



## COUNCIL MINUTES

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### LITCHFIELD COUNCIL MEETING

Minutes of Ordinary Meeting  
held in the Council Chambers, Litchfield  
on Tuesday 15 April 2025 at 6:00pm

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<b>Present</b>	Doug Barden	Mayor (Chair)
	Mark Sidey	Deputy Mayor, Councillor South Ward
	Emma Sharp	Councillor South Ward
	Rachael Wright	Councillor North Ward
	Kevin Harlan	Councillor Central Ward
	Kris Civitarese	Councillor Central Ward
	Mathew Salter	Councillor North Ward
<b>Staff</b>	Stephen Hoyne	Chief Executive Officer
	Maxie Smith	Director Corporate and Community
	Rebecca Taylor	Policy and Governance Program Leader
	Deb Boyko	Executive Support

#### Public

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#### 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 6:07pm

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. 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**

#### **3.01 Electronic Attendance**

Nil

#### **3.02 Apologies**

Nil

#### **3.03 Leave of Absence Previously Granted**

Nil

#### **3.04 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**

Mayor Barden declared a conflict of interest to confidential item 15.01.06 LGANT Membership TOPROC.

Cr Harlan declared a conflict of interest to confidential item 15.01.05 Award Contract – RFT24-484 Minor Civil Works Panel Contract.

#### **4.2 Staff**

Nil

### **5. PUBLIC QUESTIONS**

Nil

## 6. CONFIRMATION OF MINUTES

### 6.1 Confirmation of Council Minutes

Moved: Cr Civitarese  
Seconded: Cr Sharp

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

- Ordinary Council Meeting held Tuesday 18 March 2025, 11 pages, and
- Ordinary Confidential Meeting held 18 March 2025, 3 pages.

**ORD2025 11-326 CARRIED (7-0)**

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

Moved: Deputy Mayor Sidey  
Seconded: Cr Harlan

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

**ORD2025 11-327 CARRIED (7-0)**

## 7. PETITIONS

Nil

## 8. DEPUTATIONS AND PRESENTATIONS

Nil

## 9. ACCEPTING OR DECLINING LATE ITEMS

Nil

### CHANGE TO ORDER OF BUSINESS

Moved: Deputy Mayor Sidey  
Seconded: Cr Salter

Members voted to move item *10.1 Motion - To rescind resolution ORD2025 11-312 to relocate the Taminmin Community Library* to be dealt with after item 13.01.03.

**CARRIED (4-3)**

*Cr Harlan left the meeting at 6:17pm*



A Division was called by Cr Civitarese  
Those voting in the affirmation Deputy Mayor Sidey, Cr Salter, Cr Sharp and Cr  
Wright  
Those voting in the negative Mayor Barden and Cr Civitarese  
ORD2025 11-328 CARRIED (4/2)

*Cr Harlan returned to the meeting at 6:18pm*

## **11. MAYORS REPORT**

Moved: Mayor Barden  
Seconded: Deputy Mayor Sidey

THAT Council receive and note Item 11.01 Mayor's monthly report for the period of  
19 March 2025 to 14 April 2025.

**ORD2025 11-329 CARRIED (7-0)**

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

Nil

## **13. OFFICERS' REPORTS**

### **13.01 Corporate and Community**

#### **13.01.01 Litchfield Council Finance Report – March 2025**

Moved: Cr Harlan  
Seconded: Cr Wright

THAT Council note the Litchfield Council Finance Report for 31 March 2025.

**ORD2025 11-330 CARRIED (7-0)**

#### **13.01.02 People, Performance and Governance Report – March 2025**

Moved: Cr Harlan  
Seconded: Cr Sharp

THAT Council note the People, Performance and Governance Report for March  
2025.

**ORD2025 11-331 CARRIED (7-0)**

**13.01.03 Draft Municipal Plan 2025-2026 and Draft Financial Management Strategy and Long Term Financial Plan 2025-2026 to 2034-2035**

Moved: Cr Harlan  
Seconded: Deputy Mayor Sidey

THAT Council:

1. adopt a financial reporting threshold of \$150,000 per capital project for the inclusion of major capital works report in the draft Municipal Plan 2025-2026 in accordance with Guideline 5: Budgets as per Division 4, 8 (1) (d) Local Government (General) Regulations 2021.
2. endorse the draft Municipal Plan 2025-2026 as at Attachment A for the purposes of public exhibition and consultation;
3. advertise the draft Municipal Plan 2025-2026, as being available for public consideration, and invite public submissions during a period of 23 days from 22 April 2025 to 14 May 2025;
4. endorse the draft Financial Management Strategy and Long Term Financial Plan 2025-2026 to 2034-2035 as at Attachment B and include in the consultation for the draft Municipal Plan 2025-2026.
5. authorise the Chief Executive Officer to make minor editorial changes to the documents, as necessary

