

LITCHFIELD COUNCIL



Community effort is essential

Council Meeting BUSINESS PAPER WEDNESDAY 21/08/2019

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

Silke Maynard, Interim 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.



LITCHFIELD COUNCIL MEETING

Notice of Meeting

to be held in the Council Chambers, Litchfield
on Wednesday 21 August 2019 at 6:30pm

Silke Maynard
Interim 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	2
6	Business Arising from the Minutes	
6.1	Action List	3-7
7	Presentations	8
	Dr David Ritchie, Chairman – NT Grants Commission	
8	Petitions	8
9	Public Forum	8
10	Accepting or Declining Late Items	8
11	Notices of Motion	
11.1	Investigation of a Suitable Site for a Dump Point	9-10
12	Mayors Report	
12.1	Mayor's Report	11-12
13	Reports from Council Appointed Representatives	13
14	Finance Report	14
14.1	Litchfield Council Finance Report July 2019	15-43
15	Officers Reports	44
15.1	Summary Planning and Development Report – August 2019	45-54

	PA2019/0193, a Planning Scheme Amendment Application to Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways Place Names Request – Darwin River Bridge to Jimmy Stanton Bridge	55-114 115-118
15.4	GOV11 Common Seal Policy	119-122
15.5	Rating Review Position Paper	123-169
16	Common Seal	170
17	Other Business	170
18	Public Question	170
19	Confidential Items	170
19.1	Application to Waive Interest on Assessment 10027902	
20	Close of Meeting	170



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 21 August 2019

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:

1. Special Council Meeting held 3 July 2019, 3 pages;
2. Special Council Meeting held 10 July 2019, 7 pages;
3. Council Meeting held 17 July 2019, 11 pages; and
4. Confidential Council Meeting held 17 July 2019, 2 pages.

Minutes have been distributed under separate cover and are publicly available on Council's website <http://www.litchfield.nt.gov.au/council/council-meetings/council-minutes> or in hard copy by request.

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	<p>Litchfield Aquatic Facility Needs Analysis Report</p> <p>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.</p>	DIO	15-02-17	<p>Special Purpose Grant (SPG) for funds to match Council's \$50k allocated in 2018/19 Budget to undertake Feasibility was unsuccessful in both rounds.</p> <p>Going forward Council has to explore the interest of the Northern Territory Government in this project.</p>
1718/240	<p>Berry Springs Water Advisory Committee - Council Representative</p> <p>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.</p>	CEO	16-05-18	<p>Nomination sent in by 30 May 2018. Waiting on confirmation from the department / pending ministerial approval.</p>
1718/267	<p>Improving the Productivity of the Mango Industry Project</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1. receives and notes the Business Case Improving the Productivity of the Mango Industry in Litchfield Municipality; 2. endorses seeking external funding to realise the Improving the Productivity of the Mango Industry Project (the sealing of 15.2kms of the four key mango industry roads), estimated to cost approximately \$20.1m; 3. provides in-principle support to contribute up to \$5m to the project. This in-principle support would require a Council resolution and budget allocation, at a later date, to proceed with the project; and 4. endorses the Improving the Productivity of the Mango Industry Project, as one of Council's Top 3 Advocacy Projects. 	CEO	27-06-18	<p>Council has been notified that the project is now on the NT / Federal Government Partnership Agreement awaiting Federal Government sign off. DIO has met with NTG in relation to timing and project delivery. A report identifying the project plan and funding details will be presented to Council by October 2019.</p>

1819/145	<p>Recreation Reserve Leases and Funding Agreements Project</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 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 will be provided to Council in September.
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1819/224	<p>Freds Pass Sport & Recreation Reserve Future Planning and Governance</p> <p>THAT Council:</p> <ol style="list-style-type: none"> 1.informs the Freds Pass Sport & Recreation Board in writing of Council's intention to have greater input into the long-term development and operation of sport and recreation at the Freds Pass Sport and Recreation Reserve; and 2.receive a report on how Council would go about undertaking to change the planning, operational, and governance arrangements of Freds Pass Sport and Recreation Reserve so that Council has greater input into the long-term planning and operations of the Reserve. This report is to include recommendations, proposed timelines, cost and methodology. <p>Any intention to change the planning, operational and governance arrangements at Freds Pass Sport and Recreation Reserve should include the following objectives:</p> <ul style="list-style-type: none"> •increase User Group satisfaction, •realise operation efficiencies, •manage compliance issues, •good governance; and •provide for improved long-term sport and recreation planning at the Reserve and within the municipality. <ol style="list-style-type: none"> 3.Uses the skills and enthusiasm of a volunteer board whilst providing for Council to have greater input into future planning, including day-to-day operations and staff management. 4.Receive the report at a future Council meeting no later than September 2019. 	DCCS	26-06-19	<ol style="list-style-type: none"> 1. Letter signed and sent from the Mayor's office. 2. Methodology for review in development. 3. Interim CEO met with Board to discuss review methodology. 4. Report scheduled for September Council meeting.
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Deed of Licence – Garden of Remembrance: Thorak Regional Cemetery				
1920/016	THAT Council affix the Common Seal and thereby grant to the Commonwealth of Australia the Deed of Licence in relation to the Northern Territory Garden of Remembrance. A copy of the Deed of Licence is included as Attachment A within the report.	DCCS	17-07-19	Complete - Deed signed by Council. Awaiting receipt of executed copy of Commonwealth of Australia.
Knuckey Lagoon Recreation Reserve Management Committee – Request for Funding				
1920/017	THAT Council: 1.does not approve the withdrawal of funds for the Reserve Open Day; 2.encourages the Knuckey Lagoon Reserve Committee to plan for an Open Day in 2020; and 3.communicates its decision at the next Committee meeting on 1 August 2019.	DCCS	17-07-19	Complete - Management Committee informed of Council's decision at 1 August 2019 meeting.
Acquittal of Special Purpose Grants				
1920-018	THAT Council: 1.receive and notes the Acquittal of Special Purpose Grants report; and 2.approves the partial acquittal of the Special Purpose Grants for: a)upgrades to the Howard Park Recreation Reserve Irrigation Upgrades to the value of \$17,248.09 as of 30 June 2019; b)upgrades to the Howard Park Recreation Reserve Playground to the value of \$60,762.26 as of 30 June 2019; c)upgrades to the Humpty Doo Village Green Community Hall to the value of \$20,991.66 as of 30 June 2019; and d)construction of a new Mobile Workforce Shed to the Value of \$35,836.60 as of 30 June 2019.	DCCS	17-07-19	Complete - Acquittals sent.
Long Term Financial Plan 2019-2020 to 2028-2029				
1920-019	THAT Council pursuant to Section 126 Local Government Act adopts the Long-Term Financial Plan 2019-2020 to 2028-2029.	DCCS	17-07-19	Complete - Long Term Financial Plan is available on Council's website.

Endorsement of the Freds Pass Sport and Recreation Reserve Master Plan				
1920-020	<p>THAT Council:</p> <ol style="list-style-type: none"> 1.notes the 2018-2027 Freds Pass Sport and Recreation Master Plan; 2.commends the Freds Pass Sport and Recreation Reserve Management Board for the development of the Freds Pass Sport and Recreation Reserve Master plan 2018-2027; 3.endorses the 2018-2027 Freds Pass Sport and Recreation Master Plan; and 4.writes to the Freds Pass Sport Recreation Management Board with comments for consideration as outlined in this Report. 	DCCS	17-07-19	Complete - Letter sent 29 July 2019.
NDRRA Partial Acquittal – Monsoon Trough January 2018				
1920-021	THAT Council approve the partial acquittal of the NDRRA funding for the repairs to roads damaged during the Monsoonal Trough in January 2018 to the value of \$712 935.97 as of 30 June 2019.	DCCS	17-07-19	Complete - Acquittals sent.
Draft Local Government Bill Submission				
1920/022	THAT Council endorses the Litchfield Council submission table to be sent to the Department of Local Government and Housing in response to the Draft Local Government Bill call for submissions by 18 July 2019.	DCCS	17-07-19	Complete - Submission sent on 18 July 2019.
Animal Management Plan				
1920/026	<p>THAT Council:</p> <ol style="list-style-type: none"> 1.adopts the Animal Management Plan 2019-2024 as included in Attachment B; and 2.authorises the Chief Executive Officer to make minor editorial changes, as necessary. 	DIO	17-07-19	Complete - Animal Management Plan uploaded to Website



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 21 August 2019

7 Presentations

Dr David Ritchie, Chairman – NT Grants Commission

8 Petitions

9 Public Forum

10 Accepting or Declining Late Items

11 Notices of Motion

11.1 Investigation of a Suitable Site for a Dump Point

12 Mayors Report

12.1 Mayor's Report

NOTICE OF MOTION



COUNCIL MEETING DATE:

Wednesday, 21 August 2019

TOPIC:

Investigation of a suitable site to develop a Dump Point, as part of a self-contained, Recreational Vehicle [RV] park in the Litchfield Municipality, with development assistance provided by the Caravan and Motorhome Club of Australia [CMCA].

BACKGROUND:

The establishment of a dump point in the Litchfield Municipality has been an active focus of mine since 2012 when self-sufficient RV visitors had to stay in a caravan park, in order to be able to dispose of their accumulated effluent.

After researching accurate information regarding:

- dump point locations in NT,
- opinions of Health Department experts,
- data on RV travelers' access to standard Caravan Park facilities and costs,
- information on RV travelers' experiences around Australia and in the Northern Territory,
- benefits to communities in which a CMCA facility is located,
- interest shown by Darwin and Palmerston Councils plus one sporting club,
- the opportunities afforded to members of the Caravan Motorhome Club of Australia, CMCA,
- assistance offered to councils around Australia by CMCA to establish and manage a suitable park space for travelers who meet the standards set by CMCA for the 'Leave No Trace' code of membership conduct,

I am recommending to Litchfield Council, that enabling RV travelers to have access to a CMCA managed, RV friendly Park, in a place close to local retail and service providers, would be of great benefit to the Litchfield Municipality, economically, environmentally and socially.

Research into membership of the CMCA revealed:

- a club that is extremely supportive of its members in enabling them to travel with the smallest environmental footprint as far as their dreams might take them,
- that travelers seek out and partake of volunteering activities in the towns that they visit,
- that travelers use their time in a RV friendly community to repair, purchase, indulge, their machinery, accommodation comforts, supplies, health, massage and beauty needs, seek taxation services, veterinary services, etc,
- that as tourists, they will spend with local businesses and service providers,
- that the travelers are Grey Nomads, Home Schoolers, Australia Lappers, Singles, Empty Nesters and Internationals, to label just a few groups.
- that these travelers care about the environment through which they travel and they value the experiences offered by RV friendly places,
- that travelers often plan their trips around events, markets and festivals,
- that sometimes the travelers enjoy a community so much they decide to settle there.

NOTICE OF MOTION

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What is Litchfield Council's investment?

- CMCA asks that it be provided access to land that allows an RV park as a permissible use in that zone.
- CMCA will undertake all necessary applications for the operation of the park and will undertake all reasonable development costs in terms of infrastructure.
- CMCA will enter into a lease agreement for up to 10 years and will pay rates and other charges associated with the operation of the park, such as water, electricity and waste management.
- Council's assistance is generally with preliminary works and design and pre lodgement meetings, identifying scope of works and associated costs for Council so CMCA can get a good handle on the expected cost to develop the park and its operation.
- CMCA runs the park at its own cost, using volunteer caretakers and its own booking system.
- The cost to council is minimal if anything.

OBJECTIVES:

- To protect the pristine bush environment of the Litchfield Municipality by reducing the illegal dumping of effluent.
- To encourage RV travelers who would generally turn left to go west or right to go east, at Katherine, to continue travelling up to the Top End.
- To add to the economy and prosperity of the area by encouraging RV travelers here.
- Establish a partnership between CMCA and Litchfield Council to develop a facility in Litchfield Municipality which would be of great social, economic and environmental benefit to residents, ratepayers, and the community as a whole.

NOTICE OF MOTION:

To approve investigation into the development of Litchfield Municipality as an RV friendly destination.

To investigate suitable sites for an RV friendly Park in the Municipality.

To engage with the CMCA to explore the opportunity of becoming partners in an RV Park and dump point, in Litchfield Municipality.

To prepare a report for the October 2019 meeting outlining what the partnership arrangement could look like, along with the commitment requirements of Litchfield Council and the CMCA.

Christine Simpson Central Ward Councillor, Litchfield Council
Tuesday 12 August 2019

NOTE: NOTICES OF MOTION MUST BE RECEIVED BY THE CHIEF EXECUTIVE OFFICER 5 CLEAR DAYS PRIOR TO THE MEETING AT WHICH THE MOTION IS TO BE MOVED.

Date Received:

(date) 13 August 2019

For office use only

Agenda to be included: Wednesday, {date} 21 August 2019



COUNCIL REPORT

Agenda Item Number: 12.1
Report Title: Mayor's Monthly Report
Report Number: 19/0101
Meeting Date: 21/08/2019
Attachments: Nil

Purpose

A summary of the Mayor's attendance at meetings and functions representing Council for the period 18 July 2019 to 21 August 2019.

Summary

Date	Event	Content/Comment
19 July 2019	Territory FM	Regular Radio Program
20 July 2019	Islamic Perspective on Domestic Violence Seminar	Say No to Domestic Violence
22 July 2019	Litchfield Women in Business Network Committee Meeting	Scheduled meeting
30 July 2019	Inpex Corporation Board of Directors Meeting	Chief Minister's Welcome Reception
31 July 2019	ABC Grass Roots	Regular Radio Live Talk Back
2 August 2019	Territory FM	Regular Radio Program
3 August 2019	Pesona Indonesia Festival	Annual Cultural Festival
6 August 2019	Litchfield Women in Business Network Morning Tea	Monthly network event
7 August 2019	HSAV Advisory Council Meeting	Future of the Howard Springs Village
	You Are Important	Senior Accommodation
	NT Thai Community	Knuckey Lagoon Location
9 August 2019	Territory FM	Regular Radio Program
11 August 2019	Palmerston & Litchfield Seniors	Opening Ceremony
12 August 2019	Litchfield Women in Business Network Committee Meeting	Scheduled meeting
15 August 2019	TOPROC Meeting	Scheduled meeting

Date	Event	Content/Comment
16 August 2019	Territory FM	Regular Radio Program
19 August 2019	LGANT Executive Meeting	Scheduled meeting

Recommendation

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



LITCHFIELD COUNCIL MEETING

Wednesday 21 August 2019

Council Appointed Representatives provide a verbal update on activities over the past month relating to the committees 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 Sport & Recreation Management Board (Observer)
	-	Freds Pass Rural Show Committee
Cr Salter	-	Howard Park Reserve Committee
	-	Knuckey Lagoon Reserve Committee
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 21 August 2019

14 Finance Report

14.1 Litchfield Council Finance Report July 2019



COUNCIL REPORT

Agenda Item Number:	14.1
Report Title:	Litchfield Council Finance Report – July 2019
Report Number:	19/0102
Meeting Date:	21/08/2019
Attachments:	Nil

Purpose

The purpose of this report is to present the monthly finance report for the period ended 31 July 2019.

Recommendation

THAT Council receives the Litchfield Council Finance Report for the period ended 31 July 2019.

Background

This report comprises the original budget along with the end of year forecast. Forecast includes all projects carried over from the prior financial years and current budget year variations. There are however no material differences at this early stage of the 2019/20 financial year.

Total Revenue \$10,908K for the month of July reflects Rates levied and recognised at the beginning of the financial year, although actual payment of rates is received in instalments throughout the financial year.

Total Expenses \$1,082K are 7.22% of the annual budget for the financial year. The major expenses recognised to date include \$590K Employee Costs and \$238K payments to contractors.

Finance Report

July 2019

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Contents

SECTION 1	4
CONSOLIDATED FINANCIAL STATEMENTS	4
CONSOLIDATED OPERATING STATEMENT	4
CONSOLIDATED BALANCE SHEET at 30 June 2019	5
SECTION 2	7
OPERATING POSITION BY DEPARTMENT	7
NEW INITIATIVES	8
CAPITAL BUDGET POSITION	9
SECTION 3	15
CASH ON HAND & INVESTMENTS	15
FINANCIAL RESERVES	17
SECTION 4	18
DEBTORS	18
SUNDRY DEBTORS	18
FINES AND INFRINGEMENTS	18
OUTSTANDING RATES	19
SECTION 5	21
FINANCE KEY PERFORMANCE INDICATORS (KPI)	21
SECTION 6	22
CREDITORS PAID	22
CREDIT CARD TRANSACTIONS	28

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*, reported in Litchfield Council's Annual Report, for greater transparency.

The statements include total revenue, both operational and capital but only operational expenditure. Capital expenditure is capitalised as Infrastructure, Property, Plant & Equipment in the Balance Sheet upon completion of the projects.

CONSOLIDATED OPERATING STATEMENT

	2019/20 Annual Budget	2019/20 YTD Actuals	2019/20 Annual Forecast	Forecast Variance +ve (-ve)	Note
REVENUE					
Rates	10,738,393	10,698,518	10,738,393	0	
Statutory Charges	111,700	7,610	111,700	0	
User Charges	1,208,128	141,232	1,208,128	0	
Grants, Subsidies & Contributions	3,614,416	0	3,614,416	0	
Investment Income	694,451	61,885	694,451	0	
Reimbursements	0	-939	0	0	
Other Income	71,000	0	71,000	0	
TOTAL REVENUE	16,438,088	10,908,306	16,438,088	0	
EXPENSES					
Employee Costs	6,661,948	590,205	6,661,948	0	
Auditor Fees	36,600	6,616	36,600	0	
Bad & Doubtful Debts	0	0	0	0	
Elected Member Expenses	242,264	4,070	242,264	0	
Election Expenses	0	0	0	0	
Cemetery Operations	363,300	13,241	363,300	0	
Contractors	4,126,589	237,727	4,126,589	0	
Energy	212,800	23,716	212,800	0	
Insurance	366,518	0	366,518	0	
Maintenance	674,766	72,833	674,766	0	
Legal Expenses	158,530	160	158,530	0	
Donations and Community Support	127,900	8,850	127,900	0	
Computer / IT Costs	369,435	34,331	369,435	0	
Parts, Accessories & Consumables	309,600	15,741	309,600	0	
Professional Services	903,500	34,915	903,500	0	
Sundry	436,700	40,087	436,700	0	
TOTAL EXPENSES	14,990,450	1,082,491	14,990,450	0	
RESULT	1,447,638	9,825,814	1,447,638	0	

CONSOLIDATED BALANCE SHEET at 31 July 2019

	30 June 2019	31 July 2019	Movement
CURRENT ASSETS			
Cash & Cash Equivalents	2,305,745	1,484,748	-820,997
Trade and Other Receivables	2,399,034	12,833,076	10,434,042
Other Financial Assets	21,357,771	20,353,954	-1,003,817
TOTAL CURRENT ASSETS	26,062,550	34,671,778	8,609,228
NON-CURRENT ASSETS			
Infrastructure, Property, Plant & Equipment	303,985,767	302,589,767	-1,396,000
Other Non-Current Assets	9,433,077	9,433,077	
TOTAL NON-CURRENT ASSETS	313,418,844	312,022,844	-1,396,000
TOTAL ASSETS	339,481,394	346,694,622	7,213,228
CURRENT LIABILITIES			
Trade and Other Payables	1,758,894	801,098	957,796
Provisions	573,750	612,152	-38,402
TOTAL CURRENT LIABILITIES	2,332,644	1,413,250	919,394
NON-CURRENT LIABILITIES			
Provisions	441,460	441,460	-
TOTAL NON-CURRENT LIABILITIES	441,460	441,460	-
TOTAL LIABILITIES	2,774,104	1,854,710	919,394
NET ASSETS	336,707,290	344,839,912	8,132,622
EQUITY			
Accumulated Surplus	19,171,201	27,303,823	8,132,622
Asset Revaluation Reserve	295,859,891	295,859,891	-
Other Reserves	21,676,198	21,676,198	-
TOTAL EQUITY	336,707,290	344,839,912	8,132,622

Cash and cash equivalents have reduced by \$821K due to payment of outstanding invoices to Council's contractors and suppliers.

Other Financial Assets have also decreased by \$1,004K due to payment of outstanding invoices to Council's contractors and suppliers. (Term deposit maturity \$1,000K).

Trade and Other Receivables have increased by \$10,434K from 30 June 2019 mainly due to the raising of 2019/20 Rates and Charges on properties within the Council's Municipality

Infrastructure, Property, Plant & Equipment has decreased due to depreciation recognised to date.

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 July 2019 current ratio equalling 24.5.

Current ratio =
$$\frac{\text{Current Assets (less: Provision for Doubtful debt)}}{\text{Current Liabilities}}$$

=
$$\frac{34,618\text{K}}{1,413\text{K}} = 24.5$$

Net Cash Position =
$$34,618\text{K} - 1,413\text{K} = \$33.2 \text{ million}$$

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 7.2% 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.

	2019/20 YTD Budget	2019/20 YTD Actual	2019/20 Annual Budget	2019/20 Annual Forecast	Forecast Variance +ve (-ve)	Note
REVENUE						
Council Leadership	2,499	0	30,000	30,000	0	
Finance & Customer Service	7,122,241	7,818,947	9,045,441	9,045,441	0	
Infrastructure & Assets	227,809	0	2,637,492	2,637,492	0	
Planning & Development	32,646	1,539	61,748	61,748	0	
Waste Management	2,960,742	2,962,031	3,178,680	3,178,680	0	
Community	6,167	9,663	74,000	74,000	0	
Community – Library	413,288	280	421,447	421,447	0	
Regulatory Services	3,393	7,610	112,700	112,700	0	
TOTAL REVENUE	10,768,785	10,800,069	15,561,508	15,561,508	0	
EXPENSES						
Council Leadership	182,203	118,858	1,111,896	1,111,896	0	
Corporate	113,129	51,617	645,697	645,697	0	
Information Services	39,845	23,164	513,091	513,091	0	
Finance & Customer Service	513,492	89,234	1,584,930	1,584,930	0	
Infrastructure & Assets	376,236	131,424	3,004,297	3,004,297	0	
Planning & Development	63,366	73,841	728,387	728,387	0	
Waste Management	257,507	199,194	2,991,436	2,991,436	0	
Community	523,352	239,749	1,442,690	1,442,690	0	
Community – Library	45,875	2,602	421,447	421,447	0	
Mobile Workforce	112,200	65,162	1,287,337	1,287,337	0	
Regulatory Services	49,368	18,725	388,831	388,831	0	
TOTAL EXPENSES	2,276,573	1,013,570	14,120,039	14,120,039	0	
OPERATING RESULT	8,492,212	9,786,500	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 expenditure is included in the operating result above. The table below highlights the expenditure compared to budget at the end of July 2019.

	2019/20 Budget	2019/20 Actuals	2019/20 Forecast	Comments	
Tourism Strategy	30,000	0	30,000	Not yet commenced	
Shared Path Plan	25,000	0	25,000	Scheduled for 3rd Quarter	
320 Arnhem Highway Master Plan – Stage 1	30,000	0	30,000	Scope finalised	
Chamber Refurbishment	10,000	0	10,000	Furniture purchased & delivered – awaiting invoice	
New Website Development	45,000	0	45,000	Quote requested	
Mobile Workforce Review	30,000	0	30,000	Scope in development.	
Litchfield Annual Art Exhibition	10,000	0	10,000	Initial planning works underway	
Council Chambers Audio / Video Upgrade	30,000	0	30,000	Waiting on the Chamber Refurbishment to be completed	
Community and Business Hub Strategic Business and Concept Plan	40,000	0	40,000	Not yet commenced	
Waste Management - prepare Disaster Waste Plan	20,000	0	20,000	Not yet commenced	
Waste Management - explore incentives and education to boost recycling and food waste management.	20,000	0	20,000	Not yet commenced	
Waste Management - Environmental Management Plan for Berry Springs Waste Transfer Station	10,000	0	10,000	Not yet commenced.	
TOTAL	300,000		300,000		



- On Budget



- Watch Budget



- Outside Budget












CAPITAL BUDGET POSITION





The table below compares capital revenue and expenditure to budget by the end of July 2019.

	2019/20 Budget	2019/20 Actuals	2019/20 Forecast	Forecast Variance +ve (-ve)	Note
REVENUE					
Infrastructure & Assets	1,344,743	750	1,344,743	0	
Planning & Development	140,000	0	140,000	0	
Mobile Workforce	35,000	0	35,000	0	
Community	6,000,000	0	6,000,000	0	
Regulatory Services	15,000	0	15,000	0	
Waste Management	50,000	5	50,000	0	
TOTAL REVENUE	7,584,743	755	7,584,743	0	
EXPENSES					
Infrastructure & Assets	3,792,000	919	3,792,000	0	
Waste Management	525,000	100,909	525,000	0	
Mobile Workforce	175,000	0	175,000	0	
Community	8,500,000	29,785	8,500,000	0	
Regulatory Services	45,000	0	45,000	0	
TOTAL EXPENSES	13,037,000	131,613	13,037,000	0	
CAPITAL RESULT	(5,452,257)	(130,858)	(5,452,257)	0	

CAPITAL PROJECTS 2019/20 – INFRASTRUCTURE & ASSETS

The table below summarises Council's capital works program for the 2019/20 financial year in accordance with the budget and Municipal Plan.

Project (Infrastructure & Assets)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Projects carried forward from previous years						
Pavement repairs – Whitewood Road	15/07/2019	427,000	351,432	427,000	0	 Complete Invoices awaiting
Brougham Road flood damage repairs – NDRRA Project	30/06/2019	768,529	52,590	768,529	0	 Tender preparation for works for next dry season.
TOTAL		1,195,529	404,022	1,195,529	0	
Projects commencing in 2019/20						
Whitewood Road Footpath Renewal	31/10/2019	110,000	0	110,000	0	 Tender preparation underway.
LED Street Lighting Replacement Program	30/06/2020	60,000	0	60,000	0	 LED lights will be purchased by December 2019 to start replacement in January 2020
Smart Controls for LED Lighting	30/06/2020	10,000	0	10,000	0	 Along LED replacement program, the smart controls will be installed in 2020
Reseal Program	30/11/2019	900,000	0	900,000	0	 Tender to be advertised in August.
Re-sheeting of Roads	31/05/2020	400,000	0	400,000	0	 Not commenced.
Whitstone Road Sealing	31/05/2020	400,000	0	400,000	0	 Not commenced.
Hillier Road Guard Rail	30/09/2019	85,000	0	85,000	0	 Not commenced.
Shoulder Widening of Various Roads	30/11/2019	300,000	0	300,000	0	 Not commenced.
Stevens Road Pavement Upgrade	31/05/2020	500,000	0	500,000	0	 Not commenced.

Project (Infrastructure & Assets)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Whitewood Road Pavement Rehabilitation	31/05/2020	320,000	0	320,000	0	 Not commenced.
Girraween and Hillier Road Intersection Upgrade	30/06/2020	398,000	0	398,000	0	 Not commenced.
Pioneer Drive / Norm Lane Intersection Upgrade	30/11/2019	300,000	0	300,000	0	 Design underway.
Disability Access Automatic Doors - Council Offices	30/11/2019	9,000	0	9,000	0	 Not commenced.
TOTAL		3,792,000	0	3,792,000	0	



- On Budget







- Watch Budget



- Outside Budget

CAPITAL PROJECTS 2019/20 – WASTE MANAGEMENT

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

Project (Waste Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Projects/Capital Purchases commencing in 2019/20						
Motor Vehicle Replacement	31/03/2020	45,000	0	45,000	0	 Not commenced.
Howard Springs and Berry Springs Safety Improvements	30/06/2020	140,000	0	140,000	0	 Not commenced.
Waste Compactor Bin	31/12/2019	40,000	0	40,000	0	 Quotes sourced.
Loader Replacement	31/03/2020	300,000	0	300,000	0	 Scope in development for tender
TOTAL		525,000	0	525,000	0	



- On Budget






- Watch Budget



- Outside Budget

CAPITAL PROJECTS 2019/20 – MOBILE WORKFORCE

The table below is Council's capital projects for Mobile Workforce in accordance with the Budget and Municipal Plan.

Project (Mobile Workforce Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Projects carried forward from previous years						
Mobile Workforce Shed	30/06/2019	0	100,909	450,000	450,000	 Contract awarded, works commenced in June. Carried over to 2019/20.
TOTAL		0	100,909	450,000	(450,000)	
Projects/Capital Purchases commencing in 2019/20						
Tractor and Slasher Replacement	31/10/2019	140,000	0	140,000	0	 Tender with Local Buy closes 12 th of August
Mower Replacement	31/03/2020	35,000	0	35,000	0	 Not commenced
TOTAL		175,000	0	175,000	0	



- On Budget




- Watch Budget



- Outside Budget

CAPITAL PROJECTS 2019/20 – REGULATORY SERVICES

The table below is Council's capital projects for Mobile Workforce in accordance with the Budget and Municipal Plan.

Project (Regulatory Services Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Projects/Capital Purchases commencing in 2019/20						
Motor Vehicle Replacement	31/03/2020	45,000	0	45,000	0	 Not commenced.
TOTAL		45,000	0	45,000	0	



- On Budget








- Watch Budget



- Outside Budget

CAPITAL PROJECTS 2019/20 – COMMUNITY & RECREATION RESERVES

The table below is Council's capital projects for Recreation Reserves still in progress from the 2017/18 and current financial year in accordance with the Budget and Municipal Plan.

Projects (Community & Recreation Reserve Expenditure)	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
Projects commenced in prior years						
Freds Pass Reserve – Improvements	30/09/2019	<u>2016/17</u> 3,000,000	2,845,231	3,000,000	0	 Final works underway
Howard Park Reserve – Irrigation Upgrade	30/09/2019	<u>2017/18</u> 20,000	17,248	20,000	0	 Initial works complete, stage 2 to be completed by 30 September.
Howard Park Reserve – Playground Upgrade	30/09/2019	81,181	60,762	69,970	(11,211)	 Initial works complete. Investigations into additional equipment underway.
Humpty Doo Village Green – Furniture Upgrade	30/09/2019	0	20,992	33,824	33,824	 Works underway
Freds Pass Reserve – Sporting Improvements	31/12/2019	<u>2018/19</u> 0	74,455	2,000,000	2,000,000	 Works underway
TOTAL		3,101,181	3,018,688	5,123,794	2,022,613	



- On Budget



- Watch Budget



- Outside Budget

SECTION 3

CASH ON HAND & INVESTMENTS

The table below represents a summary of the Cash on Hand & Investments held by Council at 31 July 2019 and compares the balance to the balance at 30 June 2019.

