



AGENDA

**SANTA TERESA / LTYENTYE APURTE
LOCAL AUTHORITY MEETING
WEDNESDAY 5TH NOVEMBER, 2014**

The Local Authority meeting will be held in the
MacDonnell Service Delivery Office,
Santa Teresa at 10:30am.

AGENDA

ITEM	SUBJECT
1	MEETING OPENING
2	WELCOME AND ATTENDANCE
	2.1 Welcome to Country
	2.2 Attendance – members
	2.3 Attendance – staff and visitors
3	APOLOGIES / ABSENTEES / RESIGNATIONS
	3.1 Apologies / Absentees
	3.2 Resignations
4	COUNCIL CODE OF CONDUCT (MEETING RULES)
	4.1 Council Code of Conduct
	4.2 Conflict of Interest
5	DEPUTATIONS / GUEST SPEAKERS
	5.1 NT Housing
	5.2 Amelia Condi & Danni Humphries - IFSS <i>- Intensive Family Support and Pre-Employment Training</i>
	5.3 Arthur Dougherty - GEC <i>- Indigenous Advancement Strategy Overview</i>
	5.4 Andrew Dunn – NT Police
6	TRAINING
	6.1 Policies & Procedures
	6.2 Future Training needs
7	MINUTES OF LOCAL AUTHORITY MEETINGS
	7.1 Confirmation of Minutes of previous Meeting
	7.2 Issues / Actions arising from Minutes
	<ul style="list-style-type: none">LA need to record a Mover & Seconder for Item 6.1 Standing Items – Actions Register and amend last meeting minutes.
8	COUNCIL LOCAL GOVERNMENT
	8.1 Standing Items Report – Actions Register
	8.2 Complaints received
	8.3 Finance Reports – report to be tabled
	8.4 Council Service Coordinator Report
	8.5 Community Services Report
9	OTHER BUSINESS
	10.1 Discussion - number of LA meetings per year
10	NEXT MEETING – 2015 WITH DATES TO BE CONFIRMED
11	MEETING CLOSE

4. MACDONNELL COUNCIL CODE OF CONDUCT

ITEM NUMBER	4.1
TITLE	MacDonnell Council Code of Conduct
AUTHOR	Helen Smith, Manager Governance & Planning



RECOMMENDATION

- (a) That the Local Authority note the Council Code of Conduct.

SUMMARY:

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

BACKGROUND

MacDonnell Regional Council Code of Conduct

1 Interests of the Council and Community come first

A member must act in the best interests of the community, its outstations and the Council.

2 Honesty

A member must be honest and act the right way (with integrity) when performing official duties.

3 Taking care

A member must be careful to make good decisions (diligence), and must not be under the influence of alcohol or illegal drugs, when performing official duties.

4 Politeness/Courtesy

A member must be polite to other members, council staff, electors and members of the public.

5 Conduct towards council staff

A member must not direct, reprimand, or interfere in the management of council staff.

6 Respect for culture

A member must respect different cultures, families and language groups (cultural diversity) and not be unfair towards others, or the opinions of others, because of their background.

7 Conflict of interest

A member must, if possible, avoid conflict of interest between the member's private interests (other job, business etc.) and duties.

Where a conflict exists, the member must inform the Council or Local Authority

and not take part in the discussion or vote

8 Accountable

A member must be able to show that they have made good decisions for the community.

9 Respect for private business

A member must not share private (confidential) information that they heard as a member outside of meetings.

A member must not make improper use of confidential information to gain a benefit or to cause harm to another.

ISSUES/OPTIONS/CONSEQUENCES

A Code of Conduct helps Councils remain strong and focussed, and ensures all Councillors, staff and Local Authority Members are following the same rules. When Councils do not have a strong Code of Conduct they leave themselves open to negative external influences (such as pressure from certain groups or individuals) and do not appear to be serving the best needs of their residents.

CONSULTATION & TIMING

Nil

ATTACHMENTS:

There are no attachments for this report.

4. LOCAL AUTHORITY CONFLICT OF INTERESTS

ITEM NUMBER	4.2
TITLE	Conflict of Interests Procedure
AUTHOR	Helen Smith, Manager Governance & Planning

**RECOMMENDATION**

- (a) That the Local Authority note and accept the Local Authority Conflict of Interest Procedure and declare any conflict of interests.**

SUMMARY:

This report contains all of the details about the MacDonnell Council Local Authority Conflict of Interest Procedure.

