



MINUTES OF THE SANTA TERESA LOCAL AUTHORITY MEETING HELD IN THE
SANTA TERESA COUNCIL OFFICE ON
WEDNESDAY, 1 NOVEMBER 2023 AT 10:30AM

1 MEETING OPENING

The meeting was declared a provisional and opened at 10:35AM

1.1 NOMINATION OF CHAIRPERSON

STLA2023-056 RESOLVED (Robert Kopp/Patrick Allen)

That members of the Santa Teresa Local Authority held a provisional meeting and nominated Councillor Lisa Sharman as Chairperson for the meeting held 1 November 2023.

2 WELCOME

2.1 Welcome to Country – Councillor Lisa Sharman

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

3.1 Attendance

Local Authority Members:

Member Emma Hayes and Member Robert Kopp

Councillors:

Councillor Lisa Sharman, Councillor Patrick Allen and Councillor Andrew Davis

Council Employees:

Belinda Urquhart – MRC Chief Executive Officer, Sheree Sherry – A/Executive Manager Finance and Governance, Ken Satour – Area Manager Service Delivery, Kitty Comerford – Manager Property and Tenancy, Jessica Kragh – Manager Youth Services, Cristiano Castro – Coordinator Community Safety, Thersa Peeke – Coordinator Children's Services, Annalisa Young – Coordinator Service Delivery, Kirsten Baliva – Executive Assistant President and CEO, June Crabb – Governance Officer and Darren Hayes – Essential Services Officer.

Guests:

Maeve Cullen and Adriana Schembri – Representatives from the Department Chief Minister and Cabinet

3.2 Apologies/Absentees

Apologies:

Chairperson Louise Cavanagh, Member Agnes Alice and President Roxanne Kenny

Absentees:

Member Philip Alice and Councillor Aloyischois Hayes

3.1 & 3.2 ATTENDANCE/APOLOGIES/ABSENTEES

STLA2023-057 RESOLVED (Patrick Allen/Andrew Davis)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council:

- a) to note that members accepted the attendance and the apologies received from Chairperson Louise Cavanagh, Member Agnes Alice and President Roxanne Kenny;
- b) that members noted the second absence without notice of Member Philip Alice and the absence of Councillor Aloyischois Hayes;
- c) that a letter sent to Member Philip Alice advising of his first absence had not received a response.

3.3 Resignations

NIL

3.4 Terminations

N

3.4 TERMINATION OF MEMBERSHIP

STLA2023-058 RESOLVED (Lisa Sharman/Robert Kopp)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation that Council approve to revoke the membership of Member Philip Alice for his absence from two consecutive Local Authority meetings.

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 members' being dismissed as they failed to attend two consecutive Local Authority meetings without notice.

STLA2023-059 RESOLVED (Patrick Allen/Lisa Sharman)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council:

- a) to endorse the nominations received from Nora Hayes Wheeler and Graham Hayes to fill the two vacancies;
- b) to note that a vacancy was created due to the membership of Mr Alice being

- revoked; and
- c) to call for community nominations to open to fill the position.

4 COUNCIL CODE OF CONDUCT

4.1 CODE OF CONDUCT

STLA2023-060 RESOLVED (Patrick Allen/Robert Kopp)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council that the Council Code of Conduct was noted.

5 CONFIRMATION OF PREVIOUS MINUTES

5.1 CONFIRMATION OF PREVIOUS MINUTES

STLA2023-061 RESOLVED (Lisa Sharman/Andrew Davis)

That the members noted the minutes for the meeting held 2 August was not resolved.

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

6.1 PAPERS CIRCULATED AND RECEIVED

STLA2023-062 RESOLVED (Patrick Allen/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

STLA2023-063 RESOLVED (Patrick Allen/Andrew Davis)

That members of the provisional meeting provided notification of matters to be raised in General Council Business as follows:

- a) Streetlights on the outside of the Recreation Hall
- b) Staff awards
- c) Staff farewell

6.3 NOTIFICATION OF MATTERS RAISED IN GENERAL NON-COUNCIL BUSINESS

STLA2023-064 RESOLVED (Patrick Allen/Andrew Davis)

That members of the provisional meeting did not raise any matters for discussion notification General Non-Council Business.

7 CONFLICT OF INTEREST

7.1 CONFLICT OF INTERESTS

STLA2023-065 RESOLVED (Lisa Sharman/Patrick Allen)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council that the Conflict of Interest policy was noted.

7.2 MEMBERS DECLARATION

STLA2023-066 RESOLVED (Lisa Sharman/Patrick Allen)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote and 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.

