



## COUNCIL MINUTES

### LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting  
held in the Council Chambers, Litchfield  
on Tuesday 17 September 2024 at 6:00pm

<b>Present</b>	Doug Barden	Mayor (Chair)
	Rachael Wright	Councillor North Ward
	Mathew Salter	Councillor North Ward
	Mark Sidey	Councillor South Ward ( <i>Electronic Attendance</i> )
	Emma Sharp	Councillor South Ward
<b>Staff</b>	Stephen Hoyne	Chief Executive Officer
	Maxie Smith	Director Corporate and Community
	Ankit Pansal	HR and Records Management Program Leader ( <i>electronically in part</i> )
	Megan Leo	Executive Support
<b>Public</b>	As per Attendance Register	

#### 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 6:06pm

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: Cr Sharp

THAT Council approve Councillor Sidey to attend the meeting electronically.

**CARRIED (5-0) ORD2024 11-196**

#### **3.2 Apologies**

Moved: Cr Wright

Seconded: Cr Salter

THAT Council accepts apologies from Deputy Mayor Harlan.

**CARRIED (5-0) ORD2024 11-197**

#### **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 Sidey

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

- Ordinary Council Meeting held Tuesday 20 August 2024, 11 pages; and
- Ordinary Confidential Meeting held Tuesday 20 August 2024, 5 pages.

**CARRIED (5-0) ORD2024 11-198**

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

Moved: Cr Wright  
Seconded: Cr Sharp

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

**CARRIED (5-0) ORD2024 11-199**

## **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 21 August 2024 to 17 September 2024.

**CARRIED (5-0) ORD2024 11-200**

## **12. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

*Updates from appointed representatives will be provided within the meeting when applicable reports are considered.*

## **13. OFFICERS' REPORTS**

### **13.01 Corporate and Community**

#### **13.01.01 Litchfield Council Finance Report – August 2024**

Moved: Cr Wright

Seconded: Cr Salter

THAT Council note the Litchfield Council Finance Report for 31 August 2024.

**CARRIED (5-0) ORD2024 11-201**

#### **13.01.02 Capital Works Rollover 2023/24 to 2024/25**

Moved: Cr Sharp

Seconded: Cr Sidey

THAT Council:

1. receive and note the Capital Works Rollover 2023/2024 to 2024/2025 report and the corresponding Attachment A, Capital Works Rollover;
2. adopts the capital works rollover movements for 30 June 2024 of:
  - \$5,777,734.97 transfer to Unexpended Capital Works Financial Reserve; and
3. adopts the capital works rollover movement and recognise the capital income and expenditure as of 1 July 2024 of:
  - \$5,777,734.97 transfer from Unexpended Capital Works Financial Reserve;
  - \$75,000 transfer from Asset Financial Reserve; and
  - \$909,773.19 transfer from Liabilities – Grants and Contributions.

**CARRIED (5-0) ORD2024 11-202**

#### **13.01.03 People, Performance and Governance Report – August 2024**

Moved: Cr Sharp

Seconded: Cr Wright

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

**CARRIED (5-0) ORD2024 11-203**

#### **13.01.04 Risk Management and Audit Committee Open Minutes – 29 August 2024**

Moved: Cr Wright  
Seconded: Cr Sharp

THAT Council receive and note the Risk Management Audit Committee unconfirmed open minutes from 29 August 2024 meeting, as at Attachment A.

**CARRIED (5-0) ORD2024 11-204**

### **13.02 Executive and Community Services**

#### **13.02.01 Community Services and Development Monthly Report – August 2024**

Moved: Cr Sidey  
Seconded: Cr Salter

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

**CARRIED (5-0) ORD2024 11-205**

#### **13.02.02 Litchfield Council 2024 Annual Community Survey**

Moved: Cr Salter  
Seconded: Cr Sharp

THAT Council:

1. thank the community members that provided feedback via the survey; and
2. receive and note the Litchfield Council 2024 Community Survey Report, as at Attachment A.

**CARRIED (5-0) ORD2024 11-206**

### **13.02.03 Advocacy and New Initiatives Committee – Appointment of Members**

Moved: Cr Sidey  
Seconded: Cr Wright

THAT Council:

1. approve the Advocacy and New Initiatives Committee Terms of Reference, as at Attachment A;
2. authorise the Chief Executive Officer to make minor editorial changes to the Advocacy and New Initiatives Committee Terms of Reference, as at Attachment A, if required; and
3. appoint Mayor Barden, Deputy Mayor Harlan, Councillor Sharp, Councillor Wright, Councillor Salter, and Councillor Sidey to the Advocacy and New Initiatives Committee for the remainder of the current term of Council.

