



AGENDA

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/UCdM3M5gf6-wQ0KiL89_2eg/live

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

Stephen Hoyne
Chief Executive Officer



COUNCIL AGENDA

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1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

2 OPENING OF MEETING

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

3.2 Apologies

3.3 Leave of Absence previously granted

3.4 Leave of Absence Request

4 DISCLOSURES OF INTEREST

4.1 Elected Members

4.2 Staff

5 PUBLIC QUESTIONS

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RECOMMENDATION

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



MINUTES

5th Ordinary Council Meeting 12th Council of Litchfield **Monday 19th January 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	Deputy Mayor/Councillor South Ward
	Kris Civitarese	Councillor South Ward
	Kevin Harlan	Councillor Central Ward
	Pauline Cass	Councillor Central Ward
	Daisy Crawford	Councillor North Ward
	Plaxy QF Purich	Councillor North Ward

Apology

Staff	Stephen Hoyne	Chief Executive Officer
	Geoff Thomas	Director Infrastructure and Operations
	Ankit Pansal	Acting Director Corporate Services
	Rebecca Taylor	Acting Director Governance and Community
	Vanessa Wallis	Supervisor Regulatory Services
	Deb Boyko	Executive Assistant to Mayor and CEO

Public Gallery

As per Attendance Register

Streamed Online via YouTube:

<https://www.youtube.com/watch?v=sSy2T5m4ArM>

1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

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

2 OPENING OF MEETING

The Mayor opened the meeting at 6:00pm.

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

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil

3.2 Apologies

Nil

3.3 Leave of Absence previously granted

Nil

3.4 Leave of Absence Request

Nil

4 DISCLOSURES OF INTEREST

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

4.1 Elected Members

Nil

4.2 Staff

Nil

5 PUBLIC QUESTIONS

Nil

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RECOMMENDATION

That the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 8 December 2025, 14 pages be confirmed.

RESOLUTION OCM/26/001

AMENDMENT Called By Deputy Mayor Sharp

Moved: Cr Daisy Crawford

Seconded: Cr Kris Civitarese

That council administration review the OCM full minutes held 8th December 2025 and represent at the next OCM in February.

CARRIED 6/1

A Division was called by Councillor Harlan

Those voting in the affirmation: Mayor Rachael Wright, Deputy Mayor Emma Sharp, Cr Daisy Crawford, Cr Kris Civitarese, Cr Pauline Cass, and Cr Plaxy Purich

Against: Cr Kevin Harlan

7 BUSINESS ARISING FROM MINUTES

7.1 Business Arising from Previous Minutes

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/002

Moved: Cr Kevin Harlan

Seconded: Cr Kris Civitarese

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

CARRIED 7/0

8 PETITIONS

Nil

9 DEPUTATIONS AND PRESENTATIONS

Nil

10 ACCEPTING OR DECLINING LATE ITEMS

Nil

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayor's Monthly Report

RESOLUTION OCM/26/003

Moved: Cr Kris Civitarese

Seconded: Cr Kevin Harlan

13 December 2025 AGM Freds Pass Rural Show be removed from the mayor's report.

CARRIED 7/0

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Nil

Unconfir

14 OFFICER REPORTS

14.1 Corporate and Community

14.1.1 People, Performance and Governance Report – December 2025

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/26/004

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

1. That Council note the People, Performance and Governance Report for December 2025.

CARRIED 7/0

14.1.2 Litchfield Council Finance Report – December 2025

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 December 2025. 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/26/005

Moved: Cr Plaxy Purich

Seconded: Deputy Mayor Emma Sharp

1. That Council note the Litchfield Council Finance Report 31 December 2025.

CARRIED 7/0

14.1.3 Community Services and Development Monthly Report – December

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/006

Moved: Cr Kevin Harlan

Seconded: Cr Kris Civitarese

1. That Council note the Community Services and Development Monthly Report for December 2025.

CARRIED 7/0

14.1.4 REG01 Disposal of Surrendered and Unclaimed Impounded Dogs

EXECUTIVE SUMMARY

This report presents to Council policy REG01 Disposal of Surrendered and Unclaimed Impounded Dogs and information in relation to extending the statutory pound holding period for impounded dogs.

RESOLUTION OCM/26/007

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Kevin Harlan

THAT Council

1. receive and note the information provided within this report.
2. adopts policy REG01 Disposal of Surrendered and Unclaimed Impounded Dogs, as attachment 1, with the inclusion of the following.
 - a. extend the statutory pound holding period for impounded dogs from 72 hours to 96 hours.
3. authorises the Chief Executive Officer to make minor amendments.
4. That the report be laid on table until after the budget workshop

LOST 3/4

**Division was called by Councillor Harlan
Those voting in the affirmation, Cr Kevin Harlan and Cr Pauline Cass
Those voting in the negative Mayor Rachael Wright, Cr Daisy Crawford, Cr Kris Civitarese and Cr
Plaxy Purich it will be noted that Deputy Mayor Emma Sharp revoked her vote for
the affirmation and voted for the negative.**

AMENDMENT**RESOLUTION OCM/26/008**

Moved: Cr Daisy Crawford

Seconded: Cr Plaxy Purich

THAT Council

1. receive and note the information provided within this report.
2. adopts policy REG01 Disposal of Surrendered and Unclaimed Impounded Dogs, as attachment 1, with the inclusion of the following.
3. authorises the Chief Executive Officer to make minor amendments.
4. review the policy after the budget workshop.

CARRIED 5/2

Division was called by Councillor Harlan

**Those voting in the affirmation Mayor Rachael Wright, Deputy Mayor Emma Sharp,
Cr Daisy Crawford, Cr Kris Civitarese, and Cr Plaxy Purich**

**Those voting in the negative Cr Kevin Harlan and it will be noted that Cr Pauline Cass revoked her
vote for the affirmation and voted for the negative**

14.1.5 GOV16 Compliance and Enforcement Policy**EXECUTIVE SUMMARY**

This report presents to Council the GOV16 Compliance and Enforcement Policy.

RESOLUTION OCM/26/009

Moved: Cr Kris Civitarese

Seconded: Cr Kevin Harlan

THAT Council adopts policy GOV16 Compliance and Enforcement Policy, at attachment 1, and authorises the Chief Executive Officer to make minor amendments.

CARRIED 7/0

Vanessa Wallis left the meeting at 7:43pm and did not return

14.2 Executive and Community Development

14.2.1 Municipal Plan 2025-2026 Quarterly Performance Review – October to December 2025

EXECUTIVE SUMMARY

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

RESOLUTION OCM/26/010

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Pauline Cass

1. That Council receive the Municipal Plan 2025-2026 Quarterly Performance Report for the second quarter ending 31 December 2025.

CARRIED5/2

Unconfirmed

14.3 Infrastructure and Operations

14.3.1 Planning Summary Report - December 2025

EXECUTIVE SUMMARY

The purpose of this report is to provide to Council a summary of applications received, and comments provided, for the period of 27 -30 November and 1 – 31 December 2025. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	0
Development Applications	8
Clearances for Development Permit Conditions	2
Sale, Lease, or Occupation of Crown Land Applications	1
Development Permits Issued	6
Liquor Licence Applications	1
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	8
Works Permits	14

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

RESOLUTION OCM/26/011

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Pauline Cass

THAT Council:

1. Receive the Summary Planning and Development Report for 27 – 30 November and 1 – 31 December 2025; and
2. Note for information the responses provided to relevant agencies within Attachments A to H of this report.

CARRIED 7/0

15 OTHER BUSINESS

DM Sharp raised the following points:

- Old Bynoe Road Floodway: Consider installing warning lights or monitoring systems (similar to Girraween Road) to reduce incidents, particularly during the wet season, and minimise the need for repeated staff callouts. This could be discussed at the Budget Workshop or a committee meeting.
- Advocacy and New Initiatives Committee: Confirm whether a meeting has now been scheduled following the appointment of the full Council.
- Elizabeth Valley Floodway: Follow up on ongoing erosion and undermining of the floodway, which was previously raised during the last wet season.
- Freds Pass Reserve Project Committee: Confirm whether a meeting has been scheduled, noting that several important project milestones are approaching.
- Question to Mayor Wright: A briefing paper circulated before Christmas regarding the Lloyd Creek Rural Village Estate noted an unproductive meeting between Council and DLPE. Clarification was sought on whether this matter would be raised directly with Minister Joshua.
- Response: The Mayor and CEO have already discussed this matter and will be arranging a meeting with Minister Joshua.

Cr Daisy Crawford raised the following points:

- Knuckey Lagoon Reserve Committee: The Chair advised that discussions have taken place with staff about reducing committee meetings to a biannual schedule due to stable reserve use and limited user groups. It was proposed that this be brought forward as a motion at a future Ordinary Council Meeting, along with discussion on ways to increase reserve usage.
- Acknowledgement: The Chair also took the opportunity to congratulate Councillor Purich.

Cr Plaxy Purich raised the following points:

- Electoral Commission: Concerns were raised about the low voter turnout of approximately 20%, which was attributed to poor communication and over-reliance on electronic and social media advertising. It was noted that many residents were unaware the election was taking place and only became aware by passing the polling location. Improved on-ground promotion, such as roadside signage and banners, was suggested for future elections.
- DCA Committee: Information was requested on how to apply to join the DCA Committee.
- Outcome: The matter was taken on notice.

Cr Pauline Cass raised the following points:

- Compulsory Voting: It was noted that there is community confusion regarding compulsory voting, with NTEC confirming that \$25 infringement notices are being issued to individuals who did not vote, highlighting the need for clearer election messaging.
- Waste Station: Concerns were raised regarding fruit bats becoming entangled in barbed wire at the waste station.

Cr Kevin Harlan raised the following points:

- Morgan Road: Potholes were reported near the Caribbean area and close to the intersection, with clarification required on responsibility and no CRM currently raised.
- Council Meeting Location: It was suggested that a future Ordinary Council Meeting be held at an alternative location.
- Staff Acknowledgement: Thanks were extended to Council staff for their prompt response to a resident enquiry.

Unconfirmed

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/26/012

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Pauline Cass

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

16.1 Confidential Minutes of the Council Meeting held on 8 December 2025

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

16.2 CEO Performance Review

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

RECOMMENDATION

Council to move to confidential session.

.CARRIED 7/0

Moved to confidential session at 8:30pm

RESOLUTION OCM/26/013

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Kevin Harlan

Resume in Open Session 9:17pm.

CARRIED 7/0

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING

The Meeting closed at 9.17pm.

19 NEXT MEETING

Monday, 16 February 2026

20 MINUTES TO BE CONFIRMED

Monday, 16 February 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 1.

		Business Arising from the Minutes		
		In Progress	Ongoing	
		Completed	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

11.1 Notice of Motion - Knuckey

ATTACHMENTS: Nil

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:

MOTION

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.

BACKGROUND

The Knuckey Lagoon Recreation Reserve is set in beautiful natural bushland and has numerous facilities such as air-conditioned hall, picnic and barbeque area, basketball court, flying fox and walking trails. The reserve is managed in-house through the Knuckey Lagoon Recreation Reserve Committee and has three regular user groups. In accordance with the *Local Government Act 2019*, Council committee's terms of references (TOR) and committee members are approved and appointed by the Council.

The committee currently meets every second month as per the TOR. As chair of the committee, I propose amending the meeting frequency to bi-annually (once every 6 months). Taking into consideration the number of regular users and visitors to the reserve and the administrative overheads, bi-monthly meetings would be sufficient to manage the reserve. The Chair will maintain open communication with the committee in between meetings, to ensure any matters can be discussed and considered as they arise.

As mentioned above, the Knuckey Lagoon Recreation Reserve caters for a variety of interests but is currently underutilised. I also request for the Chief Executive Officer or delegate to provide a paper regarding proposals to increase user groups and revitalise community engagement with the reserve.

I commend this Notice of Motion to Council.

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 20 January 2026 to 16 February 2026.

Summary	
Date	Event / Meeting
21 January 2026	Meeting with INPEX
26 January 2026	Australia Day Event/Citizenship Ceremony
31 January 2026	Budget Workshop #1
2 February 2026	Meeting with Peter Kammas (resident) & CEO
3 February 2026	Elected Member Professional Development Training
3 February 2026	Briefing
5 February 2026	Monthly meeting with Mayor of Palmerston
9 February 2026	Advocacy and New Initiatives Committee Meeting
10 February 2026	Freds Pass Reserve Meet & Greet - Elected Members and Board
14 February 2026	Budget Workshop #2
16 February 2026	Community Forum
16 February 2026	Ordinary Council Meeting

RECOMMENDATION

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

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

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

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. DRAFT Unconfirmed Minutes of Ordinary Council Meeting - 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.

RECOMMENDATION

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

BACKGROUND

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.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

Risks Nil

COMMUNITY ENGAGEMENT

Nil



MINUTES

4th Ordinary Council Meeting 12th Council of Litchfield **Monday 8th December 2025**

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 MINUTES

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	Nil	
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	3.3 Leave of Absence previously granted	4
	3.4 Leave of Absence Request	5
	Nil	
4	Disclosures of Interest	5
	4.1 Elected Members	5
	Nil	
	4.2 Staff	5
	Nil	
5	Public Questions	5
6	Confirmation of Minutes	5
	6.1 Confirmation of Minutes	5
7	Petitions	5
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	Nil	
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	Nil	
12	Mayors Report	6
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Present	Rachael Wright Emma Sharp Kris Civitarese Kevin Harlan Pauline Cass Daisy Crawford	Mayor (Chair) Deputy Mayor, Councillor South Ward Councillor South Ward Councillor Central Ward Councillor Central Ward Councillor North Ward – arrived at 6:21pm
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Apology Nil

Staff	Stephen Hoyne Ankit Pansal Geoff Thomas Rebecca Taylor Deb Boyko	Chief Executive Officer A/Director Corporate Services Director Infrastructure and Operations A/Director Governance and Community Executive Assistant to Mayor and CEO
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Public Gallery As per Attendance Register
Streamed Online via YouTube: <https://www.youtube.com/watch?v=sSy2T5m4ArM>

1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

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

2 OPENING OF MEETING

The Mayor opened the meeting at **6:00pm**.

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

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil

3.2 Apologies

Nil

3.3 Leave of Absence previously granted

Nil

3.4 Leave of Absence Request

Nil

4 DISCLOSURES OF INTEREST

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

4.1 Elected Members

Nil

4.2 Staff

Nil

5 PUBLIC QUESTIONS

Barry Moriarty Q: Request that the Southport petition be taken out of Confidential agenda. If it was placed there due to the inclusion of personal details, we are happy for those details to be removed.

A: There are two reasons why the petition is in Confidential:

- o Disclosure of personal information (privacy)
- o Legal matters relating to the petition (legal)

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

RESOLUTION OCM/25/046

Moved: Cr Kris Civitarese

Seconded: Deputy Mayor Emma Sharp

THAT the full minutes (including confidential minutes) of the Ordinary Council Meeting held Monday 17 November 2025, 13 pages be confirmed.

CARRIED 6/0

7 PETITIONS

Southport Petition

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.

8 DEPUTATIONS AND PRESENTATIONS

Nil

9 BUSINESS ARISING FROM MINUTES

9.1 Business Arising from Previous Minutes

EXECUTIVE SUMMARY

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

RESOLUTION OCM/25/047

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

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

CARRIED 6/0

10 ACCEPTING OR DECLINING LATE ITEMS

Nil

11 NOTICES OF MOTIONS

Nil

12 MAYORS REPORT

12.1 Mayor's Monthly Report

RESOLUTION OCM/25/048

Moved: Mayor Rachael Wright

Seconded: Deputy Mayor Emma Sharp

THAT the Mayors report be received and noted

CARRIED 6/0

13 REPORTS FROM COUNCIL APPOINTED REPRESENTATIVES

Report on the LGANT Conference and AGM – Councillor Crawford

Over the period 18 – 19 Nov I attended the LGANT Conference and Subsequent AGM. I arranged to hold the two votes as a proxy for the AGM due to our delegates being unavailable. I wanted to share with council and the public some of the key outcomes of both events.

All Councils with LGANT membership were in attendance, with their Mayors, CEOs and other elected members.

The conference was highly beneficial. It was good to see how other councils operate, key projects occurring in other regions as well as new initiatives being explored by neighbouring councils.

Some of the key points of discussion in the conference:

- ALGWA NT was re-launched.
- Waste Management and smarter approaches to waste management across the regions.
- Provisioning for waste mgnt liability and landfill – extending the life of your landfill.
- Waste to energy and alternate waste mgnt - burning / aggregating waste. (business case with NTG from Darwin Council.
- Funding for Municipals vs Regional councils.
- Federal Roads Funding.
- Conflict Management techniques.
- Leadership and harnessing capability within and outside of the territory.
- Community Engagement strategies, and the use of AI.
- Social Media Policies for Council and elected members management of their social media.
- NT Major projects and key areas of funding at federal and NT levels of government.
- Justin Fischer - Shepherd – Smart Tech for Resilient Roads and Data (free service).

The motions passed during the LGANT AGM:

- Regional Road Funding.
- Regional Connectivity.
- Funding local government functions from the govts.
- Regional travel allowance.
- Complete review of the NTEC Local Government Elections.
- Centralised dog and cat register.

The LGANT elections:

There was an election held for the vacancies within the LGANT Board. Each candidate was given time to present to the AGM prior to the vote, before the vote was conducted. There was an election for president and for two board directors. Peter Pangquee of Darwin Council was elected as the President, Sam Weston was then inserted as a director, Mayor Joanna Holden of Katherine Council and Councillor Mark Fraser of Palmerston Council were then elected as Directors. Mayor Wright was nominated for both positions but was unfortunately unsuccessful.

Points from KLRRCM:

- Regular user groups.
- Cost of Internet and Security – we spoke about starlink and trail cams.
- Basketball re-surfacing quote very high – potential to engage other user groups if anyone has any ideas?
- Great facilities.

Points from HPRRCM:

- Concerns around access to the pump track – Signage improvement and barriers.
- Continuation of footpath on Hamilton Road.
- Maintenance of the Flag Poles in Howard River Park – Is this something council will do?

UNCONFIRMED

14 OFFICER REPORTS

14.1 Corporate and Community

14.1.1 Litchfield Council Finance Report – November 2025

EXECUTIVE SUMMARY

This report presents the Litchfield Council Finance Report for 31 November 2025. Original Budget 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 November 2025. As instalment dates pass, the outstanding rates ratio will continue to decline.

RESOLUTION OCM/25/049

Moved: Cr Daisy Crawford

Seconded: Cr Kevin Harlan

1. THAT Council note the Litchfield Council Finance Report as in attachment 1.

CARRIED 6/0

14.1.2 People, Performance and Governance Report – November 2025

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/25/050

Moved: Cr Kris Civitarese

Seconded: Deputy Mayor Emma Sharp

1. THAT Council note the People, Performance and Governance Report for November 2025.

CARRIED 6/0

14.1.3 Reserves Management Committee Meeting Minutes**EXECUTIVE SUMMARY**

This report presents to Council the Committee Meeting Minutes for the months of August 2025 and November 2025 for the Howard Park Recreation Reserve Management Committee and the Knuckey Lagoon Recreation Reserve Management Committee meetings.

RESOLUTION OCM/25/051

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

THAT Council:

1. receive and note the Howard Park Recreation Reserve Management Committee Minutes of August 2025, attachment 1, and November 2025, at attachment 2; and
2. receive and note the Knuckey Lagoon Recreation Reserve Management Committee Minutes of August 2025, at attachment 3, and November 2025, at attachment 4.

CARRIED 6/0

14.1.4 Community Services and Development Monthly Report – November**EXECUTIVE SUMMARY**

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

RESOLUTION OCM/25/052

Moved: Cr Pauline Cass

Seconded: Cr Kris Civitarese

1. THAT Council note the Community Services and Development Monthly Report for November 2025.

CARRIED 6/0

14.1.5 Review of Council Policies

EXECUTIVE SUMMARY

This report presents to Council, two policies due for review, being REG01 Disposal of Surrendered and Unclaimed Impounded Dogs, and GOV16 Compliance and Enforcement Policy.

RESOLUTION OCM/25/053

Moved: Deputy Mayor Emma Sharp

Seconded: Cr Daisy Crawford

THAT Council:

1. adopts policy REG01 Disposal of Surrendered and Unclaimed Impounded Dogs, attachment 1; and
2. adopts policy GOV16 Compliance and Enforcement Policy, at attachment 2; and
3. authorises the Chief Executive Officer to make minor amendments.

Council engaged in detailed discussion and debate on the presented report.

LOST 0/6

Division was called by Councillor Harlan.

Those voting in the affirmation: Nil

Those voting in the negative: Mayor Rachael Wright, Deputy Mayor Emma Sharp, Cr Daisy Crawford, Cr Kevin Harlan, Cr Kris Civitarese and Cr Pauline Cass.

ACTION:

Also, a report back to council on how many occasions the pound is full, over the next 3 months.

14.1.6 Budget Review 1

EXECUTIVE SUMMARY

This Review One for 2025/2026 based on the end of September 2025 actuals and relevant council decisions made since the adoption of Budget 2025/2026.

RESOLUTION OCM/25/054

Moved: Cr Pauline Cass

Seconded: Cr Daisy Crawford

1. THAT Council approves the 2025-2026 budget amendments as per Budget Review 1 2025-2026

CARRIED 6/0

14.1.7 Advocacy and New Initiatives Committee

EXECUTIVE SUMMARY

This report presents to Council the amended terms of reference for the Advocacy and New Initiatives Committee and seeks Council's appointment of representatives.

RESOLUTION OCM/25/055

Moved: Cr Kevin Harlan

Seconded: Cr Kris Civitarese

THAT Council:

1. adopt the amended Advocacy and New Initiatives Committee Terms of Reference, at attachment 1; and
2. appoints Mayor Wright (Chair) and all Elected Members to the committee.

CARRIED 6/0

14.2 Executive and Community Development

Nil

14.3 Infrastructure and Operations

14.3.1 McMinns Lagoon Recreation Reserve - Bore works

EXECUTIVE SUMMARY

The purpose of this report is to provide Council Members with further information following the previous briefing report, which outlined the condition and operational status of the McMinns Lagoon Recreation Reserve bore. It details the proposed scope of works, cost estimates for the replacement of the bore to re-establish a sustainable water supply to the reserve.

RESOLUTION OCM/25/056

Moved: Cr Kris Civitarese

Seconded: Cr Pauline Cass

1. THAT Council endorses the drilling and equipping of a new bore to reinstate a reliable water supply and approves the allocation of up to \$140,000 from the asset reserve.

CARRIED 6/0

14.3.2 Planning Summary Report - November 2025

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 November to 26 November 2025. The following is a summary of all applications during the noted period.

