

LITCHFIELD COUNCIL



Community effort is essential

Council Meeting BUSINESS PAPER WEDNESDAY 19/02/2020

Meeting to be held commencing 6:30pm
In Council Chambers at 7 Bees Creek Road, Freds Pass

Daniel Fletcher, 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.

*Reminder that prior to the meeting each month the public are invited to the Councillor Open Space
Discussions at 5:30pm to 6:15pm in the Council's Gazebo*



LITCHFIELD COUNCIL MEETING

Notice of Meeting

to be held in the Council Chambers, Litchfield
on Wednesday 19 February 2019 at 6:30pm

Daniel Fletcher
Chief Executive Officer

Number	Agenda Item	Page
1	Opening of Meeting	1
2	Acknowledgement of Traditional Owners	1
3	Apologies and Leave of Absence	1
4	Disclosures of Interest	1
5	Confirmation of Minutes	1-8
6	Business Arising from the Minutes	
6.1	Action List	9-12
7	Presentations	13
8	Petitions	13
9	Public Questions	13
10	Accepting or Declining Late Items	13
11	Notices of Motion	13
12	Mayors Report	
12.1	Mayor's Report	14-15
13	Reports from Council Appointed Representatives	16
14	Finance Report	17
14.1	Litchfield Council Finance Report January 2020	18-49
15	Officers Reports	50
15.1	Drafting Rating Policy FIN02	51-75
15.2	February 2020 Summary Planning Report	76-83
15.3	PA2019/0416, an Exceptional Development Permit Application to Allow the Use and Development of Leisure and Recreation (Rodeo and Outdoor	84-109

	Entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways PA2017/0401, a Development Application for Subdivision to Create 12 Lots in Two Stages at Lowther Road, Bees Creek	110-218
15.4		
15.5	CEO's Monthly Report	219-225
15.6	Council Meeting – June 2020 – Change of Date	226-227
15.7	LGANT General Meeting – Call for Motions	228-232
15.8	Community Engagement Strategy Action Plan Year Two Anniversary	233-236
15.9	LGANT Nomination of Delegates	237-239
15.10	Taminmin Library Update	240-244
16	Common Seal	245
17	Other Business	245
18	Public Questions	245
19	Confidential Items	245
	FPSRR Governance Arrangement Review – Appointment of Community Members to Community Reference Group	
19.1		
19.2	<i>Life Beyond Landfill</i> – Update February 2020	
20	Close of Meeting	245



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

1. Open of Meeting

Audio Disclaimer

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

2. Acknowledgement of Traditional Ownership

Council would like to acknowledge the traditional custodians of this land on which we meet on tonight. We pay our respects to the Elders past, present and future for their continuing custodianship of the land and the children of this land across generations.

3. Apologies and Leave of Absence

THAT Council notes and approves:

Leave of Absence	Cr {Insert}	{dates}
Apologies	Cr {Insert}	{date}

4. Disclosures of Interest

Any member of Council who may have a conflict of interest, or a possible conflict of interest regarding any item of business to be discussed at a Council meeting or a Committee meeting should declare 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.

5. Confirmation of Minutes

THAT Council confirm the minutes of the:

- Council Meeting held 15 January 2020, 7 pages; and
- Confidential Council Meeting held 15 January 2020, 1 page.



LITCHFIELD COUNCIL MEETING

Minutes of Meeting

held in the Council Chambers, Litchfield

on Wednesday 15 January 2020 at 6:32pm

Present	Maree Bredhauer	Mayor
	Christine Simpson	Deputy Mayor / Councillor Central Ward
	Kirsty Sayers-Hunt	Councillor East Ward
	Doug Barden	Councillor South Ward
	Mathew Salter	Councillor North Ward
Staff	Daniel Fletcher	Chief Executive Officer
	Nadine Nilon	Director Infrastructure and Operations
	Arun Dias	Finance Manager
	Debbie Branson	Executive Assistant
Public	Roz Johnson	Berry Springs
	Diana Rickard	Tumbling Waters
	Dennis Rickard	Tumbling Waters

1. OPENING OF THE MEETING

The Mayor opened the meeting and welcomed members of the public.

The Mayor advised that an audio recording of the meeting will be made for minute taking purposes as authorised by the Chief Executive Officer.

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

3. APOLOGIES AND LEAVE OF ABSENCE

Nil.

4. DISCLOSURES OF INTEREST

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

No further disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT the full minutes of the Council Meeting held 11 December 2019, 7 pages, be confirmed.

CARRIED (5-0)-1920/121

6. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council receives and notes the Action List.

CARRIED (5-0)-1920/122

7. PRESENTATIONS

Nil.

8. PETITIONS

Nil.

9. PUBLIC FORUM

9.1 Roz Johnson - Berry Springs

Ms Johnson advised that the Berry Springs Reserve have recently changed Management and look forward to cooperating with Council in future.

9.2 Diana Rickard – Tumbling Roads

Mrs Rickard spoke as a property owner on a private road and indicated she would be supportive of Russ Road being made into an easement and provided details relating to the value of her land and her desire to protect the existing trees, gardens, fire breaks etc in place. Mrs Rickard also strongly advised Council to enter into agreements with landholders regarding any activities on private roads.

10. ACCEPTING OR DECLINING LATE ITEMS

10.1 Late Report – 15.9 August 2020 Legislative Assembly Election

Moved: Cr Barden
Seconded: Cr Salter

THAT the late report item 15.9 August 2020 Legislative Assembly Election, be accepted and included under Officer's reports for consideration.

CARRIED (5-0)-1920/123

11. NOTICES OF MOTION

Nil.

12. MAYORS REPORT

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council receive and note the Mayor's monthly report.

CARRIED (5-0)-1920/124

13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Councillors appointed by Council to external committees provided an update where relevant.

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council note the Councillors' verbal report.

CARRIED (5-0)-1920/125

14. FINANCE REPORT

14.1 Litchfield Council Finance Report – December 2019

Moved: Cr Barden
Seconded: Cr Salter

THAT Council receives the Litchfield Council Finance report for the period ended 31 December 2019.

CARRIED (5-0)-1920/126

15. OFFICERS REPORTS

15.1 CEO's Monthly Report

Moved: Cr Sayers-Hunt
Seconded: Cr Barden

THAT Council receives and notes the Chief Executive Officer's monthly report for December 2019.

CARRIED (5-0)-1920/127

15.2 Municipal Plan 2019-20 Quarterly Performance Report

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT Council receives and notes the Municipal Plan 2019-20 Quarterly Report for the period October to December 2019.

CARRIED (5-0)-1920/128

15.3 Recreation Reserves Funding Agreements

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT the report on recreation reserve funding agreements be received and noted.

CARRIED (5-0)-1920/129

15.4 Private Roads Policy

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council:

1. rescind Policy LC29 Private Roads Policy; and
2. adopt INF06 Private Roads Policy as provided in Attachment A to this report.

CARRIED (5-0)-1920/130

15.5 Territory Natural Resources Management 2019 Conference

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT Council receive and note the Territory Natural Resource Management 2019 Conference Report.

CARRIED (5-0)-1920/131

15.6 National General Assembly of Local Government

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council:

1. notes the upcoming 2020 National General Assembly of Local Government in Canberra from 14-17 June 2020;
2. approves the Mayor and Chief Executive Officer attending the National General Assembly of Local Government in Canberra on an annual basis; and
3. council further supports other elected members attending and utilising their available professional development allowance.

CARRIED (5-0)-1920/132

15.7 Local Government Strategy 2030

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT the Department of Local Government, Housing and Community Development be advised that Litchfield Council nominates the Mayor and Chief Executive Officer as the municipal council representatives on the Local Government Strategy 2030 Steering Group.

CARRIED (5-0)-1920/133

15.8 Litchfield Council 2019 Community Survey

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

THAT Council receives and notes the Litchfield Council 2019 Community Survey.

CARRIED (5-0)-1920/134

15.9 August 2020 Legislative Assembly Election

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council receive and note the report August 2020 Legislative Assembly Election and advice received from the Department of Local Government, Housing and Community Development.

CARRIED (5-0)-1920/135

16. COMMON SEAL

Nil.

17. OTHER BUSINESS

Nil.

18. PUBLIC QUESTIONS

18.1 Diana Rickard – Tumbling Roads

Mrs Rickard spoke in reference to problem areas and boundaries of Gamba Grass on Council, Crown and Government land, ie. Old Bynoe Road.

19. CONFIDENTIAL ITEMS

Moved: Cr Salter
Seconded: Deputy Mayor Simpson

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) regulations the meeting be closed to the public to consider the following Confidential Items:

19.1 2020 Australia Day Award Recipients

Regulation 8(e) – information provided to the council on condition that it be kept confidential.

CARRIED (5-0)-1920/137

The meeting was closed to the public at 7:50pm.

Moved: Cr Salter
Seconded: Cr Barden

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) regulations the meeting be re-opened to the public.

CARRIED (5-0)-1920/139

The meeting moved to Open Session at 7:54pm.

20. CLOSE OF MEETING

The Chair closed the meeting at 7:54pm.

21. NEXT MEETING

Wednesday 19 February 2020.

MINUTES TO BE CONFIRMED

Wednesday 19 February 2020

.....
Mayor
Maree Bredhauer

.....
Chief Executive Officer
Daniel Fletcher



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

6. Business Arising from the Minutes

THAT Council receives and notes the Action List.

Resolution Number	Resolution	Action Officer	Meeting Date	Status
15/0175/02	Meeting Procedures By-Laws THAT Council instruct the Acting Chief Executive Officer to begin negotiating with Parliamentary Counsel on the drafting of Meeting Procedures By-Laws for Litchfield Council.	CEO	19-11-15	Council continue to work with Parliamentary Counsel and Department of Housing & Community Develop (LG Division) to progress the By-law.
16/0203	Signage, Roadside Vans and Events on Council Land 1. Endorse a position that no approvals will be given for signage, roadside vans or events on council owned land until such time as appropriate policy, procedures and by-laws are developed. This excludes Council Reserves which are run under management by committee or under lease to an incorporated body; 2. Develop Council by-laws to cater for the regulation of a permit system for signage within the municipality and roadside vans and events on council owned land; 3. Develop policy and procedures to support any Council by-laws which are enacted; and 4. To commence work on these by-laws, policy and procedures in 2017/18 financial year.	DCCS	21-09-16	On hold until Meeting By-Laws are concluded.
17/0036/4	Litchfield Aquatic Facility Needs Analysis Report THAT Council engages the Northern Territory Government to work together to address the gap in aquatic services in the southern part of the Litchfield municipality, in particular the provision of Learn to Swim facilities.	CEO	15-02-17	Special Purpose Grant (SPG) for funds to match Council's \$50k allocated in 2018/19 Budget to undertake Feasibility was unsuccessful in both rounds. Going forward Council has to explore the interest of the Northern Territory Government in this project.
1718/240	Berry Springs Water Advisory Committee - Council Representative THAT Council appoints Councillor Barden as its nominated representative to lodge an Expression of Interest for the Northern Territory Government Department of Environment and Natural Resources Berry Springs Water Advisory Committee.	CEO	16-05-18	Appointments are on hold due to a legal issue relating to the Water Act 1992 and the number of water advisory committees that can operated in a water control district. Waiting on further advice from NT Government.
1819/145	Recreation Reserve Leases and Funding Agreements Project THAT Council: 1.notes the update on the development of leases and funding agreements as part of the Recreation Reserves Leases project; 2.notes the draft lease agreement; 3.approves the fixation of the Common Seal with the Mayor and the CEO signing the lease agreements on behalf of Council, providing no material changes are made to the lease agreement; and 4.receive an update report on the progress made with each Reserve Management Committee and other User Groups on Council's Recreation Reserves in signing the lease agreement, no later than the June 2019 Council meeting.	DCCS	16-01-19	Report to update Council on the progress of the lease negotiations and Funding Agreements included in January Council Agenda.
1920/032	Investigation of a Suitable Site for a Dump Point THAT Council: 1.approves an investigation into the development of Litchfield Municipality as an RV friendly destination; 2.investigates suitable sites for an RV friendly Park in the Municipality; 3.engages with the CMCA to explore the opportunity of becoming partners in an RV Park and dump point, in Litchfield Municipality; and 4.prepare a report for the October 2019 meeting outlining what the partnership arrangement could look like, along with the commitment requirement of Litchfield Council and the CMCA.	DIO	16-10-19	Underway. To be included in report from resolution 1920/068

1920/068	Dump Point and RV Park Investigation Update THAT Council: 1.receives and notes the update on the investigation of a potential site for a dump point and RV-friendly park within the Municipality; and 2.receives a further update report on potential dump point and RV-friendly sites by March 2020.	DIO		Underway.
1920/071	FPSRR Governance Arrangement Review Reference Group THAT Council: 1.Establishes the Freds Pass Sport and Recreation Reserve Governance Arrangements Review Reference Group in line with Terms of Reference as attached to this report; 2.Endorses an Expression of Interest process for membership to run in January and February 2020; 3.Appoints Councillor Sayers-Hunt as elected member representative to the Freds Pass Sport and Recreation Reserve Governance Arrangements Review Reference Group; and 4.Writes to the Freds Pass Sport and Recreation Reserve Board thanking them for supporting this review.	DCCS	16-10-19	1. Terms of Reference distributed to Freds Pass Sport and Recreation Reserve Board. 2. EOI underway 3. Completed - Freds Pass Sport and Recreation Reserve Board advised of Cr Sayers-Hunt's appointment. 4. Completed - Letter sent to FPSRR Board 30 October 2019.
1920/074	Proposed Road Opening Richards Road, Blackmore THAT Council: 1.proceed with the road opening process for Richards Road across 2335 Cox Peninsula Road, Blackmore and 2.authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the opening of the road, as required.	DIO	16-10-19	Authorisation from Minister received. Final documents are being prepared for signing.
1920/078	Mango Roads Project Update THAT Council: 1.receives and notes the update on the Mango Road project; 2.notes Council as being a partner of the project, alongside the Federal Government and Northern Territory Government; 3.notes the Northern Territory Government as coordinating the project delivery of the Mango Roads project; 4.provides in-principle support to contribute \$3 million to the Mango Roads project; 5.approves the use of up to \$250,000 from the Developer Contribution reserve in 2019/20 to fund the finalisation of designs and other works relating to the project, with any amount utilised being part of Council's \$3 million contribution; 6.request the Finance Manager to include funding of the Mango Roads project in the future budget register for consideration within the 2020/21 budget, at a value to be determined through budget considerations; and 7.write to Minister Canavan and Minister Lawler to express a desire to have the infrastructure bought forward to the 20/21 budget for immediate works.	16-10-19	DIO	DIO continuing project plan development in conjunction with NTG. Design consultant engaged to finalise designs and documentation for NTG tendering. Agreement with NTG for Council's financial contribution has been drafted and is under review. Letters to Ministers have been sent.
1920/092	Draft Rating Policy FIN02 THAT Council: 1.notes the Rating Policy Review Position Paper Consultation Report; 2.acknowledges all community members for their involvement in this important consultation process; 3.endorses the Draft Rating Policy FIN02 for public consultation from the 25 November 2019 to 17 January 2020.	20-11-19	DCCS	Consultation initiated.

Litchfield Regional Tourism Association Membership Prospectus 2019					
1920/105	THAT Council: 1.accepts the membership invitation for Litchfield Council to become Honorary Government Associate Members of the Litchfield Regional Tourism Association; and 2.approves the Chief Executive Officer to execute the agreement on behalf of the Litchfield Council.	20-11-19	CEO	COMPLETE - Application approved.	
Private Roads Policy					
1920/130	THAT Council: 1.rescind Policy LC29 Private Roads Policy; and 2.adopt INF06 Private Roads Policy as provided in Attachment A to this report.	15-01-20	DCCS	COMPLETE - Aopted and available on Council's website.	
National General Assembly of Local Government					
1920/132	THAT Council: 1.notes the upcoming 2020 National General Assembly of Local Government in Canberra from 14-17 June 2020; 2.approves the Mayor and Chief Executive Officer attending the National General Assembly of Local Government in Canberra on an annual basis; and 3.council further supports other elected members attending and utilising their available professional development allowance.	15-01-20	CEO	COMPLETE - Mayor & CEO registered and travel arrangements have been made. Deputy Mayor Simpson and Cr Salter have applied and been approved to utilise their Professional Development Allowance. Registration and travel arrangements are also confirmed.	
Local Government Strategy 2030					
1920/133	THAT the Department of Local Government, Housing and Community Development be advised that Litchfield Council nominates the Mayor and Chief Executive Officer as the municipal council representatives on the Local Government Strategy 2030 Steering Group.	15-01-20	CEO	COMPLETE - Department have invited the CEO as Litchfield's representatives and the invitation has been accepted.	



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

7 Presentations

8 Petitions

9 Public Forum

10 Accepting or Declining Late Items

11 Notices of Motion

12 Mayors Report

12.1 Mayor's Report



COUNCIL REPORT

Agenda Item Number:	12.1
Report Title:	Mayor's Monthly Report
Author & Recommending Officer:	Maree Bredhauer
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

A summary of the Mayor's attendance at meetings and functions representing Council for the period 15 January 2020 to 19 February 2020.

Summary

Date	Event	Content/Comment
18 January 2020	NT Thai Community Family Fun Day	Annual event
21 January 2020	Chief Minister – 2020 NT Australian of the Year Award	Recipient Reception
22 January 2020	Inpex External Affairs Advisor	Courtesy meeting
26 January 2020	Australia Day Celebration	Annual event
5 February 2020	ABC Representatives & Litchfield Council	Tour of Litchfield
6 February 2020	LG Act 2019 Forum	Scheduled meeting
6 February 2020	LGANT Executive	Scheduled dinner
7 February 2020	LGANT Executive Strategic Planning	Scheduled meeting
8 February 2020	Welcome to the Top End 2020	Expo
	Vietnamese lunar New Year 2020	Annual celebration
10 February 2020	Chief Minister's Annual Message – 2020 The Year Ahead	Annual event
11 February 2020	Minister McCarthy – Mira Square	Scheduled meeting
	Opening of Parliament House	Annual event

Date	Event	Content/Comment
13 February 2020	Palmerston and Litchfield Seniors Association Inc Morning Tea	Monthly event
15 February 2020	2021 Municipal Plan	Councillors Workshop
18 February 2020	Mayor's Luncheon	Scheduled catch up
	CEO Performance Review	Scheduled meeting
19 February 2020	78 th Anniversary of the Sinking of the USS Peary & Bombing of Darwin	Commemorative annual event
	Open Space Discussion with Councillors	Scheduled monthly

Recommendation

THAT Council receives and notes the Mayor's monthly report.



LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

Council Appointed Representatives provide a verbal update on activities over the past month relating to the committee meetings to which the Councillor has been formally appointed.

13 Verbal Reports from Council Appointed Representatives

Cr Barden	-	Freds Pass Upgrade Reference Group
Cr Simpson	-	Freds Pass Rural Show Committee
Cr Salter	-	Howard Park Reserve Committee
	-	Knuckey Lagoon Reserve Committee
Cr Sayers-Hunt	-	Freds Pass Sport & Recreation Reserve Governance Arrangements Review Reference Group
Mayor Bredhauer	-	Howard East Water Advisory Committee
	-	Litchfield Women in Business Network Committee
	-	Chair - Litchfield Australia Day Event Committee
	-	Local Government Association of the Northern Territory (LGANT)

Activity Area Plans

Mayor Bredhauer Cr Simpson	Coolalinga/Freds Pass Rural Activity Centre Area Plan Community Advisory Committee
Mayor Bredhauer Cr Barden	Humpty Doo Rural Activity Centre Area Plan Community Advisory Group

RECOMMENDATION

THAT Council note the Councillors' verbal report.



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

14 Finance Report

14.1 Litchfield Council Finance Report – January 2020



COUNCIL REPORT

Agenda Item Number:	14.1
Report Title:	Litchfield Council Finance Report – January 2020
Author:	Arun Dias, Finance Manager
Recommending Officer	Silke Maynard, Director Community & Corporate Services
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

Total Revenue of \$13,004,681 for year as per the end of January reflects rates that were levied and recognised at the beginning of the financial year, payment of rates is received in instalments throughout the financial year. Total YTD revenue is 79% of the annual budget.

Total YTD Expenses of \$7,622,315 is 51% of the annual budget.

Council is currently undertaking a budget review process which will be presented to Council for formal adoption of amendments for 2019/20. The amendments will reflect changes occurred during the financial year and any expected changes for the remainder of the financial year.

Recommendation

That Council receives the Litchfield Council Finance Report for the period ended 31 January 2020.

Background

Detailed financial information presented in the following pages.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

Financial Reporting in line with *Local Government (Accounting) Regulations* and relevant Council policies.

Risks

Nil.

Financial Implications

Nil.

Community Engagement

Not applicable.

Finance Report

January 2020



Contents

SECTION 1.....	5
CONSOLIDATED FINANCIAL STATEMENTS	5
CONSOLIDATED OPERATING STATEMENT at 31 January 2020	5
CONSOLIDATED BALANCE SHEET at 31 January 2020	6
SECTION 2.....	8
OPERATING POSITION BY DEPARTMENT	8
NEW INITIATIVES	9
CAPITAL BUDGET POSITION	10
SECTION 3.....	16
CASH ON HAND & INVESTMENTS.....	16
FINANCIAL RESERVES	18
SECTION 4.....	19
DEBTORS.....	19
FINES AND INFRINGEMENTS	19
OUTSTANDING RATES.....	20
SECTION 5.....	23
FINANCE KEY PERFORMANCE INDICATORS (KPI).....	23
SECTION 6.....	24
CREDITORS PAID	24

SECTION 1

CONSOLIDATED FINANCIAL STATEMENTS

The consolidated Financial Statements, including Thorak Regional Cemetery operations are presented in the same format as the full set of *End of Financial Year* Statements for greater transparency. This report is included in Litchfield Council's Annual Report.

The statements do not include capital revenue, this is reported in the Capital Budget Position table. Capital expenditure is capitalised as Infrastructure, Property, Plant & Equipment in the Balance Sheet upon completion of the projects.

CONSOLIDATED OPERATING STATEMENT at 31 January 2020

	2019/20 Annual Budget	2019/20 YTD Actuals	2019/20 Annual Forecast	Forecast Variance +ve (-ve)
REVENUE				
Rates	10,738,393	10,633,852	10,738,393	0
Stat Charges	111,700	109,145	111,700	0
User Charges	1,160,128	927,456	1,160,128	0
Grants	3,614,416	767,234	3,614,416	0
Inv Income	694,451	426,602	694,451	0
Reimbursements	0	0	0	0
Other Revenue	119,000	103,069	119,000	0
TOTAL REVENUE	16,438,088	13,003,681	16,438,088	0
EXPENSES				
Employee Costs	6,508,947	3,412,401	6,508,947	0
Auditors Fees	101,600	14,794	101,600	0
Bad Debts	930	918	930	0
Elected Member	242,264	107,633	242,264	0
Election Costs	0	0	0	0
Cemetery Operations	169,600	94,597	169,600	0
Contractors	4,080,589	1,981,916	4,080,589	0
Energy	259,300	115,865	259,300	0
Insurance	375,518	443,554	375,518	0
Maintenance	750,266	442,428	750,266	0
Legal Expenses	160,600	97,341	160,600	0
Donations and Community Support	127,900	60,090	127,900	0
Computer / IT Costs	369,435	169,165	369,435	0
Parts, Accessories & Consumables	324,600	161,318	324,600	0
Professional Fees	1,033,001	254,019	1,033,001	0
Sundry	485,900	266,276	485,900	0
TOTAL EXPENSES	14,990,450	7,622,315	14,990,450	0
RESULT	1,447,638	6,007,526	1,447,638	0

CONSOLIDATED BALANCE SHEET at 31 January 2020

	31-Dec-19	31-Jan-20	Movement
CURRENT ASSETS			
Cash & Cash Equivalents	1,835,227	1,996,338	161,111
Trade and Other Receivables	4,507,035	3,950,393	-556,642
Other Financial Assets	23,878,493	22,906,306	-972,186
Other Current Assets	157,205	134,475	-22,730
TOTAL CURRENT ASSETS	30,377,960	28,987,512	-1,390,447
NON-CURRENT ASSETS			
Infrastructure, Property, Plant & Equipment	309,111,798	309,111,798	0
Other Non-Current Assets	3,739,185	3,739,185	0
TOTAL NON-CURRENT ASSETS	312,850,983	312,850,983	0
TOTAL ASSETS	343,228,942	341,624,484	-1,390,447
CURRENT LIABILITIES			
Trade and Other Payables	1,382,711	1,405,756	23,045
Current Provisions	586,284	586,284	0
TOTAL CURRENT LIABILITIES	1,968,995	1,992,040	23,045
NON-CURRENT LIABILITIES			
Non-Current Provisions	402,967	402,967	0
TOTAL NON-CURRENT LIABILITIES	402,967	402,967	0
TOTAL LIABILITIES	2,371,962	2,395,007	23,045
NET ASSETS	340,856,980	339,443,488	-1,413,492
EQUITY			
Accumulated Surplus	21,715,760	20,302,268	-1,413,492
Asset Revaluation Reserve	295,859,891	295,859,891	0
Other Reserves	23,281,329	23,281,329	0
TOTAL EQUITY	340,856,980	339,310,585	-1,413,492

Estimate of Net Cash position and Current ratio

The current ratio measures the liquidity of an entity. It observes the ability to pay short-term liabilities (debt and payables) with its short-term assets (cash and receivables). If the ratio is less than 1:1 Council is unable to pay its liabilities. Best practice is for the ratio to be between 1.5 and 3. As identified in Section 5 of this report, Litchfield Council's liquidity KPI is easily met with 31 January 2020 current ratio equalling 14.55

$$\begin{aligned}\text{Current ratio} &= \frac{\text{Current Assets (less: Provision for Doubtful debt)}}{\text{Current Liabilities}} \\ &= \frac{28,984,182}{1,992,040} = 14.55\end{aligned}$$

$$\text{Net Cash Position} = 28,984,182 - 2,395,006 = \$26 \text{ million}$$

SECTION 2

OPERATING POSITION BY DEPARTMENT

The 2019/20 rates and charges have been applied to properties and recognised in Council's accounts, which is reflected in both Finance and Waste Management year to date revenue totals.

Overall expenditures year to date is 51% of the annual budget. Some operational expenditures are not evenly spread across the financial year, with major operational road maintenance expenditure to occur close to the end of the financial year.

Note. This does not include Thorak Regional Cemetery.

	2019/20 YTD Budget	2019/20 YTD Actuals	2019/20 Annual Budget	2019/20 Annual Forecast	Forecast Variance +ve (-ve)
REVENUE					
Council Leadership	17,493	436	30,000	30,000	0
Finance & Customer Service	8,047,349	8,338,269	9,045,441	9,045,441	0
Infrastructure & Assets	1,541,611	639,993	2,637,492	2,637,492	0
Planning & Development	48,522	28,644	61,748	61,748	0
Waste Management	3,079,614	3,076,436	3,178,680	3,178,680	0
Community	43,169	110,806	74,000	74,000	0
Community – Library	417,740	950	421,447	421,447	0
Regulatory Services	94,451	109,464	112,700	112,700	0
TOTAL REVENUE	13,289,949	12,304,998	15,561,508	15,561,508	0
EXPENSES					
Council Leadership	732,621	564,932	1,111,896	1,111,896	0
Corporate	405,036	315,026	645,697	645,697	0
Information Services	285,828	227,764	513,091	513,091	0
Finance & Customer Service	1,105,136	1,037,846	1,584,930	1,584,930	0
Infrastructure & Assets	1,768,950	1,198,729	3,004,297	3,004,297	0
Planning & Development	424,062	369,003	728,387	728,387	0
Waste Management	1,750,334	1,493,746	2,991,436	2,991,436	0
Community	1,131,516	993,020	1,442,690	1,442,690	0
Community – Library	248,425	136,677	421,447	421,447	0
Mobile Workforce	782,681	465,775	1,287,337	1,287,337	0
Regulatory Services	243,826	215,164	388,831	388,831	0
TOTAL EXPENSES	8,878,415	7,017,683	14,120,039	14,120,039	0
OPERATING RESULT	4,411,534	5,287,315	1,441,469	1,441,469	0

NEW INITIATIVES

In addition to Council's year-on-year operating expenses Council resolved to undertake the following New Initiatives in 2019/20. The new initiatives expenditures are included in the operating result above. The table below highlights the expenditure compared to budget at the end of January 2020.

	2019/20 Budget	2019/20 Actuals	2019/20 Forecast	Comments	Status
Tourism Strategy (Visitor Experience Enhancement Program)	30,000	0	30,000	Project framework under development	On Budget
Shared Path Plan	25,000	813	25,000	Project underway	On Budget
320 Arnhem Highway Master Plan – Stage 1	30,000	6,168	30,000	Project underway	On Budget
Chamber Refurbishment	10,000	8,458	10,000	Complete, awaiting invoice	On Budget
New Website Development	45,000	0	45,000	Project timeline complete, content and design workshops scheduled	On Budget
Mobile Workforce Review	30,000	13,861	30,000	Final draft stage	On Budget
Litchfield Annual Art Exhibition	10,000	1,950	10,000	Project underway within timelines and budget	On Budget
Council Chambers Audio / Video Upgrade	30,000	0	30,000	Scope being created and additional quotes to be obtained	On Budget
Community and Business Hub Strategic Business and Concept Plan	40,000	0	40,000	Not yet commenced	On Budget
Waste Management - prepare Disaster Waste Plan	20,000	0	20,000	Scoping brief under development	On Budget
Waste Management - explore incentives and education to boost recycling and food waste management.	20,000	0	20,000	Scoping brief under development	On Budget
Waste Management - Environmental Management Plan for Berry Springs Waste Transfer Station	10,000	0	10,000	Scoping brief under development	On Budget
TOTAL	300,000	31,250	300,000		

CAPITAL BUDGET POSITION

The table below compares capital revenue and expenditure to budget by the end of January 2020.

	2019/20 Annual Budget	2019/20 YTD Actuals	2019/20 Annual Forecast	Forecast Variance +ve (-ve)
REVENUE				
Infrastructure & Assets	1,344,743	709,248	1,344,743	0
Planning & Development	140,000	46,792	140,000	0
Mobile Workforce	35,000	34,987	35,000	0
Community	6,000,000	0	6,000,000	0
Regulatory Services	15,000	0	15,000	0
Waste Management	50,000	30	50,000	0
TOTAL REVENUE	7,584,743	791,058	7,584,743	0
EXPENSES				
Infrastructure & Assets	3,792,000	1,221,939	3,792,000	0
Waste Management	525,000	424,728	525,000	0
Mobile Workforce	175,000	0	175,000	0
Community	8,500,000	420,045	8,500,000	0
Regulatory Services	45,000	0	45,000	0
TOTAL EXPENSES	13,037,000	2,066,713	13,037,000	0
CAPITAL RESULT	(5,452,257)	(1,275,655)	(5,452,257)	0

CAPITAL PROJECTS 2019/20 – INFRASTRUCTURE & ASSETS

The table below is Council's capital projects for Infrastructure & Assets that are still in progress from previous year and current financial year in accordance with the 2019/20 Budget and Municipal Plan.

Project (Infrastructure & Assets)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status of Variance
Projects carried forward from previous years							
Pavement repairs – Whitewood Road	30/9/2019	2018/19 427,000	426,037 (Life to Date Actual)	427,000	0	Practical completion, finalising invoices	On Budget
Brougham Road flood damage repairs – NDRRA Project	30/06/2020	2018/19 768,529	61,249 (Life to Date Actual)	768,529	0	Design & documentation being finalised	On Budget
TOTAL		1,195,529	487,286	1,195,529	0		
Projects commencing in 2019/20							
Whitewood Road Footpath Renewal	28/02/2020	110,000	393	110,000	0	Contract awarded; construction will commence following community consultation	On Budget

Project (Infrastructure & Assets)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status of Variance
LED Street Lighting Replacement Program	30/06/2020	60,000	0	60,000	0	Order about to be placed for luminaires	On Budget
Smart Controls for LED Lighting	30/06/2020	10,000	0	10,000	0	The smart controls to be installed	On Budget
Reseal Program	31/12/2019	900,000	681,449	900,000	0	Works complete except for Girraween Road, this is to be completed with intersection upgrade;	On Budget
Re-sheeting of Roads	31/05/2020	400,000	157,312	400,000	0	Resheeting complete at Billabong Road, Acacia Gap Road & Tumbling Waters Road; further assessment of gravel roads will be completed after the wet	On Budget
Whitstone Road Sealing	31/05/2020	400,000	11,873	400,000	0	Design at 95% complete	On Budget
Hillier Road Guard Rail	31/10/2019	85,000	75,245	85,000	0	Works complete	On Budget
Shoulder Widening of Various Roads	30/11/2019	300,000	178,408	300,000	0	Majority of works complete; awaiting invoices	On Budget
Stevens Road Pavement Upgrade	30/06/2020	500,000	9,683	500,000	0	95% design complete	On Budget
Whitewood Road Pavement Rehabilitation	31/05/2020	320,000	11,549	320,000	0	Design underway	On Budget
Girraween and Hillier Road Intersection Upgrade	30/06/2020	398,000	11,412	398,000	0	Design being finalised	On Budget

Project (Infrastructure & Assets)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status of Variance
Pioneer Drive / Norm Lane Intersection Upgrade	31/05/2020	300,000	0	300,000	0	Design being finalised	On Budget
Disability Access Automatic Doors - Council Offices	31/03/2020	9,000	0	9,000	0	Design is underway	On Budget
TOTAL		3,792,000	1,137,324	3,792,000	0		

CAPITAL PROJECTS 2019/20 – WASTE MANAGEMENT

The table below is Council's capital projects for Waste Transfer Stations in accordance with the 2019/20 Budget and Municipal Plan.

Project (Waste Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status
Projects/Capital Purchases commencing in 2019/20							
Motor Vehicle Replacement	31/03/2020	45,000	0	45,000	0	Berry Springs vehicle requirements to be scoped prior to purchase	On Budget
Howard Springs and Berry Springs Safety Improvements	30/06/2020	140,000	0	140,000	0	Design scope underway	On Budget
Waste Compactor Bin	30/04/2020	40,000	16,202	40,000	0	Initial works complete, awaiting quotes for additional bin replacement	On Budget
Loader Replacement	30/04/2020	300,000	0	300,000	0	Tender closed, under review	On Budget
TOTAL		525,000	16,202	525,000	0		

CAPITAL PROJECTS 2019/20 – MOBILE WORKFORCE

The table below is Council's capital projects for Mobile Workforce that are still in progress from previous year and current financial year in accordance with the 2019/20 Budget and Municipal Plan.

Project (Mobile Workforce Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status
Projects carried forward from previous years							
Mobile Workforce Shed	31/10/2019	2018/19 Grant	444,363 (Life to Date Actual)	450,000	(450,000)	Shed completed October 2019. Minor additions planned.	Outside Budget*
TOTAL		0	444,363	450,000	(450,000)		
Projects/Capital Purchases commencing in 2019/20							
Tractor and Slasher Replacement	31/12/2019	140,000	0	140,000	0	Contract awarded September 2019, equipment in transit for February delivery	On Budget
Mower Replacement	31/03/2020	35,000	0	35,000	0	Tender closed 3 rd of February	On Budget
TOTAL		175,000	0	175,000	0		

*Mobile Workforce Shed was grant funded in prior year and is therefore showing outside the budget. This is not an overspent.

CAPITAL PROJECTS 2019/20 – REGULATORY SERVICES

The table below is Council's capital projects for Regulatory Services in accordance with the 2019/20 Budget and Municipal Plan.

Project (Regulatory Services Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status
Projects/Capital Purchases commencing in 2019/20							
Motor Vehicle Replacement	31/03/2020	45,000	0	45,000	0	Quotes underway	On Budget
TOTAL		45,000	0	45,000	0		

CAPITAL PROJECTS 2019/20 – COMMUNITY & RECREATION RESERVES

The table below is Council's capital projects for Community & Recreation Reserves that are still in progress from previous years and current financial year in accordance with the 2019/20 Budget and Municipal Plan.

Projects (Community & Recreation Reserve Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status
Projects commenced in prior years							
Fred's Pass Sport Recreation Reserve – Improvements	30/09/2019	2016/17 3,000,000 Grant	2,999,908 (Life to Date Actual)	3,000,000	0	Projects complete, acquittal being finalised	On Budget
Howard Park Reserve – Playground Upgrade	31/10/2019	2017/18 81,181 Grant	70,241 (Life to Date Actual)	69,970	11,211	Works complete, acquittal in progress	On Budget
Humpty Doo Village Green – Furniture Upgrade	30/06/2020	2017/18 33,824 Grant	21,592 (Life to Date Actual)	33,824	0	Kitchen works complete, currently undertaking certification works for hall; grant funding to be used	On Budget
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Equine Facilities Upgrade)	31/12/2019	2018/19 380,000 Grant	42,350 (Life to Date Actual)	380,000	0	Master Plan complete and approved; initiate procurement processes for identified priorities	On Budget
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Cricket Club Change Rooms)	30/06/2020	2018/19 500,000 Grant	6,084 (Life to Date Actual)	500,000	0	Contract awarded and design almost finalised	On Budget
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Maintenance Shed)	30/04/2020	2018/19 135,000 Grant	58,133 (Life to Date Actual)	135,000	0	Construction underway	On Budget

Projects (Community & Recreation Reserve Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment	Status
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Roads and Carpark Upgrade)	30/06/2020	2018/19 760,000 Grant	50,256 (Life to Date Actual)	760,000	0	Tender advertised, closing 13 February	On Budget
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Building Certification)	30/06/2020	2018/19 115,000 Grant	53,930 (Life to Date Actual)	115,000	0	Building certification underway with certificates obtained for Lakeview Hall, John Maley Pavilion Stage 1 and NHPC; issues persist with fire compliance for the market shed, quotes for the design are well in excess of budget availability	On Budget
Fred's Pass Sport Recreation Reserve – Infrastructure Upgrades (Project Management)	30/03/2020	2018/19 110,000 Grant	99,305 (Life to Date Actual)	110,000	0	Ongoing projects for	On Budget
TOTAL		5,135,005	3,421,789	5,123,794	11,211		
Projects/Capital Purchases commencing in 2019/20							
Community and Business Hub	30/06/2020	7,000,000	0	7,000,000	0	Not commenced, depended on grant funds	On Budget
TOTAL		7,000,000	0	7,000,000	0		

SECTION 3

CASH ON HAND & INVESTMENTS

The table below represents a summary of the Cash on Hand & Investments held by Council as at 31 January 2020 and compares the balance as at 31 December 2019.

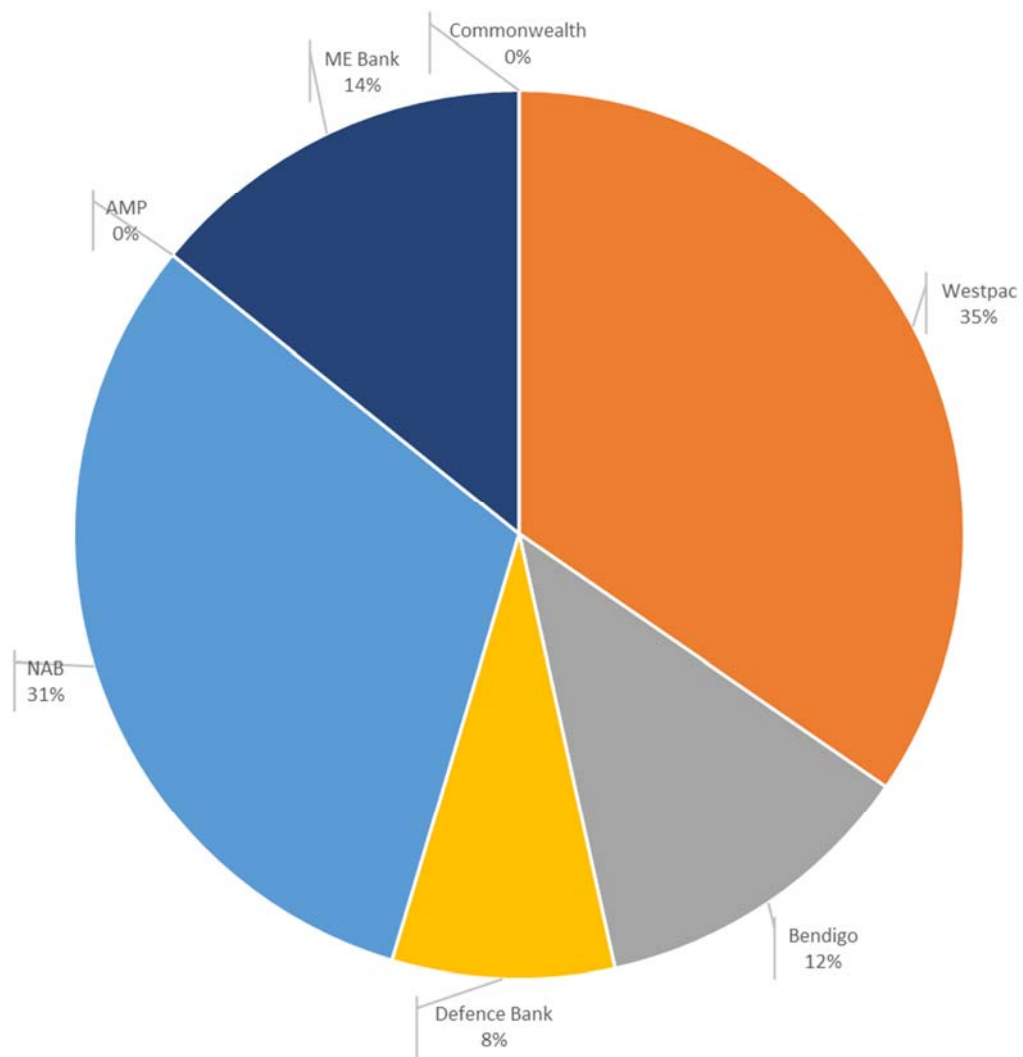
	31 December 2019	31 January 2020	Variance	Comment
Investments (Incl. Trust Account)	23,536,867	22,564,681	(972,186)	Some matured funds (principal + interest) during the month were redeemed for cashflow purposes and some were reinvested
Business Maxi Account	805,785	805,839	54	Interest received
Operating Account	876,028	1,078,006	201,978	Extra funds were available due to term deposit redemptions
TOTAL	25,218,680	24,448,526	(770,154)	

Investment Schedule as at 31 January 2020

Council invests cash from its operational and business maxi accounts to ensure Council is receiving the best return on its cash holdings.

Date Invested	Invested Amount	Days Invested	Invested with	Interest Rate	Due Date	Expected return to Maturity Date
27.06.19	1,500,000	223	NAB	1.98%	05.02.20	18,145
19.03.19	1,027,000	337	Westpac	2.63%	19.02.20	24,938
19.07.19	1,000,000	236	NAB	1.96%	11.03.20	12,673
07.08.19	1,000,000	230	NAB	1.77%	24.03.20	11,153
27.08.19	1,535,728	224	Westpac	1.76%	07.04.20	16,588
10.09.19	1,500,000	217	NAB	1.71	14.04.20	15,249
01.10.19	1,500,000	217	NAB	1.65%	05.05.20	14,714
01.10.19	1,000,000	224	NAB	1.64%	12.05.20	10,064
02.10.19	1,022,075	237	Bendigo	1.55%	26.05.20	10,286
15.10.19	1,500,000	231	ME Bank	1.55%	02.06.20	14,714
20.12.19	231,226	186	NAB	1.60%	23.06.20	1,885
23.10.19	1,600,279	244	Bendigo	1.50%	23.06.20	16,046
12.11.19	1,000,000	238	Westpac	1.60%	07.07.20	10,433
27.11.19	1,000,000	230	Defence Bank	1.65%	14.07.20	10,397
28.11.19	1,000,000	236	Defence Bank	1.65%	21.07.20	10,668
03.12.19	1,020,559	245	ME Bank	1.55%	04.08.20	10,618
11.12.19	1,000,000	251	ME Bank	1.59%	18.08.20	10,934
10.01.20	1,100,000	231	Westpac	1.70%	01.09.20	11,835
14.01.20	2,027,814	245	Westpac	1.63%	15.09.20	22,186
TOTAL INVESTMENTS	22,564,681					253,531

TOTAL FUNDS BY INSTITUTION



FINANCIAL RESERVES

All movements throughout the year are based on the forecasted results to 30 June 2020.

	Preliminary Balance at 1 July 2019	Transfer To	Transfer From	Net Movement	Balance at 30 June 2020
Externally Restricted Reserves					
Developer Contribution Reserve	842,260	139,701	-80,882	58,819	901,079
Unexpended Grants and Contributions	5,331,520	-	-3,248,119	-3,248,119	2,083,401
Internally Restricted Asset Related Reserves					
Asset Reserve	11,094,709	-	-1,102,105	-1,102,105	9,992,604
Internally Restricted Other Reserves					
Waste Management Reserve	4,603,914	\$289,471	(436,177) *	289,471	4,893,385
Election Reserve	100,000	-	-	0	100,000
Disaster Recovery Reserve	500,000	-	-	0	500,000
Strategic Initiatives Reserve	500,000	-	-90,000	-90,000	410,000
TOTAL	22,972,403	429,172	-4,957,283	-4,528,111	18,444,292

SECTION 4

DEBTORS

Total Sundry Debtors as at 31 January 2020 is \$5,481 compared to \$4,476 as at 31 December 2019, an increase of \$1,131. Increase attributed to invoices raised in December for Waste that were not including in the last report.

Category	Current	30 Days	60 Days	90 Days and over	Balance
Waste	0	781	0	720	1,501
Infrastructure & Other Sundry Debtors	199	42	0	2,400	2,641
Recreation Reserves	0	935	0	404	1,339
TOTAL	199	1,758	0	3,524	5,481
%	3.63%	32.07%	0.00%	64.29%	100%

Action summary of 90 Days and Over Debtors:

Chasing payment	1,124
Referred to Debt Collection Agency	2,400
TOTAL	3,524

Note. Waste Debtors and Reserve User Groups for the month of January 2020 are yet to be invoiced.

FINES AND INFRINGEMENTS

As at 31 January 2020 Council has 75 infringements outstanding with a balance of \$18,346 a decrease of \$944 compared to 31 December 2019. This is due to payments received.

	June 2019	July 2019	August 2019	September 2019	October 2019	November 2019	December 2019	January 2020
Number of Infringements outstanding	78	76	80	84	82	77	77	75
Balance of Infringements outstanding	20,855	20,288	20,554	21,048	22,112	19,290	19,290	18,346

One (1) has been newly issued, one (1) has been sent with a courtesy letter, two (2) have been re-sent to Fines Recovery Unit (FRU), sixty-eight (68) infringements are with Fines Recovery Unit (FRU) waiting for payment, one (1) infringement is on hold and two (2) are partially paid.

All infringement courtesy letters have been sent in accordance with Council's policy.

OUTSTANDING RATES

Council's Debt Recovery Policy FIN05 guides the collection of outstanding rates. Recovery of rates continues to be an area of focus with Council's performance in recovering outstanding rates improving each month. Council continues to use the services of the current Debt Collector for rate assessments, presently 206 are placed with them totalling \$1.34 million in rates to be collected. Of these, 82 are on payment plans, 3 are in mortgagee repossessions. Rates in arrears have decreased by \$84,042 in the month of January.

Of this outstanding debt:

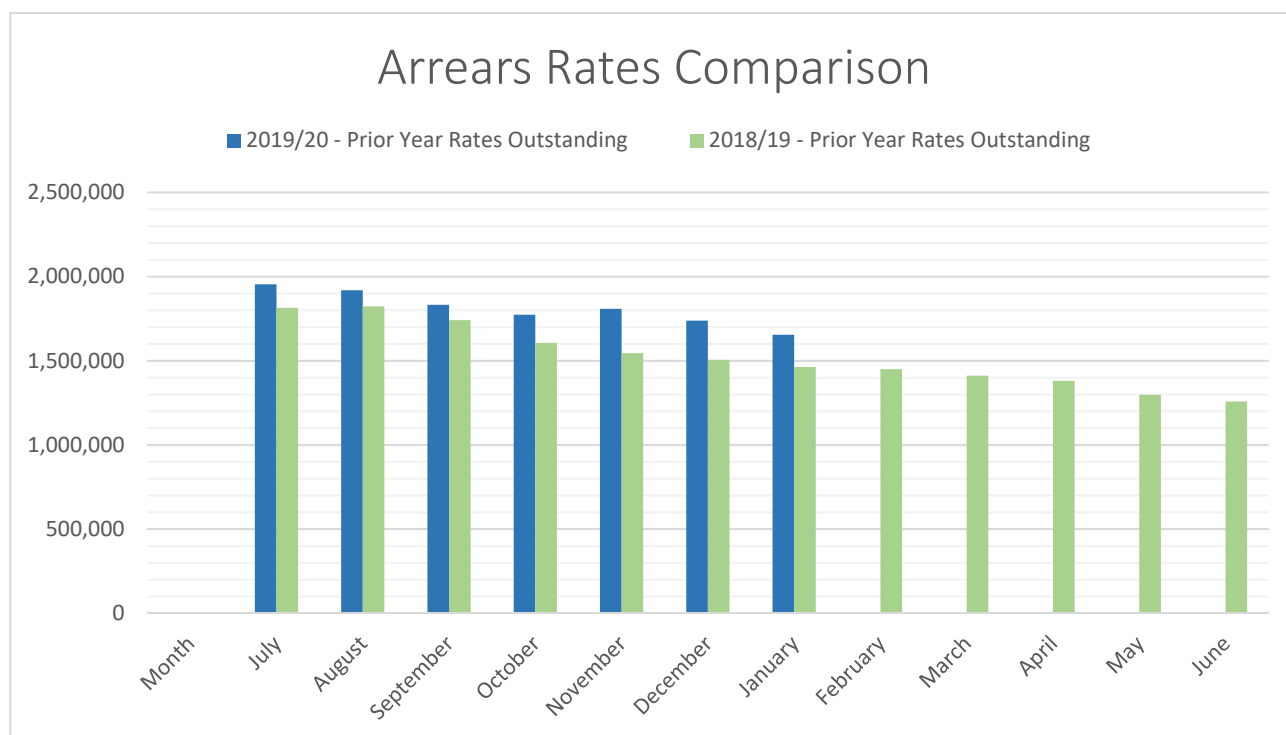
- 43 properties are owned by the one ratepayer owing over \$152,000 these are with our debt collectors
- 3 properties owe over \$47,000 each (totalling \$153,872 combined arrears rates) two of these are with HWL Lawyers in the first stages of selling the properties, and the third one is under investigation for sale of land.
- 35 properties owe over \$10,000 each, totalling \$466,778
- 50 properties owe over \$5,000 each, totalling \$366,574

PRIOR YEAR RATES

The below table illustrates the split of prior year outstanding rates:

	Beginning 2019/20 Prior Years Outstanding	Previous Month (December 2019)	Current Month (January 2020)	Monthly Variance
COMMERCIAL	50,725	61,176	60,511	(665)
GAS PLANT	0	1,099	0	(1,099)
MINING	58,510	84,485	85,208	723
NON-RATEABLE MINING	7,119	0	0	0
NON-RATEABLE WASTE	19,666	33,237	33,458	221
PASTORAL	0	0	0	0
RURAL RESIDENTIAL	1,688,116	1,493,128	1,408,575	(84,553)
URBAN RESIDENTIAL	86,445	65,047	66,378	1,331
TOTAL	1,910,581	1,738,172	1,654,130	(84,042)

The graph below tracks the prior year's rates owing in the 2019/2020 financial year by month and compares outstanding prior years rates to the same time in the previous financial year 2018/2019.



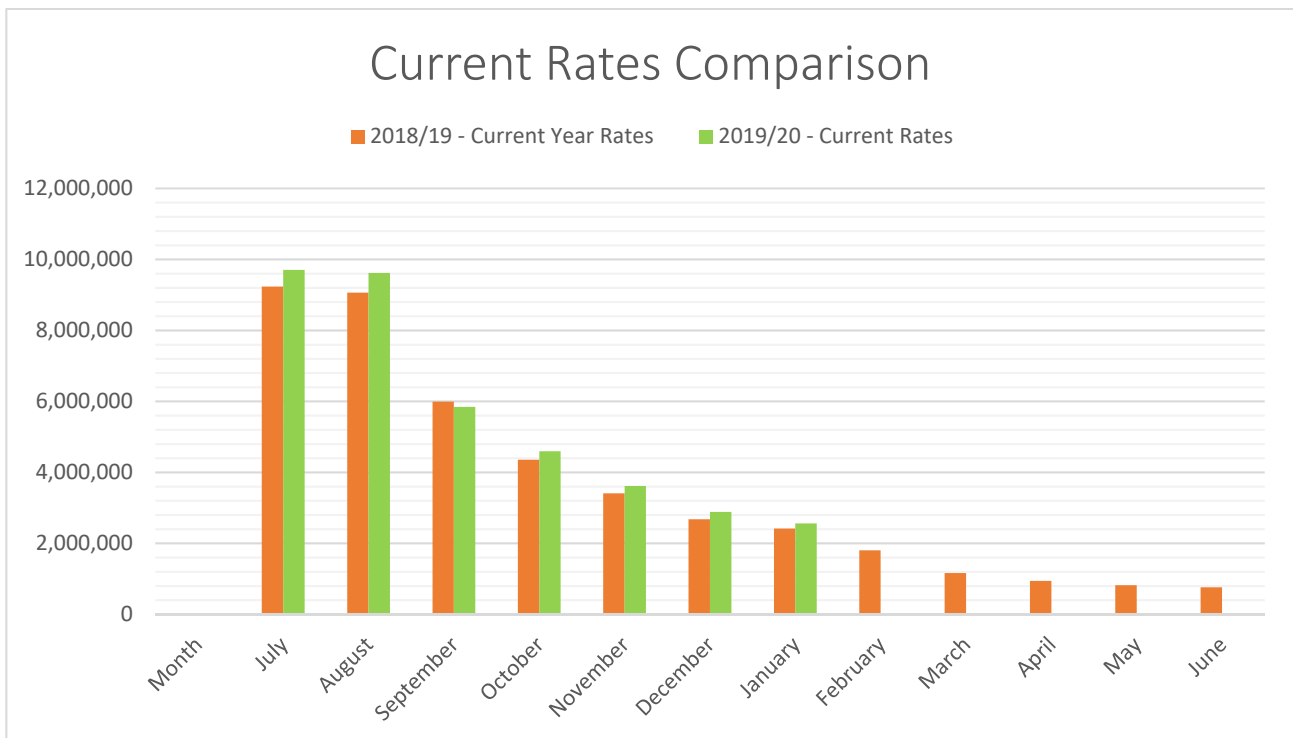
CURRENT YEAR RATES

The below table illustrates the split of current year outstanding rates:

	Prior Month (December 2019)	Current Month (January 2020)	Variance	Due Dates
Instalment 1	430,682	361,135	(69,547)	27/09/2019
Instalment 2	676,279	555,975	(120,304)	29/11/2019
Instalment 3	1,776,525	1,641,649	(134,876)	28/02/2020
TOTAL	2,883,486	2,558,759	(324,727)	

The third instalment notice has been sent out on the 21 January 2020 for the final instalment of rates being due and payable 28 February 2020. A total of \$2,558,759 is to be collected for the remainder of the year. Rates and charges collected in the month of January totalled \$324,727.










The graph below tracks the current years rates owing for the 2019/20 financial year by month and compares current outstanding rates to the same time in the previous financial year 2018/19.






SECTION 5

FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2019/20 Municipal Plan includes a number of KPIs for the Finance area to meet; these are listed and reported on in the table below.

Key Performance Indicator	Target	Status	Comment
Compliance with management, statutory and regulatory budgeting and reporting	100%		All budgeting and reporting are compliant to date
Monthly and annual financial reporting, including audit	Unqualified audit		Audit for 2018-19 finalised.
Current years rates outstanding as at 30 June 2019	<15%		Currently at 14%
Prior Years' Rates outstanding as at 30 June 2020	<\$1m		Currently at \$1.6m.
Own source coverage ratio – lowering Council's dependency on government grants and other funding sources.	>60%		Budgeted at 40%.
Liquidity ratio	>1:1		14.55:1 as at 31/01/2020
Current Ratio	>1		14.55 as at 31/01/2020
Debt Service Ratio	<1		Forecast is 0%
Asset sustainability ratio	>60%		Budgeted at 39%.

-  KPI met
-  KPI in progress, on track
-  KPI not met

SECTION 6

CREDITORS PAID

Creditor accounts paid in January 2020 (excluding staff payments in line with employee contracts) are listed in the table below.