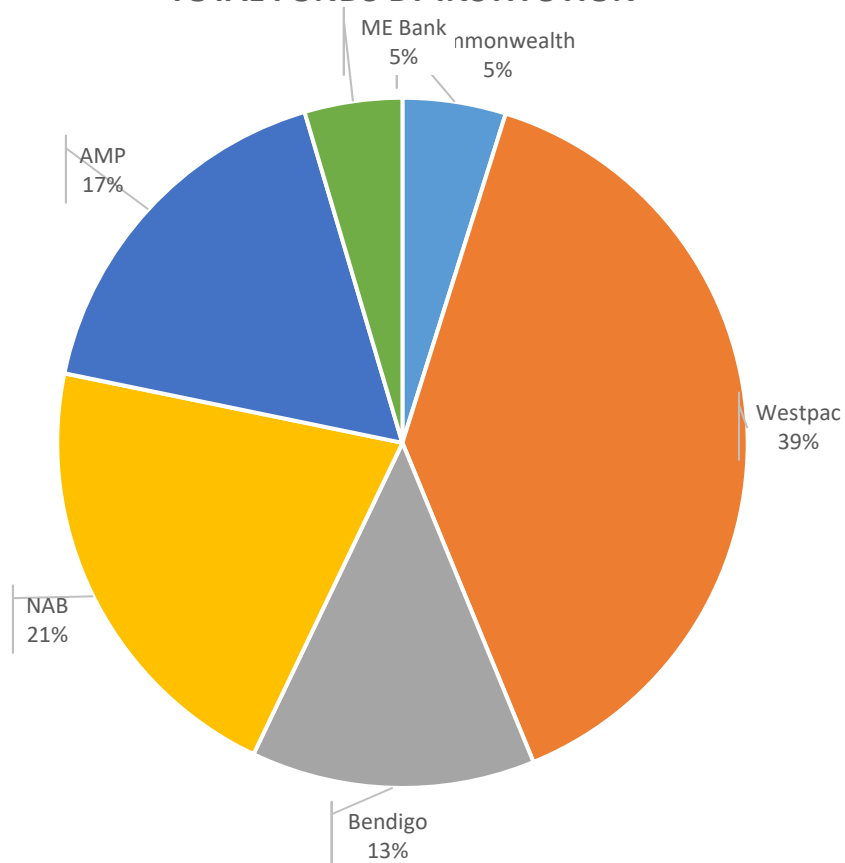
	30 JUNE 2019	31 JULY 2019	VARIANCE	COMMENT
Investments (Incl. Trust Account)	21,371,107	20,371,107	(1,000,000)	Matured funds redeemed & (principal & interest) for cashflow purposes.
Business Maxi Account	805,198	805,354	156	Interest received
Operating Account	1,461,689	665,795	(795,894)	Funds used for payments to contractors/suppliers and wages
TOTAL	23,637,994	22,842,256	(1,795,738)	

Investments

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
03-09-18	1,056,774	336	Commonwealth	2.70%	05-08-19	26,266
11-01-19	341,625	214	Bendigo	2.70%	13-08-19	5,408
29-01-19	1,511,979	210	Westpac	2.73%	27-08-19	23,748
06-09-18	1,000,000	365	AMP	2.80%	06-09-19	28,000
27-09-18	1,500,000	365	Westpac	2.81%	27-09-19	42,150
13-12-18	1,000,000	293	Bendigo	2.75%	02-10-19	22,075
13-12-18	1,563,296	314	Bendigo	2.75%	23-10-19	36,984
16-01-19	1,015,628	300	NAB	2.75%	12-11-19	22,956
19-02-19	1,016,944	280	AMP	2.80%	26-11-19	21,843
26-02-19	1,000,000	280	ME Bank	2.68%	03-12-19	20,559
07-03-19	1,530,344	278	AMP	2.80%	10-12-19	32,636
24-06-19	207,517	179	AMP	2.25%	20-12-19	2,290
15-05-19	1,100,000	240	NAB	2.34%	10-01-20	16,925
12-06-19	2,000,000	216	Westpac	2.35%	14-01-20	27,814
26-06-19	1,000,000	209	Westpac	2.35%	21-01-20	13,456
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
TOTAL INVESTMENTS	20,371,107					398,867

TOTAL FUNDS BY INSTITUTION



FINANCIAL RESERVES

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

The results included in this report are preliminary results as at the end of June, the end-of-year processing is on-going and yet to be finalised along with the accounts that are currently being audited.

The results for the 2018/19 Financial Year will be finalised and presented to Council in the Annual Report prior to the 15 November 2019.

	Balance at 1 July 2019	Transfer TO	Transfer FROM	Net Movement	Balance at 30 June 2020
Externally Restricted Reserves					
Developer Contribution Reserve	723,088	139,701	(80,882)	58,819	781,907
Unexpended Grants and Contributions	4,748,119	-	(3,248,119)	(3,248,119)	1,500,000
Internally Restricted Asset Related Reserves					
Asset Reserve	10,710,930	-	(1,102,105)	(1,102,105)	9,608,825
Internally Restricted Other Reserves					
Waste Management Reserve	4,156,475	\$289,471	(436,177) *	(146,706)	4,009,769
Election Reserve	100,000	-	-	-	100,000
Disaster Recovery Reserve	500,000	-	-	-	500,000
Strategic Initiatives Reserve	500,000	-	(90,000)	(90,000)	410,000
TOTAL	21,438,612	429,172	(4,957,283)	(4,528,111)	16,910,501

SECTION 4

DEBTORS

SUNDRY DEBTORS

Total Sundry Debtors at 31 July 2019 is \$785,675 compared to \$798,729 at 30 June 2019, a decrease of \$13,054. This is mainly due to invoices raised for Northern Territory Government Departments for Grant Funding. These invoices are for reimbursements for projects such as the upgrades done at Girraween Primary School, completion of Finn Road and Freds Pass Road infrastructure upgrades.

Category	Current	30 Days	60 Days	90 Days and over	Balance
Waste	1,742	1,651	0	1,467	4,860
Infrastructure	1,310	768,182	0	8,383	777,875
Recreation Reserves	410	2,070	0	460	2,940
TOTAL	3,462	771,903	0	10,310	785,675
% of total sundry debtors	.44%	98.25%	0%	1.31%	100%

Action summary of 90 Days and Over Debtors:

Company under Administration – further advice regarding payment status to be received from Administrators (Allowance for Doubtful Debts is recognised)	5,983
No permit provided, until payment is received	2,400
Company under Administration	1,467
Re-sent Statement demanding payment	460
TOTAL	10,310

Please note, Sundry debtors exclude rate debtors and infringements.

FINES AND INFRINGEMENTS

As at 31 July 2019 Council has 76 infringements outstanding with a balance of \$20,288, a decrease of \$567 in outstanding infringements compared to 30 June 2019 due to payments made.

	June 2019	July 2019
Number of Infringements outstanding	78	76
Balance of Infringements outstanding	20,855	20,288

Seventy-one (71) infringements have been sent to the Fines Recovery Unit (FRU), two (2) infringements are on hold, three (3) were sent reminder notices.

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 placed with them and has commenced an agreement with another Debt Collection Agency.

PRIOR YEAR RATES

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

	Beginning 2019/20 Prior years Outstanding	PREVIOUS MONTH (JUNE 2019)	CURRENT MONTH (JULY 2019)	MONTHLY VARIANCE
COMMERCIAL	50,725	27,342	56,323	(28,981)
MINING	58,510	66,159	79,393	(13,234)
NON-RATEABLE MINING	7,119	0	0	0
NON-RATEABLE WASTE	19,666	29,328	31,026	(1,698)
RURAL RESIDENTIAL	1,688,116	1,103,249	1,572,918	(469,669)
URBAN RESIDENTIAL	86,445	31,591	68,736	(37,145)
TOTAL	1,910,581*	1,257,669	1,808,396	(550,727)

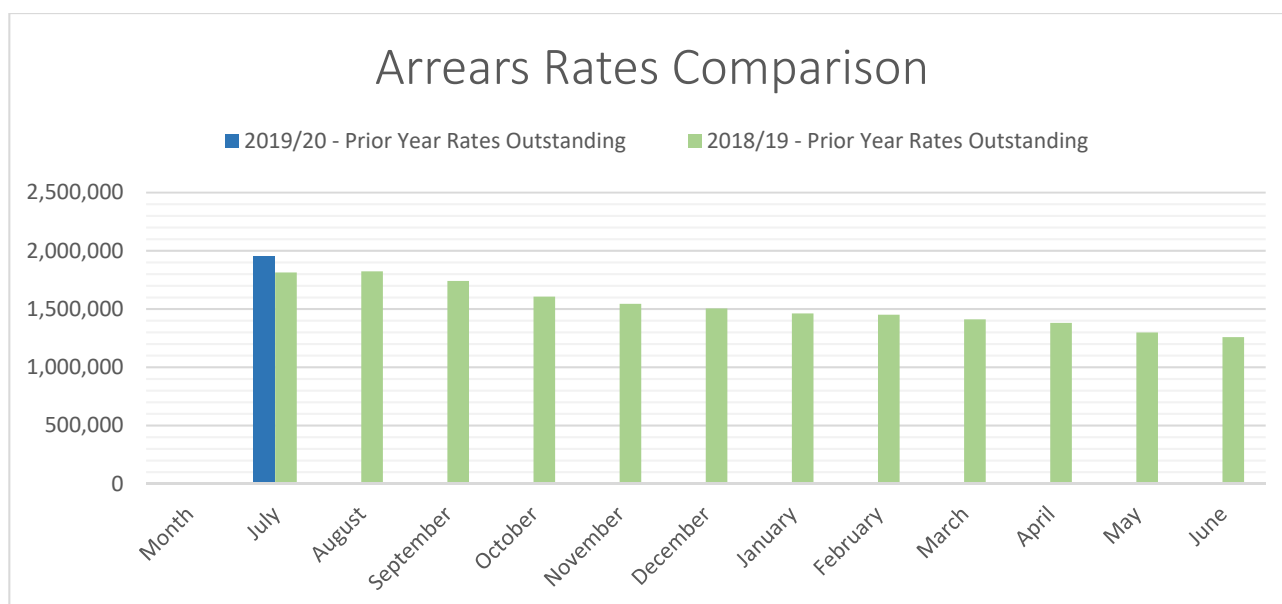
*prior years rates increased as of 1 July 2019 due to 2018/19 rates being reported as arrears.

The prior year rates outstanding comprise numerous challenging debts totalling \$240,838, these include:

- Ratepayers in extreme financial hardship;
- Deceased estates that are considered Bad and Doubtful Debts;
- Deceased estate awaiting the auction process to commence to sell the property and recoup outstanding rates and charges;
- Historical Agreement with the owner of a neighbouring property with a dwelling built over adjoining boundaries.

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

Prior Year Rates Outstanding in July 2019 are greater than the same time the year before. This illustrates the current economic climate in Darwin, but is expected to decrease with the commencement of another Debt Collection Agency agreement to enforce the collection of rates.



CURRENT YEAR RATES

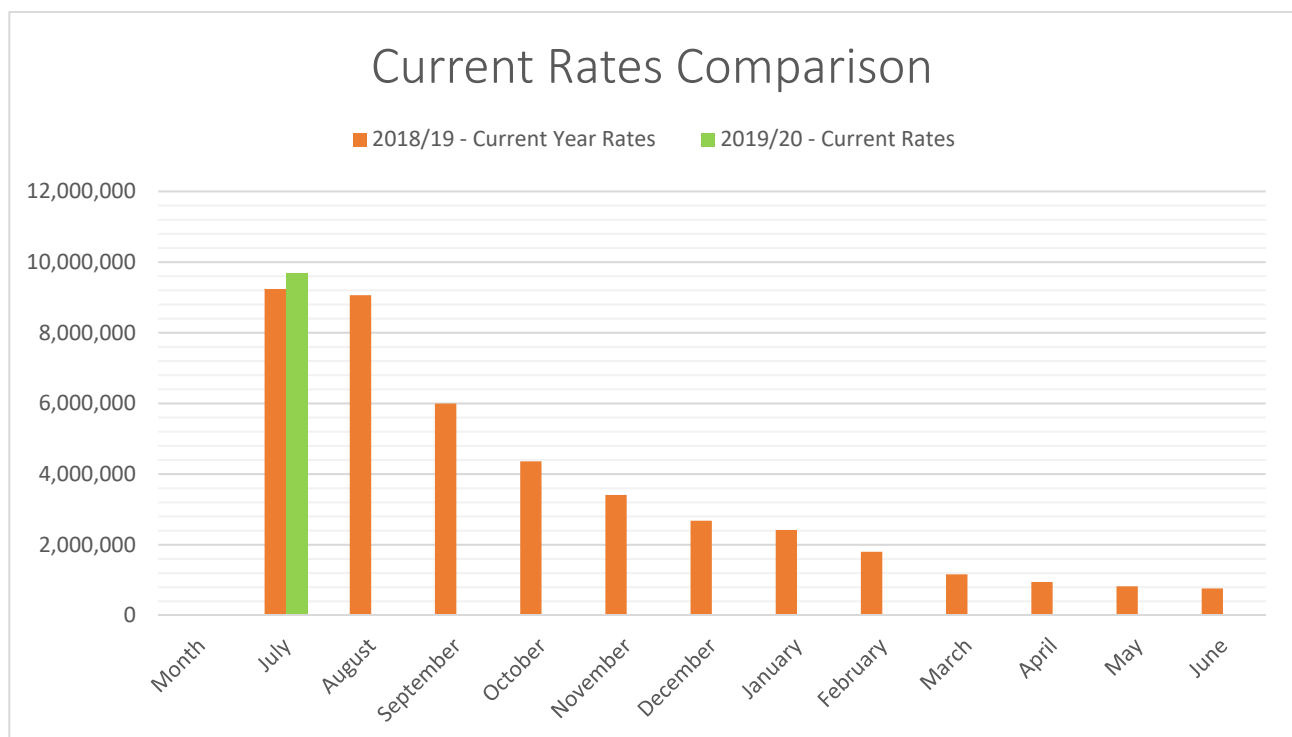
The below table illustrates the split of current year outstanding rates:

	PRIOR MONTH (JUNE 2019)	CURRENT MONTH (JULY 2019)	VARIANCE	DUE DATES
INSTALMENT 1	192,552	3,120,178	2,927,626	27/09/2019
INSTALMENT 2	249,576	3,248,422	2,998,846	29/11/2019
INSTALMENT 3	320,300	3,333,061	3,012,761	28/02/2020
TOTAL	762,428	9,701,661*	8,939,233	

*Increase as of 1 July 2019 due to rates levied for 2019/20 year.

The first instalment of the current year's rates will be due and payable by 27 September 2019.










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 scheduled for September 2019.
Current years rates outstanding as at 30 June 2020	<15%		Budgeted at 13.5%.
Prior Years' Rates outstanding as at 30 June 2020	<\$1m		Currently at \$1.9m.
Own source coverage ratio – lowering Council's dependency on government grants and other funding sources.	>60%		Budgeted at 40%.
Liquidity ratio	>1:1		24.5:1 as at 31/07/2019
Current Ratio	>1		24.5:1 as at 31/07/2019
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 July 2019 are listed in the table below.

Cheque No.	Cheque Date	Payee	Description	Amount
Payroll 1	03-07-19	LC Staff	Payroll Fortnight Ending 3/7/2019	\$155,275.49
Payroll 2	17-07-19	LC Staff	Payroll Fortnight Ending 17/7/2019	\$137,434.47
Payroll 3	31-07-19	LC Staff	Payroll Fortnight Ending 31/7/2019	\$141,675.31
954.114-01	19/07/2019	NATIONAL AUSTRALIA BANK LTD (NAB)	Term Deposit - Maturity Date 11 Mar 2020	\$ 1,000,000.00
950.1583-01	11/07/2019	A1 PLANT AND CIVIL	Whitewood Road Strengthening	\$ 351,089.67
949.1137-01	04/07/2019	ALLAN KING & SONS CONSTRUCTION PTY LTD	Trippe Road North - Reconstructions	\$ 311,546.85
952.60-01	18/07/2019	FREDS PASS SPORT & RECREATION	1st Quarter Operational and R & M payment	\$ 174,109.38
956.1571-01	25/07/2019	TB CONSTRUCTION (NT) PTY LTD	Mobile Work Force Shed - Claim # 1	\$ 111,000.00
950.1086-01	11/07/2019	KCOM CONSTRUCTIONS	Freds Pass Reserve Archery Club Ablution block	\$ 86,129.22
950.1580-01	11/07/2019	COMBINED ELECTRICAL CONTRACTING	Install - Freds Pass Reserve Market Shed Lighting	\$ 67,551.22
952.374-01	18/07/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Cyc 1, Pay 1 & 99	\$ 51,695.00
956.374-01	25/07/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Cyc 1, Pay 1 & 2	\$ 47,652.00
952.280-01	18/07/2019	CITY OF DARWIN	Jun 2019 – Disposal fees Shoal Bay	\$ 41,280.25
950.1556-01	11/07/2019	OMEGA CONCRETING AND CIVIL CONSTRUCTION	Girraween School – Road safety improvements	\$ 37,661.80
950.827-01	11/07/2019	LITCHFIELD GREEN WASTE RECYCLERS	Mulch Green Waste - Howard Springs, Berry Springs and Humpty Doo WT Stations	\$ 28,589.00
949.556-01	04/07/2019	CITY OF PALMERSTON	Apr 2019 - Provision of Library Services	\$ 24,750.00
950.556-01	11/07/2019	CITY OF PALMERSTON	Jun 2019 - Provision of Library Services	\$ 24,750.00
950.1320-01	11/07/2019	RUSSELL KENNEDY LAWYERS	Industrial Legal Advice	\$ 23,543.30
952.65-01	18/07/2019	HUMPTY DOO VILLAGE GREEN MANAGEMENT	1st Quarter Operational and R & M payment	\$ 23,121.73
950.514-01	11/07/2019	VEOLIA ENVIRONMENTAL SERVICES	Jun 2019 - Waste transport from all Waste Transfer Stations	\$ 22,111.67
956.1309-01	25/07/2019	BANG THE TABLE PTY LTD	Yearly subscription - Online Engagement Tool	\$ 18,150.00
950.770-01	11/07/2019	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff – Ranger, HR WHS Advisor, Finance Manager	\$ 17,806.47
950.794-01	11/07/2019	TOP END R.A.C.E.	Maintenance - Street/Public Lighting	\$ 16,479.54
952.16-01	18/07/2019	BERRY SPRINGS RESERVE	1st Quarter Operational and R & M payment	\$ 15,321.63
952.72-01	18/07/2019	LIVINGSTONE RESERVE MANAGEMENT BOARD	1st Quarter Operational and R & M payment	\$ 13,371.88
950.1398-01	11/07/2019	MERIT CHARTERED ACCOUNTANTS	Progress Fee for 18/2019 Financial Statement Audit	\$ 13,200.00
949.414-01	04/07/2019	TOTAL EXCAVATIONS	Widen Fire breaks in accordance with Fire Management Plan	\$ 11,726.00
950.1230-01	11/07/2019	TRUE NORTH STRATEGIC COMMUNICATION	Rating Policy Review Community Reference Group	\$ 11,582.58
956.849-01	25/07/2019	WEX AUSTRALIA (PUMA CARD)	Jun 2019 - Council component of Fuel Account	\$ 10,665.20
950.1444-01	11/07/2019	DOWD ADVISORY PTY TLD	Chair Community Reference Group	\$ 10,175.00
949.260-01	04/07/2019	EARL JAMES & ASSOCIATES	Survey of Freds Pass Cricket Club	\$ 9,810.00

Cheque No.	Cheque Date	Payee	Description	Amount
950.1589-01	11/07/2019	STANTONS INTERNATIONAL AUDIT AND CONSULTING PTY LTD	Internal Audit of Contract Management Claim # 1	\$ 8,387.50
950.971-01	11/07/2019	MUGAVIN CONTRACTING PTY LTD	Traffic management, clean up windrows both sides Letchford Road, and investigate oil leak on Wallaby Holtze Road	\$ 8,140.00
956.1564-01	25/07/2019	FOURIER TECHNOLOGIES PTY LTD	Jun 2019 - Managed Services Agreement	\$ 8,098.76
950.1065-01	11/07/2019	MRS M H BREDHAUER	Jun 2019 - Councillor Allowances	\$ 7,747.71
952.1022-01	18/07/2019	KPMG	Internal Audit of cash handling practices Thorak Cemetery	\$ 7,278.02
949.1107-01	04/07/2019	MCARTHUR (VIC) PTY LTD	Chief Executive Officer - Recruitment Costs	\$ 7,260.00
950.414-01	11/07/2019	TOTAL EXCAVATIONS	Widen Fire breaks in accordance with Fire Management Plan	\$ 6,688.00
952.1573-01	18/07/2019	FLANAGAN CONSULTING GROUP	Design Freds Pass Reserve road network / carpark	\$ 6,556.00
950.1141-01	11/07/2019	NORTHERN GROUND MAINTENANCE	Repairs to damaged fence line & maintenance/clearing of walking tracks, including rubbish removal Knuckey Lagoon	\$ 6,545.00
949.85-01	04/07/2019	TELSTRA	May 2019 - Litchfield Council Phone Account	\$ 5,808.93
956.78-01	25/07/2019	POWER & WATER CORPORATION	Jun 2019 - Water charges - all Waste Transfer Stations	\$ 5,679.57
949.163-01	04/07/2019	TONKIN CONSULTING	Concept Drainage Design Phase 1	\$ 5,500.00
949.1593-01	04/07/2019	SCOTTY'S FENCING PTY LTD	Fencing at Freds Pass Reserve Cottage	\$ 5,280.00
950.170-01	11/07/2019	NT RECYCLING SOLUTIONS (NTRS)	Jun 2019 - Collect cardboard / co-mingle from all WT Stations and Council	\$ 4,941.75
949.8-01	04/07/2019	DOWNERDI WORKS PTY LTD	Pot hole Patching - Multiple Locations Litchfield Council area	\$ 4,931.76
956.1413-01	25/07/2019	McCLELLAND INDUSTRIES PTY LTD	Aug 2019 - Rent MWF Shed - 23 Spencely Rd, Humpty Doo	\$ 4,767.40
950.1591-01	11/07/2019	PELICANCORP (AU) PTY LTD	BDYD Automated System - Annual Fee for 2019/2020	\$ 4,752.00
950.132-01	11/07/2019	AIRPOWER NT PTY LTD	Onsite repairs - Spencley Road Humpty Doo	\$ 4,711.98
952.75-01	18/07/2019	MCMINNS LAGOON RESERVE ASSOCIATION	Community Grant - Irrigation & Weed Suppression	\$ 4,678.63
951.1496-01	11/07/2019	TEN RIVERS PTY LTD	Fuel management burn on Lowther Road	\$ 4,654.98
950.374-01	11/07/2019	AUSTRALIAN TAXATION OFFICE (ATO)	PayG Withheld Cyc 99, Pay 26	\$ 4,303.60
950.748-01	11/07/2019	AGMECH SERVICES	Call out, repairs and travel time - Oil leak on Backhoe and other repairs as required	\$ 4,269.91
952.1081-01	18/07/2019	AUSTRALIAN INSTITUTE OF COMPANY	Company Directors Course	\$ 4,120.00
956.1591-01	25/07/2019	PELICANCORP (AU) PTY LTD	BDYD Automated System - Annual Fee for 2019/2020	\$ 4,026.00
950.81-01	11/07/2019	RHO SURVEYS	Guys Creek Road - Set of drawings, including calculations	\$ 4,004.00
949.78-01	04/07/2019	POWER & WATER CORPORATION	May 2019 - Water Charges - HSWTS, HDWTS, BSWTS, HPRR and Council	\$ 3,956.00
949.851-01	04/07/2019	OFFICEWORKS	Tables and chairs for H/Doo Village Green	\$ 3,869.95
950.1145-01	11/07/2019	FYFE PTY LTD	Letchford Road Floodway - Survey	\$ 3,795.00
949.1082-01	04/07/2019	MICHELLE READ	Develop a Brief for Masterplan - 320 Arnhem Highway	\$ 3,712.50
951.183-01	11/07/2019	CHRIS'S BACKHOE HIRE PTY LTD	Jun 2019 - Grave digging	\$ 3,432.00
952.770-01	18/07/2019	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Ranger - WE: 07 Jul 2019	\$ 3,092.73
950.151-01	11/07/2019	HARVEY NORMAN COMPUTERS/ELECTRICAL	Taminmin Library - iPads and accessories	\$ 3,049.00
950.1064-01	11/07/2019	MRS C M SIMPSON	Jun 2019 - Councillor Allowances	\$ 2,807.05

Cheque No.	Cheque Date	Payee	Description	Amount
949.770-01	04/07/2019	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - HR/WHS WE: 23 Jun 2019	\$ 2,764.23
955.144-01	25/07/2019	ORIGIN	Thorak Cemetery - LPG Gas delivered 04 Jul 2019	\$ 2,758.22
949.652-01	04/07/2019	ANIMAL CARE EQUIP. & SERVICES (AUST)	Barking Collars and Refills	\$ 2,493.91
951.144-01	11/07/2019	ORIGIN	Thorak Cemetery - LPG Gas delivered 20 Jun 2019	\$ 2,461.68
950.1253-01	11/07/2019	CRAIG BURGDORF	Service /Repairs - Backhoe SV4023	\$ 2,430.86
950.384-01	11/07/2019	MS C VERNON	Consultancy Services - Authority	\$ 2,402.40
956.794-01	25/07/2019	TOP END R.A.C.E.	Replacement of 3 existing car park lights	\$ 2,368.08
956.770-01	25/07/2019	HAYS SPECIALIST RECRUITMENT (AUST)	Temp Staff - Ranger - WE: 14 July 2019	\$ 2,364.21
949.748-01	04/07/2019	AGMECH SERVICES	Repairs to SV3869 PTO seal leak	\$ 2,314.42
950.1363-01	11/07/2019	PAUL MAHER SOLICITORS	Professional fee for email exchange and extensions	\$ 2,310.00
950.1587-01	11/07/2019	LUCID CONSULTING ENGINEERS (NT) PTY LTD	Fire Assessment - FFSRR Market Shed Claim	\$ 2,310.00
950.1068-01	11/07/2019	MR D S BARDEN	Jun 2019 - Councillor Allowances	\$ 2,247.05
950.1588-01	11/07/2019	QBD BOOKS (COVER SYNDICATE PTY LTD)	Purchase Bulk Order - Books - Taminmin Library	\$ 2,233.36
952.995-01	18/07/2019	WILDKAT HOLDINGS (NT) PTY LTD	HDWTS - Hire of Skid steer	\$ 2,200.00
949.1552-01	04/07/2019	COMICS NT	Purchase Bulk Order - Comics - Taminmin Library	\$ 2,137.38
950.1063-01	11/07/2019	MRS K J HUNT	Jun 2019 - Councillor Allowances	\$ 2,113.50
955.926-01	25/07/2019	JACANA ENERGY	Jun 2019 - Thorak Cemetery Electricity charges	\$ 2,011.42
952.1113-01	18/07/2019	GRAPHICS'LL DO (LEONIE RICHARDS)	Layout, Artwork and Author Corrections - Council Municipal Plan	\$ 1,991.00
950.1076-01	11/07/2019	TDC (NT) PTY LTD - T/AS TERRITORY DEBT RECOVERY	Debt Recovery Fees	\$ 1,957.45
950.78-01	11/07/2019	POWER & WATER CORPORATION	May 2019 - Water charges for Humpty Doo WTS	\$ 1,935.24
952.1088-01	18/07/2019	TALENT PROPELLER	Recruitment - NT News - Ranger & Customer Service Trainee	\$ 1,760.66
950.55-01	11/07/2019	CHUBB FIRE & SECURITY PTY LTD	Litchfield Council Building - repairs/update to alarm system	\$ 1,746.17
950.690-01	11/07/2019	TOTAL HYDRAULIC CONNECTIONS (NT) PTY LTD	Replace worn hoses on compactor winch	\$ 1,658.36
949.1584-01	04/07/2019	AUSTAR UNDERGROUND SERVICES	Whitewood Road confirmation of underground services	\$ 1,650.00
949.906-01	04/07/2019	WARD KELLER PTY LTD (LAWYERS)	Debt Recovery Fees - Letters of Demand	\$ 1,650.00
950.1023-01	11/07/2019	AUSLINE ENGINEERING	Slasher #1 repairs SV 3882 re-fit-skins	\$ 1,633.50
950.1137-01	11/07/2019	ALLAN KING & SONS CONSTRUCTION PTY LTD	Maintenance grading - multiple locations, Litchfield Council Area	\$ 1,610.40
949.506-01	04/07/2019	TURBO'S TYRES	Supply and fit 2 x truck tyres	\$ 1,557.60
950.1290-01	11/07/2019	MATCHEZ SUPERANNUATION FUND (M SALTER)	Jun 2019 - Councillor Allowances	\$ 1,497.05
949.1032-01	04/07/2019	INTERNATIONAL ASSOCIATION FOR PUBLIC PARTICIPATION	Engagement Design Workshop	\$ 1,430.00
956.806-01	25/07/2019	ZIPPY CLEANING & MAINTENANCE SERVICE	Jul 2019 - Cleaning for Litchfield Council office	\$ 1,426.23
952.825-01	18/07/2019	PRESTIGE AUTOMOTIVE ELECTRICAL & AIRCONDITIONING	Replace aircon hoses on Backhoe at HSWTS	\$ 1,360.70
956.1444-01	25/07/2019	DOWD ADVISORY PTY TLD	Councillor workshop attendance and preparation	\$ 1,320.00
950.1471-01	11/07/2019	RICOH AUSTRALIA PTY LTD	Jun 2019 - Consumables - Works & Finance Copiers	\$ 1,293.94
949.1253-01	04/07/2019	CRAIG BURGDORF	Check Hyundai driveline / repair	\$ 1,280.04
949.1064-01	04/07/2019	MRS C M SIMPSON	Reimbursement - Personal Development Expenses	\$ 1,218.97

Cheque No.	Cheque Date	Payee	Description	Amount
949.1023-01	04/07/2019	AUSLINE ENGINEERING	Remove old flails and fit new ones on tractor	\$ 1,138.50
949.993-01	04/07/2019	ARAFURA TREE SERVICES & CONSULTING	Remove - dead trees - adjacent horse wash bay - Freds Pass Reserve	\$ 1,100.00
952.1494-01	18/07/2019	STOCKWELL WATER & GAS PTY LTD	Hire of loader for Howard Springs WTS	\$ 1,100.00
950.926-01	11/07/2019	JACANA ENERGY	Jun 2019 - Electricity for Council Offices	\$ 1,052.03
956.409-01	25/07/2019	F & J BITUMEN SERVICES PTY LTD	Oxford Road Sealing	\$ 1,010.90
949.187-01	04/07/2019	NORSIGN	Signage for multiple locations	\$ 986.28
950.51-01	11/07/2019	SOUTHERN CROSS PROTECTION	Jun 2019 - Security services - Litchfield Council	\$ 924.71
950.968-01	11/07/2019	NT FASTENERS PTY LTD	Makita tool set	\$ 879.00
949.867-01	04/07/2019	ALL ASPECTS RECRUITMENT & HR SERVICE	Temp Staff - WTS Staff - WE: 12 May 2019	\$ 878.16
949.1581-01	04/07/2019	SALARY PACKAGING AUSTRALIA	Salary Sacrifice - Vehicles - Pay 1	\$ 830.80
952.1581-01	18/07/2019	SALARY PACKAGING AUSTRALIA	Salary Sacrifice - Vehicles - Pay 2	\$ 830.80
950.98-01	11/07/2019	ALL RURAL MECHANICAL	Service - Mayor's Vehicle	\$ 815.80
950.1130-01	11/07/2019	MAIR'S ONLY CLEANING	HPRR Cleaning - WE: 06 Jul 2019	\$ 692.50
950.1536-01	11/07/2019	ROSSI ARCHITECTS	Prepare site plan drawings	\$ 660.00
952.1603-01	18/07/2019	TICK OF APPROVAL PTY LTD	Building Certification Lot 5467 Bees Creek	\$ 660.00
956.1130-01	25/07/2019	MAIR'S ONLY CLEANING	KLRR Cleaning - WE: 23 Jul & 30 Jul 2019	\$ 640.00
949.68-01	04/07/2019	KERRY'S AUTOMOTIVE GROUP	Supply of Side-step and associated brackets, including fitting	\$ 610.30
950.1340-01	11/07/2019	THE DRUG DETECTION AGENCY	Random Drug Testing - 18 Jun 2019	\$ 590.70
951.941-01	11/07/2019	EVERLON BRONZE	Plaques x 4	\$ 590.70
949.926-01	04/07/2019	JACANA ENERGY	May 2019 - Electricity Berry Springs WTS	\$ 553.80
949.874-01	04/07/2019	VTG WASTE & RECYCLING	Jan 2019 - Rubbish Collection for Howard Park Recreation Reserve	\$ 544.35
950.560-01	11/07/2019	JOBFIT HEALTH GROUP PTY LTD	Pre-employment Medical Check - HR & WHS Advisor Position	\$ 541.20
949.790-01	04/07/2019	BOBTOW TILT TRAY SERVICES	Towing of 4 cars abandoned in the Litchfield area	\$ 528.00
949.205-01	04/07/2019	SAFEWAY TEST & TAG (DAVID MILNER)	Test and Tag - Knuckey Lagoon Reserve	\$ 506.00
949.1608-01	04/07/2019	MR T A J STEPHENS	Community Grant - NT Representative - Rugby League	\$ 500.00
950.515-01	11/07/2019	JC ELECTRONIC SECURITY PTY LTD	Repair camera at Humpty Doo WTS	\$ 484.00
952.926-01	18/07/2019	JACANA ENERGY	Jun 2019 - Electricity for Howard Springs WTS	\$ 476.73
951.1412-01	11/07/2019	HAPPIER ENDINGS	Transportation of Corpses WE: 28 Jun & 05 Jul	\$ 450.00
955.1412-01	25/07/2019	HAPPIER ENDINGS	Transportation of Corpses WE: 12 Jul & 19 Jul	\$ 450.00
956.1274-01	25/07/2019	GRACE RECORD MANAGEMENT (AUSTRALIA)	Jul 2019 - Storage Costs for Cartons	\$ 430.25
BPAY246	25/07/2019	ACMA - AUSTRALIAN COMMUNICATIONS & MEDIA AUTHORITY	Licence Renewal - HSWTS to Manton Dam Sites	\$ 429.00
955.806-01	25/07/2019	ZIPPY CLEANING & MAINTENANCE SERVICE	Jul 2019 - Cleaning of Office and Chapel	\$ 426.07
950.886-01	11/07/2019	MR R J FREEMAN	Make safe gas bottles for recycling, and tyres at Humpty Doo WTS	\$ 425.00
952.1181-01	18/07/2019	ODD JOB BOB	Repair Sink in the Works department, and other tasks as required	\$ 399.58
952.1431-01	18/07/2019	TRANSFORM ELECTRICAL	Fix and replace 5 lights in various locations in Council building	\$ 394.00