Type of Application	No. Applications
Planning Scheme Amendment	1
Development Applications	5
Clearances for Development Permit Conditions	3
Sale, Lease, or Occupation of Crown Land Applications	0
Liquor Licence Applications	0
Water Licence Applications	0
Mining Applications	0
Stormwater (Building Certification)/ Driveway Plan Reviews	13
Works Permits	10

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

RESOLUTION OCM/25/057

Moved: Cr Kevin Harlan

Seconded: Cr Pauline Cass

THAT Council:

1. Receive the Summary Planning and Development Report for 1-26 November 2025; and
2. Note for information the responses provided to relevant agencies within Attachments A to E of this report.

CARRIED 6/0

14.3.3 Waste Disposal – Managing Green Waste Mulch

EXECUTIVE SUMMARY

The purpose of this report is to present options to establish an ongoing management strategy to manage the variable amounts of green waste mulch stockpiles at Council's Waste Transfer Stations.

RESOLUTION OCM/25/058

Moved: Deput Mayor Emma Sharp

Seconded: Cr Kevin Harlan

THAT Council adopt:

Ongoing Free Mulch

Offer mulch free of charge to Litchfield residents on an ongoing basis.

CARRIED 6/0

15 OTHER BUSINESS

Councillor Civitarese: Thanked guests again for presenting your decision.

16 CONFIDENTIAL ITEMS

RESOLUTION OCM/25/059

Moved: Cr Pauline Cass

Seconded: Cr Kevin Harlan

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 Minutes of the Freds Pass Sport & Recreation Reserve Project Steering Committee

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

16.2 2026 Australia Day Community Awards

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 Keleson Road Seal Levy

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

16.4 Southport Petition

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.

Council moved into the confidential section of the meeting at **7:14pm**.

CARRIED 6/0

RECOMMENDATION

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

UNCONFIDENTIAL

17 REPORT OF CONFIDENTIAL RESOLUTIONS

16.3 Keleson Road Seal Levy

EXECUTIVE SUMMARY

This report provides Council with information about the Special Rates Levy for Keleson Road, Noonamah. Further, it seeks Council’s approval to set the Road Seal Levy and commence the advertising and consultation process relating to the sealing of Keleson Road.

RESOLUTION [OCM/25/048]

Moved: Deputy Mayor Emma Sharp
 Seconded: Cr Kevin Harlan

1. That Council approves for consultation the charge of \$5,947.50 per property in Keleson Road, Road Seal Levy; and
2. approves the commencement of the advertising and twenty-one-day consultation process for this Road Seal Levy; and
3. make public its resolution of this matter.

CARRIED 6/0

RECOMMENDATION

Moved: Deputy Mayor Emma Sharp
 Seconded: Cr Kevin Harlan

CARRIED 6/0

Resume in Open Session **8:49pm**

18 CLOSE OF MEETING

The Meeting closed at **8:49pm**.

19 NEXT MEETING

Monday, 19 January 2026

20 MINUTES TO BE CONFIRMED

Monday, 19 January 2026

 Mayor
 Name

 Chief Executive Officer

14.1.2 People, Performance and Governance Report – January 2026

AUTHOR: Ankit Pansal, Acting Director Corporate Services

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. People Performance and Governance Monthly Report January

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 January 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
January 2026**

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
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NA

External Appointments

Position	Department	Start date	Permanent/Temporary
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Finance Program Leader	Corporate & Community	2 January	Permanent
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EA to Mayor & CEO	Council Leadership	19 January	Permanent
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Employment Separation Permanent

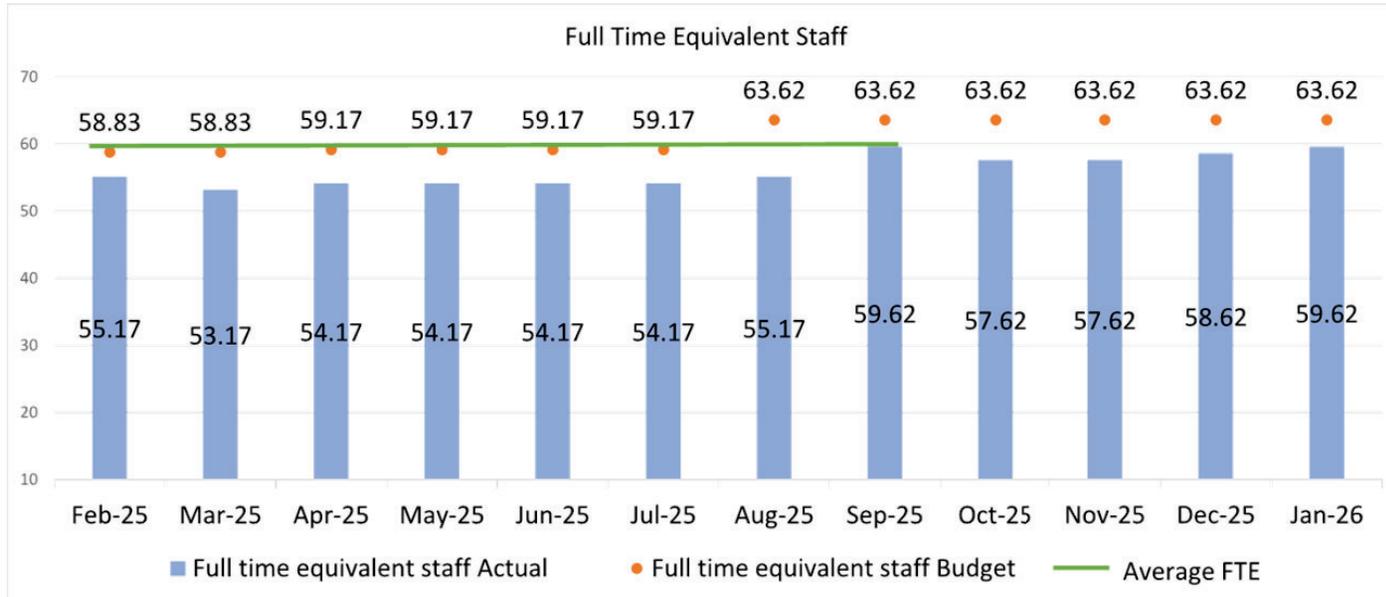
Position	Department	End date	Permanent/Temporary
----------	------------	----------	---------------------

Grounds Person-Thorak	Infrastructure & Operations	5 January	Permanent
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	Allocated	Actual	Difference
Full Time Equivalent	50.00	47.00	-3
Part-time	4.52	4.52	0
Contract	5.00	4.00	-1
Casual	4.10	4.10	0
Total	63.62	59.62	-4.00

Recruitment Overview:

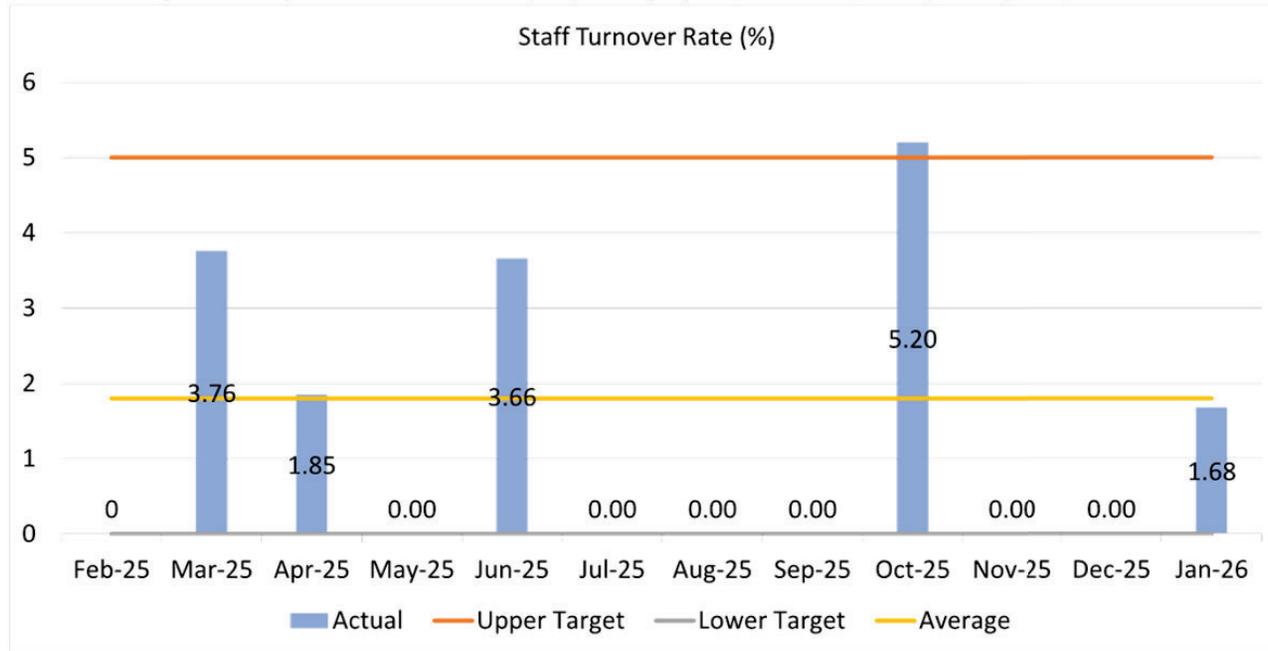
Role	In Progress	Completed
Plant Operator - WTS	✓	
Communications Officer		✓
Gatekeeper- WTS	✓	
Manager Infrastructure & Assets	✓	
Grounds Person- Thorak	✓	



Turnover Rate:

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

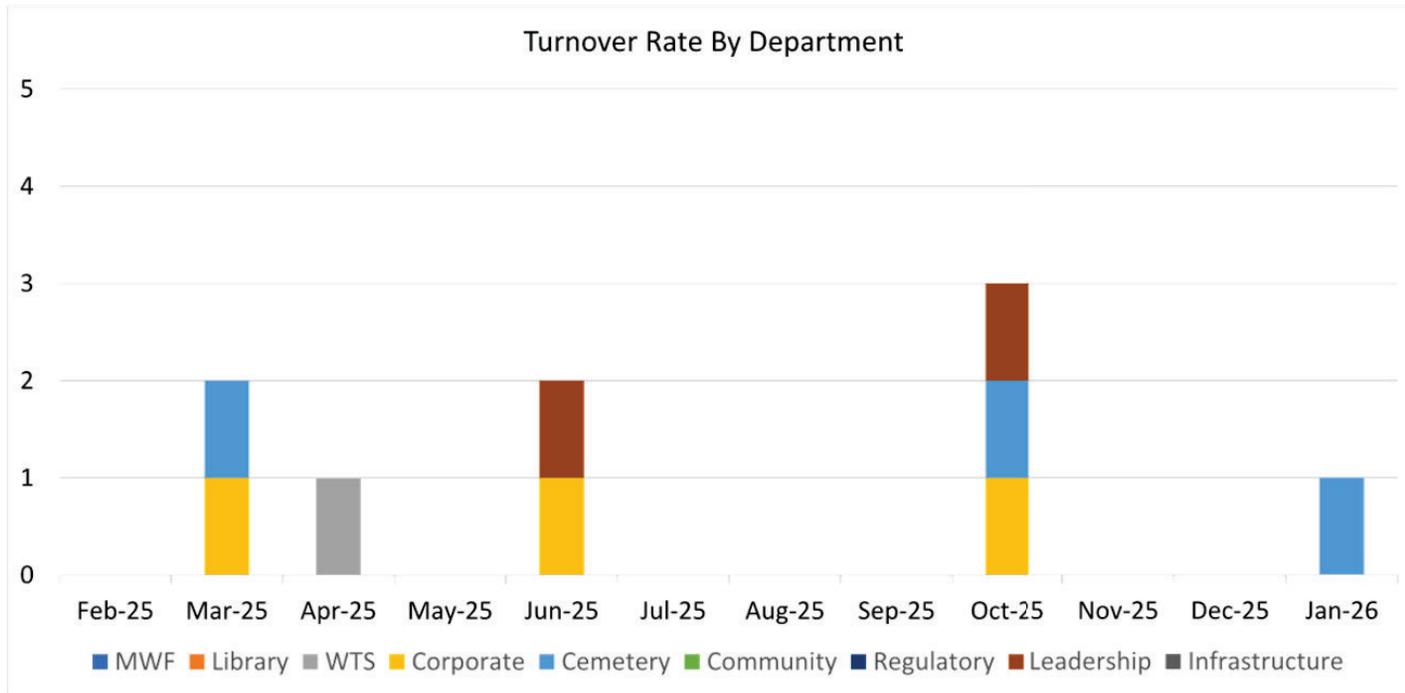
(# staff leaving divided by the total number of people employed (Actual FTE) multiplied by 100)



Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Average
0.00%	3.76%	1.85%	0%	3.66%	0.00	0.00	0.00	5.21%	0.00	0.00%	1.68%	1.35%
0	2	1	0	2	0	0	0	3	0	0	1	0.75

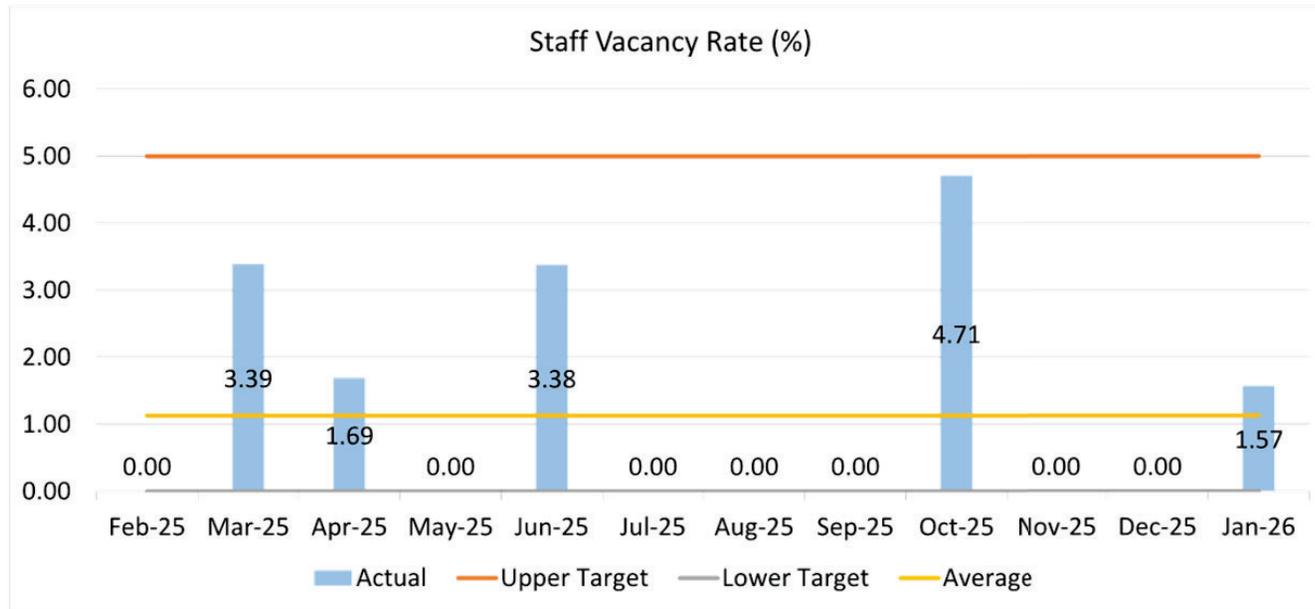
Target Average: Between 0% to 5%

Turnover Rate by Department:



Staff Vacancy Rate:

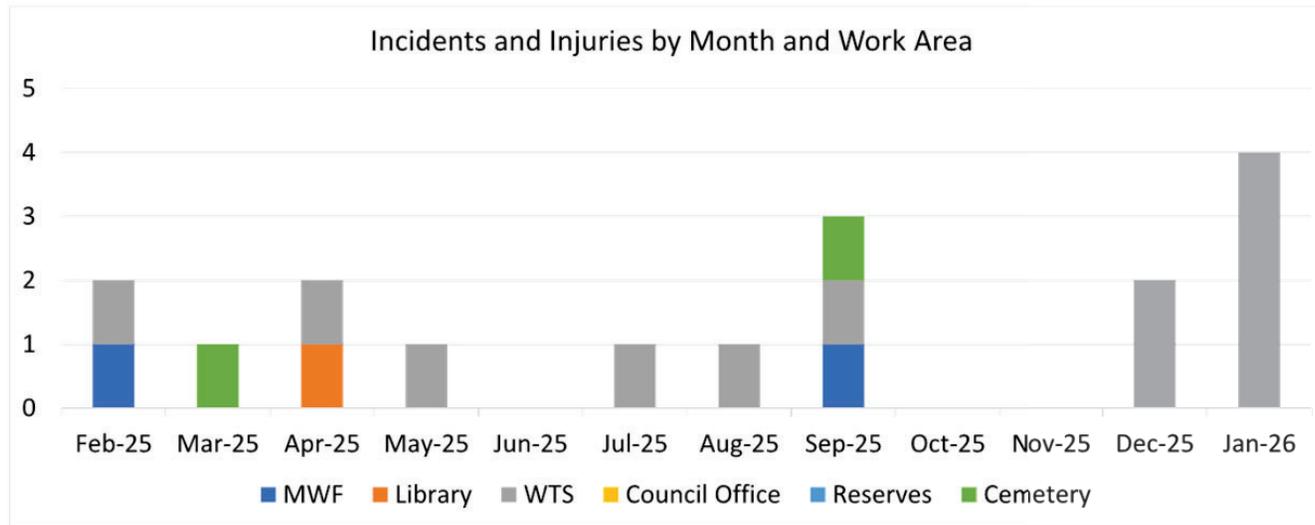
The number of vacant positions during the reporting period.
 (Vacant positions, divided by total FTE, multiplied by 100).



Feb	March	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Average
0.00%	3.39%	1.69%	0.00 %	3.38%	0.00%	0.00%	0.00%	4.71%	0.00 %	0.00 %	1.57 %	1.23%

Target: Between 0% to 5%

Workplace Health and Safety:



There were two workplace health and safety incident recorded in January 2026.

1. An employee sustained a minor injury while operating machinery in the normal course of work.
2. An employee sustained a minor injury while operating machinery in the normal course of work.
3. A resident collapsed while unloading green waste.
4. Abusive behaviour towards employees.

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 Litchfield Council Finance Report – January 2026

- AUTHOR:** Xixi Li, Accountant
- AUTHORISER:** Ankit Pansal, Acting Director Corporate Services
- ATTACHMENTS:** 1. 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.

RECOMMENDATION

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

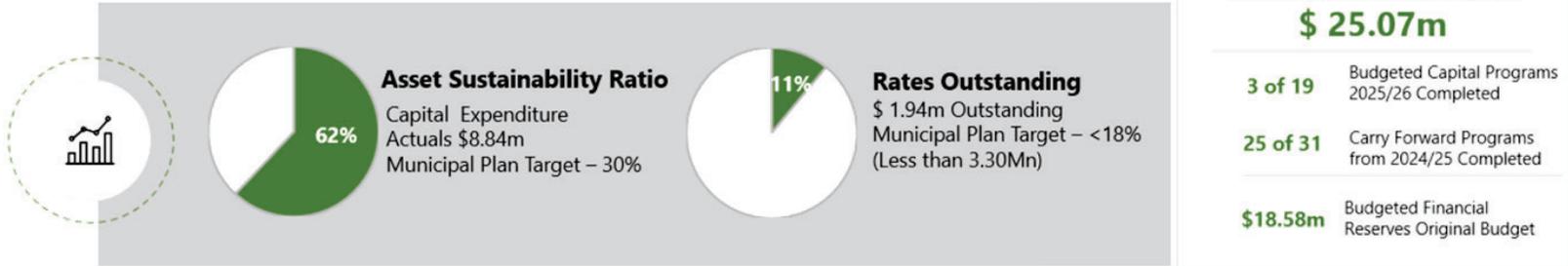
COMMUNITY ENGAGEMENT

Nil



Finance Report
January 2026

January 2026 DASHBOARD REPORTING



\$ 22.45m
OPERATIONAL REVENUE

\$25.75m Budget – 87.19% Target Achieved

\$ 18.16m
OPERATIONAL EXPENSES

\$33.47m Budget – 54.09% Spent

\$ 4.35m
OPERATING SURPLUS

Budget (\$ 3.05m)

\$2.02m
CAPITAL REVENUE

\$ 2.16m Budget- 94% Achieved

\$ 8.84m
CAPITAL EXPENSES

\$ 24.47m Budget(Incl Budget Rollover) 36% Spent

\$ 6.81m
CAPITAL DEFICIT

Budget (\$ 22.31m)

RATIOS

62%	Asset Sustainability <i>Target 30% and more</i>	■ Achieved
11%	Rates Outstanding <i>Target less than 18%</i>	■ Achieved
72%	Own Source Revenue Ratio <i>Target 60% and more</i>	■ Achieved
7.25	Current Ratio <i>Target 1 and more</i>	■ Achieved
0	Debt Service Ratio <i>Target less than 1</i>	■ 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	18,104,318.48	18,118,861.00	14,542.52	18,118,861.00
Charges	144,446.50	102,083.33	(42,363.17)	175,000.00
Fees and Charges	1,406,130.31	1,230,534.67	(175,595.64)	2,109,488.00
Operating Grants and Subsidies	1,862,677.00	2,307,008.67	444,331.67	3,954,872.00
Interest / Investment Income	862,571.23	733,692.75	(128,878.48)	1,257,759.00
Other Income	75,224.95	81,666.67	6,441.72	140,000.00
TOTAL OPERATING INCOME	22,455,368.47	22,573,847.08	118,478.61	25,755,980.00
OPERATING EXPENDITURE				
Employee Expenses	4,631,016.59	4,776,189.25	145,172.66	8,187,753.00
Materials and Contracts	5,379,905.36	6,100,731.58	720,826.22	10,458,397.00
Elected Member Allowances	143,079.91	210,865.67	67,785.76	361,484.00
Elected Member Expenses	39,963.14	174,208.42	134,245.28	298,643.00
Council Committee & LA Allowances	3,498.00	5,833.33	2,335.33	10,000.00
Council Committee & LA Expenses	-	-	-	-
Depreciation, Amortisation and Impairment	3,930.73	-	(3,930.73)	-
Accumulated Depreciation	6,913,083.33	6,913,083.33	-	11,851,000.00
Interest Expenses	-	-	-	-
Other Expenses	991,821.92	1,345,166.67	353,344.75	2,306,000.00
TOTAL OPERATING EXPENDITURE	18,106,298.98	19,526,078.25	1,419,779.27	33,473,277.00
OPERATING SURPLUS / DEFICIT	4,349,069.49	3,047,768.83	(1,301,300.65)	(7,717,297.00)

