



## **AGENDA**

### **SANTA TERESA LOCAL AUTHORITY MEETING**

**WEDNESDAY 4 MARCH 2020**

The Santa Teresa Local Authority Meeting of the MacDonnell Regional Council will be held at the Santa Teresa Council Office on Wednesday 4 March 2020 at 10:30am.



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**NOMINATIONS**

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<b>ITEM NUMBER</b>	3.5.1
<b>TITLE</b>	Nominations
<b>REFERENCE</b>	- 264141
<b>AUTHOR</b>	Robert Rabotot, Administration Officer - Governance

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

Goal 03: Empowered Communities

Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

At the Santa Teresa Local Authority of 23 October 2019, it was noted that there was one (1) vacancies in the Local Authority membership and as a consequence a call for nominations was recommended.

As no nominations to the Local Authority have been received a call for community nomination remains open.

**RECOMMENDATION**

**That the Santa Teresa Local Authority call for community nominations to remain open in order to fill the remaining vacancy.**

**BACKGROUND**

The Local Authorities are made up of up of local members they have 4 Local Authority meetings per year and discuss things like council service delivery, project funding, project ideas and progress, finances etc.

The Local Authority should:

- Be representative of key groups within the local Authority area such as family groups, women and men, outstations and community residents ect.
- ensure members are committed to attend and participate in meetings and give two way feedback to community members and council;
- include members of Youth boards where they exist;
- list all nominations received along with indicators of community support, including any collective current Local Authority member support for the nomination to be considered at the first Ordinary Council meeting after nominations have closed; and
- select the chair of the Local Authority from the members of the Local Authority.

In the event of a vacancy, a new member will be nominated and appointed in accordance with the Local Government Act, Ministerial Guidelines and Council Policy 111 Local Authorities.

**ISSUES, CONSEQUENCES, OPTIONS**

A full membership of the Local Authority will ensure wide input from community members on important decisions that will affect all residents for many years.

**FINANCIAL IMPLICATIONS**

Local Authority Members are paid to attend Local Authority meetings in their community.

**CONSULTATION**

Santa Teresa Local Authority  
Executive Leadership Team

**ATTACHMENTS:**

There are no attachments for this report.

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**MACDONNELL COUNCIL CODE OF CONDUCT**

<b>ITEM NUMBER</b>	4.1
<b>TITLE</b>	MacDonnell Council Code of Conduct

**EXECUTIVE SUMMARY:**

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

**RECOMMENDATION**

**That the Santa Teresa Local Authority note the Council Code of Conduct.**

**MacDonnell Regional Council Code of Conduct****Interests of the Council and Community come first**

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

**Honesty**

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

**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.

**Respect/Courtesy**

A member must be respectful to other members, council staff, constituents and members of the public.

**Conduct towards council staff**

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

**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.

**Conflict of interest**

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

Where a conflict exists, the member must inform the Council, Local Authority or Council Committee and not take part in the discussion or vote.

**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.

**Gifts**

A member must not ask for or encourage gifts or private benefits from anyone who might want to do business with or obtain a benefit from Council.

**Accountable**

A member must be able to show that they have made good decisions for the community, and have allocated the Council's resources carefully and to benefit the region.

Failure to comply with this Code of Conduct may result in disciplinary action.

**ISSUES/OPTIONS/CONSEQUENCES**

The Code of Conduct Policy helps Council to ensure that the:

- MacDonnell Regional Council (MRC) exercises strong and accountable governance;
- constituents of MRC are aware of the behaviours they can expect from members.

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**CONFLICTS OF INTEREST**

<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Conflict of Interests

**EXECUTIVE SUMMARY:**

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

**RECOMMENDATION**

**That the Santa Teresa Local Authority note the Conflict of Interest Policy and declare any conflicts either now or as they arise.**

**BACKGROUND**

Conflicts of interest arise when members are influenced, or appear to be influenced, by personal interests when doing their jobs. The perception of a conflict of interest – the way it seems to the public - can be as damaging as an actual conflict, because it undermines public confidence in the integrity and fairness of MacDonnell Regional Council (MRC).

Under the *Local Government Act*, not declaring a conflict of interest or improperly disclosing information can lead to imprisonment.

**Examples of conflicts of interest and improper disclosure of information:**

Tendering and Purchasing – financial conflict of interest

- Example: Council has advertised for a contractor for irrigation of a football oval. A member is employed by a company which has tendered for the contract. This may affect, or it may reasonably be suspected that it could affect, their ability to make an unbiased or fair decision when the contract choice is considered by Council.

Tendering and Purchasing – non-financial conflict of interest

- Example: A contractor tendering for a Council contract for road works offers to seal the road to a member's house. The member would not be seen as impartial or fair when choosing the contractor for the job.

Information and Opportunities

- Example: a member may know a lot of information about tenders for contracts coming up in the MRC area before the tenders are made public. Conflicts can arise if the member gives this information to a friend or relative working for a company so they can have a better chance of winning the contract.

Undue Influence

- Example: a member tries to pressure a hotel in Alice Springs into providing free accommodation, because they are a member of Council.

**Declaring a Conflict of Interest**

As soon as practical after a member becomes aware of a conflict of interest in a matter that has come up or is about to come up before or during a meeting (council, local authority or

council committee), the member must disclose or tell the relevant interest to the meeting and to the Chief Executive Officer (CEO) of MRC.

Details of members' interests and the nature of those interests will be recorded in the relevant Register of Interests published on the Council's website and to be available for any member of the public to look over at the Council's public office.

In addition, if a member enters into a personal or business relationship with another member or Council employee that could result in a conflict of interest, then this relationship must be reported to the President and CEO. A file note will be made and recorded on the relevant Register of Interests.

### **Uncertainty about whether a conflict of interest exists or not**

If a member is unsure whether or not they have a conflict of interest, they should give full details to the CEO or seek independent legal advice.

The CEO does not have a responsibility to decide whether or not a member has a conflict of interest in a matter. The responsibility for determining whether a member has a conflict of interest is up to the individual member.

### **If you do have a Conflict of Interest**

After a member has disclosed the nature of the interest, the member must not, without approval from the Minister:

- be present during any discussion of the meeting when the matter is being discussed
- take part in any decision related to the matter
- Influence another member in their decision.

Members will not become involved in the promotion or endorsement of products and/or services unless this has been approved in line with Council's policies and Code of Conduct.

### **Complaints Regarding Failure to Disclose an Interest**

Any person may make a complaint that a member has or may have failed to disclose or tell of a conflict of interest. All complaints should be directed to the MRC CEO.

### **ISSUES/OPTIONS/CONSEQUENCES**

The Disclosure of Interests Policy helps Council to ensure that:

- the business of Council is conducted with efficiency, fairness, and integrity; and
- members act in the best interests of Council and do not seek personal or family gain when performing their duties or use their public office for personal gain.

**CONFIRMATION OF PREVIOUS MINUTES**

<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Confirmation of Previous Minutes
<b>REFERENCE</b>	-
<b>AUTHOR</b>	Robert Rabotot, Administration Officer - Governance

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

Goal 03: Empowered Communities

Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The Local Authority is to consider the unconfirmed minutes of the previous meeting.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and confirm the minutes of the previous meeting.**

**BACKGROUND**

Local Authority members that attended the previous meeting are to consider the presented unconfirmed minutes carefully before they decide if they are a true record of their last meeting.



MINUTES OF THE SANTA TERESA LOCAL AUTHORITY MEETING  
HELD IN THE COMMUNITY COUNCIL OFFICE  
ON WEDNESDAY 23 OCTOBER 2019 AT 10:30AM

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### **1 MEETING OPENING**

The meeting was declared open at 10.35AM.

### **2 WELCOME**

2.1 Welcome to Country – Philip Alice

### **3 ATTENDANCE / APOLOGIES / RESIGNATIONS / TERMINATIONS / NOMINATIONS**

#### **3.1 Attendance**

Local Authority Members:

Philip Alice (Chair), Agnes Alice and Charlie Lynch

Councillors:

Cr Roxanne Kenny (President), Cr Greg Sharman (Deputy President) and Cr Lynette Ellis

Council Employees:

Rohan Marks (Director Community Services), Bre Parfitt (Coordinator Governance and Compliance), Jeff Tan (Coordinator Communications and Planning), Gemma Neil (Governance Community Engagement), Gordon Marshall (Project Officer – Digital and Library Officer), Holly Van Vliet (Team Leader Youth Services), Cristiano Castro (Coordinator Community Safety), Robert Rabotot (Governance Officer)

Guests:

Vanessa Davis (Research Coordinator - Tangentyere Council Research Hub), Kate West (Clinical Nurse Specialist Trachoma – Centre for Disease Control)

#### **3.2 Apologies/Absentees**

Apologies: Louise Cavanagh, Graham Hayes, Annie Young

Absentees: Nil

#### **3.3 Resignations / Terminations**

#### **66 RESOLVED (Phillip Alice/Charlie Lynch)**

**That the Santa Teresa Local Authority note the termination of Marie Mulladad as a Member.**



### 3.4 Nominations

**67 RESOLVED (Phillip Alice/Charlie Lynch)**

**That the Santa Teresa Local Authority opens nominations for a period of twenty-eight (28) days to fill one (1) vacancy.**

## **4 MACDONNELL COUNCIL CODE OF CONDUCT**

### **4.1 MacDonnell Council Code of Conduct**

**68 RESOLVED (Lynette Ellis/Greg Sharman)**

**That the Santa Teresa Local Authority note the Council Code of Conduct.**

### **4.2 Conflict of Interests**

**69 RESOLVED (Lynette Ellis/Agnes Alice)**

**That the Santa Teresa Local Authority note and declare any conflict of interests.**

## **5 CONFIRMATION OF PREVIOUS MINUTES**

### **5.1 CONFIRMATION OF PREVIOUS MINUTES**

#### **EXECUTIVE SUMMARY:**

The Local Authority is to consider the unconfirmed minutes of the previous meeting.

