



**BUSINESS PAPER**  
**COUNCIL MEETING**  
**THURSDAY 23 JULY 2015**

ITEM NUMBER	ITEM
1	OPENING OF MEETING
2	APOLOGIES AND LEAVE OF ABSENCE
	ACCEPTANCE OF APOLOGIES AND LEAVE OF ABSENCE
3	CONFIRMATION OF MINUTES
	RECOMMENDATION
	1. THAT the minutes of the Council Meeting held Thursday 18 <sup>th</sup> June 2015, 11 pages be confirmed.
	2. THAT the minutes of the Special Meeting held Thursday 25 <sup>th</sup> June 2015, 2 pages be confirmed.
4	BUSINESS ARISING FROM MINUTES
5	CONFLICT OF INTEREST
6	PRESENTATIONS
	TEAM Health – Top End Association for Mental Health
7	PUBLIC FORUM
8	ACCEPTING OR DECLINING LATE ITEMS
9	NOTICES OF MOTION
10	OFFICIAL MANAGERS REPORT
11	FINANCE REPORT
	11.1 Financial Report June 2015
12	OFFICERS REPORTS
	12.1 MEETING DATES 15/0024
	12.2 ORGANISATIONAL CHANGE POLICY 15/0022
	12.3 DELEGATIONS MANUAL 15/0021
	12.4 QUESTIONNAIRE 15/0032
	12.5 110 FRED'S PASS ROAD SUBDIVISION 15/0027
	12.6 HUMPTY DOO INDUSTRIAL PARK 15/0028
	12.7 EASEMENTS FOR LOT 5020 CROWN LAND LEASE HUMPTY DOO 15/0019
	12.8 DEVELOPMENT LOWTHER ROAD PA 2014/0450 15/0029
	12.9 DEVELOPMENT LAWTON ROAD PA 2015/0385
	12.10 DEVELOPMENT BRUCE COURT PA 2015/0191
	12.11 MUNICIPAL PLAN 15/0026
	12.12 RATES DECLARATION 15/0030
	12.13 PERIOD CONTRACT TENDERS 15/0018
	12.14 STRANGWAYS ROAD DIRECT ACCESS 15/0034
13	OTHER BUSINESS
14	PUBLIC QUESTIONS
15	CONFIDENTIAL ITEMS
	15.1 320 ARNHAM HIGHWAY DEVELOPMENT 15/0020

THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the [STAFF] on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the Committee Recommendations in relation to confidential agenda item

[15/0020 320 Arnhem Highway Development] and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

- (8) Classes of confidential information
- (c) information would, if publicly disclosed, be likely to:
  - (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person

This item is considered confidential pursuant to Regulation 8 (c)(i) of the Local Government (Administration) Regulations.

2. THAT Council orders that the minutes from the Confidential Council meeting held on 23 July 2015, in relation to confidential item number 15/0020 320 Arnhem Highway Development and associated documents not remain confidential and be available for public inspection.

#### 15.2 ORGANISATIONAL CHANGE 15/0023

THAT pursuant to Section 65 of the Local Government Act, Council orders that the public be excluded from the meeting with the exception of the CEO on the basis that Council considers it necessary and appropriate to act in a manner closed to the public in order to receive, discuss and consider the Committee Recommendations in relation to confidential agenda item [15/0023 Organisational Change] and that Council is satisfied that the meeting should be conducted in a place open to the public is outweighed in relation to the matter because receiving, considering and discussing the report and associated documentation involves:

- (8) Classes of confidential information
  - (a) 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.
- This item is considered confidential pursuant to Regulation 8 (a) of the Local Government (Administration) Regulations.

2. THAT Council orders that the minutes from the Confidential Council meeting held on 23 July 2015, in relation to confidential item number 15/0020 ORGANISATIONAL CHANGE and associated documents remain confidential and not available for public inspection for a period of 12 months from the date of this meeting or a lesser period as determined by the Chief Executive Officer.

16 NEXT MEETING  
17 CLOSE OF MEETING

Ben Dornier

Acting Chief Executive Officer

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



NOTE: Attachments size too large to include in agenda, the following attachments can be found on the Litchfield Council website  
<http://www.litchfield.nt.gov.au>

- 1 Planning Application 16, 17, 24, 4185, 4780 & 4579 Lowther Road PA2014/0450
- 2 Planning Application 175 & 350 Lawton Road PA2015/0385
- 3 Planning Application 3 Bruce Court PA2015/0191
- 4 Municipal Plan 2015/2016

**MINUTES OF THE LITCHFIELD COUNCIL MEETING  
HELD ON THURSDAY 18th JUNE 2015  
AT COUNCIL CHAMBERS, BEES CREEK ROAD, FRED'S PASS**

Present	Frank Crawley	Official Manager
Staff	Ben Dornier	Acting Chief Executive Officer
	Diane Chellingworth	Business Economic Dev. Manager
	Valerie Urbain	Finance Manager
	Graeme Francis	Acting Director of Infrastructure
	Glen Minaker	Thorak Regional Cemetery Manager
	Aisla Connolly	Acting Council Secretary
Public	Christine Osborn	Bees Creek
	Anna Malgorzycz	Acacia Hills
	Lyle Hebb	Acacia Hills
	Russel Anderson	Berry Springs
	Mike Bowman	Humpty Doo
	Mathew Salter	Howard Springs
	Tai Kairupau	McMinns Lagoon
	Flo Peters	McMinns Lagoon
	Lyn Gerdes	Virginia
	Lorraine Colliver	Virginia
	Peter Thomas	Virginia
	Ralf Koberstein	Howard Springs
	Tony Hardwick	Humpty Doo
	John Kearney	Humpty Doo
	Dani McDonald	NT News
	Tony Cox	Clouston & Associates

## 1. OPENING OF MEETING

The Official Manager, Frank Crawley opened the Meeting at 6.30pm welcoming members of the public.

### Audio Disclaimer

An audio recording of this meeting is being made for minute taking purposes as authorised by the Chief Executive Officer.

## 2. APOLOGIES AND LEAVE OF ABSENCE

Nil

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This is page 1 of 11 of the Minutes of the Ordinary Meeting held Thursday 18<sup>th</sup> JUNE 2015

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

### **3. CONFIRMATION OF MINUTES**

#### **3.1 Minutes of the Ordinary Meeting held Thursday 21st May 2015**

The Official Manager called for confirmation of the Minutes of the Ordinary Meeting held Thursday 21st May, 2015.

It was approved that the Minutes of the Ordinary Meeting held Thursday 21st May 2015 are confirmed in full with nil amendments.

CARRIED

### **4. BUSINESS ARISING FROM THE MINUTES**

Nil

### **5. CONFLICTS OF INTEREST**

Nil

### **6. PRESENTATIONS**

Tony Cox from Clouston & Associates provided a presentation on the Thorak Regional Cemetery Master Plan.

### **7. PUBLIC FORUM**

Mrs Florence Peters from McMinns Lagoon informed Council of the increasing difficulty of getting in and out of her driveway at the intersection of Power Road and Pioneer Drive. Ms Peters advised of the long wait giving way to get out of her property and advised that there is not enough room for vehicles to pass me while giving way to oncoming traffic to get into her property. Ms Peters provided the history of the intersection; at first (in 1980) it was a T intersection, then it got changed to a curve/bend, then it was blocked off with smashed culverts. Ms Peters suggested fixing the Arnhem Highway entrance and queried what Council could do about the problem. The Acting CEO instructed Ms Peters and Acting Director of Infrastructure Graeme Francis to meet to resolve the issue.

Mr Hardwick asked the Official Manager if his report to the Minister would a. be available to the public, and b. within a reasonable timeframe. The Official Manager informed Mr Hardwick of the process and advised that the Minister will decide action whether it is available to the public and when.

Mr Hardwick stated his agreement with Mrs Peters that Power Road is too narrow. Mr Hardwick informed the Council of the "most dangerous intersection in the Territory" at the Freds Pass Road, Arnhem Highway intersection involving school buses and road trains. Mr Hardwick stated that he realised that the Arnhem Highway is owned by the NT Government the intersection is within Litchfield Council municipality. The Arnhem Highway has Litchfield Council ratepayers living on it. The Acting CEO advised that the NT Government does own the road with some funding coming from the Federal Government and informed the public that there are upgrades occurring soon although he was unsure whether the upgrades would resolve the issues. Mr Hardwick advised that the matter was urgent.

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

Ms Osborn reminded Council that last month the Development Consent Authority (NT Government Department of Planning) want Councils opinion on planning applications. Ms Osborn queried if the public provide Council with their opinion a. would that be captured? b. how would that be captured, and c. how would that information be fed to the DCA? The Official Manager confirmed that the Development Consent Authority is happy to receive comments from Council. The elected Council would formalise the process of community concerns e.g. Delegate to staff then report to Council. At this stage take your concerns to your local Members of Legislative Assembly.

Ms Osborn reminded Council of their unawareness of the public meeting at Holtze last month and therefore informed Council of a Public Meeting on Monday 22 June at Freds Pass Reserve in the market shed regarding saying no to small urban blocks in the municipality. Ms Osborn tabled the information flyer.

Ms Osborn queried when the next annual questionnaire will be conducted as per the Council's website the last one was conducted in 2012. Ms Osborn also queried the quarterly monitoring of Key Performance Indicators. The Acting CEO advised that the annual survey will be performed in the next twelve months. The Official Manager advised that a community satisfaction survey is budgeted for within the 2015/2016 Municipal Plan.

Ms Osborn asked that when considering the agenda item regarding the policy on recording Council meetings that Council hold the recordings for a minimum of six months. The Acting CEO advised that policy would be considered later in the meeting.

Mr Salter stated that there was a survey conducted by Council staff at the Freds Pass Rural Show. The Acting CEO stated the various ways of conducting a survey but Councils aim is to get statistically accurate information from various demographics.

Ms Malgorzewicz asked Council if they would be providing a replacement representative for the AACO Meat Processing Facility Reference Group. The issues of odour, noise and light continue. The Official Manager stated that yes; the Council are waiting on a response which has been delayed due to a change in management. Ms Malgorzewicz will advise Council when the next meeting will occur.

Mr Hebb queried the possible closure of the Berry Springs Waste Transfer Station from 6.00 p.m. to 6.00 a.m. The Acting CEO informed the public that due to a resourcing issued that is a possibility. Mr Hebb asked a. If community consultation will occur, b. when the illegal dumping occurs because of the closure will Council clean up, and c. will Council provide an after hours waste service? The Acting CEO advised his awareness of the community using the facility after work. The Official Manager stated that a decision would not be made at operational level; a report would have to go to Council. Mr Hebb asked if the closure would occur in the next two months. The Acting CEO advised that it would not be happening this month.

Mr Hardwick voiced his concern of the Government pushing the cost to maintain roads onto the Council (ratepayers) e.g. inheriting the maintenance of Finn Road, Berry Springs. Arterial

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roads. The Acting Director of Infrastructure, Graeme Francis advised that meetings held including the Department of Transport, the Extractive Industries Association are ongoing significantly loads on road, technical investigation road is deficient design to bring up to current needs used like an arterial, support, grant, funding federal, NTG, sources to try to resolve it. When it is not just the ratepayers who utilise the road. The fact that rates may have to rise to cover these costs is unfair. It shouldn't be Council responsibility. Official Manager noted, trying to get contribution.

Mr Salter queried the Wadham Lagoon Joint Venture with NT Government. Acting CEO advised the project has been handed back to the NTG, due to flux in organisation, Department carry out works.

Mr Kearney queried whether a special permit had been provided for the large volume of triple road trains on Freds Pass Road from the construction of the new Humpty Doo Industrial Area during the hours of 7.00 a.m. to 7.00 p.m. It is a small road with old seal. The Acting CEO stated that there has been no undertaking to a commercial operator. Recently Council have had two meetings with the Department of Transport, Department of Lands and Planning and peak bodies in the Trucking Industry to find better ways to move freight on our roads. We need to allow business to occur with the least amount of impact to residents. Triple road trains does take life off the road, it is a big issue, all involved are aware of Council feelings. Mr Kearney also added that school buses regularly use that road. I got in trouble for driving a flat bed truck on the road a few years ago; it seems there is a double standard.

Mr Hardwick increasing rates, increasing population, spread greater, cost should be less, no services, mail, water, Unimproved Capital Value hope Council does not consider this. The Official Manager Municipal Plan.

Mr Thomas asked what input does Council have on planning issues, if any does the input reflect resident's point of view? The Official Manager advised that as per legislation Council responds to the infrastructure impacts. Council can make comment, but it is not Council responsibility to approve/not approve subdivisions/rezoning, this is the Development Consent Authority (DCA)/Ministers responsibility. Council can take the concerns of the community to DCA by submission. There is currently no cohesive process or policy of Darwin, Palmerston and Litchfield Councils where interstate it is Councils responsibility.

Mr Salter said the Public Meetings consist of 40-100 people who are against development. Mr Thomas advised that he has been arranging the Public Meeting, as developers come in to make money, Council should be able to reflect our views to DCA. The Official Manager said there is nothing stopping Council doing that. The Acting CEO advised that the stance of Council, decisions made over time, resolutions explain the view of Council on a particular matter, easy for Officers to provide Councils stance on a particular matter to the DCA, once precedents are set.

The Official Manager read an email from Councillor Judy Cole; please express my gratitude during public comment to Vic Statham for all of his hard work and dedication. There would hardly be a block in the South Ward that Vic has not helped in some way either via Council

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

representation or through helping put out fires. He has been a very dedicated Councillor and his strong advocating for his roads and crossings will be sorely missed by the residents.

Ms Peters & Mr Kairupau left the meeting at 7.30pm

## **8. ACCEPTING OR DECLINING LATE ITEMS**

8.1 Council accepts the late item of 12.11 DELEGATIONS TO CEO.

CARRIED

## **9. NOTICES OF MOTION JUNE**

Nil

## **10. OFFICIAL MANAGERS REPORT**

10.1 Council notes the Report.

CARRIED

## **11. FINANCE REPORT**

11.1 Council receives and notes the contents of the Financial Report for May 2015 Report Number 15/0006.

CARRIED 15/0006/01

## **12. OFFICERS REPORTS**

### **12.1 CHANGES TO MEETING AGENDA AND REPORTS**

1. Council receives Report Number 15/0005.

CARRIED 15/0005/01

2. Council approves the new Council Agenda and Officers Reports format and structure for use in the preparation of Council Meeting business papers as found used in the 18 June 2015 meeting agenda.

CARRIED 15/0005/02

3. Council approves that the Chief Executive Officer be required to maintain an appropriate register of all Council Resolutions with those Resolutions requiring action which are outstanding to be reported to Council monthly.

CARRIED 15/0005/03

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

4. Council approves that the Register of Council Decisions be available on Council's website, with the exemption of those resolutions which remain in confidence under legislation.

CARRIED 15/0005/04

## **12.2 FINANCIAL ASSISTANCE GRANTS TO LOCAL GOVERNMENT**

1. Council receives Report Number 15/0001.

CARRIED 15/0001/01

2. Council acknowledges the importance of federal funding through Financial Assistance Grants program for the continued delivery of councils services and infrastructure.

CARRIED 15/0001/02

3. Council will ensure that this federal funding, and other funding provided by the Federal Government under relevant grant programs, is appropriately identified as Commonwealth grant funding in council publications, including annual reports.

CARRIED 15/0001/03

## **12.3 ELECTED MEMBERS ALLOWANCES**

1. Council receives Report Number 15/0003.

CARRIED 15/0003/01

2. Council approves the following allowances to be paid to Ordinary Council Members for the 2015/16 financial year: \$13,086.40 as annual Base Allowance to be paid fortnightly in arrears, \$4,788.73 as annual Electoral Allowance to be paid fortnightly in arrears, and a maximum \$3,635.50 as Professional Development Allowance to be paid upon approval by the Chief Executive Officer of a compliant Professional Development Activity, and an extra meeting allowance as per Council Policy.

CARRIED 15/0003/02

3. Council approves the following allowances to be paid to the Deputy Mayor for the 2015/16 financial year: \$26,905.28 as annual Base Allowance to be paid fortnightly in arrears, \$4,788.73 as annual Electoral Allowance to be paid fortnightly in arrears, and a maximum \$3,635.50 as Professional Development Allowance to be paid upon approval by the Chief Executive Officer of a compliant Professional Development Activity.

CARRIED 15/0003/03

4. Council approves the following allowances to be paid to the Mayor for the 2015/16 financial year: \$72,761.56 as annual Base Allowance to be paid fortnightly in arrears, \$19,151.56 as annual Electoral Allowance to be paid fortnightly in arrears, and a maximum \$3,635.50 as Professional Development Allowance to be paid upon approval by the Chief Executive Officer of a compliant Professional Development Activity.

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

CARRIED 15/0003/04

5. Council approves the following additional daily allowance to be paid to an Elected Member who is Acting Mayor for a period longer than 7 calendar days for the 2015/16 financial year to be \$253.15, with the maximum claimable amount being \$22,720.11.

CARRIED 15/0003/05

#### **12.4 DRAFT MUNICIPAL PLAN 2015/2016**

1. Council receives Report Number 15/0004.

CARRIED 15/0004/01

2. Council approves the release of the Draft Municipal Plan 2015/16 for public consultation and invites members of the public to make submissions regarding the Draft to Council, with the closing date of public submissions being 10 July 2015.

CARRIED 15/0004/02

3. Council approves the release of draft Annual Budget 2015/16 as incorporated into the draft Municipal Plan 2015/16 for public consultation and invite members of the public to make submissions regarding the draft to Council, with the closing date of public submissions being 10 July 2015.

CARRIED 15/0004/03

4. Council approves the use of the name "Developer Contribution Reserve" to replace "Infrastructure Development Levy Reserve", and that wherever the terms "Infrastructure Development Levy" or "IDL" has been used in Council plans or communication, this be changed to "Developer Contribution".

CARRIED 15/0004/04

#### **12.5 APPOINTMENT OF TRANSIT OFFICERS AS DELEGATES**

1. Council receives Report Number 15/0002.

2. CARRIED 15/0002/01

3. Council authorises the appointment of Transit Officers as delegates pursuant to section 26(1) (a) of the Local Government Act to undertake functions under Section 7 and 8 of the Trespass Act on behalf of Council.

4. CARRIED 15/0002/02

5. Council approves the signing of the attached letter to the Department of Transport authorising Transit Officers as delegates.

CARRIED 15/0002/03

#### **12.6 DRAFT FEES AND CHARGES 2015/2016**

1. Item withdrawn.

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER



## **12.7 MAY BUDGET REVIEW**

1. Council receives Report Number 15/0011.  
CARRIED 15/0011/01
2. Council adopts the budget adjustments in the attached Table 1 of this report.  
CARRIED 15/0011/02

## **12.8 BLACKSPOT APPLICATION 2016/2017**

1. Council receives Report Number 15/0008.  
CARRIED 15/0008/01
2. Council approves investigating and submitting applications for Federal Government Blackspot Funding, financial year 2016 2017, to extend Hicks Road 500m at the roundabout and provide Girraween School Access, and widen sections of Girraween Road between Edelsten Road and Power Road.  
CARRIED 15/0008/02

## **12.9 MINING TENEMENT WRITE OFF**

1. Council receives Report Number 15/0013.  
CARRIED 15/0013/01
2. Council approves reversal of the Mining Tenement rate of \$851.79 and \$34.72 interest accrued on Assessment 10106607.  
CARRIED 15/0013/02

## **12.10 RECORDING OF MEETINGS**

1. Council receives Report Number 15/0009.  
CARRIED 15/0009/01
2. Council approves the Recording of Meetings Policy.  
CARRIED 15/0009/02

## **12.11 DELEGATIONS TO CEO**

1. Council receive report number 15/0016.  
CARRIED 15/0016/01
2. Council approves that pursuant to Section 32 of the Local Government Act, Council delegates to the Chief Executive Officer its powers and functions under the Local Government Act 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 32(3) of the Local Government Act
  - II. Sections 22 and 24 regarding the adoption of the Municipal Plan including the Annual Budget

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

- III. Section 26(2) use of Common Seal requires decision of Council
- IV. Section 46 appointment to fill casual vacancy on Council
- V. Section 49 establishment of Local Boards
- VI. Section 54 establishment of Council Committees
- VII. Section 68 calling meetings for elections
- VIII. Where Council has adopted a Council Policy, delegations are limited as set out in the Policy

CARRIED 15/0016/02

- 3. Council approves that pursuant to Section 112 of the Local Government Act, Council appoints the Chief Executive Officer as an Authorised Person.

CARRIED 15/0016/03

- 4. Council approves that pursuant to Section 32 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 Rural Dog Management By-Laws.

CARRIED 15/0016/04

- 5. Council approves that pursuant to Section 32 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, and that all expenditure outside of the adopted budget require a Council resolution.

CARRIED 15/0016/05

- 6. Council revokes all previous delegations to the Chief Executive Officer.

CARRIED 15/0016/06

- 7. Council approves that the Chief Executive Officer be instructed to prepare a Register of Sub Delegations, and that this be brought to Council to be formally tabled at the July meeting of Council.

CARRIED 15/0016/07

### 13. **OTHER BUSINESS**

Nil

### 14. **QUESTIONS FROM THE PUBLIC** **JUNE**

Ms Malgorzewicz commented on agenda item 12.10 Recording of meetings 5.5 recording of meetings by members of the general public, I would not appreciate being recorded without my knowledge and approval. Ms Malgorzewicz suggested that public consultation take place prior to adopting any policy which includes the public. The Acting CEO advised that recording by the public is not allowed and if found would be stopped.

Mr Salter queried the arrears of \$900K in outstanding rates. The Acting CEO said that there is actually \$1.1M in outstanding rates for the 2014/2015 financial year. Mr Salter asked what Council are doing about the 15% outstanding. The Official Manager asked when the rates were payable. The Accountant advised the first instalment was due in September and the second instalment was due in February. Mr Salter asked what Councils stance on a

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ratepayer who owes rates selling their property. The Official Manager informed Mr Salter that all rates are due and payable upon the transfer of land.

Mr Hardwick stated that he was in agreement with recording of the public meeting.

Mr Kearney asked with the development in Litchfield municipality without mains water, is there an approach by Council to share water from one bore, which could be metered and monitored? The Official manager advised that is not a Council responsibility, it is Power and Water Corporations responsibility.

Ms Osborn queried the Fees and Allowances for the Mayoral position to be reduced to part time. The Official Manager stated that under legislation there is no such thing as a full time or part time Mayor. It is a Council decision. Ms Osborn asked how much time is required, how many days per week do you work here? The Official Manager replied that he averages 3 days per week. It requires a debate from the elected members for what is fair and reasonable.

Mr Salter queried an expense of \$20,350 to Earl James & Associates. The Official Manager advised that Council would respond at a later date.

Mr Hardwick queried the operational expenditure of 36% on staffing, page 18 of the Draft Municipal Plan 2015/2016. The Official Manager said employee costs should equate to the amount of services. An independent review of the organisation structure to provide the level of service as per the municipal plan is currently being undertaken which should be completed in the next four weeks. There may be some adjustments, at this stage the organisational structure is as per the 2014/2015 municipal plan.

Mr Koberstein queried whether the Ministers decision could be keep some of the elected members not all. The Official Manager answered that it would be all in or all out. Mr Koberstein asked if Mr Frank Crawley will be here until the Council or new Council comes back in. The Official Manager advised that an Official Manager whether it is myself or someone else will have to be in place until the Council are back in. The Official Manager advised that the recruitment process of a new CEO will be put in place but the Council are to make the decision. Mr Koberstein asked if an Official Manager would be in place until the next election. The Official Manager advised it would be an election or reinstatement.

Mr Koberstein informed Council that 12 years ago plans for a dump site within Litchfield were made, he asked if the Council were had an update on this. The Official Manager stated that within the Greater Darwin Land Use Plan there is a site set aside for a dump. TOPROC would like a regional waste management facility and emergency dump such as when cyclones occur.

Mr Kearney stated his view on the last six months the Council being in a shambles, under review, now it has turned around, good to see, the CEO is heading in the right direction, well done congratulations to the CEO and staff.

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Ms Malgorzewicz will send questions in writing to Frank. Asked any mechanism to engage the community in the process e.g. Forum? Represent interest and aspirations. The Official Manager advised that there would be an advertisement in the NT News, Mayoral Matters column in Litchfield Sun, email subscription list and social media, The Official Manager advised he would discuss options with the Acting CEO regarding a public forum and advertising. The Acting CEO advised that there is not much change with last year's plan, it represents the last elected bodies vision. The Official Manager benefit in advising the community on which roads are being sealed, reinforce Councils motto Community Effort Is Essential. Ms Malgorzewicz identified the waste transfer stations as gathering places for residents to discuss issues. Mr Salter suggested that the residents want to know about planning.

15. **CONFIDENTIAL ITEMS**

Nil

16. **NEXT MEETING** SPECIAL THURSDAY 25<sup>th</sup> JUNE 2015

17. **CLOSE OF MEETING** The Meeting closed at 8.42pm

MINUTES CONFIRMED  
23<sup>rd</sup> JULY 2015

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

MINUTES OF THE SPECIAL MEETING OF THE LITCHFIELD COUNCIL  
HELD ON THURSDAY 25th JUNE 2015  
AT COUNCIL CHAMBERS, BEES CREEK ROAD, FRED'S PASS

Council :	Frank Crawley	Official Manager
Staff:	Ben Dornier	Acting Chief Executive Officer
	Diane Chellingworth	Business Economic Dev. Manager
	Valerie Urbain	Finance Manager
	Graeme Francis	Acting Gen Mgr Infrastructure Planning
	Glen Minaker	Thorak Regional Cemetery Manager
	Will Green	Regulatory Services Manager
	Glen Byrnes	Waste Manager
	Aisla Connolly	Acting Council Secretary

**1. OPENING OF MEETING**

The Official Manager, Frank Crawley opened the Meeting at 1.31pm.

**2. CONFLICT OF INTEREST**

Nil

**3. APOLOGIES AND LEAVE OF ABSENCE**

Nil

**4. MATTERS FOR DISCUSSION**

**4.1 DRAFT FEES AND CHARGES 2015/2016 15/0012**

4.1.1 Council receive Report Number 15/0012

CARRIED 15/0012/01

4.1.2 Council adopts the attached Council Fees and Charges for 2015/2016.

CARRIED 15/0012/02

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This is page **1** of **2** of the Minutes of the Special Meeting held THURSDAY 25<sup>th</sup> JUNE 2015

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OFFICIAL MANAGER

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ACTING CHIEF EXECUTIVE OFFICER

## 4.2 HOTLZE AREA PLAN SUBMISSION 15/0017

4.2.1 Council receive Report Number 15/0017

CARRIED 15/0017/01

4.2.2 Council supports the removal of land north of the Glyde Arterial Road from inclusion within the Draft Holtze Area Plan.

CARRIED 15/0017/02

4.2.3 Council endorses the attached letter as its submission to the Northern Territory Planning Commission regarding the Draft Holtze Area Plan.

CARRIED 15/0017/03

4.2.4 Council support adherence to the Litchfield Planning Concepts and Land Use Objectives 2002 with regards to planning matters within the municipality.

CARRIED 15/0017/04

Meeting closed at 1.40pm

MINUTES CONFIRMED

23rd July 2015

.....  
This is page **2** of **2** of the Minutes of the Special Meeting held THURSDAY 25<sup>th</sup> JUNE 2015

.....  
OFFICIAL MANAGER

.....  
ACTING CHIEF EXECUTIVE OFFICER

<b>Agenda Item No:</b>	11.1	<b>Report Number:</b>	15/0036
<b>Report Title:</b>	Financial Report June 2015		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113982
<b>Attachments:</b>	1		

**Summary:**

The Financial Report for June 2015 is attached for Council's review.

**Recommendation:**

- 1. THAT Council receive Report Number 15/0036.**

**Background:**

The Local Government (Accounting) Regulations Part 8 states:-

**18 Financial reports to council**

- (1) The CEO must, in each month, lay before a meeting of the council a report, in a form approved by the council setting out:
 
  - (a) the actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and*
  - (b) the forecast income and expenditure for the whole of the financial year.**
- (2) The report must include:
 
  - (a) details of all cash and investments held by the council (including money held in trust); and*
  - (b) a statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and*
  - (c) other information required by the council**
- (3) If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month*

The Financial Report for June 2015 is attached for Council's review and represents preliminary results as financial year end processing and journals have not yet been finalised.

