



COUNCIL MINUTES

LITCHFIELD COUNCIL MEETING

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

Present	Doug Barden	Mayor (Chair)
	Mark Sidey	Deputy Mayor, Councillor South Ward
	Emma Sharp	Councillor South Ward
	Kevin Harlan	Councillor Central Ward
	Kris Civitarese	Councillor Central Ward
	Mathew Salter	Councillor North Ward (Electronically)
Apology	Rachael Wright	Councillor North Ward
Staff	Stephen Hoyne	Chief Executive Officer (Electronically)
	Maxie Smith	Director Corporate and Community
	Caitlyn Moulds	Executive Assistant to Directors
	Deb Boyko	Executive Assistant to Mayor and CEO

Public Gallery As per Attendance Register
Streamed Online via YouTube: <https://www.youtube.com/watch?v=sSy2T5m4ArM>

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 6:00pm

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

Moved: Cr Civitarese

Seconded: Cr Harlan

THAT pursuant to GOV02 Litchfield Council's Meeting Procedures, Council provided permission for the following Councillors to attend the Ordinary Council Meeting electronically:

- Stephen Hoyne
- Cr Mathew Salter

ORD2025 11-398 CARRIED (7-0)

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

Moved: Deputy Mayor Sidey

Seconded: Cr Wright

As per Section 115 of the Local Government Act 2019, Mayor Barden disclosed an interest in Item 15.01.06 – Eligibility of the Mayor to Hold Office and advised they would leave the meeting whilst the item is under consideration.

As per Section 115 of the Local Government Act 2019, CEO Stephen Hoyne disclosed an interest in Item 15.01.05 – Litchfield CEO Review – Final Report and advised they would leave the meeting whilst the item is under consideration.

As per Section 115 of the Local Government Act 2019, Cr Harlan disclosed an interest in Item 15.01.05 – Litchfield CEO Review – Final Report and advised they would leave the meeting whilst the item is under consideration.

ORD2025 11-399 CARRIED (7-0)

4.2 Staff

Nil

5. PUBLIC QUESTIONS

The following public questions were received from Marissa Clausen

1. Why is council changing the terminology in correspondence once again of rehabilitation on Kentish Road 760 and 800?
2. Why are particulars of the remediation works to be performed continually changing to suit Council?
3. Why has council not provided the cross-sectional view adjoining 2744 and 2743 of the proposed smaller open drain? Council have provided this with other drain designs.
4. Why has there been a constant delay or no response for council while Rodney was in position.
5. Why has Council not yet provided their formal Acknowledgement of liability to us for the defective works and the resultant damage caused to our land.
6. Why will council not meet with us in a meeting to discuss the rehabilitation?

CEO will respond to these questions in writing; most have been covered in the past in relation to details relating to the drain on the North side of the road and the rehabilitation process. Questions were submitted on time but, this will be tabled at the next meeting, as will the responses.

6. CONFIRMATION OF MINUTES

6.1 Confirmation of Council Minutes

Moved: Cr Civitarese
Seconded: Cr Harlan

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

- Ordinary Council Meeting held Tuesday 17 June 2025, 14 pages; and
- Confidential Council Meeting held Tuesday 17 June 2025, 2 pages.

ORD2025 11-400 CARRIED (7-0)

6.2 Council Action Sheet / Business Arising from Previous Meetings

Moved: Cr Harlan
Seconded: Cr Civitarese

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

Cr Harlan

Question:

Page 20, Progress regarding the cost to maintain the Council reserves, seeking an update.

Answer:

Not been able to advance the last report, staff able to answer this question have been away, will try and provide a response at the next Council meeting.

Question:

Any word on the asbestos?

Answer:

Proposal been developed but still negotiation with the EPA, still a work in progress.

Mayor Barden

Question:

In reference to Freds Pass Reserve expansion, ongoing development permit issued road closing is in final stages, has this been put in the gazette yet?

Answer: Believe it has, it is understood the road closure has been completed. Will get planning issues updated.

Question:

Unsuccessfully in tranche 3 in reference to the Safer Roads, is there a tranche 4?

Answer:

Believe so but unsure when that closes, we have been given notice that we were unsuccessful with tranche 3 bids.

ORD2025 11-401 CARRIED (7-0)

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 of 17 June 2025 to 15 July 2025.

ORD2025 11-402 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 – June 2025

Moved: Cr Wright
Seconded: Cr Sharp

THAT Council note the Litchfield Council Finance Report 30 June 2025.
THAT the CEO signs the Finance Report 30 June 2025.