Cheque No.	Cheque Date	Payee	Description	Amount
949.1211-01	04/07/2019	MR G S MAYO	Pound Clean 13 April & 14 April	\$ 360.00
956.1429-01	25/07/2019	SMILE A MILE FUN BUS & TOY LIBRARY	Community Initiative Grant	\$ 350.00
949.282-01	04/07/2019	ECOFLEX NT PTY LTD (TOP END TYRE SERVICE)	Collect tyres from Howard Springs WTS	\$ 339.31
950.995-01	11/07/2019	WILDKAT HOLDINGS (NT) PTY LTD	Bulk purchase of grease	\$ 338.76
955.849-01	25/07/2019	WEX AUSTRALIA (PUMA CARD)	Jun 2019 - Thorak Cemetery Fuel Account	\$ 338.55
950.1142-01	11/07/2019	OFFICEMAX AUSTRALIA LTD	Stationary replenishment	\$ 324.15
952.1278-01	18/07/2019	SEEK LIMITED	Seek Advert - Ranger & Customer Service Trainee Positions	\$ 313.50
949.1278-01	04/07/2019	SEEK LIMITED	Seek Advert – Grounds Person Thorak Cemetery Cemetery Position	\$ 308.00
952.1379-01	18/07/2019	MRS J L ROGERS	Rates Refund	\$ 286.27
950.825-01	11/07/2019	PRESTIGE AUTOMOTIVE ELECTRICAL & AIRCONDITIONING	Repairs to fuel lines on Toyota Hilux CC10PQ	\$ 284.35
956.1609-01	25/07/2019	NT PLUMBING MAINTENANCE SERVICE	Repairs to leaking tap in female toilets	\$ 273.38
950.851-01	11/07/2019	OFFICEWORKS	DYMO Label Writer and Labels	\$ 270.78
949.61-01	04/07/2019	GREENTHEMES INDOOR PLANT & HIRE	Jun 2019 - Indoor plant hire	\$ 255.28
952.1396-01	18/07/2019	CSE CROSSCOM PTY LTD (T/A COMM8)	Jul 2019 - Tracking System Data Access	\$ 255.20
950.535-01	11/07/2019	TOP END WINDSCREENS & TINTING	Windscreen replacement Ford Ute CC45FS	\$ 250.00
956.885-01	25/07/2019	HUMPTY DOO DIESEL	Diagnose /Repairs on Hino Truck	\$ 246.50
956.1253-01	25/07/2019	CRAIG BURGDORF	Diagnose /Repair wiring - Backhoe WTS	\$ 246.40
949.1245-01	04/07/2019	RURAL RUBBISH REMOVAL	Jan 2019 - Rubbish removal KLRR	\$ 237.60
956.1529-01	25/07/2019	RESOURCE FURNITURE	Brackets and book display for library shelving	\$ 233.59
953.158-01	18/07/2019	NT ELECTRICAL GROUP	Inspect Cremator for Electrical fault	\$ 220.00
952.14-01	18/07/2019	AUSTRALIA POST	Jun 2019 - Postage charges for Library	\$ 216.50
955.1053-01	25/07/2019	CSG BUSINESS SOLUTIONS PTY LTD	Jul 2019 - Rental / printing charges	\$ 213.56
950.85-01	11/07/2019	TELSTRA	Jun 2019 - Thorak Cemetery - Phone charges	\$ 211.56
949.1130-01	04/07/2019	MAIR'S ONLY CLEANING	KLRR Cleaning - WE: 25 Jun 2019	\$ 210.00
953.1459-01	18/07/2019	TERRITORY SPRINGWATER AU PTY LTD	Jul 2019 to Jun 2020 - Annual rental of Water Truck	\$ 209.00
951.514-01	11/07/2019	VEOLIA ENVIRONMENTAL SERVICES	Jun 2019 - Rubbish Removal Cemetery	\$ 206.25
950.874-01	11/07/2019	VTG WASTE & RECYCLING	Jun 2019 - Waste collection at HPRR	\$ 166.83
950.1186-01	11/07/2019	ADVANCED SAFETY SYSTEMS AUSTRALIA PTY LTD	Jul 2019 - ASSA Membership	\$ 165.00
949.1605-01	04/07/2019	MISS L HATTON	Reimbursement Medical costs - 1 employee	\$ 158.00
956.995-01	25/07/2019	WILDKAT HOLDINGS (NT) PTY LTD	Carton of grease for Howard Springs WTS	\$ 155.98
949.1602-01	04/07/2019	SCANNER ANGEL OZ	Halo microchip scanner	\$ 150.00
952.565-01	18/07/2019	CURBY'S (NT) PTY LTD	Acrylic overlay name badges with magnets	\$ 140.80
00413239	09/07/2019	LITCHFIELD COUNCIL PETTY CASH	July 2019 - Reimburse Petty Cash	\$ 136.30
951.126-01	11/07/2019	WATER DYNAMICS (NT) PTY LTD	Replacement Pop up sprinklers	\$ 132.33
952.886-01	18/07/2019	MR R J FREEMAN	Remove tyres from rims at Humpty Doo WTS	\$ 120.00
950.1015-01	11/07/2019	NEWSXPRESS HUMPTY DOO	Jun 2019 - NT Newspaper Supply Council	\$ 116.80
949.1607-01	04/07/2019	STEEL-LINE GARAGE DOORS	Service to roller door	\$ 110.00

Cheque No.	Cheque Date	Payee	Description	Amount
950.1565-01	11/07/2019	HARRISON ELECTRICAL	Removal of air-conditioner manual coin operated deposit box	\$ 110.00
952.1107-01	18/07/2019	MCARTHUR (VIC) PTY LTD	Chief Executive Officer - Recruitment Costs	\$ 103.40
956.1616-01	25/07/2019	MR K MARSHALL	Refund - Dog Trap Bond	\$ 100.00
00413238	08/07/2019	MR D INNES	Refund - Dog Trap Bond	\$ 100.00
949.828-01	04/07/2019	HOWARD SPRINGS VETERINARY CLINIC	Euthanasia and disposal of dog	\$ 85.00
950.25-01	11/07/2019	LAND TITLES OFFICE	Jun 2019 - Title searches From NTG	\$ 82.20
950.877-01	11/07/2019	MS N DAVENPORT	Reimbursement for 2 boxes of animal trap lures	\$ 80.00
949.1344-01	04/07/2019	PROSEGUR AUSTRALIA PTY LTD	Council Office - Banking Collection - 18/6 & 21/6	\$ 76.64
950.1344-01	11/07/2019	PROSEGUR AUSTRALIA PTY LTD	Council Office - Banking Collection - 25/6 & 28/6	\$ 76.64
952.1344-01	18/07/2019	PROSEGUR AUSTRALIA PTY LTD	Council Office - Banking Collection - 2/7 & 05/7	\$ 76.64
956.1344-01	25/07/2019	PROSEGUR AUSTRALIA PTY LTD	Council Office - Banking Collection - 09/7 & 12/7	\$ 76.64
950.1245-01	11/07/2019	RURAL RUBBISH REMOVAL	Jun 2019 - Rubbish removal - Knuckey Lagoon	\$ 61.60
950.1143-01	11/07/2019	WORKPRO (RISK SOLUTIONS AUSTRALIA	Police Checks - 2 employees	\$ 60.50
951.752-01	11/07/2019	TOTALLY WORKWEAR PALMERSTON	Rehydration packs	\$ 55.00
950.387-01	11/07/2019	SADDLE WORLD NT (NT GRAIN)	Supercoat - Bulk Purchase - Adult Dog Food	\$ 51.00
950.1040-01	11/07/2019	SUPERCHEAP AUTO	Bulk Coolant purchase	\$ 44.51
952.1294-01	18/07/2019	CLEAN FUN PTY LTD (DARWIN LAUNDRIES)	Wash, dry and fold linen	\$ 38.50
951.367-01	11/07/2019	BUNNINGS GROUP LIMITED	Glue Gun and sticks	\$ 35.66
950.1133-01	11/07/2019	NT WATER FILTERS	Bottled water for Council Offices Foyer	\$ 31.20
950.1146-01	11/07/2019	AUSTRALIAN INSTITUTE OF ANIMALS	2019/20 Annual Individual Membership renewal	\$ 30.00
956.565-01	25/07/2019	CURBY'S (NT) PTY LTD	Acrylic overlay name badge with magnet	\$ 22.00
950.367-01	11/07/2019	BUNNINGS GROUP LIMITED	Keys for Tool shed	\$ 11.40
952.85-01	18/07/2019	TELSTRA	SMS Text Messaging Service 0437 036 176	\$ 9.00
TOTAL				\$3,283,495.64

CREDIT CARD TRANSACTIONS

Credit card transactions for July 2019 are listed in the table below.

Staff Member	Details	Cost Code	\$	GST
Silke Maynard A/Chief Executive Officer	Paystay	3130.350.515	\$ 10.00	\$ 0.91
	Coles - Gift Voucher – Departing staff	3130.350.515	\$ 100.00	\$ -
Deborah Branson Executive Assistant	News Limited - Monthly On-Line Subscription	3030.350.503	\$ 20.00	\$ 1.82
	Avenue Hotel - Credit - Accommodation Canberra	3020.330.644	\$ (280.00)	\$ (25.45)
	Coles - Gift Voucher	3130.350.515	\$ 100.00	\$ -
	PRBA - 2019/20 Membership	3000.350.639	\$ 330.00	\$ -
	Office Works - New Recorder - Council Meetings	3020.330.500	\$ 223.95	\$ 20.36
	Darwin Airport - Parking - CEO's Vehicle	3130.350.515	\$ 31.00	\$ 2.82
	Paystay - Parking - CEO	WO4084	\$ 10.00	\$ 0.91
	Qantas - CEO - Alice Springs LGANT Meeting	WO4084	\$ 456.92	\$ 41.54
	Qantas - Mayor - Alice Springs LGANT Meeting	3020.330.644	\$ 456.92	\$ 41.54
	Office Works - Public Chairs - Chambers	WO4702.70	\$ 1,655.95	\$ 150.54
	Ezyas Cash Wash - CEO's Vehicle	WO4288	\$ 17.25	\$ 1.57
	To be disputed and refunded	WO4288	\$ 17.25	\$ 1.57
	Darwin Airport - Lockhire - CEO's car key	3130.350.515	\$ 12.00	\$ 1.09
	Vision6 - Monthly Bulletin Subscription	3020.330.500	\$ 9.90	\$ 0.90
	Jopa Investments - Puma - Fuel CEO's vehicle	WO4288	\$ 105.32	\$ 9.57
	Darwin Airport - Parking - CEO's Vehicle	3130.350.515	\$ 31.00	\$ 2.82
	News Limited - Monthly On-Line Subscription	3030.350.503	\$ 20.00	\$ 1.82
	Kmart Auto - Tyres - Interim CEO's vehicle	W4490.120	\$ 667.00	\$ 60.63
Karina Gates Finance Manager	Kmart - Library Activities	3750.460.538	\$ 161.30	\$ 14.66
	BigW - Library Activities	3750.460.538	\$ 564.15	\$ 51.29
	Woolies - Staff amenities	3750.350.515	\$ 64.90	\$ 2.70
	Skymesh Satellite Services	3121.350.640	\$ 71.15	\$ 6.47
	Sanity - Dvd's and CD's	3750.390.511	\$ 647.93	\$ 58.90
	Bunnings - Library Activities	3750.460.538	\$ 61.84	\$ 5.62
	Inkspot Replacement cartridges	3750.350.500	\$ 290.00	\$ 26.37
Nadine Nilon Director of Infrastructure & Operations	Paystay	3200.350.648	\$ 10.00	\$ 0.91
	Paystay	3200.350.648	\$ 10.00	\$ 0.91
	Grammarly - Monthly subsription	3400.350.503	\$ 44.15	\$ -
	Jaycar - Surge protector	W4169.30	\$ 9.95	\$ 0.90
	Paystay	3200.350.648	\$ 10.00	\$ 0.91
	NTFRS - Building Safety Report	W4679.400	\$ 540.10	\$ 49.10
David Jan A/Director Community & Corporate Services	Library Activities - BigW - Lego	3750.460.538	\$ 459.80	\$ 41.80
	Library Activities - Bunnings - Coloured stones	3750.460.538	\$ 26.96	\$ 2.45
Wendy Smith Planning & Development Manager	MIE Software - Course registration	3400.310.644	\$ 2,231.00	\$ 202.82
	MIE Software - Accomodation	3400.310.644	\$ 1,434.16	\$ 130.38
	Qantas - Course Travel IPW Conference	3450.310.645	\$ 1,076.08	\$ 97.83
Glen Byrnes	Think Water - Caps/Plugs	W4238.30	\$ 11.82	\$ 1.07

Staff Member	Details	Cost Code	\$		GST
Waste Manager	Jaycar - Fuse paks	W4238.30	\$	19.20	\$ 1.75
	Skymesh Satellite Service	3410.350.640	\$	99.90	\$ 9.08
	Woolies - Staff Amenities	3410.350.515	\$	32.72	\$ 2.88
	HSE Rick - Asbestos Training	3410.310.644	\$	59.95	\$ -
	NT Fastners - Nuts and Bolts	3430.622.420	\$	65.01	\$ 5.91
Justin Dunning MWF Manager	Coles - Batteries for scales	3800.375.525	\$	5.50	\$ 0.50
	Tackleworld - Scales for weighing litter collection bags	3800.375.525	\$	39.99	\$ 3.64
	woolworths - Batteries for multipurpose use	3800.350.515	\$	65.50	\$ 5.95
Vicky Wellman Thorak Manager	Symesh Satellite	23000.350.640	\$	39.95	\$ 3.63
	Bursons - Tyre Inflator	23000.375.527	\$	110.00	\$ 10.00
	Bursons - Gloves	23000.350.508	\$	30.50	\$ 2.77
	Bursons - Grease & Coolant	23000.305.413	\$	55.50	\$ 5.05
Total			\$	12,343	\$ 1,061

Links with Strategic Plan

An effective and sustainable Council

Recommending Officer: David Jan, Acting Director Community and Corporate Services

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting 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.



COUNCIL AGENDA

LITCHFIELD COUNCIL MEETING

Wednesday 21 August 2019

15 Officers Reports

- 15.1 Summary Planning and Development Report – August 2019
- 15.2 PA2019/0193, a Planning Scheme Amendment Application to Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways
- 15.3 Place Names Request – Darwin River Bridge to Jimmy Stanton Bridge
- 15.4 GOV11 Common Seal Policy
- 15.5 Rating Review Position Paper



COUNCIL REPORT

Agenda Item Number:	15.1
Report Title:	Summary Planning and Development Report – August 2019
Report Number:	19/0103
Meeting Date:	21/08/2019
Attachments:	Attachment A: Letter of Comment on PA2019/0241 Attachment B: Letter of Comment on PA2019/0279 Attachment C: Letter of Comment on EMP32168

Purpose

The purpose of this report is to provide to Council a summary of planning and development matters received for Council assessment, and comments provided, for the period of 4 July 2019 to 8 August 2019.

Summary

For the noted period, Council received for assessment and/or provided comments on the following applications:

Application Type	No. Applications
Development	2
Clearances for Development Permit Conditions	6
Stormwater Drainage/Driveway Crossover for Building Certification	7
Mining	1
Sale of Crown Land	0
Lease of Crown Land	0
Occupation of Crown Land	0
Liquor Licence	0
Water Licence for Sites adjacent Council Land	0
Low-impact Telecommunications Infrastructure	2
Works Permits	5

Letters of comment for development; mining, sale, lease or occupation of Crown land; liquor licences; and water licences are provided for information in the attachments to this report.

Recommendation

THAT Council:

1. receives the August 2019 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	1
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: Of the above applications, none are provided with a separate report within this Council agenda. Additional detail is provided below on all other applications.	

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

Development Applications supported, subject to normal Council conditions

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

Application Number, Address, and Attachment Reference	Purpose and Summary
PA2019/0241 Section 4023 (85) Sandpiper Grove, Howard Springs, Hundred of Bagot	Independent Unit Exceeding 80m ² in Floor Area The proposal is for an existing independent unit that was granted approval in 2014, for a limited period of three years. It is not typical for a development of this type to be time-limited and the reason for the original limitation is unclear. There remain valid reasons for allowing the independent unit to exist on the site and the structure is well-screened by established vegetation required by the original permit. There are not expected to be any adverse effects upon Council infrastructure or neighbourhood amenity as a result of this proposal.

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
PA2019/0279 Section 5544 (2658) Stuart Highway, Livingstone, Hundred of Strangways	Light Industry Building Exceeding 8.5m in Height The application proposes an industrial building that 10.5m in height. The NT Planning Scheme requires a variation for any industrial building over 8.5m in height. As the purpose is for an industrial building in an industrial zone surrounded by other large-scale structures, it is not expected that the height of the building will have any impact on amenity or Council infrastructure.	Plans provided with the application denote internal driveways and service roads within the site as Council roads. Changes are required to the plans to ensure that these spaces are marked as private driveways rather than Council roads.

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

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

No. Requests for Assessment of Plans/Reports/Drawings for Clearance of Development Permit Conditions
6

STORMWATER DRAINAGE AND/OR DRIVEWAY CROSSOVER APPLICATIONS FOR BUILDING CERTIFICATION

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

No. Building Certification Applications
7

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
EMP32168 NT Portion 04476 (1650) Gunn Point Road, Koolpinyah	Extract, remove, store extractive minerals	Council supports the granting of an EMP provided appropriate driveway access, traffic management plans, and any necessary environmental management plans are satisfactorily provided.

SALE, LEASE, AND OCCUPATION OF CROWN LAND APPLICATIONS

No sale, lease, or occupation of Crown land applications were advertised to Council for response during the noted period.

LIQUOR LICENCE APPLICATIONS

No liquor licence applications were advertised to Council for response during the noted period.

WATER LICENCE APPLICATIONS

No water licence applications were advertised to Council for response during the noted period.

TELECOMMUNICATIONS APPLICATIONS

No telecommunications applications were advertised to Council for response during the noted period.

WORKS PERMIT APPLICATIONS

Council reviews Works Permit applications for all works undertaken by external parties within Council's road reserve to ensure the works meet Council requirements and will not have adverse effects upon the public using the road reserve or Council assets. The following table notes the number of Works Permit applications received by Council during the noted period.

No. Works Permit Applications
5

Links with Strategic Plan

Priority # 2 – A great place to live

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

Recommending Officer:

Nadine Nilon, Director Infrastructure and Operations

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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



11 July 2019

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

RE: Letter of Comment Development Application

PA2019/0241

**Section 4023 (85) Sandpiper Grove, Howard Springs, Hundred of Bagot
Independent Unit Exceeding 80m² in Floor Area**

Thank you for the Development Application referred to this office on 28/06/2019, 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) The proposed independent unit was granted a Development Permit in 2014 and has been existing on the site since that time. Established landscaping screens the site from public view. Council is not aware of any amenity concerns related to the independent unit on the site.
- b) There are not expected to be any negative effects upon Council infrastructure as a result of the continuation of the existing independent unit on the site.

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

- a) The owner shall manage stormwater drainage and discharge it to the drainage network 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



2 August 2019

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

RE: Letter of Comment Development Application

PA2019/0279

**Section 5544 (2658) Stuart Highway, Livingstone, Hundred of Strangways
Light Industry Building Exceeding 8.5m in Height**

Thank you for the Development Application referred to this office on 19/07/2019, 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) The proposed development is of the nature expected for the Specific Use Zone.
- b) Council supports economic development activities within the municipality.

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

- a) The plans provided with the application repeatedly refer to internal driveways within the site as "roads" that will be constructed to Litchfield Council standards. These accessways are considered internal driveways for the site and there is no agreement with Council for these driveways to become Council roads, as the access to the site does not meet Council requirements. Council cannot provide full approval for the proposal until alterations are made to the plans to refer to the internal accessways as driveways instead of access roads or service roads. The developer is free to construct the driveways in accordance with Litchfield Council standards; however, it is imperative that there are no endorsed drawings for the site referring to "roads" within the lot.

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

- a) The following changes to the proposed plans are required:
 - i. There should be no reference on any endorsed drawing to a "road" within the development site, to avoid confusion over Council ownership or authority for internal accessways within the development. Council requires that references

to "internal access road" and "service road" be labelled as accessways or driveways. The plans and/or permit should clearly note that Council will not be accepting ownership of any roads within the development site as access to the site remain in conflict with Council's Development and Subdivision Standards.

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) 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



10 July 2019

Ms Stephanie McConachy
Department of Primary Industry and Resources
GPO Box 4550
Darwin NT 0801

Dear Ms McConachy

RE: Letter of Comment Mining Application

**EMP32168
NT Portion 04476 (1650) Gunn Point Road, KOOLPINYAH,
extract, remove, store extractive minerals**

Thank you for the Extractive Mineral Permit Application referred to this office on 09/07/2019, 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 EMP provided the following issues are adequately addressed:

- a) For any access proposed from any road owned by Litchfield Council, Council requires information regarding the location of the proposed access and construction of the access to Litchfield Council's industrial standards. A Works Permit may be required from Litchfield Council before commencement of any work within the road reserve.
- b) For any proposal for vehicles associated with this use to utilise any Litchfield Council roads, Council requires a Traffic Management Plan, including details of haulage routes, traffic quantities and destination of materials. Additionally, Council shall require the upgrading of the subject road(s) to Council's requirements.
- c) Council requires an Environmental Management Plan, to Council's satisfaction, which should address, but may not be limited to stormwater runoff including containment of contaminants.

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



COUNCIL REPORT

Agenda Item Number:	15.2
Report Title:	PA2019/0193, a Planning Scheme Amendment Application to Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways
Report Number:	19/0104
Meeting Date:	21/08/2019
Attachments:	Attachment A: Council's letter of comment for PA2019/0193, a Planning Scheme Amendment Application to Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways. Attachment B: Planning Scheme Amendment Application PA2019/0193.

Purpose

The purpose of this report is to provide a summary and assessment to Council of PA2019/0193, a Planning Scheme Amendment Application to rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways.

Summary

The report presents for Council endorsement a Letter of Comment to the consent authority (Attachment A) on Planning Scheme Amendment Application PA2019/0193 (Attachment B).

This report recommends that Council supports the application to provide housing options close to existing commercial and community services in line with the strategic planning guidance for the area, with no negative effects expected upon Council infrastructure as a result of the proposal.

Recommendation

THAT Council:

1. receives and notes the report; and
2. endorses Attachment A, Council's Letter of Comment for PA2019/0193, a Planning Scheme Amendment Application to Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) at Sections 1792, 1794, and 1795 (32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways.

Background

Site and Surrounds

The subject sites are three lots located on Challoner Circuit in Humpty Doo:

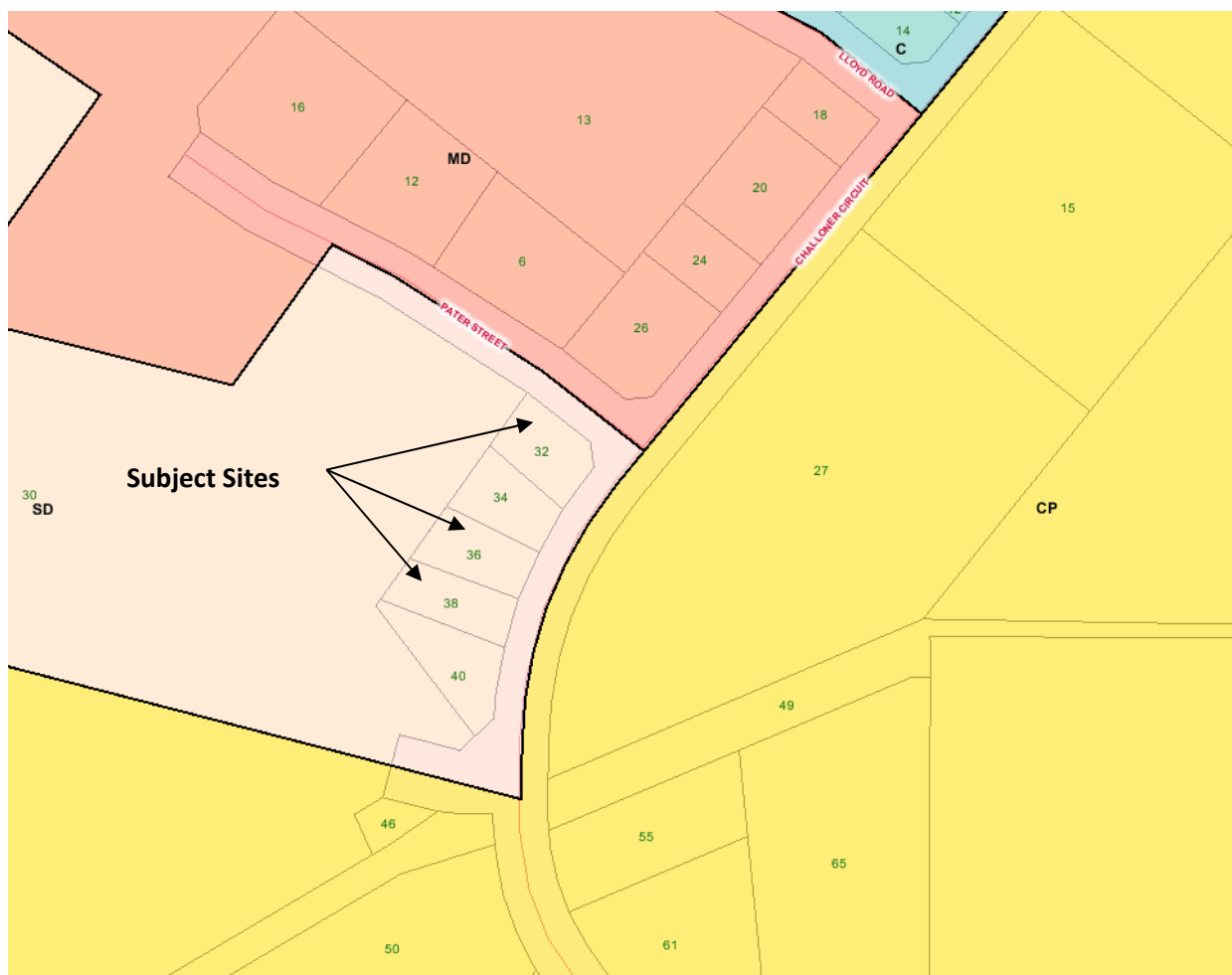
- 32 Challoner Circuit, 900m²
- 36 Challoner Circuit, 901m²
- 38 Challoner Circuit, 900m².

All lots are currently located in Zone SD (Single Dwelling) and are currently vacant of development. The sites are all in ownership of the NT Government.

The site at 34 Challoner Circuit is a 904m² site also located in Zone SD (Single Dwelling) and in ownership of the NT Government; however, this site was developed with a duplex development under a Development Permit approved in 1986.

The sites are located in close proximity to the Humpty Doo commercial centre and are located diagonally across the street from the Humpty Doo Bus Interchange.

As shown in the following zoning map, to the north, across Pater Street, there is existing multiple dwelling development in Zone MD (Multiple Dwelling). To the west and south of the development is undeveloped Crown land located in Zone SD (Single Dwelling). To the east across Challoner Circuit, and further to the south, is land in Zone CP (Community Purpose) developed with school and church uses.



Source: NT Atlas and Spatial Directory

Site Development History

There is no past planning history for the subject sites.

Current Proposal

The application proposes to rezone the subject sites from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling) to facilitate the provision of a diversity of housing options close to existing commercial and community services. The land is appropriately serviced and is not affected by any drainage or environmental concerns. The proposal is in keeping with the long-term strategic planning documents for the area, including the draft Area Plan and Planning Principles for the Humpty Doo Rural Activity Centre.

Application Assessment

The proposed development is in keeping with the adjacent area currently zoned for multiple dwelling development, including 34 Challoner Circuit being developed with two units. It is in line with planning principles to provide higher density development close to existing service centres. There are not expected to be any negative effects upon traffic, roads, or stormwater as a result of the proposal.

Conclusion

It is recommended that Council support the application to provide housing options close to existing commercial and community services in line with the strategic planning guidance for the area, with no negative effects expected upon Council infrastructure as a result of the proposal.

Links with Strategic Plan

Priority # 2 – A great place to live

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.

Recommending Officer: Nadine Nilon, Director Infrastructure and Operations

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting 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.

22 August 2019

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

RE: Letter of Comment Planning Scheme Amendment Application

**PA2019/0193
Sections 1792, 1794, and 1795
(32, 36, and 38) Challoner Circuit, Humpty Doo, Hundred of Strangways
Rezone from Zone SD (Single Dwelling) to Zone MD (Multiple Dwelling)**

Thank you for the Planning Scheme Amendment Application referred to this office on 25/07/2019, 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 Planning Scheme Amendment for the following reasons:

- a) The proposed development is in keeping with the adjacent area currently zoned for multiple dwelling development, including 34 Challoner Circuit being developed with two units.
- b) The proposal is supported by planning principles to provide higher density development close to existing service centres.
- c) There are not expected to be any negative effects upon traffic, roads, or stormwater drainage as a result of the proposal.

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
Manager Planning and Development

NORTHERN TERRITORY OF AUSTRALIA
PROPOSAL TO AMEND NT PLANNING SCHEME
PA2019/0193

The Minister for Infrastructure, Planning and Logistics has accepted an application to amend the NT Planning Scheme made by the Department of local Government, Housing and Community for exhibition. The application seeks to rezone Sections 1792, 1794 & 1795 Hundred of Strangways (32, 36 & 38 Challoner Circuit, Humpty Doo) from Zone SD (Single Dwelling Residential) to Zone MD (Multiple Dwelling Residential).

The proposal to rezone seeks to facilitate the potential development of up to 9 dwellings.

