



MINUTES OF THE KINTORE LOCAL AUTHORITY MEETING HELD IN THE KINTORE  
COUNCIL OFFICE ON TUESDAY 9 DECEMBER 2025 AT 10:30 AM

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**1 MEETING OPENING**

The meeting was declared open at 10.43AM

**1.1 NOMINATION OF THE ACTING CHAIR**

**KLA2025-70 RESOLVED (Phyllis Rowe/Lorraine Scobie)**

**That the members of the Local Authority nominated Marlene Spencer as Acting Chair for this meeting.**

**2 WELCOME**

The meeting was opened by Acting Chair Marlene Spencer and quorum was achieved.

**3 ATTENDANCE, APOLOGIES AND LEAVE**

<b>ITEM NUMBER:</b>	<b>3.1</b>
<b>TITLE:</b>	<b>Attendance, Apologies and Leave</b>

Local Authority Members

Member Phyllis Rowe, Member Lorraine Scobie, Member Rex Eddie and Member Marlene Spencer.

Via Teams: Member Bundi Rowe

Councillors

President Roxanne Kenny and Councillor Dalton McDonald

Via Teams: Councillor Lynn Ward

Council Employees

CEO Belinda Urquhart, Executive Manager Youth and Community Safety Libby Taylor, Area Manager Damien Ryan, Project Management Officer Ryan Rosenberg, and Governance Coordinator Shae Millar.

Guests

Katharine O'Donoghue – Minister for Gwoja Office

Alice Faulks – National Indigenous Australians Agency [NIAA]

### EXECUTIVE SUMMARY

This report is to acknowledge the attendance and to table, for the Authority's record, any apologies received from Members for this meeting.

#### **KLA2025-71 RESOLVED (Rex Eddie/Lorraine Scobie)**

That the Local Authority:

- a) noted the Member's attendance at this meeting;
- b) accepted apologies received from Giselle Barku and Member Joe Young [due to difficulty hearing through online resources] for this meeting; and
- c) recorded no Member absences, without notice, for this meeting.

## **4 LOCAL AUTHORITY MEMBERSHIP**

<b>ITEM NUMBER:</b>	<b>4.1</b>
<b>TITLE:</b>	<b>Membership of the Local Authority</b>
<b>AUTHOR:</b>	<b>Shae Thompson, Coordinator Governance</b>

### EXECUTIVE SUMMARY

This purpose of this paper is to highlight the vacancies on the Local Authority (the Authority) and to apprise the Local Authority of any legislative changes to appointments introduced in the Local Government Act 2019 (the Act).

#### **KLA2025-72 RESOLVED (Dalton McDonald/Phyllis Rowe)**

That the Local Authority:

- a) noted the current membership of the Authority;
- b) noted that there are no vacancies on the Local Authority;
- c) acknowledged that 2 consecutive absences without notice will result in a termination of membership;
- d) was informed that Garrard Anderson has formally resigned as an elected member of Council resulting in a vacancy for the ward; and
- e) was notified that a bi-election will be held in the first half of 2026 for a new Elected Member for Luritja Pintubi ward.

## **5 COUNCIL CODE OF CONDUCT**

<b>ITEM NUMBER:</b>	<b>5.1</b>
<b>TITLE:</b>	<b>MacDonnell Council Code of Conduct</b>

### EXECUTIVE SUMMARY

This report contains all of the details about the MacDonnell Council Code of Conduct

Policy.

**KLA2025-73 RESOLVED (Bundi Rowe/Lorraine Scobie)**

**That the Local Authority noted the Council Code of Conduct.**

**6 CONFIRMATION OF MINUTES**

<b>ITEM NUMBER:</b>	<b>6.1</b>
<b>TITLE:</b>	<b>Confirmation of Previous Minutes</b>

**EXECUTIVE SUMMARY**

This report provides the minutes of the previous Kintore Local Authority Meeting held 8 October 2025 to be approved by the Authority.

**KLA2025-74 RESOLVED (Phyllis Rowe/Rex Eddie)**

**That the Local Authority confirmed the unconfirmed minutes of the previous Kintore Local Authority Meeting held 8 October 2025 as a true and correct record of the proceedings.**

**7 ACCEPTANCE OF THE AGENDA**

<b>ITEM NUMBER:</b>	<b>7.1</b>
<b>TITLE:</b>	<b>Acceptance of Agenda</b>

**EXECUTIVE SUMMARY**

Agenda papers are submitted for acceptance by the Members for this Local Authority Meeting.

**KLA2025-75 RESOLVED (Dalton McDonald/Marlene Spencer)**

**That the agenda papers for this Local Authority meeting were presented and received for consideration at this meeting.**

**8 CONFLICT OF INTEREST**

<b>ITEM NUMBER:</b>	<b>8.1</b>
<b>TITLE:</b>	<b>Conflict of Interest</b>

**EXECUTIVE SUMMARY**

This report outlines the minimum standard of behaviour expected of the Local Authority in relation to declaring personal or family financial interest that may impact on the performance of their roles and ability to make objective decisions.

**KLA2025-76 RESOLVED (Phyllis Rowe/Lynn Ward)**

That the Local Authority Meeting:

- a) noted the Conflict of Interest Policy; and
- b) that members declared no conflicts of interest.

## **10 LOCAL AUTHORITY REPORTS AND CORRESPONDENCE**

<b>ITEM NUMBER:</b>	<b>10.1</b>
<b>TITLE:</b>	<b>Action Register</b>
<b>AUTHOR:</b>	<b>Shae Thompson, Coordinator Governance</b>

### **EXECUTIVE SUMMARY**

This report provides a running list of Local Authority action items as raised in previous meetings.