ORD2025 11-403 CARRIED (7-0)

13.01.02 People, Performance and Governance Report – June 2025

Moved: Cr Sharp
Seconded: Cr Civitarese

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

ORD2025 11-404 CARRIED (7-0)

13.01.03 Fin19 Sufficient Interest in the Assessment Record

Moved: Cr Sharp
Seconded: Cr Civitarese

THAT Council adopts draft policy FIN19 Sufficient Interest in the Assessment Record, as at Attachment A, and approves the Chief Executive Officer to make minor amendments.

ORD2025 11-405 CARRIED (7-0)

13.01.04 HR14 Human Resource Management

Moved: Mayor Barden
Seconded: Cr Harlan

THAT Council adopts draft policy HR14 Human Resource Management, as at Attachment A, and approves the Chief Executive Officer to make minor amendments.

Moved: Cr Harlan
Seconded: Cr Salter

MOTION

That this item lay on the table and be referred to the August OCM.

Additional time required to give council the opportunity to review the changes in the new Government Act.

ORD2025 11-406 CARRIED (4-3)

13.01.05 GOV18 Confidential Items

Moved: Cr Harlan
Seconded: Deputy Mayor Sidey

THAT Council adopts draft policy GOV18 Confidential Items, at Attachment A, and approves the Chief Executive Officer to make minor amendments.

ORD2025 11-407 CARRIED (7-0)

13.01.06 Public Questions Policy

Moved: Cr Civitarese
Seconded: Cr Harlan

The following alternate recommendations are proposed for Elected Members to discuss.

That Council:

Option 3: Proceed with the previously presented proposed policy as at Attachment E. And instruct the CEO to align all related policies.

Motion

Moved: Deputy Mayor Sidey
Seconded: Cr Harlan

That this item lay on the table until the new elected council are appointed.

LOST (2-5)

ORD2025 11-408 Division was called

Those voting in the affirmation:

Cr Wright and DM Sidey.

Those voting in the negative:

**Cr Salter, Cr Harlan and Cr Civitarese, Cr Sharp
and Mayor Barden.**

Moved: Cr Civitarese
Seconded: Cr Harlan

That Council:

Option 3: Proceed with the previously presented proposed policy as at Attachment E. And instruct the CEO to align all related policies.

CARRIED (5-2)

Division was called

Those voting in the affirmation:

Mayor Barden, Cr Salter, Cr Harlan, Cr Civitarese, Cr Sharp

Those voting in the negative: DM Sidey and Cr Wright

ORD2025 11-408 CARRIED (5/2)

13.01.07 Litchfield Community Library Opening

Moved: Cr Harlan
Seconded: Cr Wright

THAT Council receive and note this report.

ORD2025 11-409 CARRIED (7-0)

13.02 Executive and Community Services

13.02.01 Community Services and Development Monthly Report – June 2025

Moved: Cr Harlan
Seconded: Cr Civitarese

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

ORD2025 11-410 CARRIED (7-0)

13.02.02 Municipal Plan 2024-25 Quarterly Performance

Moved: Cr Sharp
Seconded: Cr Harlan

THAT Council receive the Municipal Plan 2024-2025 Quarterly Performance Report for the fourth quarter ending 30 June 2025.

ORD2025 11-411 CARRIED (7-0)

13.02.03 Reserves Management Committee Meeting Minutes

Moved: Cr Salter
Seconded: Cr Harlan

THAT Council:

1. receive and note the unconfirmed Howard Park Recreation Reserve Management Committee Minutes of December 2024, February 2025 and June 2025, at Attachment A, C and F.
2. receive and note the unconfirmed Knuckey Lagoon Recreation Reserve Management Committee Minutes of December 2024, February 2025, April 2025 and June 2025, at Attachment B, D, E and G.

ORD2025 11-412 CARRIED (7-0)

13.02.04 Sponsorship Request – Berry Springs Recreation Reserve Territory Day Event

Moved: Cr Sharp
Seconded: Cr Civitarese

THAT Council:

1. receive and note the information contained within this report.
2. authorise the provision of one-time funding to Berry Springs Recreation Reserve, with the amount of \$3,000, to contribute towards covering a portion of the cost of the Territory Day Event.
3. endorse the utilisation of funds from the Sponsorship budget within the current 2025-2026 financial year for this purpose.
4. Payment to be made on provision of receipts and invoices to support purchase.

