



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting
held in the Council Chambers, Litchfield
on Wednesday 29 September 2021 at 6:00pm

Present	Doug Barden Mathew Salter Rachel Wright Andrew Mackay Kev Harlan Emma Sharp Mark Sidey	Mayor Deputy Mayor/ Councillor North Ward Councillor North Ward Councillor Central Ward Councillor Central Ward Councillor South Ward Councillor South Ward
Staff	Daniel Fletcher Leon Kruger Arun Dias Diana Leeder Debbie Branson	Chief Executive Officer General Manager Infrastructure & Operations General Manager Business Excellence Executive Manager Community Inclusion Executive Assistant
Public	As per Attendance Register	

1. 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.

2. 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 was live streamed to Council's 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 agreed to comply by Council's Recording of Council Meetings Policy.

2.01 Declaration of Office – Cr Sharp

Emma Sharp made the Declaration of Office as Councillor for the South Ward and signed the declaration.

3. ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Nil.

3.2 Apologies

Nil.

3.3 Leave of Absence Previously Granted

Nil.

3.4 Leave of Absence Request

Nil.

4. DISCLOSURE 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.

4.1 Elected Members

No disclosures of interest were declared.

4.2 Staff

No disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Cr Sidey
Seconded: Cr Wright

THAT Council confirm the following:

1. Council Meeting minutes held 18 August 2021, 6 pages.

CARRIED (7-0) ORD2021 11-001

5.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Deputy Mayor Salter
Seconded: Cr Harlan

THAT Council receive and note the Action List.

CARRIED (7-0) ORD2021 11-002

2. PETITIONS

Nil.

3. DEPUTATIONS AND PRESENTATIONS

Nil.

4. PUBLIC QUESTIONS

Nil.

5. ACCEPTING OR DECLINING LATE ITEMS

Nil.

6. NOTICES OF MOTION

Nil.

7. MAYORS REPORT

Moved: Deputy Mayor Salter
Seconded: Cr Wright

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

CARRIED (7-0) ORD2021 11-003

8. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Nil.

9. ACCEPTING OR DECLINING LATE ITMES

Nil.

10. NOTICE OF MOTION

Nil.

13. WORK TEAM PRESENTATION

Nil.

14. OFFICERS' REPORTS

14.01 Business Excellence

14.01.01 Litchfield Council Finance Report

Moved: Deputy Mayor Salter
Seconded: Cr Mackay

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

CARRIED (7-0) ORD2021 11-004

14.01.02 People, Performance and Governance Monthly Report – July 2021 and August 2021

Moved: Cr Harlan
Seconded: Cr Wright

THAT Council note the People, Performance and Government monthly report for July 2021 and August 2021.

CARRIED (7-0) ORD2021 11-005

14.01.03 Council Cost Index – LGANT Motion

Moved: Cr Mackay
Seconded: Cr Wright

THAT Council approve the Chief Executive Officer to submit the motion of Council Cost Index to the Local Government Association of the Northern Territory with a proportional increase in membership fees from all participating councils to cover the costs.

CARRIED (7-0) ORD2021 11-006

14.02 Council Leadership & Community Services

14.02.01 Council Representatives Appointed to Committees

Moved: Mayor Barden

Seconded: Cr Harlan

THAT Council:

1. adopt the existing Howard Park Reserve Committee Terms of Reference;
2. adopt the existing Knuckey Lagoon Reserve Committee Terms of Reference;
3. adopt the existing FIN09 Risk Management and Audit Committee policy;
4. adopt the proposed CEO Performance Appraisal and Remuneration Review Committee Terms of Reference;
5. adopt the amended Administrative Review Committee Terms of Reference to include an additional Council Member from two to three;
6. adopt the existing Litchfield Women in Business Network Committee Terms of Reference *subject to changing item 3.7.3 Chairing of Meetings to read: All meetings will be chaired by an endorsed member of Council;*
7. adopt the proposed Litchfield Australia Day Awards Selection Panel Terms of Reference;
8. adopt the amended FIN07 Grants Donations and Sponsorship policy to include an additional Council Member from two to three;
9. appoints Cr Salter to the Howard Park Recreation Reserve Advisory Committee;
10. appoints Cr Wright to the Knuckey Lagoon Recreation Reserve Committee;
11. appoints Cr Sidey and Cr Salter to the Risk Management and Audit Committee;
12. appoints the Mayor and Councillors to the Litchfield Women in Business Network Committee, and that Cr Sharp be appointed as Chair;
13. appoints Mayor Barden and Cr Wright, Cr Harlan and Cr Sharp to the CEO Performance Appraisal and Remuneration Review Committee;
14. appoints Mayor Barden and Cr Harlan, Cr Salter and Cr Mackay to the Administrative Review Committee;
15. appoints the Mayor and Councillors to the Litchfield Australia Day Awards Selection Panel; and
16. appoints Mayor Barden and Cr Harlan, Cr Mackay and Cr Sharp to the Community Grants Committee.

