



## LITCHFIELD COUNCIL MEETING

**Minutes of Meeting**  
**held in the Council Chambers, Litchfield**  
**on Wednesday, 20 September 2017 at 6:04pm**

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<b>Present</b>	Maree Bredhauer	Mayor
	Kirsty Hunt	Deputy Mayor / Councillor East Ward
	Doug Barden	Councillor South Ward
	Mathew Salter	Councillor North Ward
	Christine Simpson	Councillor Central Ward
<b>Staff</b>	Kaylene Conrick	Chief Executive Officer
	David Kingston	Director Infrastructure & Operations
	Silke Maynard	Director Community & Corporate
	Karina Gates	Finance Manager
	Wendy Smith	Planning Manager
	Debbie Branson	Executive Assistant
<b>Public</b>	Rod Halligan	Bees Creek
	Sean Ryan	Livingstone

### **1. OPENING OF THE MEETING**

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

The Mayor advised that an audio recording of the meeting will be made for minute taking purposes as authorised by the Chief Executive Officer.

### **2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

On behalf of Council, the Mayor acknowledged the traditional custodians of the land on which the Council meet on. The Mayor also conveyed Council's respect to the Elders past, present and future for their continuing custodianship of the land and the children of the land across generations.

**3. APOLOGIES AND LEAVE OF ABSENCE**

Nil.

**4. DISCLOSURES OF INTEREST**

The Mayor advised that 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 the conflict of interest to enable Council to manage the conflict in accordance with its obligations under the Local Government Act and its policies regarding the same.

No interests were disclosed.

**5. CONFIRMATION OF MINUTES**

Moved: Deputy Mayor Hunt

Seconded: Cr Simpson

THAT the minutes of the Council Meeting held 16 August 2017, 6 pages, be confirmed.

**CARRIED-1718/048**

**6. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Barden

Seconded: Deputy Mayor Hunt

THAT the Action Plan be received and noted.

**CARRIED-1718/049**

**7. PRESENTATIONS**

NT Planning Commission – Coolalinga Rural Activity Centre Stage 2 Consultation

Dr David Ritchie – Chair NT Planning Commission

Del Batton – Project Manager Lands Planning

Sherry Cullen - Planner

**8. PETITIONS**

Nil.

**9. PUBLIC FORUM**

**Rod Halligan – Bees Creek**

Mr Halligan questioned the load limit on Lowther Road as he is concerned trucks are causing road damage.

The Director Infrastructure and Operations advised Council does not apply a load limit on the roads but is investigating applying a length limit.

Mr Halligan added he was concerned about the weight of the loads rather than the lengths.

The Mayor suggested Mr Halligan make arrangements to meet with the Director to discuss it further.

Mr Halligan tabled photographs of rubbish dumped on the Sattler Airstrip which also contained evidence of the owner of the rubbish.

The Mayor advised the Council usually report illegal dumping of rubbish on Crown Land to the relevant department of the Northern Territory Government and thanked Mr Halligan for the photographs.

**10. ACCEPTING OR DECLINING LATE ITEMS**

Nil.

**11. NOTICES OF MOTION**

Nil.

**12. MAYORS REPORT**

Moved: Deputy Mayor Hunt

Seconded: Cr Simpson

THAT Council receive and note the Mayor's report.

**CARRIED-1718/050**

**13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

Appointments were made later within the meeting (refer to item 15.5).

**14. FINANCE REPORT**

**14.1 Council Finance Report – August 2017**

Moved: Cr Barden  
Seconded: Cr Simpson

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

**CARRIED-1718/051**

**15. OFFICERS REPORTS**

**15.1 Nature and Timing of Council Meetings**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. pursuant to Section 58(3) of the Local Government Act, commencing in October 2017 will hold its ordinary monthly meeting on the third Wednesday each month, commencing at 6:30pm; and
2. brings forward the December 2017 meeting to the second Wednesday, 13 December 2017, to avoid holding a meeting in the week leading up to Christmas.

**CARRIED-1718/052**

**15.2 Order of Business at Council Meetings**

Moved: Cr Simpson  
Seconded: Cr Barden

THAT Council adopted the agenda format, outlined in Report Number 17/0007, as the format for all agendas produced for ordinary Council meetings.

**CARRIED-1718/053**

### **15.3 Council Office and Opening Times**

Moved: Deputy Mayor Hunt  
Seconded: Cr Barden

THAT Council:

1. designates 7 Bees Creek Road, Bees Creek as Litchfield Council's public office, in accordance with Section 47 of the Local Government Act;
2. determines that its "public office" be open to the public from 8:15am to 4:30pm from Monday to Friday, public holidays excluded; and
3. close its public office for the three business days between Christmas and New Year, each year.

**CARRIED-1718/054**

### **15.4 Notice of Meetings**

Moved: Cr Simpson  
Seconded: Deputy Mayor Hunt

THAT Council adopt, pursuant to Section 59 of the Local Government Act, Council Policy EM03 Access to Meetings.

**CARRIED-1718/055**

### **15.5 Council Representatives Appointed to Committees**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. appoints Councillor Hunt and Councillor Barden to the Risk Management and Audit Committee;
2. appoints Mayor Bredhauer and Councillors Hunt and Simpson to the Chief Executive Officer Performance Appraisal and Remuneration Review Committee;
3. appoints Councillor Simpson to the Freds Pass Sport & Recreation Management Board, as observer in accordance with the Board's constitution;
4. appoints Councillor Barden to the Fred Pass Upgrade Reference Group;
5. appoints the Mayor and Councillors Hunt and Salter to the Community Grants Committee;
6. appoints Councillor Barden to the Australian Agricultural Company Limited Community Reference Group; and
7. reaffirms the Mayor as Council's representative on the Howard East Water Advisory Committee.

