



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Meeting
held in the Council Chambers, Litchfield
on Wednesday 16 June 2021 at 6:00pm

Present	Maree Bredhauer Christine Simpson Doug Barden Kirsty Sayers-Hunt Mathew Salter	Mayor Deputy Mayor / Councillor Central Ward Councillor South Ward Councillor East Ward Councillor North Ward
Staff	Leon Kruger Arun Dias Kylie Hogan Diana Leeder Debbie Branson	Acting Chief Executive Officer General Manager Business Excellence Strategic Project Advisor Community Inclusion Consultant Executive Assistant
Public	As per Attendance Register	

1. OPENING OF THE MEETING

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

The Mayor advised that an audio and visual recording of the meeting is live streamed to Council's preferred online platform and will remain online for public viewing in accordance with Council's Recording of Council Meetings Policy. By attending the meeting, those present confirm you have read and agree to comply by Council's Recording of Council Meetings Policy.

2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which the Council meet. 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

Chief Executive Officer, Daniel Fletcher – Apology.

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 Simpson

Seconded: Cr Sayers-Hunt

THAT Council confirm the minutes of the Council Meeting held 19 May 2021, 9 pages.

CARRIED (5-0)-2021/222

6. BUSINESS ARISING FROM THE MINUTES

Moved: Cr Sayers-Hunt

Seconded: Deputy Mayor Simpson

THAT Council receives and notes the Action List.

CARRIED (5-0)-2021/223

7. PRESENTATIONS

Nil.

8. PETITIONS

Nil.

9. PUBLIC QUESTIONS

Nil.

10. ACCEPTING OR DECLINING LATE ITEMS

Nil.

11. NOTICES OF MOTION

11.01 Status Update on Advocacy for Holtze and Kowandi Development Areas and Concerns over Northern Territory Government decision making

Moved: Mayor Bredhauer

Seconded: Cr Barden

THAT Council:

1. receives and notes the Mayor's notice of motion including the status update and actions taken in response to the proposed Holtze and Kowandi developments;
2. records publicly that Council has expressed strong concern to the Northern Territory Government about the decision to allocate unincorporated land into the City of Palmerston, prior to engaging relevant stakeholders and any community members;
3. agrees to continue advocating for all areas within Litchfield municipality to remain;
4. continue to actively contribute to Northern Territory Planning Commission processes so that any developments within Litchfield municipality contain the planning principles identified in the approved Litchfield sub-regional land use plan; and
5. after having considered feedback from the community meeting held with the Northern Territory Planning Commission staff and the Litchfield community on Saturday 12th June 2021, approve the Chief Executive Officer to formally submit feedback to the Northern Territory Planning Commission requesting the following two amendments:
 - a. the title of the document 'Palmerston Environs Subregional Land Use Plan' be changed to a more suitable and appropriate title reflecting that the proposed developments fall within Litchfield Council boundaries, and
 - b. the outer boundary of the proposed area be amended to a more suitable and appropriate boundary which reflects that the proposed developments fall within Litchfield Council boundaries, and
 - c. Council seeks an extension of time for providing additional comment on the Northern Territory Planning Commission document.

CARRIED (5-0)-2021/224

12. MAYORS REPORT

Moved: Deputy Mayor Simpson
Seconded: Cr Sayers-Hunt

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

CARRIED (5-0)-2021/225

13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

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

Moved: Cr Barden
Seconded: Cr Salter

THAT Council note the Councillors' verbal report.

CARRIED (5-0)-2021/226

14. WORK TEAM PRESENTATION

14.01 Resource Recovery

Moved: Cr Barden
Seconded: Cr Salter

THAT the Work Team Presentation – Resource Recovery be received and noted.

CARRIED (5-0)-2021/227

15. OFFICERS' REPORTS

15.01.01 Litchfield Horse and Pony Club Master Plan

Moved: Cr Barden
Seconded: Cr Salter

THAT Council:

1. receive and note this report titled Litchfield Horse and Pony Club Master Plan;
2. endorse the Litchfield Horse and Pony Club's Master Plan 2021 - 2023; and
3. write to the Litchfield Horse and Pony Club to inform them of Council's support.

