



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting
held in the Council Chambers, Litchfield
Tuesday 15 August 2023 at 6:00pm

Present	Doug Barden	Mayor (Chair)
	Andrew Mackay	Deputy Mayor / Councillor Central Ward
	Mathew Salter	Councillor North Ward
	Rachael Wright	Councillor North Ward
	Kevin Harlan	Councillor Central Ward
	Mark Sidey	Councillor South Ward (<i>electronically</i>)
	Emma Sharp	Councillor South Ward (<i>electronically</i>)
Staff	Stephen Hoyne	Chief Executive Officer
	Maxie Smith	Director Corporate and Community
	Julie Hillier	Manager Planning and Development (<i>electronically - in part</i>)
	Gayathri Sivaraj	Manager Corporate Services (<i>electronically - in part</i>)
	Ankit Pansal	Human Resources and Records Program Leader (<i>electronically - in part</i>)
	Ashleigh Young	Community Participation Officer (<i>electronically - in part</i>)
	Debbie Branson	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 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 opened the meeting at 6:02pm

The Mayor 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 Wright
Seconded: Deputy Mayor Mackay

THAT Council approve Cr Sidey and Cr Sharp to attend the meeting electronically.

CARRIED (7/0) ORD2023 11-130

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

Nil.

4.2 Staff

Chief Executive Officer, Stephen Hoyne declared an interest in Item 15.05 – Council Representation Selection however it was not considered necessary for the Chief Executive Officer to leave the meeting.

5. PUBLIC QUESTIONS

5.01 Celia Coleman – Parkin Road and Marion Road

Mrs Coleman referred to an error in the minutes of the previous meeting in relation to the public question.

It was agreed that the minutes reflect that Parkin Road requires reformation not sealing.

Mrs Coleman also questioned the drainage work required at Marion Road and the Chief Executive Officer advised that an email had been sent advising the works will be completed prior to the wet season.

6 CONFIRMATION OF MINUTES

6.1 Confirmation of Minutes

Moved: Deputy Mayor Mackay

Seconded: Mayor Barden

THAT Council confirm the:

- Ordinary Council Meeting held Tuesday 18 July 2023, 8 pages as amended as follows:
Item 5.01 - Public Question – Change the words “sealing to reformation”; and
- Ordinary Confidential Council Meeting held Tuesday 18 July 2023, 3 pages.

CARRIED (5/2) ORD2023 11-131

6.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Cr Wright

Seconded: Cr Harlan

THAT Council receive and note Item 6.02 within the Council agenda, Council Action Sheet / Business Arising from Previous Meetings.

CARRIED (7/0) ORD2023 11-132

7. PETITIONS

Nil.

8. DEPUTATIONS AND PRESENTATIONS

8.1 Freds Pass Rural Show – Funding Submission – Chair

Freds Pass Rural Show Chair, Mrs Shirley Preston and Mr Tim West, Vice Chair presented the Funding Submission tabled for Council’s consideration.

The item was listed in the Confidential Section for Council’s consideration.

9. ACCEPTING OR DECLINING LATE ITEMS

Moved: Deputy Mayor Mackay

Seconded: Cr Harlan

THAT the late report item:

15.05 Council Representation Selection

THAT Council accept Item 15.05 Council Representation Selection as a late item and that it be accepted and included under Officer’s reports for consideration.

CARRIED (7/0) ORD2023 11-133

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Cr Wright

Seconded: Deputy Mayor Mackay

THAT Council receive and note Item 11.01 Mayor's monthly report for the period 19 July 2023 to 15 August 2023.

CARRIED (7/0) ORD2023 11-134

12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

It was noted that the minutes from the Knuckey Lagoon and Howard Park Recreation Reserve Management Committees held in August will be included in a report to the September 2023 Ordinary Council Meeting.

Moved: Cr Wright

Seconded: Cr Harlan

THAT Council note the verbal updates provided by the representative of the Knuckey Lagoon Recreation Reserve Management Committee Meeting.

CARRIED (7/0) ORD2023 11-135

13. OFFICERS' REPORTS

13.01 Corporate and Community

ORDER OF BUSINESS

Moved: Deputy Mayor Mackay

Seconded: Cr Wright

THAT Council change the order of business to address item 13.01.02 – Capital Works Rollover 2022-23 to 2023-24 prior to item 13.01.01 – Litchfield Council Finance Report – July 2023.

CARRIED (7/0) ORD2023 11-136

13.01.02 Capital Works Rollover 2022-23 to 2023-24

Moved: Cr Harlan

Seconded: Cr Sidey

THAT Council:

1. receive and note the Capital Works Rollover 2022/23 to 2023/24 report and the corresponding Attachment A: Capital Works Rollover;
2. adopts the capital works rollover movements for 30 June 2023 of:
 - \$1,207,148.72 transfer to Unexpended Capital Works Financial Reserve
 - \$149,999.93 transfer to Unexpended Grants Financial Reserve
 - \$94,263.81 transfer from Assets Financial Reserve; and
3. adopts the capital works rollover movements and recognise the capital income and expenditure as of 1 July 2023 of:
 - \$1,207,148.72 transfer from Unexpended Capital Works Financial Reserve
 - \$149,999.93 transfer from Unexpended Grants Financial Reserve
 - \$1,357,148.65 increase to capital expenditure
 - \$149,999.93 increase to capital income.

CARRIED (6/1) ORD2023 11-137

13.01.01 Litchfield Council Finance Report – July 2023

Moved: Cr Sidey

Seconded: Mayor Barden

THAT Council note the Litchfield Council Finance Report for the period ended 31 July 2023.