**Links with Strategic Plan:**

Goal 5 – Effective Council Management

5.1 Sustainable financial management within our mission

**Legislative and Policy Implications:**

Reporting compliance in accordance with Local Government (Accounting) Regulations

**Financial Implications:**

Nil

Risks:

Nil

Recommending Officer:	Valerie Urbain, Finance Manager
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title: 2015 June Council Monthly Report Attachment



# Finance Report

## For the month of June 2015

### TABLE OF CONTENTS

SECTION 1 - EXECUTIVE SUMMARY	1.1 Executive Summary
SECTION 2 - FINANCIAL RESULTS	2.1 Budget Summary Reports
	2.2 Investment Management Report
	2.3 Debtor Control Accounts
	2.4 Creditors Paid Report
	2.5 Statement of Credit Card Transaction
	2.6 Financial Reserves Schedule

## Overview

June 2015 year to date represents 100% of the financial year 2014/15.

The results to the end of June are summarized below and only represent preliminary results as financial year end processing and journals are on-going and have not been finalised. Final results for 2014/15 will be presented in the audited Annual Financial Statements later this year.

At this stage, operational income has met or exceeded the revised budget amount due to receiving additional rate revenue, user charges and investment interest being recognised.

Capital income has not met the revised budget amount. Council has not yet received Blackspot funding of \$850,000 for the Girraween-Anglesey roads intersection upgrade. This project is ongoing and will be carried over to 2015/16. There was also \$300,000 less developer contributions received. Council did receive a late special purpose grant of \$100,000 at the end of June for the Livingstone Reserve ablution block upgrade. This will also be carried over to 2015/16.

Expenditure is within the revised budget amount across all areas. Expenditure in the capital areas will be reviewed to identify works in progress to be carried forward to the 2015/16 financial year such as the projects mentioned previously as well as expenditure of the special purpose grant for the Howard Park Reserve Scout Hall roof replacement.

The total outstanding rates as at 30 June 2015 is approximately \$2.5million.

	<b>Revised Budget 2014/15</b>	<b>YTD actuals + Committed</b>	<b>% of Revised Budget</b>
<b>Total Operational Income</b>	<b>(11,974,518)</b>	<b>(12,306,731)</b>	<b>102.8%</b>
<b>Total Operational Expenditure</b>	<b>11,916,312</b>	<b>11,328,327</b>	<b>95.1%</b>
	<b>(58,206)</b>	<b>(978,404)</b>	
<b>Total Capital Income</b>	<b>(3,416,436)</b>	<b>(2,435,758)</b>	<b>71.3%</b>
<b>Total Capital Expenditure</b>	<b>4,507,229</b>	<b>4,365,610</b>	<b>96.9%</b>
	<b>1,090,793</b>	<b>1,929,851</b>	
<b>Net (Income)/Expenditure</b>	<b>1,032,587</b>	<b>951,447</b>	


**2.1(a) Budget Summary Reports-Council**
**Budget versus Actuals as at 30 June 2015**
**% Year Elapsed = 100.00%**

<b>Operational Income</b>							
	<b>Original Budget 2014/15</b>	<b>Revised Budget May 2015</b>	<b>Year to date Actuals</b>	<b>Variance to Revised Budget</b>	<b>% Received of Revised Budget</b>	<b>Projected Income to 30 June 2015</b>	<b>Projected % Received of Revised Budget</b>
<b>Governance</b>	<b>0</b>	<b>0</b>	<b>(1,512)</b>	<b>(1,512)</b>		<b>(1,512)</b>	
Administration	0	0	(1,512)	(1,512)		(1,512)	
<b>Corporate Services</b>	<b>(6,499,928)</b>	<b>(6,767,880)</b>	<b>(6,965,357)</b>	<b>(197,477)</b>	<b>102.9%</b>	<b>(6,965,357)</b>	<b>102.9%</b>
Rates (includes general rates)	(5,571,328)	(5,784,628)	(5,858,875)	(74,247)	101.3%	(5,858,875)	101.3%
Administration	(928,600)	(983,252)	(1,106,482)	(123,230)	112.5%	(1,106,482)	112.5%
<b>Infrastructure</b>	<b>(2,390,869)</b>	<b>(2,673,660)</b>	<b>(2,749,786)</b>	<b>(76,126)</b>	<b>102.8%</b>	<b>(2,749,786)</b>	<b>102.8%</b>
Planning	(149,000)	(85,000)	(80,093)	4,907	94.2%	(80,093)	94.2%
Works - Roads	(2,236,869)	(2,558,545)	(2,638,057)	(79,512)	103.1%	(2,638,057)	103.1%
Works - Administration	(5,000)	(14,400)	(15,573)	(1,173)	108.1%	(15,573)	108.1%
Mobile Workforce	0	(15,715)	(16,063)	(348)	102.2%	(16,063)	102.2%
<b>Regulatory Services</b>	<b>(24,200)</b>	<b>(34,200)</b>	<b>(43,861)</b>	<b>(9,661)</b>	<b>128.2%</b>	<b>(43,861)</b>	<b>128.2%</b>
Animal Control	(24,200)	(34,200)	(43,861)	(9,661)	128.2%	(43,861)	128.2%
<b>Waste Management</b>	<b>(2,587,575)</b>	<b>(2,497,778)</b>	<b>(2,545,114)</b>	<b>(47,336)</b>	<b>101.9%</b>	<b>(2,545,114)</b>	<b>101.9%</b>
Rates	(2,370,375)	(2,248,510)	(2,253,511)	(5,001)	100.2%	(2,253,511)	100.2%
Waste Transfer Stations	(217,200)	(249,268)	(291,603)	(42,335)	117.0%	(291,603)	117.0%
<b>Community</b>	<b>(1,000)</b>	<b>(1,000)</b>	<b>(1,100)</b>	<b>(100)</b>	<b>110.0%</b>	<b>(1,100)</b>	<b>110.0%</b>
Administration	(1,000)	(1,000)	(1,100)	(100)	110.0%	(1,100)	110.0%
<b>Total Operational Income</b>	<b>(11,503,572)</b>	<b>(11,974,518)</b>	<b>(12,306,731)</b>	<b>(332,213)</b>	<b>102.8%</b>	<b>(12,306,730)</b>	<b>102.8%</b>


**2.1(a) Budget Summary Reports-Council**
**Budget versus Actuals as at 30 June 2015**
**% Year Elapsed = 100.00%**

<b>Capital Income</b>							
	<b>Original Budget 2014/15</b>	<b>Revised Budget May 2015</b>	<b>Year to date Actuals</b>	<b>Variance</b>	<b>% Received of Revised Budget</b>	<b>Projected Income to 30 June 2015</b>	<b>Projected % Received of Revised Budget</b>
<b>Governance</b>	<b>(12,000)</b>	<b>(112,273)</b>	<b>(112,273)</b>	<b>0</b>	<b>100.0%</b>	<b>(112,273)</b>	<b>100.0%</b>
Administration	(12,000)	(112,273)	(112,273)	0	935.6%	(112,273)	100.0%
<b>Corporate Services</b>	<b>0</b>	<b>(68,364)</b>	<b>(95,455)</b>	<b>(27,091)</b>	<b>139.6%</b>	<b>(95,455)</b>	<b>139.6%</b>
Administration	0	(68,364)	(95,455)	(27,091)	#DIV/0!	(95,455)	139.6%
<b>Infrastructure</b>	<b>(1,793,000)</b>	<b>(2,836,549)</b>	<b>(1,822,100)</b>	<b>1,014,449</b>	<b>64.2%</b>	<b>(1,822,100)</b>	<b>64.2%</b>
Planning	(17,000)	(44,545)	(44,546)	(1)	0.0%	(44,546)	100.0%
Developer Contributions	(930,000)	(930,000)	(630,438)	299,562	67.8%	(630,438)	67.8%
Works - Roads	(824,000)	(1,674,000)	(855,657)	818,343	51.1%	(855,657)	51.1%
Works - Administration	(17,000)	(30,909)	(30,909)	0	0.0%	(30,909)	100.0%
Mobile Workforce	(5,000)	0	0	0	0.0%	0	0.0%
Reserve Operations	0	(125,095)	(225,095)	(100,000)	0.0%	(225,095)	179.9%
Property Administration		(32,000)	(35,455)	(3,455)	0.0%	(35,455)	110.8%
<b>Regulatory Services</b>	<b>(16,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.0%</b>	<b>0</b>	<b>0.0%</b>
Animal Control	(16,000)	0	0	0	0.0%	0	0.0%
<b>Waste Management</b>	<b>(389,250)</b>	<b>(399,250)</b>	<b>(405,931)</b>	<b>(6,681)</b>	<b>101.7%</b>	<b>(405,931)</b>	<b>101.7%</b>
Humpty Doo Transfer Station Levy	(389,250)	(399,250)	(405,931)	(6,681)	101.7%	(405,931)	101.7%
<b>Total Capital Income</b>	<b>(2,210,250)</b>	<b>(3,416,436)</b>	<b>(2,435,758)</b>	<b>980,678</b>	<b>71.3%</b>	<b>(2,435,758)</b>	<b>71.3%</b>
<b>TOTAL INCOME</b>	<b>(13,713,822)</b>	<b>(15,390,954)</b>	<b>(14,742,489)</b>	<b>648,465</b>	<b>95.8%</b>	<b>(14,742,488)</b>	<b>95.8%</b>

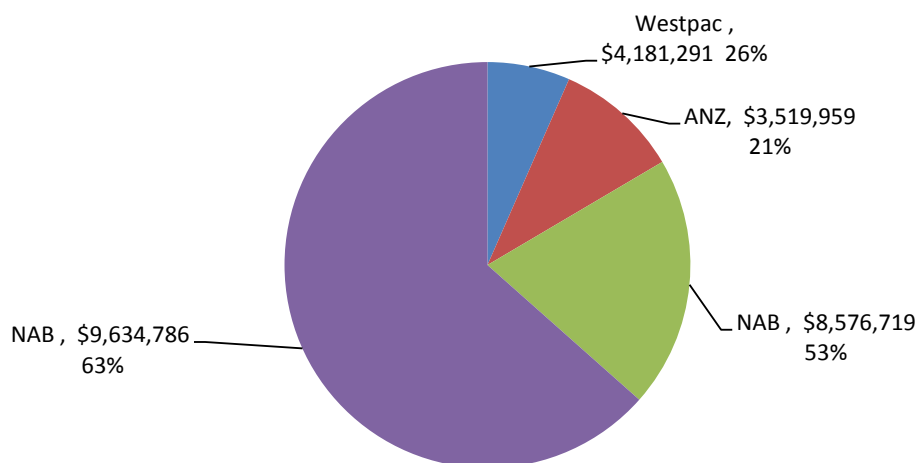
Operational Expenditure									
	Original Budget 2014/15	Revised Budget May 2015	Year to date Actuals	Committed	YTD actuals + Committed	Variance to Revised Budget	% Spent of Revised Budget	Projected Expense to 30 June 2015	Projected % Spent of Revised Budget
<b>Governance</b>	<b>1,017,012</b>	<b>1,239,411</b>	<b>1,145,332</b>	<b>41</b>	<b>1,145,373</b>	<b>94,038</b>	<b>92.4%</b>	<b>1,152,946</b>	<b>93.0%</b>
Elected Members	318,250	328,414	239,224	-	239,224	89,190	72.8%	239,224	72.8%
Public Relations	17,880	3,590	3,722	-	3,722	132	103.7%	3,722	103.7%
Administration	680,882	907,407	902,385	41	902,427	4,980	99.5%	910,000	100.3%
<b>Corporate Services</b>	<b>1,858,874</b>	<b>2,202,873</b>	<b>2,170,104</b>	<b>46,204</b>	<b>2,216,308</b>	<b>- 13,435</b>	<b>100.6%</b>	<b>2,200,000</b>	<b>99.9%</b>
Administration	1,858,874	2,202,873	2,170,104	46,204	2,216,308	- 13,435	100.6%	2,200,000	99.9%
<b>Infrastructure - Works</b>	<b>5,227,392</b>	<b>5,583,892</b>	<b>5,131,262</b>	<b>169,167</b>	<b>5,300,428</b>	<b>283,464</b>	<b>94.9%</b>	<b>5,158,031</b>	<b>92.4%</b>
Planning	468,778	581,679	541,634	816	542,450	39,229	93.3%	550,000	94.6%
Works -Roads	1,965,890	1,718,990	1,536,658	145,912	1,682,570	36,420	97.9%	1,540,000	89.6%
Works - Street Lighting	28,000	41,000	47,714	-	47,714	6,714	116.4%	47,714	116.4%
Works - Administration	579,802	756,857	611,351	8,393	619,744	137,113	81.9%	620,000	81.9%
Mobile Workforce	996,757	1,197,632	1,153,587	7,056	1,160,644	36,988	96.9%	1,160,000	96.9%
Reserve Operations	950,450	958,450	956,155	-	956,155	2,295	99.8%	956,155	99.8%
Property Administration	237,715	329,284	284,162	6,989	291,152	38,132	88.4%	284,162	86.3%
<b>Regulatory Services</b>	<b>376,668</b>	<b>353,989</b>	<b>335,940</b>	<b>862</b>	<b>336,801</b>	<b>17,188</b>	<b>95.1%</b>	<b>340,000</b>	<b>96.0%</b>
Animal Control	376,668	353,989	335,940	862	336,801	17,188	95.1%	340,000	96.0%
<b>Waste Management</b>	<b>2,567,015</b>	<b>2,482,925</b>	<b>2,250,689</b>	<b>23,792</b>	<b>2,274,481</b>	<b>208,444</b>	<b>91.6%</b>	<b>2,325,000</b>	<b>93.6%</b>
Waste Transfer Stations	1,510,900	1,341,795	1,135,353	22,070	1,157,423	184,372	86.3%	1,200,000	89.4%
Administration	1,056,115	1,141,130	1,115,336	1,722	1,117,058	24,072	97.9%	1,125,000	98.6%
<b>Community Services</b>	<b>75,000</b>	<b>53,222</b>	<b>54,860</b>	<b>74</b>	<b>54,934</b>	<b>- 1,712</b>	<b>103.2%</b>	<b>54,860</b>	<b>103.1%</b>
Operations	75,000	53,222	54,860	74	54,934	- 1,712	103.2%	54,860	103.1%
<b>Total Operational Expenditure</b>	<b>11,121,961</b>	<b>11,916,312</b>	<b>11,088,187</b>	<b>240,140</b>	<b>11,328,327</b>	<b>587,985</b>	<b>95.1%</b>	<b>11,230,837</b>	<b>94.2%</b>

Capital Expenditure									
	Original Budget 2014/15	Revised Budget May 2015	Year to date Actuals	Committed	YTD actuals + Committed	Variance to Revised Budget	% Spent of Revised Budget	Projected Expense to 30 June 2015	Projected % Spent of Revised Budget
<b>Governance</b>	<b>32,000</b>	<b>130,614</b>	<b>130,536</b>	-	<b>130,536</b>	<b>78</b>	<b>99.9%</b>	<b>130,536</b>	<b>99.9%</b>
Administration	32,000	130,614	130,536	-	130,536	78	99.9%	130,536	99.9%
<b>Corporate Services</b>	-	<b>181,551</b>	<b>181,549</b>	-	<b>181,549</b>	<b>2</b>	<b>100.0%</b>	<b>181,549</b>	<b>100.0%</b>
Administration	-	181,551	181,549	-	181,549	2	100.0%	181,549	100.0%
<b>Infrastructure - Works</b>	<b>2,286,078</b>	<b>4,126,354</b>	<b>3,991,652</b>	-	<b>3,991,652</b>	<b>134,702</b>	<b>96.7%</b>	<b>3,994,343</b>	<b>96.8%</b>
Planning	63,000	58,971	58,970	-	58,970	1	100.0%	58,970	100.0%
Works - Roads	1,977,578	3,531,620	3,530,546	-	3,530,546	1,074	100.0%	3,530,546	100.0%
Works - Administration	-	64,034	64,034	-	64,034	0	100.0%	64,034	100.0%
Mobile Workforce	105,500	213,808	213,801	-	213,801	7	100.0%	213,808	100.0%
Reserve Operations	-	210,936	77,316	-	77,316	133,620	36.7%	80,000	37.9%
Property Administration	140,000	46,985	46,985	-	46,985	0	100.0%	46,985	100.0%
<b>Regulatory Services</b>	<b>16,000</b>	<b>6,710</b>	<b>6,707</b>	-	<b>6,707</b>	<b>3</b>	<b>100.0%</b>	<b>16,000</b>	<b>238.5%</b>
Animal Control	16,000	6,710	6,707	-	6,707	3	100.0%	16,000	238.5%
<b>Waste Management</b>	<b>20,000</b>	<b>62,000</b>	<b>53,966</b>	<b>1,200</b>	<b>55,166</b>	<b>6,834</b>	<b>89.0%</b>	<b>70,000</b>	<b>112.9%</b>
Waste Transfer Stations	20,000	62,000	53,966	1,200	55,166	6,834	89.0%	70,000	112.9%
<b>Total Capital Expenditure</b>	<b>2,354,078</b>	<b>4,507,229</b>	<b>4,364,410</b>	<b>1,200</b>	<b>4,365,610</b>	<b>141,619</b>	<b>96.9%</b>	<b>4,392,428</b>	<b>97.5%</b>
<b>TOTAL EXPENDITURE</b>	<b>13,476,039</b>	<b>16,423,541</b>	<b>15,452,597</b>	<b>241,340</b>	<b>15,693,936</b>	<b>729,605</b>	<b>95.6%</b>	<b>15,623,265</b>	<b>95.1%</b>

**Investment Schedule as at 30 June 2015**

Date Invested	Invested Amount	Days Invested	Invested with	Interest rate	Due date	Expected return to Maturity Date
14/01/2015	\$ 4,600,000	181	NAB	3.58%	14/07/2015	\$81,663
11/02/2015	\$ 1,500,000	184	NAB	3.27%	11/08/2015	\$24,727
26/09/2014	\$ 1,310,517	365	NAB	3.63%	26/09/2015	\$47,572
1/04/2015	\$ 1,000,000	183	NAB	3.06%	1/10/2015	\$15,342
11/05/2015	\$ 2,000,000	365	ANZ	3.00%	11/11/2015	\$60,000
3/12/2014	\$ 1,149,605	365	Westpac	3.65%	3/12/2015	\$41,961
8/12/2014	\$ 1,041,959	365	ANZ	3.65%	8/12/2015	\$38,032
17/12/2014	\$ 1,010,200	365	NAB	3.63%	17/12/2015	\$36,670
28/05/2015	\$ 1,000,000	246	Comm	3.05%	28/01/2016	\$20,556
10/06/2015	\$ 214,068	365	NAB	3.00%	10/06/2016	\$6,422
<b>Total Investments</b>	<b>\$ 14,826,349</b>					<b>\$372,944</b>
	\$ 214,068	Trust Monies				
	\$ 14,612,281	Litchfield Council Investment				
<b>Investments Total</b>	<b>\$ 14,826,349</b>					
	\$ 237,504	Business Max-I				
	\$ 121,152	General Operational				
<b>Total of Funds</b>	<b>\$ 15,185,005</b>					

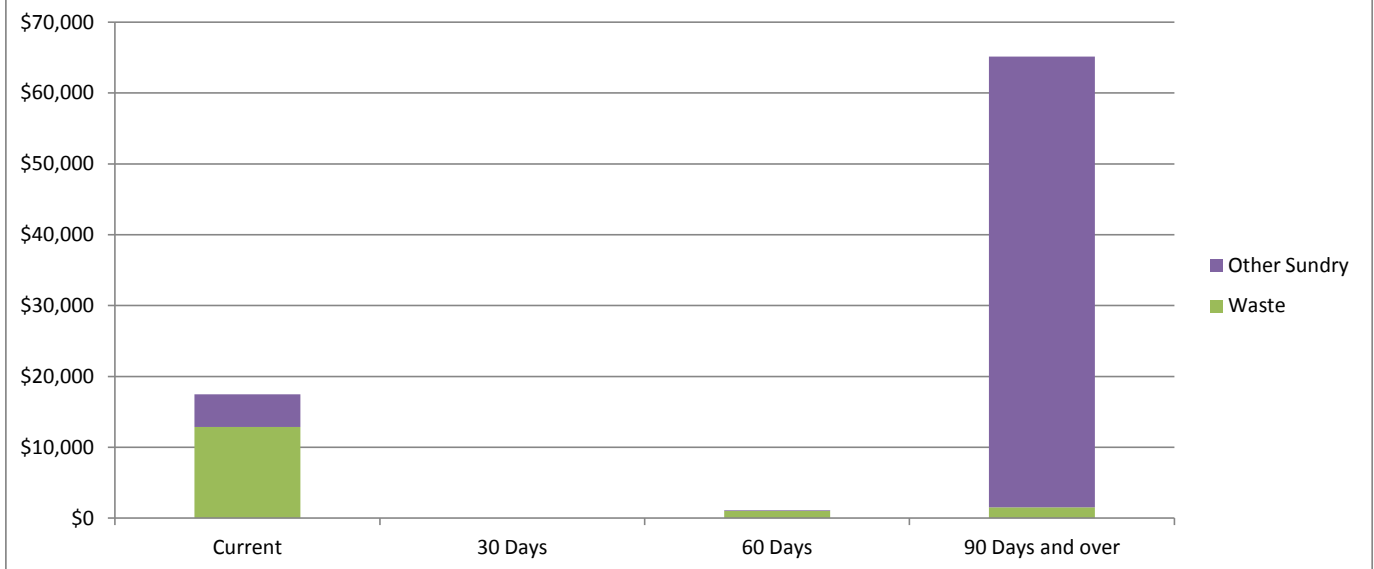
**Total Funds by Institution**



**Sundry Debtor Accounts as at 30 June 2015**

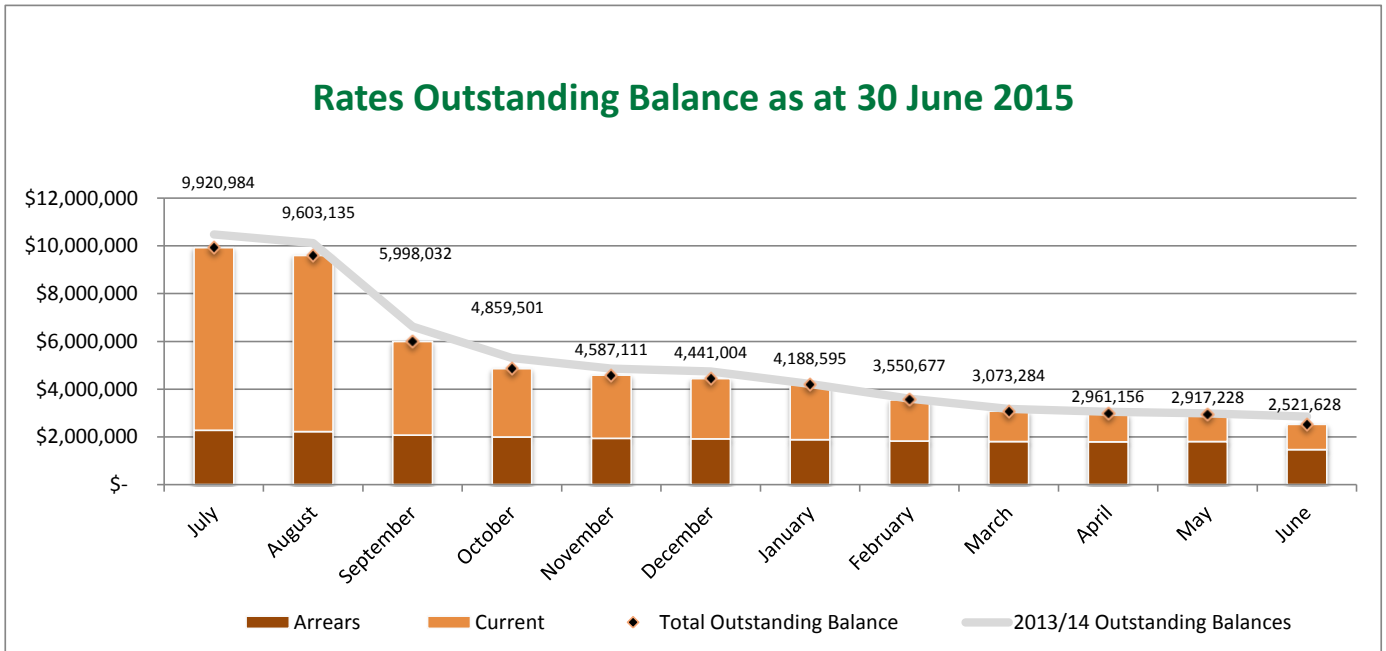
Category	Current	30 Days	60 Days	90 Days and over	Balance
Waste	12,871	-	1,007	1,509	15,387
Other Sundry	4,617	-	100	63,618	68,334
Total	\$ 17,488	\$ -	\$ 1,107	\$ 65,127	\$ 83,721

**Aged Debtor Accounts as at 30 June 2015**





**Outstanding Rates & Charges Balance as at 30 June 2015**



Rates are either due or overdue, no further ageing is possible. Prepayments are payments made in advance for the 2015/16 levies and charges and are not included in the outstanding balance. As at 30 June 2015, the balance of prepayments is \$XXXX.

Summary of outstanding Rates as at 30/06/15:-

2014/15 outstanding rates	\$ 1,060,648
Prior years outstanding rates	\$ 1,460,980
	<u>\$ 2,521,628</u>

Since 1 July 2014, prior years outstanding rates have reduced by 36%. Of the 2014/15 levies, 86% has been collected.