ORD2025 11-413 CARRIED (7-0)

13.03 Infrastructure and Operations

13.03.01 Summary Planning and Development Report – June 2025

Moved: Cr Salter
Seconded: Cr Harlan

THAT Council:

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

ORD2025 11-414 CARRIED (7-0)

13.03.02 Common Seal – Kundook Place Road Closure

Moved: Cr Sharp
Seconded: Cr Civitarese

THAT Council:

In reference to the application to permanently close the northern section of Kundook Place, Howard Springs as resolved in the May 2025 Ordinary Council Meeting, that the Common Seal be applied to Application Form received from Good Shepherd Lutheran College.

ORD2025 11-415 CARRIED (7-0)

13.03.03 Budget Request Gravel to Seal

Moved: Deputy Mayor Sidey
Seconded: Cr Sharp

THAT Council allocate \$1.2 million from asset reserves as additional funding to complete gravel to seal projects on Keleson Road and Bees Creek Road.

ORD2025 11-416 CARRIED (7-0)

13.03.04 Application to Permanently Close Road – Northern Section of Thorngate Road

Moved: Cr Salter
Seconded: Cr Sharp

THAT Council:

1. Accepts the application to close the northern part of Thorngate Road, Holtze, and authorises the application of the Common Seal to the application form.
2. Approves the undertaking of all necessary actions in accordance with road closure procedures, in accordance with the *Local Government Act 2019*.
3. Authorises the Chief Executive Officer (CEO) to enter into an interim peppercorn lease agreement with the Department of Defense for the use of the land.
4. Approves ongoing investigations into the permanent transfer of the land to the Department of Defense.
5. Approves, subject to the satisfactory outcome of investigations, the formal transfer of the land to the Department of Defense and authorises the CEO to negotiate and finalise the terms of the transfer, including entering into any necessary agreements.
6. Authorises the application of the Common Seal to all Land Title documents associated with the transfer of the land.

ORD2025 11-417 CARRIED (7-0)

14. OTHER BUSINESS

THAT Council notes the below Other Business Items.

Cr Harlan

Question:

An email was sent the CEO on 14th July requesting an update on matters regarding flooding, please can we have an update, the resident is waiting on an answer.

Answer:

The survey results have not yet been received; the Planning and Development Program Lead will receive the report first.

Question:

Do we have April to June update on QR Token statistics for waste disposal?

Answer:

CEO will send out data in next 24 hours; figures are two or three months old. The value of tokens handed in total is around \$14k, which is below estimates.

15. CONFIDENTIAL ITEMS

Moved: Cr Sharp
Seconded: Cr Civitarese

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 Tuesday 17 June 2025

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 Moving of Confidential Resolutions

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.

15.01.03 Suburb and Place Name Proposal for Greater Holtze

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 Stage 1, Tranche 2 Place Names Holtze

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.

15.01.05 Litchfield CEO Review – Final Report

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.

15.01.06 Eligibility of the Mayor to Hold Office

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.

ORD2025 11-418 CARRIED (7-0)

The meeting moved to Confidential Session at 7:48pm.

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 11-419 CARRIED (7-0)

The meeting moved to Open Session of the meeting at 8:08pm.

Items moved from Confidential:

15.01.02 Moving of Confidential Resolutions

Moved: Deputy Mayor Sidey
Seconded: Cr Harlan

THAT Council;

1. resolves to move the confidential resolutions as listed in Attachment A to public;
and
2. make public this resolution and the listings of resolutions as at Attachment A.

ORD2025 11-420 CARRIED (7-0)

ATTACHMENT A

Resolution Number	Date	Title	Resolution	Action
ORD2024 11-090	16/04/2024	Code of Conduct Status Report	THAT Council receive and note the Code of Conduct Complaints – Status Report.	Release
ORD2024 11-092	16/04/2024	Breach of Code of Conduct Complaint	THAT Council receive and note the Breach of Code of Conduct Complaint – 5 March 2024 Report.	Release
ORD2024 11-116	21/05/2024	Code of Conduct Complaints - Status Update	THAT Council receive and note the Code of Conduct Complaints – Update Report.	Release
ORD2024 11-117	21/05/2024	Breach of Code of Conduct Complaint 10 April 2024	THAT Council: 1. receive and note the Breach of Code of Conduct Complaint report; and 2. decide the complaint and that the respondent did not contravene Sections 2 and 11 of the Council's code of conduct.	Release
ORD2024 11-141	18/06/2024	Risk Management Audit Committee Unconfirmed Confidential Minutes – 30 May 2024	THAT Council receive and note the Risk Management Audit Committee unconfirmed confidential minutes from 30 May 2024 meeting	Release
ORD2024 11-142	18/06/2024	Code of Conduct Complaints – Status Update	THAT Council receive and note the Code of Conduct Complaints – Update Report	Release
ORD2024 11-143	18/06/2024	Increase to Budget Review Two Vehicle Budget	THAT Council approved the increase of the budget review two vehicle budget by \$5,000	Release

