



AGENDA

WALLACE ROCKHOLE LOCAL AUTHORITY MEETING

WEDNESDAY, 11 OCTOBER 2017

The Wallace Rockhole Local Authority Meeting of the MacDonnell Regional Council will be held at the Community Council Office on Wednesday, 11 October 2017 at 10:30am.

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MACDONNELL COUNCIL CODE OF CONDUCT

ITEM NUMBER 4.1
TITLE MacDonnell Council Code of Conduct

**SUMMARY:**

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

RECOMMENDATION

That the Wallace Rockhole 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.

CONFLICTS OF INTEREST

ITEM NUMBER	4.2
TITLE	Conflict of Interests



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 Wallace Rockhole 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

ITEM NUMBER 5.1
TITLE Confirmation of Previous Minutes
REFERENCE - 176407
AUTHOR Gracie-Rose Matteucci, Governance Officer

**SUMMARY:**

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

RECOMMENDATION

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

BACKGROUND

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

ATTACHMENTS:

1 Unconfirmed minutes of Local Authority meeting on 19 July 2017



MINUTES OF THE WALLACE ROCKHOLE LOCAL AUTHORITY MEETING HELD
IN THE COMMUNITY COUNCIL OFFICE ON WEDNESDAY, 19 JULY 2017 AT
10:30AM

1 MEETING OPENING

The meeting was declared open at 10:35am

2 WELCOME

2.1 Welcome to Country

2.1 Attendance

Local Authority Members: Leo Abbott (Chairperson), Ken Porter, Terry Abbott

Councillors: President Roxanne Kenny, Barry Abbott & Braydon Williams

Council Employees: David Jagger (Manager Governance and Planning), Gracie Matteucci (Senior Governance Officer), Jeff MacLeod (CEO), Max Baliva (Council Service Coordinator)

Others: Maria Viegas (Dept. Housing & Community Development)

2.2 Apologies/Absentees

Apologies: Bernard Abbott, Bobby Abbott

Absentees: Nil

2.2 Resignations – Nil

2.1 MacDonnell Council Code of Conduct

40 RESOLVED (Ken Porter/Leo Abbott)

That the Wallace Rockhole Local Authority note the Council Code of Conduct.

2.2 Conflict of Interests

41 RESOLVED (Ken Porter/Leo Abbott)

That the Wallace Rockhole Local Authority note and declare any conflict of interests.

This is page 1 of 4 of the Minutes of the Wallace Rockhole Local Authority Meeting held on
Wednesday, 19 July 2017

5.1 CONFIRMATION OF PREVIOUS MINTUES

EXECUTIVE SUMMARY:

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

42 RESOLVED (Leo Abbott/Ken Porter)

That the Local Authority:

1. Note and confirm the minutes of the previous meeting;
2. Limit their meetings to Council Business only;
3. Request the Council have the minutes of LA meetings on the Council website two days after the meeting and distribute hard copies of the minutes to members once complete.

5.2 ACTION REGISTER

EXECUTIVE SUMMARY:

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

43 RESOLVED (Ken Porter/Leo Abbott)

That the Local Authority:

1. Note the progress reports on actions from the minutes of previous meetings as received;
2. Close the item regarding WiFi;
3. Close the item regarding Agendas;
4. Close the item regarding Other Government Services (re fencing, security and maintenance at the Dept of Health Clinic);
5. Open item regarding Horse Yard around Telstra Tower (see 5.3 below);
6. Open item regarding the Litter By-law (see 10.3 below).

5.3 HORSE YARD

EXECUTIVE SUMMARY:

The Local Authority are concerned about the impact of having horses so close to the Telstra Tower as they may be damaging the infrastructure.

44 RESOLVED (Ken Porter/Terry Abbott)

That the Local Authority remove the horse yard around the Telstra Tower and not have any other yards placed there in future.

6.1 LOCAL AUTHORITY PROJECT REPORT & DISCRETIONARY FUNDS

EXECUTIVE SUMMARY:

The Local Authority made a decision on 15 March 2017 to allocate their Project Funds. Funding for Local Authority projects is part of a grant received from Department of Housing and Community Development. Separately, Council provides Local Authorities with \$4,000 in Discretionary Funds annually.