¹ Numbers in statements January 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	4,349,069.49	3,047,768.83	(1,301,300.65)	(7,717,297.00)
Remove NON-CASH ITEMS				
Less Non-Cash Income	-	-	-	-
Add Back Non-Cash Expenses	6,917,014.06	6,913,083.33	(3,930.73)	11,851,000.00
TOTAL NON-CASH ITEMS	6,917,014.06	6,913,083.33	(3,930.73)	11,851,000.00
Less ADDITIONAL OUTFLOWS				
Capital Expenditure	(8,839,276.80)	(14,367,913.35)	(5,528,636.55)	(24,630,708.60)
Borrowing Repayments (Principal Only)	-	-	-	-
Transfer to Reserves	-	(2,411,326.75)	(2,411,326.75)	(4,133,703.00)
Other Outflows	-	-	-	-
TOTAL ADDITIONAL OUTFLOWS	(8,839,276.80)	(16,779,240.10)	(7,939,963.30)	(28,764,411.60)
Add ADDITIONAL INFLOWS				
Capital Grants Income	2,000,000.00	1,104,537.00	(895,463.00)	1,893,492.00
Prior Year Carry Forward Tied Funding	-	-	-	-
Other Inflow of Funds	6,415.76	2,411,326.75	2,404,910.99	4,133,703.00
Road Seal Levy	21,390.00	27,755.00	6,365.00	47,580.00
Transfers from Reserves	-	10,824,294.60	10,824,294.60	18,555,933.60
TOTAL ADDITIONAL INFLOWS	2,027,805.76	14,367,913.35	12,340,107.59	24,630,708.60
NET OPERATING POSITION	4,454,612.51		3,094,912.91	

Operating Position by Department

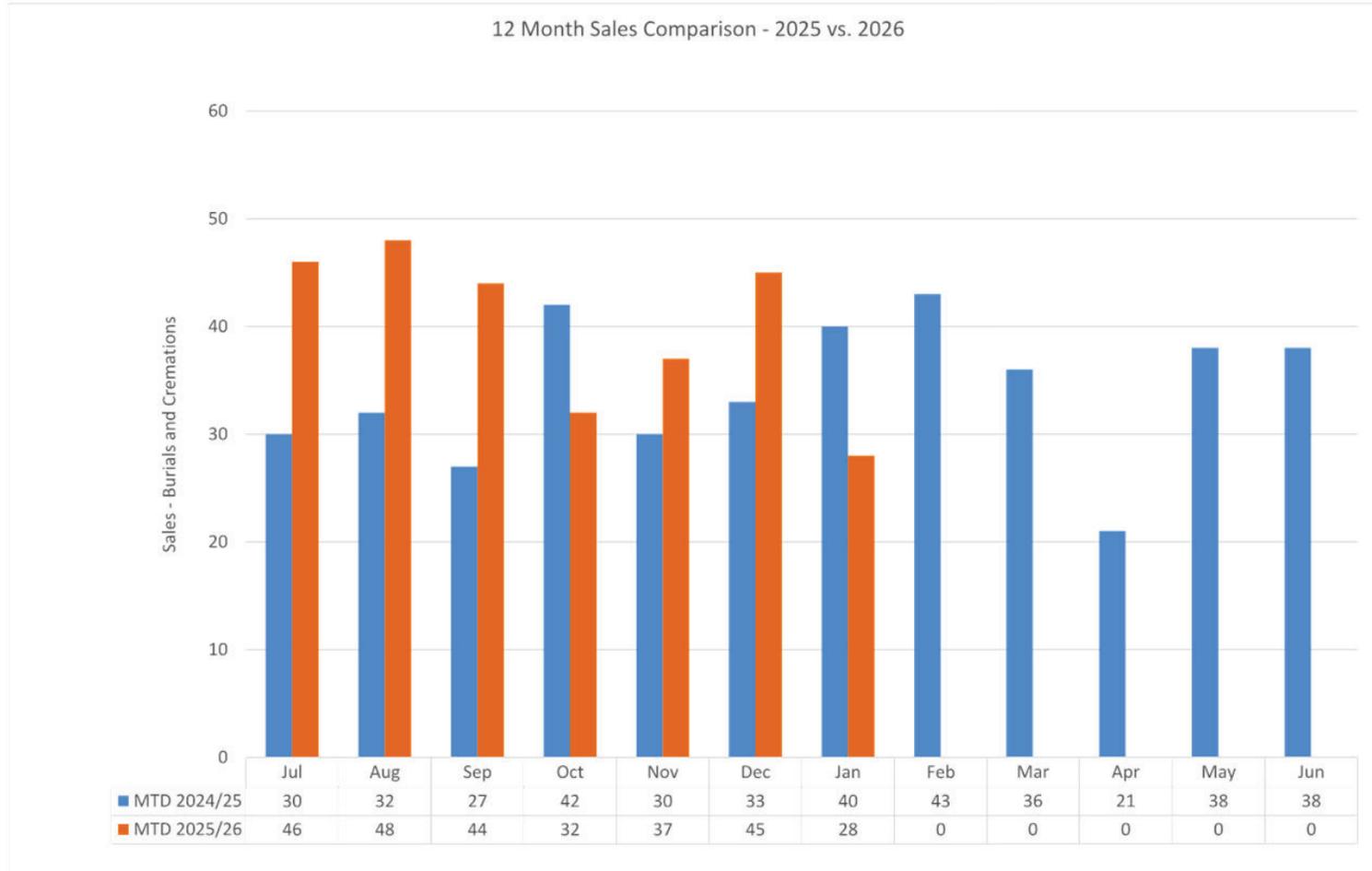
Finance and Waste Management income represents a high percentage of total yearly income due to rates and waste charges levied in full in July 2025.

	2025/26 YTD Actuals	2025/26 Budget Review 1	% of Budget
REVENUE	\$	\$	
Council Leadership	-	-	0.0%
Corporate	-	-	0.0%
Information Services	-	-	0.0%
Finance & Customer Service	15,548,430.73	16,553,245.00	93.9%
Infrastructure & Assets	1,747,935.53	3,335,468.00	52.4%
Waste Management	3,756,639.28	3,652,968.00	102.8%
Community	57,112.25	134,978.00	42.3%
Community - Library	8,077.27	308,722.00	2.6%
Mobile Workforce	-	-	0.0%
Regulatory Services	146,760.05	175,000.00	83.9%
Thorak Cemetery	1,190,413.36	1,595,599.00	74.6%
TOTAL REVENUE	22,455,368.47	25,755,980.00	87.19%
EXPENSES			
Council Leadership	756,426.14	1,627,208.00	46.5%
Corporate	482,491.05	933,894.00	51.7%
Information Services	444,592.80	671,122.00	66.2%
Finance & Customer Service	1,214,925.85	1,774,231.00	68.5%
Infrastructure & Assets	1,907,215.74	4,886,777.00	39.0%
Waste Management	2,565,182.94	5,148,725.00	49.8%
Community	1,431,753.09	2,128,908.00	67.3%
Community - Library	528,807.11	995,398.00	53.1%
Mobile Workforce	709,213.54	1,482,091.00	47.9%
Regulatory Services	395,516.39	725,607.00	54.5%
Thorak Cemetery	757,091.00	1,248,317.00	60.6%
TOTAL EXPENSES	11,193,215.65	21,622,278.00	51.77%
OPERATING RESULT	11,262,152.82	4,133,703.00	

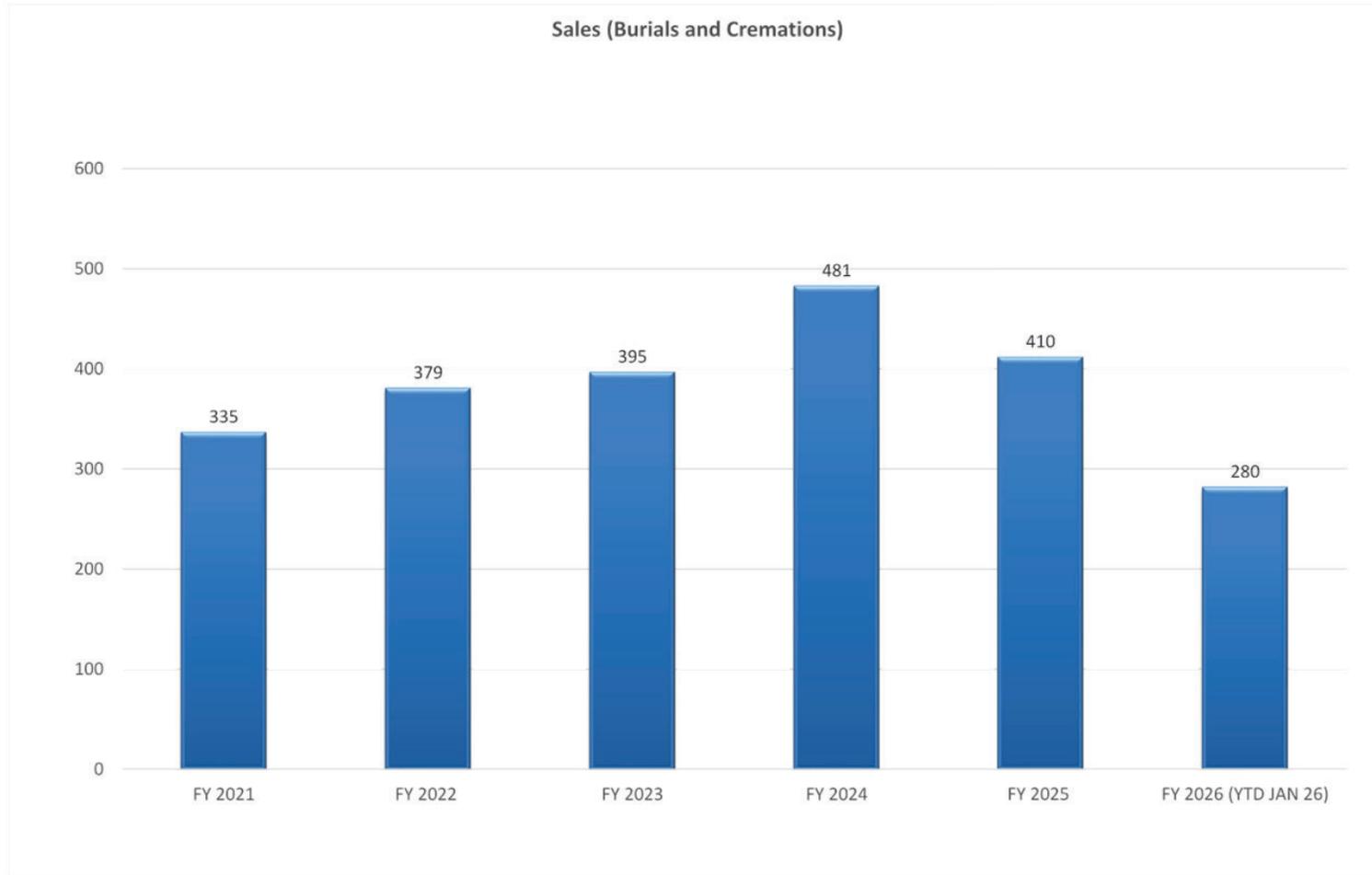
Thorak Regional Cemetery Sales

To date, Thorak Regional Cemetery has completed 280 Interments and cremations, an increase of 46 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 380.



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	260,197.91	6,010,575.63	5,750,377.72	10,303,843.93
Infrastructure (including roads, footpaths, park furniture)	8,190,220.71	7,836,005.71	(354,215.00)	13,433,152.64
Plant and Machinery		-	-	
Fleet	388,858.18	430,915.35	42,057.17	738,712.03
Other Assets (including furniture and office equipment)	-	-	-	
Leased Land and Buildings	-	-	-	-
Other Leased Assets	-	-	-	-
TOTAL CAPITAL EXPENDITURE	8,839,276.80	14,277,496.68	5,438,219.88	24,630,708.60
TOTAL CAPITAL EXPENDITURE FUNDED BY:	-			
Operating Income (amount allocated to fund capital items)	6,415.76	2,084,290.83	2,077,875.07	3,573,070.00
Capital Grants	2,000,000.00	1,104,537.00	(895,463.00)	1,893,492.00
Transfers from Cash Reserves	-	11,151,330.52	11,151,330.52	19,116,566.60
Borrowings	-	-	-	-
Sale of Assets (including trade-ins)	-	-	-	-
Other Funding	-	-		
Special Road Seal Levy	21,390.00	27,755.00	6,365.00	47,580.00
TOTAL CAPITAL EXPENDITURE	2,027,805.76	14,367,913.35	12,340,107.59	24,630,708.60
FUNDING				

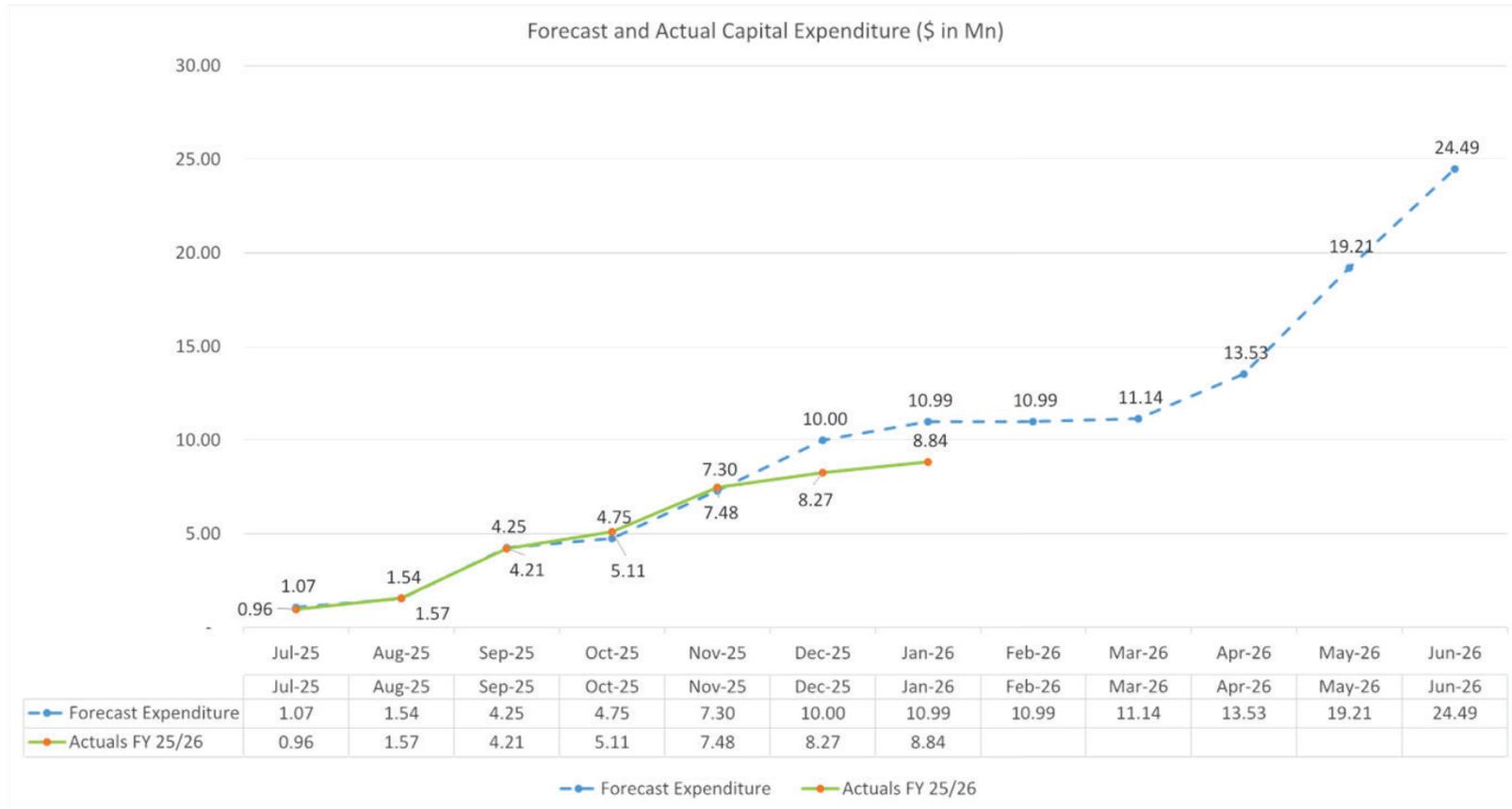


Table 2.2 Monthly Report on Planned Major Capital Works

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	Planning	Construction commencement anticipated early 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: • Tender for powerline relocation awarded to MG Electrical • Civil works design to be amended prior to tendering Keleson Rd: Works 95% complete
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

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
2026-7	Buildings	Council Administration Building Upgrade effluent system and dog pound area	44,949.36	44,949.36	200,000.00	155,050.64	22.47%	Jun-26	Yes	Yes	Effluent Procurement Complete Dog Pound Complete	Effluent System Upgrade: Tender currently being evaluated 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	367.00	367.00	280,000.00	279,633.00	0.13%	Aug-26	Yes	Yes	Planning	Not Started
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	Planning	Bore Outlet Manifold: Revised quote accepted works pending suitable weather. Effluent System: Design underway
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	Delivery	Complete
2026-12	Reserves	Humpty Doo Village Green Masterplan	-	-	60,000.00	60,000.00	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
2026-13	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: Developing RFQ
2026-15	Reserves	Howard Park Recreation Reserve Masterplan	-	-	50,000.00	50,000.00	0.00%	Nov-26	Yes	Yes	Planning	Not Started
2026-15A	Reserves	Howard Park Safety Audit Upgrades	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	Planning	Not Started
2026-18	Fleet	Council Vehicle Replacement	204,173.23	204,173.23	530,000.00	325,826.77	38.52%	Jun-26	Yes	Yes	Delivery	Fleet: • Ranger's vehicle: Delivered • Waste vehicle: Delivered • Mayor's vehicle: Delivered • HDWTS Forklift: Awaiting Delivery • Thorak Cemetery commuter vehicle: Delivered
			1,856,958.54	1,856,958.54	7,178,777.00	5,321,818.46						

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	1,039,634.18	1,164,989.13	1,476,304.98	436,670.80	70.42%	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 delayed. 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.

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
27	Shared Path	Shared Path Upgrade Whitewood Road - Hillier Rd to Hicks Rd	687,269.10	687,269.10	949,009.50	261,740.40	72.42%	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	1,575,767.23	1,940,022.16	9,635,745.07	8,059,977.84	16.35%	Jan-27	Yes	Yes	Delivery	AFL Lighting: Towers installed, lights commissioned, pending final lighting adjustments Rugby and Soccer Lighting: Scope under consideration Netball: Detailed design 90% complete
			6,982,318.26	16,115,342.64	17,451,931.60	10,469,613.34						
			8,839,276.80	17,972,301.18	24,630,708.60	15,791,431.80						

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 31 JANUARY 2026	YTD Actuals \$	Note Reference*
ASSETS		
Cash at Bank		(1)
Tied Funds	25,070,808.41	
Untied Funds	5,345,452.98	
Accounts Receivable		
Trade Debtors	2,226,494.51	(2)
Rates & Charges Debtors	5,475,279.96	
Other Current Assets	344,227.86	
TOTAL CURRENT ASSETS	38,462,263.72	
Non-Current Financial Assets	10,938,119.36	
Property, Plant and Equipment	476,708,167.93	
TOTAL NON-CURRENT ASSETS	487,646,287.29	
TOTAL ASSETS	526,108,551.01	
LIABILITIES		
Accounts Payable	1,611,019.61	(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	5,308,728.76	
Non-Current Liabilities		
Non-Current Provisions	175,741.44	
Other Non-Current Liabilities	-	
TOTAL NON-CURRENT LIABILITIES	175,741.44	
TOTAL LIABILITIES	5,484,470.20	
NET ASSETS	520,624,080.81	
EQUITY		
Asset Revaluation reserve	461,870,517.89	
Reserves	29,736,594.49	
Accumulated Surplus	29,016,968.43	
TOTAL EQUITY	520,624,080.81	

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.

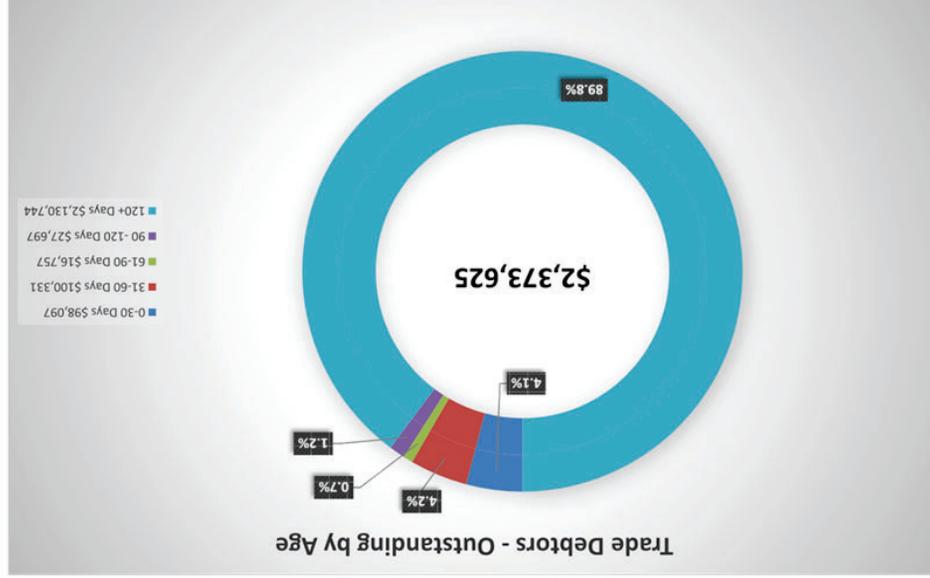
Counter Party	Date Invested	Invested Amount \$	Interest rate	Maturity Date	Days Invested	Institution Totals	% Counter party	Expected return to Maturity Date \$
Bendigo (S&P A2)	26/06/2025	1,000,000.00	4.15%	12/02/2026	231	4,500,000.00	17.95%	24,900.00
	8/07/2025	1,000,000.00	4.10%	10/03/2026	245			23,252.05
	14/10/2025	1,500,000.00	4.05%	14/07/2026	273			18,141.78
	23/12/2025	1,000,000.00	4.30%	29/09/2026	280			4,594.52
Defence Bank (S&P A2)	26/06/2025	1,000,000.00	4.10%	26/02/2026	245	2,000,000.00	7.98%	24,600.00
	20/11/2025	1,000,000.00	4.25%	11/08/2026	264			8,383.56
NAB (S&P A1+)	22/07/2025	1,000,000.00	4.10%	8/04/2026	259	9,000,000.00	35.90%	21,679.45
	7/08/2025	2,000,000.00	4.15%	21/04/2026	257			40,249.32
	16/09/2025	1,000,000.00	4.15%	2/06/2026	259			15,576.71
	16/09/2025	1,000,000.00	4.15%	16/06/2026	273			15,576.71
	30/09/2025	2,000,000.00	4.20%	23/06/2026	266			28,306.85
	30/09/2025	1,000,000.00	4.22%	7/07/2026	280			14,220.82
	28/10/2025	1,000,000.00	4.15%	28/07/2026	273			10,801.37
Westpac	10/07/2025	1,500,000.00	4.25%	25/03/2026	249	9,570,808.41	38.18%	35,804.79
	5/08/2025	1,500,000.00	4.33%	5/05/2026	273			31,852.19
	19/08/2025	1,000,000.00	4.23%	19/05/2026	273			19,121.92
	28/05/2025	70,808.41	3.50%	27/05/2027	730			1,683.88
	19/11/2025	1,500,000.00	4.50%	25/08/2026	279			13,500.00
	9/12/2025	2,000,000.00	4.60%	15/09/2026	280			13,358.90
	19/01/2026	2,000,000.00	4.59%	13/10/2026	267			3,018.08
TOTAL INVESTMENTS		25,070,808.41				25,070,808.41	100%	368,622.92
% of Total Investment Portfolio	S&P Short term rating (max 100%)	38.18%	A1+ 35.90% A2 25.93%					
Total Investments/ Tied Funds	\$	25,070,808.41	Total Year to date Investments Earnings	658,231.84				
General Bank Funds	\$	5,342,017.92						
Council Till and Petty Cash float	\$	1,275.00						
Total Untied Funds	\$	5,343,292.92						
Total all funds	\$	30,414,101.33						

Note 2: Statement of Trade Debtors

Total Debtors as of 31 January 2026 is \$2,373,625; \$2,130,743 to invoices outstanding over 90 days. \$2m related to commonwealth grants, \$77,919 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 (307) infringements outstanding with a total balance of \$85,500 an increase of \$2,291 from December. Five (5) Reminder notices produced, Two Hundred and Thirty-Nine (239) are with the Fines Recovery Unit (FRU), and Forty Sevens (47) 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	-	7,042.40	(1,200.00)	(175.00)	2,051,979.37	2,057,646.77
Cemetery	-	85,444.65	16,612.72	-	-	102,057.37
Waste	-	184.00	-	-	495.38	679.38
Recreation Reserves	-	3,228.03	-	94.50	-	3,322.53
Planning	-	1,030.00	-	24,942.00	350.00	26,322.00
GST Receivable	98,097.11	-	-	-	-	98,097.11
Infringements	-	3,402.00	1,344.00	2,835.00	77,918.96	85,499.96
Total	98,097.11	100,331.08	16,756.72	27,696.50	2,130,743.71	2,373,625.12



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	106,423.51	-				106,423.51
Cemetery	-					-
Total	106,423.51	-	-	-	-	106,423.51

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 \$1.94 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.

