



# COUNCIL MINUTES

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## LITCHFIELD COUNCIL MEETING

**Minutes of Meeting**  
**held in the Council Chambers, Litchfield**  
**on Wednesday, 13 December 2017 at 6:30pm**

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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
	Wendy Smith	Acting Director Infrastructure & Operations
	Silke Maynard	Director Community & Corporate
	Debbie Branson	Executive Assistant
<b>Public</b>	Michael Vaughan	Councillor, Wagait Shire Council
	Mark Sidey	CEO, Wagait Shire Council
	Pam Wanroy	Office Manager, Wagait Shire Council
	Jarrah Forbes	Wagait Beach
	Simon Hales	Herbert
	Heidi Jennings	Berry Springs

### **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 disclosures of interest were declared.

**5. CONFIRMATION OF MINUTES**

Moved: Deputy Mayor Hunt

Seconded: Cr Simpson

1. THAT the minutes of the Special Council Meeting held 8 November 2017, 3 pages be confirmed.
2. THAT the full minutes of the Council Meeting held 15 November 2017, 15 pages, be confirmed.

**CARRIED-1718/117**

**6. BUSINESS ARISING FROM THE MINUTES**

Moved: Deputy Mayor Hunt

Seconded: Cr Barden

THAT Council receives and notes the Action Sheet.

**CARRIED-1718/118**

**7. PRESENTATIONS**

Nil.

**8. PETITIONS**

Nil.

## 9. PUBLIC FORUM

Comments and questions from the public are paraphrased below.

### 9.1 Simon Hales, Herbert

Mr Hales asked the question “In relation to the income from the registration fees under the new animal management by-laws, where is the money going to be used?”

Mr Hales estimated a significant revenue Council would receive from dog registrations fees.

Mr Hales started a survey on the Humpty Community Facebook page with a question whether the Council should change to a user-pays system. Mr Hales advised that he had received 238 affirmed responses and 12 in the negative.

Mr Hales also quoted legislation under the new animal management by-laws and stated that one of his dogs was registered in September 2016 under the old by-laws and the other had not been on his property long enough to warrant registration. Mr Hales expressed his concern that within an hour of visiting Council he had received a notice on his front fence indicating he had to register his two dogs.

#### Council Response

*Mayor Bredhauer thanked Mr Hales for his comments and apologised for the miscommunication concerning his second dog.*

*In relation to fees, Mayor Bredhauer responded that the Council was not expecting to raise the revenue that Mr Hales had estimated from dog registration fees, especially as registration is free for the first year. Mayor Bredhauer added that the Council does expect however, that a number residents may take up the opportunity to make a one-off payment for life-time registration.*

*Mayor Bredhauer advised that any revenue raised from dog registrations would off-set costs associated with animal management, ie. free and low cost micro-chipping programs, annual activities (ie. Dogs’ Day Out), the promotion of responsible dog ownership and the dog awareness programs that are run through the primary schools. Mayor Bredhauer added to monitor and manage feral dogs, provide traps and barking collars and to investigate complaints all contribute to the cost of animal management.*

*Mayor Bredhauer quoted the number of dog complaints annually, attacks and impounds and mentioned the costs of advertising and rehoming lost dogs.*

*Mayor Bredhauer stated that Council would re-evaluate the services provided with regards to animal management should there be a significant income within that department.*

Mr Hales stated that these costs had already been accounted for from the revenue raised by rates.

**Council Response**

*Mayor Bredhauer advised any further questions would be taken on notice.*

Mr Hales agreed to meet with the Chief Executive Officer outside the Council meeting to address any further questions or concerns.

**9.2 Heidi Jennings, Berry Springs**

Ms Jennings, an owner of a 20-acre property and guard dog that has been trained not to leave the yard, expressed her concern that she has had her dog microchipped and to register the dog it would appear to be "double-paying".

**Council Response**

*Mayor Bredhauer thanked Ms Jennings for her comments.*

**10. ACCEPTING OR DECLINING LATE ITEMS**

Nil.

**11. NOTICES OF MOTION**

Nil.

**12. MAYORS REPORT**

Moved: Cr Barden  
Seconded: Deputy Mayor Hunt

THAT Council receive and note the Mayor's monthly report.

**CARRIED-1718/119**

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

Councillors appointed by Council to external committees provided an update where relevant.

Moved: Cr Simpson  
Seconded: Cr Salter

THAT Council note the Councillors' verbal report.

**CARRIED-1718/120**

### **14. FINANCE REPORT**

#### **14.1 Council Finance Report – November 2017**

Moved: Cr Simpson  
Seconded: Cr Barden

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

**CARRIED-1718/121**

### **15. OFFICERS REPORTS**

#### **15.1 Draft Waste Strategy**

Moved: Cr Simpson  
Seconded: Deputy Mayor Hunt

THAT Council:

1. receives and notes the Waste Strategy Background and Discussion Paper;
2. endorses the draft Waste Strategy for the purpose of placing the document on public exhibition for a six-week consultation period inviting community comment;
3. receives a further report on community feedback to finalise the Strategy at its May 2018 meeting;
4. write to the Community Reference Group members and thank them for their contribution to the development of the waste strategy; and
5. sse extensive community consultation during the six-week period to provide Council with the best results in communicating with the residents.