What to disclose

Details of relevant particulars to be disclosed on both the Councillor and Council Employee Register of Interests can relate to any or all of the following;

- 1. For a corporation or organisation of which a Councillor or relevant employee is an officer**
 - name of organisation or corporation
 - the nature of the office held
 - the nature of the corporation or organisation's activities.
- 2. For a beneficial interest in a family or business trust**
 - the name of the Trust
 - the nature of the Trust's activities
 - the nature of the interest in the Trust.
- 3. For all land or real estate in which a Councillor or relevant employee has an interest in**
 - name of locality of the land or real estate
 - the approximate size of the land or house/unit
 - the purpose for which the land or real estate is/ or is intended to be used.
- 4. For debts or liabilities over \$ 10,000, other than credit card accounts including store accounts**
 - the name of the creditor
- 5. For shares and similar investments**
 - the nature of the investment
 - name of the corporation and type of business it is involved in.
- 6. For memberships of political parties, trade union or professional, business or representational association**
 - name and address of the organisation
 - position held (if any).
- 7. For undertaking second employment**
 - details of employer
 - nature of employment or consultancy.

7. MINUTES OF LOCAL BOARD MEETINGS

ITEM NUMBER	7.1
TITLE	Minutes of the previous Local Authority Meeting
AUTHOR	Levina Phillips, Governance Officer



RECOMMENDATION

- (a) That the Minutes of the Local Board Meeting held on 11th September 2014 be taken as read and accepted as a true record of the meeting.

SUMMARY:

DRAFT MINUTES OF THE SANTA TERESA LOCAL AUTHORITY
MEETING HELD ON THURSDAY 11TH SEPTEMBER, 2014

1. MEETING OPENING

The meeting was declared open at 10:43am

2. WELCOME AND ATTENDANCE

2.1 Welcome to Country

2.2 Attendance

Local Authority Members: Ingrid Williams (Chair), Annalisa Young (Deputy), Agnes Alice, Graham Hayes, Jason King

Councillors: Cnr Greg Sharman, Cnr Louise Cavanagh, Cnr Jacob Hoosan, Cnr Richard Doolan.

2.3 Attendance

Staff: Chris Kendrick (Dir. Corporate Services), Ed Glasson (CSC), Levina Phillips (Gov. Officer).

Visitors: Georgia McGrath (Youth Mentor), Eric Turner (DLG), Arthur Doherty (GEC), Raymond Keirnan (IEO-left at 11am), Peter Denton & Sharon Lang (Catholic Care), AAAC Staff – Mosiana Johns, Chris Wallace, Amunda Gorey, Philip Gorey (all arrived at 11:40am – left at 12pm).

NOTE: the new Team Leader Works, Mark Edwards was introduced to the Local Authority and left the meeting at 10:47am.

3. APOLOGIES AND ABSENTEES

3.1 Apologies / Absentees

Apologies: LA Members Janice McMillan & Philip Alice, President Sid Anderson.

Absentees: NIL

3.2 Resignations - Nil

3.3 Training

Finance training conducted by Chris Kendrick

- Recap of last meeting governance training

- Where Council gets its money / income
- How to read finance reports
- Differences between Council services & Non-Council services

4. COUNCIL CODE OF CONDUCT (MEETING RULES)

4.1 MacDonnell Council Code of Conduct

Motion:

- (a) Local Authority notes the MacDonnell Council Code of Conduct.

MOVED: Annalisa Young

SECONDED: Greg Sharman

CARRIED

4.2 Conflict of Interest

Motion:

- (a) Local Authority notes and has no Conflicts of Interests to declare.

MOVED: Richard Doolan

SECONDED: Greg Sharman

CARRIED

5. MINUTES OF LOCAL AUTHORITY MEETINGS

5.1 Confirmation of the minutes of the previous Local Authority Meeting.

Motion:

- (a) Local Authority takes the minutes as read and accepted as a true record of the meeting held on 7th August, 2014.

MOVED: Greg Sharman

SECONDED: Richard Doolan

CARRIED

5.2 Issues / Action arising from Minutes

- LA member Jason King requests that a more detailed report of the type of incidents be included in future reports to the Local Authority.
- Also a request for more information on the Youth programs in the community be included in future reports to Local Authority.

