



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting

held in the Council Chambers, Litchfield

on Tuesday 16 November 2021 at 6:05pm

| | | |
|----------------|------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Present | Doug Barden Mathew Salter Rachel Wright Andrew Mackay Kevin Harlan Emma Sharp Mark Sidey | Mayor Deputy Mayor / Councillor North Ward Councillor North Ward (Electronic Attendance) Councillor Central Ward Councillor Central Ward Councillor South Ward Councillor South Ward (Electronic Attendance) |
| Staff | Daniel Fletcher Leon Kruger Arun Dias Debbie Branson | Chief Executive Officer General Manager Infrastructure & Operations General Manager Business Excellence 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.

3. ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

Moved: Cr Sharp
Seconded: Cr Harlan

THAT pursuant to GOV02 Council's Meeting Procedures, Council provided permission for the following Councillors to attend the Ordinary Council Meeting electronically:

Cr Rachael Wright and Cr Mark Sidey.

CARRIED (7-0) ORD2021 11-039

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

Item 16.1 – Award Period Contract RFT21-284 Sealed Pavement Maintenance – Cr Harlan

As per Section 115 of the *Local Government Act 2019*, Cr Harlan disclosed an interest in Item 16.1 – Award Period Contract RFT21-284 Sealed Pavement Maintenance and advised he would leave the meeting whilst the matter is under consideration.

4.2 Staff

No disclosures of interest were declared.

5. CONFIRMATION OF MINUTES

5.1 Confirmation of Minutes

Moved: Cr Mackay
Seconded: Cr Wright

THAT Council confirm the Ordinary Council Meeting minutes held 19 October 2021, 10 pages.

CARRIED (7-0) ORD2021 11-040

5.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Cr Harlan
Seconded: Cr Sharp

THAT Council receive and note the Action List.

CARRIED (7-0) ORD2021 11-041

6. PETITIONS

Nil.

7. DEPUTATIONS AND PRESENTATIONS

Nil.

8. PUBLIC QUESTIONS

Nil.

9. ACCEPTING OR DECLINING LATE ITEMS

Nil.

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Cr Sidey
Seconded: Cr Harlan

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

CARRIED (7-0) ORD2021 11-042

12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

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

Moved: Cr Wright

Seconded: Cr Harlan

THAT Council note the Councillors' verbal reports.

CARRIED (7-0) ORD2021 11-043

13. WORK TEAM PRESENTATION

Paul Wilson, Resource Recovery Program Leader attended and presented to the meeting at 6:18pm

13.01 Waste Management Team Presentation

Moved: Cr Harlan

Seconded: Cr Sharp

THAT Council receive and note the Work Team Waste Management Presentation.

CARRIED (7-0) ORD2021 11-044

Paul Wilson, Resource Recovery Program Leader left the meeting at 6:23pm

14. OFFICERS' REPORTS

14.01 Business Excellence

14.01.01 Litchfield Council Finance Report – October 2021

Moved: Cr Mackay

Seconded: Deputy Mayor Salter

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

CARRIED (7-0) ORD2021 11-045

Danny Milincic, Manager People and Performance attended and presented to the meeting at 6:30pm

14.01.02 People, Performance and Governance Monthly Report – October 2021

Moved: Cr Wright

Seconded: Cr Harlan

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

CARRIED (7-0) ORD2021 11-046

Danny Milincic, Manager People and Performance left the meeting at 6:37pm

14.01.03 Risk Management Audit Committee Minutes – 26 October 2021

Moved: Deputy Mayor Salter

Seconded: Cr Sidey

THAT Council receive and note the Risk Management Audit Committee unconfirmed minutes from 26 October 2021 meeting, as at Attachment A.

CARRIED (7-0) ORD2021 11-047

Danny Milincic, Manager People and Performance attended and presented to the meeting at 6:41pm

14.01.04 Pursual of Non-Voters – Litchfield Council Election 2021

Moved: Cr Sidey

THAT Council:

1. note the Pursual of Non-voters – Litchfield Council Election 2021 report; and
2. notify the Northern Territory Electoral Commission that Litchfield Council does intend to pursue non-voters.

MOTION LAPSED

Moved: Mayor Barden

Seconded: Cr Wright

THAT Council:

1. note the Pursual of Non-voters – Litchfield Council Election 2021 report; and
2. notify the Northern Territory Electoral Commission that Litchfield Council does not intend to pursue non-voters.