**KLA2025-77 RESOLVED (Dalton McDonald/Marlene Spencer)**

That the Local Authority:

- a) accepted the update on the action item ‘Location for the Ablution block’ that the CEO will communicate with the CEO of Pintubi Health regarding the location of the aged care buildings;
- b) supported the proposed location for the ablution block as presented by the PMO which resulted from consultation with Central Land Council; and
- c) closed this item noting that updates will be presented to the Local Authority as they arise.

<b>ITEM NUMBER:</b>	<b>10.2</b>
<b>TITLE:</b>	<b>Local Authority Project Register</b>
<b>AUTHOR:</b>	<b>June Crabb, Coordinator Governance</b>

### **EXECUTIVE SUMMARY**

Funding for Local Authority projects is part of a grant received from The Northern Territory Government (NTG) and invested in projects and development to benefit and improve the community.

#### **Examples of acceptable purposes for expenditure include:**

- Repairs and maintenance of community assets controlled or owned by the council. e.g. park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. e.g. trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures/stands.
- Upgrade/enhancement of community facilities, e.g. sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women’s or men’s sheds /shelters.
- Festivals or other events – to be conducted only within the Local Authority area LAMP has been provided for.

- Community based programs – including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.

*At risk funds* are funds that may include unallocated funds and/or funds that have been allocated but remains unspent.

#### **KLA2025-78 RESOLVED (Rex Eddie/Marlene Spencer)**

**That the Local Authority:**

- acknowledged that \$67,097.03 are funds at risk of being returned to NTG;
- reopened Project 2172 – Kintore Master Plan and allocated \$818.22 to cover the overspend, and closed the project;
- accepted the progress on their current project 2173 ‘2 Bin Trailers’ noting that due to high demand on the company producing the trailers, the trailers will not be completed until March 2026; and
- agreed to make decisions regarding allocating funds towards new projects at the next meeting.

<b>ITEM NUMBER:</b>	<b>10.3</b>
<b>TITLE:</b>	<b>Local Authority Discretionary Funds</b>
<b>AUTHOR:</b>	<b>June Crabb, Coordinator Governance</b>

#### **EXECUTIVE SUMMARY**

Each financial year, MacDonnell Regional Council grants a discretionary fund allocation of \$4,000.00 to the Local Authority. These funds cannot be carried over from year to year and must be spent (with goods received) between 1 July and 30 June.

#### **KLA2025-79 RESOLVED (Phyllis Rowe/Lorraine Scobie)**

**That the Local Authority:**

- noted that \$1,057.36 has been spent on the Community Christmas BBQ so far;
- held the remaining funds for the BBQ for any further expenses;
- decided not to allocate any further funds at this meeting; and
- acknowledged that these funds must be spent with goods received by 30 June 2026.

## **11 COUNCIL MANAGED SERVICES REPORTS**

<b>ITEM NUMBER:</b>	<b>11.1</b>
<b>TITLE:</b>	<b>Council Services LAR</b>
<b>AUTHOR:</b>	<b>Ellen Fitzgerald, Administration Officer</b>

#### **EXECUTIVE SUMMARY**

This report is an update of Council Delivered Services in Kintore across the area of Local Government Service Delivery.

#### **KLA2025-80 RESOLVED (Marlene Spencer/Bundi Rowe)**

That the Local Authority noted and accepted the attached Council Services report.

<b>ITEM NUMBER:</b>	<b>11.2</b>
<b>TITLE:</b>	<b>Youth and Community Safety Kintore LAR September - October 2025</b>
<b>AUTHOR:</b>	<b>Annaliza Rivera, Senior Administration Officer</b>

#### **EXECUTIVE SUMMARY**

This report provides an update on the delivery of services for Community Safety and Youth Services.

**KLA2025-81 RESOLVED (Lorraine Scobie/Marlene Spencer)**

That the Local Authority noted and accepted the Youth and Community Safety reports.

### **12 GENERAL COUNCIL BUSINESS ITEMS**

<b>ITEM NUMBER:</b>	<b>12.1</b>
<b>TITLE:</b>	<b>General Council Business</b>

#### **EXECUTIVE SUMMARY**

The purpose of this report is to give Members the opportunity to discuss General Council Business items.

**KLA2025-82 RESOLVED (Lynn Ward/Rex Eddie)**

That the Local Authority:

- a) noted that today Alice Faulks from NIAA was in attendance to assist with officially opening the shade shelter and playground that Council built with Federal Government funding; and
- b) did not raise any further matters.

### **13 NON-COUNCIL BUSINESS ITEMS**

<b>ITEM NUMBER:</b>	<b>13.1</b>
<b>TITLE:</b>	<b>General Non-Council Business</b>

#### **EXECUTIVE SUMMARY**

The purpose of this report is to provide members with the opportunity to raise matters relating to Non-Council Business.

**KLA2025-83 RESOLVED (Phyllis Rowe/Lorraine Scobie)**

That the Local Authority:

- a) noted that Council is working on an infrastructure plan for its communities

- which will be used to outline where footpaths are appropriate and will provide a cost estimate. This will be utilised when the Member for Gwoja writes a supporting letter to the federal ministers regarding footpaths in Kintore;
- b) noted that Chansey Paech has written letters to Senator McCarthy and the Member for Lingiari in support of the splashpad for Kintore and that the CEO has a meeting with the CEO of Pintubi Health in which she will request that they draft a letter in support of this initiative outlining the health benefits; and
- c) closed these items noting that updates will be presented as they arise.

#### **14 DATE OF NEXT MEETING - WEDNESDAY 11 MARCH, 2026**

#### **15 MEETING CLOSED**

The meeting terminated at 11:37 pm.

This page and the preceding 5 pages are the minutes of the Kintore Local Authority Meeting held on Tuesday 9 December 2025 and were confirmed on 12 March 2026.