



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday, 21 June 2017 at 6:00pm

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.

Audio Disclaimer

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

Acknowledgement of Traditional Ownership

It is acknowledged that the meeting is held on the land of the traditional owners and Council respect the Elders past and present for their continuing custodianship of the land and the children of this land across generations.

Present	Maree Bredhauer Letchimi Wright Christine Osborn Doug Barden Kirsty Hunt	Mayor Deputy Mayor / Councillor North Ward Councillor Central Ward Councillor South Ward Councillor East Ward
Staff	Kaylene Conrick David Kingston Karina Gates Wendy Smith Debbie Branson	Chief Executive Officer Director Infrastructure & Operations Finance Manager Planning Manager Executive Assistant
Public	Gerry Wood Sue Douglas Judy Bartolo Barbara Crane Shane Gullifer Juliet Gullifer Doug Nelson Vivienne Nelson Sandra Parker Iris Beale	Member for Nelson Humpty Doo Berry Springs Howard Springs Berry Springs Berry Springs Howard Springs Howard Springs Bees Creek Rapid Creek

1. OPENING OF THE MEETING

The Mayor opened the meeting and welcomed members of the public and acknowledged Gerry Woods, Member for Nelson as present.

2. APOLOGIES AND LEAVE OF ABSENCE

Cr Hunt – 30 June 2017 – 7 July 2017.

3. CONFIRMATION OF MINUTES

Moved: Cr Osborn

Seconded: Cr Barden

THAT the full minutes of the Council Meeting held 17 May 2017, 9 pages, be confirmed.

CARRIED-17/0094

4. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Hunt

Seconded: Cr Wright

THAT the Action Plan be received and noted.

CARRIED-17/0095

5. CONFLICT OF INTEREST

Nil.

6. PRESENTATIONS

Nil.

7. PETITIONS

Nil.

8. PUBLIC FORUM

8.1 Sue Douglas – Carveth & William Roads

Ms Douglas requested an update on Carveth and William Road.

The Mayor advised the item was included in the agenda for discussion.

8.2 Sandra Parker – Community Library Grant

Ms Parker spoke in favour of item 14.12 Library Services Needs Study and spoke to the importance that key stakeholders, such as the Friends of Taminmin, are engaged as part of the Study.

The Mayor thanked Ms Parker for her comments.

8.3 Barbara Crane – Recycling

Ms Crane spoke in relation to promoting recycling and reducing waste transfers to the Shoal Bay disposal site.

The Mayor thanked Ms Crane for her comments and advised that the Council's Waste Management Strategy was about to be released for public comment.

The Chief Executive Officer added that the next Infrastructure and Operations Department quarterly report, including an update on the quantity of landfill taken to Shoal Bay, would be presented to Council at the July 2017 Council meeting.

8.4 Gerry Wood, Member for Nelson - Various

The Member for Nelson commented on quad bikes and questioned why the Queens Baton Relay could not be held on the highway. He also requested a flat rate be maintained, provided feedback in relation to the proposed Howard Springs Activity Centre and expressed his view about Council being responsible for a Library.

The Mayor thank the Member for Nelson for his comments.

9. ACCEPTING DECLINING LATE ITEMS

9.1 Road Improvements - Carveth & Williams Roads

Moved: Cr Osborn

Seconded: Cr Barden

THAT item 14.13 Road Improvements - Carveth & Williams Road be accepted as a late report and included in the officer's reports for consideration.

CARRIED-17/0096

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council note the Mayor's verbal report.

CARRIED-17/0097

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 Hunt
Seconded: Cr Barden

THAT Council note the Councillors' verbal report.

CARRIED-17/0098

13. FINANCE REPORT

13.1 Council Finance Report – May 2017

Moved: Cr Wright
Seconded: Cr Osborn

THAT Council receives the Litchfield Council Finance report for the period ended 31 May 2017.

CARRIED-17/0099

14. OFFICERS REPORTS

14.1 Litchfield Women in Business Network Terms of Reference

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council endorses the Terms of Reference for the Litchfield Women in Business Network.