**70 RESOLVED (Lynette Ellis/Charlie Lynch)**

**That the Santa Teresa Local Authority note and accept the previous minutes.**

Charlie Lynch left the meeting at 10:53AM

Charlie Lynch returned to the meeting at 10:54AM

NOTE: The Chair invited the Deputations to speak to facilitate their travel arrangements.

## **9 DEPUTATIONS / GUEST SPEAKERS**

### **9.1 REPORT ON TRACHOMA SCREENING AND TREATMENT**

#### **EXECUTIVE SUMMARY:**

Centre for Disease Control (CDC) has employed a Clinical Nurse Specialist to deliver Trachoma prevention services to the Santa Teresa community through 2019.

**71 RESOLVED (Charlie Lynch/Agnes Alice)**

**That the Santa Teresa Local Authority note the report and invite the CDC to continue to deliver the service again to the community in 2020.**

### **9.2 'OUR HOMES' PROJECT**

#### **EXECUTIVE SUMMARY:**

Results of the 'Our Homes' research project and any alterations to be made to the results of the 'Our Homes' research project

**72 RESOLVED (Lynette Ellis/Agnes Alice)**

**That the Santa Teresa Local Authority note and accept the results of the research.**

**73 RESOLVED (Charlie Lynch/Greg Sharman)**

That the Santa Teresa Local Authority request information and update from NTG Housing related to the Room to Breathe Program.

**74 RESOLVED (Lynette Ellis/Charlie Lynch)**

That the Santa Teresa Local Authority request information from NTG Housing on meeting the housing needs of grieving families and accommodating Sorry Business practices.

**75 RESOLVED (Lynette Ellis/Charlie Lynch)**

That the Santa Teresa Local Authority request the authors of the Santa Teresa Community Report to note that inclusion of the residents quote referencing 'mighty shire' may lead to further confusion regarding the responsibility of MacDonnell Regional Council.

The Santa Teresa Local Authority Meeting breaks at 11:30AM.

The Santa Teresa Local Authority Meeting resumes at 11:41AM.

**5 CONFIRMATION OF PREVIOUS MINUTES - Continued****5.2 ACTION REGISTER****SUMMARY:**

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

**76 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority keep the Action Item 1, Conflict of Interest Recording, open.

**77 RESOLVED (Greg Sharman/Lynette Ellis)**

That the Santa Teresa Local Authority keep the Action Item 2, Park Names, open and note that the Ltyentye Apurte school will discuss with Indigenous Teachers.

**78 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority keep the Action Item 3, Trachoma Mural, open, note that the funds have been secured and request that the Santa Teresa Local Authority seek two (2) Traditional Owners to work with the artist and the Youth Team to design and approve the new mural.

**79 RESOLVED (Lynette Ellis/Charlie Lynch)**

That the Santa Teresa Local Authority keep the Action Item 4, Santa Teresa Traffic Management Plan, open.

**80 RESOLVED (Greg Sharman/Agnes Alice)**

That the Santa Teresa Local Authority close the Action Item 5, Santa Teresa Road improvements.

**81 RESOLVED (Charlie Lynch/Lynette Ellis)**

That the Santa Teresa Local Authority request NTG to remove vegetation on the side of the road in the area of Yam Creek due to the impact on visibility of animals at night.

**6 LOCAL AUTHORITY PLANS****6.1 LOCAL AUTHORITY PROJECT REPORT**

The Local Authority receive Project Funds from the NT Government Department of Local Government, Housing and Community Services for investing in local government community infrastructure projects.

There is a **total un-committed balance of \$114,823.37** to allocate in the community. \$34,453.37 is from the 2018/19 Project Fund and must be expended before 30 June 2020. \$80,370.00 is from the 2019/20 Project Fund and must be expended before 30 June 2021.

**82 RESOLVED (Agnes Alice/Charlie Lynch)**

That the Local Authority note and accept the progress of their Local Authority projects.

**83 RESOLVED (Lynette Ellis/Charlie Lynch)**

That the Santa Teresa Local Authority add to Project 1, Fencing at the Rec Hall, to request three (3) safety street signs 'Children at Play' to be placed around the Recreation Hall.

**84 RESOLVED (Lynette Ellis/Greg Sharman)**

That the Santa Teresa Local Authority keep the Project 2, Seating at the Pool, open.

**85 RESOLVED (Charlie Lynch/Lynette Ellis)**

That the Santa Teresa Local Authority keep Project 3, Park Fencing, open and note the completion of fencing at Newtown Park.

**86 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority note the update on fencing the East Side Park of Project 3, Park Fencing.

**87 RESOLVED (Greg Sharman/Agnes Alice)**

That the Santa Teresa Local Authority keep the Project 4, Front Entrance Project open and accept the \$10,000 from Harm Minimisation Unit of the Department of Health.

**88 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority remove Priority 3, Port-a-Loo, from the wish list.

**89 RESOLVED (Agnes Alice/Charlie Lynch)**

That the Santa Teresa Local Authority request MRC Service Delivery to provide a quote on a IBC 1000 litres water tank for the race course, Priority 4, Water Tank.

**90 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority keep the Wish List Priority 5, BBQ Trailer, open.

**91 RESOLVED (Lynette Ellis/Greg Sharman)**

That the Santa Teresa Local Authority seek further information from MRC Service Delivery on planning and pricing for Priority 6, Footpath, and Priority 7, Footpath Lighting.

**92 RESOLVED (Lynette Ellis/Greg Sharman)**

That the Santa Teresa Local Authority request MRC Service Delivery to provide a quote for Priority 8 on four (4) 3-persons benches, concrete headstones, crosses, planting of trees and roses for the beautification of the cemetery.

The Santa Teresa Local Authority Meeting breaks for lunch at 12:27PM.

The Santa Teresa Local Authority Meeting resumes from lunch at 12:58AM.

**6.2 DISCRETIONARY FUNDS****SUMMARY:**

The Local Authority receive a Discretionary Fund from the Council to spend each financial year on enhancing the community. Local Authorities decide how to best spend this money to broadly benefit the community.

There is a current balance of \$4,000.00 to spend before 30 June 2020.

**93 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority note the expenditure of \$1,166.70 of 11 September 2019 from their 2019/20 discretionary funds.

**RECOMMENDATION****94 RESOLVED (Agnes Alice/Lynette Ellis)**

That the Santa Teresa Local Authority allocate \$500 for providing food and refreshments during the Youth Board Meetings from their 2019/20 discretionary funds.

**7 COUNCIL LOCAL GOVERNMENT****7.1 MACCONNECT REPORT****EXECUTIVE SUMMARY:**

This report provides an update on Community Services program delivery.

**RECOMMENDATION****95 RESOLVED (Charlie Lynch/Agnes Alice)**

That the Santa Teresa Local Authority request the NT Public Libraries free Wi-Fi operation times are changed to Tuesday to Saturday from 3:00PM to 10:00PM and from 8:00AM to 10:00PM during School Holidays.

**96 RESOLVED (Lynette Ellis/Agnes Alice)**

That the Santa Teresa Local Authority will consider between now and the next Santa Teresa Local Authority Meeting a second access location to provide free Wi-Fi to all residents.

Agnes Alice left the meeting at 1:34PM

Agnes Alice returned to the meeting at 1:38PM

## 7.2 COUNCIL SERVICES REPORT

### EXECUTIVE SUMMARY:

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

#### **97 RESOLVED (Charlie Lynch/Lynette Ellis)**

**That the Santa Teresa Local Authority invite AAAC, Catholic Care and the Ltyentye Apurte School to attend the next Local Authrotiy meeting with a view to working together in preparation to hosting the next National Tidy Town Award Day.**

## 7.3 COMMUNITY SERVICE SANTA TERESA LOCAL AUTHORITY REPORT

### EXECUTIVE SUMMARY:

This report provides an update on Community Service program delivery.

#### **98 RESOLVED (Agnes Alice/Charlie Lynch)**

**That the Santa Teresa Local Authority note and accept the Community Services program delivery.**

President Roxanne Kenny left the meeting at 1:53PM

President Roxanne Kenny returned to the meeting at 1:56PM

## 7.4 COMMUNITY ENGAGEMENT AND THE REGIONAL PLAN

### EXECUTIVE SUMMARY:

The MacDonnell Regional Council (MRC) 2019-20 Regional Plan has been approved by the Council and is available at MRC offices and on the MRC website.

#### **99 RESOLVED (Greg Sharman/Agnes Alice)**

**That the Santa Teresa Local Authority note and accept the report and select the location for a public open space meeting to be held next to the Community Store at the second (2<sup>nd</sup>) round.**

President Roxanne Kenny left the meeting at 2:02PM

President Roxanne Kenny returned to the meeting at 2:06PM

#### **100 RESOLVED (Charlie Lynch/Greg Sharman)**

**That the Santa Teresa Local Authority request MRC to provide funds for refreshments for the public open space meeting.**

## **8 FINANCE**

### **8.1 EXPENDITURE REPORT AS AT 30 JUNE 2019**

#### **EXECUTIVE SUMMARY:**

The expenditure report shows spending until 30 June 2019 in the Local Authority community.

