



AGENDA

7th Ordinary Council Meeting 12th Council of Litchfield **Monday 16th March 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

A handwritten signature in black ink, appearing to read 'S. Hoyne'.

Stephen Hoyne
Chief Executive Officer



COUNCIL AGENDA

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- 2 OPENING OF MEETING**
- 3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE**
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6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RECOMMENDATION

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 16 February 2026, 17 pages be confirmed.



MINUTES

6th Ordinary Council Meeting 12th Council of Litchfield **Monday 16th February 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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UNCONFIRMED

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 Purick	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
	Vanessa Wallis	Supervisor Regulatory Services
	Paula Strong	Communications Officer
	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 6:03pm.

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

Councillor Cass

3.2 Apologies

Nil

3.3 Leave of Absence previously granted

Nil

3.4 Leave of Absence Request

4 DISCLOSURES OF INTEREST

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

4.1 Elected Members

Nil

4.2 Staff

Nil

5 PUBLIC QUESTIONS

Mr Tony Pritchard

- Can I get a refund on the rates I am paying towards my rubbish removal or the disposal of rubbish?
- Why does the council not facilitate to allow members, rate paying members to scavenge, repurpose, recycle?

Mr Dave Evans

Freds Pass Sport and Recreation Management Board (FPSRMB)

1. What is the current status of the lease with the Freds Pass Sport and Recreation Management Board (FPSRMB)?
2. Who is on the Freds Pass Sport and Recreation Management Board? Members and office bearers. Nothing on Litchfield Council or Freds Pass Reserve web sites.
3. Who is on the FPSRMB project steering committee? Nothing on Litchfield Council or Freds Pass Reserve web sites.

4. What were the FPSRMB project milestones mentioned under the January 2026 Minutes Item 15 Other Business? Nothing on Litchfield Council or Freds Pass Reserve web sites.
5. Item 12.1 of the Mayors Monthly Report mentions the Freds Pass Reserve Meet & Greet – Elected Members and Board on 10 February 2026. This has been clarified that it was referring to the Litchfield Council Elected Members and not FPSRMB Elected Members.
6. Task 29 – Reserves. Was the budget figure of \$9,635,745.07 all covered by the \$10M Federal government grant?
7. Freds Pass Master Plan. Expected issue date? User group and stakeholder consultation? Current Freds Pass Master Plan? Nothing on Freds Pass Reserve web site.
8. FPSRMB Chairman has exceeded two terms in office. Has the FPSRMB constitution been changed to allow an indefinite term in office?
9. Minutes of FPSRMB meetings? Nothing on Freds Pass Reserve web site.
10. Cheque 1712.60-01 to Freds Pass Sport & Recreation Reserve for 3rd quarter of \$257,055.15 implies an annual funding of \$1,028,220. Is this correct and is the amount audited?

Roads – General Observations

1. Road repairs
 - Why do Litchfield Council fill potholes that have water in them?
2. Road widening
 - Why were narrow bitumen strips added to either side of the road, and was this executed appropriately?
Have the verges been properly cambered in accordance with the required standards?
3. Road upgrades
 - Who is looking after the road widening for the northern access to Norbuilt and Gerry Wood ovals?

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RESOLUTION OCM/26/014

Moved: Cr Kevin Harlan

Seconded: Cr Kris Civitarese

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 19 January 2026, 16 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.

RECOMMENDATION

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

8 PETITIONS

Southport Agenda Item 14.2.2 Petition – Southport Road Seal Levy

Barry Mariotti from Southport.

Council failed to formally acknowledge the petition or provide progress updates; aside from a phone call in December advising the matter would be moved to January—which did not occur—I have received no formal correspondence confirming its acceptance. The road project was fully funded through approximately \$2.6 million under the Local Roads and Community Infrastructure (LRCI) Program, a post-COVID stimulus grant intended to support local employment and with a stated condition that no resident be financially worse off as a result of the works. At no stage prior to completion of the road or acquittal of the grant was a road levy discussed, despite residents seeking clarification, and this should have been transparently addressed before works commenced. Charging residents for works already funded raises serious concerns regarding compliance with the grant conditions. If the matter is not resolved today, with invoices withdrawn and residents refunded or credited, we will escalate the complaint to the Federal Government for investigation into Council's handling of the grant, compliance obligations and the charges imposed on residents.

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

10.1 Report Minutes of the Freds Pass Sport and Recreation Reserve Project Steering Committee - December 2025 and January 2026

Accepting Late Item, which is Included in the Confidential section of the meeting.

RESOLUTION OCM/26/015

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Pauline Cass

CARRIED 5/2

UNCONFIRMED

11 NOTICES OF MOTIONS

11.1 Notice of Motion - Knuckey

I, Councillor Daisy Crawford give notice that at the next Ordinary Meeting of Council be held on 16 February 2026, I intend to move the following motion:

Comments: Councillors sought clarification on how between-meeting communication would operate through Council and raised concerns that moving to six-monthly meetings does not align with the goal of increasing reserve use, particularly given Council's annual contribution. Several suggested quarterly meetings instead, noting past promotion efforts and attendance challenges, and acknowledging potential new users such as Top End Native Plants, with a proposal to hold four meetings per year rather than two.

Communication will continue via attendance at key events and email, with matters requiring approval reported to Council; however, committee meetings are struggling to achieve quorum, are brief and repetitive, making frequent meetings inefficient. With limited interest in new members. is proposed future direction be guided by a report to Council and progressed through alternative approaches rather than regular meetings.

MOTION

Moved: Cr Daisy Crawford

Seconded: Cr Kris Civitarese

1. That the meeting frequency in the terms of reference for the Knuckey Lagoon Reserve Committee be amended from bi-monthly to bi-annually.
2. Request the Chief Executive Officer or delegate to present a paper to Council with options to increase user groups and re-engagement in the Knuckey Lagoon Reserve.

RESOLUTION OCM/26/016

AMENDMENT

Moved: Cr Plaxy Purich

Seconded: Cr Pauline Cass

1. THAT the meeting frequency in the terms of reference for the Knuckey Lagoon Reserve Committee be amended from bi-monthly to every 3 months.
2. Request the Chief Executive Officer or delegate to present a paper to Council with options to increase user groups and re-engagement in the Knuckey Lagoon Reserve.

CARRIED 5/2

PROCEDURAL MOTION

Moved: Cr Kris Civitarese

Seconded: Cr Plaxy Purich

That item 14.2.2 Petition – Southport Road Seal Levy be moved to the next item.

Carried 7/0

14.2.2 Petition - Southport Road Seal Levy

EXECUTIVE SUMMARY

This report presents to Council a petition received from Southport residents regarding the road sealing work undertaken under the Local Roads and Community Infrastructure Program.

RESOLUTION OCM/26/017

Moved: Cr Kevin Harlan

Seconded: Deputy Mayor Emma Sharp

That Council:

1. thank the petition signatories for their time, effort, and community commitment in raising this matter;
2. notes the information in the report and instructs the Chief Executive Officer to review communication frameworks in relation to Road Seal Levies; and
3. Confirms that their position on the road seal levy applied to Southport properties remains unchanged.

CARRIED 4/3

Division was called by Councillor Harlan

Those voting in the affirmation, Mayor Wright, Deputy Mayor Sharp, Cr Daisy Crawford and Cr Plaxy Purich.

Those voting in the negative Cr Harlan, Cr Kris Civitarese and Cr Cass.

Comments: Councillors expressed support for continuing road sealing and acknowledged the purpose of the road seal levy, as well as legal advice confirming Council met its obligations; however, concerns were raised about communication with Southport residents and sought to improve communication in the future.

12 MAYORS REPORT

12.1 Mayors Monthly Report

RESOLUTION OCM/26/018

Moved: Mayor Rachael Wright

Seconded: Cr Kris Civitarese

Additional meetings:

Neville Drive – Palmerston Litchfield Seniors Association

Palmerston and Regional Business Development Meeting

CARRIED 7/0

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

14 OFFICER REPORTS

14.1 Corporate and Community

14.1.1 Minutes of Ordinary Council Meeting Held Monday 8 December

EXECUTIVE SUMMARY

At the January Ordinary Council meeting the December meetings minutes were not confirmed due to discrepancies in the minutes. These issues have now been amended.

RESOLUTION OCM/26/019

Moved: Cr Kevin Harlan

Seconded: Cr Daisy Crawford

1. That the full minutes of the Ordinary Council Meeting held Monday 8 December 2025, 14 pages be confirmed.

Comments: A Councillor raised concerns that the recorded outcome of Item 14.1.5 was inaccurate and proper voting procedure was not followed.

CARRIED 5/2

Division was called by Cr Harlan

**Those voting in the affirmation, Mayor Wright, Deputy Mayor Sharp ,
Cr Crawford and Cr Purich.**

Those voting in the negative, Cr Harlan, Cr Kris Civitarese and Cr Cass.

it will be noted that Cr Cass revoked her vote for the affirmation and voted for the negative.

14.1.2 People, Performance and Governance Report – January 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/26/020

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Daisy Crawford

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

CARRIED 7/0

14.1.3 Litchfield Council Finance Report – January 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 JANUARY 2026. Budget Review 1 2025/26 figures are shown.

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

The Balance Sheet has been updated in accordance with 2024/25 audited financial statements and Financial Reserves has been updated with original budget figures 2026.

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

RESOLUTION OCM/26/021

Moved: Cr Kevin Harlan

Seconded: Cr Plaxy Purich

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

CARRIED 7/0

14.1.4 Community Services and Development Monthly Report – January

EXECUTIVE SUMMARY

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

Councillor Harlan: page 99, what does star next to new members mean?

This will be taken on **notice**.

RESOLUTION OCM/26/022

Moved: Cr Kris Civitarese

Seconded: Cr Daisy Crawford

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

CARRIED 7/0

14.2 Executive and Community Development

14.2.1 Council Delegations to CEO

EXECUTIVE SUMMARY

This report presents to Council for their endorsement, the below proposed delegations to the Chief Executive Officer (CEO).

RESOLUTION OCM/26/023

Moved: Cr Daisy Crawford

Seconded: Cr Kris Civitarese

That Council:

1. delegates to the Chief Executive Officer:
 - a. Pursuant to Section 40 of the Local Government Act, Council delegates to the Chief Executive Officer its powers and functions under the Local Government Act and Local Government Regulations and any other Acts under which Council has powers, duties, authorities, and functions.
With the exception of the following:
 - i. Those matters referred to in Section 40(3) of the Local Government Act.
 - ii. Section 35 regarding the adoption of the Municipal Plan including the Annual Budget.
 - iii. Section 38(2) use of Common Seal.
 - iv. Section 54 appointment to fill casual vacancy on Council.
 - v. Section 82 establishment of Council Committees.
 - vi. The powers, functions and duties under Section Part 6.4, meetings of electors.

Conditions

- i. As per Section 40(4)(b), the power to waive a fee for service is only delegated to the CEO if the waiver provides a community benefit. Limited to \$5,000.
 - ii. Where Council has adopted a Council Policy, delegations are limited as set out in the Policy.
 - b. Pursuant to Section 183 of the Local Government Act, Council appoints the Chief Executive Officer as an Authorised person for the purpose of implementing Council's responsibilities under:
 - The Local Government Act.
 - Litchfield Council (Dog Management) By-laws.
 - Northern Territory Traffic Act and associated regulations; and
 - Northern Territory Control of Roads Act.
 - c. Pursuant to Section 40 of the Local Government Act, Council delegates to the Chief Executive Officer the power and authority to exercise all or any of the powers of Council under the Litchfield Council (Dog Management) By-Laws.
 - d. Pursuant to Section 40 of the Local Government Act, Council limits the power of the Chief Executive Officer to incur financial liabilities on behalf of Council to \$500,000, where provided for in the adopted budget.
 - e. Pursuant to Section 40 of the Local Government Act, Council limits the power of the Chief Executive Officer to enter into a contract on behalf of Council to \$500,000 were provided for in the adopted budget."
2. Delegates to the Chief Executive Officer, Executive Director Infrastructure and Operations, Director Corporate Services and Finance Program Leader.
- Pursuant to Regulation 22(1) authorises these delegates to sign cheques on behalf of Council; and
- b. Pursuant to Regulation 22(2) authorises these delegates to process electronic disbursements on behalf of Council.

CARRIED 7/0

UNCONFIDENTIAL

14.3 Infrastructure and Operations

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

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	3
Clearances for Development Permit Conditions	0
Sale, Lease, or Occupation of Crown Land Applications	0
Development Permits Issued	1
Liquor Licence Applications	1
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	7
Works Permits	19

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

ACTION: Letter to be sent to the Minister requesting a meeting with council.

RESOLUTION OCM/26/024

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Daisy Crawford

THAT Council:

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

CARRIED 7/0

15 OTHER BUSINESS

A councillor sought an update on the timeframe for minor remediation works at the unofficial Humpty doo primary school car park. Clarification was also requested regarding council's policy on accepting tyres at the Humpty doo facility after a constituent was turned away for presenting tyres that had been cut from rims, and whether clearer communication to residents is required. Follow-up was requested on previous correspondence regarding flooding concerns on Trippe Road North and Hana Street, as well as additional drainage matters, with emails to be forwarded where required.

A contractor has been engaged to provide a quote and council is awaiting pricing; once received and evaluated, an update will be provided. It was also agreed that the relevant emails be resent so they can be reviewed.

Taken on notice:

A councillor requested follow-up on previous correspondence regarding flooding on Trippe Road North and concerns raised about flooding on Hana Street, noting no response has yet been received. Clarification is also sought as to whether Hana Street falls within council's jurisdiction. The councillor will forward relevant emails to assist with investigation and response.

UNCONFIRMED

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/025

Moved: Deputy Mayor Emma Sharp

Seconded: Cr 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 Declared a dog restriction area - Asche

This matter is considered to be confidential under Section 99(2) - civ of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to sub regulation (3) - prejudice the interest of the council or some other person.

16.2 Proposed Transfer of Riverbank Paper Road Land - Berry Springs (Meade/Letchford Roads)

This matter is considered to be confidential under Section 99(2) - civ of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to sub regulation (3) - prejudice the interest of the council or some other person.

16.3 Netball Facilities at Fred's Pass Recreation Reserve

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.

16.4 Rates in Arrears - In Excess of Two Years

This matter is considered to be confidential under Section 99(2) - b of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information about the personal circumstances of a resident or ratepayer;

Late Report Minutes of the Freds Pass Sport and Recreation Reserve Project Steering Committee - December 2025 and January 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 sub regulation (3) - information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

CARRIED 7/0

Moved to confidential session at 7:40pm

RESOLUTION OCM/26/026

Moved: Cr Kris Civitarese

Seconded: Cr Kevin Harlan

Resume in Open Session and note the Mayor's report on Confidential Resolutions.

CARRIED 7/0

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING

The Meeting closed at **9:58pm**.

19 NEXT MEETING

Monday, 16 March 2026

20 MINUTES TO BE CONFIRMED

Monday, 16 March 2026

Mayor

Chief Executive Officer

Name

UNCONFIRMED

7 BUSINESS ARISING FROM MINUTES

7.1 Business Arising

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

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. Business Arising from Council Meetings.docx

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.

		In Progress	Business Arising from the Minutes	
		Completed	Ongoing	Superseded
Resolution	Resolution	Meeting Date	Officer	Current Status
ORD2022 11-173	<p>Road Opening Closing Meade Road, Darwin River</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 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 land owner the opportunity to continue conservation efforts; 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 note that this is an administrative process only and there is no commitment by Council to construct the road. 	19/07/2022	DIO	<p>In Progress</p> <p>A report has been prepared for this OCM for consideration by council</p>
ORD2023 11-093	<p>Cost to maintain the eight owned Council Recreation Reserves</p> <p>THAT Council:</p> <ol style="list-style-type: none"> engages a suitably qualified and experienced auditor or consultant to review the current costs to maintain Litchfield Council’s eight reserves in a safe condition to ensure that the Council is complying with their duties under the NT Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; requests the Chief Executive Officer to provide the auditors or consultant written report detailing the cost to maintain Litchfield Council’s eight reserves in a safe condition to the Chief Executive Officer to Elected Members to allow each of them to carry out their due diligence under the Northern Territory Work Health and Safety (National Uniform Legislation) Act 2011 and that the Elected Members are complying with their duties under the Local Government Act 2019; and receive the report prior to the first 2023-2024 Budget Review Meeting. 	20/06/2023	DIO	<p>In Progress</p> <p>Concerns have been raised regarding recommendations and data in the draft AMP. Communications are ongoing with the consultant.</p> <p>Noting</p> <p>Refer ORD2023 11-241</p>

<p>ORD2023 11-142</p>	<p>Freds Pass Reserve Expansion</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. adopt the Freds Pass Reserve land expansion concept to include: <ol style="list-style-type: none"> 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. 	<p>15/08/2023</p>	<p>DIO</p>	<p>Part 1a,1b Ongoing Crown discussions postponed for development of proposed use plan for the new area.</p> <p>Part 2 Ongoing Shared paths from Coolalinga to Fred’s Pass RR (medium term) and to Arnhem Hwy (short term) are addressed in DLI’s 2023 - 2033 NT Shared Path Review Outcomes Summary. Discussions with PWC held regarding potential access</p> <p>Part 3 Ongoing Final survey and title papers have been lodged to complete the gazettal process.</p>
<p>ORD2023 11-241</p>	<p>Cost to maintain the eight owned Council Recreation Reserves</p> <p>THAT Council support and note the proposed timeline to provide individual asset management plans for all Council reserves.</p>	<p>12/12/2023</p>	<p>DIO</p>	<p>In Progress Concerns have been raised regarding recommendations and data in the draft AMP. Communications are ongoing with the consultant.</p>

<p>ORD 2024 11-183</p>	<p>Disposal of Contaminated Concrete Waste Stockpiles from Council’s Waste Transfer Stations</p> <p>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.</p>	<p>20/08/2024</p>	<p>DIO</p>	<p>In Progress A Pollution Abatement Notice has been formally served requiring Council to address the matter of disposing contaminated concrete. Design and documentation and various consultant engagements are being finalised for tender release later in the year.</p>
<p>ORD 2024 11-265</p>	<p>Private Roads – No Name Road</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 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. 	<p>10/12/2024</p>	<p>DIO</p>	<p>In Progress Works has commenced on drafting the relevant survey documentation and legal documents, currently under review. Next steps are adjustments to the documentation followed by consultation with residents, assisted by the new Council comms officer.</p>

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

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 February 2026 to 16 March 2026.

Summary	
Date	Event / Meeting
18 February 2026	Litchfield DCA Meeting
19 February 2026	Litchfield Dragon Drawing Competition Presentation
27 February 2026	The Australian Army's 125 th Birthday Cocktail Party
3 March 2026	Strategic Discussion and Briefing Session
5 March 2026	Monthly Meeting with Mayor of Palmerston
5 March 2026	LGANT Mayors and Presidents Forum
5 March 2026	Litchfield Library International Women's Day
5 March 2026	TOPROC Meeting
9 March 2026	Meeting with St John
10 March 2026	Elected Member Mandatory Professional Development Course
16 March 2026	Community Forum
16 March 2026	Ordinary Council Meeting

RECOMMENDATION

THAT Council receive and note the mayor's monthly report for the period of 17 February 2026 to 16 March 2026.

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

14 OFFICER REPORTS

14.1 Corporate and Community

14.1.1 Litchfield Council Finance Report – February 2026

AUTHOR: Xixi Li, Accountant

AUTHORISER: Ankit Pansal, Acting Director Corporate Services

ATTACHMENTS: 1. Litchfield Council Finance Report February 2026

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 28 FEBRUARY 2026. Budget Review 1 2025/26 figures are shown.

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

The Balance Sheet has been updated in accordance with 2024/25 audited financial statements and Financial Reserves has been updated with original budget figures 2026.

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

RECOMMENDATION

1. That Council note the Litchfield Council Finance Report 28 FEBRUARY 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.

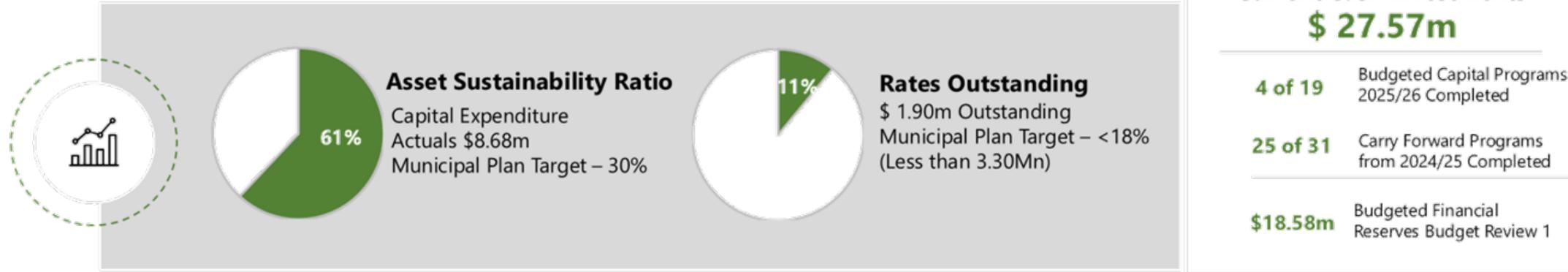
COMMUNITY ENGAGEMENT

Nil



Finance Report
February 2026

February 2026 DASHBOARD REPORTING



\$ 23.31m OPERATIONAL REVENUE

\$25.75m Budget – 90.52% Target Achieved

\$ 20.47m OPERATIONAL EXPENSES

\$33.47m Budget – 61.14% Spent

\$ 2.85m OPERATING SURPLUS

Budget (\$ 894k)

\$2.03m CAPITAL REVENUE

\$ 2.16m Budget- 94% Achieved

\$ 8.68m CAPITAL EXPENSES

\$ 24.63m Budget(Incl Budget Rollover) 35% Spent

\$ 6.65m CAPITAL DEFICIT

Budget (\$ 22.46m)

RATIOS

61%	Asset Sustainability Target 30% and more	Achieved
11%	Rates Outstanding Target less than 18%	Achieved
73%	Own Source Revenue Ratio Target 60% and more	Achieved
7.47	Current Ratio Target 1 and more	Achieved
0	Debt Service Ratio Target less than 1	Achieved

STATEMENT 1. COMPARISON ACTUAL PERFORMANCE AGAINST BUDGET¹

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the prescribed format required by Department of the Chief Minister and Cabinet - Form: Monthly Financial Reports. Year-to-date budget figures represent sixth-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 \$	2025/26 Budget Review 1 \$
OPERATING INCOME				
Rates	18,104,320.44	18,118,861.00	14,540.56	18,118,861.00
Charges	157,590.50	116,666.67	(40,923.83)	175,000.00
Fees and Charges	1,564,342.06	1,406,325.33	(158,016.73)	2,109,488.00
Operating Grants and Subsidies	2,394,157.88	2,636,581.33	242,423.45	3,954,872.00
Interest / Investment Income	1,001,396.09	838,506.00	(162,890.09)	1,257,759.00
Other Income	93,108.40	93,333.33	224.93	140,000.00
TOTAL OPERATING INCOME	23,314,915.37	23,210,273.67	(104,641.70)	25,755,980.00
OPERATING EXPENDITURE				
Employee Expenses	5,245,623.40	5,458,502.00	212,878.60	8,187,753.00
Materials and Contracts	6,023,527.59	6,972,264.67	948,737.08	10,458,397.00
Elected Member Allowances	167,937.32	240,989.33	73,052.01	361,484.00
Elected Member Expenses	41,078.28	199,095.33	158,017.05	298,643.00
Council Committee & LA Allowances	3,498.00	6,666.67	3,168.67	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	3,930.73	-	(3,930.73)	-
Accumulated Depreciation	7,900,666.67	7,900,666.67	-	11,851,000.00
Interest Expenses	-	-	-	-
Other Expenses	1,080,491.10	1,537,333.33	456,842.23	2,306,000.00
TOTAL OPERATING EXPENDITURE	20,466,753.09	22,315,518.00	1,848,764.91	33,473,277.00
OPERATING SURPLUS / DEFICIT	2,848,162.28	894,755.67	(1,953,406.62)	(7,717,297.00)

¹ Numbers in statements February include minor rounding differences.

