



# **AGENDA**

## **WALLACE ROCKHOLE LOCAL AUTHORITY MEETING WEDNESDAY 19 NOVEMBER 2014**

The Local Authority meeting will be held in the  
MacDonnell Service Delivery Office,  
Wallace Rockhole at 10.30am



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## AGENDA

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ITEM	SUBJECT
<b>1</b>	<b>MEETING OPENING</b>
<b>2</b>	<b>WELCOME</b>
	2.1 Welcome to Country
	2.2 Attendance – members
	2.3 Attendance – staff and visitors
<b>3</b>	<b>APOLOGIES/ABSENCES/RESIGNATIONS</b>
	3.1 Apologies / Absentees
	3.2 Resignations
<b>4</b>	<b>COUNCIL CODE OF CONDUCT (MEETING RULES)</b>
	4.1 Council Code of Conduct
	4.2 Conflict of Interest
<b>5</b>	<b>DEPUTATIONS/GUEST SPEAKERS</b>
	5.1 NT Housing
<b>6</b>	<b>TRAINING</b>
	6.1 Finance
	6.2 Finance Report as at 30 September 2014
<b>7</b>	<b>MINUTES OF LOCAL AUTHORITY MEETINGS</b>
	7.1 Confirmation of Minutes of previous Meeting
	7.2 Issues / Actions arising from Minutes
<b>8</b>	<b>COUNCIL LOCAL GOVERNMENT</b>
	8.1 Standing Items Report – Actions Register
	8.2 Complaints received
	8.3 Council Service Coordinator Report
<b>9</b>	<b>LOCAL AUTHORITY PLANS</b>
	9.1 Local Authority Plan
<b>10</b>	<b>ANNUAL REPORT</b>
	10.1 MacDonnell Regional Council 2013/14 Annual Report
<b>11</b>	<b>OTHER BUSINESS</b>
	11.1 Revision – Number of Local Authority Meetings
<b>12</b>	<b>NEXT MEETING</b>
<b>13</b>	<b>MEETING CLOSE</b>

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#### 4. MACDONNELL COUNCIL CODE OF CONDUCT

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ITEM NUMBER	4.1
TITLE	MacDonnell Council Code of Conduct
AUTHOR	Helen Smith, Manager – Governance and Planning

#### RECOMMENDATION

- (a) That the Local Authority note the Council Code of Conduct.

#### SUMMARY:

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

#### BACKGROUND

##### MacDonnell Regional Council Code of Conduct

**1 Interests of the Council and Community come first**

A member must act in the best interests of the community, its outstations and the Council.

**2 Honesty**

A member must be honest and act the right way (with integrity) when performing official duties.

**3 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.

**4 Politeness/Courtesy**

A member must be polite to other members, council staff, electors and members of the public.

**5 Conduct towards council staff**

A member must not direct, reprimand, or interfere in the management of council staff.

**6 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.

**7 Conflict of interest**

A member must, if possible, avoid conflict of interest between the member's private interests (other job, business etc.) and duties.

Where a conflict exists, the member must inform the Council or Local Authority

and not take part in the discussion or vote

**7 Accountable**

A member must be able to show that they have made good decisions for the community.

**8 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.

**ISSUES/OPTIONS/CONSEQUENCES**

A Code of Conduct helps Councils remain strong and focussed, and ensures all Councillors, staff and Local Authority Members are following the same rules. When Councils do not have a strong Code of Conduct they leave themselves open to negative external influences (such as pressure from certain groups or individuals) and do not appear to be serving the best needs of their residents.

**CONSULTATION & TIMING**

Nil

**ATTACHMENTS:**

There are no attachments for this report.

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**4. LOCAL AUTHORITY CONFLICT OF INTERESTS**

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<b>ITEM NUMBER</b>	4.2
<b>TITLE</b>	Conflict of Interests
<b>AUTHOR</b>	Helen Smith, Manager – Governance and Planning

**RECOMMENDATION**

**(a) That the Local Authority note the Local Authority Conflict of Interest and declare any conflict of interests.**

**SUMMARY:**

This report contains all of the details about the MacDonnell Council Local Authority Conflict of Interest Procedure.