CARRIED (5-2) ORD2021 11-048

Danny Milincic, Manager People and Performance left the meeting at 6:50pm

14.02 Council Leadership & Community Services

14.02.01 Ordinary Council Meeting – December 2021

Moved: Cr Sidey

Seconded: Cr Sharp

THAT Council reschedule the Ordinary Council Meeting in December 2021 from Tuesday 7 December 2021 to Tuesday 14 December 2021 at 6:00pm in the Council Chambers.

CARRIED (7-0) ORD2021 11-049

Diana Leeder, Executive Manager Community Inclusion attended and presented to the meeting at 6:52pm

14.02.02 Acquittal of Northern Territory Library Special Purpose Grant 2018/19

Moved: Deputy Mayor Salter

Seconded: Cr Harlan

THAT Council:

1. receive and note the Special Purpose Grant Acquittal report; and
2. approve the acquittal of the Special Purpose Grant for the Library Shared Services Framework to the value of \$25,000 as of 30 June 2021.

CARRIED (7-0) ORD2021 11-050

14.02.03 Freds Pass Sport and Recreation Board Memorandum of Understanding and Funding Agreement

Moved: Cr Sharp

Seconded: Cr Harlan

THAT Council receive and note the report.

CARRIED (7-0) ORD2021 11-051

14.02.04 Progress Report – Reconciliation Action Plan

Moved: Cr Harlan

Seconded: Cr Sidey

THAT Council receive and note the Reconciliation Action Plan Progress Report.

CARRIED (7-0) ORD2021 11-052

14.02.05 Freds Pass Rural Show Committee Funding Request

Moved: Cr Mackay

Seconded: Mayor Barden

THAT Council:

1. acknowledge the contribution of the Freds Pass Rural Show Inc. as a major event for the Litchfield Municipality, supporting the display of local businesses, community groups and organisations and talent of residents and making a significant contribution to the local economy; and
2. continue to support the Freds Pass Rural Show Inc. with a one-year funding agreement of \$45,000 for the 2022 Show; and
3. any future funding be considered by Council during budget deliberations.

14.02.05 Freds Pass Rural Show Committee Funding Request (Cont.)

AMENDMENT

Moved: Cr Harlan

Seconded: Cr Sidey

THAT Council:

1. acknowledge the contribution of the Freds Pass Rural Show Inc. as a major event for the Litchfield Municipality, supporting the display of local businesses, community groups and organisations and talent of residents and making a significant contribution to the local economy; and
2. continue to support the Freds Pass Rural Show Inc. with a two-year funding agreement of \$45,000 for the 2022 and 2023 Show; and
3. any future funding be considered by Council during budget deliberations.

CARRIED (4/3) ORD2021 11-053

THE AMENDMENT BECAME THE MOTION

THAT Council:

1. acknowledge the contribution of the Freds Pass Rural Show Inc. as a major event for the Litchfield Municipality, supporting the display of local businesses, community groups and organisations and talent of residents and making a significant contribution to the local economy; and
2. continue to support the Freds Pass Rural Show Inc. with a two-year funding agreement of \$45,000 for the 2022 and 2023 Show; and
3. any future funding be considered by Council during budget deliberations.

Diana Leeder, Executive Manager Community Inclusion left the meeting at 7:31pm

Nicky McMaster, Manager Communications and Engagement attended and presented to the meeting at 7:31pm

14.02.06 Howard Park and Knuckey Lagoon Recreation Reserves Committee Minutes

Cr Harlan left the meeting at 7:35pm and returned at 7:38pm

Moved: Cr Wright

Seconded: Cr Sharp

THAT Council receive and note:

1. the unconfirmed Knuckey Lagoon Committee Minutes of 21 October 2021, at Attach A; and
2. the unconfirmed Howard Park Committee Minutes of 18 October 2021, at Attachment B.

CARRIED (7-0) ORD2021 11-054

14.02.07 COR01 Media Policy

Moved: Cr Wright
Seconded: Cr Harlan

THAT Council:

1. adopt the amended COR01 Media Policy; and
2. approve the Chief Executive Officer can make minor amendments.

CARRIED (7-0) ORD2021 11-055

14.02.08 COR02 Community Engagement Policy

Moved: Cr Sharp
Seconded: Cr Harlan

THAT Council:

1. adopt the amended COR02 Community Engagement Policy; and
2. approve the Chief Executive Officer to make minor amendments.