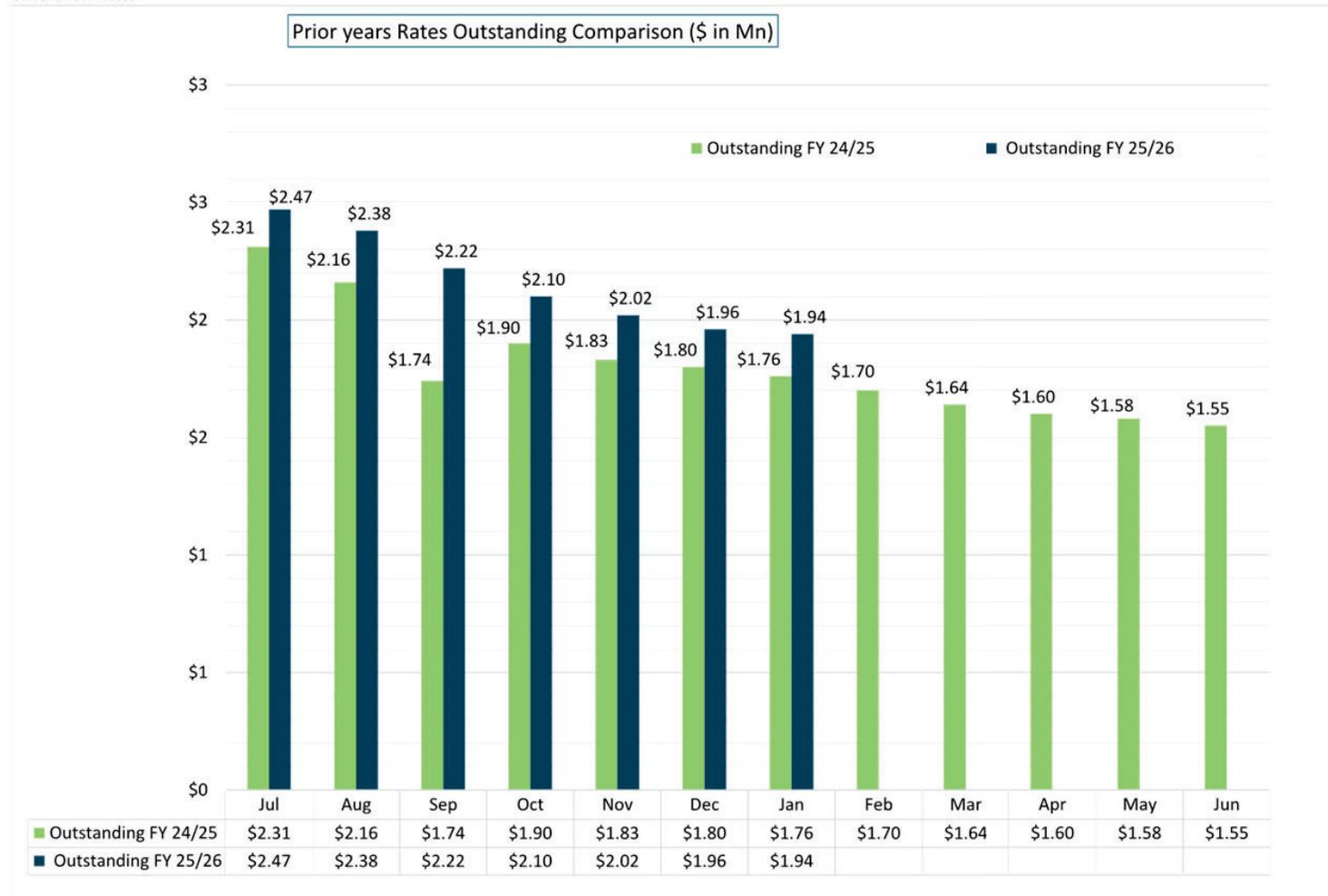
The table below shows the balance of the prior year's rates as at the beginning of the financial year, last month and the current month.

	Beginning of 2024/25 Prior Years Rates Outstanding (\$)	Previous Month (Dec 2025) (\$)	Current Month (Jan 2026) (\$)
CANCELLED ASSESSMENT	-	69,623.34	98,794.32
COMMERCIAL	28,378.18	26,685.95	27,218.51
GAS PLANT	-	-	-
MINING	165,673.14	177,608.30	150,800.68
HORTICULTURE AGRICULTURE	18,846.40	58,570.98	59,350.73
NON-RATEABLE GENERAL	20,028.76	22,121.43	22,245.84
NON-RATEABLE WASTE	40,496.86	41,882.26	42,047.98
PASTORAL	-	-	-
RURAL RESIDENTIAL	1,123,920.14	1,403,892.61	1,372,275.37
URBAN RESIDENTIAL	135,647.13	162,241.90	164,040.44
TOTAL	1,532,990.61	1,962,626.77	1,936,773.87
Arrears LESS Legal	1,422,397.62	1,842,155.21	1,819,167.85

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 total \$3.88m and the third instalment is due on 28 February 2026.

	Previous Month (Dec 2025) (\$)	Current Month (Jan 2026) (\$)	Variance (\$)	Due Dates
Instalment 1	450,295.64	410,094.76	40,200.88	30-Sep-25
Instalment 2	1,071,212.96	887,602.16	183,610.80	30-Nov-25
Instalment 3	2,754,980.15	2,587,674.55	167,305.60	28-Feb-26
TOTAL	4,276,488.75	3,885,371.47	391,117.28	

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



Accounts Payable Report

Cheque No.	Payee	Description	Amount
1714.123-01	NORTHERN TERRITORY ELECTORAL COMMISSION	Conduct Litchfield Council Election 2025	\$209,857.37
1714.2705-01	KATHERINE TREE MAINTENANCE	Sheering / Grinding - Green Waste - HDWTS, HSWTS and BSWTS	\$142,573.20
1714.874-01	VTG WASTE & RECYCLING	Dec 2025 - Transport Oil from HD, HS and Transport General Waste & Recycling from HD, HS & BS Wastes Stations, Jakirra Estate, Thorak Cemetery, HPRR to Shoal Bay Receiving Station	\$96,106.17
1714.280-01	CITY OF DARWIN	Dec 2025 - HS, BS & HD Waste Stations - Collect and Transport Skip Bins / Waste to Shoal Bay Receiving Station	\$91,794.50
1715.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 15 (25/26) - Cycle1 WE: 18 Jan 2026	\$61,462.00
1713.13-01	FREDS PASS RURAL COMMUNITY SHOW INC	Sponsorship - Freds Pass Rural Show 2026	\$61,053.02
1713.374-01	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Payable Pay 14 (25/26) - Cycle1 WE: 04 Jan 2026	\$58,058.00
1716.409-01	F & J BITUMEN SERVICES PTY LTD	RFT24-472: Sealed Pavement Maintenance and RWF-17 Emergency Pavement Repairs and Pothole Patching Various Roads - Litchfield Council Municipality	\$46,737.21
1713.2750-01	TMH SERVICES	Excavation Works - Drains and Culverts Clear/Clean - Various Locations - Litchfield Council Municipality	\$40,660.40
1715.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 15 2026-12 WE: 18 Jan 2026	\$35,857.23
1713.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-Py 14 2026-12 WE: 04 Jan 2026	\$33,772.26
1716.2335-01	SAVILLS RETAIL MANAGEMENT PTY LTD	Feb 2026 - Rent - Coolalinga Central - Litchfield Community Library	\$24,889.27
1715.2092-01	GOLD MEDAL SERVICES	RFT25-496: Litchfield Football Club Waste Water Treatment System	\$23,871.43
1714.849-01	WEX AUSTRALIA (PUMA CARD)	Dec 2025 - Litchfield Council/ Thorak Fuel Account for Fleet Vehicles and Heavy Machinery	\$20,263.82
CC DEC25	WESTPAC CARDS & DIRECT DEBITS	Dec 2025 - Credit Card Purchases Litchfield Council Officers	\$20,065.74

1714.1741-01	DARWIN COMMUNITY ARTS	Mural Project & Materials at HDVG	\$16,500.00
1714.1396-01	CSE CROSSCOM	Radio Instillation and Repairs all MWF Fleet	\$15,354.00
1713.867-01	ALL ASPECTS RECRUITMENT & HR SERVICES	Temporary Staff Placement Litchfield Council	\$15,056.22
1715.85-01	TELSTRA CORPORATION LIMITED	Nov 2025 - Wideband Installation at Litchfield Community Library	\$14,881.44
1714.3239-01	TIWI ISLANDS REGIONAL COUNCIL	Transfer of LSL - Ex Director	\$14,465.82
1713.183-01	CHRIS'S BACKHOE HIRE PTY LTD	Nov 2025 - Grave Preparation - Thorak Cemetery	\$13,629.00
1713.454-01	TRAFFICWERX NT PTY LTD	Traffic Control - Rubbish Collection for MWF Crews and Clean Up of Debris - Post Tropical Cyclone Fina	\$13,627.63
1713.229-01	INITIAL & PEST CONTROL (RENTOKIL)	2025 - 2026 Annual Fee Litchfield Council Office and Thorak Cemetery and Sanitary Services for All - Litchfield Council Sites	\$12,777.72
1716.1524-01	ESRI AUSTRALIA PTY LTD	AcrGIS Annual Subscription 2026	\$11,227.70
1714.794-01	TOP END R.A.C.E.	Streetlight Maintenance	\$10,983.85
1713.577-01	ARJAYS SALE & SERVICE PTY LTD	Whitewood Road - Wire Rope Repairs	\$10,296.00
1713.1428-01	HANNA'S COOLING PTY LTD	Howard Hall Airconditioning Replacement	\$9,353.30
1714.2249-01	MS R A WRIGHT	Dec 2025 - Elected Members Allowances	\$9,297.63
1716.926-01	JACANA ENERGY	Dec 2025 - Electricity Lot 1916, HPRR, HSWTS, Litchfield Council Office and Streetlight Charges	\$8,237.69
1713.770-01	HAYS SPECIALIST RECRUITMENT (AUST)	Temporary Staff Placement Litchfield Council	\$8,058.54
CC JAN26	WESTPAC CARDS & DIRECT DEBITS	Jan 2026 - Credit Card Purchases Litchfield Council	\$7,532.91
1713.2092-01	GOLD MEDAL SERVICES	Site Investigation - McMinns Bore	\$7,326.44

1714.454-01	TRAFFICWERX NT PTY LTD	Traffic Control for MWF Crews to Undertake Roadside Mowing and Traffic Control for Tropical Cyclone Fina	\$7,207.07
1715.2672-01	TROPICAL TREE SERVICES	Tree Maintenance - Various Locations Litchfield Council Municipality	\$6,702.01
1716.3252-01	DINGO COCKATOO ABORIGINAL CULTURE	Australia Day 2026 - Traditional Experience Event	\$6,600.00
1716.85-01	TELSTRA CORPORATION LIMITED	Jan 2026 - Thorak & Litchfield Council Internet, Data & Mobile Charges	\$6,376.40
1713.436-01	DELTANAE	Replace Auto Changeover Switch, Solar Meter Reprogramming and Initialising Solar Rebate Scheme for Thorak Cemetery	\$6,080.49
1716.867-01	ALL ASPECTS RECRUITMENT & HR SERVICESE	Temporary Staff Placement Litchfield Council	\$5,370.69
1715.454-01	TRAFFICWERX NT PTY LTD	Traffic Control - Pothole Repairs - Various Locations Litchfield Council Municipality	\$5,066.88
1716.1141-01	NORTHERN GROUND MAINTENANCE	Dec 2025 - RFQ24-424 Ground Maintenance Gardening - Litchfield Council Parks and Reserves	\$4,180.00
1713.2270-01	TYRECYCLE PTY LTD	Dec 2025 - Tyre Recycling HDWTS	\$4,174.43
1713.78-01	POWER & WATER CORPORATION	Sep - Dec 2025 - Water HPRR Lot1916 and Lot 3326 KLRR	\$4,100.79
1716.454-01	TRAFFICWERX NT PTY LTD	Traffic Control - Safe Post Tropical Cyclone FINA Greenwaste/Fallen Trees Clean up	\$3,751.00
1714.2270-01	TYRECYCLE PTY LTD	Tyre Recycling HDWTS WE: 17 Dec 2025	\$3,652.55
1716.3257-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpayment	\$3,650.25
1716.1253-01	CRAIG BURGENDORF	Repairs to BSWTS Loader	\$3,542.00
1715.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE: 18 Jan 2025	\$3,526.52
1713.1581-01	SALARY PACKAGING AUSTRALIA	Salary Sacrifice for Litchfield Council Employees WE: 04 Jan 2026	\$3,526.52
1715.1471-01	RICOH AUSTRALIA PTY LTD	Dec 2025 - Photocopier Hire & Consumables for All Litchfield Council Machines/ All Sites	\$3,502.59

1716.2527-01	NORTHCOAST REFRIGERATION & AIRCONDITIONING	Jan 2026 - HDWTS Fridge and Aircon Degassing for Safe Transportation/Recycling	\$3,465.00
1714.2252-01	MRS E SHARP	Dec 2025 - Elected Members Allowances	\$3,341.56
1714.87-01	TOP END LINEMARKERS PTY LTD	Line Marking Redo - Thorak Cemetery	\$3,323.50
1716.2593-01	DEFENCE ELECTRICAL SERVICES PTY LTD	Whitewood Carpark Light Replacement	\$3,129.50
1716.1088-01	TALENT PROPELLER	Recruitment- Manager Infrastructure and	\$2,750.00
1713.1103-01	HASTINGS DEERING	Repairs to HSWTS Backhoe	\$2,709.59
1716.941-01	EVERLON BRONZE	Memorial Plaques - Thorak Customer Requests	\$2,680.15
1714.2238-01	MR K R HARLAN	Dec 2025 - Elected Members Allowances	\$2,486.37
1716.2676-01	MAHER RAUMTEEN SOLICITORS	Legal Advise - South Port Road Seal Levy	\$2,475.00
1716.809-01	ALLOY & STAINLESS PRODUCTS PTY LTD	Replacement Flail Hammers and Mower Blades	\$2,327.44
1714.3028-01	MR K M CIVITARESE	Dec 2025 - Elected Members Allowances	\$2,286.37
1714.3196-01	MRS D B CRAWFORD	Dec 2025 - Elected Members Allowances	\$2,286.37
1714.3198-01	MS P CASS	Dec 2025 - Elected Members Allowances	\$2,286.37
1713.51-01	SOUTHERN CROSS PROTECTION PTY LTD	Dec 2025 - Alarm Response - Litchfield Council Office	\$2,043.54
1716.506-01	TURBO'S TYRES	Jan 2026 - Puncture Repairs, and Removal/Fitting of Replacement Tyres for MWF Fleet of Vehicles	\$2,002.00
1713.132-01	AIRPOWER NT PTY LTD	Buggy Servicing CE22JF and CE25AJ	\$1,938.00
1716.78-01	POWER & WATER CORPORATION	Dec 2025 - MWF Water Swipe Cards (4), Litchfield Council Office, HSWTS and HDWTS	\$1,908.18

1713.2089-01	ELGAS LTD	Dec 2025 - Gas Supply - Thorak Crematorium	\$1,831.03
1713.1674-01	FRESH START - FOR CLEANING	Cleaning Services HPRR, Waste Stations and KLRR WE: 26 Dec 2025	\$1,680.00
1716.2089-01	ELGAS LTD	Gas Supply Thorak Crematorium WE: 09 Jan 2026	\$1,664.04
1714.1113-01	GRAPHICS'LL DO	Design of Municipal Plan 2025-2026	\$1,584.00
1714.111-01	STICKERS AND STUFF	Supply of 250 Calico Funky Chicken Library Bags	\$1,556.00
1714.506-01	TURBO'S TYRES	Replacement Tyres MWF Equipment and Mowers	\$1,545.50
1716.3006-01	TUFTEC SOLUTIONS	Girraween Road - Electronic Floodway Warning System	\$1,504.80
1715.3169-01	FMS (FIRE MAINTENANCE SERVICES (NT)	Inspection of all Fire Equipment (Buildings and Fleet) and Fire Exit Light Replacement - Thorak Cemetery Chapel	\$1,309.00
1715.1674-01	FRESH START - FOR CLEANING	Cleaning Services HPRR WE: 17 Jan 2026	\$1,200.00
1715.926-01	JACANA ENERGY	Dec 2025 - Electricity - MWF Shed, HDWTS and BSWTS	\$1,184.92
1714.896-01	E.E. MUIR & SONS PTY LTD	Weed Sprayer and Cropsure Solution	\$1,145.65
1715.2641-01	DAMN STRAIGHT FENCING	Repair Fence on Kostka Road	\$1,100.00
1713.1396-01	CSE CROSSCOM	Annual Subscription 2025- 2026 - Tracking Software for Litchfield Council Fleet	\$1,100.00
1715.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Dec 2025 - Open/Close Gates and Security at Thorak Cemetery	\$1,086.80
1713.3047-01	AJ SECURITY DARWIN (TERRITORY NEXUS)	Dec 2025- Open/Close Gates and Security Services for HPRR	\$1,086.80
1713.560-01	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - New Employee Litchfield Council Employees	\$1,051.60
1714.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$1,040.00

1715.1961-01	HUMPTY DOO WELDING AND FABRICATION	HDWTS Pit Repairs	\$1,039.50
1716.1830-01	PALMERSTON AND REGIONAL BASKETBALL	January Litchfield Community Library School Holiday Program - Gaming Sessions	\$1,023.00
1714.2372-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpayment	\$1,000.00
1713.3245-01	LITCHFIELD COUNCIL RATE PAYER	Rates Refund - Overpayment	\$997.14
1714.1392-01	AKRON GROUP NT PTY LTD	Traffic Controller - Leonino Road	\$950.40
1716.3235-01	JANINE ANDREWS	January Litchfield Community Library School Holiday Program - Fabric Painting Workshops	\$900.00
1714.389-01	LITCHFIELD VET HOSPITAL	Redemption of Desexing Vouchers	\$900.00
1716.2800-01	ARBORWORK TREE SERVICES PTY LTD	Remove Trees from Fence HSWTS	\$880.00
1716.189-01	HD PUMPS & HUMPTY DOO HARDWARE	Replace faulty Transformer for Pump Controller at Thorak Cemetery	\$735.20
1714.1566-01	WINC AUSTRALIA PTY LTD	Replenishment of Stationary for Litchfield Council Office	\$729.10
1715.1023-01	AUSLINE ENGINEERING	Rebuild Flail Roller Bearings	\$715.00
1716.2871-01	AKAJACKS LEATHERCRAFT	Men's Wellbeing Workshop	\$710.00
1716.817-01	DORMAKABA (TERRITORY DOOR SERVICES)	MWF Annual - Shed Roller Door Servicing	\$704.00
1713.2063-01	QUALITY INDOOR PLANTS HIRE	Dec 2025 - Plant Hire & Maintenance Litchfield Council Office, Litchfield Community Library and Thorak Cemetery	\$670.65
1716.1274-01	GRACE RECORD MANAGEMENT (AUSTRALIA)	Jan 2026 - Archive Storage for Litchfield Council Documents	\$654.34
1715.3248-01	HOWARD SPRINGS TAVERN	Men's Mental Health Dinner	\$628.75
1716.2930-01	GIRRAWEE VETINARY HOSPITAL	Redemption of Desexing Vouchers	\$600.00

1715.1379-01	LITCHFIELD COUNCIL RATEPAYER	Rates Refund - Overpayment	\$600.00
1715.3214-01	NORTHERN TERRITORY VETERINARY SERVICES	Redemption of Desexing Vouchers	\$600.00
1716.1133-01	NT WATER FILTERS	Bottled Water for Litchfield Council Foyer, Replacement Filters for Thorak Water Dispensers in Chapel and Office	\$595.00
1716.2647-01	GOAL INDIGENOUS SERVICES NT PTY LTD	Temporary Staff Placement - Thorak Cemetery	\$580.70
1716.690-01	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	MWF Tractor Repairs to Hydraulics on Bucket	\$546.59
1716.220-01	THE BIG MOWER	Replacement Parts for Kubota	\$531.60
1716.436-01	DELTANAE	Install Pressure Valve/ Seal Enclosure	\$527.93
1713.1772-01	WATER DYNAMICS PTY LTD	Bore Pump Repairs - Thorak Cemetery	\$527.91
1713.3166-01	NORTHERN PLUMBING MAINTENANCE & REPAIRS	Diagnose/Repair Water Leak Holding Tank	\$522.50
1716.1412-01	HAPPIER ENDING FUNERALS	Transportation of Deceased to Thorak Cemetery	\$1,040.00
1716.3254-01	LITCHFIELD COUNCIL RATEPAYER	Refund of FOB Deposit after Venue Hire	\$507.00
1716.1697-01	RSPCA	Dec 2025 - Impounded / Surrendered Dogs - Transfers	\$500.00
1716.3079-01	SACHIKO HIRAYAMA	Community School Holiday Program - Sushi Making Livingston Recreational Reserve	\$500.00
1714.3077-01	SHARE EXPERIENCES	School Holiday Program - Martial Arts	\$500.00
1716.1237-01	THE BOOKSHOP DARWIN	Assorted Books - Litchfield Community Library Content	\$479.54
1713.1237-01	THE BOOKSHOP DARWIN	Book Vouchers for Prizes at Litchfield Community Library	\$477.84
1714.1847-01	HUMPTY DOO HORTICULTURAL SERVICES	Dec 2025 - Garden Maintenance Humpty Doo Community Garden	\$460.00