**What to disclose**

Details of relevant particulars to be disclosed on both the Councillor and Council Employee Register of Interests can relate to any or all of the following;

- 1. For a corporation or organisation of which a Councillor or relevant employee is an officer**
  - name of organisation or corporation
  - the nature of the office held
  - the nature of the corporation or organisation's activities.
- 2. For a beneficial interest in a family or business trust**
  - the name of the Trust
  - the nature of the Trust's activities
  - the nature of the interest in the Trust.
- 3. For all land or real estate in which a Councillor or relevant employee has an interest in**
  - name of locality of the land or real estate
  - the approximate size of the land or house/unit
  - the purpose for which the land or real estate is/ or is intended to be used.
- 4. For debts or liabilities over \$ 10,000, other than credit card accounts including store accounts**
  - the name of the creditor
- 5. For shares and similar investments**
  - the nature of the investment
  - name of the corporation and type of business it is involved in.
- 6. For memberships of political parties, trade union or professional, business or representational association**
  - name and address of the organisation
  - position held (if any).
- 7. For undertaking second employment**
  - details of employer
  - nature of employment or consultancy.

**5 DEPUTATIONS / GUEST SPEAKERS**

ITEM NUMBER 5.1  
TITLE NT Housing

**6. TRAINING**

ITEM NUMBER 6.1  
TITLE Finance Training

ITEM NUMBER 6.2  
TITLE Finance Report as at 30 September 2014

**RECOMMENDATION**

(a) That the Local Authority note and accept the Expenditure report as at 30 September 2014.

MacDonnell Regional Council - Wallace Rockhole Expenditure by Community as at 30th September 2014						
Expenditure Category	All Communities Actual YTD	Actual YTD	Budget YTD	Variance YTD	Budget Full Year	Notes on variations greater than 10% or \$10,000
<b>COUNCIL SERVICES</b>						
<b>Service Centre Delivery</b>						
<b>Manage Council Buildings &amp; Facilities</b>	35,444	1,032	8,595	7,563	34,380	
Wages and Other Employee Costs	8,597	0	0	0	0	
Other Operational	26,847	1,032	8,595	7,563	34,380	
<b>Maintain Roads</b>	312,105	16,523	16,701	178	66,050	
Wages and Other Employee Costs	99,303	1,924	3,033	1,109	11,380	
Other Operational	212,802	14,599	13,667	(931)	54,670	
<b>Manage Council Service Delivery</b>	628,398	32,517	38,964	6,447	147,640	
Wages and Other Employee Costs	503,933	23,612	28,939	5,327	107,540	
Other Operational	124,465	8,905	10,025	1,120	40,100	
<b>Civil Works</b>	797,922	40,883	76,547	35,664	288,270	
Wages and Other Employee Costs	788,613	48,139	63,102	14,963	234,490	No expenditure against budgeted salaries in the HMESP program. This is likely to remain unchanged as the program will not commence.
Other Operational	9,309	(7,256)	13,445	20,701	53,780	Only minor expenditure against operational budget lines as at 30/09/14.
<b>Street &amp; Public Lighting</b>	4,298	0	945	945	3,780	
Other Operational	4,298	0	945	945	3,780	
<b>Council Engagement</b>						
<b>Local Authorities</b>	92,431	3,481	17,726	14,246	27,704	
Wages and Other Employee Costs	224	0	209	209	834	
Other Operational	92,207	3,481	17,517	14,037	26,870	Variations are due to Local Authority project funding being budgeted in the system ready for projects to be developed. This will improve as projects begin to take shape.