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
Payroll 15	15-01-20	LC Staff	LC Staff	Payroll Week Ending 15/01/20	160,993
Payroll 16	29-01-20	LC Staff	LC Staff	Payroll Week Ending 29/01/20	154,430
Payroll 17	30-01-20	LC Staff	LC Staff	Payroll Week Ending 30/01/20	1,247
DD100120	10-01-20	248	WESTPAC CARDS & DIRECT DEBITS	Term Deposit - Maturity Date 01 Sep 2020	1,100,000
1015.60-01	23-01-20	60	FREDS PASS SPORT & RECREATION	3rd Quarter Operational & R & M Payment	174,109
1016.8-01	30-01-20	8	DOWNERDI WORKS PTY LTD	Edge & Pothole Patching - Various Locations Litchfield Council Area	102,237
1011.1137-01	10-01-20	1137	ALLAN KING & SONS CONSTRUCTION PTY	Reformation & recompact ion - Various roads Litchfield Council Area	89,187
1012.1047-01	16-01-20	1047	REMOTE AREA TREE SERVICES PTY LTD	Removal of trees B127 & B034 - FPSRR	72,432
1015.1702-01	23-01-20	1702	JMT SHEDS	Ongoing construction of Maintenance Shed - FPSRR	58,192
1015.374-01	23-01-20	374	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Pay 15, Cycle 1 & 2	53,649
1009.374-01	09-01-20	374	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Pay 14, Cycle 1 & 2	50,588
1015.280-01	23-01-20	280	CITY OF DARWIN	Dec 19 - Shoal Bay COD Landfill Fees - 3 WTS	46,088
1009.87-01	09-01-20	87	TOP END LINEMARKERS PTY LTD	Road Reseals - Various Locations Litchfield area	39,026
1015.971-01	23-01-20	971	MUGAVIN CONTRACTING PTY LTD	Road Works including Traffic Control - Various Locations Litchfield Area	27,550
1015.514-01	23-01-20	514	VEOLIA ENVIRONMENTAL SERVICES	Dec 19 - Waste Collection & Transfer to Shoal Bay from all 3 WTS	27,417
1015.65-01	23-01-20	65	HUMPTY DOO VILLAGE GREEN MANAGEMENT	3rd Quarter Operational & R & M Payment	23,122
1009.1691-01	09-01-20	1691	PH WELDING PTY LTD	Reconfiguration & repair - HDWTS Compactor Bin	19,879
1009.268-01	09-01-20	268	BYRNE CONSULTANTS	Preparation of tender documentation & detailed design of Drainage Protection Works	19,254
1016.926-01	30-01-20	926	JACANA ENERGY	Electricity - HPRR (Dec 19 to Jan 20) & Streetlighting (Oct to Dec 19)	17,610
1012.8-01	16-01-20	8	DOWNERDI WORKS PTY LTD	Edge & Pothole Patching - Various Locations Litchfield Council Area	16,792
1015.16-01	23-01-20	16	BERRY SPRINGS RESERVE	3rd Quarter Operational & R&M Payment	15,322
1009.1175-01	09-01-20	1175	UNIVERSITY OF TECHNOLOGY SYDNEY (UTS)	Project inception, Data Collection & Reports	15,247
1007.163-01	02-01-20	163	TONKIN CONSULTING	Pavement reconstruction design - Whitewood Rd	14,662

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1015.72-01	23-01-20	72	LIVINGSTONE RESERVE MANAGEMENT BOARD	3rd Quarter Operational & R & M Payment	13,372
1012.867-01	16-01-20	867	ALL ASPECTS RECRUITMENT & HR SERVICE	Temp Staff - Finance Project Officers & WTS Gatekeepers WE: Nov 17 Nov 19, 22 Dec 19 & 05 Jan 20	12,283
1009.1564-01	09-01-20	1564	FOURIER TECHNOLOGIES PTY LTD	Purchase & set up: HP EliteBook's x 4	11,739
1016.849-01	30-01-20	849	WEX AUSTRALIA (PUMA CARD)	Dec 19 - Litchfield Council Fuel Account	11,420
1015.1573-01	23-01-20	1573	FLANAGAN CONSULTING GROUP	Road Network & Carpark Design including streetlighting - FPSRR	11,070
1009.1099-01	09-01-20	1099	DAVE'S MINI DIGGA HIRE	Clean Culverts & Drains - Various Locations Litchfield Council Area	10,989
DD221219	28-01-20	248	WESTPAC CARDS & DIRECT DEBITS	Dec 19 - Litchfield Council Corporate Credit Card	10,776
1016.1564-01	30-01-20	1564	FOURIER TECHNOLOGIES PTY LTD	Jan 20 - Managed Services Agreement	9,447
1016.867-01	30-01-20	867	ALL ASPECTS RECRUITMENT & HR SERVICE	Temp Staff - Finance Project Officers & WTS Gatekeepers WE: 19 Jan 20	8,613
1007.1065-01	02-01-20	1065	MRS M H BREDHAUER	Dec 19 - Mayor Allowances	7,918
1009.85-01	09-01-20	85	TELSTRA	Dec 19 - Council Telephone Charges for Tablets, Phones, VOIP & NBN	7,868
1016.737-01	30-01-20	737	LIVINGSTONE VOLUNTEER BUSHFIRE BRIGADE	Conduct Fire Mitigation Burn - 210 Townend Rd	7,480
1009.525-01	09-01-20	525	ACTIVE TREE SERVICES	Removal of fallen trees - Various Locations Litchfield Council Area	7,281
1012.409-01	16-01-20	409	F & J BITUMEN SERVICES PTY LTD	Road Works to repair crack sealing - Wells Creek Rd	7,130
1016.162-01	30-01-20	162	CIVICA PTY LTD	Mar 20 - Authority Program - Licence Fee	6,260
1013.183-01	16-01-20	183	CHRIS'S BACKHOE HIRE PTY LTD	Concrete slab to relocate generator - Thorak Cemetery	5,940
1009.170-01	09-01-20	170	NTRS (NT RECYCLING SOLUTIONS)	Dec 19 - Collect Recycling Waste - 3 WTS & Litchfield Council Office	5,908
1009.867-01	09-01-20	867	ALL ASPECTS RECRUITMENT & HR SERVICE	Temp Staff - Finance Project Officers & WTS Gatekeepers WE: 29 Dec 19	5,784
1012.770-01	16-01-20	770	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Asset Management Officer WE: 12 Jan 20	5,682
1016.971-01	30-01-20	971	MUGAVIN CONTRACTING PTY LTD	Place Margin at Floodway - Meade Rd	5,500
1016.87-01	30-01-20	87	TOP END LINEMARKERS PTY LTD	Rural Road Upgrade - Strangways Rd	5,262
1016.770-01	30-01-20	770	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Asset Management Officer WE: 05 Jan 20	5,172
1017.926-01	30-01-20	926	JACANA ENERGY	Electricity - Nov to Dec 19 - Thorak Cemetery	5,100
1015.867-01	23-01-20	867	ALL ASPECTS RECRUITMENT & HR SERVICE	Temp Staff - Finance Project Officers WE: 12 Jan 20	5,052
1007.78-01	02-01-20	78	POWER & WATER CORPORATION	Nov 19 - Water for HPRR, Dec 19 - Water for HSWTS & HDWTS	5,029

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1007.1076-01	02-01-20	1076	TDC (NT) PTY LTD - T/AS TERRITORY DEBT COLLECTIONS	Dec 19 to Jan 20 - Debt Recovery Costs	4,857
1007.132-01	02-01-20	132	AIRPOWER NT PTY LTD	Replace: Mower Blades for 3 Front Deck Mowers	4,757
1007.926-01	02-01-20	926	JACANA ENERGY	Oct 19 - Electricity - HDWTS & Litchfield Council Office	4,717
1009.995-01	09-01-20	995	WILDKAT HOLDINGS (NT) PTY LTD	Hire: Skid Steer for HDWTS	4,400
1009.827-01	09-01-20	827	LITCHFIELD GREEN WASTE RECYCLERS	Mulch Green Waste at BSWTS	4,250
1015.75-01	23-01-20	75	MCMINNS LAGOON RESERVE ASSOCIATION	3rd Quarter Operational & R & M Payment	4,179
1015.1099-01	23-01-20	1099	DAVE'S MINI DIGGA HIRE	Clean Culverts & Drains - Various Locations Litchfield Council Area	4,125
1016.229-01	30-01-20	229	RENTOKIL INITIAL & PEST CONTROL	Annual Service Fee for Sanitary Services HPRR & Litchfield Council Office	4,068
1009.1428-01	09-01-20	1428	HANNA'S COOLING PTY LTD	Repairs: Airconditioning Unit - Litchfield Council Office (Infrastructure & Assets Area)	3,949
1016.690-01	30-01-20	690	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Service: Hyundai Loader, Caterpillar Backhoe & Kubota Skid Steer	3,769
1016.1722-01	30-01-20	1722	QS SERVICES	Valuation of Infrastructure Assets	3,740
1012.110-01	16-01-20	110	JAPE FURNISHING SUPERSTORE	Purchase: High back office chairs for Council Chambers	3,508
1016.1230-01	30-01-20	1230	TRUE NORTH STRATEGIC COMMUNICATION	2019 Community Survey Analysis & Report	2,970
1012.1574-01	16-01-20	1574	OTIUM PLANNING GROUP PTY LTD	Revision of Report & Updated Drawings for Equestrian Centre - FPSRR	2,860
1012.506-01	16-01-20	506	TURBO'S TYRES	Repairs: Multiple tyres & wheels for various MWF equipment	2,793
1007.1064-01	02-01-20	1064	MRS C M SIMPSON	Dec 19 - Deputy Mayor Allowances	2,762
1009.1581-01	09-01-20	1581	SALARY PACKAGING AUSTRALIA	Salary Sacrifice - Employee Vehicles 06 Jan 20	2,659
1012.1581-01	16-01-20	1581	SALARY PACKAGING AUSTRALIA	Salary Sacrifice - Employee Vehicles 15 Jan 20	2,659
1016.1581-01	30-01-20	1581	SALARY PACKAGING AUSTRALIA	Salary Sacrifice - Employee Vehicles 29 Jan 20	2,659
1009.414-01	09-01-20	414	TOTAL EXCAVATIONS	Clean Culverts & Drains - Various Locations Litchfield Council Area	2,640
1007.414-01	02-01-20	414	TOTAL EXCAVATIONS	Clean Culverts & Drains - Various Locations Litchfield Council Area	2,596
1012.1099-01	16-01-20	1099	DAVE'S MINI DIGGA HIRE	Clean Culverts & Drains - Various Locations Litchfield Council Area	2,508
1015.78-01	23-01-20	78	POWER & WATER CORPORATION	Jan 20 - Water for Standpipe Plan Cards & Dec 19 Water for HDWTS	2,451
1016.1193-01	30-01-20	1193	NT SHADE & CANVAS	Repairs to skatepark surface - HPRR Playground	2,420
1009.249-01	09-01-20	249	TERRITORY RURAL	Purchase: 40 drums of 20lt Glyphosate	2,310

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1008.144-01	02-01-20	144	ORIGIN	LPG Delivery - Thorak Cemetery WE: 06 Dec 19	2,277
1009.1398-01	09-01-20	1398	MERIT CHARTERED ACCOUNTANTS	Grant Audit Report - FPSRR	2,200
1015.1638-01	23-01-20	1638	STRUCTUAL ENGINEERING CONSULTANTS	Certification of Structural Construction - NHPC (Noonamah Horse & Pony Club)	2,200
1010.144-01	09-01-20	144	ORIGIN	LPG Delivery - Thorak Cemetery WE: 19 Dec 19	2,161
1012.1615-01	16-01-20	1615	SAFE SYSTEMS SOLUTIONS PTY LTD	Training: Road Safety Audit Course - MWF Employee	2,145
1007.1290-01	02-01-20	1290	MATCHEZ SUPERANNUATION FUND (M SALTER)	Dec 19 - Councillor Allowances	2,140
1007.690-01	02-01-20	690	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Service: BSWTS Backhoe	2,086
1015.1152-01	23-01-20	1152	LANE LASER PRINTERS PTY LTD	First SMS Reminders - Dog Registration	2,054
1015.639-01	23-01-20	639	CAPTOVATE PTY LTD	Annual Business Grade Web Hosting Licence Renewal	1,980
1015.384-01	23-01-20	384	MS C VERNON	Jan 20 - Consultancy Services - Authority	1,848
1015.192-01	23-01-20	192	MAGIQ SOFTWARE (X INFOXPRT)	Dec 19 - MAGIQ Documents Licences	1,788
1012.990-01	16-01-20	990	A. NOBLE & SON LTD	Replacement including installation - Winch Rope	1,652
1007.280-01	02-01-20	280	CITY OF DARWIN	Litchfield Council Ex-Employee - Transfer of Long Service Leave	1,621
1012.1471-01	16-01-20	1471	RICOH AUSTRALIA PTY LTD	Jan 20 - Photocopier rental charges - Litchfield Council Office	1,620
1007.1063-01	02-01-20	1063	MRS K J SAYERS-HUNT	Dec 19 - Councillor Allowances	1,599
1012.1141-01	16-01-20	1141	NORTHERN GROUND MAINTENANCE	Dec 19 - Grounds Maintenance HPRR	1,595
1009.182-01	09-01-20	182	DARCOM	Replace: Battery Backup for IT Server	1,585
1009.51-01	09-01-20	51	SOUTHERN CROSS PROTECTION	Nov 19 - Security patrols HDWTS and Council Offices	1,558
1012.1088-01	16-01-20	1088	TALENT PROPELLER	Advertising & Shortlisting: Assistant Accountant Position	1,540
1007.1068-01	02-01-20	1068	MR D S BARDEN	Dec 19 - Councillor Allowances	1,530
1012.374-01	16-01-20	374	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Pay 15, Cycle 98	1,456
1016.1215-01	30-01-20	1215	TIS MUSIC & EVENTS	Sound & Stage Hire for Australia Day Event - Jan 20	1,441
1016.806-01	30-01-20	806	ZIPPY CLEANING & MAINTENANCE SERVIC	Jan 20 - Cleaning - Litchfield Council Office	1,426
1015.840-01	23-01-20	840	AIRCON CLEANING	Service & repairs - Air Conditioner Units - HPRR	1,320
1009.1735-01	09-01-20	1735	BUSLINK VIVO PTY LTD	Rates Refund - Account in Credit	1,311
1012.189-01	16-01-20	189	H.D. ENTERPRISES P/L (HD PUMP SALES)	Service & repair: 6 x Turbo 400 Spraying Guns	1,303

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1017.806-01	30-01-20	806	ZIPPY CLEANING & MAINTENANCE SERVICE	Oct 19 - Cleaning - Litchfield Council Office	1,278
1015.1431-01	23-01-20	1431	TRANSFORM ELECTRICAL	Replace: Flickering Lights - Litchfield Council Office	1,228
1012.1691-01	16-01-20	1691	PH WELDING PTY LTD	Manufacture new bin chains - BSWTS	1,210
1012.187-01	16-01-20	187	NORSIGN	Depth Markers - To indicate deepest points - Various Floodway's Litchfield Council Area	1,132
1007.1329-01	02-01-20	1329	ARAFURA TRAFFIC CONTROL	Traffic Controllers after vehicle accident - Hillier Rd	1,122
1007.1564-01	02-01-20	1564	FOURIER TECHNOLOGIES PTY LTD	Nov 19 - Site computer installations	1,122
1009.980-01	09-01-20	980	PRACTICAL SAFETY AUSTRALIA PTY LTD	Purchase: Carbon Respirators	1,100
1017.229-01	30-01-20	229	RENTOKIL INITIAL & PEST CONTROL	Annual Service Fee for Sanitary Services Thorak Cemetery	1,035
1015.926-01	23-01-20	926	JACANA ENERGY	Oct 19 - Electricity - HPRR, HDWTS & BSWTS	1,032
1016.1181-01	30-01-20	1181	ODD JOB BOB	Various repairs: Toilets, lights & locks - Litchfield Council Office	1,029
1007.770-01	02-01-20	770	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Asset Management Officer WE: 29 Dec 19	993
1012.132-01	16-01-20	132	AIRPOWER NT PTY LTD	Fit hydraulic pump on Skid Steer	966
1008.717-01	02-01-20	717	NORTHERN STONE SOLUTIONS	Gold lettering with vase & installation for Columbarium - Thorak Cemetery	955
1012.14-01	16-01-20	14	AUSTRALIA POST	Postage: Property Owners - Rating Policy Review	934
1016.1237-01	30-01-20	1237	THE BOOKSHOP DARWIN	Purchase: Books - Taminmin Library	931
1009.78-01	09-01-20	78	POWER & WATER CORPORATION	Dec 19 - Water for Litchfield Council Office	916
1012.1740-01	16-01-20	1740	MRS L K ROBERTSON	Rates Refund - Account in Credit	865
1013.144-01	16-01-20	144	ORIGIN	LPG Delivery - Thorak Cemetery WE: 20 Dec 19	863
1015.828-01	23-01-20	828	HOWARD SPRINGS VETERINARY CLINIC	Sedation, euthanasia & disposal - 2 Dogs	858
1012.508-01	16-01-20	508	EASA	Dec 19 - Counselling Sessions for Litchfield Council Staffs	810
1009.886-01	09-01-20	886	MR R J FREEMAN	Remove Tyres from Rims - HDWTS	763
1007.367-01	02-01-20	367	BUNNINGS GROUP LIMITED	Purchase: Wheelie Bins	761
1016.1274-01	30-01-20	1274	GRACE RECORD MANAGEMENT (AUSTRALIA)	Jan 20 - Storage Fee for Archived Documents	756
1007.980-01	02-01-20	980	PRACTICAL SAFETY AUSTRALIA PTY LTD	Purchase: Work Wear - MWF Crews	727
1007.1674-01	02-01-20	1674	FRESH START - FOR CLEANING	Cleaning at KLRR WE: 18 Dec 19	720
1012.129-01	16-01-20	129	VANDERFIELD PTY LTD	Hydraulic Oils - MWF Vehicles	718
1016.1424-01	30-01-20	1424	RURAL FIRE PROTECTION	Service: Fire Extinguisher - HSWTS & HDWTS	711

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1016.1502-01	30-01-20	1502	NEWS CORP AUSTRALIA	Advertisement: Christmas 2019 Opening & Closing Times	699
1012.1396-01	16-01-20	1396	CSE CROSSCOM PTY LTD (T/A COMM8)	Investigate & repair: UHF Radios power issues & Date Tracking System	651
1009.953-01	09-01-20	953	HWL EBSWORTH LAWYERS	Legal Costs: Sale of 52 Ringwood Street, Southport	650
1008.56-01	02-01-20	56	COLEMANS PRINTING PTY LTD	500x Flyers - Thorak Regional Cemetery	638
1012.98-01	16-01-20	98	ALL RURAL MECHANICAL	Service - Mayor's Vehicle	616
1012.56-01	16-01-20	56	COLEMANS PRINTING PTY LTD	Print and purchase: Prestart Books	605
1012.1211-01	16-01-20	1211	MR G S MAYO	Pound Maintenance: 12th & 13th Oct 19	600
1012.1015-01	16-01-20	1015	NEWSXPRESS HUMPTY DOO	Dec 19 - Subscription for Litchfield Council Office and Taminmin Library	594
1015.151-01	23-01-20	151	HARVEY NORMAN COMPUTERS/ELECTRICAL	Purchase: Apple iPhone 7 128GB Black	588
1015.886-01	23-01-20	886	MR R J FREEMAN	Remove Tyres from Rims - HDWTS	577
1009.1714-01	09-01-20	1714	FLEETCHOICE	Salary Sacrifice - Employee Vehicles WE: 02 Jan 20	559
1012.1714-01	16-01-20	1714	FLEETCHOICE	Salary Sacrifice - Employee Vehicles WE: 15 Jan 20	559
1016.1714-01	30-01-20	1714	FLEETCHOICE	Salary Sacrifice - Employee Vehicles WE: 29 Jan 20	559
1017.168-01	30-01-20	168	VOYAGER TRAILERS	Repair: Trailer with Braced Steel Bars	550
1012.820-01	16-01-20	820	CONSOLIDATED BEARING COMPANY (CBC)	Purchase: Gate belts & wedge	539
1015.1274-01	23-01-20	1274	GRACE RECORD MANAGEMENT (AUSTRALIA)	Nov 19 - Storage Fee for Archived Documents	517
1017.849-01	30-01-20	849	WEX AUSTRALIA (PUMA CARD)	Dec 19 - Thorak Cemetery Fuel Account	508
1015.1494-01	23-01-20	1494	STOCKWELL WATER & GAS PTY LTD	Installation: Water chiller - HDWTS	483
1012.1170-01	16-01-20	1170	NT POWERSPORTS (CF MOTO DARWIN)	Diagnose & repair - Land Boss UTV	467
1009.577-01	09-01-20	577	ARJAYS SALE & SERVICE PTY LTD	Purchase: Speed Limit Signs	440
1016.1207-01	30-01-20	1207	UNIQUE INDUSTRIES (AUTO TECH)	Service: Ford Ranger CC45FT	438
1012.1566-01	16-01-20	1566	WINC AUSTRALIA PTY LTD	Replenish - Stationery - Litchfield Council Office	429
1017.85-01	30-01-20	85	TELSTRA	Jan 20 - Call Charges & Equipment Hire - Thorak Cemetery	392
1015.81-01	23-01-20	81	RHO SURVEYS	Survey: Depth Markers - Weaver Rd	385
1009.1674-01	09-01-20	1674	FRESH START - FOR CLEANING	Cleaning at KLRR WE: 31 Dec 19	360
1012.1674-01	16-01-20	1674	FRESH START - FOR CLEANING	Cleaning at KLRR WE: 08 Jan 20	360
1015.1674-01	23-01-20	1674	FRESH START - FOR CLEANING	Cleaning at KLRR WE 15 Jan 20	360

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1016.1674-01	30-01-20	1674	FRESH START - FOR CLEANING	Cleaning at KLRR WE: 22 Jan 20	360
1012.560-01	16-01-20	560	JOBFIT HEALTH GROUP PTY LTD	HEP B Vaccination WTS Employee	348
1007.31-01	02-01-20	31	TOP END SIGN SALES	Purchase: Signs for Compactor Bins	325
1008.134-01	02-01-20	134	FIGLEAF POOL PRODUCTS	Dec 19 - Water Testing - Thorak Cemetery	321
1015.1278-01	23-01-20	1278	SEEK LIMITED	Seek Advertising: Assistant Accountant Position	314
1007.1008-01	02-01-20	1008	OUTBACK BATTERIES P/L	Replace: Tractor Battery	293
1009.874-01	09-01-20	874	VTG WASTE & RECYCLING	Nov 19 - Rubbish collection HPRR	287
00413258	13-01-20	74	LITCHFIELD COUNCIL PETTY CASH	Dec 19 - Reimburse Litchfield Council Petty Cash Float	283
1009.1737-01	09-01-20	1737	MRS S A DICKSON	Rates Refund - Account in Credit	280
1015.512-01	23-01-20	512	SELTHER SHAW PLUMBING PTY LTD	Inspect: Water leak - Litchfield Council Office (Information Area)	271
1012.170-01	16-01-20	170	NTRS (NT RECYCLING SOLUTIONS)	Nov 19 - Collect/Empty Recycling Waste HDWTS	260
1016.560-01	30-01-20	560	JOBFIT HEALTH GROUP PTY LTD	Pre-employment: Medical assessment EA to DIO	251
1009.1738-01	09-01-20	1738	MR G P KENYON	Community Grant - Junior Polocrosse Carnival	250
1009.1739-01	09-01-20	1739	MRS S J SOWRY	Community Grant - Junior Polocrosse Carnival	250
1016.1008-01	30-01-20	1008	OUTBACK BATTERIES P/L	Purchase: Ford Ranger CC45FT	249
1014.1113-01	23-01-20	1113	GRAPHICS'LL DO (LEONIE RICHARDS)	Graphic Design: Full Colour Cremation Flyer	248
1015.1471-01	23-01-20	1471	RICOH AUSTRALIA PTY LTD	Jan 20 - Photocopier rental charges - Taminmin Library	247
1012.1181-01	16-01-20	1181	ODD JOB BOB	General Maintenance Repairs - Litchfield Council Office	242
1009.61-01	09-01-20	61	GREENTHEMES INDOOR PLANT & HIRE	Dec 19 - Indoor plant hire Council Offices	238
1009.1023-01	09-01-20	1023	AUSLINE ENGINEERING	Repair: Roller on Verge Mower SV 3869	231
1009.56-01	09-01-20	56	COLEMANS PRINTING PTY LTD	Replenish business cards	220
1014.1053-01	23-01-20	1053	CSG BUSINESS SOLUTIONS PTY LTD	Dec 19 - Photocopier rental charges - Thorak Cemetery	215
1008.1695-01	02-01-20	1695	FULL MOBILE MECHANICS	On Site registration Inspection - JCB Backhoe	215
1012.85-01	16-01-20	85	TELSTRA	Dec 19 - Call Charges & Equipment Hire - Thorak Cemetery	204
1012.389-01	16-01-20	389	LITCHFIELD VET HOSPITAL	De-sexing Initiative Vouchers x 2	200
1015.1734-01	23-01-20	1734	RYDGES PALMERSTON (TOPEND INVESTMENTS)	Room Hire: Investigation Interviews	200
1014.514-01	23-01-20	514	VEOLIA ENVIRONMENTAL SERVICES	Dec 19 - Waste Collection - Thorak Cemetery	196

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1012.1697-01	16-01-20	1697	RSPCA	Dec 19 - Impounded dog transfer fees	195
1012.1609-01	16-01-20	1609	NT PLUMBING MAINTENANCE SERVICE	Inspection & repair - Female Toilets - HPRR	182
1009.25-01	09-01-20	25	LAND TITLES OFFICE	Dec 19 - Land Titles Office Searches for Rates	170
1012.1186-01	16-01-20	1186	ADVANCED SAFETY SYSTEMS AUSTRALIA Pty Ltd	Dec 19 - ASSA Subscription	165
1012.940-01	16-01-20	940	ABG PTY LTD	Registration check for TJ6511 trailer	165
1012.1344-01	16-01-20	1344	PROSEGUR AUSTRALIA PTY LTD	Litchfield Council Banking Collection - WE: 06 Dec 19	153
1009.512-01	09-01-20	512	SELTOR SHAW PLUMBING PTY LTD	Inspection & repair: Leaking Toilet	151
1016.980-01	30-01-20	980	PRACTICAL SAFETY AUSTRALIA PTY LTD	Purchase: PPE for MWF employees	150
1012.671-01	16-01-20	671	BURSON AUTOMOTIVE PTY LTD	Hydraulic Oil for HDWTS Machinery	148
1015.565-01	23-01-20	565	CURBY'S (NT) PTY LTD	Magnetic Acrylic Overlay Name Badges	139
1009.752-01	09-01-20	752	TOTALLY WORKWEAR PALMERSTON	Purchase: PPE Work Shirts with HiVis with Litchfield Council Logos	130
1012.876-01	16-01-20	876	NT ICE	Supply/ Deliver: Ice for MWF Shed	125
1016.1173-01	30-01-20	1173	HUGHES NURSERY	5 x Corymbia Ptchocarpa Plants - Thorak Cemetery	125
1013.1459-01	16-01-20	1459	TERRITORY SPRINGWATER AU PTY LTD	Bottled Water - Foyer & Chapel - Thorak Cemetery	121
1016.1344-01	30-01-20	1344	PROSEGUR AUSTRALIA PTY LTD	Litchfield Council Banking Collection - WE: 24 Dec 19	115
1012.1428-01	16-01-20	1428	HANNA'S COOLING PTY LTD	Initial inspection: Air-conditioning unit - Litchfield Council Office (Infrastructure & Assets Area)	110
1016.1659-01	30-01-20	1659	PALMERSTON ZUMBA FITNESS WITH SOPHI	Zumba Kids Party, School Holiday Activity Program - Taminmin Library	100
1008.851-01	02-01-20	851	OFFICEWORKS	Stationery - Certificate Paper and Envelopes	87
1008.820-01	02-01-20	820	CONSOLIDATED BEARING COMPANY (CBC)	Industrial Belts for Gates	85
1016.1076-01	30-01-20	1076	TDC (NT) PTY LTD - T/AS TERRITORY DEBT COLLECTIONS	Dec 19 - Debt Recovery Costs	83
1009.560-01	09-01-20	560	JOBFIT HEALTH GROUP PTY LTD	Hep A & B Vaccinations - WTS Employee	79
1012.522-01	16-01-20	522	FARMWORLD NT PTY LTD	Replace: Air filter	79
1009.1245-01	09-01-20	1245	RURAL RUBBISH REMOVAL	Dec 19 - Rubbish removal - KLRR	77
1015.1344-01	23-01-20	1344	PROSEGUR AUSTRALIA PTY LTD	Litchfield Council Banking Collection - WE: 20 Dec 19	77
1014.226-01	23-01-20	226	BARNYARD TRADING PTY LTD	Purchase: Shovels & Tools - Thorak Cemetery	76

Cheque No.	Chq Date	Creditor	Payee	Description	Amount
1013.92-01	16-01-20	92	ST JOHN AMBULANCE AUSTRALIA (NT)	Replenish: First Aid Supplies	66
1009.1152-01	09-01-20	1152	LANE LASER PRINTERS PTY LTD	Overdue SMS Reminders - Dog Registration	60
1009.940-01	09-01-20	940	ABG PTY LTD	Registration check for CA22TA Kubota	55
1012.1632-01	16-01-20	1632	SADDLEWORLD NT (MARLLI FAMILY TRUST)	Purchase: Dog Food for Impounded Dogs	52
1009.144-01	09-01-20	144	ORIGIN	Replace: Gas bottles for BBQs - KLRR	44
1016.565-01	30-01-20	565	CURBY'S (NT) PTY LTD	Magnetic Acrylic Overlay Name Badges	40
1015.1088-01	23-01-20	1088	TALENT PROPELLER	Advertising: Assistant Accountant Position	33
1016.1471-01	30-01-20	1471	RICOH AUSTRALIA PTY LTD	Dec 19 - Photocopier rental charges - Taminmin Library	33
1009.926-01	09-01-20	926	JACANA ENERGY	Nov 19 - Electricity - BSWTS	32
1012.1133-01	16-01-20	1133	NT WATER FILTERS	Bottled Water - Litchfield Council Office Foyer	31
1012.367-01	16-01-20	367	BUNNINGS GROUP LIMITED	Purchase: Consumable Items	27
1015.1076-01	23-01-20	1076	TDC (NT) PTY LTD - T/AS TERRITORY DEBT COLLECTIONS	Jan 20 - Debt Recovery Costs	22
Total					2,677,381



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

15 Officers Reports

- 15.1 Draft Rating Policy FIN02
- 15.2 February 2020 Summary Planning Report
- 15.3 PA2019/0416, an Exceptional Development Permit Application to Allow the Use and Development of Leisure and Recreation (Rodeo and Outdoor Entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways
- 15.4 PA2017/0401, a Development Application for Subdivision to Create 12 Lots in Two Stages at Lowther Road, Bees Creek
- 15.5 CEO Monthly Report
- 15.6 Council Meeting – June 2020 – Change of Date
- 15.7 LGANT General Meeting – Call for Motions
- 15.8 Community Engagement Strategy Action Plan Year Two Anniversary
- 15.9 LGANT Nomination of Delegates
- 15.10 Taminmin Library Update



COUNCIL REPORT

Agenda Item Number:	15.1
Report Title:	Draft Rating Policy FIN02
Author & Recommending Officer:	Silke Maynard, Director Community & Corporate Services
Meeting Date:	19/02/2020
Attachments:	A: Draft Rating Policy FIN02 – marked up version B: Responses to consultation on Draft Rating Policy FIN02

Executive Summary

This report presents to Council the outcome of the community consultation process on Council's Draft Rating Policy FIN02 (Attachment B) and asks for adoption of the Draft Rating Policy FIN02 (Attachment A).

In 2016, Council resolved to undertake a review of its Basis of Rating. After an expert review was undertaken in 2017 Council committed in 2018 to a comprehensive review process involving the community in its decision-making process. The review included three major opportunities for the community to be involved.

1. Community Reference Group (undertaken in February to June 2019);
2. Consultation on Rating Policy Review Position Paper (in September/October 2019); and
3. Consultation on Draft Rating Policy FIN02 (November 2019 to January 2020).

Council's appointed Community Reference Group (CRG) met eight times and developed a report with nine recommendations to Council. Through the CRG recommendations Councillors have developed a Rating Policy Review Position Paper. The paper outlined considered improvements to Council's Rating Policy and asked the community to provide feedback over a five-week consultation period in September/October 2019.

Council has taken community feedback into consideration and developed a Draft Rating Policy FIN02, which was approved for further consultation in November 2019.

A total of 34 written responses were received (24 – Your say, 10 direct email) during this recent consultation period. Full responses are provided in Attachment B.

Furthermore, Council had the policy checked by an external legal expert against the current and future *Local Government Act NT*. Amendments recommended by the legal expert have been incorporated in the Draft Rating Policy FIN02.

Recommendation

THAT Council:

1. notes the consultation results for the Draft Rating Policy FIN02;
2. acknowledges community members for their involvement in the consultation process; and
3. adopts the Draft Rating Policy FIN02.

Background

In line with the adopted project plan of the Rating Policy Review Project, after an eight-week consultation period on the Draft Rating Policy FIN02 the Draft was reviewed and is presented as attached for approval by Council.

Overall Council has received 24 responses to the survey on YourSay and 10 other submissions via email. All submissions have been provided to Councillors for review and are provided in Attachment B.

Survey results have been summarised in the table below.

Survey Questions	Your Say	
	Yes	No
<i>Principles of rating - Administrative Simplicity</i>	18	6
<i>Principles of rating - Policy Consistency</i>	16	8
<i>Principles of rating - Equity</i>	21	3
<i>Including Horticulture/Agriculture Rating Category</i>	17	7
<i>Urban Residential Rating based on Zoning not Location</i>	17	7
<i>Fixed Rate to remain for Urban and Rural Residential, as well as Horticulture/Agriculture Rating Category</i>	18	6
<i>Paying extra to make Urban Residential Rate equal to Rural Residential Rate</i>	7	17
<i>Not rating Multiple Dwellings extra</i>	20	4

Overall, respondents agreed with the changes highlighted in the Draft Rating Policy. The suggestion in Council's consultation that the rate for Urban Residential properties could be decreased to the same as Rural Residential properties was not supported by most respondents. This matter is not fixed in the policy but is an annual consideration of Council when developing the budget and declaring rates.

An independent legal review has suggested to Council the following two amendments that are highlighted in Attachment A:

- deleting the words 'where there is a public benefit' under item under item 4.5.1 as this is not required under legislation; and
- amending the description of parcels in item 4.3 to the standard parcel description.

In response to the letters for consultation sent to individually impacted ratepayers, several phone calls/emails for clarification were received by Council and addressed individually.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

Council's presented Draft Rating Policy FIN02 is in line with the current *Local Government Act* (2008) and the approved *Local Government Act* (2019) as in force from 1 July 2020.

Risks

The legal risk to Council, if the Rating Policy FIN02 is not in line with legislation or not consistent and unavoidable in its application has been mitigated through legal review.

The reputational risk for Council to change the rating policy without properly consulting with the community has been mitigated through a thorough community engagement process.

Financial Implications

The process for the review of the Rating policy has been managed in line with the budget 2019-20.

Community Engagement

The process of reviewing the Rating Policy has involved intensive community consultation over a period more than 12 months in three significant processes:

1. Community Reference Group started in February 2019 (five months duration);
2. Consultation on Rating Policy Review Position Paper (eight weeks); and
3. Consultation on Draft Rating Policy FIN02 (eight weeks).

Going forward Council is committed to increasing community awareness and education on rating.

Rating Policy **DRAFT - FIN02**

Name	DRAFT - FIN02 Rating Policy
Policy Type	Council
Responsible Officer	Director Community and Corporate Services
Approval Date	19/02/2020
Review Date	20/02/2024

1. Purpose

The purpose of this policy is to set out Council's approach to rating in the Litchfield Municipality.

2. Scope

This policy applies to all properties within the Municipality.

3. Definitions

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

The Act	<i>Local Government Act Northern Territory</i>
NT Planning Scheme	<i>Northern Territory Planning Scheme</i>

4. Policy Statement**4.1 Principles**

Rates are a system of taxation and are not reflective of the services, infrastructure or facilities used by any property owner or resident.

Council's Rating policy applies the principles of:

- Administrative simplicity. This principle refers to the costs involved in applying and collecting the tax and how difficult it is to avoid.
- Policy consistency. The principle that rates are internally consistent, and based on transparent, predictable rules that are understandable and acceptable to rate payers.
- Equality for rating is applied to the categories levied as a fixed rate, assuming that these ratepayers have equal capacity to pay and access to Council services, however the principle of equity applies to all other categories.

4.2. Basis for Rates

4.2.1. Council applies rates on the basis of zoning.

4.2.2. Pursuant to the *Act*, Council adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments within the Municipality. The Unimproved Capital Value of land is set by the NT Valuer General.

4.3 Rating Categories

For the purpose of rating Council applies the following rating categories that differentiate properties by planning zones as set under the *NT Planning Scheme*.

RATING CATEGORY	PLANNING ZONE	PROPERTY PARTICULARS
RURAL RESIDENTIAL	Rural Residential	
	Rural Living	
	Rural	
	Water Management	
	Conservation	
	Specific Use – SL14, SL18	
	Future Development	Excluding: Hun-045-Portion 01872 Hundred of Ayers , Hun-045-Portion 01860 Hundred of Ayer
URBAN RESIDENTIAL	Single Dwelling Residential	
	Multiple Dwelling Residential	
	Medium Density Residential	
	Specific Use- SL11	
HORTICULTURE/AGRICULTURE	Horticulture	
	Agriculture	
COMMERCIAL/INDUSTRIAL	Commercial	
	Service Commercial	
	Tourist Commercial	
	Light Industry	
	General Industry	
	Development	Excluding: Hun-000NT Portion 07002
	Utilities	
	Railway	
	Community Purpose	
	Organised Recreation	
	Public Open Space	
	Caravan Parks	
	Specific Use – SL1, SL3, SL4, SL5, SL6, SL7, SL8, SL9, SL10, SL12, SL13, SL15, SL17, SL23	

RATING CATEGORY	PLANNING ZONE	PROPERTY PARTICULARS
GAS PLANT	Future Development	Limited to: Hun-045-Portion 01872 <u>Hundred of Ayers</u> , Hun-045-Portion 01860 <u>Hundred of Ayers</u>
	Development	Limited to: Hun-000NT <u>Portion</u> 07002
MINING TENEMENTS	Conditionally rateable land occupied under a mining tenement	
PASTORAL LEASES	Conditionally rateable land comprising a pastoral lease as defined in the <i>Pastoral Land Act</i>	

- 4.3.1 The *NT Planning Scheme* zones in the groups of Other Zones, Recreation Zones and Infrastructure Zones have been associated to rating categories based on the allowed uses on the property in line with the *NT Planning Scheme*.

4.4 Rates Calculation:

- 4.4.1 In accordance with the *Act* rates are based on differential valuation-based charges calculated as a proportion of the assessed value of each allotment for the following rating categories:
- Commercial/Industrial
 - Gas Plant
 - Mining Tenement
 - Pastoral Leases
- 4.4.2 The Valuation-based charge may be subject to a specified minimum amount.
- 4.4.3 In accordance with the *Act* rates are based on a fixed rate for the following rating categories:
- Rural Residential
 - Urban Residential
 - Horticulture/Agriculture.

4.5 Special Rates

- 4.5.1 Council levies a special rate in accordance with the *Act* and in line with Council's INF05 Sealing of Roads policy to defray the cost of sealing a road, or part thereof, ~~where there is a public benefit.~~

- 4.5.2 The special rate is a fixed charge to a property and may vary based on the planning zone of the property.
- 4.5.3 Where a Special Rate is applied, it will be charged to properties with direct road access to the relevant road.
- 4.5.4 Council will consider longer payment timeframes for Special Rates considering the additional financial liability on ratepayers.

4.6 Service Charges

- 4.6.1 Council can declare charges for providing services for the benefit of the land or the occupiers of land.
- 4.6.2 Council charges properties for the cost of waste disposal services, including the management and operation of waste transfer stations.
- 4.6.3 Council's Waste Management charge applies to the following rating categories:
 - Rural Residential
 - Urban Residential
 - Horticulture/Agriculture
- 4.6.4 Council will, on request consider the application of the Waste Charge to other properties, where residential use can be identified

5. Associated Documents

Litchfield Council Municipal Plan

Litchfield Council Long Term Financial Plan

6. References and Legislation

Northern Territory Local Government Act

Northern Territory Local Government (Administration) Regulations

Northern Territory Local Government (Accounting) Regulations

Australian Accounting Standards

Ministerial Guidelines

Local Government General Instructions

7. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
13 December 2017	New Policy, rescinding LC06

November 2019 <u>February 2020</u>	Review policy project, resulting in new rating categories a realignment from zonings to categories, addition of Special Rate, Service Charge, Principles

DRAFT

Draft Rating Policy - Public Submissions - YourSay Survey													
Do you agree with the suggested Principles of Rating in the Draft Rating Policy?			If you answered no to any of the above Principles of Rating, please explain why?	Council recognises a need to separate the category of Horticulture/Agriculture zoned properties to ensure the rating declaration as set by Council shows support to this sector by applying the fixed rate. Do you support this proposed Category of Rating?	If you answered no to the above Rating Category, please explain why?	Council has listened to the community Therefore, the rating category Urban Residential is proposed to be based on zoning and not on location and will be charged at the same fixed rate. Do you agree with this proposed Rating Category?	If you answered no to the above Rating Category, please explain why?	Do you agree with the fixed rate remaining as the Calculation of Rates for all residential properties, including Coolalinga?	If you answered no to the above Rating Category, please explain why?	Would you agree to pay \$11.40 more for your rates to make Coolalinga residential properties equal with all other Rural Residential properties?	If you answered no to the above question, please explain why?	Do you agree with the Rating Policy to remain the same in regards to no additional charges to properties with Multiple Dwellings?	If you answered no to the above question, please explain why?
Policy Consistency	Equality for rating categories levied a fixed rate and Equity to all other categories	Administrative Simplicity											
No	No	No	The paragraph reads poorly. It is not easy to understand and therefore allows you to slide into it something which people may not agree to.	No	Again you do not write in a manner that is easy to read. What are you actually planning on doing? What is going to be considered Horticulture/Agriculture? What happens if there are two properties considered Horticulture/Agriculture and in between or around them are a few properties that are not?	No	More information is needed before you can answer this question properly. What does it mean based on zoning not location? Does that mean you can suddenly decide that the area around me is urban residential?	Yes	No answer	No	From what I have seen and read the council could make up the shortfall by cutting the benefits to the elected officials. Time and time we see the people having to make up the shortfall while those elected to office rake in large sums of money through entitlements. Money for being on committees, money for attending meetings, guess what? that is part of the job, I do not get paid extra for attending an awards night, a performance, for taking on extra curricula activities, for taking students on camps, for all of the work I do outside of my normal hours (for reference my work day is from 8:15pm to 4pm, I get to work at 7am and if I leave before 5pm it is because I have somewhere else to be close to that time, I am supposed to have a total of 45mins away from work for lunch I am lucky if I get time to go to the toilet) So get rid of the entitlements if you are having trouble with your budget. Stop passing the costs on to the people you are working for. Make no doubt you work for us, if I do not feel that you have my best interests at heart I will not vote for you and will actively campaign for someone who does. What I have heard from some of you does not make me think you care one bit about the people who employ you but are only in this for yourself. Time to wake up!	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	No	Surely the cost of maintaining kerbing and street lighting is not a normal cost in other rural residential areas therefore more services require higher rates	No	I don't wish to subsidise services that I don't receive or require	No	Multiple dwelling spoil the amenities and some such as liveable sheds are an eyesore ,they are just in the main built as rental properties as extra income not in the main to house family. They are tenanted by people who usually have no interested in the rural area and no consideration for the lifestyle .

Do you agree with the suggested Principles of Rating in the Draft Rating Policy?			If you answered no to any of the above Principles of Rating, please explain why?	Council recognises a need to separate the category of Horticulture/Agriculture zoned properties to ensure the rating declaration as set by Council shows support to this sector by applying the fixed rate. Do you support this proposed Category of Rating?	If you answered no to the above Rating Category, please explain why?	Council has listened to the community Therefore, the rating category Urban Residential is proposed to be based on zoning and not on location and will be charged at the same fixed rate. Do you agree with this proposed Rating Category?	If you answered no to the above Rating Category, please explain why?	Do you agree with the fixed rate remaining as the Calculation of Rates for all residential properties, including Coolalinga?	If you answered no to the above Rating Category, please explain why?	Would you agree to pay \$11.40 more for your rates to make Coolalinga residential properties equal with all other Rural Residential properties?	If you answered no to the above question, please explain why?	Do you agree with the Rating Policy to remain the same in regards to no additional charges to properties with Multiple Dwellings?	If you answered no to the above question, please explain why?
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	It all depend on what services each property gets. For example We have to pay for bin collection in Lowther Rd Virginia. Is bin collection part of rates for Coolalinga? Second, the unimproved value for land in urban areas would be higher than rural areas per square meter so in theory rates would be higher in an urban area.	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
No	No	No	The wording is VERY ambiguous and fraught with contradictory wording - simple solution - leave the rates as they are, IF the economy changes OR later on ratepayers are interested - revisit it then, STOP PUSHING YOUR OWN AGENDAS - how PERCEIVED POWER GOES TO SOME HEADS is absolutely absurd - NONE of the councillors, individually, are voted in as power brokers or anything other than representatives of constituents... you are to take back the information gathered and adjust YOUR actions to FIT those expectations... God forbid you are voted back on again - STOP being puppets of the failed gunner government and it's losers...	No	See above response... STOP being GREEDY and represent the constituents of LITCHFIELD SHIRE - YOUR SALARIES NEED TO BE HIGHLIGHTED AS ABSURDLY OVER THE TOP... you are NOT public servants - you are MERELY representatives of the Shire and has such should receive no more than a VERY basic recompense - around \$30K per annum - TOPS - including the Mayor...	No	The wording is VERY ambiguous and fraught with contradictory wording - simple solution - leave the rates as they are, IF the economy changes OR later on ratepayers are interested - revisit it then, STOP PUSHING YOUR OWN AGENDAS - how PERCEIVED POWER GOES TO SOME HEADS is absolutely absurd - NONE of the councillors, individually, are voted in as power brokers or anything other than representatives of constituents... you are to take back the information gathered and adjust YOUR actions to FIT those expectations... God forbid you are voted back on again - STOP being puppets of the failed gunner government and it's losers...	No	As above	No	Cut your costs, beginning with the exorbitant salaries you have awarded yourselves... your salaries need to be subject to constituents thoughts and expectations... considering nothing much has changed for MANY - those councillors in favour of this are about bringing the election forward, in order to STOP the ROT inside Litchfield Shire Council ...	Yes	Keep your bloody noses out of my backyard...
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	No	No answer	Yes	No Answer	No	No answer
Yes	Yes	Yes	No answer	No	If you dont intend to charge them more why would you make a new category. There is no reason to charge farmers more. You acknowledge in your statement above that people dont want a new rate structure for horticultural properties so why would you do it anyway?	Yes	No answer	Yes	No answer	No	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	Coolalinga should not have been charged more in the first place, they receive no additional services. The extra charges to them as "urban" were just a money grad and an increase to all would be the same.	Yes	No answer
Yes	No	Yes	More detail is needed on this. We can't rate our pastoral properties out of business. We cant drive our commercial business away either. We need both, both give back to the community and just because of their location doesnt mean they have the capacity to pay.	Yes	But be mindful not to rate them high or they will leave taking jobs and impacting the community plus cause a fall in housing prices if they all start selling because he cost of living is too high.	Yes	They shouldnt pay more unless they are zoned md etc then they pay that rate. Bullshit that you admitted to incorectly charging them so will now charge everyone to ckose your gap. Yer nah, take the win youve had for the last 2 yrs and now work within yjur means.	Yes	Yes but again, work within your means and dont make the rest of us pay your tab.	No	No. You have already increased our rates. We already pay tax and blah blah blah. Work within your means. Youve had extra income youre lucky you dont have to pay it back.	Yes	No answer

Do you agree with the suggested Principles of Rating in the Draft Rating Policy?			If you answered no to any of the above Principles of Rating, please explain why?	Council recognises a need to separate the category of Horticulture/Agriculture zoned properties to ensure the rating declaration as set by Council shows support to this sector by applying the fixed rate. Do you support this proposed Category of Rating?	If you answered no to the above Rating Category, please explain why?	Council has listened to the community Therefore, the rating category Urban Residential is proposed to be based on zoning and not on location and will be charged at the same fixed rate. Do you agree with this proposed Rating Category?	If you answered no to the above Rating Category, please explain why?	Do you agree with the fixed rate remaining as the Calculation of Rates for all residential properties, including Coolalinga?	If you answered no to the above Rating Category, please explain why?	Would you agree to pay \$11.40 more for your rates to make Coolalinga residential properties equal with all other Rural Residential properties?	If you answered no to the above question, please explain why?	Do you agree with the Rating Policy to remain the same in regards to no additional charges to properties with Multiple Dwellings?	If you answered no to the above question, please explain why?
-	Yes	-	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	Why should I pay more for services that I don't receive anyway? Why not drop the Coolalings rates to the same as the rest of the shire?	Yes	No answer
No	No	Yes	No answer	No	No answer	No	No answer	Yes	No answer	No	No Answer	Yes	No answer
No	No	Yes	Higher rates should be paid for property that requires and uses more council services.	No	Zoning could be a way to set different base rates. But there needs to be a fairer way to charge more for those who use more.	No	Zoning could be a way to set different base rates. But there needs to be a fairer way to charge more for those who use more.	No	Zoning could be a way to set different base rates. But there needs to be a fairer way to charge more for those who use more.	No	We don't receive the same level of service as Coolalinga	No	Again, if it requires more services, it should pay more
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	Our rates are expensive enough thank you. Council should absorb this cost and not ratepayers!!	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	No	Coolalinga residents e.g. house blocks and unit dwellers have the same services as Palmerston etc which includes garbage collection, sewage, street lighting and access to shops within walking distance so I believe their rates should be reflected the same as other urban areas. Humpty Doo urban should also be the same.	No	As I explained in the above question.	No	They receive more services that rural residents and this should be reflected in the rates they pay.	Yes	No answer
Yes	Yes	Yes	No answer	No	All landowners should pay the same, even businesses, many of which provide employment, they should not be discouraged by having to pay higher rates when they receive no extras.	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	Because we can not afford paying our own rates without a struggle let alone rates for anyone else. Perhaps council can find the money elsewhere. We are already being pushed of our blocks with the increased cost of living.	Yes	No answer
-	Yes	-	This makes no sense what is it saying?	No	Do they use more of councils ammenities	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	Council has enough money to absorb the shortfall. Future development in the Coolalinga area will create more revenue via rates.	Yes	No answer
No	No	Yes	Contradictory. First sentence is that rates are a land tax, and not reflective of services, infrastructure or facilities. Then Point 3 assumes that ratepayers have equal access to Council services ??? Basis for determining rates is still stated as UCV. Isn't this exactly what residents objected to?	Yes	However, there should be an option to vary the rate calculation on commercial land use.	No	Agree that the charge should be at the same fixed rate. However, a lot of zoned urban residential is still being used as rural residential. Given the way this came about, a number of these properties will remain being used as rural residential irrespective of the imposed zone changes. Therefore, the rating category should be based on use, not zoning.	Yes	No answer	No	I would like to see the calculation of lost revenue and evidence that it is \$11.40/property.	Yes	No answer

Do you agree with the suggested Principles of Rating in the Draft Rating Policy?			If you answered no to any of the above Principles of Rating, please explain why?	Council recognises a need to separate the category of Horticulture/Agriculture zoned properties to ensure the rating declaration as set by Council shows support to this sector by applying the fixed rate. Do you support this proposed Category of Rating?	If you answered no to the above Rating Category, please explain why?	Council has listened to the community Therefore, the rating category Urban Residential is proposed to be based on zoning and not on location and will be charged at the same fixed rate. Do you agree with this proposed Rating Category?	If you answered no to the above Rating Category, please explain why?	Do you agree with the fixed rate remaining as the Calculation of Rates for all residential properties, including Coolalinga?	If you answered no to the above Rating Category, please explain why?	Would you agree to pay \$11.40 more for your rates to make Coolalinga residential properties equal with all other Rural Residential properties?	If you answered no to the above question, please explain why?	Do you agree with the Rating Policy to remain the same in regards to no additional charges to properties with Multiple Dwellings?	If you answered no to the above question, please explain why?
Yes	No	Yes	This is a joke. just crazy. how can you possibly believe that we are all 'equal'. Why would you let a group of dinosaurs who obviously do not understand that what council actually does scare you into a decision to stay the same? I am going to build 50 units on my property and rent them out then start 5 businesses also because I can and it will cost me no more than the person next to me... this is so crazy it makes me sick.. I would like to no how many other councils operate a system of 'equality', I bet not many. Would you mind putting that on the website for everybody to see?Didn't the neighbouring Palmerston change to the UCV system and have their mayor running against the idea until she was elected and then realised it was the fairest way of applying rates? maybe you should talk to them about this? We're meant to be coming out of the dark ages not forced to stay in it. im not the sharpest knife in the draw but im not an idiot either. just do it properly and be fair, this equal business is not fair and you no it.	Yes	It doesn't really matter, does it? you keeping everybody on an 'equal' rate.	No	crazy idea just crazy see above comments on the fact that were not all equal. hoever it is probably crazier to keep them paying more than rural property owners.	No	The council members should have a hard look at themselves. i hope they actually read this. How can you seriously believe that we are all equal. I would hate to find out that you all had large rural blocks are were benefiting from the rates being taken equally from everybody. I actually read the comrie paper and i am shocked you considering rating people equally.	No	How many people actually provided community feedback?? I didn't until I got told by to log on to this thing and I should have told you that you crazy. so a couple hundred of the same people who turned up to the 'council-bashing' meetings held by somebody who does NOT represent my views. I have lived here fro 10+ years and he has never represented my views. I live in the 21st sentury i think you should be doing the same. Will you also protest the sex worker bill??	No	isnt it clear enough. these people are taking advantage of the system and you going to continue to let them. Sure there are people who let out the granny flat for elderly parents that doesn't mean they get a free ride. I will pay whatever is necessary to keep my way of likfe out here. just stop listening to dinosaurs that don't represent our views anymire.
No	No	No	Just about Every person is struggling from pay packet to pay packet and this is just a blatant money grab, leave it as a flat rate all over, all residents pay the same	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No Answer	Yes	No answer
Yes	Yes	Yes	No answer	Yes	No answer	Yes	No answer	Yes	No answer	No	They shouldn't have been charged more in the first place...	Yes	No answer

[REDACTED]

From: [REDACTED]
Sent:
To: Council
Subject: Rating policy

Good morning

We wish to state our concerns about the change in rates and support the current model of flat rate system.

Kind regards

[REDACTED]

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From:
Sent:
To:
Subject:

Council
Rating Policy Draft FIN02

12:41 PM

council@litchfield.nt.gov.au

Dear Council

I have read the 'Rating Policy Draft FIN02' and have the following comments.

4.1 Please adjust your thinking that rates be a fee for service rather than a form of taxation.

4.2.2 Please adjust the your wording to reflect that most (I'm guessing 90%) of properties are a fixed rate system not UCV as stated.

4.3 You have separated out Horticulture/Agriculture. Why? There is no fundamental reason if you don't intend to later charge them more. Please remove Horticulture/ Agriculture as a separate rate structure to make it more difficult for future greedy councils to increase rates for these properties. Unless of coarse you intend to in the future increase rates for these properties

4.6.2 Council has for many years been charging for waste separately. Why? Why not just be upfront and include it as part of the rates (all be it an increased rate).

In addition to the above points I would also like to express my disappointment in the way council has handled this review. This was the worst consultation process I have ever seen and councils reputation is in tatters over this.

In your survey you suggested increase the rate for others to cover the deficit from the reduced revenue from Coolalinga. As you have already collected the money from Coolalinga for the last 10 years or so you already have it.

I support and agree that you have reduced the rates for Coolalinga residents

Minimal rates minimal services please

Regards

From: Silke Maynard
Sent: Monday, 2 December 2019 9:14 AM
To: [REDACTED]
Subject: FW: Litchfield Council Draft Rating Policy
Attachments: LC DRAFT FIN02 Rating Policy.docx

Can you please register this email into the submissions folder for the draft rating policy

Silke Maynard • Director Community and Corporate Services • Litchfield Council
Tel 08 8983 0640 • **Fax** 08 8983 1165 • **Mobile** 0427 073 830 • **Email** silke.maynard@litchfield.nt.gov.au
PO Box 446 Humpty Doo NT 0836 • 7 Bees Creek Road, Freds Pass NT 0822



EZYbill allows rate payers to register online to receive their rates notices and rates reminder notices via email only instead of by mail.

www.litchfield.nt.gov.au/services-facilities/council-rates-and-fees/ezybill



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From: Lee Williams <Lee.Williams@nt.gov.au>
Sent: Monday, 2 December 2019 8:11 AM
To: [REDACTED]
Cc: [REDACTED]
<Et...>
Subject: FW: Litchfield Council Draft Rating Policy

Good morning Silke

Care should be taken to ensure the policy is consistent with the current legislation and we would suggest that also making it consistent with the Act which has just been passed would be a good idea, as otherwise it will need revision when the new Act commences (expected to be 1 July 2020).

Regards

Lee

From: [REDACTED]
Sent: Wednesday, 27 November 2019 9:18 AM
To: [REDACTED]
Cc: [REDACTED]
Subject: Litchfield Council Draft Rating Policy

Dear Lee and Robert,

I hope this email finds you well.

Council has released it's Draft Rating Policy for consultation this week and we would like to include the Department in the process.

Attached is the Draft Policy and we would appreciate any feedback the Department would like to offer. The consultation is closing in the Mid of January.