ACTION: an invite be sent to the Youth Committee for a representative to attend the next Local Authority meeting.

6. COUNCIL LOCAL GOVERNMENT

6.1 Standing Items Report – Actions Register

Training: **IN PROGRESS**

- Funding has been gained for Governance staff to train local office workers in general office skills and governance.
- Bobcat and HR license training will be included in the Workforce Development Plan.

Traffic control: **ON GOING**

- NT Police had not confirmed their attendance for the meeting, the Local Authority members agree to re-send an invite to them to attend the next meeting in November to discuss speed limits and traffic control in Santa Teresa.

ACTION: Invite NT Police to attend the next Local Authority meeting scheduled for Wednesday 5th November, 2014.

Youth: **CLOSED**

- Matthew Alice will be recommended to Council as a Local Authority member.
- Yes, the pool can be opened at night if the weather is warm enough. This has been added to the Local Authority plan.

New employees in Community: **CLOSED**

- Council Service Coordinator will advise the Governance team of any new employees in the Community in the future to be added to the Agenda for introductions to the Local Authority.

Street names: **CLOSED**

- Local Authority confirmed the correct names for streets; Inernte St, Arlperre Rd & Ltyentye St.
- CSC will order new street blades for all streets in Santa Teresa.

Other Dept's in Community: **CLOSED**

- AAAC staff and Catholic Care attended and informed the LA members of projects happening in Santa Teresa at the moment and future projects to come.

Motion:

- (a) Local Authority note and accepts the Standing Items Report – Action Register.

MOVED:

SECONDED:

CARRIED

LUNCH BREAK: 12:15pm

MEETING RESUMED: 12:50pm

6.2 Complaints received - NIL

6.3 Council Services Coordinator Report

Motion:

- (a) Local Authority note and accept the Council Service Coordinator's Report.

MOVED: Ingrid Williams

SECONDED: Annalisa Young

CARRIED

6.2 Community Services Report

Motion:

- (a) Local Authority note and accept the Community Services Reports.

MOVED: Ingrid Williams

SECONDED: Greg Sharman

CARRIED

7. LOCAL AUTHORITY PLANS

7.1 Local Authority Plan – Confirm priorities and approve plan

Priority 1: Recreation hall & basketball court upgrade

- Local Authority agree to leave this as AAAC has a lease application in for this building.
- Local Authority agree to merge the Rec. Hall and basketball upgrades as the court is in the Rec. hall.

Priority 2: Playground equipment for new park

- LA members agree more discussion is needed and will advise Council of their decision at the next Local Authority meeting.
- Local Authority will have a community meeting to discuss where the funds are best spent.

Priority 3: Establishing areas for future parks

- An area had been identified by the previous Local Board members, CSC will follow-up to see if there is a lot number for this area.

Motion:

- (a) Local Authority confirm priorities and approve the Local Authority Plan.

MOVED: Richard Doolan

SECONDED: Ingrid Williams

CARRIED

8. REGIONAL PLANS AND BUDGETS

8.1 Financial and budgets – Review financial report for 31 July, 2014

Motion:

- (a) Local Authority notes and accepts the Financial Report as at 31 July, 2014.

MOVED: Greg Sharman

SECONDED: Jason King

CARRIED

9. DEPUTATIONS/GUEST SPEAKERS

9.1 RJCP – Catholic Care – Peter Denton, Sharon Lang

- Gardening project, need more women for this
- Wood work – clients making furniture which can be purchased by community members.
- Offer 6 months wage subsidies for employers when employing clients.

9.2 AAAC – Mosiana Johns, Chris Wallace, Amunda Gorey, Philip Gorey

- Finalising leasing arrangements on the oval building, hoping to be completed soon.
- Future fundraising events are being discussed.
- Would like a shared partnership with MRC Youth
- Looking at what programs are already working in the community and supporting these.
- Currently looking for an appropriate building for music programs.

ACTION: MRC to investigate ownership of the building at the old powerhouse.

10. OTHER BUSINESS**10.1 Indigenous Advancement Strategy (IAS)**

The Local Authority was briefed on the Commonwealth Government's Indigenous Advancement Strategy (IAS) and the 2015 IAS Funding Round.

