



# COUNCIL MINUTES

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## LITCHFIELD COUNCIL MEETING

**Minutes of Meeting**  
**held in the Council Chambers, Litchfield**  
**on Wednesday, 16 May 2018 at 6:30pm**

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<b>Present</b>	Maree Bredhauer	Mayor
	Kirsty Hunt	Deputy Mayor / Councillor East Ward
	Doug Barden	Councillor South Ward
	Mathew Salter	Councillor North Ward
	Christine Simpson	Councillor Central Ward
<b>Staff</b>	Kaylene Conrick	Chief Executive Officer
	Silke Maynard	Director Community and Corporate Services
	Wendy Smith	Acting Director Infrastructure and Operations
	Glen Byrnes	Waste Manager
	Debbie Branson	Executive Assistant
<b>Public</b>	Hardy Shimmel	Knuckey Lagoon
	Russell Anderson	Berry Springs
	Mark Sweet	Virginia
	David Jackson	Howard Springs
	Ivan Tester	Bees Creek
	Carmen Tester	Bees Creek

### **1. OPENING OF THE MEETING**

The Mayor opened the meeting and welcomed members of the public.

The Mayor advised that an audio recording of the meeting will be made for minute taking purposes as authorised by the Chief Executive Officer.

### **2. ACKNOWLEDGEMENT OF TRADITIONAL OWNERS**

On behalf of Council, the Mayor acknowledged the traditional custodians of the land on which the Council meet on. 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.

**3. APOLOGIES AND LEAVE OF ABSENCE**

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.

Deputy Mayor Hunt declared a personal interest in item 15.11 Waste Strategy 2018-2023 as a financial customer of a commercial waste collector. Deputy Mayor Hunt agreed to remove herself from the meeting when Council considered this item.

No other disclosures of interest were declared.

**MOTION TO CHANGE THE ORDER OF BUSINESS**

Moved: Cr Simpson

Seconded: Cr Barden

THAT item 15.11 Waste Strategy 2018-2023 be brought forward for consideration as the first item of the Officer's Reports.

**CARRIED-1718/221**

**5. CONFIRMATION OF MINUTES**

Moved: Deputy Mayor Hunt

Seconded: Cr Simpson

THAT the full minutes of the Council Meeting held 18 April 2018, 10 pages, be confirmed.

**CARRIED-1718/222**

**6. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Barden

Seconded: Cr Simpson

THAT Council receives and notes the Action Sheet.

**CARRIED-1718/223**

**7. PRESENTATIONS**

Nil.

## 8. PETITIONS

Nil.

## 9. PUBLIC FORUM

*Questions and comments from the Public Forum are paraphrased below.*

### 9.1 Mark Sweet – Resident of Virginia / Owner VTG Waste & Recycling and Finn Bins

Mr Sweet addressed Council regarding item 15.11 Waste Strategy 2018-2023 and in particular the proposal to charge waste providers for the delivery of residential waste to the Humpty Doo Waste Transfer Station.

Mr Sweet applauded Council on its Waste Strategy as a good introduction to developing a longer-term plan in reducing waste to landfill and engage industry and business.

He did however, raise his concerns in relation to the document referring to the waste being transport from ratepaying residents labelled as commercial waste.

Mr Sweet also expressed his concern to reference made within the report to the waste transported by his company is unsorted and stated that his customers endeavours to recycle are no different to the rest of the community.

Mr Sweet quoted figures from Council's 2016/17 Annual Report and believed Council were in a surplus in regard to Waste Management. He also added that his customers are elderly and frail who struggle physically to transfer their rubbish, young families struggling to make ends meet, customers who struggle with time and those without transport.

Mr Sweet requested the Council to reject the proposal to charge again for residential waste.

#### Response

The Mayor thanked Mr Sweet for his comments.

### 9.2 Hardy Schimmel – Knuckey Lagoon

Mr Schimmel addressed the Council with his concerns regarding the Council's finances and its spending priorities.

Response

The Mayor thanked Mr Schimmel for his comments.

**9.3 Ivan Tester – Bees Creek**

Mr Tester advised that himself and his wife are pensioners and any additional waste costs proposed they could do without.

Response

The Mayor thanked Mr Tester for his comments.