Expenditure Category	All Communities Actual YTD	Actual YTD	Budget YTD	Variance YTD	Budget Full Year	Notes on variations greater than 10% or \$10,000
<b>Support and Administration</b>						
<b>Staff Housing</b>	<b>95,342</b>	<b>972</b>	<b>2,043</b>	<b>1,071</b>	<b>8,170</b>	
Wages and Other Employee Costs	10,160	0	0	0	0	
Other Operational	85,182	972	2,043	1,071	8,170	
<b>Training &amp; Development</b>	<b>81,398</b>	<b>0</b>	<b>1,085</b>	<b>1,085</b>	<b>4,340</b>	
Wages and Other Employee Costs	21,438	0	1,085	1,085	4,340	
Other Operational	59,961	0	0	0	0	
<b>SUB-TOTAL:- COUNCIL SERVICES</b>	<b>3,855,915</b>	<b>95,451</b>	<b>162,605</b>	<b>67,155</b>	<b>580,334</b>	
<b>NON-COUNCIL SERVICES</b>						
<b>Broadcasting</b>	<b>0</b>	<b>0</b>	<b>16</b>	<b>16</b>	<b>65</b>	
Other Operational	0	0	16	16	65	
<b>Commercial Operations</b>						
<b>Essential Services</b>	<b>272,493</b>	<b>245</b>	<b>2,708</b>	<b>2,462</b>	<b>10,830</b>	
Wages and Other Employee Costs	216,070	0	750	750	3,000	
Other Operational	56,423	245	1,958	1,712	7,830	
<b>Centrelink</b>	<b>94,637</b>	<b>9,518</b>	<b>6,155</b>	<b>(3,364)</b>	<b>22,860</b>	
Wages and Other Employee Costs	94,637	9,518	6,114	(3,404)	22,710	
Other Operational	0	0	40	40	150	
<b>HMESp</b>	<b>673,206</b>	<b>12,125</b>	<b>13,312</b>	<b>1,187</b>	<b>53,250</b>	
Wages and Other Employee Costs	12,146	0	1,187	1,187	4,750	
Other Operational	661,060	12,125	12,125	0	48,500	
<b>SUB-TOTAL:- NON-COUNCIL SERVICES</b>	<b>4,489,661</b>	<b>21,889</b>	<b>22,191</b>	<b>301</b>	<b>87,005</b>	
<b>TOTAL</b>	<b>8,345,576</b>	<b>117,340</b>	<b>184,796</b>	<b>67,456</b>	<b>667,339</b>	

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.







## **7. MINUTES OF LOCAL AUTHORITY MEETINGS**

<b>ITEM NUMBER</b>	7.1
<b>TITLE</b>	Minutes of the previous Wallace Rockhole Local Authority Meeting
<b>AUTHOR</b>	Levina Phillips, Corporate Governance Officer

### **RECOMMENDATION**

**(a) That the Minutes of the Local Authority Meeting held on 23 July 2014 be taken as read and accepted as a true record of the meeting.**

### **SUMMARY:**

DRAFT MINUTES OF THE WALLACE ROCKHOLE  
LOCAL AUTHORITY MEETING HELD AT WALLACE ROCKHOLE  
ON WEDNESDAY 23<sup>RD</sup> JULY, 2014 at 10AM

### **1. MEETING OPENING**

The meeting was declared open at 10:23am

### **2. WELCOME AND MEETING ARRANGEMENTS**

2.1 Welcome to Country

2.2 Local Authority members – introductions – as below Attendance

2.3 Council Staff – introductions – as below Attendance

### **3. ATTENDANCE AND APOLOGIES**

#### **3.1 Attendance:**

Local Authority Members: Ken Porter (Chairperson), Glenys Porter, Leah Thomas, Terry Abbott, Cr Barry Abbott.

Council Employees: Jeff MacLeod (CEO), Kathy Abbott (CSC), Levina Phillips

Councillors: Cr Barry Abbott Snr

Others: Eric Turner (DLG)

#### **3.2 Apologies:**

Bernard Abbott, President Sid Anderson, Cr Braydon Williams, Cr Roxanne Kenny

#### **Absent:**

Delena Abbott – LA Member

#### **3.3 Nominations / Resignations – NIL**

#### **3.4 Chair / Deputy Chair Training**

- CEO gave information on the role and responsibilities of the new Local Authorities
- Explained what Local Government is
- Discussed the different levels of Government and where Local Authorities fit in
- Explained who LGANT is and what they do

#### **4. LOCAL AUTHORITY CODE OF CONDUCT**

##### **4.1 MacDonnell Council Local Authority Code of Conduct**

**MOTION:**

- (a) Local Authority noted and accepted the MacDonnell Council Local Authority Code of Conduct.

