



MINUTES OF THE SANTA TERESA LOCAL AUTHORITY MEETING HELD IN THE  
SANTA TERESA COUNCIL OFFICE ON  
WEDNESDAY, 2 AUGUST 2023 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 – Chair Louise Cavanagh

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

**3.1 Attendance**

Local Authority Members:

Chairperson Louise Cavanagh, Member Agnes Alice and Member Robert Kopp

Councillors:

Councillor Lisa Sharman, Councillor Patrick Allen and President Roxanne Kenny.

Councillor Andrew Davis arrived at 10:55am and Councillor Aloyischois Hayes arrived 12:15pm at the conclusion of the meeting.

Council Employees:

Belinda Urquhart – CEO, Brian Robinson – Executive Manager People and Culture, Liz Scott – Manager MacSafe, Jake Potter – Manager Infrastructure and Fleet, Ken Satour – Area Manager, Annalisa Young – Council Services Coordinator and June Crabb – Governance Officer.

Guests:

Brother Mark Fordyce

**3.2 Apologies/Absentees**

Apologies:

Member Emma Hayes

Absentees:

Member Phillip Alice

### **3.1 & 3.2 ATTENDANCE/APOLOGIES/ABSENTEES**

**STLA2023-039 RESOLVED (Agnes Alice/Louise Cavanagh)**

That members:

- a) noted the attendance and accepted the apologies received from Member Emma Hayes; and
- b) noted the absence without notice from Member Philip Alice, agreeing that a letter be delivered, advising that a second absence without notice to the November meeting may jeopardise his membership on the Authority.

### **3.3 Resignations**

NIL

### **3.4 Terminations**

NIL

### **3.5 Nominations**

#### **3.5.1 NOMINATIONS TO SANTA TERESA LOCAL AUTHORITY**

##### **EXECUTIVE SUMMARY:**

The purpose of this paper is to highlight the changes to the membership of the Local Authority.

*There are currently two vacancies available in the Local Authority as a result of member's being dismissed as they failed to attend two consecutive Local Authority meetings without notice.*

**STLA2023-040 RESOLVED (Patrick Allen/Agnes Alice)**

That the Santa Teresa Local Authority:

- a) noted that two vacancies are available on the Local Authority; and
- b) called for community nominations to remain open for 21 days to fill the two vacancies.

## **4 COUNCIL CODE OF CONDUCT**

### **4.1 CODE OF CONDUCT**

**STLA2023-041 RESOLVED (Lisa Sharman/Patrick Allen)**

That the Santa Teresa Local Authority noted the Council Code of Conduct.

## **5 CONFIRMATION OF PREVIOUS MINUTES**

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

**STLA2023-042 RESOLVED (Lisa Sharman/Patrick Allen)**

That the Minutes of the Santa Teresa Local Authority held on the 17 May 2023 were adopted as a resolution of the Authority.

## **6 ACCEPTANCE OF THE AGENDA AND NOTIFICATIONS OF GENERAL BUSINESS AND NON-COUNCIL BUSINESS ITEMS**

### **6.1 PAPERS CIRCULATED AND RECEIVED**

**STLA2023-043 RESOLVED (Agnes Alice/Louise Cavanagh)**

That the Santa Teresa Local Authority noted the that the papers circulated were received for consideration at the meeting

### **6.2 NOTIFICATION OF MATTERS RAISED IN GENERAL COUNCIL BUSINESS**

**STLA2023-044 RESOLVED (Agnes Alice/Louise Cavanagh)**

That members did not raise any matters for discussion in General Council Business

### **6.3 NOTIFICATION OF MATTERS RAISED IN GENERAL NON-COUNCIL BUSINESS**

**STLA2023-045 RESOLVED (Agnes Alice/Louise Cavanagh)**

That members provided notification of matters to be raised in General Non-Council Business as follows:

- a) Housing Reference Group Meetings
- b) Problems with New Houses
- c) Issues contacting Housing.

## **7 CONFLICT OF INTEREST**

### **7.1 CONFLICT OF INTERESTS**

**STLA2023-046 RESOLVED (Lisa Sharman/Patrick Allen)**

That the Santa Teresa Local Authority noted the Conflict of Interest policy.

