



MINUTES OF THE SANTA TERESA LOCAL AUTHORITY MEETING HELD IN THE  
SANTA TERESA COUNCIL OFFICE ON WEDNESDAY 8 FEBRUARY 2023 AT  
10:30AM

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**1 MEETING OPENING**

A minute of silence was observed by the Authority for the passing of a Councillor in the Rodinga ward and the meeting was declared open at 10.54AM.

**2 WELCOME**

2.1 Welcome to Country – Chair Louise Cavanagh

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

**3.1 Attendance**

Local Authority Members:

Agnes Alice, Louise Cavanagh and Mr. Robert Kopp

Councillors:

President Roxanne Kenny, Councillor Lisa Sharman and Councillor Patrick Allen

Council Employees:

Jeff MacLeod, CEO MRC, Ken Satour, Area Manager Service Delivery, Michael Tomlinson, Manager Governance and Compliance, Annalisa Young, CSC, Justin Brierty, Coordinator Communications, Engagement & Planning, Cristiano Castro, Coordinator MacSafe, Kaisa Suumann, Community Engagement Project Coordinator and Gaurab Ghimire, Governance Admin Officer

Guests:

Bill Yan, Member for NAMATJIRA, Daniel Measures, Liaison for Namatjira Electorate, Eric Turner, DCM&C and Ellie Kamara, CEO AAAC

**3.2 Apologies/Absentees**

Apologies:

Member Mr P Alice, Emma Hayes and Maryanne Walley from AEC

Absentees: Nil

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

**STLA2023-001 RESOLVED (Louise Cavanagh/Patrick Allen)**

That the Santa Teresa Local Authority noted and accepted attendance and apologies to the meeting.

### **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 vacancy available in the Local Authority as a result of member's dismissal due to failing to attend two consecutive Local Authority meeting without approval. Since then, a verbal nomination was received from the community resident Annie Young but no written confirmation is received as it was requested at the previous meeting. The Authority cannot proceed with the verbal nomination unless received in writing.*

**STLA2023-002 RESOLVED (Louise Cavanagh/Patrick Allen)**

That the Santa Teresa Local Authority:

- a) noted that two vacancies are available on the Local Authority;
- b) requested that Ms Annie Young submit a written nomination form; and
- c) 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**

**STLA2023-003 RESOLVED (Lisa Sharman/Agnes Alice)**

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

## **5 CONFIRMATION OF PREVIOUS MINUTES**

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

**STLA2023-004 RESOLVED (Louise Cavanagh/Agnes Alice)**

That the Minutes of the Santa Teresa Local Authority held on the 7 December 2022 be adopted as a resolution of Santa Teresa Local Authority.

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

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

**STLA2023-005 RESOLVED (Agnes Alice/Lisa Sharman)**

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**

**STLA2023-006 RESOLVED (Agnes Alice/Lisa Sharman)**

That the Santa Teresa Local Authority noted that the members have not provided notification of matters to be raised in General Council Business.

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

**STLA2023-007 RESOLVED (Agnes Alice/Lisa Sharman)**

Noted that the members have not provided notification of matters to be raised in General Non-Council Business.

## **7 CONFLICT OF INTEREST**

### **7.1 CONFLICT OF INTERESTS**

**STLA2023-008 RESOLVED (Patrick Allen/Louise Cavanagh)**

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

### **7.2 MEMBERS DECLARATION**

**STLA2023-009 RESOLVED (Patrick Allen/Louise Cavanagh)**

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

## **8 DEPUTATIONS / GUEST SPEAKERS**

### **8.1 AUSTRALIAN ELECTORAL COMMISSION**

#### **EXECUTIVE SUMMARY:**

The Australian Electoral Commission (AEC) is an independent Federal Agency that operates under the *Commonwealth Electoral Act 1918* and the reason for this paper is to provide information on the work they are doing in various remote communities on the Indigenous Electoral Participation Program (IEPP)

#### **RECOMMENDATION**

**That the Santa Teresa Local Authority noted no attendance for presentation from the Australia Electoral Commission.**

Minute note: Item 8.1 was not discussed as the representative were noted as an apology.