A Division was called

**Those voting in affirmation of the motion: Mayor Barden, Cr Mackay, Cr Wright,
Cr Sharp and Cr Harlan**

Those voting in the negative of the motion Cr Salter and Cr Sidey

CARRIED (5-2) ORD2021 11-007

14.02.02 Local Government Association of the NT Nomination of Delegates and Executive Members

Moved: Mayor Barden
Seconded: Deputy Mayor Salter

THAT Council:

1. nominates Cr Sidey for the position of Vice President-Municipals on the Local Government Association Northern Territory Executive;
2. nominates Cr Sidey for the position of Executive Board Member - Municipals on the Local Government Association Northern Territory Executive;
3. appoints Mayor Barden and Cr Sidey as delegates to attend General Meetings, Special General Meetings and Annual General Meetings of Local Government Association Northern Territory and vote on behalf of Council; and
4. notifies the Local Government Association Northern Territory of the Council appointments and Executive Members Nominations.

CARRIED (7-0) ORD2021 11-008

14.02.03 Special Purpose Grant Acquittal

Moved: Cr Sharp
Seconded: Cr Wright

THAT Council:

1. receive and note the Special Purpose Grant Acquittal report; and
2. approve the partial acquittal of the Special Purpose Grant for the Library Shared Services Framework to the value of \$0.00 as of 30 June 2021.

CARRIED (7-0) ORD2021 11-009

14.02.04 Palmerston and Litchfield Seniors Association Lifting of Report from the Table – Request for Funding Agreement extension

Moved: Cr Sidey
Seconded: Deputy Mayor Salter

THAT Council:

1. lift the item Palmerston and Litchfield Seniors Association – Request for funding agreement extension – June 2021 from the table; and
2. request that an updated report be provided to the October 2021 Ordinary Meeting.

CARRIED (7-0) ORD2021 11-010

14.03 Infrastructure and Operations

14.03.01 Summary Planning and Development Report August 2021

Moved: Cr Wright

Seconded: Cr Harlan

THAT Council:

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

CARRIED (7-0) ORD2021 11-011

14.03.02 Council Acquisition of Drainage Easement over Lot 52 Horsnell Road – Common Seal request

Moved: Cr Sharp

Seconded: Cr Harlan

THAT Council:

1. approve the use of the Common Seal on *Form 51 0 Grant of Easement* relating to Lot 52 Hundred of Strangways (85 Horsnell, Noonamah); and
2. provide a letter of response to the property owners of Lot 52 Horsnell Road finalising the agreement.

CARRIED (7-0) ORD2021 11-012

15. OTHER BUSINESS

Nil.

16. CONFIDENTIAL ITEMS

Moved: Cr Harlan

Seconded: Cr Sharp

THAT pursuant to Section 93(2) of the Local Government Act 2019 and Regulation 51 of the Local Government (General) Regulations the meeting be closed to the public to consider the following Confidential Items:

16.01 Application of Statutory Charge

51 (1) (b) information about the personal circumstances of a resident or ratepayer.

CARRIED (07-0) ORD2021 11-013

The meeting was closed to the public at 8:03pm.

Moved: Cr Sharp
Seconded: Cr Harlan

THAT pursuant to Section 93(2) of the Local Government Act 2019 and Regulation 51 of the Local Government (General) Regulations the meeting be re-opened to the public.

CARRIED (7-0) ORD2021 11-015

The meeting moved to Open Session at 8:15pm.

16.01 Application of Statutory Charge

Moved: Cr Sidey
Seconded: Cr Mackay

THAT Council:

1. approve the fixation of the common seal with the Mayor and CEO signing all documents relevant to applying the overriding statutory charge on the property mentioned in the report;
2. determines that this report remains confidential; and
3. makes this resolution public.

CARRIED (7-0) ORD2021 11-014

17. CLOSE OF MEETING


The Chair closed the meeting at 8:16pm.

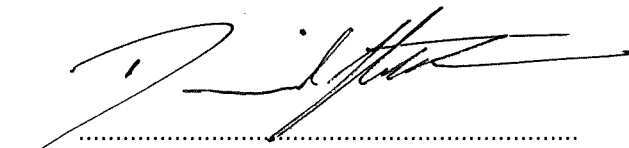
18. NEXT MEETING

Tuesday 19 October 2021.

MINUTES TO BE CONFIRMED

Tuesday 19 October 2021


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Mayor
Doug Barden 21/10/21


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Chief Executive Officer
Daniel Fletcher 20/10/2021