Table 1.2 Monthly Operating Position

	YTD Actuals \$	YTD Budget \$	YTD Variance \$	2025/26 Budget Review 1 \$
BUDGETED OPERATING SURPLUS / DEFICIT	2,848,162.28	894,755.67	(1,953,406.62)	(7,717,297.00)
Remove NON-CASH ITEMS				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	7,904,597.40	7,900,666.67	(3,930.73)	11,851,000.00
TOTAL NON-CASH ITEMS	7,904,597.40	7,900,666.67	(3,930.73)	11,851,000.00
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	(8,680,475.69)	(16,420,472.40)	(7,739,996.71)	(24,630,708.60)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(2,755,802.00)	(2,755,802.00)	(4,133,703.00)
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	(8,680,475.69)	(19,176,274.40)	(10,495,798.71)	(28,764,411.60)
Add ADDITIONAL INFLOWS				
Capital Grants Income	2,000,000.00	1,262,328.00	(737,672.00)	1,893,492.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	8,185.76	2,755,802.00	2,747,616.24	4,133,703.00
Road Seal Levy	21,390.00	31,720.00	10,330.00	47,580.00
Transfers from Reserves	-	12,370,622.40	12,370,622.40	18,555,933.60
TOTAL ADDITIONAL INFLOWS	2,029,575.76	16,420,472.40	14,390,896.64	24,630,708.60
NET OPERATING POSITION	4,101,859.75		1,937,760.58	

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 2025.

	2025/26 YTD Actuals	2025/26 Budget Review 1	% of Budget
REVENUE	\$	\$	
Council Leadership	-	-	0.0%
Corporate	3,936.24	-	0.0%
Information Services	-	-	0.0%
Finance & Customer Service	15,771,242.48	16,553,245.00	95.3%
Infrastructure & Assets	2,213,315.42	3,335,468.00	66.4%
Waste Management	3,777,212.80	3,652,968.00	103.4%
Community	61,806.35	134,978.00	45.8%
Community - Library	9,398.84	308,722.00	3.0%
Mobile Workforce	-	-	0.0%
Regulatory Services	159,904.05	175,000.00	91.4%
Thorak Cemetery	1,318,099.19	1,595,599.00	82.6%
TOTAL REVENUE	23,314,915.37	25,755,980.00	90.52%
EXPENSES			
Council Leadership	851,909.56	1,627,208.00	52.4%
Corporate	530,014.08	933,894.00	56.8%
Information Services	512,338.57	671,122.00	76.3%
Finance & Customer Service	1,274,930.19	1,774,231.00	71.9%
Infrastructure & Assets	2,202,875.20	4,886,777.00	45.1%
Waste Management	2,964,272.61	5,148,725.00	57.6%
Community	1,514,332.22	2,128,908.00	71.1%
Community - Library	589,252.69	995,398.00	59.2%
Mobile Workforce	840,484.72	1,482,091.00	56.7%
Regulatory Services	447,407.80	725,607.00	61.7%
Thorak Cemetery	838,268.78	1,248,317.00	67.2%
TOTAL EXPENSES	12,566,086.42	21,622,278.00	58.12%
OPERATING RESULT	10,748,828.95	4,133,703.00	

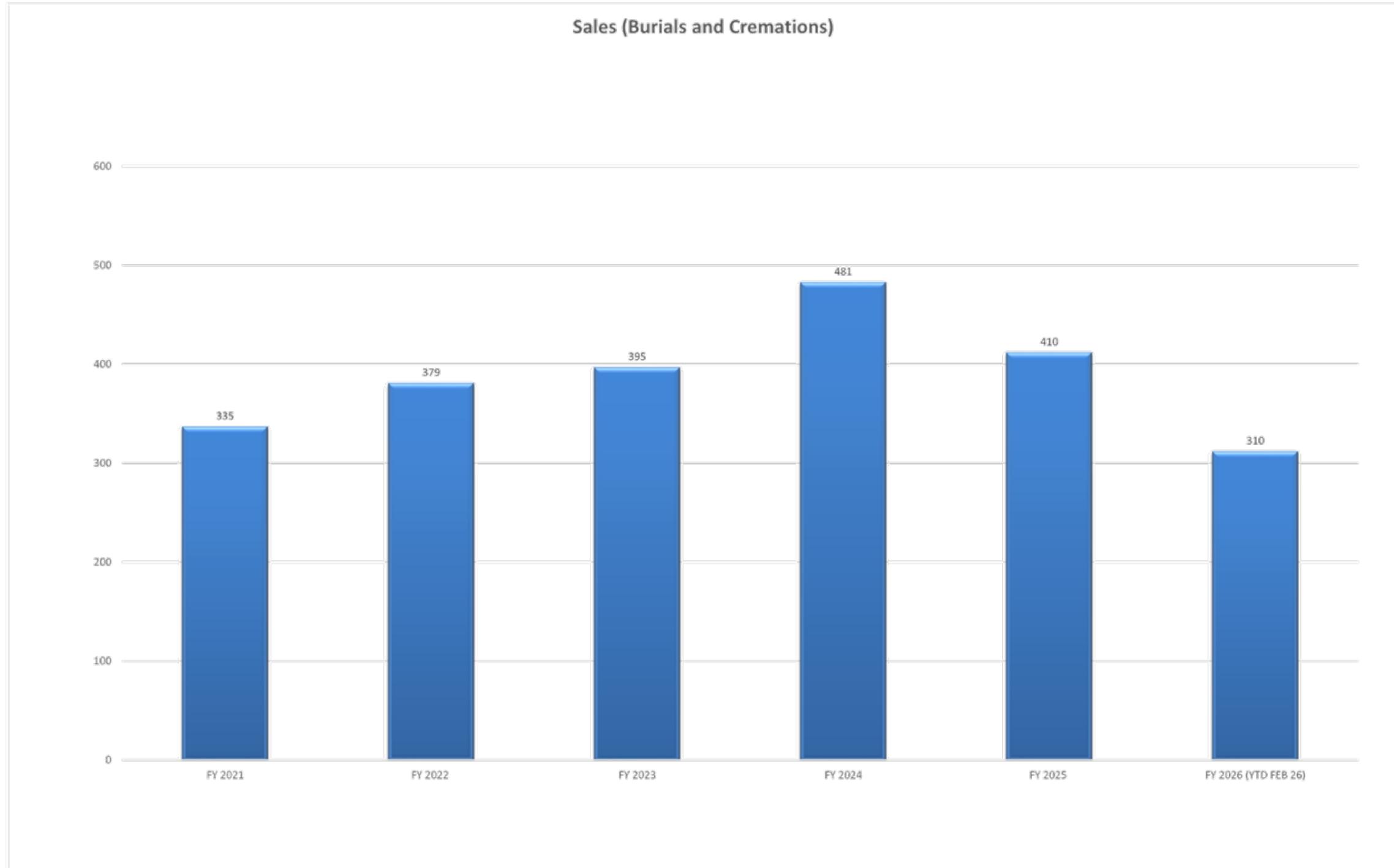
Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 310 Interments and cremations, an increase of 33 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 385.



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 \$	2025/26 Budget Review 1 \$
Land and Buildings	260,760.41	6,869,229.29	6,608,468.88	10,303,843.93
Infrastructure (including roads, footpaths, park furniture)	8,030,857.10	8,955,435.09	924,577.99	13,433,152.64
Plant and Machinery		-	-	
Fleet	388,858.18	492,474.69	103,616.51	738,712.03
Other Assets (including furniture and office equipment)	-	-	-	
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	8,680,475.69	16,317,139.07	7,636,663.38	24,630,708.60
TOTAL CAPITAL EXPENDITURE FUNDED BY:	-			
Operating Income (amount allocated to fund capital items)	8,185.76	2,382,046.67	2,373,860.91	3,573,070.00
Capital Grants	2,000,000.00	1,262,328.00	(737,672.00)	1,893,492.00
Transfers from Cash Reserves	-	12,744,377.73	12,744,377.73	19,116,566.60
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-		
Special Road Seal Levy	21,390.00	31,720.00	10,330.00	47,580.00
TOTAL CAPITAL EXPENDITURE	2,029,575.76	16,420,472.40	14,390,896.64	24,630,708.60
FUNDING				

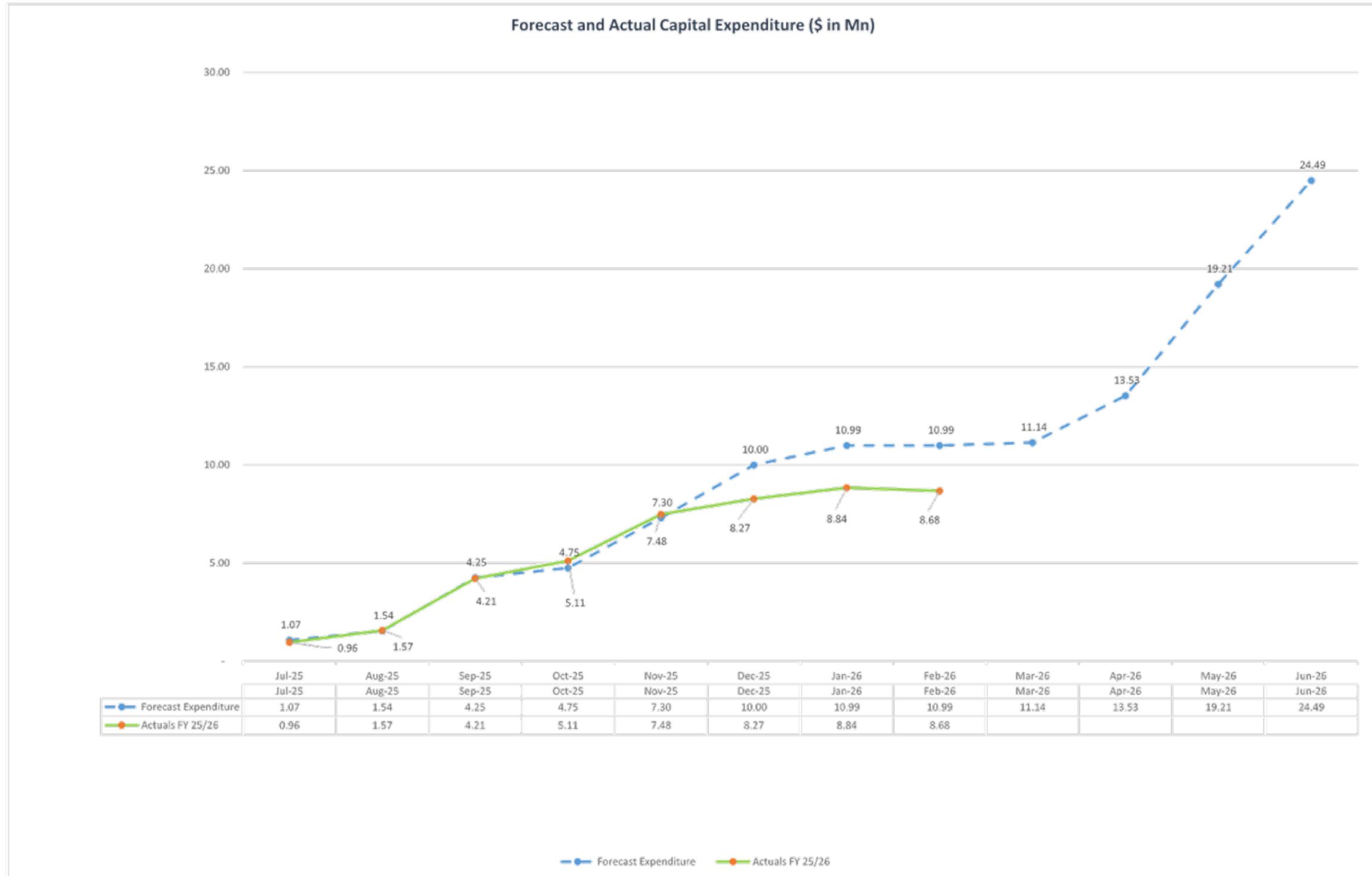


Table 2.2 Monthly Report on Planned Major Capital Works

Task No.	Asset Type	Municipal Plan Program	FY 2025/26 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 1 Inc Rollover \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-1	Roads	Road Seal Renewal	-	-	1,293,492.00	1,293,492.00	0.00%	Jun-26	Yes	Yes	Procurement	Procurement documents in progress Weather permitting anticipated construction start date May 2026
2026-2	Roads	Heavy Patches Kentish Road, Horne Road and Trippe Rd	206,943.66	206,943.66	300,000.00	93,056.34	68.98%	Jun-26	Yes	Yes	Allocated Projects Complete	Kentish Road: Complete Horne Road: Complete Trippe Road: Complete Remaining budget to be allocated to another priority heavy patching project.
2026-3	Roads	Gravel Surface Renewal Sandy Road & Parkin Road North	315,854.55	315,854.55	330,000.00	14,145.45	95.71%	Jun-26	Yes	Yes	Complete	Complete
2026-4	Roads	Unsealed to Sealed Road Keleson Road and Bees Creek Road	931,954.81	931,954.81	2,500,000.00	1,568,045.19	37.28%	Oct-26	Yes	Yes	Bees Creek Rd Delivery - Powerlines Planning - Road Works Keleson Rd Delivery	Bees Creek Rd: • MG Electrical has completed their works to install the stubs of the new power poles. Waiting on PWC to install remainder of the poles and re-string conductors • Civil works design to be amended prior to tendering Keleson Rd: Works 95% complete, drainage will be attended to when weather clears

Task No.	Asset Type	Municipal Plan Program	FY 2025/26 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 1 Inc Rollover \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-5	Roads	Road Safety Upgrades - Shoulder Widening Krichauff Road & Westall Road	-	-	420,000.00	420,000.00	0.00%	Aug-26	Yes	Yes	Planning	Works on hold, scope of works under review due to feasibility issues.
2026-6	Drainage	Drainage Renewal Old Bynoe Road	93,316.84	93,316.84	250,000.00	156,683.16	37.33%	Jun-26	Yes	Yes	Allocated Projects Complete	Works complete, remaining budget will be allocated to another drainage priority project
2026-7	Buildings	Council Administration Building Upgrade effluent system and dog pound area	45,511.86	45,511.86	200,000.00	154,488.14	22.76%	Jun-26	Yes	Yes	Effluent Delivery Dog Pound Complete	Effluent System Upgrade: Contract has been awarded to Gold Medal Services. Anticipated start date for works is May 2026 as the water table is currently too high for any deep excavations Dog Pound Upgrade: Works are complete
2026-8	Thorak	Thorak Asset Renewal Concrete beams and irrigation	-	-	30,000.00	30,000.00	0.00%	Jun-26	Yes	Yes	Planning	Not Started
2026-9	Waste	Waste Asset Renewal New HD WTS Office building, operators tea room and bins	3,907.00	3,907.00	280,000.00	276,093.00	1.40%	Aug-26	Yes	Yes	Planning	Not Started

Task No.	Asset Type	Municipal Plan Program	FY 2025/26 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 1 Inc Rollover \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-10	Reserves	Freds Pass Sports & Recreation Reserve Bore outlet manifold, Effluent systems upgrades.	-	-	420,000.00	420,000.00	0.00%	Jun-26	Yes	Yes	Delivery	Bore Outlet Manifold: Revised quote accepted works pending suitable weather. Effluent System: All investigation reports are completed to inform the design.
2026-11	Reserves	Mira Square Boundary Fencing	28,810.00	28,810.00	35,000.00	6,190.00	82.31%	Jun-26	Yes	Yes	Complete	Complete
2026-12	Reserves	Humpty Doo Village Green Masterplan	-	-	60,000.00	60,000.00	0.00%	Nov-26	Yes	Yes	Complete	Not Started
2026-13	Reserves	Knuckey Lagoon Recreation Reserve Masterplan, BBQ upgrade and Disability access	-	-	120,000.00	120,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-14	Reserves	McMinns Lagoon Recreation Reserve Masterplan, Building upgrades	19,689.09	19,689.09	179,000.00	159,310.91	11.00%	Nov-26	Yes	Yes	Masterplan Planning Building Upgrades Complete Solar Bore Procurement	Masterplan: Not Started Building Upgrades: Works complete Solar Bore: Works are out to tender
2026-15	Reserves	Howard Park Recreation Reserve Masterplan	-	-	50,000.00	50,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started

Task No.	Asset Type	Municipal Plan Program	FY 2025/26 Year to Date Actuals \$	Total Actuals \$	Budget 25-26 Review 1 Inc Rollover \$	Total yet To Spend \$	Budget Spent %	Scheduled Completion Date	On Time	On Budget	Project Stage	Status Update
2026-15A	Reserves	Howard Park Safety Audit Upgrades	10,900.00	10,900.00	15,000.00	4,100.00	72.67%	Apr-26	Yes	Yes	Delivery	Fencing completed and signs on order
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	-	-	120,000.00	120,000.00	0.00%	Nov-26	Yes	Yes	Roof Painting - Procurement	Roof Painting: Works are out to RFQ
2026-18	Fleet	Council Vehicle Replacement	200,650.96	200,650.96	530,000.00	329,349.04	37.86%	Jun-26	Yes	Yes	Delivery	Fleet: <ul style="list-style-type: none"> • Ranger’s vehicle: Delivered • Waste vehicle: Delivered • Mayor’s vehicle: Delivered • HDWTS Forklift: Awaiting Delivery • Thorak Cemetery commuter vehicle: Delivered
			1,857,538.77	1,857,538.77	7,178,777.00	5,321,238.23						

Carry forward projects

Task No.	Asset Type	Municipal Plan Program	FY 2025/26 YTD Actuals	Total Actuals \$	Budget 25-26 Review 1 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	1,241,737.69	1,367,092.64	1,476,304.98	234,567.29	84.11%	Apr-26	Yes	Yes	Delivery	Contract awarded to AKSG, works ~90% complete in conjunction with Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd. Final completion pending drainage review.
7	Roads	Road Safety Upgrades - Intersections Pioneer Road / Anglesey Road	-	-	465,129.42	465,129.42	0.00%	Dec-26	Yes	Yes	Planning	Design is being reviewed, with further refinement required to support a staged approach that addresses immediate road safety priorities followed by longer-term intersection upgrade requirements. Timing of delivery is influenced by PWC power connection works.
9	Roads	Road Safety Upgrades - Lighting intersections Girraween Rd / Rogers Rd Whitewood Rd / Hicks Rd Whitewood Rd / Westall Rd	171,589.73	530,457.54	480,025.69	308,435.96	35.75%	Jun-26	Yes	Yes	Delivery	PWC power connection works scheduled for 12/03/2026. Girraween Rd / Rogers Rd: Hardware installed Whitewood Rd / Hicks Rd: Hardware installed Whitewood Rd / Westall Rd: Hardware installed
23	Roads	Blackspot Girraween Road (Rogers Road to Mango Road)	-	19,800.00	280,200.00	280,200.00	0.00%	Jun-26	Yes	Yes	Delivery	Design complete, tender to be advertised pending blackspot funding variation approval. Variation has been approved, anticipated construction start date May 2026

27	Shared Path	Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd	301,604.25	301,604.25	949,009.50	647,405.25	31.78%	Apr-26	Yes	Yes	Delivery	Contract awarded to AKSC, works ~100% complete in conjunction with Pavement Renewal - Whitewood Road. Final completion pending drainage review.
29	Reserves	Freds Pass Sport and Recreation Reserve Upgrades	1,599,947.23	1,964,202.16	9,635,745.07	8,035,797.84	16.60%	Jan-27	Yes	Yes	Delivery	AFL Lighting: Towers installed, lights commissioned, pending final lighting adjustments, which will occur in the dry season Rugby and Soccer Lighting: Scope reduction is under review Netball: Considering scope reductions to be included prior to the 100% detailed design
			6,822,936.92	15,955,961.30	17,451,931.60	10,628,994.68						
			8,680,475.69	17,813,500.07	24,630,708.60	15,950,232.91						

Budget Rollover (\$17,458,216.6) is approved by Council in October 2025. Council resolution OCM/25/026 transfer \$15k to Project2026-15A. Council resolution OCM/25/056 approved \$140k to Project 2026-14.

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

Notes:

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

STATEMENT 3. MONTHLY BALANCE SHEET

The Balance Sheet and Financial Reserves closing balances have been updated to reflect the finalised 2024/25 annual audited financial statements.