CARRIED (6/1) ORD2023 11-138

13.01.03 People Performance and Governance Monthly Report – July 2023

Cr Sharp left the meeting at 7:08pm and returned at 7:09pm.

Moved: Cr Harlan

Seconded: Cr Salter

THAT Council note the People, Performance and Governance Report for July 2023.

CARRIED (7/0) ORD2023 11-139

13.02 Executive and Community Development

13.02.01 Community Services and Development Monthly Report – July 2023

Moved: Cr Harlan

Seconded: Cr Wright

THAT Council note the Community Services and Development Monthly Report for July 2023.

CARRIED (7/0) ORD2023 11-140

13.02.02 Appointment of Deputy Mayor

Moved: Deputy Mayor Mackay
Seconded: Cr Harlan

THAT Council appoint Councillor Wright as Deputy Mayor for an 8-month period ending at the first Ordinary Council Meeting held in April 2024.

CARRIED (7/0) ORD2023 11-141

13.03 Infrastructure and Operations

13.03.01 Summary Planning and Development Report July 2023

Moved: Cr Harlan
Seconded: Deputy Mayor Mackay

THAT Council:

1. receive the Summary Planning and Development Report July 2023; and
2. note for information the responses provided to relevant agencies within Attachments A to C of this report.

CARRIED (7/0) ORD2023 11-142

13.03.02 Freds Pass Reserve Expansion

Moved: Cr Sidey
Seconded: Deputy Mayor Mackay

THAT Council:

1. adopt the Freds Pass Reserve land expansion concept to include:
 - a. Crown Land parcel Section 2889 (580) Stuart Highway, Hundred of Strangways; and
 - b. Part Crown land parcel Section 2639 (100) Bees Creek Road, Hundred of Strangways;
2. adopt the concept to acquire land from Power and Water Corporation's Section 6003 Hundred of Strangways for the Freds Pass Reserve safe cycle, pedestrian and bridle way connection to Coolalinga and adjacent Park and Ride; and
3. approve the consolidation of Section 1817 (20A) Bees Creek Road, Hundred of Strangways and Section 5467 (20) Bees Creek Road, Hundred of Strangways and authorise all appropriate documents to be signed and common seal affixed by the Mayor and Chief Executive Officer for the closing of the road, as required.

CARRIED (6/1) ORD2023 11-143

14. OTHER BUSINESS

14.1 Meeting Procedures GOV02 Policy Review – Electronic Attendance

Report to a future Strategic Discussion and Briefing Session to consider potential infrastructure investments relating to electronic attendance for Elected Members and staff.

14.2 Land Use – Approval Private Caravan Parks

Process to seek approval for a private caravan park to be circulated on social media.

14.3 PAWS Darwin - Assistance

To be discussed at a Strategic Discussion and Briefing Session for further consideration.

15. CONFIDENTIAL ITEMS

Moved: Deputy Mayor Mackay

Seconded: Cr Harlan

THAT pursuant to Section 293(1) 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:

15.01 Confidential Council Minutes

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

(d) information subject to an obligation of confidentiality at law, or in equity.

15.02 Appointment of Committee Members to the Howard Park Recreation Reserve Management Committee

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

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

15.03 Freds Pass Sport Recreation Reserve – Increase in User Group Fees

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

(e) subject to subregulation (3) - information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

15.04 Freds Pass Rural Markets Funding Submission

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

(e) subject to subregulation (3) - information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.

15.05 Council Representation Selection

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

(a) information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

CARRIED (7/0) ORD2023 11-144

The meeting moved to Confidential Session at 7:56pm.

15.02 Appointment of Howard Park Recreation Reserve Management Committee Members

Moved: Cr Wright

Seconded: Cr Harlan

THAT Council:

1. appoints Maxine Way and reappoints Gerard Rosse to the Howard Park Recreation Reserve Management Committee for a term of three years, commencing 15 August 2023;
2. writes to Maxine Way and Gerard Rosse to inform them of Council's decision; and
3. makes the resolution public.

CARRIED (6-0) ORD2023 11-147

15.03 Freds Pass Recreation Reserve – Increase in User Group Fees

Moved: Cr Harlan

Seconded: Cr Sidey

THAT Council:

1. has no objection to the application from the Freds Pass Sport and Recreation Reserve Management Board to increase their annual User Group Fees; and
2. makes the resolution public.

CARRIED (6-0) ORD2023 11-148

15.04 Freds Pass Rural Show – Funding Submission

Moved: Cr Sidey
Seconded: Cr Harlan

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 the talent of residents and making a significant contribution to the local economy;
2. continue to support the Freds Pass Rural Show Inc with a three-year funding agreement 2023 - 2026, commencing with base level funding of \$52,000.00 for 2023 - 2024 with any additional funding to be considered during the 2024/2025 budget process; and
3. makes the resolution public.

CARRIED (6-0) ORD2023 11-149

Moved: Cr Harlan
Seconded: Cr Sharp

THAT pursuant to Section 293(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 (6/0) ORD2023 11-150

The meeting moved to Open Session at 9:31pm.

17. CLOSE OF MEETING

The Chair closed the meeting at 9:31pm.

18. NEXT MEETING

Tuesday 19 September 2023.

MINUTES TO BE CONFIRMED

Tuesday 19 September 2023.


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Mayor
Doug Barden


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Chief Executive Officer
Stephen Hoyne