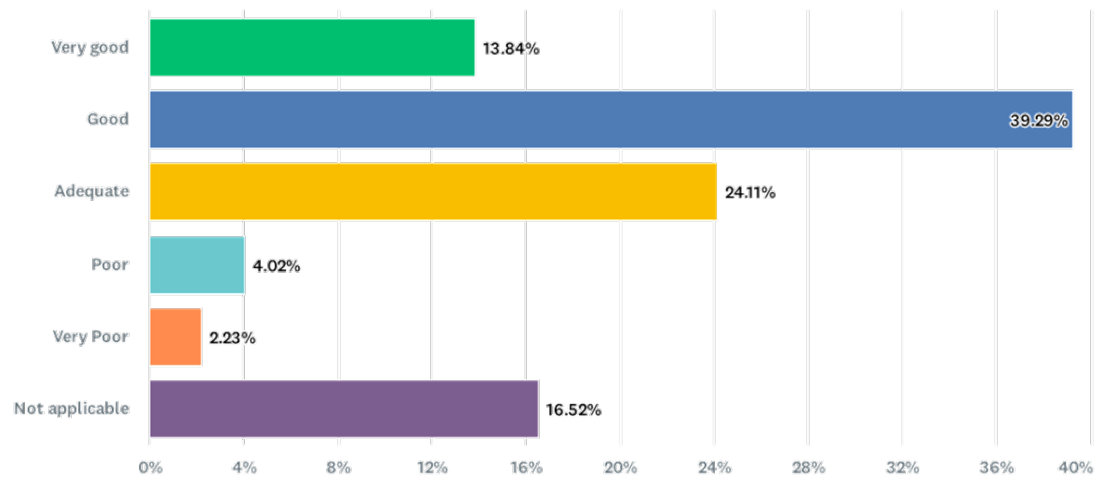
Do you use the recreation reserves in your area and how frequently?(There are currently 9 recreation reserves in the Litchfield region with a range of facilities; Berry Springs, Freds Pass, Howard Park (not the Nature Park with the water pools), Humpty Doo, Knuckey Lagoon, Livingstone, McMinns Lagoon, Mira Square and Gregg Park)



Litchfield Council Community Survey 2026

Q12 224 responses

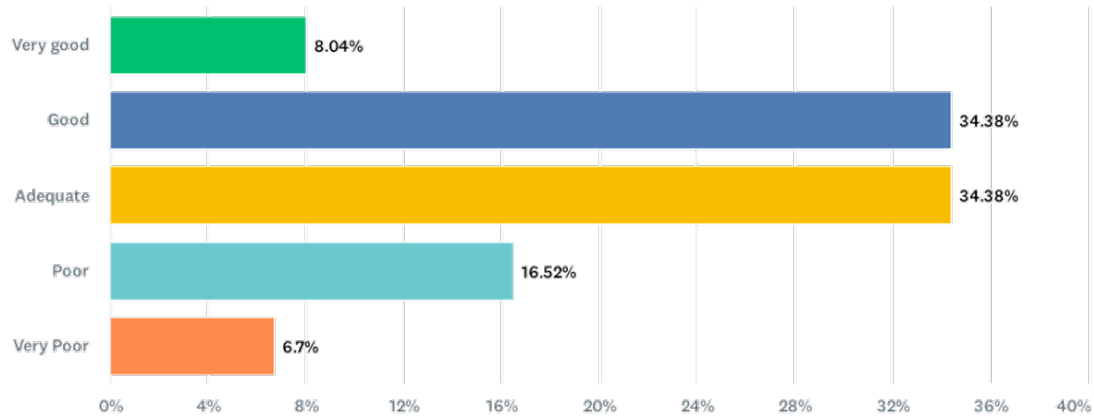
If you answered yes, how do you rate the recreation reserves?



Litchfield Council Community Survey 2026

Q13 224 responses

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



Litchfield Council Community Survey 2026

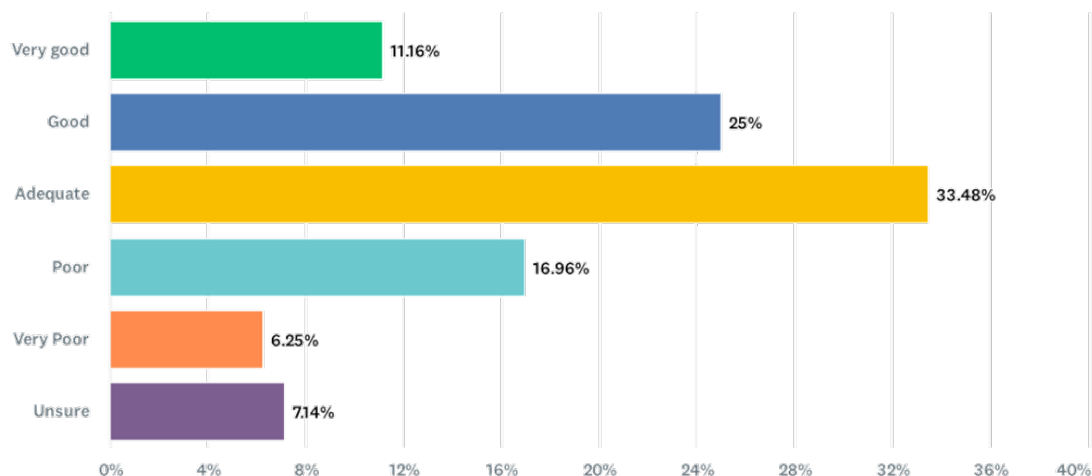
Q14 What do you think makes Litchfield the best place to live in the Top End and what could be improved?

Answered: 223 Skipped: 1

Litchfield Council Community Survey 2026

Q15 224 responses

Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?



Litchfield Council Community Survey 2026

Q16 How can Council improve its communication with residents and the community?

Answered: 223 Skipped: 1

Litchfield Council Community Survey 2026

Q17 224 responses

What is your preferred method of communication? (Rank your preference from 1 to 6, with 1 being most preferred and 6 being least preferred.)



Litchfield Council Community Survey 2026

Q18 Do you have other preferred methods of communication? If you do, what are they?

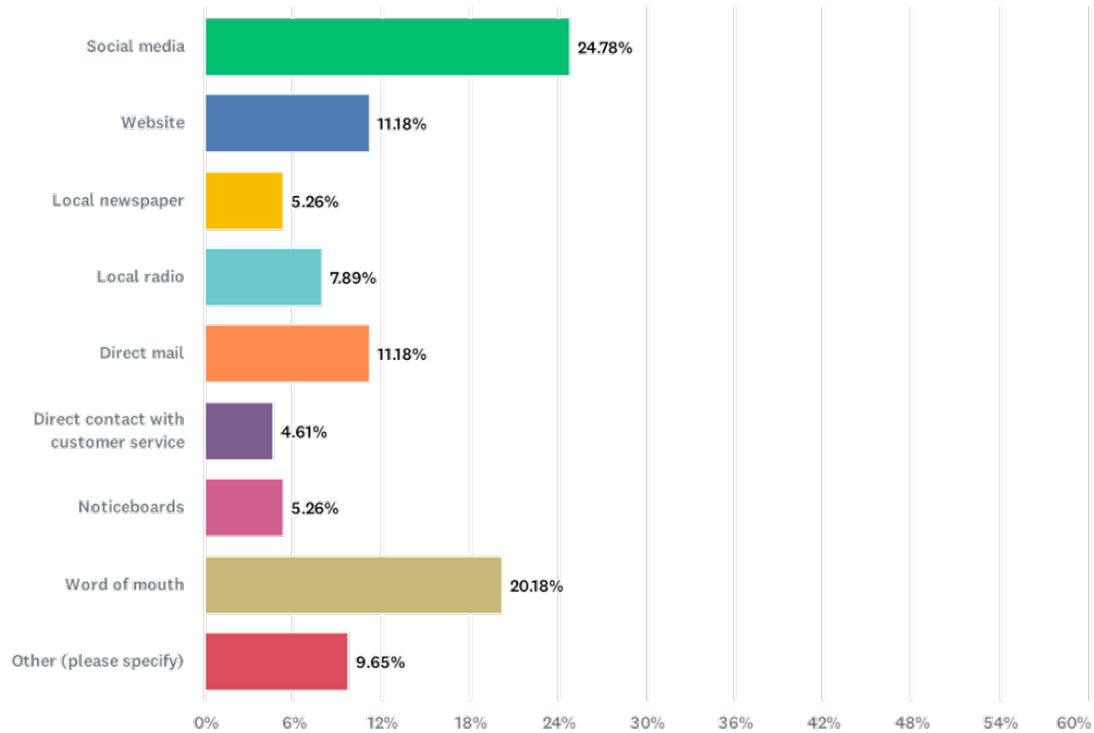
Answered: 92 Skipped: 132

20 / 27

Litchfield Council Community Survey 2026

Q19 224 responses

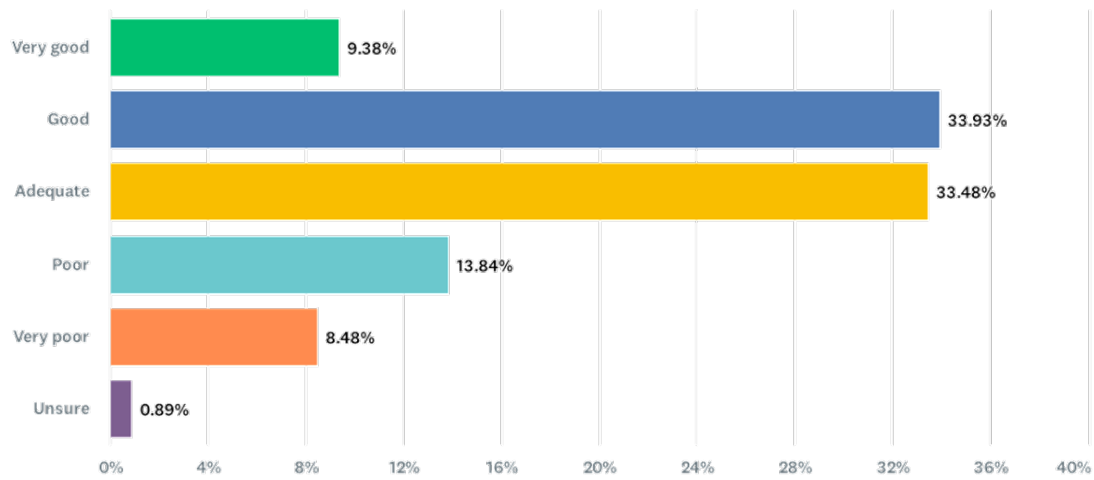
Where do you currently receive information about Council's activities? Tick all that apply:



Litchfield Council Community Survey 2026

Q20 224 responses

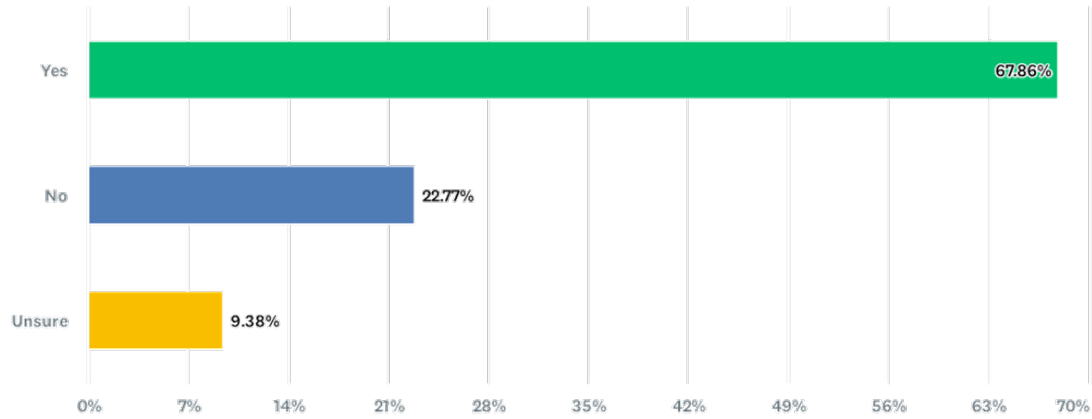
Overall, how do you rate Council's performance?



Litchfield Council Community Survey 2026

Q21 224 responses

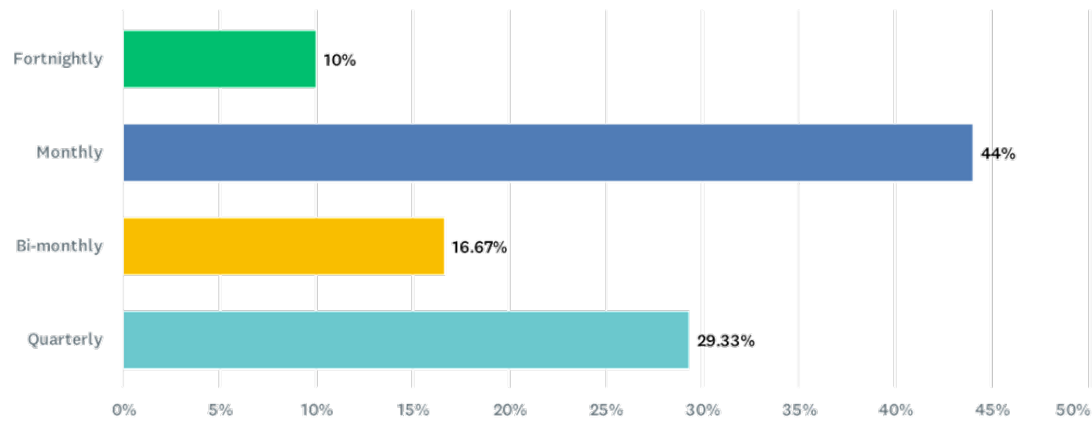
Would you be interested in receiving a community newsletter from Litchfield Council?



Litchfield Council Community Survey 2026

Q22 150 responses

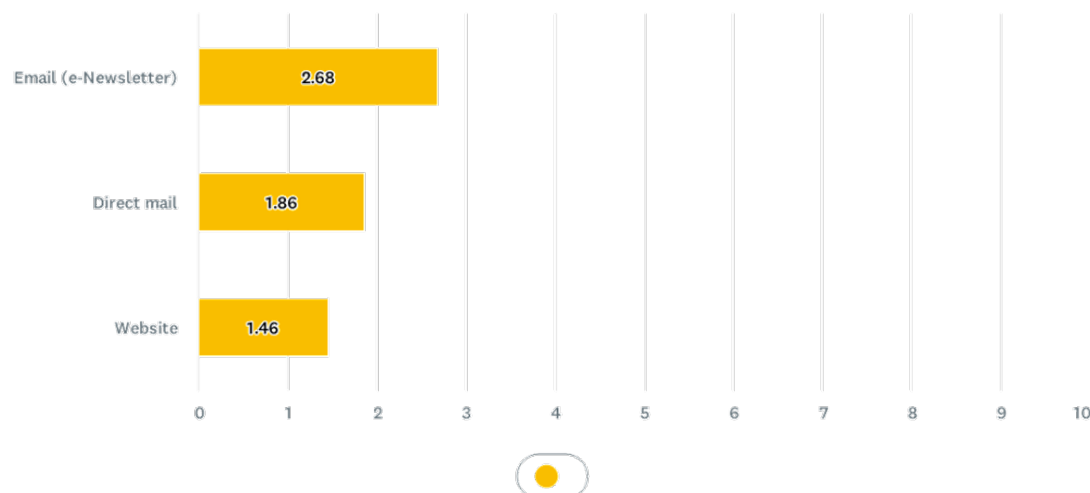
If yes, how often would you like to receive a community newsletter?



Litchfield Council Community Survey 2026

Q23 150 responses

How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

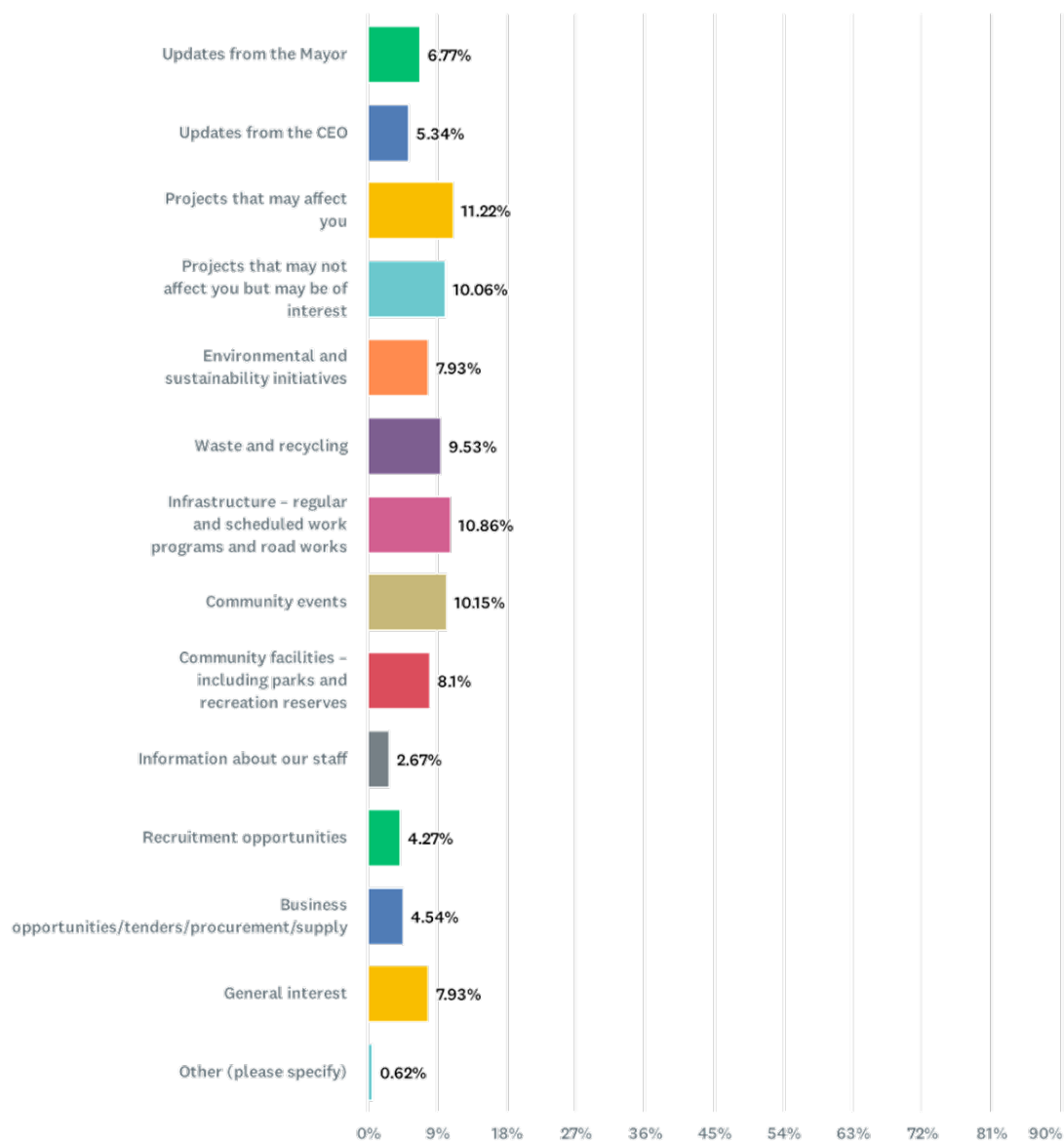


	1	2	3	Total	Weighted ...
Email (e-Newsletter)	74.67% 112	18.67% 28	6.67% 10	150	2.68
Direct mail	20.81% 31	44.30% 66	34.90% 52	149	1.86
Website	4.70% 7	36.91% 55	58.39% 87	149	1.46
				448	2.00

Litchfield Council Community Survey 2026

Q24 151 responses

What types of information are you interested in hearing about? Tick all that apply.



Litchfield Council Community Survey 2026

Q25 Please include your contact details to register for Litchfield Council's newsletter and to go into the draw to win one of 10 \$100 gift cards.

Answered: 182 Skipped: 42

ANSWER CHOICES	RESPONSES	
Name	100.00%	182
Phone	85.71%	156
Email	98.35%	179

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APPENDIX B



Litchfield Council Community Survey 2026

Litchfield Council wants to hear from you. Each year, our Annual Community Survey gives residents the opportunity to share what they value most about living in the Litchfield region, the challenges they see and where they believe Council can improve.