Attached are:

- a locality map
- extracts from the NT Planning Scheme relating to Zone SD (Single Dwelling Residential);
- extracts from the NT Planning Scheme relating to Zone MD (Multiple Dwelling); and
- a copy of the application.

Period of Exhibition and Lodging a Submission

The exhibition period is from Friday 26 July 2019 to Friday 23 August 2019.

The suitability of the subject site for uses in accordance with the proposed zone is the primary consideration in the assessment of proposals to amend the NT Planning Scheme. Matters relating to the intended development of the site are addressed in the development application and assessment processes.

Written submissions about the proposed planning scheme amendment are to be received by 11.59pm on Friday 23 August 2019 and addressed to:

NT Planning Commission
GPO Box 1680
DARWIN NT 0801; or

Email: planning.ntg@nt.gov.au; or

Fax: (08) 8999 7189; or

Hand delivered to 18-20 Cavenagh Street, Darwin City.

For more information please contact Fletcher Willis, Lands Planning on telephone (08) 8924 7341

LOCALITY MAP



LOCALITY PLAN SECTIONS 1792, 1794 AND 1795 HUNDRED OF STRANGWAYS



Department of Infrastructure, Planning and Logistics

0 25 50 75 100 125m

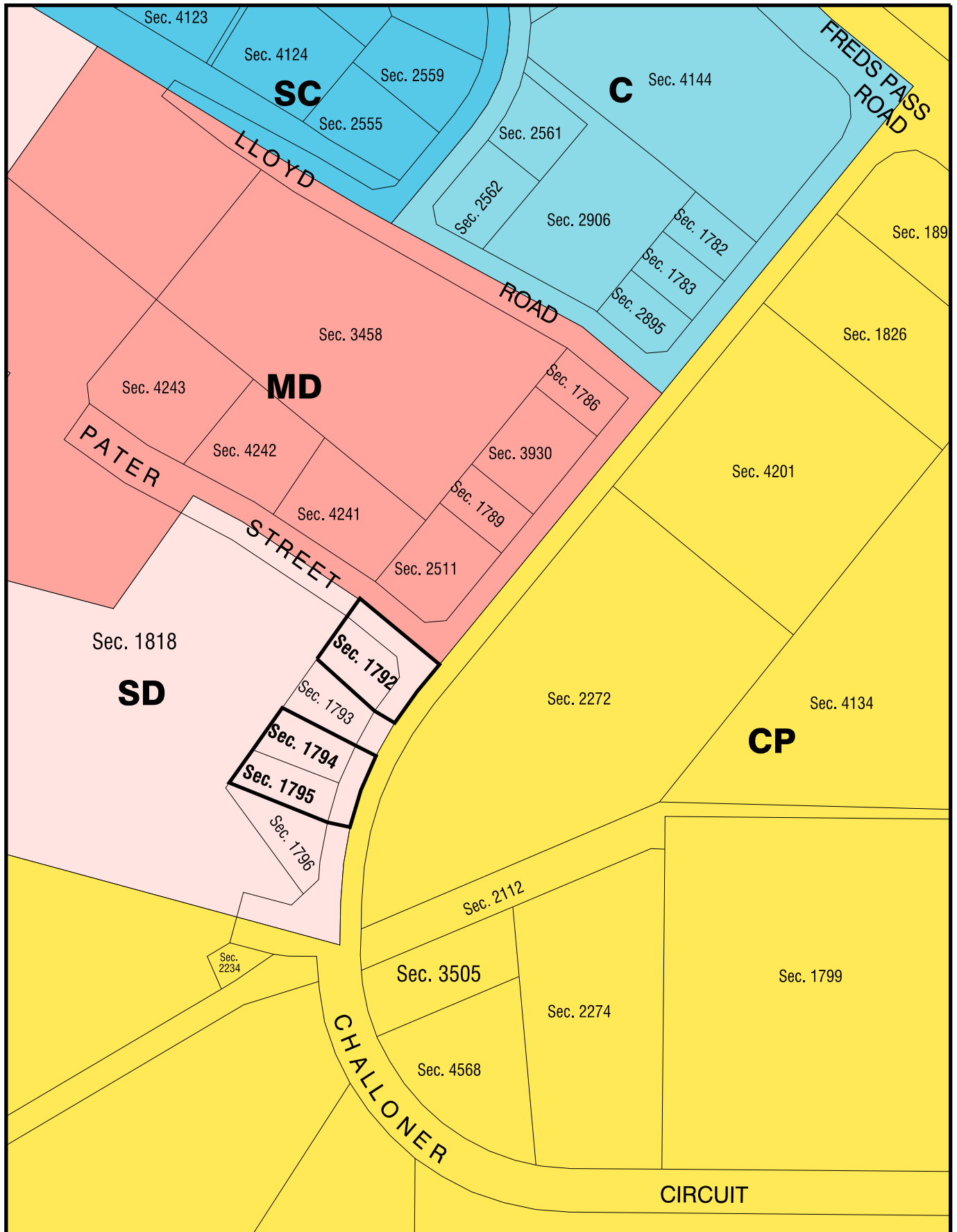
Scale 1:2500 @ A4



File No.: PA2019/0193

Date: 13-Jun-19

Drawing Name: PSA Sec 1792, 1794 & 1795 Strangways.dgn



EXISTING ZONING PLAN
NT PLANNING SCHEME
AMENDMENT PA2019/0193
REZONE SECTIONS 1792, 1794 AND 1795
HUNDRED OF STRANGWAYS
From Zone SD (Single Dwelling Residential)
to ZoneMD (Multiple Dwelling Residential)



Department of Infrastructure, Planning and Logistics



Scale 1: 2500 @ A4



File No.: PA2019/0193

Date: 13-Jun-19

Drawing Name: PSA Sec 1792, 1794 & 1795 Strangways.dgn

5.0 ZONE PURPOSE AND TABLES

5.1 ZONE SD – SINGLE DWELLING RESIDENTIAL

Amendment No. 452
published in the NT
News on 29.07.2016
omits and substitutes
clause 5.1

Amendment No. 483
published in the NT
News on 06.10.2017
omits and substitutes
sub-clauses in 5.1.

1. The primary purpose of Zone SD is to provide **single dwellings** on individual lots.
2. Non-residential uses or development should be limited to those which predominantly service the local neighbourhood and do not have any detrimental effect on residential **amenity**.

Clause 1.3 refers to
Sheds.

Undefined uses are
prohibited in this zone.
See clause 2.2(3) & (4).

Clause 6.8 refers
to **Demountable
Structures**.

Clause 6.14 refers to
land subject to flooding
and storm surge.

Clause 7.10.2 refers to
caravans.

Clauses 11.1.1
and 11.1.2 refer to
subdivision lot size
and 11.2 to subdivision
standards.

Clause 13.5 refers
to the erection of
mobile telephone
communications
towers.

ZONING TABLE – ZONE SD

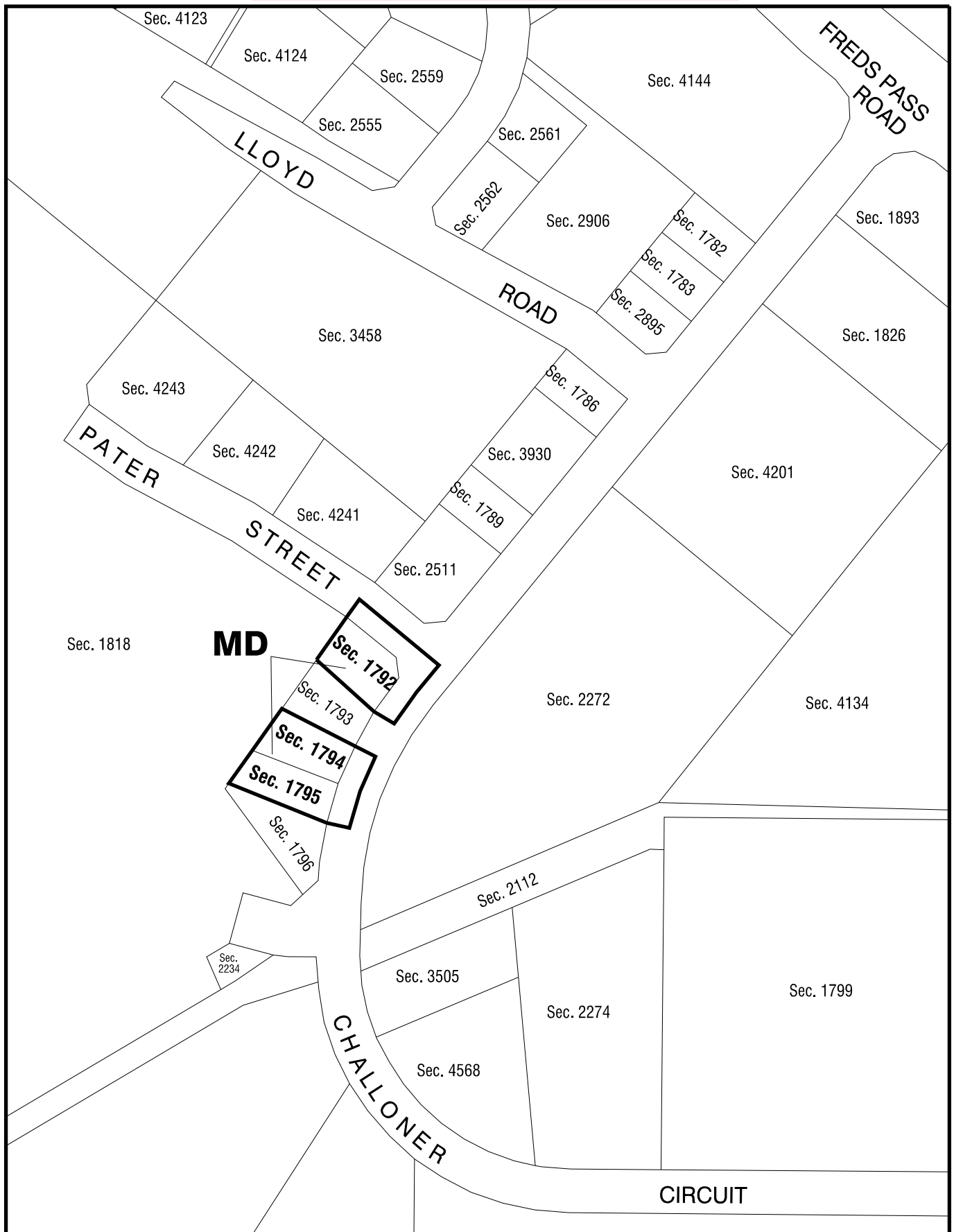
Amendment No. 452
published in the NT
News on 29.07.2016
omits and substitutes
the table to clause 5.1

Amendment No. 483
published in the NT
News on 06.10.2017
omits and substitutes
the table to clause 5.1

Amendment No. 494
published in the NT
News on 22.02.2019
introduces 'helicopter
landing sites' to the
table

abattoir	x	
agriculture	x	
animal boarding	x	
business sign	P	6.7
caravan park	x	
caretaker's residence	x	
car park	x	
child care centre	x	
community centre	D	6.1, 6.5.1
domestic livestock	x	
education establishment	x	
fuel depot	x	
general industry	x	
group home	P	7.1, 7.10.5
helicopter landing sites	x	
home based child care centre	D	6.5.1, 7.10.6
home based contracting	P	7.10.8
home based visitor accommodation	S	7.10.1
home occupation	P	7.10.7
horticulture	x	
hospital	x	
hostel	x	
hotel	x	
independent unit	P	6.5.1, 7.1, 7.3, 7.5, 7.10.4
intensive animal husbandry	x	
leisure and recreation	x	
licensed club	x	
light industry	x	
medical clinic	x	
medical consulting rooms	D	6.5.1, 7.10.9
motel	x	
motor body works	x	
motor repair station	x	
multiple dwellings	x	
office	x	
passenger terminal	x	
place of worship	x	
plant nursery	x	
promotion sign	x	
recycling depot	x	
restaurant	x	
retail agricultural stall	x	
rural industry	x	
service station	x	
shop	x	
showroom sales	x	
single dwelling	P	6.5.1, 7.1, 7.3, 7.5
stables	x	
supporting accommodation	D	6.5.1, 7.1, 7.5, 7.6, 7.7, 7.8
transport terminal	x	
vehicle sales and hire	x	
veterinary clinic	x	
warehouse	x	

P = Permitted **S** = Self Assessable **D** = Discretionary **x** = Prohibited



PROPOSED ZONING PLAN
NT PLANNING SCHEME
AMENDMENT PA2019/0193
REZONE SECTIONS 1792, 1794 AND 1795
HUNDRED OF STRANGWAYS
From Zone SD (Single Dwelling Residential)
to ZoneMD (Multiple Dwelling Residential)



Department of Infrastructure, Planning and Logistics

0 25 50 75 100 125m

Scale 1: 2500 @ A4



File No.: PA2019/0193

Date: 13-Jun-19

Drawing Name: PSA Sec 1792, 1794 & 1795 Strangways.dgn

5.2 ZONE MD – MULTIPLE DWELLING RESIDENTIAL

Amendment No. 320
gazetted 26.03.2014
omits and substitutes
clause 5.2

1. The primary purpose of Zone MD is to provide for a range of housing options to a maximum height of two **storeys** above **ground level**.
2. The scale, character and architectural style of infill development should be compatible with the streetscape and surrounding development.
3. A **single dwelling** on a lot less than 600m² should be integrated in terms of design and site layout with adjacent development and street infrastructure.

Clause 1.3 refers to Sheds.

Undefined uses are prohibited in this zone. See clause 2.2(3) & (4).

Clause 6.8 refers to **Demountable Structures**.

Clause 6.14 refers to land subject to flooding and storm surge.

Clause 7.10.2 refers to **caravans**.

Clauses 11.1.1 and 11.1.2 refer to subdivision lot size and 11.2 to subdivision standards.

Clause 13.5 refers to the erection of mobile telephone communications towers.

Clause 11.2.4 refers to lots less than 600m² for **single dwellings** in Zone MD.

ZONING TABLE – ZONE MD

Amendment No. 494
published in the NT
News on 22.02.2019
introduces 'helicopter
landing sites' to the
table

abattoir	x	
agriculture	x	
animal boarding	x	
business sign	P	6.7
caravan park	x	
caretaker's residence	x	
car park	x	
child care centre	x	
community centre	D	6.1, 6.5.1
domestic livestock	x	
education establishment	x	
fuel depot	x	
general industry	x	
group home	P	7.1, 7.10.5
helicopter landing sites	x	
home based child care centre	D	6.5.1, 7.10.6
home based contracting	P	7.10.8
home based visitor accommodation	S	7.10.1
home occupation	P	7.10.7
horticulture	x	
hospital	x	
hostel	x	
hotel	x	
independent unit	P	6.5.1, 7.1, 7.3, 7.5, 7.10.4
intensive animal husbandry	x	
leisure and recreation	x	
licensed club	x	
light industry	x	
medical clinic	x	
medical consulting rooms	D	6.5.1, 7.10.9
motel	x	
motor body works	x	
motor repair station	x	
multiple dwellings	D	6.5.1, 7.1, 7.3, 7.5, 7.6, 7.7, 7.8
office	x	
passenger terminal	x	
place of worship	x	
plant nursery	x	
promotion sign	x	
recycling depot	x	
restaurant	x	
retail agricultural stall	x	
rural industry	x	
service station	x	
shop	x	
showroom sales	x	
single dwelling	P	6.5.1, 6.5.4, 7.1, 7.3, 7.3.3, 7.5
stables	x	
supporting accommodation	D	6.5.1, 7.1, 7.3, 7.5, 7.6, 7.7, 7.8
transport terminal	x	
vehicle sales and hire	x	
veterinary clinic	x	
warehouse	x	

P = Permitted **S** = Self Assessable **D** = Discretionary x = Prohibited

32, 36 and 38 Challoner Circuit, Humpty Doo

Request to amend the Planning Scheme
Zone SD to Zone MD

Contents

1	Executive Summary	3
2	Site and Locality Description	4
3	Background.....	5
4	Legislative Framework	6
4.1 Section 2A of the Planning Act.....	6
4.2 NT Planning Scheme	7
	Cl. 2.7 – Reference to Policy.....	7
	Cl. 2.8 – Reference to Guidelines	7
	Cl. 4.1 – Planning Principles and Framework, Northern Territory	8
	Cl. 4.2 – Planning Principles and Framework, Darwin Region	8
4.3 Darwin Regional Land Use Plan	8
4.4 Litchfield Sub Regional Land Use Plan.....	8
4.5 NT Compact Urban Growth Policy	9
	Accessibility	9
	Neighbourhood Character	10
	Traffic Management	10
	Service Infrastructure	10
	Constrained Land	11
	Social Infrastructure	11
4.6 Towards an Area Plan for Humpty Doo	11
4.7 The Public Interest	11
5	Conclusion	12

1 Executive Summary

The Department of Local Government, Housing and Community Development (the Department) requests, through this application, that the Minister for Infrastructure, Planning and Logistics determine favourably to rezone the properties at 32, 36 and 38 Challoner Circuit, Humpty Doo from Zone SD to Zone MD.

Applicant	Department of Local Government, Housing and Community Development (the Department)
Land owner	as above
Address	32 Challoner Circuit, Humpty Doo
Lot details	Section 1792, Hundred of Strangways
Site area	924 m ²
Existing zone	Zone SD (Single Dwelling Residential)
Proposed zone	Zone MD (Multiple Dwelling Residential)

Applicant	Department of Local Government, Housing and Community Development (the Department)
Land owner	as above
Address	36 Challoner Circuit, Humpty Doo
Lot details	Section 1794, Hundred of Strangways
Site area	901 m ²
Existing zone	Zone SD (Single Dwelling Residential)
Proposed zone	Zone MD (Multiple Dwelling Residential)

Applicant	Department of Local Government, Housing and Community Development (the Department)
Land owner	as above
Address	38 Challoner Circuit, Humpty Doo
Lot details	Section 1795, Hundred of Strangways
Site area	900 m ²
Existing zone	Zone SD (Single Dwelling Residential)
Proposed zone	Zone MD (Multiple Dwelling Residential)

2 Site and Locality Description

The properties subject of this application are numbers 32, 36 and 38 Challoner Circuit, Humpty Doo ("the site"). The site has a total area of 2 725 m², is fairly regular in shape, has a frontage along its eastern extent to Challoner Circuit of just under 20m for each lot fronting and a frontage to its northern boundary to Pater Street of 30m (Section 1792). A 3m wide sewerage easement to the Power and Water Corporation extends along the rear/ western boundary of the site.

Situated some 40kms from Darwin CBD, within an area that is largely rural, but clearly within the bounds of the very well serviced Humpty Doo activity centre. The site, and activity centre as a whole, are just off the Arnhem Highway, close to 3km east of the intersection with the Stuart Highway.

The site is not affected by storm surge, seasonal soil waterlogging or aircraft noise.

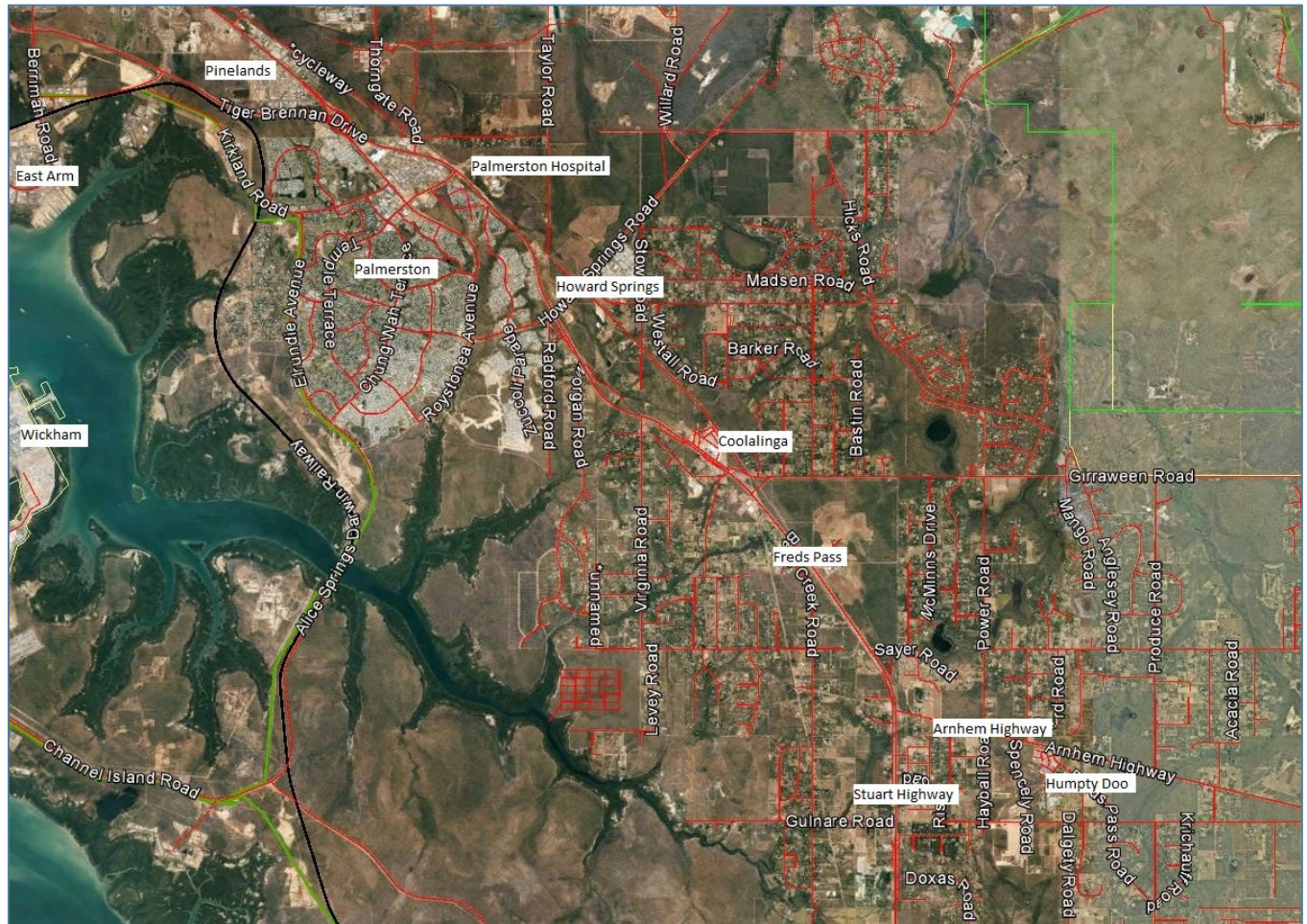


Image 1, Humpty Doo and broader surrounding locality

Numbers 32, 36 and 38 Challoner Circuit are yet to be developed.

There is currently quite considerable, natural vegetation across the three undeveloped lots.

Please refer to the photos of the site and surrounds below, all taken on 11.05.2019.



Image 2, (a) View northwest down Pater Street, (b) View southwest down Challoner Circuit, with site to the right of the photo, (c) Entrance to Humpty Doo Park and Ride, opposite the subject site



Image 3, (a) No. 32 Challoner Circuit and adjacent developments in Zone MD, (b) Development on 34 Challoner Circuit, (c) 38 Challoner Circuit



Image 4, (a) No. 38 Challoner Circuit (approximately), (b) Sign at intersection of Freds Pass Road and Challoner Circuit outlining services contained off Challoner Circuit, (c) View across Freds Pass Road towards Humpty Doo Plaza Shopping Complex

3 Background

There is no planning history over 32, 36 or 38 Challoner Circuit.

Each abutting road (Pater Street and Challoner Circuit) have reservation widths of 21m. There is a 3m wide sewerage easement, to the Power and Water Corporation running along the rear boundary

Attachment A to this report provides a copy of the survey plan and record of administrative information relating to each lot.

4 Legislative Framework

This application, to amend the zone of Sections 1792, 1794 and 1795 Hundred of Strangways, is made under section 13 of the *Planning Act* (the Act). A review against the Objects of the Act and the main policy documents is provided within this section for guidance.

4.1 Section 2A of the Planning Act

(1) *The objects of this Act are to plan for, and provide a framework of controls for, the orderly use and development of land.*

(2) *The objects are to be achieved by:*

(a) *strategic planning of land use and development and for the sustainable use of resources;*

The proposal provides for a clear continuation of the MD town planning zoning sequence for urban residential land along Challoner Circuit that is in close proximity of both the schools and other services to the east and south, and the commercial opportunities to the north. The MD zone allows for a more efficient and sustainable use of resources and is particularly well suited for a site with such a high level of accessibility to services and facilities.

(b) *strategic planning of transport corridors and other public infrastructure;*

The MD zone will not impact transport corridors or other infrastructure. The site is within ready walking distance of the Humpty Doo bus interchange on 27 Challoner Circuit (Section 2272). The site is less than 350m from the intersection with Freds Pass Road, which readily connects to the Arnhem and Stuart Highways.

(c) *effective controls and guidelines for the appropriate use of land, having regard to its capabilities and limitations;*

The site has a 3m wide sewerage easement along its rear/ western boundary and no other apparent constraints. The site is capable of accommodating development in line with the MD zone.

(d) *control of development to provide protection of the natural environment, including by sustainable use of land and water resources;*

The site is in a largely urbanised area, in which urban residential development of a density expected for zone SD and/ or MD is expected. There are no known protected species or vegetation restricting development of the site.

(e) *minimising adverse impacts of development on existing amenity and, wherever possible, ensuring that amenity is enhanced as a result of development;*

The scale, intensity and type of development are suitable for the site and surrounding locality. Zones and related development outcomes on nearby residential lots to the west of Challoner Circuit, are all developed to MD scale and density. The site has a high level of accessibility to services and will provide good amenity to future residents.

(f) *ensuring, as far as possible, that planning reflects the wishes and needs of the community through appropriate public consultation and input in both the formulation and implementation of planning schemes; and*

This report presents a review against all relevant planning documents referenced under the Scheme.

(g) *fair and open decision making and appeals process.*

The applicant agrees to a 28 period of exhibition of the proposal, as provided by section 15 of the Act.

The applicant would also like to point out that it has engaged a communications consultant to engage with the community, undertake a letterbox drop and respond to any concerns that may arise.

4.2 NT Planning Scheme

Cl. 2.7 – Reference to Policy

1. *The interpretation of this Planning Scheme and the determination of a consent authority must have regard to the policies and planning concepts expressed in those documents appearing in Part 8 or Schedule 2 and ensure that a use or development or proposed use or development is consistent with them.*
2. *Where there is an inconsistency between any applicable policy and this Planning Scheme, the provisions of the Planning Scheme will prevail.*

Policies appearing in schedule 2 that cover the site include:

- Darwin Regional Land Use Plan 2015;
- Litchfield Sub Regional Land Use Plan 2016; and
- NT Compact Urban Growth Policy 2015.

Due to the detail contained within these documents, they are covered independently in sections 4.3 – 4.5 of this report.

The draft area plan for the Humpty Doo rural activity centre is discussed in section 4.6.

Cl. 2.8 – Reference to Guidelines

1. *Applications for a use or development must demonstrate consideration of, and the consent authority must have regard to, any guidelines applicable to the use or development appearing in schedule 3 and ensure that a use or development or proposed use or development is consistent with them.*
2. *Where there is an inconsistency between any applicable guideline and this Planning Scheme, the provisions of the Planning Scheme will prevail.*

The guidelines in schedule 3 are not applicable to the site or any likely subsequent development.

Specifically:

- is suitable for urban development and does not require further consideration against the NT Land Suitability Guidelines or the Priority Environmental Management Areas – Litchfield
- the ‘Priority Environmental Management Areas’ map for Litchfield shows there to be no significant vegetation communities over the site or in its immediate proximity;
- the land is suitable for urban development and further consideration against the NT Land Suitability Guidelines is not required;
- the land is outside the 20 aircraft noise exposure forecast and is suitable for residential use;
- land clearing is not required, as defined under the Land Clearing Guidelines; and
- principles of the Community Safety Design Guide will be considered in any subsequent development.

All other guideline documents are clearly not applicable to the site.

Cl. 4.1 – Planning Principles and Framework, Northern Territory

The proposal will:

- add to a diversity of housing options;
- promote a more compact urban form that takes advantage of access to existing services and enhance liveability;
- allow for development that is of a scale and type that is compatible with the existing character of the area and will not unreasonably intrude on or compromise the privacy of adjoining residential uses; and
- not result in development of a site that is affected by flood or storm surge.

Cl. 4.2 – Planning Principles and Framework, Darwin Region

The proposal has been assessed against the Darwin Regional Land Use Framework and is seen to:

- allow for a range of dwelling types in the locality;
- allow for a more compact urban form in a location that is very proximate to facilities and services;
- not impact on the primacy of the Darwin central business district or the rural lifestyle choice of many through the Greater Darwin area;
- not interrupt the active transport network and is within walking distance of the Humpty Doo bus interchange, which services:
 - 440, which runs to Palmerston, Noonamah and areas in-between, covering both the Stuart Highway and areas to the south (Virginia and Bees Creek);
 - 445, providing a similar route between Palmerston and Noonamah, travelling largely along the Stuart Highway and Redcliffe Road;
 - 446, from Palmerston to Bees Creek via Virginia;
 - 447, to Palmerston via McMinns Lagoon and Howard Springs;
 - 450, to Palmerston via Howard Springs and Girraween;
 - a number of further services provide connection to Darwin from the Palmerston interchange.

4.3 Darwin Regional Land Use Plan

The Darwin regional land use plan identifies the Humpty Doo centre as providing for “retail, commercial, service, community, industrial and recreation facilities to meet the needs of residents in the area”.

Humpty Doo is recognised as being better serviced than many of the other rural activity centres, with both reticulated water and sewerage available. The land use plan’s general goal of supporting “infill residential development ... on underutilised land close to existing transport networks and community or commercial facilities” (p. 15) is particularly pertinent for the Humpty Doo rural activity centre, which exhibits high levels of accessibility and amenity.

4.4 Litchfield Sub Regional Land Use Plan

The precinct around the commercial strip, schools, bus interchange and other community facilities and urban residential is identified as the Humpty Doo rural activity centre. These centres “provide for a range of expanded local facilities and services with a range of residential options decreasing in density from urban residential within the core area, transitioning to larger lots as a buffer to rural areas”. Encouraging growth within the bounds of the activity centre allows for the facilities contained within to be used and accessed on an efficient basis, while also increasing the sustainability of larger rural lots. This relates back to the principle given in the Planning Scheme of both recognising the legitimate rural lifestyle choice of many in the region and providing for housing choice in appropriately serviced rural activity centres.

The proposal accords with the overriding objective of the land use plan, of preserving the existing amenity of the rural area, not developing on land that is constrained or that will otherwise detrimentally impact on the environment, and allowing for urban residential development on land close to the facilities of rural activity centres.

4.5 NT Compact Urban Growth Policy

The Compact Urban Growth Policy (CUGP) seeks to promote the common planning principle of providing highest densities around an activity centre or in close proximity to services, and transitioning out from there.

Accessibility

The CUGP emphasises the preference for a site to be within 400m walking distance of a number of services. As can be seen from image 5 below, the site is less than 400m from:

- a number of other multiple dwelling developments;
- bus interchange;
- shopping centre (inclusive of a supermarket) and adjacent tavern;
- Girl Guides;
- Baptist and Catholic Churches;
- St. Francis of Assisi school, adjacent child care, Taminmin College and recreational facilities;
- the 'village green', inclusive of playground equipment, barbecues and a community hall; and
- employment opportunities through the C and SC zoned land to the north.

A further 300m away, at the northeastern end of Challoner Circuit, are the Humpty Doo pre-school and primary school.



Image 5, Accessibility around Humpty Doo

Neighbourhood Character

The proposal will result in densities consistent with the MD zone along Challoner Circuit, where properties are best positioned to take advantage of proximity to the many services and facilities within the rural activity centre.