#### **101 RESOLVED (Agnes Alice/Phillip Alice)**

**That the Santa Teresa Local Authority note and accept the Expenditure Report as at 30 June 2019.**

Phillip Alice left the meeting at 2:16PM

Phillip Alice returned to the meeting at 2:20PM

**10 OTHER BUSINESS****10.1 THE SAPPHIRES MUSICAL PLAY OFFER.****EXECUTIVE SUMMARY:**

The Sapphires musical play have requested an approval / invitation to bring the musical play roadshow to Santa Teresa.

If the decision is in the affirmative, then please could the Local Authority identify the best place for the Presentation to take place.

**102 RESOLVED (Lynette Ellis/Charlie Lynch)**

**That the Santa Teresa Local Authority note and invite the Sapphires Musical to perform in Santa Teresa in September/October 2020 with a location to be confirmed.**

**10.2 "YOUR VOICE, YOUR COMMUNITY"****EXECUTIVE SUMMARY:**

This will be a presentation on the results of the extensive "get on the electoral roll" campaign, "Your Voice, Your Community".

NOTE: The Department of Local Government, Housing and Community Development was not represented at this meeting and these items will be revisited at the next Santa Teresa Local Authority Meeting. The following resolutions will be sent as Action Items to the Department as well as Resolutions 73, 74 and 81.

**103 RESOLVED (Lynette Ellis/Agnes Alice)**

**That the Santa Teresa Local Authority request clarification from NTG Housing on which company is responsible for repairs, maintenance and tenancy agreements in the Santa Teresa Community.**

**104 RESOLVED (Phillip Alice/Greg Sharman)**

**That the Santa Teresa Local Authority request NT Police to reschedule meetings Community Safety Action Plan so there is no conflict with the dates of the Santa Teresa Local Authority Meetings.**

**DATE OF NEXT MEETING – TO BE ADVISED****MEETING CLOSE**

The meeting terminated at 2:24PM.

This page and the preceding 6 pages are the minutes of the Santa Teresa Local Authority Meeting held on Wednesday 23 October 2019 and are unconfirmed.

## LOCAL AUTHORITY REPORTS

ITEM NUMBER	9.1
TITLE	Action Register
REFERENCE	- 263772
AUTHOR	Robert Rabotot, Administration Officer - Governance



### LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities  
 Goal 02: Healthy Communities  
 Goal 03: Empowered Communities  
 Goal 04: A Supportive Organisation

### EXECUTIVE SUMMARY:

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

### RECOMMENDATION

**That the Santa Teresa Local Authority note the progress reports on actions from the minutes of previous meetings as received.**

### BACKGROUND

This report gives the Local Authority an opportunity to check that actions from previous meetings are being implemented.

#### **Action Item 1 - Conflict of Interest (raised 31/5/2018)**

**Resolution 23:** The Local Authority request Council to re-record the Conflict of Interest in consultation with the Santa Teresa community and get a local member to translate and record.

**Update: (11/12/18):** The Manager of Governance and Planning spoke with the Aboriginal Interpreter Services (AIS) and they said that they would not want a local member to translate the policy as council would not have a way of knowing whether it was correct. If the Local Authority wish to have more information, they can invite the AIS to the next meeting.

**Update: (6/3/19)** the Aboriginal Interpreter Services (AIS) will have Brian Stirling re-record the conflict of interest in language.

**22 August 2019 update:** LA note that changes to the Local Government Act will affect the Conflict of Interest and Code of Conduct so the action is to remain open until the new Act is released

**20 February 2020 update:** Waiting for finalisation of the Act and regulations

#### **Action Item 2 - Park Names (raised 31/5/2018)**

**Resolution 21:** The Local Authority will discuss the following name suggestions with community members and report back at the next meeting:

- East Side Park: Brother Cletus Reid
- New Crescent Park: Bill Ryan
- Garden: Greg Crowe and Brother Bush

**Update (22/5/19):** Local Authority to provide feedback and invite the School Principal and two assistant teachers to discuss the names with the Local Authority

**22 August 2019 update:** Agnes will discuss with school

**23 October 2019 update:** Res.77 The Ltyentye Apurte school will discuss with Indigenous Teachers.

**Action Item 3 – Trachoma (raised 11/12/18)**

**Resolution 38:** The Local Authority request Council to contact Indigenous Eye Health in regards to changing the Trachoma mural on the rec hall as it is offensive to the community.

**Update (6/3/19):** Angee Ross and Yash Srivastava from Indigenous Eye Health will attend the LA Meeting to discuss the options of:

1. Remove the whole mural down.
2. Remove part of the mural.
3. Paint over part or all of the mural.
4. Paint over the “inappropriate part” of the mural.

**Update 09/5/19:** As IEH are not in a position to fully fund a whole new mural, we propose to support re-painting the mural with funding of \$4000.00 for the purchase of paint and materials for the artists to use with the re-painting.

**Update (22/5/19):** have Northern Territory Government follow this up

**22 August 2019 update:** MacYouth working with Trachoma to find required funds and will consult with community and Local Authority members to arrange artists and materials

**23 October 2019 update:** Res.78 The Santa Teresa Local Authority seek two (2) Traditional Owners to work with the artist and the Youth Team to design and approve the new mural.

**Action Item 4 – Santa Teresa Traffic Management Plan (raised 22/5/19)**

**Resolution 48:** The Local Authority request Council to follow up through a Traffic Management Plan and report back at the next Local Authority meeting.

**Update 22/8/2019:** LATM plan has been sent to CSC at Santa Teresa for distribution and discussion. Director Technical Service will discuss at 22 August meeting and clarify traffic calming measures with the LA

**22 August 2019 update:** Local Authority members feedback to the CSC who will action through Coordinator Roads and Infrastructure

**27 February 2020 update:** The Santa Teresa Local Area Traffic Management (LATM) plan has been discussed with CSC Santa Teresa late last year. Missing and damaged traffic signs have been raised by both parties (CSC Santa Teresa and Infrastructure & Projects Coordinator). During the discussion, CSC Santa Teresa will identify missing and/or damaged signs & will advise Infrastructure & Projects Coordinator on required signs and/or any additional signs to be updated in the LATM. Infrastructure & Projects Coordinator awaiting on lists of required signs and/or additional signs (e.g. speed hump signs, street name signs & etc).

**Action Item 5 – Purchase Order for Santa Teresa Youth Board Meetings - (raised 23/10/19)**

**Res.94** That the Santa Teresa Local Authority allocate \$500 for providing food and refreshments during the Youth Board Meetings from their 2019/20 discretionary funds.

CSC Santa Teresa to consult with Youth Service Officer/MacYouth/Youth Board in order to raise purchase order(s).

**Action Item 6 – Invite AAAC, Catholic Care and the Ltyentye Apurte School - (raised 23/10/19)**

**Res.97** That the Santa Teresa Local Authority invite AAAC, Catholic Care and the Ltyentye Apurte School to attend the next Local Authority meeting with a view to working together in preparation to hosting the next National Tidy Town Award Day.

Service Delivery Area Manager to invite AAAC, Catholic Care and the Ltyentye Apurte School to attend the Local Authority meeting of 4 March 2020.



**Update 2 February 2020:** Service Delivery Area Manager advised that he has not invited AAAC, Catholic Care and the Ltyentye Apurte School to this LA but he will be having a separate stakeholder meetings to discuss tidy towns as he is in regular contact with all Santa Teresa Stakeholders regarding this.

**Action Item 7 – MRC funds the public open space meeting - (raised 23/10/19)**

Res.100 That the Santa Teresa Local Authority request MRC to provide funds for refreshments for the public open space meeting.

Manager Governance and Planning to advise on MRC funding for refreshments at the Open Space Meeting.

**Action Item 8 – Sapphires Musical - (raised 23/10/19)**

Res.102 That the Santa Teresa Local Authority note and invite the Sapphires Musical to perform in Santa Teresa in September/October 2020 with a location to be confirmed.

Coordinator Communications and Engagement to confirm that the invitation of the Sapphires Musical to perform at Santa Teresa in September/October 2020 has been sent.

**Update 2 February 2020:** Coordinator Communications and Engagement extended the invitation to the Sapphires Musical.

**Recommendation to close this action item.**

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Santa Teresa Local Authority  
Executive Leadership Team

**ATTACHMENTS:**

There are no attachments for this report.

## LOCAL AUTHORITY REPORTS

<b>ITEM NUMBER</b>	9.2
<b>TITLE</b>	Local Authority Project Report
<b>REFERENCE</b>	- 263789
<b>AUTHOR</b>	Robert Rabotot, Administration Officer - Governance



### LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities  
 Goal 02: Healthy Communities  
 Goal 03: Empowered Communities  
 Goal 04: A Supportive Organisation

### EXECUTIVE SUMMARY:

The Local Authority receive Project Funds from the NT Government Department of Local Government, Housing and Community Services for investing in local government community infrastructure projects.

There is a **total un-committed balance of \$117,501.75** to allocate in the community.  
 \$37,131.75 is from the 2018/19 Project Fund and must be expended before 30 June 2020.  
 \$80,370.00 is from the 2019/20 Project Fund and must be expended before 30 June 2021.

### RECOMMENDATION

**That the Santa Teresa Local Authority note and accept the progress of their Local Authority projects.**

### BACKGROUND

The Local Authority decides on the allocation of their Project Funds for infrastructure projects to benefit the community. Funding for Local Authority projects is part of a grant received from the NT Government Department of Local Government, Housing and Community Services.