**Creditor Accounts Paid for June 2015**

EFT/Cheque	Date	Payee	Description	Amount
575.460-01	16/06/2015	H & K Earthmoving Pty Ltd	Contract 123	127,125.96
573.460-01	3/06/2015	H & K Earthmoving Pty Ltd	Contract 123	123,661.50
574.930-01	12/06/2015	Coleman's Contracting & Earthmoving	Contract 119	107,834.10
581.460-01	29/06/2015	H & K Earthmoving Pty Ltd	Contract 123	98,558.58
576.930-01	19/06/2015	Coleman's Contracting & Earthmoving	Contract 119	72,888.75
574.47-01	12/06/2015	Fulton Hogan Industries Pty Ltd	Contract 113	69,986.53
576.374-01	19/06/2015	Australian Taxation Office (ATO)	May 2015 BAS	69,876.00
574.280-01	12/06/2015	City of Darwin	May 15 - Shoal Bay Dump Fees	38,764.32
575.905-01	16/06/2015	Roadside Services & Solutions Pty L	Grass cutting ahead signs	28,990.50
575.60-01	16/06/2015	Freds Pass Reserve Management Board	Building certification	27,500.00
578.460-01	23/06/2015	H & K Earthmoving Pty Ltd	Install invert, culvert and headwalls	23,506.20
575.87-01	16/06/2015	Top End Linemarkers Pty Ltd	Road line marking	22,859.10
574.514-01	12/06/2015	Veolia Environmental Services	May 15 - Transfer of waste to Shoal Bay	21,524.31
581.87-01	29/06/2015	Top End Linemarkers Pty Ltd	Road line marking	21,274.00
575.849-01	16/06/2015	WEX Australia ( Puma Card)	May 15 - Monthly fuel purchases	17,893.21
576.762-01	19/06/2015	Mr J Delaney	Consultancy - Provision of technical services	15,420.00
581.930-01	29/06/2015	Coleman's Contracting & Earthmoving	Contract 119	15,180.00
573.925-01	3/06/2015	The Change Forum (Team Technologies)	Strategic Directions Planning & Cultural Change	14,872.00
574.984-01	12/06/2015	Department of Local Government &	27/1 to 30/4/15 Official Manager Reimbursement	14,417.70
576.87-01	19/06/2015	Top End Linemarkers Pty Ltd	Road line marking	11,256.30
578.556-01	23/06/2015	City of Palmerston	1 to 14 June - Acting CEO	10,868.00
574.556-01	12/06/2015	City of Palmerston	18 to 31 May - Acting CEO	10,868.00
576.906-01	19/06/2015	Ward Keller Pty Ltd ( Lawyers )	Legal fees - Response to Ombudsmen	9,669.62
576.460-01	19/06/2015	H & K Earthmoving Pty Ltd	Extend driveway & Repair headwalls	9,445.34
574.176-01	12/06/2015	ASAP Tree Service	Removal of trees	9,240.00
581.827-01	29/06/2015	Litchfield Green Waste Recyclers	Mulch green waste at Howard Springs WTS	8,349.00
573.981-01	3/06/2015	Fully Juiced Pty Ltd	Install Power Pole - Livingston Reserve	7,898.00
581.72-01	29/06/2015	Livingstone Reserve Management Boar	Payment towards new shed	7,499.99
581.64-01	29/06/2015	Howard Park Reserve	Repairs to bore & irrigation	7,473.00
576.953-01	19/06/2015	HWL Ebsworth Lawyers	Legal Fees Power of sale	6,344.00
575.827-01	16/06/2015	Litchfield Green Waste Recyclers	Grind 600 metres of mulch at Humpty Doo	6,072.00
573.87-01	3/06/2015	Top End Linemarkers Pty Ltd	Road line marking	5,819.00
574.460-01	12/06/2015	H & K Earthmoving Pty Ltd	Repairs to headwalls	5,675.00
576.801-01	19/06/2015	King Diesel & Maintenance Pty Ltd	Rebuild front axle on backhoe	5,668.25
573.85-01	3/06/2015	TELSTRA	May 15 - Monthly phone account	4,906.72
575.514-01	16/06/2015	Veolia Environmental Services	May 15 - Transfer of waste to Shoal Bay	4,670.14
575.930-01	16/06/2015	Coleman's Contracting & Earthmoving	Contract 119	4,606.20
576.635-01	19/06/2015	Darwin Steel & Pipe Supplies	Galvanised pipes	4,575.78
573.850-01	3/06/2015	Humpty Doo Developments Pty Ltd	Jun 15 - Rent for Mobile Workforce shed	4,570.00
573.956-01	3/06/2015	Ironwood Consulting	Site Project Manager - Girraween roundabout	3,975.00
576.992-01	19/06/2015	West Arnhem Regional Council	Transfer of Long Service Leave	3,814.39
581.957-01	29/06/2015	Allwell Drilling Services	Bore pump package - Livingston Reserve	3,641.03
575.918-01	16/06/2015	Sam Eyles Refrigeration	Office air conditioner repairs	3,570.20
574.183-01	12/06/2015	Chris's Backhoe Hire Pty Ltd	May 15 - Grave digging	3,432.00
574.801-01	12/06/2015	King Diesel & Maintenance Pty Ltd	2000 hour major service on loader	3,330.75
581.9-01	29/06/2015	Alcatraz Quarries	Clear fire breaks	3,300.00
576.385-01	19/06/2015	David Milne - Bores.Pumps.Filtratio	Repairs to leaking irrigation system	3,295.00
578.926-01	23/06/2015	Jacana Energy	May 15 - Power account	3,186.31
576.984-01	19/06/2015	Department of Local Government &	May 2015 Official Manager Reimbursement	3,141.60
581.596-01	29/06/2015	Area9 IT Solutions - HARDWARE	May 15 - IT support & assistance	2,863.72
574.129-01	12/06/2015	Vanderfield Northwest Pty Ltd	Replace rear brakes on Tip truck	2,788.56
581.485-01	29/06/2015	Miss B Heales	Reimburse - Project Management Course	2,750.00



**Creditor Accounts Paid for June 2015**

EFT/Cheque	Date	Payee	Description	Amount
576.280-01	19/06/2015	City of Darwin	TOPROC 2015/16 Membership Fee	2,586.00
574.926-01	12/06/2015	Jacana Energy	May 15 - Cemetery power account	2,505.03
573.806-01	3/06/2015	Zippy Cleaning & Maintenance Service	May 15 - Clean Litchfield Council Office	2,428.54
574.367-01	12/06/2015	Bunnings Group Limited	May 15 - Monthly hardware account	2,335.14
574.762-01	12/06/2015	Mr J Delaney	Consultancy - Provision of Technical Ser	2,274.00
574.316-01	12/06/2015	NT Broadcasters Pty Ltd	Mix FM - Freds Pass Show	2,222.00
581.699-01	29/06/2015	Bushfire Risk Management Services P	Finalisation of Fire Management Plan	2,174.15
581.980-01	29/06/2015	Practical Safety Australia	Supply protective work wear	2,038.09
581.187-01	29/06/2015	Norsign	Road signs	2,006.40
573.714-01	3/06/2015	Mr R N Turner	Rates Refund	2,000.00
573.384-01	3/06/2015	Ms C Vernon	May 15 - Authority Consulting	1,987.50
575.144-01	16/06/2015	Origin	LP Gas	1,888.15
581.599-01	29/06/2015	Welding & Maintenance Services NT	Repairs to compactor bin	1,870.00
578.953-01	23/06/2015	HWL Ebsworth Lawyers	Legal Fees Power of sale	1,815.00
574.98-01	12/06/2015	All Rural Mechanical	40,000km Service - Holden Ute	1,813.45
574.300-01	12/06/2015	Darwin Office Technology P/L	May 15 - Metered copier charges	1,578.44
578.837-01	23/06/2015	Rural Front End Loader Hire	Widen fire breaks	1,540.00
574.151-01	12/06/2015	Harvey Norman Computers/Electrical	iPhone & Monitor	1,528.00
578.78-01	23/06/2015	Power & Water Corporation	P/E 25/5/15 Water account	1,472.42
574.806-01	12/06/2015	Zippy Cleaning & Maintenance Service	May 15 - Office and Chapel cleaning	1,451.78
578.522-01	23/06/2015	Farmworld NT Pty Ltd	Repairs to Tractor PTO shaft	1,372.25
573.690-01	3/06/2015	Total Hydraulic Connections (NT) Pt	Replace hydraulic hose on backhoe	1,338.08
574.22-01	12/06/2015	Iron Mountain Australia Pty Ltd	May 15 - Record Management	1,332.44
578.950-01	23/06/2015	Metrocount (Microcom P/L)	Bitumen/textile road tape	1,331.00
574.861-01	12/06/2015	Darwin Truck & Machinery Pty Ltd	Filter kit for Hyundai loader	1,259.56
574.90-01	12/06/2015	Industrial Power Sweeping	Sweep road	1,251.25
581.994-01	29/06/2015	Mr W LI	Reimburse airfare - Traffic Counting Course	1,189.70
575.51-01	16/06/2015	Southern Cross Protection	May 15 - Office security service	1,150.25
575.926-01	16/06/2015	Jacana Energy	Apr 15 - MWF Power account	1,113.68
575.78-01	16/06/2015	Power & Water Corporation	Apr 15 - HSWS Water account	1,003.55
576.308-01	19/06/2015	Northern Transportables Pty Ltd	Building Certification	990.00
576.424-01	19/06/2015	S.E. Rentals PTY Ltd	Jun 15 - Copier lease	942.70
575.956-01	16/06/2015	Ironwood Consulting	Site Project Manager - Girraween roundabout	900.00
B Pay 93	19/06/2015	RTM Dept. of Attorney General & Jus	Fine - Exceeding speed limit	896.00
573.212-01	3/06/2015	Greening Australia	Supply trees for Cemetery	792.00
576.98-01	19/06/2015	All Rural Mechanical	70,000km Vehicle service	724.45
574.596-01	12/06/2015	Area9 IT Solutions - HARDWARE	May 15 - IT support & assistance	693.00
574.290-01	12/06/2015	Austeng Engineering Solutions	Supply PE Cell door	693.00
578.699-01	23/06/2015	Bushfire Risk Management Services P	Reimburse expenses - Bushfires Management	665.65
576.187-01	19/06/2015	Norsign	End School Zone signs	654.94
578.801-01	23/06/2015	King Diesel & Maintenance Pty Ltd	Repairs to hydraulic pump and ram	622.60
578.941-01	23/06/2015	Everlon Bronze	Bronze plaque	603.90
574.941-01	12/06/2015	Everlon Bronze	Bronze plaque	596.20
574.513-01	12/06/2015	GNK Boss Solutions	Weekend kennels cleaning	594.00
581.690-01	29/06/2015	Total Hydraulic Connections (NT) Pt	Repair hydraulic pump	576.35
574.36-01	12/06/2015	Bridge Toyota	Rubber tray mat for ute	514.11
573.941-01	3/06/2015	Everlon Bronze	Bronze Plaque	511.01
575.28-01	16/06/2015	Rural Fire Protection	Service fire equipment on vehicles	510.40
574.826-01	12/06/2015	Normist P/L (Darwin Bolt Supplies)	Bolts, shackle & hook	498.71
576.41-01	19/06/2015	Arno's Tyre Service	Tyre for backhoe	495.00
DD290615	30/06/2015	Westpac Cards & Direct Debits	Jun 15 - Credit card purchases	489.16
573.98-01	3/06/2015	All Rural Mechanical	60,000km Vehicle service	465.80
574.815-01	12/06/2015	Jeffress Advertising	Notice of road closure	452.63

**Creditor Accounts Paid for June 2015**

EFT/Cheque	Date	Payee	Description	Amount
578.930-01	23/06/2015	Coleman's Contracting & Earthmoving	Cartage of gravel	440.00
574.986-01	12/06/2015	Flight Publishing Pty Ltd (HATS)	Advertising 1/4 Page ad in the HATS Journal	440.00
574.97-01	12/06/2015	Cleanaway	May 15 - Clear bins at Cemetery	437.40
581.671-01	29/06/2015	Burson Automotive Pty Ltd (Coolalinga)	Grease,oil,rags for HDWS	412.59
578.717-01	23/06/2015	Northern Stone Solutions	Glory black desk for Cemetery COT	412.50
574.326-01	12/06/2015	Eyesight Security P/L	May 15 - Security service at Thorak Cemetery	397.61
576.826-01	19/06/2015	Normist P/L (Darwin Bolt Supplies)	Box of zinc coated bolts	396.50
576.785-01	19/06/2015	Arrow Bronze	Supply bronze plaque	392.70
574.522-01	12/06/2015	Farmworld NT Pty Ltd	Condenser for verge tractor	391.00
581.98-01	29/06/2015	All Rural Mechanical	70,000km Vehicle Service	379.35
578.31-01	23/06/2015	Top End Sign Sales	New hours sign for Berry Springs WS	363.00
578.599-01	23/06/2015	Welding & Maintenance Services NT	Repairs to rail bin 5 and welding to bin 4	352.00
576.599-01	19/06/2015	Welding & Maintenance Services NT	Repairs to spill tray on compactor	352.00
574.455-01	12/06/2015	Mini-Tankers Australia Pty Ltd	May 15 - Cemetery fuel account	348.67
00412823	2/06/2015	Litchfield Council Petty Cash	Petty cash reimbursement	347.40
574.423-01	12/06/2015	Coolalinga Newsagency	2/11/14 to 30/5/15 - Newspaper account	338.60
581.941-01	29/06/2015	Everlon Bronze	Bronze plaque	322.30
B-Pay-92	4/06/2015	RTM Motor Vehicle Registry - MVR	Kubota Tractor Rego - CA22TA	314.90
573.928-01	3/06/2015	RSEA Pty Ltd	Uniforms/Protective Clothing	313.89
00412831	24/06/2015	Litchfield Council Petty Cash	Petty cash reimbursement	309.35
578.134-01	23/06/2015	Figleaf Pool Products	Jun 15 - Sample water testing	303.40
576.36-01	19/06/2015	Bridge Toyota	10,000km service Rav4	290.93
573.280-01	3/06/2015	City of Darwin	Apr 15 - Adjust Dump Fees	287.68
574.922-01	12/06/2015	Titan Plant Hire Pty Ltd	Hire tip truck	279.40
581.835-01	29/06/2015	Outback Auto Electrics &	Repair lights on tractor	276.50
574.25-01	12/06/2015	RTM Integrated Land information Sys	May 15 - Land search	264.00
DD220615	23/06/2015	S.E. Rentals PTY Ltd	Jun 15 - Cemetery copier lease	260.79
574.132-01	12/06/2015	Airpower NT Pty Ltd	Parts for mower	259.80
574.490-01	12/06/2015	Combined IT Solutions Pty Ltd	June 15 - Tracking system data access	255.20
576.928-01	19/06/2015	RSEA Pty Ltd	Uniforms/Protective Clothing	255.19
578.452-01	23/06/2015	Top End Diesel Pty Ltd	Fuel, oil & air filters for backhoe	249.87
574.61-01	12/06/2015	Greenthemes Indoor Plant & Hire	May 15 - Indoor plant hire	242.30
574.371-01	12/06/2015	Aardvark Crane & Tilt	Transport abandoned vehicle	242.00
576.918-01	19/06/2015	Sam Eyles Refrigeration &	Repair Panasonic Air Conditioner	228.25
581.220-01	29/06/2015	The Big Mower	Service and repair blower	226.35
575.928-01	16/06/2015	RSEA Pty Ltd	Safety glasses, dust masks & pick up too	226.23
574.575-01	12/06/2015	Cyclone Motorcycles	Supply service kits for quad bikes	225.60
578.512-01	23/06/2015	Selter Shaw Plumbing Pty Ltd	Water mains repairs	225.23
576.790-01	19/06/2015	Bobtow Tilt Tray Services	Transport tractor	220.00
581.132-01	29/06/2015	Airpower NT Pty Ltd	Pins & bushing for bobcat	216.59
576.506-01	19/06/2015	Turbo's Tyres	Repair tractor tyre	214.50
578.90-01	23/06/2015	Industrial Power Sweeping	Jun 15 - Sweep cycle path	206.25
578.508-01	23/06/2015	EASA	May 2015 - EAP Counselling Sessions	201.43
575.953-01	16/06/2015	HWL Ebsworth Lawyers	Dog management By-Laws	198.00
581.158-01	29/06/2015	NT Electrical Group	Replace oven element	165.00
574.866-01	12/06/2015	AUT Electrics	Repair revolving light on Bobcat	154.00
578.126-01	23/06/2015	Water Dynamics Darwin Irrigation	Irrigation parts	150.04
574.987-01	12/06/2015	Miss C McKelvie	Reimbursement for safety boots	150.00
576.985-01	19/06/2015	Mobile Milling & Slabbing	Supply 3 grave posts	150.00
574.58-01	12/06/2015	Staples Australia Pty Ltd (Corporate)	Stationery	148.86
581.484-01	29/06/2015	Ms D M Chellingworth	Reimbursement - Mobile phone	144.90

**Creditor Accounts Paid for June 2015**

EFT/Cheque	Date	Payee	Description	Amount
573.828-01	3/06/2015	Howard Springs Veterinary Clinic	Zolotil 100 (sedative)	140.80
574.147-01	12/06/2015	Geminex Totally Workwear	Supply 3 Shirts	137.28
576.7-01	19/06/2015	AllTools NT	Repair jackhammer	136.00
B-Pay 94	28/06/2015	Sensis Pty Ltd	Jun 15 - Yellow Pages Directory Listing	134.20
B-Pay 91	4/06/2015	Sensis Pty Ltd	May 15 - Yellow Pages Directory Listing	134.20
574.976-01	12/06/2015	CNH Industrial P/L ( Case VIC)	Freight for parts for Case Backhoe	132.00
578.608-01	23/06/2015	Hitachi Construction Machinery (	20 L Hydraulic Oil for tractor	131.67
575.85-01	16/06/2015	TELSTRA	May15 -Cemetery phone account	131.59
576.441-01	19/06/2015	Caps Hire (Wilson Hire)	Hire scissor lift	126.50
581.58-01	29/06/2015	Staples Australia Pty Ltd (Corporate)	toilet paper, hand towels	123.40
581.826-01	29/06/2015	Normist P/L (Darwin Bolt Supplies)	Supplies for memorial maintenance	123.28
575.99-01	16/06/2015	SBA Office National	A3 & A4 Copy paper	121.60
581.189-01	29/06/2015	HD Enterprises P/L (HD Pump Sales &	Bush & connector for irrigation	111.99
578.671-01	23/06/2015	Burson Automotive Pty Ltd (Coolalinga)	Grease, oil & degreaser	104.34
573.659-01	3/06/2015	Litchfield Springs Water Pty Ltd	5x 15 L water bottles	100.00
574.928-01	12/06/2015	RSEA Pty Ltd	Supply lenses for goggles	98.10
578.980-01	23/06/2015	Practical Safety Australia	12 x Rigger gloves	92.40
574.540-01	12/06/2015	Hosepower (NT) Pty Ltd	Repair hose on tractor	88.61
575.600-01	16/06/2015	Miss Y J Davidson	Reimbursement for Diesel Fuel	88.37
573.58-01	3/06/2015	Staples Australia Pty Ltd (Corporate)	Mouse & Whiteboard Markers	88.25
B-Pay 92	4/06/2015	RTM Motor Vehicle Registry - MVR	Box Trailer Rego - TG8510	88.05
573.55-01	3/06/2015	Chubb Fire & Security Pty Ltd	Alarm response	82.50
573.876-01	3/06/2015	NT Ice	30 Bags of Ice	82.50
578.876-01	23/06/2015	NT Ice	30 bags of ice	82.50
578.212-01	23/06/2015	Greening Australia	Native plants	79.97
578.457-01	23/06/2015	Tyres,Batteries & Accessories (TBA	Mower tyre repair	66.00
578.30-01	23/06/2015	Territory Springwater Pty Ltd	6 Bottles of water	63.00
575.58-01	16/06/2015	Staples Australia Pty Ltd (Corporate)	Stationery	61.72
581.99-01	29/06/2015	SBA Office National	A3 & A4 Copy paper	60.80
573.99-01	3/06/2015	SBA Office National	A4 & A3 Copy paper	60.80
573.982-01	3/06/2015	Ms T Howard-Lamaro	Reimbursement for Criminal History Check	55.00
581.989-01	29/06/2015	Ms V J Wellman	Reimbursement for Criminal History Check	55.00
574.820-01	12/06/2015	Consolidated Bearing Company ( CBC	2 x 45cm flexi grease gun nozzles	53.99
575.30-01	16/06/2015	Territory Springwater Pty Ltd	Bottled water	52.50
578.560-01	23/06/2015	Jobfit Health Group Pty Ltd	2 x Flu vaccinations	50.60
578.885-01	23/06/2015	Humpty Doo Diesel	Registration inspection - tractor	50.00
574.7-01	12/06/2015	AllTools NT	20 x 5 inch grinder blades	49.80
578.514-01	23/06/2015	Veolia Environmental Services	May 15 - Clear cardboard bin	48.07
574.126-01	12/06/2015	Water Dynamics Darwin Irrigation	Irrigation parts	40.69
575.989-01	16/06/2015	Ms V J Wellman	Reimburse medical expense	37.95
576.226-01	19/06/2015	Barnyard Trading Pty Ltd	Service kit for sprayer	36.89
576.715-01	19/06/2015	Palmerston Computerized Embroidery	Embroider shirts	33.00
581.126-01	29/06/2015	Water Dynamics Darwin Irrigation	Irrigation parts	29.15
573.189-01	3/06/2015	HD Enterprises P/L (HD Pump Sales &	7 Pin Socket	26.58
574.189-01	12/06/2015	HD Enterprises P/L (HD Pump Sales &	Trailer plug	24.43
576.671-01	19/06/2015	Burson Automotive Pty Ltd (Coolalinga)	12v globes	21.34
573.522-01	3/06/2015	Farmworld NT Pty Ltd	Drawbar pin & globe	21.00
576.189-01	19/06/2015	HD Enterprises P/L (HD Pump Sales)	Wire rope grip	18.01
<b>Total</b>				<b>\$ 1,205,589.59</b>

## 2.5 Statement of Credit Card Transactions

### Credit Card Transactions for June 2015

STAFF MEMBER	DETAILS	COST CODES	GROSS	GST
<b>Diane Chellingworth</b> Business & Economic Development Manager	Advance Australia Fair download	3020.340.673	\$ 1.69	\$ -
<b>Valerie Urbain</b> Finance Manager	Advanced PDF Software	3000.355.638	\$ 395.47	\$ -
<b>Andrew Farrell</b> Property & Assets Manager	Amnet - Network Monitoring	3120.360.638	\$ 50.00	\$ 4.55
<b>Total</b>			<b>\$ 447.16</b>	<b>\$ 4.55</b>

	Contingency	Election	Infrastructure	Humpty Doo Waste Transfer Station	MWF Amenities Machinery Shed	Property Realignment	Plant and Vehicle Replacement	Developer Contributions #*	Total	Council Minute & Meeting
	\$	\$	\$	\$		\$	\$	\$	\$	
	2,842,427	67,000	4,666,400	1,032,364	832,000	581,630	581,682	800,221	11,403,724	
<b>Transfers to Reserves:-</b>	-	14,000	-	405,931	-	-	-	630,438	1,050,369	
<b>Transfers from Reserves:-</b>										
2014/15 Budget			(1,000,000)			(50,000)		(52,578)		Municipal Plan 2014/15
Dirt Girl World Get Grubby Program	(7,500)									FR14/WRE/001LI Oct-14
Howard Springs BMX Track			(50,000)							FR14/RG/054 Oct-14
Wadham Lagoon Flood Mitigation Plan			(50,000)							PW14/RFWL/001LI Oct-14
New position - Asset Accountant			(50,000)							PA14/ST/026 Nov-14
Revaluation of Assets			(76,999)							FR14/ROA/001LI Nov-14
MWF Signs Tender Equipment							(99,500)			PA14/ST/027 Nov-14
MWF Patching Tender Equipment							(25,000)			PW14/CP/108LI Dec-14
Waste Management & Disposal Services	(50,000)									PW14/DUMPS/001LI Dec-14
December 2014 Budget Review	(515,400)			800,000	(832,000)		(198,700)			FR15/BR/002 Feb-15
Building Compliance Freds Pass Reserve	(35,000)									FR15/FPRF/003 Feb-15
Humpty Doo Bowls Grant	(30,000)									FR15/GG/001 Mar-15
May 2015 Budget Review				16,658				52,578		15/0011 Jun-15
<b>Balance as at 30/06/15</b>	<b>2,204,527</b>	<b>81,000</b>	<b>3,439,401</b>	<b>2,254,953</b>	<b>-</b>	<b>531,630</b>	<b>258,482</b>	<b>1,430,659</b>	<b>10,200,652</b>	

#Renamed from "Infrastructure Developer Levy"

\*Externally restricted reserve

<b>Agenda Item No:</b>	12.1	<b>Report Number:</b>	15/0024
<b>Report Title:</b>	Meeting Dates		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infxpert Number/s:</b>	113832
<b>Attachments:</b>	0		

### Summary:

#### Recommendation:

1. THAT Council receive Report Number 15/0024.
2. THAT Council adopt the scheduling of two Council Meetings per month, to be held on the first and third Thursday of each month commencing at 6.30p.m.
3. THAT Council adopt the scheduling of one Thorak Regional Cemetery Board meeting per month on the third Thursday of each month after the Council Meeting.

### Background:

Section 61 of the Local Government Act states that Council must hold a meeting of its members at least once in each successive period of 2 months.

On the 9<sup>th</sup> October 2014 it was resolved that Council pursuant to Section 58 (1) of the *Local Government Act 2012* Ordinary Meetings of Litchfield Council will be held from 6.30 pm in Council's Chambers, on the third Thursday of the Month.

Council needs to improve and add several policies, there are several (approximately 43) reports which require Council resolution. In order to meet the workload two meetings per month are required.

### Links with Strategic Plan:

5. Effective Council Management

### Legislative and Policy Implications:

Section 58 of the Local Government Act 2015 states that Council must hold a meeting of its members at least once in each successive period of 2 months.

### Financial Implications:

Nil

### Risks:



Nil

Recommending Officer:	Ben Dornier, Acting Chief Executive Officer
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

**Attachment/s Title:**

<b>Agenda Item No:</b>	12.2	<b>Report Number:</b>	15/0022
<b>Report Title:</b>	Organisational Change Policy		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113508
<b>Attachments:</b>	1		

### Summary:

In order to ensure that organizational changes which occur adhere to clear principles aligned with the strategic priorities of Council, a draft LC50 Organisational Change Policy has been prepared for Council's consideration.

### Recommendation:

1. **THAT Council receive Report Number 15/0022.**
2. **THAT Council adopt LC50 Organisational Change Policy.**

### Background:

Over the past several months a number of governance issues have arisen within Council. These include:

- Substantial changes to the organisational structure of Council. This includes the creation of new business units (Projects Office, Customer Service, Business and Economic Development) where existing functions of Council were re-ordered, and new services created. Only anecdotal explanation for many of these changes exists, and it is unlikely that any specific design principles were adhered to.
- Several new positions were created without budget approval, recruitment carried out, and positions filled. These positions were not accounted for within Council's staffing plan.
- Existing staff were in many cases reclassified without regards to the position description and responsibilities associated with the position. This came at significant expense, which was not approved by Council.
- There has not been a clear understanding of how best to interpret Section 103 of the Local Government Act with regards to a Staffing Plan.
- The majority of changes were not reported to Council.
- Reporting lines have been unclear, responsibility and authority did not support effective decision making, and there was little or no alignment with Council's stated strategic priorities. Due to this lack of decision making ability, legal costs have grown considerably as officers have needed to rely on outside legal opinions.

In order to ensure that organizational change is planned and carried out effectively in the future, as well as to ensure that Council is kept informed of these changes appropriately, LC50 Organisational Change Policy has been drafted based on generally accepted principles, adjusted where appropriate for Litchfield Council. These principles include:

#### 1. Achievement

The focus on achievement of organisational strategy and goals. Any proposed organisational change must support a focus on excellence in pursuit of outcomes and alignment with the strategic priorities set by Council.

2. Responsibility

Clear and aligned roles and responsibilities must be identified. This includes clear lines of accountability, clearly defined roles and responsibilities aligned to strategic outcomes, and appropriately classified roles based on desired outcomes. Any proposed organisational change must support accountability and role clarity.

3. Effectiveness

The efficient and effective management of resources is a key design principle. This includes the alignment of roles and functions to purpose and strategy, efficient allocation of resources, manageable spans of control, minimum levels of management and authority, and effective and timely decision making in support of day to day operations. Any proposed organisational change must support efficient and sustainable operations of Council.

4. Continuous Improvement

A collaborative workplace focused on continuous improvement will encourage cooperation and teamwork between teams and roles within the organisation. This encourages a focus on performance and efficiency. Any proposed organisational change must promote a culture of collaboration and a focus on continuous improvement.

5. Flexibility

As our community changes, so must our organisation maintain the flexibility necessary to respond and adapt to future growth and to changing and emerging service needs. Any proposed organisational change must continue to emphasise flexibility and agility.

The policy also sets out the definition of “Staffing Plan” for the purposes of Section 103 of the Local Government Act, and identifies the trigger point for Council approval for any organizational change.

- a. The Staffing Plan, for the purposes of Section 103 of the Local Government Act, shall consist of
  - i. an organisational chart displayed by function and including the number of full time equivalent (FTE) staff carrying out this service;
  - ii. an organisational chart displayed by role and including reporting lines;
  - iii. a salaries and wages budget associated with resourcing the organisation.
- b. Where the Chief Executive Officer plans to restructure the organisation in a manner that increases the salaries and wages budget in the adopted Staffing Plan, substantially changes a service delivered by Council, or adds an additional service, the CEO shall prepare a report to Council outlining how this change adheres to the Organisational Design Principles for approval by Council.
- c. Where the proposed organisational change has no nett effect on either the budget or on Council services, the Chief Executive Officer will report this change, including a description of how the Organisational Design Principles have been adhered to, for Council’s information only.

**Links with Strategic Plan:**

- 1 Effective leadership and governance

**Legislative and Policy Implications:**

Section 103 of the Local Government Act requires the Chief Executive Officer to appoint staff in accordance with a staffing plan. There is, however, no existing definition of 'staffing plan' as interpreted by Litchfield Council.

**Financial Implications:**

This policy will strengthen financial oversight by Council over future staffing considerations.