**CARRIED (5-0) ORD2024 11-207**

### **13.02.04 Reserves Management Committee Meeting Minutes**

Moved: Cr Salter  
Seconded: Cr Wright

THAT Council:

1. receive and note the unconfirmed Knuckey Lagoon Recreation Reserve Management Committee Minutes of Thursday 08 August 2024, at Attachment A; and
2. receive and note the unconfirmed Howard Park Recreation Reserve Management Committee Minutes of Wednesday 14 August 2024, at Attachment B.

**CARRIED (5-0) ORD2024 11-208**

### **13.03 Infrastructure and Operations**

#### **13.03.01 Summary Planning and Development Report – August 2024**

Moved: Cr Sharp

Seconded: Cr Sidey

THAT Council:

1. receive the Summary Planning and Development Report August 2024; and
2. note for information the responses provided to relevant agencies within Attachments A to G of this report.

**CARRIED (5-0) ORD2024 11-209**

#### **13.03.02 Safer Local Roads Infrastructure Program – Project Selection**

Moved: Cr Sidey

Seconded: Cr Sharp

THAT Council:

1. support grant application(s) to the Safer Local Roads Program for the Brougham Road, Thorngate Road, Whitewood Road, Bees Creek Road and Mango Roads 2 projects;
2. approve, upon notification of a successful Safer Local Roads Program grant application, the allocation of a Council co-contribution of \$3.66 million funded via a reduction to the proposed 2025/2026 Capital works budget; and
3. approve the Chief Executive Officers to submit application(s) to the Safer Local Roads Program for the above projects; and
4. support the ongoing development of designs for future road projects and commit \$300,000 from asset reserves towards capital design development so that projects can be shovel ready for when relevant grants become available.

**CARRIED (4-1) ORD2024 11-210**

#### **13.03.03 Interim Development Control Orders – Extension Request**

Moved: Cr Salter

Seconded: Cr Sharp

THAT Council:

1. receive and note the information provided; and
2. approve correspondence to be drafted and sent to Department Infrastructure, Planning and Logistics, requesting an extension to the Interim Development Control Orders 30 and 31 for the control of business signs and the regulation of domestic livestock on zoned land within the Litchfield Municipality.

**CARRIED (5-0) ORD2024 11-211**

**14. OTHER BUSINESS**

Nil.

**15. CONFIDENTIAL ITEMS**

Moved: Cr Sharp  
Seconded: Cr Wright

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 Special Rate – Road Seal Levy Meade Road**

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

**15.01.03 Risk Management and Audit Committee Unconfirmed Confidential Minutes – 29 August 2024**

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.



#### **15.01.04 Review of Service Provision – Local Government Association of the Northern Territory**

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(c)(iv) information that would, if publicly disclosed, be likely to subject to subregulation (3) - prejudice the interests of the council or some other person.

#### **15.01.05 NT Remuneration Tribunal – Inquiry on Local Government Council and Local Authority Members' Allowances 2024**

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(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 (5-0) ORD2024 11-212**

The meeting moved to Confidential Session at 7:17pm.

Moved: Cr Sharp  
Seconded: Cr Wright

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 (5-0) ORD2024 11-217**

The meeting moved to Open Session of the meeting at 7:50pm.

#### ***Items moved from Confidential:***

##### **15.01.02 Special Rate – Road Seal Levy Meade Road**

Moved: Cr Sidey  
Seconded: Cr Sharp

THAT Council:

1. approves for consultation the charge of \$5,947.50 per property in Meade Road, Road Seal Levy; and
2. approves the commencement of the advertising and twenty-one-day consultation process for this Road Seal Levy; and
3. make public its resolution of this matter.

**CARRIED (5-0) ORD2024 11-213**

**15.01.04 Review of Service Provision – Local Government Association of the Northern Territory**

Moved: Cr Sidey  
Seconded: Mayor Barden

THAT Council:

1. resolves to renew their membership with the Local Government Association of the Northern Territory for the 2024/2025 year; and
2. authorise the Chief Executive Officer to write to the Local Government Association of the Northern Territory advising our reluctance to re-join and seeking improved governance and representation requesting that the correspondence be circulated for comment prior to sending; and
3. make public its resolution on this matter.

**CARRIED (4-1) ORD2024 11-215**

**15.01.06 NT Remuneration Tribunal – Inquiry on Local Government Council and Local Authority Members' Allowances 2024**

Moved: Cr Wright  
Seconded: Cr Salter

THAT Council:

1. receive and note correspondence from the Chair of the Northern Territory Remuneration Tribunal dated 6 September 2024, as at Attachment A; and
2. authorise the Chief Executive Officer to submit written feedback on behalf of Council;
3. note individual Councillors may make their own submission;
4. make public its resolution on this matter.

**CARRIED (5-0) ORD2024 11-216**

**16. CLOSE OF MEETING**

The Chair closed the meeting at 7:51pm

**17. NEXT MEETING**

Tuesday 15 October 2024

**MINUTES TO BE CONFIRMED**

Tuesday 15 October 2024



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Mayor  
Doug Barden



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Chief Executive Officer  
Stephen Hoyne