**NOTED & ACCEPTED - CARRIED**

##### **4.2 Conflict of Interests**

**MOTION:**

- (a) Local Authority noted the Conflict of Interest Policy and had no Interests to declare.

**NOTED & ACCEPTED - CARRIED**

#### **5. MINUTES OF PREVIOUS LOCAL BOARD MEETING**

##### **5.1 Confirmation of Minutes of the previous Local Board Transition Meeting.**

**MOTION:**

- (a) The Minutes of the last Local Board Transition Meeting held on 19<sup>th</sup> March 2014 were taken as read and accepted as a true record of the meeting.

MOVED: Terry Abbott

SECONDED: Cnr Barry Abbott

**CARRIED**

##### **5.2 Issues / Actions arising from Minutes**

**NIL**

#### **6. COUNCIL LOCAL GOVERNMENT**

##### **6.1 Council Service Coordinator Report**

**MOTION:**

- (a) Local Authority noted and accepted the Council Service Coordinator Report.

MOVED: Ken Porter

SECONDED: Cnr Barry Abbott

**CARRIED**

##### **6.2 Standing Items Report**

###### **1. Mobile phone reception: ON GOING**

- MRC investigating the Telstra Smart Antenna that will boost 3G/4G network from Ntaria
- An electrician is currently looking at suitable sites for the tower.

###### **2. Road maintenance: ON GOING**

- Maintenance has been scheduled for early August by the MRC roads team.

### 3. Rates letter of exemption: CLOSED

- A letter has been received granting one rate for both store properties.
- LA request a map showing the lots in Wallace Rockhole

**ACTION:** Local Authority would like signs in the community directing visitors away from the residential areas.

**ACTION:** A new sign advising tourists of when fuel is available for purchase – days and times.

**ACTION:** MRC to investigate the ownership of the old CDEP building, RJCP would like to use it for meetings.

**ACTION:** MRC to look at a small washout on the entry road near the grid, LA would like this filled in with gravel.

**ACTION:** Signs are needed warning motorists of washouts on the main entry road.

**MOTION:**

- (a) Local Authority noted the Standing Items Actions Register.

**NOTED & CARRIED**

### **6.3 Complaints Received - NIL**

## **7. LOCAL AUTHORITY PLANS AND BUDGETS**

### **7.1 Local Authority Plan – Review draft Plan and set priorities**

- CEO advised Local Authority that Wallace Rockhole has been given \$10,000 by the NT Government.

Priority 1: Erect fencing around the Heritage Area.

Priority 2: Upgrade the toilet blocks at the race track.

**MOTION:**

- (a) Local Authority noted and accepted the draft plan and set two priorities.

MOVED: Ken Porter

SECONDED: Cnr Barry Abbott

**NOTED & ACCEPTED - CARRIED**

### **7.2 Budget for Local Authority Area**

**MOTION:**

- (a) Local Authority noted and accepted the Budget for the Local Authority Area.

**NOTED & ACCEPTED - CARRIED**

## **8. REGIONAL PLANS AND BUDGET**

**8.1 Financial & Budget – Review of financial report as at 31 May 2014**

**MOTION:**

- (a) Local Authority noted and accepted the Financial Report as at 31 May 2014..

MOVED: Ken Porter

SECONDED: Terry Abbott

**NOTED & ACCEPTED - CARRIED**

**8.2 Review Adopted Regional Plan**

**MOTION:**

- (a) Local Authority noted and accepted the Adopted Regional Plan.