**Risks:**

Council has suffered enormously over the past financial year from organisational change activities occurring, including unapproved recruitment, unapproved salary expenditure, and resulting effects caused by lack of clarity in decision making and authority. This policy seeks to address these ongoing risks to prevent this from happening again.

Recommending Officer:	BEN DORNIER – ACTING CHIEF EXECUTIVE OFFICER
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title: LC50 Organisational Change Policy

<b>POLICY TITLE:</b>	<b>Organisational Change</b>
<b>POLICY NUMBER:</b>	
<b>CATEGORY:</b>	<b>Council Policy</b>
<b>CLASSIFICATION:</b>	<b>Administrative</b>
<b>STRATEGIC PLAN REFERENCE:</b>	<b>1. Effective leadership and governance</b>
CORPORATE GOVERNANCE AND PERFORMANCE :Provide systems of council governance and service delivery that are safe, financially sustainable, accountable, equitable and efficient	
<b>STATUS:</b>	<b>Council Resolution</b>

<b>Date Approved:</b>		<b>Approved By:</b>		<b>Date for review:</b>	
<b>Date Approved:</b>		<b>Approved By:</b>		<b>Date for review:</b>	
<b>Date Approved:</b>		<b>Approved By:</b>		<b>Date for review:</b>	
<b>Date Approved:</b>		<b>Approved By:</b>		<b>Date for review:</b>	

## POLICY STATEMENT:

Organisational change is periodically necessary in order to ensure the organisation is capable of meeting the needs of constituents in the most efficient, cost effective and compliant manner possible. This policy sets in place the principles upon which an organisational review is to be carried out, and the reporting requirements necessary prior to implementation.

## PROCESS

### 1. Organisational Design Principles

The design and structure of the organisation, as well as any proposed changes to it, must adhere to the following Organisational Design Principles:

- a. Achievement  
The focus on achievement of organisational strategy and goals. Any proposed organisational change must support a focus on outcomes and alignment with the strategic priorities set by Council.
- b. Responsibility  
Clear and aligned roles and responsibilities must be identified. This includes clear lines of accountability, clearly defined roles and responsibilities aligned to strategic outcomes, and appropriately classified roles based on desired outcomes. Any proposed organisational change must support accountability and role clarity. Position titles should give a clear indication of the responsibilities of the position.
- c. Effectiveness  
The efficient and effective management of resources is a key design principle. This includes the alignment of roles and functions to purpose and strategy, efficient allocation of resources, manageable spans of control, minimum levels of management and authority, and effective and timely decision making in support of day to day operations. Any proposed organisational change must support efficient and sustainable operations of Council.

d. Continuous Improvement

A collaborative workplace focused on continuous improvement will encourage cooperation and teamwork between teams and roles within the organisation. This encourages a focus on performance and efficiency. Any proposed organisational change must promote a culture of collaboration and a focus on continuous improvement.

e. Flexibility

As our community changes, so must our organisation maintain the flexibility necessary to respond and adapt to future growth and to changing and emerging service needs. Any proposed organisational change must continue to emphasis flexibility and agility.

## 2. Planning Organisational Change

The Chief Executive Officer is responsible under the Local Government Act for staffing issues, including the preparation of a staffing plan as part of the annual budget deliberations.

a. The Staffing Plan, for the purposes of Section 103 of the Local Government Act, shall consist of

- i. an organisational chart displayed by function and including the number of full time equivalent (FTE) staff carrying out this service;
- ii. an organisational chart displayed by role and including reporting lines;
- iii. a salaries and wages budget associated with resourcing the organisation.

b. Where the Chief Executive Officer plans to restructure the organisation in a manner that increases the salaries and wages budget in the adopted Staffing Plan, substantially changes a service delivered by Council, or adds or subtracts an additional service, the CEO shall prepare a report to Council outlining how this change adheres to the Organisational Design Principles for approval by Council.

c. Where the proposed organisational change has no nett effect on either the budget or on Council services, the Chief Executive Officer will report this change, including a description of how the Organisational Design Principles have been adhered to, for Council's information only.

## PERIOD COVERED BY THE POLICY

Until rescinded or amended by Council resolution.

## REFERENCES:

Policy Number:	
Policy Owner:	<b>Chief Executive Officer</b>
Endorsed by:	
Final Approval:	
Date Approved:	
Revision Date:	
Amendments:	

Related Policies:	
Related Publications:	

**CONTACT PERSON:**

<b>Contact Person</b>	<b>Ben Dornier</b>
<b>Position</b>	<b>(Acting) Chief Executive Officer</b>
<b>Extension</b>	<b>621</b>
<b>Email Address</b>	<b>ceo@lsc.nt.gov.au</b>

DRAFT

<b>Agenda Item No:</b>	12.3	<b>Report Number:</b>	15/0021
<b>Report Title:</b>	Register of Sub Delegations from CEO to Staff		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113506
<b>Attachments:</b>	1		

#### **Summary:**

At the 18 June 2015 meeting of Council, a resolution was passed requiring the Chief Executive Officer to table a Register of Sub Delegations. Improvements in the existing sub delegations have been identified and changes made. This is attached for the information of Council.

#### **Recommendation:**

- 1. THAT Council receive Report Number 15/0021.**

#### **Background:**

At the 18 June 2015 meeting of Council, new delegations to the Chief Executive Officer were established by resolution. Resolution 15/0016/07 required the CEO to review and improve the sub delegations existing within the organization and bring a new Register of Sub Delegations to Council.

Section 102 of the Local Government Act provides the Chief Executive Officer to sub delegate powers and authorities to officers. This assists in the expedient exercise and performance of these powers and authorities. Attached to this report is an updated Delegations Manual which represents the Register of Sub Delegations required by resolution.

#### **Notable changes:**

- Regulation 29(2) of the Local Government (Accounting) Regulations requires tender responses be opened either by Council itself, or by a committee of 3 members of Council's staff. A committee consisting of the CEO, General Manager Infrastructure and Planning, and Director of Corporate Services, now have appropriate delegations to ensure compliance in the future.
- An unreasonable amount of officers had been appointed Authorised Persons for the purposes of Section 112 of the Local Government Act. To ensure appropriate use of these powers, the number has been significantly reduced.
- The purchasing card of the Mayor has been removed, in accordance with best practice.
- Financial Sub Delegations to staff have been rationalized – purchasing cards and limits have been reduced, officers with purchasing approval reduced, and some thresholds adjusted to ensure efficiency within the organization.
- Regulatory Services have been adjusted to ensure they are authorized to enforce Council's authorities and powers under the Traffic Act, Australian Road Rules, and Traffic Management and Parking Provisions in Schedule 3 of the Traffic Regulations (NT).



**Links with Strategic Plan:**

- 1 Effective leadership and governance

**Legislative and Policy Implications:**

Section 102 of the Local Government Act provides the Chief Executive Officer with the authority to delegate and sub delegate powers and authorities.

**Financial Implications:**

Some adjustments within the purchasing processes of Council will need to occur due to changes within the financial sub delegations, which will assist in financial oversight.

**Risks:**

Substantial risks associated with officers carrying out actions for which they are not authorised has been avoided through these changes, and the CEO will continue to review the sub delegations to ensure they are operating appropriately.

Recommending Officer:	BEN DORNIER – ACTING CHIEF EXECUTIVE OFFICER
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title: Delegations Manual 13 July 2015



**LITCHFIELD  
COUNCIL**

*Community effort is essential*

# Delegations Manual

Approved:

Ben Dornier, (Acting) Chief Executive Officer

Date:

20 July 2015

<b>PART A</b>	<b>PROTOCOLS FOR THE USE OF DELEGATIONS</b>
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The following protocols govern the use of delegated authority. It is the responsibility of the officer exercising delegated authority to be aware of any restrictions on the exercise of that authority and to comply with the restrictions.

1. Any exercise of delegated authority is subject to compliance with
  - Any relevant provisions of the Local Government Act and Regulations
  - Any other legislative requirements
  - Any applicable Council policy
  - The relevant provisions of any Council By-law
2. Delegated authority should not be exercised where a conflict of interest exists or where it may be perceived to exist.
3. Delegation by the Council to the CEO does not prevent Council itself either from acting itself or revoking or varying the delegation at any time.
4. Delegation by the CEO likewise does not preclude the CEO from acting or revoking or varying the delegation at any time.
5. Delegation requires judgment. It is not appropriate to exercise delegated authority in all circumstances and some decisions, which may be contentious or attract high public interest or where no clear policy guidelines exist should be referred to the CEO or Council as appropriate.
6. At all times officers exercising delegated authority are required to act reasonably.

<b>PART B</b>	<b>DELEGATIONS TO THE CHIEF EXECUTIVE OFFICER</b>
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In order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business, Litchfield Council resolved on 18 June 2015 to establish the following delegations to the Chief Executive Officer pursuant to Section 32 of the Local Government Act:

*Council approves that pursuant to Section 32 of the Local Government Act, Council delegates to the Chief Executive Officer its powers and functions under the Local Government Act 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 32(3) of the Local Government Act*
- II. *Sections 22 and 24 regarding the adoption of the Municipal Plan including the Annual Budget*
- III. *Section 26(2) use of Common Seal requires decision of Council*
- IV. *Section 46 appointment to fill casual vacancy on Council*
- V. *Section 49 establishment of Local Boards*
- VI. *Section 54 establishment of Council Committees*
- VII. *Section 68 calling meetings for elections*
- VIII. *Where Council has adopted a Council Policy, delegations are limited as set out in the Policy*

*Resolution Number 15/0016/02*

*Council approves that pursuant to Section 112 of the Local Government Act, Council appoints the Chief Executive Officer as an Authorised Person.*

*Resolution Number 15/0016/03*

*Council approves that pursuant to Section 32 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 Rural Dog Management By-Laws.*

*Resolution Number 15/0016/04*

*Council approves that pursuant to Section 32 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, and that all expenditure outside of the adopted budget require a Council resolution.*

*Resolution Number 15/0016/05*

*Council revokes all previous delegations to the Chief Executive Officer.*

*Resolution Number 15/0016/06*

<b>PART C</b>	<b>SUB DELEGATIONS: FINANCIAL DELEGATIONS</b>
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The following financial sub delegations are made by the CEO to specific officers pursuant to Section 102 of the Local Government Act, subject to compliance with all legislative requirements and Council policies and procedures. All financial delegations are to be exercised only if the purchase is either within the budget approved by Council, or there is a Council resolution to do so.

Purchase Card Holder	Limit	Individual Transaction
Chief Executive Officer	\$10,000	Card Limit
General Manager Infrastructure and Planning	\$5,000	\$5,000
Director of Corporate Services	\$5,000	\$5,000
Regulatory Services Manager	\$5,000	\$1,000
Council Secretary	\$5,000	\$1,000
Thorak Operation Manager	\$5,000	\$1,000
Road Network Manager	\$5,000	\$1,000
Finance Manager	\$5,000	\$1,000
Mobile Work Force Manager	\$5,000	\$1,000

Officer Approving Orders		Payment Approval
Chief Executive Officer		\$500,000
General Manager Infrastructure and Planning		\$100,000
Director of Corporate Services		\$30,000
Finance Manager		\$30,000
Governance Manager		\$30,000
Planning Engineer		\$20,000
Road Network Manager		\$20,000
Works Supervisor		\$20,000
Thorak Operations Manager		\$20,000
Record Management Officer		\$5,000
Regulatory Services Manager		\$5,000
Mobile Workforce Manager		\$5,000
Waste Manager		\$5,000
Information Manager		\$2,000
PR & Community Support		\$2,000
Thorak Leading Hand		\$2,000
Rates Officer		\$2,000
Council Secretary		\$2,000

Cheque Signatories/Electronic Disbursement		
Chief Executive Officer		
Director of Corporate Services		
Finance Manager		

<b>PART D</b>	<b>SUB DELEGATIONS: GENERAL MANAGER INFRASTRUCTURE AND PLANNING</b>
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The General Manager Infrastructure and Planning, and members of staff appointed by the CEO from time to time to act in that capacity, is delegated the following authority:

**Expenditure**

To commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the approved budget. This delegation is limited to a maximum of the dollar value set forth in PART C and in force at the time funds are committed.

**Issue of Permits or Notices**

To issue dispensations, permits, licences or notices in accordance with any Act, Regulation or By-law subject to compliance with any particular Council policy, and to fix any fees including expiation fees.

**Temporary Staff**

To appoint, establish conditions of employment and terminate temporary and casual staff subject to the availability of funds.

**Advertisements**

To authorise advertisements in the media relevant to Departmental operations.

**Contracts**

To:

- Extend period contracts in accordance with options in the tender documents or otherwise vary such contracts by the addition, deletion or variation in the frequency of activities to meet changing circumstances or budgetary requirements.
- Extend lump sum contracts to cover variations and delays outside the contractors control and to vary the contract value by up to 5% of the contract value subject to budget.
- To approve total variations to contracts during the progress of works to a limit of 5% of the total contract sum in aggregate.

**Fees**

To recommend to the CEO reduce or waive fees and charges to a maximum value of \$400.

**Tenders**

To give public notice of the calling of tenders for the provision of supplies; to act as one of the three authorised officers for the purposes of Regulation 29 of the Local Government (Accounting) Regulations 2008 and to be present at the opening of tenders pursuant to Regulation 29(2) of those regulations.

**Traffic Act, Control of Roads Act and Australian Road Rules**

To act as the 'competent authority' pursuant to the Traffic Act, Control of Roads Act and the Australian Road Rules.

**Local Government Act, Regulations and By-laws**

To act on behalf of Council in relation to Division 4 – Roads - of the Local Government Act , the Local Government (Road Opening and Closing) Regulations and Council By-laws.

**Planning Act**

To:

- Make recommendations for the approval, conditional approval or rejection of Development Applications in accord with Council's Development Assessment Policy.
- Approve Engineering drawings and specifications associated with the subdivisional development of land and its infrastructure relevant to Council's area of responsibility as the competent authority.

**Drawings, Specifications, Plans**

To authorise and sign technical documents or annexure to contracts including but not limited to a drawing, specifications, plans etc.

#### **Action in Respect to Damaged Assets**

To determine action to be taken with respect to damage to assets or services or prevention of access to facilities.

#### **Private Memorials**

To approve applications for private memorials in Council public spaces in accordance with Council policy.

#### **Community Signs**

To approve the erection of community signage on land under the care and control of the Council.

#### **Litchfield Council By-laws, Traffic Act and Australian Road Rules and Traffic Management and Parking Provisions contained in Schedule 3 of the Traffic Regulations (NT) – Australian Road Rules**

To act on behalf of Council in the administration and enforcement of Council By-laws, Traffic Act and Australian Road Rules and Traffic Management and Parking Provisions contained in Schedule 3 of the Traffic Regulations (NT) – Australian Road Rules, including but not limited to waiving or varying the payment terms of any infringement notice.

<b>PART E</b>	<b>SUB DELEGATION: DIRECTOR OF CORPORATE SERVICES</b>
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The Director of Corporate Services, and any member of staff appointed by the CEO from time to time to act in that position, is delegated the following authority:

#### **Rates and Charges Pursuant to Chapter 11 of the Local Government Act**

To:

- Maintain the Assessment Record in accord with Section 152 of the Local Government Act, including the signing of Certificates of Liabilities pursuant to Section 256 of the Local Government Act.
- Make an apportionment of Rates on behalf of Council pursuant to Section 146 of the Local Government Act.
- Remit all or part of any penalty for late payment pursuant to Section 163 of the Local Government Act (where satisfied that there is a satisfactory reason for the late payment or that the payment of the penalty could cause hardship) along with any associated expenses and legal fees.
- Take action against a person for the recovery of unpaid rates and charges including tracing charges pursuant to Section 170 and 171 of the Local Government Act.

#### **Investments**

Invest surplus funds on behalf of Council pursuant to Section 121 of the Local Government Act.

#### **Commercial Property**

To manage Council's commercial property folio including entering into leases and setting rentals.

#### **Records**

To determine disposal and archiving schedules for Council records in accord with any legislative requirements and dispose of records in accordance with those schedules.

#### **Lost or Damaged Property**

To write off any property lost, stolen, damaged or destroyed to a maximum of \$500 or recommend to CEO the write off any lost or stolen money to a maximum value of \$100.

#### **Information Act**

To make decisions under Part 3 (Access and Correction Rights) in relation to inquiries about access to information and correcting personal information.

#### **Debtors**

To write off any fees or charges other than rates and charges raised pursuant to Part 4 of the Local Government Act to a maximum value of \$400 (subject to compliance with the requirements of Regulation 27 of the Local Government Act); and to approve an extension of time to pay any debtor account due to Council including rates and charges raised pursuant to Part 4.

#### **Tenders**

To give public notice of the calling of tenders for the provision of supplies; to act as one of the three authorised officers for the purposes of Regulation 29 of the Local Government (Accounting) Regulations 2008 and to be present at the opening of tenders pursuant to Regulation 29(2) of those regulations.

#### **Issue of Permits or Notices**

To issue dispensations, permits, licences or notices in accordance with any Act, Regulation or By-law subject to compliance with any particular Council policy, and to fix any fees including expiation fees.

#### **Contracts**

To:

- Extend period contracts in accordance with options in the tender documents or otherwise vary such contracts by the addition, deletion or variation in the frequency of activities to meet changing circumstances or budgetary requirements.
- Extend lump sum contracts to cover variations and delays outside the contractors control and to vary the contract value by up to 5% of the contract value subject to budget.
- To approve total variations to contracts during the progress of works to a limit of 5% of the total contract sum in aggregate.

#### **Temporary Staff**

To appoint, establish conditions of employment and terminate temporary and casual staff subject to the availability of funds.

#### **Advertisements**

To authorise advertisements in the media relevant to Departmental operations.

<b>PART F</b>	<b>SUB DELEGATION: FINANCE MANAGER</b>
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The Finance Manager, and any member of staff appointed by the CEO to act in that position from time to time, is delegated the following authority:

#### **Expenditure**

To commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the approved budget. This delegation is limited to a maximum of the dollar value set forth in PART C and in force at the time funds are committed.

#### **Rates and Charges Pursuant to Chapter 11 of the Local Government Act**

To:

- Maintain the Assessment Record in accord with Section 152 of the Local Government Act, including the signing of Certificates of Liabilities pursuant to Section 256 of the Local Government Act.
- Make an apportionment of Rates on behalf of Council pursuant to Section 146 of the Local Government Act.
- Remit all or part of any penalty for late payment pursuant to Section 163 of the Local Government Act (where satisfied that there is a satisfactory reason for the late payment or that the payment of the penalty could cause hardship) along with any associated expenses and legal fees.
- Take action against a person for the recovery of unpaid rates and charges including tracing charges pursuant to Section 170 and 171 of the Local Government Act.

#### **Investments**

Invest surplus funds on behalf of Council pursuant to Section 121 of the Local Government Act.

**Cash Advances**

To vary the number and amount of cash advances within any limits prescribed by the Council.

**Debtors**

To write off any fees or charges other than rates and charges raised pursuant to Part 4 of the Local Government Act to a maximum value of \$400 (subject to compliance with the requirements of Regulation 27 of the Local Government Act); and to approve an extension of time to pay any debtor account due to Council including rates and charges raised pursuant to Part 4.

<b>PART G</b>	<b>SUB DELEGATION: REGULATORY SERVICES MANAGER</b>
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The Regulatory Services Manager, and any member of staff appointed by the CEO to act in that position from time to time, is delegated the following authority:

**Expenditure**

To commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the approved budget. This delegation is limited to a maximum of the dollar value set forth in PART C and in force at the time funds are committed.

**Traffic Act and Australian Road Rules and Traffic Management and Parking Provisions contained in Schedule 3 of the Traffic Regulations (NT) – Australian Road Rules**

To act on behalf of Council in the administration and enforcement of Council By-laws, Traffic Act and Australian Road Rules and Traffic Management and Parking Provisions contained in Schedule 3 of the Traffic Regulations (NT) – Australian Road Rules, including but not limited to waiving or varying the payment terms of any infringement notice.

<b>PART H</b>	<b>SUB DELEGATION: THORAK REGIONAL CEMETERY MANAGER</b>
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The Thorak Regional Cemetery Manager, and any member of staff appointed by the CEO from time to time to act in that position, is delegated the following authority:

**Expenditure**

To commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the approved budget. This delegation is limited to a maximum of the dollar value set forth in PART C and in force at the time funds are committed.

**Temporary Staff**

To appoint, establish conditions of employment and terminate temporary and casual staff subject to the availability of funds.

<b>PART I</b>	<b>SUB DELEGATION: GOVERNANCE MANAGER</b>
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The Governance Manager, and any member of staff appointed by the CEO from time to time to act in that position, is delegated the following authority:

**Expenditure**

To commit the Council to expenditure on goods and services including plant and equipment provided that expenditure and those purchases have been provided for in the approved budget. This delegation is limited to a maximum of the dollar value set forth in PART C and in force at the time funds are committed.

**Information Act**



To make decisions under Part 3 (Access and Correction Rights) in relation to inquiries about access to information and correcting personal information.

<b>PART I</b>	<b><u>AUTHORISED PERSONS</u></b>
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The following persons are authorised pursuant to section 112 of the Local Government Act applicable:

Generally in accordance with the Act:

- Chief Executive Officer – (see PART B)
- General Manager Infrastructure and Planning
- Director of Corporate Services

For the purpose of Regulation 29 of the Local Government (Accounting) Regulations with regards to Tenders:

- Chief Executive Officer – (see PART B)
- General Manager Infrastructure and Planning
- Director of Corporate Services

In relation to Council By-Laws only:

- Regulatory Services Manager
- Rangers

<b>Agenda Item No:</b>	12.4	<b>Report Number:</b>	15/0032
<b>Report Title:</b>	Questionnaire		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113833
<b>Attachments:</b>	0		

### Summary:

At the 2015 Freds Pass Show an informal survey was conducted, with a total of 115 Council residents participating. From the results of the questionnaire conducted it would indicate the Municipality has a passion for their environment. It also indicates that there are other services that may be required in the Municipality other than Road, Rubbish and Reserves. The results indicate that Council ought to consider a more formal and professional survey be conducted in order to understand how the Litchfield community views Council performance, the service expectations and priorities of residents, and the approach residents would like to see Council take with regards to regional planning matters.

### Recommendation:

1. **THAT Council receive Report Number 15/0032.**
2. **THAT Council prepare a plan and budget for conducting a comprehensive, formal survey of residents regarding Council performance, service expectations and priorities, and regional planning.**

### Background:

At the Freds Pass Show 2015 a questionnaire was undertaken which consisted of four areas: environmental issues, the focus of Council services, cultural and recreational activities, and general comments and concerns. The survey was informal in nature, with questions formulated in broad terms, and no process was put in place for properly analyzing or capturing the results.

The results are as follows:

#### **1. What environmental issues are important to Litchfield Council Municipality?**

Question	% of Yes	% No	% No response
Gamba grass management	99%	1%	
Environmental programs and education	85%	11%	4%
Protection of our natural environment	100%		
Management and preservation of heritage areas	92%	6%	2%
Noxious weeds	96%	1%	3%
Rare flora and fauna	83%	4%	13%

#### **2. If you had a wish list, what are the three key areas you think Council Should focus on over the next three years?**

Question	% of Yes	% No	% No response
Kerb side Pickup – Domestic and recycling collection	53%	27%	20%

Bus routes	53%	29%	18%
School Holiday programs	46%	26%	28%
Cycle Path	68%	16%	16%

*3. What cultural and recreational activities would you like to see in the area?*

Question	% of Yes	% No	% No response
Public Art	38%	27%	35%
Health and fitness programs	63%	14%	23%
Educational programs	62%	12%	26%
Festivals	77%	5%	18%

*4. Other comments / suggestions / concerns:*

Question	% of Yes	% No	% No response
Engage with the community	68%	6%	26%
Youth Programs	61%	13%	26%
Events (Festival, local concerts)	77%	3%	20%
Festivals	77%	3%	20%

Other comments were made on a variety of topics individual residents included such items as:

- Rubbish along the road side
- Roaming dogs and cats
- Fire breaks compliance
- Motorbikes/cars destroying natural bush
- Control shooters and the feral pigs
- Education Displays
- Waste water & drainage management
- Weed management
- Clearing of blocks
- more recycling
- Extend Howard Springs path to Humpty Doo
- More street lights
- Public swimming Pool
- Lifestyle & water supply
- Banana Freckle
- Protection of horticultural land
- Cane toad education
- Smells & noxious odors from Abattoir
- Taxis
- Council tractors spreading weeds
- High Density Development
- Larger library
- Reduce speed limits on school bus routes
- Planning control
- Supply town water to residential blocks
- Skateboard ramps

The results provide insight both into the concerns and priorities residents have for council services across the municipality, but also the knowledge and expectations residents have regarding the role Council in delivering or advocating for the delivery these services. The results do indicate that as an organization, Council may view itself and its responsibilities quite differently than the community views them.

As this survey was quite informal, officers believe that it is necessary to carry out a much broader, more formal and more rigorous survey of residents regarding community perceptions of Council's performance in the

delivery of services, the needs and priorities of residents regarding these services, and the role the community wishes Council to play in planning and development within the region. As such, officers request instructions to prepare and bring to Council a project plan and budget for the delivery of such a survey, to be conducted by an external party using an appropriate methodology.

**Links with Strategic Plan:**

1 Effective leadership and governance

**Legislative and Policy Implications:**

Nil

**Financial Implications:**

Nil

**Risks:**

The largest risk in this instance is in not doing anything regarding the results of this survey. Unfortunately, the manner in which the survey was prepared and conducted is not of such a quality as to directly influence service provision.

Recommending Officer:	Diane Chellingworth – Business & Economic Development Manager
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title: Nil

<b>Agenda Item No:</b>	12.5	<b>Report Number:</b>	15/0027
<b>Report Title:</b>	110 Freds Pass Road Subdivision		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113853
<b>Attachments:</b>	0		

#### **Summary:**

It was requested by Council on 22 February 2015, that officers provide a report on the status of the proposed subdivision on 110 Freds Pass Road, including a petition organised by community members. Officers report that the petition was not received by Council, and that it is no longer relevant as the application has subsequently received a development permit. Council are currently awaiting design of roads and drainage.

#### **Recommendation:**

- 1. THAT Council receive Report Number 15/0027.**

#### **Background:**

Development permit DP14/0679 (110 Freds Pass Road) was issued on 25/09/2014. Council submitted comments to the proposed development including storm water management, road design and footpaths. These comments were included in the development permit. The developer, Faith Construction engaged the consultant company BMD to carry out the design work. The design is currently under review by the consultant and has yet to be submitted to Council for consideration.

Prior to receiving development approval, it appears that a petition of some 300 signatures was submitted to Development Assessment Services, as advised by the article in the NT News in early August 2013. At this time, Council requested officers provide a report on the nature of this petition. Officers can report that as the petition was submitted to Development Assessment Services, Department of Lands, Planning and Environment, Council was not a party to the nature of the petition. As the development application subsequently received a development permit and is now in the design stage, officers advise the petition may no longer be relevant.

#### **Links with Strategic Plan:**

Goal 1; Effective Leadership and Governance.

Outcome 1.4; Greater influence in Planning decisions.

#### **Legislative and Policy Implications:**

Nil

#### **Financial Implications:**

Nil

#### **Risks:**

Nil

Recommending Officer:	Graeme Francis Acting General Manager Infrastructure and Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

<b>Agenda Item No:</b>	12.6	<b>Report Number:</b>	15/0028
<b>Report Title:</b>	Place Names - Humpty Doo Industrial Park Development: Sect 5546 Hundred of Strangways		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113855
<b>Attachments:</b>	1		

#### Summary;

The Developer for the new Humpty Doo Industrial Park has recommended to the Northern Territory Government Place Names Committee, three road names for the new roads that will be constructed within the development. The Committee has asked Council for their endorsement to accept these road names.

#### Recommendation:

1. **THAT Council receive Report Number 15/0028.**
2. **THAT Council notes the extension of Spencely Road.**
3. **THAT Council supports the following three road names: Nunmarung, Burr Burr and Bungaree within the Humpty Doo Industrial Park.**

#### Background:

The Humpty Doo Industrial Park new development adjacent to Strangways Road and Spencely Road at Humpty Doo is currently under construction. The development will include 48 lots of various sizes, accessed via two new roads connected to Strangways road. In addition a third road will link with the access roads, and Spencely Road will also be extended into the new development, please refer to the attached plan.

