



## **AGENDA**

# **WALLACE ROCKHOLE LOCAL AUTHORITY MEETING**

**WEDNESDAY, 19 JULY 2017**

The Wallace Rockhole Local Authority Meeting of the MacDonnell Regional Council will be held at the Community Council Office on Wednesday, 19 July 2017 at 10:30am.



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**MACDONNELL COUNCIL CODE OF CONDUCT**

**ITEM NUMBER** 4.1  
**TITLE** MacDonnell Council Code of Conduct

**EXECUTIVE 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**

<b>ITEM NUMBER</b>	4.2
<b>TITLE</b>	Conflict of Interests

**EXECUTIVE 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**

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**ITEM NUMBER** 5.1  
**TITLE** Confirmation of Previous Minutes  
**REFERENCE** - 172116  
**AUTHOR** reception macdonnell, Reception

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Liveable Communities  
Goal 03: Engaged Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE 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 are to consider the presented unconfirmed minutes carefully before they decide if they are a true record of their last meeting.

**ATTACHMENTS:**

1 Unconfirmed minutes of Local Authority Meeting 17 May 2017



MINUTES OF THE WALLACE ROCKHOLE LOCAL AUTHORITY MEETING HELD  
IN THE COMMUNITY COUNCIL OFFICE ON WEDNESDAY, 17 MAY 2017 AT  
10:30AM

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### **1 MEETING OPENING**

The meeting was declared open at 10:40am

#### **1.1 Attendance**

Local Authority Members: Leo Abbott (Chairperson), Terry Abbott, Bernard Abbott, Ken Porter, Bobby Abbott

Councillors: Barry Abbott, Braydon Williams

Council Employees: Gracie Matteucci (Governance Officer)  
David Jagger (Manager Governance and Planning)  
Max Baliva (Council Service Coordinator)  
Ken Newman (Area Manager)

Others: MariaViegas (Dept of Housing and Community Development)  
Dan McCarthy (Wallace Rockhole Police), Craig Waters  
(Wallace Rockhole Police) Ian Dickson (Dept. Prime Minister &  
Cabinet) Anna Falzon (Central Land Council)

#### **1.2 Apologies/Absentees**

Apologies: President Roxanne Kenny

Absentees: Nil

#### **1.2 Resignations - Nil**

#### **1.1 MacDonnell Council Code of Conduct**

**27 RESOLVED (Bobby Abbott/Leo Abbott)**

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

#### **1.2 Conflict of Interests**

**28 RESOLVED (Cllr Abbott/Bernard Abbott)**

**That the Wallace Rockhole Local Authority note and declare any conflict of interests.**

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This is page 1 of 4 of the Minutes of the Wallace Rockhole Local Authority Meeting held on  
Wednesday, 17 May 2017

## 5.1 CONFIRMATION OF PREVIOUS MINUTES

### EXECUTIVE SUMMARY:

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

**29 RESOLVED (Ken Porter/Bernard Abbott)**

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

## 5.2 ACTION REGISTER

### EXECUTIVE SUMMARY:

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

**30 RESOLVED (Leo Abbott/Bobby Abbott)**

**That the Local Authority:**

- 1) Note the progress reports on actions from the minutes of previous meetings as received.
- 2) Close the item regarding Tjuwanpa and the CDP program
- 3) Close the item regarding the Race Track and liability insurance
- 4) Close the item regarding Community Housing

## 6.1 LOCAL AUTHORITY PROJECT REPORT & DISCRETIONARY FUNDS

### EXECUTIVE SUMMARY:

The Local Authority made a decision on 15 March 2017 to allocate their Project Funds. Funding for Local Authority projects is part of a grant received from Department of Local Government and Community Services.

**31 RESOLVED (Ken Porter/Leo Abbott)**

**That the Local Authority;**

- 1) Note and accept the progress of their LA projects.
- 2) Request Council obtain quotes for a PA system and flood lights
- 3) Allocate up to \$2,940.65 of their discretionary funds towards a PA system and flood lights.

## 7.1 SERVICE DELIVERY REPORT

### EXECUTIVE 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.

**32 RESOLVED (Bernard Abbott/Leo Abbott)**

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

**\*\* Area Manager Ken Newman emphasises that new Council Service Coordinator Max Balvia and his team are doing a great job around community.\*\***

## 7.2 COMPLAINTS RECEIVED

### EXECUTIVE SUMMARY:

This report provides an update to the Local Authority about complaints received regarding Council Service Delivery.