BALANCE SHEET AS AT 28 FEBRUARY 2026	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	27,570,808.41	
Untied Funds	6,507,859.17	
Accounts Receivable		
Trade Debtors	2,130,649.33	(2)
Rates & Charges Debtors	3,416,789.92	
Other Current Assets	400,163.45	
TOTAL CURRENT ASSETS	40,026,270.28	
Non-Current Financial Assets	10,809,591.15	
Property, Plant and Equipment	476,969,876.40	
TOTAL NON-CURRENT ASSETS	487,779,467.55	
TOTAL ASSETS	527,805,737.83	
LIABILITIES		
Accounts Payable	1,657,186.96	(3)
ATO & Payroll Liabilities	348.48	(4)
Current Provisions	908,699.00	
Accruals	2,778,292.70	
Other Current Liabilities	10,368.97	
TOTAL CURRENT LIABILITIES	5,354,896.11	
Non-Current Liabilities		
Non-Current Provisions	175,741.44	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	175,741.44	
TOTAL LIABILITIES	5,530,637.55	
NET ASSETS	522,275,100.28	
EQUITY		
Asset Revaluation reserve	461,870,517.89	
Reserves	29,736,594.49	
Accumulated Surplus	30,667,987.91	
TOTAL EQUITY	522,275,100.29	

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)	8/07/2025	1,000,000.00	4.10%	10/03/2026	245	4,500,000.00	16.32%	27,520.55
	14/10/2025	1,500,000.00	4.05%	14/07/2026	273			45,437.67
	23/12/2025	1,000,000.00	4.30%	29/09/2026	280			32,986.30
	12/02/2026	1,000,000.00	4.60%	27/10/2026	257			32,389.04
Defence Bank (S&P A2)	20/11/2025	1,000,000.00	4.25%	11/08/2026	264	1,000,000.00	3.63%	30,739.73
NAB (S&P A1+)	22/07/2025	1,000,000.00	4.10%	8/04/2026	259	10,500,000.00	38.08%	29,093.15
	7/08/2025	2,000,000.00	4.15%	21/04/2026	257			58,441.10
	16/09/2025	1,000,000.00	4.15%	2/06/2026	259			29,447.95
	16/09/2025	1,000,000.00	4.15%	16/06/2026	273			31,039.73
	30/09/2025	2,000,000.00	4.20%	23/06/2026	266			61,216.44
	30/09/2025	1,000,000.00	4.22%	7/07/2026	280			32,372.60
	28/10/2025	1,000,000.00	4.15%	28/07/2026	273			31,039.73
	12/02/2026	1,500,000.00	4.65%	10/11/2026	271			51,786.99
Westpac	10/07/2025	1,500,000.00	4.25%	25/03/2026	249	11,570,808.41	41.97%	43,489.73
	5/08/2025	1,500,000.00	4.33%	5/05/2026	273			48,579.04
	19/08/2025	1,000,000.00	4.23%	19/05/2026	273			31,638.08
	28/05/2025	70,808.41	3.50%	27/05/2027	730			4,956.59
	19/11/2025	1,500,000.00	4.50%	25/08/2026	279			51,595.89
	9/12/2025	2,000,000.00	4.60%	15/09/2026	280			70,575.34
	19/01/2026	2,000,000.00	4.59%	13/10/2026	267			67,152.33
	27/02/2026	1,000,000.00	4.97%	27/11/2026	273			37,172.88
	27/02/2026	1,000,000.00	4.97%	8/12/2026	283			38,534.52
TOTAL INVESTMENTS		27,570,808.41				27,570,808.41	100%	887,205.38

% of Total Investment Portfolio	S&P Short term rating (max 100%)	41.97%	A1+ 38.08%	A2 19.95%	
Total Investments/ Tied Funds	\$	27,570,808.41	Total Year to date Investments Earnings	\$770,206.36	
General Bank Funds	\$	6,496,944.05			

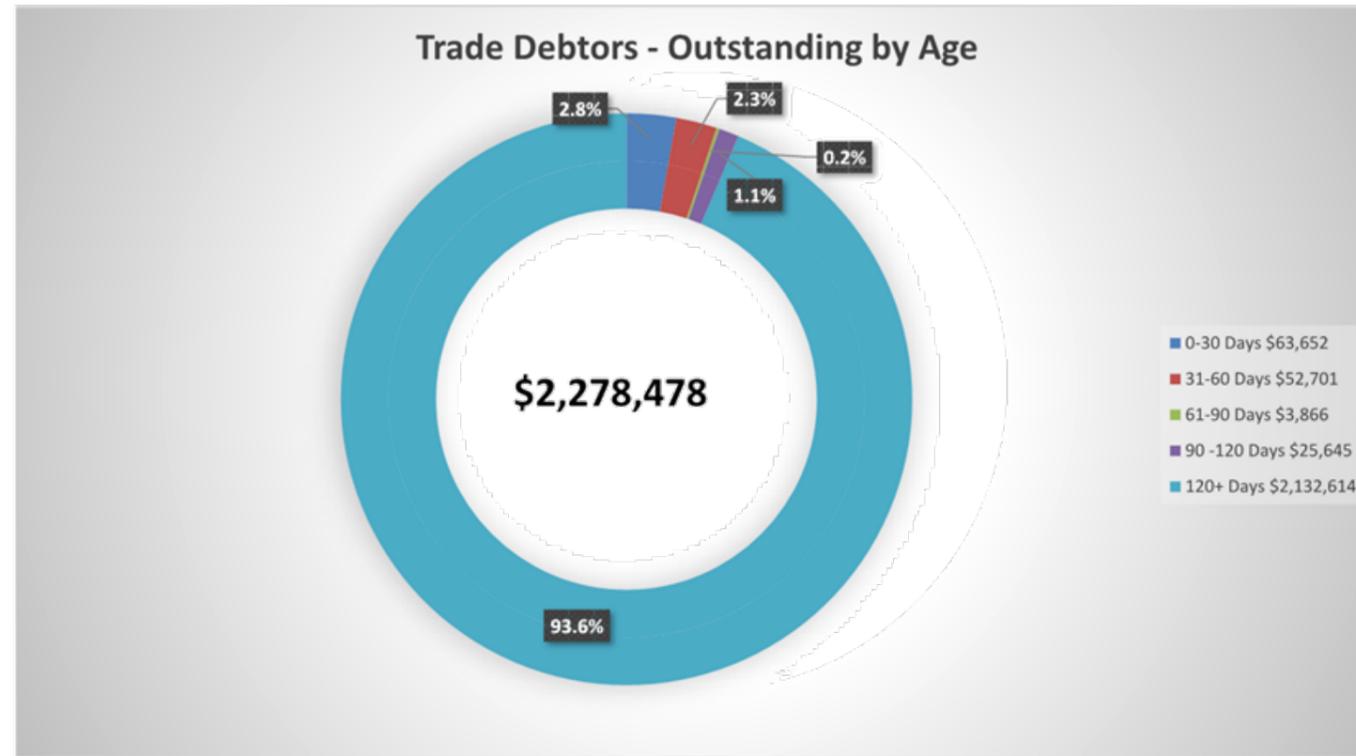
Council Till and Petty Cash float	\$ 1,275.00
Total Untied Funds	\$ 6,498,219.05
Total all funds	\$ 34,069,027.46

Note 2: Statement of Trade Debtors

Total Debtors as of 28 February 2026 is \$2,278,478; \$2,132,614 to invoices outstanding over 90 days. \$2m related to commonwealth grants, \$80,098 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 seven (320) infringements outstanding with a total balance of \$90,284 an increase of \$4,784 from January. Seventeen (17) Reminder notices produced, Two Hundred and Thirty-Five (235) are with the Fines Recovery Unit (FRU), and Fifty Four (54) Part Payment Arrangement.

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	-	7,392.40	-	(1,000.00)	2,051,979.37	2,058,371.77
Cemetery	-	34,737.50	2.65	8.92	-	34,749.07
Waste	-	327.85	-	-	495.38	823.23
Recreation Reserves	-	1,494.13	244.52	-	40.50	1,779.15
Planning	-	3,352.25	175.00	25,292.00	-	28,819.25
GST Receivable	63,652.40	-	-	-	-	63,652.40
Infringements	-	5,397.00	3,444.00	1,344.00	80,098.96	90,283.96
Total	63,652.40	52,701.13	3,866.17	25,644.92	2,132,614.21	2,278,478.83



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	174,569.74	-	-	-	-	174,569.74
Cemetery	-	-	-	-	-	-
Total	174,569.74	-	-	-	-	174,569.74

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	-	-	-	-	-	-
Payroll	-	-	-	-	-	-
Total	-	-	-	-	-	-

Financial Reserves

The Financial Reserves has been updated with 2025-26 Budget Review 1 figures.

	2025-2026 Original Budget \$	2025/26 Net Movement \$	2025-2026 Budget Review 1 \$
Externally Restricted			
Developer Contribution Reserve	1,008,353.00	62,166.00	1,070,519.00
Waste Management Reserve	947,000.00	4,327,555.00	5,274,555.00
Total Externally Restricted Reserves	1,955,353.00	4,389,721.00	6,345,074.00
Internally Restricted Reserves			
Asset Reserve	6,142,000.00	1,126,629.00	7,268,629.00
Thorak Regional Cemetary Reserve	2,716,000.00	1,083,047.00	3,799,047.00
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	201,000.00	(30,555.00)	170,445.00
Total Internally Restricted Reserves	10,059,000.00	2,179,121.00	12,238,121.00
TOTAL RESERVES	12,014,353.00	6,568,842.00	18,583,196.00

Outstanding Rates

Prior Years Rates Outstanding²

The below table illustrates the split of prior year outstanding rates, currently at \$1.9 million.

Council continues to promote awareness among ratepayers on obligations and implications of unpaid Rates and Charges, ensuring rates collectible remains at acceptable levels as Council fulfils its Municipal Plan targets to remain financially sustainable.

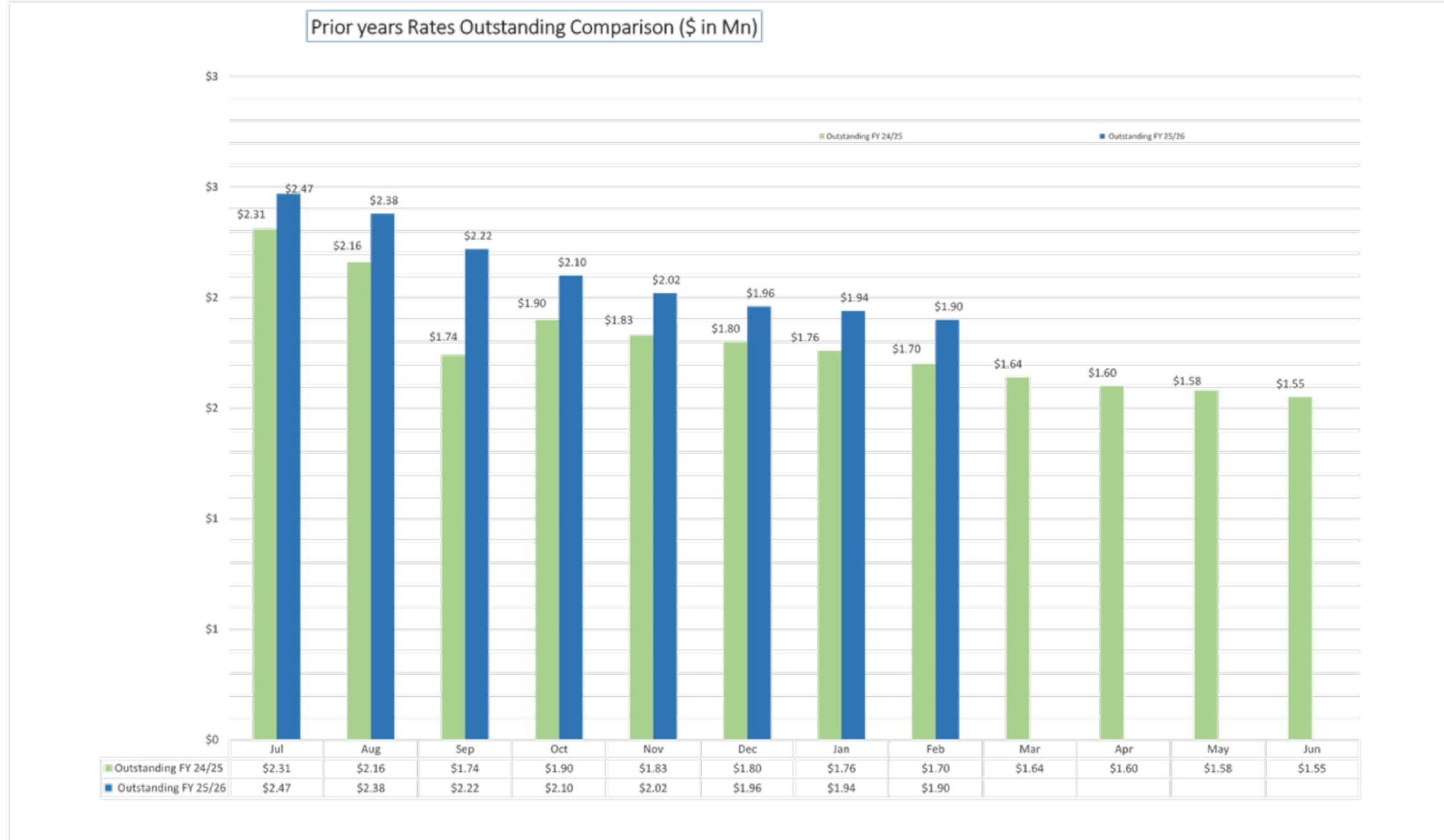
The table below shows the balance of the prior year's rates as at the beginning of the financial year, last month and the current month.

	Beginning of 2024/25 Prior Years Rates Outstanding (\$)	Previous Month (Jan 2026) (\$)	Current Month (Feb 2026) (\$)
CANCELLED ASSESSMENT	-	98,794.32	99,437.59
COMMERCIAL	28,378.18	27,218.51	27,567.59
GAS PLANT	-	-	-
MINING	165,673.14	150,800.68	152,184.09
HORTICULTURE AGRICULTURE	18,846.40	59,350.73	58,909.52
NON-RATEABLE GENERAL	20,028.76	22,245.84	22,351.41
NON-RATEABLE WASTE	40,496.86	42,047.98	42,141.51
PASTORAL	-	-	-
RURAL RESIDENTIAL	1,123,920.14	1,372,275.37	1,335,326.38
URBAN RESIDENTIAL	135,647.13	164,040.44	165,393.59
TOTAL	1,532,990.61	1,936,773.87	1,903,311.68
Arrears LESS Legal	1,422,397.62	1,819,167.85	1,787,967.17

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

The graph below compares prior years rates outstanding between 2024/25 and 2025/26 financial years.

Current Year Rates³

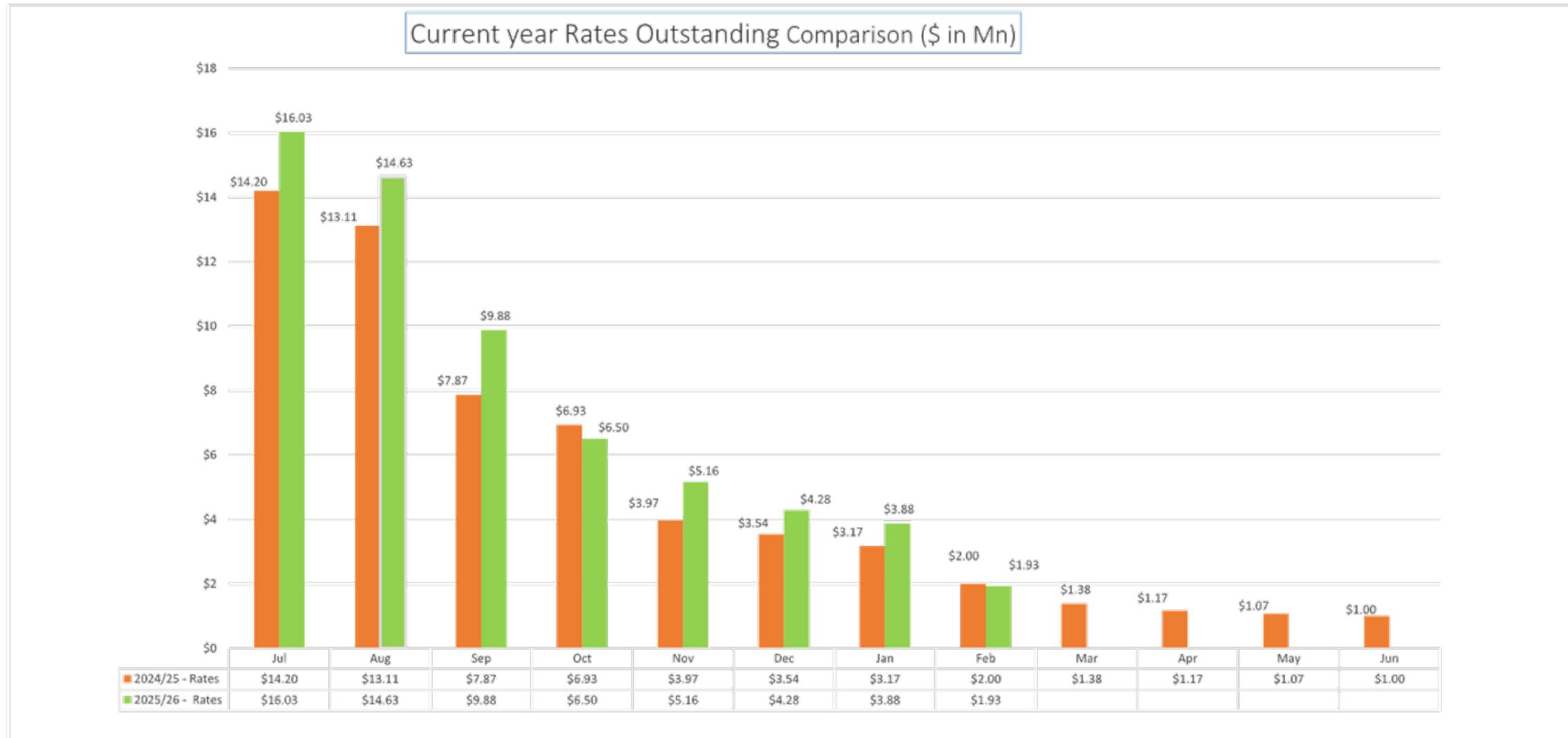


³ Includes current year outstanding rates (FY 2026)

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 \$1.93m and the third instalment was due on 28 February 2026.

	Previous Month (Jan 2026) (\$)	Current Month (Feb 2026) (\$)	Variance (\$)	Due Dates
Instalment 1	410,094.76	353,422.44	56,672.32	30-Sep-25
Instalment 2	887,602.16	482,932.50	404,669.66	30-Nov-25
Instalment 3	2,587,674.55	1,100,594.82	1,487,079.73	28-Feb-26
TOTAL	3,885,371.47	1,936,949.76	1,948,421.71	

The graph below compares annual rates between 2024/25 and 2025/26.



Accounts Payable Report

Cheque No.	Payee	Description	Amount
1720.114-01	NATIONAL AUSTRALIA BANK LTD (NAB)	Term Deposit - Maturity Date 10 November 2026	\$1,500,000.00
1722.280-01	CITY OF DARWIN	Jan 2026 - HS, BS & HD Waste Stations DC - Transport to Shoal Bay Receiving Station	\$147,391.00
1719.874-01	VTG WASTE & RECYCLING	Dec 2025 - Transport General Waste and Oil, from HD, BS and HS Waste Stations, Australia Day Event & Jakirra Estate to Shoal Bay Receiving Station	\$63,683.60
1718.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 16 (25/26) - Cycle1 WE: 01 Feb 2026	\$61,348.00
1721.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 17 (25/26) - Cycle1 WE: 15 Feb 2026	\$60,370.00
1722.72-01	LIVINGSTONE RECREATION RESERVE INC	Upgrade Facility to Increase Public Usage	\$39,187.50
1722.409-01	F & J BITUMEN SERVICES PTY LTD	RFT24-472 Sealed Pavement Maintenance - Various Locations Litchfield Council Municipality	\$36,969.18
1718.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 16 2026-22 WE: 01 Feb 2026	\$35,973.36
1721.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 17 2026-87 WE: 15 Feb 2026	\$35,595.75
1722.874-01	VTG WASTE & RECYCLING	Jan 2026 - HDWTS - Transport Recycling/ Waste to Shoal Bay Receiving Station	\$31,785.31
1721.123-01	NORTHERN TERRITORY ELECTORAL COMMISSION	Conduct Litchfield Council Supplementary Election 2025	\$27,564.44
1719.3122-01	ASHFORD LAMAYA ARCHITECTS	RFT25-490 Detailed Design of Netball Courts	\$26,598.00
1719.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Maintenance - Various Locations Litchfield Council Municipality	\$25,754.00
1722.1564-01	FOURIER TECHNOLOGIES PTY LTD	Replacement UPS and Bypass Switch for Library and Feb 2026 - IT Onsite Support and ICT Managed Service and Support	\$24,251.55
1719.1564-01	FOURIER TECHNOLOGIES PTY LTD	Jan 2026 - CCTV Monitoring and Managed IT Services and Onsite Support	\$19,247.34
1721.2750-01	TMH SERVICES	Excavation Works - Various Locations Litchfield Council Municipality	\$17,301.81
1721.849-01	WEX AUSTRALIA (PUMA CARD)	Jan 2026 - Litchfield Council / Thorak Fuel for Heavy Machinery and All Vehicles	\$15,622.87
1719.993-01	ARAFURA TREE SERVICES & CONSULTING	Tree Maintenance - Various Locations Litchfield Council Municipality	\$13,948.00
CC Feb26	WESTPAC CARDS & DIRECT DEBITS	Jan 2026 - Credit Card - Litchfield Council Officers	\$13,005.41
1721.260-01	EARL JAMES & ASSOCIATES	Survey Works - Consolidation of Land Parcels	\$11,731.50
1719.2249-01	MS R A WRIGHT	Jan 2026 - Elected Members Allowances	\$9,297.63
1721.3247-01	IVMS AUSTRALIA PTY LTD	Cyclone Fina - Tree Clearing - Various Locations Litchfield Council Municipality	\$8,558.00
1719.14-01	AUSTRALIA POST	2nd Overdue Notices and 3rd Instalment Rate Notices Postage Costs	\$7,877.93
1722.1103-01	HASTINGS DEERING	CAT 903D Repairs, Service HSWTS Loader and Repairs to Air-conditioning gin BWTS Backhoe	\$7,132.37

1722.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$6,865.05
1722.2015-01	SLR CONSULTING AUSTRALIA PTY LTD	Wet Season WTS Water Sampling all Waste Transfer Stations	\$6,731.01
1718.3252-01	DINGO COCKATOO ABORIGINAL CULTURE	Australia Day 2026 - Traditional Experience Entertainment	\$6,600.00
1719.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE:14 Jan 2026	\$6,507.14
1719.132-01	AIRPOWER NT PTY LTD	Replacement Rear Steer Wheels for Front Deck Mower, and Servicing of MWF Mowers	\$6,286.81
1718.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Rebuild Hydraulic Cylinder on Flail on Tractor	\$5,773.27
1722.2983-01	FOURIER INFOSEC	Feb 2026 - Anti Spam/Sophos/DRaaS	\$5,518.19
1719.2983-01	FOURIER INFOSEC	Jan 2026 - Anti Spam/Sophos/DRaaS	\$5,471.29
1721.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Tree Maintenance / Clearing - Various Locations Litchfield Council Municipality	\$5,280.00
1719.1000-01	LAVERCOMBE GRADER SERVICES	RFT 23-365 RWF 19 - Mira Road North Carriageway Maintenance Grade	\$5,210.00
1721.454-01	TRAFFICWERX NT PTY LTD	Traffic Control: Flooded Roads, Various Locations Litchfield Council Municipality	\$5,097.13
1721.268-01	BYRNE CONSULTANTS	Stage 2 The Parks (Holtze) Construction	\$5,032.50
1721.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 22 Jan 2026	\$4,978.92
1722.454-01	TRAFFICWERX NT PTY LTD	Jan 2026 - Traffic Control - Various Locations Litchfield Council Municipality - Flood Warnings	\$4,900.50
1718.3264-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Plot # 10909, No Longer Required - Relocating from the Territory	\$4,808.00
1718.3265-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Plot # 10894, No Longer Required - Relocating from the Territory	\$4,808.00
1722.1141-01	NORTHERN GROUND MAINTENANCE	Jan 2026 - RFQ24-424 Ground Maintenance - All Litchfield Council Parks and Reserves	\$4,180.00
1722.2169-01	KILLARA SERVICES (NETRONIX PTY LTD)	Jan 2026 - Cleaning Litchfield Council Office and Thorak Cemetery - Office and Chapel	\$4,108.52
1719.2750-01	TMH SERVICES	Installation of Concrete Invert on Gulnare Road	\$4,070.00
1719.752-01	TOTALLY WORKWEAR PALMERSTON	Replacement Uniforms and PPE for WTS Staff	\$4,023.00
1719.3251-01	MISS P Q F PURICH	Jan 2026 - Elected Members Allowances	\$3,972.74
1719.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Jan 2026 - Grave Preparation at Thorak Cemetery	\$3,960.00
1721.926-01	JACANA ENERGY	Jan 2026 - Electricity Lot 1916 and Lot 2177, HPRR, KLRR, MWF Sheds, HDWTS and Litchfield Council Office	\$3,741.33
1722.1047-01	REMOTE AREA TREE SERVICES PTY LTD	Clearance of Fallen Trees - Various Locations Litchfield Council Municipality - Tropical Cyclone Fina	\$3,685.00
1719.454-01	TRAFFICWERX NT PTY LTD	Traffic Control - Post Tropical Cyclone Fina - Debris Clean Up	\$3,630.00
1718.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for LC Employees WE: 01 Feb 2026	\$3,526.52
1721.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE: 15 Feb 2026	\$3,526.52

