



AGENDA

WALLACE ROCKHOLE LOCAL AUTHORITY MEETING

WEDNESDAY, 27 MARCH 2019

The Wallace Rockhole Local Authority Meeting of the MacDonnell Regional Council will be held at the Wallace Rockhole Council Office on Wednesday, 27 March 2019 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	-
AUTHOR	Jacinta Barbour, Policy and 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 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.

CONSULTATION

Manager Governance and Planning
Local Authority Members

ATTACHMENTS:

- 1 [↓](#) Previous unconfirmed minutes of the Wallace Rockhole Local Authority Meeting held 16 May 2018



MINUTES OF THE WALLACE ROCKHOLE LOCAL AUTHORITY MEETING HELD
IN THE COMMUNITY COUNCIL OFFICE ON WEDNESDAY, 16 MAY 2018 AT
10:30AM

1 MEETING OPENING

The meeting was declared open at 10.36AM

2 WELCOME

2.1 Welcome

3 ATTENDANCE / APOLOGIES / RESIGNATIONS

3.1 Attendance

Local Authority Members: Ken Porter (Chairperson), Bobby Abbott, Terry Abbott, Mr Abbott, Carmen Spratt

Councillors: President Roxanne Kenny, Councillor Barry Abbott

Council Employees: Jeff MacLeod (CEO), Ken Newman (Area Manager), Max Baliva (Council Service Coordinator), Jacinta Barbour (Policy and Governance Officer)

Others: Maria Viegas (Department of Housing and Community Development)

3.2 Apologies/Absentees

Apologies: Councillor Braydon Williams, Colleen Abbott

Absentees: Nil

3.2 Resignations – Nil

3.1 MacDonnell Council Code of Conduct

62 RESOLVED (Cllr Barry Abbott/Mr Abbott)

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

3.2 Conflict of Interests

63 RESOLVED (Terry Abbott/C Spratt)

That the Wallace Rockhole Local Authority note and declared that there were no conflict of interests.

5.1 CONFIRMATION OF PREVIOUS MINUTES

SUMMARY:

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

64 RESOLVED (Ken Porter/Mr Abbott)

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

5.2 ACTION REGISTER

SUMMARY:

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

65 RESOLVED (Cllr Barry Abbott/Mr Abbott)

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

- 1) leave open action item regarding Litter By-Law; and
- 2) close action item regarding privatising the workshop and fuel station.

6.1 LOCAL AUTHORITY PROJECT REPORT

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.

66 RESOLVED (Carmen Spratt/Mr Abbott)

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

- 1) allocate \$8,000 towards 2 x port-a-loos; and
- 2) allocate the remainder of project funds towards the machinery shed.

6.2 DISCRETIONARY FUNDS

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.

67 RESOLVED (Cllr Barry Abbott/Bobby Abbott)

That the Local Authority note their spending of discretionary funds and allocate \$1,468.08 towards outdoor furniture (tables and chairs).

7.1 SERVICE DELIVERY REPORT

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.

68 RESOLVED (Ken Porter/Carmen Spratt)

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

8.1 EXPENDITURE REPORT AS AT 31 DECEMBER 2017

SUMMARY:

The expenditure report shows spending until 31 December 2017 in the Local Authority's community.

69 RESOLVED (Cllr Barry Abbott/Ken Porter)

That the Local Authority note and accept the expenditure report as at 31 December 2017.

8.2 EXPENDITURE REPORT AS AT 31 MARCH 2018**EXECUTIVE SUMMARY:**

The expenditure report shows spending until 31 March 2018 in the Local Authority's community.

70 RESOLVED (Leo Abbott/Mr Abbott)

That the Local Authority note and accept the expenditure report as at 31 March 2018.

10.1 OTHER NON-COUNCIL BUSINESS**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.

71 RESOLVED (Cllr Barry Abbott/Bobby Abbott)

That the Local Authority note and accept information and updates from the Department of Housing and Community Development and further:

- 1) request Territory Housing to visit Wallace Rockhole to meet with residents to discuss housing refurbishments; and
- 2) request the Department of Health to follow up on fencing and vegetation maintenance in the clinic.

DATE OF NEXT MEETING - WEDNESDAY 1 AUGUST, 2018

MEETING CLOSE

The meeting terminated at 11:20 pm.

This page and the preceding 2 pages are the minutes of the Wallace Rockhole Local Authority meeting held on Wednesday, 16 May 2018 and UNCONFIRMED.

CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER	5.2
TITLE	Action Register
REFERENCE	-
AUTHOR	Jacinta Barbour, Policy and 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.

BACKGROUND

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

Action Item 1 - 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.

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.

The following resolution was made at the Ordinary Council Meeting held 31 August 2018:

Item 13.7 REPEAL OF WALLACE ROCKHOLE LITTER BYLAW

That Council approve the drafting instruction as provided by the Department of Housing and Community Development to repeal the Wallace Rockhole Community Government (litter) By-Laws.