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

### **9.1 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.

#### **STLA2023-010 RESOLVED (Lisa Sharman/Patrick Allen)**

**That the Santa Teresa Local Authority:**

- a) noted and discussed the spending of its 2022/2023 Discretionary Funds;**
- b) allocated \$495 to the Youth Board for the speaker; and**
- c) committed \$3,500 and noted that the funds will be used in March to celebrate the 70 years of Santa Teresa Community.**

### **9.2 LOCAL AUTHORITY REVIEW**

#### **EXECUTIVE SUMMARY:**

The purpose of this report is to seek feedback from the Local Authority on the structure and assembly of the Local Authority meeting Agenda to best meet the needs of the community and to ensure that their regional councils' planning, prioritising, funding and delivery of services and infrastructure is being met.

The intention is that LA's should be able to set their own agendas and conduct their own meetings, while recognising the role of Councils in managing administration and building capacity.

Following this report is an attachment of a meeting Agendas' Table of Contents and the subjects highlighted are a prerequisite for an Agenda.

*The Local Authority is asked to discuss what they would like to see included in a meeting agenda and provide examples of good practices.*

#### **STLA2023-011 RESOLVED (Louise Cavanagh/Agnes Alice)**

**That the Local Authority:**

- a) reviewed and discussed the contents of a meeting agenda;**
- b) discussed for information purpose that the Welcome section of the agenda could be written;**
- b) noted and accepted that the content of the agenda shall remain as it is.**

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

#### **EXECUTIVE SUMMARY:**

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

#### **STLA2023-012 RESOLVED (Agnes Alice/Louise Cavanagh)**

**That the Santa Teresa Local Authority:**

- a) noted and accepted the progress reports on the actions from the minutes of the previous meeting as received and kept open the following actions;**

- STLA2022-048: Organize meeting with community to discuss the Cemetery
- STLA2022-069: Present an overview on the location of a soccer ground next to Rec Hall – Cristiano has offered his assistance in supporting the development of soccer ground. Overview and layout is expected to be presented at the next Local Authority outdoor meeting.
- b) approved the closure of completed actions below with the update and progress being noted in the action register;**
- STLA2022-073: Raise awareness of culturally sensitive matters to council and mandatory training for staff.
- STLA2022-075: Present the email from CLC regarding feral horses.

#### 9.4 YOUTH BOARD PROJECT

##### EXECUTIVE SUMMARY:

Youth Boards can be a great way for young people to engage in the decision making process for their community. Involving young people benefits their community by building their skills and knowledge to grow, learn, develop and lead.

Young people can develop these strengths when they are connected to programs that have effective youth engagement strategies.

##### **STLA2023-013 RESOLVED (Louise Cavanagh/Agnes Alice)**

That the Santa Teresa Local Authority:

- a) noted the 02/02/2023 meeting minutes, submitted by the Santa Teresa Youth Board;
- b) provided an update to the Youth Board about the soccer ground idea presented to the Local Authority on 07/12/2022 LA meeting;
- c) provided an update to the Youth Board about the request of getting the grass cut around the rec hall and noted that the staff are back in the community and it's an operational job for civil team and will be taken care of soon;
- d) approved the funding to purchase a speaker for movie nights and discos - \$495.00 (quote attached to the report);
- e) discussed the benches around the rec hall could get resurfaced and be made more comfortable and noted that, this will be discussed at the community consultation meeting and requested that the quotes be presented by Youth Board for the cost estimates that comes with it;
- f) discusses and provided feedback to the Youth Board's idea of building a park/playground close to the rec hall facilities and noted to discuss about this at the next open consultation meeting.

#### 9.5 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.

Santa Teresa Local Authority has committed all available funds of 4,414.54 to invest in new Community projects.

It is to be noted that NTG community infrastructure project grant of \$50,000.00 committed for Grandstand seating and shading must be acquitted by 30 June 2023.