### Committed Projects Register

<b>Project 2108</b>		<b>7 x Signs Advising of Restricted Areas on Community</b>	<b>\$</b>
<b>Action</b>	<b>Status</b>		<b>Committed</b>
29 March 2017	Res.24 RESOLVED (Louise Cavanagh/Annie Young) That the Local Authority spend the following amounts of LA project money and prioritise projects as follows: 7) 7 x signs advising of restricted areas, cultural areas and mens/womens areas - \$8,676 (including labour) \$8,676.00 were allocated to this project		
10 April 2017	Update (extracted from the agenda): already had these signs – no mention is made after this in regards to these signs in agendas and minutes		+8,676.00
28 June 2017	Put signs around community and fix old existing signs		
9 August 2018	Signs for Santa Teresa It appears that this project is completed but has never been closed.		-2,800.00
4 March 2019			-1,590.45
21 February 2020	<b>Recommendation to close this project.</b> <b>underspend or (overspend)</b>		<b>+4285.55</b>
<b>Project 2109 (formerly #1)</b>		<b>Fencing at Rec Hall</b>	<b>\$</b>
<b>Action</b>	<b>Status</b>		<b>Committed</b>
9 August 2018	Pull down the fence at Rec Hall		- 3,000.00
22 August 2018	Fencing the rec hall		+ 7,000.00
22 May 2019	Further funding allocated to complete - the old fence was taken down, but not enough funds to fence that		+ 16,000.00

22 August 2019	area Some fencing purchased but unclear on actual scope and type of fencing to be provided – options need costing	
23 October 2019	Res.83 That the Santa Teresa Local Authority request three (3) safety street signs 'Children at Play' to be placed around the Recreation Hall.	
<b>Update 2 March 2020</b>	MRC Technical Services & Service Delivery request details on signs and fence in order to continue project. <b>underspend or (overspend)</b>	<b>+20,000.00</b>
<b>Project 2334 (formerly #2) Seating at Pool \$</b>		
<b>Action</b>	<b>Status</b>	<b>Committed</b>
22 August 2018	Picnic style seating for the pool area	+ 3,000.00
22 May 2019	Seating has arrived in Santa Teresa just needs to be installed	- 2,900.00
22 August 2019	Tech Services to work with CSC to advise on locations to avoid pipework etc.	
	<b>underspend or (overspend)</b>	<b>+100.00</b>
<b>Project 3 Park Fencing \$</b>		
<b>Action</b>	<b>Status</b>	<b>Committed</b>
22 August 2018	Fencing around 2 parks	+ 22,386.59
22 May 2019	Fencing has been put up at New Town Park the second fence is at works yard waiting to be installed	- 22,386.59
22 August 2019	Second fence awaiting more concrete to be installed	
	<b>underspend or (overspend)</b>	<b>0.00</b>
<b>Project 2342 (formerly #4) Front Entrance project \$</b>		
<b>Action</b>	<b>Status</b>	<b>Committed</b>
18 February 2019	1 cubic metre of mulch	-3,750.00
26 February 2019	Fencing material	-14,979.92
27 February 2019	1 cubic metre of mulch	-1,290.00
22 May 2019	Landscape and signage to welcome visitors as per map provided	+ 40,000.00
3 July 2019	Landscaping and maintenance	-4,080.00
22 August 2019	Consider the \$10,000 offer for signage from the Harm Minimisation Unit of the Department of Health to be incorporated as part of this project.	
23 October 2019	Res.87 That the Santa Teresa Local Authority accept the \$10,000 from Harm Minimisation Unit of the Department of Health.	
	<b>underspend or (overspend)</b>	<b>+15,900.08</b>

**Wish list and estimated costs**

**Priority 1:** Public toilet block  
**Scope:** to be installed at the community entrance when upgrade works completed  
**Requested:** 22 August 2018  
**Action:** Costing required – Tech Services to provide info on standard and waterless options  
**Update:** Pending until Project 2342 is completed.  
**Estimate:**

- Priority 2:** Street lights  
**Scope:** To be installed on Ltyentye Street  
**Requested:** 22 August 2018  
**Action:** Tech Services to investigate power pole lights instead of solar lights  
**Estimate:** \$ Solar Street lights at \$1,500, \$2,500 or \$5,000 each
- Priority 4:** Water tank  
**Scope:** At the race course  
**Requested:** 22 August 2018  
**Action:** consider above note 'there less horses' but preference would be for trailer mounted intermediate bulk container (IBC) for drinking water only (\$500 for 10000 litres), or similar, as existing trailer mount tanks may be contaminated.  
**Estimate:** \$3,000 each (approx.)  
**Update:** **Res.89 That the Santa Teresa Local Authority request MRC Service Delivery to provide a quote on an IBC 1000 litres water tank for the race course, Priority 4, Water Tank**  
**Area Manager will provide quote at 4 March 2020 meeting.**
- Priority 5:** BBQ trailer  
**Scope:** tbc  
**Requested :** 22 August 2018  
**Action:** pictures and firm price required for a decision at next meeting  
**Estimate :** \$7,000.00
- Priority 6:** Footpath  
**Scope:**  
**Requested :** 22 August 2018  
**Action:** LA to consider where required and feedback to tech Services to assist with planning and pricing  
**Update:** **Res.91 That the Santa Teresa Local Authority seek further information from MRC Service Delivery on planning and pricing for Priority 6, Footpath, and Priority 7, Footpath Lighting. Infrastructure & Projects Coordinator recommends to link Priority 7, Footpath Lighting, with Priority 2, Street Lights.**  
**Estimate :** \$
- Priority 7:** Footpath lighting  
**Scope:**  
**Requested :** 22 August 2018  
**Action:** LA to consider where required and feedback to tech Services to assist with planning and pricing  
**Estimate :** \$
- Priority 8:** Upgrades for cemetery  
**Scope:** various ideas for upgrading cemetery  
**Requested :** 22 May 2019  
**Action:** crosses for unmarked graves from long ago and other items to beautify the place, such as planting of roses and trees  
**Update:** **Res.92 That the Santa Teresa Local Authority request MRC Service Delivery to provide a quote for Priority 8 on four (4) 3-persons benches, concrete headstones, crosses, planting of trees and roses for the beautification of the cemetery.**  
**Area Manager will provide quote at 4 March 2020 meeting.**  
**Estimate :** \$

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

There is a total un-committed balance of \$117,501.75 to allocate in the community.  
\$37,131.75 is from the 2018/19 Project Fund and must be expended before 30 June 2020.  
\$80,370.00 is from the 2019/20 Project Fund and must be expended before 30 June 2021.

**CONSULTATION**

Santa Teresa Local Authority  
Executive Leadership Team

**ATTACHMENTS:**

There are no attachments for this report.

## LOCAL AUTHORITY REPORTS

**ITEM NUMBER** 9.3  
**TITLE** Discretionary Funds  
**REFERENCE** - 264135  
**AUTHOR** Robert Rabotot, Administration Officer - Governance



### LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities  
 Goal 02: Healthy Communities  
 Goal 03: Empowered Communities  
 Goal 04: A Supportive Organisation

### EXECUTIVE SUMMARY:

The Local Authority is granted \$4,000 from the Council every new financial year to spend on enhancing the community and decide how to spend this money to best benefit everybody. This money cannot be carried over from year to year and it must be spent (with goods received) between 1 July and 30 June.

### RECOMMENDATION

**That the Santa Teresa Local Authority discuss the spending of their 2019/20 Discretionary Fund.**

### BACKGROUND

From the \$4,000.00, the Local Authority has allocated \$1,560.64 from which \$1,064.64 has already been spent and there is a remaining of \$2,939.36 from the Discretionary Fund that must be spent before the 30<sup>th</sup> of June 2020.

2019/20 Discretionary Fund				
Approved Project		Status	Approved Allocated	Actual Expenditure
Income	Discretionary Fund	\$4,000		
10 Sep 19	Trophies for Santa Teresa Football		-\$1,060.64	-\$1,060.64
23 Oct 19	Provide food & refreshments for Youth Board Meetings		-\$500.00	
<b>Balance Remaining</b>			<b>-\$1,560.64</b>	<b>\$2,939.36</b>

### ISSUES, CONSEQUENCES, OPTIONS

The Local Authority receives a Discretionary Fund from the Council to spend each financial year on enhancing the community.

The Local Authority is responsible for consulting with community members to ensure that community priorities are taken into account when allocating discretionary funds.

### FINANCIAL IMPLICATIONS

Discretionary Funds must be fully expended annually between 1 July and 30 June or forfeited.

### CONSULTATION

Executive Leadership Team  
 The Local Authority and Community

### ATTACHMENTS:

There are no attachments for this report.

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**LOCAL AUTHORITY REPORTS**

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<b>ITEM NUMBER</b>	9.4
<b>TITLE</b>	Letter from the Department regarding Members and NT Elections
<b>REFERENCE</b>	- 264143
<b>AUTHOR</b>	Darren Pfitzner, Manager Governance and Planning

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

Goal 03: Empowered Communities

Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

On 20 December 2019 the Acting Executive Director of Local Government and Community Development wrote to President Roxanne Kenny to remind the MacDonnell Regional Council of important matters contained in recent communications.

The letter's two main points outline the need for Councillors and Local Authority members to:

1. disclose any conflict of interest that may arise from a matter before any Council or Local Authority discussion: and
2. stand down before nominating as a candidate in the NT Elections

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept the correspondence from the department.**

**BACKGROUND**

The *Local Government Act* provides legislation to frame the decision-making and behaviour of elected (Council) and nominated (Local Authority) members to deliver good governance to constituents.

One way to deliver good governance is for a member to not participate in a decision on a question where they have a conflict of interest. Under the *Local Government Act* a member has a legal requirement to disclose a personal or financial interest that gives rise to, a real or perceived, conflict of interest. Conflicts of interest can arise from a member's relevant interest in connection with the pre-selection or nomination of candidates for other government elections.