1715.1253-01	CRAIG BURGENDORF	HSWTS Loader Bracket Repairs	\$422.40
1713.1566-01	WINC AUSTRALIA PTY LTD	Replenishment of Stationary for Litchfield Community Library	\$399.90
1714.738-01	YENZ ENTERTAINMENT	Face Painting for Christmas Storytime	\$396.00
1716.108-01	DEPARTMENT OF ATTORNEY GENERAL	Oct - Dec 2025 Administration of Enforcement Fees	\$374.00
1716.1674-01	FRESH START - FOR CLEANING	Cleaning Services KLRR WE: 14 Jan 2026	\$360.00
1714.287-01	HARVEY DISTRIBUTORS	Replacement Bathroom Perishables	\$344.30
1716.1396-01	CSE CROSSCOM	Jan 2026 - Litchfield Council Fleet/Vehicle Tracking Access	\$330.00
1715.2375-01	NTIT (NT-IT PTY LTD)	Phone System Litchfield Library - Resolve Connection Issues	\$321.75
1714.36-01	BRIDGE TOYOTA	Service of CF91JL	\$290.00
1716.165-01	THINK WATER DARWIN	Wi-Fi Module for Irrigation at Thorak Cemetery	\$280.50
1716.2188-01	GTG IRRIGATION & LANDSCAPING PTY LTD	Repair Broken Sprinklers - Irrigation Works	\$277.20
1713.508-01	EASA	EAP Counselling Session from 16-31 Dec 2025	\$270.73
1714.1181-01	ODD JOB BOB	Repairs to Internal Doors - Labour and Parts - Litchfield Council Office	\$269.50
1714.1143-01	WORKPRO (RISK SOLUTIONS AUSTRALIA)	Police Checks - New Litchfield Council Employees	\$264.00
1713.1008-01	OUTBACK BATTERIES PTY LTD	Replacement Battery TC Toyota Hilux 4x4	\$252.00
1713.3079-01	SACHIKO HIRAYAMA	Beading Workshops - School Holiday Program	\$250.00
1713.3237-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Trap Bond after Hire Period	\$240.00

1715.941-01	EVERLON BRONZE	Memorial Plaque for Thorak Cemetery Customer	\$233.20
1716.3170-01	UNIQUE GIFTS AND NEWSAGENTS PTY LTD	Dec & Jan 2026 - Daily Newspapers for Litchfield Community Library	\$216.10
1713.1253-01	CRAIG BURGENDORF	Repairs to BSWTS Loader	\$203.50
1714.2529-01	TOTAL SAFETY SOLUTIONS	PPE - MWF Crew Hi Vis Shirts	\$192.50
1713.512-01	SELTER SHAW PLUMBING PTY LTD	Blockage of Female Ablutions Litchfield Council Office	\$192.50
1713.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Thorak Cemetery	\$191.62
1716.2316-01	KYAM ELECTRICAL PTY LTD	Diagnose Power Surge on Diverter Pumps	\$176.00
1713.1181-01	ODD JOB BOB	Signage Removal from RRPL DMAX	\$176.00
1713.1186-01	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Jan 2026 - ASSA Monthly Membership	\$165.00
1714.25-01	LAND TITLES OFFICE	Nov 2025 - Planning Searches	\$138.00
1714.1253-01	CRAIG BURGENDORF	WA150 Komatsu Repairs	\$121.00
1716.3255-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Bond after Hire Period	\$120.00
1716.367-01	BUNNINGS GROUP LIMITED	Consumable Hardware Items - Infrastructure	\$115.90
1714.1884-01	WESTPAC BANK - QUICK SUPER ACCOUNT	Superannuation-C99 P14 2026-2 WE: 04 Jan 2026	\$94.84
1714.2434-01	BELLS PURE ICE	Bagged Ice Delivered for MWF Crew WE: 17 Dec 2025	\$88.55
1716.2249-01	MS R A WRIGHT	Reimbursement for Fuel for Hire Car	\$83.33
1714.14-01	AUSTRALIA POST	Postage Stamps for Thorak Cemetery	\$68.00

1716.1459-01	TERRITORY SPRINGWATER AU PTY LTD	Dec 2025 - Water for Cooler HSWTS	\$67.50
1715.1459-01	TERRITORY SPRINGWATER AU PTY LTD	Jan 2026 - Water for Cooler HSWTS	\$67.50
1716.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 16 Jan 26	\$65.46
1715.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 09 Jan 2026	\$65.46
1714.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE 02 Jan 2026	\$65.46
1713.2849-01	ARMAGUARD PTY LTD	Collect Council Banking - WE: 23 Dec 2025	\$65.46
1716.3244-01	ZUMBA SISTAS DARWIN	Zumba Session - Litchfield Community Library Activities	\$50.00
1713.1065-01	LITCHFIELD COUNCIL RATEPAYER	Refund of Cost HDWTS - Voucher Unavailable	\$37.00
1713.2795-01	ABSOLUTE SIGNAGE	Replacement Camera Sign Brackets	\$30.80
1715.559-01	BLACKWOODS	PPE - Safety Glasses - Thorak Cemetery Staff	\$30.15
1716.132-01	AIRPOWER NT PTY LTD	Fuel Filter for Buggy CE25AJ	\$27.04
1717.2648-01	EXTREME MARQUEES PTY LTD	Replacement Hardware for Marquee	\$25.00
1716.3261-01	LITCHFIELD COUNCIL RATEPAYER	Refund Partial Dog Rego - Leaving Litchfield Council Municipality	\$14.00
		TOTAL	\$1,344,609.62

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

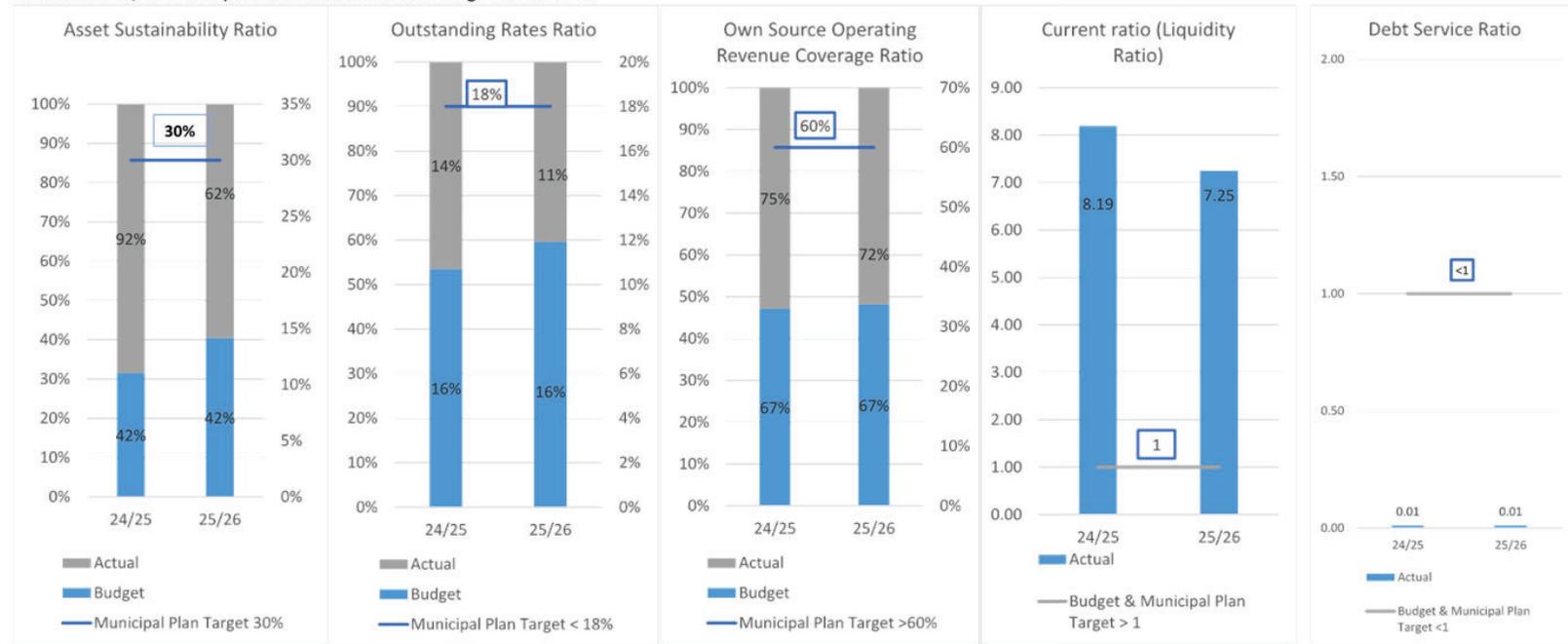
Cardholder Name:	Stephen Hoyne		
Transaction Date	Amount \$	Supplier's Name	Details
29/12/2025	\$35.00	Caltex Coolalinga	Caltex Coolalinga - AdBlue for council vehicle
5/01/2026	\$16.00	NT News	News PTY Limited - NT News subscription
19/01/2026	\$15.00	NT Independent	NTIndependent.com.au Monthly subscription
20/01/2026	\$6.00	Westpac	Westpac Credit Card Fee
Total	\$72.00		

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
January 2026	\$9,297.63	MS R A WRIGHT	Dec 2025 - Elected Members Allowances
January 2026	\$83.33	MS R A WRIGHT	Reimbursement for Fuel for Hire Car
January 2026	\$3,341.56	MRS E SHARP	Dec 2025 - Elected Members Allowances
January 2026	\$2,486.37	MR K R HARLAN	Dec 2025 - Elected Members Allowances
January 2026	\$2,286.37	MR K M CIVITARESE	Dec 2025 - Elected Members Allowances
January 2026	\$2,286.37	MRS D B CRAWFORD	Dec 2025 - Elected Members Allowances
January 2026	\$2,286.37	MS P CASS	Dec 2025 - Elected Members Allowances
Total	\$22,068		

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 January is 62% 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 72% 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 7.61 sits favourably against the Municipal Plan target and benchmark of 1. This ratio indicates Council is well placed to fulfill its short-term liabilities as and when they fall due.
Debt Service Ratio	Council has no debt and therefore fully meets the Municipal Plan Target of less than 1.

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

CERTIFICATION BY THE CEO TO THE COUNCIL

Council Name: Litchfield Council
Reporting Period: 31.01.2026

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:

11/02/2026

14.1.4 Community Services and Development Monthly Report – January

AUTHOR: Rebecca Taylor, Acting Director Governance & Community

AUTHORISER: Rebecca Taylor, Acting Director Governance & Community

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 January 2026.

Media and Communications

Facebook Reach/Viewers

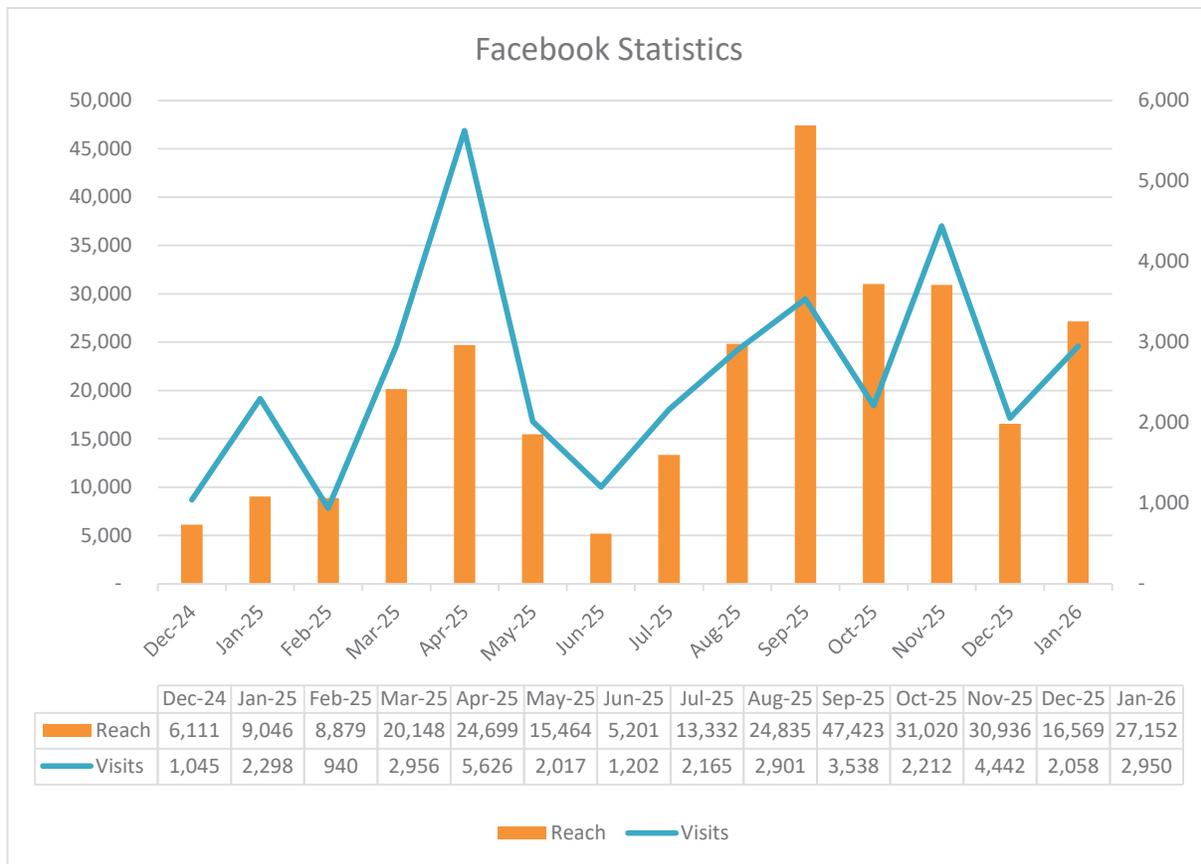
Reach is the number of people who saw any content from your Page or about your Page, this is an estimated metric. Reach statistics also include audiences reached on pages to which your post was shared. It is important to note that Meta (Facebook) has updated its reporting metrics, replacing 'Reach' with 'Viewers'. Reach previously measured the estimated number of unique people who saw content, including shared secondary content. Meanwhile, Viewers now measures unique accounts that directly viewed page content. While comparable, figures are not directly aligned with past reports due to this platform-wide change, which partly explains the visible drop in December's numbers.

Facebook Visits

Page and Tab Visits detail the number of times people visited your page or page tabs. These include your company page timeline and any other tabs you may have, such as the info tab, marketing promotion, or your page rules.

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

There were **81** new Facebook follows (page 'likes') for the reporting period.



Website Users

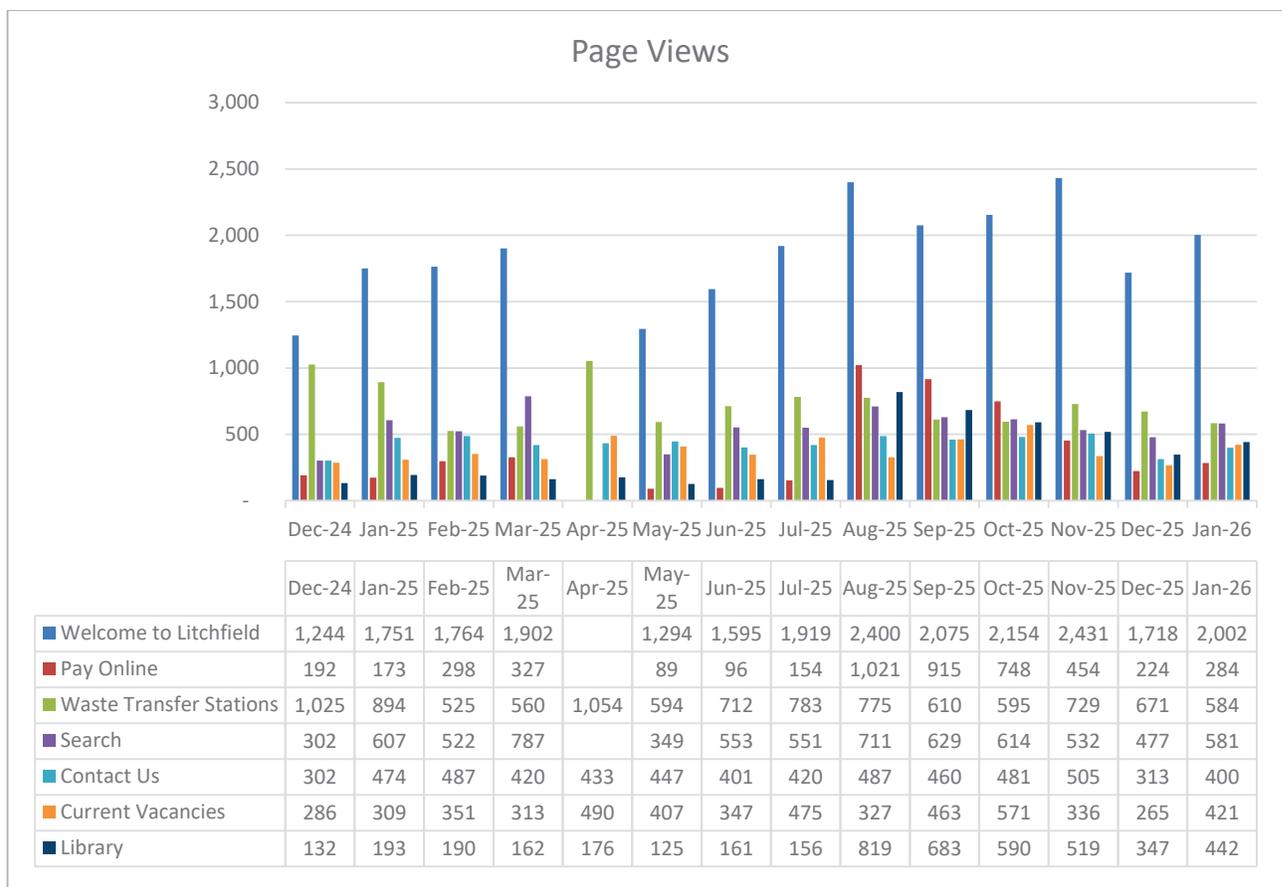
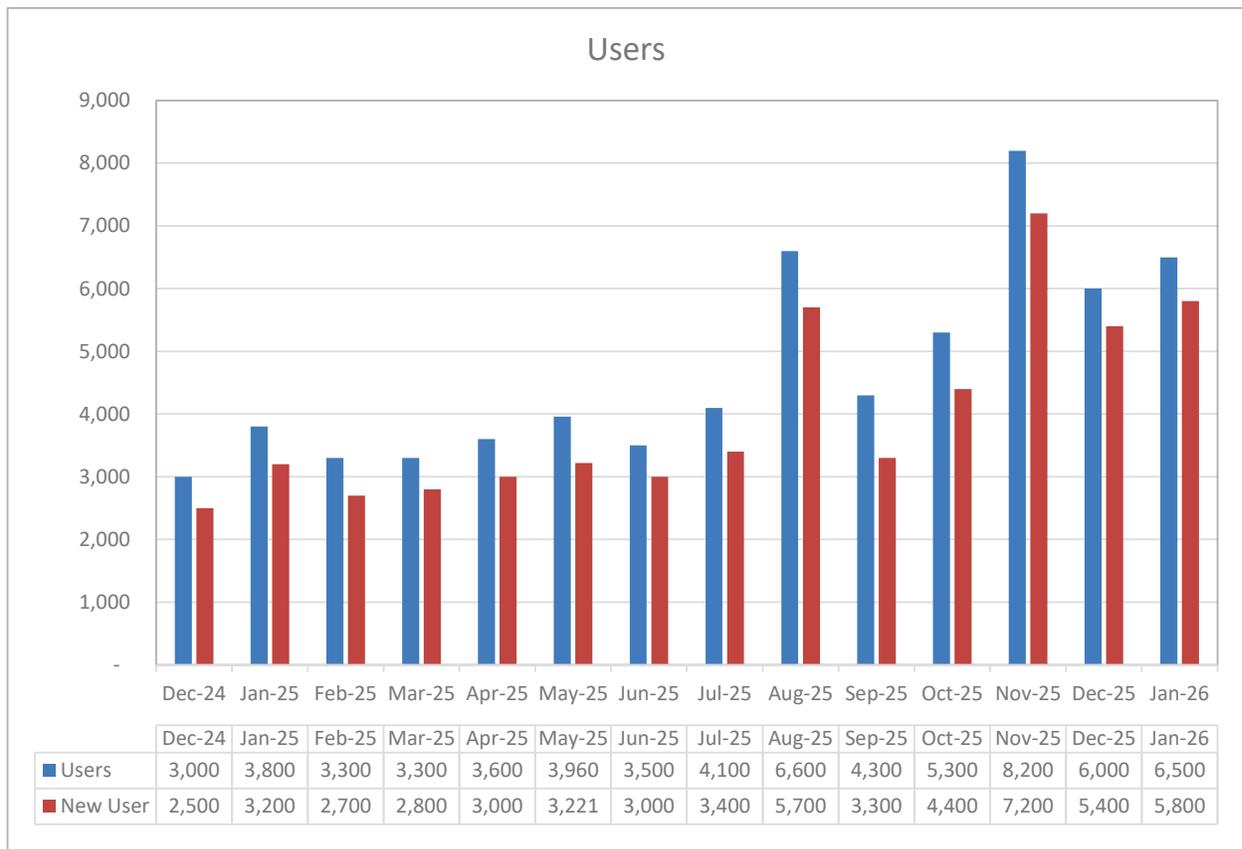
A website user is a person who is accessing, browsing, or interacting with a website.

Website New Users

The number of first-time users during the selected date range.

Page Views

The statistics for both Facebook and the website increased in January, driven by boosted promotional posts for various community activities. High engagement was generated through the youth’s school holiday program, men’s activities, and Australia Day promotions. As a result, page follows also rose significantly, with a 47% increase compared to the monthly average.



