



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting
held in the Council Chambers, Litchfield
on Tuesday 15 October 2024 at 6:00pm

Present	Doug Barden	Mayor (Chair)
	Kevin Harlan	Deputy Mayor, Councillor Central Ward
	Rachael Wright	Councillor North Ward
	Mathew Salter	Councillor North Ward
	Mark Sidey	Councillor South Ward
	Emma Sharp	Councillor South Ward
Staff	Stephen Hoyne	Chief Executive Officer
	Maxie Smith	Director Corporate and Community
	Rodney Jessup	Director Infrastructure and Operations
	Ankit Pansal	HR and Records Management Program Leader (<i>electronically in part</i>)
	Jill Enriquez	Community Participation Officer (<i>electronically in part</i>)
	Megan Leo	Executive Support
Public	Nil	

1. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

On behalf of Council, the Mayor acknowledged the Traditional Custodians of the land on which they 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 6:00pm

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

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

Nil.

4.2 Staff

Nil.

5. PUBLIC QUESTIONS

Nil.

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Council Minutes

Moved: Cr Wright
Seconded: Cr Sharp

THAT Council confirms the following minutes as a true and accurate record of those meetings:

- Ordinary Council Meeting held Tuesday 17 September 2024, 11 pages, as amended as follows:
 - Rodney Jessup, Director Infrastructure and Operations be removed from the Staff Attendee listing; and
- Ordinary Confidential Meeting held Tuesday 17 September 2024, 3 pages.

CARRIED (6-0) ORD2024 11-218

6.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Deputy Mayor Harlan
Seconded: Cr Sidey

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

CARRIED (6-0) ORD2024 11-219

7. PETITIONS

Nil.

8. DEPUTATIONS AND PRESENTATIONS

Nil.

9. ACCEPTING OR DECLINING LATE ITEMS

Nil.

10. NOTICES OF MOTION

Nil.

11. MAYORS REPORT

Moved: Mayor Barden
Seconded: Cr Wright

THAT Council receive and note Item 11.01 Mayor's monthly report for the period of 18 September 2024 to 15 October 2024.

CARRIED (6-0) ORD2024 11-220

12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES

Nil.

13. OFFICERS' REPORTS

13.01 Corporate and Community

13.01.01 Litchfield Council Finance Report – September 2024

Moved: Deputy Mayor Harlan
Seconded: Cr Sharp

THAT Council note the Litchfield Council Finance Report for 30 September 2024.

CARRIED (6-0) ORD2024 11-221

Ankit Pansal, HR and Records Management Program Leader, joined the meeting at 6:16pm.

13.01.02 People, Performance and Governance Report – September 2024

Moved: Cr Wright
Seconded: Cr Sharp

THAT Council note the People, Performance and Governance Report for September 2024.

CARRIED (6-0) ORD2024 11-222

*Ankit Pansal, HR and Records Management Program Leader, left the meeting at 6:21pm.
Jill Enriquez, Community Participation Officer, joined the meeting at 6:23pm.*

13.01.03 Financial Reserve Movement

Moved: Cr Salter
Seconded: Deputy Mayor Harlan

THAT Council:

1. received and note this report titled Financial Reserve Movement; and
2. authorise the Financial Reserve movement of \$1,910,638 for 2023/2024 consisting of:
 - a) Developer Contributions Reserve increase of \$332,367;
 - b) Waste Management Reserve increase of \$585,779;
 - c) Asset Reserve increase of \$1,301,871;
 - d) Unexpended Grant Reserve decrease of \$3,863,668;
 - e) Thorak Regional Cemetery increase of \$823,137;
 - f) Unexpended Capital Works Reserve increase of \$2,648,282; and
 - g) Cash for Cans Reserve increase of \$82,870

CARRIED (6-0) ORD2024 11-223

13.01.04 Draft FIN05 Debt Recovery Policy

Moved: Cr Sidey
Seconded: Cr Sharp

THAT Council:

1. adopts draft FIN05 Debt Recovery policy, as at Attachment A; and
2. authorises the Chief Executive Officer to make minor editorial changes.

CARRIED (6-0) ORD2024 11-0224

13.01.05 Draft GOV15 Complaints Handling Policy

Moved: Deputy Mayor Harlan
Seconded: Cr Sidey

THAT Council:

1. adopts draft GOV15 Complaint Handling policy, as at Attachment A; and
2. authorises the Chief Executive Officer to make minor editorial changes.