CARRIED (5-0)-2021/228

15.01.02 Sponsorship Request: Southport 150 Birthday Bash

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council:

1. approve a \$5,000 grant to Southport Progress Association for the Southport 150th (+1) Birthday Bash to support the event.
2. allocate an additional \$5,000 from community grants funding pool to the Annual Community Grants Scheme 2020/2021 budget line.
3. write to Southport Progress Association advising them of the outcome and conditions of the grant.

CARRIED (5-0)-2021/229

15.01.03 Howard Park and Knuckey Lagoon Recreation Reserves Advisory Committees – updated Terms of Reference and Committee Minutes

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council:

1. note this report;
2. approve the revised Knuckey Lagoon Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment A to this report;
3. approve the revised Howard Park Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment B to this report; and
4. remove reference to Ward specific Councillors from the Knuckey Lagoon Recreation Reserve Advisory Committee Terms of Reference and the Howard Park Recreation Reserve Advisory Committee Terms of Reference.

AMENDMENT

Moved: Cr Barden
Seconded: Cr Salter

THAT Council:

1. note this report;
2. approve the revised Knuckey Lagoon Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment A to this report;
3. approve the revised Howard Park Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment B to this report.

CARRIED (3-2)-2021/230

15.01.03 Howard Park and Knuckey Lagoon Recreation Reserves Advisory Committees – updated Terms of Reference and Committee Minutes (Continued)

THE AMENDMENT BECAME THE FORMAL MOTION

THAT Council:

1. note this report;
2. approve the revised Knuckey Lagoon Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment A to this report;
3. approve the revised Howard Park Recreation Reserve Advisory Committee Terms of Reference for operation of the committee from 1 July, 2021, at Attachment B to this report.

CARRIED (3-2)-2021/230

15.01.04 Palmerston and Litchfield Seniors Association – Request for funding agreement extension

Moved: Cr Barden

Seconded: Cr Salter

THAT the matter lay on the table until the September 2021 Council meeting for the purpose of obtaining further information.

CARRIED (5-0)-2021/231

15.01.05 DRAFT CM03 Sport and Recreation Policy

Moved: Cr Sayers-Hunt

Seconded: Deputy Mayor Simpson

THAT Council adopt the proposed CM03 Sport and Recreation Policy, as at Attachment A, subject to any minor editorial adjustments.

CARRIED (5-0)-2021/232

15.02.01 Litchfield Council Finance Report – May 2021

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

THAT Council note the Litchfield Council Finance Report for the period ended 31 May 2021.

CARRIED (5-0)-2021/233

15.02.02 People, Performance and Governance Monthly Report – May 2021

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council note the People and Performance Monthly Report for May 2021.

CARRIED (5-0)-2021/234

15.02.03 DRAFT FIN04 Financial Reserves Policy

Moved: Cr Sayers-Hunt
Seconded: Deputy Mayor Simpson

THAT Council adopt the proposed FIN04 Financial Reserves, as at Attachment A, subject to any minor editorial adjustments.

CARRIED (4-1)-2021/235

15.03.01 May 2021 Summary Planning and Development Report

Moved: Deputy Mayor Simpson
Seconded: Cr Barden

THAT Council:

1. receive the May 2021 Summary Planning and Development Report; and
2. note for information the responses provided to relevant agencies within Attachments A - C to this report.

CARRIED (5-0)-2021/236

15.03.02 Grant of Easement – Form 51 – Lot 54 Hundred of Strangways – Application of Common Seal

Moved: Cr Barden
Seconded: Cr Salter

THAT Council:

1. approve the use of the Common Seal on *Form 51 – Grant of Easement* relating to Lot 54 Hundred of Strangways (135 Horsnell, Noonamah); and,
2. provide a letter of response to the Chief Executive Officer of Department Infrastructure Planning and Logistics detailing the resolution.