Another way is for a member to resign in writing from the Council or Local Authority before officially nominating with the Electoral Commission for the Northern Territory Legislative Assembly election. If the person resigns as a Councillor or Local Authority member and is not elected to the Legislative Assembly, the person may then nominate to again be a member of the Council or Local Authority.

Local Government is a feasible early step in a political career. The *Local Government Act* supports individuals to learn and deliver good governance to constituents and to explore opportunities for elected representation at higher levels of government.

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Breaches of legislation can incur fines at personal cost.

**CONSULTATION**

Department of Local Government, Housing and Community Development

**ATTACHMENTS:**

- 1 NTG - 2020 Legislative Assembly election - 2019-12-29.pdf



Department of  
**LOCAL GOVERNMENT, HOUSING  
AND COMMUNITY DEVELOPMENT**

Level 1, RCG Centre  
47 Mitchell Street, Darwin NT 0800

Postal address  
GPO Box 4621  
Darwin NT 0801

Tel: 08 8999 6149

File Ref: HCD2019/01826-1~171

20 December 2019

Ms Roxanne Kenny  
President  
MacDonnell Regional Council  
PO Box 5267  
ALICE SPRINGS NT 0871

RECEIVED  
27 DEC 2019

Dear Ms Kenny

Re: August 2020 Legislative Assembly Election

As we approach the upcoming August 2020 Legislative Assembly election, it is important that all members are reminded of the legal requirement to disclose a personal or financial interest that gives rise to a conflict of interest in a question before the council, council committee or local authority. A member must not participate in any decision on a question where they have a conflict of interest. Members are to be aware that conflicts of interest can arise from a member's relevant interest in connection with the pre-selection or nomination of candidates for elections. Further detail of these requirements are contained in Part 7.2 of the *Local Government Act 2008*.

On 25 September 2019, Ms Maree De Lacey, Executive Director of Local Government and Community Development, emailed all council chief executive officers with advice on the process to follow if members nominate as candidates and they wish to be reappointed to council or the local authority if they are unsuccessful.

On 30 October 2019, Mr Jamie Chalker, the former Chief Executive Officer of this Department, wrote to all chief executive officers with further advice and highlighted the importance of managing conflicts of interest.

As this is an important matter, I ask that you table this correspondence at your next council and local authority meetings so that all members are made aware of this advice. Please do not hesitate to contact me via [brett.beaton@nt.gov.au](mailto:brett.beaton@nt.gov.au) if you or your council require any clarification on this matter or if you would like more information.

Yours sincerely

A handwritten signature in blue ink, appearing to be "Brett Beaton".

Brett Beaton  
Acting Executive Director  
Local Government and Community Development  
20/12/2019



**LOCAL AUTHORITY REPORTS**

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<b>ITEM NUMBER</b>	9.5
<b>TITLE</b>	Correspondence regarding Rodinga Ward by election
<b>REFERENCE</b>	- 264138
<b>AUTHOR</b>	Darren Pfitzner, Manager Governance and Planning

**LINKS TO STRATEGIC PLAN**

Goal 03: Empowered Communities

**EXECUTIVE SUMMARY:**

When a vacancy occurs during the term of the Council a by election is held for a replacement Council member. Anyone who has a principal place of residence within the area can nominate as a candidate to become a Council member. Employees of MacDonnell Regional Council cannot become Council members.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note the correspondence and seek to encourage suitable people to nominate to represent the Rodinga Ward in the MacDonnell Regional Council.**

**BACKGROUND**

Throughout its annual cycle, Council holds an Ordinary Council Meeting every two months, and Special Council Meetings as required. Meetings are held in Alice Springs, on any of the 13 communities within the Council, or at a local business within the Council region. All Council meetings are open to the public unless confidential business is being considered. Attendance by residents of communities and members of the public is encouraged.

Rodinga Ward lies to the east of Alice Springs and includes the communities of Amoonguna, Santa Teresa, Titjikala and Finke. The ward consists of predominantly Central and Eastern Arrernte speakers with Pitjantjatjara speakers further south in the ward.

**ISSUES, CONSEQUENCES, OPTIONS**

The remaining term of the Council is until August 2021, at which time general local government elections are held across the Northern Territory and all elected members positions become vacant. At about this time Councillors decide whether to run again for election for another term of Council. Council terms are for a fixed period of four years.

**FINANCIAL IMPLICATIONS**

Council members receive a base allowance, electoral allowance, extra meeting allowances and travel allowances to attend all Council meetings and Local Authorities in their ward. These allowances are shown in detail in the Regional Plan.

**CONSULTATION**

Department of Local Government, Housing and Community Development  
Local Authorities

**ATTACHMENTS:**

- 1 20200224 Rodinga by election.pdf
- 2 Draft Timetable for Rodinga by election.pdf

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**Darren Pfitzner**

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**From:** Jeff MacLeod  
**Sent:** Monday, February 24, 2020 5:55 PM  
**To:** MRC Executive Leadership Team; Darren Pfitzner  
**Subject:** FW: Rodinga by election  
**Attachments:** Draft Timetable for council.pdf

For discussion at tomorrow's ELT.

Kind regards

**Jeff MacLeod**  
Chief Executive Officer



Level 2 / 16 Hartley Street, Alice Springs NT 0870  
postal address • PO Box 5267, Alice Springs, NT 0871  
phone • 08 8958 9600 | direct • 08 8958 9602 | mobile • 0427 617 702 | fax • 08 8958 9601  
email • [jeff.macleod@macdonnell.nt.gov.au](mailto:jeff.macleod@macdonnell.nt.gov.au) | [www.macdonnell.nt.gov.au](http://www.macdonnell.nt.gov.au)

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**From:** Greg Hibble <Greg.Hibble@nt.gov.au>  
**Sent:** Monday, 24 February 2020 4:03 PM  
**To:** Jeff MacLeod <Jeff.MacLeod@macdonnell.nt.gov.au>  
**Cc:** Janeen Bulsey <janeen.bulsey@nt.gov.au>; Wayne Harlock <Wayne.Harlock@nt.gov.au>; Susan Whyte <Susan.Whyte@nt.gov.au>; Philip Ninnies <Philip.Ninnies@nt.gov.au>; Angela Richardson <Angela.Richardson@nt.gov.au>; Carol D'Allura <Carol.D'Allura@nt.gov.au>  
**Subject:** Rodinga by election

Hi Jeff

As discussed last week, attached is a draft timetable to run by your council for the above election. Please let me know if council approves the dates and I will proceed.

Regards

**Greg Hibble**  
Senior Project Officer | Operations Branch

**NORTHERN TERRITORY ELECTORAL COMMISSION**

Level 3, TCG Centre | 80 Mitchell Street, DARWIN NT 0800 | GPO Box 2419, DARWIN NT 0801  
**T:** 08 8999 7623 | **F:** 08 8999 7630 | **M:** 0400 355 205 | **E:** [greg.hibble@nt.gov.au](mailto:greg.hibble@nt.gov.au) | **ABN:** 84 085 734 992  
**Website:** [ntec.nt.gov.au](http://ntec.nt.gov.au) | [facebook.com/NTElectoralCommission](https://facebook.com/NTElectoralCommission) | **Twitter:** @NTElecComm

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**Election timetable****MacDonnell - Rodinga ward By Election 2020****3 April 2020**

Monday 9 March		Nominations open
Wednesday 11 March	5:00 pm	Electoral roll closes
Friday 20 March	12:00 noon	Nominations close
	1:00 pm	Declaration of nominations, draw for position on ballot papers
Monday 23 March		Postal vote mail-out commences
Monday 30 March	8:00 am	Voting commences
	6:00 pm	Overseas postal voting despatches cease
Wednesday 1 April	6:00 pm	All postal voting despatches cease
Friday 3 April	4:00 pm	Voting ceases
	4:30 pm	Primary counts of ordinary, postal and early votes commence
Monday 6 April	10:00 am	Declaration vote verification checks, commence recheck of all counts
	9:00 am	Primary counts of accepted declaration votes, further postal counts
Thursday 9 April	12:00 noon	Deadline for receipt of postal votes
		Final counts of postal votes commence
		Distribution of preferences
Friday 10 April	10:00 am	Declaration of the election result

*Correct as at 24 February 2020*

**COUNCIL SERVICES REPORTS**

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**ITEM NUMBER** 10.1  
**TITLE** Council Services Coordinator's Report  
**REFERENCE** - 263885  
**AUTHOR** Ken Newman, Director Service Delivery

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

**EXECUTIVE SUMMARY:**

This report is an update of Council delivered Services in Santa Teresa across the area of Local Government Service Delivery.

**RECOMMENDATION**

That the Santa Teresa Local Authority note and accept the attached report prepared by Annalisa Young, Council Services Coordinator Santa Teresa.

**BACKGROUND**

Nil

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Annalisa Young, CSC Santa Teresa

Keith Hassett, Manager Service Centre Delivery

**ATTACHMENTS:**

1 200305 CSC Report for Santa Teresa Local Authority- March 2020.pdf

## Service Delivery Report

**TITLE** Santa Teresa Community Service Delivery Report  
**DATE** 4<sup>th</sup> March 2020  
**AUTHOR** Annalisa Young, Council Service Coordinator



### SUMMARY:

This report is an update of Council delivered Services in Santa Teresa across the area of Local Government Service Delivery.

### Local Government Services Update

#### Animal Management

- VET visited Santa Teresa from 17<sup>th</sup> – 19<sup>th</sup> February. No report as of yet.

#### Cemetery Management

- Cemetery maintained regularly
- Rubbish collection done on a weekly basis.
- 1 funeral held this reporting period.