**10. ACCEPTING OR DECLINING LATE ITEMS**

**10.1 Late Report – 15.12 Berry Springs Water Advisory Committee – Council Representative**

Moved: Cr Simpson  
Seconded: Deputy Mayor Hunt

THAT the late report item 15.12 Berry Springs Water Advisory Committee – Council Representative, be accepted and included under Officer's reports for consideration.

**CARRIED-1718/224**

**11. NOTICES OF MOTION**

**11.1 Review of Mobile Workforce Service**

Moved: Cr Salter  
Seconded: Cr Barden

THAT Council request a report to be presented at the next Council Meeting scheduled 27 June 2018, on the process, cost and timing to undertake a Service Review of the Mobile Work Force to determine whether the service should continue to be provided by Council's in-house staff team or, if the service should be undertaken via an external contract.

**CARRIED-1718/225**

**12. MAYORS REPORT**

Moved: Cr Simpson  
Seconded: Cr Barden

THAT Council receive and note the Mayor's monthly report.

**CARRIED-1718/226**

**13. REPORT FROM COUNCIL APPOINTED REPRESENTATIVES**

Councillors appointed by Council to external committees provided an update where relevant.

Moved: Deputy Mayor Hunt  
Seconded: Cr Barden

THAT Council note the Councillors' verbal report.

**CARRIED-1718/227**

**14. FINANCE REPORT**

**14.1 Council Finance Report – April 2018**

Moved: Cr Simpson  
Seconded: Deputy Mayor Hunt

THAT Council receives the Litchfield Council Finance report for the period ended 30 April 2018.

**CARRIED-1718/228**

## 15. OFFICERS REPORTS

Deputy Mayor Hunt declared a personal interest in item 15.11 Waste Strategy 2018-2023 as a financial customer of a commercial waste collector. Deputy Mayor Hunt left the meeting at 7:21pm.

### 15.11 Waste Strategy 2018-2023

Moved: Cr Simpson  
Seconded: Cr Barden

THAT Council

1. adopt the Waste Strategy 2018-2023 as included at Attachment B, with the following amendment:
  - a. remove Action 1.2 Introduce commercial waste charge on all loads delivered by private waste collectors;
2. continue to engage with Waste Collection Providers to explore ways to decrease waste to landfill by introducing recycling services or other services, as part of their residential kerb side service;
3. allow Waste Collection Providers to deposit waste collected from residential properties for free at the Humpty Doo Waste Transfer Station, providing they can submit evidence that the waste has been collected from residential properties within the Litchfield Municipality;
4. reviews its decision to allow Waste Collection Providers to deposit for free, residential waste collected from within the Litchfield Municipality as part of the development of the next waste strategy in 2023; and
5. authorise the Chief Executive Officer to make minor editorial changes, as necessary.

The Mayor as Chair exercised the casting vote  
**CARRIED-1718/229**

Deputy Mayor Hunt returned to the meeting at 7:32pm.  
Glen Byrnes left the meeting at 7:32pm.

### 15.1 Land Acquisition Policy

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council adopt GOV12 land Acquisition.

**CARRIED-1718/230**

## **15.2 Caravan Dump Point – Result of Additional Investigations**

Moved: Cr Barden  
Seconded: Deputy Mayor Hunt

THAT Council:

1. receive and note the update report into the feasibility of establishing a public caravan dump point in the Litchfield Municipality; and
2. resolved not to proceed to establish a public caravan dump point.

**CARRIED-1718/231**

## **15.3 NT Electoral Commission Pursuit of Non-Votes: Outcome of Project**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council:

1. notes the report on the outcome from the pursuit of non-voters from the Litchfield Council General Election August 2017;
2. resolves to close the matter and not pursue the remaining outstanding infringement notices from the 2017 Litchfield Council local government election any further; and
3. writes to the Northern Territory Electoral Commission to request the electoral roll is reviewed in terms of the information collected to ensure accurate data for 2021 Local Government Elections.

**CARRIED-1718/232**

## **15.4 Tree Hazard Inspection Report**

Moved: Cr Barden  
Seconded: Cr Simpson

THAT Council receive and note the report on the Tree Hazard Inspection Report dated 7 March 2018.