CARRIED (7-0) ORD2021 11-056

Nicky McMaster, Manager Communications and Engagement left the meeting at 7:51pm

14.03 Infrastructure and Operations

Mark Hogan, Planning & Development Program Leader attended and presented to the meeting at 7:52pm

14.03.01 Summary Planning and Development Report October 2021

Moved: Deputy Mayor Salter
Seconded: Cr Wright

THAT Council:

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

CARRIED (7-0) ORD2021 11-057

Mark Hogan, Planning & Development Program Leader left the meeting at 7:59pm

Rodney Jessup, Manager Infrastructure and Assets attended and presented to the meeting at 8:00pm

14.03.02 Fleet, Plant and Equipment Asset Management Plan 2021-2031

Moved: Cr Mackay

Seconded: Cr Sidey

THAT Council:

1. adopt the Fleet, Plant and Equipment Asset Management Plan 2021-2031; and
2. approve the Chief Executive Officer to make minor amendments.

AMENDMENT

Moved: Deputy Mayor Salter

Seconded: Cr Harlan

THAT the matter lay on the table for the purpose of seeking further clarification around the document and to be presented at the Ordinary Council Meeting scheduled 14 December 2021.

MOTION LOST (2-5)

THE ORIGINAL MOTION WAS PUT

THAT Council:

1. adopt the Fleet, Plant and Equipment Asset Management Plan 2021-2031; and
2. approve the Chief Executive Officer to make minor amendments.

CARRIED (5-2) ORD2021 11-058

Rodney Jessup, Manager Infrastructure and Assets left the meeting at 8:14pm

Mark Hogan, Planning & Development Program Leader attended and presented to the meeting at 8:14pm

14.03.03 Proposed Place Names – Subdivision 176 Bees Creek Road

Moved: Cr Mackay

Seconded: Cr Harlan

THAT Council:

1. support the proposed road names as follows:

| | Preferred | Alternate | Alternate |
|------------|--------------------|----------------|------------------|
| Road One | Pencilflower Road | Savanna Road | Mimosa Road |
| Road Two | Silver Wattle Road | Scarlet Road | Turkey Bush Road |
| Road Three | Messmate Road | Sand Palm Road | Stringybark Road |

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

CARRIED (7-0) ORD2021 11-059

Mark Hogan, Planning & Development Program Leader left the meeting at 8:20pm

14.03.04 Preparation of Business Case for Kerbside Collection and Associated Waste Operations

Moved: Cr Sharp

Seconded: Cr Harlan

THAT Council provides in-principle support for the preparation of a business case for kerbside collection which will include investigation into current waste operations with recommendations for improvements/alterations, subject to a Council resolution as part of the next budget review to allocate funding for the preparation of the business case.

CARRIED (7-0) ORD2021 11-060

15. OTHER BUSINESS

Cr MacKay left the meeting at 8:33pm and returned at 8:35pm

Cr Harlan questioned the following:

- information on the Litchfield Council website relating to the Litchfield Women in Business Network Committee;
- recording votes for and against;
- works delayed on Power Road;
- an outstanding issue through Snap, Send Solve.

The questions were taken on notice.

16. CONFIDENTIAL ITEMS

Moved: Cr Mackay
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 Award Period Contract – RFT21-284 Sealed Pavement Maintenance

8(c)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

CARRIED (7-0) ORD2021 11-061

The meeting was closed to the public at 8:38pm.

Cr Kevin Harlan left the meeting at 8:38pm due to a Disclosure of Interest in Item 16.1 – Award Period Contract – RFT21-284 Sealed Pavement Maintenance.

Cr Kevin Harlan returned to the meeting at 8:46pm.

Moved: Cr Mackay
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 re-opened to the public.

CARRIED (7-0) ORD2021 11-063

The meeting moved to Open Session at 8:46pm.

16.01 Award Period Contract RFT21-284 Sealed Pavement Maintenance

THAT Council:

1. receive and note the Tender Evaluation Report for RFT21-284;
2. note that the report contains commercial in-confidence information;
3. award the contract for RFT21-284 Sealed Pavement Maintenance to F & J Bitumen Services Pty Ltd at an estimated value of \$617,329.52 (GST Exclusive);
4. determines that this report remains confidential; and
5. resolve to make the resolution public.

17. CLOSE OF MEETING

The Chair closed the meeting at 8:47pm.

18. NEXT MEETING

Tuesday 14 December 2021.

MINUTES TO BE CONFIRMED

Tuesday 14 December 2021



Mayor
Doug Barden



Acting Chief Executive Officer
Arun Dias