



## COUNCIL MINUTES

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### LITCHFIELD COUNCIL MEETING

#### Minutes of Ordinary Meeting

held in the Council Chambers, Litchfield

on Tuesday 17 May 2022 at 6:05pm

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<b>Present</b>	Doug Barden	Mayor
	Emma Sharp	Deputy Mayor / Councillor South Ward
	Rachael Wright	Councillor North Ward
	Mathew Salter	Councillor North Ward
	Andrew Mackay	Councillor Central Ward
	Kevin Harlan	Councillor Central Ward
	Mark Sidey	Councillor South Ward (Electronic Attendance)
<b>Staff</b>	Arun Dias	Chief Executive Officer
	Leon Kruger	General Manager Infrastructure & Operations
	Nicky McMaster	General Manager Communications & Lifestyle (Electronic Attendance)
	Jessica Eves	Executive Assistant
<b>Public</b>	Nil	

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#### 1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

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

#### 2. OPENING OF THE MEETING

The Mayor, on behalf of Council acknowledged the passing of Maureen Kohlman a valued member of the Litchfield community, Council provides their condolences to the Kohlman family.

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**

Council provided permission for the following Councillors to attend the Council Meeting electronically:

- Cr Sidey

#### **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 2019* 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 Wright  
Seconded: Cr Harlan

THAT Council confirm the following minutes:

- Special Council meeting held 4 April 2022, 3 Pages
- Special Council Confidential meeting held 4 April 2022, 2 pages
- Ordinary Council meeting held 19 April 2022, 14 pages
- Ordinary Confidential meeting held 19 April 2022, 2 pages
- Special Council meeting held 3 May 2022, 3 pages
- Special Council meeting held 10 May 2022, 3 Pages

**CARRIED (7-0) ORD2022 11-103**

### **5.2 Council Action Sheet / Business Arising from Previous Meetings**

Moved: Cr Wright  
Seconded: Cr Mackay

THAT Council receive and note the Action List.

**CARRIED (7-0) ORD2022 11-104**

## **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: Mayor Barden  
Seconded: Deputy Mayor Sharp

THAT Council receive and note the Mayor's report for the period of 20 April 2022 to 17 May 2022.

**CARRIED (7-0) ORD2022 11-105**

**12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

Nil.

**13. WORK TEAM PRESENTATION**

*Justin Dunning, Mobile Workforce Program Leader attended electronically and presented to the meeting at 6:20pm.*

**13.01 Work Team Presentation – Mobile Workforce**

Moved: Cr Mackay  
Seconded: Deputy Mayor Sharp

THAT Council receive and note the Work Team Mobile Workforce Presentation.

**CARRIED (7-0) ORD2022 11-106**

*Justin Dunning, Mobile Workforce Program Leader left the meeting at 6:40pm.*

**14. OFFICERS' REPORTS**

**14.01 Business Excellence**

*Maxie Smith, Manager Corporate Services attended and presented to the meeting at 6:40pm.*

**14.01.01 Litchfield Council Finance Report – April 2022**

Moved: Cr Mackay  
Seconded: Cr Harlan

THAT Council note the Litchfield Council Finance Report for the period ended 30 April 2022.

**CARRIED (7-0) ORD2022 11-107**

*Danny Milincic, Manager People and Performance attended and presented to the meeting at 6:56pm.*

**14.01.02 People, Performance and Governance Monthly Report – April 2022**

Moved: Cr Wright  
Seconded: Cr Salter

THAT Council note the People, Performance and Governance Monthly Report for April 2022.

**CARRIED (7-0) ORD2022 11-108**

**14.02 Council Leadership & Community Services**

**14.02.01 Community Engagement Strategy and Action Plan 2022-2025**

Moved: Cr Mackay  
Seconded: Cr Wright

THAT Council endorse the Community Engagement Strategy and Action Plan 2022-2025 as in Attachment A.

**CARRIED (7-0) ORD2022 11-109**

*Danny Milincic, Manager People and Performance left the meeting at 7:06pm.*

**14.02.02 Request for Grant Funding Knuckey Lagoon**

Moved: Cr Mackay  
Seconded: Cr Salter

THAT Council approve \$3,416.84 be allocated from the Climate Adaptation Strategy development budget towards installing solar panels at Knuckey Lagoon Recreation Reserve.

**CARRIED (5-2) ORD2022 11-110**

**AMENDMENT**

Moved: Deputy Mayor Sharp  
Seconded: Cr Harlan

THAT Council approve up to \$4,000 be allocated from the Climate Adaptation Strategy development budget towards installing solar panels at Knuckey Lagoon Recreation Reserve, subject to the NT Thai Association providing Litchfield Council's staff with three quotes for the intended works.