**CARRIED-1718/233**

### **15.5 Parkin Road Widening Through Road Opening**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council:

1. resolved to proceed with the road opening process for a 5m wide strip of Section 674, Hundred of Cavenagh to form part of the Parkin Road road reserve;
2. advertise for a period of 28 days and publish the required notifications under the Local Government Act to advise the public of Council's intention to open this section of road;
3. approve the issue of the required Government Gazette notice; and
4. authorise all appropriate documents to be signed and common seal affixed by the mayor and Chief Executive Officer for the opening of new access road.

**CARRIED-1718/234**

### **15.6 Collective Procurement of Public Lighting Control System for Council Streetlights**

Moved: Deputy Mayor Hunt  
Seconded: Cr Salter

THAT Council:

1. resolves to enter into a collective procurement agreement with the City of Darwin and City of Palmerston for a public lighting control system for streetlights;
2. authorises the Mayor and Chief Executive Officer to sign a collective procurement agreement for a public lighting control system for streetlights with City of Darwin and City of Palmerston noting that the Agreement, in itself, does not commit Council to procure any of the services received as a result of the tender process;
3. designates the Director Infrastructure and Operations to represent Council for the purpose of the collective procurement agreement and any tender committee; and
4. publishes this decision on Council's website.

**CARRIED-1718/235**



### **15.7 May 2018 Summary Planning and Mining Report**

Moved: Cr Salter  
Seconded: Cr Barden

THAT Council:

1. receive the May 2018 Summary Planning and Mining Report;
2. notes for information the responses provided to Development Assessment Services within Attachments A, B, C, and D to this report; and
3. notes for information the responses provided to the Department of Primary Industries and Resources within Attachment E to this report.

**CARRIED-1718/236**

### **15.8 Rating Review**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council receive and note the 2017 review of Council's rating system, as presented in a report titled 'Litchfield Council - Review of its Basis of Rating' by John Comrie.

**CARRIED-1718/237**

### **15.9 Meeting Procedure By-laws Draft Instructions**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council endorse the meeting procedures drafting instructions for submission to the Office of Parliamentary Counsel to proceed with the development of Litchfield Council Meeting Procedure By-laws.

A Division was called  
Mayor Bredhauer, Deputy Mayor Hunt and Cr Simpson voted in favour of the motion  
Cr Barden and Cr Salter voted against the motion

**CARRIED-1718/238**

#### **15.10 Acquittal of Special Purpose Grant Howard Park Scouts Hall**

Moved: Cr Salter  
Seconded: Cr Barden

THAT Council approve the acquittal of the Special Purpose Grant 2013/01482 for the replacement of the roof and internal refurbishment of the Scouts Hall at Howard Park Reserve to the value of \$125,095.

**CARRIED-1718/239**

#### **15.12 Berry Springs Water Advisory Committee – Council Representative**

Moved: Deputy Mayor Hunt  
Seconded: Cr Simpson

THAT Council appoints Councillor Barden as its nominated representative to lodge an Expression of Interest for the Northern Territory Government Department of Environment and Natural Resources Berry Springs Water Advisory Committee.

**CARRIED-1718/240**

#### **16. COMMON SEAL**

Nil.

#### **17. OTHER BUSINESS**

Nil.

#### **18. PUBLIC QUESTIONS**

Nil.

**19. CONFIDENTIAL ITEMS**

Moved: Deputy Mayor Hunt  
Seconded: Cr Salter

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) regulations the meeting be closed to the public to consider the following Confidential Items:

**19.1 CEO Annual Performance and Remuneration Review Report**

*Regulation 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-1718/241**

The meeting was closed to the public at 8:06pm.

Moved: Cr Salter  
Seconded: Deputy Mayor Hunt

THAT pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) regulations the meeting be re-opened to the public.

**CARRIED-1718/243**

The meeting moved to the Open Session at 8:17pm.

**20. CLOSE OF MEETING**

The Chair closed the meeting at 8:17pm.

**21. NEXT MEETING**

Wednesday, 20 June 2018.

**MINUTES TO BE CONFIRMED**

Wednesday, 20 June 2018

.....  
Mayor Litchfield  
Maree Bredhauer

.....  
Chief Executive Officer  
Kaylene Conrick