CONSULTATION

Executive Leadership Team

ATTACHMENTS:

There are no attachments to this report.

LOCAL AUTHORITY PLANS

ITEM NUMBER	6.1
TITLE	Local Authority Project Report
REFERENCE	-
AUTHOR	Jacinta Barbour, Policy and Governance Officer

**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, Housing and Community Development.

RECOMMENDATION

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

Approved Projects

Project 1:	Machinery shed
Project Scope:	For workshop
Approved Allocation:	\$56,300
Meeting approved:	16 May 2018
Update:	Completed
Project 2:	Port-a-loos
Project Scope:	2x port-a-loos quoted at \$3,500 each
Approved Allocation:	\$7,000
Meeting approved:	16 May 2018
Update:	Completed

ISSUES, CONSEQUENCES, OPTIONS

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

FINANCIAL IMPLICATIONS

The Hermannsburg Local Authority have a total \$16,540 to allocate from the 2018/19 Project Funds.

CONSULTATION

The Local Authority
Executive Leadership Team
Council Service Coordinator
Area Manager

ATTACHMENTS:

There are no attachments to this report.

LOCAL AUTHORITY PLANS

ITEM NUMBER	6.2
TITLE	Local Authority Discretionary Funds
REFERENCE	-
AUTHOR	Jacinta Barbour, Policy and 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 cannot be carried over from year to year and it must be spend (with goods received) between 1 July and 30 June.

RECOMMENDATION

That the Local Authority discuss what to spend their 2018/19 discretionary funds on.

Approved projects**2018/19 Discretionary Fund**

Approved Project		Status	Approved Allocated	Actual Expenditure
Income	Discretionary Fund	\$4,000	- \$0	- \$0
Balance	-		\$0	\$0

ISSUES, CONSEQUENCES, OPTIONS

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

FINANCIAL IMPLICATIONS

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

CONSULTATION

The Local Authority

ATTACHMENTS:

There are no attachments to this report.

COUNCIL LOCAL GOVERNMENT

ITEM NUMBER	7.1
TITLE	MRC 2019-20 Regional Plan
REFERENCE	-
AUTHOR	Darren Pfitzner, Acting Manager Governance and Planning

**SUMMARY:**

In this report input is sought from the Local Authority as a review of past council activities and to advise on strategies and key performance indicators to be considered by Council in the MRC 2019-20 Regional Plan. The review is required annually under the Local Government Act.

RECOMMENDATION

That the Local Authority review the current plan and advise on strategies and key performance indicators under the 2019-20 Regional Plan.

BACKGROUND

MacDonnell Regional Council has a Strategic Plan that denotes the vision, mission and values of the third Council period of 2018–22 describing the goals and objectives as standard indicators of Council's performance.

The Regional Plan of 2019–20 addresses the goals and objectives of the Strategic Plan defining their specific strategies, associated key performance indicators (KPI) and targets for the next operational year.

Goal by goal in the current Regional Plan, strategy by strategy, discussion will occur on the value of each strategy and what the corresponding KPI do or should look like on the ground. This input will feed back to Council at its next meetings to help Council consider any changes to strategies and KPIs in the 2019-20 Regional Plan.

Discussion will occur after, or while, considering the Regional Plan in this community and any additional projects planned will inform the Local Authority Plan. This is so the Regional Plan and each Local Authority Plan are consistent.

ISSUES, CONSEQUENCES, OPTIONS

The Local Government Act says Regional Plan must be reviewed by the Local Authorities to inform Council's of all its community's needs in consideration of the annual budget.

FINANCIAL IMPLICATIONS

Nil financial impacts for the Regional Plan review.

CONSULTATION**ATTACHMENTS:**

There are no attachments to this report.

COUNCIL LOCAL GOVERNMENT

ITEM NUMBER	7.2
TITLE	Service Delivery Report
REFERENCE	-
AUTHOR	Max Baliva, Council Service Coordinator

**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.

Local Government Services Update**Animal Management**

- The VET's last visit was on the 20th September and the next visit is 27th March 2019.

Cemetery Management

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

Internal Roads and Traffic Management

- We are looking at getting the road verges repaired in the near future.
- Pot holes will need repairing soon.

Parks and Open Spaces

- The parks are maintained and checked on a monthly basis and a safety checklist of each playground is completed monthly.
- All trees planted are growing good and on irrigation

Waste Management

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





Work at Waste management Facility 2018

Weed Control and Fire Hazard Reduction

- Weed growth is still being slashed.
- Grader crew completed fire breaks and road.
- Road needs grading again.

Other Issues

- 19/11/18 Costa and Dirt Girl visited Wallace Rockhole School as part of the Get Grubby Program

MRC Get Grubby Program with Costa & Dirt Girl



Max Baliva
Council Service Coordinator

FINANCE

ITEM NUMBER	8.1
TITLE	Expenditure Report as at 30 September 2018
REFERENCE	-
AUTHOR	Bhan Pratap, Director Corporate Services

**SUMMARY:**

The expenditure report shows spending until 30 September 2018 in the local authority's community.

