



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

**Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday, 17 May 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	Mayor
	Letchimi Wright	Deputy Mayor / Councillor North Ward
	Christine Osborn	Councillor Central Ward
	Doug Barden	Councillor South Ward
	Kirsty Hunt	Councillor East Ward
Staff	Kaylene Conrick	Chief Executive Officer
	David Kingston	Director Infrastructure & Operations
	Silke Reinhart	Acting Director of Community & Corporate Services
	Karina Gates	Finance Manager
	Wendy Smith	Planning Manager
	David Jan	Governance & Risk Advisor
	Debbie Branson	Executive Assistant
Public	Des Bredhauer	Humpty Doo

1. OPENING OF THE MEETING

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

2. APOLOGIES AND LEAVE OF ABSENCE

Nil.

3. CONFIRMATION OF MINUTES

Moved: Cr Hunt
Seconded: Cr Osborn

THAT the minutes of the:

1. Council Meeting held 19 April 2017, 9 pages, be confirmed; and
2. Special Council Meeting held 9 May 2017, 3 pages, be confirmed.

CARRIED-17/0074

4. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Wright
Seconded: Cr Osborn

THAT the Action Plan be received and noted.

CARRIED-17/0075

5. CONFLICT OF INTEREST

Nil.

6. PRESENTATIONS

Nil.

7. PETITIONS

Nil.

8. PUBLIC FORUM

Nil.

9. ACCEPTING DECLINING LATE ITEMS

Nil.

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Cr Wright
Seconded: Cr Hunt

THAT Council note the Mayor's verbal report.

CARRIED-17/0076

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-17/0077

13. FINANCE REPORT

13.1 Council Finance Report – April 2017

Moved: Cr Wright
Seconded: Cr Barden

THAT Council receives the Litchfield Council Finance report for the period ended 30 April 2017, as amended:

Key Performance Indicator	Target	Status	Comment
Compliance with management, statutory and regulatory budgeting and reporting	100%		Council has implemented a Regulatory Compliance Checklist.
Prior year rates arrears	<5%		Officers have implemented Debt Collection Policy and continue to analyse prior years debts for further actions.
Current years rates outstanding as at 28 February 2017	<5%		Letters of demand have been sent from mid April 2017
Rates to operating expense ratio	60-70%		
Liquidity ratio	>1:1		Current Ratio equals 16.12

CARRIED-17/0078

14. OFFICERS REPORTS

14.1 COR01 Media Policy

Moved: Cr Wright
Seconded: Cr Hunt

THAT Council adopt the COR01 Media Policy.

CARRIED-17/0079

14.2 FIN26 Related Party Disclosure Policy

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council adopt FIN26 Related Party Disclosure Policy.

CARRIED-17/0080

14.3 May 2017 Summary Planning and Mining Report

Moved: Cr Barden
Seconded: Cr Osborn

THAT Council:

1. Receive the May 2017 Summary Planning and Mining Report; and
2. Notes for information the responses provided to Development Assessment Services within attachments A and B.

CARRIED-17/0081

14.4 Adoption of Dog Management By-laws

Moved: Cr Hunt
Seconded: Cr Wright

THAT Council:

1. Adopts the Litchfield Dog Management By-laws, as certified by the Office of Parliamentary Counsel, by special resolution;
2. notes that the Chief Executive Officer has delegation to sign the Litchfield Dog Management By-laws on behalf of Council;
3. Provides the Minister for Housing and Community Development with a copy of the Litchfield Dog Management By-Laws for gazettal; and
4. Note that the Dog Management By-laws will be enforced once gazetted.

CARRIED UNANIMOUSLY-17/0082

14.5 The Meathouse Coolalinga – Application for Liquor Licence

Moved: Cr Hunt
Seconded: Cr Barden

THAT Council endorse attachment B, Council's *Letter of Comment* for a liquor licence application at The Meathouse at Coolalinga.

CARRIED-17/0083

14.6 Litchfield Council Development Subdivision Standards

Moved: Cr Wright
Seconded: Cr Osborn

THAT Council endorses the release of the draft Litchfield Council Development and Subdivision Standards for public consultation for 28 days.

CARRIED-17/0084

15. COMMON SEAL

15.1 Capital Grant Funding - Use of the Common Seal

Moved: Cr Hunt
Seconded: Cr Osborn

THAT Council approve the use of the Common Seal on the Capital Grant Funding Agreement between Northern Territory of Australia and Litchfield Council for the upgrading of Finn Road.

CARRIED-17/0085

15.2 Extinguishment of Easement Form 53 - Use of the Common Seal

Moved: Cr Wright
Seconded: Cr Hunt

THAT Council approve the use of the Common Seal on the on Form 53 – Extinguishment of Easement for Section 5124, Section 5126, and Section 5132, Hundred of Bagot.

CARRIED-17/0086

16. OTHER BUSINESS

Nil.

17. PUBLIC QUESTIONS

Nil.

18. CONFIDENTIAL ITEMS

Moved: Cr Wright

Seconded: Cr Barden

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 Council Selected Batonbearer Nomination Program

Regulation 8(b) Reason – information about the personal circumstance of a resident or ratepayer.

18.2 Tender T17 – 153 Anzac Parade Pavement Strengthening and Widening

Regulation 8(c) Reason – information that would, if publicly disclosed, be likely to: (i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED-17/0087

The meeting was closed to the public at 7:00pm

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-17/0090

The meeting moved to the Open Session at 7:05pm.

19. CLOSE OF MEETING

The Chair closed the meeting at 7:05pm.

20. NEXT MEETING

Wednesday, 21 June 2017.

MINUTES TO BE CONFIRMED

Wednesday 21 June 2017

.....
Mayor of Litchfield
Maree Bredhauer

.....
Chief Executive Officer
Kaylene Conrick

unconfirmed