



MINUTES

Special Council Meeting 12th Council of Litchfield **Monday 10 November 2025**

Meeting to be held commencing 5:30 PM
in Council Chambers at 7 Bees Creek Road, Freds Pass
https://www.youtube.com/channel/UCdM3M5gfh6-wQ0KiL89_2eg/live

Stephen Hoyne
Chief Executive Officer



COUNCIL MINUTES

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1 ACKNOWLEDGEMENT OF TRADITIONAL CUSTODIANS OF THE LAND

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 MEETING

The Mayor opened the meeting at 5:38pm.

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. It is noted that there were technical difficulties with the visual component of the recording and the meeting proceeded with Audio only.

3 ELECTRONIC ATTENDANCE / APOLOGIES AND LEAVE OF ABSENCE

3.1 Electronic Attendance

The following members were present online

- Councillor Civiterese
- Councillor Sharp
- Councillor Crawford

3.2 Apologies

Nil

3.3 Leave of Absence previously granted

Councillor Kevin Harlan until 16 November 2025.

3.4 Leave of Absence Request

Nil

4 DISCLOSURES 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 OFFICER REPORTS

5.1 Executive and Community Development

5.1.1 DRAFT Litchfield Council Annual Report 2024-2025

EXECUTIVE SUMMARY

This report presents to Council the Draft Annual Report 2024-2025 for adoption.

RESOLUTION OCM/25/038

Moved: Cr Kris Civitarese

Seconded: Cr Emma Sharp

THAT Council:

1. receive and endorse the Draft Litchfield Council Annual Report 2024-2025, as at Attachment 1;
2. approve the Chief Executive Officer to provide a copy of the Litchfield Council Annual Report 2024-2025 to the Minister for Local Government;
3. publish the Litchfield Council Annual Report 2024-2025 on Council's website and make copies of the report available at the Council office; and
4. authorise the Chief Executive Officer to make minor editorial amendments.

CARRIED 5/0

6 CLOSE OF MEETING

The Meeting closed at 5:46pm.

7 NEXT MEETING

Monday, 17 November 2025

8 MINUTES TO BE CONFIRMED

Monday, 17 November 2025

Mayor

Rachael Wright

Chief Executive Officer