CARRIED (5-0)-2021/237

15.03.03 Place Names – Revised Road Names for Kittyhawk Subdivision at 1000 Channel Island Road, Wickham

Moved: Deputy Mayor Simpson
Seconded: Cr Salter

THAT Council:

1. support the proposed road names as follows;

	Preferred
Road 1	Danimiyinda
Road 2	Dabdabma
Supplementary	Damugu-la

2. provide a letter of comment to the NT Place Names unit and the NT Place Names Committee detailing the above resolution.

CARRIED (5-0)-2021/238

16. OTHER BUSINESS

Nil.

17. CONFIDENTIAL ITEMS

Moved: Deputy Mayor Simpson
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:

17.01 Moving of Confidential Resolutions to Open

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

CARRIED (5-0)-2021/239

The meeting was closed to the public at 7:59pm.

Moved: Cr Sayers-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 re-opened to the public.

CARRIED (5-0)-2021/240

The meeting moved to Open Session at 8:08pm.

17.01 Moving of Confidential Resolutions to Open

Moved: Cr Sayers-Hunt

Seconded: Deputy Mayor Simpson

THAT Council resolves to move the following confidential resolutions to public:

Resolution Number	Report Title	Council Meeting Date	Resolution
17/0115	Community Grants Scheme 2016/17	21 June 2017	THAT Council approves the allocation of Community Grants totalling \$22,500, comprising the following: <ol style="list-style-type: none">1. \$3,000 to Berry Springs Primary School for the project 'Recycling Warriors';2. \$5,000 to Berry Springs Recreation Reserve for the events Territory Day and Berry Springs Car Show;3. \$2,500 to Darwin Animal Rescue Group for the project 'cats desexing vouchers';4. \$3,400 to Litchfield Horse and Pony Club for the purchase of a mower;5. \$2,557 to Litchfield Polocrosse Club for the project of upgrading the oval at Livingstone Reserve;6. \$2,470 to Southern Districts Cricket Club for the purchase of first aids kits and gazebos;7. \$2,724 to WildCare for the project 'Bunt your Barbed Wire';8. \$500 to Howard Springs Primary School for the project 'Writers day out' and9. \$349 to Humpty Doo Scouts for the purchase of a personal locator beacon.
1718/175	Discretionary Trust Group Insurance Scheme	28 February 2018	THAT Council resolves to become a member of the Discretionary Trust established by Jardine Lloyd Thompson for the purpose of providing insurance services.

Resolution Number	Report Title	Council Meeting Date	Resolution
1718/272	Community Grants Scheme 2017-18	27 June 2018	<p>THAT Council approves the allocation of Annual Community Grants totalling \$32,959.37 comprising of the following:</p> <ol style="list-style-type: none"> 1. \$4,837 to Fred's Pass Positive Dogs Training Club for the replacement of jumps; 2. \$5,000 to Top End Rehoming for the event 'Dogs Breakfast'; 3. \$1,500 to Tennis NT for their programs 'After School Smash and Sunday Morning Cardio Tennis'; 4. \$4,502.29 to Rotary Club of Litchfield/Palmerston for their school holiday theatre games and circus classes; 5. \$2,500 to Acacia Hills Motocross Association for club shirts; 6. \$2,000 to Berry Springs Recreation Reserve for their community movie night; 7. \$2,500 to McMinns Lagoon Recreation Reserve for the 'Bushcare Major Day Out'; 8. \$5,000 to Howard Springs Scout Group for the upgrade of external lighting and kitchen facilities; 9. \$4,120.08 to Acacia Hills Fire Brigade for the upgrade of water pumps; 10. \$500 to Country Women's Association Litchfield for products for home craft making; and 11. \$500 to NT Show Horse for 'Horse of the Year' competition.
1718/274	Affixation of the Common Seal Funding Agreement	27 June 2018	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. affixes the common seal on the Capital Grant Funding Agreement for Freds Pass Sporting Reserve Upgrades dated 22 June 2018; and 2. determines that the report and resolution remains confidential until such time that the Department of Tourism and Culture makes a public announcement of the funding.