**NOTED & ACCEPTED - CARRIED**

**9. OTHER LOCAL AUTHORITY CONCERNS - NIL**

**10. OTHER BUSINESS - NIL**

**11. DEPUTATIONS / GUEST SPEAKERS – NIL**

**12. NEXT MEETING – Wednesday 24<sup>th</sup> September, 2014**

**13. MEETING CLOSE – 12:17PM**

THIS PAGE AND THE PRECEEDING PAGES ARE THE DRAFT MINUTES OF THE Wallace Rockhole Local Authority Meeting HELD ON Wednesday 23<sup>rd</sup> July, 2014 AND UNCONFIRMED.

**8 COUNCIL LOCAL GOVERNMENT**

<b>ITEM NUMBER</b>	8.1
<b>TITLE</b>	Standing Items Report – Actions Register
<b>AUTHOR</b>	Helen Smith, Manager – Governance and Planning

**RECOMMENDATION**

**(a) That the Local Authority note and accept the Standing Items Actions Register Report.**

**SUMMARY:**

<b>ACTIONS</b>	<b>UPDATES / STATUS</b>
<p><b>23/7/14 Road Signs:</b></p> <p>1. Local Authority would like road signs directing visitors to the community away from the residential areas.</p> <p>2. Local Authority also requests a sign for the highway advising motorists what days and time fuel is available for purchase.</p> <p><b>ACTION:</b> MRC to follow up with Tech. Services to investigate.</p>	<p><b>NEW UPDATE:</b></p> <p><b>17/10/14:</b> All internal signs have been installed by Civil Works team.</p> <p>A sign relating to fuel sales has been approved and is in the process of being made. It will be installed about 20 metres in from the highway on the Wallace Rockhole road, so it should be easily seen by visitors.</p> <p><b>23/9/14:</b> Unsure if now installed, check civil team.</p> <p><b>August 2014:</b> 3 x signs provided "No Entry – Residents Access Only." Civil Works team to install the signs.</p>
<p><b>23/7/14 Vacant Building:</b></p> <p>RJCP have asked if they could use the old CDEP building for meetings when in the community. Not sure of who actually owns the building.</p> <p><b>ACTION:</b> MRC to investigate the ownership of the old CDEP building.</p>	<p><b>NEW UPDATE:</b></p> <p><b>17/10/14:</b> No letter has yet been received from Tjuwanpa.</p> <p><b>23/09/14</b> MRC have applied to lease lot 26, unsure if letter has been supplied from Tjuwanpa</p> <p><b>August 2014:</b> CSC has requested Tjuwanpa to supply a letter for consideration by the LA.</p>
<p><b>23/7/13 Road Maintenance:</b></p> <p>1. The road from the highway turn off to Wallace has been graded but needs more thorough work done to avoid deterioration too soon.</p>	<p><b>NEW UPDATE:</b></p> <p><b>23/9/14:</b> Grader team currently working on Wallace Rockhole road, warning signs provided.</p> <p><b>August 2014:</b> MRC Graders are being</p>

<p>2. Signs are needed to warn motorists of washouts and rough condition of entry road.</p> <p>3. A section of road close to the grid needs filling with gravel as water sits there and attracts horses which becomes dangerous for vehicles and children.</p> <p><b>ACTION 1:</b> MRC to follow up road maintenance schedule.</p> <p><b>ACTION 2:</b> MRC to follow up with Tech. Services for road warning signs.</p> <p><b>ACTION 3:</b> MRC to follow up with Tech. Services to investigate best option.</p>	<p>repaired and the Wallace Rockhole road has been prioritised for first work when the machines are ready.</p> <p>Tech Services have provided warning signs for the main access road.</p>
<p><b>23/01/13 Mobile Phone Reception:</b></p> <p>Ken Porter asked if Wallace Rockhole could receive better mobile coverage, they can pick it up in some areas at the moment.</p> <p><b>ACTION:</b> Tech. Services to follow up for a cheaper booster option.</p>	<p><b>NEW UPDATE:</b></p> <p><b>August 2014:</b> MRC has done testing and referred the matter to Telstra. It is recommended this action be closed.</p> <p><b>Previous Updates:</b>  <b>22/07/14:</b> MRC Manager Information Services is currently investigating options for the community. At present - looking at Telstra Smart Antenna that will boost 3G/4G Network from Ntaria. A site test would be required to test compatibility and signal strength.</p> <p><b>17/03/14:</b> This action has not been updated – please advise if this is still a concern and we will look into the costs for a booster aerial.</p>