AS I will be away on leave from the end of next week to the end of January , I have copied [REDACTED] into this email. David will be acting in my role and will be dealing with the submissions on the policy.

Your assistance is much appreciated.

Regards,



EZYbill allows rate payers to register online to receive their rates notices and rates reminder notices via email only instead of by mail.

www.litchfield.nt.gov.au/services-facilities/council-rates-and-fees/ezybill



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SUBMISSION TO LITCHFIELD COUNCIL RE POTENTIAL RATING SYSTEM CHANGES

We have read through most documentation provided by the Council, had discussion with Council members, as well as attended public meetings hosted by our local member.

We are long term owner residents having lived in the area since 1975, we have a second dwelling on our block, (originally lived in by parents which have since passed away), the property is approx 33% inundated by water each wet season, our comments are as below.

1. Flat Rate vs UCV

It is noted that all residents receive the main basic service of having a dump to go to, and some roads are maintained and others are eventually bitumened or otherwise improved, all residents can use facilities such as Fred's pass reserve and a few others. There are many schools throughout the area that can service as meeting or other venues.

It just seems absolutely obvious to us that the fairest way to pay our way of tax or revenue or whatever your want to call it, is for the actual cost of the necessary Council services be totalled and then divided by the number of blocks, some owners may have land more valuable than others or may be wealthier but why should they have to pay more for something they do not receive? Some older residents receive a small rebate from the NTG so some who are better off are paying a bit more anyway.

Bringing in a UCV based system would penalise many, maybe help a few but we cannot see how anyone would pay any less, it would seem that having such a system would encourage the Council to fund unwanted and unnecessary community centres and services we do not want, and the end result is that we all pay more for things we do not need or desire.

The method of valuing a property is not an exact science and does not necessarily reflect reality, this would mean that some would pay more than others because of the higher UCV and others would pay less, even though the reality is that each block is worth the same, why bring in something like that that makes it unfair?

2. Inadequate final recommendations.

The members of the group, (or those remaining after some apparently refused to continue participating and left) , finally responsible for the end potential position should

have inserted a recommendation that allowed the continuation of the flat rate system for all block owners regardless of the type of occupancy, for example businesses including horticulture, all bring employment to the area and there should not be any discouragement to that by making them pay more when they do not receive any more.

Unit owners in Coolalinga and Humpty Doo should not have to pay more either, they do not receive any more, and the revenue for Council for say the units behind the Humpty Doo shops brings in more \$400,000.00 even though they use less of the roads and services, ie (approx 100 metre frontage for 36 units and no verge mowing), than other owners.

Our view is that the flat rate system should remain.

3. Higher rates for additional dwellings

We have a second dwelling, which is rented out most of the time, it is not an easy exercise and we often wonder, given damage and usual tenant issues if it is all worth it.

The problem we see is that those with illegal or non conforming additional dwellings will never have to pay, we get caught and have to pay more lose out because ours is obvious.

For example there are numerous sheds, carports with caravans, demountables and containers being used as residences and rented out for extra needed money, some are often left empty for long periods, many probably have unregistered dogs etc.

The main problem here is that Litchfield is a very large area, (larger than say Katherine rural which was apparently considered as a model), and it would be almost impossible to administer and the cost may well be and would probably be prohibitive.

As is the current case with businesses operation out of rural blocks, it would likely become a situation whereby neighbours would have to do on to make sure anyone pays, and in any event, how would you define an additional dwelling?

An owner may be happy to see his neighbour pay more now, but what happens when mum and dad move into the detached granny flat later?

There is no mention in the Council's documentation as to which other local council has a system for more than one dwelling, if there is one then this should have been stated.

Finally in relation to this heading what about small zone approved businesses, or non approved businesses that operate from rural dwelling homes, these cause increased traffic, should they be taken into account as well?

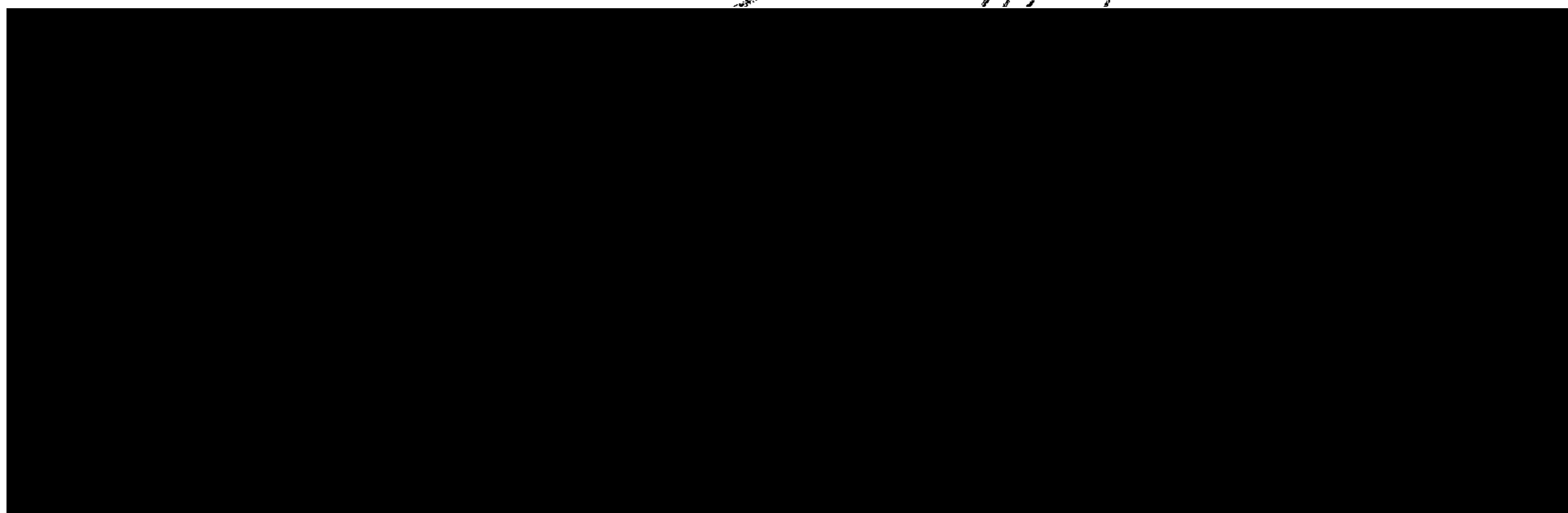
Summary

We may not be strictly correct and it may be in part perceived, but it seems to us from what we have seen and heard that right from the first consultant's report the end group had a short sighted agenda that was aimed at getting more money in to Council via a complicated and in part baffling UCV system along with other increases where possible, including discriminating against minority groups and owners like horticulture, with an intent to ensure that the Council can provide unwanted services and buildings, (schools could be used for Community Centres), without consulting back to ratepayers.

We think that the Council should, as soon as possible, provide clear listing of all services they provide now and want to provide, including details of all staffing requirements and ensure that the ratepayers have a proper opportunity to determine what is wanted by the majority. In the meantime, why change something that is simple, and appears to work pretty well.

It is impossible to please everyone and we are sure that there will be many arguments against what we have said above but we just cannot avoid thinking that why would one change a simple system that seems to work well and the vast majority are happy with?

Signed by



21/10/2019

CEO Litchfield Council

Dear Daniel

Below is my submission on the proposed rating policy – changes in red.

4.2. Basis for Rates

4.2.1. Council applies rates on the basis of zoning **only for commercial industrial land**.

4.2.2. Pursuant to the Act, Council adopts the Unimproved Capital Value method as the basis for determining the assessed value of allotments **only on land zoned commercial industrial** within the Municipality. The Unimproved Capital Value of land is set by the NT Valuer General.

4.4.3 In accordance with the Act rates are based on a fixed rate for the following rating category: - **residential land including all areas not zoned commercial industrial**.

Note: The overwhelming vote at the three public meetings held in the Girraween/Howard Springs/ Knuckey Lagoon area was the flat rate should apply to all. Splitting rating into three categories leaves it open to council to having three different flat rates in the future.



It is difficult to understand how recognising Horticulture/Agriculture as a separate category shows support for the sector especially if you charge a higher rate for that so called sector. The language has gone from a zone to a sector. This gives an impression that horticulture outside of the zone is being looked at being rating separately.

4.6.3 Council's Waste Management charge applies to the following rating category: **all residential including all areas not zoned commercial industrial**.

Regards

[Redacted signature]

11/12/19

[REDACTED]

From: [REDACTED]
Sent:
To: Council
Subject: Review of Rating Policy

Good afternoon

Thank you for the letter regarding the Draft Rating Policy.

I am the owner of [REDACTED] and I note that with the zoning change this will mean a much needed reduction in the rates charged for this property.

I thank all those involved with this matter, both staff and Councillors and wish you all the best for the new year. ☺

[REDACTED]

[REDACTED]

From: [REDACTED]
Sent:
To: Council
Cc: Maree Bredhauer; Doug Barden; Mathew Salter; Gerry Wood; Kezia Purick
Subject: Draft Rating Policy

Dear Council members

I have had an opportunity to read the Draft Policy Document and the Draft Rating Policy Fact Sheet that you have prepared.

I have concerns that the Fact Sheet is misleading and does not reflect an important part of the actual policy document. My concern is that the Fact Sheet does not mention that you are proposing to have three categories. I refer you to paragraph 4.4.3 of the policy document.

The three categories are;
Rural Residential
Urban Residential
Horticulture/Agriculture

The Fact Sheet states that all residential properties are equal. If that is the case why does the Policy Document say there is going to be Rural Residential and Urban Residential categories?

I am concerned that the Fact Sheet does not have the word "Urban" in it at all. When in fact Urban Residential is one of the three categories. This is why I feel the Fact Sheet is misleading. The Fact Sheet does not give rural residents a clear picture. You are proposing three categories, so why not explain all three categories in the fact sheet.

Can you please explain to me why the Council is proposing to have Rural Residential and Urban Residential categories when the Council is also saying "All residential properties are equal"? Are the two categories going to make it easier to spilt at a later date and then charge a different amount for each? Is Council setting up rural people for a future rate change?

If you have any queries please do not hesitate to contact me.

Yours Faithfully

[REDACTED]

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From:
Sent:
To:
Subject:

Council
spam>Draft Rating Policy

We have read the documents you sent us a few weeks ago, and have considered the implications with reference to our position. As occupiers of land zoned as horticultural, it would appear that is likely to change. In the absence of any estimate of the amount of rates payable in proportion to any of the other rating categories, it is difficult to say how this will be. Horticultural zoning is a handicap, in that it precludes any other use for the land, including possible subdivision. There are also many people living on land zoned Horticultural who do not actually use it for any purpose of commercial production. If commercial production is considered to be the criteria for a change in the rate levy, then people carrying out a business whilst residing on land zoned otherwise should also share that criteria.

We feel, that in the interests of the community, the previous system of commonality of rate levy is the most equitable; perhaps even extending it to a per hectare basis, since you have decided to exclude usage of Shire facilities as a basis.

[REDACTED]

From:

Sent:

[REDACTED]
Thursday, 16 January 2020 4:13 PM

To:

Council

Subject:

comments on Draft Rating Policy

1. Rates are fairer for all if based on Unimproved Capital Value.
2. Commercial properties - including horticultural/mango properties - should be charged higher for damage to roads, peaceful amenity and pollution - chemical, noise and waste.
3. More than one dwelling should also ellicit higher rates due to the extra load on resources, water, waste and animal management.
4. People who recycle instead of adding to waste mountains should have rates reduced. People who grow food organically and compost should also be rewarded.

Thank you,

[REDACTED]
Ratepayer Tumbling Waters.

Evening,

This email below is a follow from our 'Open discussion' last night.

█ would like her comments to be recorded in the draft rating policy review.

Regards
The Mayor

Get [Outlook for iOS](#)

From █
Sent: █

█
Subject: comments on draft rating policy

Dear Maree,

Please find below dot points I would like to raise regarding Fairness and the draft rating policy.

All residential properties are not equal & Properties with multiple dwellings are NOT equal.

- **Rates should stay simple, however should consider fairness**
- big difference between a 8ha block with 2 dwellings and families using tip & roads & services to 1 family living in a flat at Humpty Doo, paying body corporate fees to cover their rubbish & services & paying the same rates double waste management fees - **not fair** (body corporates should be charged the waste management fee and not the flat owner in their rates - perhaps?)
- **Not fair** that some multiple dwelling blocks pay the same as single dwelling blocks - user should pay.
- I live on a road with 2ha & 8ha blocks. There are 3 blocks with more than 1 dwelling, double or triple the rubbish, damage to road (dirt) they get extra rent & **should pay small amount extra fee for extra use/dwelling to cover use.** (ie: those blocks pay two waste management levy fees in their rates - whatever that breakdown is)
- People say its only my kids or parents but they all pay someone something & have an income, or they would be living under the one roof, thats called privileged! **not fair**
- possibly should be looked at together with environment policy - user pays?
- When you buy or sell your block it is not based on the unimproved capital value, many factors vary the value, proximity to services - and services secured etc.

Food security is really important however you should also ensure that rate sector is being determined **fairly** also.

So in my opinion it should stay simple but **fair**.

Kind regards,

█



COUNCIL REPORT

Agenda Item Number:	15.2
Report Title:	February 2020 Summary Planning and Development Report
Recommending Officer:	Nadine Nilon, Director Infrastructure & Operations
Author:	Wendy Smith, Manager Planning and Development
Meeting Date:	19/02/2019
Attachments:	A: Letter of Comment on PA2019/0492 B: Letter of Comment on EMEL 32259-32260 C: Letter of Comment on Liquor Licence Ref 2020/9000

Executive Summary

The purpose of this report is to provide to Council a summary of planning and development applications received, and comments provided, for the period of 30 November 2019 to 07 February 2020, noting that no development applications were publicly advertised for the period 30 November 2019 through 23 January 2020.

The following is a summary of all planning and development applications received and comments provided during the noted period.

Type of Application	No. Applications
Development Applications	1
Mining Applications	2
Liquor Licence Applications	1

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

Recommendation

THAT Council:

1. receives the January 2020 Summary Planning and Development Report; and
2. notes for information the responses provided to relevant agencies within Attachments A-C to this report.

Background

DEVELOPMENT APPLICATIONS

The *NT Planning Act* requires that all Development Applications within Council's municipality be advertised to Council for comment. Council assesses whether the application meets Council's requirements for roads, drainage, and waste collection and comments on the expected impact of the proposal on the amenity of Council's residents.

The following is a summary of all Development Applications received and comments provided during the noted period.

Council Outcome on Development Applications	No. Applications
Development applications supported, subject to normal Council conditions	0
Development applications supported, subject to specific issues being adequately addressed	1
Development applications not supported/objected to for reasons related to Council issues	0
Development applications objected to for reasons not directly related to Council issues	0
Note: Additional detail is provided below on all development applications initially advertised during the noted time period of this report.	

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

Development Applications supported, subject to specific issues being adequately addressed

The table below describes the Development Applications that are supported by Council only if the specific issues outlined are adequately addressed.

Application Number, Address, and Attachment Reference	Purpose and Summary	Specific Issues to be Addressed
PA2019/0492 Lot 8 (286) Brougham Road, Darwin River, Hundred of Cavenagh Attachment A	Clearing of Native Vegetation The application proposes to clear 40.6 hectares of a 64- hectare parcel for a new mango orchard. The application proposes to leave an uncleared area through the centre of the site for an existing creek line, as well as 50m buffers along the full eastern and southern boundaries and along a portion of the northern boundary.	It is unclear how the application proposes to access the proposed 19.3 hectares of cleared land on the western side of the creek without adverse impact to the creek. The application notes that an amended water licence for the proposed future use has not yet been granted. Council's support for the application is predicated on provision of additional information on appropriate access measures and an appropriate water licence being granted for the proposed future mango orchard use.

MINING APPLICATIONS

For all mining applications, Council has provided standard comments, with areas of access and stormwater drainage addressed where required.

The table below describes the Mining Applications to which Council has responded during the noted period.

Application Number, Address, and Attachment Reference	Type of Application and Proposed Mined Material	Comments Provided
EMEL32259 NT Portion 5911 Gunn Point Road, Shoal Bay Attachment B	Mining application to explore for gravel	Council noted and has no comments in relation to the proposed EMEL.
EMEL32260 NT Portion 5911 Gunn Point Road, Shoal Bay Attachment B	Mining application to explore for gravel	Council noted and has no comments in relation to the proposed EMEL.

LIQUOR LICENCE APPLICATIONS

The table below describes the new applications for amendments to existing liquor licences or new applications for special event liquor licences to which Council has responded during the noted period.

Application Reference, Address, and Attachment Reference	Purpose and Summary	Comments Provided
2020/9000 Section 4771 (20) Henning Road, Coolalinga, Hundred of Bagot and Section 4144 (28) Freds Pass Road Humpty Doo, Hundred of Strangways Attachment C	Transfer of liquor licence The application proposed to transfer the existing liquor licence from Woolworths Group Limited to Endeavour Group Limited.	Council supported the application to transfer the licence to the new owner of the Woolworths liquor venues.

Links with Strategic Plan

A Great Place to Live - Development and Open Space

Legislative and Policy Implications

Not applicable to this report

Risks

Not applicable to this report

Financial Implications

Not applicable to this report

Community Engagement

Not applicable to this report



7 February 2020

Development Assessment Services
Department of Infrastructure, Planning and Logistics
GPO Box 1680
Darwin NT 0801

RE: Letter of Comment Development Application

PA2019/0492

**Lot 8 (286) Brougham Road, Darwin River, Hundred of Cavenagh
Clearing of Native Vegetation**

Thank you for the Development Application referred to this office on 24/01/2020, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

Council supports the granting of a Development Permit for the following reasons:

- a) Council supports the development of suitable industry within our municipality.
- b) The use appears compatible with surrounding development and provides buffers to adjacent sites.
- c) There are not expected to be any negative effects upon Council infrastructure as a result of this proposal. It is noted that the subject site gains access from an unsealed road. Council assumes no responsibility for upgrading or sealing the access road as a result of the application or future development of the subject site.

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

- a) It is unclear how the application proposes to access the proposed 19.3 hectares of cleared land on the western side of the creek without adverse impact to the creek. Council's support for the application is predicated on the provision of additional information on appropriate access measures.
- b) The application notes that an amended water licence for the proposed future use has not yet been granted. Council supports appropriate use of water resources within the municipality. As such, Council's support for the application is predicated on an appropriate water licence being granted for the proposed future mango orchard use.

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

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

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

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at www.litchfield.nt.gov.au.
- b) A Works Permit is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully



Nadine Nilon
Director Infrastructure and Operations

**LITCHFIELD
COUNCIL***Community effort is essential*

23 January 2020

Ms Annette Smith
Department of Primary Industry and Resources
GPO Box 4550
Darwin NT 0801

Dear Ms Smith

RE: Letter of Comment Mining Application

**EMEL32259 and EMEL32260
NT Portion 5911 Gunn Point Road SHOAL BAY
Mining Application to explore for gravel**

Thank you for the Extractive Mineral Exploration Licence Application referred to this office on 23/01/2020, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

Council has no comments in relation to the proposed EMEL.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully

Wendy Smith
Planning and Development Manager

14 January 2020

Licensing NT
Department of the Attorney-General and Justice
Northern Territory Government
GPO BOX 1154
Darwin NT 0801

RE: Application for Transfer of Liquor Licence

2020/9000

**Section 4771 (20) Henning Road, Coolalinga, Hundred of Bagot and
Section 4144 (28) Freds Pass Road Humpty Doo, Hundred of Strangways
Transfer of liquor licence**

Thank you for the application for a Transfer of Liquor License referred to this office on 13/01/2020, regarding the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

In this instance, a transfer of the existing liquor licence from Woolworths Group Limited to Endeavour Group Limited is supported by Litchfield Council.

For all liquor licence applications, Council wishes to note the recent investigations and reports into the consumption of alcohol in the Northern Territory and notes support for limiting the harmful use of alcohol in the community.

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

Yours faithfully



Wendy Smith
Manager Planning and Development



COUNCIL REPORT

Agenda Item Number:	15.3
Report Title:	PA2019/0416, an Exceptional Development Permit Application to Allow the Use and Development of Leisure and Recreation (Rodeo and Outdoor Entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways
Recommending Officer:	Nadine Nilon, Director Infrastructure & Operations
Author:	Wendy Smith, Planning & Development Manager
Meeting Date:	19/02/2020
Attachments:	A: Council's letter of comment for PA2019/0416 B: Exceptional Development Permit Application PA2019/0416

Executive Summary

The purpose of this report is to provide a summary and assessment to Council of PA2019/0416, an Exceptional Development Permit application to allow the use and development of leisure and recreation (rodeo and outdoor entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways.

While the Noonamah Rodeo has existed at the subject site for a number of years, it has recently emerged that no formal planning approval has been granted for that use. This application seeks the appropriate formal approval to allow the rodeo and associated leisure and recreation activities on the subject site.

This report recommends that Council endorse the letter provided in Attachment A, on the application, included as Attachment B, indicating that Council should support the application for an Exceptional Development Permit to allow leisure and recreation activities on the site, specifically the rodeo and outdoor entertainment events.

Recommendation

THAT Council:

1. receives and notes the report; and
2. endorses Attachment A, Council's Letter of Comment for PA2019/0416, an Exceptional Development Permit Application to Allow the Use and Development of Leisure and Recreation (Rodeo and Outdoor Entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways.

Background

Site and Surrounds

The subject site is 1795 Stuart Highway, Noonamah and is the venue adjacent the Noonamah Tavern and Caravan Park where the Noonamah Rodeo has been held since 2011.

The subject site is located within Zone RR (Rural Residential), the purpose of which is for development of residential lots to one hectare in size. At this time, the 81.09 hectare site is developed in the south western corner with the rodeo uses and in approximately the middle of the site with a single dwelling.

The subject site itself surrounds the aforementioned site of the Noonamah Tavern and Caravan Park, which is located in Zone TC (Tourist Commercial). The Tavern and Caravan Park site, in turn, surrounds another separate parcel that houses the petrol station and is located in Zone C (Commercial).



Source: NT Atlas and Spatial Directory

Within the larger area of the site, the location of the area proposed for the Exceptional Development Permit (EDP) is shown in the following aerial image in relation to the other adjacent uses.



Source: PA2019/0146

Site Development History

A Planning Scheme Amendment Application was lodged in 2015 to rezone the subject site, as well as seven other lots in the locality, to a Specific Use Zone that would allow for smaller lot development. This application is still current and a decision by the Minister of Infrastructure, Planning and Logistics (Minister) has yet to be made at this time. Given the nature of an EDP, it is not expected that approval of this amendment would affect the issuing or operation of any Exceptional Development Permit.

Current Proposal

The Noonamah Rodeo, as well as select special events, have operated from the subject site since 2011. Currently, the schedule is to operate three rodeos per year, which attract approximately 2,500 people. Special events have included the Rockabilly car show, a pig weigh-in competition, freestyle motocross event, and live music shows.

In early 2019, it came to the attention of the NT Department of Infrastructure, Planning and Logistics that the use of the site was not consistent with the zoning of the site and that planning permission would be required. For the 2019 rodeo season, the Minister granted a Planning Scheme Amendment for the subject site to allow the rodeo activity to take place from April through October 2019 only.

This application seeks the formal planning permission required to operate the site as a leisure and recreation facility wherein the rodeo and special events would be permitted. The application specifically seeks approval for development of an “outdoor facility that can be utilised for rodeos, and other leisure and recreation activities, and comprising:

- Spectator stands and platforms;
- Portable toilet facilities;
- Storage containers;
- Livestock holding yards; [and]
- Ramp”.

Parking arrangements for events have formal traffic and parking arrangements agreed with the NT Government, who are responsible for the Stuart Highway.

The application notes that the rodeo and events provide public benefit through fundraising opportunities for local sporting clubs and charities; employment for up to 75 people; and contributions to the local economy through advertising, transport services, sound and visual entertainment firms, and stock contractors of over \$200,000.

Application Assessment

The rodeo and special events have operated successfully on the subject site for the past nine years with no known negative effects upon Council or the local community; public benefit is evident as noted above. There are no Council roads in the vicinity of the site. Traffic and public event management are agreed in formalised arrangements that are expected to continue to apply to the site.

Should the site be developed in the future for rural residential uses, it would be up to the developer of the site at that time to ensure that the new residents were not adversely affected by the rodeo activities through economic decisions that would influence location and cost of lots. It is not expected that the existence of the rodeo facility adjacent the existing commercial and caravan park uses would negatively affect the amenity of existing or future development in the area.

Conclusion

It is recommended that Council support the application for an EDP to allow leisure and recreation activities on the site, specifically the rodeo and outdoor entertainment events. Conditions are recommended to ensure that stormwater drainage and waste are appropriately managed on the site.

Links with Strategic Plan

A Great Place to Live - Development and Open Space

Legislative and Policy Implications

Not applicable to this report

Risks

Not applicable to this report

Financial Implications

Not applicable to this report

Community Engagement

Not applicable to this report

20 February 2020

Development Assessment Services
Department of Infrastructure, Planning and Logistics
GPO Box 1680
Darwin NT 0801

RE: Letter of Comment Exceptional Development Permit Application

PA2019/0416
Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways
Leisure and Recreation (Rodeo and Outdoor Entertainment)

Thank you for the Exceptional Development Permit Application referred to this office on 24/01/2020, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

Council supports the granting of an Exceptional Development Permit for the following reasons:

- a) Council supports economic development in the rural area.
- b) The rodeo and outdoor entertainment special events have been operating at the site for nine years with overall positive benefit to the local community. Council supports full time formalisation of this use on the site.
- c) There are not expected to be any negative effects upon Council infrastructure as a result of the proposal, pending review of stormwater drainage and waste management on the subject site.

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

- a) Prior to the endorsement of plans, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system, or demonstration of no impact on Litchfield Council's stormwater drainage system, shall be submitted to and approved by Litchfield Council.
- b) A plan that addresses the waste management requirements for the use shall be prepared to the satisfaction of Litchfield Council. The use must at all times be conducted in accordance with the plan.

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

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

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

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully

Nadine Nilon
Director Infrastructure and Operations

NORTHERN TERRITORY OF AUSTRALIA

PLANNING ACT 1999

PROPOSED EXCEPTIONAL DEVELOPMENT PERMIT

I, EVA DINA LAWLER, Minister for Infrastructure, Planning and Logistics, give notice under section 17 of the *Planning Act 1999* of the following:

- (a) a proposal seeking an exceptional development permit as described in (e) is to be exhibited;
- (b) the application is to be exhibited at the Office of the Department of Infrastructure, Planning and Logistics, Level 1, Energy House, 18-20 Cavanagh Street, Darwin;
- (c) the period of exhibition is 28 days, commencing upon the first newspaper publication of the notice required by section 17(1);
- (d) written submissions in respect of this exhibition should be made to:

Manager, Rural Planning
Development Assessment Services
Department of Infrastructure, Planning and Logistics
GPO Box 1680
DARWIN NT 0801; or

Facsimile: (08) 8980 0700; or

Email: das.ntg@nt.gov.au ; and

- (e) The application seeks an Exceptional Development Permit to allow the use and development of leisure and recreation (rodeo and outdoor entertainment) at Lot 1 (1795) Stuart Highway, Noonamah, Hundred of Strangways. The land is within Zone RR (Rural Residential) of the Northern Territory Planning Scheme, and the use of the site for leisure and recreation would otherwise be prohibited in this zone.

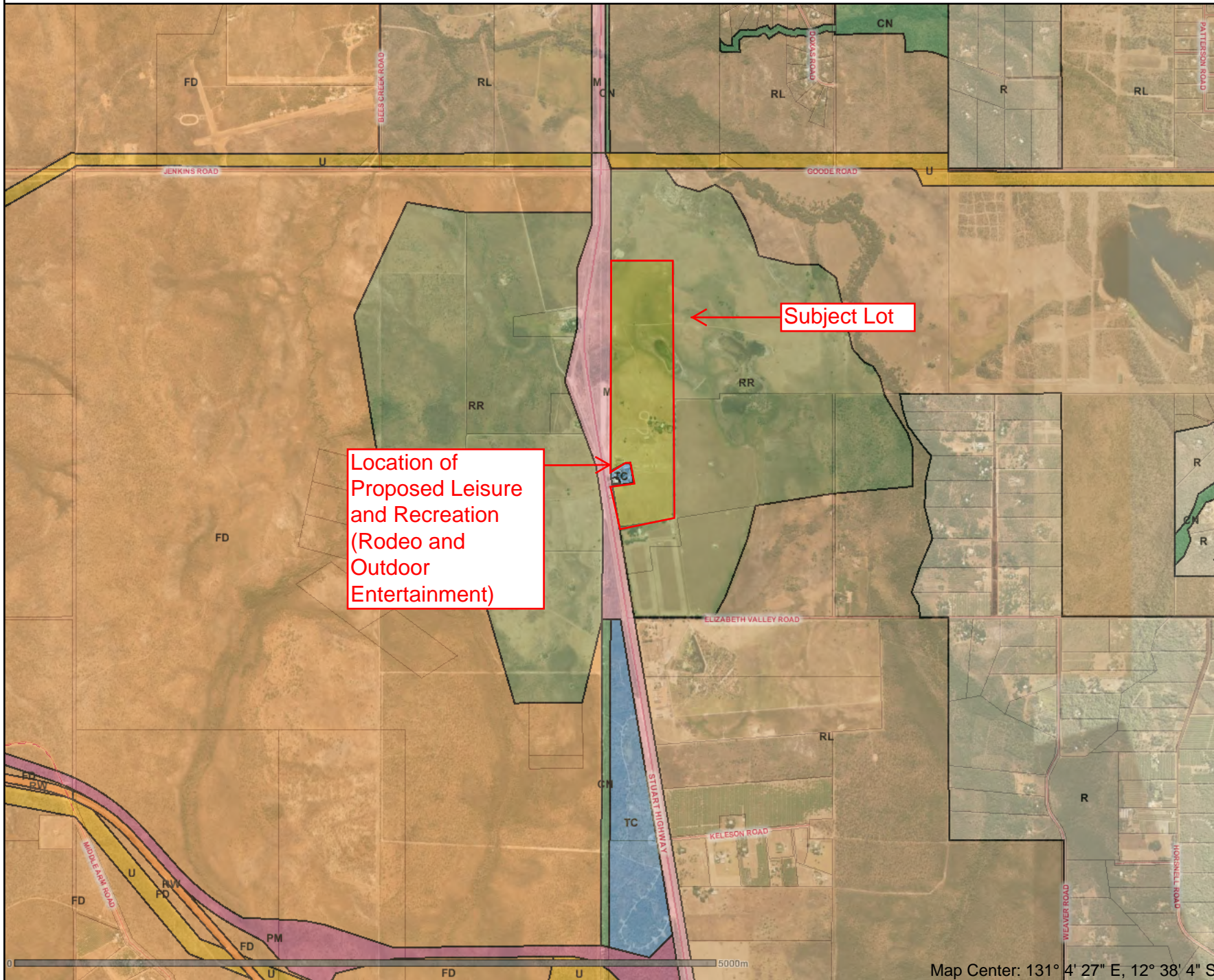
Dated

3rd December

2019



Minister for Infrastructure, Planning and Logistics



- General Lines**
- Town Planning Zones**
- A - Agriculture
 - CV - Caravan Park
 - CB - Central Business
 - C - Commercial
 - CL - Community Living
 - CP - Community Purpose
 - CN - Conservation
 - DV - Development
 - RR - Rural Residential
 - GI - General Industry
 - HT - Heritage
 - HR - High Density
 - H - Horticulture
 - LI - Light Industry
 - M - Main Road
 - MR - Medium Density
 - MD - Multiple Dwelling
 - CA - No Planning Scheme Controls
 - OR - Organised Recreation
 - PM - Proposed Main Road
 - PS - Public Open Space
 - RW - Railway
 - RD - Restricted Development
 - R - Rural
 - RL - Rural Living
 - SC - Service Commercial
 - SD - Single Dwelling
 - S - Specific Use
 - TC - Tourist Commercial
 - U - Utilities
 - WM - Water Management
 - FD - Future Development
 - JABTC - Town Centre
 - JABRES - Residential
 - JABSF - Service Facilities
 - JABI1 - Industry
 - JABREC - Recreation
 - JABSP - Special Purpose
 - JABFU - Future Use
- Created by ADEUT**

Bottom Left: 131° 02' 03", -12° 39' 33"
 Top Right: 131° 06' 51", -12° 36' 35"
 Road Labels
 Approximate Scale: 1:37,000
 Road Centrelines
 Datum: GDA 1994
 Data for information purposes only
 accuracy not guaranteed
 Copyright Northern Territory of Australia



Noonamah Tavern

Proposed 'Leisure and Recreation' Site

Caravan Park

Sec. 5368

Sec. 5369

Sec. 3969

Sec. 1639

**Lot 1, LTO83/070A, Hundred of Strangways
1795 Stuart Highway
Exceptional Development Permit Application**

INTRODUCTION

The Noonamah Tavern is located in the Litchfield Municipality, approximately 45 kms south east of Darwin on the Stuart Highway.

The Tavern has developed to become one of the most popular social hubs in the Litchfield area servicing both local residents and tourists. The Tavern offers full bar facilities, a fine restaurant and regular live music entertainment.

Directly behind the Tavern is the Noonamah Tourist park which offers a range of accommodation including cabins, caravan sites and camping facilities.

In 2011, the owner and operator the Tavern, Tony Innes, started the Noonamah Tavern Rodeo. The initial rodeo was so popular, attracting over 1,500 people, that a further 5 rodeo events were staged in 2011.

In the following years, the number of rodeos was reduced and the current schedule is 3 rodeos each year. At their peak, the rodeos drew a crowd of approximately 3,500 but the crowds have now plateaued at around 2,500.

The Noonamah Tavern is located on Section 5368, Hundred of Strangways (1801 Stuart Highway). The rodeo complex is located immediately adjacent to the tavern on 1795 Stuart Highway (Lot 1, LTO83/070).

Tony has a lease agreement with the owner Lot 1 enabling him to utilise an area of approximately 0.9 hectares for the rodeo facility and event.

This agreement between the landowners has worked smoothly for many years however in early 2019 Mr Innes was notified by the Department of Infrastructure, Planning and Logistics (DIPL) that the use of the leased area was not consistent with the zoning of Lot 1 under the NT Planning Scheme (NTPS).

Lot 1 is zoned RR (Rural Residential) under the NTPS with the purpose of this zone being to provide for rural residential use. This zone was designated in 2015 in recognition that this locality has the potential for denser, rural residential development and associate activities at some time in the future.

The rodeo activities fall within the use defined in the NTPS as *leisure and recreation*:

the provision indoors or outdoors of recreation, leisure or sporting activities and includes cinemas, theatres, sporting facilities and the like as a commercial enterprise but does not include a licensed club or community centre.

In order to determine the most appropriate way to formalise the use of the subject part of Lot 1 for the rodeo activities, discussions were held with planning and development assessment representatives from DIPL.

Consideration was given to rezoning the subject land to Organised Recreation however it was agreed that that could compromise the future use of the land for Rural Residential should the rodeo activities discontinue.



The lease area

MATTERS TO BE TAKEN INTO ACCOUNT

Section 51(a) and (b) – any planning scheme that applies to the land and any proposed amendments to the planning scheme;

The NT Planning Scheme (NTPS) applies to the subject land.

The Darwin Regional Land Use Plan 2015 (DRLUP) advises that scenarios for future development around Noonamah are evolving but could include urban and peri-urban development and re-vitalisation of the existing commercial centre. This is unlikely to take place in the short term due to the fact that there are currently limited services.

The current EDP proposal is appropriate as it will allow for the current use to continue until such time as additional services are extended to the area to support the long term development.

The Litchfield Subregional Land Use Plan 2016 (LSLUP) advises that *commercial development will continue to be focused on the established rural activity centres although the established service node at Noonamah will continue to provide a local level of retailing, servicing passing highway traffic, tourism and the local community.*

The rodeo facility and the other events that utilise the facility are an integral part of the service that Noonamah provides to tourists and locals.

As previously mentioned, the subject area of land is zoned Rural Residential under the NTPS and the current use is prohibited in the RR zone. Consequently, an Exceptional Development Permit is being sought in order to formalise the use.

Relevant provisions of the NT Planning Scheme

6.1 General Height Control

None of the structures within the subject area have a height greater than 8.5 metres.

6.5 Vehicle Parking

The NTPS does not specify parking requirements for a facility such as the one subject of this current application however there is provision for car parking at the facility.

Car parking facilities are available on the adjacent Noonamah Tavern site as all events on the subject land are organised, funded and run by the proprietors of the Tavern.

Further parking is also available in the area of the road reserve between the western boundary of Lot 1 and the Stuart Highway (see attached plan 19/11107/3). These parking arrangements have been approved by the Department of Infrastructure, Planning and Logistics (DIPL) road management authorities and a local traffic management firm is engaged for every event to manage traffic movements and parking.

When the rodeo events first start, parking was not as well organised and people were even parking on the opposite side of the Stuart Highway. The current, formalised parking arrangements, negotiated with DIPL, have made the events much safer for the attendees and passing traffic.

In addition to the onsite parking facilities, Tony also offers a minibus service after the event to take people back to designated areas in the rural area and Palmerston. The liquor license for the events finishes at 1am and the bus service, commencing at 10pm, operates until 3am or as long as they are required.

6.8 Demountable Structures

All of the structures within the subject area are in excess of 10 metres from a property boundary and consequently they comply with the clause of the NTPS.

6.14 Land Subject to Flooding and Storm Surge

The subject area is not subject to flooding or storm surge.

Section 51(c) – an interim development control order that applies to the land;

There are no Interim Development Control orders affecting the subject area.

Section 51(d), an environment protection objective within the meaning of the Waste Management and Pollution Control Act that is relevant to the land to which the application relates;

Not applicable

Section 51(g), if a public environmental report, or an environmental impact statement, has been prepared or is required under the Environmental Assessment Act in relation to the proposed development – the report or statement and the results of any assessment of the report or statement under that Act by the Minister administering that Act;

Not applicable



An aerial view of the facility looking towards the Stuart Highway

Section 51(h), the merits of the proposed development as demonstrated in the application;

The facility that has been developed by Tony Innes on Lot 1, and the events that it caters for, provide great entertainment and certainly benefit the NT.

The regular rodeos are part of a national competition and they attract participants and spectators from interstate, as well as the local competitors. Being part of the national competition, the participants earn points that count on the national level, so they always have that incentive to attend.

As with any other events that attract competitors from interstate, they also bring economic benefits and the NT benefits from the national exposure.

The events provide economic benefits to the community in a number of ways.

Firstly, the events provide fundraising opportunities for sporting clubs and charitable organisations.

The rodeo event employs between 25 and 35 security guards, 12 to 15 gate staff and 8 to 10 livestock workers. There are usually 4 food vans at each rodeo and these employ around 15 people.

Approximately \$30,000 is sent on advertising every year with local radio, TV and newspapers and the previously mentioned mini bus services also contribute about \$8,000 to the economy each year.

Local, visual entertainment firms are engaged, with the rodeo events injecting approximately \$50,000 into those firms for the provision of big screen TV and camera services.

Sound production for the rodeos and other events contributes approximately \$8,000 to the economy and local bands benefit to the tune of near \$15,000.

Two local stock contractors are utilised every rodeo season at a cost of approximately \$100,000 per year so overall the economic benefit to the local economy is significant.

Section 51(j), the capability of the land to which the proposed development relates to support the proposed development and the effect of the development on the land and on other land, the physical characteristics of which may be affected by the development;

The subject area was selected as it is relatively flat and does not comprise any native vegetation that would be affected by the proposed activities.

The successful operation of the rodeo and other events over the last 9 years is evidence that the land is capable of supporting the 'proposed' activities.



The main VIP spectator stand

Section 51(k), the public facilities or public open space available in the area in which the land is situated and the requirement, if any, for the facilities, or land suitable for public recreation, to be provided by the developer;

The rodeo facility does not create a demand for public facilities or open space.

Section 51(m), the public utilities or infrastructure provided in the area in which the land is situated, the requirement for public facilities and services to be connected to the land and the requirement, if any, for those facilities, infrastructure or land to be provided by the developer for that purpose;

The development on the subject portion of Lot 1 does not require any further service connections.

The tavern is connected to reticulated water and in turn provides water for the events being held in the rodeo facility.

Similarly, some of the power for the events comes from the Tavern via a connection that has been installed by a licensed electrician and this is supplemented by generators

Patrons of the rodeos and other events utilise the toilet facilities in the Tavern and Tourist Park. The capacity of these facilities to cater for the events on Lot 1 have previously been assessed by the Department of Health and found to be suitable.

A portable toilet block and portaloos are utilised for the VIP area and these are serviced by a local firm, Jender Services. All waste is contained within the toilet block and portaloos.

Patrons of the events have the option of utilising the paid camping options in the Tourist Park or the free camping area to the north of the site (see attached plan [19/11107/3](#)). The free camping option is located in the adjacent road reserve and the use of this area has been agreed with DIPL.

Section 51(n), the potential impact on the existing and future amenity of the area in which the land is situated;

The facility has been operating since 2011 and the staged events have not had an adverse impact on the amenity of the area.

There are only two residences within 300 metres of the facility and there have never been any complaints from the people residing there. Similarly, the facility is not located near any community facilities.

Traffic is managed and public behaviour is controlled by the security personnel, RSA marshals and local NT Police.



The smaller of the spectator stands

Section 51(p), the public interest:

As previously mentioned in this report, the events provide significant economic and entertainment benefits so the development addressed by this application certainly takes the public interest into account.

Section 51(q), compliance with building regulations;

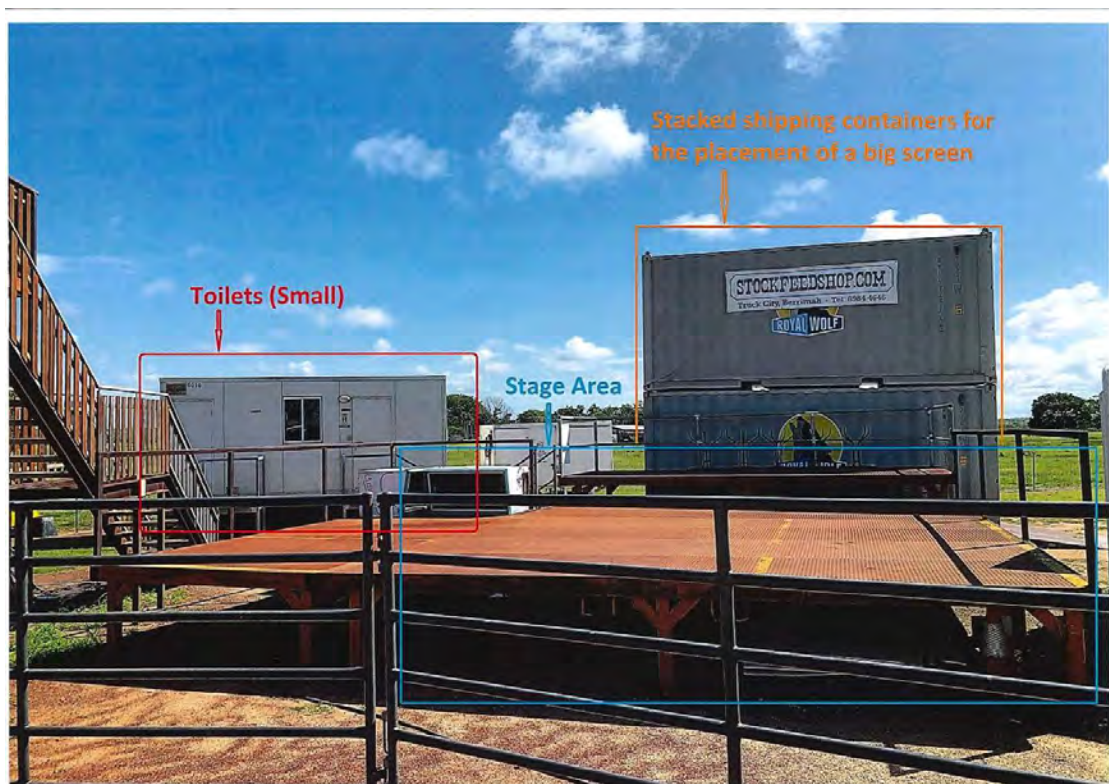
The compliance of all the building components of the development are currently being assessed and it is recognised that compliance will be a Condition of an approval that will hopefully issue after the assessment of the current application.

Section 51(r), any potential impact on natural, social, cultural or heritage values;

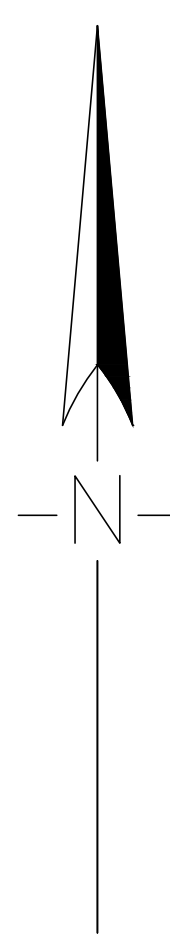
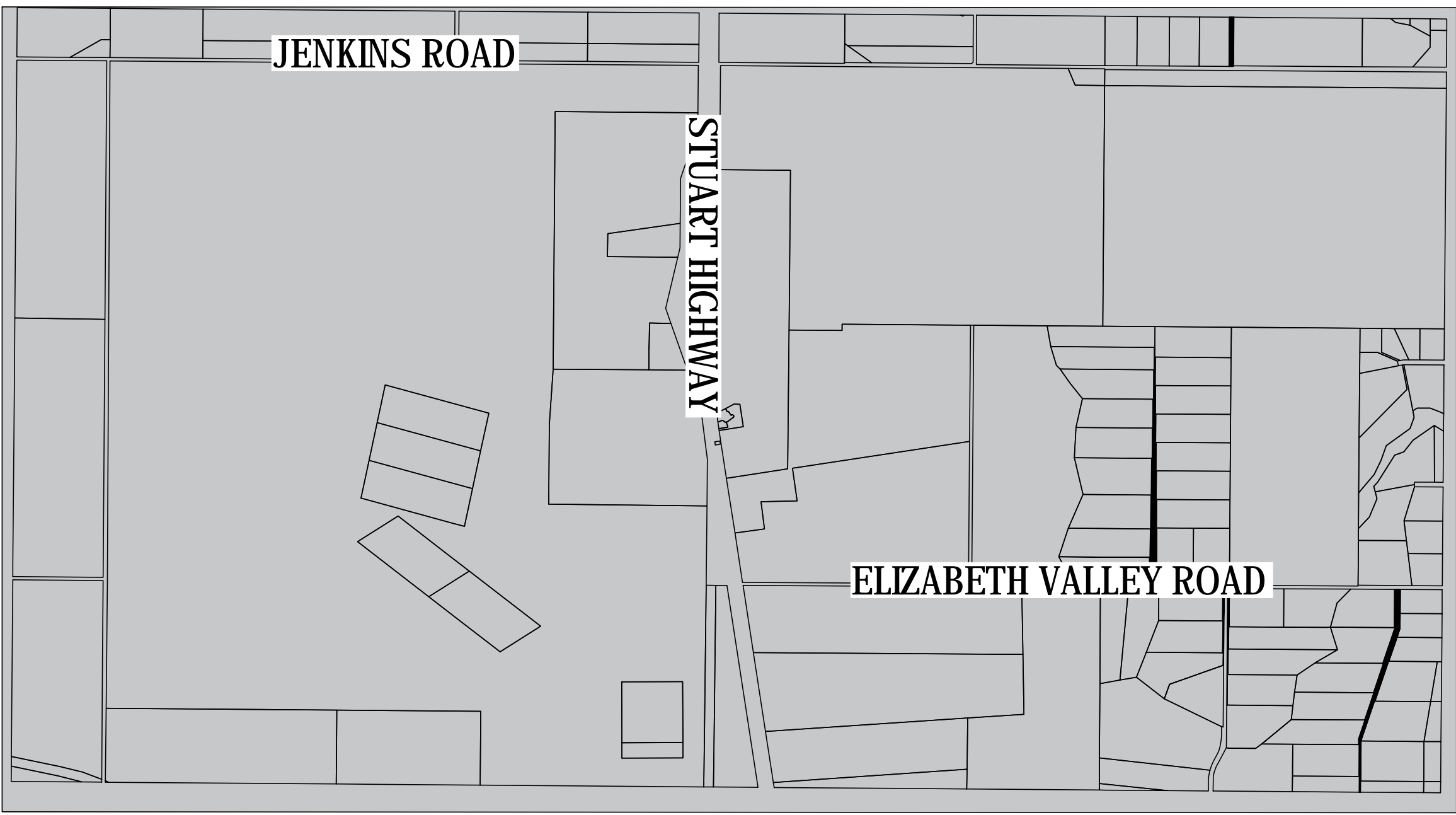
The proposal will not have any impact on the natural, social, cultural or heritage values of the area.

Section 51(s), any beneficial uses, quality standards, criteria, or objectives, that are declared under section 73 of the Water Act;

Not applicable.



This image shows the toilets adjacent to the VIP area, the container frame for the large screen and the stage/viewing platform



**SURVEY & PLANNING
CONSULTANTS**
10 HARVEY STREET
DARWIN NT 0801
PH. (08) 8981 2494
FAX. (08) 8981 5205
darwin@eja.com.au
www.eja.com.au

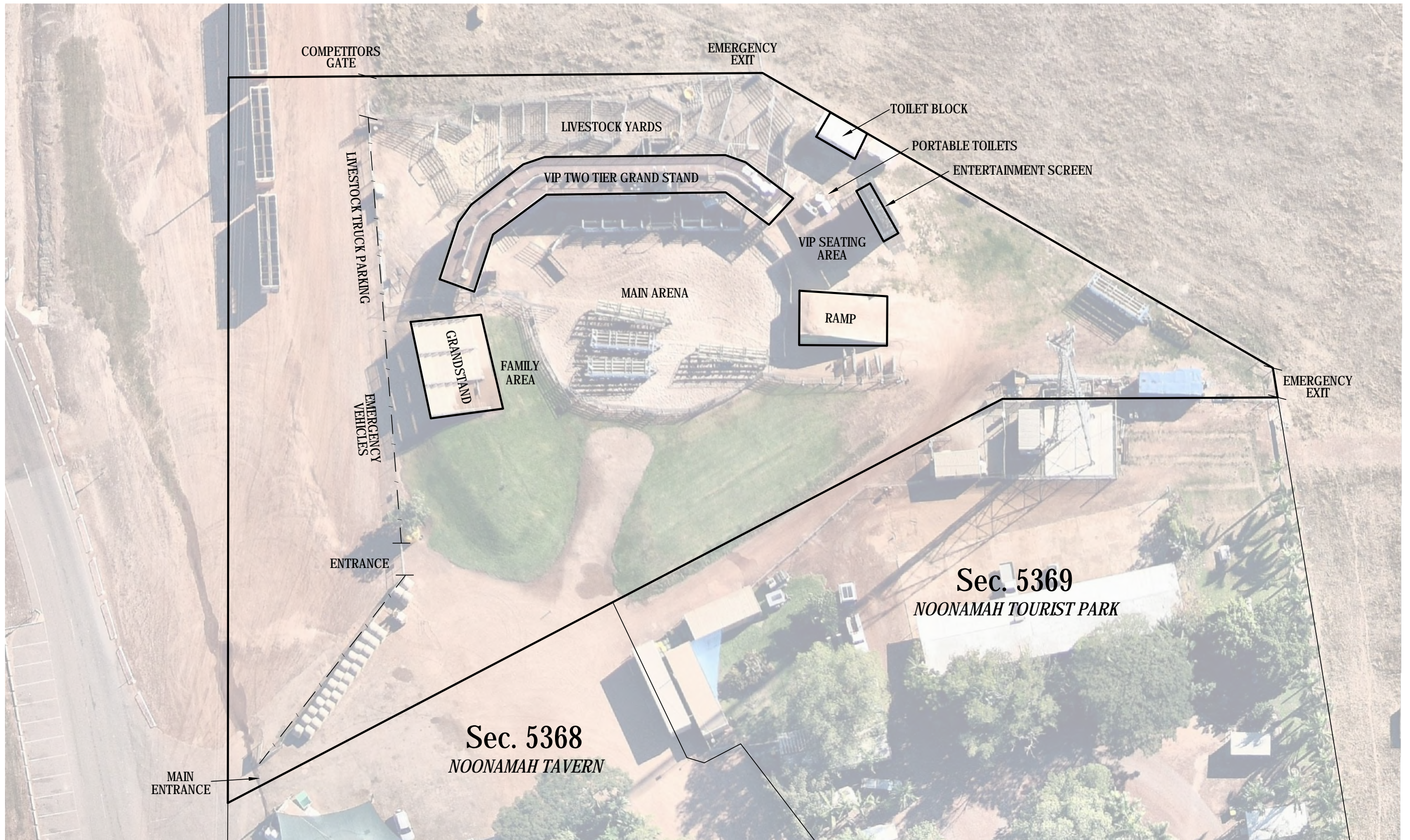
**LOT 1 (LTO83/070A), HUNDRED OF STRANGWAYS
1795 STUART HIGHWAY, NOONAMAH**

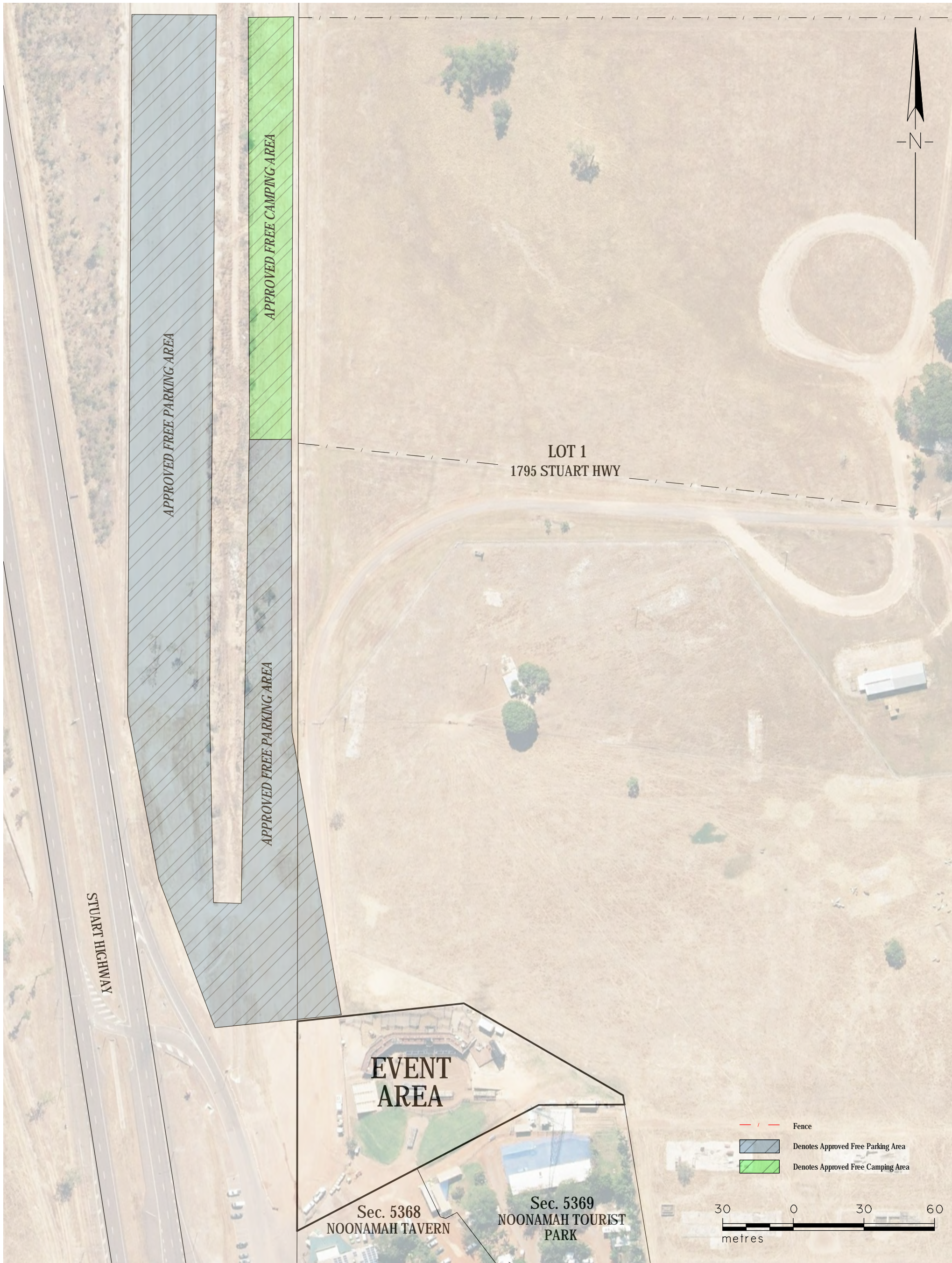
EXCEPTIONAL DEVELOPMENT APPLICATION

Client: TONY INNES

Licensed Surveyor:	
Date:	
Drawn by:	JW
Date:	1/10/2019
Cad File:	11107-1.DWG

Scale:	1:1000	(A3)
Datum:		
Drawing No:	19/11107/1	

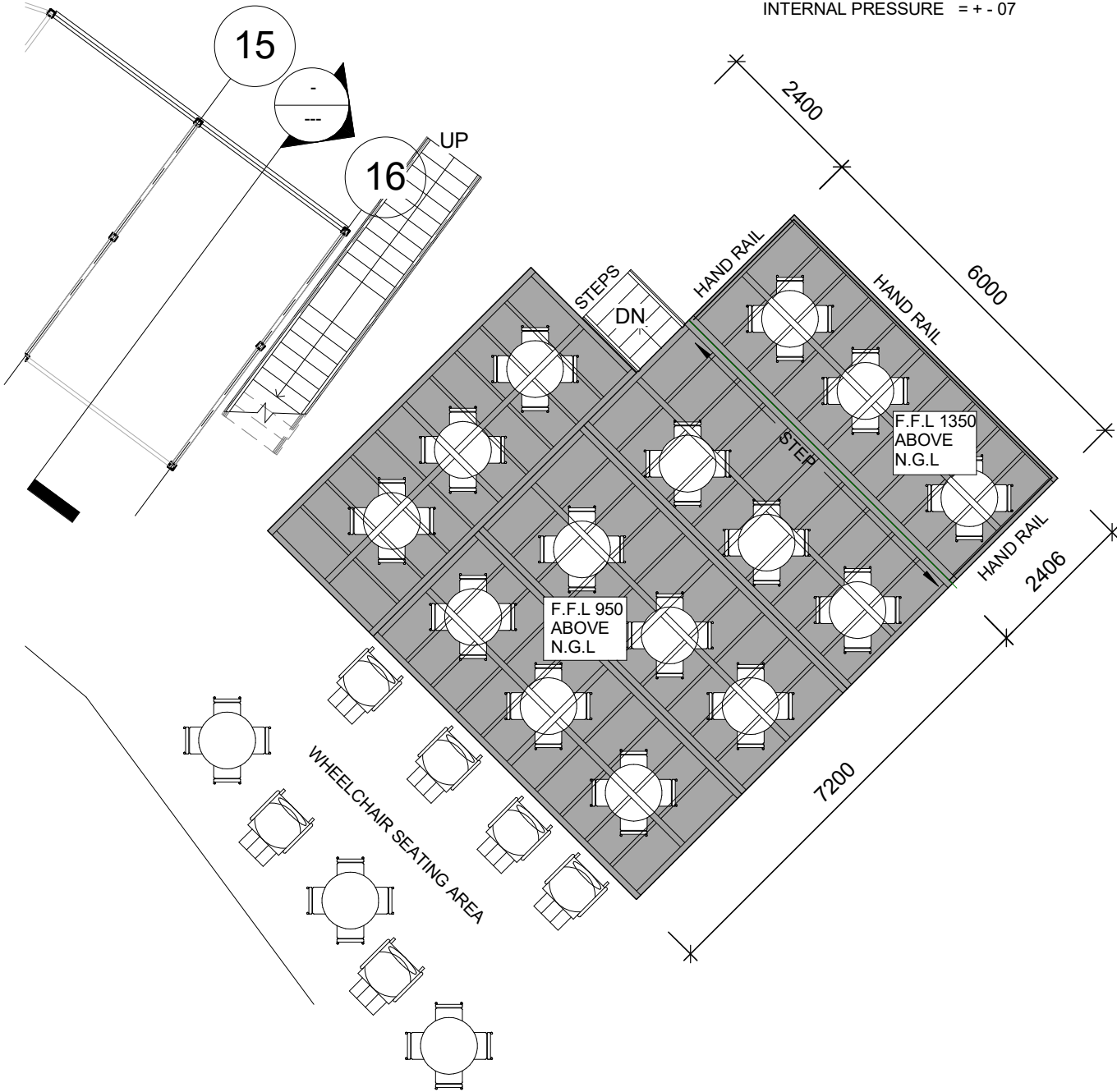




DESIGN CRITERIA

DESIGN WIND LOADS AS PER
AS1170.2
TERRAIN CATEGORY 2.5

REGIONAL BASIC WIND VELOCITY
70 m/sec
INTERNAL PRESSURE = + - 07

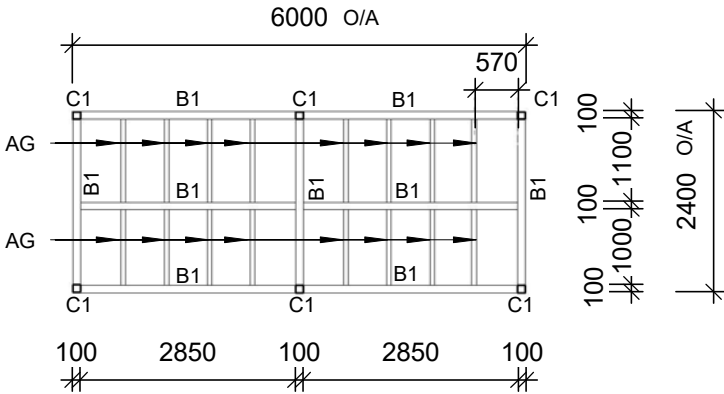


ACCESSIBLE VIP AREA

SCALE 1:100

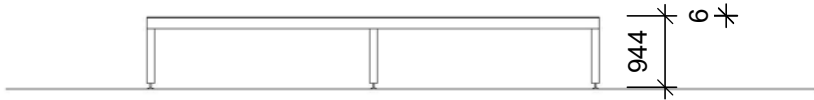
MEMBER SCHEDULE

- C1 100x100x4 SHS COLUMN
- C2 75x75x3 SHS LANDING COLUMN
- F1 600x1000 DEEP CONCRETE PIER
- R 65x4 CHS RAIL
- BR 75x75x3 SHS DIAGONAL BRACE
- B1 150x100x4 RHS FLOOR BEARER
- AG 65x65x6 ANGEL FLOOR JOIST
- K 100x50x3 RHS KNEE & VERTICAL BRACE
- N1 100x50x3 RHS NEWAL OR BALUSTRADE POST
- N2 100x50x3 RHS TOP RAIL
- N3 40x40x3 SHS HORAZONTAL BALUSTRADE RAIL
- N4 90x19 HARDWOOD BALUSTER
- ST 200 PFC STAIR SRINGER



TYPICAL PRE-FAB DECK

6mm CHECKER PLATE DECK.
ALL WELDS 6cfw FULL CONTACT OF PERIMETER.



