

# LITCHFIELD COUNCIL



*Community effort is essential*

## Council Meeting BUSINESS PAPER WEDNESDAY 21/03/2018

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

**Kaylene Conrick, 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, 28 February 2018 at 6:30pm**

Kaylene Conrick  
**Chief Executive Officer**

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Number	Agenda Item	Page
1	Opening of Meeting	1
2	Acknowledgement of Traditional Owners	1
3	Apologies and Leave of Absence	1
4	Disclosures of Interest	1
5	Confirmation of Minutes	1
6	Business Arising from the Minutes	
6.1	Action Sheet	2-9
7	Presentations	10
8	Petitions	10
9	Public Forum	10
10	Accepting or Declining Late Items	10
11	Notices of Motion	10
12	Mayors Report	
12.1	Mayor's Report	11-12
13	Reports from Council Appointed Representatives	13
14	Finance Report	
14.1	Finance Report February 2018	14-39
15	Officers Reports	40
15.1	March 2018 Summary Planning and Mining Report	41-55
15.2	Review of LC19 Driveway Policy	56-66
15.3	PA2018/0061, a Development Application for subdivision to create seven lots within an Interim Development Control Order area at Section 1548	67-137

	(880) Livingstone Road, Berry Springs, Hundred of Cavenagh	
	PA2017/0348, a Planning Scheme Amendment	
15.4	Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C	138-149
15.5	Holtze Collector Road Place Names	150-151
16	Common Seal	152
17	Other Business	152
18	Public Question	152
19	Confidential Items	152
20	Close of Meeting	152



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday 21 March 2018

### **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**

### **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 the full minutes of the Council Meetings held 28 February 2018, 10 pages, be confirmed.

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 Sheet



Resolution Number	Resolution	Action Officer	Meeting Date	Status
15/0175/02	<b>Meeting Procedures By-Laws</b> 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	Drafting Instructions will be presented at April 2018 Councillor Briefing and April Council Meeting.
16/0203	<b>Signage, Roadside Vans and Events on Council Land</b>  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 progressed.

**Reconstruction of Finn Road**

16/0208	1. endorse the funding applications for \$4,500,000 to the NT Government Regional Economic Infrastructure Fund for the reconstruction of Finn Road at an estimated total cost of \$4,650,000; and	DIO	21-09-16	Design work completed. Tender expected to be released by end of March with construction then likely to start end May 2018.
	2. allocate \$250,000 (cash in kind) from its 2016/17 approved budget towards the project should its application be successful comprising: General Consultancy \$80,000 Project Management (in kind) \$150,000 Infrastructure Reserve \$20,000 TOTAL \$250,000			

**Improvements Berry Springs Waste Transfer Site**

16/0234	THAT Council undertakes the following safety works at the Berry Springs waste transfer site to improve public and staff safety at the estimated costs outlined below:	DIO	19-10-16	Initial works completed. Further facility improvements at Berry Springs to be decided at conclusion of Waste Strategy. WHS audits are complete for all three WTSs with recommendations being implemented.
	Video surveillance \$9,882.40 1km of new fence & gates \$44,297.00 Improved facilities for staff \$10,000.00 Installation of waste performance boards \$6,000.00 <b>TOTAL \$70,179.40</b>			

**Rating Strategy**

16/0252/01	THAT Council undertakes a review of Council's rating system.	DCCS	16-11-16	Further report will be presented in April 2018 Councillor Briefing and Council Meeting
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**Litchfield Aquatic Facility Needs Analysis Report**

17/0036/4 THAT Council engages the Northern Territory Government to work together to address the gap in aquatic services in the southern part of the Litchfield municipality, in particular the provision of Learn to Swim facilities.

CEO

15-02-17

Council is seeking external funds to contribute to the next stage of this project which is undertaking a full feasibility study including detailed design and costing.

1718/102	<p><b>Tree Inspection on Council's Recreational Reserves and Thorak</b></p> <p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. receives and notes the report on Tree Inspections on Council's Recreation Reserves and Thorak Regional Cemetery;</li> <li>2. endorses the proposed Tree Management Program comprising qualified tree risk assessments and works and the development of a Tree Risk Management Plan;</li> <li>3. approves the allocation of up to \$70,000 from Council's Financial Infrastructure Reserve in the 2017/18 financial year to undertake immediate tree risk assessments on all recreational reserves and Thorak Regional Cemetery;</li> <li>4. allocates the costs of undertaking a tree risk assessment for Thorak Regional Cemetery to Thorak Regional Cemetery;</li> <li>5. refers to future budget development processes, the allocation of appropriate funds for tree risk assessments and works on all recreational reserves and Thorak Regional Cemetery;</li> <li>6. refers the development of a Tree Risk Management Plan to the 2018/19 Budget development process as a new initiative; and</li> <li>7. endorses the inclusion in recreation reserve agreements of clear roles and responsibilities regarding tree management and tree risk assessments.</li> </ol>	DCCS	15-11-17	<p>Tree assessments completed. A report will be presented to Council at the April Council Meeting.</p> <p>Reserve Committees are consulted on the outcome of the report and works that need to be undertaken.</p> <p>Tree Risk Management Plan is included in the Draft 2018/2019 Budget.</p>
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**Wastewater Dump Point Investigations**

1718/108	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Continue further investigation into costs and feasibility of establishing a dump point; and</li> <li>2. Receives a further report on the matter at a future Council meeting.</li> </ol>	DIO	15-11-17	work on this item is progressing. A report to Council is anticipated April 2018.
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**Litchfield Council General Election 2017**

1718/109	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Enter into a service agreement with the Northern Territory Electoral Commission to pursue Litchfield Council General Election 2017 non-voters;</li> <li>2. Receives a report at a future Council meeting on the Commissions' response in pursuing 2017 non-voters; and</li> <li>3. Writes to the Northern Territory Election Commission to thank the Commission for its report and to continue to work with the Commission leading up to the next General Election to improve voter participation.</li> </ol>	CEO	15-11-17	Electoral Service Agreement signed 4 December 2017. NTEC planning to issue a media release 8 December 2017 re City of Darwin and Litchfield Council pursue non-voters.
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**Draft Waste Strategy**

1718/122	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. receives and notes the Waste Strategy Background and Discussion Paper;</li> <li>2. endorses the draft Waste Strategy for the purpose of placing the document on public exhibition for a six-week consultation period inviting community comment;</li> <li>3. receives a further report on community feedback to finalise the Strategy at its May 2018 meeting;</li> <li>4. write to the Community Reference Group members and thank them for their contribution to the development of the waste strategy; and</li> <li>5. use extensive community consultation during the six-week period to provide Council with the best results in communicating with the residents.</li> </ol>	CEO	13-12-17	The draft Waste Strategy was released to the public on 29 January for a period of six weeks ending 12 March. A meeting of the Community Reference Group is expected to be held in March 2018 with a report to Council in April /May 2018.
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**Procurement of Operation and Maintenance Contract for Council Streetlights**

1718/125	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. authorises the Chief Executive Officer to negotiate with City of Darwin to enter into agreement for City of Darwin to provide selected services from its contract with Top End RACE for operation and maintenance of streetlights;</li> <li>2. authorises the Chief Executive Officer to enter into a supply agreement with the City of Darwin for operation and maintenance services for streetlights and supply of streetlight luminaires, should negotiations outlined in Part 1 be acceptable; and</li> <li>3. publish this decision on Council's website.</li> </ol>	CEO	13-12-17	Information now included on Council's website regarding reporting faults and an internal process established to response to community reports. Council is in the later stages of concluding a contractual arrangement with the City of Darwin for the maintenance and operations of streetlights.
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**Council Meeting – June 2018 – Change of Date**

15.6	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Change the ordinary June Council Meeting scheduled for Wednesday, 20 June 2018 to Wednesday, 27 June 2018 commencing at 6.30pm; and</li> <li>2. Place a notice in the NT News, on the Council website, on social media and at the council offices advising the public of the changed meeting date.</li> </ol>	CEO	17-01-18	New date to be publicly advertised closer to the date.
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**Litchfield Library Service Needs Study**

15.7	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. Receive the Library Services Needs Study;</li> <li>2. Authorises the Chief Executive Officer to enter into discussions with NTL to investigate funding arrangements for the transfer of the operations and management responsibilities for the library service at Taminmin College to Council;</li> <li>3. Undertakes its due diligence to fully understand the financial implications of assuming responsibility for a Litchfield library service; and</li> <li>4. Receive a further report, no later than the April 2018 meeting, on the discussions and due diligence undertaken in regard to a transfer of the responsibility of the public library service to Council.</li> </ol>	DCCS	17-01-18	Discussions with NT Library initiated and information requested for analysis.
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1718/165	<b>Freds Pass Rural Show - Council Representative</b>  THAT Councillor Christine Simpson be nominated as Council's representative to attend the Freds Pass Rural Show Committee meetings as an observer.	CEO	28-02-18	Letter sent 9 March 2018. Completed
1718/166	<b>Privacy Policy</b>  THAT Council adopts GOV03 Privacy policy.	DCCS	28-02-18	Completed and available on Council's website
1718/167	<b>Review of LC08 Road Seal Policy</b>  THAT Council adopt the revised policy INF05 – Sealing of Roads, with the following addition: <i>Council may, pursuant to "Section 156 – Special Rates" of the Act, apply an amount for each allotment to defray the cost of sealing a road or part thereof where there is a public benefit.</i>	DCCS	28-02-18	Completed and available on Council's website
1718/168	<b>Changes to Council Fees for Road Openings and Road Closings</b>  THAT Council amend the fees for all Road Openings and Road Closings to \$2,000 plus GST.	DCCS	28-02-18	In progress.
1718/170	<b>Disabled Parking Policy</b>  THAT Council: 1. rescinds LC16 Disabled Parking Policy; and 2. confirms its commitment to continue to issue disabled parking permits as a service to the Litchfield community.	DCCS	28-02-18	Completed, policy register and website have been updated
1718/171	<b>Strategic Plan 2018-2022</b>  THAT Council: 1. adopts the Litchfield Council Strategic Plan 2018-2022 as Council's primary forward planning document during its term; and 2. authorises the Chief Executive Officer to make minor editorial changes.	CEO	28-02-18	Completed

<b>Construction of Mobile Workforce Shed, Humpty Doo WTS</b>				
1718/019	<p>THAT Council receive and note the report on the status of the \$225,000 grant from Department of Housing and Community Development to construct a Mobile Work Force Shed at the Humpty Doo Waste Transfer Station; and acknowledges the grant extension received from Department of Housing and Community Development and the revised project timelines.</p>	DIO	19-07-17	Council resolution Wednesday 28 March 2018 - investigations underway with future report to Council no later than June 2018.
171/172	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. not proceed with the project to construct a work shed for mobile workforce; and</li> <li>2. revisit the project to explore other options to construct a shed in accordance with the allocated budget; and</li> <li>3. receive a further report on this matter no later than June Council meeting.</li> </ol>	DIO	28-02-18	Investigations underway.
<b>Appointment of External Auditor</b>				
1718/173	<p>THAT Council:</p> <ol style="list-style-type: none"> <li>1. appoint Merit Partners as Council's External Auditors for a three-year term commencing in the 2017/2018 financial year for a total cost of \$96,000 excluding GST; and</li> <li>2. make public this decision.</li> </ol>	DCCS	28-02-18	Letters to succesful and unsuccessful contractors have been sent. Letter of Engagement has been sent. Completed
<b>RFT17-159 Waste Transportation Tender - Contract Award</b>				
1718/182	<p>THAT Council award a contract for RT17-159 - Waste Transportation to Veolia Environmental Services (Australia) Pty Ltd in accordance with their submitted tender, estimated at approximately \$1,101,716 (GST inclusive) over a four-year period.</p>	DIS	09-03-18	Letters distributed 12 March 2018.





# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday 21 March 2018

### **7 Presentations**

### **8 Petitions**

### **9 Public Forum**

### **10 Accepting or Declining Late Items**

### **11 Notices of Motion**

### **12 Mayors Report**

#### **12.1 Mayor's Report**



## COUNCIL REPORT

**Agenda Item Number:** 12.1  
**Report Title:** Mayor's Monthly Report  
**Report Number:** 18/0001  
**Meeting Date:** 21/03/2018  
**Attachments:** Nil

### Purpose

A summary of the Mayor's attendance at meetings and functions representing Council for the period 1 March 2018 to 21 March 2018.

### Summary

Date	Event	Comment
01/03/18	Queens Baton Relay	Community Event – Lakeview Hall
02/03/18	Springmount JV	Meeting regarding Waste Management
	Waste Strategy Public Consultation	Humpty Doo Shopping Centre
	Council / NT Farmers	Productive Roads Project Workshop
	Australian Army – Robertson Barracks	Birthday Cocktail Party
03/03/18	Council Workshop	Council Municipal Plan & Budget
	Friends of the Tamimin Library	Regular monthly meeting
05/03/18	Waste Strategy Public Consultation	Coolalinga Central
	Administrator of the NT	Celebration of Women in Leadership in the Top End
06/03/18	Howard Water Advisory Committee Meeting	Scheduled meeting
	Litchfield Women in Business Network Meeting	Scheduled meeting
07/03/18	RSPCA Darwin	Support to Litchfield and funding
	Councillor Briefing	Scheduled meeting
08/03/18	Bev O'Connell	Resident meeting

	Litchfield Women in Business Network event	International Women's Day
09/03/18	Special Council Meeting	Scheduled meeting
	Territory FM	Radio interview
10/03/18	International Women's Day March	Community event
13/03/18	Howard Springs Primary School	AGM
16/03/18	Territory FM	Radio interview
	TOPROC Meeting	Scheduled meeting
18/03/18	Southport Progress Association	AGM
20/03/18	LGANT Executive Meeting	Teleconference – Scheduled meeting

### Recommendation

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



## LITCHFIELD COUNCIL MEETING

Wednesday 21 March 2018

### 13 Reports from Council Appointed Representatives

Council appoints Council representatives to external committees. *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.

- |                 |   |                                                |
|-----------------|---|------------------------------------------------|
| Mayor Bredhauer | - | Howard East Water Advisory Committee           |
| Cr Barden       | - | AACo Community Reference Group                 |
|                 | - | Freds Pass Upgrade Reference Group             |
| Cr Salter       | - | Howard Park Reserve Committee                  |
|                 | - | Knuckey Lagoon Reserve Committee               |
| Cr Simpson      | - | Freds Pass Sport & Recreation Management Board |
|                 | - | Freds Pass Rural Show Committee                |



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday 28 February 2018

### **14 Finance Report**

#### 14.1 Finance Report January 2018



# COUNCIL REPORT

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<b>Agenda Item Number:</b>	14.1
<b>Report Title:</b>	Council Finance Report – February 2018
<b>Report Number:</b>	18/0047
<b>Meeting Date:</b>	21/03/2018
<b>Attachments:</b>	Nil

## Purpose

The purpose of this report is to present the monthly finance report for the period ended 28 February 2018.

## Recommendation

THAT Council receives the Litchfield Council Finance report for the period ended 28 February 2018.

## Background

The February 2018 Finance Report outlines the original budget together with forecasting consisting all projects carried over from the 2016/17 financial year, in addition to current year variations in revenue and expenses.

Ongoing forecasting reviews are continuing with management with little changes since the January 2018 finance report. A slight increase in forecasted revenue raised from Council staff supporting neighbouring councils and a shift in expenses from professional services to contractors to undertake tree management works.

Prior year outstanding rates have reduced by \$829,644 since the start of the financial year.

The variance in total revenue forecasted compared to original budget comprises predominately reductions in overall property development (developer contributions) within the Municipality. This lower than budget amount has been offset against increases in capital grants for road projects and additional income from dog registrations and Thorak Regional Cemetery administration fee for non-residents.

The variance in total expenses forecasted compared to original budget comprises the projects carried over from 2016/17 financial year, the Development Contribution Plan project, the Library Services Needs Study and the Tree Management Program approved in the November 2017 Council Meeting (Resolution 1718/102).

General, with the inclusion of projects carried over from 2016/17 financial year, the forecasted result is positive compared to the original budget due to savings in various departments across Council.

# Finance Report

## February 2018

**LITCHFIELD  
COUNCIL**



*Community effort is essential*



## Contents

<b>SECTION 1</b>	5
<b>CONSOLIDATED FINANCIAL STATEMENTS</b>	5
<b>CONSOLIDATED OPERATING STATEMENT</b>	5
<b>CONSOLIDATED BALANCE SHEET at 28 February 2018</b>	7
<b>SECTION 2</b>	9
<b>OPERATING POSITION BY DEPARTMENT</b>	9
<b>NEW INITIATIVES</b>	10
<b>CAPITAL BUDGET POSITION</b>	11
<b>SECTION 3</b>	14
<b>CASH ON HAND &amp; INVESTMENTS</b>	14
<b>FINANCIAL RESERVES</b>	15
<b>SECTION 4</b>	16
<b>DEBTORS</b>	16
<b>SUNDRY DEBTORS</b>	16
<b>FINES AND INFRINGEMENTS</b>	16
<b>OUTSTANDING RATES</b>	17
<b>SECTION 5</b>	18
<b>FINANCE KEY PERFORMANCE INDICATORS (KPI)</b>	18
<b>SECTION 6</b>	19
<b>CREDITORS PAID</b>	19
<b>CREDIT CARD TRANSACTIONS</b>	24

## SECTION 1

### CONSOLIDATED FINANCIAL STATEMENTS

The consolidated Financial Statements, including Thorak Regional Cemetery operations, are presented in the same format as the full set of *End of Financial Year Statements*, 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

	2017/18 Budget	2017/18 Actual	2017/18 Forecast	Forecast Variance +ve (-ve)	Note
<b>REVENUE</b>					
Rates	9,697,195	9,521,385	9,710,636	13,441	1
Statutory Charges	33,500	43,322	56,377	22,877	2
User Charges	1,217,955	919,287	1,182,943	(35,012)	3
Grants, subsidies & contributions	5,294,974	2,582,086	7,370,032	2,075,058	4
Investment Income	725,000	406,917	725,000	0	
Reimbursements	0	2,187	2,187	2,187	
Other Income	43,000	39,018	59,963	16,963	5
<b>TOTAL REVENUE</b>	<b>17,011,624</b>	<b>13,514,202</b>	<b>19,107,138</b>	<b>2,095,514</b>	
<b>EXPENSES</b>					
Employee Costs	5,973,624	3,613,803	5,931,131	42,493	6
Auditor Fees	41,000	25,751	41,000	0	
Bad and doubtful Debts	0	924	924	(924)	7
Elected Member Expenses	245,787	125,609	246,816	(1,029)	
Election Expenses	136,710	124,282	134,312	2,398	
Cemetery Operations	266,500	196,966	305,435	(38,935)	8
Contractors	4,505,358	2,208,096	4,490,185	15,173	
Energy	231,600	121,679	230,056	1,544	
Insurance	223,599	217,948	222,493	1,106	
Maintenance	530,628	338,143	580,428	(49,800)	9
Legal Expenses	173,000	61,992	143,003	29,997	
Donations and Community Support	136,250	65,601	130,424	5,826	
Computer / IT Costs	281,290	218,979	279,456	1,834	
Parts, accessories & consumables	188,000	110,019	186,852	1,148	
Professional Services	444,070	289,457	669,261	(225,191)	10
Sundry	384,357	284,891	439,123	(54,766)	11
<b>TOTAL EXPENSES</b>	<b>13,761,773</b>	<b>8,014,621</b>	<b>14,030,899</b>	<b>(269,126)</b>	
<b>RESULT</b>	<b>3,249,851</b>	<b>5,499,581</b>	<b>5,076,239</b>	<b>1,826,388</b>	

## Explanations for Forecast variances to Original Budget

**Note 1** – Additional income received in Waste Charges applied to properties.

**Note 2** – Additional income received from the introduction of Dog Registrations into the Litchfield Municipality.

**Note 3** – Overall decreased revenue as a result of a reduction in developments and subdivisions budgeted for 2017/18, a reduction in the Commercial Waste revenue, ceasing of the Information Services contract with City of Palmerston and the reduction in usage of the Howard Park Reserve. These decreases are offset against the introduction of an Administration fee at Thorak Regional Cemetery.

**Note 4** – Additional grants include Finn Road Upgrade Grant (\$1.5k), remainder of Anzac Parade Improvement Grant (\$724k), an increase in Roads to Recovery Funding (\$219k), Streetlight Maintenance Reimbursement granted from NTG (\$11k) and a decrease in expected Developer Contributions for the year ended 30 June 2018 (\$387k).

**Note 5** – Other income received to date mainly comprises insurance claim proceeds and fuel tax credits refunds.

**Note 6** – Reduction in Employee costs at Thorak Regional Cemetery off.

**Note 7** - Disputed infringement – Approval granted for reversal.

**Note 8** – Increased Cemetery operations expenses offset against reduction in employee costs.

**Note 9** - The inclusion of the tree management program approved by Council at November's Meeting.

**Note 10** – Developer Contribution Plan budget remaining from the 2016/17 financial year and the Litchfield Library Services – Feasibility Study.

**Note 11** – Increase in sundry expenses offset against other expenditure items within the Works department and the additional costs for advertising and managing recruitment of advertised positions within Corporate. In addition to an increase in costs for postage and printing in the Finance Department for the Reminder Rates notices in line with Council's Debt Collection Policy.

## CONSOLIDATED BALANCE SHEET at 28 February 2018

	31 January 2018	28 February 2018	Movement +ve (-ve)
<b>CURRENT ASSETS</b>			
Cash & Cash Equivalents	2,113,835	1,785,092	(328,743)
Trade and Other Receivables	3,714,782	3,014,570	(700,212)
Other Financial Assets	19,564,833	20,564,833	1,000,000
<b>TOTAL CURRENT ASSETS</b>	<b>25,393,450</b>	<b>25,364,495</b>	<b>(28,955)</b>
<b>NON CURRENT ASSETS</b>			
Infrastructure, Property, Plant & Equipment	261,392,517	259,996,710	(1,395,807)
Other Non-Current Assets	4,753,404	5,276,106	522,702
<b>TOTAL NON CURRENT ASSETS</b>	<b>266,145,921</b>	<b>265,272,816</b>	<b>(873,105)</b>
<b>TOTAL ASSETS</b>	<b>291,539,371</b>	<b>290,637,311</b>	<b>(902,060)</b>
<b>CURRENT LIABILITIES</b>			
Trade and Other Payables	923,703	832,167	91,536
Provisions	590,599	530,782	59,817
<b>TOTAL CURRENT LIABILITIES</b>	<b>1,514,302</b>	<b>1,362,949</b>	<b>151,353</b>
<b>NON CURRENT LIABILITIES</b>			
Provisions	384,439	384,439	0
<b>TOTAL NON CURRENT LIABILITIES</b>	<b>384,439</b>	<b>384,439</b>	<b>0</b>
<b>TOTAL LIABILITIES</b>	<b>1,898,741</b>	<b>1,747,388</b>	<b>151,353</b>
<b>NET ASSETS</b>	<b>289,640,630</b>	<b>288,889,923</b>	<b>(750,707)</b>
<b>EQUITY</b>			
Accumulated Surplus	26,844,720	25,976,368	(868,352)
Asset Revaluation Reserve	243,311,730	243,311,730	-
Other Reserves	19,484,180	19,601,825	117,645
<b>TOTAL EQUITY</b>	<b>289,640,630</b>	<b>288,889,923</b>	<b>(750,707)</b>

Cash and cash equivalents have reduced by \$328,743 due to payment of vendors.

Trade and Other Receivables have reduced by \$700,212 from 31 January 2018 due to the collection of both prior year and current year rates. All current year instalments are now due and payable.

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

Other Non-Current Assets represent the projects that remain work in progress as at 30 June 2017 ie. Anzac Parade Infrastructure Upgrade, Freds Pass Reserve Capital Improvements and Freds Pass Road Infrastructure Upgrade as well as the projects commenced 2017/18 financial year.

### ***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 28 February 2018 current ratio equalling 18.61.

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

=  $\frac{25,364,495}{1,362,949}$  = 18.61

Net Cash Position =  $25,364,495 - 1,362,949$  = \$24 million

## SECTION 2

### OPERATING POSITION BY DEPARTMENT

The 2017/18 rates and charges have been applied to properties and “raised” in Council’s accounts, which is reflected in both Finance and Waste Management year to date revenue totals.














Finance expenses are greater than expected as a result of insurance premiums recognised for the financial year.

Overall expenditures year to date are 58% of the annual budget. As some operational expenditures are not evenly spread across the financial year, the overall spent is reasonable, with major operational road maintenance expenditure to occur in the wet season.

	2017/18 Budget	2017/18 Actual	2017/18 Forecast	Forecast Variance +ve (-ve)
<b>REVENUE</b>				
Council Leadership	0	1,546	1,546	1,546
Finance	8,174,865	7,385,453	8,175,207	342
Information Services	27,500	3,106	3,106	(24,394)
Works	2,467,580	961,463	2,478,474	10,894
Planning	162,430	42,009	105,562	(56,868)
Waste Management	2,986,838	2,903,864	2,991,449	4,611
Community	79,500	68,932	80,000	500
Regulatory Services	34,000	44,316	57,371	23,371
<b>TOTAL REVENUE</b>	<b>13,932,713</b>	<b>11,410,689</b>	<b>13,892,715</b>	<b>(39,998)</b>
<b>EXPENSES</b>				
Council Leadership	1,071,161	710,840	1,072,677	1,516
Corporate	466,900	257,754	481,333	14,433
Information Services	469,156	302,686	455,105	(14,051)
Finance	1,522,941	1,067,619	1,582,462	59,521
Works	3,112,938	1,393,170	3,109,713	(3,225)
Planning	609,494	430,212	778,759	169,265
Waste Management	2,828,104	1,507,213	2,735,109	(92,995)
Community	1,285,840	913,292	1,407,939	122,099
Mobile Workforce	1,226,644	687,664	1,226,644	0
Regulatory Services	376,940	231,628	379,864	2,924
<b>TOTAL EXPENSES</b>	<b>12,970,118</b>	<b>7,502,078</b>	<b>13,229,605</b>	<b>259,487</b>
<b>OPERATING RESULT</b>	<b>962,595</b>	<b>3,908,611</b>	<b>663,110</b>	<b>(299,485)</b>

## NEW INITIATIVES

In addition to Council's year-on-year operating expenses Council resolved to undertake the following New Initiatives in 2017/18. The new initiatives expenditure is included in the operating result above. The table below highlights the expenditure compared to budget to the end of February 2018.

	2017/18 Budget	2017/18 Actuals	2017/18 Forecast	Comments	
<b><u>2016/17</u></b>					
Developer Contribution Plan Review	124,309	27,101	124,309	Review in progress	
<b>TOTAL</b>	<b>124,309</b>	<b>27,101</b>	<b>124,309</b>		
<b><u>2017/18</u></b>					
Data Backup – Business Continuity	16,000	0	16,000	Quotations sought for project	
Private Roads Strategy	30,000	15,920	30,000	Plan in progress	
Feral Dog Program	10,000	0	10,000	Yet to commence	
Promoting Responsible Dog Ownership	10,000	455	10,000	De-sexing vouchers are currently being issued	
Southport Progress Association Mira Square	5,000	0	5,000	Yet to commence	
Queen's Baton Relay	10,000	370	10,000	Event held – awaiting final invoices	
Tree Management	30,000	0	30,000	Tree Hazard Inspection Report issued to Council	
Women's Business Network Meetings	10,000	2,990	10,000	Meeting in March including International Women's Day event	
Mayoral Robe & Chain	3,000	2,795	3,000	COMPLETED - Awaiting invoice for payment	
Asbestos Audits on Reserve Infrastructure	10,000	7,220	10,000	Reports delivered, training to be scheduled	
Meters on Council Bores	15,000	0	15,000	Yet to commence	
Records Management Improvement	51,000	0	51,000	Project in progress through Common Service Agreement with local Council	
<b>TOTAL</b>	<b>200,000</b>	<b>29,750</b>	<b>200,000</b>		



- On Budget



- Watch Budget



- Outside Budget

## CAPITAL BUDGET POSITION

The table below compares capital revenue and expenditure to budget to the end of February 2018.

	2017/18 Budget	2017/18 Actuals	2017/18 Forecast	Forecast Variance +ve (-ve)	Note
<b>REVENUE</b>					
Works	1,547,377	1,236,161	3,990,908	2,443,531	1
Waste Management	13,000	23,595	23,595	10,595	2
Planning	763,409	152,917	375,906	(387,503)	3
Mobile Workforce	30,000	2,495	30,000	0	
<b>TOTAL REVENUE</b>	<b>2,353,786</b>	<b>1,415,168</b>	<b>4,420,409</b>	<b>2,066,623</b>	
<b>EXPENSES</b>					
Works	3,486,230	2,134,682	5,717,230	2,231,000	4
Waste Mgt	305,000	124,571	341,991	36,991	5
Mobile Workforce	380,000	0	380,000	0	
Community	0	872,393	2,086,192	2,086,192	6
<b>TOTAL EXPENSES</b>	<b>4,171,230</b>	<b>3,131,646</b>	<b>8,525,413</b>	<b>4,354,183</b>	
<b>CAPITAL RESULT</b>	<b>(1,817,444)</b>	<b>(1,716,478)</b>	<b>(4,105,004)</b>	<b>(2,287,560)</b>	

### Explanations for Forecast variances to Original Budget

**Note 1** – Grant income to be received for Anzac Parade Upgrade (\$724k) and Finn Road Upgrade (\$1.5m) and Roads to Recovery increase (\$219k).