**ITEM NUMBER** 8.2  
**TITLE** Complaints Received  
**AUTHOR** Kathy Abbott – Council Services Coordinator

#### RECOMMENDATION

**(a) That the Local Authority note and accept the Complaints Received.**

<b>ITEM NUMBER</b>	8.3
<b>TITLE</b>	Council Services Coordinator Report
<b>AUTHOR</b>	Kathy Abbott – Council Services Coordinator
<b>DATE</b>	19 November 2014



## **RECOMMENDATION**

- (a) That the Local Authority note and accept the Council Services Coordinator Report.**

### **SUMMARY:**

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

## **Key Council Services Achievements and Relevant Issues**

### **Core Local Government Services**

#### **Animal Management and Control**

- Dr. Colin visited the community on the 17<sup>th</sup> of this month and went over to the school and had a session with the students there about looking after their pets.

#### **Cemetery Management**

- Checked on a monthly basis.

#### **Internal Road Maintenance**

- We borrowed the sweeper and got the internal roads tidied up.

#### **Parks and Open Spaces**

- We have the border planks for the park in the middle of the community and will be bringing that up to scratch.
- The second park is almost finished with the fencing all the way round with two access gates.

#### **Sports Grounds**

- The only type of sporting ground we have is the race track that is used annually when we have our community races.
- We get visitors from as far as Mulga Bore CD, Santa Teresa, Hermannsburg and outstations in around the Alice Springs area.

#### **Waste Management Program**

- Looking like a dump should, with bays for white goods, steel, batteries and the list goes on.
- While having the grader here as well, we did the fence around the dump, fire breaks and the community boundary.

#### **Weed Control and Fire Hazard Reduction**

- Slashing in main areas and spraying weeds

### **Contractual Matters**

**Essential Services**

- The ESO continues to provide ongoing maintenance to P&W assets in the community.
- All services provided are working at 100% to Power / Water standards.

**Other Matters****Civil Works Training**

- The Civil Works team are taking part this week in another module of their Cert II training in Rural Operations with the "Repairing Potholes" at Ntaria.
- Workers from Areyonga and Ntaria participate in this training.

**Territory Tidy Towns**

- Wallace Rockhole was the first community to win a Four Start Community Award at the NT Tidy Towns Awards held in Darwin on 24 October 2014.



**Kathy, Max and some of the Civil Works Team with their 4 Star Award**

**Wallace Rockhole Races**

- Another successful Race weekend was held 1-2 November.
- MRC assisted the weekend by grading the race track for the weekend and getting the main road graded in time for the visitors.

**Future Projects**

Nil



**9 LOCAL AUTHORITY PLANS AND BUDGETS**

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**ITEM NUMBER** 9.1  
**TITLE** Local Authority Plan  
**AUTHOR** Helen Smith, Manager – Governance and Planning

**RECOMMENDATION**

**(a) That the Local Authority note and accept the Local Authority Plan and confirm priorities.**

**SUMMARY:**

At the last Local Authority meeting the Wallace Rockhole Local Authority set 2 major priorities for Wallace Rockhole;

- Priority 1: Erect fencing around the Heritage Area.
- Priority 2: Upgrade the toilet blocks at the race track.

Council are now asking the Local Authority to confirm these priorities and approve the Local Authority Plan.

Attachement: Wallace Rockhole Local Authority Plan

**10 ANNUAL REPORT**

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**ITEM NUMBER** 10.1  
**TITLE** MacDonnell Regional Council 2013/14 Annual Report  
**AUTHOR** Helen Smith, Manager – Governance and Planning

**RECOMMENDATION**

**(a) That the Local Authority note the the MacDonnell Regional Council 2013/14 Annual Report.**

**11 OTHER BUSINESS**

11.1 Revision – Number of Local Authority Meetings

**12 NEXT MEETING – 2015 DATES TO BE ADVISED****13 MEETING CLOSE**