ELEVATION

DO NOT SCALE OFF THE DRAWING CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING OF ANY WORK ON OR OF SITE

RAZORBAK
BUILDING DESIGNERS

MICK GORHAM
MO 0404468866
PO BOX 233 DARWIN RIVER 0841 N.T
razorbakdesigner@bigpond.com

ENGINEER

CERTIFIER

CLIENT
FRASER HENRY

PROJECT
PROPOSED AS CONSTRUCTED GRAND STANDS &
STRUCTURES AT NOONAMAH RODEO LOT 1 (LTO 83070)
STUART HIGHWAY..

ACCESSIBLE VIP AREA

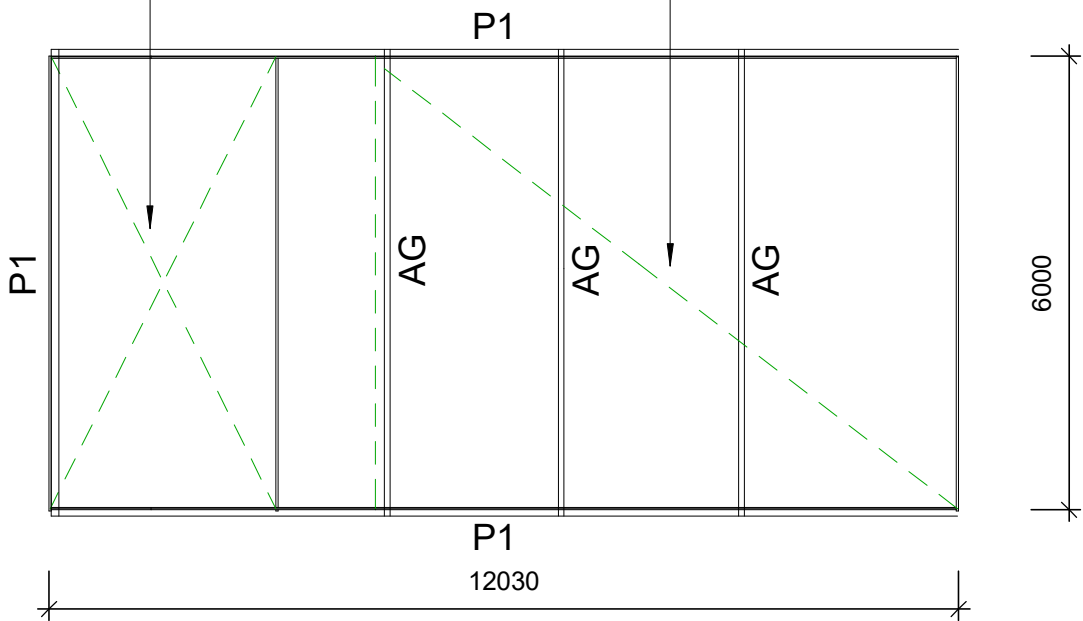
DATE
17 -5 -2019

DRAWN M.G. SCALE SHEET 3 OF 5 DRAWING No

No 352 - A3

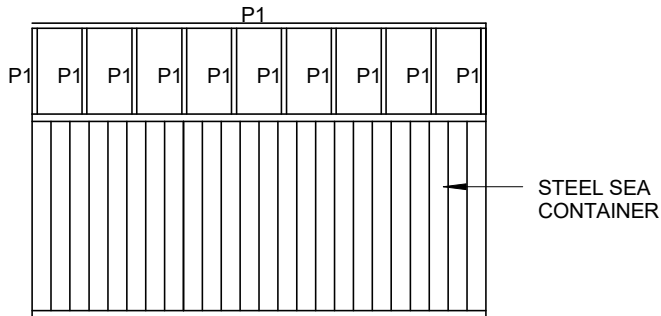
SEA CONTAINER COVERED
WITH APPROX 1.0m
COMPACTED FILL .

COMPACTED EARTH
RAMP



MEMBER SCHEDULE

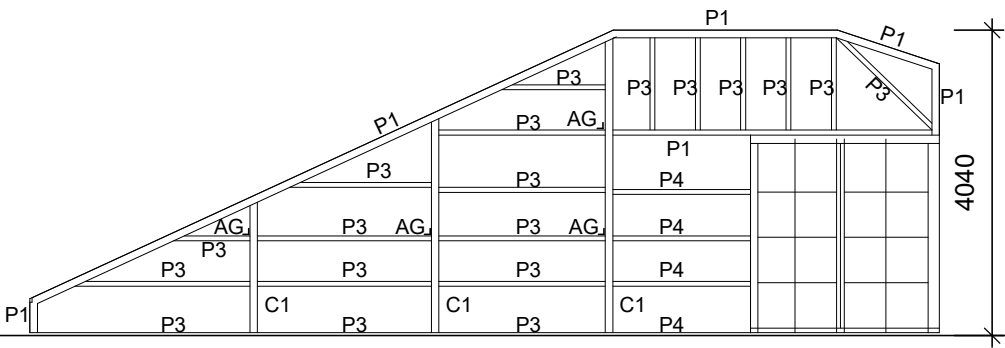
- C1 100x100x4 SHS VERTICAL POST
- P1 100x50x3 RHS WALL GIRT
- P2 75x75x4 SHS WALL GIRT
- P3 75x50x4 RHS WALL GIRT
- P4 65x65x3 SHS WALL GIRT
- AG 75x75x3 ANGLE TIE
- 1.0 mm WALL PLATE THICKNESS



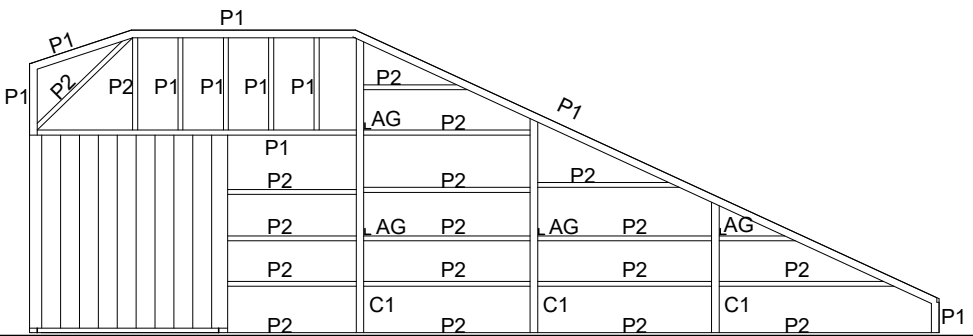
WEST ELEVATION

RAMP PLAN

SCALE 1:50

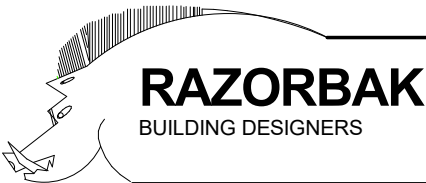


NORTH ELEVATION



SOUTH ELEVATION

DO NOT SCALE OFF THE DRAWING CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING OF ANY WORK ON OR OF SITE



MICK GORHAM
MO 0404468866
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ENGINEER

CERTIFIER

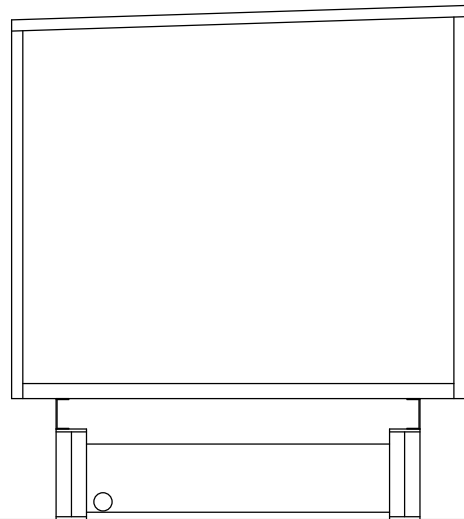
CLIENT
FRASER HENRY

PROJECT
PROPOSED AS CONSTRUCTED GRAND STANDS &
STRUCTURES AT NOONAMAH RODEO LOT 1 (LTO 83070)
STUART HIGHWAY..

RAMP PLAN & ELEVATION

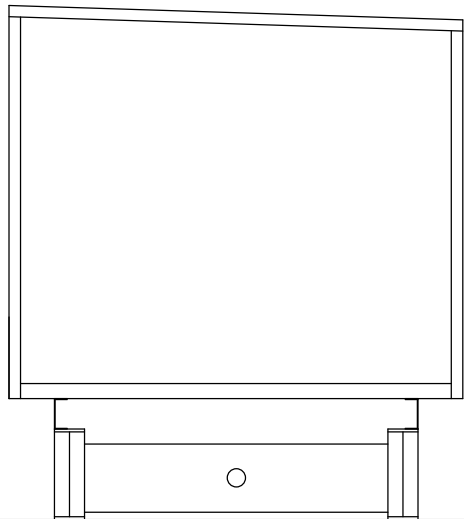
DATE
17 -5 -2019

DRAWN M.G	SCALE	SHEET 4 OF 5	DRAWING No No 352 - A3
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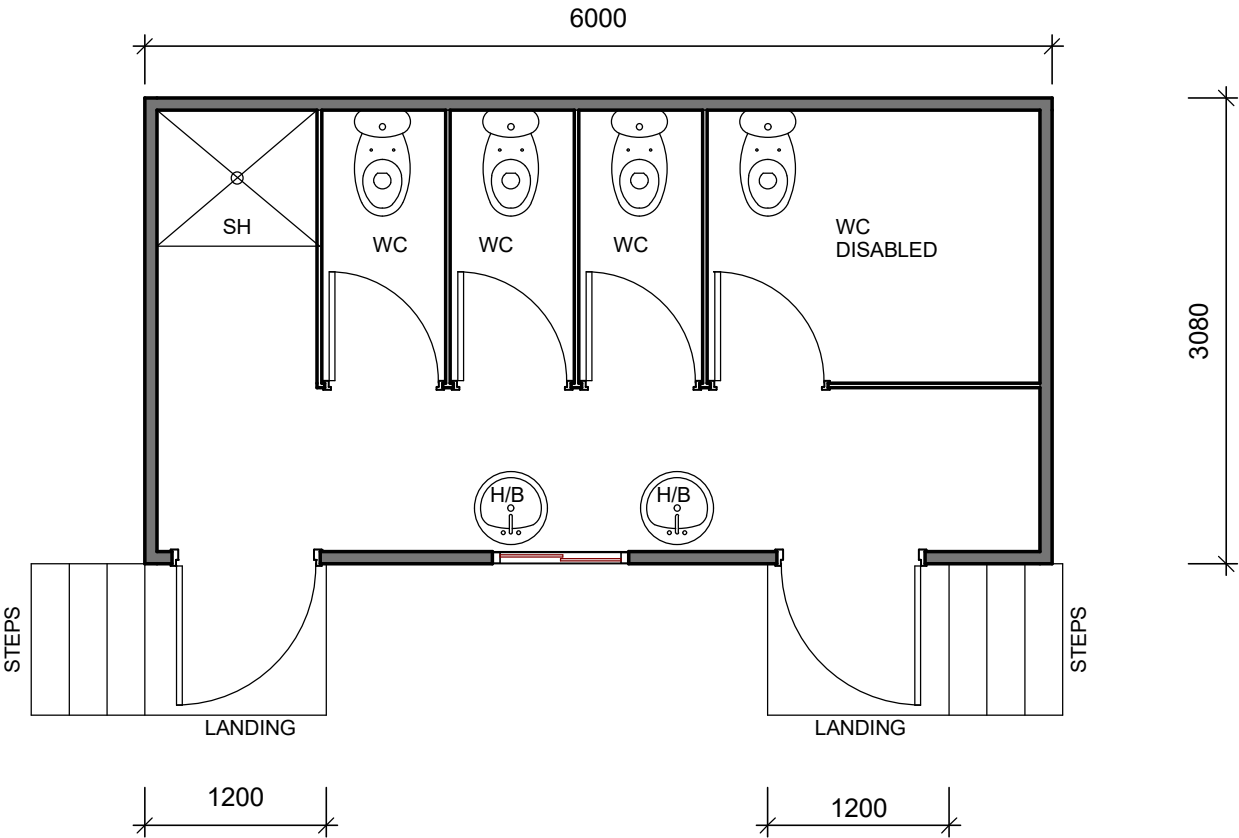
ELEVATION 4

SCALE 1 : 50



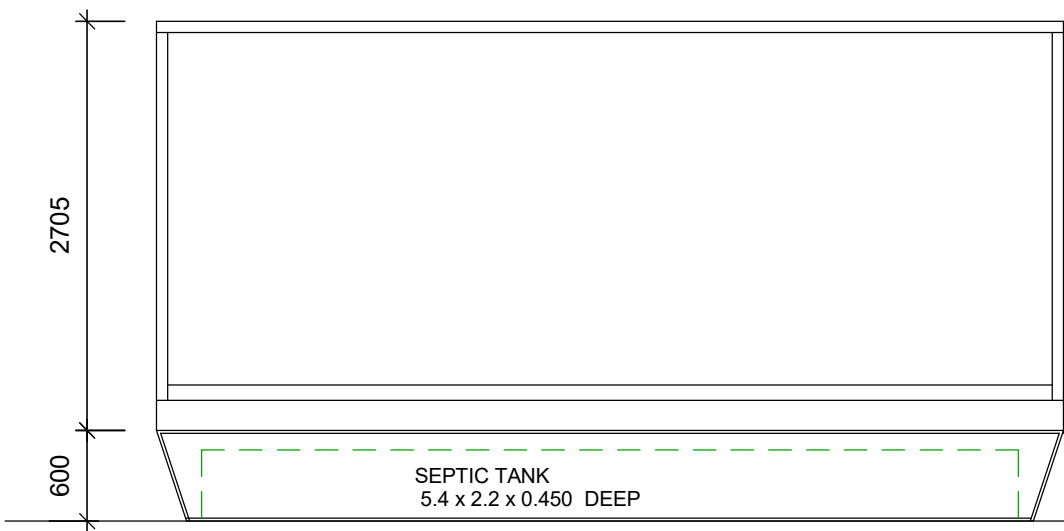
ELEVATION 2

SCALE 1 : 50



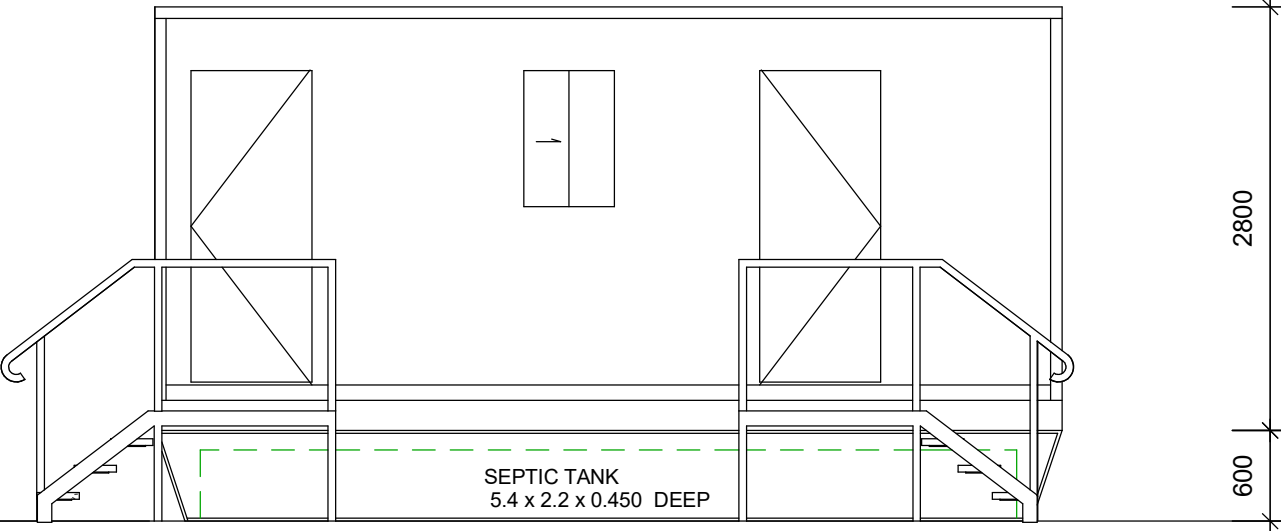
FLOOR PLAN

SCALE 1 : 50



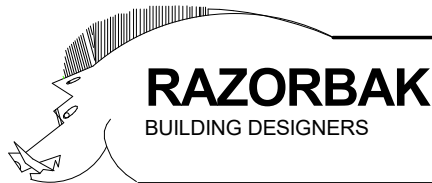
ELEVATION 1

SCALE 1 : 50



ELEVATION 3

SCALE 1 : 50



MICK GORHAM
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razorbakdesigner@bigpond.com

ENGINEER

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FRASER HENRY

PROJECT
PROPOSED AS CONSTRUCTED GRAND STANDS &
STRUCTURES AT NOONAMAH RODEO LOT 1 (LTO 83070)
STUART HIGHWAY..

**PORTA TOILET PLAN &
ELEVATION**

DATE
17 -5 -2019

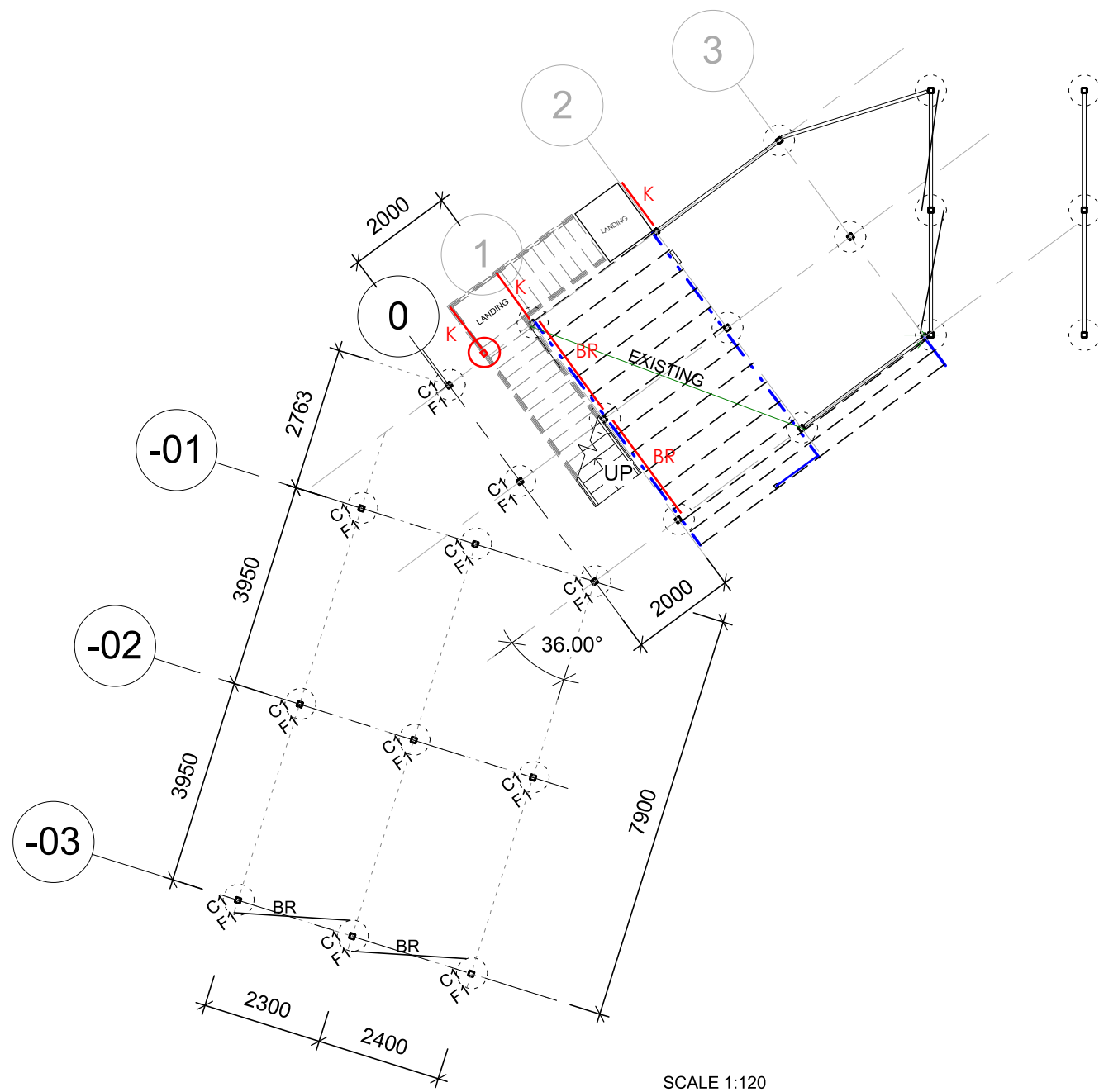
DRAWN
M.G

SCALE

SHEET
5 OF 5


DRAWING No
No 352 - A3

DO NOT SCALE OFF THE DRAWING CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING OF ANY WORK ON OR OF SITE




NOTE: ALL CORRODED WELDS TO BE POWER TOOL CLEANED AND A CORROSION INHIBITOR (DULUX DUREBILD STE OR APPROVED EQUIVALANT) APPLIED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.

STRUCTURAL CERTIFICATION

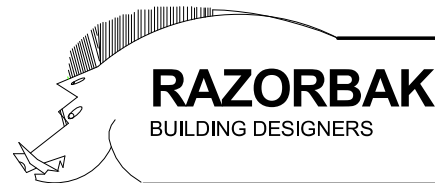


TRIAXIAL CONSULTING PTY LTD
admin@triaxial.com.au
NT Reg: 127963ES
DREW ROBERTS
DATE: 11/07/2019
REF: TX10766.03



DRAWINGS TO BE READ IN CONJUNCTION WITH PREVIOUSLY APPROVED DRAWINGS.
Razorbak Building Designers drawings: No 352-A3 (pages 1 to 11, dated 12/5/2014), 11 sheets total signed 02/06/2014 by D.Roberts

PROJECT PROPOSED EXTENTION TO VIP GRAND STAND NOONAMAH RODEO LOT 1 (LTO 83070) STUART HIGHWAY NOONAMAH				
8.0m VIP GROUND PLAN				DATE 1-7-2019
DRAWN M.G	AMENDMENT	SCALE 1 OF 2	SHEET	DRAWING No No 352 - A3
CHECKED				



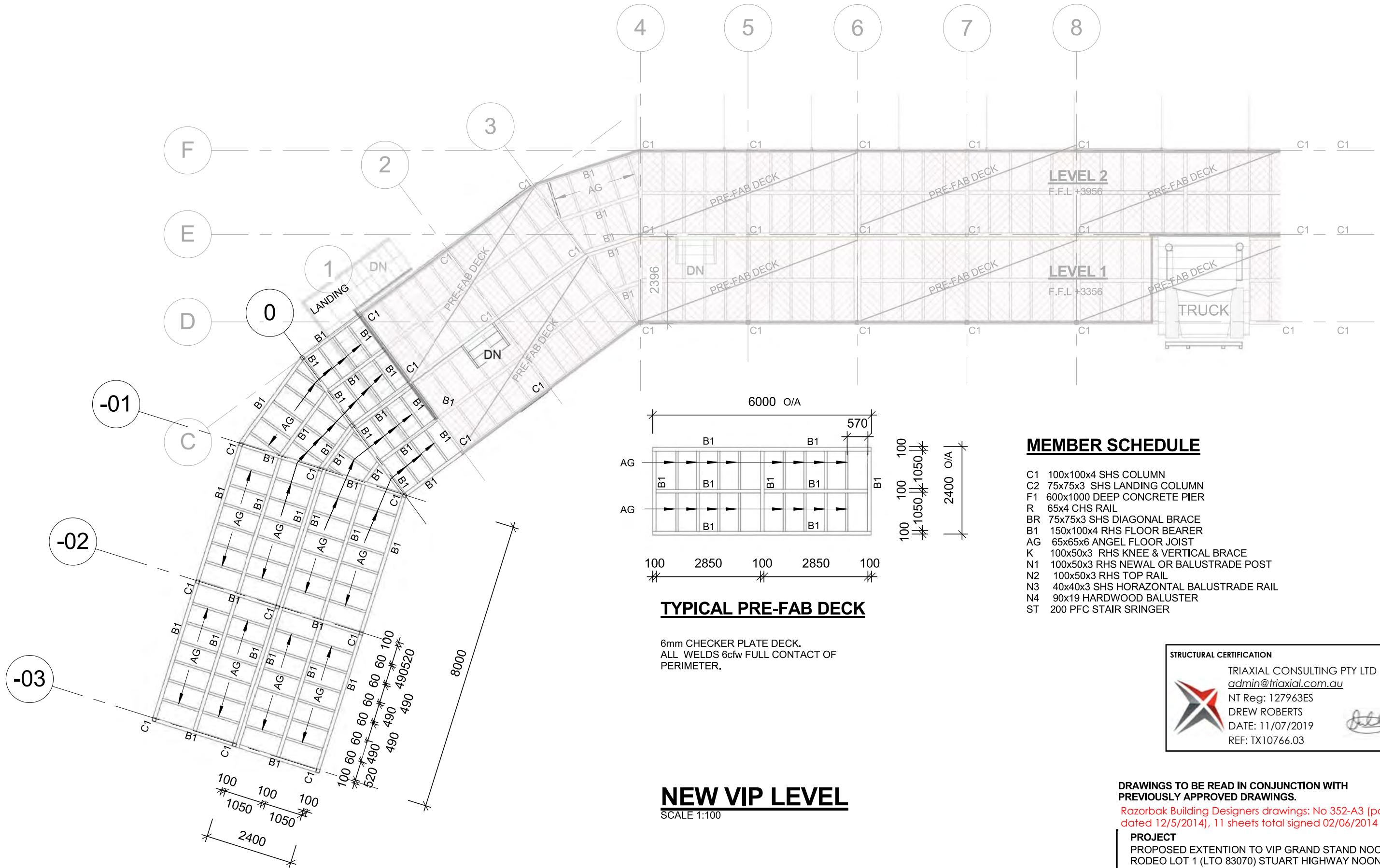
MICK GORHAM
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E-razorbakdesigner@bigpond.com

ENGINEER

CERTIFIER

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DO NOT SCALE OFF THE DRAWING CHECK ALL DIMENSIONS ON SITE PRIOR TO COMMENCING OF ANY WORK ON OR OF SITE



MEMBER SCHEDULE

- C1 100x100x4 SHS COLUMN
- C2 75x75x3 SHS LANDING COLUMN
- F1 600x1000 DEEP CONCRETE PIER
- R 65x4 CHS RAIL
- BR 75x75x3 SHS DIAGONAL BRACE
- B1 150x100x4 RHS FLOOR BEARER
- AG 65x65x6 ANGEL FLOOR JOIST
- K 100x50x3 RHS KNEE & VERTICAL BRACE
- N1 100x50x3 RHS NEWAL OR BALUSTRADE POST
- N2 100x50x3 RHS TOP RAIL
- N3 40x40x3 SHS HORIZONTAL BALUSTRADE RAIL
- N4 90x19 HARDWOOD BALUSTER
- ST 200 PFC STAIR SPRINGER

STRUCTURAL CERTIFICATION

TRIAXIAL CONSULTING PTY LTD
admin@triaxial.com.au
NT Reg: 127963ES
DREW ROBERTS
DATE: 11/07/2019
REF: TX10766.03

DRAWINGS TO BE READ IN CONJUNCTION WITH PREVIOUSLY APPROVED DRAWINGS.
Razorbak Building Designers drawings: No 352-A3 (pages 1 to 11, dated 12/5/2014), 11 sheets total signed 02/06/2014 by D.Roberts

PROJECT PROPOSED EXTENTION TO VIP GRAND STAND NOONAMAH RODEO LOT 1 (LTO 83070) STUART HIGHWAY NOONAMAH				
8.0m VIP FIRST FLOOR				
DATE 1-7-2019				
DRAWN M.G	AMENDMENT	SCALE 2 OF 2	SHEET	DRAWING No No 352 - A3
CHECKED				

RAZORBAK
BUILDING DESIGNERS

MICK GORHAM
PH 89886602 -MO 0404468866
PO BOX 1272 PALMERSTON 0831 N.T
E-razorbakdesigner@bigpond.com

ENGINEER

CERTIFIER

CLIENT
FRASER HENRY



COUNCIL REPORT

Agenda Item Number:	15.4
Report Title:	PA2017/0401, a Development Application for Subdivision to Create 12 Lots in Two Stages at Lowther Road, Bees Creek
Author:	Wendy Smith, Manager Planning and Development
Recommending Officer:	Nadine Nilon, Director Infrastructure and Operations
Meeting Date:	19/02/2020
Attachments:	A: Council's letter of comment for PA2017/0401, a Development Application for Subdivision to Create 12 Lots in Two Stages at Lowther Road, Bees Creek B: Development Application PA2017/0401

Executive Summary

The purpose of this report is to provide a summary and assessment to Council of PA2017/0401, a Development Application for Subdivision to Create 12 Lots in Two Stages at:

- Lot 13 (298) Bees Creek Road, Bees Creek, Hundred of Strangways
- Lot 14 (296) Bees Creek Road, Bees Creek, Hundred of Strangways
- Lot 16 (155A) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 17 (155B) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4579 (195) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4580 (175) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4185 (205) Lowther Road, Bees Creek, Hundred of Strangways.

An application for subdivision of the subject sites was presented to Council in December 2017. Council objected to that application on a number of grounds, related to roads and access. The application was deferred at that time and the current application is a revised proposal for the subject sites. As this is a resubmission on a current application, it has not been publicly readvertised but advertised only to those making public submissions on the original application. Nevertheless, the subdivision is of such size that it is considered prudent to update the Council on the application progress.

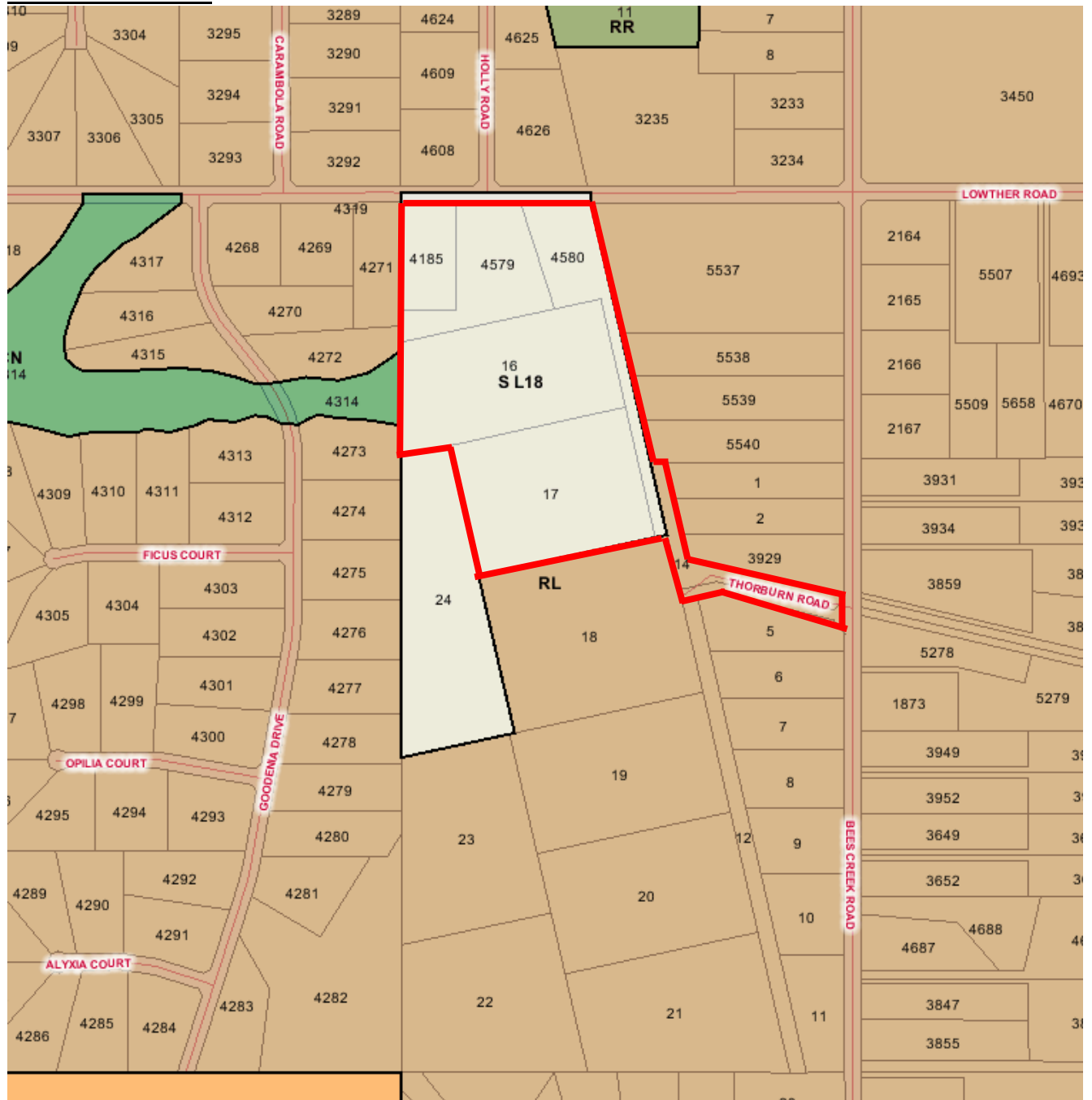
This report recommends that Council receives and notes the letter provided in Attachment A, on the application, included as Attachment B, indicating that Council should continue to object to the application until issues related to legal access arrangements (detailed within the report), particularly in relation to a proposed Future Road Reserve, are resolved.

Recommendation

THAT Council receives and notes the report.

Background

Site and Surrounds



Source: NT Atlas and Spatial Directory

The area subject to the original subdivision application comprises seven parcels, as outlined above; however, in the updated application, the two parcels comprising the area commonly known as Thorburn Road are no longer part of the subdivision area.

The remaining sites to be subdivided are all located within Zone SL18 (Specific Use). SL18 is a specific use that crafts special development and subdivision standards that apply only to the properties

shown above in that zone. In summary, Zone SL18 allows for development of sites for rural residential uses:

- with minimum lot size of 1 hectare;
- increased setbacks to the zone boundaries; and
- additional restrictions related to clearing of native vegetation, stormwater management, and wastewater treatment systems.

The site is surrounded by lots in Zone RL (Rural Living), which have a minimum lot size of 2 hectares and are generally developed for rural residential uses. A lot in Zone CN (Conservation) exists adjacent an approximately 140m of the western boundary of the site that is a Council-owned drainage reserve. Easements for the pipeline and power border the eastern boundary of the subject sites.

Lowther Road borders the site to the north, and Lots 16-24 (shown above) take legal access from Lowther Road through a complicated system of Right of Way easements through Lot 4580 off Lowther Road adjacent the pipeline. However, in practice, many of the lots take access through the area known as Thorburn Road. Thorburn Road is not a formal road reserve but exists on land reserved for future public road (Lot 13) and future power and water reserve purposes (Lot 14). Thorburn Road is noted within Council Policy INF06 Private Roads.

Site Development History

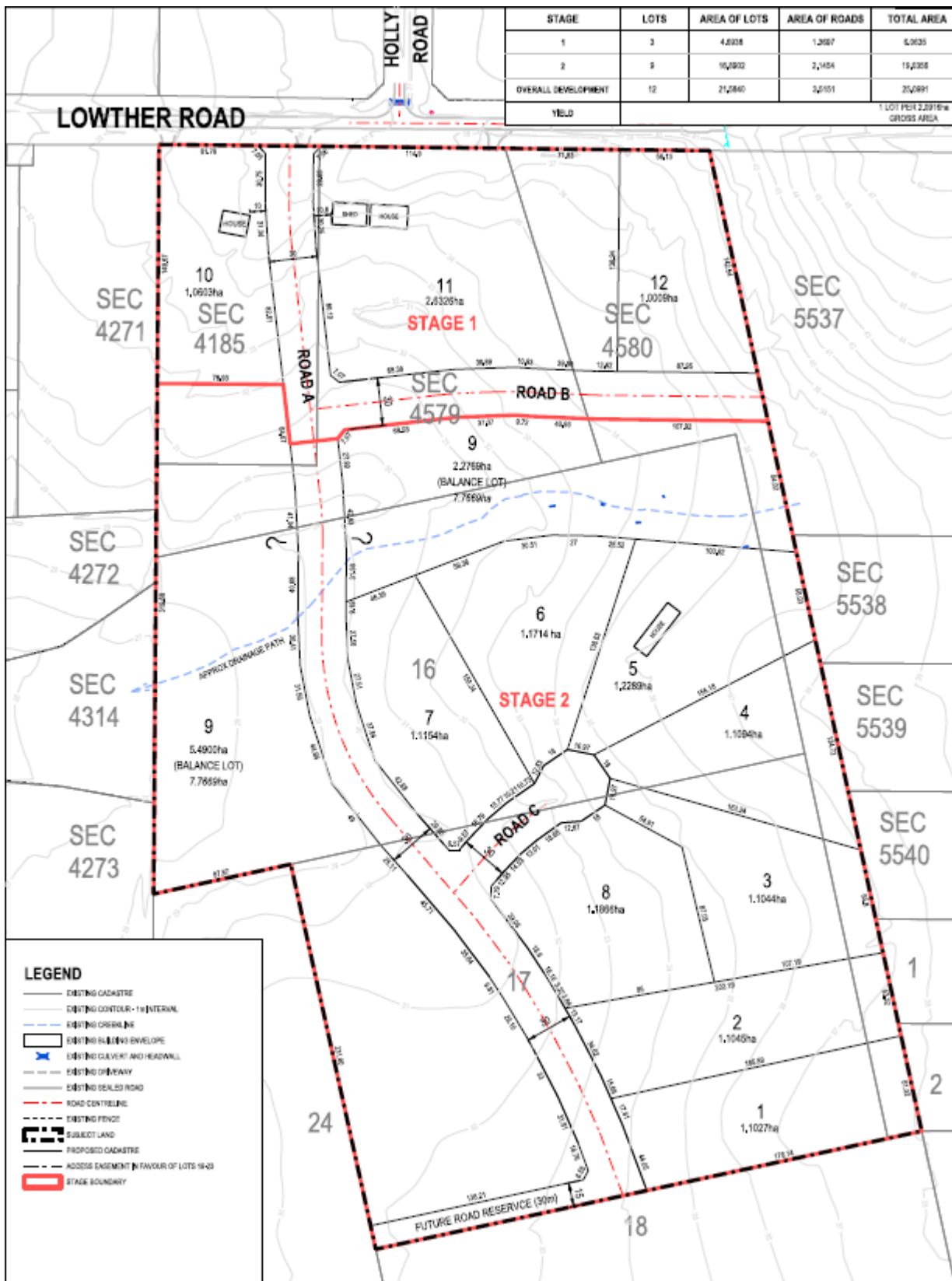
An application for subdivision of the subject sites was presented to Council in December 2017. Council objected to that application on a number of grounds, including lack of provision of legal road access to the majority of lots and proposals for road and drainage systems that were not in accordance with Council standards. The application was deferred with requests for additional information. The current application is a revised proposal for the subject sites, incorporating a largely redesigned layout, access proposal, and a reduced number of lots (by one).

Current Proposal

The current application proposes to subdivide the following 5 lots:

- Lot 16 (155A) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 17 (155B) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4579 (195) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4580 (175) Lowther Road, Bees Creek, Hundred of Strangways
- Lot 4185 (205) Lowther Road, Bees Creek, Hundred of Strangways

into 12 parcels serviced by 3 new roads, as shown in the following image.



Source: PA2017/0401

The new access for the new lots will be through proposed Road A off Lowther Road, west of Holly Road. Road B cuts east across the subject site to provide for an interconnected (future) road system to Lot 5537 (240) Bees Creek Road, Hundred of Strangways, to provide for future subdivision of this parcel. Road C is proposed as a short cul-de-sac to service new lots in the

south east of the subdivision site. Road A continues through the site to the boundary of Lot 18, where it terminates while providing for future subdivision of the area to the south.

Proposed Lot 9, within the new subdivision, is a large 7.7-hectare lot that accommodates a drainage corridor through the site, while proposing to provide a minimum of 1 hectare of unconstrained land for residential development.

Application Assessment

The currently proposed plan appears to meet the requirements of the NT Planning Scheme for ultimate unconstrained land for each site and proposes roads and stormwater drainage in accordance with Council requirements, except for issues with legal access to Lots 18-24 and the “Future Road Reserve” noted along the southern site boundary.

Currently, Lots 16-24 take legal access through Lot 4580, adjacent the pipeline. While practical access is sometimes taken from Thorburn Road, it is unclear how the application proposes to resolve issues of legal access for Lot 18-24 that are not part of the subject application. It is understood that the titles and legal access for these lots would need to be amended as a result of this subdivision proposal; though the application is silent on those mechanisms. Conditions should be included on any Development Permit issued for the subdivision to ensure that such arrangements are possible and suitable to the owners of Lots 18-24.

The Future Road Reserve is noted as a 15m wide battleaxe that provides access to Lot 24. It is not common for Council to accept any road reserve without a constructed road within the road reserve, as acceptance of such transfers the cost to Council to construct the road at a later date. Costs to construct new roads for subdivisions are typically at the developer’s expense. Furthermore, in this instance, the proposal is only to provide half the width required for a rural road reserve, 15m instead of 30m. It is unclear when or how Council would be able to acquire the additional land for, and funds to construct, this new proposed road.

While it is understood the intent of the Future Road Reserve is to provide legal access to Lot 24 as part of this subdivision, as noted above, the legal access to many other lots is in question and must also be resolved. Lot 24 appears to take legal access through easements on Lot 18. Thus, if the intent is to resolve easement issues for Lots 18-24 through a Thorburn Road access, it would be logical for Lot 24 to continue to take access through the existing easement system over Lot 18, rather than through half of an unformed road reserve owned by Council.

Conclusion

It is recommended that Council object to the application until additional information is provided and issues relating to property access and stormwater drainage have been resolved.

Links with Strategic Plan

A Great Place to Live - Development and Open Space

Legislative and Policy Implications

Not applicable to this report.

Risks

Not applicable to this report.

Financial Implications

Not applicable to this report.

Community Engagement

Not applicable to this report.

20 February 2020

Development Assessment Services
Department of Infrastructure, Planning and Logistics
GPO Box 1680
Darwin NT 0801

RE: Letter of Comment Development Application

**PA2017/0401
Lot 13 (298) Bees Creek Road,
Lot 14 (296) Bees Creek Road,
Lot 16 (155A) Lowther Road,
Lot 17 (155B) Lowther Road,
Lot 4579 (195) Lowther Road,
Lot 4580 (175) Lowther Road,
Lot 4185 (205) Lowther Road,
Bees Creek, Hundred of Stangways
Subdivision to create 12 lots in two stages**

Thank you for the Development Application referred to this office on 16/01/2020, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) Currently, Lots 16-24 take legal access through Lot 4580, adjacent the pipeline. While practical access is sometimes taken from Thorburn Road, it is unclear how the application proposes to resolve issues of legal access for Lot 18-24 that are not part of the subject application. The titles and legal access for these lots would likely need to be amended as a result of this subdivision proposal; though the application is silent on those mechanisms. Conditions should be included on any Development Permit issued for the subdivision to ensure that such arrangements are possible and suitable to the owners of Lots 18-24.
- b) The application proposes a Future Road Reserve as a 15m wide battleaxe that provides access to Lot 24. As noted to the applicant in June 2019, Council will not accept any road reserve without a constructed road within the road reserve that meets Council's Subdivision and Development Standards.

Council has previously noted to the applicant that Council would support incorporation of Lot 24 into the subdivision application and the noted area of road

reserve be consolidated into Lot 24 as a battleaxe. Alternatively, Lot 24 appears to take legal access through easements on Lot 18 and could continue to do so through an arrangement proposed to provide legal access to Lot 18.

- c) Council has reviewed the stormwater drainage information presented with the application, and, with the limited information provided, has concerns regarding the proposed increase to post-development flow, among other items, and more detail is required. A condition precedent is proposed below to address those matters.
- d) The application contends there is a minimum of one hectare of unconstrained land per lot. Council supports the protection of constrained land within the municipality and supports full assessment of constrained and unconstrained land by suitably qualified professionals, including the Department of Environment and Natural Resources.

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

- a) Prior to the endorsement of plans and prior to the commencement of works, the following plans demonstrating compliance to the Litchfield Council Subdivision and Development Standards, are to be submitted to Litchfield Council for approval;
 - i. Stormwater Management Plan
 - ii. Road Layout, including road hierarchy, access arrangements, stormwater requirements identified in the Stormwater Management Plan, preliminary services, and other known constraints. This includes alternative arrangements for the access to Lot 24 as Litchfield Council will not accept a non-compliant road reserve.

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

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

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

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

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

- a) Fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at www.litchfield.nt.gov.au.
- b) A *Works Permit* is required from Litchfield Council before commencement of any work within the road reserve, which would include creation of any driveway crossover connecting to Litchfield Council's road network.
- c) Notwithstanding any approved plans, signs within Litchfield Council's municipal boundaries are subject to approval under Clause 6.7 of the NT Planning Scheme.

If you require any further discussion in relation to this application, please contact **Litchfield Council's Planning and Development division** on 08 8983 0600 and you will be directed to the appropriate officer to address your query.

Yours faithfully

Nadine Nilon
Director Infrastructure and Operations

**Development Application for Subdivision:
Proposal to create 12 lots in two stages under
SL 18. Section 4185 (205), 4579 (195) & 4580
(175) Hundred of Strangways; Lots 16 (155A) &
17 (155B) Lowther Road, Bees Creek.**

Project 0401:
Statement of effect for proposed subdivision Lowther Road, Bees Creek -
Northern Territory.

Landowner:
LJ Bandias, LJ Bandias Investments Pty Ltd
PO Box 1405,
Palmerston 0830
Northern Territory

Report prepared by:
NB Planning Services
ABN: 53172903711
Nigel.bancroft@westnet.com.au
0407441897

Report 401: Statement of Effect, Proposed subdivision ver H.

Version	Issued to Client	Modification
1.0	27 Nov 2019	Issued to client
1.1	13 Dec 2019	Update to reflect final WMP LCA, issued to client.
1.2	19 Dec 2019	Updated Easement Information

1	Introduction and Background	1
1.1	Site and locality description	1
1.2	Description of development	5
2	Planning Act Section 46(3) Statement	7
2.1	Section 46(3)(a) – Compliance with the Planning Scheme	7
2.1.1	Part 1: Preliminary	7
2.1.2	Part 1: Administration	7
2.1.3	Part 2: Planning Principles and Framework	7
2.1.4	Pat 3: Zone Purpose and Tables	8
2.1.5	Part 4: Performance Criteria	8
2.1.6	Part 5: Subdivision	8
2.1.7	Part 6, 7 & 8.	12
2.2	Section 46(3)(b) – Interim development control order	13
2.3	Section 46(3)(c) - Public environmental report or an environmental impact statement.	13
2.4	Section 46(3)(d) – Merits of the proposed development	13
2.5	Section 46(3)(e) – Land suitability and effect on other land	13
2.6	Section 46(3)(f) – Public facilities / public open space	14
2.7	Section 46(3)(g) – Provision of public utilities or infrastructure	14
2.8	Section 46(3)(h) – Impact on amenity	14
2.9	Section 46(3)(j) – The public interest	14
2.10	Section 46(3)(k) – Compliance with the <i>Building Act</i>	15
3	Conclusion	15
	Attachment A – Subdivision Plan ver H	16
	Attachment B – Access Assessment	16
	Attachment C - Land Suitability Assessment	16
	Attachment D - Statement of Building Compliance	16
	Attachment E – Waste Water Management Plan – Land Capability Assessment	16
	Attachment F – Vulnerable Flora Survey	16
	Attachment G – LTO 73 / 001 – Easement Information	16
	Attachment H – Storm Water Management Plan	16

1 Introduction and Background

This application proposes the creation of 12 rural residential lots to be developed over a maximum of two stages under Specific Use Litchfield 18 (SL18) from 5 existing land parcels. The created lots will be accessed via an internal subdivision road connecting to Lowther Road. Road infrastructure will be developed in accord with the Litchfield Shire Council (LSC) rural standards and all lots will be fully serviced with reticulated water, power and telecommunications infrastructure. The area of the parent parcels is 25.01 ha and the subdivision represents a yield of 1 lot per 2.09 ha of gross area, with a minimum lot size of 1 ha and a maximum of 7.7 ha.

This proposal is an update of a previous subdivision plan and supporting documentation under PA17/0401 as deferred by the Development Consent Authority (24/11/2017) to allow for resolution of concerns raised by the LSC in its technical comments of 17/11/2017. The resolution of issues has resulted in the following changes to the initial subdivision proposal:

- A reduction in the proposal from 13 lots in 5 stages to 12 lots to be developed in a maximum of two stages.
- Alteration of the primary access to be via Lowther Road with connections to the adjoining lot 18 to the south and lot 24 to the south west retained (the proposed connection to Thorburn Road has been deleted in consultation with LSC given its position that it is a private road only and that there is no intention or impetus on behalf of LSC for this to become a public road).
- The proposed lot 24 access has been repositioned at the request of the LSC to the southern boundary of the subdivision area.
- Additionally at the request of LSC a further connection (extension of road B) has been included to the east to provide access to Sec. 5537.
- Adjustment of lot boundaries to provide a single balance lot of approximately 7.7 ha containing the main drainage lines and constrained land, with 11 lots of between 1.0 ha and 2.63 ha.
- All road reserves now proposed at 30m.
- The retention of legal access for lots 19 - 24 to Lowther Road will be via proposed road A that intersects the existing easements over lot 18 that is in favour of these lots. This will replace the access entitlement through the subdivision area previously provided to these lots over the battle-axe handle of Sec. 4580.

These changes are reflected in the plan of proposed subdivision 18-0006-SU-01 issue H and this statement of effect has been prepared in reference to this plan and replaces the statement of effect and related subdivision plan lodged in 2017 under the above application.

1.1 Site and locality description

The subject land is located approximately 4.5km south of the Coolalinga commercial node and adjacent to the rural residential transition area under the Coolalinga / Freds

Pass rural activity node. The land has sealed road access via Stuart Hwy, Bees Creek Road and Lowther road / Thorburn Road. The local area is characterised by a mix of rural and rural living properties with reticulated power and water infrastructure available to service the site.

Existing titles are detailed in the following table.

LOT No.	Survey Plan	Street No.	Title CUFT	Area ha	Owner	Improvements and current Use	Encumbrance easements
Sec 4185	96/52	175	687 234	2	L J Bandias	House (rental)	²
Sec 4579	2001/74	195	683 986	3.72	L J Bandias	Houses, shed. Main residence and rental	Drainage, Access ³ & watersupply ³
Sec 4580	2001/74	205	683 987	3.11 ¹	L J Bandias	Vacant, parkland setting	Drainage, Access ⁴ & watersupply ⁴
Lot 16	LTO 73/01	155A	765 152	8.09	L J Bandias	House (rental)	As below
Lot 17	LTO 73/01	155B	772 158	8.09	Bandias Investments Pty Ltd a/t	Mainly vacant, investment property	Public road access only via access-easement
				Parcel total	25.01		

Sections 4580, 4579 and 4185 have direct frontage to Lowther Road and legal access to that road. Lots 16 and 17 obtain legal access to Lowther Road via access easements over Sec. 4580, similar to lots 18 – 24 to the south. These lots however have practical access to the local road system via Thorburn Road.