**Note 2** – Additional income from interest on HDWTS Special Rates not yet paid from prior years and proceeds from disposal of machinery.

**Note 3** – Reduction in expected Developer Contributions due to slow down in subdivisions.

**Note 4** – Capital expenditure including Finn Road Upgrade (\$1.5m), remainder of Anzac Parade Upgrade (\$711k) and Freds Pass / Krichauff Intersection property purchase + final instalment (\$33k).













**Note 5** – Forklift purchase carried over from 2016/17 (\$35k) and Stamp Duty on Bobcat in excess of budget (\$2k).


**Note 6** – Freds Pass Reserve Upgrade + Howard Park Reserve Irrigation project have been forecast for the current year, carried over projects from prior year.



## CAPITAL PROJECTS 2017/18 - WORKS

The table below summarises Council's capital works program for the 2017/18 financial year in accordance with the budget and Municipal Plan. Council is continuing to work towards completing projects from 2016/17 financial year and the 2017/18 works program is well underway.

Infrastructure Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Projects commenced in 2015/16 and 2016/17</b>						
Anzac Parade Upgrade	30/11/2017	<u>2015/16</u> 1,800,000	1,774,394	1,774,394	25,606	 Completed
Freds Pass Road Upgrade	30/04/2018	<u>2016/17</u> 1,220,500	100,125	1,220,500	-	 Tender to be advertised once school is consulted next week
<b>TOTAL</b>		<b>3,020,500</b>	<b>1,874,519</b>	<b>2,994,894</b>	<b>25,606</b>	
<b>Projects commencing in 2017/18</b>						
Road Reseal Program	31/03/2018	2,649,404	524,317	2,198,302	451,102	 In progress
Re-sheeting of Roads	30/04/2018	400,000	355,200	400,000	-	 In progress
Shoulder Widening	30/04/2018	300,000	0	300,000	-	 Yet to commence
Safety Rails – Leonino Road	30/04/2018	100,000	88,937	100,000	-	 Completed
Finn Road Upgrade	30/06/2018	-	83,329	1,500,000	(1,500,000)	 \$1.5m Road Upgrade Grant from NTG — Budget Forecasted
William Road – Sealing	15/12/2017	-	168,233	168,369	(168,369)	 Awaiting final invoice
Carveth Road – Sealing	15/12/2017	-	76,996	77,132	(77,132)	 Awaiting final invoice
Mocatto Road – Survey and Detailed Design	31/03/2018	-	60,811	65,053	(65,053)	 In progress – to be ready for the Mango Production grant application
Chibnall Road – Survey and Detailed Design	31/03/2018	-	60,602	77,078	(77,078)	 In progress – to be ready for the Mango Production grant application
Horsnell Road – Survey and Detailed Design	31/03/2018	-	52,970	63,470	(63,470)	 In progress – to be ready for the Mango Production grant application
<b>TOTAL</b>		<b>3,449,404</b>	<b>1,471,395</b>	<b>4,949,404</b>	<b>(1,500,000)</b>	




 - On Budget

 - Watch Budget

 - Outside Budget

## CAPITAL PROJECTS 2017/18 – RECREATION RESERVES

The table below is Council's capital projects for Recreation Reserves still in progress from the 2015/16 and 2016/17 financial years in accordance with the Budget and Municipal Plan.

Recreation Reserve Expenditure	Estimated Date of Completion	Budget	YTD Actuals	Forecast	Forecast Variance +ve (-ve)	Comment
<b>Projects commenced in 2015/16 and 2016/17</b>						
Howard Park Reserve – Scout Roof Upgrade	31/12/2017	<u>2015/16</u> 125,095	122,723	125,095	-	 Final improvement to be made to Scout Hall to finalise Grant, Grant to be acquitted as soon as expended
Howard Park Reserve – Irrigation Upgrade	31/12/2017	<u>2016/17</u> 20,000	6,792	20,000	-	 Special Purpose Grant – awaiting final invoice
FPR – Improvements	31/12/2017	<u>2016/17</u> 3,000,000	1,801,994	3,000,000	-	 In Progress
<b>TOTAL</b>		<b>3,145,095</b>	<b>1,931,509</b>	<b>3,145,095</b>	-	



- On Budget



- Watch Budget



- Outside Budget

## SECTION 3

### CASH ON HAND & INVESTMENTS

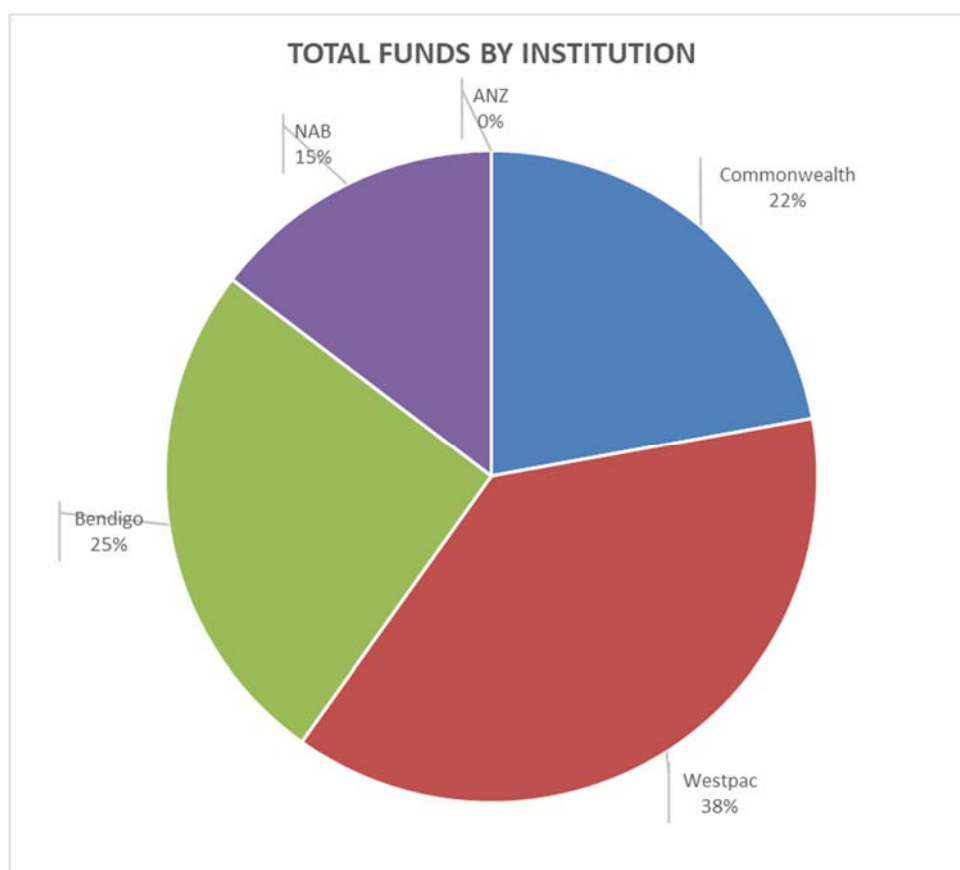
The table below represents a summary of the Cash on Hand & Investments held by Council at 28 February 2018 and compares the balance to the balance at 31 January 2018.

	31 JANUARY 2018	28 FEBRUARY 2018	VARIANCE	COMMENT
Investments (Incl. Trust Account)	19,146,801	19,146,801	0	
Business Maxi Account	605,725	505,949	(99,776)	Transferred to Operating Account for general monthly expenditure
Operating Account	1,496,870	1,020,150	(476,720)	General monthly expenditure
<b>TOTAL</b>	<b>21,249,396</b>	<b>20,672,900</b>	<b>(576,496)</b>	

#### 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
30/03/2017	1,500,000	365	NAB	2.58%	30/03/2018	38,700
27/03/2017	1,000,000	365	Bendigo	2.65%	27/03/2018	26,500
28/03/2017	1,000,000	365	Bendigo	2.65%	27/03/2018	26,500
16/10/2017	1,522,761	182	NAB	2.55%	16/04/2018	19,362
26/05/2017	1,545,533	365	Bendigo	2.65%	20/05/2018	40,957
16/06/2017	2,500,000	365	Westpac	2.55%	16/06/2018	63,750
16/06/2017	1,500,000	365	Bendigo	2.80%	10/06/2018	42,000
17/06/2017	227,003	365	Bendigo	2.75%	17/06/2018	6,243
16/08/2017	1,550,000	365	Westpac	2.66%	16/08/2018	41,230
26/08/2017	1,030,296	365	CBA	2.60%	26/08/2018	26,788
07/09/2017	1,044,927	365	CBA	2.57%	07/09/2018	26,855
21/09/2017	1,500,000	365	CBA	2.61%	21/09/2018	39,150
28/09/2017	1,000,000	365	CBA	2.62%	28/09/2018	26,200
30/11/2017	1,000,000	365	Westpac	2.64%	30/11/2018	26,400
04/12/2017	1,226,128	365	Westpac	2.64%	04/12/2018	32,370
30/06/2017	1		Bendigo			Minimum balances in savings account to holding investments
30/06/2017	152		ANZ			
<b>TOTAL INVESTMENTS</b>	<b>19,146,801</b>					<b>483,005</b>



## FINANCIAL RESERVES

Changes made to the FIN04 Financial Reserves policy have now been reflected in the reserve balances.

	Balance at 1 July 2017	Transfer TO	Transfer FROM	Net Movement	Balance at 28 February 2018
<b>Externally Restricted Reserves</b>					
Developer Contribution Reserve	781,571	152,917	-	152,917	934,488
Unexpended Grants and Contributions	4,279,118	-	(1,696,722)	(1,696,722)	2,582,396
<b>Internally Restricted Asset Related Reserves</b>					
Property Reserve	465,472	-	(465,472)	(465,472)	-
Plant and Equipment Reserve	36,683	-	(36,683)	(36,683)	-
Infrastructure Reserve	2,216,026	-	(2,216,026)	(2,216,026)	-
Asset Reserve	-	10,922,989	-	10,922,989	10,922,989
<b>Internally Restricted Other Reserves</b>					
Waste Management Reserve	4,061,952	-	-	-	4,061,952
Election Reserve	25,044	74,956	-	74,956	100,000
Disaster Recovery Reserve	790,388	-	(290,388)	(290,388)	500,000
Strategic Initiatives Reserve	1,287,239	-	(787,239)	(787,239)	500,000
<b>TOTAL</b>	<b>13,943,493</b>	<b>11,150,862</b>	<b>(5,492,530)</b>	<b>5,658,332</b>	<b>19,601,825</b>

## SECTION 4

### DEBTORS

#### SUNDRY DEBTORS

Total Sundry Debtors at 28 February 2018 is \$885,263 compared to \$41,642 at 31 January 2018, an increase of \$843,621. Mainly as a result of Anzac Road Upgrade remaining grant invoiced on completion of \$724,394 and invoicing of development fees.

Category	Current	30 Days	60 Days	90 Days and over	Balance
Waste	\$2,251	\$6,201	\$15	\$1,811	\$10,278
Infrastructure	\$851,670	\$7,900	\$12	\$12,889	\$872,471
Recreation	\$1,423	-\$42	\$0	\$1,133	\$2,514
Reserves					
<b>TOTAL</b>	<b>\$855,344</b>	<b>\$14,059</b>	<b>\$27</b>	<b>\$15,833</b>	<b>\$885,263</b>
% of total sundry debtors	96.6%	1.6%	0.00%	1.8%	

#### Action summary of 90 Days Debtors:

Company under Administration – further advice regarding payment status to be received from Administrators (Allowance for Doubtful Debts is recognised)	\$5,907
Debtor sent to Debt Collectors	\$2,301
Debtor on Payment Plan	\$792
Debtor on Payment Plan	\$1,556
No permit provided, until payment is received	\$2,333
Company under Administration	\$1,462
Final Reminder Letter sent	\$910
Statement Re-sent	\$245
Statement Re-sent	\$104
Statement Re-sent	\$110
Statement Re-sent	\$113
<b>TOTAL</b>	<b>\$15,833</b>

*Please note, Sundry debtors exclude rate debtors and infringements.*

### FINES AND INFRINGEMENTS

At 28 February 2018 Council has 98 infringements outstanding with a balance of \$27,364, a decrease of \$64 in outstanding infringements compared to 31 January 2018.

	June 2017	July 2017	August 2017	September 2017	October 2017	November 2017	December 2017	January 2018	February 2018
Number of Infringements outstanding	99	96	95	97	94	92	95	96	98
Balance of Infringements outstanding	\$29,775	\$29,170	\$29,314	\$29,276	\$27,302	\$25,863	\$27,945	\$27,428	<b>\$27,364</b>

Eighty-four (84) infringements have been sent to the Fines Recovery Unit (FRU), nine (9) have received reminder notices, four (4) infringements have been issued recently and one (1) infringement has been placed on-hold under dispute.

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 Territory Debt Collectors to collect rate assessments in arrears. Rates in arrears have reduced by \$629,976 in the month of February.

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

	BEGINNING OF 2017 (30 JUNE 2017)	PRIOR MONTH (JAN 2018)*	CURRENT MONTH (FEB 2018)	VARIANCE
COMMERCIAL	\$33,747	\$25,014	\$25,520	(\$506)
MINING	\$50,174	\$51,987	\$52,536	(\$549)
NON-RATEABLE MINING	\$515	\$0	\$0	\$0
NON-RATEABLE WASTE	\$21,898	\$18,728	\$18,545	\$183
RURAL RESIDENTIAL	\$1,961,673	\$1,309,549	\$1,241,053	\$68,496
URBAN RESIDENTIAL	\$115,566	\$31,413	\$16,276	\$15,137
<b>TOTAL</b>	<b>\$2,183,574</b>	<b>\$1,436,691</b>	<b>\$1,353,930</b>	<b>\$82,761</b>

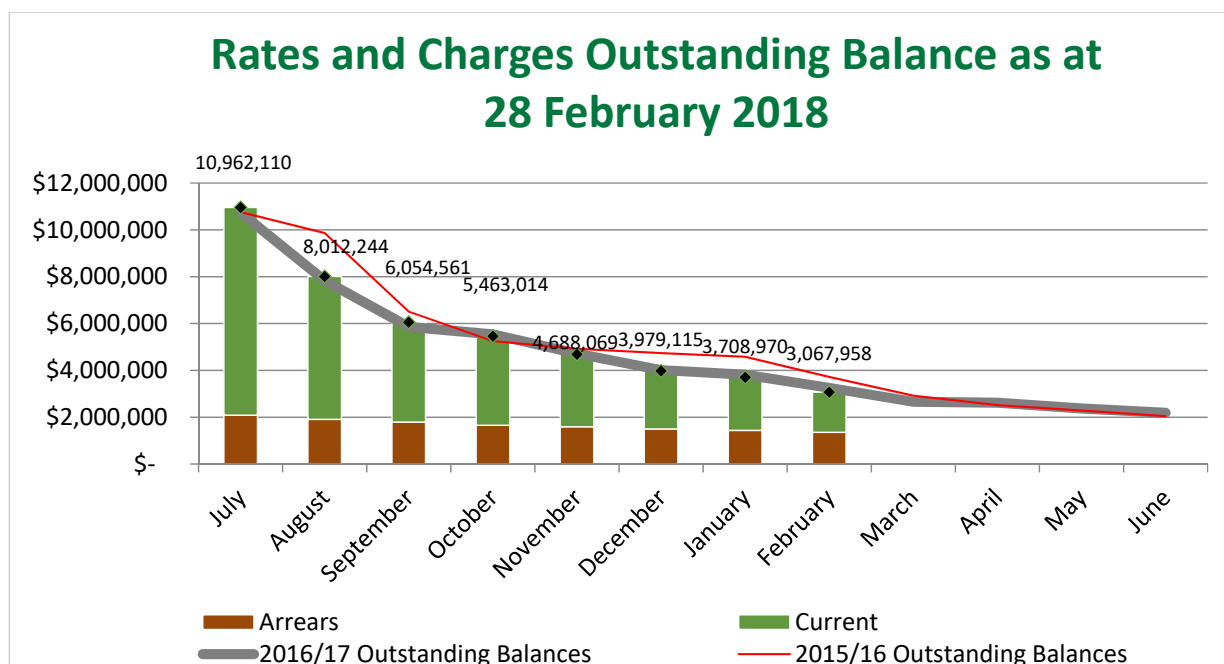
\*The Current Month (Jan 2018) figures reported in the January 2018 Council Finance Report were incorrect.

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

	PRIOR MONTH (JAN 2018)	CURRENT MONTH (FEB 2018)	VARIANCE
INSTALMENT 1	\$304,262	\$281,328	\$22,934
INSTALMENT 2	\$485,524	\$418,244	\$67,280
INSTALMENT 3	\$1,471,223	\$1,014,222	\$457,001
<b>TOTAL</b>	<b>\$2,261,009</b>	<b>\$1,713,794</b>	<b>\$547,215</b>

Overdue reminder letters (letter of demands) will be sent out to all ratepayers with outstanding balances commencing 21 March 2018.






The graph below tracks the total rates owing for the 2017/18 financial year by month and compares outstanding rates to the same time in the previous two financial years i.e. 2015/16 and 2016/17.






## SECTION 5

### FINANCE KEY PERFORMANCE INDICATORS (KPI)

Council's 2017/18 Municipal Plan includes a number of KPI's 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%		
Current years rates outstanding as at 30 June 2018	<15%		
Rates coverage ratio – lowering Council's dependency on government grants and other funding sources.	>50%		Council's Original Budget for 2017/18 rates coverage ratio is 57%.
Liquidity ratio	>1:1		Current Ratio equals 18.61
Asset sustainability ratio	90%		

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

## SECTION 6

### CREDITORS PAID

Creditor accounts paid in February 2018 are listed in below.

Cheque No.	Chq Date	Payee	Description	Amount
Payroll 17	14/02/2018	LC Staff	Payroll Fortnight ending 14 February 2018	181,453.58
Payroll 18	28/02/2018	LC Staff	Payroll Fortnight ending 28 February 2018	153,179.14
829.435-01	8/02/2018	COMMONWEALTH BANK OF AUSTRALIA (CBA)	12 Months Investment @ 2.64%	1,000,000.00
831.1137-01	22/02/2018	ALLAN KING & SONS CONSTRUCTION PTY	Shoulder Repairs Various Roads	443,797.45
831.409-01	22/02/2018	F & J BITUMEN SERVICES PTY LTD	Patching prior to reseal	94,017.00
829.374-01	8/02/2018	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Withheld Pay 16 & S/Pays	91,336.00
DD010218	5/02/2018	STATEWIDE SUPERANNUATION PTY LTD	Jan 18 - Superannuation for pays 14,15 & 16	79,091.44
831.374-01	22/02/2018	AUSTRALIAN TAXATION OFFICE (ATO)	PAYG Withheld Pay 17 & S/Pays	70,989.00
830.268-01	15/02/2018	BYRNE CONSULTANTS	Strangways Road / Havlik Road Intersection	58,664.10
830.514-01	15/02/2018	VEOLIA ENVIRONMENTAL SERVICES	Dec 17 - Transfer of waste to Shoal Bay	32,341.96
830.409-01	15/02/2018	F & J BITUMEN SERVICES PTY LTD	RFT 127 - Asphalt & profile roads	31,545.00
830.930-01	15/02/2018	COLEMAN'S CONTRACTING & EARTHMOVING	RFT-119 - Fix pot holes and blow outs along roads	16,351.20
831.849-01	22/02/2018	WEX AUSTRALIA (PUMA CARD)	Jan 18 - Fuel account	15,137.22
829.414-01	8/02/2018	TOTAL EXCAVATIONS	Remove leaves and debris from culverts / driveway repairs	13,466.20
830.1332-01	15/02/2018	Matters More Consulting Pty Ltd	Consultancy - Business Case for Sealing Roads - Mango	12,172.60
831.414-01	22/02/2018	TOTAL EXCAVATIONS	Clean drains & culverts	9,812.00
829.596-01	8/02/2018	AREA9 IT SOLUTIONS - HARDWARE	Renewal of the SMARTnet warranty/Firewall Licencing/HP	9,071.62
829.1065-01	8/02/2018	Mrs M H BREDHAUER	Jan 18 - Mayor Allowances	7,747.71
831.930-01	22/02/2018	COLEMAN'S CONTRACTING & EARTHMOVING	RFT- 119 – Supply & cart 20cm rock place and level rock	7,700.00
830.162-01	15/02/2018	CIVICA PTY LTD	Mar 18 - Authority Program Licence Fee	7,187.74
828.1099-01	1/02/2018	DAVE'S MINI DIGGA HIRE	Clean out drain for 200m	5,885.00
831.225-01	22/02/2018	MICROCHIPS AUSTRALIA PTY LTD	Trovan ISO Midichips	5,595.00
830.1099-01	15/02/2018	DAVE'S MINI DIGGA HIRE	Clean out inverts, culverts and drains	4,950.00
830.176-01	15/02/2018	ASAP TREE SERVICE	Emergency Call out - Remove Fallen Trees	4,664.00
831.850-01	22/02/2018	HUMPTY DOO DEVELOPMENTS PTY LTD	Mar 18 - MWF shed lease	4,570.00
831.1251-01	22/02/2018	Tactical Coach	JAN 18 Services for Values, Disc and Leadership	4,537.50
831.1097-01	22/02/2018	DUNBAR, FIONA	Policy and Framework Development	4,500.00
830.1045-01	15/02/2018	AAM PTY LTD	Road Opening - Freds Pass Road	4,400.00
829.896-01	8/02/2018	E E MUIR & SONS PTY LTD	Pallet of Spray Buff 20lt	4,180.00
830.144-01	15/02/2018	ORIGIN	Thorak - LP Gas delivery	4,151.15
828.1023-01	1/02/2018	AUSLINE ENGINEERING	Manufacture slasher bearing plates/Fabricate & repair slasher	4,053.50
829.1097-01	8/02/2018	DUNBAR, FIONA	Policy and Framework Development Thorak	4,050.00



829.770-01	8/02/2018	HAYS SPECIALIST RECRUITMENT (AUST.)	Temp Assistant W/E 21/1/18 - E Magoulas	3,854.42
830.170-01	15/02/2018	NT RECYCLING SOLUTIONS (NTRS)	Jan 18 - Empty all WTS Recycle Bins	3,767.50
828.1253-01	1/02/2018	Craig Burgdorf	1000hr service on HSWTS Backhoe/New air-con compressor for Hyundai	3,669.75
829.176-01	8/02/2018	ASAP TREE SERVICE	Remove fallen trees	3,520.00
831.926-01	22/02/2018	JACANA ENERGY	Jan 18 - Jacana electricity - LCO and HDWTS	3,196.01
829.956-01	8/02/2018	IRONWOOD CONSULTING	Jan 18 - Freds Pass Reserve Upgrade	3,093.75
830.1253-01	15/02/2018	Craig Burgdorf	1000hr service on Hyundai loader at Humpty Doo WTS	3,080.03
831.1303-01	22/02/2018	George H Lilley Regalia	Litchfield Council Mayoral Gown	3,074.35
830.612-01	15/02/2018	CREMASCO CIVIL PTY LTD	Remove various "Roads to Recovery" signs	3,025.66
831.87-01	22/02/2018	TOP END LINEMARKERS PTY LTD	RFT 126 - Line marking after resealing	2,978.80
830.489-01	15/02/2018	STEEL WORK STEEL	S & I end sets & chain HSWTS / upgrade lock boxes & repair bin	2,915.00
830.690-01	15/02/2018	TOTAL HYDRAULIC CONNECTIONS (NT) PTY	Repair seals in loader and supply spare	2,863.47
829.592-01	8/02/2018	LATITUDE 12 PTY LTD	WH&S Assessment & Report	2,758.80
831.522-01	22/02/2018	FARMWORLD NT PTY LTD	supply parts to repair Kioti Buggy	2,710.90
831.1099-01	22/02/2018	DAVE'S MINI DIGGA HIRE	Clean out cross road culverts	2,695.00
829.512-01	8/02/2018	SELTHER SHAW PLUMBING PTY LTD	Relocate fire hose reel & the hose tap / replace existing boiling unit - HPR	2,676.34
830.1047-01	15/02/2018	REMOTE AREA TREE SERVICES PTY LTD	Fallen Trees over Power Line - Emergency	2,541.00
829.951-01	8/02/2018	MINTER ELLISON	Developer Contribution - Professional Fees	2,475.00
830.187-01	15/02/2018	NORSIGN	RFT 125 - Road signs	2,410.43
829.1047-01	8/02/2018	REMOTE AREA TREE SERVICES PTY LTD	Emergency Tree maintenance - McMinns Lagoon	2,310.00
830.1080-01	15/02/2018	UNIVERSITY OF NEW ENGLAND	Graduate Diploma Urban & Regional Planning	2,296.00
828.770-01	1/02/2018	HAYS SPECIALIST RECRUITMENT (AUST.)	Temp Assistant W/E 14/1/18 - E Magoulas	2,295.91
829.1099-01	8/02/2018	DAVE'S MINI DIGGA HIRE	Clean around invert & drain	2,255.00
829.1063-01	8/02/2018	Miss K J HUNT	Jan 18 - Deputy Mayor Allowances	2,163.50
829.183-01	8/02/2018	CHRIS'S BACKHOE HIRE PTY LTD	Thorak - Grave Digging for January 2018	2,112.00
829.1068-01	8/02/2018	Mr D S BARDEN	Jan 18 - Councillor Allowances	1,967.05
830.806-01	15/02/2018	ZIPPY CLEANING & MAINTENANCE SERVICES	Jan 18 - Cleaning of Litchfield Council	1,789.65
829.1029-01	8/02/2018	BG GROUP NT PTY LTD	Freds Pass Road Reconstruction - 100%	1,691.25
829.1064-01	8/02/2018	Mrs C M SIMPSON	Jan 18 - Councillor Allowances	1,687.05
829.384-01	8/02/2018	Ms C VERNON	Consultancy Services	1,617.00
830.596-01	15/02/2018	AREA9 IT SOLUTIONS - HARDWARE	Dec/Jan 17 - IT support & assistance	1,613.82
828.78-01	1/02/2018	POWER & WATER CORPORATION	Streetlight Maintenance QTR 1 - 1/07/2017 - 30/09/2017	1,559.81
829.1290-01	8/02/2018	Matchez Superannuation Fund (M Salt)	Jan 18 - Councillor Allowances	1,497.05
829.307-01	8/02/2018	RANDFLEX PTY LTD	Thorak - Ashes Containers & presentation	1,434.40
B-Pay190	9/02/2018	RTM MOTOR VEHICLE REGISTRY - MVR	Registration CA73KN Hino Dual Cab	1,421.85
831.731-01	22/02/2018	Vocus Communications (Amcom Pty Ltd)	MAR 18 Supply of Amcom fibre to Litchfield	1,329.40
830.1076-01	15/02/2018	TDC (NT) PTY LTD - T/AS TERRITORY DEBT	10% Commission	1,326.44
830.1215-01	15/02/2018	TIS Music & Events	Australia Day - provide sound and stage	1,321.00

