



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Meeting

held in the Council Chambers, Litchfield
on Wednesday, 20 March 2019 at 6:30pm

Present	Maree Bredhauer Doug Barden Christine Simpson Mathew Salter	Mayor Councillor South Ward Councillor Central Ward Councillor North Ward
Staff	Kaylene Conrick Nadine Nilon Silke Maynard Kim Moon Debbie Branson	Chief Executive Officer Director Infrastructure and Operations Director Community & Corporate Services Human Resource and WHS Advisor Executive Assistant
Public	Jackie Rawles Doreen Rutledge Bruce Lofts Steven Wallis	Berry Springs Southport Southport Southport

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

Mover: Cr Barden
Seconder: Cr Simpson

THAT Council notes and approves:

Apologies	Deputy Mayor Kirsty Sayers-Hunt	
Leave of Absence	Mayor Bredhauer	14 – 17 May 2019
Leave of Absence	Mathew Salter	14 – 21 April 2019

Mayor Bredhauer will be on Leave of Absence to attend the 2019 National Australian Local Government Women's Association Conference held in Blacktown NSW 15-17 May 2019.

CARRIED-1819/169

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 further disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

Moved: Cr Simpson
Seconded: Cr Barden

THAT the full minutes of the Council Meeting held 20 February 2019, 9 pages, be confirmed.

CARRIED-1819/170

6. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Simpson
Seconded: Cr Barden

THAT Council receives and notes the Action List.

CARRIED-1819/171

7. PRESENTATIONS

Nil.

8. PETITIONS

Nil.

9. PUBLIC FORUM

9.1 Jackie Rawles – Berry Springs

Ms Rawles raised her concern in relation to the following:

- the need for bus shelters along Cox Peninsular Road and child safety
- road safety – the need for road signage for traffic approaching crests, ie Leonino Road
- the opportunity for Council to allow advertising signs for commercial operators and community events
- the lack of consultation regarding the rainbow signage on Oxford Road celebrating the annual Mardi Gras in Sydney

Mayor Bredhauer suggested Ms Rawles meet with the Director of Infrastructure and Operations after the meeting to discuss these concerns further.

9.2 Bruce Lofts – Southport

Mr Lofts expressed his concern in relation the Mira Square development, Southport and ongoing financial support from Council.

The Director of Infrastructure and Operations advised that there would be a lease between the Southport Progress Association (SPA) and Council along with a funding arrangement. The Director confirmed that Council had resolved in 2016 to commit support funds however, until the development is complete there is nothing in Council's budget.

10. ACCEPTING OR DECLINING LATE ITEMS

Nil.

11. NOTICES OF MOTION

Nil.

12. MAYORS REPORT

Moved: Cr Barden
Seconded: Cr Simpson

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

CARRIED-1819/172

13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

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

Moved: Cr Simpson

Seconded: Cr Barden

THAT Council note the Councillors' verbal report.

CARRIED-1819/173

14. FINANCE REPORT

14.1 Council Finance Report – February 2019

Moved: Cr Simpson

Seconded: Cr Salter

THAT Council receives the Litchfield Council Finance report for the period ended 28 February 2019.

CARRIED-1819/174

15. OFFICERS REPORTS

15.1 Draft Litchfield Animal Management Plan – Endorsement for Public Consultation

Moved: Cr Salter

Seconded: Cr Simpson

THAT Council:

1. endorses the draft Animal Management Plan for public consultation for a period of five weeks from 15 April to 19 May 2019; and
2. authorises the Chief Executive Officer to make editorial changes to the draft Animal Management Plan, if required, prior to consultation.

CARRIED-1819/175

15.2 Draft Youth Policy – Adoption of Policy

Moved: Cr Salter

Seconded: Cr Barden

THAT Council adopts the COM01 Youth Policy.

CARRIED-1819/176

15.3 McMinns Lagoon Recreation Reserve Request for Funding

Moved: Cr Barden
Seconded: Cr Simpson

THAT Council:

1. thanks, and acknowledges the ongoing contribution the McMinns Lagoon Reserve Association's Bushcare Major Day Out event in providing the opportunity for the community to get out and learn about the region and this nature reserve;
2. refers McMinns Lagoon Reserve Association to the Litchfield Council Annual Community Grants program to seek financial support for the annual Bushcare Major Day Out event; and
3. refers McMinns Lagoon Reserve Association to the Community Benefit Fund, Major and Minor Community Grants for further grant opportunities.

CARRIED-1819/177

15.4 670 Letchford Road Subdivision – Updated Request for New Road Name

Moved: Cr Simpson
Seconded: Cr Barden

THAT Council support the name Quinine for the new road within the new subdivision at 670 Letchford Road.