**33 RESOLVED (Ken Porter/Bernard Abbott)**

That the Local Authority:

- 1) Request the Council have the meeting Agenda to the Council Service Coordinator and/or the Local Authority Members at least 1 week before the meeting;
- 2) Request the meeting minutes be available to Local Authority members no later than 2 weeks after the meeting

**7.3 LOCAL AUTHORITY SURVEY****EXECUTIVE SUMMARY:**

Council is seeking feedback from the Local Authority about being a Local Authority Member, how the meetings are working for them, what is good, what could be different and what could be better.

**34 RESOLVED (Ken Porter/Leo Abbott)**

That the Local Authority give their feedback to Council about being a Local Authority Member, how the meetings are working for them, what is good, what could be different and what could be better.

*Lunch break: 11:40am*

*Meeting resumed: 11:55am*

**7.4 MACDONNELL REGIONAL COUNCIL ELECTION AND CANDIDATES****EXECUTIVE SUMMARY:**

MacDonnell Regional Council's (MRC) election happens every four years; our 12 Councillors serve for four-year terms. The election is due this year, to be held on 26 August. All Councillor positions are available for election, or re-election of Councillors wanting to continue on Council. Candidate nominations close at 12 noon on Thursday 3 August. The election is held in MRC's four wards. A number of Councillors are elected from each ward. The elected Councillors then elect the President and Deputy President of the Council.

**35 RESOLVED (Ken Porter/Bobby Abbott)**

That the Local Authority note the presentation on this year's MRC election and candidate requirements and give the information presented to other community members.

**8.1 EXPENDITURE REPORT AS AT 31 MARCH 2017****EXECUTIVE SUMMARY:**

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

**36 RESOLVED (Cllr Abbott/Leo Abbott)**

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

**10.1 TJUWANPA/CDP****EXECUTIVE SUMMARY:**

At their meeting on 15 March 2016, the Local Authority requested Council invite a representative from Tjuwanpa to attend the next Local Authority meeting and discuss the CDP program. The Executive Business Manager, Tima Drury, has accepted this request and will be in attendance.

The Local Authority also asked the GEC to invite the Prime Minister and Cabinet CDP Manager to attend the meeting and discuss the program.

**37 RESOLVED (Ken Porter/Bernard Abbott)**

**That the Local Authority note and accept the discussions with Prime Minister and Cabinet regarding the CDP program**

**10.2 CENTRAL LAND COUNCIL INFORMATION SESSION**

**EXECUTIVE SUMMARY:**

Anna Falzon from the Central Land Council will be attending the Local Authority meeting on 17 May 2017 to discuss leasing and housing in Wallace Rockhole.

**38 RESOLVED (Leo Abbott/Bobby Abbott)**

**That the Local Authority note and accept the information given by Anna Falzon of the Central Land Council.**

**10.3 OTHER NON-COUNCIL BUSINESS**

**EXECUTIVE SUMMARY:**

The Department of Local Government will be in attendance to provide any updates necessary and answer queries from the Local Authority as they state.

**39 RESOLVED (Leo Abbott/Ken Porter)**

**That the Local Authority note and accept any information or updates from the Department of Local Government.**

**DATE OF NEXT MEETING - WEDNESDAY 19 JULY, 2017**

**MEETING CLOSE**

The meeting terminated at 1:20pm.

THIS PAGE AND THE PRECEDING 3 pages are the minutes of the Wallace Rockhole Local Authority Meeting held on Wednesday, 17 May 2017 and are UNCONFIRMED.

**CONFIRMATION OF PREVIOUS MINUTES**

<b>ITEM NUMBER</b>	5.2
<b>TITLE</b>	Action Register
<b>REFERENCE</b>	- 172182
<b>AUTHOR</b>	Gracie-Rose Matteucci, Governance Officer

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
 Goal 02: Liveable Communities  
 Goal 03: Engaged Communities  
 Goal 04: A Supportive Organisation

**EXECUTIVE 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.**

***Action Item- Wifi (raised on 15/03/2017)*****Summary of action item:**

That the Local Authority support the installation of the WIFI box outside the Council Office and give the Council permission to investigate the next step in this process.

**Update:**

**WiFi service will be installed by Active8me soon and will go on the office near the Centrelink door. Radius for service will be around 90 metres. (But see Service Delivery Report on this matter.)**

***Action Item- Agendas to LA 1 week prior (raised on 17/05/2017)*****Summary of action item:**

That the Local Authority request Council have the agenda for Local Authority meetings to the Council Services Coordinator and/or Local Authority members at least 1 week before the meeting.