Your feedback helps shape Council's future planning, services, projects and priorities to ensure we continue building a connected, vibrant and sustainable community for everyone.

All survey responses are confidential. If you would like to go into the draw to win one of 10 \$100 gift cards, simply provide your contact details at the end of the survey.

We encourage all residents to take part, have their say and help shape the future of Litchfield - keeping it one of the best places to live in the Top End.

* 1. Please select the statement that best describes you:

- ☐ Resident and landowner
- ☒ Resident but do not own land
- ☐ Not a resident but own land

* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☐	☒	☐	☐	☐
Road drainage maintenance	☐	☐	☒	☐	☐
Waste transfer stations	☐	☐	☒	☐	☐
Waste recycling opportunities	☐	☐	☒	☐	☐
Recreation reserves	☐	☒	☐	☐	☐
Weed management on Council land	☐	☐	☒	☐	☐
Roadside maintenance	☐	☒	☐	☐	☐
Animal management	☐	☐	☒	☐	☐
Thorak regional cemetery	☐	☒	☐	☐	☐
Community library	☒	☐	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy	☐	☐	☒	☐	☐
Community support	☐	☐	☒	☐	☐
Community engagement	☐	☒	☐	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Not applicable

* 10. How proud are you to live in the Litchfield region?

- ☐ Very proud
- ☒ Somewhat proud
- ☐ Indifferent
- ☐ Not proud at all

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

- ☐ Very good
☒ Good
☐ Adequate
☐ Poor
☐ Very Poor

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

*Safe place to live
Public transport*

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

- ☐ Very good
☐ Good
☒ Adequate
☐ Poor
☐ Very Poor
☐ Unsure

* 16. How can Council improve its communication with residents and the community?

- ☐ Direct mail
- ☒ Direct contact with customer service
- ☐ Noticeboards
- ☐ Word of mouth
- ☐ Other (please specify)

* 20. Overall, how do you rate Council's performance?

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

- ☒ Yes
- ☐ No
- ☐ Unsure

Next



Litchfield Council Community Survey 2026

* 22. If yes, how often would you like to receive a community newsletter?

- ☐ Fortnightly
- ☐ Monthly
- ☐ Bi-monthly
- ☒ Quarterly

* 23. How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

☒	Email (e-Newsletter)
☐	Direct mail
☐	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☒ Updates from the Mayor
- ☒ Updates from the CEO
- ☒ Projects that may affect you
- ☒ Projects that may not affect you but may be of interest
- ☒ Environmental and sustainability initiatives
- ☒ Waste and recycling



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All survey responses are confidential. If you would like to go into the draw to win one of 10 \$100 gift cards, simply provide your contact details at the end of the survey.

We encourage all residents to take part, have their say and help shape the future of Litchfield - keeping it one of the best places to live in the Top End.

* 1. Please select the statement that best describes you:

- ☒ Resident and landowner
- ☐ Resident but do not own land
- ☐ Not a resident but own land

* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☒	☐	☐	☐	☐
Road drainage maintenance	☒	☐	☐	☐	☐
Waste transfer stations	☒	☐	☐	☐	☐
Waste recycling opportunities	☒	☐	☐	☐	☐
Recreation reserves	☐	☒	☐	☐	☐
Weed management on Council land	☒	☐	☐	☐	☐
Roadside maintenance	☒	☐	☐	☐	☐
Animal management	☐	☒	☐	☐	☐
Thorak regional cemetery	☒	☐	☐	☐	☐
Community library	☒	☐	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy	☐	☒	☐	☐	☐
Community support	☐	☒	☐	☐	☐
Community engagement	☒	☐	☐	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☒ Very good
☐ Good
☐ Adequate
☐ Poor
☐ Very poor
☐ Not applicable

* 10. How proud are you to live in the Litchfield region?

- ☒ Very proud
☐ Somewhat proud
☐ Indifferent
☐ Not proud at all

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

☒ Very good

☐ Good

☐ Adequate

☐ Poor

☐ Very Poor

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

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

☐ Very good

☒ Good

☐ Adequate

☐ Poor

☐ Very Poor

☐ Unsure

* 16. How can Council improve its communication with residents and the community?

- ☐ Direct mail
- ☒ Direct contact with customer service
- ☐ Noticeboards
- ☐ Word of mouth
- ☐ Other (please specify)

* 20. Overall, how do you rate Council's performance?

- ☒ Very good
- ☐ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

- ☒ Yes
- ☐ No
- ☐ Unsure

Next



Litchfield Council Community Survey 2026

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- ☐ Fortnightly
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- ☐ Bi-monthly
- ☒ Quarterly

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1	Email (e-Newsletter)
2	Direct mail
3	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☐ Updates from the Mayor
- ☐ Updates from the CEO
- ☒ Projects that may affect you
- ☒ Projects that may not affect you but may be of interest
- ☒ Environmental and sustainability initiatives
- ☒ Waste and recycling



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* 1. Please select the statement that best describes you:

- ☒ Resident and landowner
- ☐ Resident but do not own land
- ☐ Not a resident but own land

* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☐	☒	☐	☐	☐
Road drainage maintenance	☐	☒	☐	☐	☐
Waste transfer stations	☐	☒	☐	☐	☐
Waste recycling opportunities	☒	☐	☐	☐	☐
Recreation reserves	☐	☒	☐	☐	☐
Weed management on Council land	☒	☐	☐	☐	☐
Roadside maintenance	☐	☒	☐	☐	☐
Animal management	☐	☒	☐	☐	☐
Thorak regional cemetery	☐	☒	☐	☐	☐
Community library	☒	☐	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy ?	☐	☐	☐	☐	☐
Community support	very ☐	little ☐	evidence ☐	seen ☐	☐
Community engagement	☐	☐	☒	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☐ Very good
- ☐ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Not applicable

front office?
email communication?
councillors?

* 10. How proud are you to live in the Litchfield region?

- ☐ Very proud
- ☐ Somewhat proud - frustrated.
- ☐ Indifferent
- ☐ Not proud at all

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

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very Poor

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

*safer
Better connectivity between residents
& local service providers.*

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

- ☐ Very good
- ☐ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very Poor
- ☒ Unsure

* 16. How can Council improve its communication with residents and the community?

*Promote access to the ½ hour
before meetings, to speak to councillors.*

- ☐ Direct mail *emailed mayoral newsletter monthly or quarterly*
- ☐ Direct contact with customer service
- ☒ Noticeboards
- ☐ Word of mouth
- ☒ Other (please specify)
- Councillors interact more with community*

* 20. Overall, how do you rate Council's performance?

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

- ☒ Yes
- ☐ No
- ☐ Unsure

Next



Litchfield Council Community Survey 2026

* 22. If yes, how often would you like to receive a community newsletter?

- ☐ Fortnightly
- ☐ Monthly
- ☐ Bi-monthly
- ☒ Quarterly

* 23. How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

1 ☒	Email (e-Newsletter)
2 ☐	Direct mail
3 ☐	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☒ Updates from the Mayor
- ☒ Updates from the CEO
- ☒ Projects that may affect you
- ☒ Projects that may not affect you but may be of interest
- ☒ Environmental and sustainability initiatives
- ☒ Waste and recycling



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All survey responses are confidential. If you would like to go into the draw to win one of 10 \$100 gift cards, simply provide your contact details at the end of the survey.

We encourage all residents to take part, have their say and help shape the future of Litchfield - keeping it one of the best places to live in the Top End.

*** 1. Please select the statement that best describes you:**

- ☒ Resident and landowner
- ☐ Resident but do not own land
- ☐ Not a resident but own land

* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☒	☐	☐	☐	☐
Road drainage maintenance	☐	☒	☐	☐	☐
Waste transfer stations	☐	☐	☐	☐	☐
Waste recycling opportunities	☐	☒	☐	☐	☐
Recreation reserves	☐	☐	☐	☐	☐
Weed management on Council land	☐	☐	☐	☐	☐
Roadside maintenance	☐	☒	☐	☐	☐
Animal management	☐	☐	☐	☐	☐
Thorak regional cemetery	☐	☐	☐	☐	☐
Community library	☐	☒	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy	☐	☐	☒	☐	☐
Community support	☐	☐	☒	☐	☐
Community engagement	☐	☐	☐	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☐ Very good
- ☐ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Not applicable

* 10. How proud are you to live in the Litchfield region?

- ☒ Very proud
- ☐ Somewhat proud
- ☐ Indifferent
- ☐ Not proud at all

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

☐ Very good

☐ Good

☒ Adequate

☐ Poor

☐ Very Poor

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

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

☐ Very good

☒ Good

☐ Adequate

☐ Poor

☐ Very Poor

☐ Unsure

* 16. How can Council improve its communication with residents and the community?

- ☒ Direct mail
- ☐ Direct contact with customer service
- ☐ Noticeboards
- ☐ Word of mouth
- ☐ Other (please specify)

* 20. Overall, how do you rate Council's performance?

- ☐ Very good
- ☒ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

- ☒ Yes
- ☐ No
- ☐ Unsure

Next



Litchfield Council Community Survey 2026

* 22. If yes, how often would you like to receive a community newsletter?

- ☐ Fortnightly
- ☒ Monthly
- ☐ Bi-monthly
- ☐ Quarterly

* 23. How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

☐	Email (e-Newsletter)
☒	Direct mail
☐	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☒ Updates from the Mayor
- ☐ Updates from the CEO
- ☒ Projects that may affect you
- ☒ Projects that may not affect you but may be of interest
- ☐ Environmental and sustainability initiatives
- ☒ Waste and recycling



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Your feedback helps shape Council's future planning, services, projects and priorities to ensure we continue building a connected, vibrant and sustainable community for everyone.

All survey responses are confidential. If you would like to go into the draw to win one of 10 \$100 gift cards, simply provide your contact details at the end of the survey.

We encourage all residents to take part, have their say and help shape the future of Litchfield - keeping it one of the best places to live in the Top End.

* 1. Please select the statement that best describes you:

☒ Resident and landowner

☐ Resident but do not own land

☐ Not a resident but own land



* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☒	☐	☐	☐	☐
Road drainage maintenance	☒	☐	☐	☐	☐
Waste transfer stations	☒	☐	☐	☐	☐
Waste recycling opportunities	☒	☐	☐	☐	☐
Recreation reserves	☒	☐	☐	☐	☐
Weed management on Council land	☒	☐	☐	☐	☐
Roadside maintenance	☒	☐	☐	☐	☐
Animal management	☒	☐	☐	☐	☐
Thorak regional cemetery	☐	☒	☐	☐	☐
Community library	☒	☐	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy	☐	☒	☐	☐	☐
Community support	☐	☒	☐	☐	☐
Community engagement	☐	☒	☐	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Not applicable

* 10. How proud are you to live in the Litchfield region?

- ☐ Very proud
- ☒ Somewhat proud
- ☐ Indifferent
- ☐ Not proud at all

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

- ☐ Very good
- ☒ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very Poor

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

Peace and quiet

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

- ☐ Very good
- ☒ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very Poor
- ☐ Unsure

* 16. How can Council improve its communication with residents and the community?

- ☒ Direct mail
- ☐ Direct contact with customer service
- ☒ Noticeboards
- ☐ Word of mouth
- ☐ Other (please specify)

* 20. Overall, how do you rate Council's performance?

- ☐ Very good
- ☒ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

- ☒ Yes
- ☐ No
- ☐ Unsure

Next



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- ☐ Fortnightly
- ☐ Monthly
- ☐ Bi-monthly
- ☒ Quarterly

* 23. How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

☐	Email (e-Newsletter)
☒	Direct mail
☐	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☒ Updates from the Mayor
- ☒ Updates from the CEO
- ☒ Projects that may affect you
- ☐ Projects that may not affect you but may be of interest
- ☒ Environmental and sustainability initiatives
- ☒ Waste and recycling



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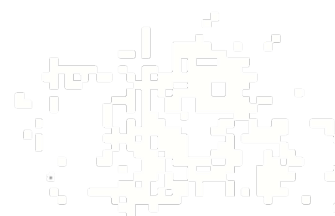
Your feedback helps shape Council's future planning, services, projects and priorities to ensure we continue building a connected, vibrant and sustainable community for everyone.

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* 1. Please select the statement that best describes you:

- ☒ Resident and landowner
- ☐ Resident but do not own land
- ☐ Not a resident but own land



* 6. How important to you are the following services in your area?

	Most important	Very important	Moderately important	Slightly important	Least important
Maintenance of local roads	☐	☒	☐	☐	☐
Road drainage maintenance	☐	☒	☐	☐	☐
Waste transfer stations	☐	☐	☐	☐	☐
Waste recycling opportunities	☐	☒	☐	☐	☐
Recreation reserves	☐	☐	☐	☐	☐
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Animal management	☐	☐	☐	☐	☐
Thorak regional cemetery	☐	☐	☐	☐	☐
Community library	☐	☒	☐	☐	☐

* 8. Thinking about the past 12 months, how well do you think Council has performed in the following areas?

	Very good	Good	Adequate	Poor	Very poor
Advocacy	☐	☐	☒	☐	☐
Community support	☐	☐	☒	☐	☐
Community engagement	☐	☐	☐	☐	☐

* 9. Have you contacted Council in the past 6 months? If yes, please rate your service:

- ☐ Very good
- ☐ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very poor
- ☐ Not applicable

* 10. How proud are you to live in the Litchfield region?

- ☒ Very proud
- ☐ Somewhat proud
- ☐ Indifferent
- ☐ Not proud at all

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

- ☐ Very good
- ☐ Good
- ☒ Adequate
- ☐ Poor
- ☐ Very Poor

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

* 15. Council aims to keep residents up to date with local issues, projects and events through our website, social media channels, and noticeboards. How well do you think Council is doing this?

- ☐ Very good
- ☒ Good
- ☐ Adequate
- ☐ Poor
- ☐ Very Poor
- ☐ Unsure

* 16. How can Council improve its communication with residents and the community?

☒ Direct mail

☐ Direct contact with customer service

☐ Noticeboards

☐ Word of mouth

☐ Other (please specify)

* 20. Overall, how do you rate Council's performance?

☐ Very good

☒ Good

☐ Adequate

☐ Poor

☐ Very poor

☐ Unsure

* 21. Would you be interested in receiving a community newsletter from Litchfield Council?

☒ Yes

☐ No

☐ Unsure

Next



Litchfield Council Community Survey 2026

* 22. If yes, how often would you like to receive a community newsletter?

- ☐ Fortnightly
- ☒ Monthly
- ☐ Bi-monthly
- ☐ Quarterly

* 23. How would you like to receive the newsletter? (Rank your preference from 1 to 3, with 1 being the most preferred and 3 being the least preferred option.)

☐	Email (e-Newsletter)
☒	Direct mail
☐	Website

* 24. What types of information are you interested in hearing about? Tick all that apply.

- ☒ Updates from the Mayor
- ☒ Updates from the CEO
- ☒ Projects that may affect you
- ☒ Projects that may not affect you but may be of interest
- ☐ Environmental and sustainability initiatives
- ☐ Waste and recycling

14.3.3 Draft Animal Management Strategy 2027-2030

AUTHOR: Rebecca Taylor, Director Governance & Community

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. FINAL - Litchfield Animal Management Strategy 2027-2030

EXECUTIVE SUMMARY

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

RECOMMENDATION

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.

BACKGROUND

The current Litchfield Council Animal Management Strategy and Action Plan 2023-2026 gives guidance to Council and the Litchfield community on the animal management, information and education services provided by Council, with particular emphasis on public safety, public amenity and responsible dog ownership.

The new draft Animal Strategy for the period from 2027-2030, as provided at Attachment A, is similar to the previous strategy and includes additional objectives, actions and measures of success. The strategy provides a framework to;

1. Promote public safety and protect domestic animals by addressing unsafe or nuisance dog behaviour and providing guidance on other animal management matters.
2. Promote and encourage responsible dog ownership.
3. Effectively manage dogs and enforce Council's Dog Management By-Laws.

The Strategy will be released for community consultation following formal endorsement. Feedback received during the consultation period will be collated and presented to Council for consideration.

LINKS WITH STRATEGIC PLAN

Progress - Continuity of Services and Facilities

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Litchfield Council (Dog Management) By-Laws 2017

FINANCIAL IMPLICATIONS

The development of the Strategy has been provided for within the current budget. Over the four-year life of the Strategy, existing resourcing levels will be tested by the continued development of Holtze and the proposed introduction of public places by-laws, which will place additional demands on Council's resources.

At this stage, resource levels will continue to be monitored. However, the Regulatory Services team is already experiencing pressure due to current resourcing levels, and further demands associated with these initiatives may require Council to consider additional resourcing in the future.

Risks As outlined above, whilst there is a low risk to current resourcing levels, as additional initiatives are introduced and external pressures arise outside of Council's control, existing resources may become insufficient to meet increasing demands. This may place pressure on staff, increase the risk of unsafe work practices and impact Council's ability to provide timely and satisfactory services to the community.

COMMUNITY ENGAGEMENT

The Draft Animal Management Strategy and Action Plan 2027–2030 will be released for public consultation following Council endorsement. Consultation will include social media platforms, website, posters at local shopping centres and a face-to-face stand. Feedback received during the consultation period will be considered in finalising the Strategy and reported back to Council.



Introduction

WHAT

The **Litchfield Council Animal Management Strategy and Action Plan 2027 – 2030** guides Council and the community on the delivery of animal management, information and education services. It focuses on public safety, community amenity and responsible dog ownership.

The Strategy will provide a framework to:

- 1 Promote public safety and protect domestic animals by addressing unsafe or nuisance dog behaviour and providing guidance on other animal management matters.
- 2 Promote and encourage responsible dog ownership.
- 3 Effectively manage dogs and enforce Council's Dog Management By-Laws.

WHY

Dogs are an important part of many people's lives and are often valued members of the family, contributing positively to physical and mental wellbeing.

This Strategy supports community safety and amenity through effective communication, education and enforcement of the *Litchfield Council (Dog Management) By-Laws 2017*. It contributes to Council's vision of being **"the best place to live in the Top End"** for dog owners and non-dog owners alike.

Council's management of other animals is limited to providing advice and referrals to the appropriate agencies.

ANIMAL MANAGEMENT STRATEGY AND
ACTION PLAN 2027 – 2030

WHO

Council's Regulatory Services team is responsible for delivering the Animal Management Strategy and Action Plan. The team consists of a Supervisor, Senior Ranger, two Rangers and a Business Support Officer.

The team provides animal management services across the Litchfield municipality, including community education, dog registration, ranger patrols, complaint investigation, enforcement of Council's Dog Management By-laws, management of declared dangerous dogs and operation of Council's dog impound facility.

The team works with dog owners, residents, veterinary clinics, rehoming organisations and other relevant agencies to promote responsible dog ownership and support community safety and amenity.





ANIMAL MANAGEMENT STRATEGY AND ACTION PLAN 2027 – 2030

HOW

Communicate

- Promote Council's Regulatory Services and animal management responsibilities to the community.
- Strengthen relationships with animal rehoming organisations, veterinary clinics and other relevant organisations.

Educate

- Deliver free, age-appropriate school education programs on dog safety and responsible dog ownership.
- Maintain up to date ranger skills and training in dog behaviour and handling, regulatory practices, technology and customer service. All rangers will hold, or work towards, a minimum Certificate IV in Government Investigations and maintain the qualifications, licences and authorisations required for the role, including first aid, firearms and Schedule 4 medication authorisations.
- Provide information and referrals for issues involving other animals, including cats, poultry and livestock.

Investigate

- Investigate dog related complaints in accordance with Council's Dog Management By-laws, policies and procedures, prioritising dog attacks and menacing behaviour.
- Conduct regular ranger patrols throughout the municipality to respond to and contain wandering dogs.
- Conduct property and fence inspections for dogs involved in repeated or serious incidents, declared dangerous dogs, and dog licence applications.
- Manage and enforce dog number limits within the Asche Dog Restriction Area to support community safety and amenity.