Existing development of the subject land is generally restricted to Sec. 4185, 4579 and lot 16 which contain dwellings, associated outbuildings and various hardstand areas associated with the residential and rural use of the properties. Otherwise the site is largely vegetated excluding firebreaks and minor access paths. Topographically the site generally slopes from Lowther Road to the south to a drainage depression along the north boundary of lot 16. Land south of this slopes generally north and west to this same drainage line and a drainage depression in the west of lots 16 and 17. Natural drainage flows in the area have also been modified by the development of Lowther Road and works associated with the residential dwellings fronting that road. Further detail of site vegetation, drainage and landform can be found in the attached land suitability assessment, vulnerable flora survey and land capability assessment.

Existing access, development and vegetation condition is also evident in the below aerial image. This shows that while the access easement exists over Sec. 4580 in favour of a number of land parcels to the south this remains generally undeveloped, with any vehicle access that does occur to Lowther Road utilizing the adjacent maintenance track within the pipeline – power easement.

While individual parcels of the subject land are generally irregularly shaped reflecting historical re-subdivision based on a Lowther Road frontage the subject land as a whole represents a well dimensioned development parcel of central dimensions of approximately 650m depth by 330m width.

The subject land is all within zone SL 18, as is the adjoining Lot 24, which does not form part of this application. This zone provides for the use and development of the land for Rural Residential purposes consistent with the physical characteristics of the land, location, services and amenity of the locality, subject to a minimum lot size of 1ha and compliance with a number of specific subdivision, development and ongoing land use conditions.



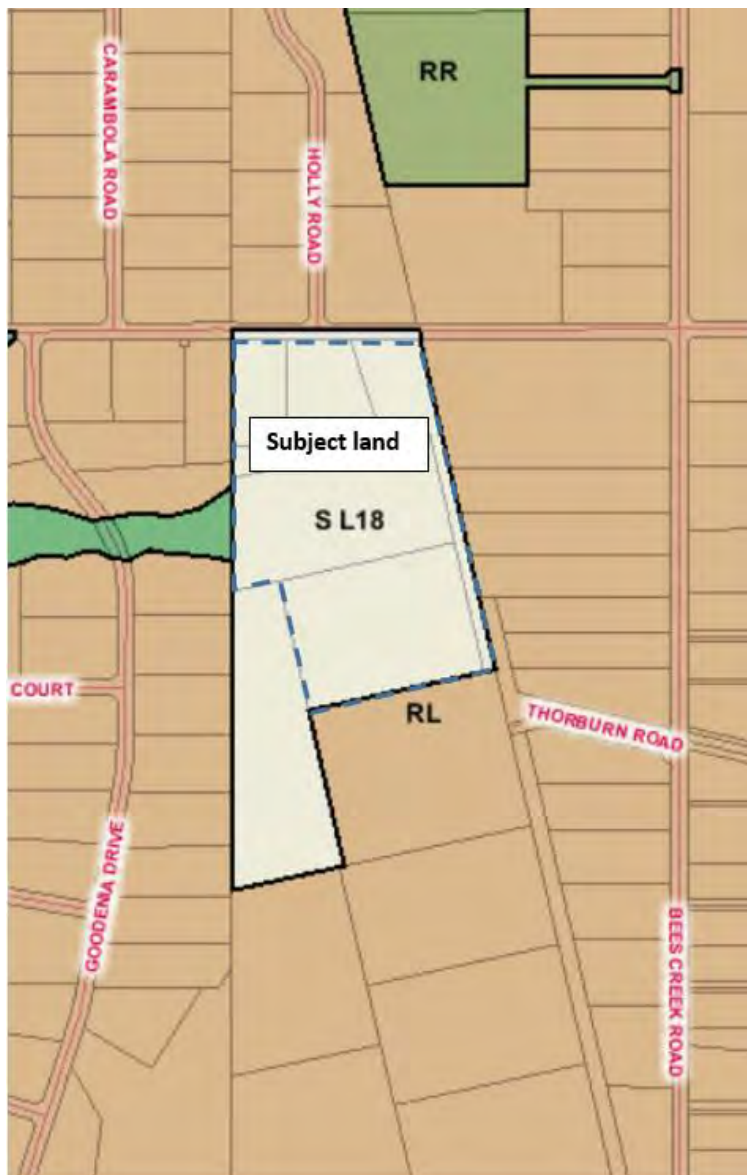
To the east the site is largely bordered by a power line and water pipeline located within easements on the adjoining properties. The site can be serviced with power and reticulated water supply connected to both these eastern lines and Lowther Road supply

lines. No sewer is available to the site or required to service the level of density proposed as demonstrated in the LCA.

Surrounding land is generally within zone RL, excepting lot 24 to the south-west which is within zone SL18 and sec. 4314, also to the west, which is a drainage reserve within zone CN. Lot 24 and lots 18 – 23 to the south reflect a rural subdivision pattern and along with the subject land represent one of the few remaining areas locally yet to be subdivided as provided for under the respective zonings.

Lots to the east also retain some additional subdivision potential under the RL zoning. Land to the north, across Lowther Road and lots to the west, accessed via Goodenia Drive, have been subdivided generally in a two hectare lot pattern as provided for under the RL zoning. Land approximately 250m further to the north, within the RR transition area under the Litchfield Subregional Plan - Land Use Concepts, is within zone RR providing for subdivision to a minimum lot size of 0.4ha.

Existing zoning as at October 2019 is shown on the extract below from NT Atlas and Spatial Data Directory.



1.2 Description of development

The development proposed is the creation of 12 rural residential lots, in a maximum of two stages, and an associated public road system as shown at Attachment A, the dimensioned plan. A schedule of lot yield is also contained on that plan and indicates a minimum lot size of approximately 1.1 ha, maximum of 7.7 ha and a yield of 1 lot per 2.09 ha gross area.

Proposed lot 9, at approximately 7.7 ha, while established for rural residential purposes, can also be considered a balance lot that contains the majority of constrained areas of the subject land which includes the two drainage depressions and land modelled to be subject to 1% AEP flooding, and providing a minimum of 1 ha unconstrained land. The lot links through from the eastern boundary of the site to the western boundary, including land on both sides of Road A. This lot is a response to the LSC policy position of not accepting drainage reserves within rural developments and has the intention of retaining the integrity of the overall drainage system and the long term potential, if re-subdivision should occur sometime in the future for it to be included in a drainage / conservation reserve connecting into the CN zoned Sec 4314.

Proposed lot 11 is approximately 2.6 ha and contains the existing development on Sec. 4579 and the majority of modified landscape on the site. The proposed lot size is due to areas identified as constrained by drainage. This lot also contains a significant proportion of land of slope approximating 5% as identified in the LSA which surrounds the existing dwelling and associated outbuildings, i.e. it is already developed and stabilized.

Lots 1 – 8, lots 10 and 12 are all proposed at between 1.0 ha and 1.2 ha and have been located to achieve a minimum 1 ha of unconstrained land and the design requirements of SL 18.

The road network has been designed to meet the principle objectives of providing functional access to all lots and the SL18 requirement for an inter-connected road system with surrounding land. All road reserves are proposed at 30m in width consistent with the LSC rural road profile.

Proposed road A provides access into the site from Lowther Road and a relatively direct link to Lot 18 to the south. This alignment is to serve the subdivision and provide for public road access to those lots to the south that currently rely on access easements over Sec 4580 for legal access. This road will intersect the existing access easement on the north boundary of Lot 18 that is in favour of lots 18 – 24 and provide all of those lots legal and practical access to the public road system.

Internal to the subdivision road A will however only provide direct access for proposed lots 1, 2, 9 (given likely building sites) and 10, with all other lots accessing secondary roads B and C.

Road B provides access to proposed lots 11 and 12 and the potential for future access to Sec 5537 to the east, if that land is further subdivided, and a secondary connection through to Bees Creek Rd. Providing a potential connection to the east boundary of the subject land means the road is considerably longer than otherwise would be required to service the proposed lots.

Road C is proposed as a short cul-de-sac and will provide access to lots 3 – 8.

On the southern boundary of proposed lot 9, adjoining Lot 18 and linking to Lot 24 to the west an area of 15 m width is designated for the establishment of a future road reserve of 30 m in conjunction with a portion of Lot 18 as is currently subject to an access easement in favour of lot 24 (and lots 19 – 23). This will provide formal access for the future subdivision of lot 24 under the SL18 provisions, and lot 18. As this road reserve is not required for the proposed development and the LSC, although requiring the connection to be provided for, has advised it is not prepared to accept a full road to service a single lot (lot 24) it is not intended to be constructed or set aside as a road as part of this development. The designation on the dimensioned plan is intended to precipitate a subdivision condition requiring satisfactory arrangements to be established to the satisfaction of the DCA for this portion of land to be set aside for a future road reserve, which may take the form of an access easement. The full road would be established in conjunction with the development of lot 24 and/or lot 18.

The proposed development will be connected to reticulated power and water services and telecommunication facilities. It is proposed that this will ultimately involve connection into distributor mains in both Lowther Road and the services easement along the eastern boundary to provide looped services. Upgrading of Lowther Road drainage associated with the existing residential crossover will also be undertaken in conjunction with the establishment of the Road A intersection. The location of this intersection has been subject to assessment to ensure that it is consistent with applicable separation distance and sight line requirements, refer Att B.

Further subdivision works internal to the site will include standard rural subdivision road, drainage and fire control works. Where required re-vegetation works consistent with the establishment of buffers pursuant to SL18 will be implemented in conjunction with erosion and sediment control works.

2 Planning Act Section 46(3) Statement

2.1 Section 46(3)(a) – Compliance with the Planning Scheme.

Pursuant to the *Planning Act* and the Planning Scheme the subdivision of land requires consent. The requirements for subdivision of the subject land are established by *Clause 2.4 Specific Use Zones*, the Schedule 1 SL18 provisions and except to the extent of any conflict with those provisions, the requirements of parts 1, 2, 4, 5, 7 and 8 of the Scheme. Of primary consideration to this proposal are the SL 18 provisions and *Part 5: Clause 11.4 Subdivision of Rural Residential, Rural and Unzoned Land*.

Compliance of the proposal with relevant clauses of the scheme is demonstrated below.

2.1.1 Part 1: Preliminary

Clause 1.3; the application is not subject to a specified exception.

2.1.2 Part 1: Administration

Clause 2.3; the subject land is not a Heritage Place.

Clause 2.4: Specific Use Zones, sets out the applicable scheme provisions to the subject land as identified above.

Clause 2.6: Subdivision of Land, identifies that the proposal requires consent under the scheme.

Clause 2.7: Reference to Policy, listed policies of general relevance to the application include; *The Darwin Regional Land Use Plan 2015* and the *Litchfield Subregional Land Use Plan 2016*. Both documents provide guidance for future land use and encourage increased density development in appropriately located rural areas associated with Rural Activity Centres, which the zoning of the site under SL18 is consistent with. The documents do not provide development guidance for rural residential subdivision not addressed elsewhere in the scheme.

Clause 2.8: Reference to Guidelines, The NT Land Suitability Guidelines are applicable to the proposal and addressed in the submitted LSA. The subject land is not subject to a Priority Environmental Management Area under the Litchfield Subregional Land Use Plan 2016.

2.1.3 Part 2: Planning Principles and Framework

This Part provides the high level strategic planning intent for the future development of the Territory. Under the Northern Territory Land Use Framework the subject land is identified as an 'Urban' area and Rural under the Darwin Regional Land Use Framework.

Clause 4.1 sets out those principles to be achieved through administration of the planning scheme. As relevant to this proposal, in summary, these include:

- (a) contribution to a built, rural and natural environment supporting the diverse lifestyle, social, economic, cultural and economic development that promotes; safe communities, housing choice, public infrastructure, recreational opportunities and best practice environmental management;
- (b) Contribute to the sustainable use and development of land and water resources;

- (c) facilitate the supply of sufficient land for a range of uses so that the subdivision of land is cost effective and maximises the value of public and private infrastructure investment;
- (d) promote a more compact urban form in appropriate locations to maximise infrastructure use;
- (f) ensure development does not unreasonably intrude on or compromise the privacy of adjoining residential uses and ensures its own amenity not compromised in the future; and
- (k) value land for its inherent ecosystem function.

This policy framework was applicable in establishing the zoning of the site to provide for rural residential use with specific conditions under SL18 as has established the requirements for this application. It provides general guidance for the implementation of subdivision standards and conditions as applicable to the determination of this proposal where discretion exists.

2.1.4 Pat 3: Zone Purpose and Tables

Clause 5.18 Zone RR is given effect by SL18 2. This clause sets out that the primary purpose of the RR zone is to provide for rural residential use and that development is expected to relate to existing and proposed future land uses identifying potential impacts on facilities, services and amenity. The zoning of the site as SL18 was based on the consistency of the proposal in respect to existing and future land use and consideration of potential impacts. The proposal is a rural residential development consistent with this purpose and the below Part 5 assessment demonstrates consistency of the proposal with the applicable scheme provisions only, as is now required.

This clause further identifies that where proposed lots are unsewered provision for disposal of effluent must be made on site so that no pollution to water resources occurs. This is addressed in the Waste Water Management Plan and Land Capability Assessment for waste water disposal, submitted as Attachment E and confirms adequate capability to prevent pollution to water resources.

2.1.5 Part 4: Performance Criteria

This part provides general performance and specific land use standards for development and is not applicable to this application for subdivision.

2.1.6 Part 5: Subdivision

This part provides standards and requirements for the assessment of subdivision, a number components of which are generally applicable pursuant to *clause 2.4* and in other cases referenced in SL18. As such the relevant Part 5 and SL 18 clauses are dealt with in conjunction below.

SL 18 2 requires that development shall be in accordance with Part 5 as if the land were located in Zone RR except to the extent of any conflict with specific conditions.

SL 18 2 (a) specifies the minimum lot size pursuant to the Table to Clause 11.1.1 shall be 1 ha. All lots in the plan of subdivision are a minimum of 1 ha, with an average lot size of 1.8 ha.

Clause 11.4 addresses the requirement for subdivision to respond to the physical characteristics of the land. As required by this clause this application includes a Land

Suitability Assessment and a Storm Water Management Plan (refer Attachment C and H respectively) that have guided the development of the subdivision plan. In particular the LSA has identified constrained land on the site which has largely been retained in a single lot of approximately 7.7 ha to retain integrity of the drainage system and to comply with design requirements of clause 11.4.3.

Based on this design and in compliance with *clause 11.4.1 3. & 4.* the LSA identifies that each lot will have a minimum of 1 ha of land unconstrained in respect to local stormwater and riverine flooding. The main land constraint identified being in respect to localised drainage. In respect to only lot 8 the LSA and SMP recognise that the 1 ha of unconstrained land is based on the filling and draining of a portion of the lot of approximately 2300m² associated with the construction of road A, the position of which is largely dictated by requirements for an interconnected road system, existing dwelling on the adjoining lot and achievement of a reasonable lot yield.

The LSA also notes that limited areas of the site are classified as marginally suitable for development based on slopes of up to 5%. As recognised the constraints associated with this can be addressed through standard erosion and sediment control practices and a subdivision condition in this regard is expected. Further the following factors are also noted which reduce the erosion risk associated with areas of increased slope:

- The steepest areas of the site are on the Lowther Road frontage where the land is already developed with a residential dwelling and outbuildings and further disturbance in this area is not expected as a result of this application.
- SL 18 2 (c) & (d) require the retention / revegetation of vegetation buffers on all external boundaries, and
- SL 18 2 (g) prevents future clearing of significant vegetation other than for a dwelling and ancillary uses.

Subclause 11.4.1 7. The subject land is not part of a Priority Environmental Management Area.

In respect to *Clause 11.4.1 9.* the subdivision design addresses these requirements comprehensively through the retention of the drainage areas and associated vegetation complexes on the site in a single large lot. This has the advantage of reducing requirements for crossing / fencing or construction of firebreaks in these areas, reducing riparian impact and erosion / sedimentation risk. It also provides flexibility for long term protection of this area as part of the adjoining CN zoned Sec. 4314. The northern boundary of lots 5, 6 and 7 have been based on a best fit to the land units and already modified areas to reduce the impact of future boundary works on vegetation clearing.

Clause 11.4.2 addresses infrastructure, community services and facilities and is not modified by SL 18. The various provisions are addressed below as applicable:

Subclause 2. (a): Location of the entry road to the site and Road B reflects as far as possible disturbed areas of the site with the alignment of Road A then along the contour. This results in only a single drainage line crossing which will minimise extent of site earthworks in riparian areas. Limited fill associated with the southern portion of Road A in poorly drained areas is acknowledged however is a result of the combination of compliance with a number of conflicting design requirements.

Subclause 2. (b): The development will be serviced with reticulated power and water.

Subclause 2. (c): refer attached LCA which demonstrates suitability of site for onsite waste water disposal.

Subclause 3. (a) and SL 18 (h): The proposed road system provides for future connection to potential subdivision of adjoining land, the existing road system and precludes the need for any individual lot access to external roads. In respect to iii. the design provides a hierarchy of road function with Road A being the primary network connector. Compliance with LSC rural road standards has however prevented this being reflected in reserve widths or proposed construction standards.

Subclause 3. (b): The road positions are a balance of response to the physical characteristics of the land, the other scheme requirements and dimensions of the subject land. The Road A reserve initially runs across the contour, but largely in the position of existing access into the site, which also sets it up to cross the drainage line at right angles and then run along the contour. Road B is based on the land unit boundary and again the existing modified area on the site. This enables the development to be based on a single drainage line crossing.

Subclause 3. (c): All roads are proposed to be sealed in accord with LSC standards for rural roads.

Subclause 3. (d): A portion of road A crosses the 1% AEP line in conjunction with the above mentioned watercourse crossing. This crossing is at the very upstream end of the projected flood fringe and will be subject to significantly less risk or construction implications than downstream roads that cross this same drainage line. Location in this position reflects the context of the existing development, safe intersection location with Lowther Road and connection to adjoining lots while providing a rational subdivision outcome.

Subclause 3. (e): Detailed design will as required be in compliance with LSC standards with the specified 30m reserves providing adequate scope for best practice location of discharge drains.

Subclause 3. (f): No battle-axe strips are proposed.

Clause 11.4.3 addresses lot size and configuration requirements and is intended to ensure lots are fit for purpose, reflect land capability and do not impose unsustainable groundwater demand or environmental impact. The provisions are not modified by SL 18 and are achieved in the subdivision design through its reflection of land unit constraints with the clustering of lots in high capability areas and the retention of constrained areas in a balance lot that still achieves a minimum 1 ha unconstrained land. Other approaches to subdivision of the site based on a more equal distribution of gross land area across the proposed lots would on balance result in a proposal that does not best achieve the purpose of the overall design objectives.

Subclause 2. (a): The lots are proposed for a rural residential purpose and each lot has capacity for accommodation of a dwelling and associated domestic outbuildings. The lots are not intended for a productive agricultural purpose with buffer planting requirements and restrictions on clearing in place.

Subclause 2. (b): Following subdivision works each lot will have a minimum of 1 ha of unconstrained land with adequate unconstrained road frontage to provide unconstrained access from the public road system. Specific crossover locations will be determined at the time of detailed road and drainage design in consultation with the LSC.

Subclause 2. (c): All proposed lots have a depth – width ratio less than 4:1.

Subclause 2. (d) & (f): These clauses operate in conjunction with SL 18 2. (i) which requires the preparation of a waste water management plan based on a land capability assessment for onsite waste water disposal. This plan is provided as Attachment E and demonstrates compliance with (d) and (f). It is also noted that there are no existing or intended bores or wells within the subject land or within 100m of the site boundaries

which reflects the limited accessibility of groundwater in the immediate area. Notwithstanding all lots have adequate dimensions in context of the lot design to provide a 70m theoretical separation between bores. Combined with the availability of reticulated water, clearing controls, the purpose of the development and the limited ground water accessibility this results in minimal risk of the proposal having any impact on the local groundwater resource.

Subclause 2. (e): Compliance with this clause is achieved with the majority of the drainage lines and associated drainage areas incorporated in proposed lot 9.

Subclause 2. (g) & (h): The various components of this clause are not all mutually achievable given the site contours, position of the drainage lines, dimensions of subject area and requirement to provide road connections to all boundaries. The subdivision pattern is considered to reflect a reasonable balance between what are in a number of cases competing requirements, while also providing the minimum reasonable lot yield.

The objectives of the clause are mainly achieved through minimising lot boundaries across the drainage line through retention of this in a single lot, providing a single road crossing and design of lots to reflect capable land areas. The site entry initially runs across the contour where the slope is up to 5%, modified by existing access works, and then, following a single crossing of the main drainage line, runs along the contour to the southern boundary where it again goes upslope. Road B and associated lot boundaries are positioned to provide a boundary between the drainage lines and adjoining lots, with Road C reflecting a minor drainage gully. The northern boundary of lot 7 into lot 6 generally parallels and is upslope of the seepage line. The boundary of lot 5 and into lot 6 reflects where the landscape has been modified with earthworks and the boundary is located within those cleared areas noting that this is within and generally parallels the seepage line, with the benefit being reduced clearing required. The LSA identifies that there are no slopes above 5% within the site.

Clause 11.4.4. The site is within an extensive developed Rural Living area where incompatible resource extraction is already an undesirable land use. There are no existing mining activities in the vicinity that would impact on the rural amenity of the proposed lots.

Clause 11.4.5. Subdivision of land zoned RR. This clause generally reflects the purpose of clause 11.4.3 as addressed above and provides additional requirements in respect to RR development.

Subclause 2. (a) is not applicable pursuant to SL 18 2. (b). Subclause (b) requires adequate engineered drainage reserves, or drainage in road reserves which will be achieved through the provision of 30 m reserves and construction in accord with LSC standards. The adequacy of the proposed system is demonstrated in the Storm Water Management Plan which has been developed with consultation with the LSC.

Subclause 3. and 4. The created lots will be serviced with a reticulated water supply and all roads will be sealed and provide connection to a sealed public road.

Subclause 6. The LSA at Attachment C demonstrates the unconstrained nature of areas of the site in accord with the NT land suitability guidelines.

SL 18 – Further Provisions. Further provisions of SL 18 not addressed above and relevant to the subdivision of the land are addressed below;

SL 18 2. (c) & (d). specify setback requirements for development on the proposed lots where these differ from the standard RR provisions. For the purposes of assessment of this proposal all lots have sufficient width / depth to accommodate these external boundary setbacks and retain a sufficient building envelope for future development. With reference to the required building setback to Lowther Road of 20m all applicable lots

would then have a minimum available building depth of over 118m. With reference to the required 15 m setback to external lots within the RL zone all lots would then have a minimum building envelope width of over 58m. Re-vegetation requirements as necessary within the external setback areas are noted.

SL 18 2. (f) requires a vulnerable flora survey to be undertaken, the outcomes of which if applicable are to be reflected in the proposed subdivision plan. This zoning condition was applied to the proposal in response to advice from DENR with the target species for this survey being *Typhonium praetermissum*. The report of this survey is at Attachment F and confirms that no specimens were located on site. It is recognised that the vulnerable species *Cycas armstrongii* is present on site and if located in areas required to be cleared as part of the subdivision works will be considered for re-location to the required vegetation buffers.

SL 18 2. (e) & (g) are land use controls relevant to the future use and development of the land.

2.1.7 Part 6, 7 & 8.

Part 6 & 7 are not applicable to the proposal and there is no Area Plan over the land pursuant to Part 8.

This section has provided an assessment of the compliance of the proposal with the relevant provisions of the Scheme. It demonstrates that if implemented as proposed the subdivision will achieve the purpose, relevant objectives and provisions of the scheme and represents a rational approach to the physical character of the land, the locality, available infrastructure and the opportunity provided by the Specific Use zone.

2.2 Section 46(3)(b) – Interim development control order.

There are no Interim Development Control Orders applicable to this site.

2.3 Section 46(3)(c) - Public environmental report or an environmental impact statement.

The proposal does not require the preparation of a Public Environmental Report or Environmental Impact Statement under the Environmental Assessment Act as assessed under the Environmental Assessment Guidelines: Requirement for an NOI for *Planning Act* proposals, April 2014.

2.4 Section 46(3)(d) – Merits of the proposed development.

The proposal will result in a subdivision of the land achieving a lot yield of approximately 1 lot per 2 ha gross area creating a development of a rural living character consistent with that of the locality. The merit of the cluster design, while compliant with the planning scheme and respectful of the land constraints, also provides for the protection of the main drainage line and associated areas in a single lot. This retains the integrity of this land form minimising boundary and road crossings and providing the opportunity for the area to be set aside in the long term if the area is subject to further development. The provision of smaller lots of approximately 1 ha also makes use of the available infrastructure and proximity to the Coolalinga activity centre, providing a serviced rural residential opportunity that does not currently exist. In this respect the proposal represents a balanced approach to the opportunities of the zoning and the constraints of the site.

Lots 16 and 17, forming part of the application area, and lots 18 – 24 to the south and west do not have road frontage and are physically and technically land locked. Legal and practical access is currently by a complicated arrangement of easements and a private road respectively. The concerns with this arrangement in terms of property addressing, general safety and emergency access has been noted in previous strategic planning documents and identified as a priority to resolve via subdivision.

This proposal has significant merit in that it establishes the basis of a public road system into the area that over time will ensure that through subdivision all of these lots are able to have legal and practical access to the public road system and the service infrastructure located within that system. In achieving this the proposal includes an extent of road reserve and construction requirements that is above that required to service the created lots or that would have been otherwise used.

The proposal will deliver readily developable lots to the market that achieve a high level of amenity based on the site characteristics and land use controls without impacting on the character of surrounding land. In responding to the physical limits of the site the development will also provide a safe and sustainable development for future residents to reside in a rural environment with ready access to the local activity centre.

2.5 Section 46(3)(e) – Land suitability and effect on other land.

The suitability of the site for the proposed development and the potential effect on other land has been assessed in the determination of the zoning of the site and application of the Specific Use zone for RR development which is consistent with the strategic planning framework. In respect to the more detailed physical character of the site and

the suitability of the subdivision outcomes proposed this is assessed in the Land Suitability and Land Capability Assessments and addressed in the Stormwater Management Plan as attached and confirms that the proposal will be sustainable and responds to the constraints and opportunities of the site and will not impact negatively on surrounding land.

2.6 Section 46(3)(f) – Public facilities / public open space

It is not proposed to provide public facilities above road and services infrastructure required for the proposal and to establish a road network for future subdivision of surrounding land. This reflects the accepted approach with respect to RR development and there are no additional requirements under SL 18 for provision of additional facilities. The provisions of a drainage and recreation reserve associated with the main drainage line to connect with the adjoining Sec. 4314 was considered in the development of the proposal but was not able to be progressed as it was inconsistent with the LSC policy position on taking drainage reserves in rural areas.

2.7 Section 46(3)(g) – Provision of public utilities or infrastructure.

The proposed lots will be serviced with reticulated water, power and telecommunications facilities. In addition the proposal will result in the construction and granting to the LSC of the internal subdivision roads and drainage system which will provide for the future subdivision of adjoining land and lots further to the south.

2.8 Section 46(3)(h) – Impact on amenity.

The proposed subdivision is considered to be consistent with the character and amenity of the locality which is characterised by rural living subdivision and development. This proposal will result in a gross subdivision yield of approximately 1 lot per 2 ha, marginally above that of surrounding development and below that which could reasonably be expected from specific use zoning for the purpose of rural residential development. Significantly, on all boundaries the increase in lots to adjoining individual parcels is very limited with a majority only have a single dwelling opportunity to adjacent land. Any potential for perceived impact from increased development is further reduced through the requirement for additional external boundary setbacks and retention / planting of vegetation buffers. The proposal also avoids any traffic increase on existing internal RR subdivision roads through the provision of a direct connection to Lowther Road.

Additionally the proposal has the potential to improve the amenity of lots to the south with the provision of a public road system that will provide for formal legal road access to those lots as subdivision progresses via a fully constructed and maintained road system and available services.

2.9 Section 46(3)(j) – The public interest.

There is not expected to be any detriment to the public interest as a result of the subdivision. The proposal will result in the achievement of the objective of a number of strategic planning documents to address the situation of land locked titles by the extension of the public road system to such sites and will through this provide a general public benefit and improved safety and emergency response outcomes to currently land locked lots.

2.10 Section 46(3)(k) – Compliance with the *Building Act*.

There are a number of existing buildings on the subject site and an assessment has been undertaken which confirms that the subdivision will not impact on the compliance of those buildings with applicable codes. This is at Attachment D.

3 Conclusion

The lots subject to this application were created in 1973 and having been retained un-subdivided to date now present an opportunity under the SL 18 zoning to provide a high quality rural residential living environment. The land represents one of the few opportunities in undeveloped rural sites with such close proximity to an activity centre and will provide some balance to, and a different opportunity to those currently available. With available water, power and direct access to a main road it can provide a serviced development making efficient use of available infrastructure while ensuring that any traffic will not impact existing rural living properties.

The site includes areas of land constrained by drainage and a minor area subject to 1 % AEP flood potential and these are excluded from development or rendered unconstrained through development works in accordance with the scheme requirements so that all lots provide the minimum 1 ha unconstrained development envelope. This is further supported by assessments that demonstrates suitability for onsite effluent disposal and that management of storm water can be achieved within the site and designated road reserves as required. Further the site has been subject to a vulnerable flora survey targeting *Typhonium praetermissum* which has confirmed that it is not present on site and does not represent a constraint to development.

The subdivision as proposed to be implemented will comply with the applicable standards of the planning scheme, with the design achieving the purpose and objectives of the SL 18 and rural residential provisions. Overall it is a balanced and rational approach to the site and surrounds which demonstrates fit and proper planning and is considered to warrant approval as submitted.

Attachment A – Subdivision Plan ver H

Attachment B – Access Assessment

Attachment C - Land Suitability Assessment

Attachment D - Statement of Building Compliance

**Attachment E – Waste Water Management Plan – Land
Capability Assessment**

Attachment F – Vulnerable Flora Survey

Attachment G – LTO 73 / 001 – Easement Information

Attachment H – Storm Water Management Plan



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MLM/18-0235

31 October 2018

Mr Leo Bandias
LJ Bandias and Sons Pty Ltd
PO Box 1405
PALMERSTON NT 831

Dear Mr Bandias,

PROPOSED RURAL SUBDIVISION, LOWTHER ROAD, BEES CREEK

I have been instructed by Mr Nigel Bancroft of NB Planning Services in relation to your proposed land division at Lowther Road to create up to 14 rural living allotments on land comprised of existing allotments 16, 17, 4185, 4579 and 4580. Specifically, Mr Bancroft has sought my advice in relation to a preferred location to create the access road which will service the land division.

In considering the options for access to the subject land, I have reviewed the previously lodged land division plans, reviewed the Concept Structure Plan prepared by MasterPlan and viewed the land and surrounds on aerial imagery and streetview. I have not inspected the subject sight.

The subject land consists of five allotments and has a 344 m frontage to Lowther Road. Allotments 4185, 4579 and 4580 are accessed via Lowther Road. An access track is located at the eastern end of the site with the electricity and drainage easement. It would appear that access to Allotments 16 and 17 is via this access track. This access track extends to Thorburn Road, albeit I am instructed that Thorburn Road has not been formalised as a road.

Accordingly, the only road frontage to the subject land is Lowther Road and, as such, the access route should connect with this road. Lowther Road is a sealed road of approximately 7.0 m. It has a speed limit of 80km/h. While I do not have volumes for the road, they would be low.

In reviewing the preferred access location to Lowther Road, there are a number of factors that should be considered, namely:

- Holly Road intersects with Lowther Road approximately midblock along the subject site. It is controlled with a give-way sign but no channelised treatment is provided (nor is it likely to be warranted);
- the Lowther Road vertical alignment extends to a crest to the east of the site which creates a sightline constraint for drivers entering and leaving the road. The double barrier lines on the road are an indication of this constraint; and

- the water pipe at the eastern end of the site would appear to be very shallow under the road. Creating an intersection where drivers will turn across this infrastructure could be problematic if minimum clearance could not be achieved.

The proposed development will result in 14 allotments. The RMS *“Guide to Traffic Generating Developments”* recommends a rate of nine trips per dwelling per day be adopted to forecast volumes associated with residential development. Such a rate is higher than has been identified in rural living type development in South Australia, but given the location and nature of development would be reasonable to apply to the subject proposal.

Applying this rate, this would result in a forecast volume of 126 trips per day (63 to and 63 from the site) of which approximately 13 trips would occur during peak hour periods. The majority of trips would occur to and from the east, thus resulting in minimal right turn movements to the site. Austroads *“Guide to Road Safety – Part 6: Road Safety Audit”*, Figure 2.26 provides direction in respect to the impact requirements for channelised turn lanes. The forecast volumes for the development would not require a channelised treatment based on this figure.

Austroads *“Guide to Road Design – Part 4A: Unsignalised and Signalised Intersections”* identifies that Safe Intersection Sight Distance (SISD) for an 80km/h road (90km/h design speed) should be 214 m. Figure 1 illustrates the road frontage of the subject land where SISD would be achieved for exiting vehicles (based on an estimated measurement using aerial imagery).



Figure 1: SISD for vehicles on the subject land road frontage.

In order to achieve minimum sightlines, therefore, the access could theoretically be located along most of the frontage of the land.

However, consideration should be given to the proximity of the Holly Road intersection so that an adequate off-set is provided to this existing intersection. Austroads Part 4A provides the following advice in respect to off-set intersection:

- a left-right intersection should desirably have a minimum off-set of 120 m; and
- a right-left intersection should desirably have a minimum off-set of 40 m.

Figure 2 illustrates the section of road frontage, along the subject land where these off-sets could be achieved (having regard to the proximity of Carambola Road in addition to Holly Road and the sight distance constraints).



Figure 2: Road frontage where off-set could be achieved

Figure 2 identifies that the proposed intersection should either be approximately 40 m to the west of Holly Road or at the eastern end of the site. However, minimum sight distance criteria could not be achieved within the section to the end of the site. Accordingly, the access should be provided to the west of Holly Road.

The location to the west of Holly Road is also consistent with the structure plan and will provide for an orderly land division to be created (rather than an inefficient development which may occur if the access is at the edge of the site). It will provide adequate sight distance for drivers to the east and allow for the future provision of a channelised turn lane should the demand for such a treatment be triggered as part of a future development.

In summary, therefore, provision of access to the subject land 40 m west of Holly Road will provide for safe constraint access in accordance with the relevant Australian Standards and Austroads design Guidelines.

Yours sincerely,
MFY PTY LTD



MELISSA MELLEN
Director

Land Capability Assessment for On-site Wastewater Management Proposed Subdivision of Lots 16 & 17 LTO73/001 and Sections 4185. 4579 & 4580 – Hundred of Strangways; Lowther Road, Bees Creek

June 2017

Compiled by VPS Land Assessment and Planning

Disclaimer

Certain information contained in this report is based on sources believed to be reliable. VPS Land Assessment and Planning is not in a position to, and has not, verified the accuracy or completeness of such information. Accordingly, VPS Land Assessment and Planning takes no responsibility for, and assume no liability in respect of, any information provided to it by others for the purpose of preparing this report, or the consequences of the use of such information.

Surface and subsurface conditions are created by natural processes and the activity of man. Site assessment identifies actual subsurface conditions only at those points where samples are taken and when they are taken. This Report is based on assumptions that the site conditions as revealed through selective sampling are indicative of conditions throughout the site. Data derived from literature and external data source review are interpreted to provide an opinion about overall site conditions and their likely impact on the proposed development. Natural landscapes are variable and actual subsurface conditions and soil depth may differ from those inferred to exist. The actual interface between materials may be far more gradual or abrupt than assumed based on the facts obtained.

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Document Control Record

Prepared by	Graeme Owen
Position	Consultant Environmental Scientist
Signed	
Date	June 2017

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4	Change request from client	16 July 2017	Graeme Owen
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6	Minor edits from client	10 December 2019	Graeme Owen

*Recipients are responsible for eliminating all superseded documents in their possession

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Contents

1. Executive Summary	1
2. Introduction	2
2.1. Background	2
2.2. SL 18 - Specific Use Zone Litchfield No. 18	2
2.3. Scope of Report	3
2.4. System design	3
3. Existing Information	4
3.1. Site location	4
3.2. Town Planning	4
3.3. Climate	5
3.4. Water Supply	6
3.5. Onsite Wastewater Management and Approvals	6
3.6. Existing land resource mapping	6
3.7. Previous investigations	6
4. Field investigation	7
4.1. Methodology	7
4.2. Mapping poorly drained land	7
4.3. Soil-landscape sites	7
5. Soil-Landscape assessment	8
5.1. Soil sites	8
5.2. Soil Landscape Assessment Findings	10
6. On-site Wastewater Management	15
6.1. Wastewater Treatment System Design Criteria	15
6.2. Indicative sizing for subsurface irrigation areas	16
7. Summary of Findings and Recommendations	17
8. References	18
9. Appendices	19
Appendix 1 – Site and Soil-Landscape Assessments	19
Appendix 2 – Sub-surface irrigation design	53
Appendix 3 – Siting and Setback distances	58

List of Tables

Table 1 Climate data Humpty Doo Collard Road (Station No: 14226: 1987-2017 - BoM 2017)	6
Table 2 GPS coordinates and summary for soil sites (Map of Australia 1994, Zone 52).....	8
Table 3 DIR / DLR values (mm/day) for design purposes based on Soil Texture Class	16

List of Figures

Figure 1: Location of land affected by SL18 in relation to the City of Palmerston	4
Figure 2 Existing cadastral parcels within proposed subdivision	5
Figure 3: Soil sites with respect to proposed subdivision layout	9
Figure 4 Extent of poorly drained land across the proposed subdivision prior to land improvements	11
Figure 5 Proposed land improvements.....	12
Figure 6 Potential locations of wastewater disposal envelopes	14

Acronyms

Aboriginal Areas Protection Authority	AAPA
Alternative Septic Treatment System	ASTS
Australian Soil Classification	ASC
Bureau of Meteorology	BOM
Building Advisory Services (DIPL)	BAS
Building Control Area	BCA
Department of Health	DoH
Department of Land Resource Management	DLRM (now DENR)
Department of Environment and Natural Resources	DENR
Department of Lands, Planning and the Environment	DLPE (now DIPL)
Department of Infrastructure, Planning and Logistics	DIPL
Environmental Protection Agency	EPA
Geographic information system	GIS
Land Capability Assessment	LCA
Land Suitability Assessment	LSA
NR Maps	Online data server managed by DENR (nrmmaps.nt.gov.au)
Power and Water Corporation	PWC
Water Resources	Water Resource Division within DENR

1. Executive Summary

NT Planning Scheme Amendment No.446, dated 1 June 2016, introduced SL18 (Specific Use Zone Litchfield No. 18) which applies to Lots 16, 17 & 24 LTO 73/001 and Sections 4185, 4579 & 4580 Hundred of Strangways (155A, 155B, 155C, 175, 195 and 205 Lowther Road, Bees Creek). Lot 24 (155C Lowther Road) has not been assessed as part of this LCA.

Under SL18 at 2(i) “*an application for subdivision shall include a Waste Management Plan (WMP) approved by the Department of Health: Environmental Health*” including a Land Capability Assessment in accordance with the Environmental Health Guidelines for Land Capability Assessment for On-site wastewater Management (March 2014) and each nominated ‘wastewater disposal envelope’ must “*meet a minimum of moderate capability for onsite effluent disposal*”. Each dwelling shall be connected to a Department of Health approved wastewater treatment system that provides secondary treatment (SL1 at (i)vi).

To satisfy the requirements of SL18 Clause 2(i), a separate Wastewater Management Plan (WMP) will be prepared for review and approval by the NT Department of Health.

It is proposed to create a subdivision comprising 12 lots. This LCA relates to proposed lots 1-10 and 12 as proposed lot 11 is already developed with an existing wastewater system and no further development is proposed. If installation of a new wastewater system on lot 11 is required, given the extent of current site modification and existing development, a more detailed site assessment would be required.

VPS Land Assessment and Planning undertook the land capability assessment (LCA) and established that

- The soil-landscape within the proposed subdivision is capable of supporting sustained on-site wastewater treatment and disposal using secondary treatment systems for all proposed lots.

It is recommended that all new onsite wastewater treatment systems should utilise a secondary wastewater treatment system used in conjunction with either of two Department of Health (DoH) approved shallow sub-surface irrigation systems for effluent disposal systems:

- a) low pressure effluent distribution (LPED) shallow sub-surface drip irrigation system; or
- b) flatbed leach drain.

Since SL18 was introduced, in 2019 the Department of Health approved a rhizopod channel pod effluent management system that does not discharge treated effluent to the environment. It is considered likely that such a system would also satisfy the intent of SL18

2. Introduction

2.1. Background

VPS Land Assessment and Planning was commissioned to conduct a land capability assessment (LCA) of a proposed subdivision of Lots 16 & 17 LTO73/001 and Sections 4185, 4579 & 4580 – Hundred of Strangways to assess the potential of the natural soil-landscape to support onsite wastewater management. The land is located at 155A, 155B, 155C, 175, 195 and 205 Lowther Road, Bees Creek and subject to the conditions associated with SL18 (Specific Use Zone Litchfield No. 18) established under NT Planning Scheme Amendment No.446, dated 1 June 2016.

There is no reticulated sewer network in the vicinity of the proposed subdivision and all proposed lots will utilise onsite wastewater treatment and disposal.

The following report represents the LCA for the proposed subdivision of Lots 16 & 17 LTO73/001 and Sections 4185, 4579 & 4580 – Hundred of Strangways.

2.2. SL 18 - Specific Use Zone Litchfield No. 18

In relation to matters affecting onsite wastewater treatment and disposal, SL18 provides the following conditions:

“2(a) The minimum lot size pursuant to the Table to Clause 11.1.1 shall be 1ha.

2(i) An application for subdivision shall include a Wastewater Management Plan (WMP) approved by the Department of Health: Environmental Health which as a minimum shall include the following:

- i. Land Capability Assessment for the **site** undertaken in accordance with the Environmental Health *Guidelines for Land Capability Assessment for On-site wastewater Management* (March 2014);
- ii. The identification of any proposed lots which do not achieve at least high capability for onsite effluent disposal based on physical and chemical characteristics of the **site** taking into account proposed subdivision **site** works;
- iii. For all lots identified in 2 (i)(ii) the specification of works to be undertaken to introduce amended soils or alter the ground conditions as required so that the **site** physical and chemical characteristics meet the minimum of a moderate capability for onsite effluent disposal. The identification of these works is to be undertaken concurrently with, the preparation and outcomes of a stormwater management plan prepared for the **site**;
- iv. The identification of a wastewater treatment system and associated sub-surface irrigation envelope for each lot that provides sufficient area and capability for onsite effluent disposal to service a **single dwelling**;
- v. The requirement for all development to be undertaken in accordance with the approved WMP shall be registered as a notification on the title on the parent lot, to apply to each lot created, as a condition of a development permit for a subdivision of the land;

- vi. All works identified in the approved WMP and to achieve the minimum required onsite effluent disposal capability shall be undertaken as a condition of a development permit for subdivision of the land; and
- vii. Each **dwelling** shall be connected to a Department of Health approved wastewater treatment system that provides secondary treatment and, with associated sub-surface irrigation system, shall be located with the wastewater disposal envelope for that lot as designated in the approved WMP.”

2.3. Scope of Report

This LCA is a moderate-scale assessment for subdivisional purposes which identifies and describes the constraints and options in relation to the capability of the soil-landscape to support sustainable on-site wastewater management within the proposed subdivision. The findings of this report are based on the assumption that the site conditions as revealed through selective sampling are indicative of conditions throughout the site.

This assessment was completed with reference to:

- NT Planning Scheme Amendment No.446, dated 1 June 2016, designated SL18 (Specific Use Zone Litchfield No. 18) and associated conditions.
- Department of Health (DoH). 2014a. *Code of Practice for Small On-site Sewage and Sullage Treatment Systems and the Disposal or Reuse of Sewage Effluent*. Northern Territory Government (referred to as the *Code of Practice* in this report)* see Note below
- Department of Health (DoH). 2014b. *Environmental Health: Guidelines for Land Capability Assessment for Onsite Wastewater Management*. NT Department of Health. Released March 2014. (referred to as the *LCA Guidelines* in this report)

***Note:** At the time this document was prepared, all on-site wastewater systems must conform to NT legislation and comply with the NT Department of Health (DoH). 2014. *Code of Practice for Small On-site Sewage and Sullage Treatment Systems and the Disposal or Reuse of Sewage Effluent* (Code of Practice). AS/NZS 1547:2012 “*On-site Domestic Wastewater Management*”, along with other Australian Standards, is utilised as reference in the Code of Practice.

2.4. System design

In accordance with SL18 Clause 2(i)(vii), the design for onsite wastewater treatment and disposal systems in this report considers only secondary treatment systems combined with shallow, subsurface irrigation. System designs are based on Appendices L & M from AS/NZS1547:2012. Hydraulic loads are derived from the NT *Code of Practice* (DoH 2014a) for urban/rural living.

All on-site wastewater systems must be approved by the NT Department of Health with approved wastewater treatment and disposal systems listed on the Departments’ website.

3. Existing Information

3.1. Site location

SL18 is located on the Lowther Road, approximately 10kms southwest of Palmerston (Figure 1). The proposed subdivision lies within the Litchfield Shire.

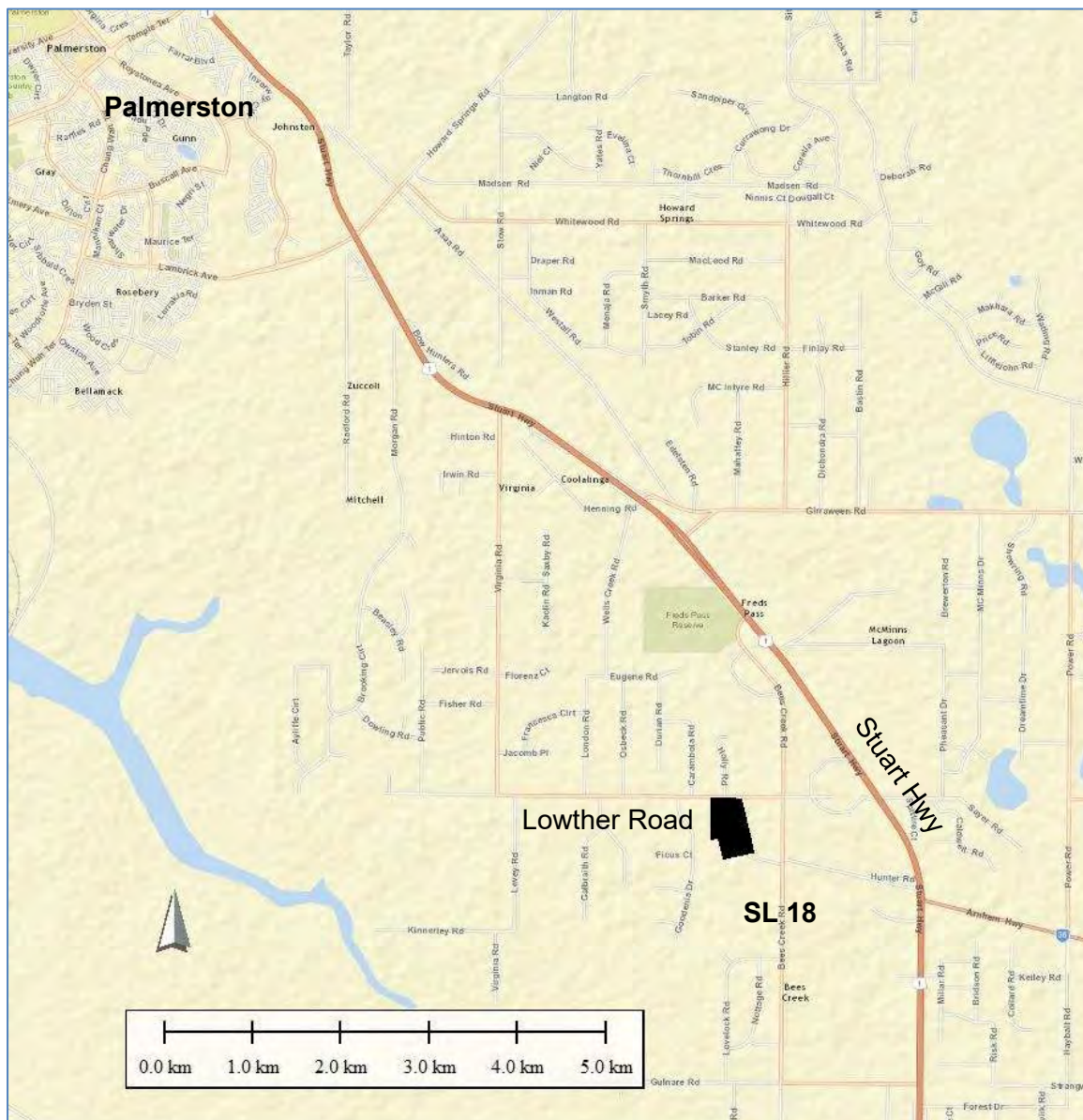


Figure 1: Location of land affected by SL18 in relation to the City of Palmerston

3.2. Town Planning

The five existing parcels that form the basis of the proposed subdivision are shown in Figure 2. In accordance with SL18 Clause 2(a), the minimum lot size for the proposed subdivision shall be 1ha. The proposed development involves the creation of 12 lots, each a minimum of 1 ha in size. Lot 9, at 7.77ha is the largest lot and contains the creek and most of the poorly drained land identified by the land suitability assessment. Lot 11 has an existing established house.



Figure 2 Existing cadastral parcels within proposed subdivision

3.3. Climate

The Bees Creek area experiences a monsoonal climate with two broad seasons; the “Dry Season” during which little to no rainfall occurs between May and September and the “Wet Season” over summer during which maximum rainfall generally occurs between November and March. The nearest rainfall data is collected at Humpty Doo Collard Road (Station Number: 14226) (BOM 2017) and shown in Table 1. There is no site-specific evaporation data available for this site however the BOM map of annual “Average pan evaporation 1975-

2005” shows the Darwin region lies within an area that experiences 2000-2400mm average annual evaporation (which exceeds annual rainfall).

Table 1 Climate data Humpty Doo Collard Road (Station No: 14226: 1987-2017 - BoM 2017)

Statistic Element	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean rainfall (mm)	444	362	333	96	23	0	1	5	18	75	174	312	1842
Median rainfall (mm)	410	330	315	79	5.9	0	0	0	9.2	74	171	282	1676

3.4. Water Supply

All existing and proposed lots are/will be serviced by the existing reticulated town water supply. DENR data (NR Maps) shows no bores used for potable water within 100m of the proposed subdivision boundaries.

3.5. Onsite Wastewater Management and Approvals

In accordance with SL18 Clause 2(i)(vii), onsite wastewater treatment and disposal systems within the proposed subdivision must utilise secondary treatment systems in conjunction with subsurface irrigation. All existing dwellings within the project area rely on onsite septic wastewater treatment and disposal. As such, existing septic systems will need ultimately to be either upgraded or decommissioned.

The proposed subdivision lies within the Darwin Building Control Area (BCA). Within a BCA, Environmental Health (Dept of Health) provides site specific design approval for onsite wastewater management systems while Building Advisory Services (BAS), in accordance with the Building Act, approves the actual installation of the system.

3.6. Existing land resource mapping

DENR has published land unit mapping over the subject land at 1:25,000 scale. According to Fogarty *et al* (1984), the project area comprises mostly land units 1c, 2a1 and 5b1 with a small area of 3b in the southeast corner.

According to McKenzie *et al* (2008), the smallest area feature shown on a printed map at a scale of 1:25 000 represents around 2.5ha. Land unit mapping is therefore not sufficiently detailed to identify soil-landscape features and characteristics (constraints) that are potentially important for intense land uses such as small lot subdivision. Some published map unit boundaries and/or map unit descriptions may be inaccurate due to the historical mapping processes; therefore both map unit boundaries and map unit descriptions would require field verification.

3.7. Previous investigations

A Land Suitability Assessment (LSA) was undertaken by EcOz Environmental Consultants (EcOz 2016). This report noted the presence of imported fill and modified drainage across the site. EcOz (2016) sites S2 and S3 are utilised in this report.

4. Field investigation

4.1. Methodology

Field assessment was undertaken during June 2017. Following a desktop assessment of available imagery and other data, the proposed subdivision was traversed on foot and vehicle to identify and map constraining features.

To capture and describe the variability of the soil-landscape across the proposed subdivision, detailed assessments of a number of representative soil-landscape sites was undertaken. Surface and subsurface conditions are created by natural processes and the activity of man. Site assessment identifies actual subsurface conditions only at those points where samples are taken and when they are taken. The findings of this report are based on assumptions that the site conditions as revealed through selective sampling are indicative of conditions throughout the site.

In this report, site assessments for onsite wastewater disposal are undertaken in accordance with the *NT Code of Practice* (DoH 2014a) and the *LCA Guidelines* (DoH 2014b). Soil and landscape characteristics have been assessed and described according to the *Australian Soil and Land Survey Handbook Third Edition* (NCST 2009). Soil profiles are classified in accordance with *The Australian Soil Classification – ASC* (Isbell 2002). Representative photographs have been taken at each site and site slope was assessed in the field using a hand held clinometer. All GPS coordinates and tracks were captured using a handheld Garmin GPS Map64s.

4.2. Mapping poorly drained land

The *NT Code of Practice* (NTG 2014a) requires that the infrastructure associated with onsite wastewater treatment and disposal must be set back from a range of natural (eg wetlands, water courses) and built features. These setbacks are summarised in Appendix 2. For the purposes of this report, the outer boundary of poorly drained land was identified in the field using a range of vegetation and soil surface indicators. This field work mapped the extent of imported fill and land with modified drainage across the site. These boundaries were mapped using a Garmin GPSMap62S.

4.3. Soil-landscape sites

Detailed soil descriptions and site assessments were undertaken at 6 sites comprising existing soil exposures and sites where the profile was exposed using hand tools and a 75mm Jarrett hand auger. Site descriptions and assessments are provided in Appendix 1. Soil descriptions from EcOz (2016) sites S2 and S3 are utilised in this report.

5. Soil-Landscape assessment

5.1. Soil sites

Table 2 contains a summary of the key features described for each representative soil and the GPS coordinates for each site. Soil site locations are shown on Figure 3. Detailed soil-landscape descriptions and site assessments are provided in Appendix 1. Soil investigation site coordinates were captured using a Garmin GPSMap62S.

Table 2 GPS coordinates and summary for soil sites (Map of Australia 1994, Zone 52)

Site	Northing	Easting	Soil	Depth (m)	Maximum % subsoil gravel	Slope %	Soil Category
1	8610654	723036	Brown Kandosol	0.28	50	1.25	4
2	8610577	723103	Brown Kandosol	0.5+	55	0	5
3	8610828	723027	Brown Kandosol	0.6	65	3	4
4	8610911	723120	Red Kandosol	0.55+	50	4	5
5	8611147	723189	Brown Kandosol	0.6	55	4	4
6 #	8611148	723163	Hydrosol	0.25	40	1.5	n/a
EcOz 2*	8611079	722957	Brown Kandosol	0.6	60	5	4
EcOz 3*	8610674	723267	Brown Kandosol	0.6	35	2	5

Not assessed for onsite wastewater disposal

* Sourced from EcOz (2016) *Land Suitability Assessment: Lowther Road*



Figure 3: Soil sites with respect to proposed subdivision layout

5.2. Soil Landscape Assessment Findings

5.2.1. Soil Type

Soils from two soil orders were encountered during the field assessments (Appendix 1); Kandosols (sites 1-5, EcOz 2 & 3) which can support onsite wastewater disposal and Hydrosol (site 6) that is not considered for onsite wastewater disposal.

5.2.2. Soil Depth

Soil depth varied across the site between Shallow (0.28m – site 1 & 6 only) to Moderately deep (0.5m – 0.6m at sites 2-5, EcOz 2/3).

Substrate comprising decomposing rock was encountered at several sites.

5.2.3. Profile gravels

All soil profiles were gravelly throughout. Maximum subsoil gravel content ranges from 35% to 55%.

5.2.4. Landform and Slope

The proposed lots are located on level to gently undulating plains and rises with slopes recorded between 0 and 5%.

5.2.5. Soil pH

The general range of soil pH (5.2 to 6.3) supports a mature community of native and introduced species across the well vegetated development site.

5.2.6. Soil Salinity

All soil layers were non-saline ($EC_{1:5 \text{ soil water}} < 30 \text{ uS/cm}$) and the proposed development site supports a mature community of native and introduced vegetation indicating that local salinity is not an issue.

5.2.7. Erosion risk and Runoff

The proposed subdivision is well vegetated and only minor sheet and rill erosion was identified associated with tracks and disturbed areas. Recorded slopes across the site range from 0 to 5%. The small footprint ($< 400\text{m}^2$) associated with installation of subsurface irrigation areas present a low erosion risk that can be simply mitigated through timing of disturbance and re-establishing ground cover prior to onset of the wet season. Diversion of stormwater flows is not considered necessary.

