



# COUNCIL MINUTES

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## LITCHFIELD COUNCIL MEETING

### Minutes of Meeting

held in the Council Chambers, Litchfield  
on Wednesday 17 March 2021 at 6:00pm

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<b>Present</b>	Maree Bredhauer Christine Simpson Kirsty Sayers-Hunt Doug Barden Mathew Salter	Mayor Deputy Mayor / Councillor Central Ward Councillor East Ward Councillor South Ward Councillor North Ward
<b>Staff</b>	Daniel Fletcher Leon Kruger Arun Dias Debbie Branson	Chief Executive Officer General Manager Infrastructure & Operations General Manager Business Excellence Executive Assistant
<b>Public</b>	As per Attendance Register	

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### 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.

No disclosures of interest were declared.

**5. CONFIRMATION OF MINUTES**

Moved: Cr Sayers-Hunt  
Seconded: Deputy Mayor Simpson

THAT Council confirm the minutes of the:

1. Confidential Meeting held 28 January 2021, 1 page;
2. Council Meeting held 17 February 2021, 11 pages; and
3. Thorak Regional Board Meeting held 17 February 2021, 3 pages.

**CARRIED (5-0)-2021/159**

**6. BUSINESS ARISING FROM THE MINUTES**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council receives and notes the Action List.

**CARRIED (5-0)-2021/160**

**7. PRESENTATIONS**

Nil.

**8. PETITIONS**

Nil.

## 9. PUBLIC QUESTIONS

### 9.1 Andrew Mackay

Is the accumulative 25-29% staff turnover in the past 12 months considered normal for a council?

#### *Council's Response*

The average staff turnover rate on page 129 is represented as 2.42%. This rate of staff turnover is (1) within Councils target range of 0% - 5% (2) consistent across the local government sector and (3) reasonably expected in the Northern Territory context. It is worth drawing attention to the calculation for staff turnover which is explained on page 129 also.

## 10. ACCEPTING OR DECLINING LATE ITEMS

Nil.

## 11. NOTICES OF MOTION

### 11.01 Record Meetings

Moved: Deputy Mayor Simpson  
Seconded: Cr Sayers-Hunt

THAT the Chief Executive Officer prepare a report for Council to consider options to record future Council meetings with audio/visual technology and have that recording made available for viewing by the public.

**CARRIED (5-0)-2021/161**

**11.0 Community Event in lieu of Freds Pass Show 2021**

Moved: Mayor Bredhauer

Seconded: Deputy Mayor Simpson

THAT Council:

1. requests the Chief Executive Officer, as a matter of urgency, investigate community event options to substitute the recent cancelled Freds Pass Rural Show for 2021.
2. approves the Chief Executive Officer to negotiate with relevant stakeholders to secure financial assistance for the planning and implementation of any proposed event.
3. seeks a future report from the Chief Executive Officer to be presented at the April Ordinary Council meeting which:
  - a) confirms available resources within Litchfield Council to support the event planning and implementation;
  - b) identifies interested community organisations and members, local Members Legislative Assembly and Northern Territory Government departments that can contribute to a successful community event; and
  - c) clarifies event options available to be delivered.

**CARRIED (4-1)-2021/162**

**12. MAYORS REPORT**

Moved: Deputy Mayor Simpson

Seconded: Cr Barden

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

**CARRIED (5-0)-2021/163**

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

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

Moved: Cr Sayers-Hunt

Seconded: Cr Barden

THAT Council note the Councillors' verbal report.

**CARRIED (5-0)-2021/164**

### **14. WORK TEAM PRESENTATION**

#### **14.01 Regulatory Services**

*Ellie Cuthbert, Manager Community Services attended the meeting at 6:56pm.*

Moved: Cr Barden

Seconded: Cr Salter

THAT the Work Team Presentation – Regularly Services be received and noted.

**CARRIED (5-0)-2021/165**

*Ellie Cuthbert, Manager Community Services departed the meeting at 7:05pm.*

### **15. OFFICERS REPORTS**

#### **15.01.01 Harmonisation of Long Service Leave Motion**

Moved: Deputy Mayor Simpson

Seconded: Cr Sayers-Hunt

THAT Council approve the Chief Executive Officer to submit the motion about harmonisation of Long Service Leave laws to present to the Australian Local Government Association Board and National General Assembly Subcommittee for review.