Community Engagement

Despite a rainy start, the 2026 Litchfield Council Australia Day Celebration at the Freds Pass Market Shed was a wonderful success, with the clouds clearing to reveal a cooler open-air celebration enjoyed by an estimated 400 attendees throughout the day. From dedicated participants taking on the Fun Run in the rain, to families arriving for the Citizenship Ceremony and Community Awards, the event reflected the spirit of a rural community that shows up for one another, whatever the weather.

The day opened with a meaningful Welcome to Country and Smoking Ceremony, sharing the creation story of the Limilngan-Wulna country and setting a respectful and culturally significant tone for the celebrations. One of the most memorable moments of the day was the Citizenship Ceremony, where 38 new Australian citizens were proudly welcomed into the Litchfield community. Dignitaries including Ms Marion Scrymgour MP, attended to help introduce new citizens to Australia's three-tiered democratic system of government and formally welcome them into local community life.

In the spirit of Reflect, Respect, Celebrate, Council's Community Awards honoured residents who make Litchfield a stronger, kinder, and more connected place to live. We recognised the achievements of outstanding students through the Student Citizen Awards and celebrated the inspiring finalists of the Community Awards whose contributions continue to shape our municipality in meaningful ways. Community Event of the Year recognised the Virginia Bees Creek Fire Brigade for their community spirit and dedication through events such as the Santa Run and Children's Christmas Party. Young Citizen of the Year, Jack Logan, was acknowledged for his resilience and ongoing commitment to St John and volunteering for the wider community. Citizen of the Year, Garry Fischer, was recognised for his long-standing leadership and selfless service with the Berry Springs Volunteer Bushfire Brigade, supporting residents and protecting community safety over many years of tireless volunteer effort.

The celebration continued with cultural connection and family-friendly entertainment, including a special bush tucker showcase featuring barramundi, wild geese, water buffalo and crocodile, alongside bush medicine and traditional Aboriginal arts activities; this created an opportunity to respectfully celebrate the living cultures that enrich Australia's identity and diversity. Families enjoyed the jumping castle and animal encounter, while live music and a lively performance from the 34 Mile Choir ensured community groups were at the heart of the day. Following the Citizenship Ceremony, the Humpty Doo Scouts proudly raised the flag for a moving National Anthem, and lucky door prizes supported by our local MLA added to the festivities.

Council also extends sincere thanks to the volunteers who helped deliver such a successful event, including the Rotary Club of Litchfield/Palmerston, and the Litchfield Lions Club who provided the BBQ breakfast and lamington morning tea. Inclusive catering options including vegetarian, dairy-free and gluten-free choices ensured there was something for everyone, helping make the day welcoming and accessible for all members of the community.

Beyond Australia Day, January continued with strong community participation across a range of programs. Council's Men's Program hosted engaging workshops including a leather workshop and a 3D printing workshop; small, welcoming sessions that encourage connection, conversation and skill-building in a relaxed and supportive environment. These activities have been well received, with positive community feedback and growing interest in future opportunities.

Similarly, Council’s School Holiday Program delivered through the Litchfield Community Library and Livingstone Reserve provided a packed schedule of activities focused on skill development, self-improvement and entertainment. Over 300 young people benefited from the program, with great feedback from both participants and families. This strong turnout reflects a growing interest and need for youth activities and community events that bring people together, particularly within our rural setting.

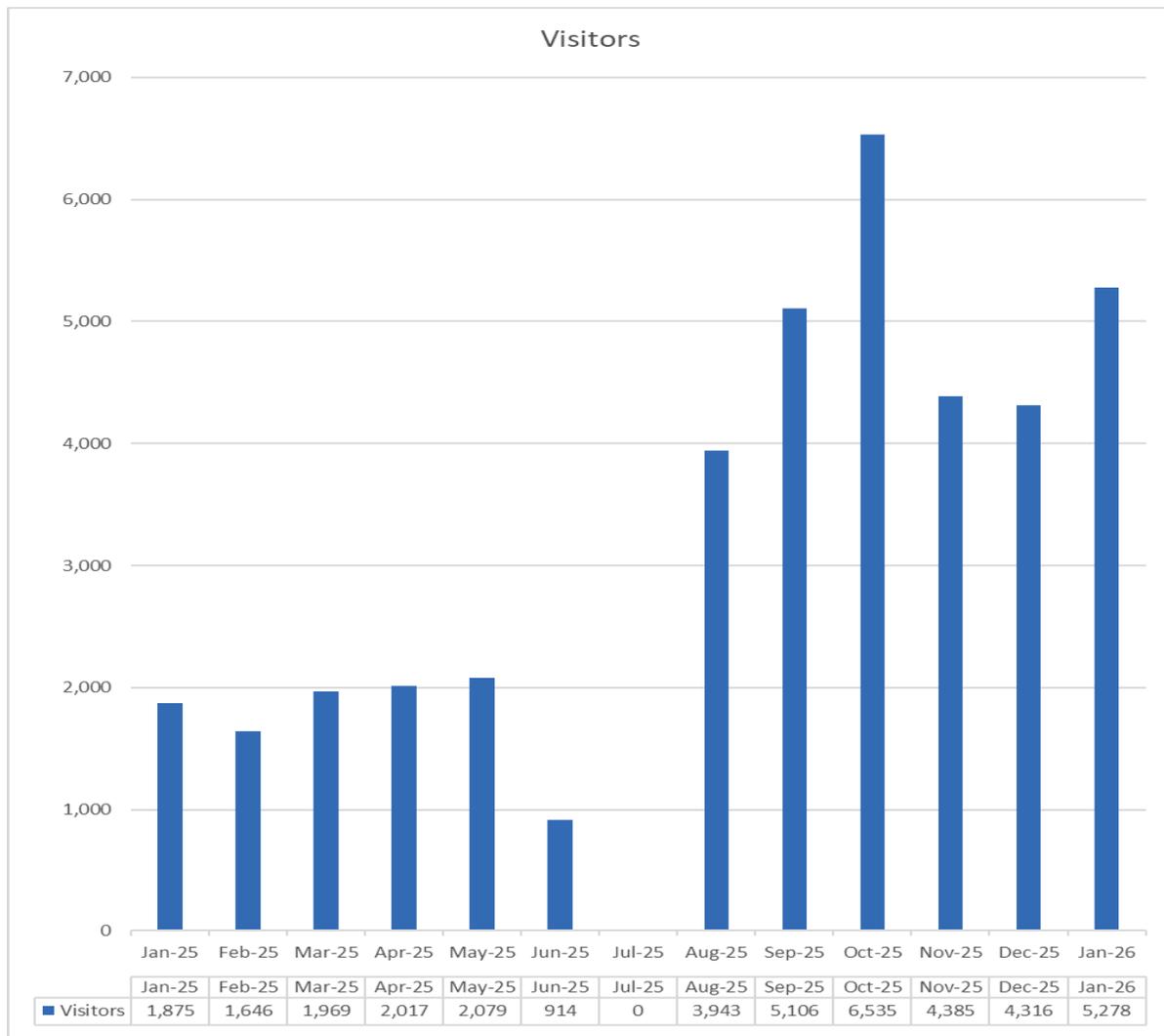
Overall, January was a busy and productive month, and a strong start to the year-highlighting Council’s commitment to inclusive, meaningful events and programs that strengthen connection and community wellbeing across Litchfield.

Litchfield Community Library

Visitors to the Library

The library had 5,278 visitors in January 2026 and was open for 188 hours. In the previous year, January 2025 compared at 1,875 visitors and was open for 165 hours.

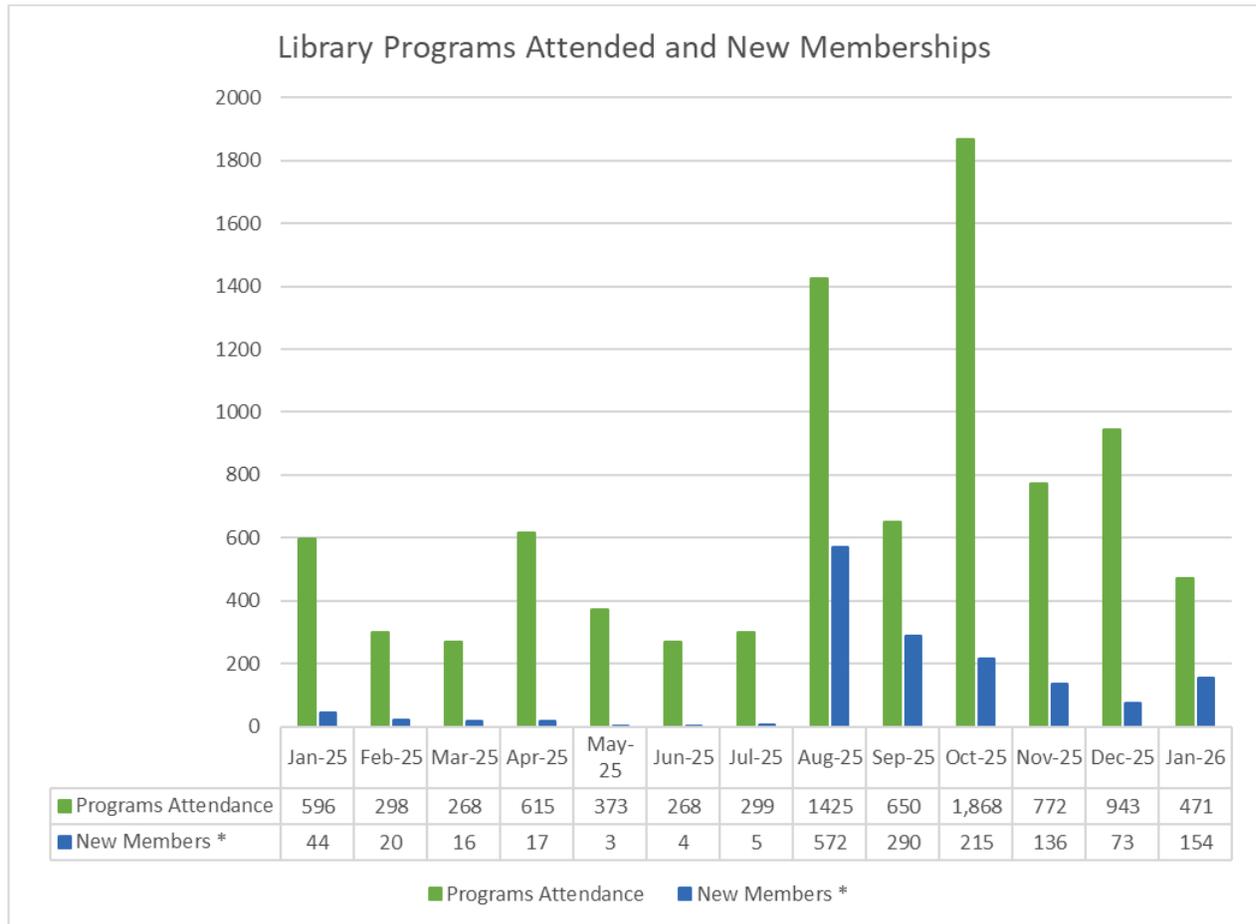
The following graph displays the data for the current month with a monthly comparison to the same time prior year.



Library Programs and Memberships

A total of 24 activities were delivered in January 2026 with a total attendance of 471 participants. In the same month last year, the library had 596 attendees across 24 activities.

The library team signed up 154 new library members during January 2026. This compared to 44 new members in January 2025.



Library Projects

- The Library’s school holiday activities have always been popular and certainly have remained so at the Coolalinga site, with some booking out quickly.
- A range of activities were made available to reach different ages and interests. A particular target was teenage boys, which was well met through Minecraft gaming and a Lure Painting Workshop that was very popular. Bracelet making, guided painting, Zumba, library bag painting and bees wax candles were some of the activities on offer, as well as a fun Children’s Author talk. Midday Movies with popcorn remain popular, attracting 30-40 participants to these sessions.
- Anytime Activities have proved very popular for encouraging drop-ins to the library at a time suitable for families for free holiday activities. Excluding General Colouring In, there were 96 children engaged in the Library Quest and Dragon Drawing on offer.

There are 3 age category winners for the Dragon drawing competition, as selected by the Mayor, who have each won a voucher for art supplies.

Library Service Disruptions

Nil disruptions

Regulatory Services

New Dog Registrations

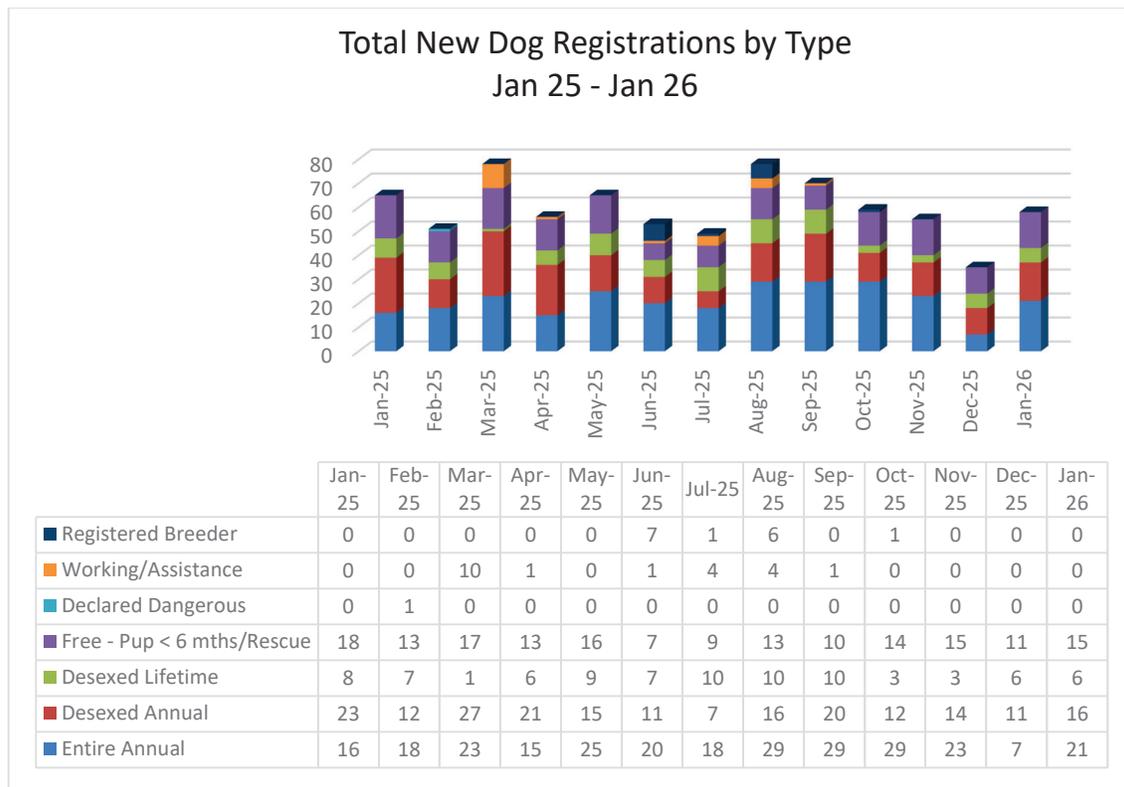
The number of new dogs registered either voluntarily or as a condition of release from the pound in January 2026 was 58.

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 and update their registration renewal notices.

Dog Registration Summary - January 2026

	Current Jan 26	Last Month Dec 25	Last Year Jan 25
New Registrations	58	35	65

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



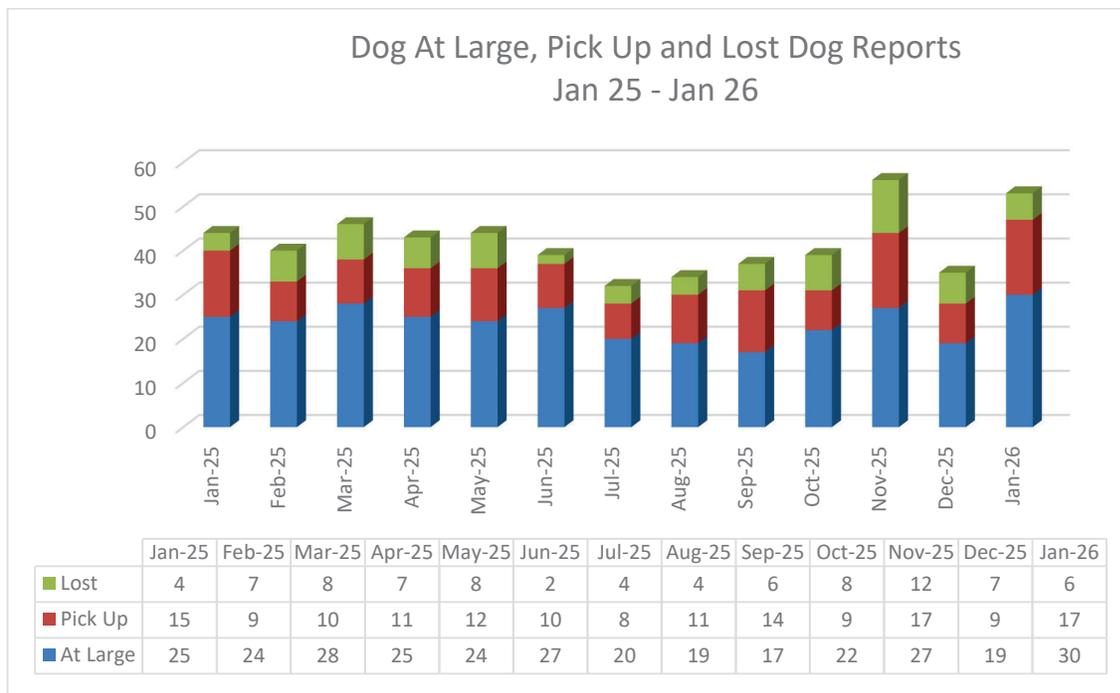
Dog At Large, Pick Ups and Lost Dogs

There were 53 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 January 2026

	Current (Jan 26)	Last Month (Dec 25)	Last Year (Jan 25)
Dog at Large	30	19	25
Dog Pickup	17	9	15
Lost Dog	6	7	4
Total	53	35	44
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 January 2026 there were no dogs in the pound carried over from the end of December 2025, 24 dogs were impounded during January. No dogs were euthanised during January 2026.

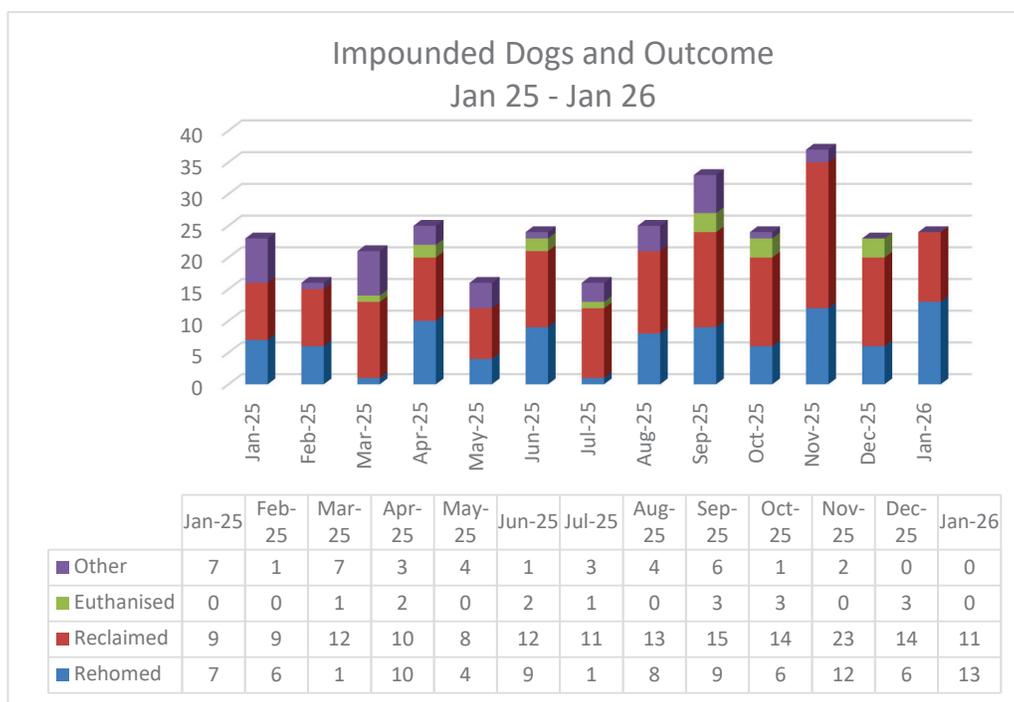
Impounding Summary for January 2026

	Current (Jan 26)	Last Month (Dec 25)	Last Year (Jan 25)
Rehomed	13	6	7
Reclaimed	11	14	9
Euthanised	0	3	0
Other / In pound	0	0	7
Total	24	23	23

Impounding Dog Statistics for January 2026

	Percentage < 12 months	Current (Jan 26)	Last Month (Dec 25)	Last Year (Jan 25)
Registered	16.7%	0	9	2
Unregistered	83.3%	24	12	20
Desexed	26.9%	6	6	6
Entire	73.1%	18	15	16
Male	54.5%	13	9	7
Female	45.5%	11	12	15

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 eight abandoned vehicles reported to Council in January 2026.

Abandoned Vehicle Summary for January 2026

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

New CRM – Action has commenced but not yet finalised.

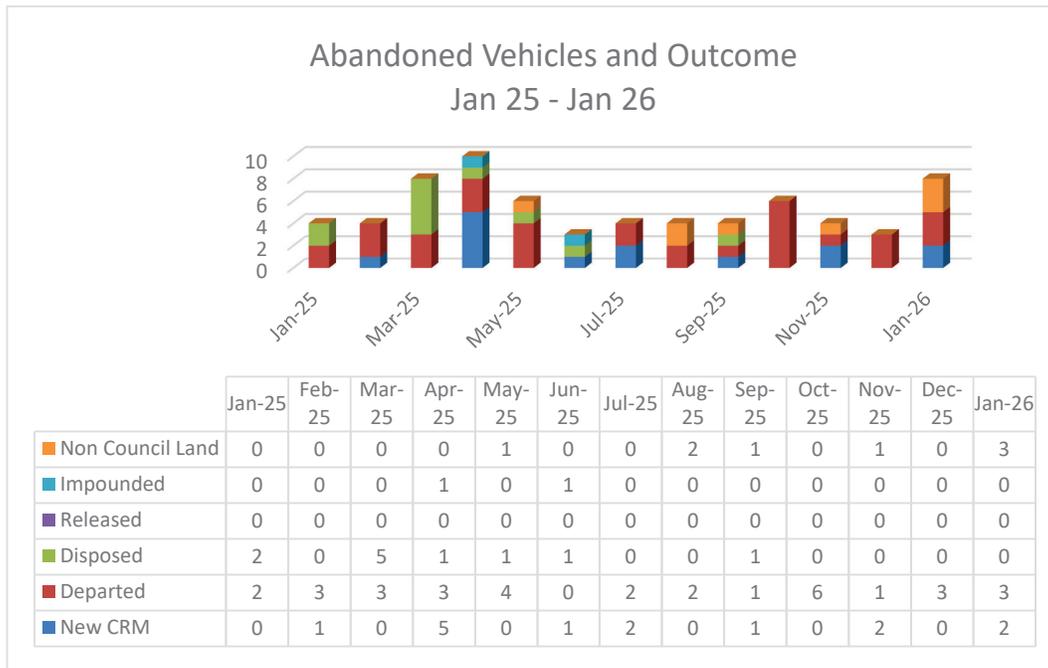
Departed – The vehicle was removed either before Rangers arrived or through owner compliance in accordance with the Official Abandoned Vehicle Notice.