The Place Names Committee has requested Council approval to name these roads as follows; i.e.-

- **Nunmarung:** Named after Alec Marrakai Nunmarung who was born 1917. He is the father of Tony Kenyon whose children are now the traditional owners of Windows of the Wetlands, Humpty Doo.
- **Burr Burr:** Named after Roy Bigfoot Burr Burr, born south of the Daly in the 1920's, he was well known to many people who had Holiday Homes in the Channel Point community.
- **Bungaree:** Named after Bungaree who was from the Broken Bay area and settled in Sydney in 1971. He was known for his good disposition and manly conduct. He was the first Australian-born person to circumnavigate Australia and in all voyages, Bungaree assisted communication between the crew and the local aboriginal tribes.

The Committee tends to prefer names that have a local significance.

Officers see no reason to advise Council to object to the selection of these names, and recommends Council accept the developer's proposal.

#### Links with Strategic Plan:

2. Vibrant local community

#### Legislative and Policy Implications:

Nil

#### Financial Implications:

Nil

**Risks:**

Resident objection to the names selected.

Recommending Officer:	Graeme Francis – A/GM Infrastructure and Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

**Attachment/s Title:** Letter to Litchfield Council seeking support for road names and extension of Spencely Road.pdf



# Place Names Committee for the Northern Territory

Telephone (08) 8995 5333  
Facsimile: (08) 8995 5365  
E-mail: [place.names@nt.gov.au](mailto:place.names@nt.gov.au)  
Web: [www.placenames.nt.gov.au](http://www.placenames.nt.gov.au)

3<sup>rd</sup> Floor NAB House  
71 Smith Street  
GPO Box 1680  
Darwin NT 0801

28 May 2015

Our ref: 2015/0008

Mr Ben Domier  
A/Chief Executive Officer  
Litchfield Council  
PO Box 446  
HUMPTY DOO NT 0836  
Email: [council@lsc.nt.gov.au](mailto:council@lsc.nt.gov.au)

Dear Mr Domier

## **HUMPTY DOO INDUSTRIAL PARK DEVELOPMENT: SECT 5546 HUNDRED OF STRANGWAYS**

The Place Names Committee (the Committee) has been asked by Developer, John Piening to name three new roads in the estate and to support the extension of Spencely Road.

The Developer has chosen suitable names from the Reserve List. All names on the Reserve List have been preapproved by the Committee.

**Nunmarung Road**      named after Alec Marrakai Nunmarung who was born in 1917. He is the father of Tony Kenyon whose children are now the Traditional Owners of Windows of the Wetlands, Humpty Doo. Alec worked as a shooter on Marrakai. In 1940, Alec and two other senior male members of the Limilngan group were recorded as living on the Adelaide/Mary plains. Alec's traditional country included the area around Marrakai Creek and Station, Mount Bundy and the lower Mary River. Alec died around 1968.

**Burr Burr Road**      named after Roy Bigfoot Burr Burr. He was born south of the Daly in the 1920s and lived most of his life on Anson Bay in the Channel Point area. He was well known to many of the people who had holiday homes at the Channel Point community. Roy was one of the last exponents of off-shore sailing in dug-out canoes and although other options were available he brought up his family and lived all of his life, traditionally, on the beach at Balgal. He was buried on the land trust side of the Wagait Reserve in the late 1980s.

**Bungaree**      named after Bungaree who was from the Broken Bay area and settled in Sydney in 1791. He was seen for his good disposition and manly conduct. He first sailed in 1799 with Matthew Flinders on the *Norfolk* on a voyage to Moreton and Hervey Bays. In 1802-03 Bungaree also accompanied Matthew Flinders' circumnavigation of the continent in the sloop HMS *Investigator* (making Bungaree the first Australian-born person to circumnavigate Australia). In 1817 he sailed with Captain Phillip Parker King on the snub-nosed cutter *Mermaid*, in which King surveyed the north and west coasts of Australia. In all voyages, Bungaree assisted communication between the crew and local aboriginal tribes.

Please find attached plans showing the location of the roads and the proposed extension of Spencely Road

The Committee seeks written support from Council for the proposed naming of Nunmarung Road, Burr Burr Road, Bungaree Road and the extension of Spencely Road.

If comment could be provided by 12 June 2015 to progress the naming project, it would be appreciated.

Please note that the place name is not finalised until it's been approved by the Minister for Lands, Planning and the Environment and the names are added to the Place Names Register at <http://www.ntlis.nt.gov.au/placenames>.

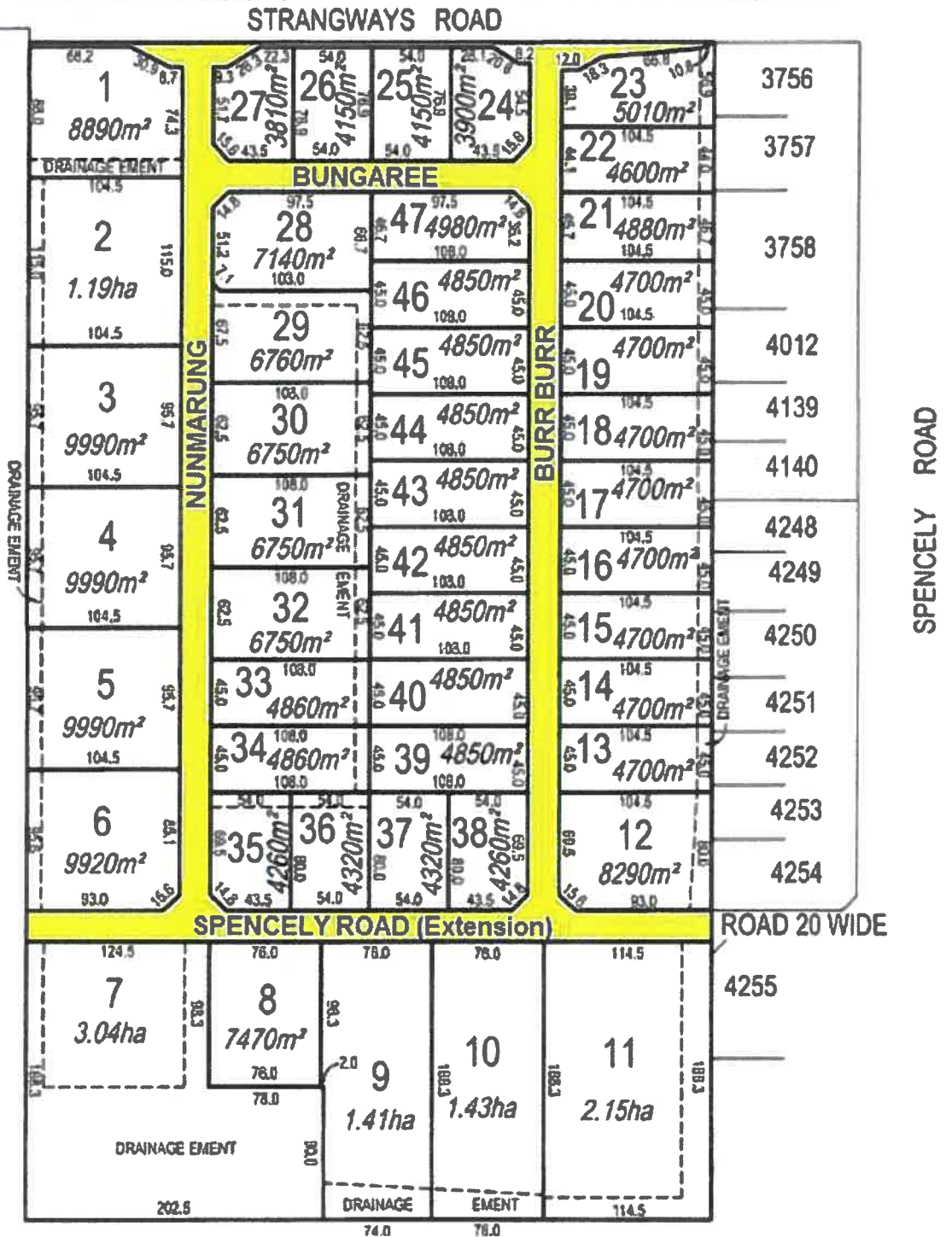
Yours sincerely

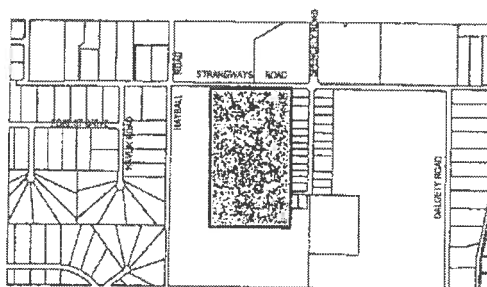


Bev Phelts  
A/Secretary Place Names Committee

# HDIP Road Names

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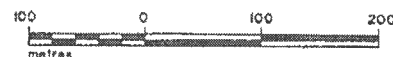
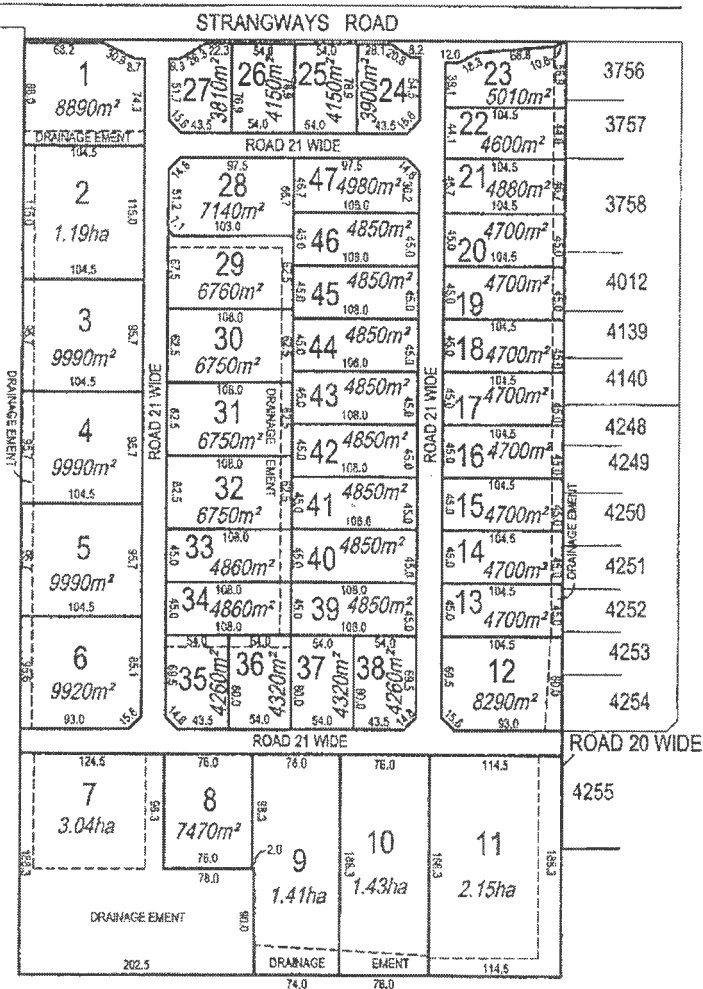


Drawing No: 2014/0426/01 referred to in  
 Permit No: DP14/0605 issued by  
 the consent authority on: 26/8/2014  
*[Signature]*  
 Consent Authority / Delegate

LOCATION PLAN  
 Not to Scale

Note  
 All areas, dimensions and easements are subject to survey

368



**eja**  
 SURVEY & PLANNING  
 CONSULTANTS  
 10 HARVEY STREET  
 DARWIN NT 0801  
 PH. (08) 89812494  
 FAX. (08) 89815205  
 darwin@eja.com.au  
 earl james & associates

**SECTION 5546  
 HUNDRED OF STRANGWAYS  
 LOT PLAN**  
 Client: JACOBS SKM

Licensed Surveyor:  
 Date:  
 Drawn by: RM  
 Date: 26/04/14  
 Cad File:  
 9154-4D.DWG

Scale: 1:4000 (A3)  
 Datum: SPENCELY ROAD  
 LOCAL GRID  
 Drawing No:  
**15/9154/4D**





**Proposed Section 5546**  
**Hundred of Strangways**  
**Proposed Industrial Land Release**  
**Humpty Doo**



**Northern  
Territory  
Government**

Department of Lands Planning and the Environment

0 80 160 240 320 400m

Scale 1: 8000 @ A4

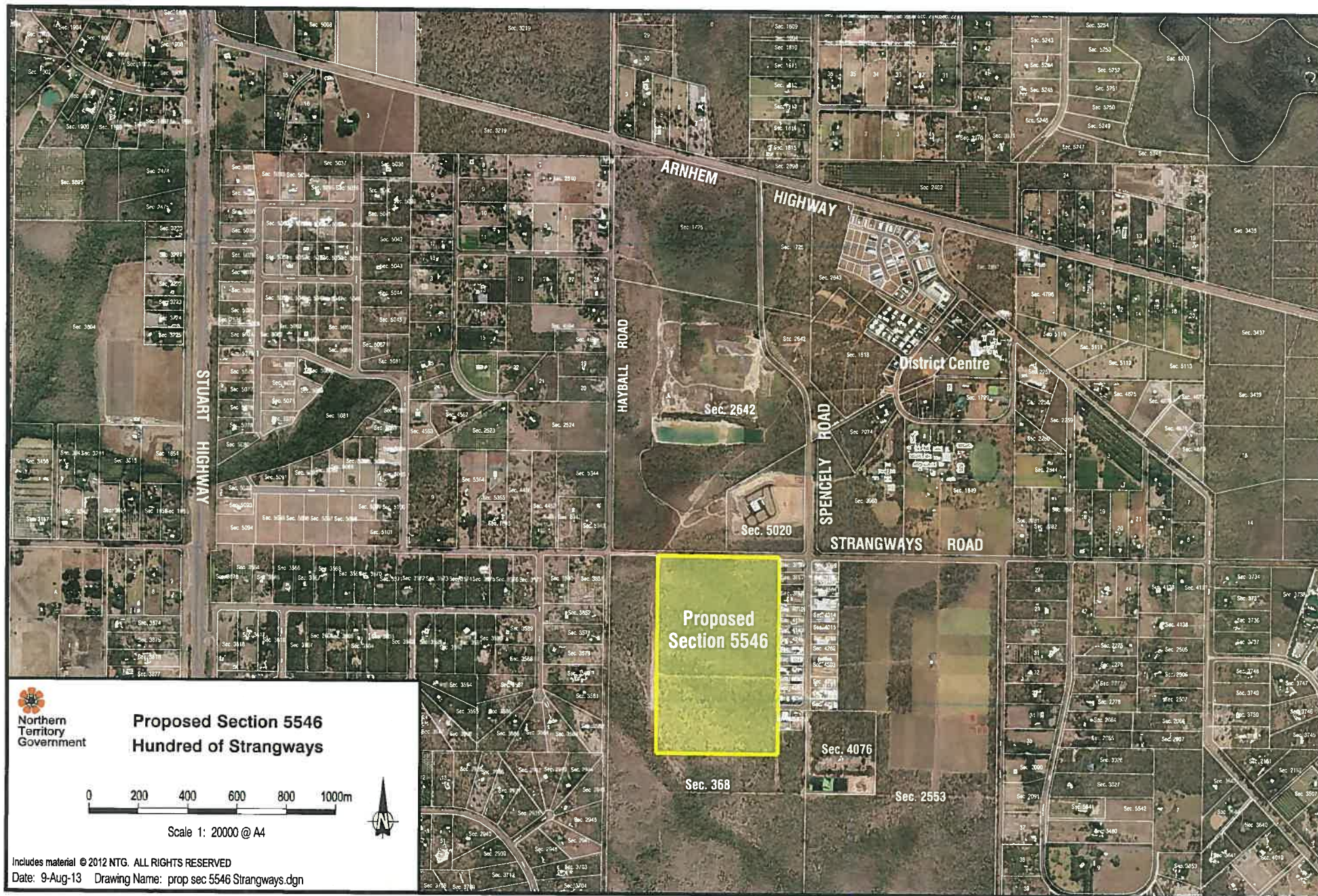


Include Image 2011 / 2012

Date: 4-Jun-13

Drawing Name: Proposed Sec 5546 Hundred of Strangways.dgn







<b>Agenda Item No:</b>	12.7	<b>Report Number:</b>	15/0019
<b>Report Title:</b>	Easements for Lot 5020 Crown Land Lease Humpty Doo Waste Transfer Station		
<b>Meeting Date:</b>	Thursday, 18 June 2015	<b>Infoxpert Number/s:</b>	113442
<b>Attachments:</b>	2		

#### **Summary:**

The Department of Lands Planning and Environment and the Power and Water Corporation request that two easements be created on Lot 5020 Humpty Doo, to accommodate Sewer Pump Station and Pipelines and other utility services. Council leases Lot 5020 Humpty Doo for the Humpty Doo Transfer Station from the Northern Territory Government. To create an easement on leased land, permission of the lessee (Council) is required.

#### **Recommendation:**

- 1. THAT Council receive Report Number 15/0019**
- 2. THAT Council approves the establishment of easements for Service Utility Infrastructure on Lot 5020 Humpty Doo, per the attached plan.**
- 3. THAT the CEO and Official Manager be authorised to sign and affix Council Seal on both documents associated with the creation of easements on Lot 5020 to accommodate Sewer and other utility services.**

#### **Background:**

Council holds a registered lease on Lot 5020 Humpty Doo for the Humpty Doo Transfer Station. As such, the establishment of any easement requires the endorsement of Council.

The Department of Lands Planning and Environment and the Power and Water Corporation seek approval to establish an easement for a Sewer Pump Station on Lot 5020 Humpty Doo adjacent to the intersection of Strangways Road and Spencely Road, which is now classified as Section 5835. Please refer to the attached plan showing the position of these easements.

The purpose of these requested easements is to provide land for utility services associated with future development, including the sewer pipelines to service the new Humpty Doo Industrial Development, which is currently being constructed.

It is officers opinion that the establishment of this easement will benefit the appropriate future development of the area, and that Council should approve this request. To do so, the Department of Lands Planning and Environment request that Council sign and seal the following documents (attached):

- Creation of Easement in Gross;
- Application to Note Acquisition by Agreement

#### **Links with Strategic Plan:**

Goal 2; Vibrant Local Economy

#### **Legislative and Policy Implications:**

Nil

**Financial Implications:**

Nil

**Risks:**

Approving the establishment of easements will ensure utilities will provide future services for Humpty Doo residents, and Humpty Doo can continue to develop. Not doing so may inhibit the appropriate establishment of utilities benefitting the area.

Recommending Officer:	Graeme Francis Acting General Manager Infrastructure and Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

**Attachment/s Title:**

1. Letter from the Director, Department of Lands, Planning and the Environment, including a plan showing the location of the easements
2. Acquisition by Agreement, applicant Delegate of the Minister, for and on behalf of the Northern Territory Government
3. Creation of Easement in Gross, applicant Power and Water Corporation.



*Land Title Act*  
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

<b>E</b>	<b>G</b>	<b>No:</b>
<b>IMPORTANT NOTICE</b> Please Note Privacy Statement Overleaf		

Commissioner of Territory Revenue use only

**CREATION OF  
EASEMENT IN GROSS**

The owner of the land grants to the person(s) specified below the easement for the value described below subject to the conditions set out on the back page. (NOTES 1 - 3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
			Hundred of Strangways	5020	S2015/175	

(NOTE 4)

Easement

Sewerage Easement

Plan S2015/175

(NOTE 5)

Person(s) to whom  
granted

Power and Water Corporation

(NOTE 6)

Value (GST inclusive)

Nil

GST Amount

Nil

(NOTE 7)

The Common Seal of Litchfield Council was affixed in the presence of:

.....  
Name: ..... Position: .....

.....  
Name: ..... Position: .....

On Date: .....

The Common Seal of the Power and Water Corporation (ABN 15 947 352 360) was affixed in the presence of:

.....  
Antonio Murphy                      Company Secretary

.....  
John Baskerville                      Chief Executive

On Date .....

(NOTE 8)

Registered on ..... At .....

## CONSENT OF REGISTERED MORTGAGEES (NOTE 9)

Instrument type: .....	Instrument type: .....
Instrument No: .....	Instrument No: .....
Name of Parties: .....	Name of Parties: .....
I the registered proprietor of the interest shown above consent to the registration of this instrument.	I the registered proprietor of the interest shown above consent to the registration of this instrument.
Signed: .....	Signed: .....
(Date): .....	(Date): .....
In the presence of: .....	In the presence of: .....
Name of Witness: .....	Name of Witness: .....
Address or Telephone No.: .....	Address or Telephone No.: .....

## CONDITIONS (NOTE 5)

### SCHEDULE OF NOTES

1. This form must be used for a Grant of Easement in Gross. For other easements like Access Easements use Form 52.
2. This form may be lodged as an original only and must be typed or completed in biro, and must show the imprint of the Commissioner of Territory Revenue. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
3. If there is insufficient space in any panel use the space above or an annexure sheet (Form 95).
4. Volume and Folio references must be given together with complete parcel description. If a certificate as to title has been issued it must be produced.
5. A summary of the easement (ie. "sewerage easement"), and a survey plan must be annexed. If the intention is to utilise the easements described in the *Law of Property Act* then the precise descriptive words should be used. For easements not utilising the *Law of Property Act* descriptions the panel conditions above must be completed.
6. Name only (ie. Northern Territory of Australia, Power and Water Corporation, Darwin City Council or XYZ Corporation Pty. Ltd.).
7. Set out the value of the easement inclusive of GST. For the GST amount, if the easement is subject to the margin scheme and the GST amount is unknown insert "margin scheme" in the box provided.
8. Persons who may witness this document are a Commissioner for Oaths, a member of the Legislative Assembly, a legal practitioner within the meaning of the *Legal Profession Act*, a person holding office under the *Supreme Court Act*, the *Justices Act*, the *Local Court Act* or the *Registration Act*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act*, a Notary Public and any other person approved by the Registrar-General.  
A witness to an instrument executed by an individual must first:
  - take reasonable steps to ensure that the individual is the person entitled to sign the instrument;
  - have the individual execute the document in the presence of the witness;
  - not be a party to the instrument; and
  - if witnessing more than one signature, clearly state that he/she has witnessed more than one signature. (ie I have witnessed the two signatures appearing above).After signing, witnesses must legibly write, type or stamp their names and contact address or telephone number below their signature.  
For a corporation, an instrument must be executed in a way permitted by law or sealed with the corporation's seal in accordance with the *Law of Property Act*, Section 48.  
For witnessing of instruments executed outside the Northern Territory refer to Schedule 1 of the *Land Title Act* and the Registrar-General's Direction.
9. The instrument of Easement in Gross must include the consents of all registered mortgagees of the lot burdened by the easement in gross.

---

## PRIVACY STATEMENT – LAND REGISTER FORMS

The Registrar-General's Office is authorised by the Land Title Act to collect the information on this form for the establishment and maintenance of the Land Register, which is made available for search by any person, anywhere, including through the Internet, upon payment of a fee. The information is regularly provided to other NT Government agencies, the Australian Valuation Office, local governments, the Australian Bureau of Statistics, the Australian Taxation Office or other Commonwealth Agencies as required or authorised by law, and some private sector organisations for conveyancing, local government, valuation, statistical, administrative and other purposes. The Department of Lands, Planning and the Environment also uses the information to prepare and sell or licence property sales reports to commercial organisations concerned with the development, sale or marketing of property.

Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-General on 8999 5318.

*Land Title Act*  
REGISTRAR-GENERAL'S DIRECTIONS



NORTHERN TERRITORY OF AUSTRALIA

**A**      **Z**      **No:**

**IMPORTANT NOTICE**

Please Note Privacy Statement Overleaf

**APPLICATION TO NOTE  
ACQUISITION BY AGREEMENT**

The applicant applies to the Registrar-General pursuant to Section 31A of the *Lands Acquisition Act* to note the acquisition by agreement as specified below. (NOTES 1 - 3)

Register	Volume	Folio	Location	Lot Description	Plan	Unit
	780	511	Hundred of Strangways	5020	S2006/212	

(NOTE 4)

**APPLICANT**

Name: Northern Territory of Australia  
Address for the service of notices: c/o Department of Lands, Planning and the Environment  
GPO Box 1680 Darwin NT 0801

(NOTE 5)

**AREA  
ACQUIRED**

Part/Whole Part of Section 5020, Hundred of Strangways as shown as proposed  
Section 5835 Hundred of Strangways as shown on survey plan S2015/175,  
containing 1770m<sup>2</sup>.

(NOTE 6)

**NEW TITLES  
TO ISSUE**

Parcel No. Section 5835 Hundred of Strangways, and the balance area (10.82 ha) of  
Section 5020 Hundred of Strangways to the Litchfield Council.

(NOTE 7)

Location: Hundred of Strangways

(NOTE 8)

Plan: S2015/175

(NOTE 9)

The Common Seal of Litchfield Council was affixed in the presence of:

Name: ..... Position: .....

Name: ..... Position: .....

Date: .....

Signed by the Applicant

Signed by **LAWSON SCOTT BROAD**, Delegate of the Minister, for and on behalf of the Northern Territory of Australia care of its agency the Department of Lands, Planning and the Environment

on (Date) 26. June 2015

In the presence of:

Signature of qualified witness

**Clinton Lee Baylis**  
Commissioner for Oaths  
Ph: (08) 8999 6900

(NOTE 10)

Registered on ..... At .....

## SCHEDULE OF NOTES

1. This form can be used for an application to Note Acquisition by Agreement pursuant to Section 31A of the *Lands Acquisition Act*.
2. This application may be lodged as an original only and must be typed or completed in ink or biro. All signatures must be in ink or biro. Copies of supporting documents (if any) are attached. Alterations to information entered on the form should be crossed out (not erased or obliterated by painting over) and initialled by the parties.
3. If there is insufficient space in any panel use the space above or an annexure sheet (Form 95).
4. The reference numbers of all Crown grants or certificates of title the subject of this application must be set out.
5. Insert full name and an address for service of notices. The address can be a postal address.
6. Insert the details of the area to be acquired eg whole of the land or part of the land with a description of the area.
7. Insert the details of the new parcel numbers and include the parent parcel number if title is being re-issued using the same parent parcel number.
8. Insert the location details.
9. Insert the Survey Plan number.
10. Persons who may witness this document are a Commissioner for Oaths, a member of the Legislative Assembly, a legal practitioner within the meaning of the *Legal Profession Act*, a person holding office under the *Supreme Court Act*, the *Justices Act*, the *Local Court Act* or the *Registration Act*, a member of the Police Force, a person licensed as a conveyancing agent or real estate agent under the *Agents Licensing Act*, a Notary Public and any other person approved by the Registrar-General.

A witness to an instrument executed by an individual must first:

- take reasonable steps to ensure that the individual is the person entitled to sign the instrument;
- have the individual execute the document in the presence of the witness;
- not be a party to the instrument; and
- if witnessing more than one signature, clearly state that he/she has witnessed more than one signature. (ie I have witnessed the two signatures appearing above).

After signing, witnesses must legibly write, type or stamp their names and contact address or telephone number below their signature.