5.2.8. Constrained land and Flooding

The extensive area of historical cut/fill as well as drains associated with Lowther Road in the northern part of the proposed subdivision is likely to have affected natural soil and site drainage within Lot 11 and parts of lot 9. Field investigation identified the extent of land affected by poor drainage, both natural and potentially modified (Figure 4). VPS identified 1 hectare of poorly drained land within the eastern portion of Lot 9 that had been extensively modified with historical engineered drainage works (small dam and low bunds).

Flood risk mapping by Cardno (2014) shows that land at risk of riverine flooding is almost completely contained within proposed lot 9 (Figure 4).

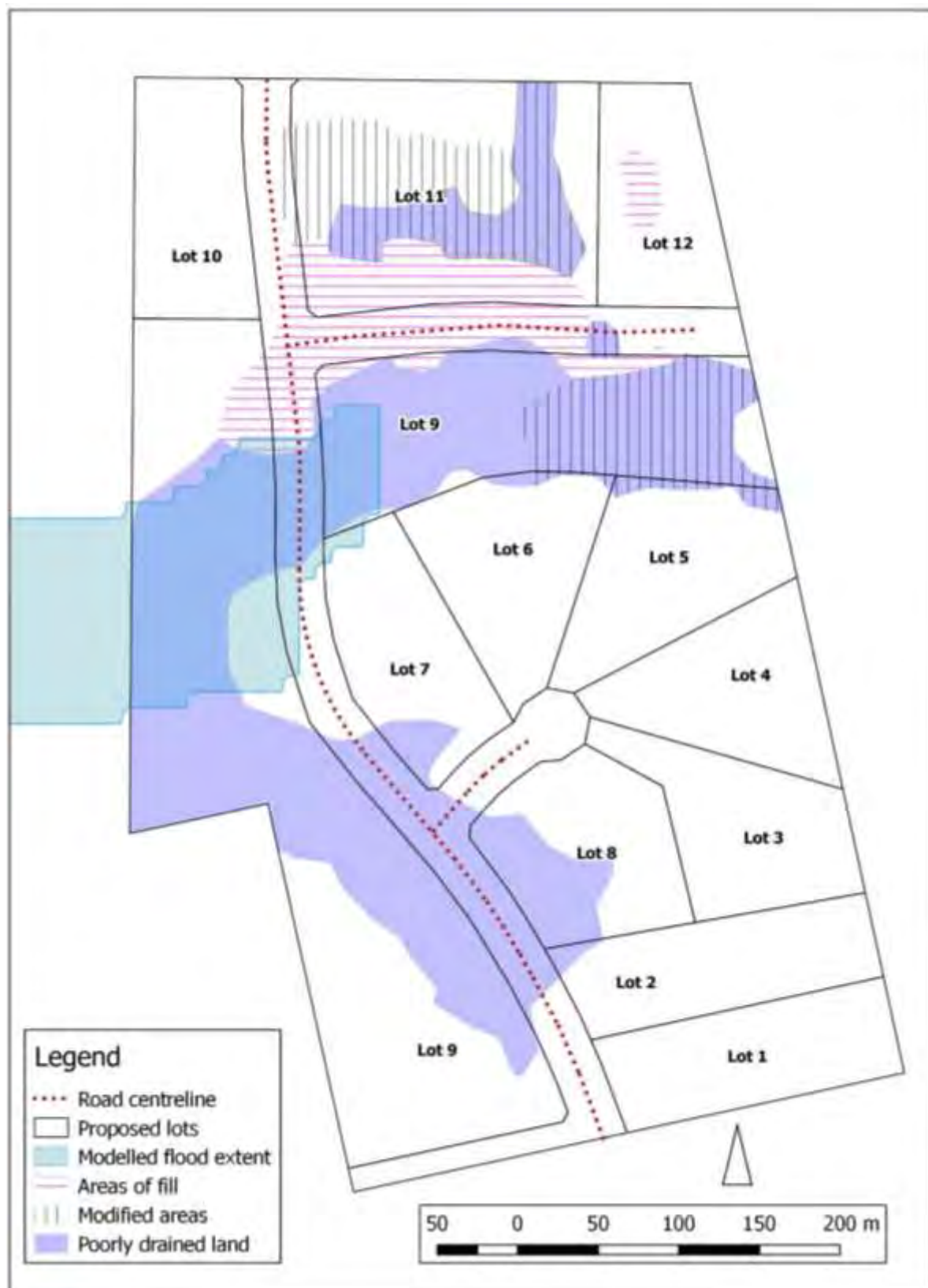


Figure 4 Extent of poorly drained land across the proposed subdivision prior to land improvements

5.2.9. Land Improvements

VPS has been advised that to ensure the long-term stability of proposed roads, it is standard engineering practice to ‘improve’ soil conditions under and around a road through the installation of culverts to prevent ponding and the replacement of unsuitable soils with more freely draining imported fill. These land improvements will primarily affect land within lots 2, 7 and 8 (Figure 5). Lot 11 has an existing established house and VPS has been advised that land improvements are not proposed.

No land improvements are required within the proposed wastewater disposal envelopes.

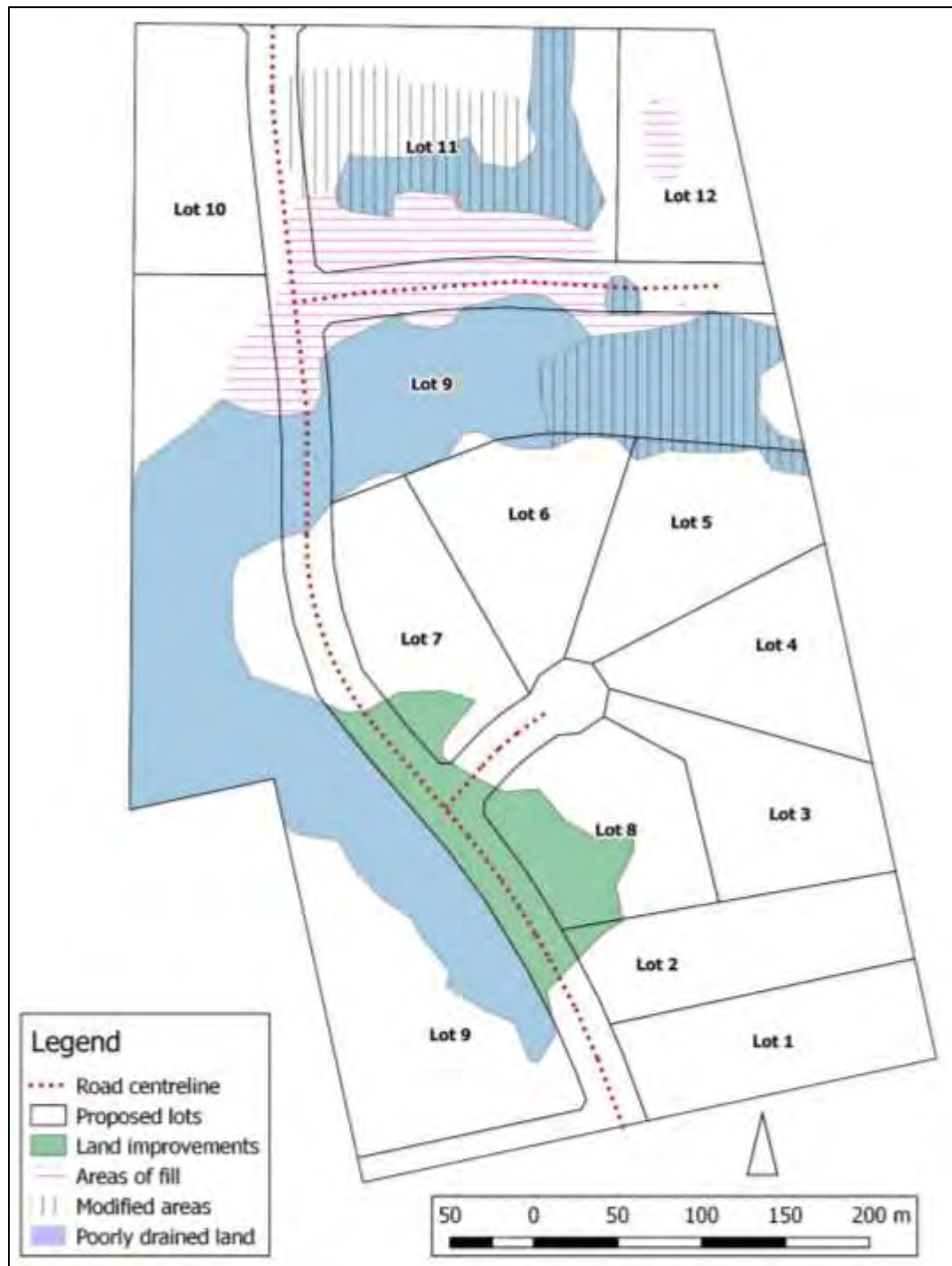


Figure 5 Proposed land improvements

5.2.10. Land available for onsite wastewater disposal

SL18 requires the nomination of treated wastewater disposal envelopes for each proposed new lot within the subdivision.

The treated wastewater disposal envelopes must satisfy the NT *Code of Practice* (DoH 2014a) setback requirements as summarised in Appendix 3. The relevant setbacks are

- a. 4.5m from lot boundaries;
- b. 30m setback from wetlands (applicable to advanced secondary treatment systems);
and
- c. 50m setback from wetlands (applicable to standard secondary treatment systems).

Where roads and associated land improvements separate a wetland from the nominated treated wastewater disposal envelope, the setback applied relates either to the open road drain (3.0m) or the lot boundary (4.5m) – whichever provides greatest setback.

As Lot 11 includes an established residence no setbacks from modified drainage areas have been applied.

As per SL18, no treated wastewater disposal envelope is to impinge on the 10m wide vegetated buffer applied to the external boundaries of the subdivision.

Figure 6 shows the potential (notional) locations of treated wastewater disposal envelopes (each greater than 400m²) within each proposed lot (other than Lot 11).

Since SL18 was introduced, in 2019 the Department of Health approved a rhizopod channel pod effluent management system that does not discharge treated effluent to the environment. It is considered likely that such a system would also satisfy the intent of SL18.

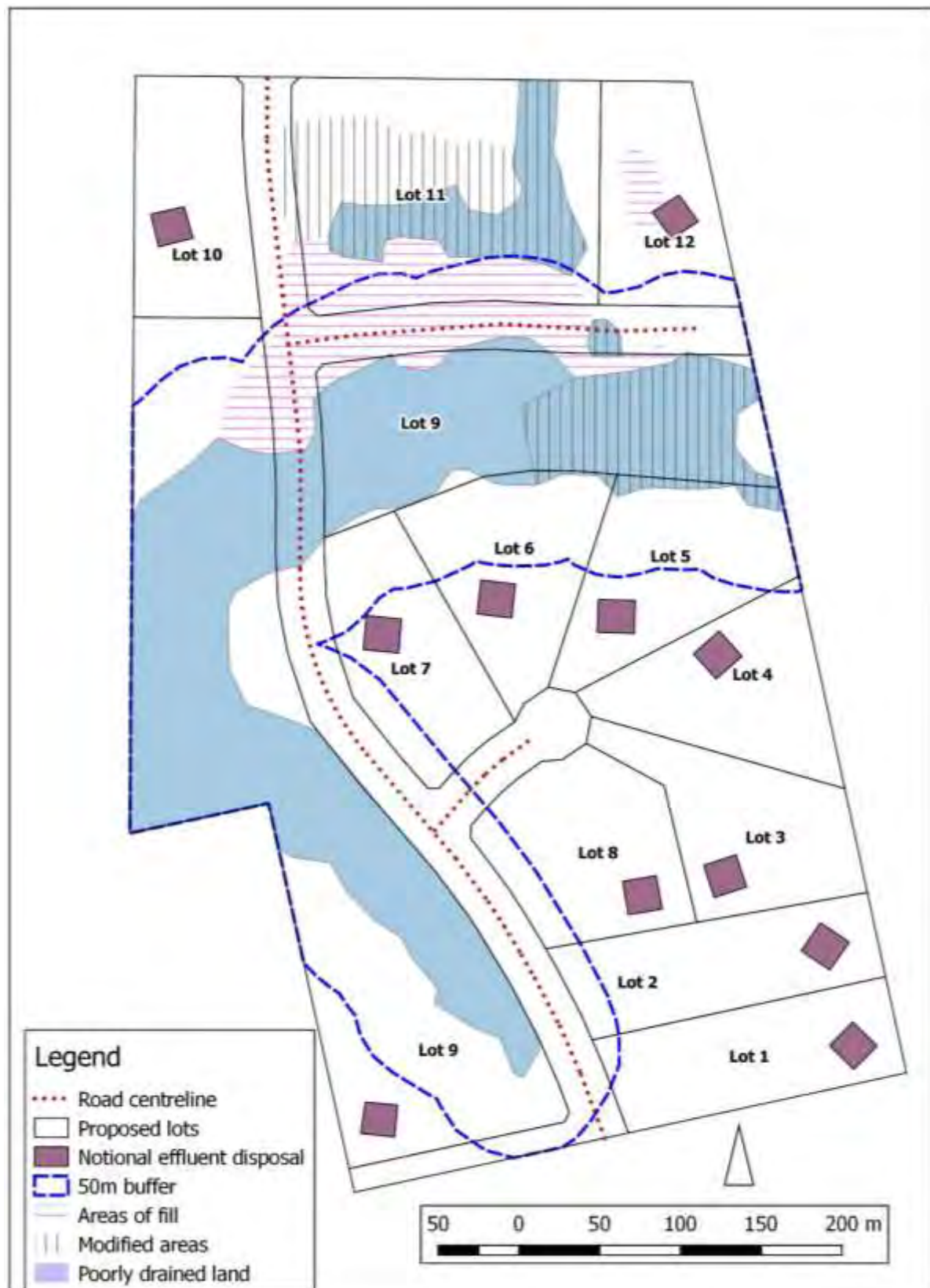


Figure 6 Potential locations of wastewater disposal envelopes

6. On-site Wastewater Management

6.1. Wastewater Treatment System Design Criteria

The soil-landscape assessment showed that the land of the proposed subdivision comprises mostly moderately deep Kandosols that are gravelly throughout the profile. These soil characteristics are not ideal for traditional septic disposal, however, as outlined in Table A1 - *Design Risk Reduction Measures* (AN/NZS1547:2012), a range of simple measures can be instituted to mitigate such soil conditions including:

- Secondary level of treatment – as per SL18
- LPED irrigation system – as per SL18
- Conservative design criteria - design to be based on the characteristics of the most restrictive soil – gravelly light clays (Soil Category 5).

All wastewater treatment systems must comply with the NT *Code of Practice* (DoH 2014a).

The following design criteria for onsite wastewater treatment and disposal have been used:

- No specific proprietary treatment plant is recommended; however, treatment plants must be approved by NT Department of Health.
- A secondary treatment system (as per SL 18) receiving all waste discharges from a residential dwelling must be designed to handle a hydraulic load of 150 litres / person / day
- Effluent disposal area calculations are based upon a 3-bedroom house with 2 persons per bedroom and utilise the criteria for Urban / Rural Housing – NT *Code of Practice* (Daily flow = 6 persons x 150 litres / person / day = 900 litres).
- Design for the subsurface drip irrigation system is based on calculations from Appendix M – AS/NZS1547:2012 with design irrigation rate (DIR) values drawn from Table M1 (summarised in Table 3 below).
- Design for the flatbed leach drain system is based on calculations from Appendix L – AS/NZS1547:2012 with design loading rates (DLR) values drawn from Table L1 (summarised in Table 3 below).
- Whilst Category 4 and 5 soils were described, the DIR / DLR for Soil Category 5 – Silty clay is used for design calculations.
- Design must ensure that domestic wastewater can be treated and retained within allotment boundaries
- It is assumed that water reduction fixtures will be used inside the home, and roof stormwater must not be disposed of in the effluent land application areas.
- All components of the wastewater management system need to be protected from vehicular traffic and land application areas in particular also need to be protected from pedestrian traffic, stormwater flows and runoff.
- Setback distances between effluent treatment/disposal areas and a range of site features are to be compliant with the NT *Code of Practice* (DoH 2014a) as summarised in Appendix 3 of this report.
- Installed systems should be maintained in accordance with the manufactures recommendations.

Since SL18 was introduced, in 2019 the Department of Health approved a rhizopod channel pod effluent management system that does not discharge treated effluent to the environment. It is considered likely that such a system would also satisfy the intent of SL18.

Table 3 shows the representative design irrigation rates (DIR / DLR – mm/d) for subsurface irrigation from the Table M1 AS1547:2012:p160 to be used for effluent disposal area calculations.

Table 3 DIR / DLR values (mm/day) for design purposes based on Soil Texture Class

Soil Texture Class	Equivalent Soil Category (AS/ANZS1547:2012)	Soil field textures per Class / Category (based on NCST 2009)	Representative DIR / DLR (AS/ANZS1547:2012) DIR - M1 (mm/d) DLR - L1	
Sand	1	Sand	5	50
Sandy Loam	2	Loamy sand, Clayey sand, Sandy loam	5	50
Loam	3	Loam, Silty loam	4	30
Clay Loam	4	Sandy clay loam, Clay loam, Clay loam (Sandy), Silty clay loam	3.5	10
Silty Clay	5	Light clay, Light medium clay	3	8
Clay	6	Medium clay to Heavy Clay	2	n/a

6.2. Indicative sizing for subsurface irrigation areas

Appendix 2 of this report provides a worked example for the irrigation field size and dripper requirements for a 3-bedroom house based on the following assumptions:

- Design capacity 900L/day for 6 persons (6 x 150 L/day/person) in urban/rural living zone
- Soil type is a Kandosol with Light clay subsoil (Soil Category 5, DIR 3mm/d)
- Irrigation field designed to a width: length ratio (R) of 1.5, with drip lines spacing (S) 1.0 m and dripper outlets (B) spaced every 0.5 m and delivering a flow rate (F) of 4.5 L/dripper/hour.

Based on these assumptions, the irrigation field covers a minimum area of 300m² with the outer dimensions of 21.2m wide and 16m deep.

Clause 2(i)(iv) of SL18 requires:

The identification of a wastewater treatment system and associated sub-surface irrigation envelope for each lot that provides sufficient area and capability for onsite effluent disposal to service a single dwelling;

To assist with lot layout design a nominal area of 400m² is allocated for the sub-surface irrigation envelope on each of proposed lots 1 – 11

7. Summary of Findings and Recommendations

As required under SL18, the soil-landscape of the proposed subdivision is capable of supporting sustained onsite wastewater management using secondary onsite wastewater treatment combined with shallow sub-surface irrigation disposal systems in all proposed new lots.

The proposed subdivision involves the creation of 12 new lots. This LCA relates to proposed lots 1-10 and 12, as proposed lot 11 is already developed with an existing wastewater system and no further development is proposed. If installation of a new wastewater system on lot 11 is required, given the extent of current site modification and existing development, a more detailed site assessment would be required

The following comprises a list of findings and recommendations

- Both wastewater disposal systems, shallow subsurface LPED drip irrigation and flatbed leach drains, are capable of managing secondary treated wastewater onsite and wholly within the 400m² wastewater disposal envelopes.
- Both onsite wastewater disposal systems assessed in this LCA are currently approved by the Department of Health for use in the NT
- The risk of salinity due to the accumulation of large amounts of salts in the subsoil is considered to be low as the development site comprises deep, well drained soils with naturally very low EC.
- Roof stormwater must not be disposed of in the effluent land application areas.
- All onsite systems must be installed, operated and maintained in accordance with manufacturers' requirements.
- All onsite systems must comply with the NT Department of Health (DoH). 2014a. *Code of Practice for Small On-site Sewage and Sullage Treatment Systems and the Disposal or Reuse of Sewage Effluent*
- All on-site wastewater treatment systems must be approved by the NT Department of Health - approved secondary wastewater treatment systems are listed on the Departments' website.
- Since SL18 was introduced, in 2019 the Department of Health approved a rhizopod channel pod effluent management system that does not discharge treated effluent to the environment. It is considered likely that such a system would also satisfy the intent of SL18

8. References

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9. Appendices

Appendix 1 – Site and Soil-Landscape Assessments

A. Land Capability Rating Matrix

For each soil pit location the site is assessed and rated with reference to the Table 3.7 'Land Capability Rating Matrix' from DoH (2014b:32-34). The overall rating for each soil site is generally determined by the most limiting rating for a feature. However, where practical, lower capability ratings can be improved through wastewater treatment system selection, modifications to design / installation or a combination of these.

High Capability means the site is has a very good or high potential (low constraints) for effluent management.

Moderate Capability means the site has features (constraints) which impose some limitations for effluent disposal but these constraints can be managed.

Low capability means the site is not well suited for effluent disposal and advanced treatment and land application systems will need to be employed to overcome limitations.

For each site two tables are provided.

Table 1: Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support septic onsite wastewater management.

Land capability ratings in this table do not take into consideration factors that can improve site capability.

Table 2: Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as changing surface and/or subsurface drainage, using imported fill, varying wastewater treatment system selection (eg installing an AWTs in place of traditional septic), modifications to design / installation or a combination.

B. Site Drainage Classes

The assessment of site drainage is an important aspect of land capability assessment for onsite wastewater management. The NT *Land Capability Assessment Guidelines* (DoH 2014) require an assessment of the existing *site drainage* and an estimation of *depth to seasonal watertable* as part of determining the site capability rating as per Table 3.7 (LCA Guidelines: p33-34).

Notes 4 and 5 from Table K - Land Application Systems – Limitations Due To Site, Soil, and Climatic Factors (AS/NZS 1547:2012:134) state that, in relation to effluent land application systems, "*The duration of a seasonal shallow water table is of much greater importance than its minimum depth at any one time. (Note 4)*" and that "*Periods of continuous saturation of the upper 0.4 m of the soil should not exceed several weeks at any one time.....(Note 5)*"

This is supported by van de Graaff and Brouwer (1999) who found that intermittent soil waterlogging does not inevitably lead to absorption failure, and that the maximum level to which a perched water table may rise in a soil profile has no bearing on the soil suitability for on-site effluent disposal. For onsite wastewater disposal it is therefore preferable to define the effect of the seasonal watertable in terms of soil drainage status which indicates the duration of periods of saturated conditions likely to occur in most years (AS/NZS 1547:2012:17). For most places within the Top End, the depth to watertable at the wettest time of year is not known. Depth to the seasonal or perched watertable can however, be inferred from depth and degree of mottling within the soil profile. Whilst somewhat qualitative, Wells (2001) concluded that the Drainage Classes used in Soil and Land Survey (NCST 2009) are defined in terms of approximate duration of periods of saturation (Table A), as such these classes could also be used as an indicator or substitute for 'depth to seasonal watertable' in order to derive a capability rating for a map unit or site.

Seasonal Inundation (Hydrosols) as used in Table 3.7 confuses soil drainage and flooding. For a soil to be described as a Hydrosol "*the greater part of the profile is saturated for at least 2-3 months in most years*" (Isbell 2002:45). Hydrosols are therefore *Very poorly* or *Poorly drained*. Not all soils that flood every year are Hydrosols and not all Hydrosols flood.

Table A Drainage Classes after NCST (2009:202-204)

Drainage Class	Approximate period of saturation and presence of mottling
Very poor	Water table remains at or near the surface for most of the year. Strong gleying usually a feature (greyish and bluish <i>colours</i>).
Poor	All soil horizons remain wet for periods of several months (seasonally waterlogged). Many horizons are gleyed, mottled and/or have orange or rusty linings of root channels.
Imperfect	Some soil horizons are wet for periods of several weeks. Some horizons may be mottled and/or have orange or rusty linings of root channels.
Moderately well	Some soil horizons may remain wet for as long as one week after water addition
Well	Some site horizons may remain wet for several days after water addition
Rapid	No soil horizon is normally wet for more than several hours after water addition

Table B below shows the substitution of current Site Drainage, Seasonal Inundation (Hydrosols) and Groundwater (seasonal watertable depth) descriptions in Table 3.7 (DoH 2014b:32-34) with *Drainage Class* from NCST (2009).

Table B Current and replacement terminology in relation to Drainage Classification

Land Features	Land Capability Class Rating			Site Rating
	High	Moderate	Low	
Existing Table 3.7 Entries				
Site drainage	No visible signs of dampness	Moist soil, but no standing water in soil pit; Some moisture tolerant vegetation	Extensive moisture tolerant vegetation; Water ponding on surface	
Seasonal Inundation (Hydrosols)	Very rare flood events only	Cyclical, no more frequent than 1 in 10 years	Annual (monsoon zone)	
Groundwater (seasonal watertable depth)	>3 m	1.5-3 m	<1.5 m	
Replaced with				
Drainage (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Poorly to Very Poorly drained (Rapidly drained*)	

* **Note:** Within in the land disposal site, wastewater must move through the soil profile quickly enough to prevent water ponding at the surface (system failure) but slowly enough to ensure sufficient contact time between the effluent and soil particles to breakdown pathogens and organic contaminants (Purdue Uni. 2006). If soil permeability is high and /or drainage is too fast then it is likely that the water leaving the effluent disposal area will still contain levels of pathogens and/or organic contaminants that present risks to human and/or environmental health.

As per NCST (2009:204), in soils that are Rapidly Drained “....Excess water flows downward rapidly if underlying material is highly permeable There may be rapid subsurface lateral flow during heavy rainfall provided there is a steep gradient. Soils are usually coarse-textured, or shallow, or both.”

Rapidly drained land has *Low Capability* (High Risk) for onsite wastewater with a high potential for offsite transport of pathogens and/or organic contaminants due to inadequate contact time between the wastewater and soil particles. This limitation can be addressed through wastewater treatment system selection, modifications to design / installation or a combination

Site 1 – Shallow, Moderately well drained, Moderately gravelly, Brown Kandosol (Gravelly Yellow Earth)

Slope: 1.25%		Erosion: nil		Surface gravel (%) : 35%	
Landform: Plain		Surface water (m): >30m		Runoff: Slow	
Fill: Nil		Drainage: Moderately well		Surface: Brown/grey termitaria	
Stopped by: Weathered substrate		Rock outcrop: nil			
Vegetation: Woodland – <i>Callitris intratropica</i> , <i>Corymbia</i> sp, <i>Erythrophleum chlorostachys</i> , Shrubs: <i>Calytrix exstipulata</i> , <i>Buchanania obovata</i> , <i>Planchonia careya</i> , <i>Livistona humilis</i> , <i>Acacia</i> sp					
Soil Horizon (Level)	A1 (1)	B2 (2)	C/B (3)		
Depth (cm)	0 –10	10 - 28	28 – 80+		
Boundary	Clear	Gradual			
Field Texture	Sandy Loamy (Fine sand)	Clay loam	Weathered substrate		
Structure	Massive Earthy	Massive Earthy	Gravelly		
pH (1:5 H2O)	6.3	6.0	5.9		
EC dS (1:5 H2O)	0.029	0.011	0.011		
Dominant Colour	10YR 4/2 Dark Grayish Brown	10YR 4/4 Dark Yellowish Brown	10YR 7/4 Very Pale Brown		
Mottles	-	-	-		
Emerson	2 (Slaking 1)	2 (Slaking 2)	2 (Slaking 3)		
Coarse Frags (%)	20	0	0		



Site 1 Soil exposure



Soil and gravels



Emerson Test

Site 1 – Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support onsite septic wastewater management.

Land capability ratings in this table DO NOT take into consideration factors that can improve site capability

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Site Characteristics				
Drainage Class (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Rapidly drained or Poorly to Very Poorly drained	High
Runoff	None or low	Moderate to high, need for diversionary structures	High to very high – diversion not practical	High
Flood risk	Never or <1 in 100	>1 in 100 and <1 in 20	<1 in 20	High
Proximity to watercourses	>50 m non-potable; >100 m potable	n/a	<50 m for non-potable; <100 m potable	High
Slope	<5%	5-10%	>10%	High
Landslip	Zero actual, or low potential for failure	Moderate to high potential for failure	Present or past failure	High
Surface gravel (spatial cover)	<20%	25-50%	>50%	Moderate
Rock outcrop (spatial cover)	<10%	10-20%	>20%	High
Erosion potential	Zero or minor erosion potential	Moderate to high erosion potential	High to severe erosion potential	High
Exposure	High sun and wind exposure	Moderate sun and wind exposure	Low sun and wind exposure	High
Landform	Hill crests, convex side slopes and plains	Concave sideslopes and footslopes	Floodplains and incised channels	High
Vegetation Type	Turf or pasture	Shrubs or open woodland	Dense forest with little understorey	Moderate
Average Rainfall	<800 mm/year	800 - 1400 mm/year	>1400 mm/year	Low
Pan Evaporation	>1400 mm/year	800 - 1400 mm/year	<800 mm/year	High

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Soil Characteristics				
Fill	No fill; or fill good quality	Some fill; or fill moderate quality	Extensive fill, or fill poor quality	High
Soil category * (AS1547:2013)	2 and 3	4 and 5	1 and 6	Moderate
Profile depth	>0.5 m	0.25-5 m	>0.25 m	Moderate
Presence of mottling	None	Moderate	Extensive	High
Coarse fragments	<20%	20-40%	>40%	Moderate
pH	6-8	4.5 - 6	<4.5, >8	High
Emerson + Aggregate Class	4,6,8	2,3,5,7	1	Moderate
Electrical Conductivity (ECe)	<0.8 dS/m	0.8-4 dS/m	>4 dS/m	High
Sodicity ESP %	<6%	6-14%	>14%	High
SITE RATING				Moderate

* Soil Category taken from the soil layer at a depth of 60cm within the soil profile

+ Emerson Aggregate Class taken from the layer within the receiving soil 60cm below the soil surface

Site 1 - Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as wastewater treatment system selection (eg installing an AWTS in place of traditional septic), modifications to design / installation or a combination.

Site Characteristic	Description	Land Capability Rating
Climate	Site has monsoonal climate. How BOM data shows that the annual average evaporation rate (2000-2400mm/yr) exceeds the average annual rainfall.	High
Landform & Slope	Low slope (1.25%) on a plain	High
Erosion potential & Emerson Aggregate Class	Neither surface nor subsoils slake when wet (Emerson Class 8). The low slope means that risk of erosion can be managed through appropriate timing of clearing and soil disturbance and minimising the area of soil exposed at any one time during installation.	High
Seasonal waterlogging	The soil is Moderately <i>well drained</i> and there is no evidence of seasonal waterlogging.	High
Flood risk	According to mapping by Cardno (2014), the site is not located in an area risk of riverine flooding	High
Proximity to watercourses	No watercourses were identified within 50m of site	High
Landslip	Zero potential for landslip	High
Surface gravel & Rock outcrop	No rock outcrop encountered. Despite moderate surface gravels, advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Vegetation	Site supports a mature, mixed low woodland with an understorey of shrubs. Site will be cleared of woody vegetation with lawn or pasture like conditions maintained over the irrigation area.	High
Buffer / Setback distances	The setbacks between effluent disposal areas and other site features required in the NT <i>Code of Practice</i> (DoH 2014a) are achievable through the installation of secondary treatment systems coupled with sub-surface irrigation disposal.	High
Available land application areas (LAA)	Considering the required LAA setbacks, there is sufficient area to support proposed shallow subsurface irrigation system.	High
Soil Characteristic	Description	Land Capability Rating
Soil depth	Soil depth 0.28m. Despite shallow soil, advice from Peter Rintel (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Soil type and Drainage Class	Moderately well drained, Brown Kandosol.	High
Coarse fragments (%)	Subsoil coarse fragments up to 50%. Advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017)	High

	indicates that despite coarse fragments, the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	
Mottling & Depth to watertable	No free water (watertable) was encountered and no mottling was observed in the soil profile. There is no evidence of seasonal high watertable and perched seasonal watertable are considered very unlikely	High
LTAR	Clay loam – Soil Category 4 has a design irrigation rate of 3.5mm/day which is within the operationally effective range of values in the NT <i>Code of Practice</i> (DoH 2014a).	High
pH	pH range from 6.3 in surface soils to 5.9 in subsoils. The site supports a mature low woodland demonstrating that this range of pH values will not restrict plant growth.	High
Salinity Risk	Measured EC (electrical conductivity) was very low and according to the NT <i>Dryland Salinity Hazard Map</i> (Tickell 1994), the risk of dryland salinity at the sites is very low.	High
Sodicity ESP %	Emerson Aggregate test showed that no layers were dispersive. Exchangeable Sodium percentage (ESP) is likely to be much less than 6%	High
Overall Site Capability Rating		High

Effluent Disposal Area Calculations

The soil at this site is classified as a Moderately well-drained, shallow, gravelly Brown Kandosol with the deepest subsoil layer having a soil texture of Clay loam.

As per Table M1 of AS/NZS1547:2012:p160, the design irrigation rate (DIR) relating to Clay loam – Soil Category 4 (3.5mm/day) will be used for sizing of effluent disposal areas.

Site 2 – Moderately well drained, Moderately deep, Gravelly Brown Kandosol (Gravelly Yellow earth)

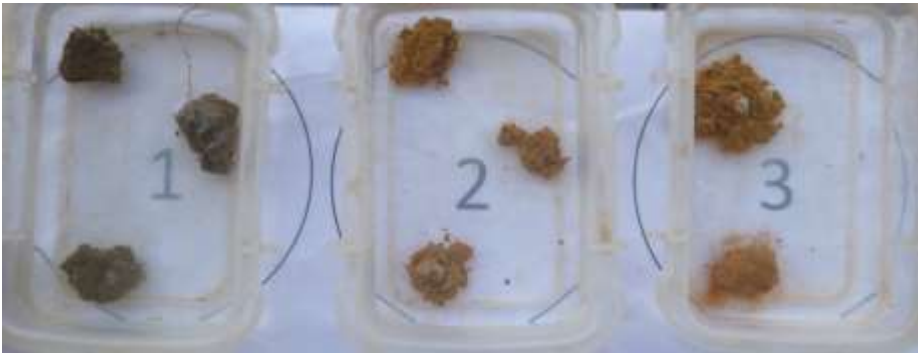
Slope: 0%		Erosion: nil		Surface gravel (%) : 5%	
Landform: Plain		Surface water (m): >30m		Runoff: Slow	
Fill: Nil		Drainage: Moderately well		Surface:	
Stopped by: Too gravelly/loose		Rock outcrop: nil			
Vegetation: Woodland: <i>Eucalyptus tectifica</i> , <i>Acacia sp</i> , <i>Xanthostemum paradoxus</i> , Shrubs: <i>Buchanania obovata</i> , <i>Cycas armstrongii</i> , <i>Pandanus spiralis</i> , <i>Calytrix exstipulata</i>					
Soil Horizon (Level)	A1 (1)	B21 (2)	B22 (3)		
Depth (cm)	0 –12	12 - 26	26 – 50+		
Boundary	Clear	Gradual			
Field Texture	Sandy clay loam (Fine sand)	Clay loam	Light clay		
Structure	Massive Earthy	Massive Earthy	Massive Earthy		
pH (1:5 H₂O)	5.7	5.9	6.0		
EC dS (1:5 H₂O)	0.014	0.007	0.007		
Dominant Colour	10YR 4/3 Brown	10YR 5/6 Yellowish Brown	10YR 5/6 Yellowish Brown		
Mottles	-	-	-		
Emerson	8	2 (Slaking 1)	2 (Slaking 2)		
Coarse Frags (%)	15	50	55		



Site 1 Soil surface



Soil and gravels



Emerson Test

Site 2 – Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support onsite septic wastewater management.

Land capability ratings in this table DO NOT take into consideration factors that can improve site capability

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Site Characteristics				
Drainage Class (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Rapidly drained or Poorly to Very Poorly drained	High
Runoff	None or low	Moderate to high, need for diversionary structures	High to very high – diversion not practical	High
Flood risk	Never or <1 in 100	>1 in 100 and <1 in 20	<1 in 20	High
Proximity to watercourses	>50 m non-potable; >100 m potable	n/a	<50 m for non-potable; <100 m potable	High
Slope	<5%	5-10%	>10%	High
Landslip	Zero actual, or low potential for failure	Moderate to high potential for failure	Present or past failure	High
Surface gravel (spatial cover)	<20%	25-50%	>50%	High
Rock outcrop (spatial cover)	<10%	10-20%	>20%	High
Erosion potential	Zero or minor erosion potential	Moderate to high erosion potential	High to severe erosion potential	High
Exposure	High sun and wind exposure	Moderate sun and wind exposure	Low sun and wind exposure	Moderate
Landform	Hill crests, convex side slopes and plains	Concave sideslopes and footslopes	Floodplains and incised channels	High
Vegetation Type	Turf or pasture	Shrubs or open woodland	Dense forest with little understorey	Moderate
Average Rainfall	<800 mm/year	800 - 1400 mm/year	>1400 mm/year	Low
Pan Evaporation	>1400 mm/year	800 - 1400 mm/year	<800 mm/year	High

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Soil Characteristics				
Fill	No fill; or fill good quality	Some fill; or fill moderate quality	Extensive fill, or fill poor quality	High
Soil category * (AS1547:2013)	2 and 3	4 and 5	1 and 6	Moderate
Profile depth	>0.5 m	0.25-5 m	>0.25 m	High
Presence of mottling	None	Moderate	Extensive	High
Coarse fragments	<20%	20-40%	>40%	Low
pH	6-8	4.5 - 6	<4.5, >8	Moderate
Emerson + Aggregate Class	4,6,8	2,3,5,7	1	Moderate
Electrical Conductivity (ECe)	<0.8 dS/m	0.8-4 dS/m	>4 dS/m	High
Sodicity ESP %	<6%	6-14%	>14%	High
SITE RATING				Low

* Soil Category taken from the soil layer at a depth of 60cm within the soil profile

+ Emerson Aggregate Class taken from the layer within the receiving soil 60cm below the soil surface

Site 2 - Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as wastewater treatment system selection (eg installing an AWTs in place of traditional septic), modifications to design / installation or a combination.

Site Characteristic	Description	Land Capability Rating
Climate	Site has monsoonal climate. BOM data shows that the annual average evaporation rate (2000-2400mm/yr) exceeds the average annual rainfall.	High
Landform & Slope	Flat land (0%) on a plain	High
Erosion potential & Emerson Aggregate Class	Surface soils are stable when wet (Emerson Class 8). Whilst subsoils do slake when wet, the flat land means that risk of erosion can be managed through appropriate timing of clearing and soil disturbance and minimising the area of soil exposed at any one time during installation.	High
Seasonal waterlogging	The soil is Moderately <i>well drained</i> and there is no evidence of seasonal waterlogging.	High
Flood risk	According to mapping by Cardno (2014), the site is not located in an area risk of riverine flooding	High
Proximity to watercourses	No watercourses were identified within 50m of site	High
Landslip	Zero potential for landslip	High
Surface gravel & Rock outcrop	No rock outcrop encountered. Very low (<5%) surface gravels.	High
Vegetation	Site supports a mature, mixed low woodland with an understorey of shrubs. Site will be cleared of woody vegetation with lawn or pasture like conditions maintained over the irrigation area.	High
Buffer / Setback distances	The setbacks between effluent disposal areas and other site features required in the NT <i>Code of Practice</i> (DoH 2014a) are achievable through the installation of secondary treatment systems coupled with sub-surface irrigation disposal.	High
Available land application areas (LAA)	Considering the required LAA setbacks, there is sufficient area to support proposed shallow subsurface irrigation system.	High
Soil Characteristic	Description	Land Capability Rating
Soil depth	Soil depth > 0.5m. Moderately deep soil indicates that the site is highly suitable for proposed sub-surface irrigation	High
Soil type and Drainage Class	Moderately well drained, Brown Kandosol.	High
Coarse fragments (%)	Subsoil coarse fragments around 50%. Advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that despite coarse fragments, the site is well suited for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Mottling & Depth to watertable	No free water (watertable) was encountered and no mottling was observed in the soil profile. There is no evidence of seasonal high watertable and perched seasonal watertable are	High

	considered unlikely	
LTAR	Light clay – Soil Category 5 has a design irrigation rate of 3mm/day which is within the operationally effective range of values in the NT <i>Code of Practice</i> (DoH 2014a).	High
pH	pH range from 5.7 in surface to 6.0 in subsoil. The site supports a mature low woodland demonstrating that this range of pH values will not restrict plant growth.	High
Salinity Risk	Measured EC (electrical conductivity) was very low and according to the NT <i>Dryland Salinity Hazard Map</i> (Tickell 1994), the risk of dryland salinity at the sites is very low.	High
Sodicity ESP %	Emerson Aggregate test showed that no layers were dispersive. Exchangeable Sodium percentage (ESP) is likely to be much less than 6%	High
Overall Site Capability Rating		High

Effluent Disposal Area Calculations

The soil at this site is classified as a Moderately well-drained, Moderately deep, gravelly Brown Kandosol with the deepest subsoil layer having a soil texture of Light clay.

As per Table M1 of AS/NZS1547:2012:p160, the design irrigation rate (DIR) relating to Silty Clay – Soil Category 5 (3mm/day) will be used for sizing of effluent disposal areas.

Site 3 – Moderately well drained, Moderately deep, gravelly Brown Kandosol (Moderately deep Yellow Earth)

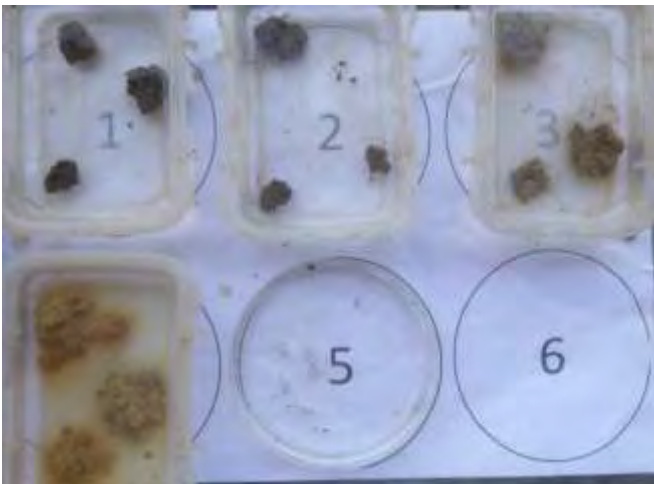
Slope: 3%		Erosion: nil		Surface gravel (%) : 20%	
Landform: Side slope		Surface water (m): >30m		Runoff: Rapid	
Fill: Nil		Drainage: Moderately well		Surface:	
Stopped by: Weathered substrate		Rock outcrop: nil			
Vegetation: Woodland: <i>Eucalyptus tectifica</i> , <i>Acacia</i> sp, <i>Erythrophleum chlorostachys</i> , Shrubs: <i>Planchonia careya</i> , <i>Calytrix exstipulata</i> , <i>Pandanus spiralis</i> , <i>Cycas armstrongii</i> , <i>Cochlospermum fraseri</i> , <i>Livistona humilis</i>					
Soil Horizon (Level)	A1 (1)	B1 (2)	B2 (3)	C/B (4)	
Depth (cm)	0 – 8	8 - 24	24 – 60	60+	
Boundary	Clear	Gradual	Gradual		
Field Texture	Sandy Loamy	Sandy clay loam	Clay loam (Fine sand)	Weathered substrate	
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Gravelly	
pH (1:5 H₂O)	5.4	5.8	6.0	6.1	
EC dS (1:5 H₂O)	0.024	0.010	0.07	0.07	
Dominant Colour	10YR 3/2 Very Dark Grayish Brown	10YR 3/2 Very Dark Grayish Brown	20.0 10YR 5/3 Brown	10YR 5/6 Yellowish Brown	
Mottles	-	-	-		
Emerson	8	8	2 (Slaking 1)	2 (Slaking 3)	
Coarse Frags (%)	40	45	65	70	



Site 3 Soil surface



Soil and gravels



Emerson Test

Site 3 – Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support onsite septic wastewater management.

Land capability ratings in this table DO NOT take into consideration factors that can improve site capability

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Site Characteristics				
Drainage Class (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Rapidly drained or Poorly to Very Poorly drained	High
Runoff	None or low	Moderate to high, need for diversionary structures	High to very high – diversion not practical	Moderate
Flood risk	Never or <1 in 100	>1 in 100 and <1 in 20	<1 in 20	High
Proximity to watercourses	>50 m non-potable; >100 m potable	n/a	<50 m for non-potable; <100 m potable	High
Slope	<5%	5-10%	>10%	High
Landslip	Zero actual, or low potential for failure	Moderate to high potential for failure	Present or past failure	High
Surface gravel (spatial cover)	<20%	25-50%	>50%	Moderate
Rock outcrop (spatial cover)	<10%	10-20%	>20%	High
Erosion potential	Zero or minor erosion potential	Moderate to high erosion potential	High to severe erosion potential	Moderate
Exposure	High sun and wind exposure	Moderate sun and wind exposure	Low sun and wind exposure	Moderate
Landform	Hill crests, convex side slopes and plains	Concave sideslopes and footslopes	Floodplains and incised channels	High
Vegetation Type	Turf or pasture	Shrubs or open woodland	Dense forest with little understorey	Moderate
Average Rainfall	<800 mm/year	800 - 1400 mm/year	>1400 mm/year	Low
Pan Evaporation	>1400 mm/year	800 - 1400 mm/year	<800 mm/year	High

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Soil Characteristics				
Fill	No fill; or fill good quality	Some fill; or fill moderate quality	Extensive fill, or fill poor quality	High
Soil category * (AS1547:2013)	2 and 3	4 and 5	1 and 6	Moderate
Profile depth	>0.5 m	0.25-5 m	>0.25 m	High
Presence of mottling	None	Moderate	Extensive	High
Coarse fragments	<20%	20-40%	>40%	Low
pH	6-8	4.5 - 6	<4.5, >8	High
Emerson + Aggregate Class	4,6,8	2,3,5,7	1	Moderate
Electrical Conductivity (ECe)	<0.8 dS/m	0.8-4 dS/m	>4 dS/m	High
Sodicity ESP %	<6%	6-14%	>14%	High
SITE RATING				Low

* Soil Category taken from the soil layer at a depth of 60cm within the soil profile

+ Emerson Aggregate Class taken from the layer within the receiving soil 60cm below the soil surface

Site 3 - Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as wastewater treatment system selection (eg installing an AWTS in place of traditional septic), modifications to design / installation or a combination.

Site Characteristic	Description	Land Capability Rating
Climate	Site has monsoonal climate. BOM data shows that the annual average evaporation rate (2000-2400mm/yr) exceeds the average annual rainfall.	High
Landform & Slope	Moderate slope (3%) on side slope	High
Erosion potential & Emerson Aggregate Class	Soil layers within 200mm of surface do not slake when wet (Emerson Class 8). The moderate slope means that risk of erosion can be managed through appropriate timing of clearing and soil disturbance and minimising the area of soil exposed at any one time during installation.	High
Seasonal waterlogging	The soil is Moderately <i>well drained</i> and there is no evidence of seasonal waterlogging.	High
Flood risk	According to mapping by Cardno (2014), the site is not located in an area risk of riverine flooding	High
Proximity to watercourses	No watercourses were identified within 50m of site	High
Landslip	Zero potential for landslip	High
Surface gravel & Rock outcrop	No rock outcrop encountered. Despite moderate surface gravels, advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Vegetation	Site supports a mature, mixed low woodland with an understorey of shrubs. Site will be cleared of woody vegetation with lawn or pasture like conditions maintained over the irrigation area.	High
Buffer / Setback distances	The setbacks between effluent disposal areas and other site features required in the NT <i>Code of Practice</i> (DoH 2014a) are achievable through the installation of secondary treatment systems coupled with sub-surface irrigation disposal.	High
Available land application areas (LAA)	Considering the required LAA setbacks, there is sufficient area to support proposed shallow subsurface irrigation system.	High
Soil Characteristic	Description	Land Capability Rating
Soil depth	Soil depth 0.28m. Despite shallow soil, advice from Peter Rintel (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Soil type and Drainage Class	Shallow, Moderately well drained, gravelly Brown Kandosol. Advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Coarse	Subsoil coarse fragments up to 50%. Advice from Peter Rintel	High

fragments (%)	(Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that despite coarse fragments, the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	
Mottling & Depth to watertable	No free water (watertable) was encountered and no mottling was observed in the soil profile. There is no evidence of seasonal high watertable and perched seasonal watertable are considered very unlikely	High
LTAR	Clay loam – Soil Category 4 has a design irrigation rate of 3.5mm/day which is within the operationally effective range of values in the NT <i>Code of Practice</i> (DoH 2014a).	High
pH	pH range from 6.3 in surface soils to 5.9 in subsoils. The site supports a mature low woodland demonstrating that this range of pH values will not restrict plant growth.	High
Salinity Risk	Measured EC (electrical conductivity) was very low and according to the NT <i>Dryland Salinity Hazard Map</i> (Tickell 1994), the risk of dryland salinity at the sites is very low.	High
Sodicity ESP %	Emerson Aggregate test showed that no layers were dispersive. Exchangeable Sodium percentage (ESP) is likely to be much less than 6%	High
Overall Site Capability Rating		High

Effluent Disposal Area Calculations

The soil at this site is classified as a Moderately well-drained, shallow, gravelly Brown Kandosol with the deepest subsoil layer having a soil texture of Clay loam.

As per Table M1 of AS/NZS1547:2012:p160, the design irrigation rate (DIR) relating to Clay loam – Soil Category 4 (3.5mm/day) will be used for sizing of effluent disposal areas.

Site 4 – Well drained, Moderately Deep, Gravelly, Red Kandosol (Gravelly Red Earth)

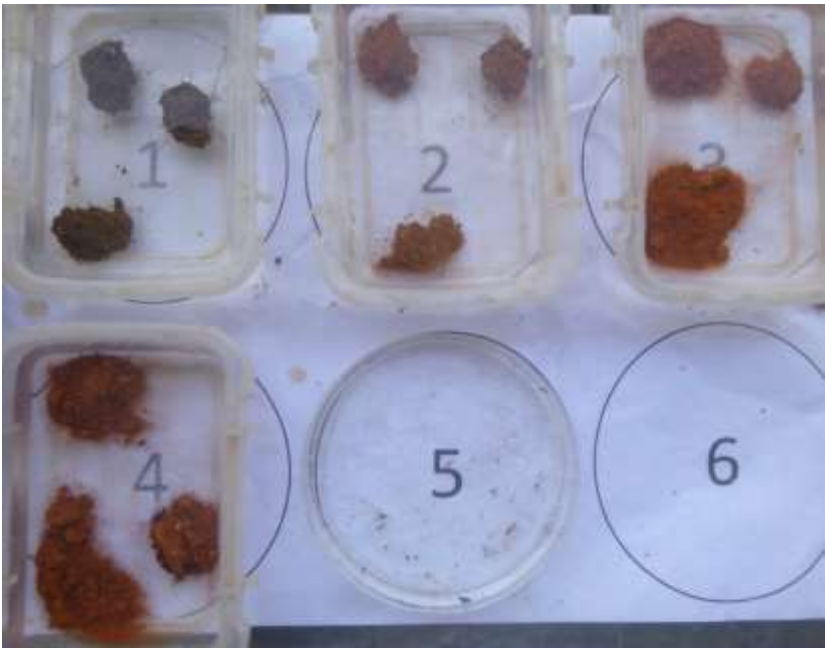
Slope: 4%	Erosion: nil			Surface gravel (%) : 10%	
Landform: Rise	Surface water (m) : >30m			Runoff: Rapid	
Fill: Nil	Drainage: Well			Surface: Brown termitaria	
Stopped by: Too hard	Rock outcrop: 1% - laterite				
Vegetation: Open woodland: <i>Eucalyptus miniata</i> , <i>Euc. Tectifica</i> , <i>Euc. tetradonta</i> , Shrubs: <i>Cochlospermum fraseri</i> , <i>Cycas armstrongii</i> , <i>Erythrophleum chlorostachys</i> , <i>Buchanania obovata</i> , <i>Lophostemum lactifluus</i> , <i>Strychnos lucida</i> , Grasses (mown): mixed native spear grass, gamba grass, mission grass					
Soil Horizon (Level)	A1 (1)	B1 (2)	B21 (3)	B22 (4)	
Depth (cm)	0 –10	10 - 25	25 – 40	40 – 55+	
Boundary	Clear	Gradual	Diffuse		
Field Texture	Sandy clay loam (Fine sand)	Clay loam	Silty clay loam	Light clay	
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy	
pH (1:5 H₂O)	5.8	6.0	6.0	6.0	
EC dS (1:5 H₂O)	0.014	0.007	0.007	0.007	
Dominant Colour	10YR 4/4 Dark Yellowish Brown	5YR 5/6 Yellowish Red	5YR 5/8 Yellowish Red	2.5YR 4/8 Red	
Mottles	-	-	-	-	
Emerson	8	2 (Slaking 1)	2 (Slaking 3)	2 (Slaking 3)	
Coarse Frags (%)	30	50	45	20	



Site 4 Soil surface



Soil and gravels



Emerson Test

Site 4 – Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support onsite septic wastewater management.

Land capability ratings in this table DO NOT take into consideration factors that can improve site capability

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Site Characteristics				
Drainage Class (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Rapidly drained or Poorly to Very Poorly drained	High
Runoff	None or low	Moderate to high, need for diversionary structures	High to very high – diversion not practical	Moderate
Flood risk	Never or <1 in 100	>1 in 100 and <1 in 20	<1 in 20	High
Proximity to watercourses	>50 m non-potable; >100 m potable	n/a	<50 m for non-potable; <100 m potable	High
Slope	<5%	5-10%	>10%	High
Landslip	Zero actual, or low potential for failure	Moderate to high potential for failure	Present or past failure	High
Surface gravel (spatial cover)	<20%	25-50%	>50%	High
Rock outcrop (spatial cover)	<10%	10-20%	>20%	High
Erosion potential	Zero or minor erosion potential	Moderate to high erosion potential	High to severe erosion potential	Moderate
Exposure	High sun and wind exposure	Moderate sun and wind exposure	Low sun and wind exposure	High
Landform	Hill crests, convex side slopes and plains	Concave sideslopes and footslopes	Floodplains and incised channels	High
Vegetation Type	Turf or pasture	Shrubs or open woodland	Dense forest with little understorey	Moderate
Average Rainfall	<800 mm/year	800 - 1400 mm/year	>1400 mm/year	Low
Pan Evaporation	>1400 mm/year	800 - 1400 mm/year	<800 mm/year	High

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Soil Characteristics				
Fill	No fill; or fill good quality	Some fill; or fill moderate quality	Extensive fill, or fill poor quality	High
Soil category (AS1547:2013)	2 and 3	4 and 5	1 and 6	Moderate
Profile depth	>0.5 m	0.25-5 m	>0.25 m	High
Presence of mottling	None	Moderate	Extensive	High
Coarse fragments	<20%	20-40%	>40%	Moderate
pH	6-8	4.5 - 6	<4.5, >8	Moderate
Emerson Aggregate Class	4,6,8	2,3,5,7	1	Moderate
Electrical Conductivity (ECe)	<0.8 dS/m	0.8-4 dS/m	>4 dS/m	High
Sodicity ESP %	<6%	6-14%	>14%	High
SITE RATING				Moderate

Site 4 - Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as wastewater treatment system selection (eg installing an AWTS in place of traditional septic), modifications to design / installation or a combination.

Site Characteristic	Description	Land Capability Rating
Climate	Site has monsoonal climate. BOM data shows that the annual average evaporation rate (2000-2400mm/yr) exceeds the average annual rainfall.	High
Landform & Slope	Moderate slope (4%) on a side slope	High
Erosion potential & Emerson Aggregate Class	Neither surface nor subsoils slake when wet (Emerson Class 8). The low slope means that risk of erosion can be managed through appropriate timing of clearing and soil disturbance and minimising the area of soil exposed at any one time during installation.	High
Seasonal waterlogging	The soil is <i>Well drained</i> and there is no evidence of seasonal waterlogging.	High
Flood risk	According to mapping by Cardno (2014), the site is not located in an area risk of riverine flooding	High
Proximity to watercourses	No watercourses were identified within 50m of site	High
Landslip	Zero potential for landslip	High
Surface gravel & Rock outcrop	1% rock outcrop encountered. Low surface gravels	High
Vegetation	Site supports a mature, mixed open woodland with an understorey of shrubs. Site will be cleared of woody vegetation with lawn or pasture like conditions maintained over the irrigation area.	High
Buffer / Setback distances	The setbacks between effluent disposal areas and other site features required in the NT <i>Code of Practice</i> (DoH 2014a) are achievable through the installation of secondary treatment systems coupled with sub-surface irrigation disposal.	High
Available land application areas (LAA)	Considering the required LAA setbacks, there is sufficient area to support proposed shallow subsurface irrigation system.	High
Soil Characteristic	Description	Land Capability Rating
Soil depth	Soil depth 0.55+m. Advice from Peter Rintel (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Soil type and Drainage Class	Well drained, Red Kandosol.	High
Coarse fragments (%)	Subsoil coarse fragments up to 50%. Advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that despite coarse fragments, the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Mottling & Depth to	No free water (watertable) was encountered and no mottling was observed in the soil profile. There is no evidence of seasonal high watertable and perched seasonal watertable are	High

watertable	considered very unlikely	
LTAR	Silty clay – Soil Category 5 has a design irrigation rate of 3mm/day which is within the operationally effective range of values in the NT <i>Code of Practice</i> (DoH 2014a).	High
pH	pH range from 5.8 to 6.0 in subsoils. The site supports a mature open woodland demonstrating that this range of pH values will not restrict plant growth.	High
Salinity Risk	Measured EC (electrical conductivity) was very low and according to the NT <i>Dryland Salinity Hazard Map</i> (Tickell 1994), the risk of dryland salinity at the sites is very low.	High
Sodicity ESP %	Emerson Aggregate test showed that no layers were dispersive. Exchangeable Sodium percentage (ESP) is likely to be much less than 6%	High
Overall Site Capability Rating		High

Effluent Disposal Area Calculations

The soil at this site is classified as a Well drained, Moderately deep, gravelly Red Kandosol with the maximum soil texture of Light clay.