ORD2024 11-144	18/06/2024	Award Contract – RFT24-431 Meade Road Upgrade	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Summary for RFT24-431 provided in the body of this report; 2. note that the report contains commercial in-confidence information; 3. approve the additional budget of \$75,000 to be taken from Asset Financial Reserves to cover the construction contingency. 4. award the contract for RFT24-431 Meade Road Update to Clare Construction & Civil Pty Ltd to the value of \$1,071,872.67 (GST Exclusive) which includes 10% contingency, and an allowance of \$137,172.73 (GST Exclusive) for Provisional items 	Release
ORD2024 11-147	18/06/2024	Composition of the Litchfield Municipal Council Risk Management and Audit Committee	<ol style="list-style-type: none"> 1. Lay the following matters on the table until July Ordinary Council Meeting; <ol style="list-style-type: none"> a. appoint Councillor to the Risk Management and Audit Committee for the remainder of the current term of Council; and b. make public this resolution. 	Release
ORD2024 11-163	16/07/2024	Rating of Mining Tenements – Review	THAT Council approves reversing the levy for all minerals titles rated in error, totalling \$100,769.99 for tenements being ceased and any associated interest.	Release
ORD2024 11-164	16/07/2024	Composition of the Litchfield Municipal Risk Management and Audit Committee	THAT Council lay the matter on the table and bring the FIN09 Risk Management Audit Committee policy to the next Council Strategic Briefing.	Release
ORD2024 11-165	16/07/2024	Rating Anomaly	THAT Council approve the levy of rates for this property for a period of six years with an interest free period to December 2024.	Release
ORD2024 11-169	16/07/2024	Freds Pass Reserve Grant Funding	THAT Council support the stance proposed by the Project Steering Committee and endorse the response letter attached to be provided to the Priority Community Infrastructure Program team.	Release

ORD2024 11-191	20/08/2024	Freds Pass Reserve \$10M Grant- Project Steering Committee Meeting Minutes	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the confirmed Freds Pass Reserve \$10M Grant – Project Steering Committee meetings minutes of Tuesday 2 July 2024, at Attachment A; 2. receive and note the unconfirmed Freds Pass Reserve \$10mil Grant – Project Steering Committee meetings minutes of Wednesday 7 August 2024, at Attachment B; and 3. endorse the Recommendation of the Freds Pass Reserve \$10M Grant – Project Steering Committee from the meeting of 7 August 2024, being the selection of Option A of the grant scoping application which allocates: <ol style="list-style-type: none"> a. \$6 million towards lighting projects; and b. \$4 million towards a Netball facility. 4. endorse the correspondence of 8 August 2024, provided to the Priority Community Infrastructure Program team informing of the Freds Pass Reserve \$10M Grant – Project Steering Committee’s decision to proceed with project scoping Option A. 	Release
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ORD2024 11-193	20/08/2024	Thriving Suburbs Program – Project Selection	<p>THAT Council:</p> <ol style="list-style-type: none"> support grant applications to the Thriving Suburbs Program for the: <ol style="list-style-type: none"> Freds Pass Sport and Recreation Reserve Community Hall – Renovation and Upgrade; and Litchfield Horse and Pony Club – solid roof over sand arena projects. approve, upon notification of a successful Thriving Suburbs Program grant application, the allocation of a Council co-contribution of \$1,050,000 funded via a reduction to the proposed 2025/2026 Capital works budget; approve the Chief Executive Officers to submit application(s), on or by 26 August 2024, to the Thriving Suburbs Program for the: <ol style="list-style-type: none"> Freds Pass Sport and Recreation Reserve Community Hall – Renovation and Upgrade; and Litchfield Horse and Pony Club – solid roof over sand arena projects. Endorse the Chief Executive Officer’s letter of support to the Southern Districts Football Club Inc for their Thriving Suburbs grant application for the Norbuilt Oval Development Stage 1. 	Release
ORD2024 11-214	17/09/2024	Risk Management and Audit Committee Unconfirmed Confidential Minutes – 29 August 2024	THAT Council receive and note the Risk Management and Audit Committee unconfirmed confidential minutes from 29 August 2024, as at Attachment A.	Release
ORD2024 11-233	15/10/2024	Freds Pass Reserve \$10M Grant – Project Steering Committee Meeting Minutes	THAT Council receive and note the unconfirmed Freds Pass Reserve \$10M Grant – Project Steering Committee meetings minutes of Wednesday 4 September 2024, at Attachment A.	Release