1718.1215-01	RENT EVENT (NT Entertainment Solutions)	Hire & Support for Sound Equipment for Australia Day Event	\$3,445.20
1719.2252-01	MRS E SHARP	Jan 2026 - Elected Members Allowances	\$3,341.56
1719.2806-01	QALMOLMI ARTS	2026 Australia Day Smoking Ceremony & Demonstration	\$3,212.00
1722.1253-01	CRAIG BURG DORF	WA150 Komatsu Service & Compactor Repairs	\$3,181.20
1722.3277-01	LITCHFIELD COUNCIL RESIDENT	Refund of Plot - Transfer to a New Plot	\$3,027.00
1722.85-01	TELSTRA CORPORATION LIMITED	Feb 2026 - Thorak & Litchfield Council Internet, Data & Mobiles	\$3,007.37
1719.2415-01	SMEC	RFT24-493 Whitewood Road Drainage Upgrade	\$2,995.30
1722.130-01	MOBILE LOCKSMITHS	Supply of 10 Restricted Locks and Keys	\$2,970.00
1722.3138-01	ENVIRONMENTAL EARTH SCIENCES QLD	Contaminated Land Audit HSWTS	\$2,964.50
1718.2765-01	LAND SURVEYS (NO PROBLEMS JUST SOLUTIONS)	Cadastral Boundary Confirmation	\$2,904.00
1719.2795-01	ABSOLUTE SIGNAGE	Roadside Signage And Hardware	\$2,902.63
1719.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$2,853.18
1722.2800-01	ARBORWORK TREE SERVICES PTY LTD	Tropical Cyclone Fina Clean/Clear Debris - Prune Broken Trees	\$2,640.00
1718.926-01	JACANA ENERGY	Nov - Dec 2025 - Electricity - Thorak Cemetery	\$2,570.00
1721.3271-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$2,555.32
1721.1961-01	HUMPTY DOO WELDING AND FABRICATION	Fabricate Aluminium Oversized Surround for Thorak Cemetery	\$2,469.50
1718.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Labour Hire - Groundsperson at Thorak Cemetery	\$2,293.23
1719.2238-01	MR K R HARLAN	Jan 2026 - Elected Members Allowances	\$2,286.37
1719.55-01	CHUBB FIRE & SECURITY PTY LTD	Repair System Fault at Litchfield Council Office, and Annual Maintenance and Monitoring for 2026	\$2,195.04
1721.78-01	POWER & WATER CORPORATION	Jan 2026 - Water - Swipe Cards for MWF, Litchfield Council Office and KLRR	\$2,154.73
1721.2662-01	ROBERT SOLOMON	Repair / Maintenance - Howard Park Playground and Freds Pass Playground	\$2,150.40
1721.1674-01	FRESH START - FOR CLEANING	Cleaning Services: Waste Stations & MWF Shed, HPRR and KLRR WE: 13 Feb 2026	\$2,090.95
1719.1674-01	FRESH START - FOR CLEANING	Cleaning Services: Waste Stations & MWF Shed, HPRR and KLRR WE: 14 Jan 2026	\$2,050.00
1719.3249-01	SHRED-X PTY LTD	Secure Disposal of all Expired Litchfield Council IT Items	\$2,016.80
1719.3028-01	MR K M CIVITARESE	Jan 2026 - Elected Members Allowances	\$1,986.37
1719.3196-01	MRS D B CRAWFORD	Jan 2026 - Elected Members Allowances	\$1,986.37
1719.3198-01	MS P CASS	Jan 2026 - Elected Members Allowances	\$1,986.37
1719.2089-01	ELGAS LTD	Gas Supply - Thorak Crematorium WE: 23 Jan 2026	\$1,976.87

1719.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Jan 2026 - Open/Close Gates and Security at HPRR	\$1,961.30
1719.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Replacement Rubber Plates - Commissioner of Oaths Stamps and Finance Approval Stamps, and Business Cards for Litchfield Officers	\$1,894.20
1721.1023-01	AUSLINE ENGINEERING	Reskin Slasher Fleet and Repair Jockey Wheel Mounts on Slasher	\$1,881.00
1722.676-01	FINAL TOUCH AUSTRALIA	Memorial Urns for Display Cupboard Sales at Thorak Cemetery	\$1,866.36
1721.2089-01	ELGAS LTD	Gas Supply - Thorak Crematorium WE: 04 Feb 2026	\$1,807.77
1721.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$1,776.82
1721.1355-01	WIRETAINERS PTY LTD	Replacement Rigid Dog Trap	\$1,763.70
1722.2089-01	ELGAS LTD	Feb - Gas Supply for Crematorium - Thorak Cemetery	\$1,758.96
1718.2593-01	DEFENCE ELECTRIAL SERVICES PTY LTD	Smoke Alarm Upgrade - KLRR	\$1,727.00
1722.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$1,723.34
1718.3266-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Rates Overpaid	\$1,700.00
1718.1103-01	HASTINGS DEERING	Repairs to HSWTS Backhoe Controls	\$1,688.16
1718.2582-01	CODA MOBILE COFFEE	Australia Day Event - Coffee Van	\$1,625.00
1719.3269-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$1,600.00
1719.3246-01	MR S SHAH	Consultation for Information Management	\$1,584.00
1721.993-01	ARAFURA TREE SERVICES & CONSULTING	Service Line Clearance Pruning	\$1,584.00
1718.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Instalation of Pump Control Surge Protector	\$1,557.20
1721.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Labour Hire - Grounds Person - Thorak Cemetery WE: 08 Feb 2026	\$1,496.89
1719.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Labour Hire - Grounds Person - Thorak Cemetery WE: 01 Feb 2026	\$1,491.01
1722.290-01	AUSTENG ENGINEERING SOLUTIONS	Control Air Mod Motor	\$1,470.15
1719.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Jan 2026 - Security Patrols HDWTS & Litchfield Council Office	\$1,466.04
1719.1700-01	SAGE CONSTRUCTIONS PTY LTD	Agg Delivered to Thorak Cemetery	\$1,385.00
1718.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medicals - New Litchfield Council Employees	\$1,333.20
1722.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 18 (25/26) - Cyc 99 WE: 22 Feb 2026	\$1,300.00
1721.1103-01	HASTINGS DEERING	Repairs to Backhoe Air Conditioner - BSWTS	\$1,272.48
1721.384-01	MS C VERNON	Dec 2026 - Authority Consultancy Services	\$1,260.00
1722.3246-01	MR S SHAH	Consultation for Information Management	\$1,232.00
1721.2395-01	MAITAI SERVICES	Catering / Delivery for Bi-Monthly Staff Meeting and Catering for Council Meetings	\$1,210.50

1719.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Labour Hire - Grounds Person - Thorak Cemetery WE: 08 Feb 2026	\$1,161.41
1718.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Jan 2026 - Security Gates Open & Lock Up	\$1,086.80
1721.3169-01	FMS (FIRE MAINTENANCE SERVICES (NT)	Litchfield Council Office and Fleet - Fire Equipment Maintenance Services	\$1,076.90
1722.132-01	AIRPOWER NT PTY LTD	Complete Spindal for Mower CF 73 TT	\$1,042.82
1719.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$1,040.00
1721.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	Feb 2026 - HDWTS Fridge and Airconditioning Degassing for Safe Storage/Transport	\$1,017.50
1722.1181-01	ODD JOB BOB	Supply Materials / Labour - Maintenance at Litchfield Council Community Library	\$999.35
1718.2130-01	APEX STEEL SUPPLIES	Replacement Signage Poles/Steel	\$992.31
1719.1152-01	LANE COMMUNICATIONS	2nd QTR Overdue Rates - Reminder Letters Postage	\$931.89
1722.3187-01	SAVE A PAW NT INC	Dec 2025 - Pound Transfers for Impounded/Surrendered Dogs	\$900.00
1719.3201-01	THE BUSINESS PHOTOGRAPHER	Photography for Australia Day Event	\$888.25
1722.1392-01	AKRON GROUP NT PTY LTD	Traffic Controller - McMinns Drive for MWF Crews	\$861.30
1722.1471-01	RICOH AUSTRALIA PTY LTD	Jan 2026 - Library Photocopier & Consumables	\$831.38
1722.2034-01	MARNIE JAY ART	Copyright License Fee for Art Work	\$800.00
1718.1211-01	MR G S MAYO	Dec & Jan 2026 - Pound Maintenance of Impounded or Surrendered Dogs	\$800.00
1718.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Labour Hire - Groundsperson Thorak Cemetery	\$764.62
1718.78-01	POWER & WATER CORPORATION	Nov & Dec 2026 HDWTS - Water Usage	\$747.48
1722.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Feb 2026 - Archive Storage for Litchfield Council	\$734.51
1718.2800-01	ARBORWORK TREE SERVICES PTY LTD	Fallen Branch Clearing - Various Sites	\$715.00
1721.506-01	TURBO'S TYRES	Tractor Tyre Puncture and Tube SV5494	\$693.00
1721.896-01	E.E. MUIR & SONS PTY LTD	Bulk Purchase Weed Management Outright	\$679.80
1722.1617-01	PRESTIGE AUTOMOTIVE NT PTY LTD	Replace Faulty Rectifier Hustler	\$671.00
1718.2063-01	QUALITY INDOOR PLANTS HIRE	Jan 2025 - Plant Hire and Maintenance - Community Library, Litchfield Office and Thorak Cemetery Chapel and Office	\$670.65
1721.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - New Litchfield Council Employee	\$655.60
1722.1237-01	THE BOOKSHOP DARWIN	Assorted Books for Library Content	\$643.12
1718.1619-01	DARWIN ASBESTOS & DEMOLITION SERVICES	Asbestos Clean Up HDWTS	\$636.00
1719.941-01	EVERLON BRONZE	Memorial Plaque NT-TRC-B25111GA-1 Thorak Cemetery Customer	\$628.10

1719.3262-01	ARCHITECTERAL WATER SOLUTIONS PTY LTD	AWSD2358 - Litchfield Council Wastewater Assessment	\$618.75
1722.2464-01	CAPS AUSTRALIA PTY LTD	Service Compressor	\$567.19
1722.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Infrastructure and Operations	\$556.64
1718.1278-01	SEEK LIMITED	Advertisement - Manager Infrastructure and Assets	\$544.50
1722.3273-01	LITCHFIELD COUNCIL RESIDENT	Rates Refund - Overpayment	\$516.32
1722.3251-01	LITCHFIELD COUNCIL RESIDENT	Refund of Bond after Hire Event	\$507.00
1718.3064-01	NT AG SUPPLIES (SWAN HILL CHEMICALS)	Grease Cartirdges for MWF Fleet	\$503.52
1719.1697-01	RSPCA	Jan 2026 - Pound Transfers - Surrendered or Impounded Dogs	\$500.00
1721.3222-01	NORTHERN TERRITORY TRAFFIC CONTROL	Northstar Road Traffic Management	\$499.40
1722.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Cyc 99 Py 18	\$487.36
1721.1008-01	OUTBACK BATTERIES PTY LTD	Purchase of Jump Starter Booster Set	\$480.00
1721.2732-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund	\$480.00
1719.1278-01	SEEK LIMITED	Advertisement - Grounds Person - Thorak Cemetery	\$467.50
1719.36-01	BRIDGE TOYOTA	70K Service - Hilux CF09HZ	\$466.31
1718.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Jan 2026 - Garden Maintenance Humpty Doo Community Garden	\$460.00
1721.1564-01	FOURIER TECHNOLOGIES PTY LTD	We Fix IT to Attend Litchfield Library to Resolve IT Issues	\$455.40
1718.1564-01	FOURIER TECHNOLOGIES PTY LTD	Rectify Issues Accessing RDS for FT-4177	\$407.00
1721.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Ornamental Tributes Cards - Thorak Cemetery - Display Cabinet for Customer Sales	\$396.55
1719.2593-01	DEFENCE ELECTRIAL SERVICES PTY LTD	Electrical Assessment - HDWTS Determine Electrical Capabilities	\$396.00
1722.134-01	FIGLEAF POOL PRODUCTS	Jan 2026 - Water Microbiological Testing at Thorak Cemetery	\$392.00
1718.1674-01	FRESH START - FOR CLEANING	Cleaning Services. MWF & All Waste Stations	\$382.50
1719.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	St John Ambulance Services - Australia Day Event	\$352.00
1719.1566-01	WINC AUSTRALIA PTY LTD	Replenishment of Stationary for Litchfield Council Office	\$336.66
1719.506-01	TURBO'S TYRES	Replacement Tyre/Tube for CF51YT	\$330.00
1719.598-01	WE FIX IT	Repair Broken Laptop	\$330.00
1719.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - New Litchfield Council Employee	\$327.80
1722.2375-01	NTIT (NT-IT PTY LTD)	Handset Set up and Call Out to Repair Phones	\$321.75
1721.1911-01	KERRY'S BODY THERAPY	Health and Wellbeing Massages for Litchfield Council Employees	\$313.50

1718.25-01	LAND TITLES OFFICE	Rate Debt Recovery - Title Searches	\$310.50
1721.132-01	AIRPOWER NT PTY LTD	Grease and Grease Guns for MWF Machines	\$296.12
1719.676-01	FINAL TOUCH AUSTRALIA	Pewter Keepsake for Thorak - Display Cabinet for Customer Sales	\$290.70
1722.508-01	EASA	EAP Counselling Session - 1st-15th February 2026	\$270.73
1719.508-01	EASA	Jan 2026 - EAP Counselling Sessions	\$270.73
1718.752-01	TOTALLY WORKWEAR PALMERSTON	PPE - Work Wear- Waste Station Employees	\$258.00
1719.3253-01	EVIES ENTERTAINMENT	Entertainment - Singer Australia Day Event	\$250.00
1721.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Alarm Response Call-Outs - Litchfield Council Office	\$247.50
1718.1914-01	HUMPTY DOO GOLF CLUB	Refund of Bond after Hire Period of Dog Trap	\$240.00
1718.2378-01	PACK & SEND DARWIN	Jan 2026 - Courier Service for Litchfield Community Library	\$240.00
1721.2316-01	KYAM ELECTRICAL PTY LTD	Call Out to Fault Find / Repair Mains Power at Thorak Cemetery	\$231.00
1722.78-01	POWER & WATER CORPORATION	Nov - Jan 2026 - Water Gregg Park Irrigation	\$225.12
1722.2660-01	STONE MONKEY	Purchase of Graphic Novels for Library Content	\$213.00
1722.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Annual Irrigation Wi-Fi Subscription	\$203.50
1722.229-01	INITIAL & PEST CONTROL (RENTOKIL)	Termite Treatment -10 Trees	\$198.00
1722.926-01	JACANA ENERGY	Jan 2026 - Electricity BSWTS	\$193.98
1719.896-01	E.E. MUIR & SONS PTY LTD	Bulk Purchase - Fertiliser	\$191.80
1719.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Hydraulic Hose Repair - SV4594	\$174.54
1719.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Feb 2026 - ASSA Monthly Membership	\$165.00
1718.1459-01	TERRITORY SPRINGWATER AU PTY LTD	Annual Rental of Water Cooler- Litchfield Council Foyer	\$160.00
1718.1264-01	DARWIN LARGE ANIMAL MOBILE VET SERVICES	Redemption of Desexing Voucher	\$150.00
1719.1237-01	THE BOOKSHOP DARWIN	Assorted Books - Litchfield Council Library Content	\$148.47
1721.1143-01	WORKPRO (RISK SOLUTIONS AUSTRALIA)	Police Checks - New Litchfield Council Employees	\$132.00
1719.78-01	POWER & WATER CORPORATION	Jan 2026 - Water - HSWTS	\$130.76
1718.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 20 Jan 2026	\$129.41
1721.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Waste Stations	\$126.42
1722.3259-01	LITCHFIELD COUNCIL RESIDENT	Refund of Trap Bond after Hire Period	\$120.00
1722.3274-01	LITCHFIELD COUNCIL RESIDENT	Refund of Trap Bond after Hire Period	\$120.00

1719.3259-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Bond after Hire Period	\$120.00
1721.3267-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Bond after Hire Period	\$120.00
1718.367-01	BUNNINGS GROUP LIMITED	Consumable Items - Thorak Cemetery	\$114.92
1722.1566-01	WINC AUSTRALIA PTY LTD	Toilet Roll Dispenser with Refills	\$113.65
1718.2295-01	COLEMANS PRINTING (COLEMANS INK PTY LTD)	Business Cards - WTS	\$112.20
1719.1471-01	RICOH AUSTRALIA PTY LTD	Jan 2026 - Cemetery Photocopier & Consumables	\$111.61
1718.616-01	PALMERSTON & RURAL PARTY HIRE	Cleaning Fee Hired Chairs - Paint Damaged from Australia Day Event	\$105.00
1722.506-01	TURBO'S TYRES	Strip and Refitting of Tractor Tyre	\$99.00
1721.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Consumable - Replacement Washers, Bolts, and Nuts for MWF Machines	\$94.06
1719.2434-01	BELLS PURE ICE	Bagged Ice Delivered for MWF Crews	\$92.09
1722.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Replacement Consumable - Nuts, Bolts Washers for MWF Machines	\$88.43
1719.220-01	THE BIG MOWER	Replacement Stihl Micro Chainsaw Bar	\$77.00
1721.1294-01	DARWIN LAUNDRIES (CLEAN FUN PTY LTD)	Laundry for Mayors Robe	\$77.00
1718.968-01	NTF CONSTRUCTION SUPPLY SPECIALISTS	Consumables - Replacement Washers, Bolts, and Washers	\$75.81
1722.3275-01	LITCHFIELD COUNCIL RESIDENT	Rates Refund - Overpayment	\$74.74
1722.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 13 Feb 2026	\$65.46
1719.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 30 Jan 2026	\$65.46
1721.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 06 Feb 2026	\$65.46
1718.92-01	ST JOHN AMBULANCE AUSTRALIA (NT) INC	First Aid Kit - Re-stock - Thorak Cemetery	\$44.94
1722.3276-01	LITCHFIELD COUNCIL RESIDENT	Rates Refund - Overpayment	\$26.03
1722.3272-01	LITCHFIELD COUNCIL RESIDENT	Refund of Cost HDWTS - Voucher Unavailable	\$23.00
1722.559-01	BLACKWOODS	Glass Cleaners	\$16.97
1718.660-01	CENTRAL ANIMAL RECORDS (AUST) PTY LTD	Microchip Subscription	\$9.95
1722.1772-01	WATER DYNAMICS PTY LTD	Replacement Threaded Poly Cap	\$5.34
		TOTAL	\$2,531,664.17

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

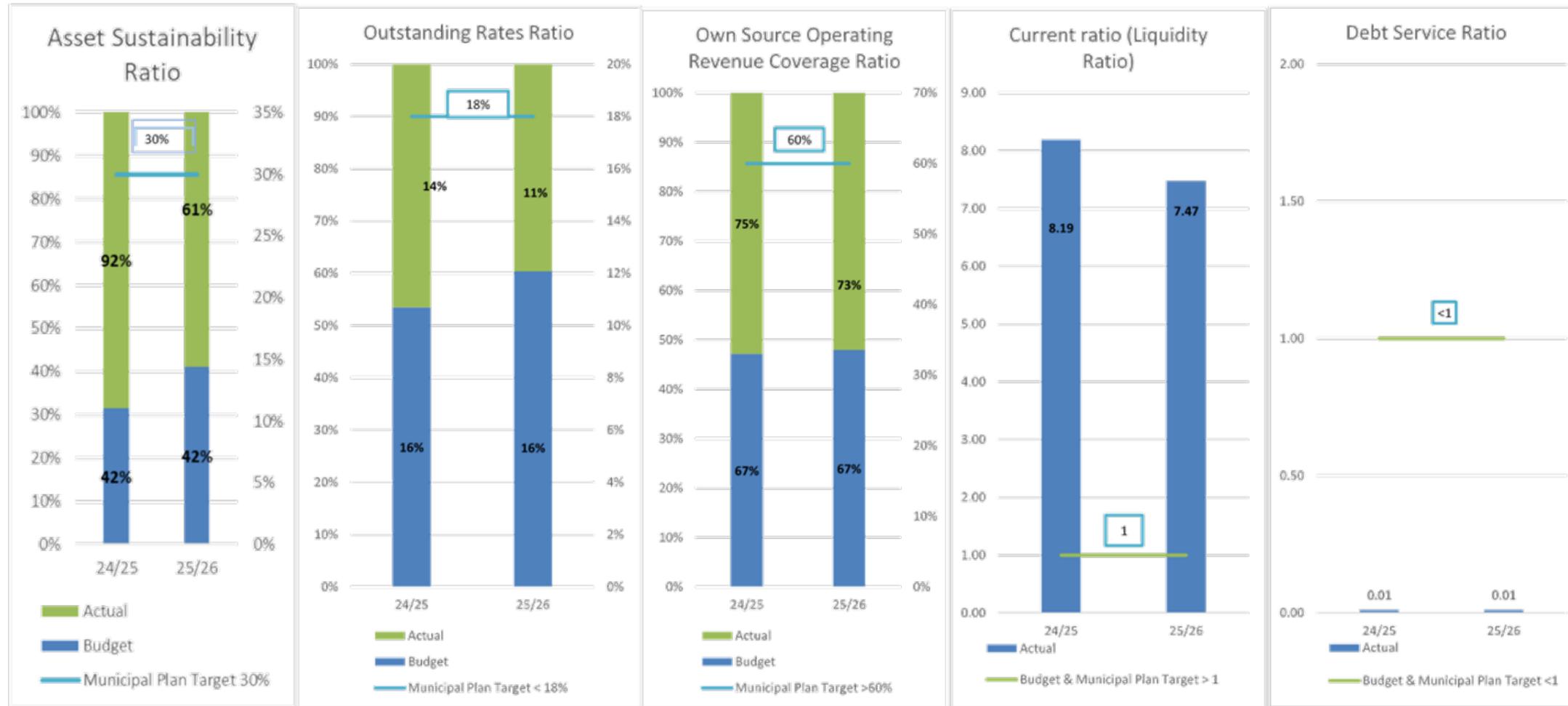
Card Holder Name:	Stephen Hoyne		
Transaction Date	Amount	Supplier's Name	Details
30/01/2026	\$ 8.95	Coles	Coles - catering for EM Budget Workshop
30/01/2026	\$ 99.90	Coles	Coles - catering for EM Budget Workshop
30/01/2026	\$ 32.84	Coles	Coles - catering for EM Budget Workshop
2/02/2026	\$ 16.00	NT News	NT News monthly Subscription
2/02/2026	\$ 750.00	Australian Institute of Company Directors	Company Director - Annual Membership
16/02/2026	\$ 69.06	Coles	Coles - catering for EM Budget Workshop
16/02/2026	\$ 30.35	Woolworths	Woolworths - catering for EM Budget Workshop
17/02/2026	\$ 54.37	Coolalinga Café	Coolalinga Café - Off site Meeting
18/02/2026	\$ 15.00	NT Independent	NT Independent monthly subscription
20/02/2026	\$ 89.95	United Noonamah	United Noonamah - Ad Blue for council vehicle
22/02/2026	\$ 6.00	Westpac	Westpac Credit Card Fee
	\$ 1,172.42		

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
February2026	\$9,297.63	MS R A WRIGHT	Jan 2026 - Elected Members Allowances
February2026	\$3,972.74	MISS P Q F PURICH	Jan 2026 - Elected Members Allowances
February2026	\$3,341.56	MRS E SHARP	Jan2026 - Elected Members Allowances
February2026	\$2,286.37	MR K R HARLAN	Jan 2026 - Elected Members Allowances
February2026	\$1,986.37	MR K M CIVITARESE	Jan 2026 - Elected Members Allowances
February2026	\$1,986.37	MRS D B CRAWFORD	Jan 2026 - Elected Members Allowances
February2026	\$1,986.37	MS P CASS	Jan 2026 - Elected Members Allowances
Total	\$24,857		

FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2025/26 Municipal Plan includes the following financial KPIs.