CARRIED (6-0) ORD2024 11-225

13.02 Executive and Community Services

13.02.01 Community Services and Development Monthly Report – September 2024

Moved: Cr Sharp
Seconded: Deputy Mayor Harlan

THAT Council note the Community Services and Development Monthly Report for September 2024.

CARRIED (6-0) ORD2024 11-226

13.02.02 Municipal Plan 2024-2025 Quarterly Performance Review – July to September 2024

Moved: Cr Wright
Seconded: Cr Sharp

THAT Council receive the Municipal Plan 2024-2025 Quarterly Performance Report for the first quarter ending 30 September 2024.

CARRIED (6-0) ORD2024 11-227

13.02.03 Annual Community Grants Committee – Appointment of Member

Moved: Deputy Mayor Harlan
Seconded: Cr Sidey

THAT Council:

1. receive and note this report; and
2. appoints Councillor Wright, Councillor Salter and Councillor Sidey to the Annual Community Grants Committee for the remainder of the current term of Council, in addition to the existing Committee members.

CARRIED (6-0) ORD2024 11-228

Jill Enriquez, Community Participation Officer, left the meeting at 6:42pm.

13.03 Infrastructure and Operations

13.03.01 Summary Planning and Development Report – September 2024

Moved: Mayor Barden

Seconded: Cr Wright

THAT Council:

1. receive the Summary Planning and Development Report September 2024; and
2. note for information the responses provided to relevant agencies within Attachment A of this report; and
3. request out of session circulation of the Attachment relating to the Planning Scheme Amendment for the Humpty Doo Rural Activity Centre.

CARRIED (6-0) ORD2024 11-229

13.03.02 Freds Pass Reserve – Lakeview Hall Roof Repair

Moved: Cr Salter

Seconded: Mayor Barden

THAT Council:

1. proceed with replacement of roof sheeting and associated works to Section B and allocate a budget of \$40,000 from the Financial Reserves; and
2. support the development of refurbishment documentation to be produced and presented for further improvement works to Lakeview Hall.

ORIGINAL MOTION LOST (2-4)

ALTERNATE MOTION:

Moved: Cr Sharp

Seconded: Cr Sidey

THAT Council:

1. proceed with a temporary repair of the roof; and
2. request a full project outline for the renovation of the building be brought to Council for consideration in Budget Review 1 2024/2025.

ALTERNATE MOTION CARRIED (4-2) ORD2024 11-230

13.03.03 LRCI Stage 4 Reallocation of Budget

Moved: Cr Sidey
Seconded: Cr Wright

THAT Council:

1. reallocate \$30,000 from Humpty Doo Village Green – Lighting to Mira Square BBQ Shelter to increase the budget from \$30,000 to \$60,000; and
2. reallocate \$20,000 from Howard Park Recreation Reserve – Carpark Upgrade to Knuckey Lagoon Recreation Reserve – Adventure Playground Equipment to increase the budget from \$30,000 to \$50,000.

CARRIED (6-0) ORD2024 11-231

14. OTHER BUSINESS

Cr Salter made reference to the enforcement of INF03 Roadside Memorials and Roadside Monuments Policy, following a resident raising an issue in relation to a roadside memorial.

15. CONFIDENTIAL ITEMS

Moved: Cr Wright
Seconded: Cr Sharp

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

15.01.01 Confirmation of Confidential 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*.

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

15.01.02 Freds Pass Reserve \$10M Grant – Project Steering Committee Meeting 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*.

8(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.

CARRIED (6-0) ORD2024 11-232

The meeting moved to Confidential Session at 7:10pm.

Moved: Cr Wright
Seconded: Mayor Barden

THAT pursuant to Section 93(2) of the *Local Government Act 2019* and Regulation 51 of the *Local Government (General) Regulations 2021* the meeting be re-opened to the public.

CARRIED (6-0) ORD2024 11-234

The meeting moved to Open Session of the meeting at 7:32pm.

Items moved from Confidential:

Nil.

16. CLOSE OF MEETING

The Chair closed the meeting at 7:33pm.

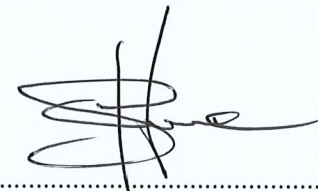
17. NEXT MEETING

Tuesday 19 November 2024

MINUTES TO BE CONFIRMED

Tuesday 19 November 2024


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Mayor
Doug Barden


.....
Chief Executive Officer
Stephen Hoyne