**CARRIED-1718/056**

## 15.6 Australia Day Awards Selection Panel

Moved: Cr Barden  
Seconded: Cr Simpson

THAT Council:

1. abolishes the Litchfield Australia Day Awards Selection Panel established under Section 54 (5) of the NT Local Government Act;
2. establishes a Litchfield Australia Day Awards Selection Panel as an advisory committee;
3. endorses the *Terms of Reference* for the Litchfield Australia Day Awards Selection Panel, as attached to report number 17/0010;
4. endorses the *Terms of Reference* for the Litchfield Australia Day Event Committee, as attached to report number 17/0010;
5. establishes the Australia Day Event Committee; and
6. endorses the model *Terms of Reference for Committees* established to organise community events attached to report number 17/0010.

**CARRIED-1718/057**

## 15.7 Local Government Association of the Northern Territory – Nomination of Delegates

Moved: Deputy Mayor Hunt  
Seconded: Cr Salter

Motion Rescinded – Refer to  
1718-087 – 18 October 2017

THAT Council:

1. appoints Mayor Bredhauer, as Council's principle delegate to attend General Meetings, Special General Meetings and Annual General Meetings of LGANT and vote on behalf of Council;
2. appoints Councillor Hunt and Councillor Barden as delegates to attend General Meetings, Special General Meetings and Annual General Meetings of LGANT and vote on behalf of Council; and
3. notifies LGANT of the Council appointments.

**CARRIED-1718/058**

**15.8 Local Government Association of the Northern Territory – Nomination of Executive Members**

Moved: Cr Barden  
Seconded: Deputy Mayor Hunt

THAT Council:

1. nominates Mayor Bredhauer for the position of Vice President-Municipals on the Local Government Association Northern Territory Executive;
2. nominates Mayor Bredhauer for the position of Executive Board Member - Municipals on the Local Government Association Northern Territory Executive;
3. nominates Mayor Bredhauer for the position of Executive Board Member - All Councils, on the Local Government Association Northern Territory Executive; and
4. forwards the Council nominations to the Local Government Association Northern Territory.

**CARRIED-1718/059**

**15.9 Local Government Association of the Northern Territory – Nomination for Ministerial Committees and other committees**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. nominates Regulatory Services Manager Sharon McTaggart for the Animal Welfare Advisory Committee; and
2. forwards Council's nominations to the Local Government Association of the Northern Territory.

**CARRIED-1718/060**

### **15.10 Nomination to the Development Consent Authority**

Moved: Deputy Mayor Hunt  
Seconded: Cr Barden

THAT Council nominate Councillor Christine Simpson and Wendy Smith, Council's Planning and Development Manager for appointment by the Minister for Infrastructure, Planning and Logistics to the Litchfield Division of Development Consent Authority, with Councillor Doug Barden nominated as alternate.

**CARRIED-1718/061**

### **15.11 Tender Award – Shoulder Repairs Prior to Road Reseals**

This item was withdrawn from the agenda.

### **15.12 Tender Evaluation Report – Bituminous Resealing to Various Roads**

Moved: Cr Simpson  
Seconded: Cr Barden

THAT Council

1. award tender T17-154 – Bituminous Resealing to Various Roads to Fulton Hogan for the submitted tender price of \$1,534,601 (GST included.); and
2. register the awarding of this Tender on Council's website in accordance with requirements of the NT Local Government Act.

**CARRIED-1718/062**

### **15.13 Summary Report Planning and Mining**

Moved: Cr Barden  
Seconded: Deputy Mayor Hunt

THAT Council:

1. receive the September 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-1718/063**



**15.14 Planning Application Stockwell Road, Blackmore PA2017/0133**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council endorse Attachment B, Council's Letter of Comment for PA217/0133, a Concurrent Application for rezoning from Zone (R) to Zone RL (Rural Living) and subdivision to create four lots at Section 2865 (94) Stockwell Road, Blackmore, Hundred of Cavenagh, the assessment of which is summarised above and reviewed in detail within the body of this report.

**CARRIED-1718/064**

**15.15 Planning Application 102 Wallaby Holtze Road PA2017/0378**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council receive for information this report and Attachment B, Council's Letter of Comment for PA2017/0378, a Development Application for Subdivision to Create 5 Lots in 3 Stages at Portion 2295 and Section 4231 (265 and 213) Taylor Road and Section 4229 (102) Wallaby Holtze Road, Holtze, Hundred of Bagot, the assessment of which is summarised above and reviewed in detail within the body of this report.

**CARRIED-1718/065**

**16 COMMON SEAL**

Nil.

**17 OTHER BUSINESS**

Nil.

**18. PUBLIC QUESTIONS**

Nil.

**19. CONFIDENTIAL ITEMS**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

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 –

**19.1 Tender Evaluation Report – Shoulder Repairs to Road Reseals – item withdrawn due to an error in the calculations**

**19.2 Tender Evaluation Report – Bituminous Resealing to Various Roads**

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-1718/066**

The meeting was closed to the public at 7:35pm

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

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-1718/068**

The meeting moved to the Open Session at 7:37pm.

**20. CLOSE OF MEETING**

The Chair closed the meeting at 7:37pm.

**21. NEXT MEETING**

Wednesday, 18 October 2017.

**MINUTES TO BE CONFIRMED**

Wednesday 18 October 2017



.....  
Mayor of Litchfield  
Maree Bredhauer



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Chief Executive Officer  
Kaylene Conrick