Regulate

- Encourage voluntary compliance with Council's Dog Management By-Laws.
- Apply consistent and proportionate enforcement action in response to non-compliance and repeated breaches, in accordance with Council's Compliance and Enforcement Policy.
- Maintain a register of declared dangerous dogs and conduct regular compliance inspections to ensure all declaration conditions are being met.
- Provide accessible dog registration options, including mobile EFTPOS facilities in the field and registration events held after hours twice a year.
- Operate Council's dog impound facility for dogs that cannot be returned to their owners or must be held while an investigation is completed.

Objectives

Council works with the community to promote responsible dog ownership and encourage voluntary compliance. When required, Council applies consistent and proportionate enforcement action in accordance with the Litchfield Council (*Dog Management*) *By-Laws 2017*, relevant legislation, and Council policies and procedures.

Council's role in relation to animals other than dogs is generally limited to providing information and referrals to the appropriate agencies.

This Strategy has the following objectives:

- 1 Protect public safety and community amenity through effective dog management.
- 2 Promote responsible dog ownership through communication, education and community engagement.
- 3 Increase compliance with requirements for dogs to be microchipped, registered and securely contained on their property.
- 4 Provide accessible dog safety and responsible dog ownership education for schools, dog owners and the broader community.
- 5 Respond to and investigate dog related complaints in a timely, consistent and risk-based manner, prioritising dog attacks and menacing behaviour.
- 6 Encourage voluntary compliance and apply consistent and proportionate enforcement action when required.
- 7 Support the safe and accountable management of impounded and declared dangerous dogs.
- 8 Manage and enforce dog ownership limits within the Asche Dog Restriction Area.
- 9 Support the community by providing clear information and referrals for matters involving animals outside Council's dog management responsibilities, including cats, poultry, livestock and wildlife.

OBJECTIVE 1

Protect public safety and community amenity through effective dog management.



What we will do

- Prioritise responses to dog attacks, menacing behaviour and other high-risk incidents.
- Conduct proactive patrols and take appropriate action to address wandering dogs and other breaches.

Key Actions

Intention	What we will do	Success Measures
• Reduce risks caused by wandering, menacing and attacking dogs	• Apply a risk-based approach to complaints. • Prioritise attacks and menacing behaviour. • Conduct targeted and routine ranger patrols. • Inspect properties and fencing following repeated or serious incidents. • Provide advice to owners about containment and responsible dog management.	• Priority incidents attended within Council's service standards. • Fewer repeated wandering dog complaints. • Reduction in repeated dog attack and menacing incidents. • Increased compliance following ranger intervention. • Patrol activities and outcomes recorded and reported.

OBJECTIVE 2

Promote responsible dog ownership through communication, education and community engagement.



What we will do

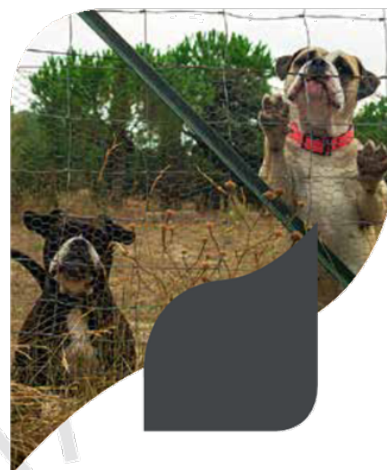
- Provide clear and accessible information about responsible dog ownership.
- Engage with dog owners through Council communications, events and direct contact with rangers.

Key Actions

Intention	What we will do	Success Measures
• Build community awareness of responsible dog ownership and owners' legal responsibilities.	• Publish information through Council's website, social media and other communication channels. • Promote registration, microchipping, desexing, effective containment and appropriate control in public places. • Provide practical advice during ranger interactions. • Promote available registration and desexing initiatives.	• Regular animal management information published. • Increased community engagement with educational content. • Increased registration and microchipping compliance. • Increased uptake of Council initiatives. • Fewer preventable or repeated complaints.

OBJECTIVE 3

Increase compliance with requirements for dogs to be microchipped, registered and securely contained on their property.



What we will do

- Make registration and microchipping services accessible to the community.
- Identify and address unregistered, unidentified and inadequately contained dogs.

Key Actions

Intention	What we will do	Success Measures
• Improve dog identification, registration and containment across the municipality.	• Conduct registration renewal and overdue registration campaigns. • Offer mobile EFTPOS registration services in the field. • Hold twice yearly after-hours registration events. • Provide free microchipping with initial registration, subject to Council's approved program. • Conduct property and containment inspections where required. • Apply proportionate enforcement action for continued non-compliance. • Offer desexing vouchers to eligible owners of dogs registered with Council.	• Increased number of registered and microchipped dogs. • Increased registration renewal rate. • Number of registrations completed in the field and at after-hours events. • Increased compliance following notices or education. • Fewer unidentified dogs entering the pound. • Fewer repeat wandering dog incidents. • Number of desexing vouchers issued and redeemed. • Increased percentage of registered dogs that are desexed.

ANIMAL MANAGEMENT STRATEGY AND
ACTION PLAN 2027 – 2030**OBJECTIVE 4**

Provide accessible dog safety and responsible dog ownership education for schools, dog owners and the broader community.

**What we will do**

- Deliver free, age appropriate school education programs.
- Provide practical dog safety and responsible ownership information to the community.

Key Actions

Intention	What we will do	Success Measures
• Improve community knowledge of safe interactions with dogs and responsible dog ownership.	• Offer free education programs to schools within the municipality. • Tailor program content to the students' ages and learning needs. • Provide information at community events and through Council communication channels. • Provide resources covering dog safety, registration, containment, desexing and behaviour. • Review education materials to ensure they remain current. • Partner with local dog trainers to provide free public education sessions on dog behaviour, training and responsible dog ownership.	• A minimum of six school education sessions delivered each financial year, subject to school participation. • Number of students and community members reached. • Positive feedback from participating schools. • Education resources reviewed regularly. • Increased community awareness of safe behaviour around dogs. • At least one free public education session delivered by a local dog trainer each year, subject to trainer availability and community participation.

OBJECTIVE 5

Respond to and investigate dog related complaints in a timely, consistent and risk-based manner, prioritising dog attacks and menacing behaviour.



What we will do

- Conduct fair, thorough and timely investigations.
- Maintain consistent investigation practices supported by appropriately qualified rangers.

Key Actions

Intention	What we will do	Success Measures
• Deliver consistent, evidence based and procedurally fair investigations.	• Assess and prioritise complaints according to risk. • Gather and record relevant evidence. • Keep affected parties appropriately informed. • Review investigations before significant enforcement decisions are made. • Require all rangers to hold, or work towards, a minimum Certificate IV in Government Investigations. • Maintain the rangers' qualifications, licences and authorisations required for the role, including first aid, firearms and Schedule 4 medication authorisations.	• Priority complaints attended within Council's service standards. • Investigations completed within appropriate timeframes. • Investigation records meet Council requirements. • Enforcement decisions are supported by sufficient evidence. • All rangers meet or are progressing towards required qualifications. • Fewer decisions overturned because of procedural or evidentiary deficiencies.

OBJECTIVE 6

Encourage voluntary compliance and apply consistent and proportionate enforcement action when required.



What we will do

- Help dog owners understand and meet their responsibilities.
- Escalate enforcement action when education and voluntary compliance are unsuccessful or where the seriousness of an incident requires immediate action.

Key Actions

Intention	What we will do	Success Measures
• Achieve compliance using fair, consistent and proportionate regulatory action.	• Provide education, advice and opportunities to remedy non-compliance where appropriate. • Apply Council's Compliance and Enforcement Policy. • Consider risk, seriousness, evidence and compliance history when determining action. • Use notices, infringements, declarations and prosecution where authorised and appropriate. • Document enforcement decisions and reasons.	• Increased compliance following education or formal notices. • Enforcement decisions are consistent with Council policy. • Reduced repeat offending. • Decisions and reasons are appropriately documented. • Regulatory action withstands internal and external review.

OBJECTIVE 7

Support the safe and accountable management of impounded and declared dangerous dogs.



What we will do

- Operate Council's dog impound facility safely and responsibly.
- Maintain oversight of declared dangerous dogs and compliance with declaration conditions.

Key Actions

Intention	What we will do	Success Measures
• Ensure impounded and declared dangerous dogs are managed in accordance with Council requirements.	• Scan dogs for microchips and attempt to identify and contact owners. • Return dogs directly to their owners where safe and appropriate. • Maintain accurate impound records. • Work with approved rehoming organisations and veterinary clinics. • Maintain a register of declared dangerous dogs. • Conduct regular compliance inspections for declared dangerous dogs. • Take action when declaration conditions are not met.	• Increased number of dogs returned to their owners. • Accurate and complete impound records. • Reduced average length of stay where appropriate. • Regular dangerous dog inspections completed and recorded. • Increased compliance with dangerous dog declaration conditions.

OBJECTIVE 8

Manage and enforce dog ownership limits within the Asche Dog Restriction Area.



What we will do

- Inform Asche residents about dog ownership limits and licence requirements.
- Assess dog licence applications and monitor compliance within the Asche Dog Restriction Area.

Key Actions

Intention	What we will do	Success Measures
• Support safety and amenity within Asche through the effective administration of the Dog Restriction Area.	• Communicate the two dog limit and dog licence requirements. • Assess applications to keep three or four dogs. • Conduct property and fence inspections as part of the application process. • Maintain accurate licence and registration records. • Conduct compliance checks and respond to reported breaches. • Apply appropriate action when dog limits or licence conditions are not met.	• Residents provided with clear information. • Licence applications assessed within established timeframes. • Required property inspections completed and recorded. • Accurate register of licences maintained. • Increased compliance with dog number limits and licence conditions. • Fewer repeated complaints relating to excessive dog numbers.

OBJECTIVE 9

Support the community by providing clear information and referrals for matters involving animals outside Council's dog management responsibilities.



What we will do

- Explain Council's responsibilities and limitations regarding animals other than dogs.
- Connect customers to the agency or organisation responsible for their concern.

Key Actions

Intention	What we will do	Success Measures
• Help community members identify the appropriate pathway for concerns involving cats, poultry, livestock and other animals.	• Provide consistent information about Council's role. • Maintain current referral information for relevant government agencies and organisations. • Publish information on Council's website. • Refer animal welfare, livestock, wildlife and other matters to the appropriate authority. • Record matters requiring Council action under other applicable legislation. • Offer cat and dog traps for hire to residents, subject to availability and Council's conditions of use.	• Current referral information is readily available. • Website information is reviewed regularly. • Enquiries are referred to the correct agency where possible. • Consistent advice is provided by Council staff. • Fewer complaints are incorrectly lodged as dog management matters. • Cat and dog traps are available for residents to hire when required

ANIMAL MANAGEMENT STRATEGY AND
ACTION PLAN 2027 – 2030

Monitoring and reporting

Progress against the Animal Management Strategy and Action Plan will be monitored through Council's regular operational reporting processes. Outcomes against the identified actions and success measures will be reviewed annually.

Actions and success measures may be updated where necessary to respond to legislative changes, operational requirements, available resources and changing community needs.



DRAFT



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council@litchfield.nt.gov.au



08 8983 0600



7 Bees Creek Road,
Freds Pass

14.3.4 HR14 Human Resource Management Policy

AUTHOR: Natasha Clancy, Executive Assistant to Directors
AUTHORISER: Rebecca Taylor, Director Governance & Community
ATTACHMENTS: 1. HR14 Human Resource Management

EXECUTIVE SUMMARY

This report presents draft policy HR14 Human Resource Management.

RECOMMENDATION

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

BACKGROUND

The purpose of policy HR14 Human Resource Management is to ensure that human resource management policies are in place and complied with by the Chief Executive Officer. This policy is a requirement under the Act. The policy has now been reviewed against the Act and does not require any changes.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Northern Territory Local Government Act 2019

HR02 Statement of Employment Policies

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil

Human Resource Management **POLICY HR14**

Name	HR14 Human Resource Management
Policy Type	Council
Responsible Officer	Manager People & Performance Chief Executive Officer
Approval Date	21/04/2021 15/07/2025 21/09/2026
Review Date	21/04/2025 14/07/2029 20/09/2030

1. Purpose

The purpose of this policy is to ensure that overarching human resource management policies are in place and complied with by the Chief Executive Officer (CEO) when determining employment policies.

These human resource management policies, as well as the statutory principles of human resource management, are to be reflected appropriately in all policies and processes of the Council.

2. Scope

This policy applies to ~~Council's~~ the general human resource hiring procedures and employment policies.

3. Definitions

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

Human Resources Management Policy	Human resource management policy is the continuous process of systematic planning ahead to achieve optimum use and selection of an organisation's most important asset—quality employees.
Merit Principle	The principle is based on the relationship between the candidates' work-related qualities and the work-related qualities genuinely required for the duties.
Council Staff	Refers to employees of Litchfield Council.
<u>Council</u>	<u>The Chief Executive Officer and Council employees responsible for the operational management and administration of Council functions</u>
Discrimination	The unjust or prejudicial treatment of different categories of people, especially on the grounds of race, age, gender, sexual orientation, or disability.

4. Policy Statement4.1. Principles of ~~H~~human ~~R~~resource ~~M~~management

- 4.1.1 Council ~~will comply must adopt policies on human resource management and ensure that those policies give effect to~~ with the following principles;

Human Resource Management **POLICY HR14**

- (a) Council must have a robust recruitment system for employing ~~Council staff/employees-members~~ that demonstrates a fair and equitable process based on the merit principle.
- (b) ~~The Council's staff/employees~~ must have reasonable access to training and development and opportunities for advancement and promotion.
- (c) ~~The Council's staff/employees~~ must be treated fairly and consistently.
- (d) There must be suitable processes for dealing with employment-related grievances.
- (e) Working conditions must be safe and healthy and meet any appropriate legislation and/or regulations associated within a safe working environment.
- (f) There must be no discrimination against an ~~n member/employee~~ or potential ~~member/employee~~ of ~~the Council's staff~~.

4.2 Employment Policies

4.2.1 The CEO must maintain up-to-date employment policies that cover:

- (a) Recruitment;
- (b) probation and performance assessment;
- (c) opportunities for advancement that are based on merit and are fair and equitable;
- (d) access to training and development;
- (e) access to employment-related benefits; and
- (f) resolution of employment-related grievances.

4.2.2 Employment policies must be consistent with clause 4.1. above.

5 Associated Documents

HR02 Statement of Employment Policies

6 References and Legislation

Northern Territory Local Government Act 2019

7 Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
21/04/2021	New policy as per <i>Local Government Act 2019</i>
15/07/2025 21/09/2026	Policy reviewed with no changes minor changes

14.3.5 EM06 Conflict of Interest Policy

AUTHOR: Natasha Clancy, Executive Assistant to Directors
AUTHORISER: Rebecca Taylor, Director Governance & Community
ATTACHMENTS: 1. DRAFT EM06 Conflict of Interest

EXECUTIVE SUMMARY

This report presents draft policy EM06 Conflict of Interest.

RECOMMENDATION

1. That Council adopts Policy EM06 Conflict of Interest, at attachment 1, and approves the Chief Executive Officer to make minor amendments.

BACKGROUND

The purpose of the Conflict of Interest Policy is to provide guidance on the identification, disclosure and management of conflicts of interest for members of Council, the Risk Management and Audit Committee and Council Committees.

The policy has been reviewed in accordance with Council's policy review schedule and against the *Local Government Act 2019* and *Local Government (General) Regulations 2021*.

Minor amendments have been made to update terminology, clarify disclosure requirements and ensure the policy remains consistent with current legislative requirements.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Northern Territory Local Government Act 2019

Northern Territory Local Government (General) Regulations 2021

EM02 Code of Conduct for Elected Members

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil

Conflict of Interest **POLICY EM06**

Name	EM06 Conflict of Interest
Policy Type	Council
Responsible Officer	Chief Executive Officer
Approval Date	21/06/2022 21/09/2026
Review Date	20/06/2026 20/09/2030

1. Purpose

Litchfield Council is committed to placing public interests before private interests and avoiding private gain at public expense. This policy details ~~the issue of conflicts of interest and how it is managed.~~ [outlines how conflicts of interest are identified, disclosed and managed.](#)

2. Scope

This policy applies to members of the Council, the Risk Management and Audit Committee and Council Committees.

3. Definitions

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

Conflict of Interest	A conflict of interest occurs when there is a clash between a person's private interest and their public duty. It involves a lack of impartiality, however arising, and whether or not financial gain or loss is involved.
Pecuniary Interest	This is an interest that a person has in a matter because of the reasonable likelihood or expectation of appreciable financial gain or loss to the person or another person with whom the person is associated. Associated persons include relatives, partners and employers.
Non-Pecuniary Interest	This is any private interest that does not relate to money e.g. arising out of kinship, friendship, membership of an association, society or trade union, or involvement or interest in an activity.
Elected Member	For the purpose of this policy, Elected Member also includes a non elected committee member on the Risk Management Audit Committee and Council Committees. Means a member of Council, the Risk Management and Audit Committee or a Council Committee.
Council	Litchfield Council, being the elected body constituted under the Local Government Act.

Conflict of Interest **POLICY EM06****4. Policy Statement**

4.1. The community has the right to expect that ~~Elected~~ Members perform their duties in a fair and unbiased way and that the decisions they make are not affected by self-interest or personal gain. Conflicts of interest arise when ~~Elected~~ Members are influenced, or appear to be influenced, by personal interests when ~~doing their jobs~~ performing their duties. The perception of a conflict of interest can be as damaging as an actual conflict, because it undermines public confidence in the integrity of ~~the organisation involved and its staff~~. Council and its decision making processes.

4.2. Provisions in the *Local Government Act 2019*

4.2.1. In accordance with section 114(1) of the Local Government Act 2019, a Member has a conflict of interest if the Member or an associate of the Member has any of the following interests in how a question is decided: As per Section 114(1) of the Local Government Act 2019, a member can have any of the following interests;

- a) a direct interest;
- b) an indirect financial interest;
- c) an indirect interest by close association;
- d) an indirect interest due to conflicting duties.

4.2.2. As per In accordance with Section 114(2) of the *Local Government Act 2019*, the following ~~is~~ are not a conflict of ~~—~~ interest;

- a) an interest that the member or associate shares in common with the general public or a substantial section of the public;
- b) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers;
- c) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

4.3. ~~Elected~~ Members and Conflict of Interest

4.3.1. ~~Elected~~ Members must act in the public interest and must not take into account personal interests or any other irrelevant considerations. Conflict of interest means a lack of impartiality, however arising and whether or not financial gain or loss is involved.

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

4.3.3. Having a public ~~/ or~~ professional duty and a private ~~or /~~ personal interest does not ~~mean there is~~ automatically mean there is a conflict of interest. However, if there is a conflict of interest, it must be appropriately disclosed and managed. A Member must not act in a way

Conflict of Interest **POLICY EM06**

~~that could give rise to reasonable suspicion of improper conduct or preferential treatment. how it is dealt with is very important and in doing so, the person concerned must not do anything which they could not justify to the public or which suggests reasonable suspicion of improper conduct or preferential treatment.~~

4.3.4. Conflicts of interest can be pecuniary or non-pecuniary.

4.4. Potential Areas of Conflict

4.4.1. Tendering and Purchasing

Example: Council has tendered for the provision of professional services. An **Elected** Member is employed by a company which has tendered for the provision of these services. This may affect, or it may reasonably be suspected that it could affect, their ability to make an unbiased decision when the tender is considered by Council.

4.4.2. Chief Executive Officer (CEO) Recruitment

Example: A member of the selection panel has a close relationship with one of the applicants for the job. This conflict of interest could bias, or could reasonably be expected to bias, the decision of the panel.

4.4.3. Gifts and Benefits

Example: A developer seeking a decision by Council in their favour regarding stormwater approvals offers an **Elected** Member free tickets to a major sporting event. The **Elected** Member's impartiality in considering the matter when dealing with the supplier could be compromised if the offer was accepted.

4.4.4. Information and Opportunities

Elected Members may have business and professional interests in the local government area they represent. Conflicts can arise if their public positions allow them access to information and opportunities that could be used to advance their personal and business interests.

4.5. Disclosing Conflicts of Interest

4.5.1. A Member who becomes aware of a conflict of interest in a matter that has arisen or is about to arise before Council, Risk Management and Audit Committee or a Council Committee must disclose the interest as soon as practicable: ~~Elected Members who believe they have an interest in a matter, pecuniary or otherwise, must declare that interest in any meetings or discussions where that matter is considered.~~

a) at a meeting of Council or the relevant Committee; and

b) to the CEO.