<p>Indicates if Council is replacing or renewing existing assets in a timely manner as the assets are used up.</p>	<p>Identifies if Council is collecting rates and charges in a timely manner and the effectiveness of debt recovery efforts.</p>	<p>This ratio measures the degree to which Council relies on external funding to cover its operational expenses.</p>	<p>Identifies Council's ability to meet its short-term financial commitments as and when they fall due.</p>	<p>Indicates Council's ability to repay loans.</p>
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KPI	Explanation
Asset Sustainability Ratio	Council’s Asset Sustainability Ratio for the month of February is 61% which match 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 11% less the Municipal Plan target of less than 18%. However, council needs to continue work in this area as a growing outstanding rates ratio increases liquidity risk and places a burden on Council's existing resources.
Own Source Revenue Ratio	This ratio indicates Council's ability to pay for its operational expenditure through its own revenue sources. The higher the ratio the more self-reliant a Council. In other words, the higher the ratio the less Council must rely on external grants to provide services to the community. A ratio of 40% to 60% is considered as a basic level, between 60% to 90% is considered intermediate level and more than 90% is considered advanced level. Council's Own Source Operating Revenue Coverage ratio of 73% is above the Municipal Plan target of greater than 60%.
Current Ratio (Liquidity Ratio)	A ratio of greater than 1 is required to provide assurance that Council has enough funds to pay its short-term financial commitments. Council's Current Ratio of 7.47 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: 28.02.2026

That, to the best of the CEO's knowledge, information, and belief:

- (1) The internal controls implemented by the council are appropriate; and
- (2) The council's financial report best reflects the financial affairs of the council.

CEO Signed: 

Date Signed: 11/03/2026

14.1.2 People, Performance and Governance Report - February 2026

AUTHOR: Ankit Pansal, Acting Director Corporate Services

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. People Performance and Governance Monthly Report February

EXECUTIVE SUMMARY

This report provides Council with key staffing information, workplace health and safety information and proposed major policy updates and reviews.

This report provides a monthly update to ensure that both staffing and budget measures are in accordance with the Council approved staffing plan and budget. The metrics provided in this report track activity and report full-time equivalent (FTE) numbers, retention and Work Health and Safety performance.

RECOMMENDATION

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

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
NA			

External Appointments

Position	Department	Start date	Permanent/Temporary
NA			

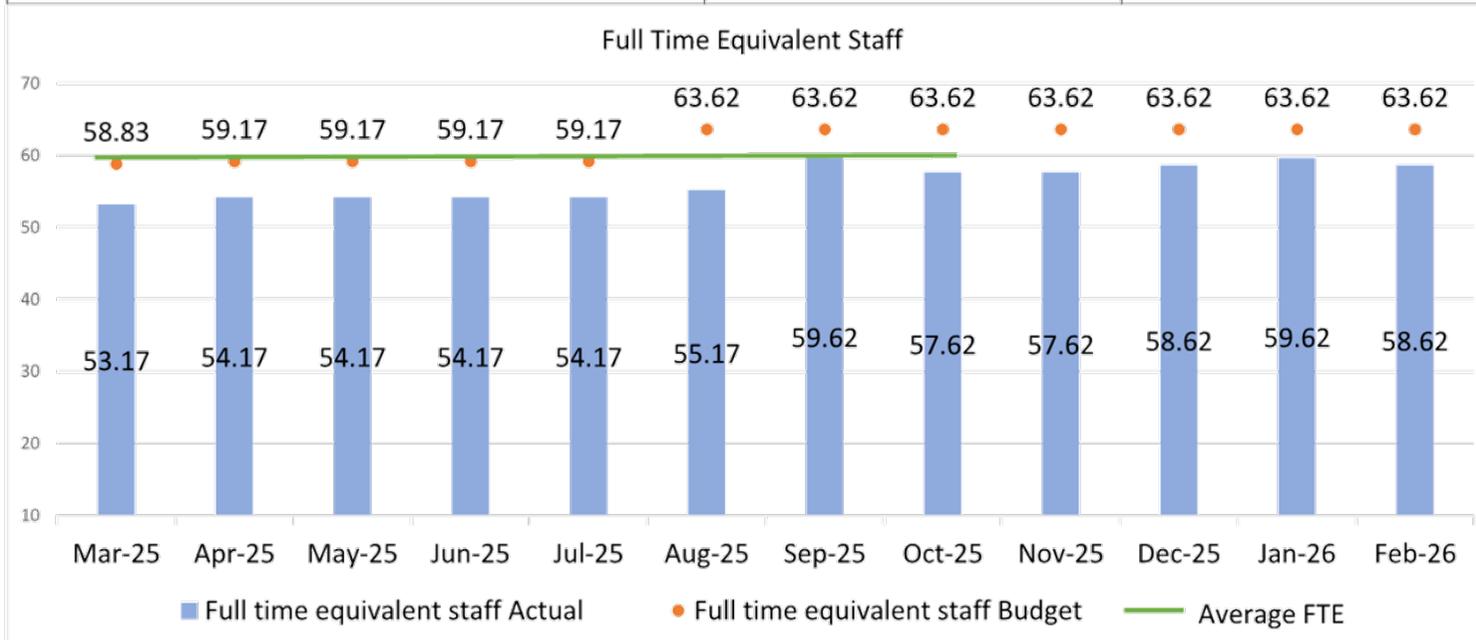
Employment Separation Permanent

Position	Department	End date	Permanent/Temporary
EA to Directors	Council Leadership	11 February	Permanent

	Allocated	Actual	Difference
Full Time Equivalent	50.00	46.00	-4
Part-time	4.52	4.52	0
Contract	5.00	4.00	-1
Casual	4.10	4.10	0
Total	63.62	58.62	-5.00

Recruitment Overview:

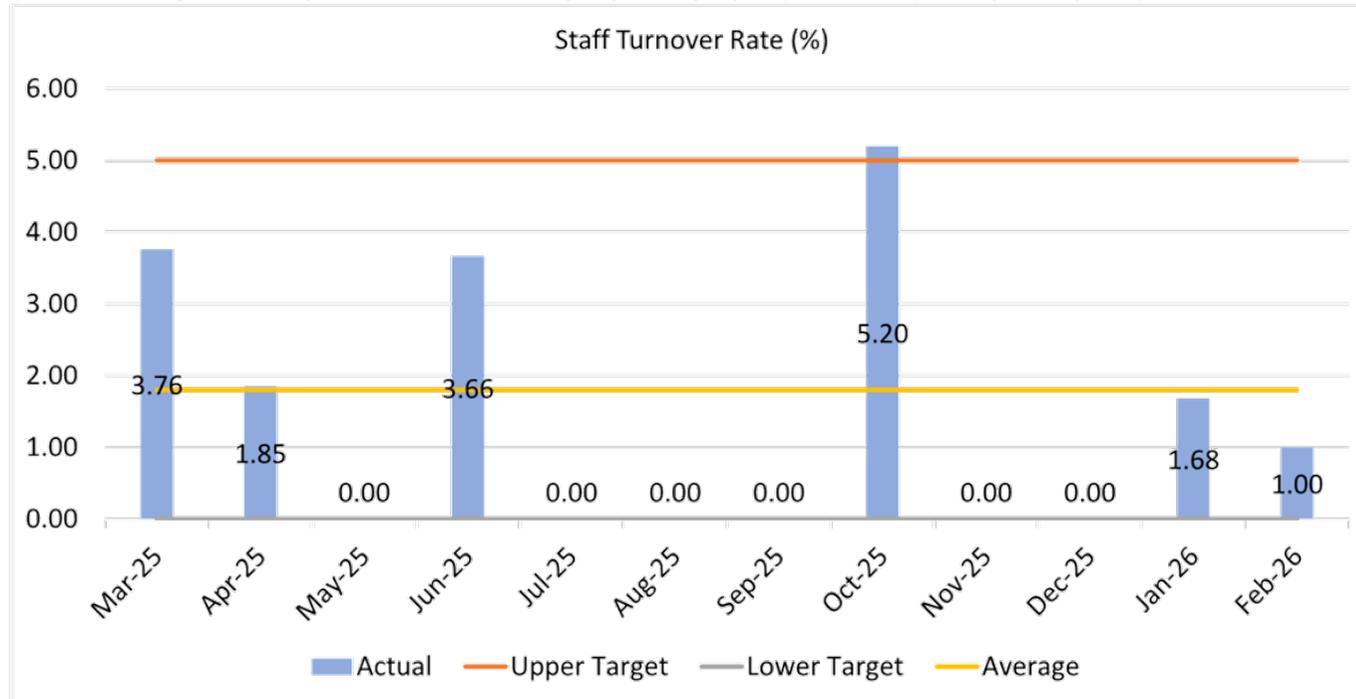
Role	In Progress	Completed
Plant Operator - WTS	✓	
Gatekeeper- WTS	✓	
Manager Infrastructure & Assets		✓
Grounds Person- Thorak		✓



Turnover Rate:

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

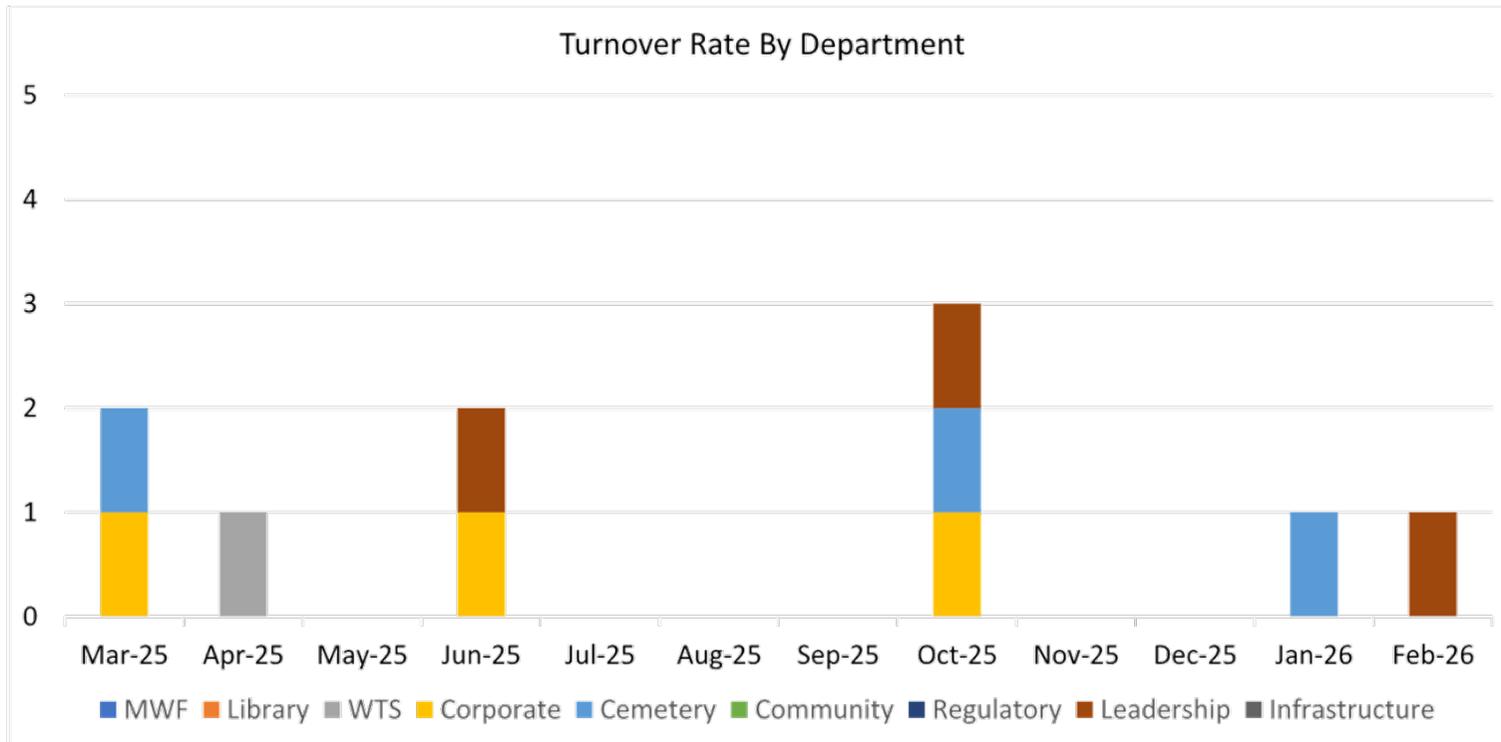
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Average
3.76%	1.85%	0%	3.66%	0.00	0.00	0.00	5.21%	0.00	0.00%	1.68%	1.71%	1.49%
2	1	0	2	0	0	0	3	0	0	1	1	0.83

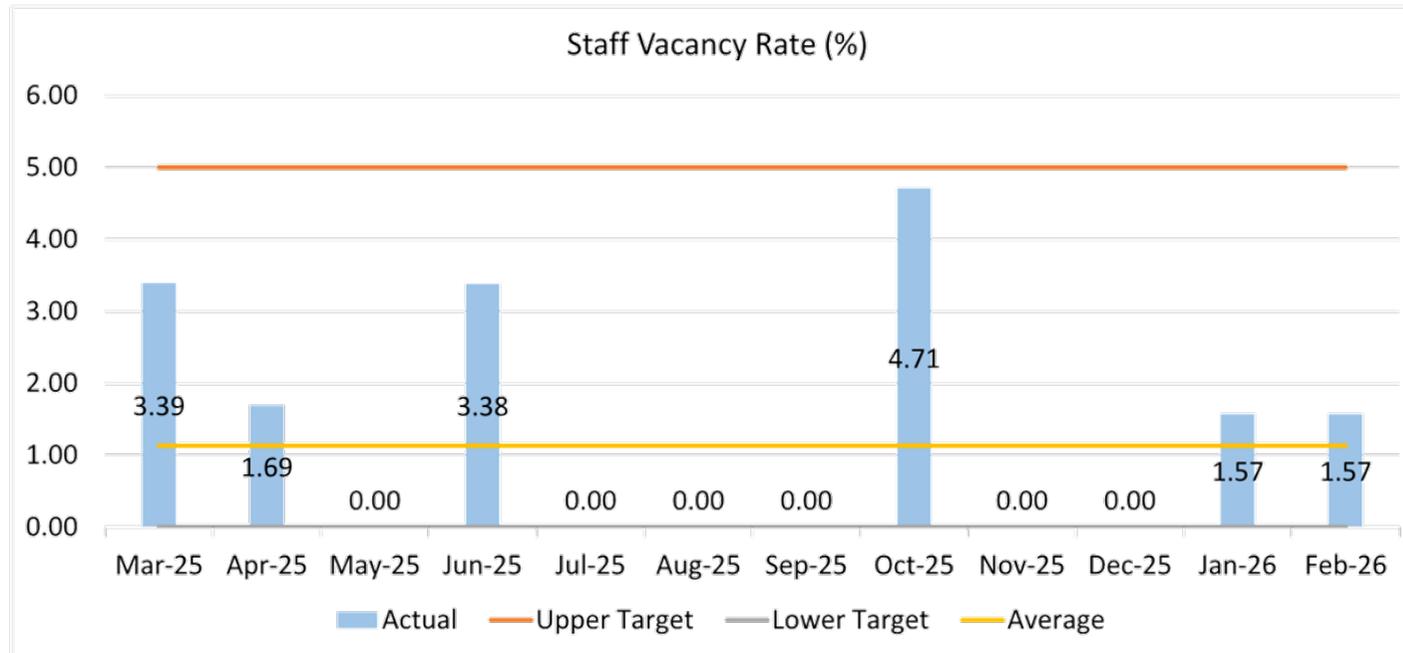
Target Average: Between 0% to 5%

Turnover Rate by Department:



Staff Vacancy Rate:

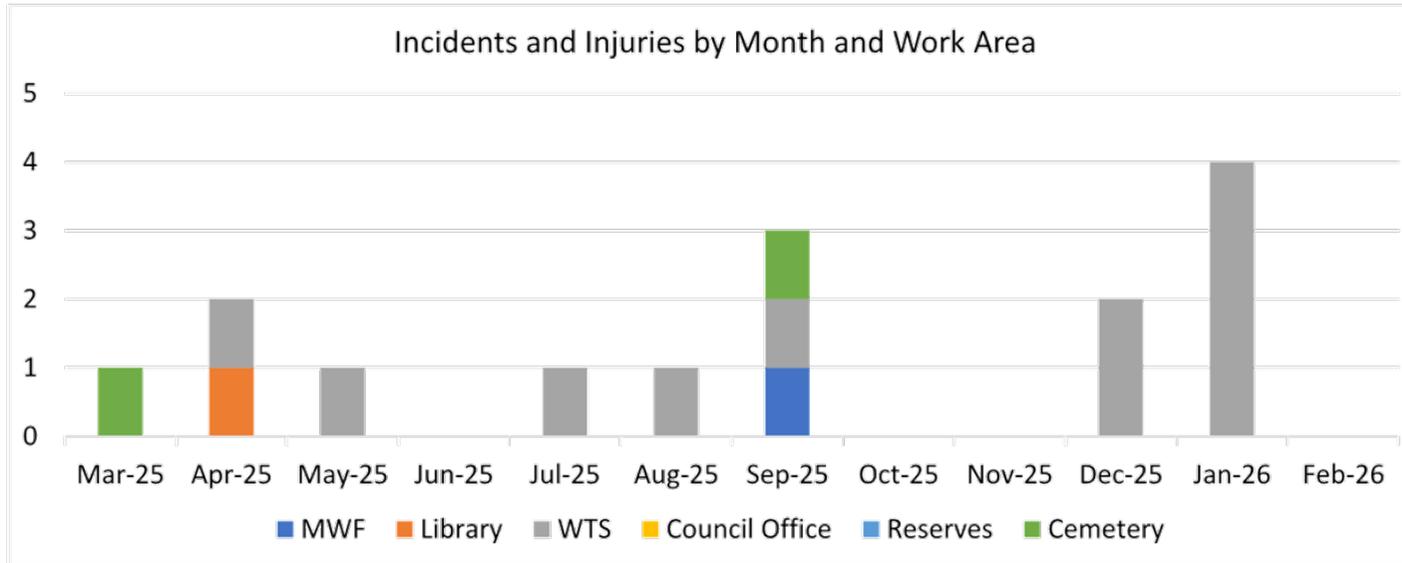
The number of vacant positions during the reporting period.
 (Vacant positions, divided by total FTE, multiplied by 100).



Month	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Average
Rate	3.39%	1.69%	0.00%	3.38%	0.00%	0.00%	0.00%	4.71%	0.00%	0.00%	1.57%	1.57%	1.36%

Target: Between 0% to 5%

Workplace Health and Safety:



There were no workplace health and safety incident recorded in February 2026.

Governance

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

Regulations	Local Government (Electoral) Regulations 2021
	Local Government (General) Regulations 2021
Guidelines	Guideline 1: Local Authorities
	Guideline 2: Appointing a CEO
	Guideline 3: Borrowing
	Guideline 4: Assets
	Guideline 5: Budgets
	Guideline 6: Annual Report
	Guideline 7: Procedural Fairness in Deciding Code of Conduct Complaints
General Instructions	General Instruction 1: Procurement
	General Instruction 2: Annual Financial Statement

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

Below is a list of existing policies that are overdue from the 2024/2026 period. These policies will be presented to Council in due course.

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

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

Policies	Review Date
FIN17 Accountable Forms - Members and CEO	20/07/2025
HR16 Code of Conduct for CEO	20/07/2025
EM03 Access to Council Meetings	18/10/2025
GOV13 Managing Requests to Council Members	18/10/2025
COR01 Media Policy	15/11/2025
COR02 Community Engagement	15/11/2025
FIN14 Investment	6/12/2025
INF06 Private Roads	16/12/2025
CEM02 Right of Interment	17/01/2026
INF01 Asset Management	17/01/2026
CEM01 Floral and Ornamental Tributes	16/05/2026
EM06 Conflict of Interest	20/06/2026
FIN02 Rating Policy	20/06/2026
FIN04 Financial Reserves	20/06/2026

14.1.3 Community Services and Development Monthly Report – February

AUTHOR: Rebecca Taylor, Acting Director Governance & Community

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: Nil

EXECUTIVE SUMMARY

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

RECOMMENDATION

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

Media and Communications

February was an active month in the media and communications area.

Requests for interview

- ABC Darwin Breakfast Program 25/02/26 – interview with Acting Director Governance and Community Rebecca Taylor on the Proposed Dog Restriction Area in Asche.

Media enquiries

- Yahoo News Australia 23/02/26 and Daily Mail Australia 24/02/26, regarding a complaint that native spear grass was sprayed using chemicals at 815 Letchford Road, Darwin River – statement approved and issued.

Consultation

- Proposed Dog Restriction Area, Asche – consultation commenced 23 February to 23 March 2026, public notice advertised in NT News and request sent to the developers of The Parks to disseminate information to current and future landowners.

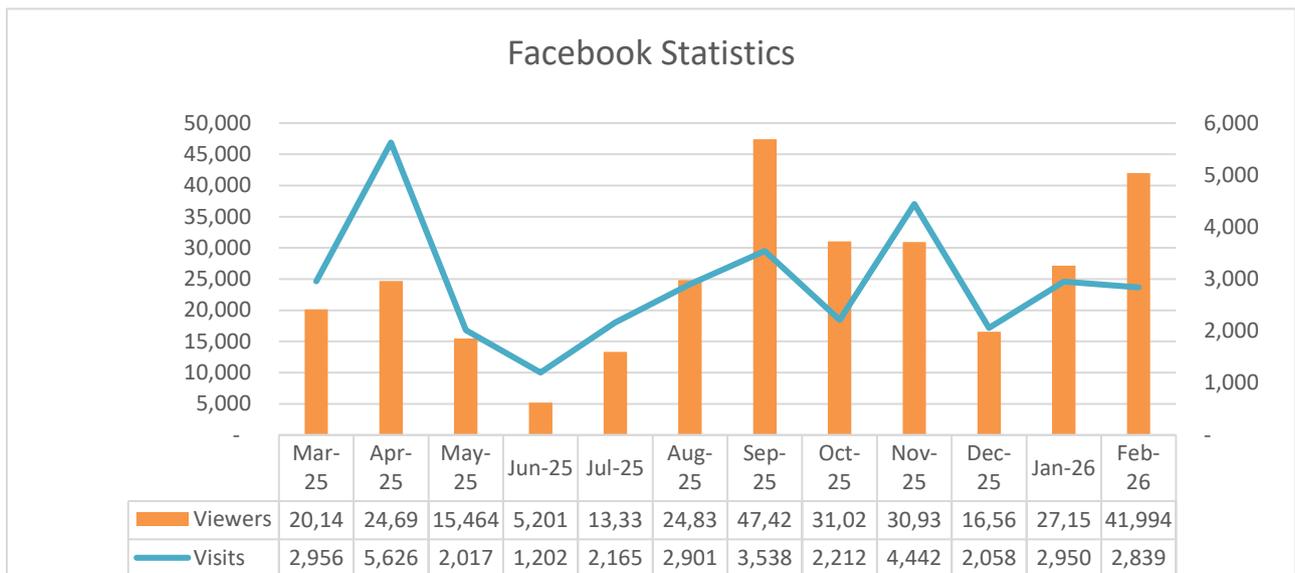
Social media

Council’s Facebook performance showed strong growth across key metrics this month.