CARRIED-17/0100

14.2 Subdivision to Create 6 Lots at – Section 2866 (2180) Cox Peninsula Road, Blackmore, Hundred of Bagot

Moved: Cr Barden
Seconded: Cr Wright

THAT Council receive for information Attachment B, Council's Letter of Comment for PA2017/0189, a Development Application for Subdivision to Create 6 Lots at Section 2866 (2180) Cox Peninsula Road, Blackmore, Hundred of Bagot, the assessment of which is summarised above and presented in detail within the body of this report.

CARRIED-17/0101

14.3 PA2017/0202, a Development Application for subdivision to create 8 lots at Lot 7 (408) Brougham Road, Darwin River, Hundred of Cavenagh

Moved: Cr Wright
Seconded: Cr Osborn

THAT Council receives for information Attachment B, Council's Letter of Comment for PA2017/0202, a Development Application for subdivision to create 8 lots at Lot 7 (408) Brougham Road, Darwin River, Hundred of Cavenagh, the assessment of which is summarised above and presented in detail within the body of this report.

CARRIED-17/0102

14.4 Community Event on Council Land

Moved: Cr Hunt
Seconded: Cr Barden

THAT Council:

1. Agrees to provide the Humpty Doo Scouts with permission to hold a one-off community event in 2017 on 320 Arnhem Highway, Humpty Doo providing the Event Organiser satisfactory meets Council requirements to ensure the safety of the people at the event and the general community affected by the event, including:
 - a. An Event Plan incorporating a site plan;
 - b. A Traffic Management Plan, including a car parking diagram;
 - c. A risk Management Plan, including current public liability insurance certificate; and
 - d. Any other documentation requested by Council
2. Delegates to the Chief Executive Officer or her delegate to sign-off on the documentation outline above, to provide the appropriate permission; and

14.4 Community Event on Council Land (Cont/.)

3. Acknowledges that this permission is once off and does not guarantee access to the site for future events.

CARRIED-17/0103

14.5 Litchfield Council 2017 Community Survey

Moved: Cr Osborn
Seconded: Cr Hunt

THAT Council receives and notes the 2017 Community Survey Report.

CARRIED-17/0104

14.6 Draft Municipal Plan 2017/18 and Draft Long Term Financial Plan

Moved: Cr Barden
Seconded: Cr Osborn

THAT Council

1. approve the amendments to the Draft Municipal Plan 2017/18 as outlined within the report;
2. approve an amendment to the Draft Municipal Plan and Budget to include the sealing of Carveth and William Roads in the financial year 2017/18;
3. approve the allocation of \$500,000 in the 2017/18 Budget to undertake the sealing of Carveth and William Roads. This amount will be defrayed by the amount raised in the application of a special rate;
4. approve a special rate scheme to be prepared retrospectively in the 2018/19 Budget for the properties that abut Carveth and William Roads to contribute an amount per property of \$4,010 towards the sealing of these roads; and
5. approves the reduction of \$500,000 to the 2017/18 Roads Reseal Program to cover Council's contribution to the cost of sealing Carveth and William Roads acknowledging that the ratepayer special rate contribution would be received the following year.

MOTION LOST

14.6 Draft Municipal Plan 2017/18 and Draft Long Term Financial Plan (Cont/.)

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council

1. approve the amendments to the Draft Municipal Plan 2017/18 as outlined within the report;
2. reaffirm its commitment to undertake the sealing of Carveth and William Roads;
3. agrees to prioritise the development of a business case working with the Cyrus Road Developer and Residents to expedite this project; and
4. considers the business case for the sealing of Carveth and William Roads as soon as it is completed with the opportunity to bring forward the project from 2018/19 financial year should Council determine. The business case will include full costs estimates, developer contributions, special rate charge and Council contribution, as well as timing and road design.

CARRIED-17/0105

14.7 Progress report on Freds Pass Sport and Recreation Reserve \$3m Upgrade

Moved: Cr Osborn
Seconded: Cr Wright

THAT Council notes the Progress Report provided for the three-million-dollar capital works upgrade for Freds Pass Sport and Recreation Reserve.

CARRIED-17/0106

14.8 June 2017 Summary Planning and Mining Report

Moved: Cr Osborn
Seconded: Cr Barden

THAT Council:

1. receive the June 2017 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; and
3. notes for information the responses provided to the Department of Primary Industries and Resources within Attachment E to this report.