STLA2023-067 RESOLVED (Patrick Allen/Andrew Davis)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council

- a) to note and accept the progress reports on the actions from the minutes of the previous meeting as follows:
 - Closed action STLA2023-039 – Letter of Absence
 - Closed action STLA2023-055 – Prioritise a date with Housing for an HRG meeting.
 - Moved action STLA2023-013 – Benches outside Rec Hall to the Projects Register.

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.

A complete review of Project funding was recently undertaken to ensure the correct amount of funds was available to spend on Local Authority projects.

It is to be noted that \$83,037.56 is funding at risk and must be spent immediately (with goods received)

STLA2023-068 RESOLVED (Andrew Davis/Lisa Sharman)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council to note:

- a) that \$78,209.03 of unallocated funds is available to spend;
- b) that \$83,073.56 of *unspent* funds is at risk of being returned to NTG;
- c) that funds from Project 2208 that was returned to unallocated was incorrectly recorded as \$1,491.09, instead of \$1,260.18
- d) the acceptance on the progress of their projects and keep open as follows;
 - 2204 – Front Entrance;
 - 2205 – Solar light for Cross;
 - 2206 – Shade and seating at Cemetery;
 - 2209 – Santa Teresa Memorial Garden.
- e) that the Project – Grandstand seating and shade had been completed and kept open for Technical Services to provide an update.
- f) to approve the creation of three new projects as follows:
 - Resurface outside benches at Rec Hall, accepting quote-0500 from S & R Building for \$9,350.00;
 - Paint the outside benches, allocating \$1,000.00 for paint and supplies, noting that the Youth Board will action this project; and
 - Solar lights for the street alongside the entrance of Rec Hall, allocating \$30,000.00 to the project.

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.

STLA2023-069 RESOLVED (Lisa Sharman/Patrick Allen)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council:

- a) that members agreed to pay a fixed amount of \$1,925.00 from their 2023/2024 Discretionary funds towards the invoice (04244) received for the community horse racing awards.
- b) that members did not make any further allocations to their Discretionary funds.

10 COUNCIL SERVICES REPORTS

10.1 COMMUNITY SERVICE SANTA TERESA LOCAL AUTHORITY REPORT

EXECUTIVE SUMMARY:

This report provides an update on Community Services program delivery.

STLA2023-070 RESOLVED (Patrick Allen/Andrew Davis)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council that the Community Services report was noted.

10.2 SCD LA REPORT SANTA TERESA

EXECUTIVE SUMMARY:

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

STLA2023-071 RESOLVED (Andrew Davis/Patrick Allen)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council that the Service Delivery report was noted.

10.3 DIRECTOR TECHNICAL SERVICES LA REPORT

EXECUTIVE SUMMARY:

This is a report of works completed in Santa Teresa by Technical Services

STLA2023-072 RESOLVED (Andrew Davis/Robert Kopp)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council that the Technical Services report was noted.

11 FINANCE AND GOVERNANCE REPORTS

11.1 SANTA TERESA LA EXPENDITURE REPORT

EXECUTIVE SUMMARY:

The expenditure report shows spending within the Local Authority community of Santa Teresa

STLA2023-073 RESOLVED (Robert Kopp/Andrew Davis)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council:

- a) that the Finance Report was noted for period ending 30 September 2023; and
- b) that the overspend to the Community Safety wages was due to training and the sports weekend.

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.

STLA2023-074 RESOLVED (Robert Kopp/Andrew Davis)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council to:

- a) note the matters raised for General Business at Item 6.2 as follows:
 - Street lights outside the Rec Hall has been created as a new project;
 - Appreciate the commitment from Graham Hayes, congratulating him for his 15 years of service to Council; and

- Acknowledge the dedication that Cristiano Castro had given to Community Safety and his generosity in supporting the people of Santa Teresa, wishing him well on his new adventures.

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.

STLA2023-075 RESOLVED (Lisa Sharman/Patrick Allen)

That the provisional meeting of the Santa Teresa Local Authority, by majority vote made a recommendation to Council to note:

- a) that no matters for discussion in Non-Council Business was raised at item 6.3;
- b) that no further updates was presented on the current outstanding actions.

14 DATE OF NEXT MEETING - 28 FEBRUARY 2024

15 MEETING CLOSED

The meeting terminated at 11:58 pm.

This page and the preceding 6 pages are the minutes of the Santa Teresa Local Authority Meeting held on Wednesday 1 November 2023 and was confirmed Wednesday, 28 February 2024.