As per Table M1 of AS/NZS1547:2012:p160, the design irrigation rate (DIR) relating to Silty clay – Soil Category 5 (3mm/day) will be used for sizing of effluent disposal areas.

Site 5 – Moderately Deep, Well drained, Very gravelly Brown Kandosol (Gravelly Yellow Earth)

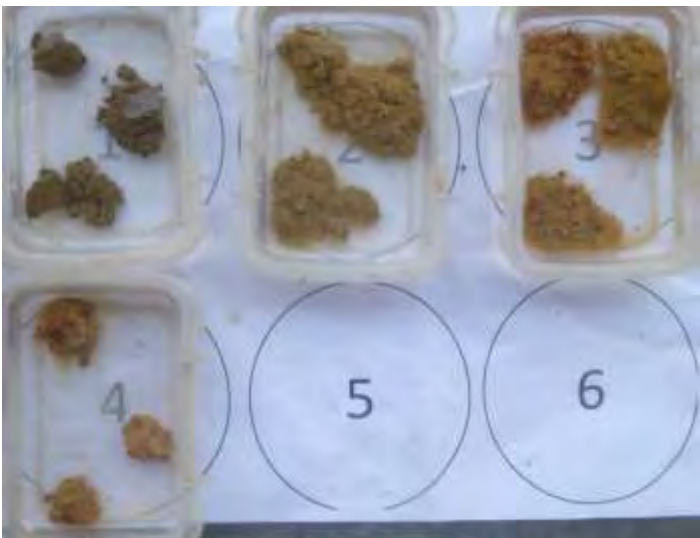
Slope: 4%	Erosion: nil			Surface gravel (%) : 60%	
Landform: Plain	Surface water (m): >30m			Runoff: Rapid	
Fill: Nil	Drainage: Well			Surface: Red/brown termitaria	
Stopped by: Weathered substrate	Rock outcrop: nil				
Vegetation: Open woodland: <i>Eucalyptus tetrodonta</i> , <i>Acacia auriculiformis</i> , Shrubs: <i>Planchonia careya</i> , <i>Buchanania obovata</i> , <i>Terminalia ferdinandiana</i> , <i>Calytrix exstipulata</i> , <i>Xanthostemum paradoxus</i> , <i>Lophostemum lactifluus</i> , Grasses (mown) native spear grass, Mission grass, gamba grass.					
Soil Horizon (Level)	A1 (1)	B1 (2)	B2 (3)	C (4)	
Depth (cm)	0 –15	15 - 31	31 – 60	60 – 80+	
Boundary	Clear	Gradual	Diffuse		
Field Texture	Clayey sand (Fine sand)	Sandy loam	Clay loam	Weathered substrate	
Structure	Massive Earthy	Massive Earthy	Massive Earthy		
pH (1:5 H₂O)	6.1	6.0	5.2		
EC dS (1:5 H₂O)	0.008	0.007	0.024		
Dominant Colour	10YR 5/3 Brown	2.5Y 6/4 Light Yellowish Brown	10YR 5/8 Yellowish Brown		
Mottles	-	-	-		
Emerson	2 (Slaking 1)	2 (Slaking 2)	2 (Slaking 3)		
Coarse Frags (%)	50	50	55		



Site 5 Soil surface



Soil and gravels



Emerson Test

Site 5– Background Land Capability Assessment Matrix for On-site Wastewater Management from NT LCA Guidelines Table 3.7 (DoH 2014b:33-34)

This matrix is used to assess the soil and site characteristics and provide an overall rating for the site in its natural or current condition with respect to its capability to support onsite septic wastewater management.

Land capability ratings in this table DO NOT take into consideration factors that can improve site capability

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Site Characteristics				
Drainage Class (NCST 2009)	Moderately Well to Well drained	Imperfectly drained	Rapidly drained or Poorly to Very Poorly drained	High
Runoff	None or low	Moderate to high, need for diversionary structures	High to very high – diversion not practical	Moderate
Flood risk	Never or <1 in 100	>1 in 100 and <1 in 20	<1 in 20	High
Proximity to watercourses	>50 m non-potable; >100 m potable	n/a	<50 m for non-potable; <100 m potable	High
Slope	<5%	5-10%	>10%	High
Landslip	Zero actual, or low potential for failure	Moderate to high potential for failure	Present or past failure	High
Surface gravel (spatial cover)	<20%	25-50%	>50%	Low
Rock outcrop (spatial cover)	<10%	10-20%	>20%	High
Erosion potential	Zero or minor erosion potential	Moderate to high erosion potential	High to severe erosion potential	Moderate
Exposure	High sun and wind exposure	Moderate sun and wind exposure	Low sun and wind exposure	High
Landform	Hill crests, convex side slopes and plains	Concave sideslopes and footslopes	Floodplains and incised channels	High
Vegetation Type	Turf or pasture	Shrubs or open woodland	Dense forest with little understorey	Moderate
Average Rainfall	<800 mm/year	800 - 1400 mm/year	>1400 mm/year	Low
Pan Evaporation	>1400 mm/year	800 - 1400 mm/year	<800 mm/year	High

Land Features	Land Capability Class Rating			Rating
	High	Moderate	Low	
Soil Characteristics				
Fill	No fill; or fill good quality	Some fill; or fill moderate quality	Extensive fill, or fill poor quality	High
Soil category (AS1547:2013)	2 and 3	4 and 5	1 and 6	Moderate
Profile depth	>0.5 m	0.25-5 m	>0.25 m	High
Presence of mottling	None	Moderate	Extensive	High
Coarse fragments	<20%	20-40%	>40%	Low
pH	6-8	4.5 - 6	<4.5, >8	Moderate
Emerson Aggregate Class	4,6,8	2,3,5,7	1	Moderate
Electrical Conductivity (ECe)	<0.8 dS/m	0.8-4 dS/m	>4 dS/m	High
Sodicity ESP %	<6%	6-14%	>14%	High
SITE RATING				Low

Site 5 - Interpreted Land Capability Assessment Matrix for On-site Wastewater Management

Land capability ratings in this table reflect the impact of options that will improve site capability such as wastewater treatment system selection (eg installing an AWTS in place of traditional septic), modifications to design / installation or a combination.

Site Characteristic	Description	Land Capability Rating
Climate	Site has monsoonal climate. BOM data shows that the annual average evaporation rate (2000-2400mm/yr) exceeds the average annual rainfall.	High
Landform & Slope	Moderate slope (4%) on a side slope	High
Erosion potential & Emerson Aggregate Class	Neither surface nor subsoils slake when wet (Emerson Class 8). As shallow subsurface irrigation is laid out along the slope with minimal soil exposure, erosion risk can be managed through appropriate timing of soil disturbance and minimising the area of soil exposed at any one time during installation.	High
Seasonal waterlogging	The soil is <i>Well drained</i> and there is no evidence of seasonal waterlogging.	High
Flood risk	According to mapping by Cardno (2014), the site is not located in an area risk of riverine flooding	High
Proximity to watercourses	No watercourses were identified within 50m of site	High
Landslip	Zero potential for landslip	High
Surface gravel & Rock outcrop	No rock outcrop encountered. Despite surface gravels, advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Vegetation	Site supports a mature, mixed woodland with an understorey of shrubs and good grass cover. Site will be cleared of woody vegetation with lawn or pasture like conditions maintained over the irrigation area.	High
Buffer / Setback distances	The setbacks between effluent disposal areas and other site features required in the NT <i>Code of Practice</i> (DoH 2014a) are achievable through the installation of secondary treatment systems coupled with sub-surface irrigation disposal.	High
Available land application areas (LAA)	Considering the required LAA setbacks, there is sufficient area to support proposed shallow subsurface irrigation system.	High
Soil Characteristic	Description	Land Capability Rating
Soil depth	Soil depth 0.60m. A, advice from Peter Rintel (Pers comm 2017) indicates that the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High
Soil type and Drainage Class	Well drained, Brown Kandosol.	High
Coarse fragments (%)	Subsoil coarse fragments up to 50%. Advice from Peter Rintel (Pers comm 2017) and Trevor Tyne (Pers comm 2017) indicates that despite coarse fragments, the site is highly suitable for proposed sub-surface irrigation providing irrigation line spacing is at least 1m.	High

Mottling & Depth to watertable	No free water (watertable) was encountered and no mottling was observed in the soil profile. There is no evidence of seasonal high watertable and perched seasonal watertable is considered unlikely	High
LTAR	Clay loam – Soil Category 4 has a design irrigation rate of 3.5mm/day which is within the operationally effective range of values in the NT <i>Code of Practice</i> (DoH 2014a).	High
pH	pH range from 6.3 in surface soils to 5.2 in subsoils. The site supports a mature open woodland demonstrating that this range of pH values will not restrict plant growth.	High
Salinity Risk	Measured EC (electrical conductivity) was very low and according to the NT <i>Dryland Salinity Hazard Map</i> (Tickell 1994), the risk of dryland salinity at the sites is very low.	High
Sodicity ESP %	Emerson Aggregate test showed that no layers were dispersive. Exchangeable Sodium percentage (ESP) is likely to be much less than 6%	High
Overall Site Capability Rating		High

Effluent Disposal Area Calculations

The soil at this site is classified as a Well drained, Moderately deep, Very gravelly Brown Kandosol with the deepest subsoil layer having a soil texture of Clay loam.

As per Table M1 of AS/NZS1547:2012:p160, the design irrigation rate (DIR) relating to Clay loam – Soil Category 4 (3.5mm/day) will be used for sizing of effluent disposal areas.

Site 6 – Shallow, Kandosolic Hydrosol (Yellow earth)

Slope: 1.5%		Erosion: nil		Surface gravel (%) : 0%	
Landform: Foot slope		Surface water (m) : <30m		Runoff: Slow	
Fill: Nil		Drainage: Imperfect to poorly		Surface: Brown/grey termitaria	
Stopped by: Too gravelly		Rock outcrop: nil			
Vegetation: Grassland (Mown) Spear grass, gamba grass, mission grass, Adjoining Woodland: <i>Corymbia polycarpa</i> , <i>Eucalyptus tetrodonta</i> , Shrubs: <i>Lophostemum lactifluus</i> , <i>Planchonia careya</i> , <i>Acacia auriculiformis</i>					
Soil Horizon (Level)	A1 (1)	A3 (2)	B2 (3)	C/B (4)	
Depth (cm)	0 –8	8 - 15	15 – 25	25 – 41+	
Boundary	Clear	Gradual	Gradual		
Field Texture	Clayey sand	Sandy loam	Clay loam	Weathered substrate	
Structure	Massive Earthy	Massive Earthy	Massive Earthy		
pH (1:5 H₂O)	5.2	5.6	5.7		
EC dS (1:5 H₂O)	0.007	0.006	0.005		
Dominant Colour	7.5YR 3/4 Dark Brown	5YR 3/4 Dark Reddish Brown	2.5YR 2.5/4 Dark Reddish Brown		
Mottles	10% faint	20% faint	20% faint		
Emerson	8	2 (Slaking 1)	2 (Slaking 1)		
Coarse Frags (%)	15	10	40	70	

As this site was assessed to confirm suspect soil properties and is not being considered for onsite wastewater disposal no further assessment was undertaken

Appendix 2 – Sub-surface irrigation design

For use with *Secondary* treated effluent only.

LPED subsurface drip irrigation Hydraulic Design – after AS/NZS1547:2012: Appendix M

1. Obtain hydraulic load (Q, L/d) based on equivalent persons (ep) as per NT *Code of Practice* (DoH 2014a).
2. Obtain design irrigation rate (DIR, mm/d) based on “Table M1” in AS/NZS1547:2012:page160. May need to be adjusted to accommodate site constraints.
3. Obtain irrigation system details:

A. Irrigation field width : length ratio (R, typically 1-2)

B. Irrigation drip line spacing (S, m) (typically 1.0 m)

C. Dripper flow rate (F, L/hour) (typically 4.5 L/hour)

D. Dripper outlet spacing (B, m) (typically 0.5 m)

4. Determine minimum irrigation area (A, m²):

$$A = Q / \text{DIR}$$

5. Determine irrigation field width along contour (W, m):

$$W = \sqrt{A \cdot R} \quad (\sqrt{\text{ is square root)}$$

6. Determine irrigation field distance down slope (D, m):

$$D = \sqrt{A / R} \quad (\sqrt{\text{ is square root)}$$

7. Determine irrigation lateral length L, m):

$$L = W - S = \sqrt{A \cdot R} - S \quad (\sqrt{\text{ is square root)}$$

8. Determine number of irrigation laterals (N):

$$N = A / W \cdot S$$

9. Determine minimum pump flow rate in field (P, L/s):

$$P = F \cdot L \cdot N / 3600 \cdot B$$

Note that pump head will be dependent on length of line and static head pumping requirements.

Worked example

Determine irrigation field size and dripper requirements for a 3 bedroom house assuming design capacity is 6 persons in urban/rural living zone (6 x 150 L/day/person = 900L/day). Soil type is a Kandosol with Light clay subsoil (Soil Category 5, DIR 3mm/d).

Irrigation field will be designed to a width : length ratio (R) of 1.5, with drip lines spaced (S) at 1.0 m and dripper outlets spaced (B) every 0.5 m and delivering a flow rate (F) of 4.5 L/dripper/hour.

Determine minimum irrigation area (A, m²):

$$A = Q / \text{DIR} = 900 / 3 = 300\text{m}^2$$

Determine irrigation field width along contour (W, m):

$$W = \sqrt{A \cdot R} = \sqrt{300 \cdot 1.5} = 21.2\text{m}$$

Determine irrigation field distance down slope (D, m):

$$D = \sqrt{(A / R)} = \sqrt{(300 / 1.5)} = 14.1\text{m}$$

Determine irrigation lateral length L, m):

$$L = W - S = \sqrt{A \cdot R} - S = 21.2 - 1 = 20.2\text{m}$$

Determine number of irrigation laterals (N) (value rounded up to next integer):

$$N = A / W \cdot S = 300 / 21.2 \cdot 1 = 14.2 \text{ rounded up to } 15$$

Determine minimum pump flow rate in field (P, L/s):

$$P = F \cdot L \cdot N / 3600 \cdot B = 4.5 \cdot 20.2 \cdot 15 / 3600 \cdot 0.5 = 1363.5 / 1800 = 0.76 \text{ L/s}$$

Construction notes

- Irrigation area must comply with the *Code of Practice* (DoH 2014).including all relevant set-backs
- Irrigation area not to be used for other purposes.
- Maximum drip irrigation line spacing 1000 mm.
- Install irrigation lines along the contour within micro trenches.
- Depending on pipework manufacturer / supplier, irrigation lateral Length (L) may be equivalent to irrigation field width (W).
- All pipework shall be buried to a minimum depth of 150 - 200mm and be rated for 150 % of the pump shut-off head.
- Clay spoil shall not be placed over the constructed micro-trench.
- All drippers shall be pressure compensating.
- Micro-trenches to be covered in at least 100 mm topsoil and grassed.
- Irrigation area boundaries must be delineated by appropriate border.
- To indicate wastewater effluent, pressure compensating drip emitter lines should be purple colour.
- Irrigation area must not be paved over or built on.
- Surface stormwater and sub-surface seepage should be diverted using upslope swales if required.
- Maintenance to be carried out in accordance with manufacturers' specifications

Example subsurface drip irrigation area layout after AS/NZS1547:2012

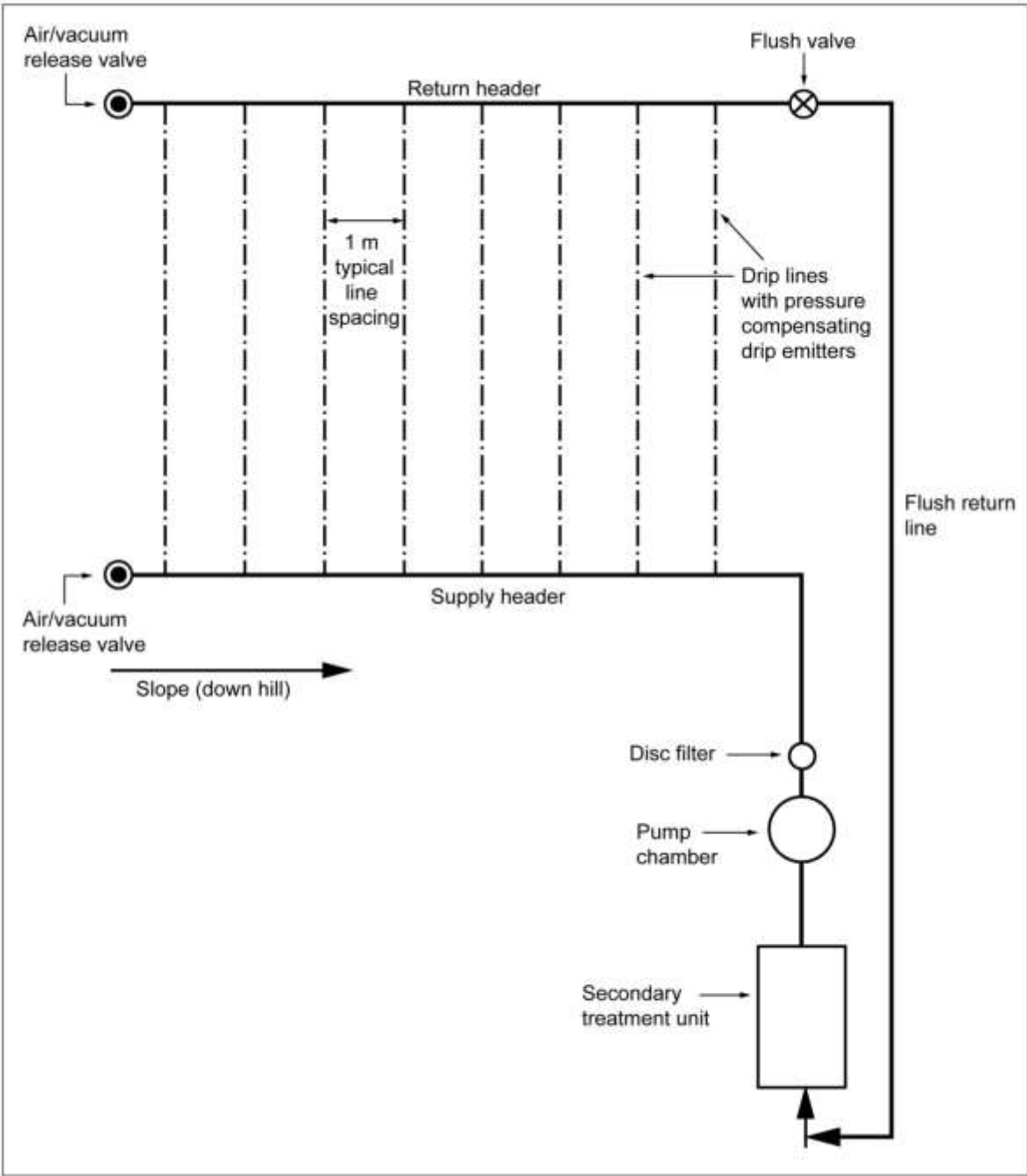


FIGURE M1 DRIP IRRIGATION SYSTEM – EXAMPLE LAYOUT OF COMPONENTS

Flatbed leach drain Hydraulic Design – after AS/NZS1547:2012: Appendix L

Flatbed Irrigation field size calculations

Flatbed panels are 0.5m x 0.6m with a minimum footprint of 0.5m x 2.4m

Bed dimensions determined from equation L1 (AS/NZS1547:2012: Appendix L4.2):

$$L = Q / (DLR \times W)$$

Where

L = bed length in m

Q = design daily flow in L/day

DLR = design loading rate (Table L1)

W = width in m (standard width for flatbed is 2.4m)

Soils across the site comprise moderately deep, gravelly kandosols.

Subsoil field textures are classified as Categories 4 (Clay loam) and 5 (Silty/light clay) with associated design loading rates (DLR) of 10mm/day and 8mm/day respectively as per Table L1 (AS/NZS1547:2012: Appendix L)

Calculations are based on Light clay subsoil (Soil Category 5, DLR 8mm/d).

Minimum irrigation field size calculated daily flow for domestic dwellings in urban / rural living zone (150 L/day/person) as per NT *Code of Practice* (DoH 2014).

Worked examples

Determine irrigation field size and dripper requirements for standard 3 and 4 bedroom houses 6/8 persons in urban/rural living zone (6 or 8 x 150 L/day/person = 900 L/day and 1200L/day). DLR = 8mm/day for Light clay (Soil Category 5).

3 Bedroom house with daily flow (Q) 900L/day

Determine minimum bed length (L, m): $L = Q / (DLR \times W)$

$$L = 900 / (8 \times 2.4) = 46.9\text{m (rounded up to 47m)} \times 2.4\text{m flatbed}$$

Or

2 x parallel 23.5m x 2.4m flatbeds

With 1m separation between beds the system footprint is 272.6m²

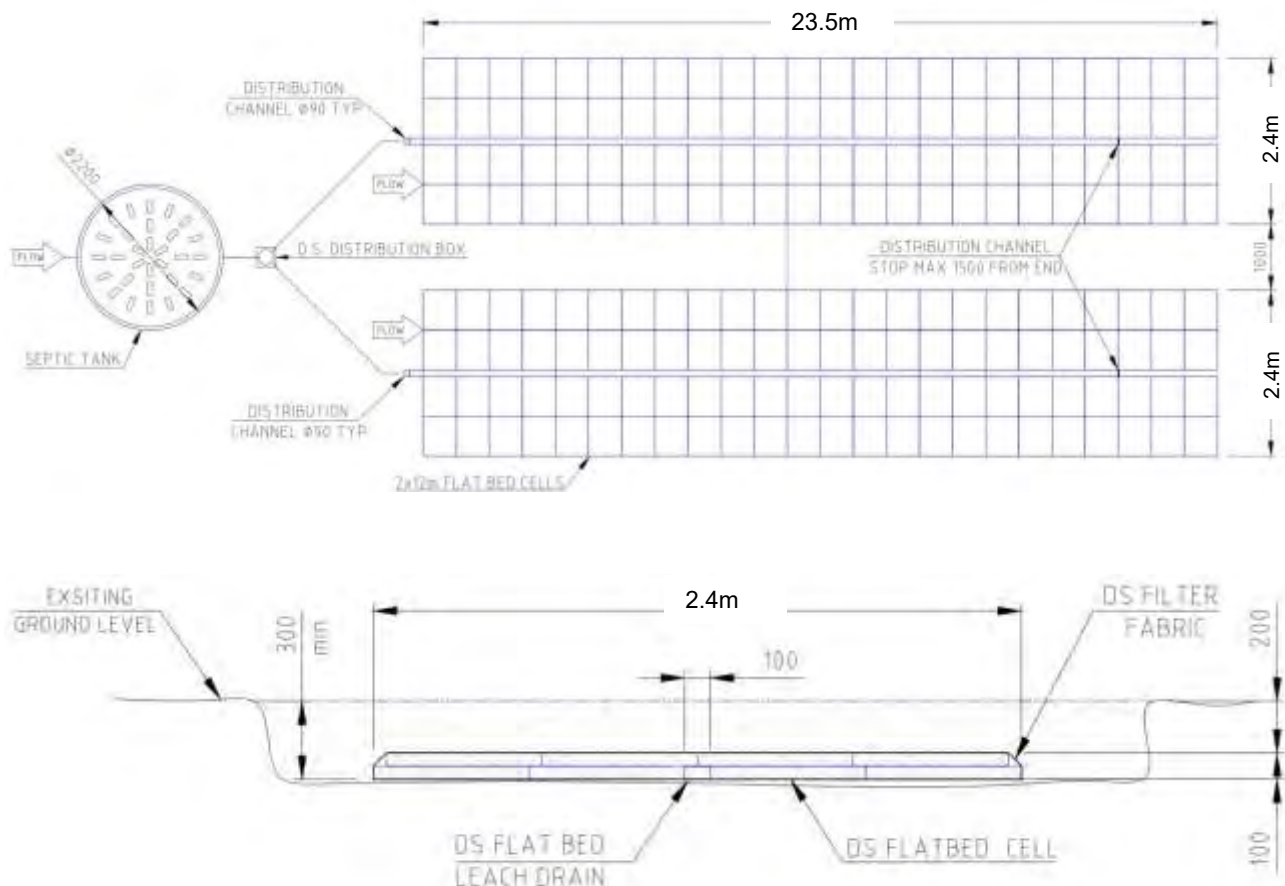
4 bedroom house with daily flow (Q) 1200L/day

$$L = 1200 / (8 \times 2.4) = 62.5\text{m} \times 2.4\text{m flatbed}$$

Or

2 x parallel 31.5m x 2.4m flatbeds

With 1m separation between beds the system footprint is 365.4m²

Example of flatbed system layout as per DS Agencies Flatbed Installation Manual**Construction notes**

- Irrigation area must comply with the *Code of Practice* (DoH 2014) including all relevant set-backs.
- Construction techniques as described in AS/NZS1547:2012: Appendix L 7 to be observed in conjunction with the following.
- Installation to be in accordance with DS Agencies Flatbed Installation Manual.
- Ensure that the level bed is prepared to +/- 20mm tolerance and that bed is installed in such a manner that ensures even distribution throughout the entire length of the bed.
- If excavating in gravel / clay soils, use backhoe bucket teeth to scarify the floor to a minimum depth of 50mm
- Clay spoil shall not be placed over the constructed flatbed
- Installation area must not be paved over or built on and is to be protected from vehicular traffic
- Surface stormwater and sub-surface seepage should be diverted using upslope swales if required.
- System to be maintained in accordance with manufacturers' requirements

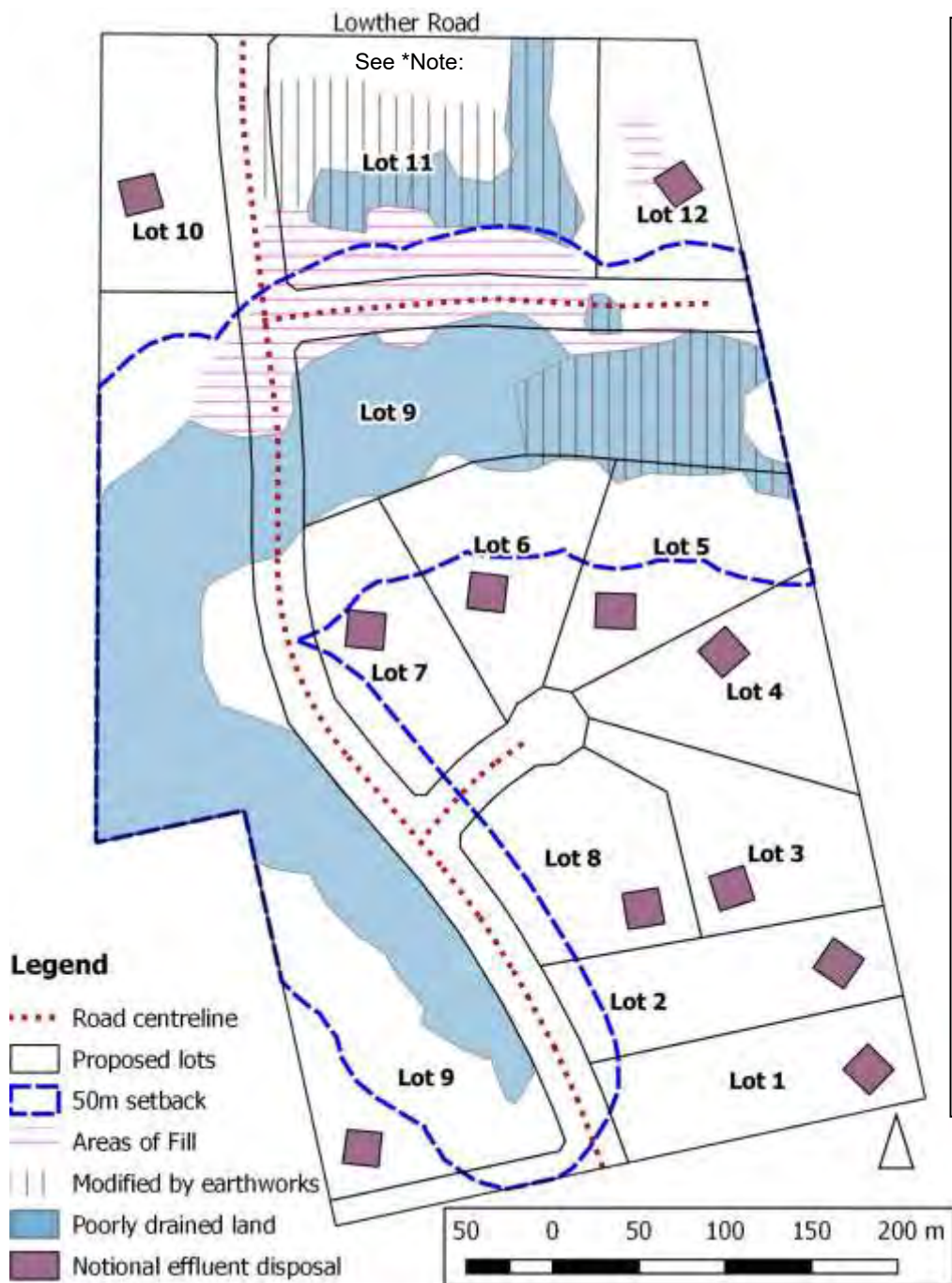
Appendix 3 – Siting and Setback distances

Extracted and summarised from DoH 2014a. *Code of Practice for Small On-site Sewage and Sullage Treatment Systems and the Disposal or Reuse of Sewage Effluent*

7.5 Proximity of Septic Tank and Disposal Area to Site Features (page 34 – Table 6)			8.9 Siting and Setback Distances (m) for Aerated Wastewater Treatment Systems (page 76)
Table 6 Setback Distances to Surface Feature	Minimum distance required in metres (m) from the closest point of effluent discharge to that site feature		8.9.3 Sub Strata/ Shallow Sub- Surface Irrigation
Site Feature	1. Upslope from site feature	2. Downslope from site feature	(* Figures in brackets () from Section 8.9.2 Surface Irrigation)
Building	6.0	3.0	1.5
Allotment boundary	4.5	2.5	0.5 (*2.5)
Swimming pool	6.0	3.0	1.0
Underground water tank	15	15	See Table 6
Bore or well	100	100	30 (chlorinated) (*30) 50 (unchlorinated) (*50)
Cutting	15	No restriction	See Table 6
Watercourse	50	30	See Table 6
Lake, swamp, etc	50	30	See Table 6
Watercourse from which water supplies extracted	200	100	30 (chlorinated) (*30) 50 (unchlorinated) (*50)
Water supply reservoir	200	100	See Table 6
Sub-surface disposal bed or trench	2.5	2.5	See Table 6
Septic tank	2.5	2.5	See Table 6
Rainwater tank			1.5 (*15)
driveway or paved surface			0.5
Open drain			3.0

NOTES.

1. For flat sites use column 2
2. Refer to Section 8.9 for exceptions to setback distances from site features for Aerated Wastewater Treatment Systems.



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SL18 subdivision requirements

In accordance with SL18, domestic dwellings within proposed lots are to utilise onsite wastewater treatment and disposal systems and all lots are to be connected to the reticulated water supply. SL18 requires development of a wastewater management plan (WMP) for a proposed subdivision. VPS Land Assessment and Planning prepared a land capability assessment (LCA) for onsite wastewater treatment and disposal within this subdivision as per the requirements of SL18. The LCA assessed two Department of Health (DOH) approved sub-surface irrigation systems for effluent disposal;

- low pressure effluent distribution (LPED) shallow sub-surface drip irrigation system (WMP-02) and
- flatbed leach drain (WMP-03).

The LCA confirmed that the land within each of the proposed new lots is capable of sustaining onsite wastewater management using a secondary effluent treatment system combined with a shallow sub-surface irrigation system.

As per SL18, a nominal wastewater disposal envelope has been identified on all proposed new lots that satisfy the setback requirement in the NT code of Practice (DOH 2014). At around 400m², the treated wastewater disposal envelopes are sized to accommodate a large subsurface irrigation system.

No land improvements are required within the wastewater disposal envelopes for either proposed effluent disposal system.

The wastewater disposal envelopes satisfy the requirements in relation to setbacks stated within the NT Code of Practice (2014). Setbacks shown on the WMP plan are

- 4.5m setback from lot boundaries;
- 30m setback from wetlands (applicable to disposal of effluent treated by advanced secondary treatment systems); and
- 50m setback from wetlands (applicable to disposal of effluent treated by standard secondary treatment systems).

Where roads and associated land improvement separate a wetland from the nominated wastewater disposal envelope, the setback is applied with respect to the open road drain (3.0m) or the lot boundary (4.5m), whichever provides greatest setback.

As per SL18, no wastewater disposal envelope is to impinge on the 10m wide vegetated buffer (not shown) applied to the external boundaries of the subdivision. Onsite wastewater treatment and disposal systems are to be protected from vehicular traffic.

On-site wastewater systems, including the land application areas are to be installed and certified by a self-certifying plumber in accordance with the Building Act and the NT Code of Practice for On-site Wastewater Management (DOH 2014)

*Note: It is noted that proposed lot 11 is already developed with an existing onsite wastewater management system.

Proponent and Site Contact: Leo Bandias

Address: Lowther Road, Bees Creek

Contact: m: 0419 039 080 e: ljbandiasandsons@bigpond.com

Project: Proposed subdivision - Lots 16 & 17 LT073/001;
Sections 4185, 4579 & 4580 Hundred of Strangways

Address: 155A, 155B, 175, 195 and 205 Lowther Road, Bees Creek

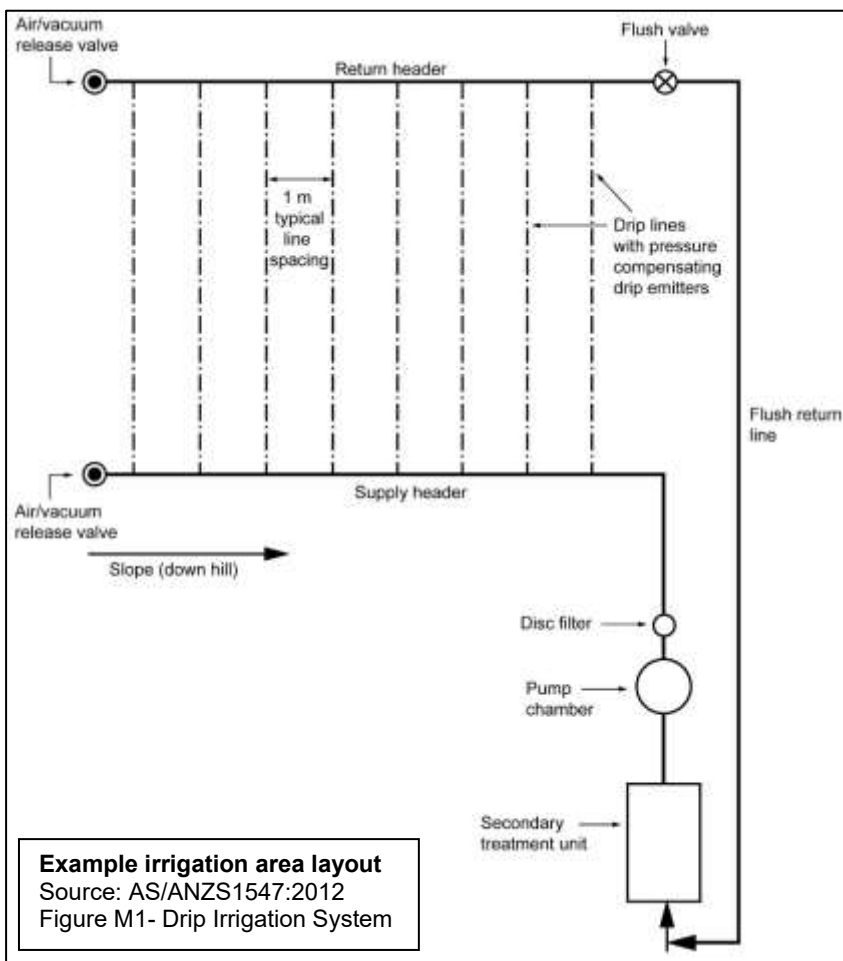
Title: Wastewater Management Plan 2006 v1.45 Map

Date: 4 December 2019

Drawing No: WMP-01

Rev: 2

Page 206 of 245



Construction notes

- Irrigation area must comply with all relevant set-backs as required by the *Code of Practice*.
- Irrigation area not to be used for other purposes.
- Maximum drip irrigation line spacing 1000 mm.
- Install irrigation lines along the contour within micro trenches.
- Depending on pipework manufacturer / supplier, irrigation lateral Length (L) may be equivalent to irrigation field width (W).
- All pipework shall be buried to a minimum depth of 150 - 200mm and be rated for 150 % of the pump shut-off head.
- Clay spoil shall not be placed over the constructed micro-trench.
- All drippers shall be pressure compensating.
- Micro-trenches to be covered in at least 100 mm topsoil and grassed.
- Irrigation area boundaries must be delineated by appropriate border.
- To indicate wastewater effluent, pressure compensating drip emitter lines should be purple.
- Irrigation area must not be paved over or built on.
- Surface stormwater and sub-surface seepage may be diverted using upslope swales.

Irrigation field size calculations

Soils across the site comprise moderately deep, gravelly kandosols.

Subsoil field textures are classified as Categories 4 (Clay loam) and 5 (Silty clay) with associated design irrigation rates (DIR) of 3.5mm/day and 3mm/day respectively (AS/NZS1547:2012:).

Calculations are based on Light clay subsoil (Soil Category 5, DIR 3mm/d).

Minimum irrigation field size calculated for standard 3 and 4 bedroom houses 6/8 persons in urban/rural living zone (6 or 8 x 150 L/day/person = 900 and 1200L/day).

Irrigation field designed to a width : length ratio (R) of 1.5, with drip lines spaced (S) at 1.0 m and dripper outlets spaced (B) every 0.5 m and delivering a flow rate (F) of 4.5 L/dripper/hour. Minimum design irrigation field sizes are 300m² and 400m² for 3 and 4 bedroom houses respectively.

The notional irrigation field envelopes are 400m²

Shallow Subsurface Drip Irrigation System Hydraulic Design – after AS/NZS1547:2012: Appendix M

1. Hydraulic load (Q, L/d) based on equivalent persons (ep) as per NT *Code of Practice* (DoH 2014a).
2. Design irrigation rate (DIR, mm/d) based on "Table M1" in AS/NZS1547:2012: page160. May need to be adjusted to accommodate site constraints.
3. Proposed irrigation system details:
 - A. Irrigation field width : length ratio (R, typically 1-2)
 - B. Irrigation drip line spacing (S, m) (typically 1.0 m)
 - C. Dripper flow rate (F, L/hour) (typically 4.5 L/hour)
 - D. Dripper outlet spacing (B, m) (typically 0.5 m)
4. Determine minimum irrigation area (A, m²): $A = Q / \text{DIR}$
5. Determine irrigation field width along contour (W, m): $W = \sqrt{A \cdot R}$ ($\sqrt{\text{ }}$ is square root)
6. Determine irrigation field distance down slope (D, m): $D = \sqrt{A / R}$ ($\sqrt{\text{ }}$ is square root)
7. Determine irrigation lateral length L, m): $L = W - S = \sqrt{A \cdot R} - S$ ($\sqrt{\text{ }}$ is square root)
8. Determine number of irrigation laterals (N): $N = A / W \cdot S$
9. Determine minimum pump flow rate in field (P, L/s): $P = F \cdot L \cdot N / 3600 \cdot B$

Note that pump head will be dependent on length of line and static head pumping requirements.

Worked example

Determine irrigation field size and dripper requirements for a 3 bedroom house assuming design capacity is 6 persons in urban/rural living zone (6 x 150 L/day/person = 900L/day). Soil type is a Kandosol with Light clay subsoil (Soil Category 5, DIR 3mm/d).

Irrigation field will be designed to a width : length ratio (R) of 1.5, with drip lines spaced (S) at 1.0 m and dripper outlets spaced (B) every 0.5 m and delivering a flow rate (F) of 4.5 L/dripper/hour.

Determine minimum irrigation area (A, m²): $A = Q / \text{DIR} = 900 / 3 = 300\text{m}^2$

Determine irrigation field width along contour (W, m): $W = \sqrt{A \cdot R} = \sqrt{300 \cdot 1.5} = 21.2\text{m}$

Determine irrigation field distance down slope (D, m): $D = \sqrt{A / R} = \sqrt{300 / 1.5} = 14.1\text{m}$

Determine irrigation lateral length L, m): $L = W - S = \sqrt{A \cdot R} - S = 21.2 - 1 = 20.2\text{m}$

Determine number of irrigation laterals (N) (value rounded up to next integer):

$$N = A / W \cdot S = 300 / 21.2 \cdot 1 = 14.2 \text{ rounded up to } 15$$

Determine minimum pump flow rate in field (P, L/s):

$$P = F \cdot L \cdot N / 3600 \cdot B = 4.5 \cdot 20.2 \cdot 15 / 3600 \cdot 0.5 = 1363.5 / 1800 = 0.76$$

Project: Proposed subdivision - Lots 16 & 17 LT073/001; Sections 4185, 4579 & 4580 Hundred of Strangways

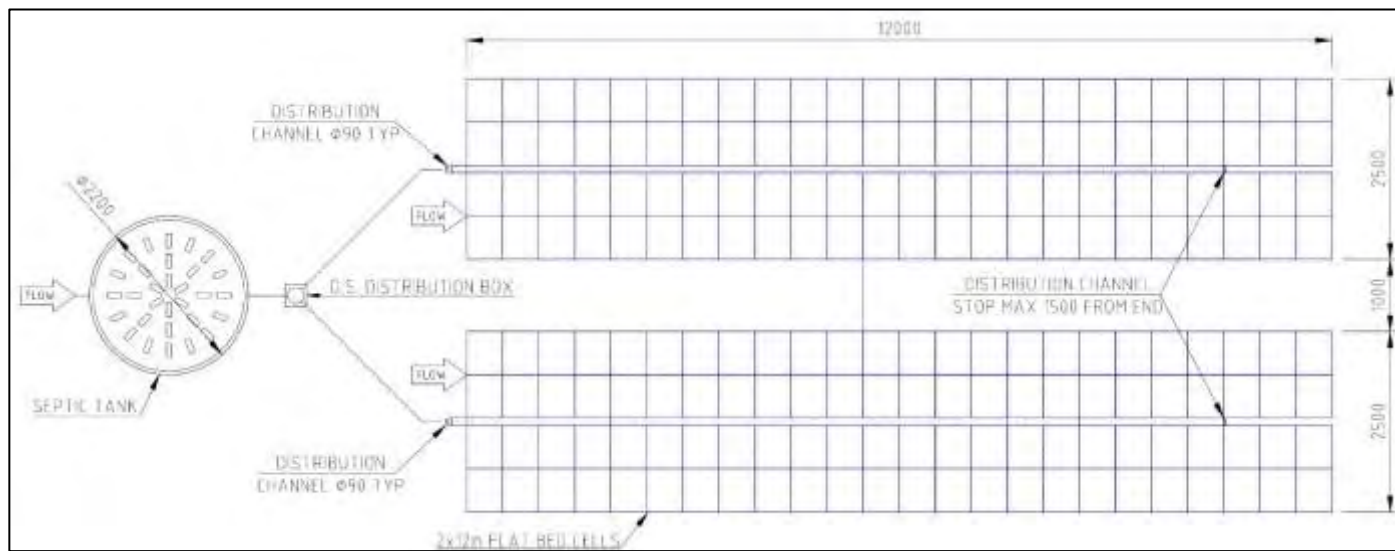
Address: 155A, 155B, 175, 195 and 205 Lowther Road, Bees Creek

Title: Wastewater Management Plan - LPED - Sub Surface Drip Irrigation System Design

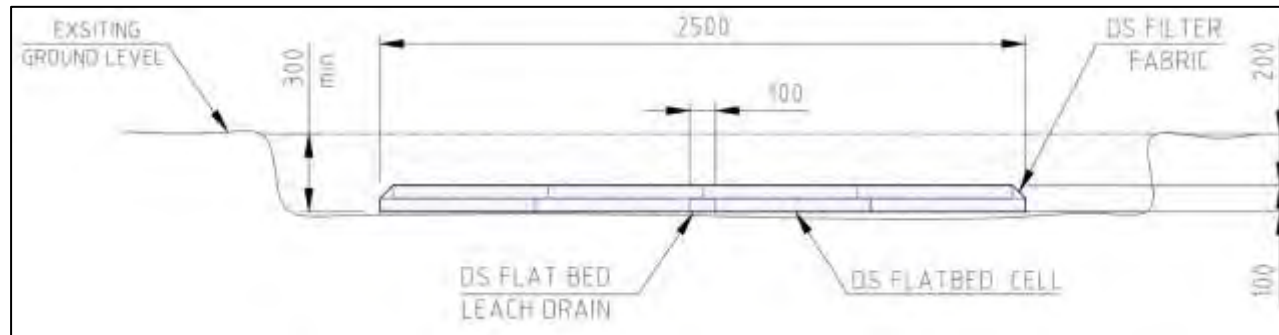
Date: 4 December 2019

Drawing No: WMP-02

Rev: 2



Schematic source: DS Agencies Flatbed Installation Manual



Construction notes:

- Irrigation area must comply with all relevant set-backs as required by the Code of Practice (DOH 2014).
- Construction techniques as described in AS/NZS1547:2012: Appendix L 7 be observed in conjunction with the following.
- Installation to be in accordance with DS Agencies Flatbed Installation Manual.
- Ensure that the level bed is prepared to +/- 20mm tolerance and that bed is installed in such a manner that ensures even distribution throughout the entire length of the bed.
- If excavating in gravel / clay soils, use backhoe bucket teeth to scarify the floor to a minimum depth of 50mm
- Clay spoil shall not be placed over the constructed flatbed
- Installation area must not be paved over or built on and is to be protected from vehicular traffic
- Surface stormwater and sub-surface seepage should be diverted using upslope swales if required.
- System to be maintained in accordance with manufacturers' requirements

Date: 4 December 2019
Drawing No: WMP-03
Rev: 2

Flatbed Irrigation field size calculations
 Flatbed panels are 0.5m x 0.6m with a minimum footprint of 0.5m x 2.4m Bed dimensions determined from equation L 1 (AS/NZS1547:2012: Appendix L4.2):

$$L = Q / (DLR \times W)$$

Where

L = bed length in m

Q = design daily flow in L/day

DLR = design loading rate (Table L 1)

W = width in m (standard width for flatbed is 2.4m)

Soils across the site comprise moderately deep, gravelly kandosols.

Subsoil field textures are classified as Categories 4 (Clay loam) and 5 (Silty/light clay) with associated design loading rates (DLR) of 10mm/day and 8mm/day respectively as per Table L1 (AS/NZS1547:2012: Appendix L)

Calculations are based on Light clay subsoil (Soil Category 5, DLR 8mm/d). Minimum irrigation field size calculated daily flow for domestic dwellings in urban / rural living zone (150 L/day/person) as per NT Code of Practice (DOH 2014).

Worked examples

Determine irrigation field size for standard 3 & 4 bedroom houses in urban/rural living zone (6 or 8 x 150 L/day/person = 900 L/day and 1200L/day).

DLR = 8mm/day for Light clay (Soil Category 5).

Note: Whilst effective infiltration width of flatbed is 2.4m, due to the inclusion of a 100mm diameter leach drain distribution channel the standard panel footprint is 2.4m + 0.1m = 2.5m

3 bedroom house with daily flow (Q) 900L/day

Determine minimum bed length (L, m): $L = Q / (DLR \times W)$

$$L = 900 / (8 \times 2.4) = 46.9\text{m (rounded up to 47m)} \times 2.5\text{m flatbed}$$

Or

2 x parallel 23.5m x 2.5m flatbeds

With 1m separation between beds the system footprint is 120m²

4 bedroom house with daily flow (Q) 1200L/day

$$L = 1200 / (8 \times 2.4) = 62.5\text{m} \times 2.5\text{m flatbed}$$

Or

2 x parallel 31.5m x 2.5m flatbeds

With 1m separation between beds the system footprint is 161m²

Project: Proposed subdivision - Lots 16 & 17 LT073/001; Sections 4185, 4579 & 4580 Hundred of Strangways

Address: 155A, 155B, 175, 195 and 205 Lowther Road, Bees Creek

Title: Wastewater Management Plan - Flatbed leach drain
 Design Page 208 of 245

Our Ref: EZ16004-C0301-EST-R-0001
Catalogue No: D000063648
Enquiries to: David van den Hoek (david.vandenhoeke@ecoz.com.au)

Date: 15 January 2016

Leo Bandias
P.O. Box 1405, Palmerston N.T. 0831
ljbandiasandsons@bigpond.com



EcOz
Environmental
Consultants

Northern
Australian
Consultants

in

Environmental
impact
assessments

Environmental
management
planning and
systems

Terrestrial and
aquatic ecological,
flora & fauna
studies

Water quality
monitoring and
assessments

Natural resource
management
planning

Environmental and
social
offsets

Community
consultation

Environmental
monitoring, auditing
and investigations

Development
planning

GIS mapping and
support

Re: Lowther Road *Typhonium praetermissum* survey

Dear Leo,

A survey was undertaken by EcOz botanist David van den Hoek within the proposed Lowther Road subdivision on the 14th of January 2016, to identify the presence of *Typhonium praetermissum* within areas of proposed development. The survey area included Lots 16, 17, 24, 4185, 4579 and 4580, hundred of Strangways, with the search concentrated on the edge of areas of open Eucalypt woodland, having a sparse ground cover (<20% cover) overtopping exposed ferruginous gravel surfaces. The target habitat was generally located on the boundary between land units 2a1 (Open Eucalypt woodland on low rounded hills with extensive surface gravels) and 5b1 (Drainage lines). However, the current land unit mapping was found to be not entirely accurate and the survey was adapted to reflect the on ground site conditions.

Survey of the target habitat **did not locate** the target species *Typhonium praetermissum*. The closely related species *Typhonium johnsonianum* was identified during the survey within areas of imperfectly drained Eucalypt open woodland, having a closed shrub layer and overtopping a sparse groundcover on sandy clay soils. This habitat falls within that which is expected to support *T. johnsonianum*. Three fruiting individuals presenting varying leaf forms were collected for lodgement at the Northern Territory Herbarium in Palmerston. An attached map (see overleaf) shows the survey tracks in relation to current land unit boundaries and the location of *T. johnsonianum* individuals recorded within the study area.

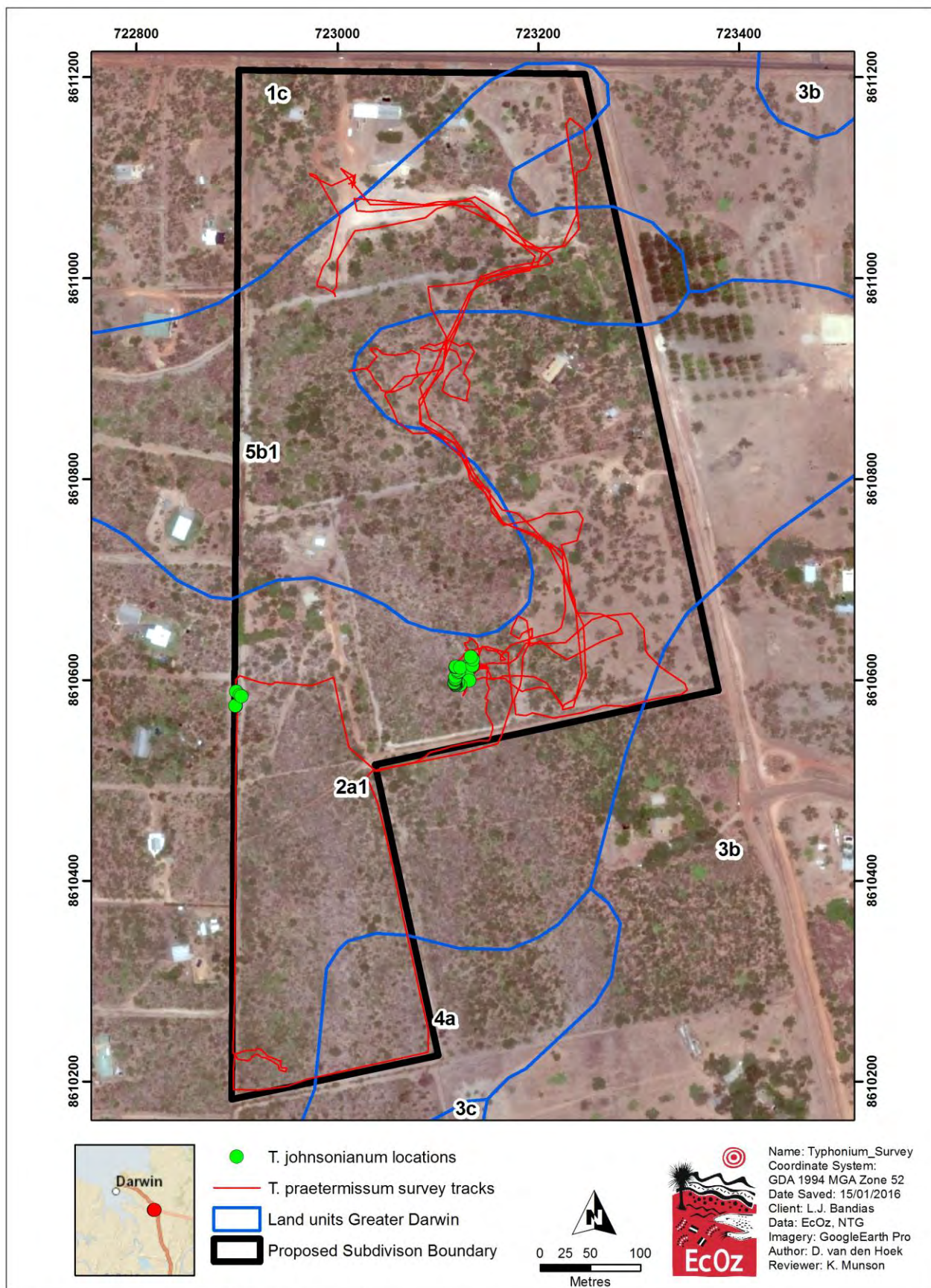
Outcomes of the survey conclude that it is highly unlikely that the proposed Lowther Road subdivision area supports a significant population of *Typhonium praetermissum*. This species should therefore not be considered further in regards to development of the site.

Yours sincerely,

David van den Hoek
Senior Botanical Consultant
EcOz Environmental Consultants

EcOz Pty Ltd ABN 81 143 989 039
▼ Tel: 08 89811100
▼ e-mail: ecoz@ecoz.com.au
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Darwin, Northern Territory
Level 3 75 Woods St (cnr Lindsay)
GPO Box 381
Darwin Northern Territory 0800



Lowther Road Typhonium praetermissum survey

Path: Z:\01 EcOz_Documents\04 EcOz Vantage GIS\EZ16004 - Lowther Rd Typhonium\01 Project Files\Typhonium_Survey.mxd



26 August 2019

Our Ref: 19030_L001 Rev C

Planning and Development
Litchfield Council
PO Box 446 Humpty Doo, NT, 0836

To whom it may concern,

**RE: TECHNICAL MEMO – SPECIFIC USE ZONE SL18, LOTS 16 & 17 AND SECTIONS 4185, 4579 & 4580
LOWTHER ROAD, BEES CREEK, HUNDRED OF STRANGWAYS –
STORMWATER MANAGEMENT PLAN**

1. INTRODUCTION

Byrne Consultants (Byrne) has been commissioned by NB Planning Services on behalf of L J Bandias and Sons to provide a Stormwater Management Plan (SWMP) that meets the requirements of Litchfield Council (LC) and the Northern Territory Planning Scheme (NTPS). The purpose of this Technical Memorandum is to:

- Describe the Stormwater Management Plan;
- Clarify the drainage intent for the site;
- Provide expert assessment of the nominated drainage paths; and
- Assess the implications of the Site's hydrology to a level suitable for the submission of the Development Application.

It should be noted that the outcomes of this SWMP are preliminary (for information only) and subject to detailed design, which requires more accurate survey information.

2. ABOUT THE SITE

The Site (refer to Figure 1) is comprised of Lots 16 & 17 and Sections 4185, 4579 & 4580, Hundred of Strangways, Bees Creek and is zoned as SL18 (Specific Use Zone). The Site is currently largely undeveloped natural bushland, with a couple of detached dwellings and some small areas of associated unsealed hardstand.

The site comprises rolling terrain, with natural grades generally varying between 1% to 5% and falling toward a natural drainage line running east-west through the Site within proposed Lot 10. This allotment is intended to remain as a private balance lot for this application. The design does, however, allow for the drainage line to be set aside as a drainage reserve in the long term if required, where it would connect in to the downstream Sec 4314.

The Site is located near the top of a stormwater catchment, feeding into Burden's Creek via Sec 4314 and ultimately following a progression of watercourses to discharge into Elizabeth River. The Site receives some stormwater from external upstream catchments, primarily located to the east, with the majority of flow entering and exiting the Site draining via the east-west drainage line described above.