CARRIED-1819/178

15.5 Council Controlled Land Summary

Moved: Cr Simpson
Seconded: Cr Barden

THAT the report on Council Controlled Land be received and noted.

CARRIED-1819/179

15.6 Southport Mira Square Development – Proposed Staging

Moved: Cr Barden
Seconded: Cr Salter

THAT Council:

1. endorses a staging plan for the development of Mira Square that includes:
 - a. Stage 1 - construction of an approximately 400m² shed connected to appropriate services,
 - b. Stage 2 - creation of a cleared area for children's play,
 - c. Stage 3 - internal storage and meeting spaces within the shed, and
 - d. Stage 4 - installation of playground equipment; and
2. includes the granting of Mira Square and the site's development as an advocacy project within the 2019/20 Municipal Plan.

CARRIED-1819/180

15.7 March 2019 Summary Planning and Mining Report

Moved: Cr Salter
Seconded: Cr Barden

THAT Council:

1. receive the March 2019 Summary Planning and Mining Report; and
2. notes for information the responses provided to Development Assessment Services or Department of Primary Industries and Resources, as applicable, within Attachment A-PA2019/0052 to this report.

CARRIED-1819/181

15.8 Draft Burial and Cremation Bill 2018 - Submissions

Moved: Cr Salter
Seconded: Cr Barden

THAT Council:

1. notes the report on the impact of the Draft Burial and Cremation Bill 2018 on Thorak Regional Cemetery; and
2. makes a formal submission on the Draft Bill, specifically on the matters considered to potentially have impact on the management and operations of Thorak Regional Cemetery.

CARRIED-1819/182

15.9 Sponsorship – Territory Natural Resource Management Conference and Annual Awards

Moved: Cr Simpson
Seconded: Cr Barden

THAT Council:

1. partners with Territory Natural Resource Management as a sponsor of its 2019 Conference and Northern Territory Natural Resource Management Awards at the Silver level by financially contributing \$2,500;
2. allocates \$2,500 in its 2019/20 Budget to sponsor the 2019 Conference and Northern Territory Natural Resource Management Awards;
3. authorises the Chief Executive Officer to sign the Partnering / Sponsorship documentation; and
4. nominates the Mayor and Cr Barden to attend the annual Awards Gala Dinner.

CARRIED-1819/183

16. COMMON SEAL

Nil.

17. OTHER BUSINESS

Nil.

18. PUBLIC QUESTIONS

18.1 Jackie Rawles – Berry Springs

Ms Rawles questioned if the Draft Youth Policy was available on the Council's website and if it was available for comment.

The Mayor advised that the formal public consultation regarding the Draft Youth Policy had closed and the Council had endorsed the policy earlier in this meeting. The Mayor invited Ms Rawles to have a conversation with her outside the meeting regarding any feedback she may have.

19. CONFIDENTIAL ITEMS

Moved: Cr Simpson
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 Items:

19.1 CEO Recruitment- Appointment of Recruitment Agency

Regulation 8(c) information that would, if publicly disclosed, be likely to:

(i) cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED-1819/184

The meeting was closed to the public at 7.46 pm.

Moved: Cr Salter
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 re-opened to the public.

CARRIED-1819/188

19.1 CEO Recruitment- Appointment of Recruitment Agency

Moved: Cr Simpson
Seconded: Cr Barden

THAT Council:

1. receive the resignation letter from its Chief Executive Officer, Kaylene Conrick;
2. writes and thanks Ms Conrick for her service to Litchfield Council and wishes her all the best for the future;
3. appoints McArthur to undertake a national recruitment search and process for the next chief executive officer;
4. allocates a budget of up to \$50,000 to undertake the recruitment process and CEO appointment, including any costs associated with the Employment Contract negotiation;
5. appoints the following Elected Members to form a CEO Recruitment Panel – Mayor Bredhauer and Crs Barden, Sayers-Hunt, Salter and Simpson;
6. invites Mr Iain Summers, Council's Risk Management and Audit Committee Chair to be on the Recruitment Panel to assist Council in the recruitment process;
7. appoints Mayor Bredhauer as Chair of the Recruitment Panel;
8. receives a report and recommendation from the CEO Recruitment Panel no later than 30 June 2019.

CARRIED-1819/187

The meeting moved to Open Session at 8.32pm.

20. CLOSE OF MEETING

The Chair closed the meeting at 8.32pm.

21. NEXT MEETING

Wednesday 17 April 2019.

MINUTES TO BE CONFIRMED

Wednesday 17 April 2019


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Deputy Mayor
Kirsty Sayers-Hunt


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Acting Chief Executive Officer
Nadine Nilon