**CARRIED (3-2)-2021/166**

**15.01.02 Appointment of Committee Member to the Howard Park Reserve Committee**

Moved: Cr Salter  
Seconded: Cr Barden

THAT Council:

1. appoints Gerry Wood to the Howard Park Reserve Committee for a term of three years, commencing 18 March 2021;
2. writes to Mr Wood to inform him of Council's decision;
3. appoints Fletcher Austin to the Howard Park Reserve Committee for a term of three years, commencing 18 March 2021; and
4. writes to Mr Austin to inform him of Council's decision.

**CARRIED (5-0)-2021/167**

**15.01.03 Litchfield Sport Recreation and Open Space Strategy**

Moved: Cr Sayers-Hunt  
Seconded: Cr Barden

THAT Council:

1. receive and note the draft Sport, Recreation and Open Space Strategy;
2. adopt the Litchfield Sport, Recreation and Open Space Strategy; and
3. authorises the Chief Executive Officer to make minor amendments.

**CARRIED (5-0)-2021/168**

**15.02.01 Litchfield Council Finance Report – February 2021**

Moved: Cr Sayers-Hunt  
Seconded: Cr Barden

THAT Council note the Litchfield Council Finance Report for the period ended 28 February 2021.

**CARRIED (4-1)-2021/169**

**15.02.02 Budget Review 2020/2021**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council receive and adopt the Budget Review for 2020/2021.

**CARRIED (5-0)-2021/170**

**15.02.03 Natural Disaster Relief and Recovery Arrangements Acquittal Monsoonal Trough January 2018**

Moved: Cr Barden  
Seconded: Cr Salter

THAT Council note and receive the full acquittal of the Natural Disaster Relief and Recovery Arrangements funding.

**CARRIED (5-0)-2021/171**

**15.02.04 Commercial Rates Replenishment Program Certification**

Moved: Cr Sayers-Hunt  
Seconded: Deputy Mayor Simpson

THAT Council receive and note the Concessional Rates Certification Report.

**CARRIED (5-0)-2021/172**

**15.02.05 Purchase Card Policy – Elected Council Members and Chief Executive Officer**

Moved: Cr Sayers-Hunt  
Seconded: Cr Salter

THAT Council adopt Policy FIN15 Purchasing Card Policy – Elected Council Members and Chief Executive Officer at Attachment A, subject to any minor editorial adjustments.

**CARRIED (5-0)-2021/173**

**15.02.06 People, Performance Monthly Report – February 2021**

Moved: Cr Sayers-Hunt  
Seconded: Deputy Mayor Simpson

THAT Council note the People and Performance Monthly report for February 2021.

**CARRIED (5-0)-2021/174**

### **15.03.01 Summary Planning and Development Report March 2021**

Moved: Cr Salter  
Seconded: Cr Barden

THAT Council:

1. receives the March 2021 Summary Planning and Development Report;
2. notes for information the responses provided to relevant agencies within Attachments A to D of this report.

**CARRIED (5-0)-2021/175**

### **16. OTHER BUSINESS**

### **17. CONFIDENTIAL ITEMS**

Moved: Cr Sayers-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:

#### **17.01 Appointment of External Financial Auditor**

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

**CARRIED (5-0)-2021/176**

The meeting was closed to the public at 8:17pm.

#### **17.01 Appointment of External Financial Auditor**

THAT Council:

1. approve the appointment of KPMG as Litchfield Council's external auditor for a three-year term beginning in 2020/2021 and ending in 2022/2023;
2. approve the auditor remuneration of \$126,528 (excluding GST) for the three-year term; and
3. make public its resolutions on the matter.

Moved: Cr Salter  
Seconded: Cr Barden

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 (5-0)-2021/178**



The meeting moved to Open Session at 8:27pm.

**20. CLOSE OF MEETING**

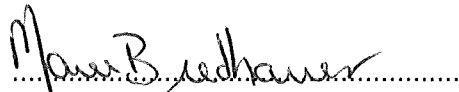
The Chair closed the meeting at 8:27pm.

**21. NEXT MEETING**

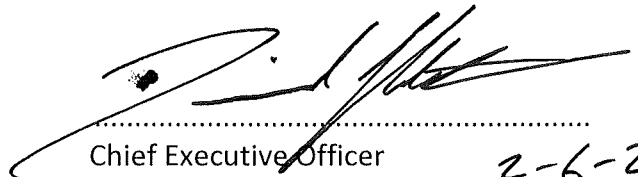
Wednesday 21 April 2021.

**MINUTES TO BE CONFIRMED**

Wednesday 21 April 2021



Mayor  
Maree Bredhauer



Chief Executive Officer  
Daniel Fletcher

2-6-2021