- Views increased significantly to 175.2K (↑ 54.1%), with the majority coming from non-followers (67%), indicating continued reach beyond our existing audience
- Total viewers reached 41,994 (↑ 55.2%), reflecting strong content visibility
- Content interactions rose to 1.8K (↑ 130%), with notable growth from both followers (↑ 276.2%) and non-followers (↑ 70.8%)
- Page visits remained steady at 2.8K (↑ 1.8%)
- Follows increased to 86 (↑ 8.9%), resulting in a net gain of 70 new followers for the month with 16 people who unfollowed the page.

Overall, results indicate improved engagement, strong content performance, and continued growth in audience reach beyond our existing follower base.

The graph on the following page displays this data for the current month and a monthly comparison over the prior 12-months.



Website monthly performance summary

Website performance remained steady this month, with consistent user activity and engagement.

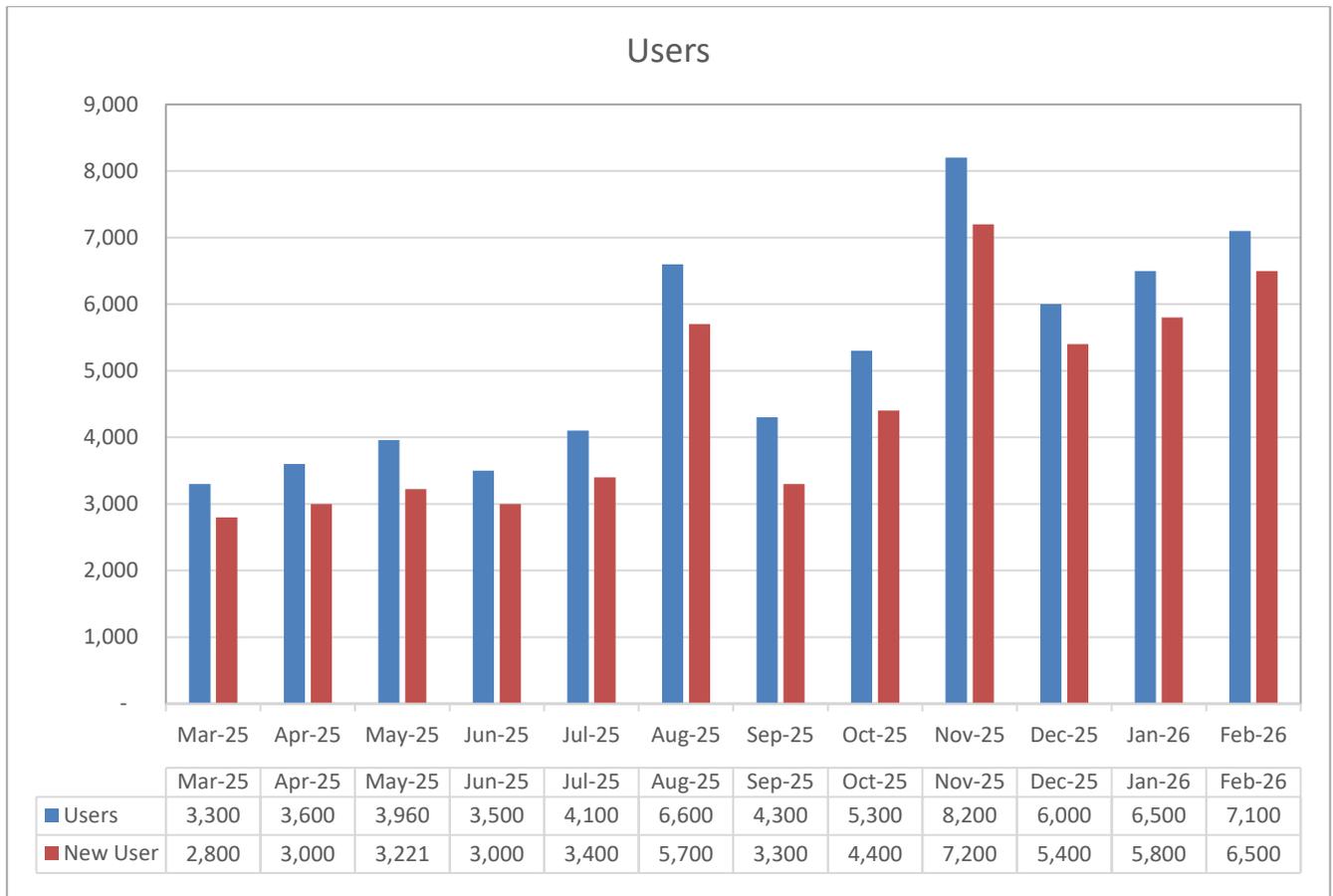
- Active users: 7.1K
- New users: 6.5K, indicating strong acquisition of first-time visitors
- Average engagement time: 35 seconds per active user

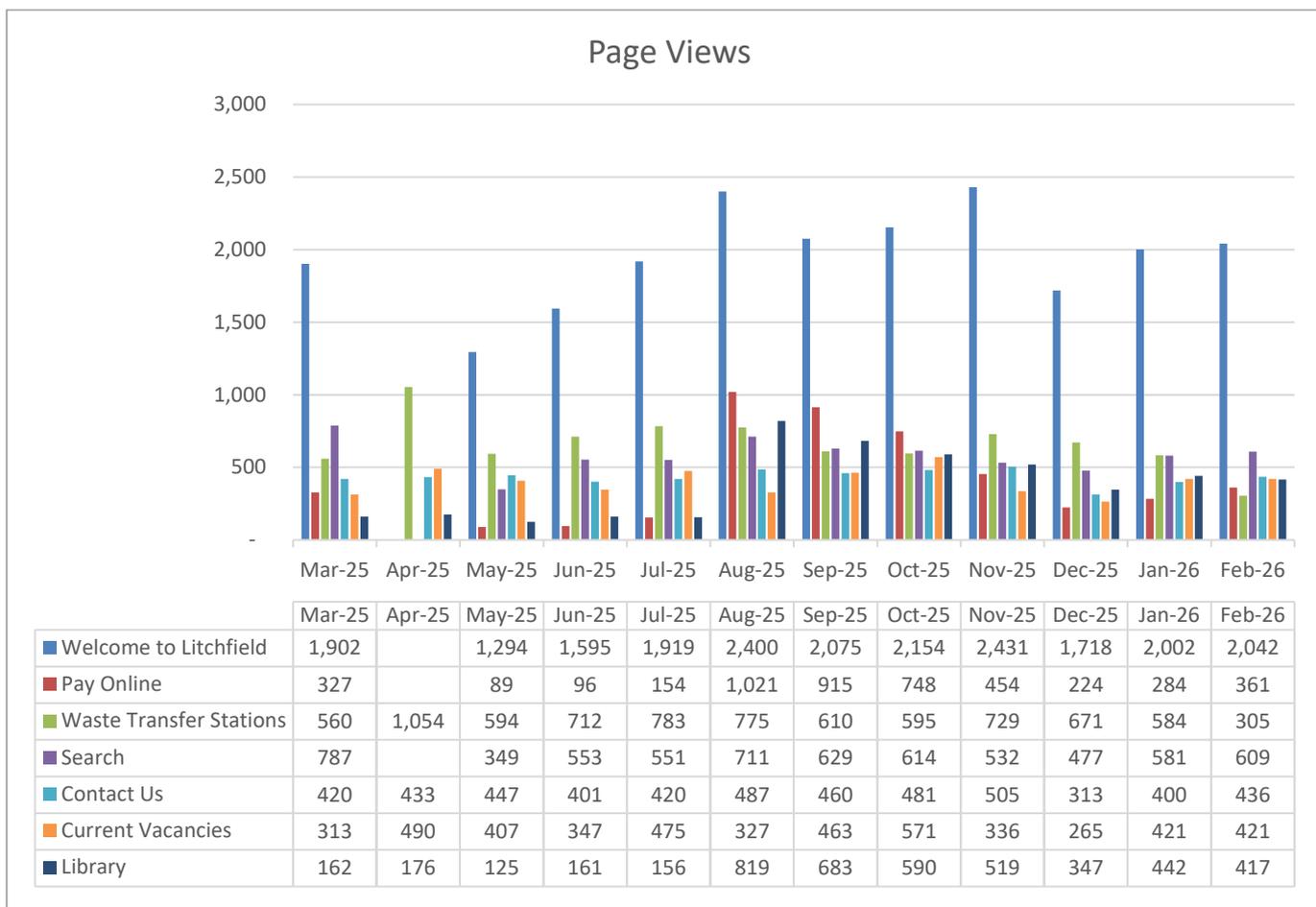
Traffic levels were relatively consistent across the month.

The top five visited pages were:

- Welcome page – 2,042 views
- Search – 609 views
- Contact us – 436 views
- Current vacancies – 421 views
- Litchfield Community Library – 417 views.

Overall, the website continues to attract a high proportion of new users, suggesting ongoing success in driving fresh traffic to Council’s online services and information.





Community Engagement

The Men’s Wellbeing & Connection Program continues to gain momentum, with the BBQ Bike Ride hosted in partnership with Bike You, offering a relaxed and active opportunity for local men to connect. These informal gatherings remain central to the program’s aim of reducing isolation and encouraging low-pressure social interaction across the municipality.

At the Litchfield Community Library, regular programming resumed following the school holiday period. Storytime and Nursery Time welcomed young families back into the space, while LEGO League recommenced, fostering creativity, teamwork and problem-solving skills among young participants. February also marked the launch of Thursday night VR Gaming sessions, providing an innovative and engaging new offering for young people and expanding the Library’s role as a safe and modern community hub.

A series of pop-up information sessions from government services were delivered at the Library, including Legal Services, NDIS representatives, Consumer Affairs, Services Australia, and NBN troubleshooting sessions. These visits provide rural residents with accessible, face-to-face support that may otherwise require long travel into the city centres.

For seniors, the popular Morning Tea program resumed for the year, welcoming guest speaker Barry Conde, “The Bee Man,” who delivered an engaging and informative session. This program continues to provide valuable opportunities for social connection, learning and community engagement for older residents, outcomes that are particularly important in rural settings.

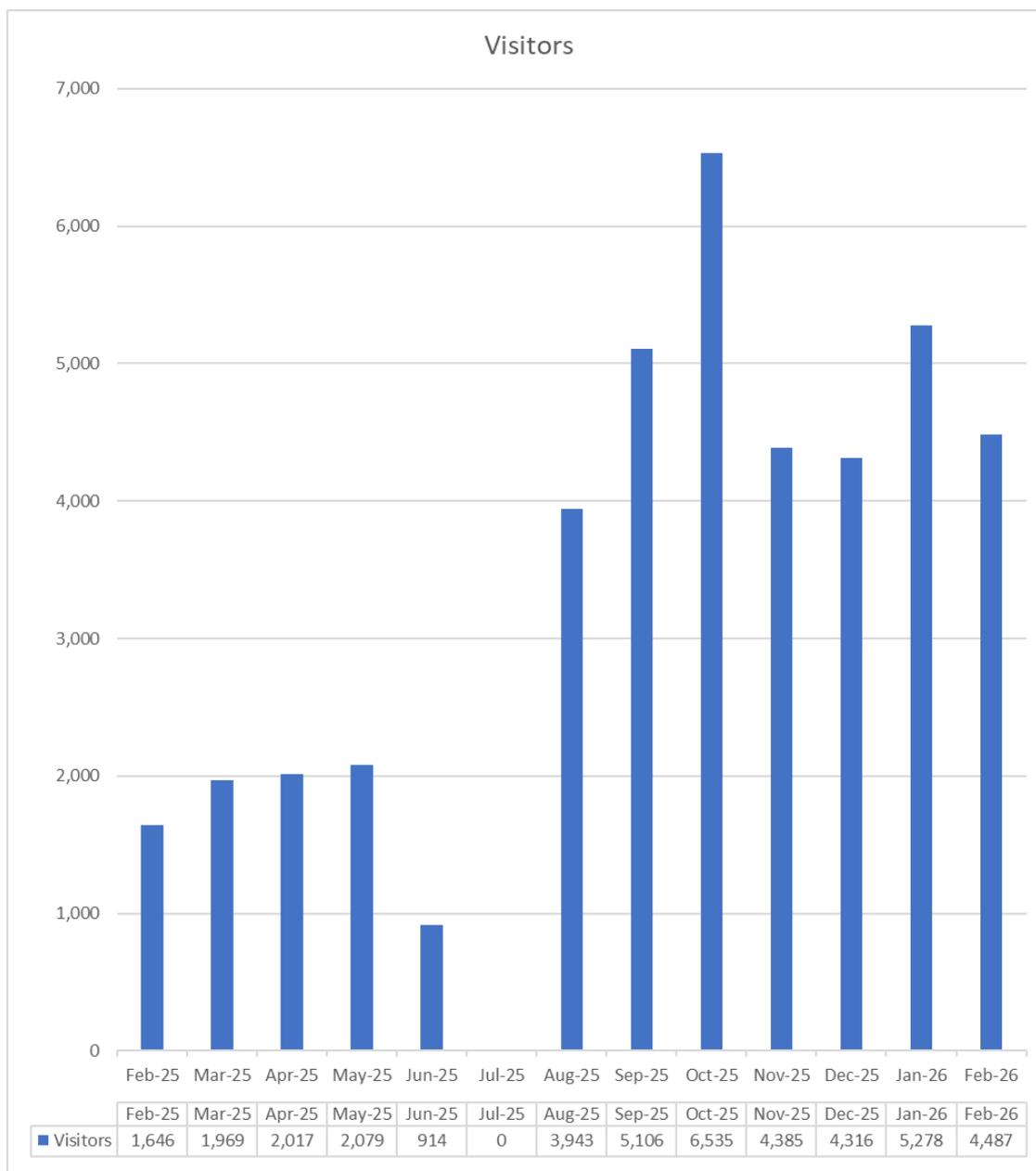
Significant time was dedicated to planning and preparing for upcoming programs and initiatives later in the year. This groundwork ensures the continued quality and sustainability of Council’s community initiatives. Overall, February demonstrated Council’s ongoing commitment to accessible services, inclusive programming and consistent community engagement.

Litchfield Community Library

Visitors to the Library

The library had 4,487 visitors in February 2026 and was open for 184 hours. In the previous year, February 2025 compared at 1,646 visitors and was open for 182 hours.

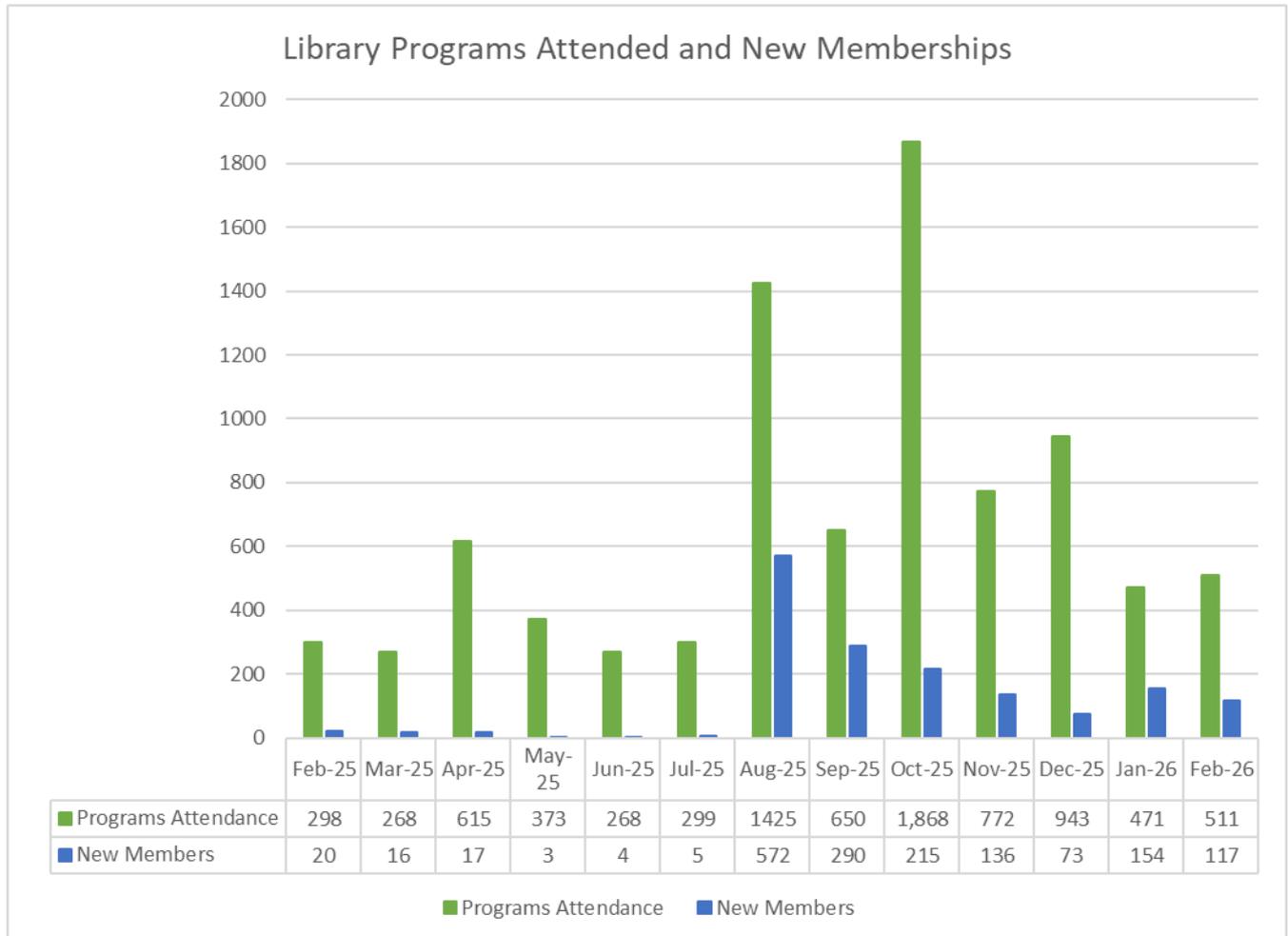
The following graph displays the data for the current month with a monthly comparison to the same time prior year, reporting around two and a half times more visits at the new site.



Library Programs and Memberships

A total of 15 activities were delivered in February 2026 with a total attendance of 511 participants. In the same month last year, the library had 298 attendees across 16 activities.

The library team signed up 117 new library members during February 2026, showing some indication of settling. This still compares very strongly to 20 new members in February 2025. It is noted that only 24 of last month’s new members were for the children’s Funky Chicken reading club, demonstrating increased engagement by adult community members with the library.



Library Projects

- Utilising the increased spaces and their flexibility, to implement regular outreach pop-up stands from community and government services.
- Program planning undertaken for a clear vision of 2026 that aligns with outcomes required under LANT funding, Council KPIs and resourcing capacity.

Library Service Disruptions

Nil disruptions

Regulatory Services

New Dog Registrations

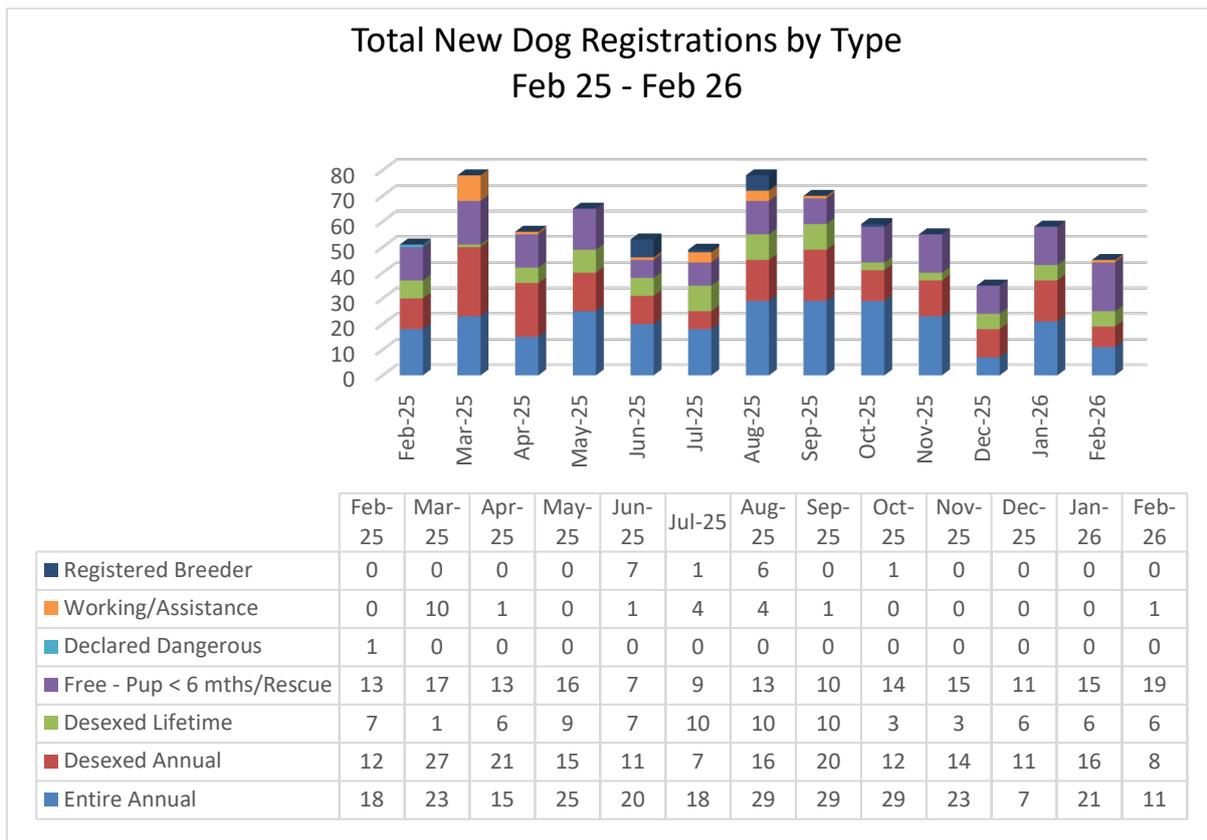
The number of new dogs registered either voluntarily or as a condition of release from the pound in February 2026 was 45.

This period typically has an increase in new registrations and a decrease in registered dog numbers due to notified deceased and departed dogs as owners respond to a current outstanding dog registration Audit.