**LOST (2-5)**

*Nicky McMaster General Manager Communications & Lifestyle left the meeting at 7:28pm.  
Arun Dias, Interim Chief Executive Officer left the meeting at 7:28pm.  
Arun Dias, Interim Chief Executive Officer re-joined the meeting at 7:31pm.*

**14.03 Infrastructure and Operations**

**14.03.01 Summary Planning and Development Report - April 2022**

Moved: Deputy Mayor Sharp  
Seconded: Cr Wright

THAT Council:

1. receive the Summary Planning and Development Report April 2022; and
2. note for information the responses provided to relevant agencies within Attachments A-D to this report.

**CARRIED (7-0) ORD2022 11-111**

*David Jan, Manager Operations & Environment attended to present to the meeting at 7:34pm.  
Cr Mackay left the meeting at 7:34pm.  
Cr Mackay re-joined the meeting at 7:35pm.*

**14.03.02 CEM01 Floral and Ornamental Tributes**

Moved: Deputy Mayor Sharp  
Seconded: Cr Harlan

THAT Council adopt CEM01 Floral and Ornamental Tributes policy as presented as Attachment A within the agenda.

**CARRIED (7-0) ORD2022 11-112**

*David Jan, Manager Operations and Environment left the meeting at 7:40pm.  
Cr Harlan left the meeting 7:40pm  
Cr Harlan re-joined the meeting 7:43pm*

**14.03.03 LRCI Phase 3 Selection of Road Projects**

Moved: Cr Mackay  
Seconded: Deputy Mayor Sharp

1. THAT Council select the following list of projects to be submitted for grant application for the LRCI Phase 3 program, under the heading "Roads" to the value of \$2,071,858:

Upgrade the following roads from Unsealed to Sealed:

- Aldridge Street Surface
- Collett Street Surface
- Riverside Street Surface

2. That the rest of the projects under the LRCI Phase 3 program to the value of \$295,000 which Council approved at the April 2022 Ordinary Council Meeting, are to take priority and to be completed before the road projects are finalised, as far as practical.

**14.03.03 LRCI Phase 3 Selection of Road Projects (Continued)**

3. Upon completion of the detailed design for the above projects any surplus funds be used to progress the following projects in order of their priority:
  - a. Construction of a section of Goode Road to the west of Redcliffe Road
  - b. any other roads from unsealed to sealed to be decided at a later date.

**CARRIED (7-0) ORD2022 11-113**

**15. OTHER BUSINESS**

**15.01 Going Green Rebate**

Deputy Mayor Sharp requested that Council provide a report on the costs associated to continue the Going Green Rebate initiative in future budgets, providing residents in the Litchfield Municipality with access to financial assistance in support for using cloth nappies and reusable sanitary items. Considerations on funding available from the Waste Strategy to be included within the report.

**15.02 Acknowledgement for the Freds Pass Rural Show**

The Mayor and Cr Harlan, on behalf of Council acknowledged and thanked the Freds Pass Rural Show Committee, volunteers, staff and sponsors for their contributions to the successful delivery of Freds Pass Rural Show.

**16. CONFIDENTIAL ITEMS**

Moved Deputy Mayor Sharp  
Seconded: Cr Harlan

THAT pursuant to Section 99(2) of the *Local Government Act 2019* and Regulation 51(1) of the *Local Government (General) Regulations* the meeting be closed to the public to consider the following Confidential Items:

**16.01 Write off of Rates interest and Charges**

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

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

**16.02 Cross-Referenced Allotments**

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

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

**16. CONFIDENTIAL ITEMS (Continued)**

**16.03 Public Benefit Concession Application**

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

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

**16.04 Breach of Code of Conduct – Progress Report**

This item is considered 'confidential' pursuant to Section 99(2) and 293(1) of the *Local Government Act 2019* and Section 51 of the *Local Government (General) Regulations 2021*:

1(c)(iv) subject to subregulation (3) – prejudice the interests of the council or some other person and 1(f) subject to subregulation (2) – information in relation to a complaint of a contravention of the code of conduct.

*The meeting was closed to the public at 7:50pm.*

**CARRIED (7-0) ORD2021 11-114**

Moved: Cr Mackay

Seconded: Cr Salter

THAT pursuant to Section 99(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 (5-0) ORD2021 11-119**

The meeting moved to Open Session at 8:14pm.

**17. CLOSE OF MEETING**

The Chair closed the meeting at 8:15pm.

**18. NEXT MEETING**

Tuesday 21 June 2022.

**MINUTES TO BE CONFIRMED**

Tuesday 21 June 2022.



Mayor  
Doug Barden



Interim Chief Executive Officer  
Arun Dias