The Local Authority was also briefed on the proposals being developed by the MacDonnell Regional Council for the IAS 2015 Funding Round.

RESOLUTION:

(a) Santa Teresa Local Authority supports the following MRC proposals being funded by the IAS:

1. The MacYouth Program
2. The MRC Early Childhood Program
3. The MRC Parenting Program
4. The MRC Community Safety Program (including Night Patrol)
5. The MRC School Nutrition Program
6. The MRC Indigenous Employee Mentoring Program
7. The MRC Dog Management Program
8. The MRC Community Swimming Pools Program

MOVED: Greg Sharman
SECONDED: Louise Cavanagh
CARRIED

10.2 Discretionary funds: Santa Teresa Race Committee to advise what is needed for the upcoming October races and provide quotes to MRC.

11. NEXT MEETING - Wednesday 5th November, 2014

12. MEETING CLOSE – meeting closed at 2:05pm

THIS PAGE AND THE PRECEEDING 4 PAGES ARE THE DRAFT MINUTES OF THE Santa TERSA LOCAL AUTHORITY MEETING HELD ON Thursday 11th September, 2014 AND UNCONFIRMED.

8 COUNCIL LOCAL GOVERNMENT

ITEM NUMBER	8.1
TITLE	Standing Items Report – Actions Register
AUTHOR	Levina Phillips, Governance Officer

**RECOMMENDATION:**

- (a) That the Local Authority note and accept the Standing Items Actions Register Report.

SUMMARY:

ACTIONS	UPDATES / STATUS
<p>Building at old powerhouse:</p> <p>11/9/14: AAAC have expressed an interest in the building at the old powerhouse to run music programs out of.</p> <p>ACTION: MRC to investigate ownership of building.</p>	<p>4/11/14 UPDATE:</p> <p>MRC are not seeking to lease this site via CLC. AAAC are welcome to seek access to the building from the current key holder, though they will need to find out who this is. It should be noted that MRC renovated a room at the Club for use as a music studio, this work included sound proofing the walls, providing air conditioning etc. so this may be a more appropriate space. Someone from the Local Authority may like to pass this on to the AAAC.</p>
<p>Youth Reps on Local Authority:</p> <p>11/9/14: LA members would like to have Youth Committee members attend the LA meetings to discuss issues raised at their committee meetings.</p> <p>ACTION: an invite is to be extended to the Youth Committee members to attend future Local Authority meetings.</p>	<p>RECOMMEND TO CLOSE</p> <p>3/11/14 UPDATE: Mathew Alice has now been approved by the Council and the youth team have been notified, however this only happened on Friday.</p>
<p>Training:</p> <p>11/9/14: LA ask for this to remain on the actions register for updates.</p> <p>12/9/13</p> <ul style="list-style-type: none"> ○ <i>Local Board request training for workers to gain Bobcat and HR licences</i> ○ <i>Also, Administration training for the office workers.</i> <p>ACTION: MRC to follow-up training in Admin for office staff and LR and Bobcat licences for civil team.</p>	<p>3/11/14: An admin workshop will be held for a number of staff in Alice Springs on 20 and 21 November. A staff member from Santa Teresa will be attending.</p>

Traffic:

11/9/14: NT Police did not attend the September meeting, LA agree to send another invite to NT Police.

ACTION: MRC to re-send invite to NT Police to attend the next LA meeting Wednesday 7th November, 2014.

7/8/14: *Invite NT Police to next Local Authority meeting to discuss speed limits and traffic.*

4/11/14 UPDATE: Another invite was sent to NT Police and Andrew Dunn who is on the community has said he is happy to attend.

ITEM NUMBER 8.4
TITLE Council Services Coordinator Report
AUTHOR Ed Glasson, Council Service Coordinator



RECOMMENDATION

- (a) **That the Local Authority note and accept the Council Service Coordinator's Report.**

SUMMARY:

This report is a summary of achievements relating to Key Council Service Delivery standards and guidelines in Santa Teresa and documents any other relevant issues.

Key Council Services Achievements and Relevant Issues

Animal Management

- Dr Col next visited for Ltyentye Apurte is next week 10th – 13th November.
- Dr Col last visit statistics were - Spey 2 dogs and 1 cat he also performed 6 Castrations and Euthanized 6 dogs and 1 cat.
- 29 dogs were treated with Ivomec/Popantel this visit.
- The total number of dogs in the community was 144 which is slightly down since the last visit and the general condition of the dogs is good.