Resolution Number	Report Title	Council Meeting Date	Resolution
1819-219	Community Grants Scheme 2018-19	15 May 2019	<p>THAT Council approves the allocation of Annual Community Grants totalling \$28,198.00 comprising of the following:</p> <ol style="list-style-type: none"> 1. \$1,500 to NT Field and Game Association for a new shooting station and associated equipment; 2. \$1,000 to Palmerston and Litchfield Seniors Association for costs associated with their rebranding; 3. \$678 to Humpty Doo Scouts for new navigation equipment; 4. \$3,000 to Venture Scouts for their NT Venture event; 5. \$1,700 to Rotary Club of Litchfield/Palmerston for their Family Fun Day at Howard Park Recreation Reserve; 6. \$2,000 to Acacia Hills Motocross Association for the construction of a viewing platform; 7. \$3,270 to Top End Gem Club to improve Lapidary equipment for members with impaired mobility and other disabilities; 8. \$2,500 to T for Thomas for Movement for Mia Musical; 9. \$2,700 to McMinns Lagoon Recreation Reserve for the 'Bushcare Major Day Out'; 10. \$3,000 to Darwin Community Arts for the Litchfield Community Cabaret; 11. \$2,000 for Berry Springs Primary School for NAIDOC Celebrations; and 12. \$4,400 for Greening Australia for delivering Land for Wildlife workshops.
1920-160	Mango Roads Funding and Deed of Agreement	19 February 2020	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. approve funding in accordance with the draft Deed of Agreement, being \$2,450,000 in the 2020-21 and \$300,000 in the 2021-22 financial year budgets; 2. notes the Chief Executive Officer will be finalising the Deed of Agreement with the Northern Territory Government; and 3. retain this resolution as confidential until the signing of the Deed of Agreement.

Resolution Number	Report Title	Council Meeting Date	Resolution
1920-188	Contract Award RFT19-202 Freds Pass Sport Recreation Reserve - Roads and Carparks Stages 1 to 4	18 March 2020	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Report for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4; and 2. award the contract for RFT19-202 FPSRR- Roads and Carparks Stages 1 to 4 to Mugavin Contracting, in accordance with their submitted tender for Stages 1 and 2, at \$658,319 (GST exclusive); 3. delegate the Chief Executive Officer to finalise negotiations with Mugavin Contracting in relation to variations and additional works able to be undertaken within available budget. 4. makes this resolution public following notification to all tenderers; and 5. determine that this report remains confidential, as the report contains commercial in-confidence information.
1920-228	2019/20 Annual Community Grants Applications	20 May 2020	<p>THAT Council approves the allocation of annual Community Grants totalling \$26,868.00 comprising the following:</p> <ol style="list-style-type: none"> 1. \$5,000 to Top End Rehoming for a de-sexing initiative; 2. \$4,360 to Palmerston and Regional Basketball Association for The Big Game Day; 3. \$5,000 to Rural Churches Carols by Candlelight for their 2020 event; 4. \$2,700 to Rotary Litchfield Palmerston for Books for Babies; 5. \$2,500 to Darwin Community Arts for Litchfield Love Boxes; 6. \$3,058 to Craft and Quilting Down the Track for purchase of a new table; 7. \$2,500 to NT Field and Game for equipment purchases; and 8. \$1,750 to Litchfield Bears for their 30th Anniversary video

CARRIED (5-0)-2021/241

18. CLOSE OF MEETING


The Chair closed the meeting at 8:09pm.

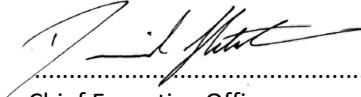
19. NEXT MEETING

Wednesday 21 July 2021.

MINUTES TO BE CONFIRMED

Wednesday 21 July 2021


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Mayor
Maree Bredhauer


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Chief Executive Officer
Daniel Fletcher