4.5.1.

Conflict of Interest **POLICY EM06**

4.6. Disclosures at Meetings

4.6.1. An ~~Elected~~ Member who has a conflict of interest in ~~any~~ matter being considered at a meeting must disclose the interest giving rise to the conflict as soon as practicable, with which the Council is concerned and who is present at a meeting of the Council at which the matter is being considered must disclose the nature of the interest to the meeting as soon as practicable.

4.6.2. The ~~Elected~~ Member who has disclosed ~~s~~ a conflict of interest must not:

- a) be present ~~at, or in sight of,~~ the meeting while the matter is under consideration of the Council;
- b) participate in any decision in relation to the matter; or at any time during which the matter is being considered or discussed by the Council, or
- c) engage in behaviour that may influence the consideration of, or decision in relation to, the matter, at any time during which the Council is voting on any question in relation to the matter.

~~4.6.3. 4.6.3.~~ The attention of ~~Elected~~ Members is drawn to the following criteria to determine the extent of disclosure of the nature of the interest to support transparency and accountability; the meeting necessary to observe statutory requirements of Section 114 of the Local Government Act 2019 and that some detail of the interest be disclosed and satisfy the requirements of the Act for greater transparency and accountability in the management and operation of the Council;

- a) The details are sufficient to enable other ~~Elected~~ Members and the public to appreciate in general terms the connection of the person with the matter under consideration.
- b) The disclosure does not reveal sensitive information which is not relevant to the matter before the Council.
- c) The disclosure does not reveal information which may be unnecessarily damaging to the reputation of some person(s) with whom the person disclosing the interest is associated.
- d) The disclosure will not unnecessarily prejudice a sensitive commercial or legal situation.

4.6.4. Disclosures of interest made at meetings and subsequent actions will be recorded in the minutes and the Register of Declared Conflicts in accordance with the Local Government Act 2019 and the Local Government (General) Regulations 2021 of that Council.

4.7. Responsibility for Making a Disclosure

4.7.1. If an ~~Elected~~ Member is unsure as to whether or not they have a conflict of interest, they should give full written details to the CEO or seek independent legal advice. The objective of notification is to protect both ~~Elected~~ the Members and Council.

Conflict of Interest **POLICY EM06**

- 4.7.2. The CEO ~~is not responsible for determining does not have a responsibility to provide a determination on~~ whether or not an ~~an elected m~~Member has a conflict of interest in a matter.
- 4.7.3. The responsibility for determining whether an ~~Elected~~ Member has a conflict of interest rests with the individual ~~Elected~~ Member. In many cases, only the ~~Elected~~ Member will be aware of the potential for a conflict of interest. ~~Elected~~ Members are encouraged to err on the side of caution by declaring their interest and by not participating in discussion or in decision making if there is any doubt as to their interest in the matter.

5. Associated Documents

Nil.

6. References and Legislation

Northern Territory *Local Government Act 2019*

[Northern Territory Local Government \(General\) Regulations 2021](#)

EM02 Code of Conduct for Elected Members

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
19/11/2015	Decision 15/0181/02 superseded LC25
15/11/2017	Reviewed and adopted by Council with no changes (1718/099)
21/06/2022	Reviewed in accordance with policy review schedule, Changes included minor administrative amendments and streamlining, and minor amendments required in accordance with the <i>Local Government Act 2019</i> .
19/08/2026	Reviewed in accordance with the policy review schedule. Minor amendments made to align terminology and conflict of interest disclosure requirements with the Local Government Act 2019 and Local Government (General) Regulations 2021.

14.3.6 Recreation Reserve Management Committee Minutes

AUTHOR:	Jill Enriquez, Community Participation Officer
AUTHORISER:	Rebecca Taylor, Director Governance & Community
ATTACHMENTS:	1. KLRRM Committee Minutes - May 2026 2. HPRRM Committee Minutes - March 2026 3. HPRRM Committee Minutes - May 2026 4. HPRRM Committee Minutes - July 2026

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 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.

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 to 4 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



Knuckey Lagoon Recreation Reserve Management Committee Meeting

MINUTES

Thursday 7/05/2026

Meeting held commencing 5:00pm
At Knuckey Lagoon Recreation Reserve

Jill Enriquez, Community Participation Officer



MINUTES

Knuckey Lagoon Reserve Committee Meeting

Held via TEAMS

on Thursday 12th February, 2026 at 5:00pm

Attendees

Tou Ruchkaew	NT Thai Association
Jill Enriquez	Council Representative
Nicolle Jessop	NT Scouts Berrimah (electronically)
John Fuller	Top End Gem C& Mineral Club

1 Opening of Meeting

5:10 pm

2 Apologies and Leave of Absence

Daisy Crawford North Ward Councillors

3 Disclosures of Interest

Nil.

4 Confirmation of Minutes

Moved: John fuller

Seconded: Tou Ruchkaew

THAT the minutes of the previous Committee Meeting held on Thursday 12 February 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 to 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.	Ongoing: works to be completed in June 2026.
5/06/2025	Illegal campers and speeding on reserve	CPO	Dry season issue of campers at reserve.	Ongoing: signs to be 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.	Ongoing: investigating reverting to manual locks as requested by users, due to several instances of malfunction with Salto system.
8/01/2026	Wifi for users	CPO	Investigate installation of Starlink as cheaper option for internet.	COMPLETED: 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.

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: John fuller

Seconded: Tou Ruchkaew

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.
- 7.2** Top End Gem Club would like to use the vacated area for their clubhouse/silver smithing area.
- 7.3** Plant Society will be storing their bookshelf in the upstairs meeting room.

8 Close of Meeting

Meeting closed at 5:48pm

The next meeting is scheduled for Thursday, 6 August 2026 at 5pm.



Howard Park Recreation Reserve Management Committee Meeting

MINUTES **Monday 11/03/2026**

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 Howard Hall, Howard Park Reserve
on Wednesday, 11 March 2026 at 5:00 pm

1 Opening of Meeting

5:09pm

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	Litchfield Council Representative
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Gerard Maley	Resident
Evan Johns	Howard Spring Scouts

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 26 August 2025

Moved: Maxine Way

Seconded: Gerry Wood

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
04/12/2023	Master plan	Committee members propose to upgrade the fence as part of masterplan to beautify the park	SPO	ON HOLD: this is on the capital works list for 25-26 and will be moved to 26-27. It will be completed according to capital works priorities.
8/07/2025	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.	SPO	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.
8/07/2025	Scout hall upgrades	Within scouts (internal)	CPO	COMPLETED: this will be discussed with Scouts separately, currently working on sourcing documentation and creating the lease.
26/08/2025	Irrigation	Patches of dry grass on oval	CPO	ON HOLD: to revisit investigation during the dry season.
10/11/2025	Freedom for skateboarders & roller skates	Follow up with infrastructure about changing sign or allowing this	CPO	Ongoing: CPO to investigate changing of rules. Infrastructure are concerned with user safety.
14/01/2026	Bike issues and barriers	Consider zigzag bollards to prevent entry.	CPO	ON HOLD: several options have been considered during the audit and additional fencing has been implemented. This hasn't changed the vandalism on the oval so a behavioural solution will have to be investigated instead of structural.

6 Officers Reports**6.1 Bi-Monthly Operations Report****Moved: Daisy Crawford****Seconded: Gerry Wood**

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

CARRIED**7 Other Business**

NIL

8 Next Meeting

Wednesday 8 July 2026, at 5:00 pm Whitewood Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:46pm



Howard Park Recreation Reserve Management Committee Meeting

MINUTES **Monday 13/05/2026**

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 Howard Hall, Howard Park Reserve
on Wednesday, 13 May 2026 at 5:00 pm

1 Opening of Meeting

5:09pm

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	Litchfield Council Representative
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident
Evan Johns	Howard Spring Scouts

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Gerard Maley	Resident

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 26 August 2025

Moved: Maxine Way

Seconded: Gerry Wood

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
04/12/2023	Master plan	Committee members propose to upgrade the fence as part of masterplan to beautify the park	SPO	ON HOLD: this is on the capital works list for 25-26 and will be moved to 26-27. It will be completed according to capital works priorities.
8/07/2025	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.	SPO	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.
8/07/2025	Scout hall upgrades	Within scouts (internal)	CPO	COMPLETED: this will be discussed with Scouts separately, currently working on sourcing documentation and creating the lease.
26/08/2025	Irrigation	Patches of dry grass on oval	CPO	ON HOLD: to revisit investigation during the dry season.
10/11/2025	Freedom for skateboarders & roller skates	Follow up with infrastructure about changing sign or allowing this	CPO	Ongoing: CPO to investigate changing of rules. Infrastructure are concerned with user safety.
14/01/2026	Bike issues and barriers	Consider zigzag bollards to prevent entry.	CPO	ON HOLD: several options have been considered during the audit and additional fencing has been implemented. This hasn't changed the vandalism on the oval so a behavioural solution will have to be investigated instead of structural.

6 Officers Reports

6.1 Bi-Monthly Operations Report

Moved: Daisy Crawford

Seconded: Gerry Wood

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

CARRIED

7 Other Business

NIL

8 Next Meeting

Wednesday 8 July 2026, at 5:00 pm Whitewood Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:46pm



Howard Park Recreation Reserve Management Committee Meeting

MINUTES **Thursday 9/07/2026**

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

Conan Williams, Recreation Reserve Liaison Officer



COMMITTEE MINUTES

Howard Park Reserve Committee Meeting

Held in the Howard Hall, Howard Park Reserve
on Thursday, 9 July 2026 at 5:00 pm

1 Opening of Meeting

5:02pm

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	Litchfield Council Representative
Conan Williams	Litchfield Council Representative
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Gerard Maley	Resident
Evan Johns	Howard Spring Scouts

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Wednesday 13th May 2026

Moved: Gerry Wood

Seconded: Maxine Way

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
04/12/2023	Master plan	Committee members propose to upgrade the fence as part of masterplan to beautify the park	SPO	ON HOLD: this is on the capital works list for 25-26 and will be moved to 26-27. It will be completed according to capital works priorities.
8/07/2025	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.	SPO	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.
26/08/2025	Irrigation	Patches of dry grass on oval Some possible turf damage may occur during irrigation repairs	CPO	ON GOING: investigating issues, further complications
10/11/2025	Freedom for skateboarders & roller skates	Discussions with infrastructure have issue with safety of users.	CPO	Completed: Not built for purpose.
14/01/2026	Bike issues and barriers	Additional fencing added, new main gate lock and consider locking external gate during the school holidays	CPO	ON HOLD: Additional security has seen a decrease in antisocial behaviour.

6 Officers Reports

6.1 Bi-Monthly Operations Report

Moved: maxine

Seconded: Gerry Wood

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

CARRIED

7 Other Business

7.1 infrastructure works to run things by the committee, more communication

7.2 spring is bent backwards at the gate near the jumps

7.3 Further infrastructure to prevent entry through the gates, what other councils and other places do that we can implement rather than making it hard for everyone

7.4 Bore to go in for irrigation

7.5 Leak in the oval- fire brigade had no water (with any services plumbing, electrical ensure to inform all users inc hirers, fireys and scouts)

7.6 Fire service wants a flag pole (3 flag pole) behind the rock (to contact maxine for the project plan)

7.7 19th September open day for fireys, wanting to invite council youths, users of reserve, scouts and others to create an open day display, food vendors, coffee van

7.8 Car where the nets are, baseballers so communicate with user to remind

8 Next Meeting

Wednesday 9th September 2026, at 5:00 pm Whitewood Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:53pm

14.3.7 Risk Management Audit Committee Open Minutes - 27 August 2026

AUTHOR: Natasha Clancy, Executive Assistant to Directors

AUTHORISER: Rebecca Taylor, Director Governance & Community

ATTACHMENTS: 1. RMAC Unconfirmed Open Minutes 27 August 2026

EXECUTIVE SUMMARY

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

RECOMMENDATION

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

BACKGROUND

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

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Local Government Act 2019, Section 101(4).

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil



Risk Management and Audit Committee Meeting (RMAC)

MINUTES

Thursday, 27th August 2026

Meeting to be held commencing 9:30 AM
in Council Chambers at 7 Bees Creek Road, Freds Pass

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



RISK MANAGEMENT AND AUDIT COMMITTEE

MINUTES

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Risk Management and Audit Committee Meeting Minutes

27 August 2026

Present	Greg Arnott	Chairperson
	Shane Smith	Independent Member
	Kevin Harlan	Councillor Central Ward
Staff	Rebecca Taylor	Director Governance and Community
	Ankit Pansal	Director Corporate Services
	Natasha Clancy	Policy and Governance Officer

1 OPENING OF MEETING

The Chairperson, Greg Arnott opened the meeting at 9.30am.

2 APOLOGIES AND LEAVES OF ABSENCE**Apologies**

DM Civitarese

Cr Purich

Noted: Stephen Hoyne, CEO and Geoff Thomas, Director Infrastructure and Operations unable to attend.

Leave of Absence

Nil

3 DISCLOSURES AND DECLARATIONS OF INTEREST

Nil

4 CONFIRMATION OF MINUTES**4.1 Confirmation of Minutes****COMMITTEE RESOLUTION RMAC/26/014**

Moved: Cr Kevin Harlan

Seconded: Chair Greg Arnott

That the full minutes (including confidential minutes) of the Risk Management and Audit Committee Meeting held Thursday 28 May 2026, 6 pages be confirmed.

CARRIED3/0

5 BUSINESS ARISING FROM MINUTES

5.1 Business Arising

EXECUTIVE SUMMARY

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

COMMITTEE RESOLUTION RMAC/26/015

Moved: Cr Kevin Harlan

Seconded: Mr Shane Smith

1. That Risk Management and Audit Committee receive and note the business arising as at attachment.

CARRIED 3/0

6 ACCEPTING OR DECLINING LATE ITEMS

Nil

7 OTHER BUSINESS

Nil

8 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):

8.1 Confidential Minutes of the Risk Management and Audit Committee Meeting held on 28 May 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.

8.2 Risk Register

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.

8.3 Interim Audit Report 2025-2026

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

8.4 Internal Audit Update

This matter is considered to be confidential under Section 99(2) - ciii 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 prejudice the security of the council, its members or staff.

8.5 Psychosocial Regulations

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.

9 REPORT OF CONFIDENTIAL RESOLUTIONS**10 CLOSE OF MEETING**

The meeting closed at 11:17am.

14.4 Infrastructure and Operations

14.4.1 Planning Summary Report - August 2026

AUTHOR: Abby Allen, Business Support Officer - Planning

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Planning Summary Report - August Attachments A-E.pdf

EXECUTIVE SUMMARY

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

RECOMMENDATION

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.

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

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

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

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

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

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

Development Applications supported, subject to normal Council Conditions

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

Application Number, Address, and Attachment Reference	Purpose and Summary
PA2026/0270 Hun: 695 P: 04874 31 Caldwell Road MCMINNS LAGOON, Hundred of Strangways Attachment A	Shed extension with reduced side setback Council does not object to granting of a Development Permit as if you were to apply a 1% variance to the property size, this application would comply with the requirements of the NT Planning Scheme, Table D to Clause 5.4.3, Minimum Building Setbacks

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
PA2026/0266 Hun: 695 P: 01957 5 Benham Court HUMPTY DOO, Hundred of Strangways Attachment B	Addition of outbuildings (Carport, Shed) and 2 x demountable structures (shipping containers) with a reduced side setback to a single dwelling.	Council does not support the granting of a Development Permit for the following reasons: a) The proposed reduced side setback, particularly in relation to the shed with the skillion roof, has stormwater implications for the neighbouring property. Concentrating

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Non-Support/ Objection
		runoff in this manner may compromise the integrity of the boundary fence and direct flows onto the neighbouring land. b) The proposal does not comply with the required 4m fire brakes and, given it is intended for the storage of various materials, would present a fire hazard.

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
PA2026/0257 Hun: 055 P: 06486 23 Grice Crescent COOLALINGA, Hundred of Bagot Attachment C	Dwelling Group (20 x 3 bedroom) in 7 single storey buildings Council wishes to lodge the following submission under section 49(3) of the NT Planning Act, in which Council objects to the granting of a Development Permit.	a) Does not comply with the NTPS 5.4.1 Residential Density, noting that as per table of the dwelling-group or dwelling-multiple b) Whilst the proposal complies with 5.4.6 Private Open Space, noting that the design is dimensionally adequate as per the provided plans, Units 1 to 9 private open space areas are constrained by a stormwater drainage easement. c) Further to the above, Part 2 of the NTPS, the Coolalinga and Freds Pass Rural Activity Centre Area Plan is applicable area plan for this development. The statement of effect does not provide the intended function of the residential development and whether it is for any specific purpose. Response to 46(3)(e) Land Capability and 46(3)(g) Public Utilities and infrastructure

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Objection
		a) Coolalinga And Freds Pass Rural Activity Centre Land Capability and Needs Assessment, which is the supplementary document to the area plan, states that; Expansion of Coolalinga ‘north’ will require a fourth sewer pump station and connection of the two package treatment plants to Power and Water’s reticulated network. The Department of Health has also advised that the capacity of existing reticulated infrastructure is limited to servicing existing urban and commercial development; and that future urban development will rely upon the extension of reticulated services. Confirmation should be obtained from Power and Water Corporation that this development would not impose additional demand on already constrained services, and until support is obtained, Council cannot support this development.
PA2026/0205 Attachment D	Planning Scheme Amendment - proposed planning scheme amendment to the NTPS 2020 to facilitate infill development and subdivision in Zone LR by reducing the minimum lot size and allowing more types of homes in Zone LR Territory-wide	Council does not support the proposed amendment in its current form. While it is acknowledged the intent to increase housing diversity and make efficient use of existing infrastructure, the proposal is not appropriate for Litchfield. Infill rights would risk: • Altering rural and low-density character of the municipality • Reducing privacy, open space and residential amenity • Increasing traffic, noise, parking and local service pressures • Placing additional demands on roads, stormwater infrastructure, waste services and community facilities. • Create additional regulatory, maintenance and service

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Objection
		delivery responsibilities for Council. Council considers that the proposal is not sufficiently justified by local housing or land supply circumstances within Litchfield, does not adequately reflect Litchfield's rural lifestyle character, and has not demonstrated that existing infrastructure and services can accommodate the additional development pressure. Council supports planned growth in appropriate locations, including growth within activity centres and new urban development areas were supported by infrastructure strategies and appropriate funding arrangements. However, Council considers that broad infill development within existing Zone LR areas is not the appropriate mechanism for Litchfield.
PA2026/0080 Hun: 695 P: 05111 79 Freds Pass Road HUMPTY DOO, Hundred of Strangways Attachment E	A proposed Concurrent Application to From Zone RL (Rural Living) to Zone LMR (Low-Medium Density Residential)	The following issues are raised for consideration by the Authority under Section 30M(4) of the NT Planning Act: The Development Consent Authority hearing for the above proposal was held on 17 June 2026 in which normal proceedings were followed. Council was disappointed however to receive responses from the applicant to our previous submission at the time of the hearing when the applicant had in fact provided this response a week earlier to Development Assessment Services. Should Council have received this information prior to the hearing discussion regarding particular concerns could have been far more robust and may have contributed further to the requested amendments in the deferral. Council objects to the granting of a Planning Scheme Amendment and Development Permit for the following reasons: • Zoning and Dwelling Density Council objects to the proposed zoning, noting that it is not consistent with the Humpty Doo Activity Centre Plan (activity

Application Number, Address, and Attachment Reference	Purpose and Summary	Reasons for Objection
		centre plan), particularly in relation to Objective 4.2 (i) transition of residential density which states that Zone LR – Low Density Residential lots of no less than 800m² next to areas of Zone RR (Rural Residential). This is because the density of LR is 1 dwelling-single per lot. So irrespective of this being a subdivision or development, the density of dwellings along any boundary that adjoins RL – Rural Living (current) or proposed future RR – Rural Residential (as per the activity centre plan) should not exceed 1 dwelling per 800m² . Council believes this is the intention and strategic intent of the activity centre plan • Stormwater design and private open space Council notes that minimum private open space requirements are dimensionally adequate as per the provided plans, and the DCA request for further information in relation to fencing and landscaping, however as per Council’s original submission there is concern regarding the function and impact of stormwater drainage on the private open space. • Traffic impact assessment Litchfield Council as the road authority classifies Freds Pass Road as a Primary Collector Road. As such, a Traffic Impact Assessment is required to establish the suitability of the surrounding vehicle and pedestrian infrastructure to support this development.