No. 34 Challoner Circuit is developed with a dual occupancy development (approved through DV2167) that would otherwise not be permitted in the SD zone. Rezoning of the properties at 32, 36 and 38 Challoner would ensure consistency in built form for all residential lots to the west of Challoner Circuit.

Subsequent development on the undeveloped lots will be subject to the controls of the Planning Scheme with regard to multiple dwellings and can easily be designed to fit the character of the locality and not impact on amenity of nearby existing developments.

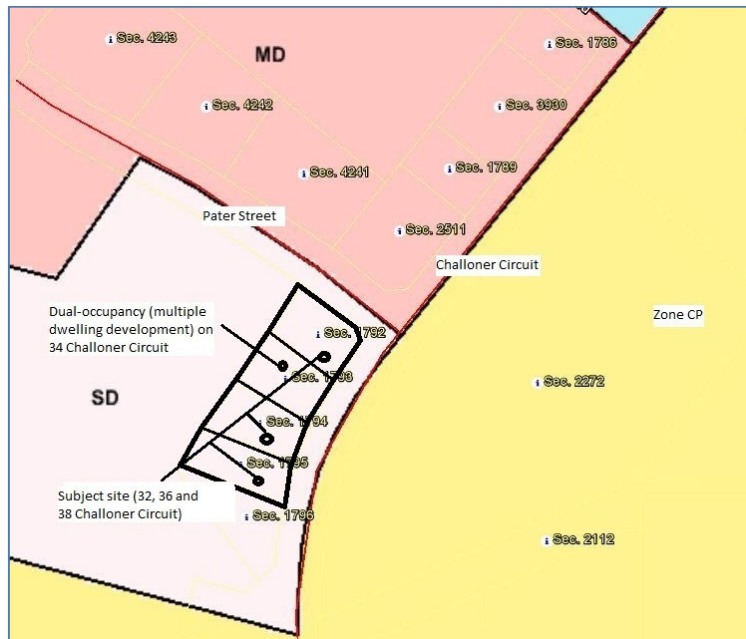


Image 6, Zones in immediate locality

Traffic Management

Pater Street and Challoner Circuit have road reservation widths of 21m (refer to the survey plan at **Attachment A**). The CUGP indicates that road reserves of this size can accommodate high densities.

Service Infrastructure

Preliminary discussions with the Power and Water Corporation (PAWC) have confirmed that no infrastructure upgrades will be required. PAWC responded on 10.05.2019 with confirmation that no infrastructure upgrades are required; a more comprehensive and formal response was later received on 15.05.2019. The Department is aware that upgrades are required to the connections and water/sewer services to the property, in addition to fees for disconnection, connection, water metering and application processing, but significantly, points out that no impact shall be felt beyond the site. Please refer to the correspondence from PAWC at **Attachment B**.

Projected electricity demand figures have been provided to PAWC for each likely future development type (see the report prepared by Aecom at **Attachment C**). Upgraded electricity connections from an SD lot to an MD lot typically involve going from a single phase service to a three phase service plus a requirement to provide multi-metering. PAWC is to confirm the required connection and metering arrangements on a site by site basis.

With regard to stormwater infrastructure, the site does not have a significant slope and is not subject to flooding. In any case, stormwater design to the satisfaction of Council shall be undertaken at the development stage, as is usual practice.

The proposal will not have any detrimental impact on the operation of essential power, water, sewerage and stormwater infrastructure.

Constrained Land

The site is not affected by flooding, storm surge, seasonal soil waterlogging, aircraft noise or any other applicable constraints. The land is identified for urban residential development.

Social Infrastructure

This section of the CUGP is not applicable.

4.6 Towards an Area Plan for Humpty Doo

The NT Planning Commission is in the process of preparing an area plan for the Humpty Doo rural activity centre. The Department has liaised with Commission staff and is satisfied that the proposal satisfies the draft planning principles will not conflict in any way with the ongoing work on the area plan.

The CEO of the Department wrote to the Chairman of the Commission in November of last year and March this year, pointing to the significant level of facilities available within walking distance of the site and satisfaction of the draft planning principles issued by the Commission. Both letters are included at **Attachment D** for reference. The letters point to the logic in continuing the MD zone along the western edge of Challoner Circuit.

Assessment of the proposed amendment will not hinder the Commission's continued work on an area plan for Humpty Doo in any way.

4.7 The Public Interest

The public interest is a consideration under the *NT Planning Act* for the lodgement and the determination of both concurrent applications (s. 30C(4)(h) and s. 30P(2)(n)) and development applications (s. 46(3)(j) and s. 51(p)) and in the exercise of the powers of the Planning Commission (s. 81D), but is not mentioned in relation to amendments to the Planning Scheme nor any of the policy or guideline documents that are referenced under the Scheme. It is considered appropriate that the public interest be given proper consideration through the assessment process for this proposal. The public interest allows for consideration of benefits that extend to the community as a whole.

Development of the three vacant lots part of this proposal will enable a greater number of dwellings to be provided for persons in need, through public housing, than is possible by the existing zone and in a form that meets the community's needs.

The list at **Attachment E** (see <https://nt.gov.au/property/public-housing/apply-for-housing/apply-for-public-housing/waiting-list>) outlines the significant wait times for public housing through the Territory (Humpty Doo is covered by the 'Palmerston' region, although it should be noted that public housing provision in the rural area is considerably lower than through the suburbs of Palmerston proper). There is a real demand for additional public housing that may not be reflected by a reading of the general housing market.

Additionally, the Department is aware of the growing cohort of seniors who are seeking to transition down from regular dwelling types (single houses on 800 m² of land) to smaller residences with lower levels of maintenance required. Population projections released by the NT Department of Treasury and Finance (<https://treasury.nt.gov.au/df/economic-group/population-projections>) show the 55+ age group to be growing at almost twice the rate of the rest of the population (2.1% compared to 1.3%). Releasing more dwellings of this type will allow the Department to keep ahead of the demand that is arising across the Territory. This need for smaller dwelling types, and especially for dwellings with smaller yard spaces, is more apparent in the rural area where single dwellings on large lots are largely both inappropriate and undesirable for the majority of tenants being housed by the Department.

All new urban public housing constructed by the Department must meet the Class C requirements of Australian Standard AS 4299 – 1995 (Adaptable Housing) and achieve a Silver Level rating under the Liveable Housing Design Guidelines. Compliance against these standards ensures a dwelling that is better able to accommodate an occupant's changing needs over time, or a change in lifestyle or the broader demographics, without the need for costly alterations.

The MD zone allows the Department to provide a built form an outcome that suits the target group, in that it provides for independent living at a low density with a relatively low level of associated management or upkeep for the tenants.

There is a benefit to this proposal that extends beyond the wishes of the proponent and which should be given consideration through the assessment process for this application.

5 Conclusion

There is merit to the proposal – to rezone 32, 36 and 38 Challoner Circuit, Humpty Doo (Sections 1792, 1794 and 1795 Hundred of Strangways) from Zone SD to Zone MD – in that it:

- accords with the Objects of the *Planning Act*;
- accords with the planning principles and framework of the NT Planning Scheme for the Northern Territory and the Darwin Region, which seek to encourage compact urban forms in appropriate locations and allow for the sustainable continuation of the rural lifestyle choice;
- satisfies the principles behind the guiding policy documents referenced under Schedule 2 of the Planning Scheme;
- will not detrimentally impact on the release and provision of further policy for the Humpty Doo rural activity centre, and accords with the draft planning principles as prepared by the Planning Commission;
- will not detrimentally impact on servicing for the locality, with the proponent aware of, and willing to undertake, all upgrades to the subject lots as required;
- is within walking distance of a considerable number of commercial, community and recreational services and facilities, including shops, several schools and the bus interchange;
- presents the MD zone along Challoner Circuit, where lots are best positioned to take advantage of proximity to the many services within the Humpty Doo rural activity centre and also sufficiently far from properties in nearby rural zones so as not to impede on their lifestyle or present an unwanted precedent for potential encroachment;
- will better enable the provision of public housing, to accommodate those in need in the community and which can readily be designed to comply with the requirements of the Scheme for the MD zone and retain amenity levels through the Humpty Doo locality; and

- will be constructed to satisfy the Class C requirements of Australian Standard AS 4299 – 1995 (Adaptable Housing) and achieve a Silver Level rating under the Liveable Housing Design Guidelines, resulting in dwellings that allow for easy retrofitting of as may be required to accommodate changing needs or lifestyle of the occupant or the broader demographics without requiring costly building alterations.



20.05.2019

Steven Conn MPA

Senior Project Officer

Housing Programs and Support Services

Department of Local Government, Housing and Community Development

Northern Territory Government

Floor 1, RCG House, 83-85 Smith St, Darwin City NT 0800

GPO Box 4621, Darwin, NT 0801

p 08 8999 8830

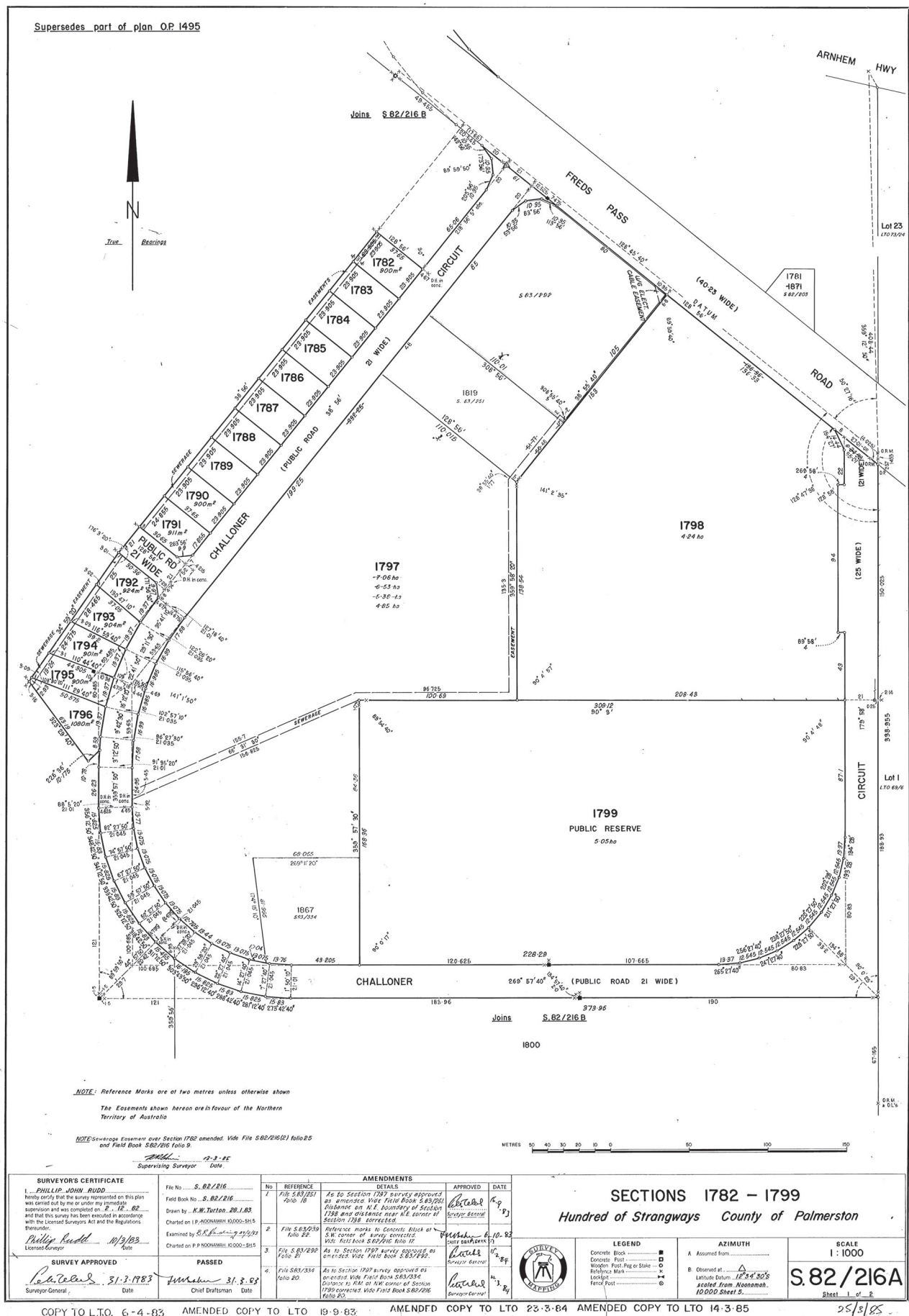
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w www.dhcd.nt.gov.au

Our Vision: Creating a public sector that provides the highest quality service to Territorians

Our Values: **Commitment to Service** | **Ethical Practice** | **Respect** | **Accountability** | **Impartiality** | **Diversity**





NORTHERN TERRITORY OF AUSTRALIA

Record of Administrative Interests and Information

Record of Administrative Interests and Information

The information contained in this record of Administrative Interests only relates to the below parcel reference.

Parcel Reference: Section 01792 Hundred of Strangways plan(s) S 82/216A

(See section 38 of the Land Title Act)

Note: The Record of Administrative Interests and Information is not part of the Land Register and is not guaranteed by the Northern Territory of Australia, and the NT Government accepts no Liability for any omission, misstatement or inaccuracy contained in this statement.

Registrar General

Government Land Register

(none found)

Custodian - Registrar General (+61 8 8999 6252)

Current Title

CUFT 154 168 (order 1)

Tenure Type

ESTATE IN FEE SIMPLE

Tenure Status

Current

Area Under Title

924 square metres

Owners

Northern Territory Housing Commission
12 Linton Street, Casuarina NT 0810

Easements

Sewerage Easement to Power and Water Authority

Scheme Name

(none found)

Scheme Body Corporate Name

(none found)

Reserved Name(s)

(none found)

Unit Entitlements

(none found)



Transfers

(none found)

Tenure Comments

(none found)

Historic Titles

(none found)

Visit the website http://www.nt.gov.au/justice/bdm/land_title_office/

Custodian - Surveyor General (+61 8 8995 5319)**Address**

32 CHALLONER CCT, HUMPTY DOO

Survey Plan

S 82/216A

Survey Status

Approved

Parcel Status

CURRENT

Parcel Area

924 square metres

Map Reference

Code 373 Scale 2500 Sheet 22.33

Parent Parcels

(none found)

Parcel Comments

PROPOSED RESIDENTIAL AREA S82/216.

Survey Comments

(none found)

Proposed Easements

(none found)

Municipality

LITCHFIELD MUNICIPALITY

Region

DARWIN

Custodian - Valuer General (+61 8 8995 5375)**Owner's Last Known Address**

NORTHERN TERRITORY HOUSING COMMISSION , GPO BOX 4621, DARWIN NT 0801

Parcels in Valuation

Section 01792 Hundred of Strangways

Custodian - Property Purchasing (+61 8 8999 6886)

Acquisitions
(none found)

Custodian - Building Advisory Service (+61 8 8999 8965)

Building Control Areas
BBDAR001 - Building Control Area DARWIN BUILDING AREA

Building Permits
(none found)

Visit the website <http://www.nt.gov.au/building/>

Custodian - Town Planning and Development Assessment Services (+61 8 8999 6046)

Planning Scheme Zone
SD (Single Dwelling)

Interim Development Control Orders
(none found)

Planning Notes
(none found)

Planning Applications
(none found)

Custodian - Power and Water Corporation (1800 245 092)

Meters on Parcel
Power Water - Electricity (none found)
Power Water - Water (none found)

For Account balances, contact the Power and Water Corporation.

Custodian - Pool Fencing Unit (+61 8 8924 3641)

Swimming Pool/Spa Status
(none found)

For more information, contact the Pool Fencing Unit (+61 8 8924 3641).

Custodian - Mines and Energy (+61 8 8999 5322)

For information on possible Mineral Titles or Petroleum Titles, contact Mines and Energy or visit the website
<http://strike.nt.gov.au>

Custodian - NT Environment Protection Authority (+61 8 8924 4218)

Results of site contamination assessment
(none found)

For further information contact Environment Protection Authority or visit the website
<https://ntepa.nt.gov.au/waste-pollution/contaminated-land>

Custodian - Heritage Branch (+61 8 8999 5039)

Heritage Listing:
(none found)

For further information on heritage places contact Heritage Branch or visit the website
<https://nt.gov.au/property/land/heritage-register-search-for-places-or-objects>

Other Interests

For Account balances, contact Litchfield Council



Duplicate Certificate as to Title issued? Yes

SEARCH CERTIFICATE

Section 1794 Hundred of Strangways from plan(s) S 82/216A
Area under title is 901 square metres

Owner:

Northern Territory Housing Commission
of 12 Linton Street, Casuarina NT 0810

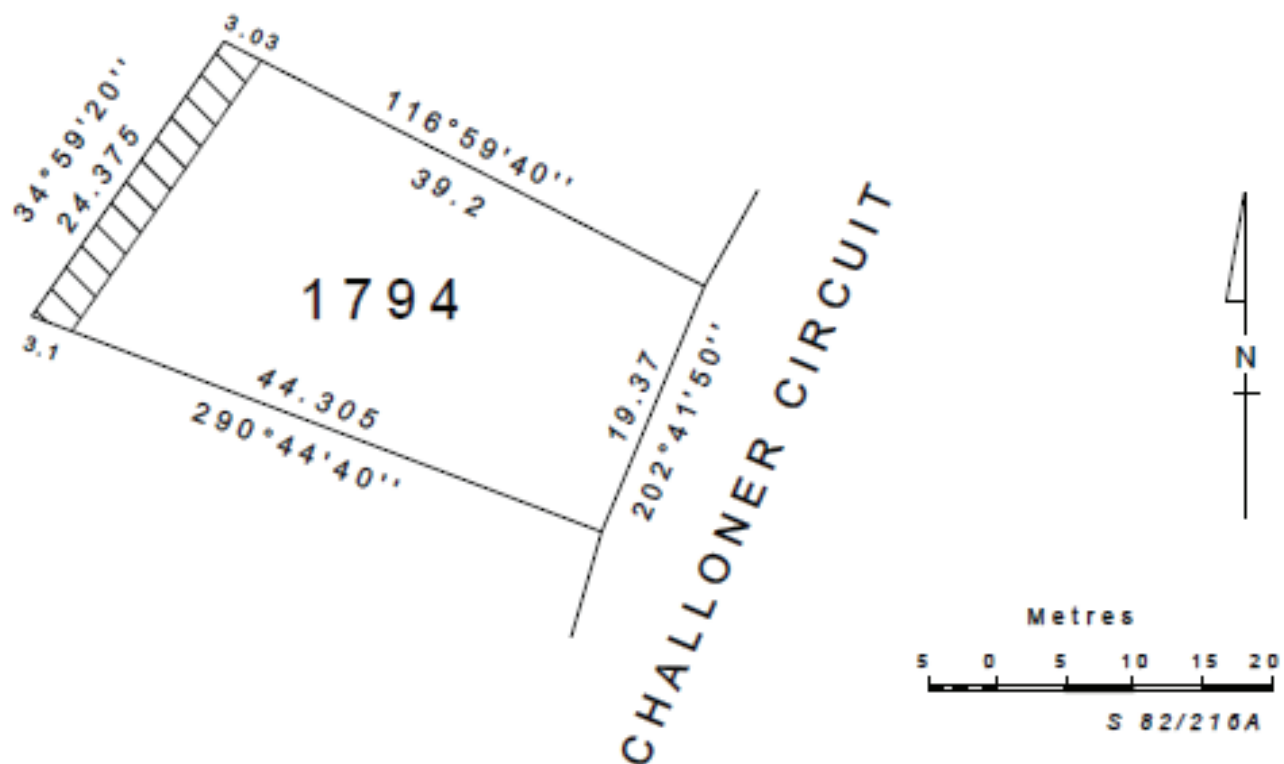
Easements:

Sewerage Easement to Power and Water Authority

Registered Date	Dealing Number	Description
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End of Dealings

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ESTATE IN FEE SIMPLE

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Scheme Body Corporate Name

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36 CHALLONER CCT, HUMPTY DOO

Survey Plan

S 82/216A

Survey Status

Approved

Parcel Status

CURRENT

Parcel Area

901 square metres

Map Reference

Code 373 Scale 2500 Sheet 22.33

Parent Parcels

(none found)

Parcel Comments

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Survey Comments

(none found)

Proposed Easements

(none found)

Municipality

LITCHFIELD MUNICIPALITY

Region

DARWIN

Custodian - Valuer General (+61 8 8995 5375)**Owner's Last Known Address**

NORTHERN TERRITORY HOUSING COMMISSION , GPO BOX 4621, DARWIN NT 0801

Parcels in Valuation

Section 01794 Hundred of Strangways



Custodian - Property Purchasing (+61 8 8999 6886)

Acquisitions
(none found)

Custodian - Building Advisory Service (+61 8 8999 8965)

Building Control Areas
BBDAR001 - Building Control Area DARWIN BUILDING AREA

Building Permits
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Visit the website <http://www.nt.gov.au/building/>

Custodian - Town Planning and Development Assessment Services (+61 8 8999 6046)

Planning Scheme Zone
SD (Single Dwelling)

Interim Development Control Orders
(none found)

Planning Notes
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Planning Applications
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Custodian - Power and Water Corporation (1800 245 092)

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Other Interests

For Account balances, contact Litchfield Council



Date Registered: 21/05/1986

Volume 154 Folio 171

Duplicate Certificate as to Title issued? Yes

SEARCH CERTIFICATE

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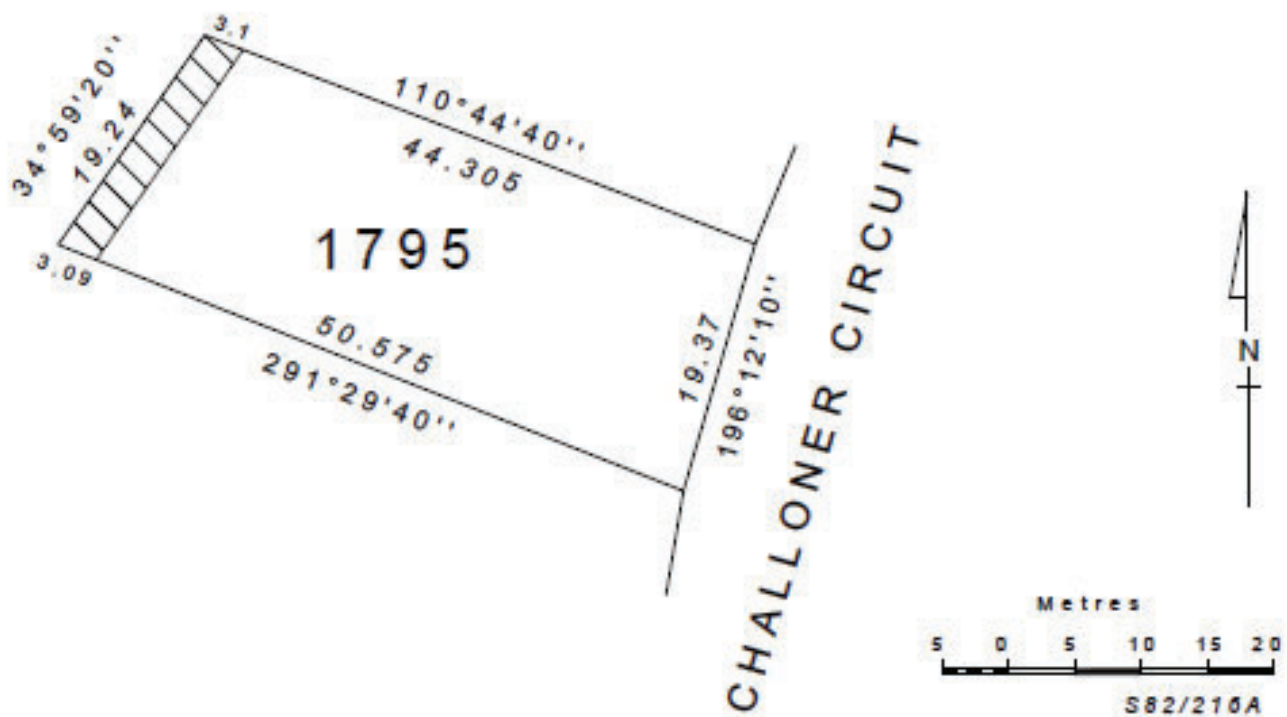
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Record of Administrative Interests and Information

The information contained in this record of Administrative Interests only relates to the below parcel reference.

Parcel Reference: Section 01795 Hundred of Strangways plan(s) S 82/216A

(See section 38 of the Land Title Act)

Note: The Record of Administrative Interests and Information is not part of the Land Register and is not guaranteed by the Northern Territory of Australia, and the NT Government accepts no Liability for any omission, misstatement or inaccuracy contained in this statement.

Registrar General

Government Land Register

(none found)

Custodian - Registrar General (+61 8 8999 6252)

Current Title

CUFT 154 171 (order 1)

Tenure Type

ESTATE IN FEE SIMPLE

Tenure Status

Current

Area Under Title

900 square metres

Owners

Northern Territory Housing Commission
12 Linton Street, Casuarina NT 0810

Easements

Sewerage Easement to Power and Water Authority

Scheme Name

(none found)

Scheme Body Corporate Name

(none found)

Reserved Name(s)

(none found)

Unit Entitlements

(none found)



Transfers

(none found)

Tenure Comments

(none found)

Historic Titles

(none found)

Visit the website http://www.nt.gov.au/justice/bdm/land_title_office/

Custodian - Surveyor General (+61 8 8995 5319)**Address**

38 CHALLONER CCT, HUMPTY DOO

Survey Plan

S 82/216A

Survey Status

Approved

Parcel Status

CURRENT

Parcel Area

900 square metres

Map Reference

Code 373 Scale 2500 Sheet 22.33

Parent Parcels

(none found)

Parcel Comments

PROPOSED RESIDENTIAL AREA S82/216.

Survey Comments

(none found)

Proposed Easements

(none found)

Municipality

LITCHFIELD MUNICIPALITY

Region

DARWIN

Custodian - Valuer General (+61 8 8995 5375)**Owner's Last Known Address**

NORTHERN TERRITORY HOUSING COMMISSION , GPO BOX 4621, DARWIN NT 0801

Parcels in Valuation

Section 01795 Hundred of Strangways



Custodian - Property Purchasing (+61 8 8999 6886)

Acquisitions
(none found)

Custodian - Building Advisory Service (+61 8 8999 8965)

Building Control Areas
BBDAR001 - Building Control Area DARWIN BUILDING AREA

Building Permits
(none found)

Visit the website <http://www.nt.gov.au/building/>

Custodian - Town Planning and Development Assessment Services (+61 8 8999 6046)

Planning Scheme Zone
SD (Single Dwelling)

Interim Development Control Orders
(none found)

Planning Notes
(none found)

Planning Applications
(none found)

Custodian - Power and Water Corporation (1800 245 092)

Meters on Parcel
Power Water - Electricity (none found)
Power Water - Water (none found)

For Account balances, contact the Power and Water Corporation.

Custodian - Pool Fencing Unit (+61 8 8924 3641)

Swimming Pool/Spa Status
(none found)

For more information, contact the Pool Fencing Unit (+61 8 8924 3641).

Custodian - Mines and Energy (+61 8 8999 5322)

For information on possible Mineral Titles or Petroleum Titles, contact Mines and Energy or visit the website
<http://strike.nt.gov.au>

Custodian - NT Environment Protection Authority (+61 8 8924 4218)

Results of site contamination assessment
(none found)

For further information contact Environment Protection Authority or visit the website
<https://ntepa.nt.gov.au/waste-pollution/contaminated-land>

Custodian - Heritage Branch (+61 8 8999 5039)

Heritage Listing:
(none found)

For further information on heritage places contact Heritage Branch or visit the website
<https://nt.gov.au/property/land/heritage-register-search-for-places-or-objects>

Other Interests

For Account balances, contact Litchfield Council



Steven Conn

Subject: RE: Servicing/ upgrade requirements (water/ sewer)

From: Ian Jong

Sent: Friday, 10 May 2019 4:07 PM

To: Steven Conn <Steven.Conn@nt.gov.au>; WaterDevelopment PWC <waterdevelopment@powerwater.com.au>

Cc: Don Buentipo <Don.Buentipo@powerwater.com.au>

Subject: RE: Servicing/ upgrade requirements (water/ sewer)

Hi Steven,

With regards to the “potential rezoning SD to MD” in your below table

I can confirm that no infrastructure upgrades are required for any of the proposed.

You will have to upgrade the water and sewer service and connection to the individual properties. Disconnection, Connection, water meter and application fees apply in addition to WASSEP. Our charges can be found here:

https://www.powerwater.com.au/_data/assets/pdf_file/0018/7074/misc_charges_water_sewer_devt.pdf

Cheers

Ian Jong

0459 845 768

From: Steven Conn [<mailto:Steven.Conn@nt.gov.au>]

Sent: Friday, 3 May 2019 4:10 PM

To: PWC, WaterDevelopment

Cc: Jong, Ian

Subject: Servicing/ upgrade requirements (water/ sewer)

Good afternoon,

As part of the urban public housing stimulus program, the Department of Housing is looking to rezone and/ or develop a number of sites to varying capacities and was hoping for some direction on what level of upgrade would be required on each site in terms of water/ sewer upgrades.

The sites and the proposals:

- rezonings from SD to MD and subsequent development to MD capacity

Can someone from Power and Water please contact me to discuss specifics on what would be required for each site?

The sites in question are:

Potential rezonings (from SD to MD)

Site	Lot no.	Region	Zone	Area	Bedroom configuration	Lot status
32 Challoner Circuit, Humpty Doo	1792	G. Darwin	SD	924	3 x 2 bedroom	Vacant/ trees
36 Challoner Circuit, Humpty Doo	1794	G. Darwin	SD	901	3 x 2 bedroom	Vacant/ trees
38 Challoner Circuit, Humpty Doo	1795	G. Darwin	SD	900	3 x 2 bedroom	Vacant/ trees
15 Francis Street, Millner	1768	G. Darwin	SD	1240	2 x 1 bedroom 2 x 2 bedroom	Vacant/ trees
2 Casuarina Street, Katherine East	2802	Katherine	SD	805	8 x 2 bedroom	Vacant/ trees
4 Casuarina Street, Katherine East	2801	Katherine	SD	839		Vacant/ trees
6 Casuarina Street, Katherine East	2800	Katherine	SD	828		Vacant/ trees

Please feel free to call me on 8999 8830 if you require any additional information on this.

Regards,

Steven Conn

Senior Project Officer

Housing Programs and Support Services

Department of Local Government, Housing and Community Development

Northern Territory Government

Floor 1, RCG House, 83-85 Smith St, Darwin City NT 0800

GPO Box 4621, Darwin, NT 0801



p 08 8999 8830

f 08 8924 4551

e steven.conn@nt.gov.au

w www.dhcd.nt.gov.au

Our Vision: Creating a public sector that provides the highest quality service to Territorians

Our Values: [Commitment to Service](#) | [Ethical Practice](#) | [Respect](#) | [Accountability](#) | [Impartiality](#) | [Diversity](#)

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Please consider the environment before printing this email.



Container No: LD695/1792

Steven Conn
Housing Programs and Support Services
Department of Local Government, Housing and Community Development
GPO Box 4621
Darwin NT 0801

Dear Steven,

RE: Section 1792 Hundred of Strangways – 32 Challoner Circuit Humpty Doo – Rezone from Single Dwelling (SD) to Multiple Dwellings (MD)

In response to your letter of the above proposal for development application purpose, Power and Water Corporation advises the following with reference to water and sewer enquiries:

DISCLAIMER: A re-zoning application will be required via the Development Consent Authority before this proposed development proceeds. Provision of this information does not preclude Power and Water from responding to the re-zoning application with additional detail or requirements.