Onsite stormwater currently drains via natural drainage paths comprising overland flow through dense bushland, concentrating in natural gully lines and ultimately discharging into the east-west drainage line.

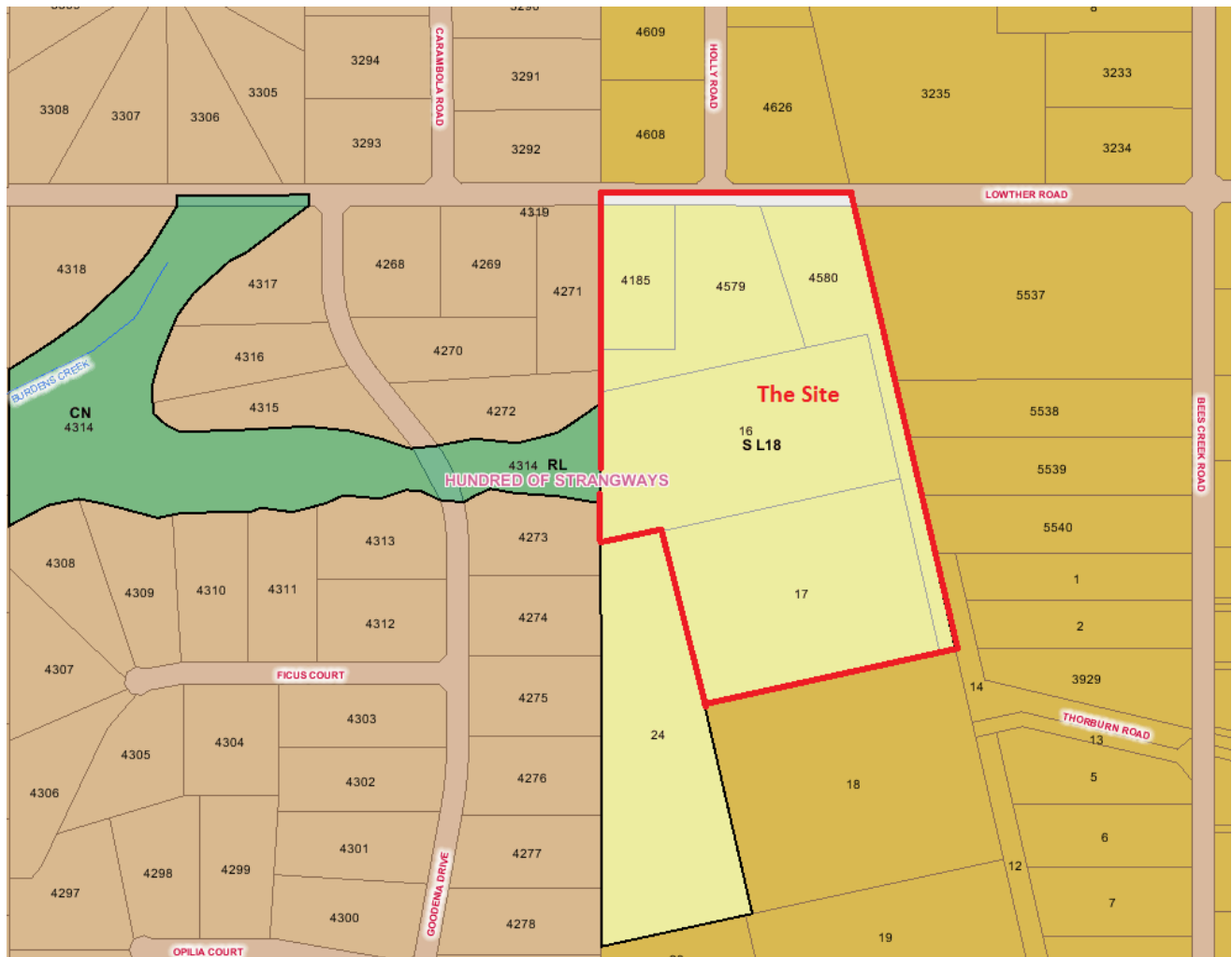


Figure 1 – Site Locality Plan (Source: NT Atlas)

3. ABOUT THE SUBDIVISION

The latest revision of the Subdivision Plan for the Site is provided as Figure 2.

The proposed Subdivision involves the development of Rural Residential (RR) allotments and is zoned as Specific Use Zone Litchfield No. 18 (SL18), the definition of which can be found in Amendment No. 446 of the NT Planning Scheme (NTPS). Zone SL18 requires a minimum allotment size of 1 ha (as opposed to the RR requirement of 0.4 ha) each with a minimum 1ha of unconstrained land in accordance with Clause 11.1.1 of the NTPS.

A Land Suitability Assessment is being prepared by others. Based on information provided by the Client, it is noted that proposed Lot 8 is currently comprised of 0.768 ha of unconstrained land and 0.42 ha of constrained land due to 'poorly drained' conditions. To meet the above requirements for 1 ha of unconstrained land, some local earthworks will be undertaken to improve site drainage within this allotment and remove associated constraints. Although proposed Lot 7 has over 1ha of unconstrained land, it is proposed that the 0.113 ha of constrained land on that allotment will also be improved. These works will be undertaken during construction of Road A, which is expected to be lifted above the existing poorly drained soils to ensure integrity of the road pavement is maintained.

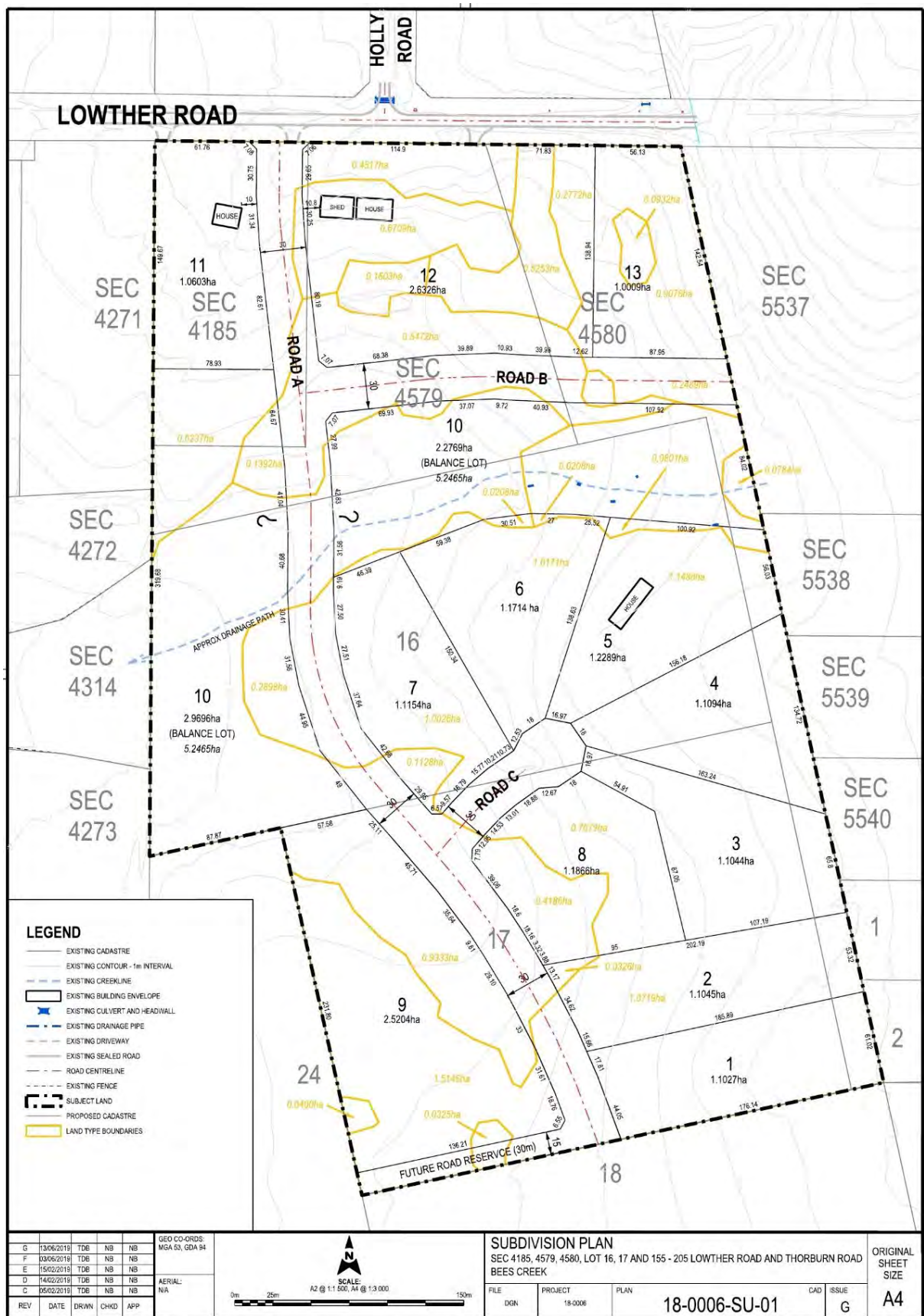


Figure 2 - Subdivision Plan

4. STORMWATER MANAGEMENT

A concept Stormwater Management Plan (SWMP) has been prepared for the Subdivision, as presented in Attachment A. This is broadly described as follows.

New allotments are generally to remain uncleared, except for the small areas in proposed Lots 7 and 8 which require minor filling to remove drainage constraints (Refer Section 3 for further discussion). Natural sheet flow will be maintained as far as reasonably practicable, with collection along proposed road reserves, in accordance with subdivision zoning requirements.

The intent for Site drainage is to avoid any concentrated or formalised inter-allotment drainage, with broad overland flow being the primary mechanism by which drainage occurs across the Site. Where stormwater enters the proposed road reserves, it will be fully contained via a combination of table drains and culverts to convey stormwater to the existing east-west drainage line.

The SWMP indicates the direction of fall across the site, based on existing topographical information, and the direction in which flow will occur through proposed table drains and culverts.

There are four cross-road culverts proposed in the SWMP. They are as follows:

- The major Road A culvert within the major east-west drainage line.
- The culvert crossing Road B (flow is directed south towards the major Road A culvert).
- The culvert crossing Road C (flow is directed north towards the major Road A culvert).
- The culvert at the intersection of Road A and Lowther Road (acts as part of the Lowther Road drainage system).

These culverts will be designed to accommodate Q20 peak flows, as required by Litchfield Council (LC) guidelines, during the detailed design phase.

Preliminary review of site hydrology (discussed further in Section 5) and table drain hydraulics indicates that the LC 30m standard road reserve allocation will be sufficient to accommodate the required drains and associated drop structures (where necessary). However, it is expected that the centreline of each road will generally need to offset by 2.5m to accommodate a larger table drain on the side which receives the largest contributing catchment (e.g. east of Road A). Table drain batter slopes will be 1:6 where practicable; however, it is noted that adoption of LC max 1:4 drain batter slopes may be required in some areas to minimise drain widths to fit within the allocated road reserves.

The existing site topography is likely to require use of drop structures within table drains in some areas, as natural grades along the road reserves generally exceed the 1% maximum slope for grassed table drains specified by LC. Application of hard-lined drains may be preferable in some isolated steep sections. These options are to be considered further during detailed design.

Driveway access for each allotment will be designed as either concrete inverts or culverts in accordance with LC guidelines and standard drawings. This will be developed further during the detailed design phase.

5. HYDROLOGIC CALCULATIONS

The following parameters were used in the generation of flow rates for the Site:

- Approach: Rational Method
- Fraction Impervious (FI) and Coefficient of Runoff – As per LC Standards
 - Proposed Road Reserve : FI = 0.85
 - Normal Residential Lot >1000 m² : FI = 0.4
- Time of Concentration
 - Overland flow via Friend's equation, up to maximum length of 200m
 - Remainder as concentrated channel flow
- Rainfall Intensities: Sourced via Bureau of Meteorology 2016 IFD Data
- Catchment areas based on the following assumptions:
 - Two-way road cross-fall
 - All flow caught within the Lowther Road drainage system will bypass the Site and therefore not contribute to catchments influencing the Site.

Flow rates for the ARI5, ARI20 and ARI100 storm events were calculated to determine required table drain widths for the worst-case scenarios and thereby verify the proposed road reserve widths. Additionally, the catchments used to verify table drains are suitable for the sizing of cross-road culverts in the detailed design phase. The catchments listed in Table 1 were used to complete this verification: (refer to SWMP for labelled catchments)

Table 1 - Peak Flow Rates generated by catchments

Catchment	Area (m ²)	Peak Flow Rate		
		Q5 (m ³ /s)	Q20 (m ³ /s)	Q100 (m ³ /s)
A1	9.92	0.88	1.2	1.61
A2	13.60	1.02	1.39	1.88
B1	5.71	0.54	0.73	0.99
B2	17.57	1.68	2.29	3.08
C1	0.78	0.22	0.30	0.40

6. POST-DEVELOPMENT VS PRE-DEVELOPMENT FLOWS

An assessment of Site hydrology has been undertaken to determine any impacts the Subdivision will have on peak flow rates discharging from the Site into the LC Drainage Reserve (Sec 4314) via the east-west drainage line.

The following parameters were used in the calculation of pre-development and post-development flows:

- Pre-development
 - Total Area – 38.4 Hectares
 - Coefficient of Runoff for an ARI 100-year storm: 0.71
- Post-development
 - Total Area – 38.4 Hectares
 - Coefficient of Runoff for an ARI 100-year storm: 0.735

All other assumptions are in line with those nominated in Section 5 of this Technical Memorandum.

It was found that the addition of impervious areas, due to construction of the proposed road reserves within the Site, increased the Coefficient of Runoff for an ARI 100 storm by 3.5%. A comparison of Q100 peak flows exiting the Site via the east-west drainage line into SEC 4314 is provided below:

- Pre-development: 5.82 m³/s
- Post-development: 6.02 m³/s
- Difference: + 0.20m³/s

7. DETAILED DESIGN CONSIDERATIONS

The following stormwater management works will be undertaken during the detailed design stage:

- Detailed hydrologic and hydraulic calculations;
- Design and documentation of stormwater infrastructure features, including:
 - Table drains
 - Drop structures
 - Culverts
- Confirmation of lawful points of discharge;
- Consideration of the “Elizabeth and Blackmore River Catchments Flood Study” (DENR, 2014); and
- Depiction of flood level lines (Q100) defining the areas of inundation.

8. DISCUSSION

The site currently drains to a natural east-west drainage line within the Site, which is proposed to be retained as a private balance lot for this application. The design does, however, allow for the drainage line to be set aside as a drainage reserve in the long term if required, where it would connect in to the downstream Sec 4314.

The proposed development is a typical rural subdivision, involving creation of min. 1ha Rural Residential (Zone RR) allotments. The new allotments will generally remain uncleared with natural sheet flow maintained, except where minor allotment filling is required to remove drainage constraints. There will be no concentrated inter-allotment flows, nor is there any need for drainage easements. The proposed roads will adopt the Litchfield Council standard 30m rural road reserve, with road alignments generally offset by 2.5m from the centre to accommodate table drains.

Construction of the proposed roads will yield a change in fraction impervious for the Site, resulting in an increase in post-development flow leaving the Site of approx. 0.20m³/s (or 3.5%) during the major storm event (ARI 100 years).

Table drains, cross-road culverts and driveway accesses will be designed in accordance with Litchfield Council guidelines. Drop structures or hard lining will need to be considered during detailed design for some areas of the Site, where natural terrain exceeds 1% due to scour velocities.

9. CLOSING

Please contact me should you wish to discuss this Technical Memorandum further.

Yours sincerely,



Paul Brandis

Senior Civil Engineer

MIEAust, CPEng, NER, RPEQ, DipPM

ATTACHMENTS:

A. Stormwater Management Plan – 19030-SK-001-SWMP Rev C



COUNCIL REPORT

Agenda Item Number:	15.5
Report Title:	CEO's Monthly Report
Author & Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

This report provides Council with key staffing information and relevant measures of financial sustainability.

Summary

To deliver the Municipal Plan 2019/20 Key Performance Indicators it is important that appropriate staffing resources are in place and financial sustainability measures are being met. This report provides a monthly update to ensure that both staffing and budget measures are in accordance with the Council approved staffing plan and budget.

Recommendation

THAT Council receives and notes the Chief Executive Officer's monthly report for December 2019.

Background

The Litchfield Council strongly values our people, financial sustainability and good governance. This report being presented monthly will ensure that important information is presented to understand any trends occurring and for the organisation to, where necessary, contextualise the information for the Council to understand the factors influencing staff and finances.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

Nil

Risks

Nil

Financial Implications

Nil

Community Engagement

Nil

CEO MONTHLY REPORT JANUARY 2020

People

Internal Appointments

Position	Department	Commenced	Permanent/Temporary
Nil			

External Appointments

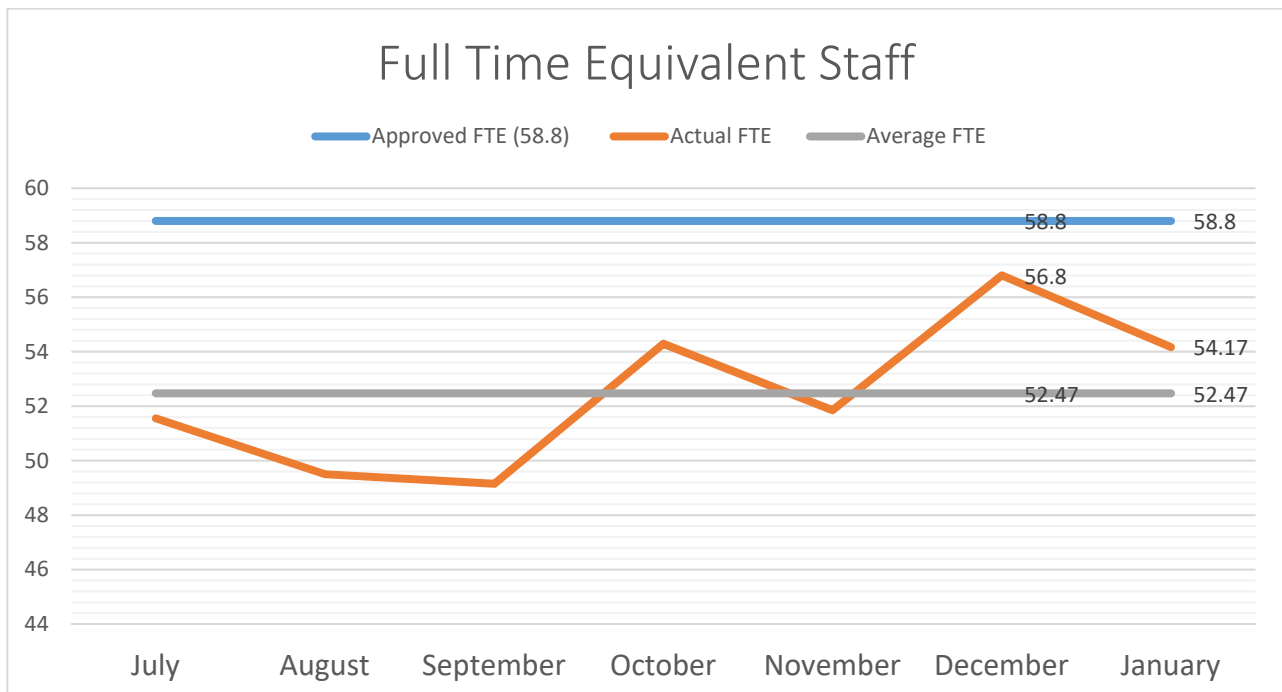
Position	Department	Commenced	Permanent/Temporary
Human Resources and WHS Advisor	Council Leadership	20/01/2020	Temporary

Resignations / Terminations

Position	Department	Commenced	Permanent/Temporary
Grounds person	Thorak Cemetary	30/7/2019	Temporary (Fixed Term)
Gate Keeper	Waste Management	10/9/2015	Temporary

	Approved	Actual	Difference
Full Time Equivalent	50.5*	44.57	-5.93
Part-time	0.5	3.6	3.10
Contract	7.8	6	-1.80
Total	58.8	54.17	-4.63

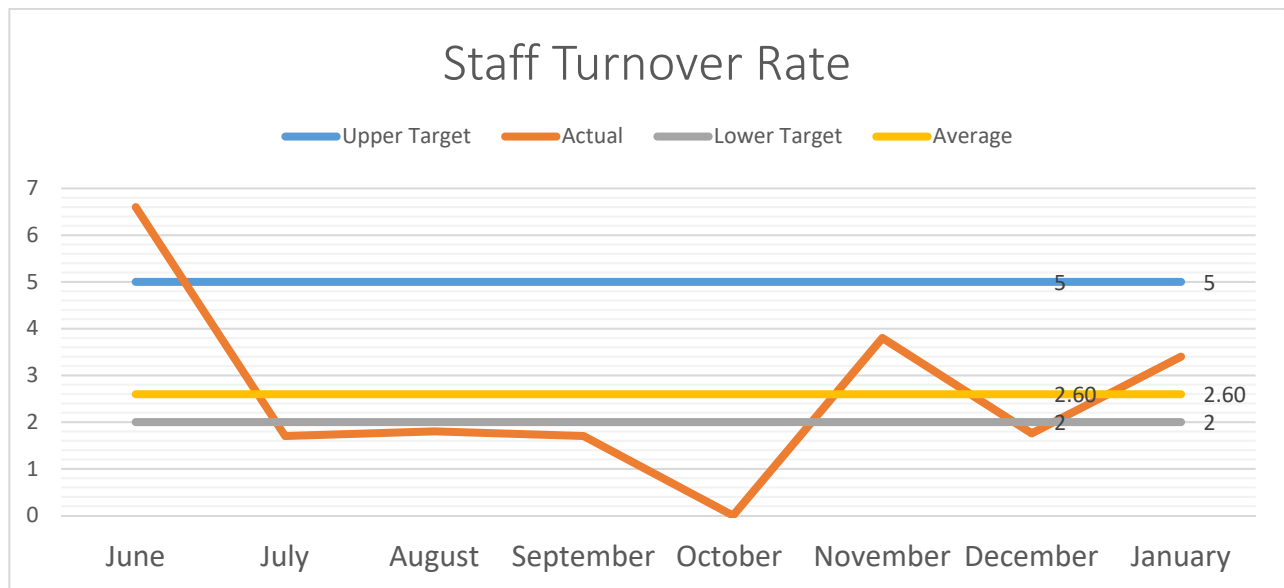
*0.5 due to Project Manager Freds Pass Project employed for only 6 months



Turnover rate:

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

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



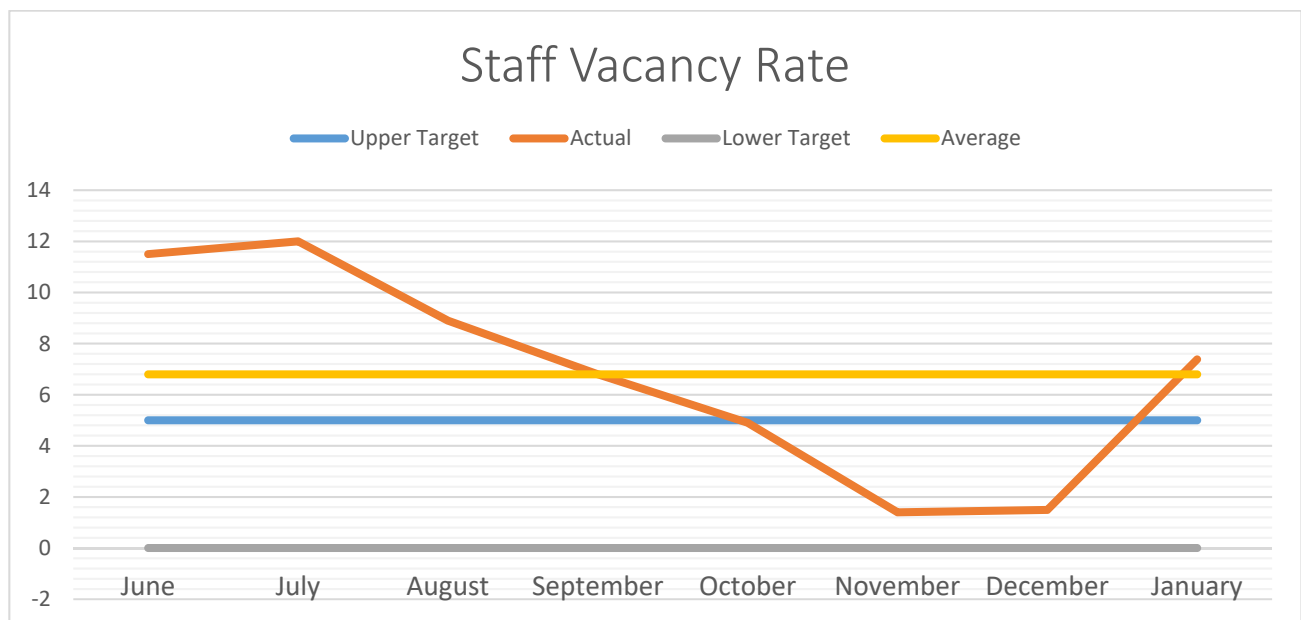
Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Average
6.60%	1.70%	1.80%	1.70%	0%	3.80%	1.76%	3.4%	2.48%

Target Average: Between 2% - 5%

Staff Vacancy Rate:

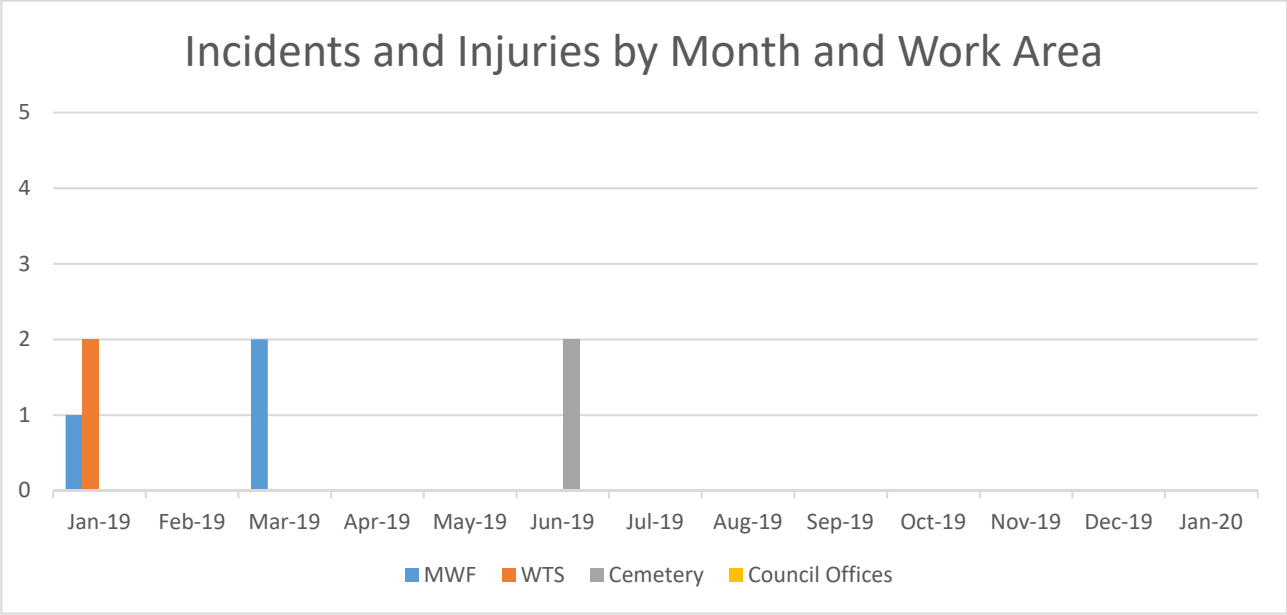
The number of vacant positions during the reporting period.

(Vacant positions, divided by total FTE, multiplied by 100)



Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Average
11.50%	12%	8.90%	6.80%	4.90%	1.40%	1.49%	7.38%	6.71%

Target: 0% - 5%



Zero workplace incidents were recorded during January 2020.

Finance

RELEVANT MEASURES OF FINANCIAL SUSTAINABILITY

Indicator	Previous Actual	Current Budget	Previous Month	Current Month	Target	Forecast				
	18/19	19/20	Dec-19	Jan-20		20/21	21/22	22/23	23/24	24/25
Operating Surplus Ratio	-50.2%	-51.5%	-47%	-11%	0-10%	-49.7%	-47.9%	-44.8%	-42.2%	-39.1%
Net Financial Liabilities Ratio	-128.6%	-88.6%	-233%	-204%	<60%	-81.4%	-74.5%	-69.9%	-67.0%	-65.6%
Asset Sustainability Ratio	17.9%	52%	31%	31%	>60%**	94%	94%	85%	35%	35%
Current Ratio	10.3:1	5.9:1	15.43:1	14.55:1	>1.0:1**	5.6:1	5.3:1	5.1:1	4.9:1	4.9:1
Rates and Annual Charges Outstanding Ratio	22.5%	12.0%	17%	14%	<15%**	11.5%	11.2%	10.8%	10.4%	10.1%
Own Source Revenue Coverage Ratio	48.4%	48%	86%	85%	>60%**	49%	50%	52%	53%	55%

** Target as set in Strategic Plan 2018-2022.

Target		
Within Range	Moderate	Outside Range

Operating Surplus Ratio

Measures the extent to which revenues raised cover operational expenses only or are available for capital funding purposes or other purposes.

Calculation: Net operating result divided by total operating revenue, expressed as a % (excluding capital revenue or expenses).

Target: between 0% and 10%

Council's should be aiming to achieve as a minimum a balanced operating position to ensure that revenues received are sufficient to fund operations and capital replacement works.

Net Financial Liabilities Ratio

Measure the extent to which the net financial liabilities of Council can be repaid from operating revenues.

Calculation: (total liabilities less current assets) divided by total operating revenue, expressed as a %.

Target: Less than 60%

Asset Sustainability Ratio

This ratio reflects the extent to which the assets managed by Council are being replaced as they reach the end of their useful lives. This ratio is calculated by measuring the annual expenditure on the renewal and rehabilitation of Council's assets against the annual depreciation charge. It is a measure of whether Council is reinvesting in existing assets to ensure that they meet required levels of service for the community.

Calculation: Capital expenditure on the replacement of infrastructure assets (renewals) divided by depreciation expense, expressed as a %.

Target: Greater than 90%

Current Ratio

This ratio presents Council's ability to meet debt payments as they fall due. It should be noted that Council's externally restricted assets will not be available as operating funds and as such can significantly impact Council's ability to meet its liabilities.

Calculation: Current assets divided by current liabilities

Target: Greater than 1.0:1

Rates and Annual Charges Outstanding

This measure shows the amount of outstanding rates owed to council against the rates incomes received represented as a percentage.

Calculation: Rates and Charges outstanding divided by the Rates and Charges Income.

Target: Not greater than 5%

Strategic Plan 2018-2022 KPI - Smaller than 15%

Own Source Revenue Coverage Ratio

Indicates Council's ability to fund operational expenditures through funding sourced by its own revenue-raising efforts.

Calculation: Total own sourced revenue divided by total operating expenditure including depreciation.

Target: >40%

Strategic Plan 2018-2022 KPI - Greater than 60%



COUNCIL REPORT

Agenda Item Number:	15.6
Report Title:	Council Meeting – June 2020 – Change of Date
Author & Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	15/01/2020
Attachments:	Nil

Executive Summary

This report seeks Council approval to reschedule the date for the June 2020 Ordinary Council Meeting.

The Australian Local Government Association's annual National General Assembly will be held on 13-17 June 2020 with the Mayor and Chief Executive Officer approved to attend by Council resolution (January 2020).

Deputy Mayor Simpson and Councillor Salter have applied to utilise their Professional Development allowances. These two applications have been approved therefore Deputy Mayor Simpson and Councillor Salter will also be attending the National General Assembly from 13-18 June 2018.

In accordance with the Local Government Act, a quorum at a meeting of a council consists of a majority of the council's members. Given the Mayor, Deputy Mayor and Councillor Salter will be absent from the meeting a quorum will not be reached during 13-18 June 2020.

This report seeks to change the date of the Ordinary Council meeting from 17 June 2020 to one week later on 24 June 2020, commencing at the usual time of 6.30pm.

Recommendation

THAT Council approves changing the Ordinary Council Meeting scheduled for Wednesday 17 June 2020 to Wednesday 24 June 2020 commencing at 6:30pm.

Background

At the January 2020 Council resolved as follows:

THAT Council:

- 1. notes the upcoming 2020 National General Assembly of Local Government in Canberra from 14-17 June 2020;*
- 2. approves the Mayor and Chief Executive Officer attending the National General Assembly of Local Government in Canberra on an annual basis; and*
- 3. council further supports other elected members attending and utilising their available professional development allowance.*

In terms of legislation, Section 58(i) states that a council must hold a meeting of its members (an ordinary meeting) at least once in each successive period of 2 months.

Links with Strategic Plan

A Well-Run Council - Good Governance

Legislative and Policy Implications

There are no legislative restrictions to altering a scheduled Council meeting date.

Local Government Act – Section 61 Procedure at meeting

- (2) A quorum at a meeting of a council consists of a majority of the council's members.*
- (3) If a quorum is not present within 30 minutes after the time appointed for a meeting, the meeting is postponed to a time and place to be fixed by the CEO and notified to the members.*

Risks

Nil risks identified

Financial Implications

This matter does not impact on the 2020/21 Budget.

Community Engagement

The change of meeting date will be advertised in the Northern Territory News, on Council's website and social media site and by public notice at Council's reception.



COUNCIL REPORT

Agenda Item Number:	15.7
Report Title:	LGANT General Meeting – Call for Motions
Author & Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	19/02/2020
Attachments:	A: LGANT Call for Policy and 'Actions' Motions template

Executive Summary

This report provides Council with an opportunity to endorse a motion to the April 2020 Local Government Association of the Northern Territory (LGANT) General Meeting that calls for action on the part of LGANT on behalf of member councils or recommends a sector wide policy position.

This report will recommend that Litchfield Council formally approves a motion for LGANT advocate to the Northern Territory Government to establish an inquiry, through the formation of a steering committee, to review the rating systems and methodology approved under the Northern Territory Local Government Act.

Recommendation

THAT Council:

1. notes the LGANT call for motions and policy document; and
2. calls for LGANT to formally request that the Minister for Local Government establish an inquiry, through the formation of a steering committee, to review the Northern Territory Local Government Rating System using the following Terms of Reference:

In investigating and making recommendations for this review, the review is to consider:

1. The performance of the current rating systems and potential improvements, including consideration of:
 - a. The rating equity across and within communities, including consideration of apartments and other multi-dwellings;
 - b. Assessing the Asset Sustainability of councils and reducing the reliance on external grant funding;
 - c. The appropriateness and impact of the current rating categories (including mining and pastoral leases) and exemptions, any concessions or rebates currently offered;
 - d. The land valuation methodology used as the basis for determining rates in comparison to other jurisdictions;
 - e. As assessment on how well funding for depreciation of assets is being collected, allocated and spent;
 - f. The objectives and design of the rating system according to recognised principles of taxation.
2. Current examples of local government best practice rating policies and schemes;

3. The impact of the current and alternative frameworks for the rating system on communities and businesses and their capacity to pay; and
4. Any other matter the Commission considers relevant.

Background

Rates and charges underscore the funding of Local Governments and the many important services and infrastructure provided throughout the Northern Territory. Some financial figures which reflect the size and scale of the Local Government industry are provided below and the support why a review is both necessary and overdue:

In 2018/19 the Northern Territory Local Government:

Total revenue: \$625,588,602

Total expenditure: \$504,955,912

Municipal employee costs: \$65.1 mil

Municipal operational costs: \$175 mil

Regional/Shire employee costs: \$124.4 mil

Regional/Shire operational costs: \$139 mil

To date, the Northern Territory Government has not conducted a proactive review (or at least one is not publicly available) of the system of rating contained within the Local Government Act 2008. Most Australian states, if not all, conduct a regular review of their system to determine the current viability and ongoing sustainability of their rating methodology.

LGANT holds two General meetings per year which member councils can move motions which recommend a sector policy position or a call to action. Such motions can be submitted at any time using the attached template (Attachment A) with the deadline for the next LGANT meeting being 2 March 2020. Once received LGANT officers research the proposed motion and develop a business paper to be presented at the following LGANT General meeting.

Submitting motions to LGANT general meetings is an effective way of advancing local issues which have sector wide implications by mobilising the lobbying capacity of LGANT and other member councils.

The LGANT policy document is attached (Attachment B) which documents the issues which are current LGANT sector policy and highlight the sector wide issues which LGANT advocates for on behalf of member councils.

Litchfield Council is a financial member of LGANT which is the peak organisation for local government in the Northern Territory, LGANT provides a broad-based research and policy development service for members in response to local, Territory and national issues including changes proposed for legislation.

Links with Strategic Plan

A Well-Run Council - Powerful and Effective Advocacy

A Well-Run Council - Good Governance

Legislative and Policy Implications

Not applicable to this report

Risks

Not applicable to this report

Financial Implications

Not applicable to this report

Community Engagement

Not applicable to this report

LGANT CALL FOR POLICY AND 'ACTION' MOTIONS



About this document

The purpose of this document is for it to be used as a template for member councils to submit motions to LGANT on issues so they can be considered for adoption as LGANT policy or as actions for LGANT to do at either the April or November General Meetings each year or the monthly Executive meetings.

The timeframes for submitting motions are:

- ten days before an Executive Meeting
- six weeks before a General Meeting.

(General Meeting Agenda has to be submitted 28 days before a meeting and Executive meeting agenda six days before a meeting).

Motions can be submitted at any time and will be put to the first available meeting depending on when they are received.

LGANT will research and assess each policy or action proposal and if necessary discuss it with the proponent member council and the Executive will then later decide at one of its meetings whether to adopt the policy or not, or take the action or not, or to put it to a general meeting for decision.

1. *What is your Motion?*

The Litchfield Council motion:

THAT Council:

1. notes the LGANT call for motions and policy document; and
2. calls for LGANT to formally request that the Minister for Local Government establish an inquiry, through the formation of a steering committee, to review the Northern Territory Local Government Rating System using the following Terms of Reference:

In investigating and making recommendations for this review, the Commission is to consider:

1. The performance of the current rating systems and potential improvements, including consideration of:
 - a. The rating equity across and within communities, including consideration of apartments and other multi-dwellings;
 - b. Assessing the Asset Sustainability of councils and reducing the reliance on external grant funding;
 - c. The appropriateness and impact of the current rating categories (including mining and pastoral leases) and exemptions, any concessions or rebates currently offered;
 - d. The land valuation methodology used as the basis for determining rates in comparison to other jurisdictions;
 - e. As assessment on how well funding for depreciation of assets is being collected, allocated and spent;
 - f. The objectives and design of the rating system according to recognised principles of taxation.
2. Current examples of local government best practice rating policies and schemes;
3. The impact of the current and alternative frameworks for the rating system on communities and businesses and their capacity to pay; and

4. Any other matter the Commission considers relevant.

2. How is the motion relevant to Northern Territory Local Government?

Rates and charges underscore the funding of Local Governments and the many important services and infrastructure provided throughout the Northern Territory. Some financial figures which reflect the size and scale of the Local Government industry and why a review is both necessary and overdue:

In 2018/19 the Northern Territory Local Government:

Total revenue: \$625,588,602

Total expenditure: \$504,955,912

Municipal employee costs: \$65.1 mil

Municipal operational costs: \$175 mil

Regional/Shire employee costs: \$124.4 mil

Regional/Shire operational costs: \$139 mil

To date, the Northern Territory Government has not conducted a proactive review (or at least one is not publicly available) of the system of rating contained within the Local Government Act. Most states, if not all, conduct a regular review of their system to determine the current viability and ongoing sustainability of their rating methodology.

3. What are your key points in support of your motion?

Currently there is no publicly available source or intention to review the sustainability of the rating system contained within the Local Government Act (2008) and the soon-to-be-implemented Local Government Act (2019).

As the Northern Territory continues to grow and Local Government sector continues to mature, investing in this type of systematic review will ensure the Act and Regulations will remain relevant and industry best practice.

Due consideration should be provided to the context with which Local Governments in the Northern Territory operate. Despite the divergence of requirements between large municipal councils and smaller regional shires, a comprehensive rating system which is reviewed regularly will allow for both enhanced sustainability and community understanding of rating.

4. **Is there a Council Resolution in support of this motion?** ☐ Yes ☐ No

5. **Should the motion be LGANT policy?** ☐ Yes ☒ No

6. Contact Information

Council: Litchfield Council

Name: Daniel Fletcher, Chief Executive Officer

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COUNCIL REPORT

Agenda Item Number:	15.8
Report Title:	Community Engagement Strategy Action Plan Year Two Anniversary
Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Author:	Nicky McMaster, Community Engagement Advisor
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

The Community Engagement Strategy and Action Plan (The Strategy) describes how Litchfield Council will engage with the community and outlines Council's desire to ensure that community engagement opportunities are both created and embedded into daily Council interactions.

January 2020 marks the completion of year two of the Community Engagement Strategy Action Plan.

Council is committed to measuring community engagement success on an annual basis through identified mediums; such as, Annual Community Survey satisfaction results, participation rate in public consultation of projects and engagement on social media.

Recommendation

THAT Council receive and note the Community Engagement Strategy Action Plan 12-month anniversary report.

Background

The Community Engagement Strategy Four-year Action Plan was endorsed by Council in January 2018 following a public consultation process.

The Action Plan identifies objectives and activities that Council has undertaken over the past two years and intends to undertake over the next two years.

Implementation of Year Two of the Strategy Action Plan

Action	Status	On Budget	Comments
Develop and implement Customer Service Charter and Standards	Under development by the Community and Corporate Services Directorate	Yes	The Community and Corporate Services Directorate have commenced the Customer and Service Charter and Standards with a completion target of early 2020.
Establish an online smart system to capture data and knowledge about our community to meet community expectations and address needs	Complete	Yes	Online system was developed in Year One with refining and customising taking place throughout Year Two. There are currently 167 registered participants on Your Say Litchfield, with opportunities identified to boost site registration throughout Year Three.
Improve Council's website	On time – Year two and three action	Yes	Brainium Labs Pty Ltd have been engaged to review and redesign Council's website. A site analysis of the current website is underway and internal workshops have commenced. Councillors have been booked for a design workshop end of February.
Utilise the opportunity of the Annual Report to provide meaningful reporting to our community	On time – Year two, three and four action	N/A – using existing resources	To demonstrate strong accountability and public value for our community, the Annual Report contains community programs such as grants, events and survey results. Opportunities to further report with trend data will be captured in the 2019/2020 Annual Report.
Provide ongoing staff training	On time – Year one, two, three and four action	N/A – using existing resources	Advise, recommendations and support has been provided to staff to increase knowledge of our engagement process and to build internal capacity to deliver robust engagement activities across Council.

			Internal capacity to deliver robust engagement activities is increasing, with contributions from across Council to social media and website content. Opportunities identified for new staff to receive the Engagement Essentials course. As there are limited courses offered in Darwin, Council will continue to take up these opportunities as they arise.
Develop and implement a Staff Guide	Delayed – Year one and two action	Yes	The Staff Guide will be integrated into the Engagement Toolkit.
Develop and implement a Community Engagement Toolkit	On time – Year two and three action	Yes	Action to commence on completion of the website redevelopment project.
Use IAP2 Framework to guide Council's engagement process	On time – Year one, two, three and four action	Yes	The IAP2 framework guides Council in being clear and transparent about the level of engagement and influence available for different decisions.
Utilise Community Reference Groups to guide the development of key strategic plans	On time – Year one, two, three and four action	Yes	Community Reference Groups continue to be used for valuable community input. The most recent being the Rating Policy Review and the commencement of the Freds Pass Sport and Recreation Reserve Governance Review.
Use focus groups to improve decision making	On time – Year one, two, three and four action	Yes	Council continues to identify opportunities for focus groups to provide valuable community input. The Freds Pass Sport and Recreation Reserve upgrades utilised focus groups to finalise the Equine Master Plan.

Council has seen an increase in its profile over the past 12-month period and will continue to capitalise on this exposure to strengthen the message to the community about Council's services and facilities provided.

Facebook statistics have increase with 2,873 followers an increase of 373 followers from this time last year.

Council has successfully engaged the community using a wide range of mediums, which include:

- Your Say Litchfield – 167 registered users
- Council website – currently under development to enhance visitor experience
- Facebook – 2,873 followers
- Community Noticeboards
- Events – Freds Pass Rural Show
- Focus groups
- Community Reference Groups

Links with Strategic Plan

A Well-Run Council - Engaging Our Community

Legislative and Policy Implications

COR02 – Community Engagement Policy

Risks

Effective, proactive and responsive community engagement develops relationships, builds capacity, increases community confidence in Council, informs decision making and produces informed action.

The risk of inadequate public engagement is the potential to alienate sections of the community and undermine trust and could result in poorly informed decisions.

Financial Implications

\$45,000 for website redevelopment has been accounted for in the new initiative budget.

An allowance for the Community Engagement Strategy Action Plan Year-Three has been included in the 2019/20 budget.

Community Engagement

The Community Engagement Strategy Action Plan guides Council's engagement activities.



COUNCIL REPORT

Agenda Item Number:	15.9
Report Title:	LGANT Nomination of Delegates
Author & Recommending Officer:	Daniel Fletcher, Chief Executive Officer
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

This report seeks Council's appointment of Council representatives to attend and vote at the Local Government Association of the Northern Territory (LGANT) General Meetings and Annual General Meeting.

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

Council's membership with LGANT entitles councils to vote at the General Meetings and Annual General Meetings. In 2017 the Mayor and Councillor Sayers-Hunt were appointed to represent Litchfield Council.

Two meetings are held each year over two days with a conference segment including key note speakers.

This report recommends that Council appoints a Councillor, in addition to the Mayor as Council delegates to attend LGANT meetings.

Recommendation

THAT Council:

1. appoints Mayor Bredhauer, as Council's principle delegate to attend General Meetings, Special General Meetings and Annual General Meetings of LGANT and vote on behalf of Council;
2. appoints Councillor..... as delegate to attend General Meetings, Special General Meetings and Annual General Meetings of LGANT and vote on behalf of Council;
3. notifies LGANT of the Council appointments.

Background

The Local Government Association of the NT's Constitution states:

7. *Representation of Members*

- 7.1 *Each member council shall appoint two delegates as their representatives at meetings of the Association and may at any time revoke such appointments and appoint other delegates in their place, in accordance with their own policies or procedures.*
- 7.2 *Each member council shall give notice in writing to the Chief Executive Officer of the Association of the persons appointed to act as its delegates.*
- 7.3 *In the event that a delegate is unable to attend a meeting of the Association, the member council may, by giving written notice to the Chief Executive Officer prior to the commencement of the meeting, appoint another delegate to act as a substitute at the meeting. The appointment will only be valid for the meeting specified in the notice.*

LGANT holds two General Meetings each year, and its Annual General Meeting (AGM) after the second General Meeting.

At the April/May General Meeting, members approve the LGANT annual budget, membership subscriptions and strategic plan.

At the AGM, the financial statements and Annual Report for the previous financial year are tabled.

All the meetings have a conference segment where keynote speakers are given the opportunity to present on important issues affecting local government. The meetings are run over two days and are held either in Darwin, Alice Springs or at councils across the Northern Territory. A range of matters including policy development, decision-making, networking and information sharing are discussed at the meetings. Decisions made at General Meetings are binding on LGANT and the processes followed are determined under LGANT's Constitution and Governance Charter.

The 2016 ABS, indicates that the municipality of Litchfield now has a resident population of 25,238, entitling Litchfield Council to three votes. The number of votes however does not correspond to the number of representatives. The number of votes a Council has at LGANT meetings is determined through section 12.1 of the LGANT constitution stated below:

12.1 *Voting at Meetings of Members*

Each member Council shall be entitled to the following votes at General Meetings, Special General Meetings and Annual General Meetings of the Association:

a member Council with a population up to and including 3,000 - 1 Vote

a member Council with a population between 3 001 – 25,000 - 2 Votes

a member Council with a population of 25,001 and above - 3 Votes

A member Council, being the Capital City, the City of Darwin - 5 votes

Council's Chief Executive Officer (CEO) attends all meetings with the Council's delegates.

Links with Strategic Plan

A Well-Run Council - Powerful and Effective Advocacy

Legislative and Policy Implications

Local Government Association of the Northern Territory's Constitution, Section 7 – Representation of Members and Section 12 – Voting at Meetings of Members.

Risks

Nil

Financial Implications

Council allocates a budget each year to cover the cost of elected members attending meetings as Council representatives. Elected members attending LGANT meetings as delegates will be eligible to receive an extra meeting allowance.

Community Engagement

Nil



COUNCIL REPORT

Agenda Item Number:	15.10
Report Title:	Taminmin Library Update
Author & Recommending Officer:	Silke Maynard, Director Community & Corporate Services
Meeting Date:	19/02/2020
Attachments:	Nil

Executive Summary

Council has taken over the management of the Library on the Taminmin College ground as of January 2019 from Northern Territory Library and Archives (NTLA). This report provides a summary of the achievements and improvements of the service over the past twelve months under Council management.

Recommendation

THAT Council notes the Taminmin Library Update report.

Background

Council has taken over the management of the Community Library on the Taminmin College ground as of January 2019 from NTLA. As part of the transition Council entered into the following agreements for the delivery of library services:

- Funding Agreement with NTLA to fund library services;
- Agreement for the provision of staffing with City of Palmerston; and
- Memorandum of Understanding with Taminmin College Board for the joint use of library space on Taminmin College ground.

Funding Agreement with NTLA

The agreement for funding with NTLA is for a period of four and a half years (up to June 2023). For the 2018-19 financial year (first six months of operation) Council received a total funding of \$225,023 from the NTLA. For this period Council has underspent the grant by \$26,953.59. A detailed breakdown of costs in 2018-19 is provided under Financial Implications in this report.

Under the agreement Council requested approval from NTLA to rollover the unspent funds to the 2019-20 year for the purchase of IT equipment for digital literacy classes, a large multipurpose screen and collection items. Council is currently awaiting approval from NTLA.

The funding for the 2019-20 financial year is \$410.046 and the Municipal Plan 2019-20 highlights that the library is self-funding through the NTLA grant and user fees collected. A detailed breakdown of Year-to-date costs for 2019-20 is provided under Financial Implications in this report.

Agreement for the provision of staffing with City of Palmerston

The agreement with City of Palmerston was put in place to leverage of the experience and qualifications of library staff that City of Palmerston has employed. Since January 2019 Palmerston staff are delivering library services at Taminmin library under the instructions of the Director Community and Corporate Services of Litchfield Council.

Over the past thirteen months the following services have been delivered through this agreement:

Programs

The school holiday programs improved and regular programs such as crafts, balloon making and physical activities in the school holidays and a weekly Lego League have started, both with great reviews from patrons. Lego League alone has brought in 245 participants within the first 9 sessions (averaging 27 children per session) and continues to be a strongly valued weekly program with an average of 16 children. The school holiday programs have been attended in average by 51 children with some activities like the Litchfield Warrior Challenge reaching an attendance of over 100 children. The Funky Chickens Book Club was launched in April this year and has 78 members. The focus on primary school aged children has allowed the library to attract a demographic that was not catered for with prior programs.

Over the past thirteen months there has been a total of 173 programs with 3,187 attendees.

Events

Besides the increased programs, the library service has also invested in more events in the 2019 calendar year. IN May 2019 Council held the Library Open Day to celebrate the transition of library services to Council and raise awareness of the service, 150 residents attended. Furthermore, movie days have been introduced during the school holiday period with an average of 15 attendees and Council celebrated National Simultaneous Storytime with around 100 attendees.

Collection

A collection review and stocktake was performed at the beginning of 2019, showing the age of the collection to be out of line with ALIA (Australian Library and Information Association) recommendations, that have a baseline target of 50% of the collection being published in the past five years. At the beginning of 2019, 22% of the collection had been published in the last 5 years with 46% in the past 10 years. The library has done extensive weeding and purchasing of new release materials to improve the collection age. Currently 39% of the collection is published in the past 5 years and 64% in the past 10 years.

For 2019 loan statistics for the library were at 15,711 (the entire year of 2018 had 13,154 loans). This averages to 213 more loans per month in 2019 compared to 2018. The increase can be attributed to purchasing of popular items such as graphic novels and DVDs and new release adult fictions. The library refurbishment has also attributed to the increase in loans due to areas being more attractive and accessible and highlighting popular items with displays established through alterations to shelving.

Marketing

The Municipal Plan 2019-20 KPI for the library was set to reach 500 Facebook likes to increase the audience to which programs are marketed to. The library Facebook page has already surpassed this number and currently stands at 568 likes, an increase of over 46% since January 2019.

Door Counter/Membership

As of the end of 2019 the patron count recorded at 19,264 patrons (noting that a fault occurred when the carpet was replaced resulting in one month of statistics not being recorded). This leaves the door count with an average of 1,605 patrons per month. NTLA never had a reliable door count in place leaving no historical data to compare to.

For the purpose of comparison, the membership to the library has changed from 1,552 members in 2018 under NTLA to 1,872 members as per the end of 2019. Showing an additional 27 members per month. This is a clear indication for the service improvements and residents increasingly valuing the service.

Going Forward

In 2020 there will be a focus on:

- improvements to technical equipment to deliver for example theme day movies for Anzac Day, Anniversary of Cyclone Tracey and Bombing of Darwin. This will allow for the community to uphold local values and celebrate local history;
- Purchases of IT equipment to deliver a digital literacy program to improve computer skills for Australians over the age of 55;
- Increasing diversity in program planning to cater for example for more demographics; and
- Increase awareness of the service in the community through increased marketing.

This current agreement with City of Palmerston will be supported by the project of investigating a governance model for this shared service delivery. Through a successful joint Special Purpose Grant application, the Minister for Local Government has funded Council in this undertaking. Even the changes in the *Local Government Act* have shown that shared services are high on the agenda for the Minister and the two councils are leading the way in exploring this option further.

Memorandum of Understanding with Taminmin College Board

Council has an existing agreement with the Taminmin College Board on the shared use of the library space. The agreement has been formed prior to the transition and has since been reviewed and extended for a further two years.

Council continues to work closely with the College Board on improvements for the library service that will benefit the school and wider community.

Links with Strategic Plan

A Great Place to Live - Culture and Social Life

Legislative and Policy Implications

All agreements and service delivery have been enacted under Council's FIN03 Procurement policy. Administrative policies for the provision of library services are developed in line with Council's Policy Framework GOV01.

Risks

There are no risks identified with the provision of an update on library services.

Financial Implications

The below financial reports show that Council is operating library services from the NTLA grant funding without rate revenue being utilised.

Financial results for Library Services from 01/01/2019 to 30/06/2019:

Income for 2018-19	
Library Services - User Charges	963.51
NT Govt Grants & Subsidies	225,023.00
Total Income for 2018-19	225,986.51
Expenditure for 2018-19	
Staffing	135,000.00
Course Seminar & Conference Registration	4.55
Stationery & Printing	3,155.95
Photocopying Costs	155.91
Subscriptions Reference Materials	5,606.40
Staff Amenities	164.51
Computer Hardware Expensed	27,139.91
Advertising	4,493.44
Telephone Charges	1,278.98
Outreach Service (Courier cost)	338.27
Signage	1,239.14
General Maintenance	1,103.75
Entertainment Opening Day	1,486.36
Computer equipment for program delivery	4,231.02
Library Furniture	5,431.28
Other Library Stock	1,943.07
Book Purchases	5,756.01
Book Purchases	0.00
Program Running Costs	483.77
Advertising	20.60
Total Expenditure for 2018-19	199,032.92
Funds requested to be rolled over to 2019-20	26,953.59

Financial results for Library Services from 01/07/2019 to 31/01/2020:

Income for 2019-20	
Library Services - User Charges	949.82
Total Income for 2018-19	949.82
Expenditure for 2018-19	
Staffing	108,649.86
Stationery & Printing	3,637.38
Photocopying Costs	1478.29
Subscriptions Reference Materials	117.68
Postage	1,598.02
Staff Amenities	91.48
Computer Hardware Expensed	1,801.42
Telephone Charges	4,247.73
Outreach Service (Courier cost)	590
General Maintenance	395.00
Entertainment Cost (school Holiday)	681.37
Library Furniture	321.28
Other Library Stock	1,165.61
Book Purchases	5,826.88
CD/DVD Purchases	1,266.69
Program Running Costs	2,703.73
Advertising	2,104.49
Total Expenditure for 2018-19	136,676.91

It is to be noted that the grant income of \$410,046 has not been transferred from NTLA to Council at this stage.

Community Engagement

Council recently undertook a survey and program review at the library that was published for the community to respond. Feedback on library services can be made at the library via a customer survey available at the counter, or via email, phone or contact form on the website to Council.



LITCHFIELD COUNCIL MEETING

Wednesday 19 February 2020

16 Common Seal

17 Other Business

18 Public Questions

19 Confidential Items

These items are considered 'confidential' pursuant to Section 65(2) of the *Local Government Act* and Section 8(c)(iv) of the *Local Government (Administration) Regulations*.

19.1 FPSRR Governance Arrangement Review – Appointment of Community Members to Community Reference Group

19.2 *Life Beyond Landfill* – Update February 2020

8(c)(iv) information that would, if publicly disclosed, be likely to prejudice the interests of the council or some other person.

20 Close of Meeting