Cemetery Management

- No funerals for this reporting period
- Monthly works carried out.

Parks and Open Spaces

- The playground component of the park has been completed
- Table and Seating has been installed at New Village Park.
- Solar Light has been installed at New Village Park.
- Water bubbler is also scheduled to be installed.



Sports Grounds

- Weekly checks are carried out and works are scheduled if required..

Waste Management

- The Macdonnell Regional Council supplied the community of Santa Teresa with a brand new Rubbish Compactor a few months ago making the lives of the Civil Team members easier.
- Civil team are working hard to keep the Community clean.



Other Relevant Matters

- New road signs with selected names being installed.
- 15 more houses to be fenced. These were selected by TH.
- Ltyentye Apurte annual race meeting being held this weekend.



ITEM NUMBER 8.5
TITLE Community Services Report
AUTHOR *Children's Services Report – Agnes Alice*
Community Safety - Merridie Satour
Youth Services – Phillip Alice



RECOMMENDATION

(a) That the Local Authority note and accept the Community Services Report.

SUMMARY:

Children's Services Report September – October 2014

Staffing

- All positions are currently filled in Child Care and OSHC.
- The service has commenced recruitment for additional staff to assist in the December/January School Holiday Program for children aged 5-12years. Positions are advertised on the MRC website.

Program Delivery

- All Children Service programs fully delivered this reporting period.

Average No of Children

- An average number of 16 children attended Childcare and 14 children attended the OSHC program this reporting period.

Training

- All Educators remain focused on their accredited training. It is anticipated that all educators will complete the Certificate III in Children's Services by December this year.

Other successful partnerships and strategic matters of importance

- The playground is currently being developed to provide children with a stimulating, challenging environment in which to learn, explore and create

The outdoor learning space incorporates learning panels on the fence lines, raised garden beds to grow vegetables and bush tucker, a water tank for sustainability, a yarnning circle and a grassed area for quieter activities plus extensive plantings for natural shade in the future.

- The inside area also has had a commercial clean to support the continuous maintenance of the centre.

Photo's - the improved external play environment:



Community Safety Report

1/9/14 – 31/10/14

Staffing

- All Positions Filled

Service Disruptions

- Night Patrol services fully delivered this reporting period.

No of People assisted

- This reporting period Night Patrol assisted:
 - 24 people
 - 6 Men and 4 Women
 - 14 School Aged Children returned to family

Training

- No training this reporting period - It is anticipated that the Cert III in Community Night Patrols will commence soon.

Other Patrol Updates of relevance

- Regular meeting are held with the School Attendance Officer & Police on school aged children out late at night.
- The new MOU Agreement between Police & Santa Teresa Night Patrol has been signed and effective on 13 August 2014.

Youth Services Report

25/08/2014 – 30/10/2014

Staffing

- Melanie Hayes has won the position of Youth Worker and completes full staffing in the Youth Team.

Service Disruptions

- All Youth Services fully delivered this reporting period.

Average no of youth accessing programs.

- An average of 60 young people are attending programs regularly.

Training

- All staff attended their training block in October with services closed for the week ; Four staff are currently working towards completing their Certificate II & III in Community Services and progressing to graduate in December.
- One team member completing music training.

Youth programs

- CAAMA provided training to 3 young women to use radio equipment and run a radio program. Over the next few weeks CAAMA will provide support to the Youth Team to help the girls develop their own radio show that will go to air.
- The MacYouth Santa Teresa Basketball team played in the first MacRegional Basketball Competition held in Utju.
- Phil and Georgia are focusing on a more flexible and consistent program. Programs are now delivered twice a day between 3 pm to 5 pm and 6.30 pm to 8.30pm.
- A regular Saturday full day Bush Trip program has commenced

Other successful partnerships and strategic matter of importance

- AFL NT – a joint partnership in running an after school footy program at the club.
- CAAMA Radio
- Youth Diversion Case Management in collaboration with Police, the Clinic and Catholic Care.

9 OTHER BUSINESS

9.1 Revision – number of LA meetings per year

10 NEXT MEETING – 2015 WITH DATES TO BE CONFIRMED

11 MEETING CLOSE