#### Internal Road Maintenance

- Pot holes repaired
- Civil team replacing cement speed humps with black and yellow ones.



#### Parks and Open Spaces

- Parks cleaned and bins collected weekly.
- Rubbish collection done by civil team regularly in open spaces.

#### Sports Grounds

- Grassing of oval project in partnership with AAAC.
- Darren and Matthew Cavanagh heading down to MCC next month for training in grounds maintenance.

#### Outstation MES Services

- Weekly rubbish collection done.

#### Waste Management

- Rubbish collection done twice a week on Monday and Thursday.
- Hard Rubbish collection done regularly.

**Weed Control and Fire Hazard Reduction**

- Civil team regularly slashes community to minimise risk of fires

**Local Authority Updates**

- Working on front information booth in preparation for Tidy Towns has been sent to suppliers to design.
- Concrete should arrive soon which will mean we can finish fence around parks and install seating at pool.

**Other Service Delivery Updates**

- As current holders of Australia's Tidy Towns, the Awards will take place in Alice Springs/Santa Teresa this will take place on 21<sup>st</sup> & 22<sup>nd</sup> April where there will be a day trip to visit Santa Teresa by this year's winners where we will show off all the great things that made Santa Teresa the winner of Australia's Tidiest Town 2019.

Annalisa Young  
Council Services Coordinator  
Santa Teresa Community

**COUNCIL SERVICES REPORTS**

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**ITEM NUMBER** 10.2  
**TITLE** Community Service Santa Teresa Local Authority Report  
**REFERENCE** - 263796  
**AUTHOR** Rohan Marks, Director Community Services

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Healthy Communities  
Goal 03: Empowered Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

This report provides an update on Community Services program delivery.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept the Community Services report.**

**BACKGROUND**

All Community Services programs continue to be delivered in line with funding requirements as per the attached Operations Report.

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Executive Leadership Team  
Manager of Children's Services – Margaret Harrison  
Manager of Community Safety – Peter Devine  
Manager of Youth Services – Cherie Forbes

**ATTACHMENTS:**

1 2020-03 - COMMUNITY SERVICES Santa Teresa LAR v2.pdf



## Community Service: Report on Operations

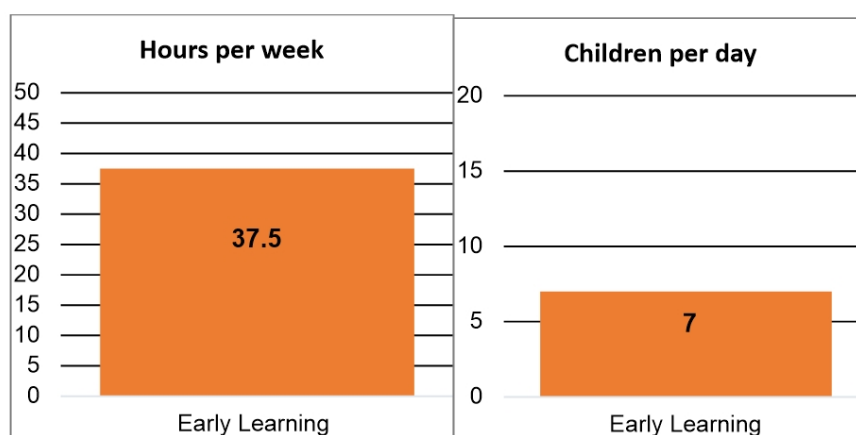
**LOCATION:** Santa Teresa Community  
**PERIOD:** 1 October 2019 to 31 January 2020  
**AUTHOR:** Rohan Marks, Director Community Services



### CHILDREN'S SERVICES

#### Service Delivery and Engagement

- All programs were delivered with the exception of three days due to sorry business (20<sup>th</sup> – 22<sup>nd</sup> November 2019).
- The service was closed between 20<sup>th</sup> December 2019 and 15<sup>th</sup> January 2020.



- The Trachoma team attended the centre in December to provide training to children, carers and staff. This training focussed on effective face and hand washing techniques to prevent the spread of trachoma. Staff have since reported an increase in the frequency that children have been washing their hands and faces without being asked.
- The MacKids team held a Christmas party for children and their carers during December. This was held over two days to enable more families to be involved.
- The Indigenous Literacy Project "Literacy for Life" is working closely with our Educators to support and develop literacy in Arrente and English.
- Catholic Care have been supporting families to attend the Early Learning program by providing a bus service to pick up carers and children from home each morning and transporting them to the Early Learning Centre.
- Four staff are currently undertaking a Certificate III in Early Childhood Education and Care.



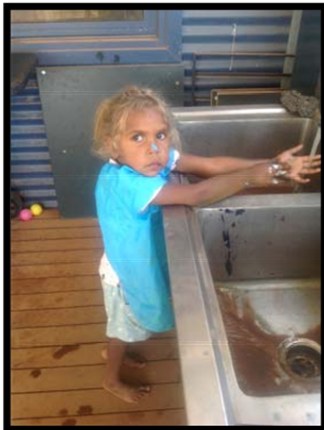
**Literacy for Life – Learning Arrente**



**Reading / Story Telling**

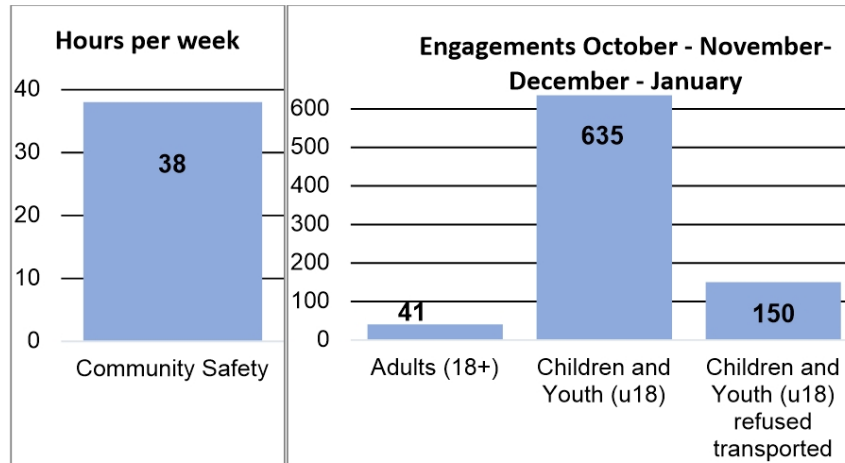


**Hygiene – Handwashing / Practicing Face Washing**



**COMMUNITY SAFETY****Service Delivery and Engagement**

- All services were delivered, with the exception of three days due to sorry business.

**Other Updates**

- Catholic Care made their bus available to the Community Safety team up until December, which enabled the MacSafe team to transport young people home in greater numbers after evening youth activities.
- Two members of the Santa Teresa MacSafe team (the Team Leader and Senior Officer) travelled to Titjikala to support the Titjikala Sports Weekend. Over the course of the weekend the staff worked with MacSafe teams from three other communities to ensure it was a safe event. The feedback from Titjikala community members was that all MacSafe teams provided valuable support and contributed to the success of the weekend.
- The Titjikala Sports Weekend also provided a development opportunity for the Santa Teresa Team Leader to take on additional responsibility as Acting Community Safety Coordinator for the event. This included responsibility for the coordination and allocation of staff, responding to serious incidents, liaising with NT Police, and all operational reporting throughout the weekend.
- In November the Santa Teresa MacSafe Team, along with seven other MacSafe Teams, attended the funeral for their much-respected colleague from Mt Liebig who passed away suddenly in September. As requested by the Corby family, the eight teams formed a guard of honour at the Haasts Bluff church and led the procession to the cemetery.
- There are currently two Community Safety Officer (Casual) positions vacant and recruitment is underway to fill these roles. Local Authority members are asked to encourage suitable community members to apply.

**Titjikala, Santa Teresa, Finke and Hermannsburg  
MacSafe Staff during the Titjikala Sports Carnival**



**MacSafe teams at Kumanjari Corby's funeral in Haasts Bluff**



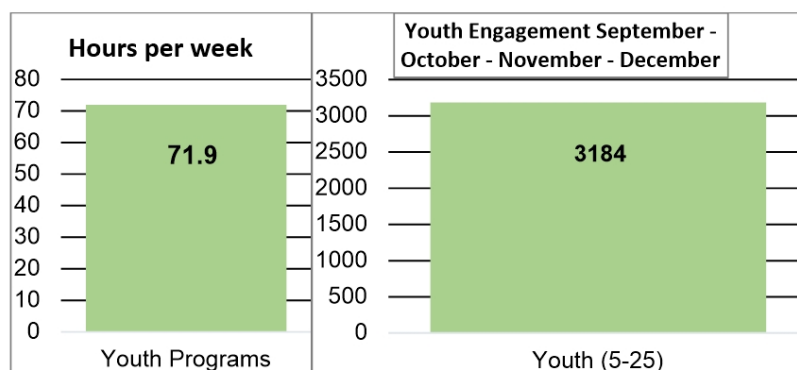


## YOUTH SERVICES

### Service Delivery and Engagement



- Delivery of the Youth program (12 – 25 years old) and the Outside School Hours Learning Program (OSHLP, 5 – 12 years old) programs were disrupted for two and half days due to extreme heat and sorry business this period.



- During this period young people enjoyed water games at the pool and in the Rec Hall, trips to the town pool in Alice Springs, discos, basketball, snooker and football games at night, concerts and community BBQs.