45 RESOLVED (Ken Porter/Leo Abbott)

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

7.1 SERVICE DELIVERY REPORT

EXECUTIVE SUMMARY:

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

This is page 2 of 4 of the Minutes of the Wallace Rockhole Local Authority Meeting held on Wednesday, 19 July 2017

46 RESOLVED (Ken Porter/Leo Abbott)

That the Local Authority note and accept the Service Delivery Report.

7.2 COMPLAINTS RECIEVED

EXECUTIVE SUMMARY:

This report provides an update to the Local Authority about complaints received regarding Council Service Delivery.

Nil Complaints Received.

47 RESOLVED (Leo Abbott/Ken Porter)

That the Local Authority note that no complaints were received this reporting period.

**Note: A complaints/feedback/comments box has been left with the Council Service Coordinator at Wallace Rockhole

10.1 OTHER NON-COUNCIL BUSINESS

EXECUTIVE SUMMARY:

The Department of Housing and Community Development will be in attendance to provide any updates necessary and answer queries from the Local Authority as they arise.

48 RESOLVED (Leo Abbott/Ken Porter)

That the Local Authority note and accept any information or updates from the Department of Housing and Community Development.

10.2 NOMINATIONS FOR LOCAL AUTHORITY

EXECUTIVE SUMMARY:

There are currently 2 vacant positions on the Wallace Rockhole Local Authority. Nominations for these positions closed on 22 May 2017. The Council is seeking good community members that will be assertive and help put forward ideas to make the community better. Council makes the appointments to Local Authorities at its next Ordinary Council meeting after hearing from the Local Authorities and the communities about the suitability of nominees.

49 RESOLVED (Leo Abbott/Ken Porter)

That the Local Authority have considered the nominations received for the vacant Local Authority member position and recommend the nominees Carmen Spratt and Colleen Abbott up to Council.

10.3 LITTER BY-LAW

EXECUTIVE SUMMARY:

In 1988 Wallace Rockhole established a Litter by-law. Recent advice from the Dept of Housing and Community Development is that Council must put this by-law on its website or begin the process of repealing it.

50 RESOLVED (Terry Abbott/Leo Abbott)

The Local Authority approves the Council commencing the process of repealing the litter by-law.

DATE OF NEXT MEETING - WEDNESDAY 11 OCTOBER, 2017

MEETING CLOSE

The meeting terminated at 11:20am.

This page and the preceding 2 pages are the minutes of the Wallace Rockhole Local Authority Meeting held on Wednesday, 19 July 2017 and are UNCONFIRMED.

UNCONFIRMED

This is page 4 of 4 of the Minutes of the Wallace Rockhole Local Authority Meeting held on
Wednesday, 19 July 2017

CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER	5.2
TITLE	Action Register
REFERENCE	- 176485
AUTHOR	Gracie-Rose Matteucci, Governance Officer

**SUMMARY:**

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

RECOMMENDATION

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

Action Item- Horse Yard around Telstra Tower (raised on 19/09/2017)**Summary of action item:**

The Local Authority are concerned about the impact of having horses so close to the Telstra Tower as they may be damaging the infrastructure. Therefore, they have requested that the horse yard is to be removed and not to have any yards placed there in the future.

Update:

Complete

Action Item- Litter By-Law (raised on 19/09/2017)**Summary of action item:**

In 1988 Wallace Rockhole established a Litter By-Law. Recent advice from the Department of Housing and Community Development is that Council must put this by-law on its website or being the process of repealing it. Therefore, the Local authority approves the Council to start the process of repealing the by-Law.

Update:

Council President Kenny has written to the NT Dept of Housing and Community Development saying the Wallace Rockhole LA has been consulted about this and agreed this by-law should be revoked, instructing Council to start the process of revocation. This letter asks the Dept to contact our CEO as the steps in that process, without response at 31 July 2017.

No further update

CONSULTATION

Executive Leadership Team

LOCAL AUTHORITY PLANS

ITEM NUMBER	6.1
TITLE	Local Authority Project Report
REFERENCE	- 176487
AUTHOR	Graham Murnik, Director Service Centre Delivery

**SUMMARY:**

The Local Authority is to make decisions about where to allocate their Project Funds. Funding for Local Authority projects is part of a grant received from Department of Local Government and Community Services.

RECOMMENDATION

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

BACKGROUND/DISCUSSION

At the Local Authority meeting on 15 March 2017, the Local Authority committed their Project Funds to the following priorities:

- 1) The Facilities at the Race Track.
Update: This will be on-going as the Race track is the equivalent of a sports ground at other communities.