### **7.2 MEMBERS DECLARATION**

**STLA2023-047 RESOLVED (Lisa Sharman/Patrick Allen)**

That the Santa Teresa Local Authority declared no conflict of interest with the meeting agenda.

## **8 DEPUTATIONS / GUEST SPEAKERS**

*Nil*

## **9 LOCAL AUTHORITY REPORTS AND CORRESPONDENCE**

### **9.1 ACTION REGISTER - SANTA TERESA LA**

#### **EXECUTIVE SUMMARY:**

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

#### **STLA2023-048 RESOLVED (Louise Cavanagh/Agnes Alice)**

That the Santa Teresa Local Authority:

- a) noted and accepted the progress report on the action from the minutes of the previous meeting as received; and
- b) kept open the Action – Benches Resurfaced until a response from the Youth Board is received.

### **9.2 LOCAL AUTHORITY PROJECTS**

#### **EXECUTIVE SUMMARY:**

Funding for Local Authority projects is part of a grant received from The Department of Chief Minister and Cabinet (DCM&C) and invested in projects to benefit and improve the community.

Examples of *acceptable* purposes for expenditure include:

- Repairs and maintenance of community assets controlled or owned by the council. For example - office upgrades, fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. For example - trailers, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures /stands.
- Upgrade/enhancement of community sporting facilities. For example upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation.
- Festivals or other events – but must only be conducted within a council's own Local Authority area.

All funds have been allocated to community infrastructure projects, however it is to be noted that future funding from the Department may not be released due to \$54,150.37 from the 2021/2022 funding allocation not being spent (**with goods received**) by 30 June 2023.

#### **STLA2023-049 RESOLVED (Louise Cavanagh/Agnes Alice)**

That the Santa Teresa Local Authority:

- a) members were informed that the Solar lights associated with Project 2203 and closed at the meeting held 7 December 2022, had been incorrectly delivered to Haasts Bluff. Area Manager, Service Delivery that he will arrange to have the lights returned to Santa Teresa and installed.
- a) noted the closure of Project 2208 – Water refill station, returning the underspend of \$\$1,491.09 to unallocated funds;
- b) noted that future funds from the Department may not be released due to \$54,150.37 from the 2021/2022 funding allocation not being spent with goods received;

- c) noted the progress on projects as follows and kept open:
- 2204 – Front Entrance Project, agreeing to have the Civil team install the fence;
  - 2206 – Shade and Seating at the Cemetery, noting that MRC will liaise with CLC to lock in a date for the community consultation meeting and invite CLC Representatives to the November 2023 Local Authority meeting.
  - 2209 – Santa Teresa Memorial Garden, allocating an additional \$5,000.00 towards 2 x Bench Seats and 2 x Commemorative Plaques.  
Members noted that MRC will consult with the Department of Corrections on whether the seats and plaques can be fabricated by October 1<sup>st</sup> 2023 as the opening of the garden was scheduled for the 27 and 28 October.  
Council also indicated that they look forward to attending the Church Committee meeting.
  - 2205 – Solar light for Cross, noting that Brother Mark will follow up with the engineers who installed the Haasts Bluff Cross.
- d) moved to the wish list, the request from members that Solar lights be installed at the Entrance into Community, noting that Service Delivery will discuss with members, the exact location, type of solar light and how many required and bring quotes to the November 2023 LA meeting; and
- e) kept open Project 4640 – Grandstand seating and shade.

### **9.3 DISCRETIONARY FUNDS**

#### **EXECUTIVE SUMMARY:**

Each financial year, MRC grants a discretionary fund allocation of \$4,000.00 to the Local Authority.

The Local Authority decides how best to commit these funds that will benefit the Community and improve Community development.

Discretionary Funds cannot be carried over from year to year and must be spent (with goods received) between 1 July and 30 June 2023.

#### **STLA2023-050 RESOLVED (Agnes Alice/Andrew Davis)**

That the Santa Teresa Local Authority:

- a) noted the spending of its 2022/2023 Discretionary Funds; and
- b) elected to spend the 2023/2024 Discretionary funds allocation of \$4,000.00 at a later date.