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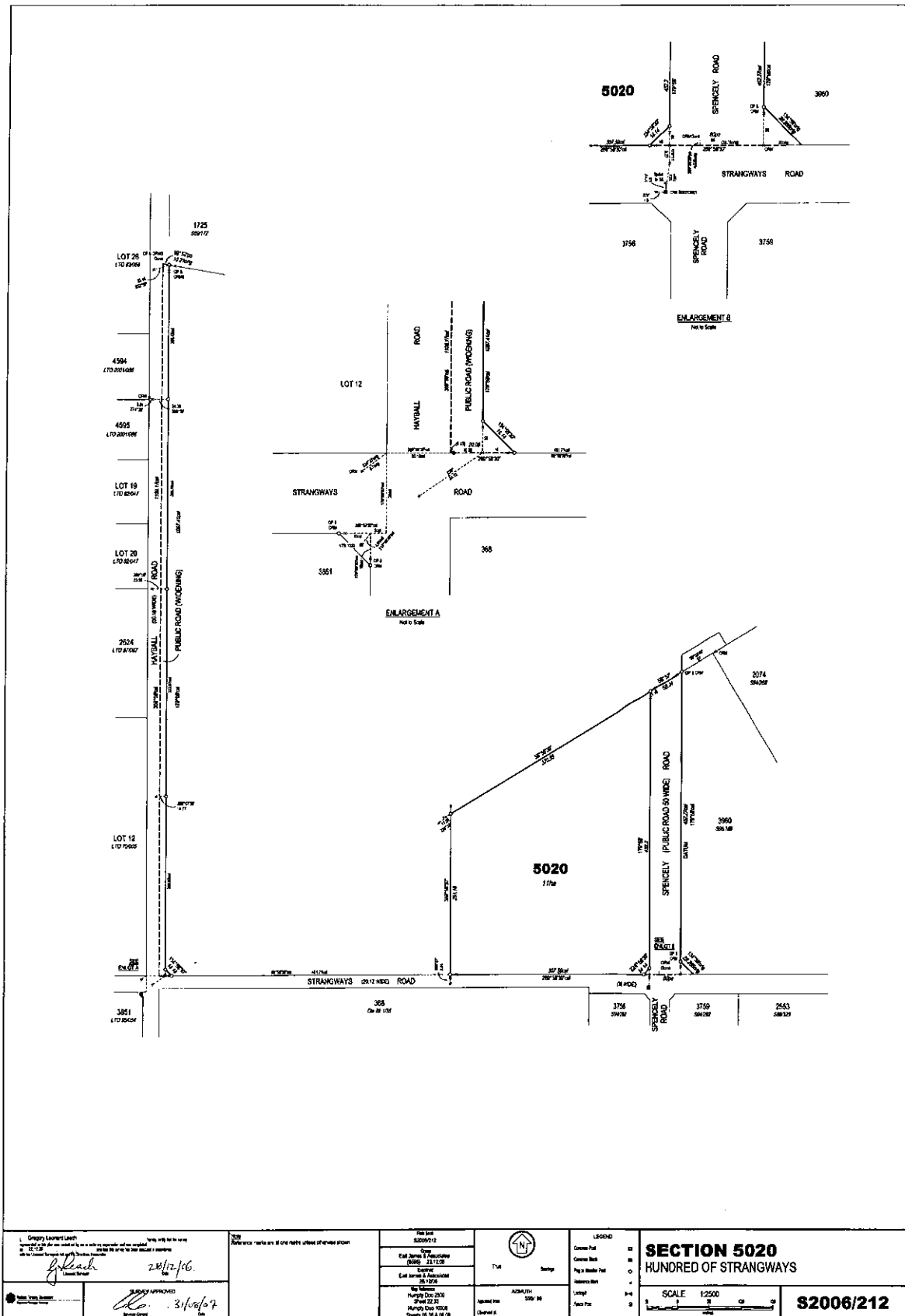
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Failure to provide the information in full or in part may prevent your application or transaction being completed.

Your personal information provided on this form can be subsequently accessed by you on request. If you have any queries please contact the Deputy Registrar-General on 8999 5318.





<p>Non-Resident Government</p>	<p>1. I, <u>Alan William Thorne</u> represented on this plan as carried out by me or under my supervision and was completed on <u>14 May 2015</u> and that this survey has been executed in accordance with the Land Surveying Act and the Land Surveyors' Regulations.</p> <p><u>Alan William Thorne</u> Licensed Surveyor</p> <p>19/06/2015 Date</p>	<p>NOTES: Reference marks are of one metre unless otherwise shown. Boundaries are shown at 90° unless otherwise shown. Water Supply Easement and Sewerage Easements are in colour as per the Power &amp; Water Corporation's plan. This plan is version 1 issued 18/06/2015.</p>	<p>Field Book</p> <p>Drawn DTA 01/06/2015 - MWS3200</p> <p>Engineered Jacobs Group Audit Pty Ltd (19/06/2015)</p> <p>Map Reference</p> <p>Assumed from S2006/212 Observed at</p>	<p>Legend</p> <p>Concrete Block Pipes or Sewerage Post Reference Mark Lockpost Trench Post</p>	<p>SECTIONS 5020 AND 5835</p> <p>HUNDRED OF STRANGWAYS</p> <p>SCALE 1:1000</p> <p>20 0 40 60 metres</p>	<p>S.2015/175</p>
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Graeme Francis  
Litchfield Council  
PO Box 446  
Humpty Doo NT 0836

Land and Economic Development  
Level 5 Energy House,  
18 - 20 Cavenagh Street, Darwin  
GPO Box 1680, Darwin NT 0801  
Postal address  
GPO Box 1680  
Darwin NT 0801  
Tel 08 8924 7240  
Fax 8999 5404  
Email [victor.oecker@nt.gov.au](mailto:victor.oecker@nt.gov.au)  
Web [www.nt.gov.au/dlpe](http://www.nt.gov.au/dlpe)

Our ref DDLPE2014/0697

Dear Graeme,

I refer to the recent grant of Section 5835, Hundred of Strangways to the Power and Water Corporation for the purpose of a sewerage pumping station. A locality plan is enclosed.

As you would be aware Section 5835 is located in the south-east corner Section 5020, Hundred of Strangways which is held by Council under Crown Lease Term 2470 for the purposes of a waste transfer facility.

In October 2014, this Department received the attached correspondence from the CEO of the Litchfield Council regarding the proposed sewer pumping station stating *"Council has no objection to Power and Water's request for additional land."*

The Department took this advice in good faith as Council's consent for the pump station, and subsequently processed the grant of land to PWC in consultation with Litchfield Council's GM Infrastructure and Planning. The pump station footprint and future gravity main location was agreed by this Department, PWC and Council's GM Infrastructure and Planning on 13 March 2015, correspondence attached.

On this basis the design for the pump station and gravity main was commenced by the Power and Water Corporation. In addition the developer of the industrial site on Section 5546 also proceeded with reticulated sewer design on that basis.

I understand the developer is now seeking approval from Council to commence construction of the gravity main within Section 5020, however Council's approval is not forthcoming due to concern over the easement and Crown Lease conditions.

PWC has provided background as to why the sewer alignment is required over the specified alignment and an update on the progress of the project – please refer enclosed advice from PWC dated 17/06/2015.

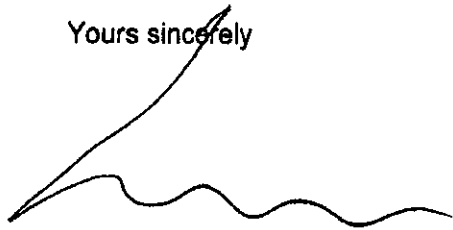


In regards to the Crown Lease Conditions, as delegate of the Minister I can advise that under Section 47 (2) of the *Crown Lands Act* I have necessary delegation to provide consent of the easement following Council's urgent consideration of the easement.

As such, I request that the matter be tabled at the next scheduled Council meeting on Thursday 18 June 2015 for an urgent determination.

Should you require further information on the matter please contact Victor Oecker on ph: 8999 6008 or email: [victor.oecker@nt.gov.au](mailto:victor.oecker@nt.gov.au)

Yours sincerely

A handwritten signature in black ink, appearing to read 'LAWSON BROAD', with a long, sweeping horizontal stroke extending to the right.

**LAWSON BROAD**

Director

17 June 2015

[illegible]

Scale: 1:3,372  
Original Sheet Size: A3

04/06/2015





Proposed Humpty Doo  
Sewer Pump Station



Northern  
Territory  
Government

Department of Lands, Planning and the Environment

0 100 200 300 400 500m

Scale 1: 8000 @ A3



Date: 24-Nov-14

Drawing Name: Humpty Doo.dgn



<b>Agenda Item No:</b>	12.8	<b>Report Number:</b>	15/0029
<b>Report Title:</b>	Development Lowther Road PA 2014/0450		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113856
<b>Attachments:</b>	3		

**Summary:**

The purpose of this report is to refer to Council for information, pursuant to Section 48 of the Planning Act, PA2014/0450, a Planning Scheme Amendment application to rezone from Zone RL to a Specific Use Zone to facilitate the development of a rural residential subdivision with a minimum lot size of 4,000m<sup>2</sup> at Lots 16, 17 and 24 and Sections 4185, 4579 and 4580 (155A, 155B, 155C, 175, 195 and 205) Lowther Road, Bees Creek, Hundred of Strangways, included as Attachment A. This report addresses relevant Council issues and recommends that Council endorse comments provided to the Development Consent Authority dated 2 July 2015.

**Recommendation:**

- 1. THAT Council receives Report Number 15/0029.**
- 2. THAT Council receives Attachment B for information.**

**Background:**

**Site and Surrounds**

The subject site includes six parcels of adjoining land off Lowther Road. All lots are currently located within Zone RL (Rural Living). The current lot sizes are detailed below:

Lot 16 – 8.09 hectares

Lot 17 – 8.09 hectares

Lot 24 – 8.09 hectares

Section 4185 – 2.00 hectares

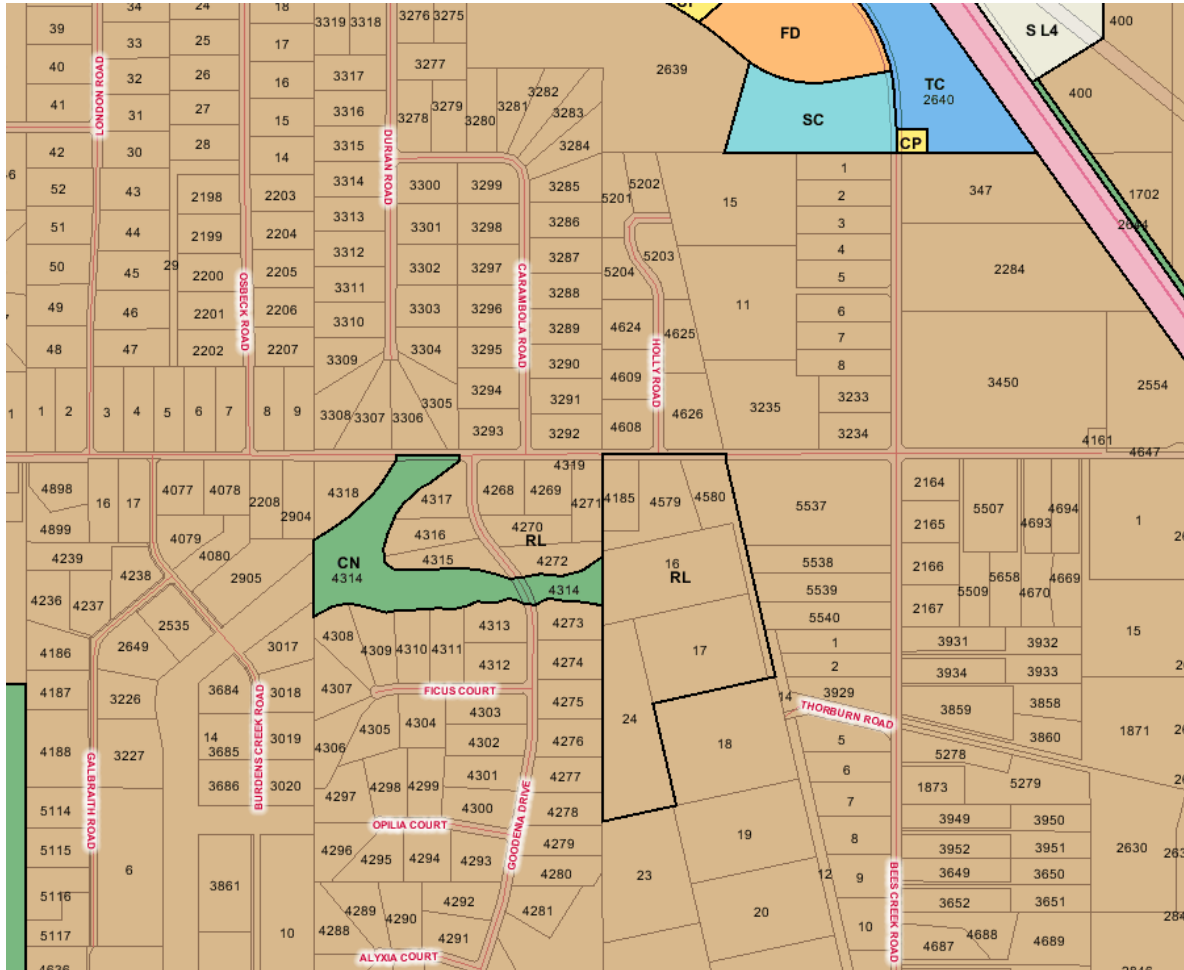
Section 4579 – 3.72 hectares

Section 4580 – 3.11 hectares

The majority of the surrounding lots and land in the area in general is also located in Zone RL (Rural Living), with some land in Zone CN (Conservation).

The site is located approximately 1,300m from the Bees Creek and Freds Pass community centre.

The subject site is outlined in the image below.



Source: NT Atlas and Spatial Directory

### Site Development History

The subject lots and surrounding lots were originally subdivided in 1973, without legal road access. A series of rights-of-ways were established to provide access to public roads.

In August 2014, an application to rezone the subject sites from Zone RL (Rural Living) to a Specific Use zone was exhibited for comment. This application included provisions in the Specific Use (SU) Zone to allow for subdivision of the entire site into lots of 4,000m<sup>2</sup> in size. Litchfield Council provided comments on this application, included as Attachment B. Council comments included concerns about drainage infrastructure and traffic. This application was referred to the Minister for Lands and Planning, which at that time was Peter Chandler. Minister Chandler did not approve the application as originally exhibited. According to the applicant, discussions were held with Minister Chandler and a deferral letter was provided that invited the submission of a revised proposal with “a requirement that a buffer of two hectare lots be provided to the common boundary of this land and existing zone RL properties”.

As an alternative to this stated deferral recommendation, the applicant provided a revised proposal in March 2015 that included a requirement for a buffer of one hectare lots to the eastern and western boundaries of the site, with 4,000m<sup>2</sup> lots internal to the site. This proposal was approved in April 2015 by the Minister for Lands and Planning, which by this time had changed to David Tollner.

Due to a significant response from the local community in relation to this decision, Minister Tollner then revoked the decision to rezone the site and elected to place the new proposal on public exhibition, which occurred in May and June 2015. This revised proposal is the subject of this current application. Council provided a letter of comments on the public exhibition of the latest proposal, described above, on 2 July 2015, included as Attachment C. On 10 July 2015, a Reporting

Body Hearing was held on this application. A summary report will now be prepared by the Reporting Body and Department of Lands, Planning and the Environment. The summary report will be provided to the Minister for Lands and Planning and the Minister will then make a decision on the application.

#### Current Proposal

As stated above, the current proposal is to rezone the subject sites from Zone RL (Rural Living) to a Specific Use Zone (SU). Currently, the minimum lot size in Zone RL is two hectares with a minimum of one hectare unconstrained land. The Specific Use zone proposes a minimum lot size of 4,000m<sup>2</sup>, with a minimum lot size of one hectare for lots on the eastern and western boundaries. The SU zone includes a minimum 20m setback requirement to Lowther Road and a minimum 15m setback requirement for areas where the subject land adjoins land in Zone RL. Other proposed provisions of the SU zone can be found in Attachment A.

#### Application Assessment

Comments provided by Council indicate that it does not support the proposal, as the Litchfield Council Planning Concepts and Land Use Objectives indicated a minimum two hectare lot size in this location. The letter also noted concerns with flooding and downstream drainage capacity as a result of the development, as well as interest in the traffic generation of a subdivision under the proposed requirements.

#### Conclusion

It is recommended that Council accept the letter of comments submitted 2 July 2015 (Attachment C) as information and note the positions stated within for future reference.

#### Links with Strategic Plan:

Goal 1: Effective Leadership and Governance

Outcome 1.4: Greater influence in Planning decisions

#### Legislative and Policy Implications:

Nil

#### Financial Implications:

Nil

#### Risks:

Risks associated with this decision are outlined in the body of the report.

Recommending Officer:	Graeme Francis, General Manager Planning and Infrastructure
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

#### Attachment/s Title:

Attachment A: Planning Scheme Amendment Application.

Attachment B: Council's letter of comment for PA2014/0450, a Planning Scheme Amendment application to rezone from Zone RL to a Specific Use Zone to facilitate the development of a rural residential subdivision with a minimum lot size of 4,000m<sup>2</sup> at Lots 16, 17 and 24 and Sections 4185, 4579

and 4580 (155A, 155B, 155C, 175, 195 and 205) Lowther Road, Bees Creek, Hundred of Strangways, dated 2 July 2015.

Attachment C: Council's letter of comment for PA2014/0450, a Planning Scheme Amendment application to rezone from Zone RL to a Specific Use Zone to facilitate the development of a rural residential subdivision with a minimum lot size of 4,000m<sup>2</sup> at Lots 16, 17 and 24 and Sections 4185, 4579 and 4580 (155A, 155B, 155C, 175, 195 and 205) Lowther Road, Bees Creek, Hundred of Strangways, dated 1 August 2014.

10 July 2015

Steven Kubasiewicz  
Manager – Rural  
Development Assessment Services  
Department of Lands and Planning and the Environment  
GPO Box 1680  
Darwin NT 0801

Dear Steven

**PA2015/0385**

**Section 1741 and 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh  
Changes to DP14/0757 to create an additional 14 lots**

Thank you for the Development Application referred to this office on 26 June 2015, concerning Section 1741 and 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh. This letter will be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit provided the following issues are adequately addressed:**

- a) Council has previously approved "for construction" drawings for the roads and driveway access locations for the approved 38 lot subdivision. As this application makes changes to those previously approved lots, should this application be approved, the previous Council approvals will no longer be valid. It is recommended that the applicant consult with Council prior to construction of any access points to any of these subject lots.
- b) Driveway access locations for these proposed lots must be developed in accordance with Austroads Guidelines, including appropriate separation distances. As the subject roads are expected to have speeds of 80km/hr, the recommended driveway spacing is 67m.





Council requests that should a development permit be issued, the following conditions be included:

- a) Engineering design and specification for the proposed and affected roads, including:
  - Stormwater drainage,
  - Vehicular access,
  - Pedestrian/cycle corridors,
  - Streetscaping and landscaping of road vergesshall be submitted for approval by the General Manager Projects, with all approved works constructed at the applicant's expense, to requirements of Litchfield Council.
- b) Any easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to Litchfield Council and/or neighbouring property owners.
- c) **Litchfield Council requests that the Authority require a monetary contribution is paid to Litchfield Council in accordance with its Developer Contribution Plan for roads and drainage to upgrade infrastructure as a result of this Development.** The site falls within Developer Contributions Plan for Roads and Drainage - Catchment Area 13A. The applicant will be required to pay Litchfield Council a contribution towards roads and drainage works in accordance with the above Catchment Area.

If you require any further discussion in relation to this application, please do not hesitate to contact me on 08 8983 0632.

Yours Faithfully

Graeme Francis  
General Manager Projects

1<sup>st</sup> August 2014

The Manager  
Development Assessment Services  
Department of Lands and Planning  
GPO Box 1680  
Darwin NT 0801

Attention Richard Horton

Dear Richard

**PA2014/0450 – Lots 16, 17 and 24 and Sections 4185, 4579 and 4580 (155A, 155B, 155C, 175, 195 and 205 Lowther Road Humpty Doo - Rezone From Zone RL to A Specific Use Zone Facilitating the Development of A Rural Residential Subdivision with A Minimum Lot Size of 4000 M<sup>2</sup>**

Further to the latest exhibition seeking comments for the above application, following are the conditions we recommend for inclusion in the Development Permit issued by the Development Consent Authority.

Council has concerns about the existing drainage infrastructure and its ability to accommodate future developments in accordance with the new zone. Therefore, the developer should submit for Council's consideration an assessment of the current infrastructure (roads and drainage) and advice Council if any upgrade is required. Additionally, the following matters should also be addressed:

- The developer should carry out and submit for Council's assessment a Traffic Report addressing the impacts of the traffic generated by the development and the surrounding transport networks and land uses.
- Since the section of 4185, 4579, 4580, 16 and 17 are subjected to the flooding; Council has concerns for the above land parcels to comply with the minimum requirements for living purposes. Thus, Council believes that the developer should demonstrate that its proposal is appropriate for living activities in accordance with the NT Planning Scheme and Council's Planning Development Guidelines.
- A stormwater management plan shall be submitted for Council's approval demonstrating that the stormwater drainage system is designed to comply with Council's requirements for urban developments. Council also recommends that the stormwater management plan should be part of the precedent conditions of the development permit.
- The developer shall submit engineering details for Council's approval demonstrating the proposed roads and intersection with Lowther Road are designed in accordance with Austroads Guidelines and Council's technical specifications.

Yours Faithfully



Edward Li  
On behalf of Planning Engineer

<b>Agenda Item No:</b>	12.9	<b>Report Number:</b>	15/0031
<b>Report Title:</b>	Development Lawton Road PA 2015/0385		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113943
<b>Attachments:</b>	2		

**Summary:**

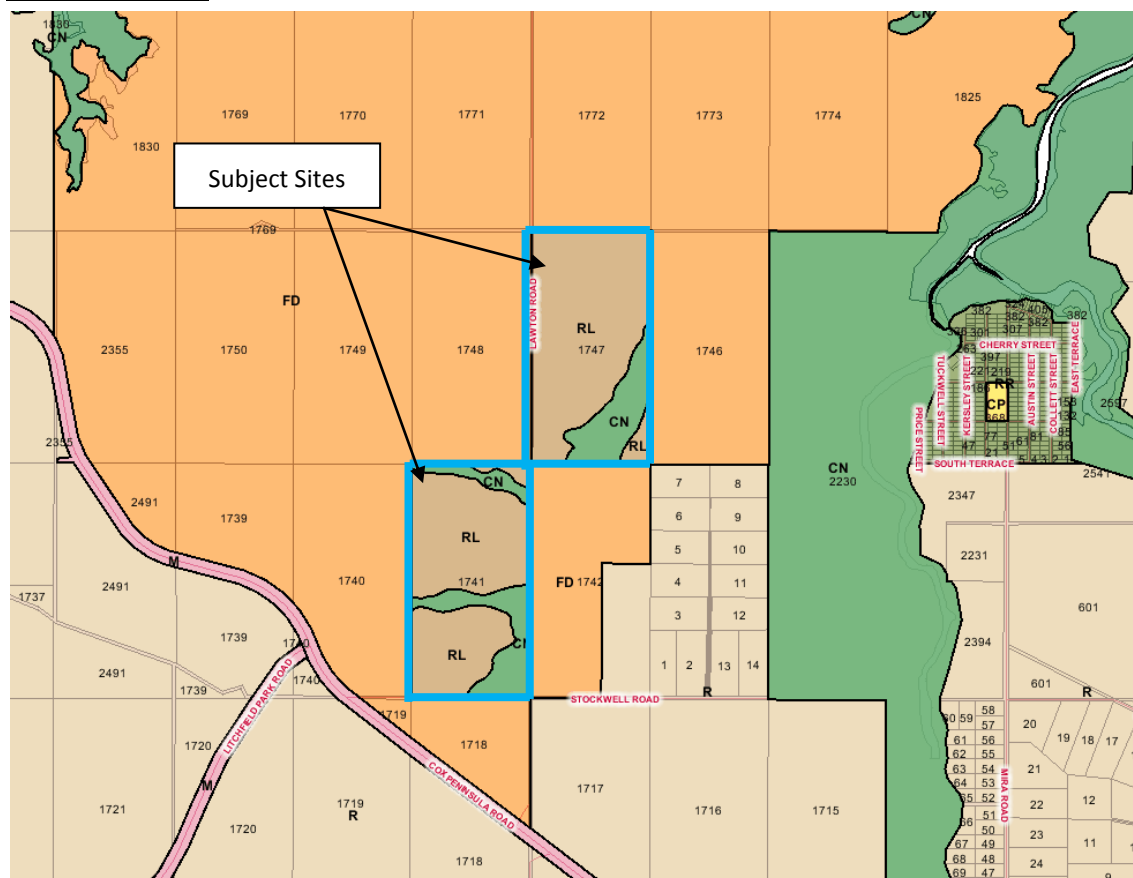
The purpose of this report is to refer to Council for information, pursuant to Section 48 of the Planning Act, PA2014/0385, a Development Application for Changes to DP14/0757 to Create 14 Lots at Section 1741 and Section 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh, included as Attachment A. This report addresses relevant Council issues and recommends that Council endorse comments provided to the Development Consent Authority dated 10 July 2015.

**Recommendation:**

1. **THAT Council receives Report Number 15/0031.**
2. **THAT Council receives Attachment B for information.**

**Background:**

Site and Surrounds



Source: NT Atlas and Spatial Directory

The subject site is Section 1741 and Section 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh. Section 1741 is 129.8ha in area and Section 1747 is 129.4ha in area. The southwest corner of Section 1747 adjoins the northeast

corner of Section 1741. Lawton Road forms the western boundary of Lot 1747 and the eastern boundary of Lot 1741. Both lots are in Zone RL (Rural Living), with portions of the sites designated as Zone CN (Conservation). They are surrounded by lots in Zone FD (Future Development).

The conservation zones within the sites represent water corridors and associated constrained land.

#### Site Development History

Section 1741 and Section 1747 were rezoned from Zone FD (Future Development) to Zone RL (Rural Living) and Zone CN (Conservation) in October 2013. The Conservation zone areas were established to protect adjacent riparian corridors.

In January 2014, an application was lodged to subdivide the two sites into 90 lots. This application was not approved; however, an amended version of this application was approved in October 2014 for 38 lots on the two sites.

In May 2015, Council approved construction drawings for the proposed roads and driveway accesses for the 38 lot subdivision.

#### Current Proposal

Subsequent to the previous approval for 38 lots, the applicant has undertaken additional site investigations and lodged the current proposal to subdivide the two sites into a total of 52 lots. This proposal necessarily includes resizing many of the existing approved 38 lots. The proposal includes some minor changes to approved roads within the subdivision.

#### Application Assessment

Each of the 52 proposed lots has a minimum area of 2ha, in line with the requirements of Zone RL (Rural Living). The applicant has provided a land suitability assessment that indicates each proposed lot has a minimum area of 1ha of unconstrained land, also in line with the requirements of Zone RL (Rural Living).

Council has no concerns with the minor amendments proposed to the roads within the subdivision. However, Council has previously approved driveway access points for the 38 lot subdivision. As these lots have now been reconfigured as a result of the current proposal, Council's previous approvals should not apply to the new subdivision. Council has provided comments in response to the application that these previous approvals are no longer valid and recommends that the applicant consult with Council prior to constructing any driveway access points for lots within this subdivision.

It is further noted that the applicant is responsible for nominating driveway access points that will meet the minimum separation distances as required under the Australian Standards.

#### Conclusion

It is recommended that Council support the application as the proposed lot sizes comply with the minimum requirements and do not appear to create any particular hardships or amenity issues within the subdivision or to adjacent properties. It is also recommended that Council provide comments to the applicant in relation to the above noted previous driveway access approvals and give direction on planning for new driveway access points.

#### Links with Strategic Plan:

Goal 1: Effective Leadership and Governance

#### Legislative and Policy Implications:

Nil

#### Financial Implications:

Nil

Risks:

Nil

Recommending Officer:	Graeme Francis, General Manager Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title:

Attachment A: Development Application PA2014/0385.

Attachment B: Council's letter of comment for Development Application for Changes to DP14/0757 to Create 14 Lots at Section 1741 and Section 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh.

10 July 2015

Steven Kubasiewicz  
Manager – Rural  
Development Assessment Services  
Department of Lands and Planning and the Environment  
GPO Box 1680  
Darwin NT 0801

Dear Steven

**PA2015/0385**  
**Section 1741 and 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh**  
**Changes to DP14/0757 to create an additional 14 lots**

Thank you for the Development Application referred to this office on 26 June 2015, concerning Section 1741 and 1747 (175 and 350) Lawton Road, Blackmore, Hundred of Cavenagh. This letter will be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit provided the following issues are adequately addressed:**

- a) Council has previously approved "for construction" drawings for the roads and driveway access locations for the approved 38 lot subdivision. As this application makes changes to those previously approved lots, should this application be approved, the previous Council approvals will no longer be valid. It is recommended that the applicant consult with Council prior to construction of any access points to any of these subject lots.
- b) Driveway access locations for these proposed lots must be developed in accordance with Austroads Guidelines, including appropriate separation distances. As the subject roads are expected to have speeds of 80km/hr, the recommended driveway spacing is 67m.