CARRIED-17/0107

14.9 PA2017/0247, a Development Application for subdivision to create 3 lots at Section 4921 (305) Wheewall Road, Berry Springs, Hundred of Strangways

Moved: Cr Hunt
Seconded: Cr Osborn

THAT Council receive for information Attachment B, Council's Letter of Comment for PA2017/0247, a Development Application for proposal at Section 4921 (305) Wheewall Road, Berry Springs, Hundred of Strangways, the assessment of which is summarised above and presented in detail within the body of this report.

CARRIED-17/0108

14.10 Nomination Howard Park Reserve Committee

Moved: Cr Wright
Seconded: Cr Hunt

THAT Council:

1. appoints Gerard Maley and Stephen McWilliams to the Howard Park Reserve Committee for a term of twelve months commencing 21 June 2017;
2. reappoints Gerry Wood, Mary De Palma and Bronte Way to the Howard Park Reserve Committee for a further term of twelve months, commencing 21 June 2017; and
3. writes and thanks the retiring committee members for their contribution to the Howard Park Reserve Committee.

CARRIED-17/0109

14.11 FIN03 Procurement Policy Review

Moved: Cr Osborn
Seconded: Cr Wright

THAT Council approve updated FIN03 Procurement Policy.

CARRIED-17/0110

14.12 Library Services Needs Study

Moved: Cr Hunt
Seconded: Cr Osborn

THAT Council:

1. Signs the *Letter of Agreement* from the Northern Territory Department of Education for the \$50,000 Community Library Grant to undertake a Library Needs Study; and
2. Endorses the Library Needs Study Scope as outlined in this report.

CARRIED-17/0111

14.13 Road Improvements – Carveth & Williams Road

Moved: Cr Barden
Seconded: Cr Osborn

THAT Council:

1. receive and note this report;
2. writes and thanks Mr Adam Body, Mr Jeff Skeggs and Ms Judy Bartolo for writing to Council and outlining their concerns; and
3. reaffirms its commitment to working with residents and other stakeholders to undertake the sealing of Carveth and William Road project.

CARRIED-17/0112

15. COMMON SEAL

15.1 Litchfield Council (Dog Management) By-laws

Moved: Cr Wright
Seconded: Cr Osborn

THAT Council approve the use of the Common Seal on the Litchfield Council Dog Management By-laws submitted for gazettal.

CARRIED-17/0113

16. OTHER BUSINESS

Nil.

17. PUBLIC QUESTIONS

17.1 Sandra Parker – Library Needs Study

Ms Parker spoke to the Library Needs Study project and reiterated the importance of working with the Friends of Taminmin on the project.

17.2 Vivienne Nelson – Easement – Tell Place

Mrs Nelson asked if William Road accesses the subdivision via an alternative alignment will Tell Place still be constructed.

The Director of Infrastructure & Operations advised Council will conclude investigations with the developer and determine and what future road construction activities will be required.

18. CONFIDENTIAL ITEMS

Moved: Cr Wright

Seconded: Cr Hunt

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

18.1 Community Grants Scheme 2016/17

Regulation 8(e) reason - information provided to the Council on condition that it be kept confidential.

18.2 Recreational Reserve Tree Audits

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

18.3 CEO's Performance Review

Regulation 8(b) reason – information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED-17/0114

The meeting was closed to the public at 7:41pm

Moved: Cr Wright
Seconded: Cr Hunt

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

CARRIED-17/0118

18.2 Recreational Reserve Tree Audits

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council:

1. Notes that risks exist in relation to tree management on Recreational Reserves;
2. Allocate funds to conduct a quantified tree risk assessment on Freds Pass Reserve in the financial year 2017/18;
3. Reviews all current lease agreements over Council-owned land regarding tree management responsibilities;
4. Requests that a further report be provided on the financial and risk implications of tree management on Recreational Reserves in 2017; and
5. Resolution on this matter be made public.

CARRIED 17/0116

The meeting moved to the Open Session at 8:05pm.

19. CLOSE OF MEETING

The Chair closed the meeting at 8:05pm.

20. NEXT MEETING

Wednesday, 19 July 2017.

MINUTES TO BE CONFIRMED

Wednesday 19 July 2017



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Mayor of Litchfield
Maree Bredhauer



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Chief Executive Officer
Kaylene Conrick