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

14.2 Executive and Community Development

14.2.1 Council Delegations to CEO

AUTHOR: Rebecca Taylor, Acting Director Governance & Community

AUTHORISER: Stephen Hoyne, Chief Executive Officer

ATTACHMENTS: 1. Current Council Delegations

EXECUTIVE SUMMARY

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

RECOMMENDATION

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.
 - a. 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.

BACKGROUND

The Local Government Act 2019 allows a Council to delegate its powers and functions to the CEO.

Attachment A shows the current delegations from Council to CEO.

In accordance with Section 99 of the Local Government (General) Regulations 2021, Council must review any delegations of its functions and powers within 6 months after a general election.

It is mandatory for Council to impose conditions for the following four types of delegations:

1. If the power to incur financial liabilities is delegated – the Council must fix a reasonable limit on the delegate’s authority.
2. If the power to enter into a contract is delegated – the contract must be below the threshold value that has been decided by Council.
3. The power to waive a fee for service may be delegated to the CEO if the waiver will provide a community benefit.

All financial and operational delegations can only be exercised within the approved budget, policy or as a result of a specific report to and decision by Council for an extraordinary expenditure that will require amendment to the budget.

Minor amendments to title changes and wording have been made in relation to signing of cheques and electronic disbursement.

LINKS WITH STRATEGIC PLAN

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Delegations are in accordance with the *Local Government Act 2019*.

FINANCIAL IMPLICATIONS

Not applicable.

Risks

None identified.

COMMUNITY ENGAGEMENT

Not applicable.

Provision	Resolution Number	Item Delegated	Delegate
<p><i>Northern Territory Local Government Act 2019</i></p>	<p>ORD2022 11-037 - 15 February 2022</p>	<p>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.</p> <p>Conditions and Limitations With the exception of the following:</p> <ul style="list-style-type: none"> 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. <p>Conditions</p> <ul style="list-style-type: none"> i. As per Section 40(4)(b), the power to waive a fee for service is only delegated to the CEO if the waiver will provide a community benefit. Limited to \$5,000. ii. Where Council has adopted a Council Policy, delegations are limited as set out in the Policy. 	<p>CEO</p>

Provision	Resolution Number	Item Delegated	Delegate
Other Legislation	ORD2022 11-037 - 15 February 2022	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: <ul style="list-style-type: none"> • The Local Government Act; • Litchfield Council (Dog Management) By-laws; • Northern Territory Traffic Act and associated regulations; and • Northern Territory Control of Roads Act. vii.	CEO
Litchfield Council By-laws	ORD2022 11-037 - 15 February 2022	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.	CEO
Financial	ORD2022 11-037 - 15 February 2022	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.	CEO
Contract	ORD2022 11-037 - 15 February 2022	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 where provided for in the adopted budget."	CEO

Provision	Resolution Number	Item Delegated	Delegate
Cheque Signatories/Electronic Disbursement	ORD2023 11-125 – 18 July 2023	Delegates to the Chief Executive Officer, Director Corporate and Community, Director Infrastructure and Operations and Manager Corporate Services; and Pursuant to Regulation 22(1) authorise these delegates to sign cheques and approve electronic disbursements.	<ul style="list-style-type: none"> • CEO • Director Corporate and Community • Director Infrastructure and Operations • Manager Corporate Services
Direct Debit Authorisation	ORD2023 11-125 – 18 July 2023	Delegates to the Chief Executive Officer, Director Corporate and Community, Director Infrastructure and Operations, Manager Corporate Services and Finance Customer Service Program Leader. <ol style="list-style-type: none"> a. Pursuant to Regulation 22(2) authorise these delegates to approve direct debit transactions. 	<ul style="list-style-type: none"> • CEO • Director Corporate and Community • Director Infrastructure and Operations • Manager Corporate Services • Finance Customer Service Program Leader

14.2.2 Petition - Southport Road Seal Levy

- AUTHOR:** Rebecca Taylor, Acting Director Governance & Community
- AUTHORISER:** Stephen Hoyne, Chief Executive Officer
- ATTACHMENTS:**
1. Petition - Letter
 2. Petition - Signatures

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.

RECOMMENDATION

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.

BACKGROUND

The petition, presented at attachment A, seeks the removal of the road seal levy that was applied to 71 Southport properties in the 2024-2025 financial year. The petition contains signatures from 20 properties, representing 29% of the total number of impacted properties.

The concerns expressed by residents listed within the petition highlights the potential benefits of improved communication by Council in relation to the application of road seal levies. Although Council has satisfied its obligations under the *Local Government Act 2019* (Act), as discussed further below, it is acknowledged that the Act represents the minimum standard and there is opportunity to strengthen communication practices in future. Council is reviewing its policies and processes to improve communications for impacted ratepayers to better understand the road seal levy and associated costs.

Information below, provides clarification of other matters raised in the petition and addresses additional contextual issues relevant to Council's decision-making, including historical precedent and public statements made regarding the funding of infrastructure under the Local Roads and Community Infrastructure Program – Phase 3 (LRCI).

In 2023, Council received Commonwealth funding under LRCI. This funding was used across eight infrastructure programs within the municipality, including road upgrades and other community facilities. The sealing of roads in Southport formed part of this broader program and was subsequently completed in February 2024. While the grant funding contributed to construction costs, it did not cover all project costs. Council was required to fund in excess of \$400,000 in additional costs, including design, site investigations, surveying, contract administration, compliance inspections, and audit requirements. These costs were funded from Council's own resources, including cash reserves and the Road Seal Levy.

It is noted that in a media article published in 2024, the Chief Executive Officer publicly outlined;

- That LRCI funding was applied across multiple projects, not solely Southport road works;
- That Council delivered additional community infrastructure under the program; and
- That Council was required to supplement grant funding with its own cash reserves to meet total project costs.

Furthermore, grants, whether obtained from the Northern Territory Government or Federal, undergo an acquittal process to ensure accountability, transparency, and proper use of funding. The LRCI grant has been acquitted as per requirements.

The application of a road seal levy is not unprecedented. In 2013, Council applied a Road Seal Levy to impacted Southport properties for an amount of approximately \$3,000 per property in relation to road sealing works undertaken at the time. These precedent forms part of Council's broader, long-standing approach to funding road sealing works across the municipality.

In accordance with the Act, Council is required to undertake public consultation in relation to applying a special rate (i.e. road seal levy). There is a general misconception that Council is asking whether or not to construct the road, however the purpose of consultation is to seek feedback on the application of the road seal levy. In respect of Southport, consultation occurred in accordance with legislative requirements before the levy was declared.

Consultation included, amongst other legislative requirements, the Draft Municipal Plan 2024-2025 which can viewed in the [April 2024 Ordinary Council Meeting Agenda](#). The Draft Municipal Plan proposes \$400,511 to be raised from a road seal levy applied to 71 properties in Southport (pg 28). Following submissions received during the consultation period, Council recalculated the road seal levy and reduced the amount per property and allowed further time to pay. This is evident in the adopted [2024-2025 Municipal Plan](#).

The infrastructure investment in Southport has delivered tangible and enduring benefits, including sealed roads that improve safety, accessibility and reduces dust, and the addition of a community hall, playground, and barbeque area.

As noted above, investigation of the process undertaken by Council staff on the Southport levy has concluded the following;

- The LRCI funding is required to undergo an acquittal process which was successfully completed and approved by the Commonwealth Government;
- The application of a road seal levy to seal a road is consistent with past practice;
- Council's obligations under the *Local Government Act 2019* have been satisfied;
- A majority of impacted property owners (71%) impacted by the levy, have not been a party to this petition; and
- Council's previous and recent legal advice confirms that Council satisfied its obligations to this matter.

LINKS WITH STRATEGIC PLAN

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

Progress - Continuity of Services and Facilities

Prosperity - Our Economy and Growth

Places - Roads and Infrastructure

Performance - An Effective and Efficient Organisation

LEGISLATIVE AND POLICY IMPLICATIONS

Section 238 of the *Local Government Act 2019*.

FINANCIAL IMPLICATIONS

Budgeted revenue from the Southport road levy is \$269,927 as per the 2024-2025 Municipal Plan. Returning of funds is unbudgeted and would need to be funded from reserves.

RISKS

Risks associated with removing the Southport road seal levy include;

- Inequity for residents in Southport and other areas of the municipality who have previously contributed to similar works.
- Future sealing works may be affected if a precedent is set.
- Recission of Councils previous special rates declaration may trigger associated claims by residents that have previously paid the road seal levy, on this and other projects.

Risks associated with Council upholding their decision is low, taking into consideration previous and recent legal advice.

COMMUNITY ENGAGEMENT

Notwithstanding the above information, Council recognises that there is opportunity to strengthen its approach to community engagement and acknowledges that current practices can be improved.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

SOUTHPORT RESIDENTS

Our Ref: RJP:ML2024/048
 Your Ref: Contribution Assessments

31 October 2025

Litchfield Council
 (ABN 45 018 934 501)
 7 Bees Creek Road
 FREDS PASS NT 0822

By Registered Mail:

PO Box 446
 HUMPY DOO NT 0836

Attention: Mr Stephen Hoyne
 Chief Executive Officer

by email: council@litchfield.nt.gov.au

Ms Rachael Wright
 Mayor

by email: rachael.wright@litchfield.nt.gov.au

Dear Mr Hoyne and Ms Wright

**LITCHFIELD COUNCIL MUNICIPAL PLAN 2024-2025
 SOUTHPORT ROAD SEALING – DEMAND FOR CONTRIBUTIONS TO PROJECT
 PETITION OF COMPLAINT**

We the residents of Southport in the Northern Territory (**Southport Residents**), as set out in the **enclosed** petition dated 12 August 2025 (**Petition**) formally lodge this complaint with the Litchfield Council.

The Hon Steven Edgington MLA, the Minister for Housing, Local Government and Community Development, is copied into this Petition.

Grounds of the Complaint

The complaint is grounded in four issues:

Ground 1 – The Litchfield Council engaged in misleading and deceptive conduct towards the Southport Residents by its failure to fully declare the nature of the bituminising road works;

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

Alternatively,

- Ground 2 – The Litchfield Council engaged in unconscionable conduct towards the Southport Residents by its failure to fully declare the nature of the bituminising road works;
- Ground 3 – The Litchfield Council has acted negligently in the management, control and distribution of the Covid 19 Phase 3 Relief Commonwealth Grant monies to the detriment of the Southport Residents;
- Ground 4 – The Litchfield Council has knowingly converted the Covid 19 Phase 3 Relief Commonwealth Grant monies into budget revenue through a ‘back door’ levy process, to the detriment of the Southport Residents.

The circumstances of each of the above Grounds and the Litchfield Council’s conduct in relation to those Grounds is set out below:

Overview of Chronological Events

1. On 15 March 2023 the Southport Residents received a letter from the Litchfield Council advising them as rate payers that:
 - (a) The Litchfield Council had secured LRCI funding, being the Commonwealth Local Roads and Community Infrastructure Program (**LRCI Program**), to undertake “*Road Upgrades*” to seal approximately 2.32 km of unsealed roads within the Southport Community;
 - (b) The road plan, “*figure 1-1*” that was included with the 15 March 2023 letter showed that the road sealing works would seal six (6) sections of unsealed road:
 - “.....1. Aldridge Street, 1.06 km
 - 2. Ringwood Street, 200 m
 - 3. Riverside Street, 310m
 - 4. Collett Street to Cheery Street Intersection, 150 m
 - 5. Cheery Street to Collett Street, 300 m (*Note: Cheery Street is 50% sealed from Kersley Street intersection to Ringwood Intersection)
 - 6. Barrow Street from Kersley Street to Ringwood Street, 300 m (*Note Barrow Street East will service the Community Hall).....”; and
 - (c) That the road sealing works for the Southport Community were to be undertaken in “*Early May 2023*”.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

2. Some three months later, in or about June 2023, the Litchfield Council presented its “Draft Municipal Plan 2024-2025” (FY2024 Plan) to, among others, the Southport Residents.
3. Contained within the FY2024 Plan under the heading “2024-2025 Budget (\$)” was a generic statement, apparently for all ratepayers of the greater Litchfield Council Municipality which stated: “**Special Road Seal Levy - \$400,511**”.
4. Presumably, this sum was a levy that was allocated in the Budget for the entire Litchfield Council Municipality, being the North Ward, Central Ward and South Ward. A copy of the page 25 “Annual Budget summary” is at Table 1 below.

Annual Budget summary

	2023-2024 Budget (\$)	2024-2025 Budget (\$)	Variance (%)
Operational revenue	21,483,018	22,435,195	4.43
Capital revenue	2,581,429	1,300,000	(49.64)
Special Road Seal Levy	-	400,511	-
Total revenue	24,064,447	24,135,706	0.30
Operating expenditure	16,686,601	17,466,507	4.67
Capital expenditure	7,766,429	7,512,000	(3.28)
Total expenditure	24,453,030	24,977,507	2.14
Net transfers from reserves	(388,583)	(841,801)	116.63

Table1.

5. In or about late February 2024, some eight months later, the road sealing work in Southport was completed and the funds from the LRCI Program acquitted to the Commonwealth.
6. On 4 April 2024 the Litchfield Council again wrote to the Southport Residents (**April 4 Letter**) with an individual “**Assessment**” this time advising them that:
 - (a) A “...**special rate of \$5,641.00 is proposed on each property** [emphasis added]...” and is now to be levied against each ratepayer for to road sealing work that had been undertaken in late February 2024 under the LRCI Program;

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

(b) The "*proposed special rate*" was to be imposed against each ratepayer's property "...*having a common boundary....*" with the now newly sealed roads;

and

(c) Each of the "...*Landowners will have a two-year interest free period to pay this rate....*" and could do so by instalments over that two-year period should each ratepayer "...*choose to take up the option to pay the \$5,641.00....*".

7. The Litchfield Council then went on to say in its Assessment that:

"....Any amount outstanding after the two-year period will be subject to penalty interest charge...."

8. The Southport Residents objected to the Assessment, and the overall manner in which the Litchfield Council had conducted the road sealing, at a Litchfield Council meeting on 18 June 2024 where the Mayor, Mr Doug Barton, became loud and aggressive in an attempt to close down the ratepayers' objections.

9. The outcome of the 18 June 2024 Litchfield Council meeting was the admission by the Litchfield Council at that meeting that it had allegedly "**miscalculated**" the special rate levy which was now to be a lot less than the \$5,641.00 originally demanded from each property owner.

The Litchfield Council's Meetings

10. The Special Road Seal Levy was presented as part of a special resolution and declaration of rates and charges by the Litchfield Council's Chief Executive Officer, Mr Stephen Hoyne (CEO), at the 18 June 2024 meeting which read:

".....13.02.02 Special Resolution and Declaration of Rates and Charges 2024/2025

THAT Council by special resolution:

in accordance with Section 238 of the Local Government Act 2019, a special rate of \$5,641 per property, as detailed in Attachment B, is declared for the financial year ending 30 June 2025. This rate will be payable over a two-year period, as indicated in the Declaration of Rates and Charges 2024/2025, which is attached to this report at Attachment B.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

THAT Council:

1. receive and note the Chief Executive Officer's certification of the Assessment Record in line with Section 29 Local Government (General) Regulations 2021 as at Attachment A to this report; and
 2. pursuant to Section 237 of the Local Government Act 2019, declare rates and charges for the financial year ending 30 June 2025 as noted in the Declaration of Rates and Charges 2024/2025 as at Attachment B to this report.
 3. pursuant to Section 241 of the Local Government Act 2019, publish the Declaration of Rates and Charges for 2024-2025 on Council's website and in the newspaper circulating generally in the area....."
11. Immediately after that "...Special Resolution..." was presented by the CEO, the Mayor and Deputy Mayor then moved and seconded an amendment to the resolution and declaration that:

".....AMENDMENT

Moved: Mayor Barden
 Seconded: Deputy Mayor Harlan

THAT Council by special resolution:

1. in accordance with Section 238 of the Local Government Act 2019, a special rate of \$3801.79 per property, as detailed in Attachment B, is declared for the financial year ending 30 June 2025. This rate will be payable over a two-year period, as indicated in the Declaration of Rates and Charges 2024/2025, which is attached to this report at Attachment B; and
2. approve the Chief Executive Officer to remove the words "Area described in paragraph vi below" and the brackets around "subject area" in section F of Attachment B.

CARRIED (4/1) ORD2024 11-123

A Division was called

Those voting in the affirmation Mayor Barden, Deputy Mayor Harlan, Cr Mackay and Cr Sidey

Those voting in the negative Cr Salter

CARRIED (4/1)

CARRIED (4-1) ORD2024 11-123...."

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

- 12. The objections of the Southport Ratepayers were not properly addressed at the Litchfield Council meeting of 18 June 2024.

The Southport Residents' First Petition

- 13. On 4 July 2024 the Southport Residents lodged a petition dated 26 June 2024 with the Litchfield Council (**First Petition**).
- 14. The Litchfield Council failed to acknowledge receipt of the First Petition.
- 15. However, at the next Litchfield Council meeting on 16 July 2024, the Litchfield Council classified the First Petition as "*Non-Conforming Petition*" and compartmentalised the First Petition in the "Confidential Items" section of the meeting under the pretext that:

"...This item is considered 'confidential' pursuant to Section 293(1) of the Local Government Act 2019 and Section 51(1) of the Local Government (General) Regulations 2021.

8(b) information about the personal circumstances of a resident or ratepayer...."

- 16. The meeting then moved to the "*Confidential Session*" at 7:14pm.
- 17. Following discussions about the items the Litchfield Council had designated as confidential, the meeting then returned to the "*Open Session*" at 8:25pm where it was agreed by the Litchfield Council by resolution that:

".....Items moved from Confidential:

15.05 Non-Conforming Petition Received

Moved: Cr Sidey
 Seconded: Deputy Mayor Harlan

THAT Council:

- 1. *Note the non-conforming petition;*
- 2. *Requests Chief Executive Officer, or delegate, to respond to petition organisers, advising that the petition has been tabled and reviewed and communicating that the council has already made concessions relating to the Special Rates Levy and that Council now considers the matter closed; and*
- 3. *Make this resolution public.*

CARRIED (6-1) ORD2024 11-166...."

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

The Outcome of the First Petition

18. The First Petition had been, in effect, silenced by the Litchfield Council without any transparency or legitimate hearing whatsoever.
19. Most certainly, the grievances and concerns of the Southport Residents were not properly heard or addressed by the Litchfield Council.
20. Rather, the Litchfield Council engaged in several rounds of administrative recycling in order to bury the matter without having to be held responsible for any outcomes that could or would have addressed the real and genuine concerns that had been raised by the Southport Residents.
21. In short, the Litchfield Council hid behind its authority and internal processes to the detriment of the Southport Residents.

The Central Issue in the Dispute

22. The Litchfield Council represented to the Southport Residents that it had obtained a COVID-19 recovery grant from the Commonwealth to reseal several roads in Southport. Once the work was completed and the grant money acquitted, the Litchfield Council then charged each Southport Resident a levy for the very same road sealing work that had just been completed under the COVID-19 recovery grant funding.

The Commonwealth Local Roads and Community Infrastructure Program Requirements

The Objective and Intended Outcomes of the LCRI Program

23. The **objective** of the Commonwealth COVID-19 recovery LCRI Program:

“.....is to stimulate additional infrastructure construction activity in local communities across Australia to assist communities to manage the economic impacts of COVID-19....”
24. The **intended outcomes** of the LCRI Program are to:

“.....

 - *provide stimulus to protect and create local short-term employment opportunities through funded projects following the impacts of the COVID-19; and*
 - *deliver benefits to communities, such as improved road safety, accessibility and visual amenity.....”*
25. The LCRI Program was aimed at assisting a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. Local government organisations

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

were expected to use local businesses and workforces to deliver projects under the LRCI Program to ensure stimulus funding flowed into the local communities.

26. The LRCI Program was meant to support local government organisations to deliver priority local road and community infrastructure projects across Australia, supporting jobs and the resilience of local economies. The Program enables local government organisations to select a broad range of projects so communities can benefit from the infrastructure that they need, support businesses and create employment opportunities.
27. The Southport road sealing work undertaken by the Litchfield Council has done none of those things.
28. In fact, the Litchfield Council misrepresented the LCRI Program funding to the Southport Residents, then acquitted the grant back to the Commonwealth and immediately imposed a levy on the local residents of Southport for the very same road sealing work. The Litchfield Council community-led recovery imposed a further financial burden on the Southport Residents, which was directly at odds with both the *objective* and *intended outcomes* of the COVID-19 Commonwealth Grant.
29. In so doing, the Litchfield Council has effectively converted the Commonwealth Grant funding into its own budget revenue through the back door. The imposed levy has been forced onto the Southport Residents to their detriment, and in particular onto a group within the Community who are least able to afford the impost and pay the levy, and has placed the Southport Residents in a much worse financial situation than the fallout of the COVID-19 pandemic.

The purpose of the LCRI Program

30. The purpose of the LRCI Program funding was to enable Eligible Funding Recipients, namely the Litchfield Council, to undertake infrastructure projects additional **to what they had planned to undertake using their own funds**, to stimulate local economies and employment opportunities.
31. The Litchfield Council obtained a grant from the Commonwealth Government during the Phase 3 grant period of the LCRI Program (**Grant**). The Grant allocated to the Council for the LRCI Program in Phase 3 was at or about sum of **\$2,366,858**. The Council received that sum for works post COVID-19 that would provide Community relief in line with the LCRI Program objectives and outcomes.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

The Contracted Road Sealing Works

32. The value of the Road Sealing Works contract was an allocation of at or about **\$2,071,585** for the sealing of the specified roads in Southport, as set out in the plan attached to the 15 March 2023 notice to the Southport Residents.
33. A requirement of the Phase 3 grant program was that the Grant was provided on a 'use it or lose it' principle with the monies to be used during the period 21 October 2021 up to 31 December 2024 but with all construction to be completed by 30 June 2024.
34. The Litchfield Council completed the Works in or about late February 2024 and acquitted the Grant to the Commonwealth shortly thereafter.