#### **STLA2023-014 RESOLVED (Lisa Sharman/Agnes Alice)**

That the Santa Teresa Local Authority:

- a) noted and accepted the progress of their projects noting that the CSC has resumed at office recently after a leave:
  - Project 2204, Front entrance project – Project is ongoing and kept it open
  - Project 2206, Shade and seating at Cemetery – Kept it open;
  - Project 2208, Water refill station – Kept it open;
  - Project 2209, Santa Teresa Memorial Garden – Kept project open noting that Brother Mark is in the process of getting quotes for the fence;
  - Project 2205, Solar light for Cross – kept project open noting that the Brother Mark provided update that the location for the lights is currently being investigated;
- b) Noted that no new developments had arisen on the NTG Grant project – Grandstand and Shading; and
- c) approved the closure of completed project 2207, Projector for youth board and returned the underspend \$150.00 back to allocated balance.

## **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

#### **STLA2023-015 RESOLVED (Robert Kopp/Louise Cavanagh)**

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

#### **STLA2023-016 RESOLVED (Agnes Alice/Lisa Sharman)**

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

## **11 FINANCE AND GOVERNANCE REPORTS**

### **11.1 EXPENDITURE REPORT AS AT 31 DECEMBER 2022**

#### **EXECUTIVE SUMMARY:**

The expenditure report shows spending until 31 December 2022 in the Local Authority community.

#### **STLA2023-017 RESOLVED (Agnes Alice/Lisa Sharman)**

That the Santa Teresa Local Authority noted and accepted the expenditure report as at 31 December 2022.

## **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.

Additionally, the members were asked to discuss and give feedback on the following matters at the meeting held 7 Dec 2022:

- a) Consultation on the Redevelopment of MRC's 2023/2024 Regional Plan.
- b) LA meetings to be held in an outdoor space starting April 2023?
- c) LA meetings to be recorded for minute taking purposes?
- d) How can MRC assist the Local Authority members to achieve Quorum?

#### **STLA2023-018 RESOLVED (Louise Cavanagh/Patrick Allen)**

That the Santa Teresa Local Authority:

- a) noted that no items were raised at Item 6.2;
- b) approved to the recording of meeting for minutes taking purpose;
- c) discussed that flyers could be deliver to LA members well in advance to achieve the Quorum;
- d) was informed of the by-election to fill in the vacancy for Councilor for the Rodinga ward and more information will be made available closer to election date;
- e) noted that the next LA meeting will be held outdoor with BBQ and all stakeholder, Youth Board, AAAC, CLC and community come along to community consultation; and
- f) discussed on the Development of the 2023/2024 Regional Plan.

## **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.

#### **STLA2023-019 RESOLVED (Agnes Alice/Louise Cavanagh)**

That the Santa Teresa Local Authority:

- a) noted that no Non-Council Business items raised at item 6.3;
- b) noted and accepted updates and progress on actions from the Department of Chief Minister and Cabinet as follows:
  - Housing - next HRG meeting is scheduled for either 20th or 27th Feb. Also

requested that an invitation be extended to DIPL to attend the HRG (action has been reported on)

- **AAAC & DCMC Strategic Plan** – it is AAAC's Strategic Plan (DCMC funded the consultant)! The Action is that the CEO welcomed being able to inform the LA of AAAC activities and agreed to attend future LA meetings to keep the members informed of AAAC activities and developments.
- **Roads** – at the time of the meeting maintenance to the Santa Teresa road was underway and that there was a tender out for a major upgrade to the Atji Creek crossing. (temporary works had been undertaken by Alderbrand Construction to make the crossing passable after the recent rain events).

**13 DATE OF NEXT MEETING - WEDNESDAY 10 MAY, 2023**

**14 MEETING CLOSED**

The meeting terminated at 1:03 pm.

This page and the preceding 7 pages are the minutes of the Santa Teresa Local Authority Meeting held on Wednesday 8 February 2023 and are UNCONFIRMED.