Council requests that should a development permit be issued, the following conditions be included:

- a) Engineering design and specification for the proposed and affected roads, including:
- Stormwater drainage,
  - Vehicular access,
  - Pedestrian/cycle corridors,
  - Streetscaping and landscaping of road verges
- shall be submitted for approval by the General Manager Projects, with all approved works constructed at the applicant's expense, to requirements of Litchfield Council.
- b) Any easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to Litchfield Council and/or neighbouring property owners.
- c) **Litchfield Council requests that the Authority require a monetary contribution is paid to Litchfield Council in accordance with its Developer Contribution Plan for roads and drainage to upgrade infrastructure as a result of this Development.** The site falls within Developer Contributions Plan for Roads and Drainage - Catchment Area 13A. The applicant will be required to pay Litchfield Council a contribution towards roads and drainage works in accordance with the above Catchment Area.

If you require any further discussion in relation to this application, please do not hesitate to contact me on 08 8983 0632.

Yours Faithfully

Graeme Francis  
General Manager Projects

<b>Agenda Item No:</b>	12.10	<b>Report Number:</b>	15/0035
<b>Report Title:</b>	Development Bruce Court PA 2015/0191		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113990
<b>Attachments:</b>	2		

**Summary:**

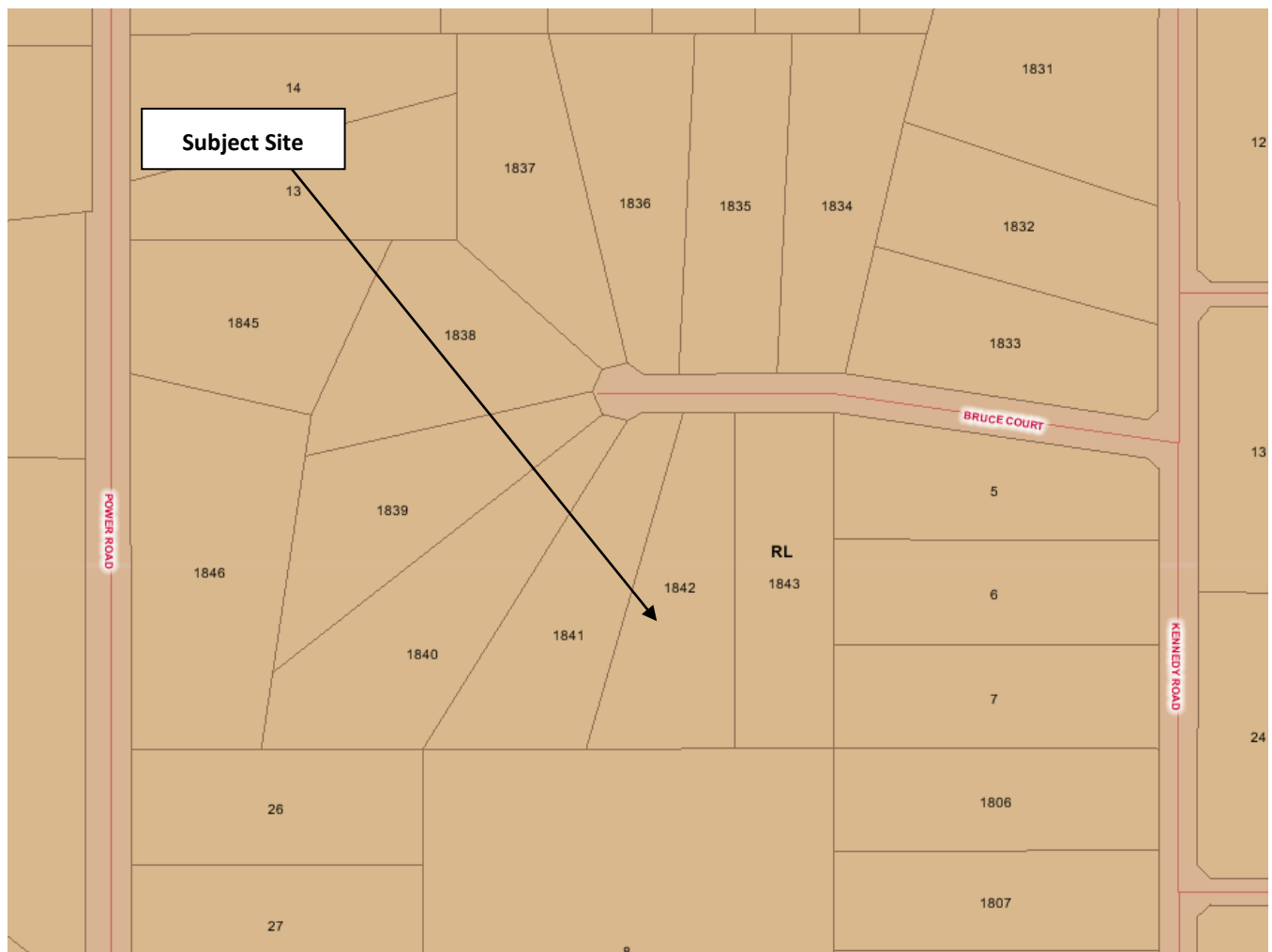
The purpose of this report is to refer to Council for information, pursuant to Section 48 of the Planning Act, PA2015/0191, a Development Application for an independent unit in excess of 80m<sup>2</sup> at Section 1842 (3) Bruce Court, Humpty Doo, Hundred of Strangways, included as Attachment A. This report addresses relevant Council issues and recommends that Council endorse comments provided to the Development Consent Authority dated 2 July 2015.

**Recommendation:**

1. **THAT Council receives Report Number 15/0035.**
2. **THAT Council endorse Attachment B.**

**Background:**

Site and Surrounds



Source: NT Atlas and Spatial Directory



The subject site is a 2ha site on the southern side of Bruce Court, which ends in a cul-de-sac. The subject site and all surrounding development is located in Zone RL (Rural Living). The subject site has a single dwelling on it at the moment.

#### Site Development History

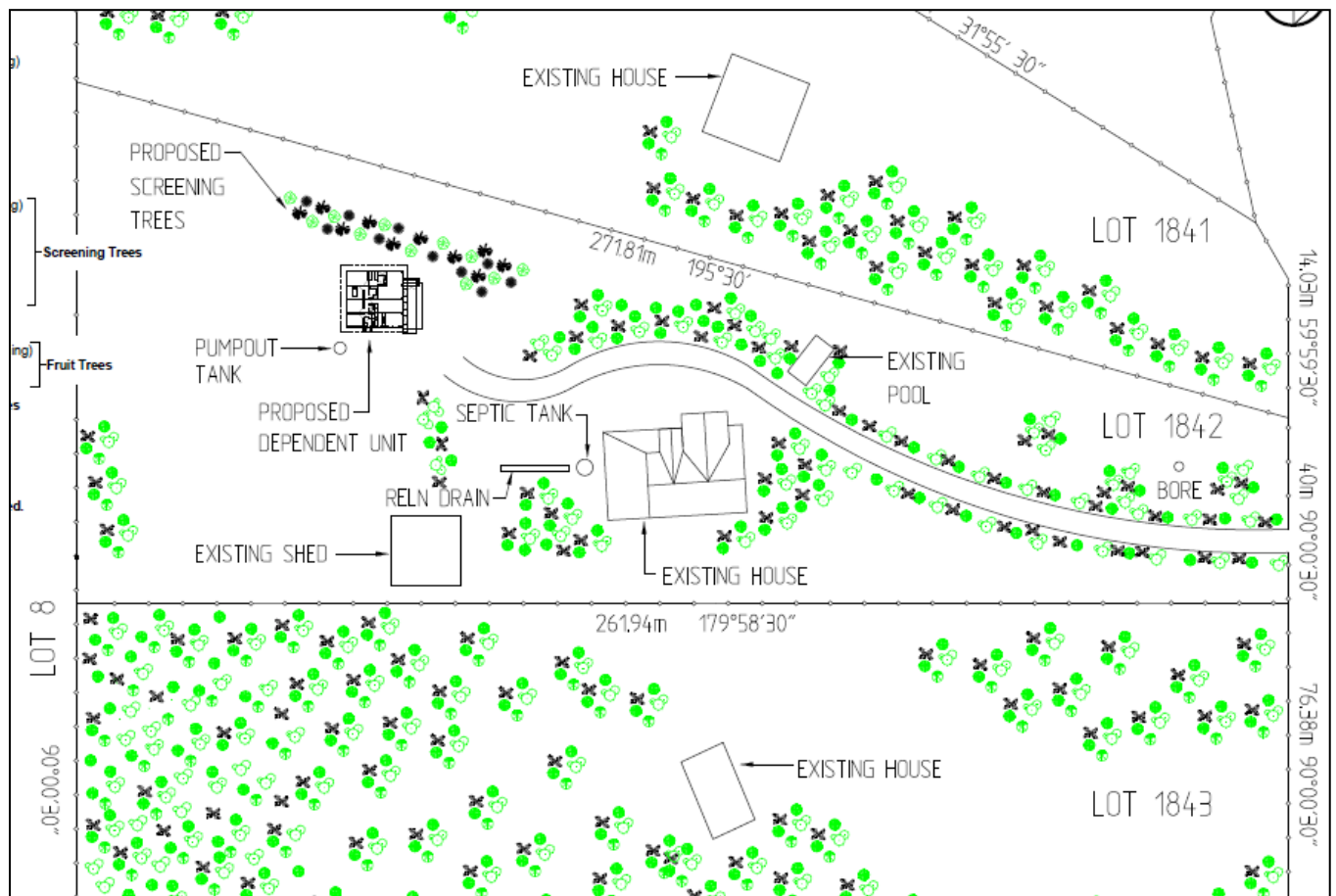
The applicants originally applied for a Dependent Unit in Excess of 50m<sup>2</sup> in November 2011. This application was withdrawn.

#### Current Proposal

The current application proposes an independent unit in excess of 80m<sup>2</sup>. The unit currently proposed is composed of two joined demountables and is 108m<sup>2</sup> in area.

It is understood that the applicants originally approached Development Assessment Services (DAS) with a proposal for an independent unit of 144m<sup>2</sup>, which was existing on the property. This unit was comprised of three demountables. It is understood that DAS advised the applicant that a unit of 144m<sup>2</sup> would not be supported; however, DAS indicated that an application that included a removal of one of the demountable units and reduction of the total overall unit size to 108m<sup>2</sup> would be considered.

A plan showing the proposed independent unit and existing dwelling is shown below.



#### Application Assessment

The proposed unit is 28m<sup>2</sup> over the area allowed for an independent unit size without consent and thus requires this formal development application. The application appears compliant with all other requirements of the NT Planning Scheme.

The proposed independent unit will result in a change in impervious surface on the site of 0.5%. For this subject site, there

do not appear to be any adverse effects upon stormwater drainage as a result of this proposal.

Conclusion

It is recommended that in this instance Council support the application. The proposal is over the 80m<sup>2</sup> area restriction as a result of existing demountable size. The proposal does not appear to result in any negative effects on the amenity of the neighboring properties or have significant impacts on Council's infrastructure and servicing.

Links with Strategic Plan:

Goal 1: Effective Leadership and Governance

Legislative and Policy Implications:

Nil

Financial Implications:

Nil

Risks:

The risks to Council are reviewed within the above report.

Recommending Officer:	Graeme Francis, General Manager Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title:

Attachment A: Development Application PA2015/0191.

Attachment B: Council's letter of comment for PA2015/0191, for an independent unit in excess of 80m<sup>2</sup> at Section 1842 (3) Bruce Court, Humpty Doo, Hundred of Strangways.



10 July 2015

Steven Kubasiewicz  
Manager – Rural  
Development Assessment Services  
Department of Lands and Planning and the Environment  
GPO Box 1680  
Darwin NT 0801

Dear Steven

**PA2015/0191**

**Section 1842 (3) Bruce Court, Humpty Doo, Hundred of Strangways  
Independent Unit in Excess of 80m<sup>2</sup>**

Thank you for the Development Application referred to this office on 26 June 2015, concerning Section 1842 (3) Bruce Court, Humpty Doo, Hundred of Strangways. This letter will be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council supports the granting of a Development Permit with the following comments:**

- a) Council supports the proposed independent unit with a floor area of 108m<sup>2</sup>.

**Council requests that should a development permit be issued, the following conditions be included:**

- a) Any easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to Litchfield Council and/or neighbouring property owners.

If you require any further discussion in relation to this application, please do not hesitate to contact me on 08 8983 0632.

Yours Faithfully

Graeme Francis  
General Manager Projects

<b>Agenda Item No:</b>	12.12	<b>Report Number:</b>	15/0030
<b>Report Title:</b>	Rates Declaration 2015/2016		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113993
<b>Attachments:</b>	1		

Summary:

This report outlines the proposed Rates Declaration for 2015/16.

**Recommendation:**

1. THAT Council receive Report Number 15/0030.
2. THAT Council approve the attached Rates Declaration for 2015/2016.

**Background:**

The *Local Government Act* states the following:-

**155 General rates**

- (1) A council must, on or before 31 July in each year, declare rates (***general rates***) on allotments throughout the area to raise the amount the council intends to raise for general purposes for the financial year.
- (2) The council may, at the same time, raise an amount towards a special purpose.
- (3) The declaration must state:
  - (a) the amount to be raised for general purposes and, if an amount is to be raised for a special purpose, the amount to be raised for the special purpose; and
  - (b) the basis or bases of the rates; and
  - (c) if the rates are to be payable in installments – the number of installments and when they will be payable.

**156 Special rates**

- (1) A council may at any time declare rates for a particular purpose (***special rates***).
- (2) If special rates are imposed for the benefit of a particular part of the area, they may be limited to allotments within the relevant part of the area.
- (3) A declaration under this section must:
  - (a) state the purpose for which the special rates are imposed; and
  - (b) state the amount to be raised; and
  - (c) state the basis of the special rates; and

- (d) state whether the special rates are imposed on rateable property generally, or on rateable property within a particular part of the area and, if they are limited to a particular part of the area, identify the relevant part.

## **Division 2 Charges**

### **157 Imposition of charges**

- (1) If a council carries out work, or provides services, for the benefit of land, or the occupiers of land, within its area, the council may declare a charge on the land.
- (2) A declaration of a charge must:
- (a) state the amount or basis of the charge; and
  - (b) identify the land to which the charge will apply; and
  - (c) state the purpose of the charge.
- (3) The amount of a charge need not be limited to the cost of providing the service.
- (4) Subject to the following exceptions, the provisions of this Chapter applicable to rates apply with necessary adaptations and modifications to charges imposed under this section.

#### **Exceptions**

- 1 A charge may be imposed on land that is not liable to rates (including land that is exempt from rates).
- 2 A charge may have a reasonable basis that differs from rates.

#### **Example**

*A charge to recover the cost of kerbing might consist of an amount per metre of the frontage of an allotment.*

- 3 The provisions for rate concessions do not apply to charges.

Attached is the proposed Rates Declaration for 2015/16 for approval by Council.

Links with Strategic Plan:

Goal 5 – Effective Council Management

5.1 Sustainable financial management within our mission

Legislative and Policy Implications:

*Council must declare rates and charges in accordance with the Local Government Act Section 12 (1) (e) by 31 July each year.*

Financial Implications:

If approved, the attached rates and charges will be levied for the financial year 2015/2016.

Risks:

Rates must be declared by Council to be able to levy for the financial year.

Recommending Officer:	Valerie Urbain, Finance Manager
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachment/s Title: Rates Declaration 2015/16

## Litchfield Council

### Rates Declaration for 2015/2016

**Notice is hereby given pursuant to Section 158 of the *Local Government Act* that the following rates and charges were declared to apply to the financial year ending 30<sup>th</sup> June 2016 by Litchfield Council at the Council Meeting held on Thursday 23<sup>th</sup> July 2015.**

#### **Rates**

Litchfield Council ("**the Council**") made the following declaration of rates pursuant to Chapter 11 of the *Local Government Act* ("**the Act**").

1. Pursuant to Section 149 of the Act, the Council adopts the Unimproved Capital Value method as the basis of the assessed value of allotments within the council area.
2. For the financial year 30<sup>th</sup> June 2016 the Council intends to raise:
  - (a) for general purposes by way of rates (excluding commercial, industrial, pastoral leases and mining tenements), the amount of \$5,396,095.00 which will be raised by the application of differential fixed charges.
  - (b) , for general purposes by way of commercial and industrial rates, the amount of \$529,226.37 which will be raised by the application of differential valuation-based charges with minimum charges being payable in the application of each of those charges.
  - (c) for mining tenements and pastoral leases by way of rates, the amount of \$45,468.16 which will be raised by the application of conditionally rateable land.
3. The Council declared the following rates ("**the General Rates**"):
  - (a) with respect to those classes of allotments within the suburb of Coolalinga zoned SD, MD, MR and HR under the *NT Planning Scheme* (other than conditionally rateable land), a fixed charge of \$1,152.00 for each allotment subject to a separate assessment of rates;
  - (b) with respect to all other rateable land within the council area zoned SD, MD, MR and HR (excluding land in the area of Coolalinga) under the *NT Planning Scheme* (other than conditionally rateable land), a fixed charge of \$691.00 for each allotment subject to a separate assessment of rates;
  - (c) with respect to those classes of allotments within the council area zoned CL, PS, OR, H, A, RR, RL, R, CP, CN, HT, RD, WM, T, SU, M, PM, RW, and U under the *NT Planning Scheme* (other than conditionally rateable land) a fixed charge of \$691.00 for each allotment subject to a separate assessment of rates;
  - (d) with respect to those classes of allotments within the council area zoned CB, C, CV, SC, TC, LI, GI, DV and FD under the *NT Planning Scheme* (other than conditionally rateable land), a differential valuation-based charge at a rate of 0.17137% of the unimproved capital value of the land with a minimum charge of \$1,260.00 for each allotment subject to a separate assessment of rates;



- (e) with respect to the allotment(s), outlined in red, as shown on the map below, a valuation-based charge calculated at a rate 0.34276% of the unimproved capital value of the land (and for the avoidance of doubt, this subparagraph is intended to prevail to the extent of any inconsistency with other provisions of this declaration).



- (f) with respect to those classes of allotments within the council area with more than one zone (other than the allotment described in 3(e)), the charge will be calculated by identifying the charge for each zone as per clauses 3 (a-d) and applying whichever is the highest charge for each allotment subject to a separate assessment of rates.
- (g) with respect to all rateable land within the council area not otherwise described above, a differential valuation-based charge at a rate of 0.17137% of the unimproved capital value of the land with a minimum charge of \$1,260.00 for each allotment subject to a separate assessment of rates
- (h) with respect to every allotment of conditionally rateable land within the council area not otherwise described above and approved by the Minister pursuant to Section 142 of the Act :
- i. with respect to pastoral leases, a differential rate of 0.0297% of the unimproved capital value of all land held under the pastoral lease, with a minimum amount of \$366.48.
  - ii. with respect to land occupied under mining tenements, a differential rate of 0.34% of the unimproved capital value of the land occupied under a mining tenement with a minimum amount of \$867.34.
4. Pursuant to Section 155(2) of the Act, the Council declares the following special purpose rates ("the Special Purpose Rates"):
- a. Special Rate – Waste Transfer Station ("**Special Purpose Rate WTS**");
    - i. The purpose for which Special Purpose Rate WTS is to be imposed is to defray the expense of constructing a Waste Transfer Station for the benefit of the ratepayers in the council area.



- ii. The amount to be raised by Special Purpose Rate WTS for 2015/2016 is \$401,500.00.
  - iii. Special Purpose Rate WTS is to be an amount of \$50.00 per year until the full amount of \$3,000,000 is recovered.
  - iv. The Special Purpose Rate WTS will be levied on all rateable land within the council area.
- 5. Pursuant to Section 157 of the Act, the Council declares a Waste Management Charge:
  - (a) The purpose for which this Charge is to be imposed is to defray the management and operational cost of the three transfer stations, it being the opinion of the Council that such purpose is and will be of special benefit to the ratepayers of the entire municipality.
  - (b) The amount to be raised by this Charge is \$2,549,216.
  - (c) The Charge levied is an amount of \$328.00 per allotment.
  - (d) The Charge will be levied on all rateable land within the council area with the exception of allotments zoned CB, C, SC, TC, LI, GI and DV under the *NT Planning Scheme*.

#### **Relevant interest rate**

- 6. The Council fixes the relevant interest rate for the late payment of rates and charges in accordance with Section 162 of the Act at the rate of 17% per annum which is to be calculated on a daily basis.

#### **Payment**

- 7. The Council determines that the declared Rates and charges declared under this declaration may be paid by two (2) approximately equal instalments on the following dates:
  - 30 September 2015; and
  - 29 February 2016.
- 8. A ratepayer who fails to pay the rates and charges notified under the relevant rates notice under Section 159 of the Act may be sued for recovery of the principal amount of the rates and charges, late payment penalties, and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges. Under Part 11.9, Division 4 of the Act, Council has the power to sell a ratepayer's property in order to recover outstanding rates and charges.

#### **General provisions**

- 9. Unless the contrary intention appears, defined terms in this declaration have the same meanings as under the Local Government Act (NT).
- 10. Where the unimproved capital value method is used to calculate the value of land which occupies less than a whole allotment, the unimproved capital value of the land shall be calculated on a proportionate basis.

BEN DORNIER

ACTING CHIEF EXECUTIVE OFFICER

LITCHFIELD COUNCIL

<b>Agenda Item No:</b>	12.13	<b>Report Number:</b>	15/0018
<b>Report Title:</b>	Request for Tender		
<b>Meeting Date:</b>	Thursday, 16 July 2015	<b>Infoxpert Number/s:</b>	113951
<b>Attachments:</b>	0		

#### Summary:

Officers request Council approval to Tender for various period contracts for the supply of services for the maintenance of roads and provision of recyclable services, as follows :

The proposal is to seek public tender for all contracts both Projects and Period. Tenders are to be assessed as per the selection criteria to ensure Council receives value for money. The assessments will take in consideration, Past Performance, Capacity, Timeliness, Innovation, Project Specific and Price. This is to ensure Council will receive value for money for the proposed works.

Period Contracts are for 12 months with an option for 2 x 12 months extensions to be agreed by both parties. Project tender (Resealing) is for a specific project only with a set time frame for the work to be completed

#### Recommendation:

1. **THAT Council receive Report Number 15/0018.**
2. **THAT Council approves issue of a Tender for the supply of bituminous resealing services.**
3. **That Council approves issue of a Tender for the supply of signs.**
4. **That Council approves issue of a Tender for the supply of line marking services.**
5. **That Council approves issue of a Tender for the supply of bituminous repairs (pothole and edging) services.**
6. **That Council approves issue of a Tender for the supply of recyclable material services.**

#### Background:

Council maintains a road network of 631km of sealed roads and 169km of unsealed roads as well as 7km of cycle paths and all road furniture within the Municipality.

A comprehensive road audit was undertaken this year which identified defective assets within the road reserve, which included Signage, line marking, bituminous pavement seal, shoulders, culverts and drainage. The 2015/2016 budget identifies this road network maintenance to be carried out.

Tenders are therefore required to source Contractors to provide services that will maintain the roads and other needs identified and as summarized as follows:-

1 Annual Contract for Reseal as per Municipal Plan for the Financial Year 2015 2016. Numerous roads have been identified as requiring resealing, with 29 roads marked as high priority to suit budget allocation. Tender Documentation is set to go as soon as the budget approval is given. Once tenders are received and assessed the scope may change due to prices submitted. This is to be a one off tender for works specified within the tender document and is not to be viewed as a Period Contract

2 Period Contract for Sign Supply. Last financial year \$130,000 was spent on sign purchase. The repairs and installation was carried out by our Mobile Work Force.

The road audit undertaken this year identified approximately 2200 signs that require attention, they are either damaged, loss of reflectivity or missing. There is also a considerable amount of signs constantly being vandalised which makes up about 70% of sign repair work undertaken by the Mobile Work Force.

3 Period Contract for Line marking, Last financial year just over \$170,000 was spent on line marking which included the resealing. The road audit has made Council aware that more consideration is needed when roads are assessed for line marking as it provides a safer road environment for road users.

4 Period Contract Bituminous repairs Last financial year just over \$150,000 was spent on sealed pavement repairs i.e.: Pothole patching, edge breaks and pavement rehabilitation. A considerable amount of Council roads have old seals which suffer from either cracking or loss of stone allowing rain water to ingress causing pavement failures initiating repair work to be carried out.

#### 5 Recyclable Materials Disposal

A Tender is also required to provide a disposal service for recyclable materials from all three Waste Transfer Stations. The Tenderer will be required to provide the bins as well as disposal for a period of one year which may be extended on two occasions for an additional one year period.

Council purchasing and expenditure is required to be in compliance with the Local Government Act Accounting Regulations and Council's Purchasing Policy which specifies Public Tenders are required to be called for expenditure greater than \$100000. Therefore Public Tenders are required for all of the above items except the Recyclable Materials Disposal. Although costs for Recyclables are only estimated at \$60,000, it is recommended that this also be put to Tender to ensure works can be contractually controlled and to also maximize sourcing service firms that can provide this service.

#### **Links with Strategic Plan:**

##### 3. Efficient service delivery

Outcome: 3.1 Provision of core services and works program i.e. 3.1.2 Plan for a consistent approach to service delivery across all wards.

#### **Legislative and Policy Implications:**

Compliance with the Local Government accounting regulations and Council Purchasing Policy

#### **Financial Implications:**

In accordance with the approved budget for 2015/2016.

#### **Risks:**

NIL

Recommending Officer:	Herb Backers, Road Network Manager
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting or a Committee meeting should declare that conflict of interest</i>	

*to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.*

**Attachment/s Title:**

<b>Agenda Item No:</b>	12.14	<b>Report Number:</b>	15/0034
<b>Report Title:</b>	Petition; Strangways Road connection to the Stuart Highway and extend Hayball Road		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	113931
<b>Attachments:</b>	1		

### Summary:

A petition was received with signatures from thirty (30) municipal residents requesting Strangways road be extended and connect with the Stuart Highway and Hayball road be extended from Strangways road to Doxas Road. Residents appear mainly concerned about industrial traffic from the Stuart Highway using Forest Drive and Strangways Road to access the industrial area on Spencely Road and vice versa, and providing residents of the Doxas Road area an alternative route to Humpty Doo, respectively.

### Recommendation:

- 1. THAT Council receive Report Number 15/0034.**
- 2. THAT Council notes the Petition to extend Strangways Road to connect with the Stuart Highway and not considers the proposal further.**
- 3. THAT Council notes the Petition to extend Hayball road to provide the Doxas Road area residents an alternative route to the Humpty Doo area and not considers the proposal further at this stage.**

### Background:

Thirty (30) residents signed a Petition requesting connecting Strangways Road to the Stuart Highway, and to extend Hayball road to connect with Doxas Road.

It appears that the petitioners are mainly concerned about industrial traffic using Forest Drive to access the Industrial area adjacent to Spencely Road and vice versa, and propose that Strangways road be extended and connect with the Stuart Highway. This would eliminate through traffic that currently use Forest Drive to access the Stuart Highway.

Officers consider that only a small portion of industrial traffic currently use Forest Drive, namely vehicles travelling to and from south of Noonamah. Most traffic travels between Darwin and the Industrial area and use the Arnhem Highway and Spencely Road because it is the most direct route.

The proposed 700m Strangways Road extension would require resuming road reserve across nine properties and crossing an area that is inundated with storm water on occasion. The cost including compensating landowners for land to construct this road would be exceptional. In addition, an intersection would be required on the Stuart Highway which would require approval by the Department of Transport. It is considered highly unlikely the Department would approve an extra intersection.

The Petition also requests extending Hayball Road 1.5 kilometers to provide an alternative route to Doxas Road area by connecting into Divine. This extended road would cross one area that is regularly inundated with storm water and therefore construction cost would be significant, at least \$700,000.