ORD2024 11-248	19/11/2024	Filling Casual Vacancies on Council	<p>1. request the Chief Executive Officer present policy GOV14 Filling Casual Vacancies on Council at the December Ordinary Council Meeting; and</p> <p>2. Note the report and the expression of interest, at Attachment A, and request the Chief Executive Officer to proceed by way of coordinating an interview with Elected Members with the outcome to be presented by the February 2025 Ordinary Council Meeting.</p>	Release
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ORD2024 11-250	19/11/2024	2024-25 Annual Community Grants	<p>1. receive and note the unconfirmed Community Grants Committee Meeting Minutes of 11 November 2024, at Attachment A and approve the allocation of the 2024-25 Annual Community Grant funds totalling \$41,270.00 comprising the following:</p> <ul style="list-style-type: none"> a. Humpty Doo Community Garden—Sink and water connection \$1800.00 b. Noonamah Polocrosse Club – Horse rug, rackets, and balls \$2142.00 c. Darwin Community Arts – Artist fees for Cuppa Collective \$2500.00 d. Noone Left Behind – Litchfield Women’s Panel \$2500.00 e. Humpty Doo Bowls Club – Bubbler, television, laptop and printer \$4398.00 f. NT Field and Game Assoc. Inc. – Target Tag and ancillary equipment \$3000.00 g. Desexing Assistance and Community Support Inc— Subsidised desexing and education program \$5000.00 h. Darwin Rural Hash House Harriers—Prizes and signage for Australia Day Fun Run 2025 \$2000.00 i. Fulfilling Dreams Inc— Pop up basketball event, pathway to 2032 Olympics \$3000.00 j. Koolpinyah Volunteer Fire Brigade— New water tanks \$3600.00 k. Arafura Music Collective— Small Ensemble performance throughout 2025 \$3300.00 l. Smile A Mile—Desks, Shelving, Fridge \$4530.00 m. Darwin Rural Carols By Candlelight—Litchfield community event 2024 \$3500.00 <p>2. resolve to make the resolution public from 27 November 2024 to allow notification to applicants.</p> <p>3. approve a shortlist of applications for an extension of grant funding, contingent upon the Council's approval of the requested maximum of \$41,000 funding increase to the Community Grants Scheme budget from the Cash for Cans reserve.</p>	Release
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ORD2024 11-268	10/12/2024	RMAC Confidential Minutes - 24 October 2024	THAT Council receive and note the Risk Management Audit Committee unconfirmed confidential minutes from 24 October 2024 meeting as at Attachment A.	Release
ORD2024 11-269	10/12/2024	Application for Contiguous Tenements	THAT Council 1. Approves the request to combine the various Mining Tenement Rates Assessments due to their contiguous nature; and 2. Write-off rates of \$2,241.18 and associated interest for assessment 10116085 for 2025.	Release
ORD2024 11-270	10/12/2024	Australia Day Community Awards	THAT Council 1. receive and note the Australia Day Awards Committee Meeting Minutes of 2 December 2024 (Attachment A) and the Committee Scoring Sheet (Attachment B); 2. approve the Awards Committee's recommendation of Young Citizen; Citizen of the Year and Event of the Year recipients as follows: • Young Citizen – Liam Fischer • Citizen of the Year – Valerie Wilkie and Eric Chalmers • Event of the Year – Bike You BBQ Ride 3. determine that this report remain confidential with the exception of Attachment A which will be uploaded to the Council website after 26 January 2025; and 4. determine that the resolution be made public after 26 January 2025.	Release
ORD2025 11-282	21/01/2025	Application for Write-Off of Charges	THAT Council receive and note the: 1. write-off of Rates and Interest for assessments 10108066, 10108082, 10108090, 10108116 and 10108132 in the amount of \$63,571.80; and 2. refund \$55,750.25 payments received from 2015 to the ratepayer.	Release