RECOMMENDATION

That the Local Authority that the Local Authority note and accept the expenditure report as at 30 September 2018.

BACKGROUND

The attached Finance Report details the budget, variance, and actual expenditure on the 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' approved budget.

CONSULTATION

Executive Leadership Team
Management Team
Manager finance
Coordinator Grants

ATTACHMENTS:

1 [↓](#) Expenditure Report at 30 September 2018

{September 2018 - Local Authority Expenditure Detail by Location1_ORG_NAME}

MacDonnell Regional Council - Wallace Rockhole					
Expenditure by Community as at 30th September 18					
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	0	8,900	8,900	35,600	
Other Operational	0	8,900	8,900	35,600	
Maintain Roads	967	2,033	1,066	8,130	
Wages and Other Employee Costs	967	490	(477)	1,960	
Other Operational	0	1,543	1,543	6,170	
Manage Council Service Delivery	28,200	37,782	9,581	144,270	
Wages and Other Employee Costs	21,414	24,249	2,835	90,140	
Other Operational	6,786	13,532	6,746	54,130	
Civil Works	31,376	57,027	25,651	213,170	
Wages and Other Employee Costs	29,907	52,714	22,807	195,920	Underspent wages due to current vacancies on the Works Team
Other Operational	1,469	4,313	2,844	17,250	
Street & Public Lighting	2,185	835	(1,350)	3,340	
Other Operational	2,185	835	(1,350)	3,340	
Council Engagement					
Manage Governance	82	2,889	2,808	11,250	
Wages and Other Employee Costs	0	500	500	2,000	
Other Operational	82	2,389	2,308	9,250	
Local Authorities	128	4,135	4,007	16,540	
Other Operational	128	4,135	4,007	16,540	
Support and Administration					
Staff Housing	1,317	3,032	1,716	12,130	
Other Operational	1,317	3,032	1,716	12,130	
Training & Development	0	227	227	910	
Wages and Other Employee Costs	0	227	227	910	
SUB-TOTAL:- COUNCIL SERVICES	64,254	116,860	52,606	445,340	
NON-COUNCIL SERVICES					
Commercial Operations					
Essential Services	1,195	3,062	1,868	11,650	
Wages and Other Employee Costs	1,010	2,162	1,152	8,050	
Other Operational	185	900	715	3,600	
Centrelink	14,144	15,042	897	55,870	
Wages and Other Employee Costs	14,144	15,042	897	55,870	
MES SPG Projects	0	2,740	2,740	10,960	
Other Operational	0	2,740	2,740	10,960	
SUB-TOTAL:- NON-COUNCIL SERVICES	15,339	20,844	5,505	78,480	
TOTAL	79,593	137,705	58,111	523,820	

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	0	4,000	4,000	4,000

FINANCE

ITEM NUMBER	8.2
TITLE	2017/18 Annual Report
REFERENCE	-
AUTHOR	Bhan Pratap, Director Corporate Services

**SUMMARY:**

The Local Authority is asked to receive and note the Council's Annual Report for the Financial Year ended 30 June 2018.

Annual Report to be tabled at the meeting.

RECOMMENDATION

That the Local Authority note and accept the Council's Annual Report for the 2017/18 Financial Year.

BACKGROUND

The Council's Annual Report are provided for the Local Authority's information.

ISSUES, CONSEQUENCES, OPTIONS

Nil

FINANCIAL IMPLICATIONS

The Annual Report shows all information for the Year ending 30 June 2018.

CONSULTATION

Executive Leadership Team

Council Elected Members

ATTACHMENTS:

There are no attachments to this report.

OTHER BUSINESS

ITEM NUMBER	10.1
TITLE	Other Non-Council Business
REFERENCE	-
AUTHOR	Jacinta Barbour, Policy and Governance Officer

**SUMMARY:**

The Department of Housing and Community Development will be in attendance to present on the draft Burial and Cremation Bill and will also provide any necessary updates in regards to Northern Territory Government services.

RECOMMENDATION

That the Local Authority:

- 1) note and accept the presentation on the draft Burial and Cremation Bill; and
- 2) note and accept any updates and progress on actions from the Department of Housing and Community Development.

ACTION REGSITER

Date raised	Action	Detail
16 May 2018	Housing Refurbishments	The Local Authority invite Territory Housing to visit Wallace Rockhole to meet with residents to discuss housing refurbishments.
16 May 2018	Clinic maintenance	The Local Authority Request the Department of Health follow up on fencing and vegetation maintenance in the clinic.

ISSUES, CONSEQUENCES, OPTIONS

Nil

FINANCIAL IMPLICATIONS

Nil

CONSULTATION

Department of Housing and Community Development

ATTACHMENTS:

There are no attachments to this report.