**CARRIED-1718/122**

A division was called

FOR: Cr Simpson, Cr Salter, Cr Barden, Deputy Mayor Hunt and Mayor Maree Bredhauer  
AGAINST: Nil

## **15.2 Accounting Policies**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. amend the review period of Council policies from three to four years in the GOV01 Policy Framework;
2. rescind policy LC31 Disposal of Assets and LC37 Land Acquisition Disposal Lease;
3. adopt FIN01 Asset Disposal Policy as attached to report in Attachment 1;
4. rescind LC06 Rates Policy;
5. adopt FIN02 Rates Policy as attached to report number in Attachment 2;
6. adopt FIN04 Financial Reserves Policy as attached to report in Attachment 3;
7. rescind LC10 Investment Policy;
8. adopt FIN14 Investment Policy as attached to report in Attachment 4;
9. rescind LC04 Borrowing Policy;
10. adopt FIN13 Borrowing Policy as attached to report in Attachment 5; and
11. authorises the Chief Executive Officer to make editorial changes as requested.

**CARRIED-1718/123**

A division was called

FOR: Cr Simpson, Deputy Mayor Hunt and Mayor Bredhauer voted for the motion  
AGAINST: Cr Barden and Cr Salter

## **15.3 December 2017 Summary Report Planning and Mining**

Moved: Cr Barden  
Seconded: Cr Simpson

THAT Council:

1. receive the December 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-1718/124**

#### **15.4 Planning Scheme Amendment Application – Lot 12 Finn Road**

Moved: Cr Simpson  
Seconded: Deputy Mayor Hunt

THAT Council endorse Attachment B, Council's Letter of Comment for PA2017/0542, a Planning Scheme Amendment Application to rezone from Zone R (Rural) to Zone RL (Rural Living) at Lot 12 (69) Finn Road, Berry Springs, Hundred of Ayers, the assessment of which is summarised above and reviewed in detail within the body of this report.

**CARRIED-1718/125**

#### **15.5 Procurement of Operation and Maintenance Contract for Council Streetlights**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. authorises the Chief Executive Officer to negotiate with City of Darwin to enter into agreement for City of Darwin to provide selected services from its contract with Top End RACE for operation and maintenance of streetlights;
2. authorises the Chief Executive Officer to enter into a supply agreement with the City of Darwin for operation and maintenance services for streetlights and supply of streetlight luminaires, should negotiations outlined in Part 1 be acceptable; and
3. publish this decision on Council's website.

**CARRIED-1718/126**

#### **15.6 Development Application – Prawn Farm Gunn Point**

Moved: Deputy Mayor Hunt  
Seconded: Cr Salter

THAT Council receive for information Attachment B, Council's Letter of Comment for PA2017/0529, a Development Application for an intensive animal husbandry (prawn farm) including 2 x 3-bedroom single dwellings in 2 x single storey buildings at NT Portions 2626 (3820) Gunn Point Road, Koolpinyah, the assessment of which is summarised above and reviewed in detail within the body of this report.

**CARRIED-1718/127**

### **15.7 Development Application – Subdivision Bees Creek**

Moved: Cr Simpson  
Seconded: Cr Salter

THAT Council receive for information Attachment B, Council's Letter of Comment for PA2017/0401, a Development Permit for subdivision to create 13 lots in 5 stages at Section 4580, Section 4579, Section 4185, Lot 16, and Lot 17 (175, 195, 205, 155A, and 155B) Lowther Road and Lot 13 and Lot 14 (298 and 296) Bees Creek Road, Bees Creek, Hundred of Strangways, the assessment of which is summarised above and reviewed in detail within the body of this report.

**CARRIED-1718/128**

### **15.8 Abandoned Vehicles Policy**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council

1. rescinds LC18 Abandoned Vehicle policy; and
2. develop a fact sheet on abandoned vehicles for display on Council's website.

**CARRIED-1718/129**

### **16 COMMON SEAL**

Nil.

### **17 OTHER BUSINESS**

Nil.



## **18. PUBLIC QUESTIONS**

Public Questions and responses may be paraphrased.

### **18.1 Heidi Jennings, Berry Springs**

Ms Jennings sought clarification from Council regarding Council's decision relating to the rezoning application along Finn Road, Berry Springs.

#### **Council Response**

*The Acting Director of Infrastructure & Operations advised that the Council supports the rezoning however the parcel may not be suitable for subdivision. Council's comments will be sent to the Minister for Planning who will make the decision regarding the rezoning.*

Ms Jennings also questioned the location of the proposed Prawn Farm at Gunn Point and whether it conflicts with the second location of the Darwin Port.

#### **Council Response**

*The Mayor thanked Ms Jennings for her enquiries and advised the question would be taken on notice.*

## **19. CONFIDENTIAL ITEMS**

Moved: Deputy Mayor Hunt  
Seconded: Cr Salter

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 Items:

### **19.1 Application to Write Off Rates on Assessment 10046068**

*Regulation 8(b) reason - information about the personal circumstances of a resident or ratepayer}.*

**CARRIED-1718/130**

The meeting was closed to the public at 7:51pm.

### 19.1 Application to Write Off Rates on Assessment 10046068

Moved: Cr Barden  
Seconded: Cr Simpson

THAT Council:

1. write off all rates and charges on the assessment 10046068;
2. note that assessment 10046068 is non-rateable as per Section 144 (1) (k) Local Government Act Northern Territory;
3. waive the waste charge on assessment 10046068 as long as the property is not used for permanent housing;
4. write to the Yirra Badoo Aboriginal Corporation and Land Trust, the owner of assessment 10046068 to inform the Trust of Council's decision; and
5. make public Council's resolutions on this matter.

**CARRIED 1718/131**

Moved: Deputy Mayor Hunt  
Seconded: Cr Barden

THAT the meeting be open to the public at 8:02pm.

**CARRIED-1718/132**

### 20. CLOSE OF MEETING

The Chair closed the meeting at 8:02pm.

### 21. NEXT MEETING

Wednesday, 17 January 2017.

### MINUTES TO BE CONFIRMED

Wednesday, 17 January 2017.



Mayor  
Maree Bredhauer



Chief Executive Officer  
Kaylene Conrick