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
CLL2026/7002 NTP 2727 Hundred of Bagot 3940 Gunn Point Road	Australian Defence Force - NORFORCE - 6-19 September 2026	Council does not have any objection to the granting of the Crown Land Licence for the limited duration for the purpose of Defence Force exercises. It is presumed that all necessary signage and information will be displayed informing the public of activity in the area.

DEVELOPMENT PERMITS ISSUED

Application Number and Address	Permit Number, Purpose and Summary	Comments Provided
PA2026/0235 Section 06094 Hundred of Strangways 1340 STUART HWY, BEES CREEK	DP2026/0235 To use and develop the land for the purpose of alterations and additions to an existing Intensive Animal Husbandry (additional livestock pens), 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
SPLL2026/9019	Southern Districts Football Club Sponsors and Life Members appreciation night	Council supports this special event liquor licence.

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

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

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

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

34

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

29

Refer next page...

WORKS FROM:	WORKS TO:	Document Precis	Address
03/09/2026	03/09/2026	Leak on the 100mm PVC water main	45 Ficus Court VIRGINIA NT 0834
03/09/2026	24/09/2026	Dig up and repair broken air valve off water main line & relocate closer to the fence line.X3 working	245 Girraween Road HOWARD SPRINGS NT 0835
31/08/2026	19/12/2026	The works involves the intersection upgrade of Stuart Highway and Bees Creek Road intersection.	7 Bees Creek Road FREDS PASS NT 0822
24/08/2026	24/10/2026	Oversize/overmass application - Ex RAAF House relocation 47 Honeysuckle Herbert to 2940 Batc	47 Honeysuckle Road HERBERT NT 0836
08/09/2026	08/09/2026	HV Switching to isolate power for Tree Contractor, Overhead Crew to apply Portable Earths at loca	50 Henning Road COOLALINGA NT 0835
08/09/2026	08/09/2026	HV Switching to isolate power for the tree contractor, overhead crew to apply portable earth locatio	40 Wells Creek Road VIRGINIA NT 0834
02/09/2026	02/09/2026	Replacement of GBS with NOJA recloser	100 Middle Arm Road WEDDELL NT 0822
20/08/2026	20/09/2026	Driveway Access Upgrade - 14 Shifts (Dates to cover delays)	125 Wells Creek Road VIRGINIA NT 0834
24/08/2026	27/08/2026	Install/Remove PSU's Install New 2 Piece Pole	100 Oxford Road BERRY SPRINGS NT 0838
04/09/2026	04/09/2026	HV switching to isolate power for tree pruning	105 Barker Road HOWARD SPRINGS NT 0835
14/08/2026	17/08/2026	Installation of driveway crossover	110 Edelsten Road HOWARD SPRINGS NT 0835
20/08/2026	21/08/2026	Install crossover	16 Grosvenor Court HOLTZE NT 0829
17/08/2026	17/08/2026	Repair a leaking water services	312 Bronzewing Avenue HOWARD SPRINGS NT 0835
24/08/2026	09/11/2026	Subdivision works	80 Hopewell Road BERRY SPRINGS NT 0838
11/08/2026	11/08/2026	Vegetation Works	295 Power Road MCMINNS LAGOON NT 0822
05/08/2026	05/08/2026	EMERGENCY WORKS - Leaking water service within the verge.	10 Durian Road VIRGINIA NT 0834
05/08/2026	05/08/2026	EMERGENCY WORKS - Leaking Water service within the verge	175 Stow Road HOWARD SPRINGS NT 0835
11/08/2026	11/08/2026	Vegetation Works	71 Virginia Road VIRGINIA NT 0834
17/08/2026	17/08/2026	Phasing relocation.	175 Woodcote Crescent GIRRAWEE NT 0836
17/08/2026	17/08/2026	Phasing relocation	340 Produce Road GIRRAWEE NT 0836
17/08/2026	17/08/2026	Repair a leaking water services	150 Sittella Road HOWARD SPRINGS NT 0835
17/08/2026	17/08/2026	Repair a leaking water services	17 Lockerley Court HUMPTY DOO NT 0836
17/08/2026	17/08/2026	Repair a leaking water services	19 Scholes Road HUMPTY DOO NT 0836
07/08/2026	07/08/2026	Under boring of road to repair water line. Client has no water.	95 Colton Road ACACIA HILLS NT 0822
20/08/2026	20/08/2026	Fault Indicator Trial at GBS-0092.	155 Stow Road HOWARD SPRINGS NT 0835
25/08/2026	25/08/2026	Vegetation outage works.	430 Girraween Road MCMINNS LAGOON NT 0822
31/07/2026	31/07/2026	Repair broken service.	15 Wells Creek Road VIRGINIA NT 0834
19/08/2026	21/08/2026	Vegetation Outage, Installation of PSU's, Removal of PSU's	288 Trippe Road North Road HUMPTY DOO NT 0836
07/08/2026	23/08/2026	Install additional driveway	141 Bandicoot Road BERRY SPRINGS NT 0838

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS – NIL

FINANCIAL IMPLICATIONS – NIL

RISKS – NIL

COMMUNITY ENGAGEMENT – NIL



Attachment A

21 August 2026

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

RE: Letter of Comment Development Application**PA2026/0270****Hun: 695 P: 04874 31 Caldwell Road MCMINNS LAGOON, Hundred of Strangways
Shed extension with reduced side setback**

Thank you for the Development Application referred to this office on 11/08/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) If you were to apply a 1% variance to the property size, this application would comply with the requirements of the NT Planning Scheme, Table D to Clause 5.4.3, Minimum Building setbacks.

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

- a) It was noted during the assessment of this application that this property has two driveway entry points to the property. Council does not have a record for a request or approval for any second driveway access and as such, an application should be submitted to Council. Noting that one access it to this proposed shed extension, Council proposes including a condition for driveway crossovers.

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

- a) The crossover and driveway shall meet Litchfield Council's requirements, and be designed in accordance with the NT Subdivision and Development Guidelines.

- b) Prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.

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

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

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

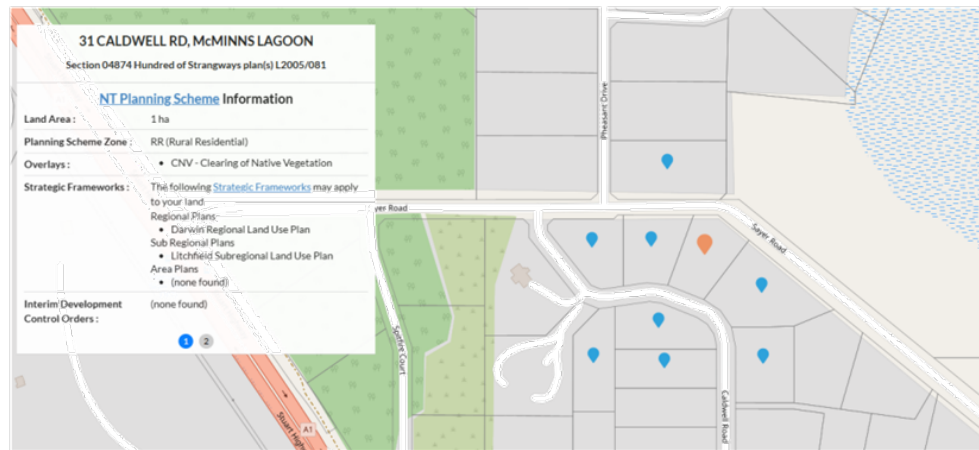
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 33.

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

Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader





Attachment B

21 August 2026

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

RE: Letter of Comment Development Application**PA2026/0266**

**Hun: 695 P: 01957 5 Benham Court HUMPTY DOO, Hundred of Strangways
Addition of outbuildings (Carport, Shed) and 2 x demountable structures (shipping
containers) with a reduced side setback to a single dwelling.**

Thank you for the Development Application referred to this office on 11/08/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) The proposed reduced side setback, particularly in relation to the shed with the skillion roof, has stormwater implications for the neighbouring property. Concentrating runoff in this manner may compromise the integrity of the boundary fence and direct flows onto the neighbouring land.
- b) The proposal does not comply with the required 4 m firebreaks and, given it is intended for the storage of various materials, would present a fire hazard.

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

- a) Whilst the neighbouring property may provide support for the proposal, consideration should be given to the amenity of future residents should the neighbouring property ever change ownership.
- b) Council understand the applicant would like to keep outbuildings and ancillary structures within close proximity however, the property is 2ha with ample room for additional structures. Further, there are already three ancillary structures to the dwelling-single on the property. The 5-bay shed appears to not comply with the

setback requirements however Council understands this does not form part of this application.

- c) Additionally, Council has noted that the property has two accesses, one from Krichauff Road and the other from Benham Court. It appears both accesses have been approved by Litchfield Council at an earlier date in 2020.

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.

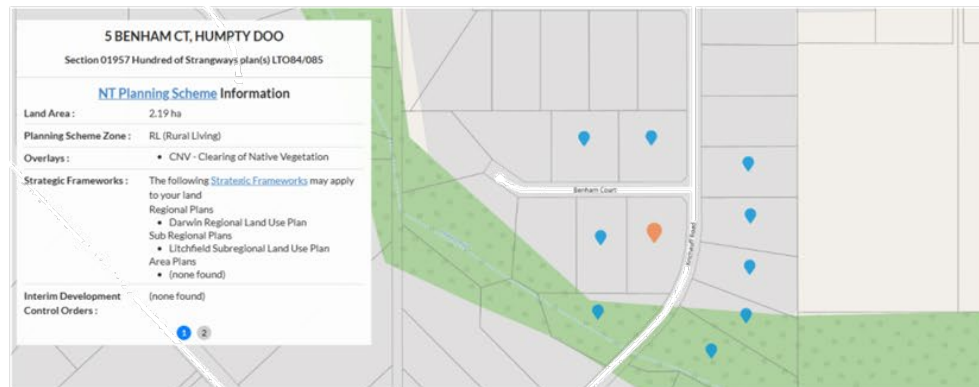
If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader

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





Attachment C

14 August 2026

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

RE: Letter of Comment Development Application**PA2026/0257****Hun: 055 P: 06486 23 Grice Crescent COOLALINGA, Hundred of Bagot
Dwelling Group (20 x 3 bedroom) in 7 single storey buildings**

Thank you for the Development Application referred to this office on 31/07/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

Litchfield Council notes that this application is proposed in accordance with the relevant parts of the *NT Planning Act 1999* (the Act) and the *NT Planning Scheme 2020* (NTPS).

The NTPS, Part 4, 4.3 Zone LMR – Low-Medium Density Residential and the Assessment Table to that zone defined use, Dwelling-Group (5+) is Merit Assessable. Noting that Merit Assessable is at the discretion of the consent authority ensuring that the use does not impact on the amenity of the area and accords with the relevant zone purposes and outcomes.

As such, Litchfield Council provides the following comments and issues for consideration by the Authority based on an assessment against both the requirements of the Act and the NTPS, noting that Council is supportive of development within the Coolalinga area however, development should consider the overall amenity for the existing residents and businesses and also the incoming residents and businesses which stand to benefit from the development.

Council wishes to lodge the following submission under Section 49(3) of the *NT Planning Act*, in which Council objects to the granting of a Development Permit for the following reasons:

Response to 46 (3)(a) Compliance with the planning scheme

- a) The proposal **does not comply** with the NTPS 5.4.1 Residential Density, noting that as per Table A to 5.4.1 the density is; 1 *dwelling* per 300m² for a 2+ bedroom *dwelling* as part of a dwelling-group or dwelling-multiple.

The application requests a variation to this requirement, noting that overall the proposal does not comply by a factor of 2.83% for each proposed dwelling. Whilst this only results in approximately 9m² per dwelling collectively, based on the design and layout of the dwelling-group this impacts some dwellings more than others given that the private open space areas are varying sizes.

Council would propose that the number of dwellings should be reduced to allow more consistent areas of private open space.

This would also provide benefit to the requirement 5.4.3 of NTPS, Building Setbacks in which Unit 9 and Unit 20 have reduced side setbacks for limited areas that interact with the rear-lot boundary.

This would provide further benefit to breeze penetration and building design providing better amenity for the residents and would also provide a better visual amenity for the neighbouring properties.

- b) Whilst the proposal complies with 5.4.6 Private Open Space, noting that the design is dimensionally adequate as per the provided plans, Units 1 to 9 private open space areas are constrained by a stormwater drainage easement.

The purpose of 5.4.6 Private Open Space is to be (d) inclusive of areas for *landscaping* and *tree planting*. Any landscaping and tree planting could potentially compromise the function of the stormwater drainage system and as such Council cannot support this current proposed design.

- c) Further to the above, Part 2 of the NTPS, the Coolalinga and Freds Pass Rural Activity Centre Area Plan (area plan) is the applicable area plan for this development. The Statement of Effect for the proposal does not provide the intended function of the residential development and whether it is for any specific purpose. Noting that the area plan has specific requirements should the proposal be for the purpose of Retirement Living, the application would need to demonstrate how it complies with the Planning Principles Objective 4.4 Retirement Living. This detail has not been provided.

Response to 46(3)(e) Land Capability and 46(3)(g) Public Utilities and Infrastructure

- a) Coolalinga And Freds Pass Rural Activity Centre Land Capability And Needs Assessment which is the supplementary document to the area plan, states that;

Expansion of Coolalinga 'north' will require a fourth sewer pump station and connection of the two package treatment plants to Power and Water's reticulated network.

The Department of Health has also advised that the capacity of existing reticulated infrastructure is limited to servicing existing urban and commercial development; and that future urban development will rely upon the extension of reticulated services.

These requirements are addressed in the area plan under Planning Principle 5, Essential Infrastructure.

The statement of effect notes that *'Reticulated power, water and sewer services are available to service the proposed development and will be connected to these services to the satisfaction of Power and Water Corporation'*.

Based on previous applications within the area, Council notes that development has not been able to proceed due to the sewerage treatment plants being over-capacity. Confirmation should be obtained from Power and Water Corporation that this development would not impose additional demand on already constrained services, and until support is obtained, Council cannot support this development.

Response to 46(3)(h) - Amenity

- a) Planning Principle 9 of the area plan is Mosquito Mitigation.
Objective 9.3 requires mitigation against mosquito breeding and notes that;
 - i. A strategy and associated works to manage mosquito breeding in the paperbark swamp is established prior to any development of adjacent land for residential land uses. The mosquito management strategy and associated works will:
 - accord with advice from the government agency responsible for medical entomology;
 - minimise any impact on natural systems; and
 - be compatible with recreation uses of the immediate area.

The Paperbark swamp is located within Parcel 6491 and 7103 which is adjacent to Parcel 6486 the development site.

The statement of effect speaks to functionality of the building design and the inclusion of private open spaces and stormwater management, but does not mention mitigation measure for mosquito breeding or consideration of the adjacent paperbark swamp.

In Council's opinion, without effective mitigation measures, this factor alone would have a significant adverse impact on the liveability of the proposed development.

Based on Council's assessment of the development proposal, Litchfield Council is unable to support the proposal in its current form. The matters identified above should be addressed and incorporated into any revised proposal before Council can reconsider its position.

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 the following changes to the proposed plans are required:
 - i. Council requires driveway crossovers to be 6m in width.
 - ii. Design should be in accordance with the NT Subdivision and Development Guidelines, Standard Drawing SS1006. (noting that infrastructure category for this development is Category A).
- b) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.

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

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

- a) The kerb crossovers and/or driveways to the site are to meet the technical standards of Litchfield Council. The owner shall remove disused crossovers; provide footpaths/cycleways, as required by Litchfield Council; collect stormwater and discharge it to the drainage network; and undertake reinstatement works; all to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.
- b) No fence, hedge, tree or other obstruction exceeding a height of 0.6m is to be planted or erected so that it would obscure sight lines at the junction of the driveway and public street, to the satisfaction of Litchfield Council.
- c) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Interim Development Control Order 33.

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

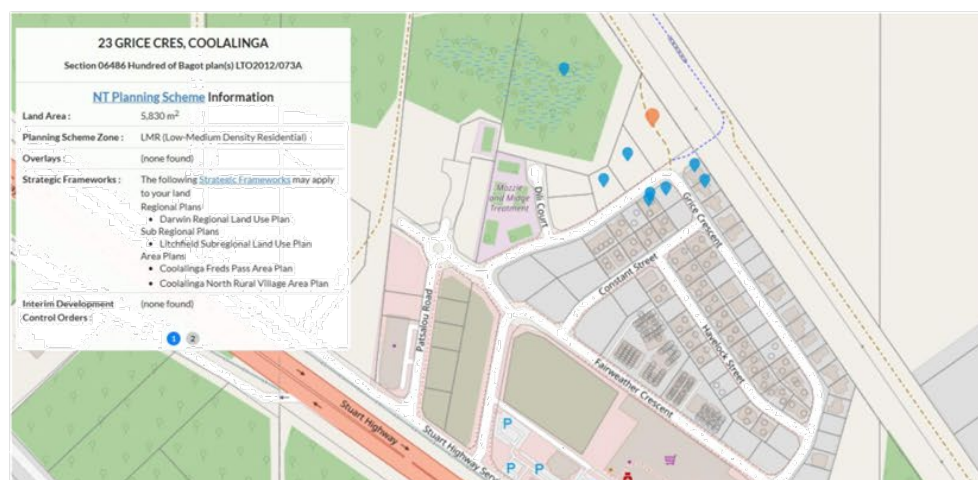
Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader

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





21 August 2026

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

RE: Letter of Comment Planning Scheme Amendment Application

PA2026/0205

Hun: 695 P: 02653 7 Bees Creek Road FREDS PASS, Hundred of Strangways
Planning Scheme Amendment - proposed planning scheme amendment to the NTPS 2020 to facilitate infill development and subdivision in Zone LR by reducing the minimum lot size and allowing more types of homes in Zone LR Territory-wide

Thank you for the Planning Scheme Amendment Application referred to this office on 27/07/2026, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

Litchfield Council provides the following letter of comment in response to the proposed Planning Scheme Amendment to facilitate infill development and subdivision in Zone LR (Low Density Residential).

Council previously provided feedback during the "Have Your Say" consultation in December 2025. Council's position remains that the proposed changes should not apply within the Litchfield Municipality.

Council's Position

Council does not support the proposed amendment in its current form.

While Council acknowledges the intent to increase housing diversity and make more efficient use of existing infrastructure, the proposal is not appropriate for Litchfield. The municipality has a distinct rural lifestyle character, a different development pattern to Darwin and Palmerston, and sufficient land available to accommodate a range of lot sizes and housing typologies through planned development.

There is no demonstrated need for broad-scale infill development within existing Zone LR areas in Litchfield. Current land supply meets demand. Introducing infill rights would risk:

- altering the established rural and low-density character of the municipality;
- reducing privacy, open space and residential amenity;

- increasing traffic, noise, parking and local service pressures;
- placing additional demands on roads, stormwater infrastructure, waste services and community facilities; and
- creating additional regulatory, maintenance and service delivery responsibilities for Council.

Council's previous submission identified infrastructure constraints in areas such as Coolalinga, including sewer capacity limitations, and ageing or constrained trunk infrastructure in other activity centres. These matters should be resolved through appropriate infrastructure strategies before any additional development pressure is introduced.

Existing opportunities under Zone LMR

Council notes that the NT Planning Scheme already provides for higher-density residential development through Zone LMR (Low-Medium Density Residential). Zone LMR is intended to accommodate a greater range of dwelling types and densities than Zone LR and can be applied to locations that are strategically suited to increased density.

In Council's view, the existing LMR zone already provides a mechanism to deliver increased density where it is appropriate, without also introducing additional density rights within Zone LR. If higher-density outcomes are sought particularly in Greenfield development, the Planning Scheme already contains a suitable zone for that purpose.

Council considers that it is preferable to direct density to locations that are planned and serviced for that outcome, rather than enabling additional development rights across all LR-zoned land.