### Other Updates

- Staff attended MacYouth training at Ross River from the 5<sup>th</sup> to 9<sup>th</sup> November with staff engaging in training on youth diversion, Youth Board governance, managing challenging behaviours, and new sports development games to take back to youth programs.
- Children and young people enjoyed trips to Alice Springs to swim at the town pool with free access provided over the summer holidays by the Office of Youth Affairs.
- Young people enjoyed plenty of fun and engaging workshops such as; unicycle riding, juggling, recycled craft, drumming and music workshops.
- As part of the OSHLP MacYouth provided a breakfast program which was very popular with children enjoying quiet time painting, colouring in, and watching cartoons in the air conditioning on some very hot mornings.
- MacYouth hosted international artist and DJ Monkey Mark, putting on a community BBQ. Sista Sounds (Music NT) also made a visit to Santa Teresa to run drumming and music workshops with the young women.
- MacYouth delivered two youth camps through the Right Tracks program, focused on diverting young people at risk of entering the youth justice system. A special disco was also held that focused on encouraging respectful behaviour at the Rec Hall.
- MacYouth Santa Teresa represented the region in the Community Cup Basketball Competition grand final in Alice Springs. The women's team were premiers and the men's team played very well throughout the three days.
- Three Youth Board Members from Santa Teresa travelled to Melbourne to attend the Indigenous Youth Mental Health Forum. During this forum young people listened to stories and shared strategies for supporting other young people with their mental health.

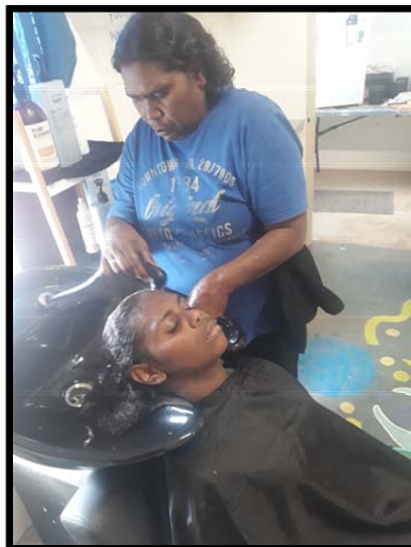
**Youth Board Members representing Santa Teresa in Melbourne**



**Cubby building and roo tails out bush (before it got too hot!)**



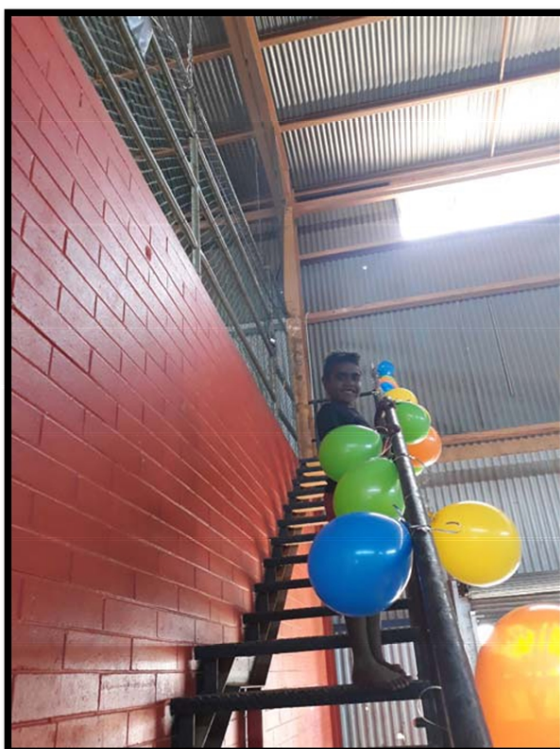
**Youth Salon sessions are always popular**



Careful plate spinning practice



Respectful Relationship Disco





**FINANCE AND GOVERNANCE REPORTS**

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**ITEM NUMBER** 11.1  
**TITLE** Expenditure Report as at 31 December 2019  
**REFERENCE** - 264025  
**AUTHOR** Sheree Kane, Management Accountant and Grants

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Healthy Communities  
Goal 03: Empowered Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The expenditure report shows spending until 31 December 2019 in the Local Authority community.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept the Expenditure Report as at 31 December 2019.**

**BACKGROUND**

The attached Finance Report details the budget, variance, and actual expenditure on Council services in the community.

**ISSUES, CONSEQUENCES, OPTIONS**

Nil.

**FINANCIAL IMPLICATIONS**

The attached report details the expenditure for the Local Authority which is part of the full Council's approved budget.

**CONSULTATION**

Executive Leadership Team  
Management Team  
Sheree Sherry, Management Accountant & Grants

**ATTACHMENTS:**

1 December 2019 - Local Authority Expenditure - Santa Teresa.pdf

{December 2019 - Local Authority Expenditure Detail by Location1\_ORG\_NAME}

MacDonnell Regional Council - Santa Teresa (Ltyentye Apurte)					
Expenditure by Community as at 31st December 19					
Expenditure Category	Actual YTD	Budget YTD	Variance YTD	Budget Full Year	Notes on variations greater than 10% or \$10,000
<b>COUNCIL SERVICES</b>					
<b>Service Centre Delivery</b>					
<b>Manage Council Buildings &amp; Facilities</b>	70,712	35,850	(34,862)	71,700	This budget is for repairs and maintenance and is only spent as required.
Other Operational	70,712	35,850	(34,862)	71,700	Youth facility upgrade works to toilets - on hold
<b>Maintain Roads</b>	191	0	(191)	0	
Other Operational	191	0	(191)	0	
<b>Manage Council Service Delivery</b>	101,278	94,465	(6,814)	188,930	
Wages and Other Employee Costs	63,908	62,280	(1,628)	124,560	
Other Operational	37,371	32,185	(5,186)	64,370	
<b>Civil Works</b>	223,721	223,815	94	447,630	
Wages and Other Employee Costs	155,347	161,530	6,183	323,060	
Other Operational	68,374	62,285	(6,089)	124,570	
<b>Street &amp; Public Lighting</b>	5,820	7,530	1,711	15,060	
Other Operational	5,820	7,530	1,711	15,060	
<b>Council Engagement</b>					
<b>Manage Governance</b>	2,141	5,375	3,234	10,750	
Wages and Other Employee Costs	0	1,000	1,000	2,000	
Other Operational	2,141	4,375	2,234	8,750	
<b>Local Authorities</b>	8,995	80,935	71,940	161,870	
Other Operational	8,995	80,935	71,940	161,870	Projects in progress
<b>Elected Members &amp; Council Meetings</b>	522	500	(22)	1,000	
Other Operational	522	500	(22)	1,000	
<b>Support and Administration</b>					
<b>Staff Housing</b>	33,602	44,070	10,468	88,140	This budget is for repairs and maintenance and is only spent as required.
Other Operational	33,602	44,070	10,468	88,140	
<b>Manage HR</b>	72	0	(72)	0	
Other Operational	72	0	(72)	0	
<b>Training &amp; Development</b>	0	2,000	2,000	4,000	
Wages and Other Employee Costs	0	2,000	2,000	4,000	
<b>SUB-TOTAL:- COUNCIL SERVICES</b>	447,052	494,540	47,488	989,080	
<b>NON-COUNCIL SERVICES</b>					
<b>Outstations Civil Works</b>	10,422	8,300	(2,122)	16,600	
Other Operational	10,422	8,300	(2,122)	16,600	
<b>Outstations Housing Repairs &amp; Maintenance</b>	1,152	2,850	1,698	5,700	
Other Operational	1,152	2,850	1,698	5,700	
<b>Homelands Extra Allowance</b>	0	16,185	16,185	30,770	Preliminary works in progress
Other Operational	0	16,185	16,185	30,770	
<b>Operate Swimming Pools</b>	53,696	81,932	28,237	138,860	
Wages and Other Employee Costs	29,475	48,316	18,842	80,670	Underspend on salaries due to pool assistants not attending all allocated hours
Other Operational	24,221	33,616	9,395	58,190	All utility bills not received during reporting period
<b>Commercial Operations</b>					
<b>Essential Services</b>	59,364	55,045	(4,319)	110,090	
Wages and Other Employee Costs	43,039	38,850	(4,189)	77,700	
Other Operational	16,324	16,195	(129)	32,390	
<b>Airstrip Maintenance</b>	0	530	530	1,060	
Other Operational	0	530	530	1,060	
<b>Community Services</b>					
<b>Community Safety</b>	121,197	94,050	(27,147)	188,100	Overspend due to team delivriying a 7 day roster at the request of community.
Wages and Other Employee Costs	100,251	75,045	(25,206)	150,090	
Other Operational	20,947	19,005	(1,942)	38,010	



{December 2019 - Local Authority Expenditure Detail by Location1\_ORG\_NAME}

<b>Youth Development</b>	<b>219,006</b>	<b>230,060</b>	<b>11,054</b>	<b>469,730</b>	
Wages and Other Employee Costs	146,444	133,300	(13,144)	284,150	
Other Operational	72,562	96,760	24,198	185,580	Actual operational expenditure less than budgeted for the reporting period.
<b>Children's Services</b>	<b>202,314</b>	<b>232,305</b>	<b>29,991</b>	<b>459,280</b>	
Wages and Other Employee Costs	98,901	107,085	8,184	214,170	
Other Operational	103,414	125,220	21,806	245,110	Expenditure planned for the the coming 6 month period. Utilities have not received account.
<b>SUB-TOTAL:- NON-COUNCIL SERVICES</b>	<b>667,151</b>	<b>721,257</b>	<b>54,107</b>	<b>1,420,190</b>	
<b>TOTAL</b>	<b>1,114,203</b>	<b>1,215,797</b>	<b>101,594</b>	<b>2,409,270</b>	

The variance is over 10% or \$10,000 due to more money being spent than budget.