Assessment Notice to the Southport Residents

35. Following the Litchfield Council's acquittal of the Commonwealth grant, on 4 April 2024 each Southport Resident received an "Assessment" notice from the Litchfield Council demanding each resident "contribute to the expenses of these upgrades", being the road sealing work that had just been completed in the Community under the LCRI Program relief grant from the Commonwealth.
36. The Southport Residents say that the Litchfield Council has failed its constituents on multiple levels and has acted in a manner inconsistent with the primary objectives of a Northern Territory Local Government entity. Those objectives include representing community interests, providing essential services, planning for the future, ensuring community safety, and developing council resources sustainably. The Litchfield Council is also tasked with promoting the social, economic, environmental, and cultural well-being of their communities.
37. The Southport Residents say they have not been properly represented in the matter relating to the Commonwealth LCRI Grant and the road sealing work undertaken by the Grant in Southport.
38. By this petition, the Southport Residents appeal the decision of 18 June 2024 by the Litchfield Council to impose a levy on the Southport Residents for the road sealing work that was carried out using the Commonwealth LCRI Program Grant, on the following grounds.

The Grounds of the Appeal

39. **Ground 1** – The Litchfield Council engaged in misleading and deceptive conduct towards the Southport Residents by its failure to fully declare the nature of the bituminising road works.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

40. By its letter of 15 March 2023, the Litchfield Council represented to the Southport Residents **three** key points upon which the residents relied:
- (a) The Litchfield Council had "...secured LRCI funding in the 2022/2023 Program...";
 - (b) The Litchfield Council had scheduled Works to occur in "...Early May 2023..."; and
 - (c) The Litchfield Council had proposed "*Road Upgrades*" to "...seal approximately 2.32 km of unsealed roads within the Southport Community in the Litchfield Municipal...".
41. The Litchfield Council did not state to the Southport Residents that a levy or contribution would be required to be paid by each Southport Resident toward the proposed road sealing work. The Road Upgrades within the Southport Community were meant to be funded from the LRCI Commonwealth Grant consistent with the rules of the Grant and that is what the Litchfield Council represented to its respective Southport Residents.
42. The Litchfield Council, by its failure to openly and clearly disclose its intentions in relation to the road sealing work in the Southport Community, knowingly engaged in misleading and deceptive conduct towards the Southport Residents to their detriment.
43. It could not be said that the Litchfield Council was unaware of the actions it was taking in relation to payment for the works or that it had not fully disclosed those actions to the Southport Residents.
44. Had the Litchfield Council openly and transparently disclosed its intention to levy each Southport Resident to contribute toward the road sealing work after the LCRI Commonwealth Grant had been acquitted for the same work, the Southport Residents would have strongly objected to the road sealing work proceeding at all in their Community.

In the alternative:

45. **Ground 2** – The Litchfield Council engaged in unconscionable conduct by knowingly budgeting for a levy for the road sealing work that had already been paid through the LRCI Commonwealth Grant. In effect, the Litchfield Council used the Southport Community to obtain the LCRI Commonwealth Grant for road sealing works and then charged the Community for the same road sealing work after acquitting the Grant to the Commonwealth.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

46. The Litchfield Council's failure to fully, properly and transparently declare the double payment method it intended to deploy for the road sealing works, to the detriment of the Southport Residents, establishes a *prima facie* case of unconscionable dealings by a Government entity.
47. While the nature of the road sealing work, how and where it was to be performed was declared to the Southport Residents, the manner in which the work was to be paid, or double paid as was the case, was not clearly disclosed by the Litchfield Council to the Southport Residents.
48. It could not be said that the Litchfield Council was unaware of the actions it was taking in relation to payment for the works or that it had not fully and transparently disclosed those actions to the Southport Residents.
49. Had the Litchfield Council openly and transparently disclosed its intention to levy each Southport Resident to contribute toward the road sealing work after the LCRI Commonwealth Grant had been acquitted for the same work, the Southport Residents would have strongly objected to the road sealing work proceeding at all in their Community.
50. **Ground 3** – The Litchfield Council has acted negligently in the management, control and distribution of the COVID-19 Phase 3 Relief Commonwealth Grant monies to the detriment of the Southport Residents.
51. The Litchfield Council held a duty to properly inform the Southport Residents that they would be charged for the same road sealing work that was performed under the LCRI Commonwealth Grant.
52. The main aim of the LCRI Program was to “...assist a community-led recovery from COVID-19 by supporting local jobs, firms, and procurement. Local government organisations are expected to use local businesses and workforces to deliver projects under the LCRI Program where possible to ensure stimulus funding flows into local communities...”. The main objective of using that funding was to “...**assist communities to manage the economic impacts of COVID-19** [emphasis added]...”.
53. The Litchfield Council, instead, saw an opportunity to make some additional funding for their 2024-2025 budget, while at the same time have the Southport Residents, who were already struggling financially due to the COVID-19 pandemic, pay for the road sealing work via a levy imposed by the Litchfield Council.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

54. The Litchfield Council has failed to meet both the aim and objective of the LCRI Program and has negligently, through its incompetence, caused additional financial

harm to the Southport Residents, and directly at odds with the aim and objective of the LCRI Program grant which was meant to be properly managed and distributed by the Litchfield Council.

In the alternative:

55. **Ground 4** – The Litchfield Council knowingly converted the COVID-19 Phase 3 Relief Commonwealth Grant monies into budget revenue through a ‘back door’ by imposing a levy process onto the Southport Residents, to the detriment of the Southport Residents.
56. The LCRI Program was meant to assist communities with financial and employment recovery post the COVID-19 pandemic, however the Litchfield Council found a ‘back door’ that enabled it to first use and acquit the Commonwealth Grant and then claw back the money through the back door from the Southport Residents in order to supplement the Litchfield Council’s revenue in the 2024-2025 budget.
57. In so doing, the Litchfield Council unconscionably and knowingly circumvented both the purpose and objective of the LCRI Program in order to convert the Commonwealth Grant monies, through the ‘back door’, into consolidated revenue for the Litchfield Council 2024-2025 budget.
58. The actions of the Litchfield Council have negligently caused further financial harm to the Southport Residents, on top of the already struggling economy and financial effects experienced by the Southport Residents as a result of the COVID-19 pandemic.
59. The Litchfield Council, saw an opportunity to make some additional funding for its 2024-2025 budget, while at the same time have the Southport Residents, who were already struggling financially due to the COVID-19 pandemic, pay for the road sealing work via a levy imposed by the Litchfield Council.
60. The Litchfield Council has failed to meet both the aim and the main objective of the LCRI Program and has knowingly and negligently caused additional financial harm to the Southport Residents, directly at odds with the aim and main objective of the LCRI Program grant which was meant to be properly managed and distributed by the Litchfield Council.

Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

Relief sought by the Southport Residents

- 61. In this Petition, the Southport Residents seek the following relief:
- 62. To have the Litchfield Council:
 - A. Abolish the levy ordered onto the Southport Residents by the Litchfield Council under “*Amendment*” Order, ORD2024 11-123 dated 16 July 2024;
 - B. Rescind the “*Amendment*” Order, ORD2024 11 -123 dated 16 July 2024;
 - C. Return the levy payments already made, either in whole or part, by the Southport Residents to each relevant Southport Resident;
 - D. Revise the 2024-2025 Budget in relation to payment or otherwise by the Southport Residents towards the road sealing work carried out under the LCRI Program; and
 - E. Do all other things relevant and otherwise in order to remove any encumbrance against either the Southport Residents individually or their property in relation to the road sealing work carried out within the Southport confines of the Litchfield Municipality.
- 63. We the undersigned represent the Southport Residents in this petition, and we have included the signatures separately on the pages following this page [13] in order to protect the privacy of each signatory under the *Privacy Act 1988* (Cth).
- 64. We respectfully request your earliest attention to this matter.

Barry Whalan

Barry Moriarity




Petition of Southport Residents to Litchfield Council regarding the Road Sealing Work undertaken under the Commonwealth Grant Phase 3 LCRI Program

SOUTHPORT RESIDENTS' PETITIONERS SIGNATURES FOLLOW

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Bling House Pty LTD
Barry Whalan 

ADDRESS: 

CONTACT NO: 

DATE: 31 October 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: BARRY MORLANDY 

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: David White D.White

ADDRESS: 

CONTACT NO: 

DATE: 31/10/25

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Jeremy Trotter *Jeremy Trotter*

ADDRESS: 

CONTACT NO: 

DATE: 31/10/25

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Trent Story 

ADDRESS: 

CONTACT NO:  _____

DATE: 2-11-2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Barry Whalan Ball

ADDRESS: 

CONTACT NO: 

DATE: 31 October 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Anne Schmidt 

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

Blinghouse Pty LTD

NAME:

Christine Whalan *[Signature]*

ADDRESS:

[Redacted Address]

CONTACT NO:

[Redacted Contact No]

DATE:

31 October 2025

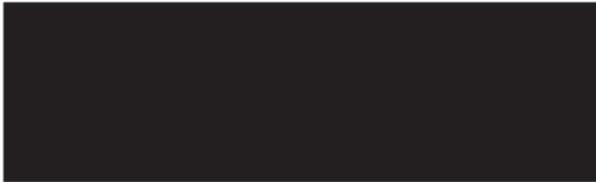
I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Karl Schmidt 

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: PHILLIP NICHOLAS BROWN

Phillip Nicholas Brown

ADDRESS: 

CONTACT NO: 

DATE: 31/10/25

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: MITCH DAVIS *MD*

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

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NAME: Michael Wallis 

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: RACHEL AHEARN 

ADDRESS: 

CONTACT NO: 

DATE: 31ST OCTOBER 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Doreen Rittledge OAM Dhu Rittledge

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME:

Kristina Tetley 

ADDRESS:



CONTACT NO:



DATE:

31/10/2025

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NAME:

WAYNE AHEARN



ADDRESS:



CONTACT NO:



DATE:

31st October 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: CHRISTOPHER JOHNSTON C.G. John

ADDRESS: 

CONTACT NO: 

DATE: 31/10/2025

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I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Christine Whalan. 

ADDRESS: 

CONTACT NO: 

DATE: 31 October 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: MALCOLM MEEGERS *MM*

ADDRESS: 

NT

CONTACT NO: 

DATE: 31/10/25

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I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Marqus SCHMIDT 

ADDRESS: 

CONTACT NO: 

DATE: 31 OCTOBER 2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: BRIAN JOHN LEWIS *B. J. Lewis*

ADDRESS: 

CONTACT NO: 

DATE: 08/11/2025

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Shilo Goodrem 

ADDRESS: 

CONTACT NO: 

DATE: 6/11/25

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

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I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: RONALD TODD BOLD

ADDRESS: 

CONTACT NO: 

DATE: 4/11/25

I, the undersigned, acknowledge and confirm the petition to the Litchfield Council dated 31 October 2025 (**Petition**).

I freely sign the Petition as a protest to the Litchfield Council's handling of the Southport Road sealing works and the manner in which the Litchfield Council knowingly misled the residents of Southport with respect to payment for the road sealing work in Southport.

The Litchfield Council was not open and forthright in relation to the use of the Federal Government's Covid 19 relief grant intended to provide support for the community. Had the Litchfield Council been transparent about requiring resident contributions to supplement the Covid 19 relief grant for the Southport Road sealing work, I would have never consented to or voted for the road sealing work to be carried out in my community.

I formally request, as a resident and participant in this Petition, that the Litchfield Council reverse its unilateral decision to charge residents for the sealing work, aimed at indebting the residents of Southport, contrary to the purpose of the Covid 19 relief grant.

NAME: Scott Berger 

ADDRESS: 

CONTACT NO: 

DATE: 04 NOV 25

14.3 Infrastructure and Operations

14.3.1 Planning Summary Report - January 2026

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

AUTHORISER: Geoff Thomas, Director Infrastructure and Operations

ATTACHMENTS: 1. Planning Summary Report - January Attachments A-C.pdf

EXECUTIVE SUMMARY

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

RECOMMENDATION

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.

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	3
Planning applications supported, subject to specific issues being adequately addressed	0
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>PA2025/0483 Hun: 045 P: 01941 80 Hopewell Road BERRY SPRINGS, Hundred of Ayers Attachment A</p>	<p>Subdivision to create four (4) lots</p> <p>Council does not object to the granting of a development permit as the application for a subdivision to create four lots complies with the necessary requirements of the NT planning scheme in relation to the Land suitability and Preliminary Stormwater assessment.</p>
<p>PA2025/0471 Hun: 160 P: 02917 5/199 Doris Road BERRY SPRINGS, Hundred of Cavenagh Attachment B</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 unit title scheme area.</p>
<p>PA2026/0008 Hun: 160 P: 02661 46 Lennox Road DARWIN RIVER, Hundred of Cavenagh Attachment C</p>	<p>Dwelling-Independent with a separate effluent disposal system.</p> <p>Council does not object to the granting of a Development Permit as the land suitability assessment support the provision of the separate effluent disposal system and the dwelling-independent aligns with the Litchfield Subregional Land Use Plan for provision of housing choices.</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>NIL</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
PA2025/0452 Section 04010 Hundred of Strangways 310 FREDS PASS RD, HUMPTY DOO	DP2025/0452 To use and develop the land for the purpose of a subdivision, to create two lots, in accordance with the attached schedule of conditions and the endorsed plans.	

LIQUOR LICENCE APPLICATIONS

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

Application Number	Purpose and Summary	Comments Provided
PQ2026/9000	<p>Humpty Doo Bowls Club Incorporated</p> <p>Material Alteration and Variation</p>	<p>Council does not object the granting of a Liquor Licence as the variation of hours of operations and amendment to the property boundary will provide further flexibility to the club in supporting community events and providing social wellbeing.</p> <p>It should be noted that the letter of comment does not constitute approval and does not relieve the Humpty Doo Bowls Club of the requirement to obtain any necessary agreement or approval from Litchfield council as the Landowner of 85 Challoner Circuit.</p>

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
0

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
7

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
19

WORKS FROM:	WORKS TO:	Document Precis	Address	Suburb
29/01/2026	29/01/2026	Repair leaking water main	35 Stuckey Court HOWARD SPRINGS NT 0835	HOWARD SPRINGS
29/01/2026	29/01/2026	Repair leaking water main	365 Bronzewing Avenue HOWARD SPRINGS NT 0835	HOWARD SPRINGS
04/02/2026	04/02/2026	Construct new driveway crossover	1205 Girraween Road HERBERT NT 0836	HERBERT
20/01/2026	20/01/2026	Splice fibre cables	100 Colton Road ACACIA HILLS NT 0822	ACACIA HILLS
20/02/2026	20/02/2026	Vegetation works	64 Thornbill Crescent HOWARD SPRINGS NT 0835	HOWARD SPRINGS
16/02/2026	16/02/2026	Resag LV conductors	140 Kennedy Road HUMPTY DOO NT 0836	HUMPTY DOO
22/01/2026	22/01/2026	Leaking water services within the verge.	70 Currawong Drive HOWARD SPRINGS NT 0835	HOWARD SPRINGS
28/01/2026	28/01/2026	Leaking water services within the verge.	44 Sandpiper Grove HOWARD SPRINGS NT 0835	HOWARD SPRINGS
22/01/2026	22/01/2026	Renewal of water service from the front of 80 Goy Rd across to 81 & 75 including the road crossing	80 Goy Road GIRRAWEEEN NT 0836	GIRRAWEEEN
22/01/2026	22/01/2026	Water service repair on verge.	46 Sittella Road HOWARD SPRINGS NT 0835	HOWARD SPRINGS
21/01/2026	21/01/2026	Survey works under existing power lines on verge and under gaps in traffic, no works on roadway	35 Lagoon Road KNUCKEY LAGOON NT 0828	KNUCKEY LAGOON
16/01/2026	16/01/2026	Removal of tree canopy around power lines along Irwin Road, Virginia Road.	5 Irwin Road VIRGINIA NT 0834	VIRGINIA
13/01/2026	13/01/2026	Urgent works - Leaking water services located within the verge	6 Ganley Court HOWARD SPRINGS NT 0835	HOWARD SPRINGS
9/01/2026	09/01/2026	Culvert Installation at 80 Silverwattle Road, Bees Creek	80 Silver Wattle Road BEES CREEK NT 0822	BEES CREEK
12/01/2026	12/01/2026	Culvert Installation at 295 Brooking Circuit, Virginia Heights	295 Brooking Circuit VIRGINIA NT 0834	VIRGINIA
		Concrete crossover	64 Kookaburra Drive HOWARD SPRINGS NT 0835	HOWARD SPRINGS
8/01/2026	08/01/2026	Emergency Works - Repair leaking water service within nature strip	56 Forest Drive HUMPTY DOO NT 0836	HUMPTY DOO
12/01/2026	12/01/2026	Disconnect and remove existing single phase supply and install new three phase supply to new P	50 Finn Road BERRY SPRINGS NT 0838	BERRY SPRINGS
06/01/2026	06/01/2026	Removal of tree canopy around power lines along Irwin Road, Virginia Road and Gulnare Road	2 Irwin Street VIRGINIA NT 0834	VIRGINIA

LINKS WITH STRATEGIC PLAN

Prosperity - Our Economy and Growth

LEGISLATIVE AND POLICY IMPLICATIONS

NIL.

FINANCIAL IMPLICATIONS

NIL.

Risks NIL.

COMMUNITY ENGAGEMENT

NIL.



6 January 2026

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

RE: Letter of Comment Development Application

PA2025/0483

**Hun: 045 P: 01941 80 Hopewell Road BERRY SPRINGS, Hundred of Ayers
Subdivision to create four (4) lots**

Thank you for the Development Application referred to this office on 05/01/2026, 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 application for a subdivision to create four (4) lots complies with the necessary requirements of the NT Planning Scheme in relation to Land Suitability and Preliminary Stormwater assessment.

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

- a) The proposed access for Lots B, C, and D is from Cox Peninsula Road. This is not under the care, control and management of Litchfield Council and as such should be referred to TCSD – DLI for comment and consideration.
- b) Council notes that the Stormwater Management does not show the flows of water. A stormwater management plan will need to be submitted to show the flows of water.
- c) The parcel is notably close to Berry Creek and areas of severe flooding however, this appears to have no effect on the parcel to be subdivided as sufficient unconstrained land is available.

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

- a) The crossover and driveway shall be designed in accordance with the NT Subdivision and Development Guidelines to the satisfaction of Litchfield Council.
- 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) 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.

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

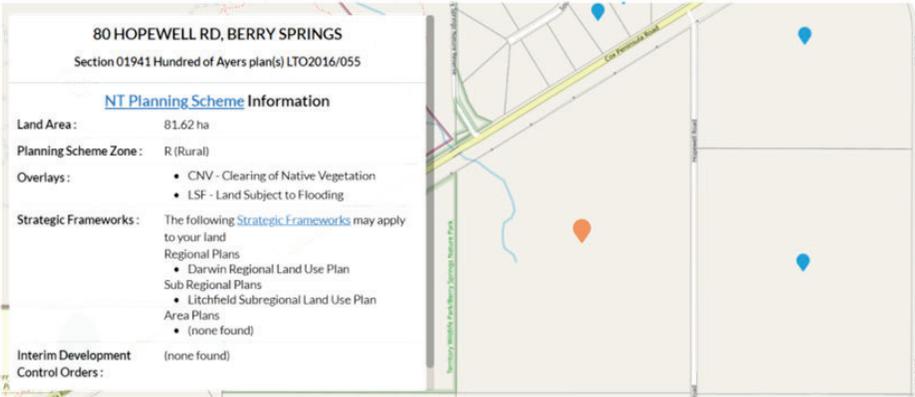
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any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

A handwritten signature in black ink, appearing to be 'Rob Taylor', written in a cursive style.

Rob Taylor
Development Engineer





20 January 2026

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

RE: Letter of Comment Development Application

PA2025/0471
Hun: 160 P: 02917 5/199 Doris Road BERRY SPRINGS, Hundred of Cavenagh
Dwelling-single

Thank you for the Development Application referred to this office on 08/12/2025, 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.

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 29.

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 5, 199 DORIS RD, BERRY SPRINGS
Lot 02917 Hundred of Cavenagh plan(s) UTS2020/003

NT Planning Scheme Information

Land Area: 1,230 m²

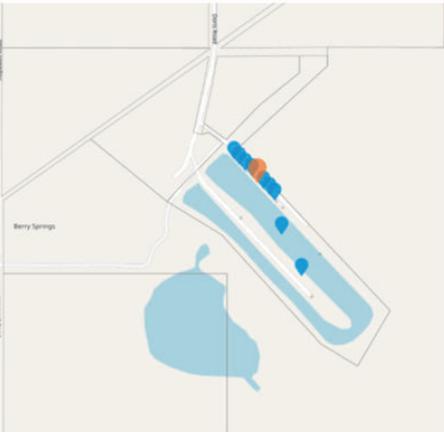
Planning Scheme Zone: TC (Tourist Commercial)

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)





30 January 2026

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

RE: Letter of Comment Development Application

PA2026/0008

**Hun: 160 P: 02661 46 Lennox Road DARWIN RIVER, Hundred of Cavenagh
Dwelling-Independent with a separate effluent disposal system.**

Thank you for the Development Application referred to this office on 12/01/2026, 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 provided land suitability assessment supports the provision of the separate effluent disposal system.
- b) The dwelling-independent aligns with the Litchfield Subregional Land Use Plan for provision of housing choices.

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

- a) The application proposes to utilise the existing crossover. Should an additional crossover be required this would be subject to approval by Litchfield Council and at the cost to the developer.
- b) The provided site plan indicates that the new dwelling will be located 24m from the nearest boundary and as such does not appear to have any stormwater impacts on Council drainage or neighbouring properties.
- c) There appears to be no easements in favour of Litchfield Council within this parcel of land.

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

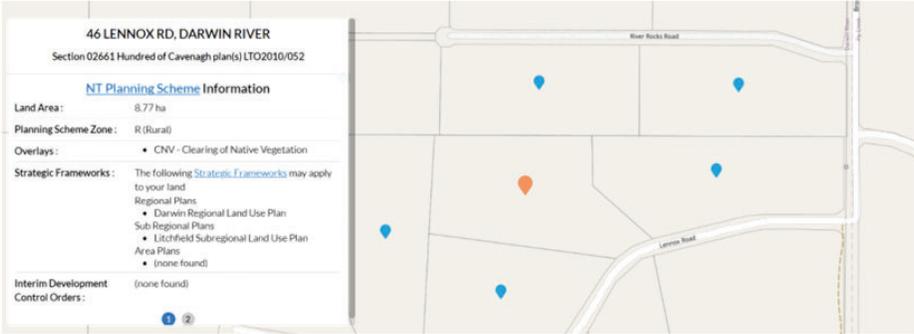
- a) Litchfield Council's current Fees and Charges may apply to the above conditions. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any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



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 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 subregulation (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 subregulation (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;.

17 REPORT OF CONFIDENTIAL RESOLUTIONS

18 CLOSE OF MEETING