Wallace Rockhole

Projects	Total Funds	Actual Spent/Committed	Budget	Variance
Local Authority Previous Years Projects	\$0.00	\$10,099.59	\$10,099.59	\$0.00
Unallocated Local Authority Project Funding	\$16,643.62	\$0.00	\$5,943.21	\$5,943.21
Install Shade and Seating Visitor Rest Area	\$0.00	\$7,217.94	\$4,456.79	-\$2,761.15
Upgrade Public Toilets across from Office	\$0.00	\$2,189.36	\$10,700.41	\$8,511.05
Wallace Rockhole Total	\$16,643.62	\$19,506.89	\$31,200.00	\$11,693.11

ISSUES/OPTIONS/CONSEQUENCES

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

FINANCIAL IMPACT AND TIMING

Funds from the grant have two years from the date of issue to be acquitted (i.e. 1 July 2016 until 30 June 2018).

CONSULTATION

The Local Authority and community

LOCAL AUTHORITY PLANS

ITEM NUMBER	6.2
TITLE	Discretionary Funds
REFERENCE	- 176408
AUTHOR	Gracie-Rose Matteucci, Governance Officer

**SUMMARY:**

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

RECOMMENDATION

That the Local Authority note their spending of discretionary funds and consider future spending options.

BACKGROUND/DISCUSSION

At the Local Authority meeting on 19 July 2017, the Local Authority agreed to allocate their discretionary funds as follows:

- Plants, paint, pots and freight (formally decided on and committed to via a letter signed by them after receiving quotes for these from Council.); **Complete**
- Allocate \$900 of their *Discretionary* funds to the Aputula Store for a 'Best Street' tidy towns type prize; **Complete**
- Allocate \$300 of their *Discretionary* funds to Bunnings for (1st, 2nd & 3rd place, each \$100) for a 'Best House' tidy towns type prize. **Complete**

ISSUES/OPTIONS/CONSEQUENCES

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

FINANCIAL IMPACT AND TIMING

Funds from the grant have one year from the date of issue to be allocated and spent (i.e. 1 July 2016 until 30 June 2017).

CONSULTATION

The Local Authority and community

COUNCIL LOCAL GOVERNMENT

ITEM NUMBER	7.1
TITLE	Service Delivery Report
REFERENCE	\\5 - GOVERNANCE ADMINISTRATION\03 - LOCAL AUTH MTGS\WALLACE ROCKHOLE\09 - 2017 MEETINGS\MEETING 4 - 176589
AUTHOR	Ken Newman, Area Manager

**SUMMARY:**

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

RECOMMENDATION:

That the Local Authority note and accept the Service Delivery Report.

Cemetery Management

- The cemetery is kept neat and tidy & clean.
- It has irrigation installed and the trees that have been planted are doing fine.

Animal Management

- The VET's last visit was in April 2017 and the schedule for this financial year has not been finalised.

Internal Roads and Traffic Management

- We are looking at getting the road verges repaired in the near future.

Parks and Open Spaces

- The parks are maintained and checked on a monthly basis and a safety checklist of each playground is completed monthly.

Waste Management

- Domestic rubbish is collected twice a week and hard rubbish once a month.
- The dump is maintained once a week.

Weed Control and Fire Hazard Reduction

- All completed

Other Issues

- **Tidy Towns Judging**- 21/9/17 The civil crew have been around the community doing normal clean up.



New Tractor & Sweeper in action

FINANCE

ITEM NUMBER	8.1
TITLE	Expenditure Report as at 30 June 2017
REFERENCE	- 176877
AUTHOR	Barry Lysaght, Manager Finance and Accounting

**SUMMARY:**

The expenditure report shows spending until 30 June 2017 in the Local Authority's community.

RECOMMENDATION

That the Local Authority note and accept the expenditure report as at 30 June 2017.