1. Only a single water and sewer service is permitted for each proposed individual lot. All new services are constructed by the developer, at no cost to Power and Water.
2. Water supply to the lot shall be provided by the land developer of a size adequate to cater for the ultimate future water demand of the lot.
3. The Developer's contractor will be required to confirm the sewer connection is DN150, upgrade as required.
4. The developer must install the backflow prevention device at the water service. The backflow prevention device must be installed in accordance with the requirements of the AS/NZS 3500.1 – Plumbing and Drainage-Water Supply. It must be maintained in accordance with AS/NZS 2845.1 Water Supply. Contact BackflowPrevention.PWC@powerwater.com.au for all backflow prevention enquires.
5. Multi-metering is required for all new multiple residential dwelling developments that are to be unit-titled. Multi-metering is suitable for up to 12 units.
6. The existing sewerage easement within Section 1792 is still required. Structures must not be located on or over a water supply or sewerage easement, or where no easement exists such as within a road reserve without obtaining the prior written approval of Power and Water.

7. All required works mentioned above must all be at according to Power and Water's Connection Code and at the developer's expense. All standard and quoted charges, as well as contribution charges will be valid for a period of 6 months from date of letter issue. As required, Power and Water will reassess the charges for the development.

Power and Water advises that the Water and Sewer Services Development Section (waterdevelopment@powerwater.com.au) and Power Network Engineering Section (powerdevelopment@powerwater.com.au) must be contacted via email a minimum of 1 month prior to construction works commencing.

If you have any further queries, please contact the undersigned on 899 55882, or email waterdevelopment@powerwater.com.au

Yours sincerely



Sarah Hemopo

Services Development

14th May 2019



Container No: LD695/1794

Steven Conn
Housing Programs and Support Services
Department of Local Government, Housing and Community Development
GPO Box 4621
Darwin NT 0801

Dear Steven,

RE: Section 1794 Hundred of Strangways – 36 Challoner Circuit Humpty Doo – Rezone from Single Dwelling (SD) to Multiple Dwellings (MD)

In response to your letter of the above proposal for development application purpose, Power and Water Corporation advises the following with reference to water and sewer enquiries:

DISCLAIMER: A re-zoning application will be required via the Development Consent Authority before this proposed development proceeds. Provision of this information does not preclude Power and Water from responding to the re-zoning application with additional detail or requirements.

1. Only a single water and sewer service is permitted for each proposed individual lot. All new services are constructed by the developer, at no cost to Power and Water.
2. Water supply to the lot shall be provided by the land developer of a size adequate to cater for the ultimate future water demand of the lot.
3. The Developer's contractor is required to confirm the sewer connection is DN150 and upgrade as required to current PWC standard.
4. The developer must install the backflow prevention device at the water service. The backflow prevention device must be installed in accordance with the requirements of the AS/NZS 3500.1 – Plumbing and Drainage-Water Supply. It must be maintained in accordance with AS/NZS 2845.1 Water Supply. Contact BackflowPrevention.PWC@powerwater.com.au for all backflow prevention enquires.
5. Multi-metering is required for all new multiple residential dwelling developments that are to be unit-titled. Multi-metering is suitable for up to 12 units.
6. The existing sewerage easement within Section 1794 is still required. Structures must not be located on or over a water supply or sewerage easement, or where no easement exists such as within a road reserve without obtaining the prior written approval of Power and Water.

7. All required works mentioned above must all be at according to Power and Water's Connection Code and at the developer's expense. All standard and quoted charges, as well as contribution charges will be valid for a period of 6 months from date of letter issue. As required, Power and Water will reassess the charges for the development.

Power and Water advises that the Water and Sewer Services Development Section (waterdevelopment@powerwater.com.au) and Power Network Engineering Section (powerdevelopment@powerwater.com.au) must be contacted via email a minimum of 1 month prior to construction works commencing.

If you have any further queries, please contact the undersigned on 899 55882, or email waterdevelopment@powerwater.com.au

Yours sincerely



Sarah Hemopo

Services Development

15th May 2019



Container No: LD695/1795

Steven Conn
Housing Programs and Support Services
Department of Local Government, Housing and Community Development
GPO Box 4621
Darwin NT 0801

Dear Steven,

RE: Section 1795 Hundred of Strangways – 38 Challoner Circuit Humpty Doo – Rezone from Single Dwelling (SD) to Multiple Dwellings (MD)

In response to your letter of the above proposal for development application purpose, Power and Water Corporation advises the following with reference to water and sewer enquiries:

DISCLAIMER: A re-zoning application will be required via the Development Consent Authority before this proposed development proceeds. Provision of this information does not preclude Power and Water from responding to the re-zoning application with additional detail or requirements.

1. Only a single water and sewer service is permitted for each proposed individual lot. All new services are constructed by the developer, at no cost to Power and Water.
2. Water supply to the lot shall be provided by the land developer of a size adequate to cater for the ultimate future water demand of the lot.
3. The Developer's contractor is required to confirm the sewer connection is DN150 and upgrade as required to current PWC standard.
4. The developer must install the backflow prevention device at the water service. The backflow prevention device must be installed in accordance with the requirements of the AS/NZS 3500.1 – Plumbing and Drainage-Water Supply. It must be maintained in accordance with AS/NZS 2845.1 Water Supply. Contact BackflowPrevention.PWC@powerwater.com.au for all backflow prevention enquires.
5. Multi-metering is required for all new multiple residential dwelling developments that are to be unit-titled. Multi-metering is suitable for up to 12 units.
6. The existing sewerage easement within Section 1795 is still required. Structures must not be located on or over a water supply or sewerage easement, or where no easement exists such as within a road reserve without obtaining the prior written approval of Power and Water.

7. All required works mentioned above must all be at according to Power and Water's Connection Code and at the developer's expense. All standard and quoted charges, as well as contribution charges will be valid for a period of 6 months from date of letter issue. As required, Power and Water will reassess the charges for the development.

Power and Water advises that the Water and Sewer Services Development Section (waterdevelopment@powerwater.com.au) and Power Network Engineering Section (powerdevelopment@powerwater.com.au) must be contacted via email a minimum of 1 month prior to construction works commencing.

If you have any further queries, please contact the undersigned on 899 55882, or email waterdevelopment@powerwater.com.au

Yours sincerely



Sarah Hemopo

Services Development

15th May 2019

24 January 2017

Philip Jackson
Department of Housing & Community Development
Level 6, RCG Centre
47 Mitchell Street
Darwin, NT 0800

Dear Philip

**Department of Housing and Community Development
Urban Public Housing Renewal - Maximum Demand Assessments**

Further to your email request of 22 December 2016, we are pleased to provide the below maximum demand assessments of the potential DHCD redevelopment to assist with your PWC Negotiations.

Project Summary

We understand the project will comprise redevelopment of existing SD (Single Dwelling) zoned lots at various locations throughout the territory.

Two potential redevelopment options have been identified by DHCD and are summarised as follows:

Option 1

Demolition of the existing 3/4 bedroom dwelling located on the lot and construction of 2 smaller independent living units comprising:

- 1x2 Bedroom Self Contained Unit
- 1x1 Bedroom Self Contained Unit

Option 2

Retention of the existing 3/4 bedroom dwelling located on and construction of one additional 1 bedroom independent living unit.

We understand that DHCD intends to undertake redevelopments in the following urban regions:

- Darwin
- Katherine
- Tennant Creek
- Alice Springs

Indicative Dwelling Floor Plan – 1 & 2 Bedroom Units

The below floor plan is indicative and has been provided by the client for information only. We understand that the final layout will be site specific and developed in conjunction with the contractor.



Electrical Services Brief

The maximum demand calculations have been based on the below electrical services brief, as provided by the Department of Housing and Community Development on 22 December 2016 and 19 January 2017.

Table 1 Electrical Summary

Room	Existing Dwelling (3 Bedroom House)	Dwelling 1 (2 Bedroom Unit)	Dwelling 2 (1 Bedroom Unit)
Living	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan
Dining Room	<ul style="list-style-type: none"> 1 x Double GPO 1 x Ceiling Fan 	<ul style="list-style-type: none"> 1 x Double GPO 1 x Ceiling Fan 	<ul style="list-style-type: none"> 1 x Double GPO 1 x Ceiling Fan
Kitchen	<ul style="list-style-type: none"> Free Standing Cooking Range Range Hood (1x GPO High Level) Refrigerator Single GPO 3 x Double SSO's to Kitchen Bench 1 x Ceiling Fan 	<ul style="list-style-type: none"> Free Standing Cooking Range Range Hood (1x GPO High Level) Refrigerator Single GPO 3 x Double SSO's to Kitchen Bench 1 x Ceiling Fan 	<ul style="list-style-type: none"> Free Standing Cooking Range Range Hood (1x GPO High Level) Refrigerator Single GPO 3 x Double SSO's to Kitchen Bench 1 x Ceiling Fan
Bathroom	<ul style="list-style-type: none"> 1 x Double GPO Exhaust Fan or 3 in 1 Unit 	<ul style="list-style-type: none"> 1 x Double GPO Exhaust Fan or 3 in 1 Unit 	<ul style="list-style-type: none"> 1 x Double GPO Exhaust Fan or 3 in 1 Unit
Laundry	<ul style="list-style-type: none"> 1 x Double GPO 	<ul style="list-style-type: none"> 1 x Double GPO 	<ul style="list-style-type: none"> 1 x Double GPO
Bedroom 1	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan
Bedroom 2	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	Not Applicable
Bedroom 3	<ul style="list-style-type: none"> 2 x Double GPO's 1 x Ceiling Fan 	Not Applicable	Not Applicable
External	<ul style="list-style-type: none"> 1 x Double GPO in the Carport 	<ul style="list-style-type: none"> 1 x Double GPO in the Carport 	<ul style="list-style-type: none"> 1 x Double GPO in the Carport
Lighting	<ul style="list-style-type: none"> Up to 14 Lights throughout 	<ul style="list-style-type: none"> Up to 12 Lights throughout 	<ul style="list-style-type: none"> Up to 10 Lights throughout
Hot Water	<ul style="list-style-type: none"> 300L Solar Hot Water Unit with 1 Shot Boost 	<ul style="list-style-type: none"> 180L Solar Hot Water Unit with 1 Shot Boost 	<ul style="list-style-type: none"> 180L Solar Hot Water Unit with 1 Shot Boost
Air Conditioning	<ul style="list-style-type: none"> Not Provided by DHCD 	<ul style="list-style-type: none"> Not Provided by DHCD 	<ul style="list-style-type: none"> Not Provided by DHCD

Calculated Maximum Demand

The Maximum Demand of each dwelling has been calculated in accordance AS3000:2007 (Amendment 2) Table C1 'Maximum Demand – Single and Multiple Domestic Electrical Installations' for a 'Single domestic electrical installation or individual living unit per phase'

Table 2 Initial Maximum Demand Calculation

Load Group	Demand Allowance	Existing Dwelling 3 Bedroom House	Dwelling 1 2 Bedroom Unit	Dwelling 2 1 Bedroom Unit
Lighting (not exceeding 1000W)	3A for 1 to 20 Points + 2A for each additional 20 Points or part thereof	14 Lights 6 Ceiling Fans 1 Bathroom Exhaust 1 Kitchen Range hood (22 Points total)	12 Lights 5 Ceiling Fans 1 Bathroom Exhaust 1 Kitchen Range hood (19 Points total)	10 Lights 4 Ceiling Fans 1 Bathroom Exhaust 1 Kitchen Range hood (16 Points total)
		5A Demand	3A Demand	3A Demand
Socket Outlets (not exceeding 10A)	10A for 1 to 20 Points + 5A for each additional 20 Points or part thereof	31 Socket Outlets	27 Socket Outlets	21 Socket Outlets
		15A Demand	15A Demand	15A Demand
Cooking Appliances	50% Connected Load	32A Socket Outlet	32A Socket Outlet	32A Socket Outlet
		16A Demand	16A Demand	16A Demand
Fixed Space Heating or Air Conditioning	75% Connected Load	Not Provided by DHCD	Not Provided by DHCD	Not Provided by DHCD
Hot Water Heater	33% Connected Load ^[2]	3.6kW Equipment Load ^[3] (15.65 Amps)	3.6kW Equipment Load ^[3] (15.65 Amps)	3.6kW Equipment Load ^[3] (15.65 Amps)
		5.17A Demand	5.17A Demand	5.17A Demand
Calculated Maximum Demand		Existing Dwelling Demand 41.17A	Dwelling 1 Demand 39.17A	Dwelling 2 Demand 39.17A

[1] The Cooking Appliance Demand has been based on a standard free standing oven / cooktop unit with 32A Plug Type Connection equal to Westinghouse WLE533WA. Where an alternative oven / cooktop is proposed the Demand Allowance should be revised to match the actual equipment selection.

[2] The diversified 'Instantaneous' Water Heater demand has been utilised for the calculation due to the installation of the 'One Shot' boost controller. Where this controller is not installed, the full load current of the Water Heater should be included in the maximum demand calculation.

[3] Hot Water Demand has been based on 180L Solar Hot Water System with 3.6kW Electrical Booster for the 1 & 2 Bedroom Dwellings & a 300L Solar Hot Water System with 3.6kW Electrical Booster for the 3 Bedroom Dwelling.

Other Considerations**Air Conditioning**

Whilst it is noted within the Electrical Service Brief that DHCD will not be providing Air Conditioning, it is recommended that suitable allowances be included in the maximum demand calculation for future installation by the resident.

We suggest that a diversified allowance of 25A for the 3 Bedroom Dwelling, 20A for the 2 Bedroom Dwelling and 15A for the 1 Bedroom Dwelling (Based on an allowance of 100W/m²) be incorporated in the maximum demand calculation where it is anticipated that Air Conditioning may be required.

Larger Oven/Cooktop

Where a larger or higher power cooktop is proposed an additional (diversified) allowance of 10A per dwelling should be incorporated in the maximum demand calculation.

PWC 'Basic Supply' Allowances & Metering Arrangement

'Basic Supply' allowances for the different lot types are addressed within PWC NP020 'Guidelines for Developers of Subdivision and Electricity Infrastructure'

A SD (Single Dwelling) lot is provided with a 10kVA allowance.

A MD or Multiple Dwelling lot are provided with a 22VA/m² allowance.

Some indicative MD demand allowances based common lot size are provided below

- 450m² = 10kVA
- 500m² = 11kVA
- 600m² = 13.2kVA
- 700m² = 15.4kVA
- 800m² = 17.6kVA
- 900m² = 19.8kVA
- 1000m² = 22kVA

It should be noted that existing / older lots may have lower demand allocations and PWC will confirm the existing supply allowance on a site by site basis.

The existing SD (Single Dwelling) lot will likely be provided with a Single Phase service and this will need to be upgraded to a 3 Phase service to enable the dwellings to be connected to different phases. The development will generally be connected via a multi metering arrangement similar to PWC Standard Drawing S11-2-7-37. PWC will confirm the required connection and metering arrangement on a site by site basis.

Maximum Demand Summary

Based on the above, the Calculated Maximum Demand for each of the potential redevelopment options is summarised as follows:

Option 1- Construction of 1x2 Bedroom Unit & 1x1 Bedroom Unit

Table 3 Maximum Demand Summary - Redevelopment Option 1

Demand Calculation	Phase 1 ^[*] (2 Bed Dwelling)	Phase 2 ^[*] (1 Bed Dwelling)	Phase 3 ^[*]
Option 1 Full Air Conditioning	59.17 Amps	54.17 Amps	0 Amps
Option 1 Master Bedroom Air Conditioning Only	44.17 Amps	44.17 Amps	0 Amps
Option 1 Without Air Conditioning	39.17 Amps	39.17 Amps	0 Amps

[*]The phase numbering indicated above is arbitrary for the purposes of assessing the development.

PWC will confirm the required connection arrangement (i.e. Phase 1 = Red, Phase 2 = White, Phase 3 = Blue) on a site by site basis.

Option 2- Retention of the existing 3 Bedroom House & Construction of 1x1 Bedroom Unit

Table 4 Maximum Demand Summary - Redevelopment Option 2

Demand Calculation	Phase 1 ^[*] (3 Bed Dwelling)	Phase 2 ^[*] (1 Bed Dwelling)	Phase 3 ^[*]
Option 2 Full Air Conditioning	66.17 Amps	54.17 Amps	0 Amps
Option 2 Master Bedroom Air Conditioning Only	46.17 Amps	44.17 Amps	0 Amps
Option 2 Without Air Conditioning	41.17 Amps	39.17 Amps	0 Amps

[*]The phase numbering indicated above is arbitrary for the purposes of assessing the development.

PWC will confirm the required connection arrangement (i.e. Phase 1 = Red, Phase 2 = White, Phase 3 = Blue) on a site by site basis.

Trusting the above is satisfactory.

Please don't hesitate to contact the undersigned with any queries.

Yours faithfully



Michael St Clair
Senior Engineer
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Direct Dial: +61 8 8942 6215
Direct Fax: +61 8 8942 6999

encl: Enclosures
cc: Keith Whenmouth
Augustino Ajak Amon
Nathan Mappas
Michael O'Neill
Wayne Wright
Deborah Prichard

Dr David Ritchie
Chairman
NT Planning Commission
GPO Box 1680
DARWIN NT 0801

Chief Executive Officer
Level 7, RCG Centre
47 Mitchell Street
Darwin NT 0800

Postal address
GPO Box 4621
Darwin NT 0801

Tel: 08 8999 8455

File Ref: HCD2018/03310-50~005

Dear Dr Ritchie

Re: Humpty Doo Rural Activity Centre Area Plan and Challoner Circuit

Thank you for allowing the Department of Local Government, Housing and Community Development (the Department) to become involved in the area planning process for the Humpty Doo Rural Activity Centre.

The Department has identified that there would be advantages in extending the MDR zone (Multiple Dwelling Residential) along the western edge of Challoner Circuit to enable improved use of land in that location and requests that this change be included in the draft area plan to the Minister for Infrastructure, Planning and Logistics.

All properties along this line are within 400m walking distance of the commercial land to the north and provide easy access to the other facilities within the inner core including: the Humpty Doo 'Park and Ride'; Taminmin College; and Humpty Doo Primary School. These sites are also removed from the industrialised businesses operating between Lloyd Road and Vereker Street, and the noise and amenity conflicts that could result.

This option addresses each of the draft planning principles released by the Planning Commission in September 2018, to work in conjunction with the area plan for the Humpty Doo Rural Activity Centre. In particular, support for densification of these properties ensures urban density residential development within 400m of the commercial centre and sees residential development that is not affected by flooding, biting insects or other constraints.

Recognition of the positive characteristics of these sites within the area plan would allow the Department to better provide housing with social benefit to Territorians in the Humpty Doo area. This accords with the Planning Commission's aims for the Humpty Doo Rural Activity Centre Area Plan. The Department believes that this would be a beneficial outcome for the area.

I look forward to your consideration of this requested amendment to the Humpty Doo Rural Activity Centre Area Plan.

Yours sincerely



Jamie Chalker APM
Chief Executive Officer

11 March 2019

Chief Executive Officer
Level 7, RCG Centre
47 Mitchell Street
Darwin NT 0800

Postal address
GPO Box 4621
Darwin NT 0801

Tel: 08 8999 8455

File Ref: HCD2018/03310-045

Dr David Ritchie
Chairman
Northern Territory Planning Commission
GPO Box 1680
DARWIN NT 0801

Dear Mr Ritchie

**RE: HUMPTY DOO RURAL ACTIVITY CENTRE AREA PLAN – STAGE 2
CONSULTATION**

Thank you for the opportunity to make a contribution to the Northern Territory Planning Commission's Area Planning process for the Humpty Doo Rural Activity Centre Area Plan.

The Department of Housing and Community Development has an interest in ensuring diversity of housing options that support needs across the housing continuum, as well as securing opportunities for the inclusion of social and affordable housing within new developments.

Given the availability of public transport and employment opportunities within the subject area, the provision of a diverse range of housing options should be a key consideration of the Northern Territory Planning Commission for the development of Humpty Doo. The Department supports your initiative of providing for higher intensity residential development within a walkable distance of the Humpty Doo urban centre.

The Department looks forward to providing further input into the development of the Humpty Doo Rural Activity Centre Area Plan as part of the next stage of public consultation.

Yours sincerely

Jamie Chalker
Chief Executive Officer

28 November 2018

Apply for public housing

Public housing wait times

Wait times for public housing vary, depending on each applicant's circumstances.

They are affected by a number of factors such as:

- general demand for public housing
- number of approved priority applications
- availability and turnover of suitable homes in each location.

Below are the estimated waiting times for public housing as of 31 December 2018.

Region	1 bedroom	2 bedroom	3 bedroom
Darwin/ Casuarina	6 to 8 years	2 to 4 years	4 to 6 years
Palmerston	4 to 6 years	Less than 2 years	2 to 4 years
Alice Springs	4 to 6 years	4 to 6 years	4 to 6 years
Katherine	6 to 8 years*	4 to 6 years	4 to 6 years
Nhulunbuy	4 to 6 years	2 to 4 years	2 to 4 years
Tennant Creek	6 to 8 years	More than 8 years*	4 to 6 years

*Due to limited stock and turnover, median value cannot be applied.

Applications for public housing

If your application is successful, you will go on a wait list.

The wait list is produced in date order from when your application is received.

It includes general, priority and transfer applicants.

Below is the total number of current applications for urban public housing assistance as of 31 December 2018.

The number of priority applicants that account for this total is 1,277.

Region	1 bedroom	2 bedroom	3+ bedroom	Total
Darwin/ Casuarina	1231	229	249	1709
Palmerston	478	98	105	681
Alice Springs	473	291	343	1107
Katherine	249	81	97	427
Nhulunbuy	29	20	36	85
Tennant Creek	87	35	70	192

Region	1 bedroom	2 bedroom	3+ bedroom	Total
Total	2547	754	900	4201

Public housing allocations

Allocations from the wait list are dependent on the availability of housing stock, which is generally linked to the number of tenancies leaving public housing.

The number of urban public housing allocations from 1 January to 31 December 2018 is shown below.

Region	1 bedroom	2 bedroom	3+ bedroom	Total
Darwin/ Casuarina	79	102	123	304
Palmerston	34	63	79	176
Alice Springs	40	36	37	113
Katherine	15	11	21	47
Nhulunbuy	2		3	5
Tennant Creek	4		7	11
Total	174	212	270	656*

*This total includes 236 internal transfers and 420 new households from the wait list during this period.

Last updated: 07 February 2019

Share:     



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COUNCIL REPORT

Agenda Item Number:	15.3
Report Title:	Place Names Request – Darwin River Bridge to Jimmy Stanton Bridge
Report Number:	19/0105
Meeting Date:	21/08/2019
Attachments:	Attachment A – Applicant’s Information on History of Jim Stanton

Purpose

The purpose of this report is to refer to Council a request for support to the NT Place Names Committee for the naming of a Cox Peninsula Road bridge over Darwin River.

Summary

It is recommended that Council considers support for the naming of the bridge as Jimmy Stanton Bridge, as the site of the bridge adjoins land in long-term ownership of Mr Stanton, a Territory businessman and community member.

Recommendation

THAT Council supports the name Jimmy Stanton Bridge as the formal name for the Cox Peninsula Road bridge over Darwin River adjacent 1545 Cox Peninsula Road, Tumbling Waters.

Background

Ms Kez Hall has contacted Council to seek support for naming an existing bridge over the Darwin River in honour of her father, Jimmy Stanton.

The bridge is located within the Cox Peninsula Road reserve, adjacent 1545 Cox Peninsula Road, Tumbling Waters, as shown in the images on the following page.

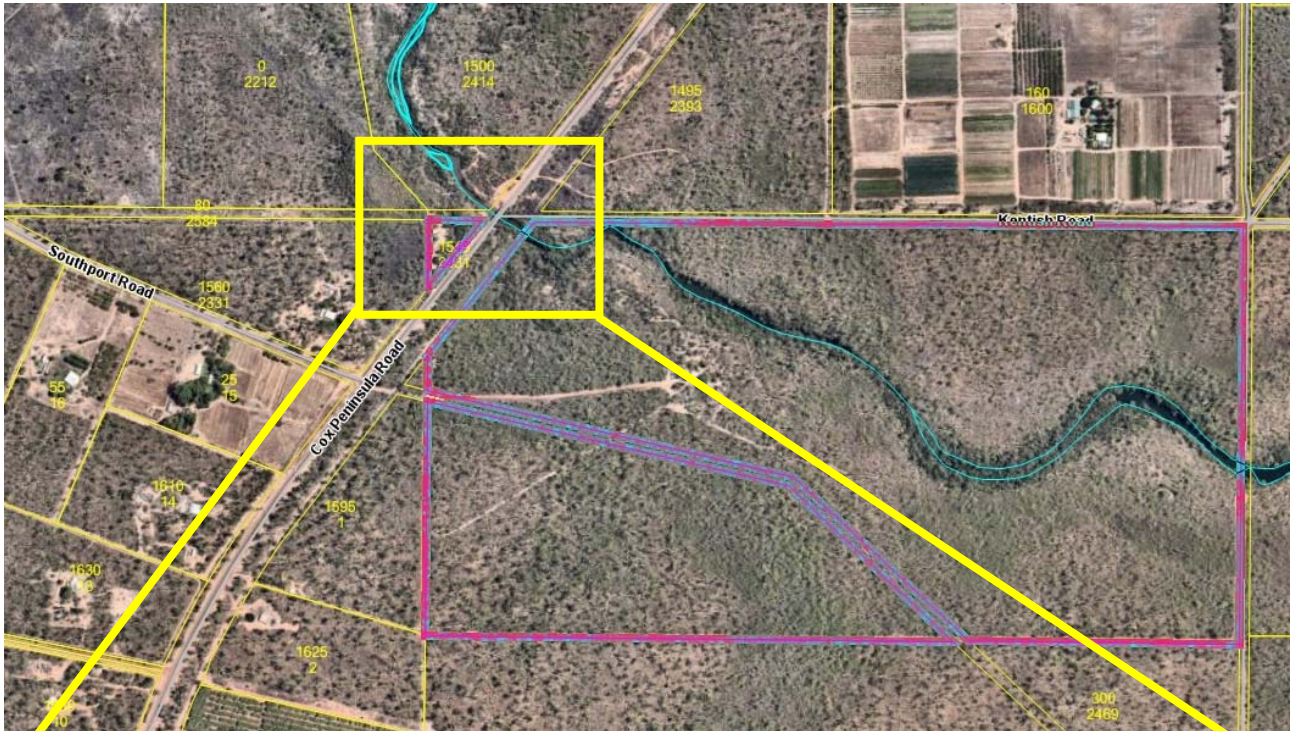
Information provided by the applicant indicates Mr Stanton purchased this property at 1545 Cox Peninsula Road in the mid-1960s and that the property remains in family ownership through a trust since the deaths of Mr Stanton and subsequently his widow. Further information provided by the applicant on Mr Stanton can be found in Attachment A.

As the site of the bridge is within Litchfield Council, the NT Place Names Committee is required to seek advice from Litchfield Council on the proposed name.

The Transport and Civil Services division of NT Department of Infrastructure, Planning and Logistics, which owns the bridge and Cox Peninsula Road, have advised that there are no specific government proposals for the bridge and therefore there is no objection to the formal naming of the bridge as proposed. Council has not been made aware that the bridge has any other existing formal name.

The proposed name for the bridge appears to meet the NT Place Names Guidelines. Conformance to the Guidelines is determined by the NT Place Names Committee.

As the bridge sits within a property once owned and managed by Mr Stanton, who was a long-term businessman and Territory community member, and as there is no objection from the government, owners of the bridge, to the name proposal, it is recommended that Council considers support for the name Jimmy Stanton Bridge as proposed.



Source: Nearmap 13 June 2019 Image

Links with Strategic Plan

Priority # 2 – A great place to live

Legislative and Policy Implications

The NT *Place Names Act* requires that prior to recommending a place name to the Minister, the Place Names Committee must seek the views of the local council in which the place exists.

Litchfield Council Policy INF04 *Place Names* requires that all requests for Council support for Place Names must be brought to Council for a decision and that the request must be in line with the *NT Place Names Guidelines*.

Risks

Not applicable to this report.

Financial Implications

Not applicable to this report.

Community Engagement

Not applicable to this report.

Recommending Officer:

Nadine Nilon, Director Infrastructure and Operations

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

Any member of Council who may have a conflict of interest, or a possible conflict of interest in regard to any item of business to be discussed at a Council meeting 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.

Background to the Proposal and Name

In early 2017, I started researching how to propose to name the Darwin River Bridge in honour of my Father, James (Jim / Jimmy) Evered Stanton.

The location of the bridge is adjacent to Parcel 2431 Hundred of Cavenagh, Vol 537 Folio 146 also listed as 1545 Cox Peninsular Road, Tumbling Waters.

The property on which the bridge is sited is owned by Lok Landji Family Association P/L established in 1995 under the Will of Violet (Vai) Stanton, Jim's widow.

Consultations with a range of Family members, Government Agencies and local Authorities and interruptions to getting a final submission lodged has come to this point.

Born in Newcastle, NSW on 9 May 1917, Jim has a legacy as a Darwin truck owner / driver / Unionist helping the War effort in Darwin back in the late 40's following attack by the Japanese Government. As a young New South Welshman, recently arrived in the Top End, he became involved with Aboriginal families through his mateship with Jack McGinness his later to be, father-in-law, who was Kungarakany married to a Gurindji woman Violet Wakelin.

Jack McGinness, an NT railways Supervisor at the time, engaged Jim to assist with transport to and from railway sidings, loading / unloading goods that needed to be delivered around the greater Darwin area and Katherine and as a trained marine and civil engineer, Jim maintained equipment and machinery as needed.

Jim later established J.E. Stanton & Co. Business premises in Stuart Park then Frog Hollow, and until his health declined in the early '70s, he serviced fishing (Paspalis, Hickey) and land based business fleets (through dealings with Hastings, Hannons, Kennons, Parkinson).

Jim gradually extended his interests to contracting out machinery and employed as his operators - Charlie King Snr and Charlie King Jnr, from notable Gurindji families in the NT. Jim was a founding member and supporter of the Darwin Workers and Darwin Truck Owners clubs and the Darwin RAOB.

Jim married Jack's daughter Violet (Vai) and it is through this family bond that Jim decided to purchase land in the mid 60's in the traditional area of the Kungarakany people of the Finniss River - prescient to Land Rights legislation and support for Aboriginal people on homelands. The main property, still managed by the Stanton family today through a Pty Ltd Company, is named Lok Landji and nestles alongside the Darwin River near Southport.

Jim is buried with Vai at Lok Landji and his 100yr birthday was 9 May 2017.

This proposal is made for a fitting tribute to a true quiet achiever and Territorian - his loyalty to the NT as a businessman, social rights champion, his dependable efforts for vulnerable and disadvantaged people and steadfast assertion for Aboriginal rights.

Kez Hall, Director LLFA P/L



COUNCIL REPORT

Agenda Item Number:	15.4
Report Title:	GOV11 Common Seal Policy
Report Number:	19/0106
Meeting Date:	21/08/2019
Attachments:	Attachment A – DRAFT GOV11 Common Seal Policy

Purpose

To present the DRAFT GOV11 Common Seal policy for Council adoption.

Summary

GOV11 Common Seal policy was last adopted by Council in September 2015 and is due for review in 2019. A DRAFT GOV11 Common Seal policy has been prepared for Council consideration and is included as Attachment A to this report.

Changes to the current policy are limited to,

- updates to grammar and
- removal of reference to the specific section in the *Local Government Act*.

The attached DRAFT GOV11 Common Seal policy highlights the proposed changes from the existing policy.

Recommendation

THAT Council adopts GOV11 Common Seal policy.

Background

Section 26(2) of the *Local Government Act* prescribes the proper use of Councils Common Seal.

GOV01 Policy Framework prescribes that policies should be reviewed a minimum of every four years.