ORD2025 11-283	21/01/2025	Freds Pass Reserve \$10m Grant Project Steering Committee Meeting Minutes	THAT Council receive and note the confirmed Freds Pass Reserve \$10m Grant – Project Steering Committee meetings minutes of 5 December 2024 at attachment A and the unconfirmed minutes from 12 December 2024 at Attachment B.	Release
ORD2025 11-284	21/01/2025	Expression of Interest for Councillor Vacancy	THAT Council: 1. note the report and the expressions of interest at Attachment A, and 2. councillors appoint Kris Civitarese as the preferred applicant based on the written submissions provided in attachment A 3. request the Chief Executive Officer to notify unsuccessful applicants and thank them for submitting an expression of interest	Release
ORD2025 11-302	18/02/2025	Award Contract RFT24-469: Challoner Circuit Road Safety Upgrades	THAT Council: 1. receive and note the Tender Evaluation Summary for RFT24-469 provided in the body of this report, 2. note that the report contains commercial in-confidence information, 3. approve the additional budget of \$354,770.81 to be taken from Asset Financial Reserves 4. award the contract for RFT24-469: Challoner Circuit Road Safety Upgrades to D’Omega Civil Constructions. The contract value is \$734,770.81 (GST Exclusive), which includes 15% contingency, and an allowance of \$91,796.79 (GST Exclusive) for Provisional Items.	Release
ORD2025 11-303	18/02/2025	Application to Write-Off Interest and Legal Fees	THAT Council write-off interest charges to the total of \$487.90 and legal charges to the total of \$20.40.	Release

ORD2025 11-321	18/03/2025	Risk Management and Audit Committee Unconfirmed Confidential Minutes – 27 February 2025	THAT Council receive and note the Risk Management Audit Committee unconfirmed confidential minutes from 27 February 2025 meeting, as at Attachment A.	Release
ORD2025 11-322	18/03/2025	Freds Pass Reserve \$10M Grant-Project Steering Committee Meeting Minutes	THAT Council receive and note the confirmed Freds Pass Reserve \$10M Grant – Project Steering Committee meetings minutes of 13 February 2025, at Attachment A.	Release
ORD2025 11-340	15/04/2025	Advocacy and New initiates Committee Meeting Minutes	THAT Council receive and note the confirmed Advocacy and New initiates Committee meeting minutes of 25 October 2024, at Attachment A and meeting minutes 25 February 2025, at Attachment B.	Release
ORD2025 11-341	15/04/2025	Draft Litchfield Council By -Laws	THAT Council: 1. endorse the Litchfield Council’s draft By-Laws as at Attachment A for the purposes of public exhibition and consultation; 2. advertise the Litchfield Council’s draft By-Laws, as being available for public consideration, and invite public submissions during a period of 23 days from 22 April 2025 to 14 May 2025; and 3. make public this resolution following the commencement of public consultation.	Release
ORD2025 11-342	15/04/2025	Freds Pass \$10 Million Grant – Project Update	That Council support the recommendations of the Steering Committee: 1. Endorse the Masterplan for the Netball Facility 2. Endorse the progression of the AFL Lighting upgrade portion of the project 3. Endorse the demolition of the Community Hall 4. Endorse the demolition of the old ablution facilities 5. Endorse the details of the project to be made public and request all future meeting minutes to be provided in the Ordinary Council Meeting agenda 6. Receive and note the confirmed Freds Pass Reserve \$10M Grant – Project Steering Committee meetings minutes of 27th march 2025, at Attachment A.	Release

ORD2025 11-343	15/04/2025	Award Contract - RFT24-484 Minor Civil Works Panel Contract	<p>THAT Council:</p> <ol style="list-style-type: none"> 1. receive and note the Tender Evaluation Summary for RFT24-484 Minor Civil Works Panel Contract provided in the body of this report; 2. note that the report contains commercial in-confidence information; 3. award the contract for RFT24-484 Minor Civil Works Panel Contract to JLM Civil Works, D'Omega Civil Constructions, Coll NT Pty Ltd, Vrahos Contractors and TMH Services . The estimated value of the Minor Civil Works Contract is approximately \$850,000 (excluding GST). 	Release
ORD2025 11-344	15/04/2025	LGANT Membership of TOPROC	THAT Council reject LGANT becoming a member of TOPROC.	Release

1. CLOSE OF MEETING

The Chair closed the meeting at 8:37pm.


2. NEXT MEETING

Tuesday 19 August 2025

3. MINUTES TO BE CONFIRMED

Tuesday 19 August 2025


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Mayor
Doug Barden


.....
Chief Executive Officer
Stephen Hoyne