BACKGROUND

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

FINANCIAL IMPLICATIONS

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

ATTACHMENTS:

- 1 Expenditure Report as at 30 June 2017

MacDonnell Regional Council - Wallace Rockhole					
Expenditure by Community as at 30th June 17					
Expenditure Category	Actual YTD	Budget YTD	Variance YTD	Budget Full Year	Notes on variations greater than 10% or \$10,000
COUNCIL SERVICES					
Service Centre Delivery					
Manage Council Buildings & Facilities	24,074	28,836	4,762	28,836	
Other Operational	24,074	28,836	4,762	28,836	
Maintain Roads	15,471	16,330	859	16,330	
Wages and Other Employee Costs	2,379	1,900	(479)	1,900	
Other Operational	13,093	14,430	1,338	14,430	
Manage Council Service Delivery	126,378	127,900	1,522	127,900	
Wages and Other Employee Costs	101,408	91,320	(10,088)	91,320	Final push to complete projects by year end
Other Operational	24,970	36,580	11,610	36,580	
Civil Works	244,394	264,670	20,276	264,670	
Wages and Other Employee Costs	192,455	195,420	2,965	195,420	
Other Operational	51,939	69,250	17,311	69,250	
Parks, Ovals and Public Spaces	695	5,340	4,645	5,340	
Other Operational	695	5,340	4,645	5,340	
Street & Public Lighting	4,503	4,340	(163)	4,340	
Other Operational	4,503	4,340	(163)	4,340	
Council Engagement					
Local Authorities	17,949	24,465	6,516	24,465	
Other Operational	17,949	24,465	6,516	24,465	
Support and Administration					
Staff Housing	4,671	9,860	5,189	9,860	
Other Operational	4,671	9,860	5,189	9,860	
Manage HR	0	220	220	220	
Other Operational	0	220	220	220	
Training & Development	0	2,000	2,000	2,000	
Wages and Other Employee Costs	0	2,000	2,000	2,000	
SUB-TOTAL:- COUNCIL SERVICES	438,288	484,336	46,049	484,336	
NON-COUNCIL SERVICES					
Commercial Operations					
Essential Services	12,454	14,100	1,646	14,100	
Wages and Other Employee Costs	7,140	9,750	2,610	9,750	
Other Operational	5,314	4,350	(964)	4,350	
Centrelink	24,965	46,400	21,435	46,400	
Wages and Other Employee Costs	24,965	46,400	21,435	46,400	
Manage Projects	142,656	253,460	110,804	253,460	
Wages and Other Employee Costs	450	0	(450)	0	Refund from Tenderlink
Other Operational	142,206	253,460	111,254	253,460	
Community Services					
Youth Development	4,531	0	(4,531)	0	
Other Operational	4,531	0	(4,531)	0	Reimbursement for AFL packs
SUB-TOTAL:- NON-COUNCIL SERVICES	184,606	313,960	129,354	313,960	
TOTAL	622,894	798,296	175,403	798,296	

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

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.

OTHER BUSINESS

ITEM NUMBER 10.1
TITLE Other non-Council Business
REFERENCE - 172238
AUTHOR Gracie-Rose Matteucci, Governance Officer

**SUMMARY:**

The Department of Housing and Community Development will be in attendance to provide any updates necessary and answer queries from the Local Authority as they arise.

RECOMMENDATION

That the Local Authority note and accept any information or updates from the Department of Housing and Community Development.

OTHER BUSINESS

ITEM NUMBER	10.2
TITLE	Service Stream on behalf of Telstra
REFERENCE	- 176355
AUTHOR	David Jagger, Manager Governance and Planning

**SUMMARY:**

Telstra proposes to install additional Telstra mobile components to existing Telstra 20.5m guyed mast at Wallace Rockhole Community. Via Service Stream, Telstra is seeking Wallace Rockhole Local Authority comments.

RECOMMENDATION

That the Local Authority consider the Telstra proposal to install mobile phone coverage equipment at Wallace Rockhole and provide comments.

BACKGROUND

Detail on the proposed equipment installation on and around the existing tower facility will be tabled at the meeting, including an aerial photo and plans of the site and equipment. In summary, the new works and equipment to bring 3G and 4G mobile phone coverage include:

- Three panel antennas mounted on the existing tower at 30 metres height on a rectangular mount;
- Two radio communications dishes mounted at 25 and 30 metres height;
- New technologies coded WCDMA850 and LTE700;
- A medium sized Telstra equipment shelter;
- Extra equipment including: remote radio units, mast head amplifiers, combiners, diplexers, mounts, cable trays, feeders, cables etc;
- Associated works including: underground power cable upgrades and connections to the equipment shelter.

Benefits can include:

- Improved access to health, government and financial services;
- Enhanced wellbeing through connection to family and friends;
- Access to education pathways and improved employment readiness;
- Economic development opportunities like tourism and other businesses;
- Sharing, preserving and recording stories and culture.

Mobile coverage can bring some negative social impacts to communities. Some resources to discuss and address this are at the Be Deadly Online website.