The key change to this draft is the deletion of references to the specific section in the current *Local Government Act*. It is expected that an updated *Local Government Act* will be introduced to Parliament in 2019. Removal of the reference to the section in the current Act will reduce the need to review the policy again when the Act is passed.

The policy was last adopted by Council at its meeting on 15 September 2015 where the policy was updated to reflect:

- the storage of the Common Seal;
- a clear statement regarding the requirement of a Council resolution;
- that the Mayor and CEO are to be the only authorised signatories; and
- the list of documents requiring the Common Seal was removed and a generic term was inserted to ensure all documents are covered.

Links with Strategic Plan

A well-run Council.

Legislative and Policy Implications

This policy is consistent with the Local Government Act and meets Council's compliance obligations.

Risks

Nil

Financial Implications

Nil

Community Engagement

Nil

Recommending Officer: **David Jan, Acting Director of Community and Corporate Services**

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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

Common Seal **POLICY GOV11**

Name	GOV11 Common Seal
Policy Type	Council
Responsible Officer	Chief Executive Officer
Approval Date	[Approval Date]
Review Date	[Review Date]

1. Purpose

The purpose of this Policy is to regulate the use of Council's Common Seal and prohibit unauthorised use of the Common Seal or any device resembling the Common Seal as required by Section 26(2) of the *Local Government Act*.

2. Scope

This policy applies to all documents which require the affixing of Litchfield Councils' Common Seal

3. Definitions

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

Common Seal	The Common Seal of Litchfield Council
-------------	---------------------------------------

4. Policy Statement**4.1. Location of the Common Seal**

The Common Seal shall remain in the safe at the Litchfield Council Officers, to be removed only by the Chief Executive Officer or their delegate for the purpose of signing and sealing Council contractual documents.

4.2. Use of the Common Seal

- 4.2.1. The use of the Common Seal is only to take place pursuant to Section 26(2) the relevant section of the Local Government Act.
- 4.2.2. The use of the Common Seal is only to take place through a resolution of Council.
- 4.2.3. The Mayor and Chief Executive Officer (or those duly appointed to act in these roles, as occurs from time to time) are designated as signatories with regard to the Common Seal.
- 4.2.4. The Chief Executive Officer is required to maintain a register containing all instances in which the Common Seal has been used

Commented [DJ1]: Reference to the specific section within the current Local Government Act has been deleted in preparation for the implementation of an updated Local Government Act in 2020.

1. Associated Documents

Nil

2. References and Legislation

Common Seal **POLICY GOV11**

Northern Territory Local Government Act

3. Review History

Date Reviewed	Description of changes (Inc Decision No. if applicable)
This Review	Update to current template and remove reference to Local Government Act section
<u>15/09/2015</u>	<u>Changed to reflect that the Mayor and CEO are to be the only authorised signatories. Removal of a list of documents requiring the Common Seal and insertion of a generic term to ensure all documents are covered</u>
<u>14/11/2013</u>	<u>New Policy</u>



COUNCIL REPORT

Agenda Item Number:	15.5
Report Title:	Rating Review Position Paper
Report Number:	19/0107
Meeting Date:	21/08/2019
Attachments:	A – Litchfield Rating Policy Review – Community Reference Group Report to Litchfield Council B – Rating Policy Review Position Paper (to be sent under separate cover)

Purpose

This report on the Litchfield Rating Policy Review is presented to Council to review and note the Community Reference Group Report to Litchfield Council and to endorse the Rating Policy Review Position Paper for a five-week community consultation process.

Summary

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 committee in its decision-making process. The review includes 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 (planned for September 2019); and
3. Consultation on Draft Rating Policy (planned for November 2019).

Council's appointed Community Reference Group (CRG) met eight times and developed a report with nine recommendations to Council (Attachment A).

Through the CRG recommendations Councillors have developed a Position Paper (Attachment B). The paper outlines considered improvements to Council's Rating Policy and asks the community to provide feedback.

Recommendation

THAT Council:

1. Notes the Litchfield Rating Policy Review – Community Reference Group Report to Litchfield Council;
2. Congratulates and thanks the Community Reference Group members for their contribution and dedication;
3. Endorses the Rating Policy Review Position Paper for public consultation from the 2 September to 7 October 2019; and
4. Allows the Interim Chief Executive Officer to make minor editorial changes to the Rating Policy Review Position Paper, if required.

Background

Council's rating system was established in the mid 1980's when Litchfield Council came into operation. Since then there has been small changes made to the basis of rating, such as introducing Unimproved Capital Valuation (UCV) as the basis for rating commercial and industrial properties and a separate flat rate for residential properties located in Coolalinga.

Each year Council considers the amount of revenue it requires to be raised from rates however, a rating policy review is a more in-depth examination of whether Council has its basis for rating set correctly given consideration of factors such as fairness and equity.

It is prudent for councils to undertake this deeper examination from time to time.

Council resolved in November 2016 to undertake a review of the current rating system to identify the appropriateness of the current system and opportunities for improvement. An independent rating expert, Mr John Comrie was engaged by Council to provide an in-depth review. This was completed in February 2017. Given the local government general election later that year, Council decided that it was appropriate that the review should be referred to the new Council, elected in August 2017.

The newly elected Council received the **rating review report** at the 16 May 2018 meeting and the report identified the following challenges with Council's current basis for rating:

- the fairness of the system being a mixture of NT Planning Zones and location for residential rating;
- the equity regarding the ability to pay within the community;
- the development of multiple occupancy on rural residential properties increasing residents without increasing the rate base; and
- the inconsistent rating of commercial entities due to commercial activities on residential properties.

At the 26 September 2018 meeting, Council resolved to establish a **Community Reference Group** (CRG) to guide the Review of the Rating Policy. The Terms of Reference under which eleven community members were appointed in December 2018, outlined the following purpose for the CRG:

The objectives of the Rating Policy Review Community Reference Group are to act as an advisory Group to Council for the development of a new Rating Policy, and in particular to:

- 1.1 Identify and recommend principles for formulating a rating policy;*
- 1.2 Advise on the residential rate and consideration of differential rates;*
- 1.3 Advise on the equitable collection of rates; and*
- 1.4 Produce a Report with recommendations for Council before public comment.*

The CRG met eight times between February and June 2018. The meetings were independently chaired and supported by a facilitator. All members were provided with information on Council's policy, rating theory, legislation, valuation process and data. Furthermore, members had the opportunity to request agenda items and information at every meeting, to which Council provided.

Through facilitated discussions the CRG formed recommendations on the Rating Policy to Council. Attachment A describes the detailed process of the CRG and discussions for the following nine recommendations:

1. Principles of rating

The CRG recommend that the principles of equity (benefits received & capacity to pay), administrative simplicity, economic efficiencies and policy consistency be considered as fundamental components of the rating policy.

2. Service charges

The CRG recommend that Council decide upon a defined list of user pay services and makes consideration for 'reasonable use'.

3. Assessed value

The CRG recommend that Council continue using Unimproved Capital Value (UCV) as the basis of assessed value.

4. Differentiation of rateable properties

Having regard to the recommended principles of rating, the CRG recommend that Council consider differentiation of rates based on zoning.

5. Calculation of rates

The CRG recommend:

- Combination of fixed and valuation-based rate for urban residential, rural residential and rural properties;
- Valuation- based rate with a minimum rate for commercial and horticulture/agriculture properties; and
- Valuation-based rate for gas plant properties.

6. Special rates

The CRG recommend that special rates be used for specific purposes and the special rate needs to end at the completion of the associated project.

7. Capping rates

In any transition or change in the rating system, Council should consider limiting the impact on individual residential ratepayers in any one year to a maximum increase of x%. The x% should be established only after modelling of the rating impact of the proposed change.

8. Concession on rates

The CRG recommend that any concession on rates be in line with the Local Government Act for deferment not waiver.

9. Rates modelling

The CRG recommend that Council do not undertake broader community consultation or make changes to the existing rating system until modelling of the impact is undertaken, analysed and properly considered, to ensure the impact on the majority of residential ratepayers is minimised.

Councillors have considered these recommendations in a workshop and developed the **Rating Policy Review Position Paper** (Attachment B).

Councillors have agreed with many of the recommendations of the CRG. Most of these do not attract a change to the current rating practice (recommendations 2,3,6,7,8 and 9). The attached Position Paper for Council endorsement discusses Council's position on the other

recommendations. The Position Paper is asking the community to give feedback on recommended improvements to the Rating Policy and assist Council in forming a position in some areas.

The following four areas are considered in the position paper:

1. Principles of Rating
Council hasn't formed a position and wants to hear the community's view.
2. Rating Categories
Council agrees with the CRG in differentiating properties by the zoning.
Council considers:
 - Introducing new rating categories for Horticulture/Agriculture and Rural properties; and
 - Removing the location (Coolalinga) from urban residential rates.
3. Calculating Rates
Council hasn't formed a position and wants to hear the community's view.
4. Multiple-Dwelling Properties
Council hasn't formed a position and wants to hear the community's view.

Once Council has considered submissions on the Rating Policy Review Position Paper, a Draft Rating Policy will be developed for consultation with the community in November 2019.

Links with Strategic Plan

Enabler: A well-run Council

Legislative and Policy Implications

Council's current Rating Policy FIN02 is under review.

Risks

There is a risk to Council if the rating system does not adequately reflect the change of service provision and population in the area. The increased cost of services provided will be funded by only a portion of the population. Ultimately this may increase the financial pressure on individual ratepayers.

There is a reputational risk for Council to change the rating policy without properly consulting with the community. Council is mitigating this risk through a thorough community engagement process.

Financial Implications

Council has applied \$30,000 budget in the 2019-20 financial year towards the project, of which \$17,300 have been allocated for the development of the Position Paper. A further \$3,000 have been forecasted for the community engagement on the Position Paper. The remainder of the budget is forecasted for the development of and engagement on the Draft Rating Policy.

Community Engagement

Council has a strong commitment to engaging with our community in line with Council's COR02 Community Engagement Policy. Council is committed to a comprehensive review process over two years, knowing how important this topic is for our community.

The Community Engagement process so far has been:

- Expression of Interest for Community Reference Group (1 to 21 October 2018); and
- Community Reference Group (February to June 2019) with regular updates on the process available to the public through Council's YourSay website.

The Community engagement process for the consultation on the Rating Policy Review Position Paper is proposed for five weeks (2 September to 7 October 2019).

The following tactics will be utilised throughout the process:

- Local media;
- Public notice boards;
- Community markets;
- Community Walk in sessions;
- Council website;
- YourSay Litchfield; and
- Social media.

Recommending Officer:

Silke Maynard, Interim Chief Executive Officer

Any queries on this report may be directed to the Recommending Officer on telephone (08) 8983 0600.

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Litchfield Rating Policy Review

Community Reference Group Report to Litchfield Council

Prepared by True North Strategic Communication
on behalf of the
Litchfield Rating Policy Review
Community Reference Group

June 2019

Version No.	Issue Date	Prepared by:	Endorsed by:	Endorsed Date:
Draft V1	13 June 2019	Jo Madin, Senior Consultant		
Final	25 June 2019	Jo Madin, Senior Consultant	Rating Policy Review Community Reference Group, Litchfield Council	20 June 2019

Table of Contents

Background	1
Community Reference Group	3
Membership	3
Meeting schedule	4
Participation	4
Other meeting attendees	5
Process	6
Meeting content	6
Meeting structure	7
Areas for CRG recommendation	9
Discussion and Recommendations	10
Other recommendations and ideas	15
Rates modelling	15
Community consultation	15
Appendix 1	18
CRG Terms of Reference	18
Appendix 2	23
The areas identified by the CRG in Meeting 2	23
Appendix 3	24
The items for ongoing discussion by the CRG	24
Appendix 4	25
List of CRG recommendations only	25
Appendix 5	26
Calculation of rates recommendations	26
Appendix 6	27
Recommended zoning categories	27

Background

In 2018 Litchfield Council resolved to review its rating policy (rating system) with the assistance of a Community Reference Group (CRG). This followed a review by John Comrie, JAC Comrie Pty Ltd in 2017, with the report *Litchfield Council – Review of its Basis of Rating*, providing technical guidance to the CRG process.

The process and timelines for the review of Litchfield Council's rating policy can be broadly summarised as follows:



Litchfield Council set the Terms of Reference for the CRG (refer Appendix 1), which requires the membership of the CRG to comprise:

- an independent non-voting Chair with knowledge of local government rating
- up to five representatives of key groups of ratepayers with voting rights
- up to six community members with voting rights.

A public Expression of Interest process took place in October 2018, to attract the right mix of representatives, with Council selecting membership based on demographics to ensure a diverse range of representation across the municipality. Members were also chosen to ensure an equal representation of the four wards, where possible (based on the applications received).

Eleven community members were appointed in December 2018 who represent a diverse range of demographics. The responsibility of the CRG members was to:

- attend meetings
- read agendas and reports
- contribute to the development of a report with recommendations to Council.

True North Strategic Communication was engaged to facilitate the discussions of the CRG and prepare the report to Council on behalf of the CRG.

This report is the CRG report to Council and provides advice on what changes Litchfield Council should consider in developing its new rating policy. It contains **eight recommendations** and follows eight CRG meetings that took place from 7 February to 20 June 2019.

Council has committed to taking into consideration the CRG report in its deliberations, together with other information to develop a Position Paper for public consultation in August to September 2019. This position paper and the feedback received will form the basis of Council's draft Rating Policy which will be released in late 2019 for community feedback. Council intends to adopt its new Rating Policy in early 2020.

Although outside the scope of the CRG Terms of Reference, the CRG has also made recommendations and suggested ideas regarding rates modelling and the broader public consultation processes, and these are included at the end of this report.

Community Reference Group

Membership

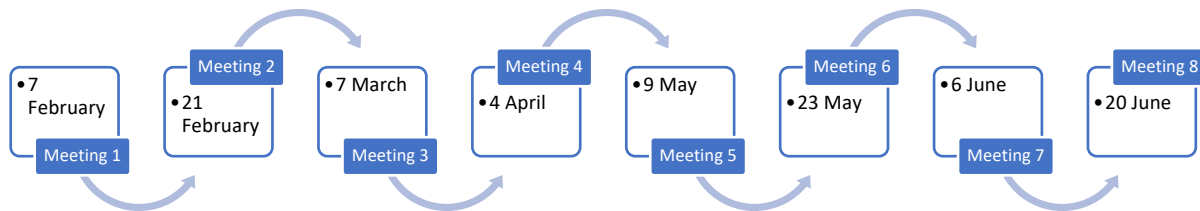
Following the public Expression of Interest process in October 2018, eleven community members were appointed to the Litchfield Rating Policy Review CRG. The membership is set out below:

Member	Ward
Mark Lowe	Central Ward
Rod Peake	Central Ward
Renee Skyring	East Ward
Toni Willis	East Ward
Darren On	East Ward/South Ward
Andrew South	North Ward
Gerrard Rosse	North Ward
Stuart Wright	North Ward
Anna Malgorzewicz	South Ward
Jenny Deveraux	South Ward
Horst Walter	South Ward

Brendan Dowd from Dowd Advisory Pty Ltd was appointed the independent non-voting Chair with knowledge of local government rating. Jo Madin from True North Strategic Communication was engaged as the independent facilitator for the eight CRG meetings and to draft the CRG report to Council in line with the groups discussion and decisions.

Meeting schedule

There were eight CRG meetings held from February to June 2019, as follows:



Participation

During the course of the meetings, four CRG members resigned from their position. A meeting quorum of **at least seven members** (excluding the Chair) was maintained (as required by the Terms of Reference) for all but two of the CRG meetings (meeting 7 and 8). At the commencement of these meetings, the Chair asked the members present whether they were willing to proceed with the meeting without a quorum, and all agreed. Attendance of all meetings is outlined in the below table.

CRG Member	Meetings							
	1	2	3	4	5	6	7	8
Mark Lowe	✓	✓	✓	✓	✓		Resigned	
Rod Peake		✓	✓	✓	✓	✓	✓	
Renee Skyring	Resigned							
Toni Willis	✓	✓	✓	✓	✓	✓	✓	✓
Darren On	✓	✓	✓	✓		✓		Resigned
Andrew South	✓	✓	✓		✓	✓	Resigned	
Gerrard Rosse	✓	✓	✓			✓	✓	
Stuart Wright	✓	✓	✓	✓	✓	✓	✓	✓
Anna Malgorzewicz	✓	✓	✓	✓	Resigned			
Jenny Deveraux	✓	✓	✓		✓	✓	✓	
Horst Walter	✓	✓	✓	✓	✓	✓	✓	✓
Total attended	9	10	10	7	7	8	6	3

Other meeting attendees

The first three meetings, held on 7 February, 21 February and 7 March, provided CRG members with the information they required to have informed discussions. Experts were invited to present technical information at these meetings. The details of who attended and a summary of the information presented to the CRG is outlined below.

#	Date	Attendee	Expertise / Information
1	7 February	Silke Maynard, Director Community and Corporate Services, Litchfield Council	Rating and Principles of Taxation Council's financial situation Council's current rating structure Rating scope within the legislation Litchfield population data
2	21 February	Richard Langshaw, Valuer General	Unimproved Capital Values
		Emma Jackson, Contractor to Valuer General	2018 Unimproved Capital Value Revaluation Program – Valuations NT
3	7 March	John Comrie, JAC Comrie Pty Ltd	Litchfield Council – Review of its Basis for Rating 2017
		Wendy Smith, Planning Manager, Litchfield Council	Zoning in Litchfield Municipality and permitted uses

Council staff also attended the CRG meetings as observers:

- Chief Executive Officer
- Director Community and Corporate Services
- Community Engagement Advisor
- Finance Manager (Secretary).

Process

Meeting content

The structure and content of the eight meetings is summarised below.

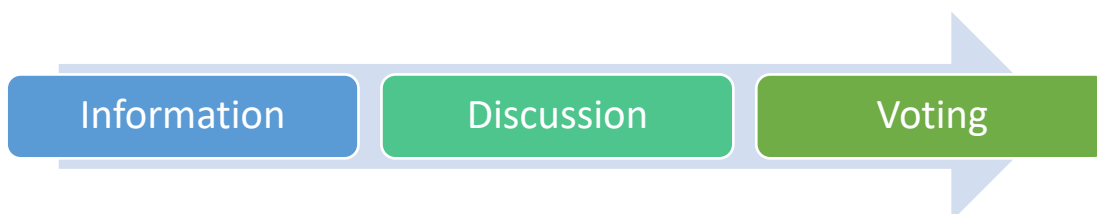
Meeting	Content
1	<ul style="list-style-type: none"> • Rating and principles of taxation. • Council's financial situation in an overview. • Council's current rating structure. • Rating scope and legislations. • Overview of Litchfield's population data.
2	<ul style="list-style-type: none"> • Presentation from the Valuer General. • CRG facilitated discussion on matters within and outside the CRG's Terms of Reference.
3	<ul style="list-style-type: none"> • Presentation by John Comrie on Litchfield Council - Review of its Basis of Rating 2017. • Presentation on zoning in Litchfield municipality.
4	<ul style="list-style-type: none"> • Facilitated discussion on the items for ongoing discussion and key considerations the CRG members felt needed to be included in the forward agenda.
5	<ul style="list-style-type: none"> • Agreement on the eight areas that the CRG will focus recommendations on. • Agreement on the proposed schedule for the remaining CRG meetings. • Facilitated discussion, recommendations and voting on the first five areas: <ul style="list-style-type: none"> ○ principles of rating ○ service charges ○ assessed value ○ special rates ○ concession on rates.
6	<ul style="list-style-type: none"> • Facilitated discussion, recommendation and voting on differentiation of rateable properties. • Commencement of the discussion on zoning and calculation of rates (was continued in meeting 7).

7	<ul style="list-style-type: none"> Facilitated discussion, recommendations and voting on: <ul style="list-style-type: none"> calculation of rates and zoning categories capping rates. Outline and agreement of format and content of CRG report to Council.
8	<ul style="list-style-type: none"> Review draft CRG report to Council. Discuss ideas for broader community engagement.

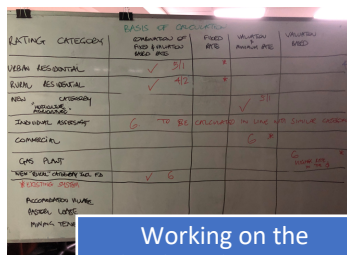
Meeting structure

The structure of the meetings was based on the following principles:

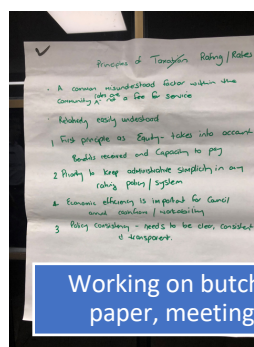
- The CRG should be provided with the information they need to have an informed discussion and make informed recommendations to Council.
- The CRG should be afforded the opportunity to discuss and debate the merits of all topics and issues identified and feel comfortable to disagree or express a different point of view.
- The CRG should be given the opportunity to vote to make decisions.



The format for the facilitated discussions varied between small group and whole group discussions, with the use of butchers paper and the whiteboard to generate and capture thoughts and ideas.



Working on the whiteboard, meeting 7

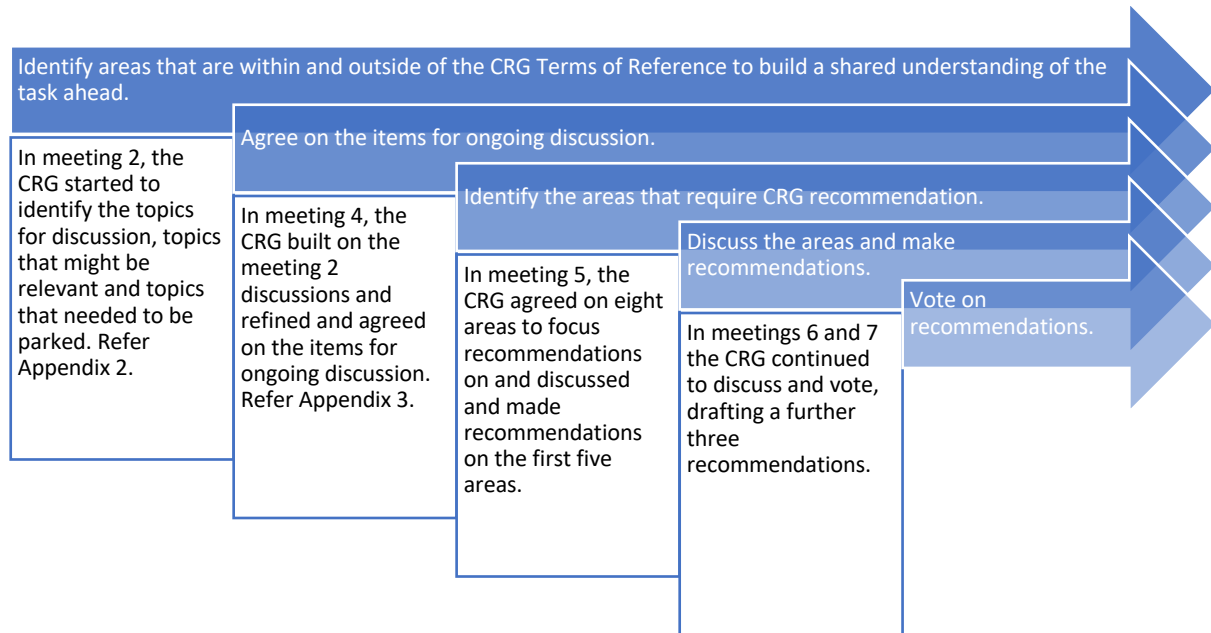


Working on butchers paper, meeting 6



Voting on sticky notes, meeting 6

In setting up the CRG discussion and forward agenda, the following steps and discussions took place. This process and the direction the discussions took were largely influenced by the CRG members themselves.



Areas for CRG recommendation

In meeting 5, the CRG agreed upon the following areas that would be the focus on the CRG recommendations to Council:



PRINCIPLES OF
RATING



SERVICE CHARGES



ASSESSED VALUE



DIFFERENTIATION
OF RATEABLE
PROPERTIES



CALCULATION OF
RATES



SPECIAL RATES



CAPPING RATES



CONCESSION ON
RATES

Discussion and Recommendations

The following recommendations are made by the Litchfield Rating Policy Review CRG for Council to consider in preparing its rating policy. Below each recommendation is a summary of the CRG discussion on the area. Further detail on the discussions at each of the eight CRG meetings is contained in the meeting minutes which were confirmed by the CRG members throughout the CRG meeting process.

A full list of the **recommendations only** is provided in Appendix 4.

#	Area	Recommendation	CRG vote on recommendation	CRG members present
1	Principles of rating	The CRG recommend that the principles of equity (benefits received & capacity to pay), administrative simplicity, economic efficiencies and policy consistency be considered as fundamental components of the rating policy.	6 – Agree 1 – Disagree	7
CRG discussion on principles of rating: <ul style="list-style-type: none"> • Common misunderstanding that rates are a fee for service. • CRG considers the following principles as fundamental for rates: <ul style="list-style-type: none"> ○ equity – combining benefits received and capacity to pay ○ priority to keep administrative simplicity in any rating policy / system ○ policy needs to be clear, consistent and transparent ○ economic efficiency is important for Councils annual cashflow (of the rating system, not the value of rate). 				
2	Service charges	The CRG recommend that Council decide upon a defined list of user pay services and makes consideration for 'reasonable use'.	7 – Agree	7
CRG discussion on service charges: <ul style="list-style-type: none"> • Service charge needs to be reasonable to prevent illegal dumping. • Charging of vacant properties – rubbish collection will be required in the future and the service is available at present, it does not matter about the usage. 				

	<ul style="list-style-type: none"> The CRG were broadly in agreement, however believed that this might get more problematic in the future, and Council needs capacity to deal with the challenges. 			
3	Assessed value	The CRG recommend that Council continue using Unimproved Capital Value (UCV) as the basis of assessed value.	7 – Agree	7
	<p><i>Notable comments during CRG discussion on assessed value:</i></p> <ul style="list-style-type: none"> The CRG recommended Council continue with the use of UCV as the basis for assessed value. 			
4	Differentiation of rateable properties	Having regard to the recommended principles of rating, the CRG recommend that Council consider differentiation of rates based on zoning.	8 - Agree	8
	<p><i>CRG discussion on differentiation of rateable properties:</i></p> <ul style="list-style-type: none"> The CRG discussions included the following ways of differentiating – zoning, demographics, usage of properties, location of properties, dual occupancy and blocks that have no services/access. Demographics and blocks that have no services / access were removed by the CRG as they cannot be administered under the Local Government Act. Zoning was identified as the fairest way to assess rates on properties by the group, as it is administratively simple, cost effective to apply, easy to understand for ratepayers, defendable for Council and transparent for residents. Mango / horticulture enterprises were identified as currently the exception / anomaly to this system. The CRG identified that properties should pay increased or decreased rate on the usage of the land. Examples of commercial operations of rural residential zoned land was discussed. However, the group believed that it is difficult for Council to identify the usage of land across the municipality and this would be difficult to administer. Therefore, differentiation by usage of land this was not supported by the group. Location of properties was discussed as another option of differentiating properties in the attempt to address the different level of benefit received from services provided by Council. The group identified that this layer provides more complexity that wouldn't be required under a model utilising UCV as a basis of rates calculation and zoning (as the location and zoning would affect the UCV of the property). The group identified that location impacts the 			

	<p>benefits of Council services received yet believes it could place rate payers against rate payers and would be hard to defend.</p> <ul style="list-style-type: none"> • Dual occupancy was considered a relevant concern for the rating policy. The group discussed the necessity of properties dually occupied paying more however the group believed this would be difficult to administer. The cost to administering such a system of differentiation may outweigh the contribution made to the increased strain put on Council infrastructure. Therefore, differentiation by dual occupancy was not supported by the group. 			
5	Calculation of rates	See table in Appendix 5 based on recommended new zoning categories in Appendix 6	See Appendix 5	6
<p><i>CRG discussion on mapping zoning categories to rating categories:</i></p> <ul style="list-style-type: none"> • Current rating categories include residential (urban Coolalinga and rural), commercial/industrial, gas plant, accommodation village, pastoral lease and mining tenement. • The CRG identified that pastoral and mining tenements are conditional rateable land that don't require the group's attention because the Minister deals with these and there are a limited number in the municipality. The group discussed that the accommodation village has become exempt from rates. • The CRG unpacked all relevant planning zones for Litchfield and linked the zones to rating categories. The CRG recommendations for these zones are provided in Appendix 6 and include the introduction of new rating categories. • The CRG focused much of its attention on the residential category, given that it is residential that makes up a large percentage of Litchfield's rates income. • There were varying viewpoints expressed during this lengthy discussion, with the following points raised: <ul style="list-style-type: none"> ○ Is it appropriate to have more than one category of residential rating in Litchfield, given the differences between Coolalinga and other areas? <ul style="list-style-type: none"> ▪ Some members felt that Coolalinga should be rated differently because they have more services (footpaths, lights, verges, etc.) and there is a higher cost of maintaining these. ▪ Other members did not agree with Coolalinga ratepayers paying more, based on the fact that the capacity to pay is not evident and the higher cost of service cannot be reliably quantified. ▪ There was a discussion about Coolalinga being a regional centre and different from other urban zoning areas in the municipality (for example 				

Humpty Doo). There was mention of the likely sentiment from some rural ratepayers that they would be paying for urban service provisions if all residential properties are rated equally.

- On the matter of the horticulture and agricultural zone being in the rural residential rating category, the CRG had differing views, with many believing that land zoned horticulture or agriculture should be rated differently because the potential of the land is broader than rural residential zoned land. However, one CRG member felt that many people currently living on land zoned horticulture or agriculture use the land for rural living purposes only, and their capacity to pay is not greater than other rural residents.

CRG discussion on forming a recommendation for the basis of calculating rates:

- Based on the rating category discussion, the CRG was asked how Council should approach the rating prices for each zone. The CRG was asked to reflect on the principles of rating recommendation, regarding equity (benefits received and capacity to pay), administrative simplicity, economic efficiencies and policy consistency.
- A lengthy debate took place on the basis of calculation of rates:
 - The group discussed the option of a fixed rate for Coolalinga properties as the UCVs are relatively similar, so no significant difference in the capacity to pay is expected. The group found it would not be defensible for Council to have a different calculation method for these properties than other residential properties.
 - Concerns around the linkage between UCV of a property and capacity to pay were raised and it was identified that the valuation-based charge should be a minimum amount of the overall rate.
 - Discussion took place on the preference for only the top 5% of high value properties being affected by the valuation-based charge. The majority felt that no financial impact should be placed on people that can't afford it.
 - The group believe the current calculation of rates for the gas plants need to be changed and it was agreed that this should be valuation based, given the services (infrastructure such as roads) received and capacity to pay.

The group (majority) recommended the following calculation methods for the rating categories:

- **Urban residential** – combination of fixed and valuation-based rates
- **Rural residential** – combination of fixed and valuation-based rate
- **New horticulture / agriculture category** – valuation and minimum rate
- **Individual assessment** – to be calculated in line with similar categories
- **Commercial** – valuation and minimum rate

	<ul style="list-style-type: none"> • Gas plant – valuation based • New rural category including FD – combination of fixed and valuation-based rate. <p>Further information on this recommendation is provided in Appendix 5.</p>			
6	Special rates	The CRG recommend that special rates be used for specific purposes and the special rate needs to end at the completion of the associated project.	7 – Agree	7
	<p>CRG discussion on special rates:</p> <ul style="list-style-type: none"> • Where an asset is built or improved which directly benefits a small portion of Council residents, special rates should apply to those residents. The benefit has to be reasonably identifiable, i.e. sealing a road. 			
7	Capping rates	<p>In any transition or change in the rating system, Council should consider limiting the impact on individual residential ratepayers in any one year to a maximum increase of x%.</p> <p>The x% should be established only after modelling of the rating impact of the proposed change has taken place.</p>	6 – Agree	6
	<p>CRG discussion on capping rates:</p> <ul style="list-style-type: none"> • The CRG discussed who should be protected from any rate increase. One member felt that urban and rural living ratepayers need protection, another believed that horticulture and agriculture zone ratepayers don't have the capacity to pay more and should be protected. Another member was concerned about the impact of any rate rise on people with fixed incomes (for example, pensioners) and the impact it would have on their quality of living. 			
8	Concession on rates	The CRG recommend that any concession on rates be in line with the Local Government Act for deferment not waiver.	7 – Agree	7
	<p>CRG discussion on concession on rates:</p> <ul style="list-style-type: none"> • Current policy - FIN06 Rates Concession provides temporary financial hardship concession with the intent being to waive interest accruing on rates and allow payment plans that suit the individual. The assessment of financial hardship is done by a third party, such as Sommerville. Other concessions can include sporting groups. 			