Dog Registration Summary - February 2026

	Current Feb 26	Last Month Jan 26	Last Year Feb 25
New Registrations	45	58	51

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



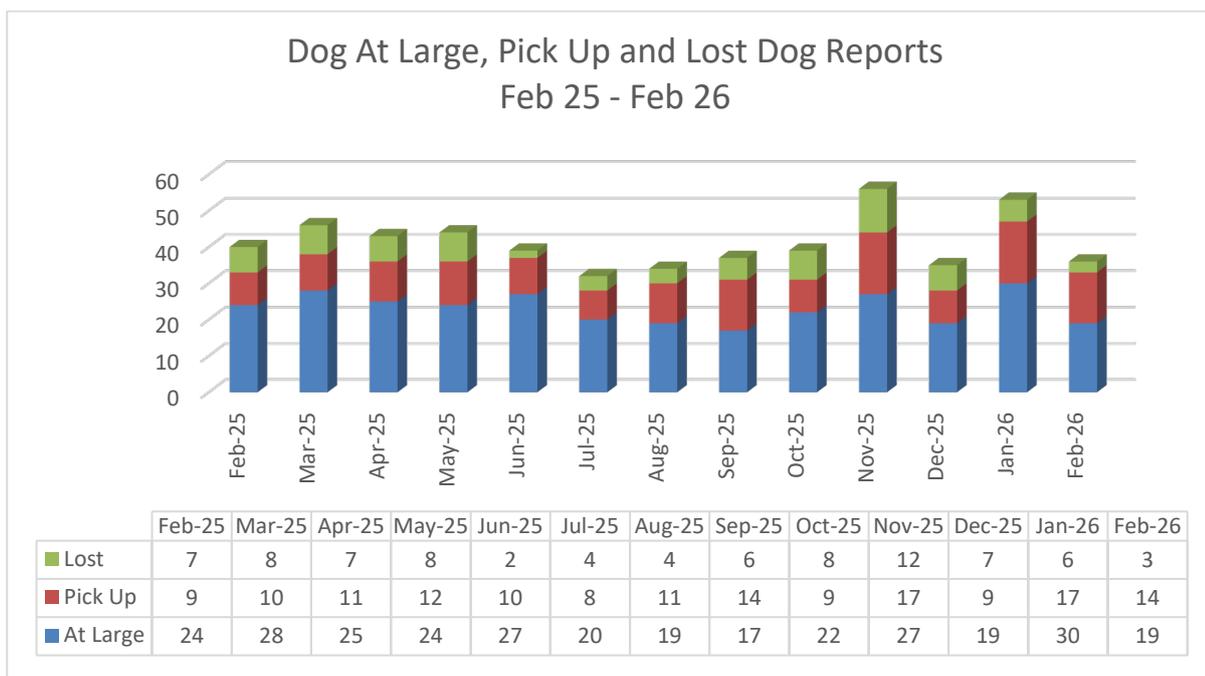
Dog At Large, Pick Ups and Lost Dogs

There were 36 recorded reports of dogs at large, contained dogs for pick up and dogs reported lost by their owners.

Dog at Large, Pickup & Lost Dog Summary for February 2026

	Current (Feb 26)	Last Month (Jan 26)	Last Year (Feb 25)
Dog at Large	19	30	24
Dog Pickup	14	17	9
Lost Dog	3	6	7
Total	36	53	40
Average (Dog at Large, Pickup & Lost) per month < 12 months			41.7

Reports per month would be significantly higher if it were not for the reach of social media and the involvement of vet clinics who routinely temporarily hold dogs and contact owners where possible before requesting Council’s services for pick-ups, particularly after hours.



Impounded Dogs

Dogs are impounded by Rangers should they be at large, voluntarily surrendered by their owners or seized under the authority of a warrant as a last resort for non-compliance with Council’s By-laws.

At the start of February 2026 there were no dogs in the pound carried over from the end of January 2026, 23 dogs were impounded during February. One dog was euthanised in February 2026 as it was not suitable for rehoming due to aggression observed with other dogs. Three dogs remained in the pound at the end of February.

Impounding Summary for January 2026

	Current (Feb 26)	Last Month (Jan 26)	Last Year (Feb 25)
Rehomed	4	13	7
Reclaimed	15	11	9
Euthanised	1	0	0
Other/In Pound	3	0	7
Total	23	24	23

Impounding Dog Statistics for February 2026

	Percentage < 12 months	Current (Feb 26)	Last Month (Jan 26)	Last Year (Feb 25)
Registered	16.7%	2	0	5
Unregistered	83.3%	21	24	10
Desexed	26.8%	6	6	2
Entire	73.2%	17	18	13
Male	58.0%	17	13	9
Female	42.0%	6	11	6

Those dogs registered at the time of impounding typically were already registered from a previous impounding. Entire dog’s whether male or female, are more likely to have wandering tendencies given the opportunity - this emphasises the importance of secure containment and Council’s encouragement of desexing through reduced registration costs and the provision of \$150 desexing vouchers redeemable through all vet clinics in the Litchfield area.

Abandoned Vehicles

While most Regulatory Services' activities relate to the management of dogs within the municipality, Rangers also respond to reports of abandoned vehicles from members of the public or from their own observations. There were 10 abandoned vehicles reported to Council in February 2026.

Abandoned Vehicle Summary for February 2026

	Percentage <12 months	Current (Feb 26)	Last Month (Jan 26)	Last Year (Feb 25)
New Reports	N/A	10	8	4
New CRM (open)	20.6%	1	2	1
Departed	48.5%	8	3	2
Disposed	16.2%	0	0	0
Released	0%	0	0	0
Impounded	2.9%	1	0	0
Non-Council Land	11.8%	0	3	0
Average AV Reports per month < 12 months			5.0	

New CRM – Action has commenced but not yet finalised.

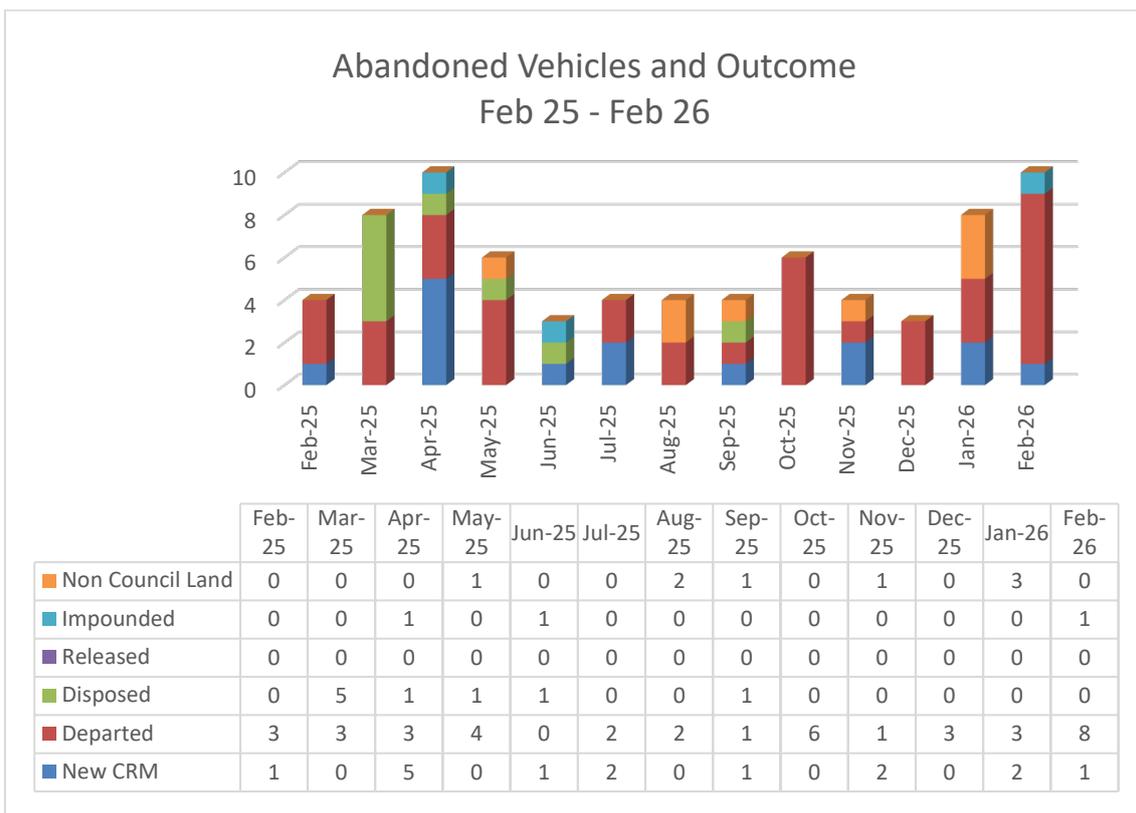
Departed – The vehicle was removed either before Rangers arrived or through owner compliance in accordance with the Official Abandoned Vehicle Notice.

Disposed – Vehicle was not removed within the Official Notice timeframe and was in such poor condition it was immediately disposed of for recycling.

Released – Owner of the vehicle has paid the towing and release fees.

Impounded – Vehicle was not removed within the Official Notice timeframe and was towed to Council's impound facility at the HDWTS.

Non-Council Land – Vehicle is located on private property or NTG controlled road where Council has no jurisdiction.



LINKS WITH STRATEGIC PLAN

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

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

RISKS

Nil

COMMUNITY ENGAGEMENT

Nil

14.1.4 Recreation Reserve Management Committee Minutes

AUTHOR: Jill Enriquez, Community Participation Officer

AUTHORISER: Rebecca Taylor, Acting Director Governance & Community

ATTACHMENTS: 1. HPRRMC Meeting Minutes 14 January 2026
2. KLRRMC Meeting Minutes 12 February 2026

RECOMMENDATION

THAT Council:

1. receive and note the unconfirmed Howard Park Recreation Reserve Management Committee Minutes of 14 January 2026 at Attachment 1.
2. receive and note the unconfirmed Knuckey Lagoon Recreation Reserve Management Committee Minutes of 12 February 2026 at Attachment 2.



Howard Park Recreation Reserve Management Committee Meeting

MINUTES

Wednesday 14/01/2026

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

Jill Enriquez, Community Participation Officer



COMMITTEE MINUTES

Howard Park Reserve Committee Meeting

Held in the Scout Hall, Howard Park Reserve
on Wednesday 14 January 2026 at 5:00 pm

1 Opening of Meeting

5:06 pm

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

Present

Daisy Crawford	Litchfield Council North Ward Councillor (Chair)
Jill Enriquez	Community Participation Officer (CPO)
Kat Stafford	Business Support Officer (BSO)
Maxine Way	Howard Springs Volunteer Fire Brigade
Gerry Wood	Resident on the phone

2 Apologies and Leave of Absence

Gerard Rosse	Resident
Gerard Maley	Resident, Member for Nelson
Evan Johns	Howard Springs Scouts

3 Disclosures of Interest

Nil

4 Confirmation of Minutes

That the committee confirms the minutes of the meeting held on Monday 10 November 2025.

Moved: Gerry wood

Seconded: Maxine Way

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Notes	Action By	Status
4/12/2023	Proposed "Master Plan"	Committee expresses desire for a simple plan to keep costs low. To include comprehensive survey of residents and users to gain insight on requested facilities.	DIO	Ongoing: Master plan is budgeted for this FY, but will possibly roll over into next FY.
14/08/2024	Markets	Malak Markets are interested but are run by volunteers. Requires a comprehensive proposal for their committee's approval.	CPO	ON HOLD: With staff movements and other focus areas, at this stage it's not a priority for the year. But we will try to include reserve activation in council events.
8/07/2024	Scout Hall upgrades	CPO in correspondence with Scouts Head Office. Council is currently creating user agreements to guide capital works for permanent users.	CPO	Ongoing: CPO will communicate with Scout representatives, they are volunteers so progress is expected to take time.
8/07/2024	Fitness Equipment for HPRR	To gain insight from residents re equipment request; progress on this will depend on master plan.	CPO	COMPLETED: quotes provided. Final decisions on infrastructure will come with master plan.
8/07/2024	Safety issues at the oval	Concrete pathway near BMX is inviting motorbikes. Damage to oval also from vehicles. Safety Audit was	CPO	COMPLETED: Fencing works completed, gates are secured to prevent

		conducted which recommended fencing.		motorised vehicle entry.
26/08/2025	Safety issues and antisocial behaviour at the BMX track	Investigated cages for CCTV to be re-installed. Increased behaviours over January School Holidays. To discuss a social media post addressing issue.	CPO	Ongoing: outdoor camera was installed and stolen over December closure. Security patrols were ordered until February to deter further damage.
26/08/2025	Irrigation issues at HPRR	This has been mentioned several times, seen through patchy areas. Will investigate	Parks Program Leader	ON HOLD: to revisit in the dry season.

6 Officers Reports

8.1 Bi-Monthly Operations Report

Moved: Maxine Way

Seconded: Daisy Crawford

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

CARRIED

7 Other Business

7.1 Watering for Cricket Season – to investigate starting April.

7.2 Barrier for motocross bikes and other vehicles – investigate options

7.3 Freedom for skateboards and rollerskates – investigate safety

Moved: Gerry Wood

Seconded: Maxine Way

8 Next Meeting

Wednesday 11 March 2026, at 5:00pm Whitewood Hall, Howard Park Recreation Reserve.

9 Close of Meeting

5:33pm.



Knuckey Lagoon Recreation Reserve Management Committee Meeting

MINUTES

Thursday 12/02/2026

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

Daisy Crawford	North Ward Councillors (Chair)
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

Tou Ruchkaew NT Thai Association

3 Disclosures of Interest

Nil.

4 Confirmation of Minutes

Moved: John fuller

Seconded: Nicolle Jessop

THAT the minutes of the previous Committee Meeting held on Thursday 06 November 2025 be confirmed.

CARRIED

5 Business Arising from the Minutes

Meeting Date	Action	Action by	Notes	Status
06/06/2024	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. CPO contacted other providers for a quote
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
6/02/2025	Ramp connecting carpark to undercover area	CPO	This has been requested previously to improve accessibility.	Ongoing: scheduled for capital works in FY 25-26
5/06/2025	Illegal campers and speeding on reserve	CPO	Dry season issue of campers at reserve.	Ongoing: signs are on order and will be installed once ready.
8/01/2026	Wifi for users	CPO	Investigate installation of Starlink as cheaper option for internet.	Ongoing: CPO to contact current provider for more info
		CPO	Doors have been left open-check that Salto can have notifications if doors are left open.	Ongoing: CPO to contact Salto rep to investigate

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: Daisy Crawford

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

CARRIED

7 Other Business

7.1 Cr Crawford to raise motion for KLRR Committee meetings to be bi-annual rather than every other month.

7.2 Reflectors on driveway have been installed incorrectly

7.3 Cans container being used for rubbish, must install 'cans only' sign

8 Close of Meeting

Meeting closed at 5:39pm

The next meeting is scheduled for Thursday, 7 May 2026 at 5pm.

14.2 Executive and Community Development

14.2.1 NT Councils Discretionary Trust Advisory Committee - Vacancy

AUTHOR: Stephen Hoyne, Chief Executive Officer

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. NT Councils Discretionary Trust Advisory Committee- Vacancy.pdf

EXECUTIVE SUMMARY

This report seeks Council support to put forward a nomination to represent LGANT on the NT Councils Discretionary Trust Advisory Committee.

RECOMMENDATION

That Council note this report and support the nomination of Rebecca Taylor, Acting Director Governance and Community, to the NT Councils Discretionary Trust Advisory Committee.

BACKGROUND

LGANT has reached out to Council seeking a nomination to fill a vacancy on the NT Councils Discretionary Trust Advisory Committee (Attachment 1).

The Advisory Committee is the principal consultation mechanism between the Trustee and The Discretionary Trust Arrangement Members. It is used to assist in developing The Discretionary Trust Arrangement product offerings, consulting on use of surplus monies, monitoring performance and rules governing the conduct of members and the programme management.

The purpose of the Advisory Committee is to:

- provide a forum that will allow consultation and discussion between Council representatives, Broker/Scheme Manager and the Trustee to aid in achieving a functional and adequate, appropriate and sustainable programme that members value
- to advise the Trustee and Broker/Scheme Manager on effective ways to develop the product offering for the betterment of all participating Councils
- to communicate matters of interest and importance to participating Councils and to gather feedback on issues or developments as they arise
- to encourage other Councils participation through advocacy of The DT Arrangement programme
- sharing of experiences and knowledge between participating Councils
- to enable Councils to be able to refer matters for assistance and/or opinion

LGANT require the nomination to be supported by Council. This report seeks Council's support to nominate Rebecca Taylor, Acting Director Governance and Community to represent LGANT on the NT Councils Discretionary Trust Advisory Committee. Rebecca has worked closely with Council's insurer, JLT, over the last five years and oversees Council's Risk Management and Audit Committee.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

RISKS

None identified.

COMMUNITY ENGAGEMENT

Not applicable.

From: [Rachel Pritchard](#)
To: [Stephen Hoyne](#); [Rebecca Taylor](#)
Cc: [Mary Watson](#)
Subject: NT Councils Discretionary Trust Advisory Committee- Vacancy
Date: Wednesday, 25 February 2026 4:22:38 PM
Attachments: [image003.png](#)
[image004.png](#)
[image002.png](#)
[image001.png](#)
[image005.png](#)
[LGANT Representative Nomination Form - DT.docx](#)
[NT Councils DT Advisory Committee Terms of Reference 2025 Review Draft.docx](#)

Hi Stephen and Rebecca,

We've had a vacancy come up on the NT Councils Discretionary Trust Advisory Committee and I wanted to see if you'd be interested.

JLT mentioned you would both be of great value on the Committee.

I know you're both busy, but it's only two meetings a year and isn't resource intensive. With the Asset Valuation Program coming out in the next few days, it's an exciting time to get involved.

I've attached the nomination form. Our next Committee meeting is 30 March, so please let me know as soon as possible if you are interested.

Kind regards,



Rachel Pritchard | Director Corporate Services
 Local Government Association of the Northern Territory
t: (08) 8944 9685 | **m:** 0448 187 328
e: rachel.pritchard@lgant.asn.au | **w:** www.lgant.asn.au
 21 Parap Road, Parap NT 0820 | PO Box 2075, Parap NT 0804
 Subscribe: [Newsletter](#) | [Media Releases](#)

We are local. We connect.

In the spirit of reconciliation, the Local Government Association of the Northern Territory acknowledges the Traditional Custodians of country throughout Australia and their connections to land, sea and community. We pay our respect to their Elders past, present and emerging and extend that respect to all Aboriginal and Torres Strait Islander peoples today.

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From: LGANT CEO <ceo@lgant.asn.au>
Sent: Tuesday, 8 April 2025 8:52 AM
To: **Council CEOs <CEOs@lgant.asn.au>; **Mayors and Presidents <mayorsandpresidents@lgant.asn.au>
Cc: **Council CEO EAs <councilceoEAs@lgant.asn.au>; **Mayors and Presidents EAs <mayorsandpresidentseas@lgant.asn.au>; Mary Watson <Mary.Watson@lgant.asn.au>
Subject: Request for nominees for the NT Councils Discretionary Trust Advisory Committee

Dear Members,

On behalf of our CEO, Mary Watson, I am writing to seek nominations from member councils to

represent LGANT on the NT Councils Discretionary Trust Advisory Committee.

Role and Purpose

The Advisory Committee is the principal consultation mechanism between the Trustee and The Discretionary Trust Arrangement Members. It is used to assist in developing The Discretionary Trust Arrangement product offerings, consulting on use of surplus monies, monitoring performance and rules governing the conduct of members and the programme management.

The purpose of the Advisory Committee is to:

- provide a forum that will allow consultation and discussion between Council representatives, Broker/Scheme Manager and the Trustee to aid in achieving a functional and adequate, appropriate and sustainable programme that members value
- to advise the Trustee and Broker/Scheme Manager on effective ways to develop the product offering for the betterment of all participating Councils
- to communicate matters of interest and importance to participating Councils and to gather feedback on issues or developments as they arise
- to encourage other Councils participation through advocacy of The DT Arrangement programme
- sharing of experiences and knowledge between participating Councils
- to enable Councils to be able to refer matters for assistance and/or opinion

-

Nominees

LGANT is seeking three (3) nominations. It is suggested council staff with titles such as Directors Corporate Services, Finance Manager or similar would be well suited to this committee

Membership of the Advisory Committee will be for a term of two (2) years with a maximum of four (4) terms per person.

Meetings

The Advisory Committee shall normally meet two (2) times each calendar year. Additional meetings may be called by the Chair, as required.

More information is provided in the attached draft Terms of Reference.

If your council would like to nominate someone to represent LGANT on this committee, please complete the attached nomination form and return it to ceo@lgant.asn.au by CoB 31 May 2025. The LGANT Board will consider the nominations at its June meeting.

Kind regards,



Ellen Worsfold | Executive Officer

Local Government Association of the Northern Territory

t: (08) 8944 9688 | m: 0406 223 454

e: ellen.worsfold@lgant.asn.au | w : www.lgant.asn.au

21 Parap Road, Parap NT 0820 | PO Box 2075, Parap NT 0820

14.2.2 Review of Council Representatives Appointed to Committees

AUTHOR: Rebecca Taylor, Acting Director Governance & Community

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: Nil

EXECUTIVE SUMMARY

This report presents to Council the current Council representatives appointed to committees for review.

RECOMMENDATION

THAT Council consider the appointed Council representatives and decide to make changes or resolve to maintain existing memberships.

BACKGROUND

At Council's meeting in October 2025, the six newly elected Council members were appointed to Council committees as per the resolution below;

THAT Council:

- 1. Adopt the amended Howard Park Reserve Committee Terms of Reference and appoints Councillor Crawford to the Howard Park Recreation Reserve Advisory Committee;*
- 2. Adopt the amended Knuckey Lagoon Reserve Committee Terms of Reference and appoints Councillor Crawford to the Knuckey Lagoon Recreation Reserve Committee;*
- 3. Note policy FIN09 Risk Management and Audit Committee policy and appoints Councillor Harlan, Councillor Crawford and Councillor Civitarese to the Risk Management and Audit Committee;*
- 4. Adopt the existing CEO Performance Appraisal and Remuneration Review Committee Terms of Reference CEO performance and appoints the Mayor as Chair and appoints Councillor Sharp, Councillor Civitarese and Councillor Cass;*
- 5. Adopt the amended Administrative Review Committee Terms of Reference and appoints Mayor Wright and Councillor Harlan, Councillor Cass and Councillor Crawford;*
- 6. Adopt the amended Litchfield Australia Day Awards Selection Panel Terms of Reference and include all of council and appoints the Mayor as Chair and appoints Councillor Sharp Councillor Civitarese, Councillor Crawford and Councillor Cass to the Litchfield Australia Day Ordinary Council Meeting Minutes 20 October 2025 Page 12 Awards Selection Panel;*
- 7. Adopt the amended FIN07 Grants Donations and Sponsorship policy and amend to include all elected members, and appoints all Councillor's to the Community Grants Committee;*
- 8. Note the Advocacy and new initiatives committees term of reference and appoint all councillors with Mayor as chair and instruct the CEO to bring the terms of reference to a briefing.*
- 9. Adopt the existing Project Steering Committee Terms of Reference and appoints Councillor Sharp, Councillor Harlan and Councillor Cass to the Project Steering Committee for the Freds Pass Recreational Reserve \$10m Grant Project.*

In December 2025, the remaining vacancy was filled following the 2025 Local Government Supplementary Election. With the full Council now elected, there is an opportunity to review the previous committee appointments.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Section 82 of the Local Government Act 2019 stipulates the appointment of members by Council. Other internal committees and panels are guided by their terms of reference and Council policies.

FINANCIAL IMPLICATIONS

Not applicable

RISKS

None identified

COMMUNITY ENGAGEMENT

Not applicable

14.3 Infrastructure and Operations

14.3.1 Minutes of the Advocacy and New initiatives Committee Meeting

AUTHOR: Caitlyn Moulds, Executive Assistant to Directors

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Meeting Minutes - 9 February 2026

EXECUTIVE SUMMARY

This report presents to Council the minutes of the 9 February 2026 meeting of the Advocacy and New initiatives Committee meeting minutes.

RECOMMENDATION

1. That Council receive and note the unconfirmed Advocacy and New initiatives Committee meeting minutes of 9 February 2026, at Attachment 1

BACKGROUND

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

A committee meeting was held on the evening of the 9 February 2026. Minutes for the meeting are provided at attachment 1.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

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

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Risks Nil

COMMUNITY ENGAGEMENT

Nil



COMMITTEE MINUTES

NEW INITIATIVE AND ADVOCACY COMMITTEE

**Minutes of Committee Meeting
held in the Council Chambers, Litchfield Council
on Monday 9 February 2026 at 5:30pm**

Present

Mayor Rachel Wright	Mayor of Litchfield Council
Deputy Mayor Emma Sharp	Litchfield Council South Ward Councillor
Kevin Harlan	Litchfield Council Central Ward Councillor
Pauline Cass	Litchfield Council Central Ward Councillor
Daisy Crawford	Litchfield Council North Ward Councillor
Plaxy QF Purich	Litchfield Council North Ward Councillor
Kris Civitarese	Litchfield Council South Ward Councillor
Stephen Hoyne	Chief Executive Officer
Geoff Thomas	Director Infrastructure and Operations
Caitlyn Moulds	Executive Assistant to Directors (Committee Secretary)

1. OPENING OF THE MEETING

The Mayor opened the meeting at 5:37pm and welcomed members.