Officers consider that the benefit that this connection would provide to the residents that live in the Doxas Road area would be limited as they are well serviced by the very direct access using the Stuart Highway. The idea may have greater benefit if the area is developed east of Doxas Road, and should be considered at that time.

**Links with Strategic Plan:**

Goal 2; Vibrant Local Economy

Outcome 2.2; Advocacy and support that maximizes the benefit to local people, businesses and employment.

**Legislative and Policy Implications:**

Nil

**Financial Implications:**

Nil

**Risks:**

Nil

Recommending Officer:	Graeme Francis General Manager Infrastructure and Planning
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	
<i>Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting of a Committee meeting should declare that conflict of interest to enable Council to manage the conflict and resolve it in accordance with its obligations under the Local Government Act and its policies regarding the same.</i>	

Attachments: Petition

<b>Agenda Item No:</b>	12.11	<b>Report Number:</b>	15/0026
<b>Report Title:</b>	Adoption of Draft Municipal Plan 2015/16 and Annual Budget		
<b>Meeting Date:</b>	Thursday, 23 July 2015	<b>Infoxpert Number/s:</b>	114017
<b>Attachments:</b>	1		

### Summary:

This report presents the Draft Municipal Plan 2015/16 and Annual Budget for adoption by Council following the statutory 21 days public display, during which members of the public were able to make submissions as to its contents. Submissions and suggested changes are presented, together with comments by officers regarding their incorporation into the final draft. The draft Municipal Plan 2015/16 and Annual Budget continues to propose an average increase in rates and waste charges to ratepayers of 7.7%, or \$73.

### Recommendation:

1. **THAT Council receive Report Number 15/0026.**
2. **THAT Council adopts the draft Municipal Plan 2015/16.**
3. **THAT Council adopts the draft Annual Budget 2015/16 as incorporated into the draft Municipal Plan 2015/16.**
4. **THAT a report be prepared for the Internal Audit Committee making recommendations for a new quarterly budget review and Municipal Plan performance reporting framework.**

### Background:

Section 24 of the *Local Government Act* sets out the requirements for the annual review of Council's Municipal Plan:

- (1) A council must adopt its municipal or shire plan (or revisions to its municipal or shire plan) between 1 April and 31 July in each year and forward a copy of the plan (or the revised plan) to the Agency by the latter date.
- (2) Before the council adopts its municipal or shire plan (or revisions to its municipal or shire plan) for a particular year, the council must:
  - (a) prepare a draft of the plan (incorporating any proposed revisions); and
  - (b) make the draft plan accessible on the council's website and make copies available for public inspection at the council's public offices; and
  - (c) publish a notice on its website and in a newspaper circulating generally in the area inviting written submissions on the draft plan within a period (at least 21 days) from the date of the notice; and
  - (d) consider the submissions made in response to the invitation and make any revisions to the draft the council considers appropriate in the light of the submissions.
- (3) Although the council's budget forms part of its municipal plan, this section does not apply to the adoption of the budget or of amendments to it.
- (4) The adoption of a budget, or of amendments to it, operates to amend the municipal plan so that it conforms with the most recent text of the council's budget.

The draft Municipal Plan 2015/16 was released for public consultation by resolution of Council on 18 June 2015.



It reflects significant work by Council Officers to incorporate structural and budgetary changes following a period of change within the organization. Most significantly, it reflects a reduction in staff numbers and resources while maintaining levels of service to the community. Key points are:

- A staffing plan of 48.8 FTE (Full Time Equivalent) employees, vs 49.3 FTE in the 2014/15 financial year
- An increase of rates of 5%, or \$32.74.
- An increase in the waste charge of 13.9%, or \$40.26.
- No reduction in levels of service offered by Council.
- \$3.2M in recurrent repairs and maintenance of Council assets, including pavement rehabilitation, re-sheeting, culverts, drains, driveways, shoulders, kerbing, cycle paths, signs, line marking, grading, and pothole patching.
- \$1M for recreation reserves operations, maintenance and repairs.
- \$1.2M for the transportation of waste to Shoal Bay, including increased landfill fees being charged by City of Darwin.
- \$5M in capital works associated with roads infrastructure, with the single largest project being the completion of the new Girraween Road – Anglesey Road roundabout.

Following the release of the Draft for public consultation, submissions were made by the public as to its contents and have been collated together with responses by Council Officers, and a final draft incorporating suggested changes is presented to Council for adoption.

Submissions and responses by officers are provided here:

	Comment	Officer Response
Gerry Woods MLA		
1	Coolalinga should be paying the same rates as rest of rural area. The policy of the Council is for a flat rate for residential land. The proposal to charge owners of land in Coolalinga over \$400 more than the other residents in the municipality is unfair and that decision should be reversed.	Council's policy to charge a flat rate for residential land has remained unchanged. However as advised in response to your comments last year on the 2014/15 Municipal Plan, this fails to address the increase in costs involved in the provision of street lighting, light pole maintenance, underground drainage and the maintenance of footpaths and cleaning.  The urban developments at Coolalinga have all the above additional services, not provided in the majority of the Municipality areas, hence the necessity to establish a separate rating system for such areas.
2	It is not clear what the amount is in reserves. What is the breakdown of the reserve funding?	A breakdown has now been included.
3	Has the reserve funding been increased each year or has it decreased or has it been used to offset overspending.	It has been used to offset additional spending by Council.

4	Reserve funding from the infrastructure funding development contributions - has that money been expended in the area where the original development occurred?	Yes, in accordance with Section 72 of the Planning Act, Council must expend developer contributions in the same locality as which the development is located.
5	There needs to be a plain speaking version of expenditure, income and how rates are calculated.	Agreed, and this has been achieved in all relevant pages for income and expenditure and in pages for rates.
6	Proper and independent assessment of the viability of the mobile work force against a contract system should be done.	This topic continues to be of interest to many ratepayers and as such numerous reviews are carried out and reported to Council. An external review is currently being undertaken.
7	I have concerns about MWF clearing trees from the road reserves? We should be retaining and promoting trees on road reserves unless they are a definite danger to motorists or power lines. In using the theory of clearing trees from road reserves then there would be no trees on Tiger Brennann Drive - a 100km/hr road.	Agreed that trees should be removed if there is a danger to motorists or power lines. Officers are happy to take specific suggestions for areas where trees are seen to be at risk in this manner.
8	There should be a column showing the actual expenditure for the previous financial year so that a comparison can be made with this year's budget.	Noted. This will be incorporated in future municipal plans. Improvements to monthly financial reports are also being implemented to assist in the understanding of Council's financial position.
Matthew Salter		
9	Operational Budget: Revenue; Taking \$1,045,539 out of 'council's cash reserves' to fund operations leaves a dangerous legacy for future councillors and council staff. Surely 'operations' must be sustainable. Can you please indicate how council will be able to 'find' one million dollars every year to fund operations?	Review and updating the Long Term Financial Plan as part of each year's budget formulation identifies financial issues in advance to enable the development of a strategy to ensure Council's future financial sustainability. The plan encompasses increases in revenue sources together with increases in operating costs including recurrent repairs and maintenance, asset renewal requirements and new assets to meet the needs of the community.
10	Capital Budget: Income; Taking \$2,281,053 out of 'council's infrastructure reserve' to undertake road resealing is impractical. In the past the council has undertaken a philosophy that, 'if we do not have the money we do not do the work,' which is why we have cash reserves in the bank. Last year we allocated one million dollars as a one off payment to upgrade roads. This is not to be viewed as annual occurrence. I have looked at the roads recommended and the list is too ambitious. Why is Fiddlers Lane included on the list? Could Redcliffe Road be resealed from Strangways to Goode Road this year, with particular attention to the Freds Pass/ Krichauff intersection? Some other roads need to be deferred to next year.	A number of factors are taken into consideration in the development of the capital works program such as condition of the asset; rate of deterioration; life of the asset; cost of future works; safety issues and usage. Council also actively seeks Government funding e.g. Blackspot funding to complete additional works. Freds Pass Road-Redcliffe Road Intersection is one such project awaiting approval. The capital works program forms part of the Long Term Financial Plan.

11	Did you know that residents on Brougham Road are expected to pay a levy to have their dirt road bitumised? Have they been advised of this?	This high usage gravel road between Leonino and Lennox Roads. They are only two rate payers in this area to be levied who will be advised after the budget is approved.
12	<b>Arrears;</b> Much concern has been raised over rates arrears. In December 2014 we employed a person to reduce the \$2 million in outstanding rates. Now is the time to recover this debt. Your anticipated figure of \$85 000 to be collected over twelve months is far too conservative, especially as there is one million dollars in outstanding rates from the past 12 months	The amount of \$85,000 is related to interest on arrears of rates only.
13	Council Vehicles; Council should not be buying 4 door diesel four wheel drives that cost \$45 000. Almost all council business can be undertaken in Toyota Corolla or equivalent that cost \$20 000. These cars should be replaced at 60 000km or 3 years. This will substantially reduce expenditure.	Noted. Council's motor vehicle usage and fleet purchasing policy will be reviewed, and your comments taken into account. Council is committed to providing efficient and fit for purpose motor vehicles for fleet use.
14	Waste Management; Much discussion and little action has occurred regarding recycling. Goals should be established early in this financial year to reduce rubbish going to landfill at Shoal Bay. It has been mentioned that a 'thermometer signboard' strategically placed at all three waste transfer stations -can provide important information to ratepayers. These should be updated bi-monthly. This will help to educate people that 'community effort is essential,' in recycling, and set strategic goals to reduce (the cost of) waste going to Shoal Bay.	Noted. Waste management and recycling services will be a topic which is sure to generate keen interest from ratepayers during a comprehensive survey being conducted this financial year.
15	Recreation Reserves; currently there are caretakers at all of our recreation reserves. Could you please ask the boards to get updated schedule of their duties? In the budget there is tree pruning and minor repairs to toilets (under Property Improvements) which might be part of their arrangement and could be undertaken at their expense.	Noted. Your concerns and interest will be raised with the relevant reserve boards.
16	Mobile Workforce Team; has a very specific role of employment when council set up this department. Their job was to mow the verges of the road, as had been previously done by subcontractors. The arrangement was for a specific time frame -so that we could assess what parts of this job could be put out to tender, and what work would remain for the mobile workforce to do. It did not involve cutting 900km of fire-breaks in conservation zoned land, although, as these parcels are part of the council estate (previously unmaintained), this land has now become a council asset.  Can you please check the risk management and insurance implications of having the mobile workforce team (joining emergency services) in helping to clear fallen trees off the road during 'monsoon events?' This is a major shift from the original duties, and it is important to check our risk. This being said, the mobile workforce team has been a big success, but it may be time to develop further economies. With Freds Pass; 53 Conservation Zoned areas; Thorak Cemetery; Six substantial recreational reserves – all that involve ground	Noted. Council has always taken steps to ensure it has met its risk and insurance obligations, particularly with regards to staff and resident safety. Your comments will be used to further ensure this takes place. Council is also reviewing services and service levels with regards to the Mobile Work Force, and a report will be provided to Council in the near future..

	<p>maintenance - Is it time to have a look at the different skills and abilities that these employees have –so that they can be applied across the municipality. Do we have a specialist irrigation person? Is someone an expert in weed management? Does someone know about small engines? Who knows about the different types of grasses? What is the best way to fertilize? Do we have an expert in garden design? These guys should meet each other and share expertise. By bringing the Thorak Cemetery staff and the Freds Pass staff together -we can look at economies; we can address minimum standards for occupational health and safety; minimum standards in applying for grants; and standard routines regarding payroll each week. The economies will stretch further- into marketing, developing sponsorship, procurement, business opportunities etc. So rather than being a fragmented workforce with vague direction -the team should become united, specialized and having a strategic direction ending with minimum standards across the municipality.</p>	
17	<p>In summary it is short sighted to pull money out of council reserves and apply it to operational programs. Surely 'operation' has to be 'stand-alone' so that the next council does not have to be continually be dipping into reserves to prop it up. It also is bad policy to undertake 'works' that council cannot afford.</p>	<p>Noted. This is certainly important for ensuring the ongoing sustainability of Council operations, and Council is committed to restoring financial sustainability as a cornerstone of strategic planning.</p>
18	<p>It is important to put \$40 000 towards the organisation of the Freds Pass Show. This amount needs to be available for 3 years. It is important to put \$10 000 towards Australia Day. This also should be reviewed in three years. Can you include this \$50 000 under the heading of Community Events. This represents only -one third of 1% of the \$13.5 million budget.</p>	<p>Noted. A report will be brought to Council regarding the funding of community events such as these in the near future.</p>
Tony Hardwick		
19	<p>Opportunities and Challenges for Service Delivery</p> <p>"Challenges exist in maintaining service levels in the face of decreasing income"</p> <p>While not being conversant with Council income overall it appears that the bulk of income comes from rates. it is unlikely that a decrease of income applies to that source. The rural area is growing and a greater number are contributing in the payment of rates.</p> <p>In this regard given that a greater number of contributors are paying for the limited services rates should be reduced. The waste management and levy are separate and some cost rises there are probably unavoidable, although my cynicism has not abated as to how we found ourselves in that particular arrangement. But that is for another day.</p>	<p>It is important to read the whole paragraph as there are many factors involved and not just rate income:</p> <p>"Challenges exist in maintaining service levels in the face of decreasing income, rising costs, high community expectations, climate change and environmental issues. Council experiences cost shifting from other tiers of government and constantly increasing maintenance costs for infrastructure assets. New infrastructure is required to meet the needs of a growing population."</p> <p>It is agreed that there are more ratepayers each year but it is insufficient to balance rising construction, repairs and maintenance costs. There are also rising administration costs such as utility costs, insurances, valuation costs,</p>

		legal fees, security, legislative requirements, software licences and information technology support. In addition, the Federal Government imposed an indexation freeze on Financial Assistance Grants. In previous years, these grants increased in line with Consumer Price Indices and population increases.
Rural Residents' Rights Group		
20	1. A Council without elected members is not a Council. Whether our elected members fit the criteria - or not - of the Minister's estimation, they were elected by voters living in the rural Litchfield Council area. They - and only they - represent the views of the electorate as to fitting ways to govern locally. With all due respect for employees and appointed managers, you are not our elected representatives. Under the Local Government Act, Litchfield is a municipality with 5 elected representatives. We strongly resent the intrusion of the Minister and her appointed 'official' managers for the extended period of time they have dictated terms of governance in our local government area.	Noted. Pursuant to Section 224 of the Local Government Act, the Minister for Local Government has the power to suspend members of Council and place a council under official administration.
21	2. We cannot understand how an unelected group of people who don't live in the Litchfield rural area are of the opinion they know more about the needs of our area than do our elected members. We are expected to pay more rates with no elected representation and a higher levy on waste management with no elected representation. Are landholders in unincorporated areas paying rates and levies for NT government services to local roads, landfill sites and reserves in their areas? In our opinion, Litchfield ratepayers should be exempt from paying local government rates and levies until we have a full complement of elected local government members voting on issues vital to local governance matters. Until that time, the NT Government should cough up the finances and running costs of continuing administration and operation of Litchfield Municipality infrastructure and services as it does in unincorporated areas.	Your opinion is noted with regards to unelected representation. It may be most appropriate to raise these concerns with the Department of Local Government itself.
22	3. The appointed manager and his appointed acting CEO have held Litchfield Council meetings open to the public that are not recognised as such under local government legislation and policy. The CEO appointed by the full complement of Litchfield Council elected representatives with help from senior staff was sacked without consultation - not a simple 'departure' as presented by the acting CEO in the Plan. Many of us respected his extensive background in rural local governance and his sustainable solutions to otherwise wicked problems.	Noted. Council meetings are conducted in full compliance with legislative requirements. It may be most appropriate to raise these concerns with the Department of Local Government itself.

23	<p>4. We cannot comment fairly on a Draft plan that has not officially received endorsement of our elected local government representatives as an appropriate initial stage of local governance. We note, however, that at least one Councillor has submitted comments on the draft plan. We agree with that Councillor that recycling has not been encouraged as an alternative to everything going to Shoal Bay and a waste management levy increase is unjustified without proper resource recycling infrastructure - and education - in the Litchfield Council area. We also agree that if money is not available in current operational grants, some less-needy aspects of Council operations should wait until such money is available. Why are some ratepayers levied for road sealing and others not?</p>	<p>Noted. Section 225 of the Local Government Act vests all powers and authorities normally exercised by the elected body of Council in the role of Official Manager, including the adoption of the Municipal Plan. Council strives to ensure the waste charge represents the cost of delivering the service to Council, and the nature of these services will be included in a comprehensive survey of ratepayers during this financial year.</p>
24	<p>5. While the past role of Litchfield Shire Council was to maintain roads, reserves and rubbish tips, Council's responsibilities have grown under its status as a Municipal Council and this should be reflected in an increased budget to include this development. We note that the Acting CEO includes 'working with the NT Government in order to ensure the orderly and planned development of property in the region reflective of community needs and desires' as a future objective in our local government role. Without local government having a core role to play in initiating and implementing integrated planning policies, instruments and laws at the local level - as is generally the rule in other state local government jurisdictions - we cannot envisage how Litchfield Council and all other NT local council bodies - can realistically 'ensure orderly and planned development' in our respective local areas - especially considering the limited role played by Council representatives in DCA decision-making. Surely such an extended role would mean that the Mayor or another elected local Councillor would run the planning decision-making process in each local government area?</p>	<p>Local Government in the Northern Territory do not have planning authority. This is retained under legislation by the Northern Territory Government. Council is able to provide comment via submission on the impacts to Litchfield Municipality in each development application, but the Development Consent Authority is under no obligation to follow Council's advice. Council's authority with regards to planning is solely to do with roads and stormwater infrastructure, and thus Council seeks to work more closely with NT Government in influencing its decisions with regards to planning matters.</p>
25	<p>6. We also appreciate that the very likeable and proficient Acting CEO wishes to meet more local residents in his local area but, as a secondment from Palmerston, we do not at all appreciate the implication that the Litchfield Council area is somehow a projection of the Palmerston Council area. While we have been patient - to date - with a Tennant Creek NT government politician appointing Litchfield Council managers (from outside the Litchfield Council area), we are not happy with this and wish to have democratically-elected Council representation restored in our own local jurisdiction forthwith.</p>	<p>Noted. Concerns in this regard may be made to the Minister for Local Government. There has been no implication in this draft Municipal Plan that Council governance or service delivery is being assimilated with City of Palmerston.</p>

25	7. We have always found that our local Councillors have acted openly, transparently and accountably in their roles and cannot understand why they were suspended for not being able to work with the Mayor. Our puzzlement extends to the sacking of the former CEO. Is it a crime to bring charges of harassment and bullying into the public arena under this NT government? Our Councillors aided by the former CEO promoted and supported our rural lifestyle options and generally held a positive public image as per the vision and values of the Council.	Noted. Concerns in this regard may be made to the Minister for Local Government.
26	8. We are pleased that you include community expectations, climate change and environmental issues in the draft plan. This is, at least, an initial acknowledgement that our local government's role may be extended in the future to encompass ecologically sustainable solutions to local problems. The precautionary principle needs to be applied, however, to ensure that our rural needs are not subsumed by urban wants of urban-based 'cooperative' local government bodies. We would like a world that recognises the need for 'peri-rural' zones surrounding and being incorporated into all cities as urban villages rather than urbanising the rural area.	Noted. Council has recently increased its focus on planning matters within the municipality and ensuring that Council's role within the planning process is reflective of the needs of the Litchfield community. It would be helpful to receive more detailed comments from your group as to its opinion on planning matters now and in the future.
27	9. We agree that the time is approaching for a UCV rating system that takes account of commercialisation, urbanisation/small lot infrastructure and services related to the need for increased local government public infrastructure in Litchfield Municipality - to make the term 'affordable land' more practical and realistic. We do not agree with extra levies being imposed on all ratepayers. A UCV system should take into account all planned infrastructure and services available to all areas of the Council jurisdiction without the need for extras.	Noted. A decision to make changes to the rating system of Council is not planned for the 2015/16 financial year. This may be a consideration for the funding of future budgets.
28	10. We do not agree with taking away an uncoded (heritage) building at Berry Springs Reserve without adequate replacement by Council of a coded residence for a resident caretaker. This is essential fixed infrastructure that should not be the responsibility of a volunteer reserve board to replace and replacing the old residence with a new coded residence would be a recognition by Council of the future needs in relation to the reserve's improvement and development.	Noted. It would be helpful to learn more about this concern and encourage you to discuss this matter further with officers or the Official Manager.
29	11. By providing 'an upfront, clear and fair scenario for all Developers looking to carry out a project within the Municipality' without sufficient, efficient and sustainable integrated planning laws at all levels of government in the NT to enable rural residents to object and appeal against such projects in an equally upfront, clear and fair manner, this provision would be undemocratic and seriously unbalanced.	Noted. This is a comment which has been voiced by several members of the Litchfield community, and Council will be considering community education initiatives to assist in helping members of the public more clearly understand the NT Planning Scheme, and the roles Council plays in the development approval process.



30	12. We also see a need for an extended role for Council Community Services governance and grants to provide transport for old and frail community members to access essential services as is provided by local government in other areas in the NT and across Australia.	Noted. This will be included in the planned comprehensive survey of ratepayers and community members to ensure the needs and desires of the community can be appropriately met, and at what cost to the ratepayers.
Anna Malgorzewicz		
31	Thank you for the opportunity to comment on the Draft Municipal Plan 2015-2016. I appreciate that in the absence of an elected member body to provide broad community input into the development of the Plan, the focus this year has been to continue in a similar fashion to the previous year. As I suggested at the recent Council meeting, I do hope there was a program of active engagement regarding the Draft Plan with the community - rather than a passive approach that relied on statutory advertising in print and web based media to capture community aspiration and need.	Noted. Council will endeavour to improve its community consultation methodology into the future.
32	I recognise and respect the expertise and professionalism of staff employed at Litchfield Council and I am sure recommendations regarding infrastructure work priorities have been made to the Official Manager on a sound evidence base, however, there is no reference to this in the draft Plan. For example, on page 9 the following statement "Council annually reviews the community's concerns by way of a questionnaire then considers opportunities and challenges for service delivery as part of its budget process. The Program Profiles provide information on the service delivered by Council and the budget allocation required to implement them". I can not recall any survey being undertaken this or the previous financial year to assist in informing strategic priorities or direction. On Council's web site, the only evidence of community surveys are the two that were conducted during 2008 and 2012. As the municipality has undergone extensive change and development since that period I wonder on what basis planning (and consultative planning) has been conducted?	<p>Council surveys are conducted in a variety of ways in order to target different demographics e.g. postal mail out, email, phone calls etc. The last survey was conducted at the Freds Pass Show by way of a questionnaire asking for feedback on environmental issues, recreational activities and what services people would like to have in the municipality.</p> <p>A number of factors are taken into consideration in the development of the capital works program such as condition of the asset; rate of deterioration; life of the asset; cost of future works; safety issues and usage.</p>
33	The resealing program identified on page 20 and other capital works I am sure are based on professional assessment of traffic-ability, volume, access issues, weather and erosion impacts, etc. However, it would be of interest to the community to be provided with an understanding of how these priorities were determined.	Noted. A number of factors are taken into consideration in the development of the capital works program such as condition of the asset; rate of deterioration; life of the asset; cost of future works; safety issues and usage.

34	<p>The Executive Summary by the Acting Chief Executive is an informative issues briefing or monthly status report, but should not form the Executive Summary to the Municipal Plan. The Municipal Plan sets out the budget and program for the forthcoming year. It is disappointing that the Executive Summary details administrative and financial issues from the previous financial year and the punitive measures that were taken to address these issues. The Executive Summary should be a forward looking statement that explains the raft of services that are to be provided over the course of the financial year from the available sources of revenue.</p> <p>The past six months have been difficult for the Elected Members, staff and the community and it is appropriate to report on this and measures to address at a Council meeting but for this not to be enshrined in the forward plan for the municipality.</p>	<p>Noted. Council has experienced unusual circumstances over the past several months, and understanding these circumstances and how Council plans to respond to them over the course of the coming financial year is of vital importance, and the executive summary attempts to balance the explanation of circumstances against the proposed plan. Unfortunately, these circumstances are primarily resting in governance and financial sustainability areas, which officers believe explains the manner in which the summary has been prepared. It is also important for future councils that the context of this year's Municipal Plan are readily identified within the document.</p>
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Input from the community has been greatly appreciated as it provides an understanding of the community's expectations for the future, and will help ensure future planning is responsive to these expectations.

#### **Links with Strategic Plan:**

- 1 Effective leadership and governance

#### **Legislative and Policy Implications:**

Section 24 of the Local Government Act, cited above, lays out the legislative requirements for Council's Municipal Plan. The 21 day period of public consultation which commence on 19 June 2015 and closed on 10 July 2015 is now complete. The Final Draft is presented for adoption at the July Council Meeting. If the recommendation above is adopted by resolution of Council at this meeting, Council has complied with Section 24.

#### **Financial Implications:**

The 2015/16 Annual Budget is contained within the Draft Municipal Plan 2015/16 (see attached) providing the financial implications of the Plan. Statutory requirements for advertisements associated with the plan are provided for within the current budget.

#### **Risks:**

No risks are identified as this report recommends only the release of the Draft Municipal Plan 2015/16 for public consultation.

Recommending Officer:	BEN DORNIER – ACTING CHIEF EXECUTIVE OFFICER
Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.	

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

Attachment/s Title: Draft Municipal Plan 2015/16 attachment (pdf format)

please sign

# Petition to Litchfield Council

7 Bees Creek Road,  
Fred's Pass

Petition Requesting the Completion of Strangways Road section from the Stuart Highway, through to existing/Established portion of Strangways. To Allow direct usage of industrial Traffic, through to/from the Humpty Doo Industrial Zone – Currently using Forest Drive.

Petition also Supporting the Continuation of Hayball Road through to Completion, allowing access to/via Doxas and Gonnerman road for Residents. To assist in reducing the Industrial Traffic Using the Residential Road Forest Drive, Humpty Doo.

From Residents of Forest Drive, Humpty Doo.

NAME	ADDRESS	SIGNATURE
KAREN RUSCA	75 Forest Drive	K. Rusca
Julie Corpus	40 Forest Dr	Julie Corpus
Jim Dalton	92 Forest Dr	Jim Dalton
T. Costello	660 Arnhem Hwy	T. Costello
N. Mills	54 KORO RD	N. Mills
T. Hauke	HUMPTY DOO	T. Hauke
T. Jinadasa	Humpty Doo	T. Jinadasa
Aidan Clough	Humpty Doo	Aidan Clough
Patricia Shields	5 HAVILK Rd H DOO	Patricia Shields
Andrew Farrell	56 Patterson Rd H DOO	Andrew Farrell
Bob Doyle	95 COLLARD Rd H DOO	Bob Doyle
Sally Hornell	30 Emanuel Rd. H/D	Sally Hornell
VAC LLOYD	111 DOXAS RD.	V. Lloyd
BERYL GLEESON	2/18 CHALLONER CR	B. on Gleeson
Jodie Waterbury	439 Bees Creek Rd.	Jodie Waterbury
Wally Galloway	35 Bees Creek Rd	Wally Galloway
LES PARNELL	35 SHUTE LAKE	LES PARNELL
PETER KELIAS	455 POWER RD	Peter Kelias
LES PARNELL	HUMPTY DOO	LES PARNELL
Belinda Jenkins	Humpty Doo	Belinda Jenkins
RACHA POWER	67 MAP CRT	RACHA POWER
MIKE MCGOWAN	84 GAMBA RD	MIKE MCGOWAN
SUSIE HANSEN	Humpty Doo	SUSIE HANSEN
Mynne Corpus	14 Zamia RD	Mynne Corpus
Chris Harmer	51 Spencey Rd.	Chris Harmer
SARAH THORNLEY	60 KELLY RD H DOO	SARAH THORNLEY
Jenny Rusca	30 FOREST DR	Jenny Rusca
SIO RUSCA	10 VALE CRT	SIO RUSCA
Jean TURNER	31 FOREST CR	Jean TURNER

Shannon Rusca 40 FOREST DR