Identified infill areas and mapping

Council has reviewed the indicative mapping provided with the proposal. The mapping appears to identify potential infill sites primarily on the basis of lot size, configuration and the exclusion of land affected by flooding or storm surge.

In the Litchfield Municipality, the mapping does not appear to reflect local conditions or infrastructure constraints. For example, in the Humpty Doo locality, the mapping identifies only four lots as potential infill sites. One of those lots is in fact a drainage reserve and park vested in favour of Council. It is not suitable for residential infill development and should not have been identified as a candidate site.

The mapping also only reflects existing 900m² lots and does not illustrate the potential extent of infill if the proposed 10% lot size variation is applied. Allowing a 10% variation to the minimum lot size would have significant implications for the number of lots potentially affected and the scale of additional density that could be realised.

This raises concerns about the reliability of the mapping and whether the proposed amendment is based on an adequate understanding of local land ownership, infrastructure capacity and planning constraints. If the mapping cannot accurately identify suitable sites at a high level, Council has limited confidence that the proposed approach will deliver appropriate outcomes at the development assessment stage.

Strategic planning and cumulative impacts

The proposal relies heavily on individual development assessment to determine whether infill development is suitable. Council considers that this approach will not adequately identify or manage cumulative impacts across a suburb, locality or activity centre.

A single development may appear acceptable when considered in isolation, but multiple approvals over time may collectively result in:

- increased traffic on roads designed for lower-density development;
- greater demand on drainage and stormwater infrastructure;
- increased wear and maintenance requirements for local roads and other assets;
- additional demand for waste, animal management and regulatory services;
- pressure on parks, open space and community facilities; and
- loss of established neighbourhood character and amenity.

Council considers that suburb-level or precinct-level infrastructure and servicing assessments should be undertaken before any general infill rights are introduced in Zone LR.

Limitations of the development assessment process

Council's experience is that the Development Consent Authority generally determines only matters within its statutory power under the Planning Act and the NT Planning Scheme.

Matters outside that statutory decision-making role are often left to Council and the developer to discuss separately, including:

- the feasibility of infrastructure upgrades;
- the detailed design and construction standards for council-owned assets;
- asset handover requirements;
- maintenance and renewal responsibilities; and
- the funding of ongoing lifecycle costs.

This creates a significant risk that a development may be approved because it satisfies the Planning Scheme, while unresolved infrastructure or servicing matters remain for Council to address with the developer.

Once an approval has been issued, Council may have limited leverage to require changes to the development or secure appropriate infrastructure outcomes. The amendment should not assume that individual development assessment will resolve matters that are outside the DCA's statutory powers.

If infill development is to be enabled, the Planning Scheme should contain clear and enforceable mechanisms addressing:

- infrastructure capacity;
- the need for council consultation;
- consideration of the NT Subdivision and Development Guidelines in reference to infrastructure design, asset handover and acceptance requirements.

Previous consultation and community feedback

Council notes that the proposed amendment follows the Northern Territory Planning Commission's 2025 "Have Your Say" consultation on infill development and subdivision in Zone LR, and the subsequent Report to the Minister outlining recommended changes to planning controls.

Council's previous submission raised concerns about cumulative impacts, infrastructure capacity, differences between municipalities, and the lack of a demonstrated need for broad-scale infill in Litchfield. Having regard to the proposed amendment as exhibited, Council considers that these matters have not been sufficiently addressed in the current drafting.

In particular, the proposal:

- continues to rely heavily on individual development assessment to manage cumulative infrastructure, servicing and amenity impacts;
- applies a broad, Territory-wide approach that does not adequately differentiate between established urban areas and rural lifestyle municipalities such as Litchfield; and
- does not clearly demonstrate why infill is required in Litchfield, given existing land supply and infrastructure constraints.

Council requests that further explanation of how the issues raised during the 2025 consultation, including those specific to Litchfield, have informed the final design of the amendment, and consider further refinements to better reflect local circumstances.

Appropriate planning approach for Litchfield

Council considers that the planning principles in existing activity centre plans should be maintained.

Where growth or increased development intensity is intended in locations such as Coolalinga or Howard Springs, that growth should be supported by:

- a clear strategic planning framework;
- infrastructure and servicing strategies;
- assessment of sewer, drainage, transport and road capacity;
- consideration of community facilities and open space;
- clear funding arrangements; and
- a defined implementation pathway.

Council does not consider that a general infill provision within Zone LR is necessary to achieve these outcomes. If higher-density development is considered appropriate in a particular location, the Planning Scheme should consider a mechanism such as 'location specific' development to accommodate that outcome in a more targeted and planned manner.

Specific comments on proposed Planning Scheme changes

The following section are Council's responses to the proposed amendments to the Planning Scheme;

	Current Provision	Proposed Amendment	Litchfield Council response
Minimum Lot Size	800m ²	450m ²	Maintain current provision
Lot Size Variations	Up to 5% reduction (minimum 760m ² lot)	Up to 10% reduction (minimum 405m ² lot)	Maintain current provision
Types of Homes	'Dwelling-group' & 'dwelling-multiple' <u>prohibited</u>	'Dwelling-group' & 'dwelling-multiple' = <u>development permit required</u>	Maintain current provision
Density	1 dwelling-single plus a dwelling-independent (i.e. granny flat)	1 dwelling per 450m ² as part of a dwelling-group or dwelling-multiple (with a maximum of 10% variation in some cases)	Maintain current provision
Minimum lot frontage (450-600m² lots)	13 metres	12 metres	Maintain current provision
Battle-axe lots	To be avoided	Allowed in limited circumstances	Maintain current provision
Subdivision on land affected by flooding and storm surge overlays	To be avoided	Prohibited on affected portion of lot	Maintain current provision
Dwelling-group and dwelling-multiple on land affected by flooding and storm surge overlays	Allowed above flood level	Prohibited on affected portion of lot	Maintain current provision

Recommendation

Council recommends that the proposed amendment:

1. Not proceed in its current form, particularly in relation to the Litchfield Municipality.
2. Exclude Litchfield Municipality from any Territory-wide changes intended to facilitate infill development in Zone LR.
3. Require further strategic and infrastructure assessment before any infill provisions are introduced.
4. Clearly demonstrate how feedback from the 2025 “Have Your Say” consultation has been considered and addressed.
5. Avoid relying solely on individual development assessment to resolve cumulative infrastructure, servicing and amenity impacts.
6. Where increased residential density is considered appropriate, utilise ‘location specific’ development requirements within the Planning Scheme;
7. Further noting that Greenfield development can utilise the existing Zone LMR provisions rather than introducing additional density rights within Zone LR.

Conclusion

Litchfield Council does not support the proposed changes to facilitate infill development and subdivision in Zone LR in the Litchfield Municipality.

Council considers that the proposal is not sufficiently justified by local housing or land supply circumstances within Litchfield, does not adequately reflect Litchfield’s rural lifestyle character, and has not demonstrated that existing infrastructure and services can accommodate the additional development pressure.

Council supports planned growth in appropriate locations, including growth within activity centres and new urban development areas where supported by infrastructure strategies and appropriate funding arrangements. However, Council considers that broad infill development within existing Zone LR areas is not the appropriate mechanism for Litchfield.

Council requests consideration of the matters raised in this submission and provide further opportunity for Council to comment on any revised statutory provisions before the amendment progresses.

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

Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader

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

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



Attachment E

12 August 2026

Eve-Marie Davies and Anita Gajski
Development Assessment Services and Lands Planning
Department of Lands, Planning and Environment
GPO Box 1680
Darwin NT 0801

RE: Letter of Comment Concurrent Application**PA2026/0080**

Hun: 695 P: 05111 79 Freds Pass Road HUMPTY DOO, Hundred of Strangways
A proposed Concurrent Application to From Zone RL (Rural Living) to Zone LMR (Low-Medium Density Residential)

Thank you for the information provided by the applicant in response to the Development Consent Authority requests for amendments to the development plans for the abovementioned development and the opportunity to provide a response. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

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

The Development Consent Authority hearing for the above proposal was held on 17 June 2026 in which normal proceedings were followed. Council was disappointed however to receive responses from the applicant to our previous submission at the time of the hearing when the applicant had in fact provided this response a week earlier to Development Assessment Services. Should Council have received this information prior to the hearing discussion regarding particular concerns could have been far more robust and may have contributed further to the requested amendments in the deferral.

However, noting both the applicants initial response to Council's submission and then the further information provided as a result of the deferral, Council provides the following response;

Council objects to the granting of a Planning Scheme Amendment and Development Permit for the following reasons:

Zoning and Dwelling Density

There are two elements to consider in relation to zoning and dwelling-density. Based on Planning Principle 4 Residential Growth and Housing Choice in the Humpty Doo Activity Centre Plan (activity centre plan), objective 4.1 speaks to lot sizes and residential densities and objective 4.2 speaks to the sequence and transition of residential zones. 4.2 (i) therefore can be interpreted to represent a transition of density based on the suggested zoning types. Objective 4.3 Facilitate Retirement Living speaks to amenity and accessibility of community areas and a density consistent with low medium density residential.

Council objects to the proposed zoning, noting that it is not consistent with the Humpty Doo Activity Centre Plan (activity centre plan), particularly in relation to Objective 4.2 (i) transition of residential density which states that Zone LR – Low Density Residential lots of no less than 800m² next to areas of Zone RR (Rural Residential). This is because the density of LR is 1 dwelling-single per lot. So irrespective of this being a subdivision or development, the density of dwellings along any boundary that adjoins RL – Rural Living (current) or proposed future RR – Rural Residential (as per the activity centre plan) should not exceed 1 dwelling per 800m². Council believes this is the intention and strategic intent of the activity centre plan

The applicants response to Councils comments points to Objective 4.3 (iii) of the activity centre plan stating that it specifically references LMR density outcomes in relation to retirement living.

Whilst 4.3 (iii) does state that subdivision and development for the purpose of retirement village may have a residential density consistent with Zone LMR, this same density can be achieved through CL – Community Living. Which allows 1 dwelling-single per 300m² as part of a dwelling-group. The objective only states that the density is consistent it does not specifically state it should be LMR.

Council proposes that CL - Community Living zone is much more appropriate to the development noting the proposed use as Retirement Living. The Zone Purpose as per 4.9 of the *NT Planning Scheme 2020* (NTPS) is to *provide for community living that provides, temporary and permanent accommodation, and non-residential facilities for the social, cultural and recreational needs of residents.*

4.9 (5) states that;

The design, operation and layout of development:

- (a) makes a positive contribution to the locality by incorporating a high quality of built form and landscape design;
- (b) is sympathetic to the existing streetscape, scale and character of surrounding development;
- (c) ensures that there is no unreasonable loss of **amenity** for surrounding premises;
- (d) provides safe and convenient pedestrian and bicycle **access** within the development and strong connections to external transport networks; and
- (e) mitigates the potential for land use conflict with existing and intended surrounding development.

All of these elements are much more aligned to Retirement Living than zone LMR.

Whilst Low-Medium Density Residential (LMR) is proposed at 1 dwelling per 300m² in accordance with *Table A to Clause 5.4.1 Dwelling Density in Certain Zones* within the NTPS, Council still argues that the requirement for average net densities of 10 to 20 dwellings per hectare as within the Humpty Doo Activity Centre Plan, Objective 4.1 (ii) applies. Noting that the applicants response was that *"this target applies across the broader area plan and therefore can be achieved collectively without requiring individual development to comply to that exact figure"*. Objective 4.1 (ii) refers to land identified as 'urban residential' within the Rural Activity Centre Core Area.

Although the applicant contends that the requirement can be satisfied on a collective basis, allowing this development to exceed the standard would effectively consume capacity intended to be shared across the broader site, thereby constraining the ability of future development to meet the same requirement.

To this end, Council would argue that the dwelling numbers should not exceed 49 dwellings for the site of 2.49ha.

As such, in response to the request for amended design Council supports the earlier Technical Report provided by DAS in conjunction with the deferral items and suggests that the applicant should revise the design to cap dwellings at 49 only which would then result in achieving dwelling design which support breeze penetration, natural light and shade.

Council does not accept that these elements can be addressed through conditions on a development permit.

Stormwater design and Private Open Space

Council notes that minimum private open space requirements are dimensionally adequate as per the provided plans, and the DCA request for further information in relation to fencing and landscaping, however as per Council's original submission there is concern regarding the function and impact of stormwater drainage on the private open space. The original comment;

While the private open space meets *NT Planning Scheme* minimum requirements for the proposed dwelling types, there are 21 northern/western boundary dwellings that are constrained by the preliminary swale drain design leaving very little usable private open space and also causing concern for stormwater drainage functions.

To clarify and correcting the earlier comment, there are 14 dwellings on the South Eastern boundary that have a large swale drain with a proposed base width of 5m, and, 7 dwellings on the Northern boundary that have a large swale drain with proposed base width of 3m.

Council believes this type of drain is a constraint on the Private Open Space, limiting the usable space noting that the drains will likely require the provision of an easement to protect the function of them, therefore the proposal does not comply with the requirements of 5.4.6.1 of the NTPS.

Council does not accept that these elements can be addressed through conditions on a development permit.

Traffic Impact Assessment

Litchfield Council as the road authority classifies Freds Pass Road as a Primary Collector Road. As such, a Traffic Impact Assessment is required to establish the suitability of the surrounding vehicle and pedestrian infrastructure to support this development.

The traffic impact assessment should consider surrounding development proposal, particularly that of the Arnhem Highway Duplication project which design is currently underway. Noting that this development is only 170m to the east of the proposed upgrades to Challenor Circuit and Freds Pass Road, it would be remiss of the applicant to not consider the impacts of these upgrades on this retirement living development. For the safety of the residents and surrounding community.

Irrespective of the Arnhem Highway Duplication works, Council considers that based on the road classification and the proposed use and number of dwellings, a separate turning lane into the site is necessary from both directions and that upgrades are required to the footpath network to ensure pedestrian accessibility.

Council does not accept that these elements can be addressed through conditions on a development permit as the required upgrades may have substantial financial implications on the development.

All necessary upgrades identified in a traffic impact assessment will be the financial responsibility of the applicant/ developer.

In summary, Litchfield Council can not support this application in its current form even with the minor amendments following the deferral request for information.

Council does not support the zoning, the density and does not believe that the provided Traffic Impact Statement provides enough information to support the development.

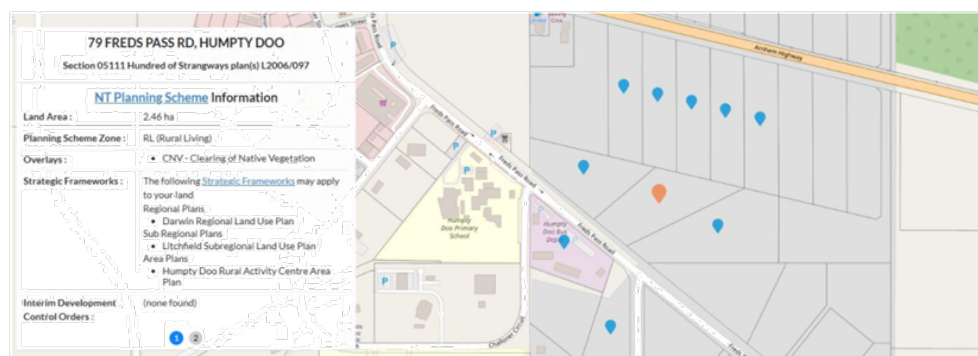
Council would like to also suggest that further feedback be sought from NT Police, Fire and Emergency services in relation to the density of the development and the accessibility of emergency services. Particularly Fire response, noting that this development is proposed to adjoin Rural Living parcels of land which have a much higher risk of bushfire. The initial response provided by their department did not appear to consider the adequacy of the design of the development.

Should you have any questions in relation to the above, please contact the Planning and Development team, (08) 8983 0600.

Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader



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

AUTHOR: Abby Allen, Business Support Officer - Planning
Jaimie O'Connor, Planning and Development Program Leader

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: Nil

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.

RECOMMENDATION

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.

BACKGROUND

The Holtze Land Development, “The Parks” is an approved subdivision development consisting of 572 lots constructed over 18 stages. The subdivision consists of a number of public open space areas or public parks that will be the responsibility of Litchfield Council for care, control and management.

Generally, the land for public parks created on a survey plan will be vested in the authority that will have care control and management but through an administrative error, these particular entry parks were vested in the Developer. As such, an administrative process is required to transfer the land titles to Litchfield Council.

The Developer has confirmed that this error will not happen again and that all future public park land parcels will be vested in Litchfield Council in the first instance.

Litchfield Council’s acceptance of these public parks is in accordance with the Development Permit issued for the subdivision and in alignment with the NT Subdivision and Development guidelines and is subject to a process of design approval, construction surveillance and practical completion.

Images below show the survey plan with lots highlighted and an aerial photo of the finished entry parks.



LINKS WITH STRATEGIC PLAN

Places - Roads and Infrastructure

LEGISLATIVE AND POLICY IMPLICATIONS

INF08 Subdivision and Development

Planning Act 1999

NT Planning Scheme 2020

Land Title Act 2000

FINANCIAL IMPLICATIONS

There is NIL financial cost to Council for this administrative process.

RISKS

There are NIL perceived risks for this administrative process.

COMMUNITY ENGAGEMENT

NIL

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).

AUTHOR: Abby Allen, Business Support Officer - Planning

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Litchfield Council Submission - Lands & Planning Legislation Amendment (Red Tape Reduction) Bill 2026

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.

RECOMMENDATION

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.

BACKGROUND

The Bill was introduced into the Northern Territory Legislative Assembly on 26 August 2026 and referred to the Legislative Scrutiny Committee for inquiry and report.

The Committee invited written submissions, with submissions closing on 7 September 2026. The Committee's inquiry remains current with the Committee required to inquire and report by 7 October 2026.

The Bill contains a number of proposed amendments to the Northern Territory planning and development framework that may have implications for local government.

Given the submission timeframe, officers provided the submission at Attachment 1 to identify matters considered relevant to local government, including the potential implications of proposed changes for planning, development, roads, traffic, stormwater, infrastructure and the management of cumulative development impacts.

The submission also distinguishes between reforms that may appropriately reduce unnecessary regulatory burden and changes that may reduce rigour, certainty or transparency or transfer risks and responsibilities to local government.

COUNCIL CONSIDERATION

Council has not previously determined a position on the Bill.

The officer submission was provided to ensure that matters of relevance to local government were brought to the Committee's attention within the available timeframe. It is now appropriate for Council to consider the submission and determine whether it supports the matters raised.

Officers consider that Council should support reforms that genuinely reduce unnecessary regulatory burden while maintaining appropriate rigour, certainty, transparency and accountability within the planning and development system.

Of particular relevance to Council is ensuring that legislative changes do not inadvertently transfer development-related infrastructure, drainage, road, traffic or other impacts and associated costs to local government or the community without appropriate consideration at the development assessment stage.

Where the Bill increases rigour, certainty or transparency, Council would consider providing its support.

GOVERNANCE

The distinction between the officer-level submission and Council's formal position is important.

The submission was provided by officers within the Committee's submission period and was not represented as a resolution or position of Council. Any endorsement or other position determined by Council through this report will therefore constitute Council's formal position and may be communicated to the Legislative Scrutiny Committee.

The next Ordinary Council Meeting is scheduled for 21 September 2026, providing an opportunity for Council to determine its position while the Committee's inquiry remains current.

CONCLUSION

An officer-level submission regarding the Bill has been provided to the Legislative Scrutiny Committee within its submission timeframe. Council has not previously resolved a position on the Bill.

The 21 September 2026 Ordinary Council Meeting provides an opportunity for Council to consider the submission and determine its formal position while the Committee's inquiry remains current.

Officers recommend that Council determine its position having regard to the officer submission at Attachment A.

LINKS WITH STRATEGIC PLAN

Places - Roads and Infrastructure

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

There are no immediate financial implications arising from Council determining its position on the Bill.

Depending on the final legislation and its implementation, there may be longer-term implications for Council associated with infrastructure, roads, drainage, development assessment and asset management.

RISKS

The principal risk is that changes to the planning and development framework may reduce council's ability to appropriately identify and manage development impacts or may result in costs or responsibilities being transferred to local government.

Providing a formal Council position allows these matters to be clearly communicated to the Legislative Scrutiny Committee.