	<ul style="list-style-type: none"> • Other concessions discussed included: <ul style="list-style-type: none"> ○ Council provided an additional pension concession on rates in 2016. ○ The CRG did not agree with any concession as this would place a burden on other ratepayers. ○ Placing a rates concession on properties of the elderly whereby the extended families pay upon the death of the property owner.
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Other recommendations and ideas

The following are recommendations and ideas provided by the CRG that are outside of the Terms of Reference but are considered relevant and are made for Council consideration.

Rates modelling

The CRG discussed the importance of understanding the impact of their recommendations through modelling. As the recommendations for the calculation of rates was not made until meeting 7, this information was not available to the members during the CRG process. Therefore, the CRG requested that an additional recommendation be made to Council on this point.

The recommendation is as follows:

- The CRG recommends that Council do not undertake broader community consultation or make changes to the existing rating system until modelling of the impact is undertaken, analysed and properly considered, to ensure the impact on the majority of residential ratepayers is minimised.

All six CRG members who attended meeting 7 endorsed this recommendation.

Community consultation

In meeting 8, the CRG discussed ideas to present to Council on the broader community consultation that will be taking place on the rating policy review. The three members that attended meeting 8 agreed that consulting with the broader community is an important step in the rating review process.

The CRG request that Council consider the following ideas when planning for the broader community consultation:

- Council needs to provide clear information about Council services, what rates are i.e. not a fee for service and the rating process to enable people to provide informed feedback on the rating review. Explaining where Council money is spent is also important as there is confusion within the community about this.
- UCV and property valuations are also matters that need clarification within the community, as there is a perception that reduced property values should result in reduced rates.
- The information Council provides needs to be clear and easy to understand and should be delivered in 'bite sized chunks' to allow people the opportunity to understand what is being proposed and why. The information should include the use of examples and comparisons to help build understanding.
- Council should consider using a 'ready-reckoner' online tool to explain the financial impact of the proposed changes to individual ratepayers. This tool would enable people to simply enter their UCV amount and see what the proposed changes amount to for them.
- Council should consider 'warming-up' the community well before consultation starts, to gear people toward participating. Adequate lead time is required for this to be done properly. Radio is a powerful method for this.
- Council should deliver the consultation to the broader community in a variety of ways to encourage participation from the diverse Litchfield community. Some ideas identified by the CRG are as follows:
 - Clear written materials in the form of fact sheets, graphics and questions and answers will assist people in understanding the proposed changes.
 - Litchfield Councils website should contain all information to make it easy for people who choose online methods to contribute. Social media is also a powerful tool for getting information out into the community.
 - Council should consider using the traditional method of a letter box (or PO Box) drop, which targets people who do not use social media or don't get out a lot within the community. The expense and paper wastage of doing this was discussed and the fact that often people don't read this sort of material sent in the mail. A simple card which directs people to the internet or a phone number for more information is a way of minimising this wastage. An information card could be sent with Council rates, for example.

- Shopping centre displays across the municipality could work well as these target shoppers. Community 'walk in sessions' in various locations could also take place and include an open format with information panels and graphics and be attended by staff who are able to answer questions. These could be located in a vacant shop front at various shopping centres or in other community spaces.
- Community noticeboards should be used as a platform for information on the consultation and the proposed changes.
- Council should consider tapping into any community events during the consultation period, as reaching out far and wide is important.

Appendix 1

CRG Terms of Reference



TERMS OF REFERENCE

Rating Policy Review Community Reference Group

Introduction

In 2016 Council resolved to review its rating system. Council engaged John Comrie, JAC Comrie Pty Ltd to undertake a review of its rating system. Before establishing his consulting firm, John headed the South Australian Government's Office of Local Government and prior to that the Local Government Association of SA and a large local government in metropolitan Adelaide. Over the last eight years John has produced several key publications which can be found at [John Comrie reports, Conference Papers and Presentations](#)

John's report was received by Council in May 2018. A copy of *Litchfield Council -Review of its Basis of Rating*, including recommendations, is available at [Council Meeting Agenda 16 May 2018](#).

Council has now resolved to establish a Community Reference Group to advise Council on its Rating Policy.

The Community Reference Group will produce a report with advice regarding what changes Council should consider in developing its new rating policy. The report will be presented to Council.

Council will take into consideration the Community Reference Group report in its deliberations together with other information to develop a draft Discussion Paper for public consultation.

The community will have the opportunity to make submissions on Council's intended rating direction prior to Council adopting its new Rating Policy, which is expected to occur in December 2019.

1 Purpose

The objectives of the Rating Policy Review Community Reference Group are to act as an advisory Group to Council for the development of a new Rating Policy, and in particular to:

- 1.1 Identify and recommend principles for formulating a rating policy;
- 1.2 Advise on the residential rate and consideration of differential rates;
- 1.3 Advise on the equitable collection of rates; and
- 1.4 Produce a Report with recommendations for Council before public comment.

2 Membership

Membership will comprise:

- 2.1 an independent non-voting Chair with knowledge of local government rating;
- 2.2 up to five representatives of key groups of ratepayers with voting rights; and
- 2.3 up to six community members with voting rights.

3 Selection of Committee Members

- 3.1 Council will endorse the membership for the Rating Policy Review Community Reference Group.
- 3.2 A public Expression of Interest process will be undertaken to attract key group representatives and community member representatives of the Litchfield Municipality.
- 3.3 Council reserves the right to select Group Members based on demographics to ensure a diverse range of representation.

4 Term of Appointment

- 4.1 The Rating Policy Review Community Reference Group will be in place to advise Council from February until June 2019.
- 4.2 It is anticipated that during this period Group Members will be expected to attend approximately eight meetings.

5 Roles and Responsibilities of members

5.1 Group members have a responsibility to:

- attend meetings. If a Group Member fails to attend two consecutive meetings without a valid reason, the position is considered vacant.
- read agendas and reports; and
- contribute to the development of a Report with recommendations to Council.

6 Vacancies

- 6.1 A Group vacancy arises if a member resigns in writing or fails to follow the responsibilities outlined. If the term remaining is greater than three months Council will endorse a new committee member.
- 6.2 In the circumstances where a vacancy is required to be filled, Council will fill the vacancy from the original expression of interest process undertaken to establish the Group.

7 Other Meeting attendees

- 7.1 External consultant responsible for drafting the report with recommendations for Council in line with the groups' decisions.
- 7.2 External Experts may be invited to attend meetings, as appropriate.
- 7.3 Litchfield Council Chief Executive Officer, Director Community and Corporate Services, Community Engagement Advisor and Finance Manager or other staff, as appropriate.

8 Meeting Schedule

- 8.1 Meetings will be held in accordance with the Project Plan.

9 Quorum

- 9.1 A meeting quorum of at least seven members (excluding the Chair) is required.

10 Chairing of Meetings

- 10.1 All meetings will be chaired by the non-voting independent Chair.

11 Secretariat Support

- 11.1 The secretary for meetings will be the Litchfield Council Finance Manager.

12 Agenda Papers

- 12.1 Agenda and other documentation necessary for conducting a meeting will be made available to Committee members at least five days before each meeting.
- 12.2 Meeting Agenda Papers will be developed by Secretariat.
- 12.3 Calls for agenda items for the next meeting will be part of each meeting agenda.

13 Meeting Protocol

- 13.1 The Rating Policy Review Community Reference Group shall adhere to normal meeting protocols.
- 13.2 All Reference Group Members must act with courtesy towards each other, respect the confidentiality of information obtained, be prepared for meetings and give advice in the interest of the community.

14 Voting

- 14.1 The Rating Policy Review Community Reference Group will vote to make decisions.

15 Council's Responsibilities

- 15.1 Council will provide the Rating Policy Review Community Reference Group with the necessary expert advice to enable it to reach its recommendations. This may include:
- Council's current Rating Strategy;
 - References to relevant parts of the NT Local Government Act;
 - Ministerial guidelines and reports;
 - Financial modelling generated by Council staff; and
 - Rating model and information from other councils, as requested and if available.
 - Information to assist the group to understand the principles of a Rating system and associated data relevant to the Litchfield community.
 - Staff to participate, as requested to inform the meeting, support meeting processes and other meeting requirements.

- 15.2 Council will use information that has been obtained from the Group and the wider community as part of its decision-making process.

16 Conflict of Interest

- 16.1 Any committee members with a conflict of interest or perceived conflict of interest must declare the interest prior to discussion of the item. This will be a standing item on the agenda.

17 Items out of scope

- 17.1 The Rating Policy Review Community Reference Group will not be asked to consider:
- The amount of rate income collected by Council;
 - Council's Fees and charges;
 - Council's other policies and strategies, except to the extent they relate to rating policy;
 - The cost effectiveness of providing Council services;
 - The range of services and facilities provided by Council; or
 - Council's capital works program.

18 Amendment

- 18.1 This Terms of Reference can only be amended, varied or modified in writing by Council.

Appendix 2

The areas identified by the CRG in Meeting 2

That are within, relevant or outside of the CRG Terms of Reference to build a shared understanding of the task ahead

Matters within the Terms of Reference

- Equity
- Those who CAUSE should PAY (place demand) i.e. trucking operation run out of a rural block increases road wear and damage
- Asset rich, but cash poor
- Look at different ways of rating i.e. multiple dwellings
- Outlying Areas – Further out you get the more your left behind
- Hard to put all areas in one basket
- For & Against UCV, ICV ... educated opinion / comparison with similar Councils
- Look at what happens to rates if the policy is changed
- Land owners not paying rates e.g. absent owners
- Rates debt
- Financial hardship – less rates paid therefore impact on available cash

Matters outside the Terms of Reference but relevant

- Is CRG the community scape goat?
- What do we get for our rates?
- Don't encourage Council to over govern – support a diverse sustainable community
- Enhance community understanding of rating (education / community awareness)
- Cost to run a council
- Which are NTG Roads / Which are Council Roads
- Define responsibilities
- Political / community pressure on change e.g. if go to UCV
- Aging demographics
- Get our heads around the planning scheme and permitted uses

Matters outside Terms of Reference (parking lot)

- Don't like paying them
- Economic cycles and projects e.g. mining, Inpex
- Enforcement of non-compliant land use (outside zoning)

Appendix 3

The items for ongoing discussion by the CRG

Items agreed upon by the CRG for ongoing discussion
(meeting 4)

- Zoning of properties
- Demographics in the municipality
- Usage of properties
- Location of properties
- Occupancy of properties
- Rate as a flat (fixed) rate or based on UCV or a combination of both
- Rates versus charges
- Land tax versus fee for service definition
- Blocks that don't have any access / services

Appendix 4

List of CRG recommendations only

#	Area	Recommendation
<i>Recommendations made within CRG Terms of Reference</i>		
1	Principles of rating	The CRG recommend that the principles of equity (benefits received & capacity to pay), administrative simplicity, economic efficiencies and policy consistency be considered as fundamental components of the rating policy.
2	Service charges	The CRG recommend that Council decide upon a defined list of user pay services and makes consideration for 'reasonable use'.
3	Assessed value	The CRG recommend that Council continue using Unimproved Capital Value (UCV) as the basis of assessed value.
4	Differentiation of rateable properties	Having regard to the recommended principles of rating, the CRG recommend that Council consider differentiation of rates based on zoning.
5	Calculation of rates	See table in Appendix 5 based on recommended new zoning categories in Appendix 6.
6	Special rates	The CRG recommend that special rates be used for specific purposes and the special rate needs to end at the completion of the associated project.
7	Capping rates	In any transition or change in the rating system, Council should consider limiting the impact on individual residential ratepayers in any one year to a maximum increase of x%. The x% should be established only after modelling of the rating impact of the proposed change.
8	Concession on rates	The CRG recommend that any concession on rates be line with the Local Government Act for deferment not waiver.
<i>Recommendations made outside of CRG Terms of Reference</i>		
9	Rates modelling	The CRG recommend that Council do not undertake broader community consultation or make changes to the existing rating system until modelling of the impact is undertaken, analysed and properly considered, to ensure the impact on the majority of residential ratepayers is minimised.

Appendix 5

Calculation of rates recommendations

The below table outlines the recommended new rating categories and the basis on which to calculate rates for each. It shows the existing rating system in Litchfield (#) and the number of CRG votes (#agree/#disagree), the majority being the deciding factor. There were six CRG members present for this discussion and voting process.

Rating category	Basis of calculation			
	Combination of fixed and valuation-based rate	Fixed rate	Valuation and minimum rate	Valuation based
Urban residential	✓ (5/1)	#		
Rural residential	✓ (4/2)	#		
New horticulture / agriculture category			✓ (5/1)	
Individual assessment	To be calculated in line with similar categories (6)			
Commercial			# (6)	
Gas plant				# (6^)
New 'rural' category including FD	✓ (6)			
Accommodation village	Not applicable as this has recently become exempt			
Pastoral lease	Not applicable as Minister approved			
Mining tenement	Not applicable as Minister approved			

existing system

^ recommendation that there be a higher rate in the dollar applied for the gas plants

Appendix 6

Recommended zoning categories

The below table outlines the recommendations for new rating categories (last column) and indicates the vote by the six CRG members who participated in this discussion in meeting 7.

	No. of rateable assessments	Current rating category	Recommended new rating category
Residential Zones			
SD – Single Dwelling Residential	24	Urban (Coolalinga) and Rural Residential (Humpty Doo)	<ul style="list-style-type: none"> 4 votes to leave as is 2 votes for one residential rate only
MD – Multiple Dwelling Residential	143	Urban (Coolalinga) and Rural Residential (Humpty Doo)	<ul style="list-style-type: none"> 4 votes to leave as is 2 votes for one residential rate only
MR – Medium Density Residential	142	Urban Residential	<ul style="list-style-type: none"> 6 votes to leave as is
CV – Caravan Park	1	Rural Residential	<ul style="list-style-type: none"> 6 votes for change to commercial/industrial
CL – Community Living	0	Rural Residential	<ul style="list-style-type: none"> 6 votes to leave as is
Commercial Zones			
C – Commercial	45	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
SC – Service Commercial	44	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
TC – Tourist Commercial	29	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
Industrial Zones			
LI – Light Industry	125	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
GI – General Industry	0	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
DV – Development	10	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes for individual assessment by property
Recreation Zones			
PS – Public Open Space	1	Urban Residential	<ul style="list-style-type: none"> 6 votes to leave as is
OR – Organised Recreation	3	Rural Residential	<ul style="list-style-type: none"> 6 votes for individual assessment by property
CL – Community Living	0	Rural Residential	

Rural Zones			
H – Horticulture	181	Rural Residential	<ul style="list-style-type: none"> 6 votes for a separate category
A – Agriculture	15	Rural Residential	<ul style="list-style-type: none"> 6 votes for a separate category
RR – Rural Residential	447	Rural Residential	<ul style="list-style-type: none"> 6 votes to leave as is
RL – Rural Living	5,157	Urban (Coolalinga) and Rural Residential (the rest)	<ul style="list-style-type: none"> 6 votes for rural residential
R – Rural	1,548	Rural Residential	<ul style="list-style-type: none"> 6 votes for a separate category
Other Zones			
CP – Community Purpose	4	Rural Residential	<ul style="list-style-type: none"> 6 votes for individual assessment by property
CN – Conservation	5	Rural Residential	<ul style="list-style-type: none"> 6 votes to leave as is
RD – Restricted Development	0	Commercial/Industrial	<ul style="list-style-type: none"> 6 votes to leave as is
WM – Water Management	10	Rural Residential	<ul style="list-style-type: none"> 6 votes for individual assessment by property
FD – Future Development	30	Rural Residential	<ul style="list-style-type: none"> 6 votes to move it into a separate category
SU – Specific Use	35	Rural Residential	<ul style="list-style-type: none"> 6 votes for individual assessment by property
MZ – Multiple Zones	117	Depend on majority zone	<ul style="list-style-type: none"> 6 votes to leave as is
Infrastructure Zones			
M – Main Road	0	Rural Residential	
PM – Proposed Main Road	0	Rural Residential	
RW – Railway	9	Rural Residential	<ul style="list-style-type: none"> 6 votes to leave as is
U – Utilities	7	Urban and Rural Residential and Commercial/Industrial	<ul style="list-style-type: none"> 6 votes for change to commercial/industrial
TOTAL	8,133		

RATING POLICY REVIEW POSITION PAPER



Letter from the Mayor

I am writing to the Litchfield community to tell you about Council's review of the way property rates are distributed across the municipality. This document explains the proposals, please take the time to read through it.

In 1985, when the municipality was established, there were only a small number of residents, few sealed roads and little in the way of public facilities. Now:

(please make into 3 infographics that we have used in the Annual Report and Municipal Plan. 1. population of more than 25,000 residents, 2. 600 kilometres of sealed roads, 3. seven recreation reserves.)

Council takes a long-term view when planning for the future and has developed a Strategic Plan to set priorities and a Long Term Financial Plan to guide expenditure. Council also constantly reviews its policies to ensure they are 'fit for the future'. Council resolved to review how rates are collected (our Rating Policy) to ensure the system is right for Litchfield now and sustainable in future. As part of the review, Council established a Community Reference Group to consider improvements. The Reference Group prepared a report for Council and now Council wants to hear your views.

The possibilities being considered are:

1. The introduction of two new categories of rates – a horticulture/agriculture category and a rural category to better reflect the types of properties we have in Litchfield
2. The introduction of a new way of calculating rates to take into account the value of a property
3. The introduction of an additional charge on properties where there is more than one dwelling

Some topics of the rating system will stay the same including the waste management charge, concessions for pensioners, deferral of rates for those in financial hardship, and the use of special rates for some projects. It is Council's intention that most ratepayers will not be affected by the proposals in this Paper.

I would like to thank the eleven members of the Community Reference Group who met over five months to consider improvements to the rating policy and make their recommendations to Council. They have made a valuable contribution to the review.

Please talk to your Ward Councillor if you have questions. Keep an eye out for Council's community information sessions and, if you would like to know more, come and talk to one of our staff members. Tell us what you think. Your views are important.

At the end of this document there is on how you can provide your feedback. I look forward to receiving your input.

Mayor
Maree Bredhauer

DRAFT

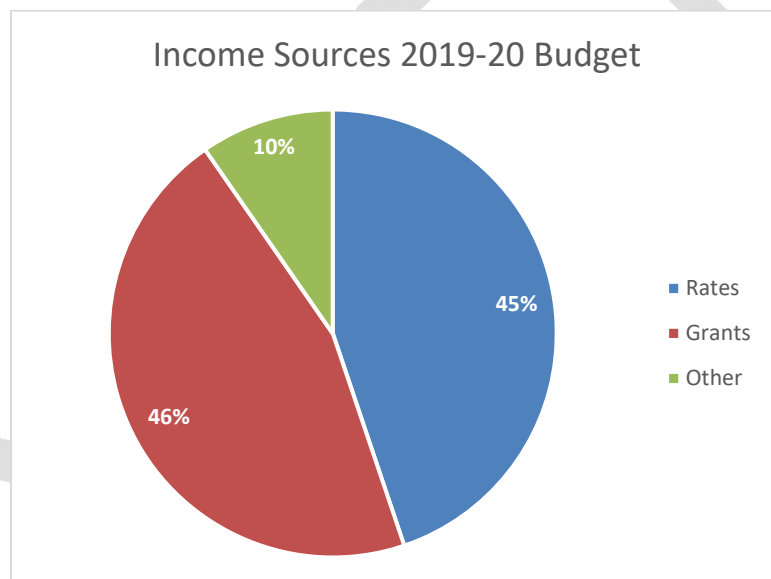
What are Rates?

Council raises revenue from landholders in the municipality by levying a charge, known as rates, to meet the costs of running the municipality.

Council also has other sources of revenue. These include:

- Charges for specific purposes e.g. waste management
- User charges e.g. hiring fees for community assets
- Grants from government e.g. Black Spot Funding
- Income from investment e.g. interest on term deposits

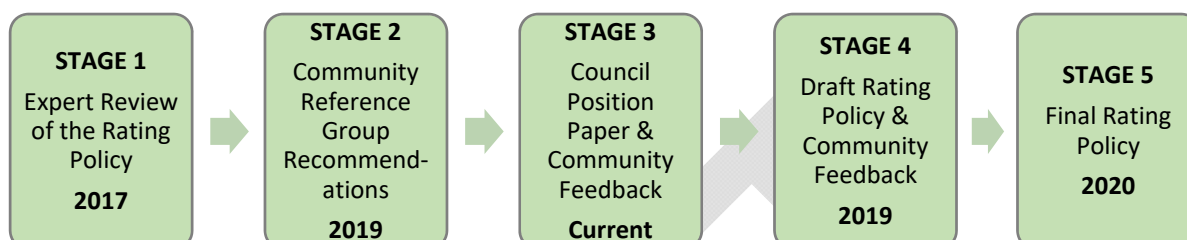
Rates are the main source of income for Council. Grants are received from both the Commonwealth and Territory governments, but these grants vary from year to year making budgeting a balancing act for Council to manage.



(Please insert the pie chart from the rates newsletter, for every \$100 spent)

Process of the Review

Since 1985, there has not been a comprehensive internal review of the rating system at Litchfield Council. In 2016, Council resolved to review the way rates are distributed and charged. After a review was undertaken by a consultant in 2017¹, Council committed to a comprehensive review process over two years, knowing how important this topic is for our community.



In late 2018, Council established a group of ratepayers, known as the Community Reference Group, through an Expressions of Interest process. Eleven members were appointed to review Council's rating policy under the guidance of an independent chair and a facilitator.

The Community Reference Group met on eight occasions and made recommendations for improvements to the way Council distributes rates across the municipality. Councillors have considered this report and have formed a view on some of the recommendations but not yet on all.

This Position Paper has been prepared to explain the improvements recommended by the Community Reference Group and to provide you with the opportunity to have a say and contribute to Council's decision-making process².

All feedback will be considered in the preparation of a draft Rating Policy. There will be a further opportunity for the community to comment prior to Council adopting a new Rating Policy in early 2020.

(Insert 2 testimonial boxes – will email them Monday am)

¹ Litchfield Council – Review of its Basis of Rating, 2017. See www.litchfield.nt.gov.au/link to be advised

² Link to RG report on Council's Your Say [LINK TO BE ADVISED](#)

Principles of Rating

The consultant's review of Council's basis of rating identified three principles against which a rating system should be evaluated. Council was advised that these principles are commonly applied around Australia. The Community Reference Group discussed these principles and considered them important in establishing a modern rating system.

The three principles identified in the consultant review are:

- **Administrative simplicity** – Under this principle, the cost of implementing the system should be as low as possible and the charge should be difficult to avoid
- **Economic efficiency** – Under this principle, a charge is assessed as efficient if it does not result in a change in people's behaviour. Sometimes, however, governments apply a charge to drive a change in people's behaviour e.g. in tobacco taxes
- **Equity** - This principle has two components which are not complementary and the importance of each needs to be considered:
 - All things being equal, a person who receives more benefits should pay more
 - A person who has greater capacity to pay should pay a higher share of the charge

The Community Reference Group used a fourth principle in its deliberations, that of **policy consistency**. This principle holds that policies should be clear, consistent and transparent.



Your View

Council wants to hear your view about the principles of rating? Should Council use them in planning the rating system?

Please give your opinion by completing the questionnaire at the end of this Position Paper

Rating Categories

Council can differentiate properties by different characteristics for rating purposes, such as, use of the property. Planning Zones are the best approach to rate properties when the use of every property is not known to Council. Planning Zones are determined by the Northern Territory Planning Scheme.

Our Current Rating Categories

Under the current rating scheme, there are three main rating categories. These are:

- Urban Residential – all residential zones only in the location of Coolalinga
- Rural Residential – all residential, rural and some recreation and other zones
- Commercial/Industrial – all commercial and industrial zones

Community Reference Group Recommendations

The Community Reference Group considered various ways to differentiate rates for different types of properties. It recommended that Planning Zones should form the basis of rating, grouping zones into categories based on the allowable land uses in each zone and taking the rating principles into account.

The Community Reference Group also proposed some improvements to better align rating categories with planning zones. For the great majority of properties, this will mean no change.

Council's Position

The two main proposed improvements Council is considering are:

- The introduction of two new rating categories, Horticulture/Agriculture and Rural
- A change in the Urban Residential category removing location (Coolalinga) as a differentiator

(Infographics please – 1. 7,864 rateable properties in Litchfield. 2. proposed changes in rating category would apply to approximately one quarter of properties, mostly those in rural zoning.)

Council is proposing to use the new categories of Horticulture/Agriculture and Rural to create better alignment between our rating categories and the planning zones.

The table below shows that Council is proposing to use the same rating category of Urban Residential for all properties in urban settings. This will create greater consistency across the municipality. This will mean the built-up areas in Humpty Doo, Howard Springs, Coolalinga or future developments will be rated the same.

The Community Reference Group recommended that Coolalinga should be rated separately by location, but Council does not agree with this recommendation. Council believes it is fairer to rate properties in similar areas in a similar manner.

Current Zones	Current Rating Category	Proposed Rating Category	Properties within the category change
Horticulture	Rural residential	Horticulture/agriculture	2%
Agriculture	Rural residential	Horticulture/agriculture	Less than 1%
Rural	Rural residential	Rural	20%
Single dwelling, multiple dwelling, medium density & specific use (where applicable)	A mix of Urban Residential (Coolalinga) and Rural Residential	Urban Residential	2%



It is important to remember that a change in rating category does not, in itself, mean there will be a change in the amount of rates to be paid.



Your View

What do you think of the new rating categories of Horticulture/Agriculture and Rural?

What is your view about rating all properties in urban settings in the same way?

Please give your opinion by completing the questionnaire at the end of this Position Paper

Calculating Rates

Under the Northern Territory Local Government Act 2008, rates must be calculated in one of three ways as follows:

- A fixed charge for each property (currently applied to Rural and Urban Residential)
- A valuation-based charge calculated as a proportion of the value of the property (otherwise known as a rate in the dollar); there can be an option of a minimum rate (currently applied to commercial/Industrial)
- A combination of a fixed charge and a valuation-based charge

A fixed rate is a flat amount that every ratepayer pays. It means that everyone contributes an equal amount to the cost of running Council, regardless of property value.

A valuation-based charge is determined on the basis of the value of the property. This means that those with a property of higher value will pay a higher rate.

Litchfield can only use the Unimproved Capital Value (UCV) of properties (that is, the value of the land) for determining rates as it is the only valuation available. The Valuer General sets UCVs in the Territory once every three years.

Community Reference Group Recommendations

The Community Reference Group recommended that Council adopt a combination of a fixed charge and a valuation-based charge for three rating categories:

- Urban residential
- Rural residential, and
- Rural

The Community Reference Group also recommended a valuation-based charge (with a minimum) for the Horticulture/Agriculture category.

Rating Category	Combination of a Fixed Rate & Valuation-Based Charge	Valuation-Based Rate
Urban Residential	√	
Rural Residential	√	
Horticulture/Agriculture		√ (with a minimum)
Rural	√	
Commercial/Industrial		√ (with a minimum)
Gas Plant		√

Another proposal from the Community Reference Group is, that any valuation-based charge for residential and rural properties should comprise only a very small proportion of the overall rate for each property.

In thinking about valuation-based charges, the Community Reference Group discussed the following:

- Those with higher valued properties would pay a little more than those with lower valued properties in the same zone
- It takes in more account of people's capacity to pay - on the assumption those with lower valued properties have less capacity to pay
- It would bring Litchfield into line with other Council's in the Northern Territory

Modelling undertaken in 2016/17 of the introduction of valuation-based charges showed that lower valued properties would have a rate decrease and highly valued properties would have a rate increase³.

In thinking about a flat rate, the Community Reference Group discussed the following:

- All residents have access to the same facilities and services and should therefore pay the same
- It is administratively more efficient for Council to implement
- It is simpler for the community to understand
- The system was introduced when Litchfield was founded and should remain the same



The introduction of a valuation-based rate or a combination rate does not, in itself, mean there will be a change in the amount of rates to be paid.



Your View

Council wants to hear view about calculating rates using a combination of a flat rate and a small valuation-based charge?

Please give your opinion by completing the questionnaire at the end of this Position Paper

Multiple-Dwelling Properties

Some properties in Litchfield have more than one dwelling, potentially earning an income, and are currently rated the same as properties with only one household. In other local government areas, properties with multiple dwellings pay additional rates, to cover the extra loan on Council assets e.g. more cars on roads.

The Community Reference Group discussed this issue at length and agreed in principle that multiple dwellings should pay an additional charge, yet the members thought it would be too difficult to implement and recommended that Council did not proceed with any change to the rating of multiple-dwelling properties.

In thinking about rating multi-dwelling properties, the Community Reference Group discussed the following:

- Households that are using Council facilities and services should pay a fair share of the cost for those facilities & services

³ For full figures refer to John Comrie's report [LINK TO BE PROVIDED](#)

- It is fairer if every household contributes to the cost of running the municipality
- Multiple dwellings can reduce rural amenity. An extra charge may deter additional dwellings being built
- It may deter the construction of illegal dwellings
- The additional dwellings were developed when there was no additional charge, so it is not fair to apply a charge now
- Some of the additional dwellings may not be used or might only be used for part of the year
- The cost to administer an additional charge may outweigh the contribution from the charges



Your View

Council wants to hear your view about rating multi-dwelling properties?

Please give your opinion by completing the questionnaire at the end of this Position Paper

Modelling and Timing of any Changes

Prior to finalising the Rating Policy Review, Council will undertake a full modelling exercise to show how any proposed changes may impact ratepayers. The modelling would, for example, show:

- Whether any property owners in Agriculture and Horticulture zones may pay more or less under the proposed changes to rating categories
- Whether any property owners in Residential zones may pay more or less under the proposed changes to rating categories

This information will be publicly available, and the community will have the opportunity to comment before Council makes any final decisions.

The Community Reference Group recommended that, if Council proceeds with any change to the rating system, such changes should be introduced over time. Council supports this view and is not planning to introduce any change in any one year that may have an impact on any property owner.

How You can Contribute

The review of the Rating Policy is an important issue for the whole community as Council believes rates should be distributed as fair as possible.

Litchfield Council is committed to making sure our residents' views are heard and considered in decision-making.

(Infographics like in the Municipal Plan) There are multiple ways to provide your feedback:

- You can complete the questionnaire and return it to Council
- You can respond to our online survey at yoursay.litchfield.nt.gov.au
- You can email us at council@litchfield.nt.gov.au
- You can write to us at PO Box 446, Humpty Doo NT 0836
- You can speak to your ward Councillor **LINK TO WEBSITE COUNCILLOR DETAILS TO BE PROVIDED**
- You can attend one of our community information walk-in sessions which will be advertised on yoursay.litchfield.nt.gov.au, Facebook and the website

Council looks forward to your contribution in this decision making process.



LITCHFIELD COUNCIL MEETING

Wednesday 21 August 2019

16 Common Seal

17 Other Business

18 Public Questions

19 Confidential Items

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 Application to Waive Interest on Assessment 10027902

Regulation 8b) – information about the personal circumstances of a resident or ratepayer.

20 Close of Meeting