

**Minutes of the Litchfield Council Meeting  
held on Wednesday, 18 January 2017  
Council Chambers, Bees Creek Road, Freds Pass  
at 6:00pm**

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<b>Present</b>	Maree Bredhauer Christine Osborn Kirsty Hunt Doug Barden Letchimi Wright	Mayor Deputy Mayor / Councillor Central Ward Councillor West Ward Councillor South Ward Councillor North Ward
<b>Staff</b>	Kaylene Conrick David Kingston David Jan  Karina Gates Wendy Smith Debbie Branson	Chief Executive Officer Director Infrastructure & Operations Acting Director of Community & Corporate Services Finance Manager Planning Manager Executive Assistant
<b>Public</b>	Susan Statham	Blackmore

**1. OPENING OF THE MEETING**

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

**Audio Disclaimer**

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

**Acknowledgement**

The Mayor acknowledged that the meeting was held on the traditional country of the Larrakia people and paid her respects to the Elders past and present for their continuing custodianship of the land and the children of this land across generations.

**2. APOLOGIES AND LEAVE OF ABSENCE**

Nil.

**3. CONFIRMATION OF MINUTES**

Moved: Cr Hunt  
Seconded: Cr Osborn

THAT the full minutes of the Council Meeting held Wednesday 14 December 2016, 11 pages be confirmed.

**CARRIED-17/0001**

**4. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Osborn  
Seconded: Cr Hunt

THAT the Action Plan be received and noted with no changes.

**CARRIED-17/0002**

**5. CONFLICT OF INTEREST**

Nil.

**6. PRESENTATIONS**

Nil.

**7. PETITIONS**

Nil.

**8. PUBLIC FORUM**

Nil.

**9. ACCEPTING DECLINING LATE ITEMS**

**9.1 Late Report – 14.6 - Development of Howard Springs Rural Activity Centre Area Plan**

Moved: Cr Barden

Seconded: Cr Hunt

THAT the late report item 14.6 – Development of Howard Springs Rural Activity Area Plan be deferred until a later meeting when Council is in a better position to consider the item.

**CARRIED-17/0003**

**9.2 Late Report – 14.7 – Administration and Legislation Advisory Committee membership**

Moved: Cr Hunt

Seconded: Cr Wright

THAT the late report item 14.7 – Administration and Legislation Advisory Committee be accepted and included in the officer's reports for consideration.

**CARRIED-17/0004**

**10. NOTICES OF MOTION**

Nil.

**11. MAYORS REPORT**

Moved: Cr Hunt

Seconded: Cr Barden

THAT Council note the Mayor's verbal report.

**CARRIED-17/0005**

## **12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

Councillors appointed by Council to external committees provided an update, where relevant, in the previous item (verbal update on activities).

Moved: Cr Wright

Seconded: Cr Hunt

THAT Council note the Councillors' verbal report.

**CARRIED-17/0006**

## **13. FINANCE REPORT**

### **13.1 Council Finance Report – December 2016**

Moved: Cr Osborn

Seconded: Cr Wright

THAT Council receive the Council Finance report for the period ending 31 December 2016.

**CARRIED-17/0007**

## **14. OFFICERS REPORTS**

### **14.1 Executive Services Six Monthly Report July to December 2016**

Moved: Cr Osborn

Seconded: Cr Barden

THAT Council receives the Executive Services six monthly report for the period July to December 2016.

**CARRIED-17/0008**

### **14.2 Revised Risk Management Policy**

Moved: Cr Hunt

Seconded: Cr Wright

THAT Council:

1. Notes the report on the review history of risk management policies; and
2. Adopts the updated Risk Management Policy (FIN08) superseding the previous Risk Management Policy (LC20).

**CARRIED-17/0009**

**14.3 Risk Management and Audit Committee (RMAC)**

Moved: Cr Hunt  
Seconded: Cr Wright

THAT the minutes for the Risk Management and Audit Committee, 24 October 2016 and 6 December 2016 are received and noted.

**CARRIED-17/0010**

**14.4 Community and Corporate Services Quarterly Report October – December 2016**

Moved: Cr Osborn  
Seconded: Cr Wright

THAT Council receives and notes the Community and Corporate Services quarterly report for October – December 2016.

**CARRIED-17/0011**

**14.5 Infrastructure and Operations Quarterly Report October – December 2016**

Moved: Cr Hunt  
Seconded: Cr Wright

THAT Council receives and notes the Infrastructure and Operations quarterly report for October – December 2016.

**CARRIED-17/0012**

**14.6 Administration and Legislation Advisory Committee membership**

Moved: Cr Wright  
Seconded: Cr Barden

THAT Council approve the nomination of David Jan to the Administration and Legislation Advisory Committee.

**CARRIED-17/0013**

**15. COMMON SEAL**

Nil.

**16. OTHER BUSINESS**

Nil.

**17. PUBLIC QUESTIONS**

**17.1 Rates - Susan Statham Blackmore**

Susan congratulated Council on moving to a three rate payment instalment system and encouraged Council to promote the options of fortnightly or monthly payments. Susan informed Council she had found this option more affordable and convenient.

The Mayor advised payment options were included in the first flyer and thanked Susan for her positive feedback.

**18. CONFIDENTIAL ITEMS**

Nil.

**19. CLOSE OF MEETING**

The Chair closed the meeting at 7:17pm.

**20. NEXT MEETING**

Wednesday, 15 February 2017.

MINUTES TO BE CONFIRMED  
Wednesday 15 February 2017



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Mayor of Litchfield  
Maree Bredhauer



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Chief Executive Officer  
Kaylene Conrick