**ORD2025 11-332 CARRIED (6-1)**

*Stephen Hoyne left the meeting at 6:54pm*

*Stephen Hoyne returned to the meeting at 6:55pm*

**10. NOTICES OF MOTION**

**10.01 To rescind resolution ORD2025 11-312 to relocate the Taminmin Community Library**

Moved: Cr Harlan  
Seconded: Cr Civitarese

THAT Council;

1. rescind motion ORD2025 11-312 to relocate the Taminmin Community Library from Taminmin Collage to Coolalinga Shopping Centre; and
2. seek community feedback on the long term location of the Taminmin Community Library.

**LOST (3-4)**

A Division was called by Cr Harlan  
Those voting in the affirmation Mayor Barden, Cr Harlan and Cr Civitarese  
Those voting in the negative Deputy Mayor Sidey, Cr Sharp, Cr Wright and Cr Salter

**ORD2025 11-333 MOTION LOST (3-4)**

## **13.02 Executive and Community Services**

### **13.02.01 Community Services and Development Monthly Report – March 2025**

Moved: Cr Harlan  
Seconded: Cr Civitarese

THAT Council note the Community Services and Development Monthly Report for March 2025.

**ORD2025 11-334 CARRIED (7-0)**

### **13.02.02 Municipal Plan 2024-2025 Quarterly Performance Review – January to March 2025**

Moved: Cr Harlan  
Seconded: Deputy Mayor Sidey

THAT Council receive the Municipal Plan 2024-2025 Quarterly Performance Report for the third quarter ending 31 March 2025.

**ORD2025 11-335 CARRIED (7-0)**

## **Infrastructure and Operations**

### **13.02.03 Summary Planning and Development Report – March 2025**

Moved: Cr Harlan  
Seconded: Cr Civitarese

THAT Council:

1. receive the Summary Planning and Development Report March 2025; and
2. note for information the responses provided to relevant agencies within Attachment A to F of this report.

**ORD2025 11-336 CARRIED (7-0)**

### **13.02.04 Planning Application - PA2025/0050 - Letter of Comment**

Moved: Cr Harlan  
Seconded: Deputy Mayor Sidey

THAT Council endorse the Letter of Comment at attachment A, posing an objection under Section 49(3) of the NT Planning Act for the purpose of Veterinary Clinic in relation to the property, Lot 00024 Hundred of Strangways.

**ORD2025 11-337 CARRIED (7-0)**



## 14. OTHER BUSINESS

Cr Harlan asked the following questions;

- Is it possible to have an Ordinary Council Meeting on a Saturday morning so that members of the public can attend?
- Requested data on how many fridges, mattresses and tyres have been dropped off under the waste voucher system?
- What is the internal process for staff when the air conditioning goes out? Noting that there was an incident at the Library and the Humpty Doo Waste Transfer Station.

Cr Sidey asked the Executive for an update on the development of the Childcare Centre on Cox Peninsula and Finn Road as it is of interest to the community. Chief Executive Officer took the question on notice.

Cr Sharp requested further information in relation to the waste voucher system, where the vouchers are required to be rounded up or down. Chief Executive Officer explained that the software only allows for rounding to the nearest \$10.00.

## CONFIDENTIAL ITEMS

Moved: Cr Civitarese  
Seconded: Cr Salter

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

### 15.01.03 Draft Litchfield Council By-Laws

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 Freds Pass Reserve \$10million Grant – Project Update

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)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**15.01.05 Award Contract - RFT24-484 Minor Civil Works Panel Contract**

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)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**15.01.06 LGANT Membership of TOPROC**

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)(i) information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on, any person.

**ORD2025 11-338 CARRIED (7-0)**

**The meeting moved to Confidential Session at 8:03pm.**

Moved: Cr Sharp  
Seconded: Cr Civitarese

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.

**ORD2025 11-339 CARRIED (6-0)**

The meeting moved to Open Session of the meeting at 8:40pm.

***Items moved from Confidential:***

Nil

**15. CLOSE OF MEETING**




The Chair closed the meeting at 8:40pm.

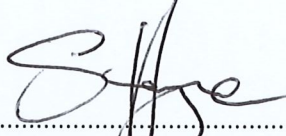
**17. NEXT MEETING**

Tuesday 20 May 2025

**MINUTES TO BE CONFIRMED**

Tuesday 20 May 2025

  
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Mayor  
Doug Barden

  
.....  
Chief Executive Officer  
Stephen Hoyne