**Update:**

**The agenda for this 19 July 2017 meeting was sent to the CSC one week before this meeting.**

**OTHER BUSINESS*****Action Item- Other Government Services (raised on 05/07/2016)*****Summary of action item:**

That the Wallace Rockhole Local Authority requests for the Department of Housing and Community Development to discuss with Department of Health the issues with fencing for security and maintenance and for the DHCD to report back at the next Local Authority meeting.

**Update:**

**Council has requested the Department of Housing and Community Development report back at the Local Authority meeting.**

**CONSULTATION**

Executive Leadership Team

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**LOCAL AUTHORITY PLANS**

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Local Authority Project Report & Discretionary Funds
<b>REFERENCE</b>	- 172179
<b>AUTHOR</b>	Graham Murnik, Director Service Centre Delivery

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Liveable Communities  
Goal 03: Engaged Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

The Local Authority made a decision on 15 March 2017 to allocate their Project Funds. Funding for Local Authority projects is part of a grant received from Department of Housing and Community Development.

Separately, Council provides Local Authorities with \$4,000 in Discretionary Funds annually.

**RECOMMENDATION**

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

**BACKGROUND/DISCUSSION**

At the Local Authority meeting on 15 March 2017, the Local Authority committed their Project Funds to the following priorities:

- 1) The facilities opposite the Council office  
**Update: Completed.**
- 2) The Facilities at the Race Track.  
**Update: This will be on-going as the Race track is the equivalent of a sports ground at other communities.**

At the Local Authority meeting on 17 May 2017 the Local Authority requested Council obtain quotes for a PA system and flood lights and allocated up to \$2,940.65 of their discretionary funds towards this.

**Update: Complete and on community**

**ISSUES/OPTIONS/CONSEQUENCES**

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

**FINANCIAL IMPACT AND TIMING**

Funds from the grant have two years from the date of issue to be acquitted (i.e. 1 July 2016 until 30 June 2018).

**CONSULTATION**

The Local Authority and community

**COUNCIL LOCAL GOVERNMENT**

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<b>ITEM NUMBER</b>	7.1
<b>TITLE</b>	Service Delivery Report
<b>REFERENCE</b>	\\5 - GOVERNANCE ADMINISTRATION\03 - LOCAL AUTH MTGS\WALLACE ROCKHOLE\09 - 2017 MEETINGS\MEETING 3 - 172093
<b>AUTHOR</b>	Ken Newman, Area Manager

**EXECUTIVE 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****Cemetery Management**

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

**Animal Management**

- The VET visited in April 2017 and the schedule for this financial year has not been finalised.

**Internal Roads and Traffic Management**

- We are looking at getting the road verges repaired in the near future.

**Parks and Open Spaces**

- The parks are maintained and checked on a monthly basis and a safety checklist of each playground is completed monthly.
- The public toilets across from Office have been completed & are cleaned weekly.
- 50 trees have been planted in parks & open areas.
- The Street lights were repaired 23/06/17.

**Waste Management**

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

**Weed Control and Fire Hazard Reduction**

- All completed

**Other Issues**

- **Trees** - Another 50 trees will be ready for planting in August.
- **LA** – The PA system & Lighting, and some extra items have been ordered.
- **Yamba**- Visited 30 June as part of a Territory Tidy Towns/MacDonnell Regional Council joint Litter Education project.
- **Public Wifi** – This project has been cancelled as there will be mobile phone reception soon for Wallace Rockhole.



***Visiting School kids from Victoria joined the Wallace Rockhole community in welcoming Yamba***



***Jacinta, Yamba and Wallace Rockhole kids***



***Max, Yamba, Jacinta and Heimo Schober (KABC NT)***

**COUNCIL LOCAL GOVERNMENT**

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**ITEM NUMBER** 7.2  
**TITLE** Complaints Recieved  
**REFERENCE** - 171940  
**AUTHOR** reception macdonnell, Reception

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Liveable Communities  
Goal 03: Engaged Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE SUMMARY:**

This report provides an update to the Local Authority about complaints received regarding Council Service Delivery.

Nil Complaints Received.

**RECOMMENDATION**

**That the Local Authority note that no complaints were received this reporting period.**

**OTHER BUSINESS**

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**ITEM NUMBER** 10.1  
**TITLE** Other non-Council Business  
**REFERENCE** - 172143  
**AUTHOR** Gracie-Rose Matteucci, Governance Officer

**LINKS TO STRATEGIC PLAN**

Goal 01: Developing Communities  
Goal 02: Liveable Communities  
Goal 03: Engaged Communities  
Goal 04: A Supportive Organisation

**EXECUTIVE 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.

**RECOMMENDATION**

**That the Local Authority note and accept any information or updates from the Department of Housing and Community Development.**

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