830.132-01	15/02/2018	AIRPOWER NT PTY LTD	Spare Parts for Mowers	1,267.16
830.820-01	15/02/2018	CONSOLIDATED BEARING COMPANY (CBC)	8 X bearings and cups	1,240.53
829.1076-01	8/02/2018	TDC (NT) PTY LTD - T/AS TERRITORY DEBT	10% Commission	1,190.83
830.1297-01	15/02/2018	SS Auto Electrics	Air-con & light repairs on tractor	1,174.50
830.151-01	15/02/2018	HARVEY NORMAN COMPUTERS/ELECTRICAL	iPhone 8 Silver 64GB	1,079.00
831.367-01	22/02/2018	BUNNINGS GROUP LIMITED	Jan 18 - Powerpass	1,043.99
829.926-01	8/02/2018	JACANA ENERGY	Dec 17 - Electricity at Howard Park Reserve	1,029.69
829.597-01	8/02/2018	THE AUSTRALIAN LOCAL GOVERNMENT JOB	2018 Subscription Local Government Job Directory	979.00
831.290-01	22/02/2018	AUSTENG ENGINEERING SOLUTIONS	Thorak - Replace suction modulating motor	959.20
829.612-01	8/02/2018	CREMASCO CIVIL PTY LTD	Install "Information" sign	955.35
831.1181-01	22/02/2018	Odd Job Bob	Patch, repair and Paint walls	943.80
830.1023-01	15/02/2018	AUSLINE ENGINEERING	Fabricate stone guard for Landboss buggy	880.00
829.327-01	8/02/2018	Tiger Contracting (NT) Pty Ltd	Howard Park Reserve Ground Maintenance	880.00
829.55-01	8/02/2018	CHUBB FIRE & SECURITY PTY LTD	2018 Monitoring dialler & preventive maintenance	876.85
828.1076-01	1/02/2018	TDC (NT) PTY LTD - T/AS TERRITORY DEBT	10% Commission	853.25
828.776-01	1/02/2018	HME AIRCONDITIONING & ELECTRICAL	Thorak - Air conditioning service Office	850.00
828.1126-01	1/02/2018	TS Constructions NT	Re-key 3 door lock barrels & cut keys	836.00
830.825-01	15/02/2018	PRESTIGE AUTOMOTIVE ELECTRICAL	Fit aircom compressor to Backhoe	776.33
828.1130-01	1/02/2018	Mair's Only Cleaning	Caretaking at Howard Park Reserve	770.00
830.1130-01	15/02/2018	Mair's Only Cleaning	Caretaking at Howard Park Reserve	770.00
829.971-01	8/02/2018	MUGAVIN CONTRACTING PTY LTD	Install Rock Protection at Drop Structure	770.00
829.1320-01	8/02/2018	Russell Kennedy Lawyers	Advice on Employment matter	762.30
830.51-01	15/02/2018	SOUTHERN CROSS PROTECTION	Jan 18 - Patrol Service Humpty Doo WTS	742.12
829.616-01	8/02/2018	PALMERSTON & RURAL PARTY HIRE	Chairs and Urn hire for 2018 Australia Day	685.00
829.928-01	8/02/2018	RSEA PTY LTD	Earmuffs Hi Vis	679.52
830.988-01	15/02/2018	FENCE MASTERS (NT) PTY LTD	Various repairs to fence at Humpty Doo WTS	667.70
829.453-01	8/02/2018	PRECISION ENGRAVING	Design and manufacture 3 timber awards	660.00
829.48-01	8/02/2018	CARCOM INSTALLATIONS PTY LTD	S & I cradle & hands-free X 2	633.00
831.282-01	22/02/2018	Ecoflex NT Pty Ltd (Top End Tyre)	Car tyres	617.03
828.926-01	1/02/2018	JACANA ENERGY	Dec 17 - Power bill Humpty Doo WTS	614.98
831.220-01	22/02/2018	THE BIG MOWER	5 chains for chainsaws	596.45
831.1329-01	22/02/2018	Arafura Traffic Control	Traffic Controllers 25/1/18	594.00
828.619-01	1/02/2018	HOWARD SPRINGS BAKERY	Baked goods for Litchfield Community – Australia Day	590.00
829.1023-01	8/02/2018	AUSLINE ENGINEERING	Re-skin slasher skids	583.00
830.944-01	15/02/2018	DARWIN FREESPIRIT RESORT	Function Room Hire & 3 x platters	560.00
829.1208-01	8/02/2018	Darwin Castles & Slides	Slip and Slide - Aust. Day Event	550.00
828.1212-01	1/02/2018	FAIRY JILL'S ENCHANTED ENTERTAINMENT	Children's Entertainment at Australia Day	550.00
829.1170-01	8/02/2018	NT Powersports (CF Moto Darwin)	Service Landboss buggy check hand brakes	547.85
829.515-01	8/02/2018	JC ELECTRONIC SECURITY PTY LTD	Supply & install CCTV Equipment	511.34
830.14-01	15/02/2018	AUSTRALIA POST	Postage of 2nd instalment rates letters	509.25

831.1274-01	22/02/2018	Grace Record Management (Australia)	Record Storage Feb 18	506.59
830.1035-01	15/02/2018	AUSTRALIA WIDE TAXATION & PAYROLL	Payroll and Taxation Training - Hilton D	485.00
829.886-01	8/02/2018	Mr R J FREEMAN	Make gas cylinders' safe for disposal	485.00
831.596-01	22/02/2018	AREA9 IT SOLUTIONS - HARDWARE	LAN to USB cord for PC at HDWTS	484.08
831.36-01	22/02/2018	BRIDGE TOYOTA	Service Toyota Prado 50,000km service	473.36
829.61-01	8/02/2018	GREENTHEMES INDOOR PLANT & HIRE	Dec 17 - Indoor plant hire	467.00
830.926-01	15/02/2018	JACANA ENERGY	Electricity for Knuckey Lagoon 26/10/17	457.00
829.1316-01	8/02/2018	Mrs E FULLER	Rates Refund	400.00
831.1336-01	22/02/2018	Ms T H SHEPHERD	Rates Refund	400.00
829.990-01	8/02/2018	A. NOBLE & SON LTD.	Replace winch cable on compactor	383.25
831.1253-01	22/02/2018	Craig Burgdorf	repair shed air-compressor, supply parts	379.20
828.326-01	1/02/2018	EYESIGHT SECURITY P/L	Dec 17 - Security and patrols at Thorak Cemetery	357.50
829.326-01	8/02/2018	EYESIGHT SECURITY P/L	Jan 18 - Security and patrol at Thorak Cemetery	357.50
831.799-01	22/02/2018	WALGA (WA LOCAL GOV)	Consultancy - 4 Position Classifications	352.00
831.1023-01	22/02/2018	AUSLINE ENGINEERING	Safety Step for Utes	338.69
831.7-01	22/02/2018	ALLTOOLS NT	Replace tools stolen from Howard Springs WTS	338.49
829.690-01	8/02/2018	TOTAL HYDRAULIC CONNECTIONS (NT) PTY	Replace hydraulic hose on backhoe at HSWTS	336.07
830.7-01	15/02/2018	ALLTOOLS NT	Ladder and hex key set	335.48
828.1328-01	1/02/2018	Coolalinga Central	Advertising for Australia Day	330.00
830.805-01	15/02/2018	Mrs L B MAVROMATIS	Rates Refund	320.00
830.129-01	15/02/2018	VANDERFIELD NORTHWEST PTY LTD	Thorak - Repairs and call out for Hino Truck	303.11
830.522-01	15/02/2018	FARMWORLD NT PTY LTD	Thorak - Iseki mower parts	276.80
830.1186-01	15/02/2018	Advanced Safety Systems Australia P	Feb 18 - ASSA membership WHS subscription	273.90
831.455-01	22/02/2018	MINI-TANKERS AUSTRALIA PTY LTD	Jan 18 -Thorak plant/equipment refuelling	268.72
830.3-01	15/02/2018	COMM8 (COMBINED COMMUNICATIONS	Feb 18 - Tracking System Data Access	255.20
828.85-01	1/02/2018	TELSTRA	Jan 18 - Cemetery Phones	252.17
828.671-01	1/02/2018	BURSON AUTOMOTIVE PTY LTD (COOLALINGA)	20lt Degreaser, degreaser gun & WD-40	251.17
828.187-01	1/02/2018	NORSIGN	Supply road sign	250.97
829.581-01	8/02/2018	Food'Il Do	Catering - Final Induction / Councillor	225.00
831.581-01	22/02/2018	Food'Il Do	Catering for 7 February 18	225.00
830.676-01	15/02/2018	FINAL TOUCH AUSTRALIA	Thorak - Urns	218.46
830.1142-01	15/02/2018	OfficeMax Australia Ltd	Stationery	218.40
828.560-01	1/02/2018	JOBFIT HEALTH GROUP PTY LTD	Pre-Employment Medical - Works Admin Position	209.00
831.389-01	22/02/2018	LITCHFIELD VET HOSPITAL	Re-imburement for de-sexing vouchers #1	200.00
830.1040-01	15/02/2018	SUPER CHEAP AUTO	2 water tanks & water carry cans	193.53
B-Pay*	20/02/2018	RTM MOTOR VEHICLE REGISTRY - MVR	Registration - Caterpillar Backhoe - SV4187 12mths	178.60
829.443-01	8/02/2018	TERRITORY UNIFORMS	Protective wear	173.48
828.1142-01	1/02/2018	OfficeMax Australia Ltd	Stationery	173.10
830.855-01	15/02/2018	TENDERLINK	Advertising - Provision of Audit Service	172.70
829.1060-01	8/02/2018	Ms K CONRICK	Reimbursement of 1 nights' accommodation	169.48
830.220-01	15/02/2018	THE BIG MOWER	Thorak - Service/Repair Blower & Whipper	167.30

829.790-01	8/02/2018	BOBTOW TILT TRAY SERVICES	Transport abandoned vehicle	165.00
829.606-01	8/02/2018	Ms S R EDWARDS	Reimbursement for safety boots	159.76
828.132-01	1/02/2018	AIRPOWER NT PTY LTD	Assorted parts for mower	158.92
00413124	21/02/2018	Litchfield Council Petty Cash	P/Cash	157.25
828.886-01	1/02/2018	Mr R J FREEMAN	Remove tyres from rims	155.00
830.874-01	15/02/2018	FIN BINS (VTG Waste & Recycling)	Jan 18 - Clear Howard Park Reserve Bin	151.67
831.1176-01	22/02/2018	Flowers by Elise	Native Wreath	150.00
828.1069-01	1/02/2018	Mr S A WOOD	Reimbursement for Safety Boots	149.95
829.1040-01	8/02/2018	SUPER CHEAP AUTO	Gear oil & Degreasers	149.85
B-Pay189	8/02/2018	SENSIS PTY LTD	Jan 18 - Monthly Sensis Advertisement	145.31
831.187-01	22/02/2018	NORSIGN	450mm Traffic Cones	143.00
829.836-01	8/02/2018	ASHDOWN-INGRAM	Power relay & fuse	141.63
830.1330-01	15/02/2018	PAWS Darwin Ltd	Daily maintenance fees for impounded puppy	125.00
830.1155-01	15/02/2018	Ms D BRANSON	Reimbursement for gift card & postage	117.30
829.940-01	8/02/2018	A.B.G. PTY LTD (ABG)	Rego check on Hino crew cab	110.00
829.108-01	8/02/2018	RTM Department of Attorney General	FRU Administration Fee Oct-Dec 2017	110.00
828.506-01	1/02/2018	TURBO'S TYRES	Strip and fit 2 tyres (supplied) to rims	100.10
830.1331-01	15/02/2018	Miss P Corby	2 Performances @ Australia Day Event	100.00
829.876-01	8/02/2018	NT ICE	30 bags of ice	99.00
830.1333-01	15/02/2018	Mrs M E LEO	Reimburse for Australia Day Event	94.80
831.514-01	22/02/2018	VEOLIA ENVIRONMENTAL SERVICES	Jan 18 - Cemetery Rubbish Removal	92.40
831.506-01	22/02/2018	TURBO'S TYRES	Supply strip and fit 480/70R34 tractor	88.00
829.30-01	8/02/2018	TERRITORY SPRINGWATER PTY LTD	Thorak - 8 x 15 Litre bottled water	84.00
829.1130-01	8/02/2018	Mair's Only Cleaning	Cleaning at Knuckey Lagoon Reserve	70.00
831.1130-01	22/02/2018	Mair's Only Cleaning	Cleaning at Knuckey Lagoon Reserve	70.00
829.170-01	8/02/2018	NT RECYCLING SOLUTIONS (NTRS)	Jan 18 - Empty LC recycle bins	66.00
829.1245-01	8/02/2018	Rural Rubbish Removal	Jan 18 - Knuckey Lagoon Reserve - Rubbish	66.00
831.30-01	22/02/2018	TERRITORY SPRINGWATER PTY LTD	Thorak - 6 x 15 Litre bottled water	63.00
831.1337-01	22/02/2018	Ms K LEHMANN	Staff Reimbursement	57.20
829.189-01	8/02/2018	HD ENTERPRISES P/L (HD PUMP SALES)	Gate latch	49.95
828.1294-01	1/02/2018	Clean Fun Pty Ltd (Darwin Laundries)	Wash Dry & Fold Linen	49.50
829.7-01	8/02/2018	ALLTOOLS NT	Engine cleaning gun & connector hose	45.47
829.968-01	8/02/2018	NT FASTENERS PTY LTD	24 bolts and lock nuts	44.38
830.287-01	15/02/2018	HARVEY DISTRIBUTORS	Thorak - one box of toilet paper	43.78
829.1294-01	8/02/2018	Clean Fun Pty Ltd (Darwin Laundries)	Wash dry and fold linen	38.50
830.49-01	15/02/2018	DEPARTMENT OF LANDS PLANNING	Jan 18 - Title Searches From NTG	27.40
831.41-01	22/02/2018	ARNO'S TYRE SERVICE	Thorak - Tyre repair	22.00
831.1076-01	22/02/2018	TDC (NT) PTY LTD - T/AS TERRITORY DEBT	10% Commission	22.00
831.189-01	22/02/2018	HD ENTERPRISES P/L (HD PUMP SALES)	Tow bar ball	15.10
830.189-01	15/02/2018	HD ENTERPRISES P/L (HD PUMP SALES)	Bolts & washers	10.19
<b>TOTAL</b>				<b>2,529,721.23</b>

## CREDIT CARD TRANSACTIONS

Credit card transactions for February 2018 are listed in the table below.

Staff Member	Cost Code	Details	Gross (\$)	GST (\$)
<b>Kaylene Conrick</b> CEO	3121.355.638	Amnet Broadband Internet connection	\$59.99	\$5.45
	W4084.301	Paystay – Carparking Darwin City	\$20.00	\$1.82
	W4084.301	Stay Margaret River - Accommodation - CEO - LGCOG Conference	(\$300.00)	(\$27.27)
	3020.330.620	Muffin Break - Catering - Workshop # 1	\$32.40	\$2.95
	W4084.301	Quest Freemantle - Accommodation - CEO - LGCOG Conference	\$178.00	\$16.17
	3121.355.638	Amnet Broadband Internet connection	\$60.72	\$5.52
	W4084.301	Swan Taxis - Transport - CEO - LGCOG Conference	\$37.80	\$1.80
	W4084.301	BP Redcliffee - Transport - CEO - LGCOG Conference	\$67.88	\$6.17
	W4084.301	Stay Margaret River - Accommodation - CEO - LGCOG Conference	\$15.00	\$1.36
	W4084.301	Budget Rent-A-Car - Transport - CEO - LGCOG Conference	\$571.01	\$51.91
<b>Deborah Branson</b> Executive Assistant	3020.330.509	Spotlight - Coat Hanger - Robe	\$18.99	\$1.73
	3020.340.673	Booktopia - Book - Bombing of Darwin	\$26.20	\$2.38
	3700.341.670	Facebook	\$30.90	\$2.81
	3020.330.620	Woolworths - Catering - Workshop # 1	\$24.30	\$0.03
	3030.350.503	NT News Annual Subscription	\$332.17	\$30.20
	W4084	Registration - CEO LGCOG Conference	\$748.60	\$68.05
	3700.341.668	Queens Baton Relay Promotional Items	\$338.81	\$30.80
	3020.330.500	Vision6 - Councillor Bulletin	\$9.90	\$0.09
<b>Karina Gates</b> Finance Manager	WO 4084.301	Improve Decision Making Workshop - Kaylene	\$345.00	\$ -
	3050.310.644	Improve Decision Making Workshop	\$345.00	\$ -
	W4297.71	Calendar Facility for Howard Park Reserve	\$128.60	\$11.35
	3050.310.645	Mercure Alice Springs Resort	\$118.00	\$10.72
	3050.310.645	Mercure Alice Springs Resort	\$118.00	\$10.72
	3130.375.527	Replacement Screen	\$189.00	\$17.18
	3700.341.670	Australia Day - Serving Bowls/Utensils	\$20.15	\$1.83
	3700.341.670	Meat for Australia Day BBQ	\$250.00	\$ -
<b>David Kingston*</b> Director of I & O	19760.9760.9800	Transactions under investigations	\$21.00	\$1.90
	19760.9760.9800	Transactions under investigations	\$16.27	\$1.47
	19760.9760.9800	Transactions under investigations	\$33.75	\$3.06
	19760.9760.9800	Transactions under investigations	\$66.00	\$6.60
	19760.9760.9800	Transactions under investigations	\$26.46	\$2.40
	19760.9760.9800	Transactions under investigations	\$35.00	\$3.18
	19760.9760.9800	Transactions under investigations	\$14.13	\$1.28
	19760.9760.9800	Transactions under investigations	\$30.00	\$3.30
	19760.9760.9800	Transactions under investigations	\$59.30	\$5.39
	19760.9760.9800	Transactions under investigations	\$99.00	\$9.00
	19760.9760.9800	Transactions under investigations	\$85.00	\$7.72
	19760.9760.9800	Transactions under investigations	\$99.99	\$9.09
	19760.9760.9800	Transactions under investigations	\$20.00	\$1.81
	19760.9760.9800	Transactions under investigations	\$64.99	\$5.90
	19760.9760.9800	Transactions under investigations	\$69.18	\$6.28
	19760.9760.9800	Transactions under investigations	\$77.63	\$7.05
	19760.9760.9800	Transactions under investigations	\$90.00	\$8.18
	19760.9760.9800	Transactions under investigations	\$59.99	\$5.45

	19760.9760.9800	Transactions under investigations	\$65.00	\$5.90
	19760.9760.9800	Transactions under investigations	\$41.35	\$3.75
	19760.9760.9800	Transactions under investigations	\$13.90	\$1.26
	19760.9760.9800	Transactions under investigations	\$49.95	\$4.54
	19760.9760.9800	Transactions under investigations	\$40.00	\$3.63
	19760.9760.9800	Transactions under investigations	\$85.98	\$7.81
	19760.9760.9800	Transactions under investigations	\$26.49	\$2.40
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<b>Glen Byrnes</b>	3410.350.515	Staff amenities - Coffee	\$25.80	\$2.35
Waste Manager	3410.350.515	Staff amenities - Cleaning Products	\$62.08	\$1.41
	3410.350.515	Staff amenities - Toilet paper & bleach	\$24.62	\$2.24
	3410.350.515	Staff amenities – Air-freshener	\$17.93	\$0.98
	W3980	Front Tyres - Berry Springs Utility	\$518.00	\$47.09
	W4238	Maintenance Materials	\$185.22	\$16.84
	W4238	Phone Charger	\$30.00	\$2.73
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<b>Justin Dunning</b>	3800.350.500	Weed Identify Books for Staff	\$90.00	\$8.18
MWF Manager				
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<b>Vicky Wellman</b>	23000.350.500	Printer Cartridge	\$65.00	\$5.91
Thorak Manager	23000.350.500	Ink Cartridges	\$29.00	\$2.64
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<b>Sharon Mc Taggart</b>	4040.435.560	Budget Pet Products	\$119.77	\$10.88
Regulatory	4040.435.562	Bunnings - Repair hardware	\$86.47	\$7.86
Services	4040.435.562	Kmart - School Presentation	\$13.00	\$1.18
Manager	4040.435.560	Saddleworld - Pet Food	\$144.00	\$13.91
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<b>TOTAL</b>			<b>\$6,487.67</b>	<b>\$454.31</b>

\* Credit Card has been stolen – Transactions worth \$1,290.36 are under investigation with the Police.

## Links with Strategic Plan

An effective and sustainable Council

**Recommending Officer:** **Silke Maynard, 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 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.*



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday 21 March 2018

### 15 Officers Reports

- 15.1 March 2018 Summary Planning and Mining Report
- 15.2 Review of LC19 Driveway Policy
- 15.3 PA2018/0061, a Development Application for subdivision to create seven lots within an Interim Development Control Order area at Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh
- 15.4 PA2017/0348, a Planning Scheme Amendment Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C
- 15.5 Holtze Collector Road Place Names



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.1
<b>Report Title:</b>	March 2018 Summary Planning and Mining Report
<b>Report Number:</b>	18/0039
<b>Meeting Date:</b>	21/03/2018
<b>Attachments:</b>	Attachment A: Letters of support for Development Applications, subject to normal Council conditions. Attachment B: Letters of support for Development Applications, subject to specific issues being adequately addressed. Attachment C: Letters of non-support or objection to Development Applications for reasons related to areas of Council authority. Attachment D: Letters of objection to Development Applications for reasons related to other issues. Attachment E: Letters of Comment for Mining Applications

### Purpose

The purpose of this report is to provide to Council a summary of development and mining applications received, and comments provided, for the period of 17 February 2018 to 9 March 2018.

### Summary

For the noted period, Council provided comments on 4 development applications, 1 of which is provided with a full report in this Council agenda. Of the remaining applications, 2 were supported subject to normal Council conditions and 1 was objected to for reasons related to other issues.

For the noted period, Council provided comments on 1 mining application, which was an EMEL application.

All letters of comment are provided for information in Attachments A, B, C, D, and E.

### Recommendation

THAT Council

1. Receive the March 2018 Summary Planning and Mining Report.
2. Notes for information the responses provided to Development Assessment Services within Attachments A, B, C, and D to this report.
3. Notes for information the responses provided to the Department of Primary Industries and Resources within Attachment E to this report.

### Background and Discussion



## **DEVELOPMENT APPLICATIONS**

The following is a summary of all Development Applications received and comments provided for the period of 17 February 2018 to 9 March 2018.

<b>Council Outcome on Development Applications</b>	<b>No. Applications</b>
Development applications supported, subject to normal Council conditions	2
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	1

Of the above applications, one is 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 regards 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.

Responses to these Development Applications are provided as Attachment A to this report.

<b>Application Number and Address</b>	<b>Purpose and Summary</b>
PA2018/0083  Lot 4, 5 and 11 (1340, 1370 and 1366) Stuart Highway and Lot 12 (39) Gulnare Road, Bees Creek, Hundred of Strangways	Consolidation to create one lot.  The consolidation is to support a previously approved development application to contain all portions of a single use within a single site. There are not expected to be any negative impacts upon Council infrastructure as a result of this proposal.
PA2015/0465  Section 7202 (56) Jessop Crescent and Section 4262 (74) Amy Johnson Avenue, Berrimah, Hundred of Bagot.	Variation to an existing development permit to develop the land and subdivide to create 89 Lots in 2 stages.  This application was advertised to Council for comment due to stormwater drainage that crosses Vanderlin Drive from City of Darwin into Litchfield Council's municipality.  Council provided comments on the application that there are no concerns with the stormwater drainage and does not believe that there will be any negative

	effects on Council's infrastructure as a result of this proposal.
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### **Development Applications supported, subject to specific issues being adequately addressed**

There were no development applications that are supported by Council only if the specific issues outlined are adequately addressed.

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

There were no development applications in this time period not supported or objected to solely for reasons related to Council issues

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

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

Responses to these Development Applications are provided as Attachment D to this report.

<b>Application Number and Address</b>	<b>Purpose and Summary</b>	<b>Reasons for objection</b>
PA2018/0039  Section 6570 (43) Fairweather Crescent, Coolalinga, Hundred of Bagot	Change of use from showroom sales to motor repair station  The application indicates that while showroom sales is the approved use for the subject tenancy, the tenancy has been operating as a motor repair station since 2016. The proposed use remains compliant with the NT Planning Scheme requirements except for car parking. It is unclear from the application what the exact shortfall may be.	Council supports the requirements of the NT Planning Scheme and has concerns that the proposal will not meet the minimum car parking requirements for the proposed use. Should Development Assessment Services determine there is a shortfall of required car parking spaces, Council would require more information on the resulting shortfall and the current and expected use of the site in order to support the application.

### **MINING APPLICATIONS**

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

The table below describes the Mining Applications to which Council has recently responded.

Application Number and Address	Type of Application and Proposed Mined Material	Comments Provided
EMEL31826  NT Portions 4477 (1230) Goode Road, Wak Wak.	EMEL  To extract fine sand. Proposed activity not specified in this application.	Council has no comments in relation to the proposed EMEL.

#### 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:

Wendy Smith, Acting 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.*

## Attachment A

Responses to Development Applications supported, subject to normal Council conditions

1 March 2018

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

**RE: Letter of Comment Development Application**

**PA2018/0083  
Lot 4, 5 and 11 (1340, 1370 and 1366) Stuart Highway and  
Lot 12 (39) Gulnare Road,  
Bees Creek, Hundred of Strangways  
Consolidation to create one lot**

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Thank you for the Development Application referred to this office on 28/02/2018, 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 application is appropriate to consolidate the subject use into one single parcel.
- b) There are not expected to be any impacts upon Council infrastructure as a result of the proposal.

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

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

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at [www.litchfield.gov.nt.au](http://www.litchfield.gov.nt.au).
- b) A *Works within a Road Reserve Permit – Works Associated with a Development 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



Wendy Smith  
Acting Director Infrastructure and Operations

2 March 2018

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

**RE: Letter of Comment Development Application**

**PA2015/0465**  
**Section 7202 (56) Jessop Crescent and Section 4262 (74) Amy Johnson Avenue,**  
**Berrimah, Hundred of Bagot**  
**Variation of Development Permit**

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Thank you for the Development Application referred to this office on 28/02/2018, 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 can provide the following comments in relation to the application:**

- a) Council has no concerns with stormwater drainage across Vanderlin Drive into Litchfield Council's municipality as a result of this 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  
Acting Director Infrastructure and Operations

## Attachment B

Responses to Development Applications supported, subject to specific issues being adequately addressed

There were no Development Applications supported subject to specific issues being adequately addressed during this time period.



## Attachment C

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

There were no Development Applications not supported/objected to for reasons related to Council issues during this time period.

## Attachment D

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

1 March 2018

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

**RE: Letter of Comment Development Application**

**PA2018/0039**

**Section 6570 (43) Fairweather Crescent, Coolalinga, Hundred of Bagot  
Change of use from showroom sales to motor repair station**

Thank you for the Development Application referred to this office on 20/02/2018, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

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

- a) Council supports the requirements of the NT Planning Scheme and has concerns that the proposal will not meet the minimum car parking requirements for the proposed use. Should Development Assessment Services determine there is a shortfall of required car parking spaces, Council would require more information on the resulting shortfall and the current and expected use of the site in order to support the application.

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

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

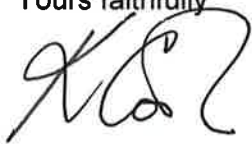
- c) Soil erosion control and dust control measures must be employed throughout the construction stage of the development to the satisfaction of the consent authority.
- d) Any developments on or adjacent to any easements on site in favour of Council shall be carried out to the requirements and satisfaction 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.gov.nt.au](http://www.litchfield.gov.nt.au).
- b) *A Works within a Road Reserve Permit – Works Associated with a Development 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



**Kaylene Conrick**  
Chief Executive Officer

Attachment E

Responses to Mining Applications

8 March 2018

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

Dear Annette

**RE: Letter of Comment Mining Application**

**EMEL31826  
NT Portion 4477 (1230) Goode Road, Wak Wak  
To extract fine sand**

Thank you for the Extractive Mineral Exploration Licence Application referred to this office on 07/03/2018, concerning the above. This letter may be tabled at Litchfield Council's next Council Meeting. Should this letter be varied or not endorsed by Council, you will be advised accordingly.

The following issues are raised for consideration by the Authority:

**Council has no comments in relation to the proposed EMEL.**

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

Yours faithfully



Wendy Smith  
Acting Director Infrastructure and Operations



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.2
<b>Report Title:</b>	Review of LC19 Driveway Policy
<b>Report Number:</b>	18/0040
<b>Meeting Date:</b>	21/06/2017
<b>Attachments:</b>	Attachment A - INF02 – Driveway Crossovers

### Purpose

This report presents to Council a review of LC19 Driveway Policy for approval.

### Summary

The current Driveway Policy contains information that has been superseded by Council's Development and Subdivision Standards and indicates that all maintenance for driveway crossovers is the responsibility of the property owner.

This report proposes to revise the policy to remove superseded information and to include that Council will maintain one primary driveway crossover per property, provided that crossover is constructed to Council's standards, with all remaining driveway crossovers to be maintained by the property owner, which is Council's current practice.

### Recommendation

THAT Council adopt the revised policy INF02 – Driveway Crossovers.

### Background

The purpose of this policy is to ensure that each property has a properly constructed and maintained vehicle access point from the road carriageway to the property boundary. The policy primarily sets out requirements for driveway construction and location.

Much of the information in the current policy has been superseded by Council's recently adopted Development and Subdivision Standards. This information has been removed from the policy to avoid duplication and confusion.

The current policy designates the responsibility for maintenance of driveway crossovers to the property owner. However, current Council practice is that Council maintains one primary driveway crossover per property, with all remaining driveway crossovers to be maintained by the property owner.

It is considered that designating all responsibility for maintenance of the driveway crossover to the property owner may discourage individuals from seeking approval from Council and constructing a driveway crossover to Council's standards, as it would be less expensive and time intensive to

construct an inadequate and unapproved crossover, particularly in areas where culverts are required due to drainage concerns. In particular, a number of recently installed driveway crossovers that are not constructed to Council standards have recently been noted, a number of which are resulting in drainage concerns for Council.

Given the above, it is proposed to amend the policy to indicate that Council will maintain one primary driveway crossover per property, provided that crossover is constructed to Council's standards, with all remaining driveway crossovers to be maintained by the property owner.

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

Effective and sustainable Council

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

All policies as proposed comply with legislation.

#### **Risks**

Should Council not review and adopt the policies, there is a risk of non-compliance with the Local Government Act.

#### **Financial Implications**

The review of policies and recommendations places no additional burden on Council.

#### **Community Engagement**

Not applicable to this report.

**Recommending Officer:** **Wendy Smith, Acting 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.*





Name	INF02 Driveway Crossovers
Policy Type	Council
Responsible Officer	Director of Infrastructure and Operations
Approval Date	21/03/2018
Review Date	21/03/2023

## 1. Purpose

~~The purpose of~~ This policy is to:-

~~Ensure~~ensures that the owner of land that requires a ~~vehicle access point~~driveway crossover has a properly located, constructed, and maintained ~~vehicle access from the carriageway on a road to the land boundary~~driveway crossover.

~~Set out Council guidelines in relation to approving the construction of vehicle access to properties within the Litchfield Council area.~~

~~Adopt standards of construction for all vehicle access installations.~~

## 3.2. Scope

~~The Control of Roads Act and the Local Government Act generally require that a person shall not carry out any activity or works on a public road or road reserve without the approval of Council.~~

~~Property owners are liable for all costs associated with the construction of a vehicle access between the road pavement and the property boundary line.~~

~~Development applications are to include vehicle access between the road pavement and the property boundary line.~~

This policy applies to all driveway crossovers on Council roads within the municipality.

## 5.3. Definitions

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

Driveway Crossover	The vehicular accessway from the road carriageway to the property boundary.
Road	Refers to the road reserve, that is the area of land between the boundaries facing properties that include roadways, footpaths and landscaping, as well as any Council off-street car parks.

## 6.4. Policy Statement

The following principles apply to driveway crossovers:

- Pedestrian Safety: To minimize the number of locations where a vehicle is required to cross a footpath into a street.



- Open spaces/vegetation: To minimize the number of driveway crossovers within landscaping strips to provide better opportunities for streetscape planting.
- Drainage: To minimize the amount of stormwater run-off from impervious areas from within private property and to ensure unimpeded flow for existing roadside drainage.
- On-street Parking: To ensure that local residents and businesses have the best possible access to available on-street parking.
- Traffic Safety: To maximise traffic safety by ensuring that new or modified driveway crossovers do not conflict with road traffic and visibility and are sufficient and suitable to safely manoeuvre vehicles in and out of the property.

## **~~5. POLICY~~**

### ~~URBAN VEHICLE ACCESS (Where Kerb and Gutter is included)~~

#### ~~Residential Access~~

##### ~~Access width:-~~

~~Minimum width 2.75 meters~~

~~Maximum width 3.75 meters~~

~~Desirable width 3.0 meters~~

~~Applications for access outside of these widths will be considered on individual merits.~~

~~Maximum width of access for an approved double garage shall be 6.0 meters, although widths less than this are favored.~~

#### ~~Non — Residential Access~~

##### ~~Access width:-~~

~~Minimum width 3 meters~~

~~Maximum width 6 meters~~

~~Any application for access greater than 6 meters in width will be considered on individual merits.~~

### ~~RURAL VEHICLE ACCESS (Concrete Invert/Pipe/Box Culvert)~~

#### ~~Access width and size:-~~

~~The size and width of the required culvert will be determined by the Council's Engineer. Suitable culvert end walls shall be provided.~~

## ~~STANDARDS~~

~~All access will be constructed in accordance with the adopted standards and permit conditions.~~

- ~~• Application for Road Opening / Works Consent.~~
- ~~• Application for Rural Vehicle Access.~~
- ~~• Application for Urban Vehicle Access.~~

~~Standard Construction Drawings~~

- ~~• Standard concrete invert access~~
- ~~• Standard industrial invert access~~
- ~~• Standard vehicle access (Box Culvert)~~
- ~~• Standard vehicle access (Reinforced Concrete Pipe)~~
- ~~• Standard vehicle access (Reinforced Concrete Bridge Slab)~~

~~**6. VEHICLE ACCESS PROCEDURE**~~

~~Applies to all owners of land~~

~~**1. PERMITS**~~

~~Permits will be issued.~~

~~A Permit Fee will apply.~~

~~Applications for permits are required to be in writing on the prescribed form.~~

**6.1.4.1. Application**

An application for a driveway crossover shall be lodged in accordance with Council's Development and Subdivision Standards and Council's Works within a Road Reserve Permits.

**6.2.4.2. Construction**

Driveway crossovers shall be located and constructed in accordance with Council's Development and Subdivision Standards and all requirements associated with Council's Works within a Road Reserve Permits.

Applicants requesting a driveway crossover are responsible for all costs associated with the construction of a driveway crossover.

**6.3.4.3. Maintenance**

~~The maintenance of a vehicle access including associated culverts shall be the responsibility of the property owner/applicant.~~

~~Council requires a suitably qualified person to carry out the works to comply with this policy. Failure to comply will result in the Council rectifying the work and charge the applicant for costs incurred.~~

Council will maintain one primary driveway crossover, including associated culverts and headwalls, per property, provided the driveway crossover is constructed to Council's standards. All other driveway crossovers, including associated culverts and headwalls, shall be the responsibility of the owner of the property served by the driveway.

## **STANDARD PROVISIONS APPLYING TO VEHICLE ACCESS**

~~Approval must be obtained from the relevant authority for the relocation, alteration or removal of any street tree, street furniture, electricity pole, drainage pit or other Council and/or Public Authority asset, which is required as a result of a access approval. Any agreed relocation, alteration or removal will be at the applicant's cost.~~

~~If a access impacts on traffic safety and warrants traffic management treatment, then any traffic management cost will be at the applicant's expense.~~

~~Access should be designed and located so as to minimize the loss of on street parking and avoiding the creation of gaps between access of less than 6 meters.~~

~~All access must meet Council's approved design and specification (which are available on request) and then only constructed by a qualified contractor.~~

~~No access shall be located closer than 9 meters from an intersection~~

~~No person may without a permit construct, install, remove or alter a vehicle access, whether temporarily or permanently.~~

## **4. URBAN**

~~Vehicle Access Standard:-~~

~~Vehicle access shall be constructed to Council's approved design and specification. Where no kerb and gutter and/or footpath exist. Council will provide levels for construction work.~~

~~One (1) dwelling:-~~

~~Where only one dwelling exists or is proposed then no more than one access will be approved except where the property is at a street corner.~~

~~More than one (1) dwelling:-~~

~~Applications will be assessed at the time an application for planning permit is made.~~

### **Residential**

~~Where the new driveway crosses an existing path, the path shall be replaced with a 150mm concrete slab.~~

### **Industrial**

~~Where the new driveway to an industrial block crosses an existing path, the path shall be replaced with a 200mm concrete slab.~~

## **5. RURAL**

~~Vehicle Access Standard:–~~

~~Invert of the culvert shall be 25mm below the invert of the existing table drain, with a minimum of 1 in 100 fall in flat country.~~

~~The access should not enter the carriageway above existing level of the road shoulder  
Access in areas with constructed footpaths and kerbed roadways shall be of Council approved design.~~

## **6. TEMPORARY VEHICLE ACCESS**

~~Temporary access associated with building or construction work must be provided to protect existing road, kerb, gutter, drains, footpath and other assets within the road reserve. A permit must be obtained.~~

~~Temporary access shall be maintained in good order until the building or construction work has been completed, by the person responsible for the works.~~

~~Where in the opinion of the Council an existing driveway access, footpath, kerb or other part of the road may be damaged, the person responsible for the work must, when requested, pay a bond to the Council.~~

### **6.4.4.4. Removal REDUNDANT VEHICLE ACCESS**

~~Where works on a property involve the relocation or closure of a point of vehicular access, any redundant part of a vehicle access must be removed and the kerb, drain, footpath, nature strip or other part of the road be reinstated to the satisfaction of the Council, and is at the owner's responsibility and cost. Such works to be completed within one (1) month of completion of the new access.~~

~~The Council may require the owner or occupier of a property to remove any part of or all of a vehicle access for which there is no effective point of vehicle access and to reinstate the road~~

Where works on a property involve the relocation or closure of an existing driveway crossover, any redundant part of the driveway crossover shall be required to be removed, and the kerb, drain, footpath, landscaping, or other part of the road reserve reinstated, to the satisfaction of Council, at no cost to Council.

### **7.5. Associated Documents**

Litchfield Council Development and Subdivision Standards

Litchfield Council Works within a Road Reserve Permit – Works NOT Associated with a Development Permit

Litchfield Council Works within a Road Reserve Permit – Works Associated with a Development Permit

**8.6. References and Legislation**

Northern Territory Local Government Act

**9.7. Review History**

Date Reviewed	Description of changes (Inc Decision No. if applicable)
12/08/2009	Approved
21/03/2018	Updated.



Name	INF02 Driveway Crossovers
Policy Type	Council
Responsible Officer	Director of Infrastructure and Operations
Approval Date	21/03/2018
Review Date	21/03/2023

### 1. Purpose

This policy ensures that the owner of land that requires a driveway crossover has a properly located, constructed, and maintained driveway crossover.

### 2. Scope

This policy applies to all driveway crossovers on Council roads within the municipality.

### 3. Definitions

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

Driveway Crossover	The vehicular accessway from the road carriageway to the property boundary.
Road	Refers to the road reserve, that is the area of land between the boundaries facing properties that include roadways, footpaths and landscaping, as well as any Council off-street car parks.

### 4. Policy Statement

The following principles apply to driveway crossovers:

- **Pedestrian Safety:** To minimize the number of locations where a vehicle is required to cross a footpath into a street.
- **Open spaces/vegetation:** To minimize the number of driveway crossovers within landscaping strips to provide better opportunities for streetscape planting.
- **Drainage:** To minimize the amount of stormwater run-off from impervious areas from within private property and to ensure unimpeded flow for existing roadside drainage.
- **On-street Parking:** To ensure that local residents and businesses have the best possible access to available on-street parking.
- **Traffic Safety:** To maximise traffic safety by ensuring that new or modified driveway crossovers do not conflict with road traffic and visibility and are sufficient and suitable to safely manoeuvre vehicles in and out of the property.

#### **4.1. Application**

An application for a driveway crossover shall be lodged in accordance with Council's Development and Subdivision Standards and Council's Works within a Road Reserve Permits.

#### **4.2. Construction**

Driveway crossovers shall be located and constructed in accordance with Council's Development and Subdivision Standards and all requirements associated with Council's Works within a Road Reserve Permits.

Applicants requesting a driveway crossover are responsible for all costs associated with the construction of a driveway crossover.

#### **4.3. Maintenance**

Council will maintain one primary driveway crossover, including associated culverts and headwalls, per property, provided the driveway crossover is constructed to Council's standards. All other driveway crossovers, including associated culverts and headwalls, shall be the responsibility of the owner of the property served by the driveway.

#### **4.4. Removal**

Where works on a property involve the relocation or closure of an existing driveway crossover, any redundant part of the driveway crossover shall be required to be removed, and the kerb, drain, footpath, landscaping, or other part of the road reserve reinstated, to the satisfaction of Council, at no cost to Council.

### **5. Associated Documents**

Litchfield Council Development and Subdivision Standards

Litchfield Council Works within a Road Reserve Permit – Works NOT Associated with a Development Permit

Litchfield Council Works within a Road Reserve Permit – Works Associated with a Development Permit

### **6. References and Legislation**

Northern Territory Local Government Act



**7. Review History**

Date Reviewed	Description of changes (Inc Decision No. if applicable)
12/08/2009	Approved
21/03/2018	Updated.



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.3
<b>Report Title:</b>	PA2018/0061, a Development Application for subdivision to create seven lots within an Interim Development Control Order area at Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh.
<b>Report Number:</b>	
<b>Meeting Date:</b>	21/03/2018
<b>Attachments:</b>	Attachment A: Development Application PA2018/0061. Attachment B: Council's letter of comment for PA2018/0061, a Development Application for subdivision to create seven lots within an Interim Development Control Order area (IDCO No. 22) at Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh.

### Purpose

The purpose of this report is to provide a summary and assessment to Council of PA2018/0061, a Development Application for subdivision to create seven lots within an Interim Development Control Order area (IDCO No. 22) at Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh, included as Attachment A.

### Summary

The proposal is for a subdivision to create seven lots within an Interim Development Control Order area (IDCO No. 22), which requires an application.

The report also presents for Council information the Letter of Comment on PA2018/0061 provided to the consent authority on 02/03/2018, included as Attachment B.

This report concludes that Council support the application as it is consistent with the requirements of the NT Planning Scheme and is not expected to have any negative effect upon Council infrastructure, as long as appropriate plans are provided for stormwater management. Council also notes support for provision of one hectare of unconstrained land per lot and appropriate water to service the proposed use.

### Recommendation

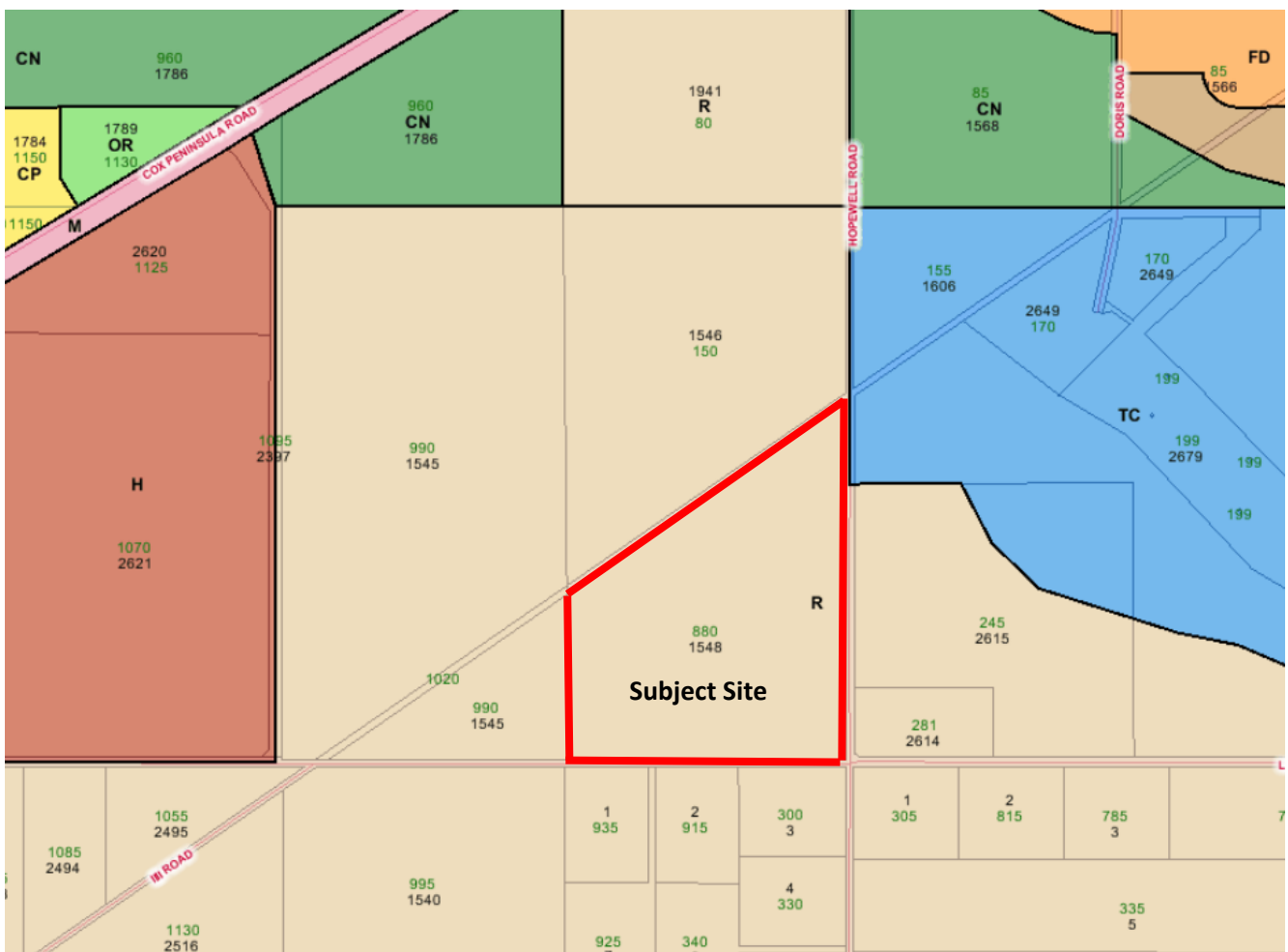
THAT Council receive for information Attachment B, Council's Letter of Comment for PA2018/0061, a Development Application for subdivision to create seven lots within an

Interim Development Control Order area (IDCO No. 22) at Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh, the assessment of which is summarised above and reviewed in detail within the body of this report.

## Background

### Site and Surrounds

The subject site, 880 Livingstone Road, is a 60.67Ha Parcel in Zone R (Rural). The majority of the adjacent lots are also in Zone R (Rural). There is an area bordering the top portion of the eastern boundary across Hopewell Road that is located in Zone TC (Tourism and Conservation). The northern boundary is adjacent to a Council owned road reserve, though there is no formed road within the road reserve. The site currently contains a single dwelling and associated residential structures, with vehicle access provided from Livingstone Road.



Source: NT Atlas and Spatial Directory

### Site Development History

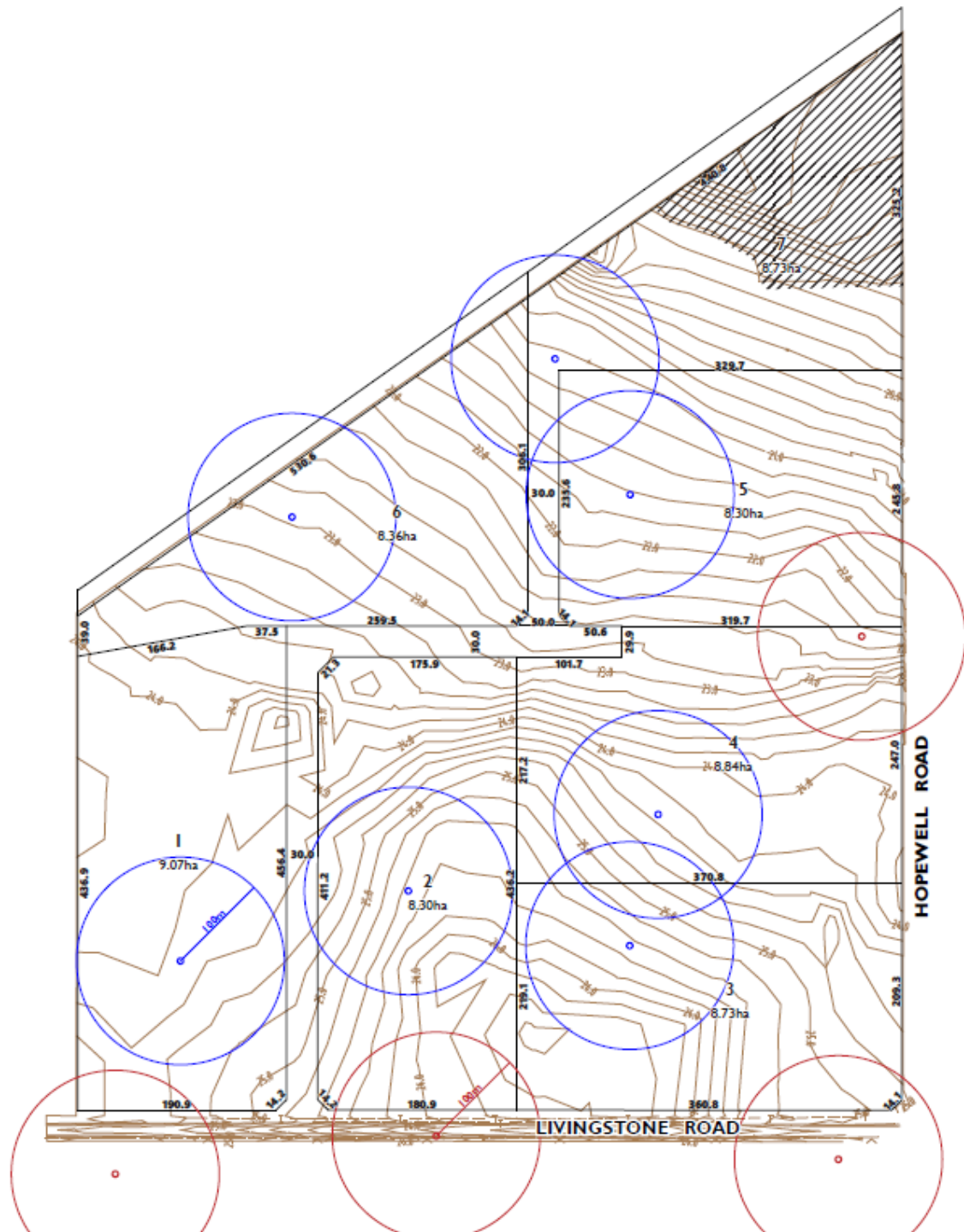
The subject site has had multiple planning applications lodged dating back to 2004, as detailed below:

1. PA2006/0108 – In 2006, a subdivision to create 7 lots was approved, and an extension of time was sought in 2008, with a variation being lodged in 2010.
2. PA2009/0039 – In 2009, a Planning Scheme Amendment application was lodged to Re-Zone the subject site from R (Rural) to RL (Rural Living); this application was refused.
3. PA2012/0539 – In 2012, a subdivision to create 7 lots and a new road was approved and varied in 2013; however, the permit lapsed without completion of the subdivision. This approval was roughly for the same subdivision proposed in the current application.
4. PA2014/0378 – In 2014, a Planning Scheme Amendment application was lodged to Re-Zone the subject site from R (Rural) to RL (Rural Living); this application was refused.

#### Current Proposal

The application is proposing that 880 Livingstone Road, Berry Springs be subdivided to create 7 lots including a new public road. The intension is that the application proposed is similar in nature to that one proposed and approved in 2012. The dedicated road reserve will be 30 metres wide and will run internal to the site and provide access to Lots 1-6 with Lot 7 having access off Livingstone Road.

The application proposes a stormwater easement along the western boundary of Lot 7 that will drain into Council's unformed road reserve to the north of the subject site.



Source: PA2018/0061

### Application Assessment

Council can support this application as it is compliant with the minimum lots sizes required by the NT Planning Scheme and had multiple previously approved development permits issued.

There does not appear to be any negative impacts upon Councils roads or waste management as a result of this proposal.

The applicant will be required to provide additional information on how stormwater will be managed within the unformed road reserve to the north of the lot, ensuring that stormwater discharged off the subject site into Council's road reserve will not have a negative effect upon the property to the north.

While the application indicates one hectare of unconstrained land per lot, Council supports the protection of constrained land within the municipality and supports full assessment of constrained and unconstrained land by suitably qualified professionals.

Finally, while the application indicates that water for the subdivision can be sourced through the use of rainwater tanks, Council supports appropriate use of water resources within the municipality and Council's support for the application is predicated on the provision of sufficient water for the proposed uses.

### Conclusion

It is recommended that Council support the application as it is consistent with the requirements of the NT Planning Scheme and is not expected to have any negative effect upon Council infrastructure, as long as appropriate plans are provided for stormwater management. Council also notes support for provision of one hectare of unconstrained land per lot and appropriate water to service the proposed use.

### **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:** Wendy Smith, Acting 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.*

## STATEMENT OF EFFECT – SECTION 1548 HUNDRED OF CAVENAGH

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### **1. Introduction**

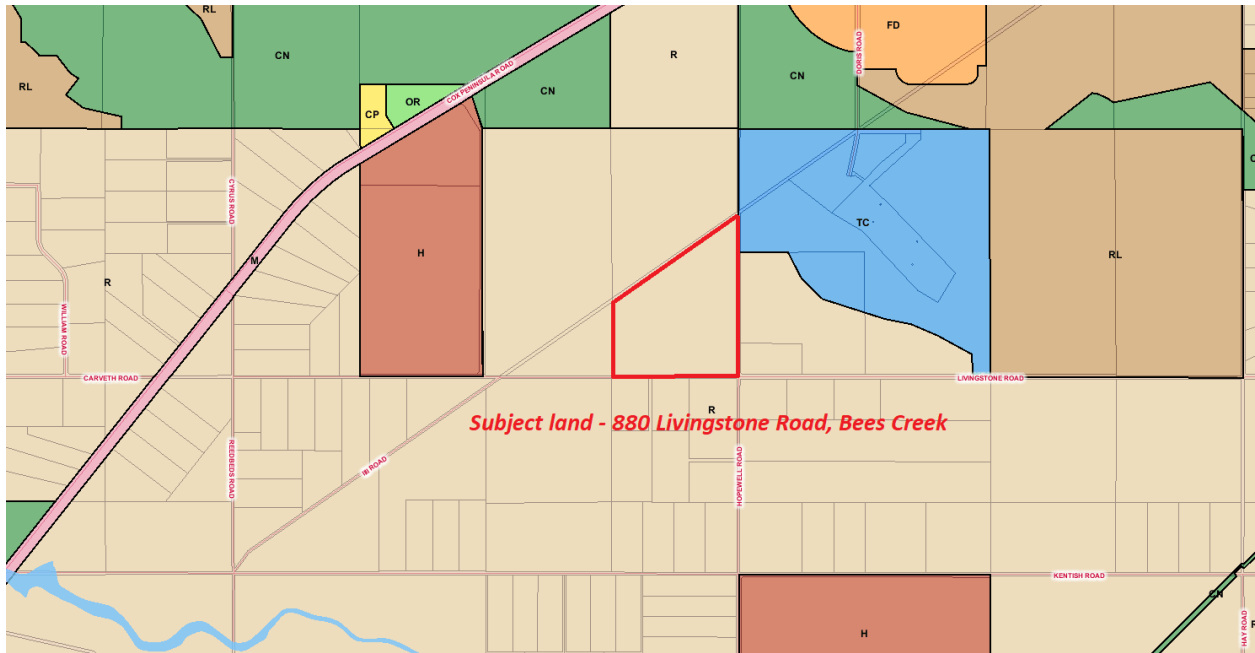
This report accompanies an application for the subdivision of Section 1548 Hundred of Cavenagh to create 7 lots and a new public road in a manner consistent with the form of subdivision anticipated in Zone R (Rural) per the Northern Territory Planning Scheme. The subdivision of Section 1548 consistent with that currently proposed has previously been approved on a number of occasions, however all Development Permits have since expired. The subject land is affected by Northern Territory Government Interim Development Control Area (IDCA) 22, requiring that new development (including subdivision) must not rely on the utilisation of groundwater sourced from the Berry Springs Aquifer, and that development (including subdivision) will not detrimentally impact on the sustainability of groundwater resources. The proposed development comprises the *division of land into parts available for separate occupation or use, by means of sale, transfer or partition*. Accordingly, the proposal constitutes a *subdivision* pursuant to **Section 5(1)(a)** of the Northern Territory Planning Act, and thus a Development Permit is required pursuant to **Section 44(b)** of the Act.

This report (and application) is to be read in conjunction with the following attachments:

- Attachment A:** Landowner Authorisation
- Attachment B:** Title Documentation
- Attachment C:** Subdivision Plan
- Attachment D:** Stormwater Management Plan
- Attachment E:** Land Suitability Assessment
- Attachment F:** Certifier Statement



## 2. Subject Land



**Figure 1:** Section 1548 Hundred of Cavenagh (880 Livingstone Road, Bees Creek)

**Address:** Section 1548 Hundred of Cavenagh (880 Livingstone Road, Bees Creek)

**Title Reference and Land Tenure:** CUFT 821 941 Estate in Fee Simple (Freehold)

**Landowners:** Jagdpanzer Pty Ltd ATF the Armstrong Family Trust

Mataguha Pty Ltd ATF the Kelly Family Trust

Linscott Pty Ltd ATF the Scott Lawson Family Trust

**Land Area:** 60.67 hectares

**Easements:** None identified

**NT Planning Scheme Zone:** R (Rural)

The subject land comprises Section 1548 Hundred of Cavenagh, a 60.67 hectare parcel situate at 880 Livingstone Road, Berry Springs. The site is situated adjacent the northern side of Livingstone Road, and adjacent the western side of Hopewell Road. Doris Road, an unmade road reserve, extends adjacent the north-western boundary of the site.

The site currently contains a single dwelling and associated residential structures, and a large shed, within the south-eastern corner, with vehicle access provided from Livingstone Road.

The southern and eastern parts of the site comprise a mix of remnant vegetation, planted vegetation (particularly along the existing driveway and surrounding the existing dwelling and shed) and cleared areas. The northern and western parts of the site predominantly consist of remnant vegetation comprising open woodland. The land contains a number of cleared vehicle driveways and firebreaks, generally consistent with the layout of previous (and current) subdivision approvals. The northern portion of the site comprises a seasonally inundated drainage basin, identified in the Land Suitability Assessment in **Attachment E**. Site topography is gently undulating, with a high point equivalent to RL26.6 adjacent Livingstone Road, a low point above the seasonally inundated area of RL19.2 and a low point of RL17.6.

### *2.1 Planning History*

A number of planning applications relating to the subject land have been lodged and processed, including:

- PA2014/0378 in 2014 for a Planning Scheme Amendment to rezone the land from R to RL (Rural Living). This application was refused.
- PA2012/0539 in 2012 for a subdivision to create 7 new lots and a new road. This application was approved and subsequently varied in 2013, however has since lapsed. The layout of the approved subdivision is consistent with the current proposal.
- PA2009/0039 in 2009 for a Planning Scheme Amendment to rezone the land from R to RL (Rural Living). This application was refused.
- PA2006/0108 in 2006 for subdivision to create 7 lots. This application was approved, and an extension of time sought in 2008. A variation was lodged in 2010.
- PA1987/0349 in 1987 for subdivision to create 5 lots. This application was approved.

### **3. Locality**

The subject land and immediate surrounds are identified in **figure 1**. The locality comprises a range of uses consistent with its rural locality. A number of rural lots with a range of rural living, horticulture, rural industry and home based contracting uses evident within the broader area. The Lakes Resort and Caravan Park, including man-made Lake Deane recreation lake, is situated a short distance to the east. Land to the north of the site is generally contained in large lot holdings reflective of the seasonal inundation associated with Berry Creek (a short distance further north). Lots to the south of Livingstone Road include a number of 8 hectare lots, along with larger rural and horticulture lots. Planning zones within the immediate area predominantly consist of R (Rural), H (Horticulture) and TC (Tourist Commercial) Zones.

### **4. Proposed Development**

The application seeks to subdivide the subject land into 7 lots, including a new public road, in a manner consistent with that approved in 2012 through DP12/0511 (development application PA2012/0539). Proposed lots all exceed the minimum 8 hectare requirement per Zone RL, with the smallest lot 8.3 hectares and the largest 9.07 hectares.

A new public road comprising a 30 metre wide road reserve internal to Section 1548 will connect to Livingstone Road, and terminate at a cul-de-sac in the central portion of the subject land. Detailed design requirements will be to the satisfaction of the Litchfield Council. Lots 1-5 will front the internal road and either Livingstone Road or Hopewell Road (or both in the case of lot 3). Lot 6 will front the internal road, and lot 7 (which encapsulates the extent of seasonally inundated land within Section 1548) will be accessed via a 30 metre wide access driveway, extending for 230 metres. The lot 7 access driveway includes an 11 metre wide table drain adjacent the western boundary, draining surface water from the proposed road and discharging into the Doris Road reserve. The drain will be within Lot 7 with an easement over the resultant title, to the satisfaction of the Litchfield Council.

With the exception of Lot 7, all proposed lots are not subject to seasonal inundation, and as such are entirely unconstrained per the meaning within the Northern Territory Planning Scheme. Lot 7 contains an area of poorly drained soils / seasonally inundated land in the northern portion of the lot, equivalent to approximately 3.67 hectares, with some 4.37 hectares of land (not including the access driveway or table drain) unconstrained.

The stormwater management plan in **Attachment D** identifies the existing overland flow, and identifies proposed drainage works in order to accommodate stormwater flows from the resultant development the catchment. The proposed subdivision, including existing site features, drainage, road works and location in relation to existing site constraints, is contained in **Attachment C**. The land suitability assessment is contained in **Attachment E**.

#### **5. Section 46(3)(a) - NT Planning Scheme**

The relevant provisions within the Northern Territory Planning Scheme (the Scheme) are referred to below.

##### *Nature of Development*

**Section 5(1)(a)** of the Northern Territory Planning Act provides that:

- 1) *Subject to subsections 2), 3) and 4), in this Act, **subdivision** means the division of land into parts available for separate occupation or use, by means of:*
  - b) *Sale, transfer or partition.*

Accordingly, the proposal fits within the definition of *subdivision*, and requires a development permit pursuant to **Section 44(b)** of the Act.

##### *Zone R (Rural)*

The **R Zone** objectives within **Clause 5.20** of the Northern Territory Planning Scheme seek to *provide for a range of activities including residential, agricultural and other rural activities*. **Objective 2** provides that *the larger lot sizes in this zone facilitate the separation between potentially incompatible uses and restrict closer settlement*. Further, the objectives provide *if lots are unsewered, provision for the disposal of effluent must be made on-site so that the effluent does not pollute ground or surface waters*. The proposal does not compromise the achievement of the Zone R objectives, and provides allotments consistent with the minimum lot size provisions in **Clause 11.1.1**, ensuring an appropriate separation between potentially incompatible uses.

The Land Suitability Assessment in **Attachment E** identifies that the moderately deep to deep red kandosol soils are such that all lots contain land highly capable of supporting onsite wastewater treatment and disposal systems in accordance with Northern Territory requirements. Accordingly, appropriate provision for the on-site disposal of effluent can be made to ensure an appropriate treatment level is achieved, and effluent does not pollute ground or surface waters.

#### *General Provisions*

##### **Clause 11.1.1 – Minimum Lot Size and Requirements**

1. *The purpose of this clause is to ensure that unzoned land and lots in Zones SD, MD, MR, HR, RR, RL, R, LI, GI, DV, FD, RD, H, WM and T will be of a size capable of accommodating potential future uses.*
2. *Land to which this clause applies should be subdivided in accordance with the minimum lot size and requirements specified in the table to this clause*

The Table to **Clause 11.1.1** requires that, for land in Zone R, subdivision should ensure a minimum lot size of 8 hectares, with a minimum of 1 hectare of unconstrained land. All lots proposed are at least 8 hectares (minimum 8.3), with unconstrained land well in excess of the required minimum (4.37 hectares at the least).

The remaining provisions of **Clause 11.1** relate to the subdivision of land in Zone SD (Single Dwelling), subdivision of land in Zone FD (Future Development) and subdivision for the purpose of a Unit Title Scheme, and accordingly are not directly relevant to the current application. Likewise, **Clause 11.2** and **11.3** relating to residential and industrial subdivision are also not relevant to the current application.

##### **Clause 11.4.1 – Site Characteristics in Subdivisions of Rural Land or Unzoned Land for Lots of 1ha or Greater**

1. *The purpose of this clause is to ensure subdivisions of rural and unzoned land respond to the physical characteristics of the land.*
2. *An application to subdivide rural or unzoned land should include the following documents prepared by suitably qualified professionals:*

*(a) a land suitability assessment addressing the NT Land Suitability Guidelines; and*

A Land Suitability Assessment in accordance with the NT Land Suitability Guidelines is provided in **Attachment E**. The LSA confirms that each proposed new lot comprises more than 1 hectare of unconstrained land adjacent the proposed road access, and that all lots contain land highly capable of supporting onsite wastewater treatment and disposal systems.

*(b) a stormwater management plan including but not limited to; the potential impact on neighbouring land, external roads, internal roads and the 1ha of land identified as unconstrained, the upstream and downstream flows and any proposed mitigation measures.*

A stormwater management plan is provided in **Attachment D** and identifies the existing overland flow, the proposed internal road and drainage thereof, and the drainage connection from the new road to the discharge point. The proposal seeks to ensure the new road is free draining by providing a 10 metre wide table drain with minimum depth of 0.7 metres and maximum batter of 1:4 along the western side of the lot 7 driveway, reflected by an easement in favour of the Litchfield Council.

3. *The subdivision design must address the constraints as identified in the land suitability assessment and stormwater management plan in relation to the location of internal roads, lot boundaries and the identified 1ha of unconstrained land.*

The subdivision has been designed taking into account the constraints identified in the LSA and Stormwater Management Plan, including retaining seasonally inundated areas entirely within lot 7, the location of the internal road, and the widening of the lot 7 driveway to accommodate the table drain.

4. *The consent authority must not consent to a subdivision that does not include 1ha of land per lot identified as unconstrained in relation to:*
  - (a) *Storm tide flooding;*
  - (b) *Riverine flooding;*
  - (c) *Localised stormwater flooding;*

*in accordance with the land suitability assessment and stormwater management plan.*

The Land Suitability Assessment clearly identifies the extent of constrained and unconstrained areas within Section 1548. The LSA confirms that the land is not affected by storm surge / storm tide flooding, and that riverine flooding is limited to the constrained areas identified in lot 7.

Per the stormwater plan in **Attachment D**, existing natural drainage will generally be retained, continuing the established pattern of lots draining towards the significant basins and drainage channels to the north of the land. The new road has been designed to provide year-round access to proposed lots, and the road and table drain have been designed cognisant of Q100 flood levels, and localised stormwater flooding on the proposed lots will be limited to the constrained areas.

5. *The consent authority must not consent to a subdivision unless the relevant government agencies, local government and service authorities provide formal comment to the consent authority in relation to the land suitability assessment and stormwater management plan and the possibility of storm tide flooding, riverine flooding and localised stormwater flooding of the identified 1ha of land.*

Formal comment is anticipated as an outcome of the public exhibition process.

6. *The consent authority may consent to an application that is not in accordance with sub-clauses 2 to 5 if the application includes preliminary land assessment and stormwater management plans prepared by the applicant and approved by the relevant government agency and or service authority, demonstrating that*

*1ha of land per lot and all internal roads are unconstrained by localised stormwater flooding and by those issues addressed in the NT Land Suitability Guidelines.*

Refer **Subclause 5** above.

7. *An application to subdivide land on the maps “Priority Environmental Management Areas – Litchfield Shire” and “Priority Environmental Management Areas – Katherine” as an area potentially of environmental significance should, on the advice of the relevant government agency, be accompanied by and the consent authority shall have regard to an evaluation by a suitably qualified professional of the environmental significance of the native vegetation and land form (e.g. lagoons, wetlands, rugged terrain and drainage systems).*

The subject land does not include land identified as Priority Environmental Management Areas (PEMA). An area identified as “*Drainage and Riparian*” is located on the adjoining land immediately north of the subject land, however by ensuring lots achieve the minimum lot size, are utilised in accordance with Zone R, and minimising erosion risk by avoiding further boundary crossing of constrained land, the proposed subdivision will not compromise PEMA’s in the broader locality.

8. *An application described in sub-clause 7 must demonstrate that the proposed subdivision design does not adversely affect the environmental values as identified in the evaluation.*

Refer above.

9. *Subdivision design of rural and unzoned land should:*
  - (a) *Retain and protect significant natural and cultural features;*
  - (b) *Minimise the number of lots in, or exclude from subdivision, areas of high conservation significance and riparian zones;*
  - (c) *Minimise alteration or disturbance to natural drainage systems including drainage areas, recognisable watercourses, lagoons and permanent and semipermanent springs; and*
  - (d) *Minimise erosion hazard, sedimentation and pollution of watercourses*

The Land Suitability Assessment in **Attachment E** confirms that the subject land is unlikely to contain significant natural or cultural features (with the exception noted below), and is not an area of high conservation significance. The LSA notes the presence of a small number of cycads, a listed threatened species, within the site. The *NT Cycad Management Program* offers a range of management options such that the development will not cause the desecration of threatened species. The proposal does not seek to incorporate riparian zones into the subdivision area, and the disturbance to the natural drainage system can be mitigated through the detention capacity of the road and table drain. Surface soils within the subject land are generally stable and no specific erosion risk has been identified, however the implementation of an erosion and sediment control plan during construction will ensure erosion and sedimentation does not occur.

**Clause 11.4.2 – Infrastructure in Subdivisions of Rural and Unzoned Land**

1. *The purpose of this clause is to ensure subdivisions of rural and unzoned land are integrated with infrastructure, community services and facilities.*
2. *Rural subdivision design should:*
  - (a) *minimise disturbance through earthworks associated with the provision of infrastructure;*

The proposed road is situated at or close to the existing grade, and the proposed table drain has been designed to discharge directly to the receiving environment, thus reducing its length. The disturbance through earthworks associated with the provision of infrastructure is therefore minimised.

- (b) *provide for connection to reticulated services where practicable;*

The resultant lots will be connected to reticulated electricity infrastructure. Reticulated water and sewerage services are not available in the immediate area.

- (c) *where no reticulated sewerage is available, demonstrate that the soils are suitable for the on-site absorption of effluent without detriment to the environment and in particular to ground and surface waters; and*

The Land Suitability Assessment in **Attachment E** confirms that the subject land contains moderately deep to deep red kandosols across all proposed lots, and thus all lots contain land that is highly capable of supporting onsite wastewater treatment and disposal systems. Further, the separation distances from septic systems to bores and seepage lines, evident in **Attachment C**, are all greatly exceeded.

- (d) *where no reticulated water is available, demonstrate that an adequate supply of groundwater is available for domestic purposes.*

No reticulated water is available to service the proposed development. The subject land is located within the area affected by *Interim Development Control Area 22*, which provides (as relevant to the current application):

*“The use and development of land, including for subdivision, may only occur with consent and subject to confirmation from the Department of Land Resource Management that the proposal:*

- a) *does not rely on utilisation of groundwater sourced from the Berry Springs Dolostone Aquifer; or*
  - b) *will not detrimentally impact on the sustainability of the groundwater resources.*

IDCO 22 is taken the mean that lots within the subdivision cannot rely on groundwater in the absence of reticulated potable water, however IDCO 22 does not seek to prohibit subdivision within the area. Therefore an alternative option is considered reasonable justification for variation to **clause 11.4.2(2)(d)**. Accordingly, the proposal seeks to demonstrate that rainwater can be captured and stored in a manner that is sufficient for domestic uses in accordance with Zone R.

In 2010 the Commonwealth of Australia produced *Guidance on use of Rainwater Tanks*.<sup>1</sup> The guide provides useful information on rainwater collection, storage and use, and includes guidelines to ensure protection of rainwater from mosquitoes, bacteria and other hazards to ensure rainwater can be used as a safe and dependable water source.

Appendix B of the Guide provides a detailed formula to determine the required water storage based on water usage, average rainfall and catchment (roof) area. A capacity calculator, such as the *tankulator*<sup>2</sup>, provides a computer-based model to identify various options relating to roof size and water storage based on regional rainfall patterns. The *tankulator* program has been used to determine required water storage in this instance.

The Power and Water Corporation identified average Darwin water consumption in 2008 at 490 litres per day. The CoolMob estimated this figure to be 454 litres per day in 2014. In 2017 the Australian Bureau of Statistics released water supply and use figures, and provided that the “*average family home in the Northern Territory is using 349,000 litres a household a year*”.<sup>3</sup> Based on this, an average daily usage of 0.956KL for domestic purposes (including domestic garden irrigation) has been used in calculations. Together with the average rainfall for the Darwin Region (1,728.8ml – Bureau of Meteorology), and a roof catchment area of 600m<sup>2</sup> (comprising 400m<sup>2</sup> house roof area and 200m<sup>2</sup> shed), 200,000 litre / 200KL water storage will provide a year-round source without the need for alternative water sources (ie carting). The results graphic is provided in **figure 3** below, and factors in low / zero rainfall between May and September. Increasing the catchment area to 1,000m<sup>2</sup> means a reduction in the required tank size to 150,000 litres / 150kl.

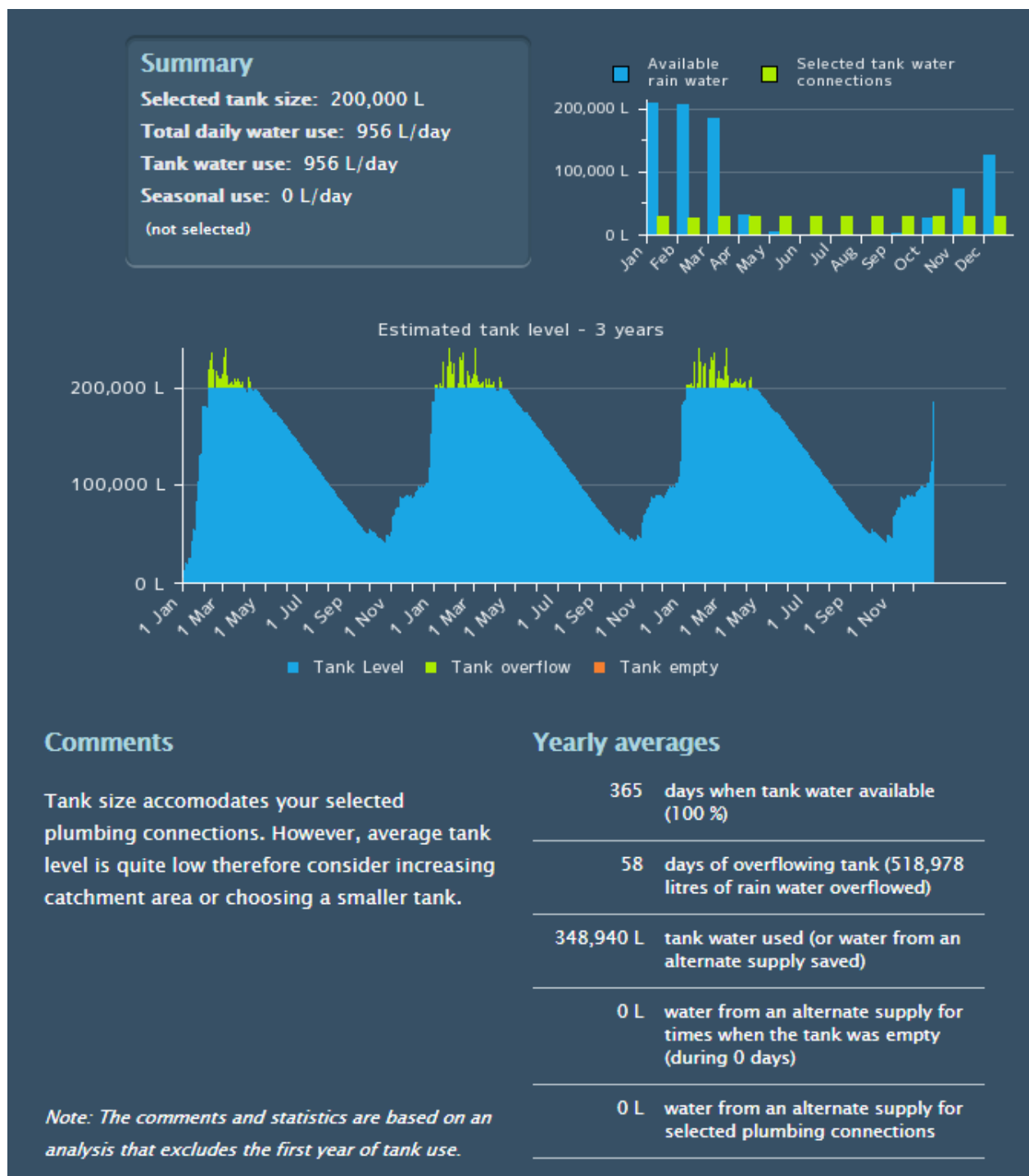
It is noted that whilst 150KL to 200KL water tanks are significantly larger than water tanks used for domestic rainwater storage, there are a number of manufacturers and suppliers that provide above ground rainwater storage tanks for domestic and rural applications from 100KL to 378KL. It is therefore reasonable to conclude that domestic water requirements (in accordance with that required by **clause 11.4.2(2)(d)**) can be met by the installation of water catchment and rainwater storage, and that the proposed subdivision can occur without utilisation of the Berry Springs aquifer.

<sup>1</sup> [http://www.health.gov.au/internet/main/publishing.nsf/Content/0D71DB86E9DA7CF1CA257BF0001CBF2F/\\$File/enhealth-raintank.pdf](http://www.health.gov.au/internet/main/publishing.nsf/Content/0D71DB86E9DA7CF1CA257BF0001CBF2F/$File/enhealth-raintank.pdf)

<sup>2</sup> <http://tankulator.ata.org.au/interactive.php>

<sup>3</sup> <http://www.news.com.au/national/northern-territory/territorians-biggest-water-guzzlers-in-the-nation/news-story/62442c202af2d78715a5477d81ebe0dc>





**Figure 3:** Tank size calculation (source: <http://tankulator.ata.org.au/interactive.php>)

3. *Roads in rural subdivisions should:*

*(a) Be designed to:*

- i. interconnect with the existing road network;*
- ii. provide for connections to potential future subdivisions of adjoining lands;*
- iii. provide a clear hierarchy of roads; and*
- iv. minimise individual lot access to major roads;*

*(b) respond to the physical characteristics of the land by:*

- i. following ridge lines or contours where possible; and*
- ii. where crossing watercourses be positioned at right angles to the watercourse and minimise the number of crossing points;*

*(c) be sealed where lot sizes are 2ha or less;*

*(d) be located above the 1.0%AEP flood line or any seepage line, whichever is the higher;*

*(e) be designed with discharge drains placed to minimise erosion and associated engineering and maintenance costs;*

The proposed internal road will Connect to Livingstone Road. Given the frontage to both Livingstone Road and Hopewell Road, the constraints on any further development to the north, and the short boundary to the adjacent land to the west, further road reserve connections are unlikely to benefit future subdivisions. The proposed road will avoid a proliferation of accesses from the existing roads, and will enable future subdivision of the NT Planning Scheme Zone in the area is amended in the future. The road does not cross a watercourse, is appropriately positioned within the existing contours, will be sealed and free-draining, is not affected by flooding or seasonal inundation, and includes appropriate drainage and erosion and sediment control measures.

*(f) provide direct access to lots and avoid battleaxe strips, however, where justified, battleaxe strips should be:*

- i. not less than 10m wide; and*
- ii. less than 250m in length.*

The proposed subdivision includes the creation of a single battleaxe allotment, being proposed lot 7. Notwithstanding the desire to avoid battleaxe lots per **Subclause 3(f)**, the Scheme does provide guidance regarding the provision of battleaxe lots and notes they may be suitable where justified.

The proposed subdivision allows the owner to maximise the use of unconstrained areas within the site, without the provision of additional boundaries or access driveways across seasonally inundated areas, and to take full advantage of the proposed internal road whilst avoiding excessive length. It's noted the battleaxe lot also has a frontage to Hopewell Road, and thus provides an alternative access if required. The proposed driveway accords with the required length and width dimensions, with the resultant lot above the minimum lot size and including more than the required amount of unconstrained land.

4. *Where a road crosses a tidal arm in a rural subdivision it is expected to have a minimum elevation of RL 8m AHD and be designed to enable a discharge of at least a 5.0% AEP flood event.*

The proposed internal road does not cross a tidal arm.

**Clause 11.4.3 – Lot Size and Configuration in Subdivision of Rural and Unzoned Land**

1. *The purpose of this clause is to ensure subdivisions of rural and unzoned land:*

*(a) Have lots that are of a size and configuration suited for the intended purpose;*

The proposed subdivision provides lots in excess of that required in Zone R, and exceeds the required amount of unconstrained land. Accordingly the proposal is suited to the intended purpose for a range of uses consistent with Zone R.

*(b) have lots that are of a size consistent with the topographical constraints of the land (that may dictate that lots are of an area in excess of the specified minimum); and*

The proposed lots are consistent with land capability and topographical constraints. The subject land does not include steep slopes (with the exception of the constrained area in the northern portion), and the proposal exceeds the required area unconstrained by seasonal inundation.

*(c) do not impose unsustainable demands on groundwater or unreasonably degrade the environment.*

Resultant lots will rely on rainwater storage and thus will not place additional demands on groundwater resources. The subject land is not identified as a *Priority Environmental Management Area*, nor does it comprise habitat or biodiversity values that prevent its use for the purpose of *rural* activities.

2. *Subdivision design in relation to lot size and configuration is to:*

*(a) ensure lots are of a size that does not prejudice the economic viability of the proposed use;*

Proposed lots are of a size consistent with that anticipated within Zone R.

*(b) ensure that each lot has a minimum of 1ha of unconstrained land and that access to that land from a public road is similarly unconstrained;*

Each proposed lot includes no less than 1 hectare (significantly more in all cases) unconstrained land, in accordance with the Land Suitability Assessment in **Attachment E**.

The unconstrained area within proposed lot 7 does not include the battleaxe driveway area, which itself is similarly unconstrained. All unconstrained areas within each lot are directly accessible from the frontage to the internal road.

*(c) ensure that lots have a depth to width ratio not exceeding 4:1;*

Evident in the subdivision plan in **Attachment C**, lots 1-6 all include depth to width ratios within the parameters of **Clause 11.4.3**. Proposed lot 7 is a battleaxe lot in accordance with **Clause 11.4.2(3)(f)**.

*(d) show the location of notional and existing bores, wells and on-site effluent disposal systems and allow for effluent disposal systems to be sited at least 50m up slope from any seepage line and above the 1% AEP flood event and at least 100m from any groundwater extraction point;*

**Attachment C** identifies the existing bores and notional septic locations. No new bores will occur as a result of the proposed subdivision, however there is an existing bore adjacent the eastern boundary, as well as existing bores on nearby land to the north and south. **Attachment C** clearly demonstrates the capability to accommodate septic systems at least 50 metres upslope of the seepage line in lot 7, and in a location more than 100 metres from any groundwater extraction point. If bores are permitted at some stage in the future (ie if Interim Development Control Area 22 is rescinded or expires), the size of the lot and lack of constrained areas are such that new bores could be accommodated without compromising the separation distances.

*(e) incorporate as far as practicable, drainage lines and drainage floors wholly within a single lot;*

The existing drainage floor is contained entirely within lot 7.

*(f) allow for 70m separation between bores, both proposed and existing; and*

No new bores are proposed, and no alteration to existing bores will occur as a result of the proposed subdivision.

*(g) ensure lot boundaries:*

- i. are at right angles to any watercourse;*
- ii. are sufficiently up slope to be outside of seepage zones where following drainage lines;*
- iii. are at right angles to contours or along contours where slope is between 2.0% and 5.0% and follow ridge lines, spurs or contours where slope is above 5.0%; and*

*(h) minimise the number of watercourse crossings.*

Lot boundaries are suitably located to minimise erosion and soil disturbance along firebreaks given the existing contours provide a slope generally between 0.5 and 1.5%. All proposed boundaries are upslope of the seepage line, and no watercourse crossings are proposed.

**Clause 11.4.4, 11.4.5 and 11.4.7** relate to Mineral Resources, subdivision of land zoned RR (Rural Residential) and subdivision of unzoned land for lots less than 1 hectare, and thus are not directly relevant to the current application.

### *Reference to Guidelines*

**Clause 2.7** of the NT Planning Scheme provides requirements regarding reference to policy documents in development applications. **Clause 2.7** provides:

1. *The interpretation of this Planning Scheme and the determinations 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*

**Schedule 2** of the Planning Scheme makes reference to eleven policy documents, including the *Darwin Regional Land Use Plan* and the *Litchfield Planning Concepts and Land Use Objectives (LPCLUO's)*. The *Darwin Regional Land Use Plan* was prepared by the NT Planning Commission and incorporated into **Schedule 2** of the Planning Scheme in 2015. The plan provides a vision, goals and intended outcomes for development of the Darwin Region, identifies regional opportunities and the intention for development into the medium and long term. The Litchfield Subregional Land Use Plan identifies land uses and constraints, and provides land for growth and development, with concept plans for rural activity centres (including Berry Springs). The Subregional Land Use Plan was incorporated into **Schedule 2** of the Planning Scheme in 2016.

The subject land is identified within a *Rural Activity Centre* in the Regional Land Use Plan. Rural Activity Centres are considered on page 24 of the Regional Land Use Plan, including the opportunities provided by undeveloped land within the activity centres to increase the viability of essential service infrastructure. The Regional Land Use Plan anticipates that the range of uses and infrastructure provision within each of the centres will depend on the preparation of area plans.



Notwithstanding, **Clause 2.7** requires any development consider the future land use and development anticipated within the Subregional Land Use Plan, namely the development of 4,000m<sup>2</sup> – 10,000m<sup>2</sup> rural residential lots and an interconnected road network.

Evident from the subdivision plan in **Attachment C**, the proposed internal road network is far greater than that required to service the proposed subdivision. For example, the proposed road provides access to lots 1, 2, 4, 5 and 7 despite these lots having frontage to either Hopewell or Livingstone Road. The extent of proposed road is provided to “future proof” the current subdivision and allow future subdivision of resultant lots, either individually or collectively, into 2 hectare, 1 hectare or 4,000m<sup>2</sup> lots, depending on the future zoning and availability of service infrastructure. Future 1 hectare or 4,000m<sup>2</sup> subdivision (per the Subregional Land Use Plan) will require additional road infrastructure on individual lots, and accordingly enables interconnection with existing roads and adjoining lots.

Accordingly, the proposal adequately considers the Darwin Regional and Litchfield Subregional Land Use Plans, and does not compromise the achievement of future development in accordance with these plans.

#### **6. Section 46(3)(b) – Interim Development Control Order**

The subject land is located within the area affected by *Interim Development Control Area 22*, which provides (as relevant to the current application):

*“The use and development of land, including for subdivision, may only occur with consent and subject to confirmation from the Department of Land Resource Management that the proposal:*

- a) does not rely on utilisation of groundwater sourced from the Berry Springs Dolostone Aquifer; or*
- b) will not detrimentally impact on the sustainability of the groundwater resources.*

**Section 5** of this report details the intended provision of domestic water supplies in response to **clause 11.4.2(2)(d)** of the Planning Scheme. This report confirms rainwater catchment and storage sufficient to provide water for domestic purposes is possible within resultant lots.

#### **7. Section 46(3)(c) – Environmental Assessment Act**

Formal consideration under the Northern Territory Environmental Assessment Act is unlikely to be required.

#### **8. Section 46(3)(d) – Merits of Proposed Development**

The proposal facilitates the further subdivision of land in a manner consistent with the zoning and established pattern of development, and allows additional lots without placing further demand on groundwater resources.

#### **9. Section 46(3)(e) – Subject Land, Suitability of Development and effect on other land**

Sections 2 and 3 of this report detail the subject land and surrounding locality, and the Land Suitability Assessment in **Attachment E** confirms the suitability of the subject land for the proposed subdivision.

Given the proposal seeks to subdivide unconstrained land (ie no further subdivision of constrained areas will occur) and accords with the minimum lot size requirements for Zone R, there's unlikely to be any adverse impact on surrounding land.

**10. Section 46(3)(f) – Public Facilities and Open Space**

Public facilities and open space are not required as part of a rural subdivision.

**11. Section 46(3)(g) – Public Utilities and Infrastructure**

Appropriate access and egress connections will be provided to Livingstone Road, with vehicle access driveways to proposed lots provided from the new internal road. Electricity provision will provide separate connection from existing infrastructure to each proposed lot. Potable water will be sourced from rainwater storage (refer **Sections 5 and 6**).

**12. Section 46(3)(h) – Impact on Amenity**

The proposed subdivision is consistent with that existing in the locality and thus is unlikely to have any adverse effect on amenity.

**13. Section 46(3)(j) – Benefit/Detriment to Public Interest**

The subdivision will provide a small increase in the availability of rural land without any deleterious effect on groundwater.

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

A statement pursuant to **Section 46(3)(k)** is provided in **Attachment F**. The advice confirms the subdivision, once completed, will not cause any non-compliance with the *Building Act*.

**15. Section 46(3)(l) – Development of Scheme Land**

The application does not comprise the subdivision of land under a unit titles scheme. Accordingly Section 46(3)(l) is not relevant.

**16. Conclusion**

The application proposes the subdivision of an existing allotment to create seven rural lots, in accordance with the size, layout and land capability requirements of the Northern Territory Planning Scheme. The proposal adheres to the requirements of the Scheme in relation to the development of land Zoned R, and will allow additional rural allotments without further reliance on groundwater. The Land Suitability Assessment included with the application confirms the subject land is capable of supporting the proposed use, and the proposed subdivision will not compromise the achievement of outcomes identified in the *Darwin Regional Land Use Plan* or the *Litchfield Subregional Land Use Plan*.





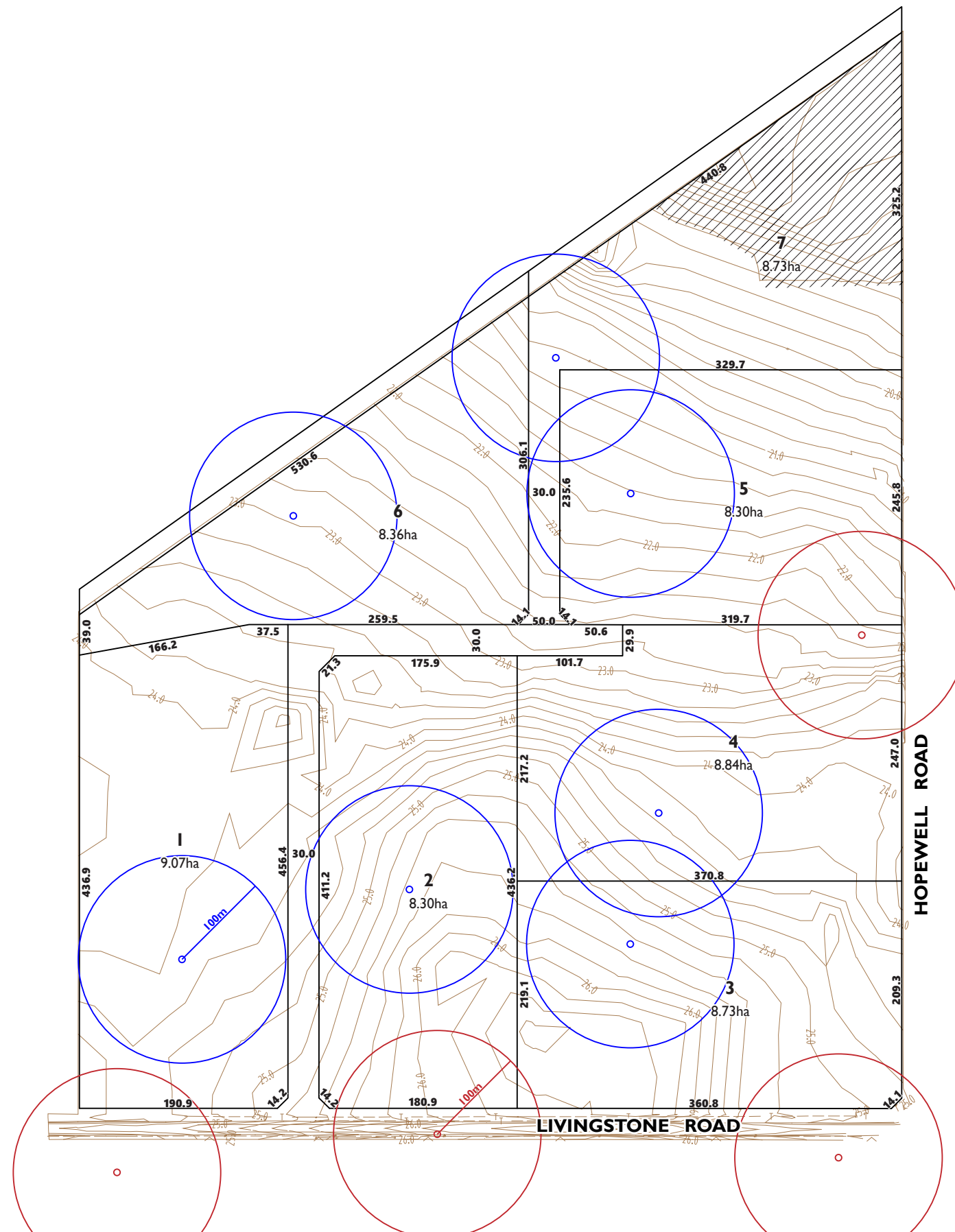
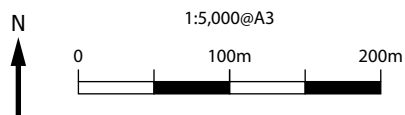
**Brad Cunningham**

Principal, Northern Planning Consultants Pty Ltd

9 February 2018

Note: For Planning purposes only.  
Areas and dimensions approximate.  
Subject to Survey.

- Existing Bore
- Proposed Septic System
- //// Constrained Land



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Darwin Corporate Park, Unit 6, T212  
631 Stuart Highway  
BERRIMAH

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PO Box 36004  
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Page 91 of 152

Mobile: 0427 796 140  
Email: brad.cunnington@northernplanning.net  
www.facebook.com/northernplanning



## Subdivision Plan

### CONCEPT LAYOUT

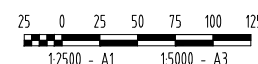
880 Livingstone Road  
BERRY SPRINGS

(Created 08/02/2018)



The locations of underground services are approximate only and their exact position should be proven on site. No guarantee is given that all existing services are shown.

# AN

[illegible]

9 November 2017

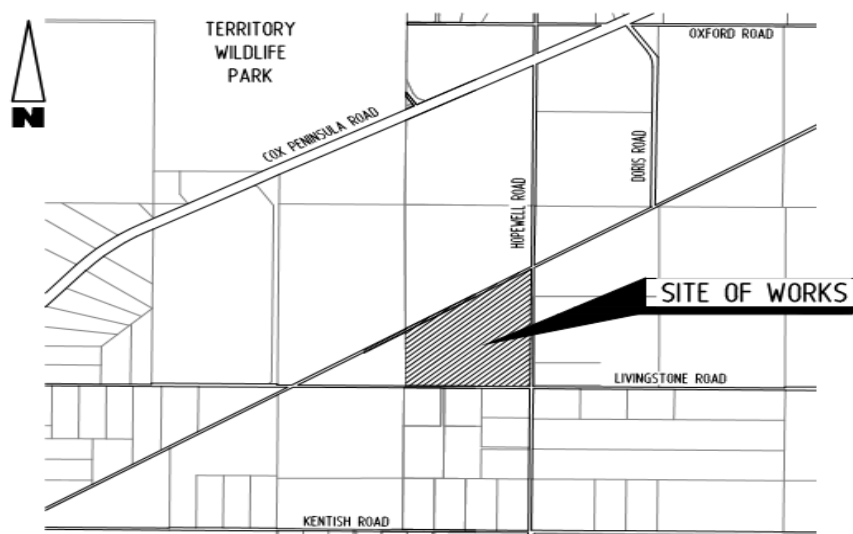
Our Ref: 17063\_L001 Rev 0

Brad Cunnington  
Northern Planning Consultants  
Darwin Corporate Park  
Unit 6, T212,  
631 Stuart Highway, Berrimah

Dear Mr. Cunnington,

**RE: Subdivision of Sec 1548 (880) Livingstone Road - Stormwater Management Plan**

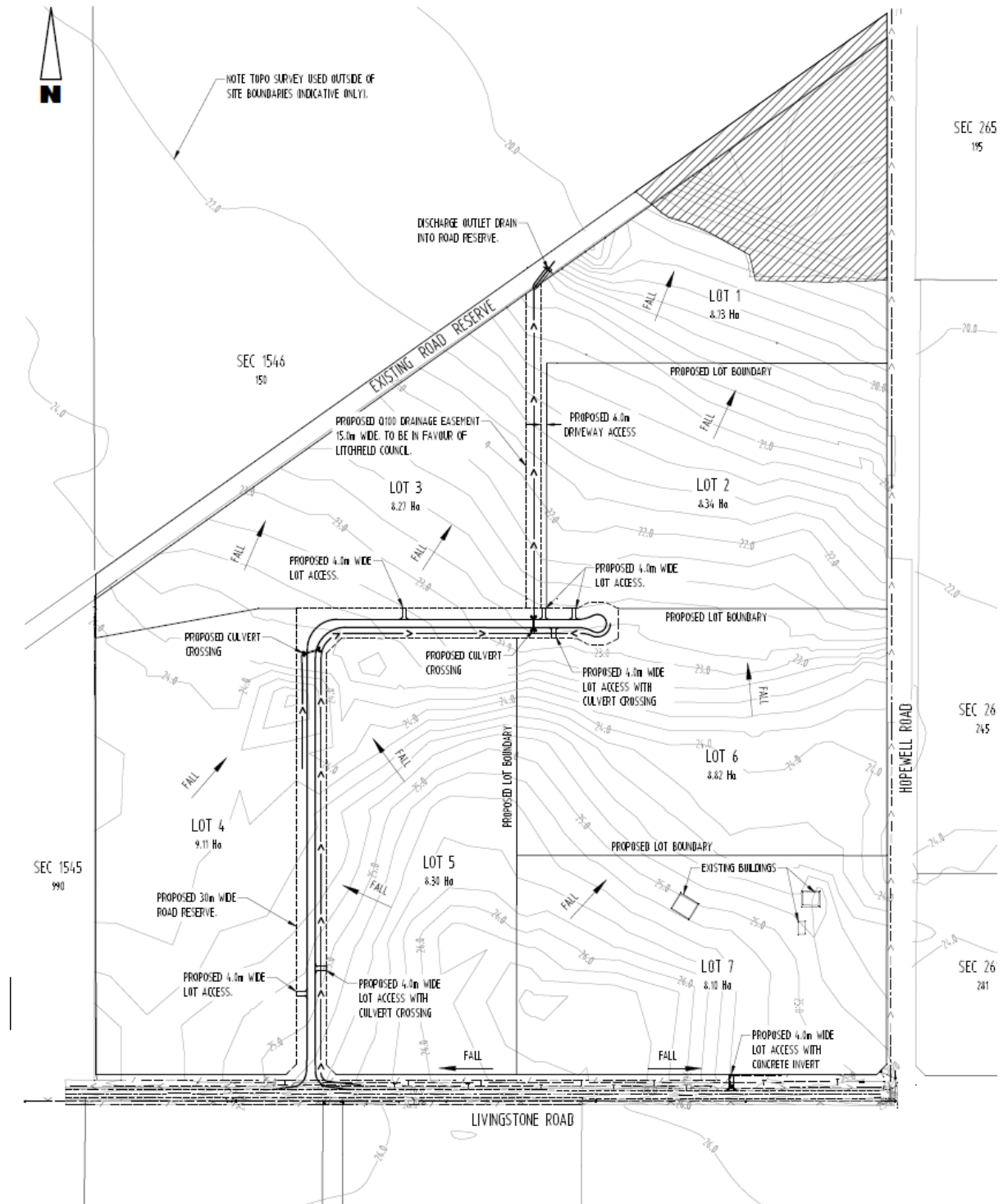
Byrne Consultants has been commissioned by Northern Planning Consultants to develop a Stormwater Management Plan to support a Development Application to subdivide Section 1548 (880) Livingstone Road (the 'Site') into 7 No. Rural (R) Lots of approx. 8 to 9ha each in accordance with the current zoning. The subject site is shown in Figure 1 below, bound by Hopewell Road in the east and Livingstone road in the south.



**Figure 1 - Site Plan**

Jag Panzer Pty Ltd ATF, Armstrong Family Trust, Mataguha Pty Ltd ATF Kelly Family Trust and Linscott Pty Ltd ATF Lawton Family Trust (the Developer) previously received Approval for the proposed subdivision via Development Permit DP12/0511. Detailed design drawings were prepared and approved by Litchfield Council on the 16th of January 2014; however, works were never completed, and the Development Permit has lapsed. Notably, the current proposed development has the same design layout as the previous approved design.

The proposed Stormwater Management Plan for the development is attached (Refer Drawing 17063-SK01 Rev A), with an extract illustrated in Figure 2 below.



**Figure 2 – Stormwater Management Plan (Extract)**

The parent parcel will be subdivided into 7 lots, with a 30m internal road reserve proposed along the boundaries of Lots 3, 4 and 5 to service access for all lots except Lot 7 which will be accessed via Livingstone Road. A 15m wide drainage easement is proposed between the boundary of Lots 1 and 3, providing for discharge of Q100 flows from the internal road into the existing road reserve running along the northern boundary of the Site.

As it is a Rural Subdivision, natural site features will generally be maintained including natural contours, vegetation, and overland stormwater flow paths between allotments.

The site exhibits waterlogged land in the North-East corner of the site (within proposed Lot 1), which forms part of the Berry Creek floodplain. This will be examined further in the Land Suitability Assessment (prepared by others).

Byrne Consultants has submitted the Stormwater Management Plan to Litchfield Council for preliminary comment (refer attached correspondence). Council has requested detailed survey be undertaken within the existing 'undeveloped' road reserve running along the northern boundary of the Site to confirm if there is any risk of stormwater being discharged into Section 1546 in a concentrated form. This will be reviewed during design development to ensure appropriate drainage infrastructure is in place such that these requirements are met.

Yours sincerely,



Paul Brandis

Civil Engineer

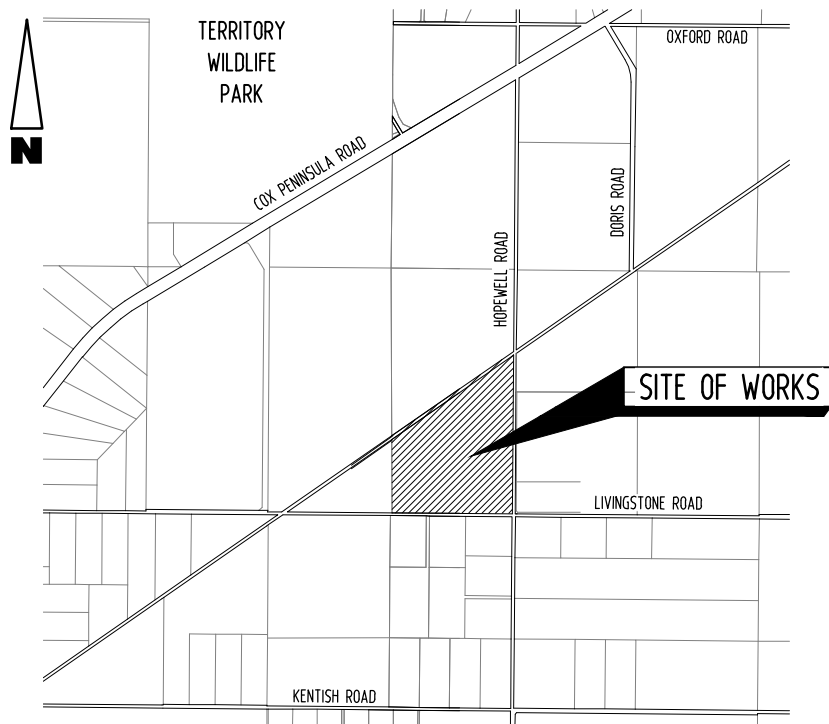
BE (Civil), MIEAust, CPEng

## **ATTACHMENTS**

17063-SK01 Rev A - Stormwater Management Plan

Litchfield Council Correspondence (Dated 3<sup>rd</sup> November 2017)





LOCALITY PLAN  
NOT TO SCALE

LEGEND

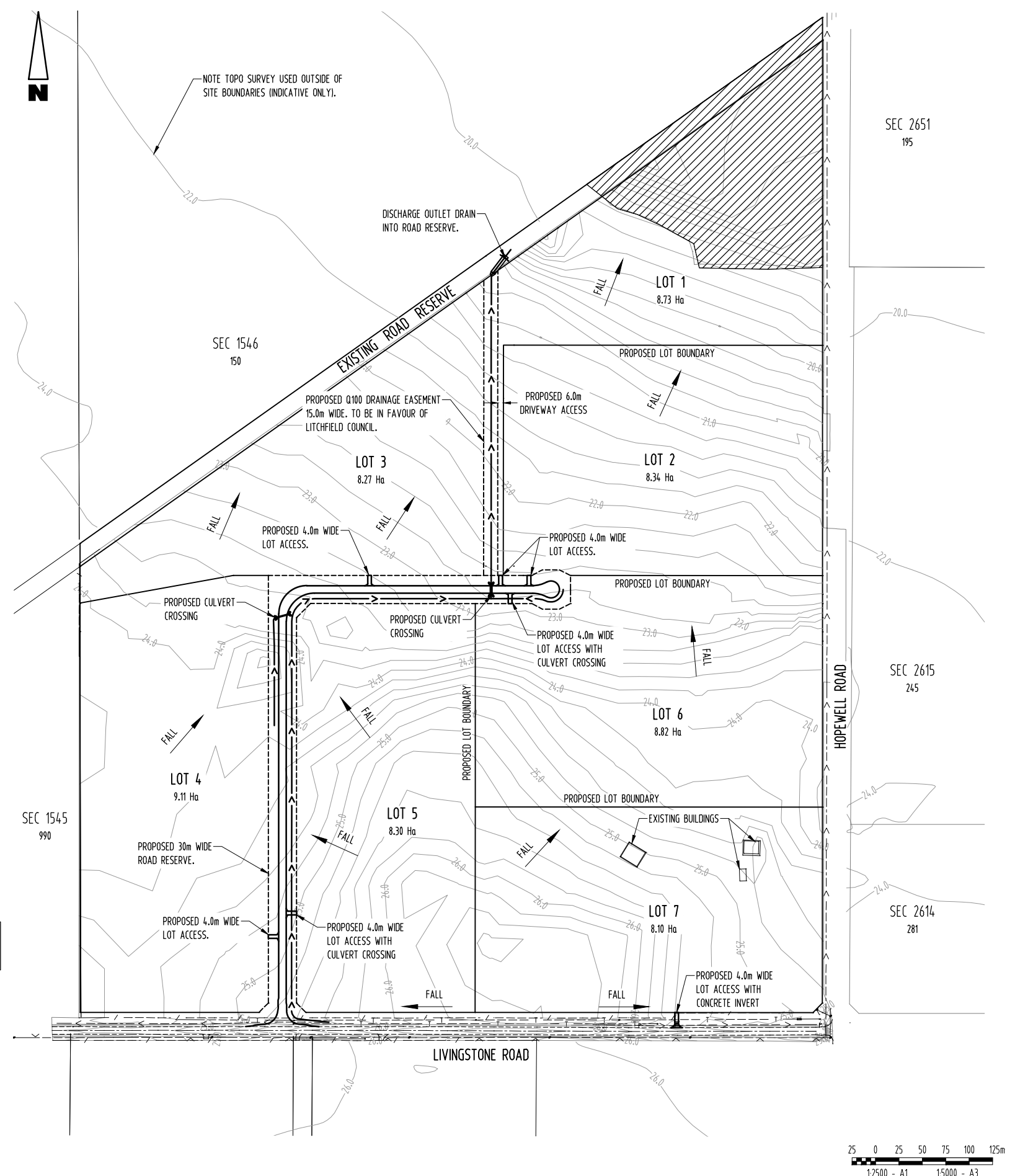
EXISTING FEATURES

- 20.00 — SURFACE CONTOUR
- — — — — CADASTRAL BOUNDARY
- - - - - ELECTRICAL OVERHEAD
- - - - - TELSTRA COMMS
- - - - - FENCE
- ▨ WATERLOGGED AREA
- FALL → FALL ARROWS
- - - - - TABLE DRAIN

PROPOSED FEATURES

- - - - - ROAD RESERVE/EASEMENT BOUNDARY
- - - - - LOT BOUNDARY
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- — — — — REINFORCED CONCRETE BOX CULVERT (RCBC)

NOTE: EXISTING CONTOURS, NATURAL  
VEGETATION AND OVERLAND STORMWATER  
FLOWS TO BE MAINTAINED WITHIN LOTS.



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<b>byrne.</b> CONSULTANTS
ABN 78 124 388 192 P.O.Box 43420 Casuarina NT 0811 Ph. 08 89472476 Fax: 08 89475098

APPROVED	
DRAWN OR	CHECKED PS
DESIGNED OR	CHECKED PS

TITLE	SUBDIVISION OF SECTION 1548 880 LIVINGSTONE ROAD BERRY SPRINGS STORMWATER MANAGEMENT PLAN				
SCALE	AS SHOWN	PROJECT No	17063	DRAWING No	17063-SK01
				AMDT	A

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Regards,

Primrose Sapo  
Graduate Civil Engineer

---



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W: [www.byrneconsultants.com.au](http://www.byrneconsultants.com.au)

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**From:** Edward Li [<mailto:Edward.Li@litchfield.nt.gov.au>]  
**Sent:** Friday, 3 November, 2017 9:18 AM  
**To:** Primrose Sapo <[p.sapo@byrneconsultants.com.au](mailto:p.sapo@byrneconsultants.com.au)>  
**Subject:** RE:17063\_Lot 880 Livingstone Road Subdivision-Stormwater Management Plan

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1. Current design layout: Council would need additional information (contour lines, levels) within the existing road reserve that runs diagonally from northwest corner to northeast corner of the subject lot so that we can determine if there is any risk of stormwater being discharged further to north into Section 1546 in a concentrated form.
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**Tel** 08 8983 0642 • **Fax** 08 8983 1165 • **Mobile** 0428 898 232 • **Email** [edward.li@litchfield.nt.gov.au](mailto:edward.li@litchfield.nt.gov.au)  
PO Box 446 Humpty Doo NT 0836 • 7 Bees Creek Road, Freds Pass NT 0822



9 November 2017

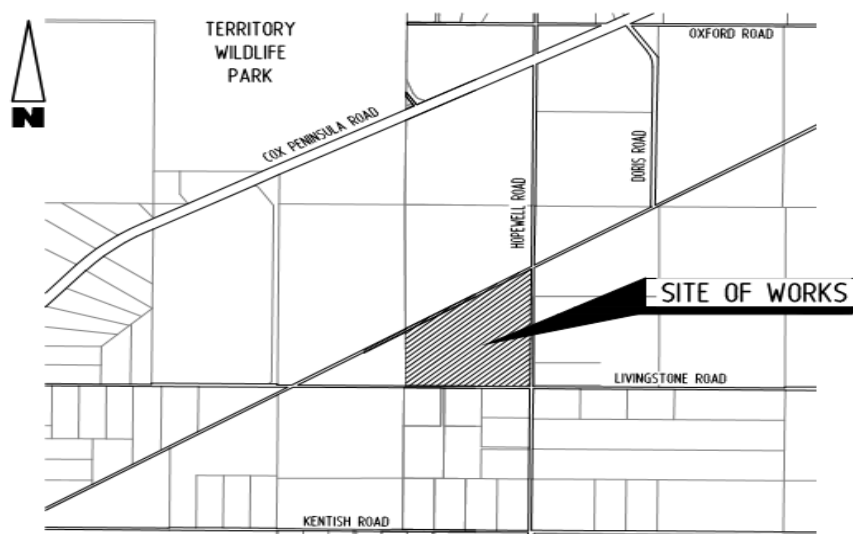
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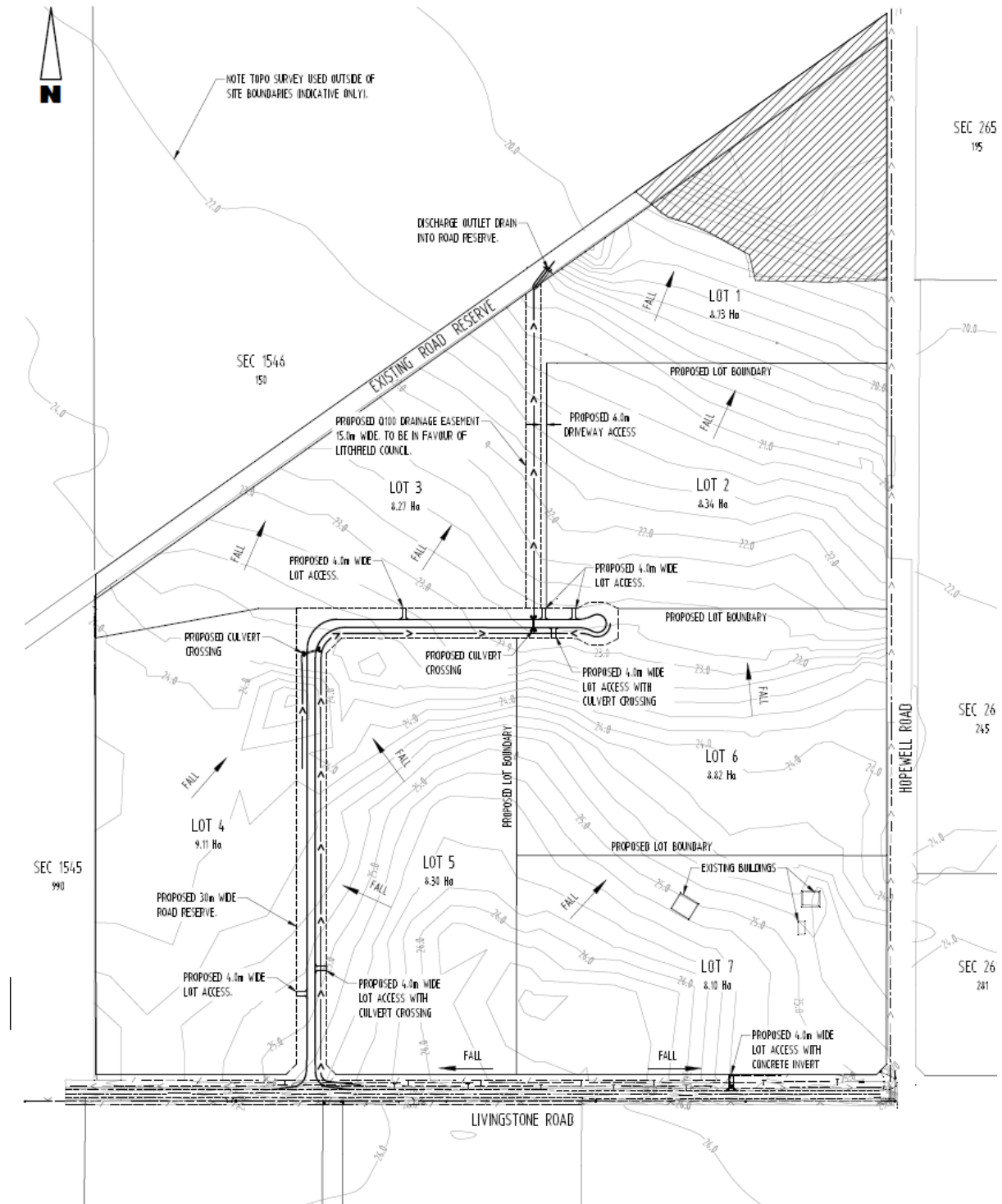
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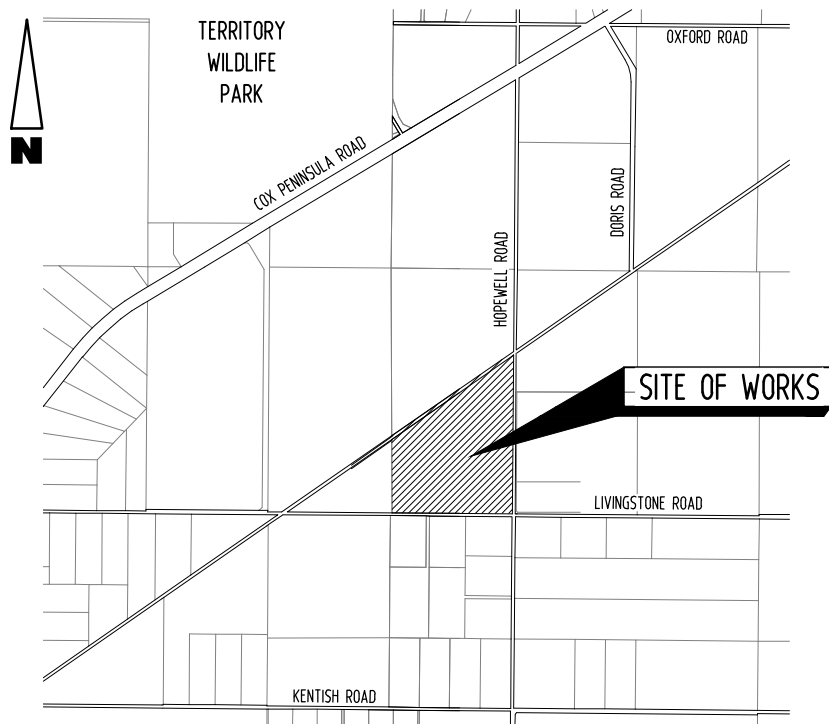
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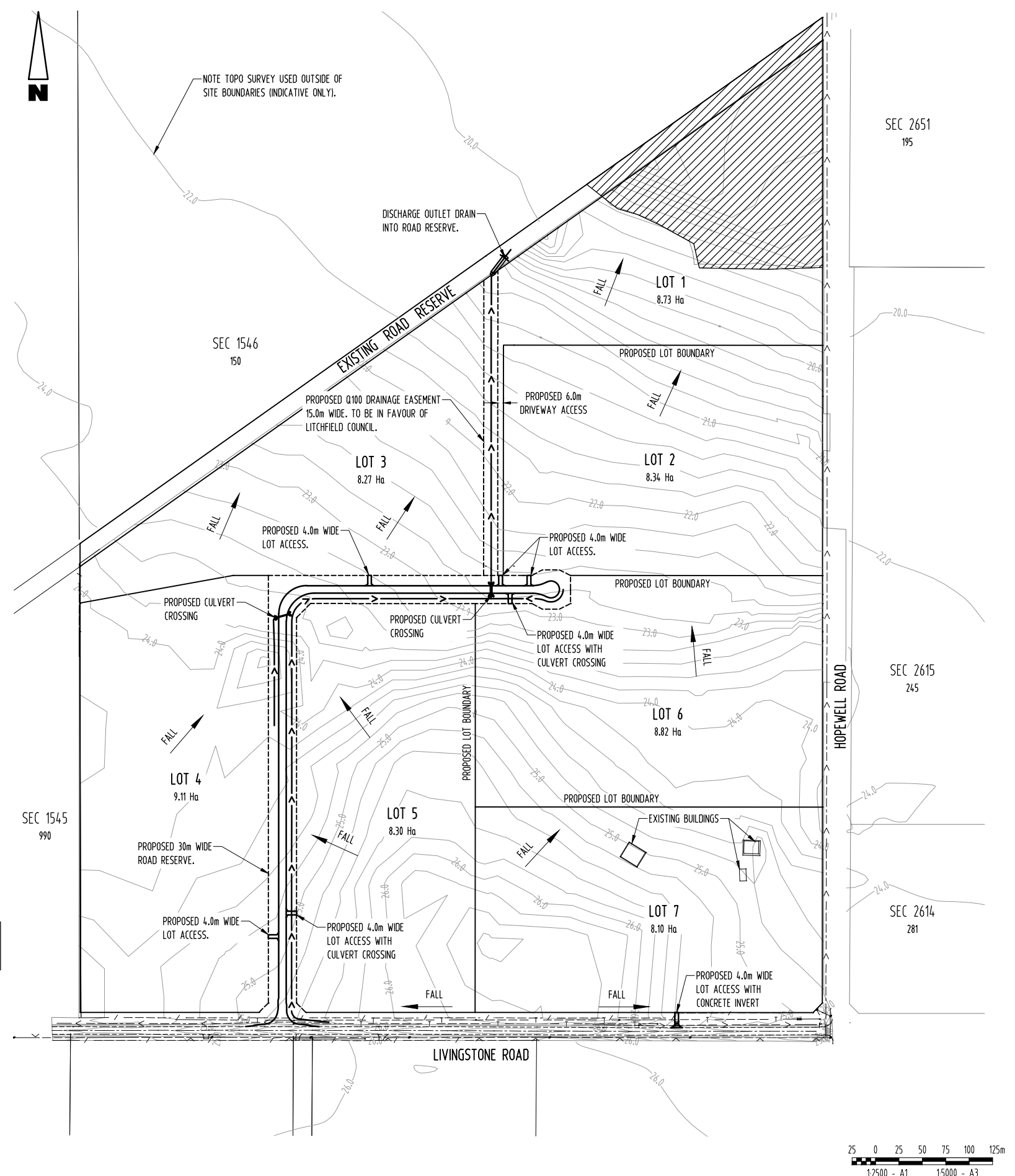
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PO Box 446 Humpty Doo NT 0836 • 7 Bees Creek Road, Freds Pass NT 0822



# Land Suitability Assessment: Proposed Subdivision of Section 1548, Hundred of Cavenagh; 880 Livingstone Road, Bees Creek

---

*Prepared for:*

*Northern Planning Consultants on behalf of*

*Jagdpanzer Pty Ltd ATF Armstrong Family Trust, Mataguha Pty Ltd ATF  
Kelly Family Trust and Linscott Pty Ltd ATF Lawton Family Trust*

*December 2017*

*Compiled by VPS Land Assessment and Planning*



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This study, report and analyses have been based on the information available to VPS Land Assessment and Planning at the time of preparation. VPS Land Assessment and Planning accepts responsibility for the report and its conclusions to the extent that the information was sufficient and accurate at the time of preparation.

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

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

### ***Document Control Record***

<b>Prepared by</b>	<b>Graeme Owen</b>
Position	Consultant Environmental Scientist
Signed	
Date	December 2017

#### Revision Status

<b>Revision*</b>	<b>Description of Revision</b>	<b>Date</b>	<b>Approved</b>
1	First Issue	28 December 2017	Graeme Owen

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

*VPS Land Assessment and Planning*

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## *Contents*

Executive Summary .....	1
1. Introduction .....	2
2. Background.....	3
2.1. Site location .....	3
2.2. Existing land use and Zoning .....	3
3. Desktop Assessment .....	5
3.1. Climate .....	5
3.2. Water Supply .....	5
3.3. Onsite Wastewater Management and Approvals .....	5
3.4. Riverine Flooding, Storm Surge and Stormwater Management.....	5
3.5. Existing land resource mapping .....	5
4. Field investigation .....	7
4.1. Methodology .....	7
4.2. Representative Soil-landscape sites .....	7
4.3. Mapping land types.....	7
5. Soil-Landscape assessment .....	8
6. Land Suitability Assessment .....	10
6.1. Drainage .....	10
6.2. Onsite Wastewater management.....	10
6.3. Erosion risk.....	10
6.4. Soil salinity.....	10
6.5. Acid sulfate soils .....	10
6.6. Storm tide .....	10
6.7. Riverine flooding .....	10
6.8. Other issues .....	10
7. Summary of Findings .....	11
8. References .....	12
9. Appendices.....	13
Appendix 1 – Site and Soil-Landscape Assessments .....	13
Appendix 2 - Summary of setbacks relating to onsite wastewater disposal.....	21
Appendix 3 - Glossary .....	22

## *List of Tables*

<b>Table 1 Territory Wildlife Park (14264) Monthly Rainfall 1991-2015 (BoM 2015)</b> .....	5
Table 2 Summary for soil sites and GPS coordinates (Map of Australia 1994, Zone 52) .....	8

## *List of Figures*

Figure 1: Location of Section 1548.....	3
Figure 2 Proposed subdivision within Section 1548 .....	4
Figure 3: Soil sites with respect to proposed subdivision layout .....	9

## Acronyms

Australian Soil Classification	ASC
Bureau of Meteorology	BOM
Building Advisory Services (DIPL)	BAS
Building Control Area	BCA
Department of Health	DoH
Department of Land Resource Management	DLRM (now DENR)
Department of Environment and Natural Resources	DENR
Department of Lands, Planning and the Environment	DLPE (now DIPL)
Department of Infrastructure, Planning and Logistics	DIPL
Environmental Protection Agency	EPA
Geographic information system	GIS
Land Capability Assessment	LCA
Land Suitability Assessment	LSA
NR Maps	Online data server managed by DENR ( <a href="http://nrmaps.nt.gov.au">nrmaps.nt.gov.au</a> )
Power and Water Corporation	PWC
Water Resources	Water Resource Division within DENR

## **Executive Summary**

This land suitability assessment (LSA) was undertaken for the proposed subdivision to create 7 lots on Section 1548, Hundred of Cavenagh located at 880 Livingstone Road, Berry Springs.

The Developer had previously received Approval for the proposed subdivision via Development Permit DP12/0511. Litchfield Council approved the detailed design drawings in January 2014; however, the Development Permit lapsed as works were never completed. The current proposed development has the same design layout as the previously approved design.

This LSA has determined that each proposed new lot comprises more than 1 hectare of unconstrained land adjacent to the proposed access.

# 1. Introduction

VPS Land Assessment and Planning was commissioned by Northern Planning Consultants on behalf of Jagdpanzer Pty Ltd ATF Armstrong Family Trust, Mataguha Pty Ltd ATF Kelly Family Trust and Linscott Pty Ltd ATF Lawton Family Trust (the Developer) to conduct a land suitability assessment (LSA) of a proposed subdivision of Section 1548, Hundred of Cavenagh located at 880 Livingstone Road, Berry Springs. The Developer had previously received Approval for the proposed subdivision via Development Permit DP12/0511. Litchfield Council approved the detailed design drawings in January 2014; however, the Development Permit lapsed as works were never completed. The current proposed development has the same design layout as the previously approved design.

As required under the NT *Planning Scheme*, subdivision of Rural and Unzoned Land (primarily Section 11.4), requires an LSA is to identify “unconstrained land” that is capable of sustainably supporting the intended land use. In most cases this requires demonstration that each proposed land parcel includes at least 1ha of ‘unconstrained’ land adjacent to the proposed public access. To satisfy this requirement, a range of soil-landscape and environmental criteria that need to be addressed are detailed in the Northern Territory *Land Suitability Guidelines* (NTG 2013).

This report presents the results of the LSA. It provides an assessment of the issues and opportunities of the site in the context of the NT *Land Suitability Guidelines* (NTG 2013).

The *Land Suitability Guidelines* (NTG 2013) define land suitability as:

*The fitness of a given area for land utilisation type (or land use), or the degree to which it satisfies the land user.*

The *Guidelines* address seven land suitability categories. These categories are:

- Drainage
- On-site wastewater management
- Erosion risk
- Soil salinity
- Acid sulphate soils
- Storm tide flooding
- Riverine flooding.

## 2. Background

### 2.1. Site location

Section 1548 is located on the Lowther Road, approximately 10kms southwest of Palmerston (Figure 1). The proposed subdivision lies within the Litchfield Shire.



**Figure 1: Location of Section 1548**

### 2.2. Existing land use and Zoning

Section 1548 is Zoned R – Rural. Comprising around 60.5ha with a single residence, it is bounded by Hopewell Road in the east and Livingstone Road in the south (Figure 2). In accordance with the NT *Planning Scheme* Table 11.1.1, land parcels within the Rural zone



require lot sizes of at least 8ha with a minimum of 1ha of unconstrained for each lot. Each lot should have unconstrained access to a public road. The proposed 7 lot subdivision layout is the same as was approved under Development Permit DP12/0511 (Figure 2).

Review of available imagery indicates that approximately 30ha of the block was selectively cleared prior to 2004 (Figure 2). However, approximately 9ha of historic clearing along the western boundary now comprises regrowth.



**Figure 2 Proposed subdivision within Section 1548**

## 3. Desktop Assessment

### 3.1. Climate

The Berry Springs area experiences a monsoonal climate with two broad seasons; the “Dry Season” during which little to no rainfall occurs between April and September and the “Wet Season” over summer during which maximum rainfall generally occurs between November and March. The nearest rainfall data is collected at the nearby Territory Wildlife Park (Station Number: 14264) (BOM 2015) and shown in Table 2. There is no site-specific evaporation data available for this site however the BOM map of annual “*Average pan evaporation 1975-2005*” shows the Darwin region lies within an area that experiences 2000-2400mm average annual evaporation (which exceeds annual rainfall).

**Table 1 Territory Wildlife Park (14264) Monthly Rainfall 1991-2015 (BoM 2015)**

Statistic	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual
Mean	408.7	391.7	313.7	82.1	17.9	0.2	0.4	0.7	15.9	77.3	161.9	317.1	1698
Median	412.8	360.4	343.2	54.9	5.6	0	0	0	8.4	57.7	160.1	292	1727
Lowest	167.5	135	66.6	0	0	0	0	0	0	7.6	48.4	140.1	1111.8
Highest	825.1	1082.6	670.6	244.8	85.8	4.2	7.9	6	84.2	215.9	263.8	539.8	2264

### 3.2. Water Supply

DENR data (NR Maps) shows only 1 bore used for potable water within the proposed subdivision. VPS understands that other than for the existing residence within proposed lot 7, all new lots will use alternative water supplies.

### 3.3. Onsite Wastewater Management and Approvals

The proposed subdivision lies within the Darwin Building Control Area (BCA). Within a BCA, Environmental Health (Dept of Health) provides site specific design approval for onsite wastewater management systems while Building Advisory Services (BAS), in accordance with the Building Act, approves the actual installation of the system. As land resource mapping indicates deep well drained soil throughout most of the proposed subdivision a detailed land capability assessment has not been completed for this subdivision.

### 3.4. Riverine Flooding, Storm Surge and Stormwater Management

A stormwater management plan has been prepared by Byrne Consultants (November 2017) for the proposed subdivision which identifies an area of land (approximately 3.3 ha) in the northern part of proposed lot 1 that may be subject to inundation (flooding).

### 3.5. Existing land resource mapping

DENR has published land unit mapping over the subject land at 1:25,000 scale. According to Fogarty *et al* (1984), the project area comprises predominantly land unit 3a (mainly well drained deep red earths) with a small area of 3b along the southern boundary. These land units are unconstrained and highly suitable for rural subdivision. Land units 4b and 6a2

comprising Hydrosols are mapped across the northern corner of proposed lot 1 and are considered constrained.

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

Mapping associated with the report of “*Acid Sulfate Soils of the Darwin Region*” (Hill and Edmeades 2008) shows that the land within Section 1548 is well away from any areas associated with a risk of acid sulfate soils.

## **4. Field investigation**

### **4.1. Methodology**

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

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

Soil and landscape characteristics have been assessed and described according to the *Australian Soil and Land Survey Handbook Third Edition* (NCST 2009). Soil profiles are classified in accordance with The *Australian Soil Classification* – ASC (Isbell 2002). Representative photographs have been taken at each site and site slope was assessed in the field using a hand-held clinometer. All GPS coordinates and tracks were captured using a handheld Garmin GPS map64.

### **4.2. Representative Soil-landscape sites**

Detailed soil descriptions and site assessments were undertaken at 4 representative sites with the soil profile exposed using hand tools and a 75mm Jarrett hand auger. Site descriptions and assessments are provided in Appendix 1.

### **4.3. Mapping land types**

The boundary between constrained and unconstrained land types was identified in the field using a range of vegetation and soil surface indicators and mapped using a Garmin GPS. Representative and other validation sites were used to confirm the soil-landscape characteristics of the land unconstrained by drainage.

Field investigations confirmed that approximately 2.8ha of land in the northern part of the proposed subdivision comprise poorly drained Hydrosols which are identified as constrained land within the *Land Suitability Guidelines* (NTG 2013). The stormwater Management Plan identified approximately 3.3 ha of land in the northern part of proposed lot 1 as being subject to inundation. As this larger area wholly includes the mapped Hydrosols, this report uses the outer boundary of inundation identified in the Stormwater Management Plan for assessment purposes.

## 5. Soil-Landscape assessment

Soils from two soil orders (Kandosols & Hydrosols) were encountered during the field assessments (Appendix 1), however detailed soil-landscape assessments were only completed for the unconstrained areas comprising well-drained Kandosols.

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

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

Site	Northing	Easting	Soil	Depth (m)	Maximum % subsoil gravel	Slope %
1	8591826	717701	Red Kandosol	1.10+	0	1
2	8592418	718126	Red Kandosol	1.15+	0	1
3	8592185	717975	Red Kandosol	0.8	25	1.25
4	8592267	717490	Red Kandosol	1.15+	0	1

Soil depth varied across the proposed subdivision between Moderately deep (0.8m site 3) to Deep (Sites 1, 2 & 4). Substrate, comprising decomposed rock, was only encountered at site 3.

The proposed lots are located on flat to gently undulating plains with slopes recorded between 0 and 1.25%.

Emerson Tests showed that surface soils are neither slaking nor dispersive. Subsoils slake and minor sheet erosion was identified associated with recently disturbed areas mainly along the route of the proposed access road.

The presence of a mature communities of native and introduced vegetation indicates that soil pH and soil salinity are not issues likely to affected the proposed development.



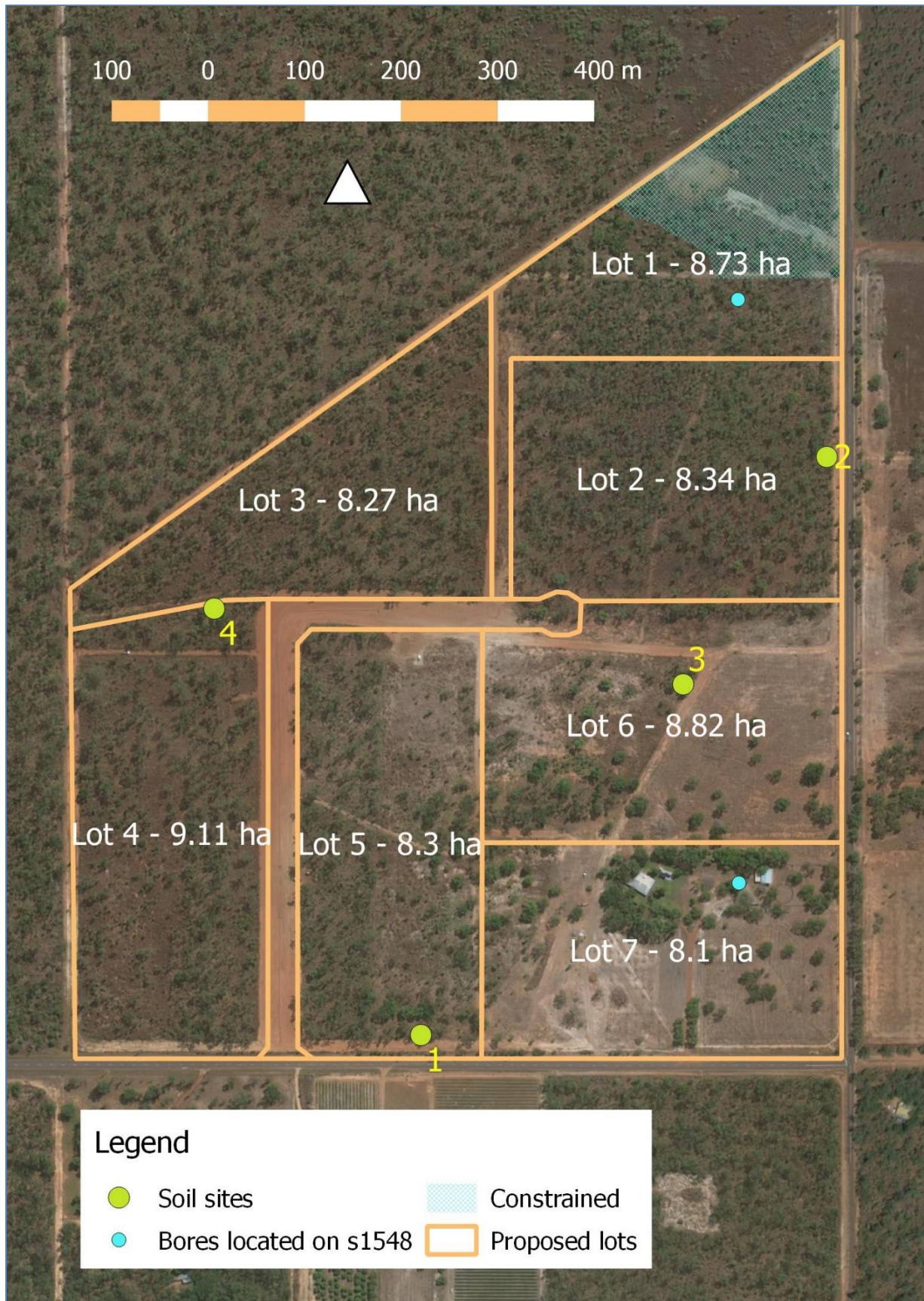


Figure 3: Soil sites with respect to proposed subdivision layout

## **6. Land Suitability Assessment**

### **6.1. Drainage**

Section 1548 comprises approximately 57ha of well drained Red Kandosols. As such, all proposed lots have more than 1ha of unconstrained land adjacent to the proposed access.

### **6.2. Onsite Wastewater management**

With moderately deep to deep Red Kandosols across all proposed lots, all lots contain land highly capable of supporting onsite wastewater treatment and disposal systems that will satisfy the setback (Appendix 2) and other requirements of the NT *Code of Practice* (DoH 2014).

### **6.3. Erosion risk**

Field assessment and site data found that the land comprises slopes up to 1.25%. No erosion was identified in within the previously cleared areas that were vegetated or established tracks. Minor sheet erosion was identified on exposed soil along the proposed new road, however, as this road is to be sealed and necessary stormwater management will be implemented, erosion risk is considered to be low.

### **6.4. Soil salinity**

No risk - the proposed development site supports a mature community of native and introduced vegetation indicating that local salinity is not an issue.

### **6.5. Acid sulfate soils**

No risk as per mapping associated with the report of "*Acid Sulfate Soils of the Darwin Region*" (Hill and Edmeades 2008).

### **6.6. Storm tide**

Not affected as well inland from coast.

### **6.7. Riverine flooding**

Only affects a small part of proposed lot 1. Refer to Stormwater Management Plan

### **6.8. Other issues**

Patches of Gamba grass (*Andropogon gayanus*) were encountered within parts of the cleared area which will require management action by future land owners

Small numbers of Cycads, a listed threatened species, were encountered within the development site. The *NT Cycad Management Program* (Liddle 2009) offers a range of management options when developing land containing cycads including "salvage" – the recovery of live plants from areas being cleared for roads or development.

## 7. Summary of Findings

This LSA has determined that each proposed lot 1-7 will comprise more than 1 hectare of unconstrained land as per the *Land Suitability Guidelines* (NTG 2013) adjacent to the proposed access.

All lots are capable of supporting onsite wastewater treatment and disposal systems that could satisfy the requirements of the NT *Code of Practice* (DoH 2014).



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## 9. Appendices

### Appendix 1 – Site and Soil-Landscape Assessments

#### Site 1 – Deep, Well drained, Red Kandosol (Red Earth)



<b>Slope:</b> 1%		<b>Erosion:</b> nil		<b>Surface gravel (%)</b> : nil	
<b>Landform:</b> Plain		<b>Surface water</b> (m): >100m		<b>Runoff:</b> Slow	
<b>Fill:</b> Nil		<b>Drainage:</b> Well		<b>Surface:</b> Red termitaria	
<b>Stopped by:</b> Nil		<b>Rock outcrop:</b> nil			
<b>Vegetation:</b> Woodland – <i>Eucalyptus tetrodonta</i> , <i>Erythrophleum chlorostachys</i> over <i>Cycas armstrongii</i> , <i>Livistona humilis</i> , <i>Buchanania obovata</i> , native grasses					
Soil Horizon (Level)	1	2	3	4	5
Depth (cm)	0 –7	7 - 20	20 – 45	45-90	90-110+
Field Texture	Sandy loam	Sandy clay loam	Clay loam, Sandy	Silty clay loam	Silty clay loam
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy
Dominant Colour	2.5/3 Very Dark Brown	2.5YR 4/6 Red	2.5YR 3/6 Dark Red	10R 3/6 Dark Red	10R 3/6 Dark Red
Mottles	nil	nil	nil	nil	nil
Emerson	nil	nil	2 (Slaking 2)	2 (Slaking 2)	2 (Slaking 2)
Coarse Frags (%)	0	0	0	0	5





Site 1 Soil exposure



## Site 2 – Deep, Well drained, Red Kandosol (Red Earth)



<b>Slope:</b> 1%		<b>Erosion:</b> nil		<b>Surface gravel (%)</b> : nil	
<b>Landform:</b> Plain		<b>Surface water</b> (m): >100m		<b>Runoff:</b> Slow	
<b>Fill:</b> Nil		<b>Drainage:</b> Well		<b>Surface:</b> Red termitaria	
<b>Stopped by:</b> Nil		<b>Rock outcrop:</b> nil			
<b>Vegetation:</b> Woodland – <i>Eucalyptus miniata</i> , <i>Erythrophleum chlorostachys</i> , <i>Eucalyptus tetrodonta</i> over <i>Acacia</i> sp, native grasses					
Soil Horizon (Level)	1	2	3	4	5
Depth (cm)	0 – 6	6 - 25	25 – 55	55 - 85	85 - 115+
Field Texture	Clayey sand	Sandy loam	Clay loam, Sandy	Clay loam, Sandy	Clay loam, Sandy
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy
Dominant Colour	7.5YR 3/4 Dark Brown	5YR 4/4 Reddish Brown	5YR 4/6 Yellowish Red	2.5YR 4/8 Red	10R 4/6 Red
Mottles	nil	nil	nil	nil	nil
Emerson	nil	2 (Slaking 1)	2 (Slaking 1)	2 (Slaking 2)	2 (Slaking 2)
Coarse Frags (%)	0	0	0	0	0





Site 2 Soil exposure



**Site 3 – Very gravelly, Moderately deep, Well drained, Red Kandosol (Gravelly Red Earth)**



<b>Slope:</b> 1.25%	<b>Erosion:</b> nil			<b>Surface gravel (%)</b> : 20%	
<b>Landform:</b> Plain	<b>Surface water</b> (m): >100m			<b>Runoff:</b> Moderate	
<b>Fill:</b> Nil	<b>Drainage:</b> Well			<b>Surface:</b> Red termitaria	
<b>Stopped by:</b> Weathered substrate	<b>Rock outcrop:</b> nil				
<b>Vegetation:</b> Regrowth - <i>Eucalyptus tetradonta</i> , <i>Erythrophleum chlorostachys</i> , over <i>Cycas armstrongii</i> , Gamba grass ( <i>Andropogon gayanus</i> )					
Soil Horizon (Level)	1	2	3	4	5
Depth (cm)	0 – 6	6 - 17	17 – 40	40 - 65	65 - 80
Field Texture	Clayey sand	Sandy loam	Sandy clay loam	Sandy clay loam	Clay loam
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy
Dominant Colour	10YR 2/2 Very Dark Brown	7.5YR 3/4 Dark Brown	5YR 4/4 Reddish Brown	5YR 3/4 Dark Reddish Brown	5YR 4/6 Yellowish Red
Mottles	nil	nil	nil	nil	nil
Emerson	nil	nil	nil	2 (Slaking 3)	2 (Slaking 3)
Coarse Frags (%)	45	10	20	10	25





Site 3 Soil exposure



Edge of extensively cleared areas



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



<b>Slope:</b> 1%		<b>Erosion:</b> nil		<b>Surface gravel (%)</b> : nil	
<b>Landform:</b> Plain		<b>Surface water</b> (m): >100m		<b>Runoff:</b> Slow	
<b>Fill:</b> Nil		<b>Drainage:</b> Well		<b>Surface:</b> Red termitaria	
<b>Stopped by:</b> Nil		<b>Rock outcrop:</b> nil			
<b>Vegetation:</b> Woodland – <i>Eucalyptus tetradonta</i> , <i>Erythrophleum chlorostachys</i> , over <i>Petalostigma pubescens</i> , <i>Livistona humilis</i> , <i>Cycas armstrongii</i> , native grasses and Gamba grass ( <i>Andropogon gayanus</i> )					
Soil Horizon (Level)	1	2	3	4	5
Depth (cm)	0 – 6	6 - 18	18 – 50	50 - 85	85 -115+
Field Texture	Clayey sand	Sandy loam	Sandy clay loam	Sandy clay loam	Clay loam, Sandy
Structure	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy	Massive Earthy
Dominant Colour	7.5YR 2.5/2 Very Dark Brown	5YR 3/4 Dark Reddish Brown	2.5YR 3/4 Dark Reddish Brown	10R 4/6 Red	10R 4/8 Red
Mottles	nil	nil	nil	nil	nil
Emerson	nil	nil	2 (Slaking 2)	2 (Slaking 2)	2 (Slaking 2)
Coarse Frags (%)	0	0	0	0	0





Site 1 Soil exposure

## Appendix 2 - Summary of setbacks relating to onsite wastewater disposal

DoH. 2014. *Code of Practice for Small On-site Sewage and Sullage Treatment Systems and the Disposal or Reuse of Sewage Effluent*

7.5 Proximity of Septic Tank and Disposal Area to Site Features (page 34)			8.9 Siting and Setback Distances (m) for Aerated Wastewater Treatment Systems (page 76)
Table 6 Setback Distances to Surface Feature	Minimum distance required in metres (m) from the closest point of effluent discharge to that site feature		8.9.3 Sub Strata/ Shallow Sub Surface Irrigation
Site Feature	1. Upslope from site feature	2. Downslope from site feature	(* 8.9.2 Surface Irrigation)
Building	6.0	3.0	1.5
Allotment boundary	4.5	2.5	0.5 (*2.5)
Swimming pool	6.0	3.0	1.0
Underground water tank	15	15	See Table 6
Bore or well	100	100	30 (chlorinated) (*30) 50 (unchlorinated) (*50)
Cutting	15	No restriction	See Table 6
Watercourse	50	30	See Table 6
Lake, swamp, etc	50	30	See Table 6
Watercourse from which water supplies extracted	200	100	30 (chlorinated) (*30) 50 (unchlorinated) (*50)
Water supply reservoir	200	100	See Table 6
Sub-surface disposal bed or trench	2.5	2.5	See Table 6
Septic tank	2.5	2.5	See Table 6
Rainwater tank			1.5 (*15)
driveway or paved surface			0.5
Open drain			3.0

NOTE.




1. For flat sites use column 2
2. Refer to Section 8.9 for exceptions to setback distances from site features for Aerated Wastewater Treatment Systems.

## Appendix 3 - Glossary

<b>Depth of Soil (cm)</b> (Isbell 2002)	<table> <tr> <th>Class</th><th>Depth (cm)</th></tr> <tr> <td>Very shallow:</td><td>&lt; 0.25 m</td></tr> <tr> <td>Shallow:</td><td>0.25 - &lt; 0.5 m</td></tr> <tr> <td>Moderate:</td><td>0.5 - &lt; 1.0 m</td></tr> <tr> <td>Deep:</td><td>1.0 - &lt; 1.5 m</td></tr> <tr> <td>Very deep:</td><td>1.5 - 5 m</td></tr> <tr> <td>Giant:</td><td>&gt; 5 m</td></tr> </table>	Class	Depth (cm)	Very shallow:	< 0.25 m	Shallow:	0.25 - < 0.5 m	Moderate:	0.5 - < 1.0 m	Deep:	1.0 - < 1.5 m	Very deep:	1.5 - 5 m	Giant:	> 5 m
Class	Depth (cm)														
Very shallow:	< 0.25 m														
Shallow:	0.25 - < 0.5 m														
Moderate:	0.5 - < 1.0 m														
Deep:	1.0 - < 1.5 m														
Very deep:	1.5 - 5 m														
Giant:	> 5 m														
<b>Drainage</b> (NCST 2009:202)	<p><i>Drainage</i> is a useful term to summarise local soil wetness conditions; that is, it provides a statement about soil and site drainage likely to occur in most years. It is affected by a number of attributes, both internal and external, that may act separately or together. Internal attributes include soil structure texture, porosity, hydraulic conductivity, and water-holding capacity, while external attributes are source and quality of water, evapotranspiration, gradient and length of slope, and position in the landscape</p>														
<b>Drainage Classes</b> (NCST 2009:202-204)	<p><i>Very poorly drained</i> - water is removed from the soil so slowly that the water table remains at or near the surface for most of the year. Surface flow, groundwater and subsurface flow are major sources of water, although precipitation may be important where there is a perched water table and precipitation exceeds evapotranspiration. Soils have a wide range in texture and depth, and often occur in depressed sites. Strong gleying and accumulation of surface organic matter are usually features of most soils.</p> <p><i>Poorly drained</i> - water is removed very slowly in relation to supply. Subsurface and/or groundwater flow, as well as precipitation, may be a significant water source. Seasonal ponding, resulting from runoff and insufficient outfall, also occurs. A perched water table may be present. Soils have a wide range in texture and depth; many have horizons that are gleyed, mottled, or possess orange or rusty linings of root channels. All horizons remain wet for periods of several months</p> <p><i>Imperfectly drained</i> - water is removed only slowly in relation to supply. Precipitation is the main source if available water storage capacity is high, but subsurface flow and/or groundwater contribute as available water storage capacity decreases. Soils have a wide range in texture and depth. Some horizons may be mottled and/or have orange or rusty linings of root channels, and are wet for periods of several weeks.</p> <p><i>Moderately well-drained</i> - water is removed from the soil somewhat slowly in relation to supply, due to low permeability, shallow water table, lack of gradient, or some combination of these. Significant additions of water by subsurface flow are necessary in coarse-textured soils. Some horizons may remain wet for as long as one week after water addition.</p> <p><i>Well- drained</i> - water is removed from the soil readily but not rapidly. Excess water flows downward readily into underlying, moderately permeable material or laterally as subsurface flow. Soils are often medium in texture. Some horizons may remain wet for several days after water addition.</p> <p><i>Rapidly drained</i> - water is removed from the soil rapidly in relation to supply. Excess water flows downward rapidly if underlying material is highly</p>														

	<p>permeable. There may be rapid subsurface lateral flow during heavy rainfall provided there is a steep gradient. Soils are usually coarse-textured, or shallow, or both. No horizon is normally wet for more than several hours after water addition.</p>
<p><b>Emerson Aggregate Test (Amended)</b> (Patterson 2013)</p>	<p>Amended Emerson Aggregate Test using distilled water</p> <p>Class 1 - Slaking with Complete Dispersion</p> <p>Class 2 – Slaking with Some Dispersion</p> <p>Slaking (Class 2)</p> <p>Class 2 Slake 1 – Slight slaking</p> <p>Class 2 Slake 2 – About half slaked</p> <p>Class 2 Slake 3 – Fully slaked</p> <p>Class 7 – Swelling, No Slaking</p> <p>Class 8 – No Swelling, No Slaking</p> <p><u>Note:</u> (Source: Patterson 2013)</p> <p>1. For wastewater management, soils are not generally physically disturbed (not ploughed) therefore the remould component of Emmerson Test is not relevant.</p> <p>2. Non-dispersive, slaking subsoil are not an issue for effluent disposal</p>
<p><b>Mottles</b> (Moore 2004)</p>	<p>Mottles can be seen as a pattern of spots or blotches of different colour interspersed within the dominant matrix soil colour. They are concentrations of iron oxides which have resulted from the redistribution of iron oxides due to alternating episodes of aerobic and anaerobic (ie oxidising and reducing) soil conditions common in seasonally waterlogged (poorly drained) soils.</p>
<p><b>Perched water table</b> (AS/NZS 1547:2012:15)</p>	<p>Groundwater that has beneath it unsaturated soil material into which the groundwater drains</p> <p>NOTE: A perched water table is nearly always periodic or seasonal.</p>
<p><b>Secondary waste - water treatment</b> (AS/NZS 1547:2012:16)</p>	<p>Aerobic biological processing and settling or filtering of effluent received from a primary treatment unit</p>
<p><b>Watercourse</b> (AS/NZS 1547:2012:18)</p>	<p>A stream that:</p> <p>(a) Has visible bed and banks, that is, an eroded channel no matter how small but not a defined non-eroded grassy course or drainage depression; and</p> <p>(b) Is partially fed with water from some source other than surface water run-off (for example, springs, snowfields, or spongy soil that absorbs rainfall and then releases it into the stream over a longer period)</p>

I / We:

- ANDREW ARMSTRONG  of Jagdpanzer Pty Ltd ATF the Armstrong Family Trust;
- MATTHEW KELLY  of Mataguha Pty Ltd ATF the Kelly Family Trust
- SCOTT LAWSON  of Linscott Pty Ltd ATF the Scott Lawson Family Trust

Registered owners of the land located at Section 1548 Hundred of Cavenagh (880 Livingstone Road, Bees Creek), authorise Brad Cunnington of Northern Planning Consultants to:

- Lodge Development Application for subdivision to create 7 lots

Signed: \_\_\_\_\_

Date: \_\_\_\_\_



2 March 2018

**LITCHFIELD  
COUNCIL**



*Community effort is essential*

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

**RE: Letter of Comment Development Application**

**PA2018/0061**

**Section 1548 (880) Livingstone Road, Berry Springs, Hundred of Cavenagh  
Subdivision to create seven lots within an Interim Development Control Order area  
(IDCO No. 22)**

Thank you for the Development Application referred to this office on 20/02/2018, 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 proposal is compliant with the minimum lot sizes required by the NT Planning Scheme and has had multiple previous approvals for a similar subdivision pattern.
- b) There do not appear to be any negative effects upon Council roads or waste management as a result of the proposal.

**provided the following issues are adequately addressed:**

- a) Council cannot approve the stormwater drainage proposal without additional details related to the drainage within the unformed road reserve to the north of the lot. Council requires contours illustrating the drainage flow through this area, or alternatively the proposed new infrastructure within that area, that will ensure the stormwater flows to Hopewell Road without discharging in a concentrated manner to the property to the north of the unformed road reserve.
- b) Additionally, Council notes that a better proposal for stormwater drainage, which would also result in less overall length of new sealed road needing to be constructed, would be to shift the proposed new road from between proposed Lots 1 and 2 to between proposed Lots 2 and 3. This proposal would eliminate the need for a drainage easement on Lot 7.
- c) The application contends there is a minimum of one hectare of unconstrained land per lot. Council supports the protection of constrained land within the municipality and supports full assessment of constrained and unconstrained land by suitably

qualified professionals, including the Department of Environment and Natural Resources.

- d) The application indicates that water for the subdivision can be sourced through the use of rainwater tanks. Council supports appropriate use of water resources within the municipality. As such, Council's support for the application is predicated on the provision of sufficient water for the proposed uses, as determined by suitably qualified professionals, including the Department of Environment and Natural Resources.

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

- a) The roads within the subdivision shall meet Litchfield Council's requirements, and the following changes to the proposed plans are required:
  - i. The termination of the internal road into the area between proposed Lots 4 and 5 must be a cul-de-sac design.
- b) Prior to the endorsement of plans and prior to the commencement of works, a schematic plan demonstrating the on-site collection of stormwater and its discharge into Litchfield Council's stormwater drainage system shall be submitted to and approved by Litchfield Council. The plan shall include details of site levels and Council's stormwater drainage connection point(s).
  - i. The plan shall demonstrate that stormwater run-off is capable of being discharged across the lot surface to the main drainage system or to an approved alternate connection.
  - ii. Litchfield Council stormwater discharge guidelines do not allow concentrated discharge of stormwater from rural lots to adjoining properties or the road reserve. All stormwater is to be channelled, piped or dispersed via sheet flow to the road reserve.
  - iii. The plan shall demonstrate that the drainage system is designed to cater for both initial storm events (Q5) and major storm events (Q100).
  - iv. The applicant's plans shall demonstrate that no contaminated water shall enter any waterway or Litchfield Council's drainage system.

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

- a) **A monetary contribution is required to be paid to Litchfield Council in accordance with its development contribution plan for the upgrade of roads and drainage infrastructure as a result of this development.** The contribution payable is in accordance with that for Catchment Area 14, in which the site falls within the Council's *Developer Contributions Plan for Roads and Drainage*.
- b) Engineering design and specifications for the proposed and affected roads, street lighting, stormwater drainage, vehicular access, pedestrian/cycle corridors, and streetscaping shall be to the technical requirements and approval of Litchfield Council, with all approved works constructed at the developer's expense.

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

- c) Soil erosion control and dust control measures must be employed throughout the construction stage of the development to the satisfaction of the consent authority.
- d) All existing or proposed easements or reserves required for the purposes of stormwater drainage, roads, access or for any other purpose, shall be made available free of cost to, and in favour of, Litchfield Council and/or neighbouring property owners.

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

- a) Inspection fees and charges may apply in accordance with Litchfield Council's current Fees and Charges. Additional information can be found at [www.litchfield.gov.nt.au](http://www.litchfield.gov.nt.au).
- b) *A Works within a Road Reserve Permit – Works Associated with a Development 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



Kaylene Conrick  
Chief Executive Officer





## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.4
<b>Report Title:</b>	PA2017/0348, a Planning Scheme Amendment Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C
<b>Report Number:</b>	18/0042
<b>Meeting Date:</b>	21/03/2018
<b>Attachments:</b>	Attachment A: Planning Scheme Amendment Application PA2017/0348. Attachment B: Council's letter of comment for PA2017/0348, a Planning Scheme Amendment Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C.

### Purpose

The purpose of this report is to provide a summary and assessment to Council of PA2017/0348, a Planning Scheme Amendment Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C, included as Attachment A.

### Summary

The proposal is for an amendment to the NT Planning Scheme, which requires an application. The report also presents for Council endorsement the Letter of Comment on PA2017/0348, included as Attachment B.

This report concludes that Council should support the application as the primary area of concern with changes of use is typically the provision of adequate car parking and the amendment ensures that where adequate car parking in line with the NT Planning Scheme requirements is not provided, a formal planning application is required for assessment.

### Recommendation

THAT Council endorse Attachment B, Council's Letter of Comment for PA2017/0348, a Planning Scheme Amendment Application for changes to Clause 8.1.2 Interchangeable Use Rights in Zones CB and C, the assessment of which is summarised above and reviewed in detail within the body of this report.

### Background

#### Current Proposal

This application proposes changes to Clause 8.1.2 of the NT Planning Scheme.

This clause currently states that the uses of leisure and recreation, licensed club, office, restaurant, and shop in Zone CB (Central Business) in Darwin may change between those uses without additional planning consent, provided that the new use meets on-site the car parking requirements of the NT Planning Scheme.

The application proposes that the extent of the clause be expanded to encompass all areas in Zone CB (Central Business) in the Northern Territory, which, in addition to Darwin, includes Palmerston, Katherine, and Alice Springs.

The clause also currently states that the uses of restaurant and shop in Zone C (Commercial) in any area in the Northern Territory may change between those uses without additional planning consent, provided that the new use meets on-site the car parking requirements of the NT Planning Scheme.

The application proposes that in Zone C (Commercial) the uses of office and showroom sales be added to restaurant and shop as interchangeable uses.

#### Application Assessment

Council can support the proposal as the primary area of concern with changes of use is typically the provision of adequate car parking and the amendment ensures that where adequate car parking in line with the NT Planning Scheme requirements is not provided, a formal planning application is required for assessment. In regard to the expansion of the change of use provisions for Zone CB (Central Business) to all areas of Zone CB (Central Business), this planning principle can be supported as a vibrant mix of uses is desired within all central business areas, not just central Darwin. It is also noted that there are no areas of land in Zone CB (Central Business) within Litchfield Council.

#### Conclusion

It is recommended that Council support the application as the primary area of concern with changes of use is typically the provision of adequate car parking and the amendment ensures that where adequate car parking in line with the NT Planning Scheme requirements is not provided, a formal planning application is required for assessment.

#### **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:** Wendy Smith, Acting 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.*

**NORTHERN TERRITORY OF AUSTRALIA**  
**PROPOSAL TO AMEND NT PLANNING SCHEME**  
**PA2017/0348**

The Minister for Infrastructure, Planning and Logistics has decided to consider an amendment to the Northern Territory Planning Scheme to address subclauses 2 and 3 of Clause 8.1.2 (Interchangeable Use Rights in Zones Central Business - CB and Commercial - C) by placing it on exhibition.

The purpose of Clause 8.1.2 (Interchangeable use rights in Zones CB and C) is to allow premises to change between certain uses within Zones CB and C without consent, subject to either:

- car parking demand not increasing; or
- the provision of sufficient additional on-site parking in accordance with the NT Planning Scheme.

The proposed amendment seeks to omit the reference to Darwin car parking rates in subclause 2 and include additional interchangeable uses being 'office' and 'showroom sales' in subclause 3. This will mean that premises in Alice Springs, Palmerston and Katherine CBDs can change between showroom sales, shop, office and restaurant uses without consent.

The proposal will improve the efficiency of the planning consent process for low risk / low impact development. Further, it will encourage the establishment of new uses in CBD locations, as it will remove the time delays imposed on businesses requiring consent.

Attached are:

- extracts from the NT Planning Scheme relating to Clause 8.1.2 (Interchangeable Use Rights in Zones CB and C);
- extracts from the NT Planning Scheme relating to Table to Clause 6.5.1 (Parking Requirements); and
- proposed changes.

**Period of Exhibition and Lodging a Submission**

The exhibition period is from Friday, 2 March 2018 to Friday, 30 March 2018.

Written submissions about the proposed planning scheme amendment are to be received by 11:59pm on Friday, 30 March 2018 and addressed to:

NT Planning Commission  
GPO Box 1680  
DARWIN NT 0801; or

Email: [planning.ntg@nt.gov.au](mailto:planning.ntg@nt.gov.au); or

Fax: (08) 8999 7189; or

Hand delivered to Level 1, Energy House, 18-20 Cavenagh Street, Darwin.

For more information please contact Mr Steven Conn, Lands Planning on telephone (08) 8999 7684 or email [steven.conn@nt.gov.au](mailto:steven.conn@nt.gov.au) should you wish to discuss this matter.

## 8.0 COMMERCIAL USE AND DEVELOPMENT PERFORMANCE CRITERIA

### 8.1 COMMERCIAL USES

#### 8.1.1 Shops in Zones CV, CL, LI, GI, DV, OR and CN

1. The purpose of this clause is to facilitate retailing of a nature and intensity servicing only the needs of the zones in which the **shop** is located.
2. In Zones CV, CL, LI, GI, DV, OR and CN the **net floor area** of a **shop** is not to exceed 200m<sup>2</sup>.

#### 8.1.2 Interchangeable Use Rights in Zones CB and C

1. The purpose of this clause is to permit the change between the nominated uses of premises within Zone CB or Zone C without **consent**.
2. Where land is Zoned CB and is subject to the requirements of Column 3 of the Table to Clause 6.5.1, premises that are lawfully used for the purposes of **leisure and recreation, licensed club, office, restaurant or shop** may shift between any of the aforementioned uses without further **consent** provided that the parking requirement under Clause 6.5 does not increase, or sufficient additional on-site car parking is provided in accordance with Clause 6.5.1 and Clause 6.5.3 to meet any increased requirement.
3. Where land is Zoned C, premises that are lawfully used for the purposes of **restaurant, or shop** may shift between any of the aforementioned uses without further **consent** provided that the parking requirement under Clause 6.5 does not increase, or sufficient additional on-site car parking is provided in accordance with Clause 6.5.1 and Clause 6.5.3 to meet any increased requirement.

#### 8.1.3 Uses Requiring Consent in Zone CV

1. The purpose of this clause is to ensure the specified uses remain subsidiary to the primary use of the land as a **caravan park**.
2. Uses requiring **consent** in this zone may be established only in association with the primary use as a **caravan park**.
3. The consent authority must not **consent** to an application that is not in accordance with this clause.

Amendment No. 451  
published in the NT  
News on 29.07.2016  
omits and substitutes  
clause 8.1.2

TABLE TO CLAUSE 6.5.1		
COLUMN 1	COLUMN 2	COLUMN 3
Use or Development	Minimum Number of Car Parking Spaces Required	Minimum Number of Car Parking Spaces Required Within Zone CB in Darwin
abattoir	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b>	
animal boarding	1 for every employee <u>plus</u> 4	
home based visitor accommodation	1 for every guest room <u>plus</u> 2 for the <b>dwelling</b>	1 for every guest room <u>plus</u> 2 for the <b>dwelling</b>
caravan park	1.1 for every <b>caravan</b> , cabin, mobile home or tent site	
caretaker's residence	1	1
child care centre	1 for every employee <u>plus</u> 1 for every 20 children	2 for every 100m <sup>2</sup> of <b>net floor area</b>
community centre	5 for every 100m <sup>2</sup> of <b>net floor area</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b>
education establishment	For a primary or secondary school: 1 for every classroom <u>plus</u> 2 additional spaces <u>plus</u> an area for setting down and picking up passengers For a tertiary <b>education establishment</b> : 1 for every classroom <u>plus</u> 1 for every 6 students <u>plus</u> 2 additional spaces For a kindergarten: see <b>child care centre</b> For other <b>education establishments</b> : 2 for every 100m <sup>2</sup> of <b>net floor area</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b>
general industry	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	

TABLE TO CLAUSE 6.5.1		
COLUMN 1	COLUMN 2	COLUMN 3
Use or Development	Minimum Number of Car Parking Spaces Required	Minimum Number of Car Parking Spaces Required Within Zone CB in Darwin
home based child care centre	1 for every non-resident employee in addition to those spaces required for the <b>dwelling</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b>
hospital	1 for every 4 patient beds <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> used for administrative purposes <u>plus</u> for a <b>medical clinic</b> 4 for every consulting room	1 for every 4 patient beds <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> used for administrative purposes <u>plus</u> for a <b>medical clinic</b> 4 for every consulting room
hostel	1 for every 5 persons <u>plus</u> 1 for every staff member <u>plus</u> 1	1 for every 10 persons <u>plus</u> 1 for every staff member <u>plus</u> 1
hotel	16 for every 100m <sup>2</sup> of <b>net floor area</b> used as a lounge bar or beer garden <u>plus</u> 50 for every 100m <sup>2</sup> of <b>net floor area</b> used as a bar <u>plus</u> 10 for a drive-in bottle shop (if any) for cars being served or awaiting service <u>plus</u> 1 for every guest suite or bedroom <u>plus</u> 3 for every 100m <sup>2</sup> used for dining	16 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> 0.4 for every guest suite or bedroom
independent unit	1 per bedroom to a maximum of 2	1 per bedroom to a maximum of 2
leisure and recreation	Indoor spectator facilities including cinema or theatre 1 for every 4 seats Racquet court games 4 for every court <u>plus</u> For indoor spectator facilities (if any) 1 for every 4 seats Lawn bowls 20 spaces per green Golf course 4 per hole <u>plus</u> 5 for every 100m <sup>2</sup> of <b>net floor area</b> used as a club house otherwise than specified above, 10 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> requirement for indoor spectator facilities (if any) 1 for every 4 seats	3 for every 100m <sup>2</sup> of <b>net floor area</b>

TABLE To CLAUSE 6.5.1		
COLUMN 1	COLUMN 2	COLUMN 3
Use or Development	Minimum Number of Car Parking Spaces Required	Minimum Number of Car Parking Spaces Required Within Zone CB in Darwin
<b>licensed club</b>	10 for every 100m <sup>2</sup> of <b>net floor area</b> used as a lounge area or beer garden <u>plus</u> 20 for every 100m <sup>2</sup> of <b>net floor area</b> used as a bar <u>plus</u> 3 for every 100m <sup>2</sup> of <b>net floor area</b> used for dining	3 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>light industry</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	
<b>medical clinic</b>	4 for every consulting room	4 for every consulting room
<b>medical consulting rooms</b>	3 for every consulting room <u>plus</u> 1 additional space (in addition to the 2 spaces required for the <b>dwelling</b> )	3 for every consulting room <u>plus</u> 1 additional space (in addition to the 2 spaces required for the <b>dwelling</b> )
<b>motel</b>	1 for every guest suite or bedroom <u>plus</u> 16 for every 100m <sup>2</sup> of <b>net floor area</b> used as a lounge bar or beer garden <u>plus</u> 3 for every 100m <sup>2</sup> of <b>net floor area</b> used for dining	0.4 for every guest suite or bedroom <u>plus</u> 3 for every 100m <sup>2</sup> of <b>net floor area</b> of all other areas
<b>motor body works</b>	6 for every 100m <sup>2</sup> of <b>net floor area</b>	3 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>motor repair station</b>	6 for every 100m <sup>2</sup> of <b>net floor area</b>	3 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>multiple dwellings</b>	2 per <b>dwelling</b>	1 per bed-sitter and one bedroom <b>dwelling</b> 1.5 per two bedroom <b>dwelling</b> 1.7 per three bedroom <b>dwelling</b> 2 per <b>dwelling</b> with four or more bedrooms
<b>office</b> (not elsewhere referred to in this table)	2.5 for every 100m <sup>2</sup> of <b>net floor area</b>	3 for every 100m <sup>2</sup> of <b>net floor area</b>

Amendment No. 166 gazetted 16.03.2010 alters the car parking requirements for multiple dwellings within Zone CB in Darwin.



<b>TABLE To CLAUSE 6.5.1</b>		
<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>
<b>Use or Development</b>	<b>Minimum Number of Car Parking Spaces Required</b>	<b>Minimum Number of Car Parking Spaces Required Within Zone CB in Darwin</b>
<b>passenger terminal</b>	5 for every 100m <sup>2</sup> of <b>net floor area</b> or as many car spaces as can be provided on 25% of the <b>site</b> area whichever results in the greater number of spaces (calculated exclusive of areas used for taxi stands or bus loading purposes)	3 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>place of worship</b>	5 for every 100m <sup>2</sup> of <b>net floor area</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>plant nursery</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor nursery	2 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor nursery
<b>recycling depot</b>	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	
<b>restaurant</b>	6 for every 100m <sup>2</sup> of <b>net floor area</b> and any alfresco dining areas <u>plus</u> 10 for drive-through (if any) for cars being served or awaiting service	3 for every 100m <sup>2</sup> of <b>net floor area</b> and any alfresco dining areas
<b>rural industry</b>	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	
<b>service station</b>	2 for every 100m <sup>2</sup> of <b>net floor area</b> or 5 whichever is the greater (not including parking serving bowsters)	2 for every 100m <sup>2</sup> of <b>net floor area</b> or 5 whichever is the greater (not including parking serving bowsters)
<b>serviced apartments</b>	1 for every <b>dwelling</b> <u>plus</u> 3 for every 100m <sup>2</sup> of <b>net floor area</b> not within a <b>dwelling</b>	1 for every <b>dwelling</b> <u>plus</u> 3 for every 100m <sup>2</sup> of <b>net floor area</b> not within a <b>dwelling</b>
<b>shop</b>	6 for every 100m <sup>2</sup> of <b>net floor area</b>	3 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>showroom sales</b>	4 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	4 for every 100m <sup>2</sup> of <b>net floor area</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage

<b>TABLE To CLAUSE 6.5.1</b>		
<b>COLUMN 1</b>	<b>COLUMN 2</b>	<b>COLUMN 3</b>
<b>Use or Development</b>	<b>Minimum Number of Car Parking Spaces Required</b>	<b>Minimum Number of Car Parking Spaces Required Within Zone CB in Darwin</b>
<b>single dwelling</b>	2	2
<b>stables</b>	1 for every stall	
<b>supporting accommodation</b>	1 for every 4 beds <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> used for administrative purposes	1 for every 4 beds <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> used for administrative purposes
<b>transport terminal</b>	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 200m <sup>2</sup> used as outdoor storage	
<b>vehicle sales and hire</b>	4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 200m <sup>2</sup> used for vehicle display	4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 200m <sup>2</sup> used for vehicle display
<b>veterinary clinic</b>	4 for every 100m <sup>2</sup> of <b>net floor area</b>	4 for every 100m <sup>2</sup> of <b>net floor area</b>
<b>warehouse</b>	1 for every 100m <sup>2</sup> of <b>net floor area</b> other than <b>offices</b> <u>plus</u> 4 for every 100m <sup>2</sup> of <b>net floor area</b> of <b>office</b> <u>plus</u> 1 for every 250m <sup>2</sup> used as outdoor storage	3 for every 100m <sup>2</sup> of <b>net floor area</b>

## The proposed changes

### 8.1.2 Interchangeable Use Rights in Zones CB and C

Amendment No. 451  
published in the NT News on  
29.07.2016 omits and  
substitutes clause 8.1.2

Delete the words  
'column 3 of the'

Include the word  
'office,' and  
'showroom sales'

1. The purpose of this clause is to permit the change between the nominated uses of premises within Zone CB or Zone C without **consent**.
2. Where land is Zoned CB and is subject to the requirements of ~~Column 3 of the~~ Table to Clause 6.5.1, premises that are lawfully used for the purposes of **leisure and recreation, licensed club, office, restaurant** or **shop** may shift between any of the aforementioned uses without further **consent** provided that the parking requirement under Clause 6.5 does not increase, or sufficient additional on-site car parking is provided in accordance with Clause 6.5.1 and Clause 6.5.3 to meet any increased requirement.
3. Where land is Zoned C, premises that are lawfully used for the purposes of **office, restaurant, or shop, or showroom sales** may shift between any of the aforementioned uses without further **consent** provided that the parking requirement under Clause 6.5 does not increase, or sufficient additional on-site car parking is provided in accordance with Clause 6.5.1 and Clause 6.5.3 to meet any increased requirement.

22 March 2018

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

**RE: Letter of Comment Planning Scheme Amendment Application**

**PA2017/0348  
Amend Clause 8.1.2 Interchangeable Use Rights in Zones CB and C  
of the NT Planning Scheme**

Thank you for the Planning Scheme Amendment Application referred to this office on 23/02/2018, 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) Council can support the proposal as the primary area of concern with changes of use is typically the provision of adequate car parking and the amendment ensures that where adequate car parking in line with the NT Planning Scheme requirements is not provided, a formal planning application is required for assessment.
- b) In regard to the expansion of the change of use provisions for Zone CB (Central Business) to all areas of Zone CB (Central Business), this planning principle can be supported as a vibrant mix of uses is desired within all central business areas, not just central Darwin. It is also noted that there are no areas of land in Zone CB (Central Business) within Litchfield Council.

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  
Acting Director Infrastructure and Operations



## COUNCIL REPORT

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<b>Agenda Item Number:</b>	15.5
<b>Report Title:</b>	Holtze Collector Road Place Names
<b>Report Number:</b>	18/0044
<b>Meeting Date:</b>	21/03/2018
<b>Attachments:</b>	Nil

### Purpose

The purpose of this report is to refer to Council a name for support to the NT Place Names Committee for naming the new collector road in the suburb of Holtze.

### Summary

It is proposed that Council honour Dr Stan Linco, a long-serving physician in the Litchfield community, by naming the collector road for the new suburb of Holtze, which will run in front of the new Palmerston Regional Hospital, after him.

### Recommendation

That Council provide the name “Linco” to the NT Government for presentation to the NT Place Names Committee for the Holtze Collector Road.

### Background

The NT Government approached Council to name the new collector road through the new suburb of Holtze. As the road will be the primary entrance to the new Palmerston Regional Hospital in Litchfield, names of prominent medical personnel were considered, along with names of other prominent individuals and natural features.

Dr Stan Linco came to the Northern Territory from Pakistan in 1972. After initially working with the NT Government researching the suitability of the site of Palemston for a future satellite city, Dr Linco set up his medical practice, having offices in Howard Springs, Virginia and Berrimah over the next almost 40 years. Dr Linco passed away in 2016.

The name “Linco” is not used elsewhere in the Northern Territory and meets the requirements of the NT Place Names Committee.

Dr Linco’s family is supportive of the proposed naming.

### Links with Strategic Plan

Priority # 1 – Everything you need

## Legislative and Policy Implications

Not applicable to this report.

## Risks

Not applicable to this report.

## Financial Implications

Not applicable to this report.

## Community Engagement

Names of prominent medical personnel from the Litchfield community were sought from local historians.

**Recommending Officer:** **Wendy Smith, Acting 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.*



# COUNCIL AGENDA

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## LITCHFIELD COUNCIL MEETING

Wednesday 21 March 2018

**16 Common Seal**

**17 Other Business**

**18 Public Questions**

**19 Confidential Items**

**20 Close of Meeting**