COMMUNITY ENGAGEMENT

Nil



SUBMISSION

Lands and Planning Legislation Amendment (Red Tape Reduction) Bill 2026 Serial 77

To	Legislative Scrutiny Committee Legislative Assembly of the Northern Territory
By email	LSC@nt.gov.au
Submitted by	Litchfield Council
Date	7 September 2026
Contact	Geoff Thomas, Director Infrastructure and Operations 08 8983 0632 geoff.thomas@litchfield.nt.gov.au

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

1. Overview

Litchfield Council (hereafter, 'Council') welcomes the opportunity to make a submission to the Legislative Scrutiny Committee on the Lands and Planning Legislation Amendment (Red Tape Reduction) Bill 2026 (Serial 77) (hereafter, the 'Bill').

Council does not oppose the reduction of unnecessary regulatory burden. As discussed at [Section 4](#), several amendments in the Bill improve the rigour of the building and planning systems and Council supports them.

Council's position on the balance of the Bill is straightforward. A number of provisions do not reduce administrative burden. They reduce the statutory role of local government in decisions whose consequences local government is then required to manage.

In three instances the Bill removes a mandatory entitlement that local government presently holds and replaces it with a discretion exercised by another party.

In a fourth it removes a statutory requirement to consult Council about assets Council owns. Council does not agree to any of them.

Council notes that none of these provisions is described in those terms in the Explanatory Statement, and that according to the official written transcript, none was raised at the public briefing held on 31 August 2026.

Council has not resolved a position on the Bill. This submission is made at officer level, and any endorsement by Council would follow.

2. Council positions

Council asks the Committee to approach the Bill on the following basis.

- Council does not accept any reduction in its existing statutory involvement in planning, development and place naming decisions affecting its municipality. Council's involvement in these processes is not administrative burden; it is the means by which Council can contribute to and manage the consequences of a decision which affect it, and its community who live and work in the Litchfield municipality.
- Where the Bill increases rigour, certainty or transparency, Council would be supportive of the proposed amendments.
- Where the Bill removes or qualifies an entitlement Council presently holds, Council opposes it and asks that the provision be withdrawn or redrafted so that the entitlement is preserved.
- Where an efficiency objective is legitimate, Council submits that it can be met by confining a process rather than by removing local government from it. Council has identified, in each case, an amendment that would achieve the Department's stated objective without reducing Council's role.

Council makes 30 recommendations. They are consolidated at Attachment A. Council has not sought to comment on every one of the 86 clauses in the Bill.

• **Tel** (08) 8983 0600 • **Email** council@litchfield.nt.gov.au • **Web** www.litchfield.nt.gov.au
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3. Council's interest in the Bill

Litchfield is a rural and urban residential municipality adjoining Darwin and Palmerston, experiencing ongoing growth and land use change, including rural and urban residential subdivision, industrial and logistics development on the Darwin periphery, and development associated with the use and management of groundwater resources.

Council does not determine development applications. Under the Planning Act 1999 that function sits with the consent authority. What Council does is carry the consequences, and in the case of subdivision it does so by operation of law. Under S.64 of the Planning Act, on registration of the plan of survey the roads, drainage reserves, parks and open space created by a subdivision vest in Council. Following vesting and acceptance, Council assumes the long-term ownership, operation, maintenance and renewal responsibilities associated with those public assets. The adequacy of the infrastructure delivered at the time of subdivision therefore has long-term financial, operational and public safety implications for Council and the community. Council is thereafter the roads authority, the drainage authority, the manager of the open space and the addressing authority, and it is Council that receives the enquiries when a road floods, a culvert proves undersized, an intersection proves unsafe or a bore fails.

Council also holds a defined statutory role in each of the systems the Bill amends:

- under S.48 and S.49(3) of the Planning Act 1999, Council is entitled to notice of a development application in its area and may make a submission on it;
- under S.50(2), if Council makes a submission the consent authority must invite a representative of Council to appear before it and give evidence;
- under S.22(7), (8) and (9), Council is entitled to be notified if the Planning Commission intends not to conduct a hearing on a planning scheme amendment, to respond to that intention, and to appear if a hearing is held;
- under S.91, Council nominates the community members appointed to the relevant Division of the Development Consent Authority;
- under Schedule 2 of the Building Regulations 1993, Council is a reporting authority whose consent is required to a discharge of surface water on to a road, public place or adjoining property, and to construction or alteration within a road reserve;
- under S.9(1A) and S.9(4)(a) of the Place Names Act 1967, Council is an interested person whose views must be sought before a place within its area is named.

The Bill reduces four of those six. It leaves the automatic transfer of assets to Council at S.64 entirely untouched. The effect of the Bill, taken as a whole, is that Council's responsibilities remain exactly as they are while its opportunities to influence the decisions that create those responsibilities are narrowed. Council asks the Committee to consider each provision in that light.

4. Amendments supported

Council identifies the following so that the Committee understands Council's objections are directed at specific provisions and not at the Bill as a whole. Each of these increases rigour rather than reducing it. Where support is conditional, that is stated.

- Clause 16 (S.59(1)(b), Building Act 1993) removes the ability to grant a building permit concurrently with the required reports, approvals or consents being granted or supplied. A

• Tel (08) 8983 0600 • Email council@litchfield.nt.gov.au • Web www.litchfield.nt.gov.au
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building permit will no longer be able to be issued at the same moment Council's stormwater or road reserve consent is given. Council supports this without qualification.

- Clause 29(2) and (5) (Schedule 3, Cl.'s 5(2) and 6(2), Building Act 1993) removes the words 'or intends to apply' and requires an applicant to actually supply the relevant report or consent. Council supports this without qualification.
- Clause 43 (new Reg.20CA, Building Regulations 1993) requires a copy of each relevant planning or other prescribed consent, report or approval to accompany a builder's declaration, so that Council's consent forms part of the completed record. Council supports this without qualification.
- Clause 65 (S.38(2), Planning Act 1999) confines an exceptional development permit to the matters listed in that subsection. Council supports this without qualification.
- Clause 77 (S.89(2), Planning Act 1999) allows an alternate community member to act during a vacancy in the office of a community member, not only during an absence. At present the community voice Council nominates can be absent from a Division for the whole of a vacancy. Council supports this without qualification.
- Clauses 18, 20 and 21 remove 'in all material respects' from the Building Act inspection and occupancy provisions, raising the standard from substantial to full compliance. Council supports this without qualification.
- Clause 35 (Reg.8(2A), Building Regulations 1993) gives a reporting authority express power to request additional documents and to inspect the building work it is required to report on. Council supports this only if the amendments sought at Recommendations 22 and 25 are made. Without them the power cannot be exercised except at the cost of the limited time Council already has.

5. Planning Act 1999

5.1. Clause 69 — removal of Council's right to be heard by the consent authority

This is the provision of greatest concern to Council.

S.50(2) of the Planning Act 1999 presently provides:

If a local government council makes a submission in accordance with S.49(3), the consent authority must invite a representative of the council to appear before it and give evidence in relation to the development application.

That is a mandatory entitlement, and it is specific to local government. It is the mechanism by which Council places evidence about local roads, traffic, drainage, stormwater capacity, infrastructure servicing and local amenity before the Development Consent Authority — evidence that Council holds and that no other participant in the process holds.

Clause 69 repeals it. Under the Bill, S.50(1) provides that the consent authority must hold a meeting only if it receives a submission under S.49 and 'the relevant entity' — the Minister, or the Chair of the relevant Division of the Development Consent Authority — considers that a meeting would aid the consent authority's understanding of issues raised in submissions or provide further useful evidence or information. If a meeting is held, new S.50(2) provides that the consent authority 'may invite' any person or body who made a submission to attend and give evidence.

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Council's ability to be heard therefore becomes doubly discretionary. The Chair decides whether a meeting occurs at all. If one does, the Chair decides whether Council is invited to it. Council would retain the right to lodge a written submission and nothing beyond it.

Council does not accept that this is red tape reduction. It is the removal of a right. Council is not a member of the public who has made a submission. It is the authority in which the road, the drain and the reserve will vest under S.64 once the development is built, and which will be asked by residents to remedy what the approval did not address. Removing the one point in the process at which Council can be questioned, and can answer, reduces the quality of the information available to the decision-maker and does so in the class of matter where Council's information is least replaceable.

Council further notes that it is not a 'service authority' for the purposes of S.48A. Service authority is defined in S.3 as the Territory, a minister, the Power and Water Corporation or a prescribed statutory corporation, and statutory corporation expressly does not include a local government council. S.'s 48 and 49(3) are therefore Council's only statutory entry point into development assessment. Narrowing what follows from a S.49(3) submission narrows the whole of Council's role.

Council accepts that a consent authority should not be obliged to convene a meeting on every application in which any submission is received. That objective is met by confining the obligation to submissions made by a local government council, not by abolishing it.

Recommendation 1: That Clause 69 be amended to retain an entitlement specific to local government, to the effect that if a local government council makes a submission under S.49(3), the consent authority must hold a meeting and must invite a representative of the council to attend the meeting and give evidence.

Recommendation 2: That, if the Committee is not minded to accept Recommendation 1, Clause 69 be amended so that where the relevant entity decides not to hold a meeting or decides not to invite a council that has made a submission, the decision and the reasons for it must be given to the council in writing before the application is determined, and the council may make a further written submission in response.

5.2. Clause 66 — exceptional development permits granted without exhibition

S.39(1) presently allows the Minister, on receiving an application under S.38, to place the proposal on exhibition; or, 'if the proposal in the application is for a variation of a permit', to decide that the proposal is not so significant as to require exhibition; or to refuse the application without exhibition.

Clause 66 omits the words confining the second pathway to variations.

The effect is that the Minister may decide that an application for the grant of a new exceptional development permit is not so significant as to require exhibition. Exhibition is the trigger for Part 2, Divisions 3, 4 and 5 under S.39(3). Without exhibition there is no public notice, no submission right under S.22, no report to the Minister under S.24, no notice to Council and no hearing.

An exceptional development permit is, by definition, an approval for development or use that would otherwise not be lawful under the relevant planning scheme. It is the most consequential form of approval available under the Act and the one for which the case for public and local government scrutiny is strongest. The Bill would allow it to be granted with no external involvement at all.

The Explanatory Statement describes Clause 66 as enabling a significance assessment for initial exceptional development permits, previously limited to variations. Council submits that this does not

• **Tel** (08) 8983 0600 • **Email** council@litchfield.nt.gov.au • **Web** www.litchfield.nt.gov.au
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convey the effect of the amendment, and notes that it was not addressed at the public briefing on 31 August 2026. Council opposes the clause.

Recommendation 3: That Clause 66 be withdrawn and the confinement of the 'not so significant as to require exhibition' pathway to a variation of an exceptional development permit be retained.

Recommendation 4: That, if Clause 66 is to proceed in any form, it be confined to classes of proposal prescribed by regulation, and the Minister be required to give written notice to the local government council for the area, to invite and consider the council's comment, and to publish reasons, before granting a permit without exhibition.

5.3. Clause 61 — Planning Commission hearings on planning scheme amendments

S.22 presently provides three protections in favour of local government that Clause 61 removes in their entirety:

- S.22(7): if the Commission intends not to conduct a hearing it must notify the local government council and each person or body who made a submission of that intention, and give them a reasonable opportunity to respond;
- S.22(8): the Commission must consider any responses before deciding not to conduct a hearing;
- S.22(9): if the Commission conducts a hearing, it must invite the local government council and each person or body who made a submission to appear at the hearing and be heard.

Clause 61 replaces all three. A hearing is to be held if the Chairperson considers it would aid the Commission's understanding of issues raised in submissions or provide further useful evidence or information, and if a hearing is held the Commission 'may invite' any person or body who made a submission to attend and give evidence.

Council opposes the removal of each of the three protections.

S.22(7) and (8) are the only means by which Council learns that its submission on a planning scheme amendment will not be tested at a hearing, and the only opportunity Council has to put further material before that decision becomes final. The Department's evidence at the public briefing was that the requirement can cause delay where a single party or a small number of submissions is involved. Council does not accept that abolition is the proportionate response to that concern. The delay the Department describes arises from the obligation to notify and hear from every submitter. It does not arise from notifying the council for the area, of which there is only ever one.

S.22(9) is Council's entitlement to appear. Its removal was not identified at the public briefing and is not drawn out in the Explanatory Statement. Planning scheme amendments determine the future development pattern of the municipality and the infrastructure Council will be required to provide and maintain. Where Council has taken the step of lodging a submission on one, it should be entitled to appear at any hearing that is held.

Council also draws attention to the operation of S.22(5), under which advice or comment given by a council is taken not to be a submission if it does not oppose or contradict the application. The practical consequence is that Council must formally oppose a proposal in order to secure standing under S.22 at all. Removing the entitlements that presently follow from that standing renders it nominal.

Recommendation 5: That Clause 61 be amended to retain, in relation to a local government council, the effect of S.22(7) and (8), so that where the Commission intends not to conduct a hearing on a

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proposal affecting a council area it must notify that council, give the council a reasonable opportunity to respond, and consider any response before deciding. If the Committee accepts the Department's efficiency concern, that concern is met by confining the obligation to the local government council for the area rather than extending it to every submitter.

Recommendation 6: That Clause 61 be amended to retain, in relation to a local government council, the effect of S.22(9), so that where a council has made a submission and a hearing is conducted, the Commission must invite the council to appear and be heard.

Recommendation 7: That the Commission be required to give reasons for a decision not to conduct a hearing in relation to a proposal affecting a local government area.

5.4. Clause 74 — delegation by the Northern Territory Planning Commission

New S.81CA allows the Planning Commission, by resolution, to delegate to the Chairperson or any other member any of its powers and functions under the Act.

The delegation is unlimited on its face. It is not confined to the routine reporting role the Department described at the public briefing. It extends to significant development reports under S.50B and to the Commission's advice on the strategic framework.

Read with Clause 61, the combined effect is that a single delegate may decide that no hearing will be held on a planning scheme amendment affecting Litchfield, without notifying Council, without considering any response from Council, and without any obligation to invite Council to appear if a hearing is held. Council does not accept that decisions determining the extent of its own participation should be capable of being made by a single delegated member. The cumulative effect of the two clauses is greater than either alone and neither the Explanatory Statement nor the public briefing addressed the interaction.

Recommendation 8: That S.81CA be amended to exclude from the powers capable of delegation the power to decide whether to conduct a hearing under S.22, and the preparation of significant development reports under S.50B; and that an instrument of delegation under S.81CA be published on the Commission's website.

5.5. Clause 67 — notice of development applications to Council

Clause 67 inserts the words 'under subsection (1)' into S.48(3), so that written notice is not required under S.48(1) if a development application includes the approved form completed by the applicable local government council.

The clause is presented as a drafting clarification. Its effect is to confirm and entrench an existing gap in Council's notice rights, and Council does not support it proceeding on its own.

In practice an applicant obtains a completed Council form at pre-lodgement, on a concept. The application lodged some months later may differ from the concept the form addressed. Because the form is attached, Council receives no notice of the application as lodged and no invitation to make a submission under S.49(3). Council's participation is fixed at the point of the earliest and least informed engagement it has with the proposal, and Council has no means of knowing that the proposal has changed.

If the Bill is to put the operation of S.48(3) beyond doubt, Council submits that it should do so on terms that make the provision workable.

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Recommendation 9: That S.48(3) be amended so that it applies only where the approved form was completed by the council in relation to the application as lodged and within three months before lodgement.

Recommendation 10: That S.48(3) be amended to make clear that a local government council may make a submission under S.49(3) notwithstanding that written notice was not required under S.48(1).

5.6. Clauses 60, 62 and 63 — consistency with the strategic framework

These clauses replace the test in S.'s 13(1)(b), 25(2)(b) and 30D(4A)(b). Two changes are made together.

The first is a change from whether a proposed amendment is 'contrary to' the strategic framework to whether it is 'consistent with' it. That raises the bar and Council supports it.

The second narrows the test to 'the parts of the strategic framework in the planning scheme that are relevant to the amendment'. Council does not support the narrowing. The strategic framework applying to Litchfield includes the Litchfield Subregional Land Use Plan, and its provisions on rural residential character, water resources and infrastructure sequencing should be engaged by any rezoning in the municipality, whether or not a proponent characterises them as relevant to the amendment sought. As drafted, the provision permits a selective reading of the framework and offers no means of testing the selection.

Recommendation 11: That 'relevant to the amendment' be expressed to include any part of the strategic framework relevant to the land or to the use proposed; and that the decision-maker be required to identify in the reasons for decision which parts of the strategic framework were treated as relevant and why.

5.7. Clauses 71, 72 and 73 — enforcement

Council supports the introduction of new S.79AA. Enforcement that depends on a complaint being lodged is a longstanding practical problem, and a pathway that allows a matter to be brought forward without one is an improvement. Council's concern is that the pathway is not made available to it.

Only an authorised officer — a person appointed by the Minister under S.76 — may refer a matter under S.79AA. A council that identifies unlawful development in its area has no ability to refer. Further, where a matter proceeds by referral rather than complaint there is no complainant, so under S.79A(2) as amended by Clause 73 no third party is told the outcome. A council that reported the matter is told nothing. Council is frequently the first to identify unlawful development, through its own compliance, infrastructure and customer request functions, and is often the only party with a continuing interest in the outcome.

On Clause 71, reducing the minimum show cause period from 20 business days to 20 days shortens the period for response from approximately four weeks to under three. Council supports prompt enforcement action but does not support achieving it by reducing procedural fairness. Recipients in Litchfield are frequently individual rural landholders without ready access to planning or legal advice.

Recommendation 12: That S.79AA be amended so that a local government council may refer an alleged contravention occurring in its area to the consent authority for investigation.

Recommendation 13: That S.79AA and S.79A be amended so that the local government council for the area in which an alleged contravention occurred is notified of the decision whether to investigate and of the outcome of the investigation.

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Recommendation 14: That Clause 71 be withdrawn and S.77A(3) retain a minimum period of 20 business days or, in the alternative, not less than 28 days.

5.8. Clause 79 — retrospective application to submissions already made

New S.221(2) applies the amended S.22 to a submission made before commencement where the Commission had not yet decided whether to conduct a hearing. New S.221(8) applies the amended S.50 to a submission made under S.49 before commencement where a meeting had not yet been held.

The effect is that a submission Council has already lodged, in reliance on the participation rights then in force, would be dealt with under the reduced rights. Council opposes this. By contrast, S.221(4) provides a carefully constructed transitional accommodation for the reduction of the Minister's decision period under S.25(3). The Bill therefore protects the position of a decision-maker whose timeframe is shortened while giving no protection to a submitter whose rights are removed.

Recommendation 15: That S.221 be amended so that S.'s 22 and 50, as in force at the date a submission was made, continue to apply in relation to that submission.

6. Place Names Act 1967

Council has been closely involved in place naming within its municipality and opposes the Place Names amendments as they affect local government.

S.9(1A) presently requires that, before the Place Names Committee reports to the Minister, the views of interested persons be sought. S.9(4)(a) provides that where the report relates to a place within a local government area, interested persons includes the local government council established for that area. Council therefore has a statutory entitlement to be consulted on the naming of any place in its municipality.

Clause 52 confines the Committee's remit to places specified in S.4A(1)(a), (b), (da), (e), (f) and (g). Clause 51 splits S.4A(1)(d), so that a park or garden open to or used by the public sits in paragraph (d) and a reserve or a recreation or sporting ground sits in new paragraph (da). The combined effect is that roads, streets, lanes, trails and thoroughfares under S.4A(1)(c), and public parks and gardens under S.4A(1)(d), are removed from the Committee's remit and moved to the Surveyor-General under new S.10A.

New S.10A contains no equivalent of S.9(1A). There is no requirement to seek the views of interested persons and therefore no requirement to seek the views of the council. Council's statutory entitlement to be consulted about the naming of roads and parks within its own municipality is removed and nothing is put in its place. Council opposes that outcome.

The Department's evidence on 31 August 2026 was that most road and neighbourhood park names arise in new subdivisions where no residents yet live, that a naming theme is usually applied, and that such names are non-controversial. Council does not accept that this justifies removing its entitlement. Consultation with Council is not principally a check on controversy. Council is the roads authority, the addressing authority and, by operation of S.64 of the Planning Act, the owner of the roads and parks in question. Road and park names in Litchfield sit in Council's asset registers, on Council's signage, in Council's rural addressing data and in the data relied on by emergency services. Consultation with Council is how a name is made to work. The Department's efficiency objective is met by streamlining the process, not by removing the owner of the asset from it, and Council's views can be sought within a defined period without materially affecting approval timeframes.