The variance is over 10% or \$10,000 due to less money being spent than budget.

Please note the figures above include internal allocations between functions, so that the program expenditure shown is the true cost to Council's budget

	Actual YTD	Budget YTD	Variance YTD	Budget Full Year	
Discretionary Funds	1,061	4,000	2,939	4,000	

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**FINANCE AND GOVERNANCE REPORTS**

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<b>ITEM NUMBER</b>	11.2
<b>TITLE</b>	Community Engagement And The Regional Plan
<b>REFERENCE</b>	- 264069
<b>AUTHOR</b>	Jeff Tan, Coordinator Communications and Engagement

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

Goal 03: Empowered Communities

Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The Regional Plan is developed every year after consultation with the MacDonnell Regional Council (MRC) community and is how we will deliver our vision, mission and goals. The Regional Plan guides the MRC to deliver on our mission *to improve the lives of Council residents by delivering valued and relevant services*.

The Local Authority is asked to guide and support MacDonnell Regional Council (MRC) staff to meet the objectives of the 2019-20 Regional Plan. Key Performance Indicators that the Local Authority can assist with include:

- The Local Authority meeting in public open space which aims to make meetings more accessible to the public, and
- The community survey which aims to ensure that MRC services reflect community aspirations.

The Local Authority is asked to provide input into the development of the 2020-21 Regional Plan.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept the report.**

**BACKGROUND**

The vision of MacDonnell Regional Council is *many voices, one dream, building a quality desert lifestyle*.

The Regional Plan guides the MRC towards this vision by fulfilling our mission through the achievement of our goals.

**ISSUES, CONSEQUENCES, OPTIONS**

NIL

**FINANCIAL IMPLICATIONS**

NIL

**CONSULTATION**

Executive Leadership Team

Local Authority

Governance and Engagement Team

**ATTACHMENTS:**

1 2000203\_Regional Plan Report\_8\_SantaTeresa.pdf

## COMMUNITY ENGAGEMENT AND THE REGIONAL PLAN

### 1. 2019-20 Regional Plan

The Regional Plan is developed every year after consultation with the MacDonnell Regional Council (MRC) community and is how we will deliver our vision, mission and goals. The Regional Plan guides the staff of the MRC to deliver on our *mission to improve the lives of Council residents by delivering valued and relevant services.*



The 4 Goals have been updated in the 2019-20 Regional Plan to:



#### 1.1 2019-20 Regional Plan: Proposed Local Authority meetings held in public open spaces

Scheduled date	27 May 2020
Where	Next to community store
What	Community BBQ and showcase Local Authority Project achievements

Goal 3	Empowered Communities
Key Performance Indicator(s)	13 Local Authority meetings are held in public open spaces 5% of residents attend each Local Authority meetings 13 Councillor community engagement events supported

#### 1.2 2019-20 Regional Plan: Community Survey

We are coming to listen.

The community engagement team will be around the 13 communities in the MacDonnell Regional Council (MRC) area talking to residents about how MRC services can be improved for your community. Look out for notices around your community and make sure you say hi and have a yarn about how MRC should plan for the future.



ABOVE: Doing Community Surveys with Docker River Community Patrol: (clockwise from left) Yarran Cavalier, Leo Watson, Luke Kennedy, Selwyn Burke, Gemma Neil and George Achike

Goal 3	Empowered Communities
Key Performance Indicator(s)	10% of residents in each community complete a Council services survey

### 1.3 2019-20 Regional Plan: Community Project Planning

MRC wants to make sure that MRC's infrastructure meets community needs. To do this, the MRC is facilitating the development and implementation of Community Project plans to guide infrastructure investment and development.

Goal 3	Developing Communities
Key Performance Indicator(s)	<b>5 year Local Authority Plans developed and approved by each Local Authority</b>

*This KPI above and the one below are linked through Strategy 3.2.3:*

*Local Authority Plans are developed for each community and inform Council Community Infrastructure Plans*

Goal 1	Developing Communities
Key Performance Indicator(s)	<b>Broad stakeholder consultation undertaken in each community to identify Council's current and future community infrastructure needs</b>

### 2. 2020-21 Regional Plan Consultation

The Local Authority is asked to provide input into development of the 2020-21 Regional Plan. After receiving the Council Services Coordinator and Community Services reports and providing direction on community project planning, the Local Authority is asked to consider:

***What can MacDonnell Regional Council do to improve the lives of residents in your community?***

It is suggested that the Local Authority provide input on the Empowered Community Goal, which has previously been focused on:

- Community Engagement,
- Governance Training, and
- Young People

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**FINANCE AND GOVERNANCE REPORTS**

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<b>ITEM NUMBER</b>	11.3
<b>TITLE</b>	Local Authority Meeting Process and Timing
<b>REFERENCE</b>	- 264178
<b>AUTHOR</b>	Darren Pfitzner, Manager Governance and Planning

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities

Goal 02: Healthy Communities

Goal 03: Empowered Communities

Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The order of agenda items for Local Authority meetings was changed recently to align with changes made to the order of agenda items for Council meetings. While this was an adjustment made across all its meeting agendas, MacDonnell Regional Council (MRC) is interested to know if this affects the running of Local Authority meetings and hear suggestions from members about other improvements that could be made to the meeting format and content.

MRC also asks the Local Authority to consider the impacts and benefits if it were to hold meetings at different times of the day. Particular consideration is asked of meetings being held after work hours and whether this would then appeal to a broader range of people becoming Local Authority members.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept this report and provide feedback.**

**BACKGROUND**

The Local Authority has traditionally had its meetings begin in the morning and run during business hours.

While MRC staff in communities are able to become Local Authority members, they are remunerated at their normal rate of pay. Other community members working for other organisations may be restricted from becoming Local Authority members as they cannot get time away from their job.

Often the people who are good at thinking about money and government things are working for NGOs or government agencies in the community, while most community meetings are held during the day when they cannot always participate. This meeting needs to weigh up whether such a change could open up the Local Authority membership to involve more community members.

If Local Authority meetings were held outside of business hours, the Council office would need to remain open to host the meeting, staff would be required to remain, supporting staff from Alice Springs, ward councillors and the president would need to be accommodated overnight.

**ISSUES, CONSEQUENCES, OPTIONS**

Community members would be required to give up some nights with their family to attend Local Authority meetings to address broader community matters.

**FINANCIAL IMPLICATIONS**

A change to the scheduled meeting time would possibly enable existing and new Local Authority members to receive remuneration in addition to the income they earn during business hours.

This kind of change would also see some increases in the cost for MRC to administer the secretariat support to the Local Authority meetings and for Councillor's attendance to be supplemented. These matters would need to be addressed in the forthcoming 2020/21 budget.

**CONSULTATION**

Regional Plan Goal: 3.3.1.1

**ATTACHMENTS:**

There are no attachments for this report.

**GENERAL BUSINESS AS RAISED AT ITEM 7**

**ITEM NUMBER** 12.1  
**TITLE** General Business  
**REFERENCE** - 264136  
**AUTHOR** Robert Rabotot, Administration Officer - Governance

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Healthy Communities  
Goal 03: Empowered Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

At the beginning of the meeting, under item 7, members of the Santa Teresa Local Authority have an opportunity to provide notification of matters to be raised in General Business. We are now discussing the matters raised as follow:

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and discuss the items raised at Item 7.**

**BACKGROUND**

- 1:.....
- 2:.....
- 3:.....
- 4:.....
- 5:.....
- 6:.....
- 7:.....
- 8:.....
- 9:.....
- 10:.....

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Santa Teresa Local Authority  
Executive Leadership Team

**ATTACHMENTS:**

There are no attachments for this report.



**NON-COUNCIL BUSINESS AS RAISED AT ITEM 7**

**ITEM NUMBER** 13.1  
**TITLE** Other non-Council Business  
**REFERENCE** - 264137  
**AUTHOR** Robert Rabotot, Administration Officer - Governance

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
 Goal 02: Healthy Communities  
 Goal 03: Empowered Communities  
 Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The Department of Local Government, Housing and Community Development provide any necessary updates in regards to Northern Territory Government services.

**RECOMMENDATION**

**That the Santa Teresa Local Authority note and accept any updates and progress on actions from the Department of Local Government, Housing and Community Development.**

**BACKGROUND**

Date raised	Issue	Detail	Update
23 Oct 19	Room to Breathe Program	Res.73 That the Santa Teresa Local Authority request information and update from NTG Housing related to the Room to Breathe Program.	
23 Oct 19	Housing needs of grieving families and accommodating Sorry Business practices	Res.74 That the Santa Teresa Local Authority request information from NTG Housing on meeting the housing needs of grieving families and accommodating Sorry Business practices.	
23 Oct 19	Clearing side of the road near Yam Creek	Res.81 That the Santa Teresa Local Authority request NTG to remove vegetation on the side of the road in the area of Yam Creek due to the impact on visibility of animals at night.	



23 Oct 19	Repairs, maintenance and tenancy agreements	Res.103 That the Santa Teresa Local Authority request clarification from NTG Housing on which company is responsible for repairs, maintenance and tenancy agreements in the Santa Teresa Community.	
23 Oct 19	NT Police to reschedule meetings Community Safety Action Plan	Res.104 That the Santa Teresa Local Authority request NT Police to reschedule meetings Community Safety Action Plan so there is no conflict with the dates of the Santa Teresa Local Authority Meetings.	

**ISSUES, CONSEQUENCES, OPTIONS**

Nil

**FINANCIAL IMPLICATIONS**

Nil

**CONSULTATION**

Executive Leadership Team

Department of Housing and Community Development

**ATTACHMENTS:**

There are no attachments for this report.