## **10 COUNCIL SERVICES REPORTS**

### **10.1 COUNCIL SERVICES COORDINATORS REPORT**

#### **EXECUTIVE SUMMARY:**

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

#### **STLA2023-051 RESOLVED (Agnes Alice/Andrew Davis)**

That the Santa Teresa Local Authority noted and accepted the attached report.

## **10.2 COMMUNITY SERVICE SANTA TERESA LOCAL AUTHORITY REPORT**

### **EXECUTIVE SUMMARY:**

This report provides an update on Community Services program delivery.

### **STLA2023-052 RESOLVED (Louise Cavanagh/Patrick Allen)**

That the Santa Teresa Local Authority noted and accepted the Community Services report.

## **11 FINANCE AND GOVERNANCE REPORTS**

### **11.1 SANTA TERESA LA EXPENDITURE REPORT**

#### **EXECUTIVE SUMMARY:**

The expenditure report shows spending until 30 June 2023 in the Local Authority community.

### **STLA2023-053 RESOLVED (Agnes Alice/Lisa Sharman)**

That the Santa Teresa Local Authority noted and accepted the Expenditure Report as at 30 June 2023.

## **12 GENERAL BUSINESS AS RAISED AT ITEM 6.2**

### **12.1 GENERAL BUSINESS**

#### **EXECUTIVE SUMMARY:**

The purpose of this paper is to give members the opportunity to discuss with Council the General Business matters raised at item 6.2.

### **STLA2023-054 RESOLVED (Andrew Davis/Patrick Allen)**

That the Santa Teresa Local Authority noted that no matters for General Business was raised at item 6.2.

## **13 NON-COUNCIL BUSINESS AS RAISED AT ITEM 6.3**

### **13.1 OTHER NON-COUNCIL BUSINESS**

#### **EXECUTIVE SUMMARY:**

The purpose of this paper is to note and discuss the matters raised at item 6.3 and to be informed of any updates to the actions relating to the services provided by the Northern Territory Government.

### **STLA2023-055 RESOLVED (Louise Cavanagh/Lisa Sharman)**

That the Santa Teresa Local Authority:

- a) noted that a Representative from the Department of Chief Minister and Cabinet was not in attendance to the meeting;
- b) noted that Council will advise NTG on the discussion points raised at item 6.3 as follow:
  - Overgrown trees and scrub alongside the road at Yam Creek. Members requested that the overgrown vegetation and trees alongside Yam Creek be cleared and regularly maintained as it had an impact on a drivers' visibility to see animals at night.

- **Housing Reference Group Meetings.**  
Members expressed frustration that a Housing Reference Group (HRG) meeting had not been held and asked to prioritise a date for an HRG meeting and have asked Council to convene with Housing to ensure a meeting date is set.  
Members asked that Council as well as the DCM&C contact Housing, including Territory Families and the Department Infrastructure, Planning and Logistics (DIPL) to invite them to all future Local Authority meetings.
- **Repairs and Maintenance to houses.**  
Members advised that maintenance issues were not being addressed with residents having to wait for more than six months for repairs and no feedback given as to when these repairs would be completed.  
Members described the process of reporting repairs as painful due to the service continually transferring them, being disconnected or going unanswered. Members stated that calling Housing always took a toll on their prepaid mobile credit and they could not afford to continually ring or wait on hold.  
Members requested that the reporting process be streamlined, have someone on the other end who knows what they are doing and follow up calls made so that members know the status of their maintenance request.
- **New Houses**  
Members noted that no further movement has been made on the construction of additional houses and asked if Santa Teresa will be getting more built. Members also advised that a few of the new houses seem to be poorly constructed as the seals around the windows do not keep out the draft and the cupboard doors are falling off.  
Members inquired if there is an opportunity to be involved in what goes into a new build as the houses are not functional for community residents.

**14 DATE OF NEXT MEETING - WEDNESDAY 1 NOVEMBER, 2023**

**15 MEETING CLOSED**

The meeting terminated at 12:16 pm.

This page and the preceding 6 pages are the minutes of the Santa Teresa Local Authority Meeting held on Wednesday 2 August 2023 and are UNCONFIRMED.