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Council also draws the Committee's attention to a drafting anomaly. New S.10A(3) provides that the Surveyor-General must not make a recommendation in relation to a road, street, lane, trail or thoroughfare 'that is not vested in the Territory or a local government council' unless the owner agrees. The protection is given only to owners other than the Territory and councils. The result is that a road vested in Litchfield Council may be named or renamed without Council's agreement, while a privately owned road may not. Council, as the owner of the asset, would have less statutory standing than a private landowner. Council can identify no policy basis for that result and suspects it is unintended.

A further concern arises from the combination of Clauses 53 and 55. Under new S.10A(1) the Surveyor-General makes the recommendation. Under new S.11A(1A) the Minister may delegate the S.11(3)(a) approval power to the Surveyor-General. The same office may therefore both recommend and approve, without committee oversight and, as the Bill stands, without any obligation to consult the council in whose area the place lies. Council notes that local government presently holds structural representation in this process: under S.5(3)(b) one member of the Place Names Committee is appointed from among persons nominated by the Local Government Association of the Northern Territory. Moving a class of naming out of the Committee removes local government's only structural voice in relation to that class, at the same time as it removes the consultation requirement.

Recommendation 16: That new S.10A include a requirement equivalent to S.'s 9(1A) and 9(4)(a), so that before making a recommendation in relation to a place within a local government area the Surveyor-General must seek the views of the council for that area and provide those views to the Minister.

Recommendation 17: That S.10A(3) be amended so that a road, street, lane, trail or thoroughfare vested in a local government council may not be the subject of a recommendation unless that council agrees.

Recommendation 18: That the delegation in new S.11A(1A) not extend to approving a recommendation the Surveyor-General has made under S.10A(1); or, at a minimum, that it be exercisable only where the views of the relevant council have been sought and no objection has been received.

Recommendation 19: That S.11D require written notice to the local government council for the area of any name approved for a place within that area, and that the register under S.11B be maintained in a publicly accessible, searchable online form.

7. Building Regulations 1993 — Council as a reporting authority

Under Schedule 2 of the Building Regulations 1993, Council is a reporting authority for any building that will effect a discharge of surface water on to the road, public place or adjoining property, or that requires new construction or alteration to existing conditions or facilities within a road reserve. Council's role in each case is to consent, not merely to report. This is the mechanism by which vehicle crossovers, road reserve works and stormwater connections to Council's network are settled.

Schedule 3, Clause 7 of the Building Act 1993 provides that a reporting authority is taken to have responded to a request for a report or consent if the response is not provided within the prescribed time. Reg.9 sets that time at 10 days. Council can therefore be taken to have consented to a stormwater discharge on to its road network, or to works within its road reserve, by the passage of 10 days. Council then carries the drainage or asset consequence permanently, with no opportunity to have imposed a condition.

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The Bill makes three changes to that position, and Council opposes the balance of them.

Clause 35 extends Council's role as a reporting authority to an amendment to a building permit, and Clause 29(1) and (4) makes the corresponding change to Schedule 3, Clauses 5 and 6. Council supports being consulted on amendments, since an amendment can alter a stormwater discharge as readily as an original application. Council does not accept the extension on the present terms, because it enlarges the range of matters on which Council may be deemed to have consented without giving Council any additional time in which to respond.

Clause 36 replaces Reg.9. The 10-day period is now measured from receipt of the request together with the information required under Reg.8(2), which is an improvement Council supports. However, new Reg.9(2) and (3) allow only the Northern Territory Fire and Rescue Service to give notice that an extension of time is required, and only its time is extended. Clause 29(7) amends Schedule 3, Clause 7 to accommodate that extension.

Council does not contest the extension provided to the fire service. Council asks why the same accommodation is not extended to councils. The operational position is identical: a request may arrive requiring the assessment of a stormwater design against a local drainage network, and 10 days may not be sufficient to do that properly. If the consequence of the fire service running out of time is considered serious enough to warrant a safety valve, the consequence of a council being deemed to have consented to a discharge it has not assessed is no less serious, and it is permanent.

Clause 38 illustrates the point. New Reg.16A allows a building certifier to request a report from the Northern Territory Fire and Rescue Service at occupancy certification stage, so that the service can confirm that what was built accords with what it reported on. Council has no equivalent. Council consents to the stormwater design and to the road reserve works at building permit stage, and has no statutory means of confirming, before the building is occupied, that they were constructed as consented. The Bill creates precisely the mechanism Council needs and confines it to another authority.

Finally, new Schedule 3, Clause 11 inserted by Clause 29(8) distinguishes between reporting authorities. Where a building certifier does not follow a recommendation of the Northern Territory Fire and Rescue Service, the certifier must provide a statement of the reasons for the decision under Clause 11(2)(c)(ii). Where a certifier does not follow the recommendation of any other reporting authority, including Council, only a copy of the decision is required under Clause 11(1)(b). Council can identify no reason for the distinction.

Recommendation 20: That Reg.9(2) and (3) be extended to all reporting authorities or, at a minimum, to local government councils.

Recommendation 21: That, if Recommendation 20 is not accepted, Schedule 3, Clause 7 of the Building Act 1993 be amended so that it does not operate to deem a consent to have been given where the matter is a consent rather than a report.

Recommendation 22: That a request for additional documents under new Reg.8(2A)(a) suspend the running of the Reg.9 period until the documents are supplied.

Recommendation 23: That Reg. 16A be extended to enable a building certifier to request a report from the local government council at occupancy certification stage on works within the road reserve and on stormwater discharge that the council consented to at building permit stage.

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Recommendation 24: That the statement of reasons requirement in new Schedule 3, Clause 11(2)(c)(ii) apply to all reporting authorities.

Recommendation 25: That the Council entry in Schedule 2 be reviewed and extended to cover discharge into council stormwater drainage infrastructure, drainage easements and public open space, and to occupancy certification consequential on Reg.16A.

8. Building Act 1993 — public assembly and legacy buildings

Council supports the Bill's response to the Ombudsman's investigation report Can we fix it? Building certification in the NT. The pathway created by Clauses 22 and 40 for legacy buildings is workable and Council expects to make use of it in relation to its own older community facilities. Council raises two matters.

First, the Bill responds to the Ombudsman's recommendations 1, 2 and 4 but does not implement recommendation 3, which was that the Department consider the merits of additional legislative measures to ensure appropriate checks are made on an ongoing and regular basis on the continuing safety, health and amenity of buildings used for public assembly. Clause 19 moves in the opposite direction, allowing a building used for public assembly to be occupied on a certificate of existence or a certificate of substantial compliance rather than an occupancy permit. Council is the owner or lessor of a number of buildings and places used for public assembly and supports the introduction of an ongoing checking regime for that class of building.

Second, Clause 19 inserts S.66(3), exempting a temporary structure that is a marquee or shade structure and does not have tiered seating or fixed internal structures from occupancy certification entirely. Council opposes the exemption in its present form. Council is frequently the owner of the land on which public events are held and the authority that approves their use of that land. Litchfield is within a cyclone region and wind loading on temporary structures is a material risk. An exemption expressed without reference to size, occupant capacity or wind loading transfers risk to Council as landowner and event approver, and leaves Council with no certification on which to rely.

Recommendation 26: That the Bill be amended, or a commitment given, to implement the Ombudsman's recommendation 3 in relation to buildings used for public assembly.

Recommendation 27: That the exemption in S.66(3) be conditioned by reference to floor area or occupant capacity, and that engineered tie-down and wind-loading certification be required for exempt structures within cyclone regions.

Recommendation 28: That the local government council for the area be notified where a certificate of existence is granted for an Importance Level 3 or 4 building within its area.

Recommendation 29: That Reg.36G be amended so that a certificate of existence is not an available form of occupancy certification for a relocated Class 1a building, given that such a building is re-erected on a new site with new footings, connections and stormwater arrangements.

9. Valuation of Land Act 1963

Council levies rates under the Local Government Act 2019 on the basis of valuations made under the Valuation of Land Act 1963. Council supports the modernisation of the service provisions but raises one matter.

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Clause 84 provides that a document sent by email is taken to be given when it is sent. Clause 81 replaces 'receives' with 'is given' in S.18(1), so that the period within which an owner may object to a valuation runs from that point. An owner whose email fails, is filtered or is misaddressed may lose the right to object without ever knowing that a valuation issued. Owners in that position raise the matter with Council in the first instance, because it is Council that issues the rates notice.

Recommendation 30: That S.44(2) provide that a document sent by email is taken to be given on the business day after it is sent, and that the Valuer-General be empowered to extend the period for objection where a person satisfies the Valuer-General that the notice was not received.

10. Summary

Council supports a reduction in unnecessary regulatory burden and has identified seven provisions of the Bill that it supports without qualification. Council does not accept that the removal of local government from planning, development and place naming processes is a reduction in regulatory burden. It is a transfer of influence away from the level of government that carries the resulting cost.

The Bill leaves entirely untouched the vesting of subdivision assets in Council under S.64 of the Planning Act. Council will continue to own, operate, maintain and renew the roads, drains, crossovers, footpaths and reserves that development creates. What the Bill changes is Council's ability to influence the decisions that determine what Council will be required to manage. Council asks the Committee not to endorse that outcome.

Council asks the Committee to give particular attention to Clause 69, Clause 66, Clause 61, Clause 74 and the Place Names amendments at Clauses 51 to 57. In each case a mandatory entitlement presently held by local government is replaced by a discretion exercised by another party, and in each case the effect of the change is not squarely described in the Explanatory Statement. In each case Council has identified an amendment that would meet the Department's stated objective without removing Council from the process.

Council would welcome the opportunity to appear before the Committee.

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Attachment A — Consolidated recommendations

No.	Recommendation
R1	That Clause 69 be amended to retain an entitlement specific to local government, to the effect that if a local government council makes a submission under S.49(3), the consent authority must hold a meeting and must invite a representative of the council to attend the meeting and give evidence.
R2	That, if the Committee is not minded to accept Recommendation 1, Clause 69 be amended so that where the relevant entity decides not to hold a meeting, or decides not to invite a council that has made a submission, the decision and the reasons for it must be given to the council in writing before the application is determined, and the council may make a further written submission in response.
R3	That Clause 66 be withdrawn and the confinement of the 'not so significant as to require exhibition' pathway to a variation of an exceptional development permit be retained.
R4	That, if Clause 66 is to proceed in any form, it be confined to classes of proposal prescribed by regulation, and the Minister be required to give written notice to the local government council for the area, to invite and consider the council's comment, and to publish reasons, before granting a permit without exhibition.
R5	That Clause 61 be amended to retain, in relation to a local government council, the effect of S.22(7) and (8), so that where the Commission intends not to conduct a hearing on a proposal affecting a council area it must notify that council, give the council a reasonable opportunity to respond, and consider any response before deciding. If the Committee accepts the Department's efficiency concern, that concern is met by confining the obligation to the local government council for the area rather than extending it to every submitter.
R6	That Clause 61 be amended to retain, in relation to a local government council, the effect of S.22(9), so that where a council has made a submission and a hearing is conducted, the Commission must invite the council to appear and be heard.
R7	That the Commission be required to give reasons for a decision not to conduct a hearing in relation to a proposal affecting a local government area.
R8	That S.81CA be amended to exclude from the powers capable of delegation the power to decide whether to conduct a hearing under S.22, and the preparation of significant development reports under S.50B; and that an instrument of delegation under S.81CA be published on the Commission's website.
R9	That S.48(3) be amended so that it applies only where the approved form was completed by the council in relation to the application as lodged and within three months before lodgement.
R10	That S.48(3) be amended to make clear that a local government council may make a submission under S.49(3) notwithstanding that written notice was not required under S.48(1).
R11	That 'relevant to the amendment' be expressed to include any part of the strategic framework relevant to the land or to the use proposed; and that the decision-maker be required to identify in the reasons for decision which parts of the strategic framework were treated as relevant and why.
R12	That S.79AA be amended so that a local government council may refer an alleged contravention occurring in its area to the consent authority for investigation.
R13	That S.79AA and S.79A be amended so that the local government council for the area in which an alleged contravention occurred is notified of the decision whether to investigate and of the outcome of the investigation.

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No.	Recommendation
R14	That Clause 71 be withdrawn and S.77A(3) retain a minimum period of 20 business days or, in the alternative, not less than 28 days.
R15	That S.221 be amended so that S.22 and S.50, as in force at the date a submission was made, continue to apply in relation to that submission.
R16	That new S.10A include a requirement equivalent to S.9(1A) and S.9(4)(a), so that before making a recommendation in relation to a place within a local government area the Surveyor-General must seek the views of the council for that area and provide those views to the Minister.
R17	That S.10A(3) be amended so that a road, street, lane, trail or thoroughfare vested in a local government council may not be the subject of a recommendation unless that council agrees.
R18	That the delegation in new S.11A(1A) not extend to approving a recommendation the Surveyor-General has made under S.10A(1); or, at a minimum, that it be exercisable only where the views of the relevant council have been sought and no objection has been received.
R19	That S.11D require written notice to the local government council for the area of any name approved for a place within that area, and that the register under S.11B be maintained in a publicly accessible, searchable online form.
R20	That Reg.9(2) and (3) be extended to all reporting authorities or, at a minimum, to local government councils.
R21	That, if Recommendation 20 is not accepted, Schedule 3, Clause 7 of the Building Act 1993 be amended so that it does not operate to deem a consent to have been given where the matter is a consent rather than a report.
R22	That a request for additional documents under new Reg.8(2A)(a) suspend the running of the Reg.9 period until the documents are supplied.
R23	That Reg.16A be extended to enable a building certifier to request a report from the local government council at occupancy certification stage on works within the road reserve and on stormwater discharge that the council consented to at building permit stage.
R24	That the statement of reasons requirement in new Schedule 3, Clause 11(2)(c)(ii) apply to all reporting authorities.
R25	That the Council entry in Schedule 2 be reviewed and extended to cover discharge into council stormwater drainage infrastructure, drainage easements and public open space, and to occupancy certification consequential on Reg.16A.
R26	That the Bill be amended, or a commitment given, to implement the Ombudsman's recommendation 3 in relation to buildings used for public assembly.
R27	That the exemption in S.66(3) be conditioned by reference to floor area or occupant capacity, and that engineered tie-down and wind-loading certification be required for exempt structures within cyclone regions.
R28	That the local government council for the area be notified where a certificate of existence is granted for an Importance Level 3 or 4 building within its area.
R29	That Reg.36G be amended so that a certificate of existence is not an available form of occupancy certification for a relocated Class 1a building, given that such a building is re-erected on a new site with new footings, connections and stormwater arrangements.
R30	That S.44(2) provide that a document sent by email is taken to be given on the business day after it is sent, and that the Valuer-General be empowered to extend the period for objection where a person satisfies the Valuer-General that the notice was not received.

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14.4.4 Lloyd Road Shared Path - Active Transport Fund

AUTHOR: Martin Loipersberger, Manager Infrastructure & Assets

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: Nil

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.

RECOMMENDATION

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
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.

BACKGROUND

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

The proposed pathway would provide a dedicated shared use connection between the residential area and the Humpty Doo Commercial Precinct, improving access to commercial services, community facilities, employment opportunities, schools and public transport infrastructure.

The pathway is not currently identified in the Litchfield Council Shared Path Plan 2020 and is not included in Council's current adopted capital works program.

Tranche 2 of the Australian Government's Active Transport Fund provides an opportunity to seek external funding for the construction of new walking and cycling pathways. The Fund has three principal objectives:

- improving road safety;
- reducing transport emissions; and
- supporting active and liveable communities.

The proposed project is considered to align with these objectives.

LINKS WITH STRATEGIC PLAN

Places - Roads and Infrastructure

LEGISLATIVE AND POLICY IMPLICATIONS

The project is generally consistent with Council's strategic objectives relating to:

- community connectivity;
- public safety;
- accessibility;
- transport infrastructure;
- shared path provision; and
- community health and wellbeing.

The project also aligns with the broader strategic planning principles identified in the Litchfield Council Municipal Plan 2026–2027, particularly those relating to safe and accessible connections between residential areas and activity centres.

The ATF forms part of the Australian Government's broader commitment to improving road safety outcomes for vulnerable road users, reducing transport emissions and supporting active and liveable communities.

The proposed funding application does not commit Council to proceeding with construction beyond the project and funding arrangements approved through the application. Any material change to the approved project scope or Council's financial commitment would be subject to further consideration by Council.

FINANCIAL IMPLICATIONS

Capital Cost

Preliminary design and assessment have identified an indicative project cost of \$360,000 excluding GST.

The estimate includes:

- site investigations;
- design;
- construction; and
- a 10% contingency.

The ATF provides funding of up to 50% of eligible project costs, subject to the program's eligibility requirements and a maximum program contribution of \$5 million per project.

Based on the current estimate, the proposed funding arrangement is:

Funding source	Estimated contribution
Active Transport Fund	\$180,000
Litchfield Council	\$180,000
Total project cost	\$360,000

The project is not currently included in Council's adopted capital works budget. The proposed Council contribution would therefore need to be funded from Council reserves.

The ATF guidelines provide that an LGA unable to provide a 50% co-contribution may seek alternative contributions and request a higher Australian Government contribution. However, contributions above 50% will only be considered in exceptional circumstances.

Ongoing Costs

The estimated ongoing maintenance and future renewal cost is approximately \$7,000 per annum.

These costs are not eligible for ATF funding and would become an ongoing Council operational and asset renewal obligation. The asset would need to be incorporated into Council's asset management planning and long-term financial forecasts.

Funding Application

The ATF application closes at 5:00 pm on 30 September 2026.

Council officers have capacity to prepare and submit the application within the available timeframe following Council's resolution.

Approval of the funding application by the Australian Government is not guaranteed.

Risks

Financial Risk

The current project cost is preliminary and may change following detailed site investigations, design development, identification of existing services and refinement of the construction methodology.

If the final project cost increases, Council's required contribution may also increase. The recommended resolution therefore limits the current commitment to up to \$180,000, with any material additional funding requirement subject to further Council consideration.

Funding Risk

There is no guarantee that the ATF application will be successful. Council would not be committed to construction solely as a result of submitting the application.

Opportunity Cost

The allocation of \$180,000 from Council reserves will reduce the funds available for other potential capital works and future Council priorities.

Asset Management Risk

The project would create an additional long-term Council asset with associated maintenance and renewal costs. These costs will need to be incorporated into Council's future operational and asset management planning.

Community Expectations

There has been positive community interest in improved connectivity between Lloyd Road and the Humpty Doo Commercial Precinct. Progressing a funding application may increase community expectations that the pathway will proceed.

If funding is not secured, or if the final project cost is materially higher than currently estimated, further Council consideration would be required before the project proceeds.

Overall, the identified risks are considered manageable and appropriate for a project at this stage of development.

Project Delivery Timeframes

Under the ATF guidelines, projects generally, are expected to be able to be completed within two years of commencing construction, as shown in the following table. Projects submitted with anticipated delivery timeframes outside this period may not be considered for funding.

Delivery milestone	Construction only projects	Design and construction projects
Completion of pre-construction design	Not applicable	Expected within 12 months of funding offer approval
Commencement of construction	Expected within 12 months of funding offer approval	Expected within 12 months of completion of design
Completion of construction	Expected within 2 years of the start of construction	Expected within 2 years of the start of construction
Acceptance of Post Completion Report (PCR)	Within 3 months of construction completion	Within 3 months of construction completion

COMMUNITY ENGAGEMENT

The project has arisen from community feedback regarding pedestrian and cyclist connectivity between the Lloyd Road residential area and the Humpty Doo Commercial Precinct.

The community benefits and strategic value of the proposed pathway were considered in the Strategic Discussion and Briefing paper presented to Council on 7 July 2026.

No additional community engagement is proposed prior to submission of the ATF application. If funding is secured and the project proceeds, further engagement would occur as appropriate during detailed design and project development.

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 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 Special 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 subregulation (3) - prejudice the interest of the council or some other person.

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING