



Tiwi Land Council
LAND USE REQUEST (Procedure)

PURPOSE

To seek Tiwi Land Council approval for land, water and natural resource access, use and/or modification.

SCOPE

This procedure covers the process associated with the Land Use Request Form required for access to, use of and/or modification of Tiwi land, waters and natural resources.

ABBREVIATIONS

TLC Tiwi Land Council
LURF Land Use Request Form

RESPONSIBILITIES

Proponent (the person or organisation requesting access & use) – is responsible for preparing the LURF and submitting it to the TLC Environment Manager.

TLC Environment Manager – is responsible for tabling the LURF for the consideration of TLC Executive and Landowners.

TLC – is responsible for Landowner consultation, approval and signing submitted LURFs, adding any conditions to the approval.

Proponent – is responsible for countersigning the LURF as confirmation that permission has been granted, noting any conditions attached.

METHODOLOGY

This procedure applies to any proposed activity on Tiwi Land Trust land (un-leased) that requires access, use and/or modification of land, water or natural resources. Examples of applications include widening of road corridors; construction/maintenance of road drainage; development of community use areas such as new housing sub-divisions or community market gardens; accessing waterways and water extraction for whatever purpose; extraction of gravel, sand or topsoil; waste disposal, including the operation of community tips; and collection of or interference with plants and animals.

PROCEDURE

1. The proponent will fill out the LURF to inform the TLC of the potential areas of land, water and/or natural resources of interest. Where relevant, a map must be provided to clearly demonstrate designated areas.
2. The proponent will submit the LURF to the TLC Environment Manager for consideration.
3. TLC will inform the relevant Landowners and obtain advice on the need for ground visits, environmental surveys or further information.
4. TLC will determine the need for any conditions attached to the proposed land use.
5. After inspection, and **if the use is approved**, the trustee/delegate of the Landowning Group and a TLC Executive Member will sign the LURF.
6. The proponent will countersign the LURF, noting any conditions attached to the approval.
7. The proponent will give a copy of the countersigned LURF to the TLC Environment Manager.
8. The proponent will ensure that all relevant staff are notified of the approval, and any conditions attached.
9. The proponent and TLC will each catalogue and store a copy of the signed LURF.