2. Apologies & Online Attendance

2.1 Apologies

Nil Apologies

2.2 Online Attendance

Deputy Mayor Emma Sharp	Via Teams
Cr Kevin Harlan	Via Teams
Cr Pauline Cass	Via Teams
Cr Kris Civitarese	Via Teams

3. Disclosure of Interests

Nil

4. Accepting Previous Meeting Minutes

Moved: Cr Harlan
 Seconded: Dm Sharp

That the minutes from the 27 February 2025 were accepted.

CARRIED 7/0

5. Terms of Reference

Moved: Cr Civitarese
 Seconded: Cr Harlan

THAT the committee note the Terms of Reference as at attachment A

CARRIED 7/0

6. Review of Existing ANIC Projects List

Removal of items

- Remove line item 6 - Private Roads Sealing Policy Consultancy (noted that it is on the OCM business arising list)
- Remove line item 7 - Councillor’s Community Charity Fund
- Remove line item 10 - \$10,000 or \$20,000 GRANT/FUNDING being put towards completing this project being Closing/Diverting A Part of Meade RD - Refer to attachments as part of this email.
- Remove line item 16 - Ratepayer Assistance/incentives to improve Animal management
- Remove line item 17 – Animal Retaining grants
- Remove line item 26 - Humpty Doo Primary School - Road Safety Concerns

ACTION: Geoff to send out list for elected members to rate which items should be sent to NTG and new initiatives by council

Moved: Cr Crawford
 Seconded: Cr Sharp

1. THAT the committee note the project list
2. THAT the committee note the removal of the line items listed above

CARRIED 6/1

7. Selection of Key existing 25/26 ANIC Projects

Moved: DM Sharp
 Seconded: Cr Purich

THAT this be moved to out of session, with elected members prioritising the list and returning to the DIO.

CARRIED 7 /0

8. Approach for future ANIC projects, priorities & submissions

Moved: Cr Purich
Seconded: Cr Cass

THAT the all new initiatives and advocacy items are submitted using the approved ANIC submission form.

CARRIED 7 / 0

9. Other Business

Nil

10. Date of Next Meeting

Moved: Cr Crawford
Seconded: Cr Sharp

THAT the meeting be held every quarter in line with the terms of reference.

CARRIED 7 / 0

11. Close of Meeting

Meeting closed at 7:42pm

14.3.2 Planning Summary Report - February 2026

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

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Planning Summary Report March 2026 Attachment A-D.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 1-28 February 2026. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	4
Clearances for Development Permit Conditions	7
Sale, Lease, or Occupation of Crown Land Applications	0
Development Permits Issued	6
Liquor Licence Applications	3
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	16
Works Permits	14

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 – 28 February 2026.
2. Note for information the responses provided to relevant agencies within Attachments A to D 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	3
Planning applications not supported/objected to for reasons related to Council issues	0
Planning applications objected to for reasons not directly related to Council issues	0
Note: Additional detail is provided below on all development applications.	

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

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

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

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

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

Development Applications supported, subject to normal Council Conditions

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

Application Number, Address, and Attachment Reference	Purpose and Summary
<p>PA2026/0032</p> <p>Hun: 160 P: 02916 4/199 Doris Road BERRY SPRINGS, Hundred of Cavenagh</p> <p>Attachment A</p>	<p>Dwelling-single</p> <p>Council does not object to the proposed dwelling as it is in keeping with the neighbouring properties in the until title scheme area.</p>

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
<p>PA2025/0474</p> <p>Hun: 055 P: 07824 17 Kerr Court KNUCKEY LAGOON, Hundred of Bagot</p> <p>Attachment B</p>	<p>Excavation and Fill</p> <p>Council does not object to the granting of this Development permit as the necessity for the excavation and fill permit is to alleviate the concentrated stormwater flow in the neighbouring properties as well as ensuring there is no ponding of water within the property.</p>	<p>a) The stabilisation plan will need to be reviewed to ensure that stormwater flow is not collected and concentrated into neighbouring properties (particularly to the Southeast corner).</p> <p>b) Council would like a timeline for the stabilisation works</p> <p>Council has provided additional comments in relation to the stormwater and other identified issues previously identified in the Home-Based Business development application PA2025/411 (note, as of 02/03/2026 PA2025/0411 has been refused).</p>
<p>PA2026/0036</p> <p>Hun: 055 P: 06533 1 Havelock Street COOLALINGA, Hundred of Bagot</p>	<p>Dwelling-group (4 x 3 bedroom) in a single storey building</p> <p>Council does not object to granting a Development Permit as the proposal</p>	<p>Evidence of the internal turning paths and vehicle circulation should be provided to ensure that the proposal complies with the NT Planning Scheme 2020, where the layout of the car parking area should allow a vehicle to enter from and exit to a road in a</p>

Attachment C	is in accordance with the zoning of the Coolalinga and Freds Pass Activity Centre Plan.	forward gear.
<p>PA2026/0035</p> <p>Hun: 695 P: 05546 220 Strangways Road HUMPTY DOO, Hundred of Strangways</p> <p>Attachment D</p>	<p>Subdivision to create 27 lots in two stages</p> <p>Council does not object to granting of a Development Permit as it is noted this is stage 2 of the original development approved by DP14/0605. The application aligns with the requirements of the Humpty Doo Rural Activity Centre Plan.</p>	<p>a) Support is provided on the basis that the Crown Land lease extension is granted.</p> <p>b) Previous in principle approval was provided for care, control and maintenance of the detention basin located at the Southern boundary of the development (currently Section 5546). This basin will be required to adhere to the requirements of the NT Subdivision and Development Guidelines prior to acceptance by Litchfield Council.</p> <p>c) The detention basin located within the northern part of Section 0368 will remain with Crown Land for care, control and maintenance.</p> <p>d) All previously approved designs will need to be reviewed and aligned with the current NT Subdivision and Development guidelines and a detailed design road safety audit will be necessary.</p>

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

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

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

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

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

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

SALE, LEASE, AND OCCUPATION OF CROWN LAND APPLICATIONS

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

Address and Attachment Reference	Purpose and Summary	Comments Provided
NIL		

DEVELOPMENT PERMITS ISSUED

Application Number and Address	Permit Number, Purpose and Summary	Comments Provided
PA2025/0415 Section 1610 Hundred of Guy 380 Lambells Lagoon Road Lambells Lagoon	DP2025/0415 Clearing of 17.12 hectares of native vegetation for pivot irrigation and selective clearing for improved grazing	
PA2025/0327 Coolalinga and Freds Pass Rural Activity Centre Area Plan at SECTION 05203 Hundred of Strangways	CRTPC308-25 Concurrent	
PA2025/0471 Unit 02917 Hundred of Cavenagh, Apt 5, 199 Doris Rd, Berry Springs NT	DP2025/0471 Dwelling-single	

PA2026/0022 Unit 02920 Hundred of Cavenagh, Apt 8, 199 Doris Rd, Berry Springs NT	DP2026/0022 Dwelling-single	
PA2025/0483 Section 01941 Hundred of Ayers, 80 Hopewell Rd, Berry Springs NT	DP2025/0483 Subdivision to create four (4) lots.	DCA Meeting No.306 Wednesday 18 February 2026 Item 2
PA2026/0008 Section 02661 Hundred of Cavenagh, 46 Lennox Rd, Darwin River NT	DP2026/0008 Dwelling-independent with a separate effluent disposal system.	

LIQUOR LICENCE APPLICATIONS

The table below describes the new applications for amendments to existing liquor licences or new applications for special event liquor licences to which Council has responded during the noted period. Note, SPLL refers to a Special Event Liquor Licence.

Application Number	Purpose and Summary	Comments Provided
PQ2026/9001	Southern Districts Football Club Inc AFLNT 25-26 Competition – Round 17	Council supports an extension of proposed trading hours on 8 February, noting the extended hours will be 12:00pm until 10:00pm.
PQ2026/9002	Darwin Community Arts Organisation Litchfield Art Exhibition – Opening Night	Council supports a special event authority liquor license for Darwin Community Arts to host Litchfield Art Exhibition 2026 – Opening and Awards night.
PQ2026/9003	Darwin River Tavern New Major Event Authority	Council does not object to the inclusion of Major Event Authority to the existing liquor licence, support given provided the existing conditions on the liquor licence and the major event authority will not operate each day. Major events to provide 14-day notice to stakeholders, events to be conducted from 3pm to 1am of the following day only. Events will comply with Liquor Regulations 2019 and security personal and patron limits.

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

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

No. Requests for Assessment of Plans/Reports/Drawings for Clearance of Development Permit Conditions
7

STORMWATER DRAINAGE AND/OR DRIVEWAY CROSSOVER APPLICATIONS FOR BUILDING CERTIFICATION

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

No. Building Certification Applications
16

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

14

Works From:	Works To:	Document Precis	Address
26/02/2026	26/02/2026	Performing a new LV service due to a fault	240 McMinns Drive MCMINNS LAGOON NT 0822
27/02/2026	27/02/2026	Fibre Optic Construction, including pits	7 Bees Creek Road FREDS PASS NT 0822
19/03/2026	19/03/2026	Pole works Performing removal and installation PSU switch on 19th and 25th March 2026 Install p	265 Taylor Road ASCHE NT 0829
2/03/2026	20/05/2026	PWC Fibre Optic Project	7 Bees Creek Road FREDS PASS NT 0822
17/02/2026	17/02/2026	Electrical Overhead Power emergency works on behalf of PWC. Maintenance works shall be cond	7 Bees Creek Road FREDS PASS NT 0822
20/02/2026	20/02/2026	Tree trimming in proximity to overhead power lines	64 Thornbill Crescent HOWARD SPRINGS NT 0835
19/04/2026	19/04/2026	Livingstone Reserve Road Race 2026	35 Livingstone Road LIVINGSTONE NT 0822
16/02/2026	16/02/2026	Potholing and service locating	5 Burrburr Road HUMPTY DOO NT 0836
12/02/2026	12/02/2026	Defective Service Replacement	30 Hinton Road VIRGINIA NT 0834
09/02/2026	09/02/2026	Works Along Matthew Hopkins Road - Pavement, Electrical, Water and Communications	4 Mathew Hopkins Road HOLTZE NT 0829
6/02/2026	06/02/2026	Thorngate Road / Matthew Hopkins Intersection Upgrades - Including Pavement, Electrical and Co	142 Thorngate Road HOLTZE NT 0829
06/02/2026	06/02/2026	Installation of Concrete Invert	235 Gulnare Road BEES CREEK NT 0822
23/02/2026	23/02/2026	Switching for tree clearing	160 Virginia Road VIRGINIA NT 0834
02/02/2026	02/02/2026	EMERGENCY WORKS - Burst service and low pressure.	18 McGill Road GIRRAWEEEN NT 0836

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS

NIL.

FINANCIAL IMPLICATIONS

NIL.

Risks NIL.

COMMUNITY ENGAGEMENT

NIL.



Attachment A

24 February 2026

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

RE: Letter of Comment Development Application**PA2026/0032****Hun: 160 P: 02916 4/199 Doris Road BERRY SPRINGS, Hundred of Cavenagh
Dwelling-single**

Thank you for the Development Application referred to this office on 13/02/2026, 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.

Council does not object to the proposed dwelling as it is in keeping with the neighbouring properties in the unit title scheme area.

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

- a) The owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.
- b) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

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

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

APT 4, 199 DORIS RD, BERRY SPRINGS
Lot 02916 Hundred of Cavenagh plan(s) UTS2020/003

NT Planning Scheme Information

Land Area: 1,230 m²

Planning Scheme Zone: TC (Tourist Commercial)

Overlays: (none found)

Strategic Frameworks: The following **Strategic Frameworks** may apply to your land

- Regional Plans
 - Darwin Regional Land Use Plan
- Sub Regional Plans
 - Litchfield Subregional Land Use Plan
- Area Plans
 - (none found)

Interim Development Control Orders: (none found)



13 February 2026

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

RE: Letter of Comment Development Application

PA2025/0474
Hun: 055 P: 07824 17 Kerr Court KNUCKEY LAGOON, Hundred of Bagot
Excavation and Fill

Thank you for the Development Application referred to this office on 15/12/2025, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) The necessity for the excavation and fill permit is to alleviate concentrated stormwater flow into the neighbouring properties as well as ensuring there is no ponding of water within the property.

The noted support is only given provided the following issues are adequately addressed:

- a) Whilst the applicant has provided a site stabilisation plan, this will need to be reviewed to ensure that stormwater flow is not collected and concentrated into neighbouring properties (particularly to the South East corner).
- b) Additionally, Council would like to understand the timeline for the stabilisation works to occur.

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

The statement of effect notes that the subdivision should likely never have been approved due to the constrained nature of the land and that the original Land Suitability Assessment was not thorough enough. Whilst this issue has been identified in other subdivisions, Council notes that

the engineering design for road and drainage (including stormwater flow) is taken to be true and correct based on the certification provided by the developer's appointed engineer.

It is understood that these properties, zoned RL – Rural Living, will be developed in accordance with the zoning, which should ensure that site layout and development remain sympathetic to the existing streetscape, scale, and character of surrounding development. Any development should also consider stormwater direction and flow to maintain sheet flow drainage across the property. Development must not increase the rate, depth, or concentration of stormwater runoff onto neighbouring properties. In establishing infrastructure on this property, the owner has unfortunately contributed to the current stormwater issues through the following actions:

- Stockpiles and rows of fill left in place for some time following fence installation have likely contributed to the problems evident in the application photos.
- The shed roof, with an area of approximately 860 m², creates a large impervious surface that concentrates and channels stormwater onto the property.
- Additional impacts arise from stockpiles of hardened concrete, likely resulting from waste washout from the concreting business, which further creates impervious surfaces and concentrates stormwater flow.
- Online images depicting various stages of development show stockpiling of fill and building materials in several locations on the property.

It is unfortunate that the property owner did not approach Council when stormwater issues first arose, as these could have been investigated and addressed at the time. Moving forward, Council supports the application for Excavation and Fill; however, all works must be guided by a stormwater management plan and an erosion and sediment control plan to ensure stormwater is managed in accordance with the *NT Subdivision and Development Guidelines*.

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

- a) The crossover and driveway shall meet Litchfield Council's requirements, and be in accordance with the NT Subdivision and Development Guidelines
- b) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council.
- c) An Operational Environmental Management Plan (OEMP) that addresses the day to day waste management requirements for the use shall be prepared to the satisfaction of Litchfield Council. The use must at all times be conducted in accordance with the plan.
- d) 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 owner shall collect stormwater and discharge it to the drainage network, to the technical requirements and satisfaction of Litchfield Council, at no cost to Litchfield Council.
- b) No fence, hedge, tree or other obstruction exceeding a height of 0.6m is to be planted or erected so that it would obscure sight lines at the junction of the driveway and public street, to the satisfaction of Litchfield Council.
- c) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction of Litchfield Council.

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

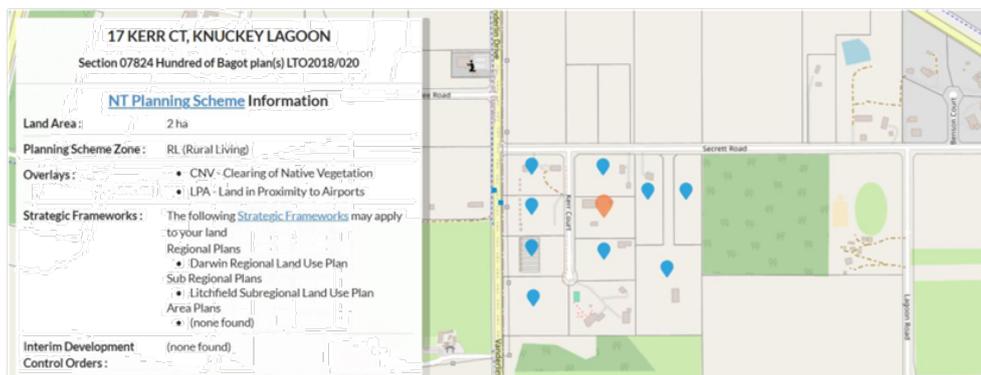
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any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

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

Kind Regards,



Jaimie O'Connor
Planning and Development Program Leader





Attachment C

26 February 2026

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

RE: Letter of Comment Development Application**PA2026/0036****Hun: 055 P: 06533 1 Havelock Street COOLALINGA, Hundred of Bagot
Dwelling-group (4 x 3 bedroom) in a single storey building**

Thank you for the Development Application referred to this office on 13/02/2026, 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) The proposal is in accordance with the zoning and the Coolalinga and Freds Pass Activity Centre Plan.

The noted support is only given provided the following issues are adequately addressed:

- a) In accordance with section 5.2.4.4. of the *NT Planning Scheme 2020* the layout of the carparking area should allow a vehicle to enter from and exit to a road in a forward gear. Evidence of the internal turning paths and vehicle circulation should be provided to ensure that the proposal complies with this requirement.

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

- a) Connection to Litchfield Council stormwater will be required and adherence to the NT Subdivision and Development guidelines will be necessary in relation to standard drawings and setbacks to existing infrastructure.

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

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

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

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

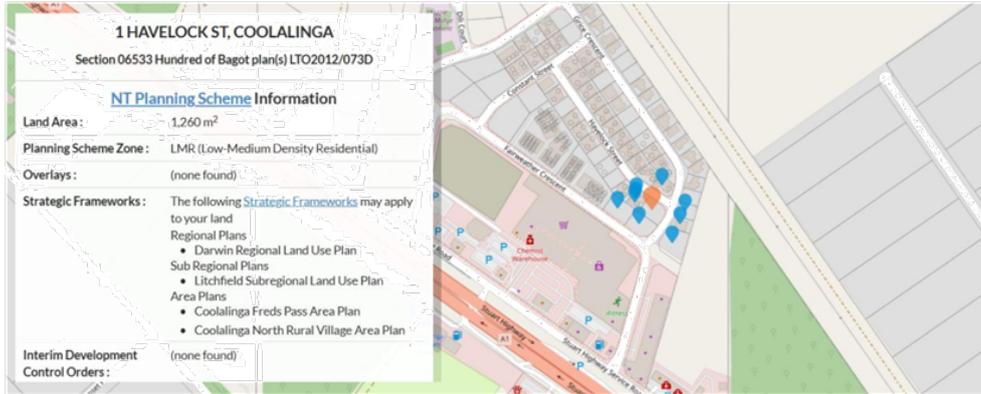
If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

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 D

27 February 2026

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

RE: Letter of Comment Development Application**PA2026/0035****Hun: 695 P: 05546 220 Strangways Road HUMPTY DOO, Hundred of Strangways
Subdivision to create 27 lots in two stages**

Thank you for the Development Application referred to this office on 13/02/2026, 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) It is noted that this is stage 2 of the original development approved by DP14/0605.
- b) The application aligns with the requirements of the Humpty Doo Rural Activity Centre Plan.

The noted support is only given provided the following issues are adequately addressed:

- a) Support is provided on the basis that the extension of the Crown Land Lease is granted and development conditions are consistent with this application.
- b) Council understands that previous in principle approval was provided for care, control and maintenance of the detention basin located at the Southern boundary of the development (currently Section 5546). This basin will be required to adhere to the requirements of the NT Subdivision and Development Guidelines prior to acceptance by Litchfield Council.
- c) The detention basin located within the northern part of Section 0368 will remain with Crown Land for care, control and maintenance.

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

- a) All previously approved design will need to be reviewed and aligned with the current NT Subdivision and Development guidelines by the developer and the developers certifying engineer. Any variations to or omissions will be at the discretion of Litchfield Council.
- b) A Detailed Design Road Safety Audit will be necessary to ensure that traffic and engineering design for both the subdivision and adjoining roads provides a safe and efficient road network with consideration of the type of vehicles accessing the area.

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

- a) Prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater, and its discharge into Litchfield Council's stormwater drainage system, shall be submitted to and approved by Litchfield Council.
- b) A Construction Environmental 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, construction waste management and erosion and sediment control measures.
- c) Prior to the commencement of works, the applicant is to prepare a dilapidation report covering infrastructure within the road reserve to the requirements of Litchfield Council.
- d) Prior to the commencement of works, a site earthworks plan indicating finished levels of all proposed lots is to be submitted to and approved by Litchfield Council, to the satisfaction of the consent authority. All cut and fill works are to be designed to eliminate the need for excessive cut/fill/retaining wall works for the proposed lots.

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 required for inclusion in any Development Permit issued by the consent authority:

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

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

- c) Prior to finalisation of engineering design and specifications for the proposed and affected roads, a Detailed Design Road Safety Audit (in alignment with Part 6, Austroads Guide to Road Safety), prepared by a suitability certified traffic auditor, shall be approved by Litchfield Council.
- d) All proposed works impacting on Strangways Road and Spencely Road are to be designed, supervised and certified on completion by a practicing and registered civil engineer, and shall be in accordance with the standards and specifications of the Litchfield Council. Drawings must be submitted to the Litchfield Council for approval and no works are to commence prior to approval and receipt of a "Permit to Work Within a Road Reserve".
- e) No polluted and/or sediment laden run-off is to be discharged directly or indirectly into Litchfield Council drains or to any watercourse.
- f) All existing or proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

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

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

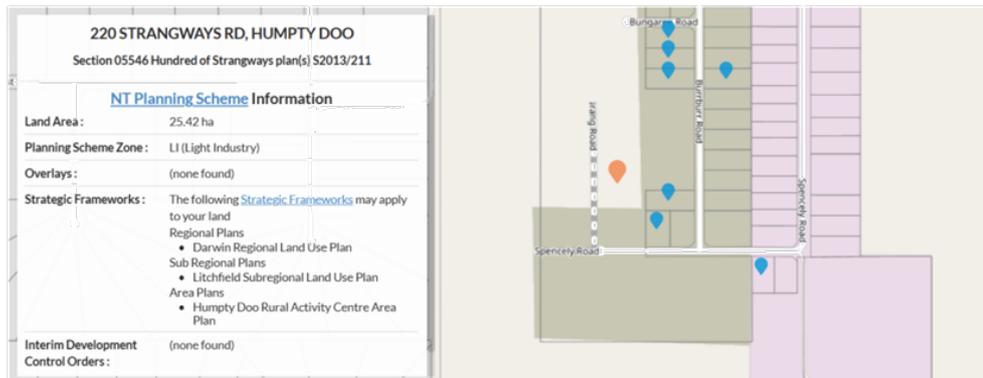
If you require any further discussion in relation to this application, please contact Litchfield Council on 08 8983 0600.

Kind regards,



Jaimie O'Connor
Planning and Development Program Leader

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



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 16 February 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 Minutes of the Freds Pass Reserve \$10mil Grant Project Steering Committee

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 Proposed Closing of a Section of Paper Road (Meade) and Opening of a New Road Reserve

This matter is considered to be confidential under Section 99(2) - civ of the Local Government Act, and the Council is satisfied that discussion of this matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if publicly disclosed, be likely to subject to sub regulation (3) - prejudice the interest of the council or some other person.

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING