

AGENDA

TITJIKALA LOCAL AUTHORITY MEETING WEDNESDAY 27 NOVEMBER 2024

The Titjikala Local Authority Meeting of the MacDonnell Regional Council will be held at the Titjikala Council Office on Wednesday 27 November 2024 at 10:30 AM.

Belinda Urquhart CHIEF EXECUTIVE OFFICER

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3. ATTENDANCE / APOLOGIES / RESIGNATIONS / TERMINATIONS / NOMINATIONS

3.1 ATTENDANCE AND APOLOGIES

That members:

- a) notes the attendance; and
- b) accepts the apologies to the meeting.

3.2 ABSENTEES AND LEAVE OF ABSENCES

That members records the absences without notice from this meeting.

3.3 **RESIGNATIONS**

NIL

3.4 TERMINATIONS

NIL

3.5 NOMINATIONS

NIL

4. 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 Titjikala Local Authority notes 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.

CONFIRMATION OF PREVIOUS MINUTES 5.

ITEM NUMBER	5.1
TITLE	Previous Minutes
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



The Local Authority confirms the minutes of the previous meeting held 1 August 2024 as a true and correct record of the proceedings.

RECOMMENDATION

That the Minutes of the Local Authority meeting held 1 August 2024 be adopted as a resolution of Titjikala Local Authority.

ATTACHMENTS: 1 TLA Previous Minutes 2024-08-1



MINUTES OF THE TITJIKALA LOCAL AUTHORITY HELD IN TITJIKALA ON THURSDAY 1 AUGUST 2024 AT 10:30 AM

1 MEETING OPENED

The meeting was opened as a provisional at 10:47am before achieving quorum at 10:52am

TLA2024-39 RESOLVED (Lisa Sharman/Lena Campbell)

That the Authority nominated Greg Sharman as the Chairperson of Titjikala Local Authority.

2 WELCOME

Welcome to Country - Councillor Lisa Sharman

3 ATTENDANCE AND APOLOGIES

ITEM NUMBER:	3.1
TITLE:	Attendance/Apologies/Absentees

Local Authority Members

Greg Sharman (Chairperson), Janie Campbell, Lena Campbell, Geoffrey Campbell and Debra Claude (arrived at 10:52am)

Councillors

President Roxanne Kenny and Councillor Lisa Sharman

Council Employees

Aaron Blacker - Director Technical Services (via Teams), Ken Satour - Area Manager Council Services, Elliot Fleming - Coordinator Youth Services, Deon Sortino - Team Leader, Youth Services and June Crabb - Coordinator Governance Pratikshya Baral - A/Manager Aged Care (via Teams)



Guests

Kelly Bryan and Mardi Hasselton - Representatives from National Indigenous Australians Agency

Apologies

Councillor Patrick Allen

Absentees

Members Elaine Churchill, Terry Simmons, Councillors Andrew Davis and Aloyiscois Hayes

TLA2024-40 RESOLVED (Lisa Sharman/Greg Sharman)

That the Authority:

- a) noted the attendance;
- b) accepted the apologies received from Councillor Patrick Allen;
- c) recorded the first absences without notice of Members Elaine Churchill and Terry Simmons; and
- d) noted the absence of Councillor Aloyiscois Hayes and Andrew Davis.

4 COUNCIL CODE OF CONDUCT

ITEM NUMBER:	4.1
TITLE:	MacDonnell Council Code of Conduct

TLA2024-41 RESOLVED (Greg Sharman/Lena Campbell)

That the Authority noted the Council Code of Conduct.

5 CONFIRMATION OF PREVIOUS MINUTES

ITEM NUMBER:	5.1
TITLE:	Confirmation of Previous Minutes

TLA2024-42 RESOLVED (Greg Sharman/Lena Campbell)

That the minutes of the ordinary meeting held on 16 May 2024 be adopted as a true and correct record of the proceedings.



6 ACCEPTANCE OF THE AGENDA AND NOTIFICATIONS OF GENERAL BUSINESS

ITEM NUMBER:	6.1
TITLE:	Notification of General Business Items

TLA2024-43 RESOLVED (Lisa Sharman/Geoffrey Campbell)

That the Titjikala Local Authority noted that members provided notice of matters to be raised in General Council Business as follows:

- a) Aged Care Services
- b) Wheelie Bins and rubbish collections

ITEM NUMBER:	6.2
TITLE:	Notification of Matters Raised in General Non-Council Business items

TLA2024-44 RESOLVED (Lisa Sharman/Greg Sharman)

That the Titjikala Local Authority noted that members provides notice of matters to be raised in General Non-Council Business as follows:

a) Roads and the budget allocation of \$1,000,000.00

ITEM NUMBER:	6.3
TITLE:	Acceptance of Agenda

TLA2024-45 RESOLVED (Lisa Sharman/Greg Sharman)

That the Titjikala Local Authority noted that the papers circulated were received for consideration at this meeting.

7 CONFLICTS OF INTEREST

ITEM NUMBER:	7.1
TITLE:	Conflict of Interest

TLA2024-46 RESOLVED (Greg Sharman/Janie Campbell)

That the Authority noted the Conflict-of-Interest Policy.

8 DEPUTATIONS AND PRESENTATIONS

NIL

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9 LOCAL AUTHORITY REPORTS

ITEM NUMBER:	9.1
TITLE:	Action Register
AUTHOR:	June Crabb, Governance Coordinator

EXECUTIVE SUMMARY

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

TLA2024-47 RESOLVED (Geoffrey Campbell/Lisa Sharman)

That the Titjikala Local Authority:

- a) noted an administrative error that resulted in the wrong action being attached;
- b) accepted that the error will be corrected at the next Local Authority meeting; and
- c) was advised that a letter signed by the President had been sent to NT Housing and the CEO of Central Land Council inviting them to attend a Local Authority meeting in all of MRC's Communities including Titjikala.

ITEM NUMBER:	9.2	
TITLE:	Local Authority Projects	
AUTHOR: June Crabb, Governance Coordinator		

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. e.g. park fencing, solar lighting, road repairs and ablution facilities.
- Acquisition of plant and equipment directly related to local government service delivery. e.g. trailers, graders, garden maintenance equipment such as brush cutters, lawn mowers and pressure cleaners, rubbish bin enclosures/stands.
- Upgrade/enhancement of community facilities, e.g. sporting venues, upgrade of community ovals, basketball courts and playgrounds, shade structures, picnic areas, seating and park furniture, tree planting and irrigation; upgrade of women's or men's sheds /shelters.
- Festivals or other events to be conducted only within the Local Authority area LAPF has been provided for.
- Community based programs including music, art or dance; uniforms for sporting events; or preservation of culture or traditions.



TLA2024-48 RESOLVED (Lisa Sharman/Greg Sharman)

That the Titjikala Local Authority:

- a) noted that \$8,038.38 are funds at risk of being returned to NTG;
- b) received the new 2023/2024 LA funding allocation of \$35,900.00;
- c) closed Project 2211 Park Rejuvenation, returning the unspent funds of \$8,135.45 to unallocated.
- d) noted and accepted the progress on their projects and kept open:
 - 2400 Solar lights at Entrance.
 - Outdoor eating area (at the back of the Store), with the following decisions noted:
 - allocated \$10,000.00 to the project
 - that a fence is no longer required
 - agreed on table and chairs to seat 8, and have them concreted in; and
 - cracker dust flooring with Council Services to confirm quantity
- e. discussed the wish list item Fence for existing park with a lot number at the end of the cul-de-sac as follows:
 - approved the fence to be placed at North Playground.
 - noted that recommendation from Director Technical Services for a chain mesh fence, 1200mm high with a top and bottom rail.
 - Council Services Area Manager to measure perimeter of playground and advise number of gates to allow Technical Services to seek quotes.
 - Tech Services to apply for a Sacred Site Clearance Certificate.
- f. added the Cemetery fencing to the wishlist, noting that all unallocated funds may be applied to the project at the next LA meeting following the CLC community meeting.

Minute Note: Members asked about crematorium services and were advised that Centre Funerals offers that service.

ITEM NUMBER:	9.3	
TITLE: Local Authority Discretionary Funds		
AUTHOR: June Crabb, Governance Coordinator		

EXECUTIVE SUMMARY

Each financial year, MacDonnell Regional Council grants a discretionary fund allocation of \$4,000.00 to the Local Authority. These funds cannot be carried over from year to year and must be spent (*with goods received*) between 1 July and 30 June.

TLA2024-49 RESOLVED (Lisa Sharman/Greg Sharman)

That the Titjikala Local Authority:



- a) noted the spending of their 2023/2024 Discretionary funds;
- b) noted the new allocation for 2024/2025, acknowledging that these funds must be spent by end June 2025.
- c) chose to allocate funds at a later date.

10 OFFICERS' REPORTS

ITEM NUMBER:	10.1	
TITLE:	Council Services Report	
AUTHOR:	Ken Satour, SD Area Manager	

EXECUTIVE SUMMARY

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

TLA2024-50 RESOLVED (Greg Sharman/Debra Claude)

That the Authority noted and accepted the Service Delivery Report for the community of Titjikala.

ITEM NUMBER:	10.2	
TITLE:	Community Services Report	
AUTHOR: June Crabb, Governance Coordinator		

EXECUTIVE SUMMARY

This report provides an update on the delivery of services for Aged and Disability, Community Safety, Children's and Youth Services.

TLA2024-51 RESOLVED (Greg Sharman/Lena Campbell)

That the Titjikala Local Authority noted and accepted the Community Services report.

ITEM NUMBER:	10.3	
TITLE: Technical Services Report		
AUTHOR:	Ruth Tahere, Project Manager	

EXECUTIVE SUMMARY

This report provides an update on the management of Technical Services for MacDonnell Regional Council within the community of Titjikala

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TLA2024-52 RESOLVED (Greg Sharman/Geoffrey Campbell)

That the Authority:

- a) noted the Technical Services Report for the community of Titjikala;
- b) agreed to have the two shade shelters built at lot 112 one installed at the Softball and the other shelter at the football oval; and
- c) advised that grant funding was available towards constructing a BMX track and the upgrade of the Rec Hall, noting that the allocation amounts for each works will be confirmed at the next Authority meeting.

ITEM NUMBER:	10.4	
FITLE: People and Capabilities Report		
AUTHOR: Katy Nagahawatte, HR Generalist - Administration		

EXECUTIVE SUMMARY

The purpose of this report is to provide the Local Authority members insight into MacDonnell Regional Council staffing vacancies to help generate local community engagement and direct involvement in supporting Council's strategic goals of Developing Communities and being a Supportive Organisation.

The attached list of vacancies are opportunities for community members to contribute to the community needs, and the People and Capabilities team asks those present at the Local Authority meeting to encourage community members to apply

TLA2024-53 RESOLVED (Greg Sharman/Lisa Sharman)

That the Authority noted and accepted the Peoples and Capabilities report for the Community of Titjikala.

ITEM NUMBER:	10.5	
TITLE: Income and Expenditure Report		
AUTHOR: Osman Kassem, Finance Manager		

EXECUTIVE SUMMARY

The expenditure report shows spending until 30 June 2024 in the Local Authority community.

TLA2024-54 RESOLVED (Lisa Sharman/Greg Sharman)

That the Titjikala Local Authority noted and accepted the Income and Expenditure report as at 30 June 2024.



11 GENERAL BUSINESS ITEMS RAISED

ITEM NUMBER:	11.1	
TITLE:	General Council Business	

EXECUTIVE SUMMARY

Under item 6.2, Members of the Authority have an opportunity to table items that they wish to discuss at General Council Business.

TLA2024-55 RESOLVED (Lena Campbell/Janie Campbell)

That the Titjikala Local Authority:

- a) discussed the matters raised at Item 6.2 as follows:
 - Aged Care Service

Members were not happy with the service provided by Aged Care, in particular the hampers and meals. Members felt that they were paying too much for what little their family members received and highlighted that the packages being given out were not appropriate as they did not take into consideration the condition or wellbeing of the person receiving the pack. Members asked for the cost of the meals and hampers, how it is determined what goes into the hampers and who decides the menu for the meals.

The A/Manager of Aged Care was on video link to respond and provided a brief overview to the costs.

Members requested that the A/Manager attend the next Local Authority meeting to deliver a clear presentation and provide a report on food and hamper costs to Councillor Sharman via email and to have printed copies made available to all Titjikala LA members at the Titjikala office.

Minute Note: Rubbish collection and bins were deemed operational with members being advised of the collection dates and that new bins would be arriving in community.

ITEM NUMBER:	11.2
TITLE:	General Non-Council Business

EXECUTIVE SUMMARY

The Department of Chief Minister and Cabinet provides any necessary updates relating to Northern Territory Government Services. At the beginning of the meeting, under item 6.3, members were given the opportunity to provide notification of matters to be raised in General Non-Council Business.

TLA2024-56 RESOLVED (Lisa Sharman/Janie Campbell)

That the Titjikala Local Authority:

a) noted that a Representative from the department of Chief Minister and Cabinet did not attend the meeting; and



b) requested that NTG provide clarity on the funds allocated to Maryvale road and whether these funds have been reallocated to another area.

12 DATE OF NEXT MEETING

Thursday, 7th November 2024

13 MEETING CLOSED

The meeting concluded at 1:12pm

This page and the preceding 8 pages are the unconfirmed minutes of the Titjikala Local Authority Meeting held on Thursday, 1st August 2024.

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

6.1 PAPERS CIRCULATED AND RECEIVED

RECOMMENDATION

That the Titjikala Local Authority notes the that the papers circulated were received for consideration at the meeting

6.2 NOTIFICATION OF MATTERS RAISED IN GENERAL COUNCIL BUSINESS

RECOMMENDATION

That members provides notification of matters to be raised in General Council Business:

a)	
b)	
~,	
C)	
d)	

6.3 NOTIFICATION OF MATTERS RAISED IN GENERAL NON-COUNCIL BUSINESS RECOMMENDATION

That members provides notification of matters to be raised in General Council Business:

a)	
b)	
C)	
- /	
d)	

7. CONFLICTS OF INTEREST

ITEM NUMBER	7.1
TITLE	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 Titjikala Local Authority Meeting:

- a) notes the Conflict of Interest Policy; and
- b) that members declare any conflicts of interest.

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.

TITJIKALA LOCAL AUTHORITY

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.

8. DEPUTATIONS / GUEST SPEAKERS

ITEM NUMBER	8.1
TITLE	Tin Truck and Associates
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

EXECUTIVE SUMMARY:

Tin Truck and Associates wish to present to the Authorityl information regarding the project "Communities wanting to transition Health Clinics to Aboriginal Community Control".

RECOMMENDATION

That the Local Authority notes and considers the presentation by Tin Truck and Associates.

BACKGROUND

Tin Truck and Associates would like to provide a general overview of the project and take any questions that the Appointed Members may have. They will be visiting each of the nominated communities individually to discuss models of future health service delivery.

ISSUES, CONSEQUENCES, OPTIONS

It is important that members consider this matter and raise any questions or concerns.

FINANCIAL IMPLICATIONS

Nil

CONSULTATION Titjikala Local Authority

ATTACHMENTS:

There are no attachments to this report.

9. LOCAL AUTHORITY REPORTS AND CORRESPONDENCE

ITEM NUMBER	9.1
TITLE	Action Register
REFERENCE	-



AUTHOR

June Crabb, Governance Administration Officer

- Titjikala LA

LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered 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 Titjikala Local Authority:

- a) notes and accepts the progress reports on the actions from the minutes of the previous meeting as received; and
- b) approves the closure of any completed actions.

BACKGROUND

This report gives the Local Authority an opportunity to check that actions from previous meetings are being implemented.

Titjikala Local Authority Action Register

Meeting	Officer/Director	Section	Subject	
Titjikala Local Authority 01/08/2024	Urquhart, Belinda	Technical Services Report	Request the allocation of the grant funding for the Rec Hall and BMX track	
Action: TLA2024-52	Action: TLA2024-52 RESOLVED (Greg Sharman/Geoffrey Campbell)			
That the Authority:				
c) requests the amount of grant funding available towards constructing a BMX track and the upgrade of the Rec Hall, noting that the allocation amounts for each works will be confirmed at the next Authority meeting.				
		ffice – MRC are still in dis irm the exact allocations.	scussions with the funding body	
Meeting	Officer/Director	Section	Subject	
Titjikala Local Authority 01/08/2024	Urquhart, Belinda	General Business	Aged Care packages	
Action: TLA2024-55	RESOLVED (Greg	Sharman/Geoffrey Can	npbell)	
That the Authority:				
 requests that the A/Manager attends the next Local Authority meeting to deliver a clear presentation and provide a report on food and hamper costs and to have printed copies made available to all Titjikala LA members at the Titjikala office. 				

ISSUES, CONSEQUENCES, OPTIONS

Nil

FINANCIAL IMPLICATIONS Nil

CONSULTATION Titjikala Local Authority

ATTACHMENTS: There are no attachments to this report.

9. LOCAL AUTHORITY REPORTS AND CORRESPONDENCE

ITEM NUMBER	9.2
TITLE	Local Authority Projects Funds Report
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 03: Empowered Communities

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.

RECOMMENDATION

That the Local Authority:

- a) notes that \$4,206.76 are funds at risk of being returned to NTG;
- b) notes that \$63,338.38 are funds available to expend on Community projects;
- c) notes and closes completed projects.

BACKGROUND

The Local Authority allocates project funds to support community and sporting infrastructure, open space developments and community priorities. These projects are intended to assist communities to improve community amenity through the provision of social and community responsibility.

Local Authorities must formally resolve each initiative for which this funding will be used.

Register of Projects and Commitments

Project 2214	Outdoor Eating Area	\$
	Status	Committed
16-May-24	Res.066 – Create a new project - Outdoor dining area. Concrete in an outdoor table, chairs and fence under the shade structure at the back of the Store. NB: No allocation amount specified.	
1-Aug-24	Res.048 – the following decisions noted: - allocated \$10,000.00 to the project - that a fence is no longer required - agreed on table and chairs to seat 8 and have them concreted in; and - cracker dust flooring with Council Services to confirm quantity.	10,000.00
8-Aug-24	Balance of Purchase order raised with Felton Industries	
15-Jul-24	Invoice received from Felton Industries – Park seating	- 2,098.00
28-Aug-24	PO raised with SDS Landscaping supplies for Cracker Dust	- 1,720.00
24-Sept-24	PO raised with SDS Landscaping supplies for Cracker Dust (Area Manager to confirm if this is a double up)	- 1,720.00
29-Oct-24	Invoice received from Felton Industries – Park seating	- 189.00
8-Nov-24	Cracker dust and park seating will be delivered November 2024.	
	underspend or (overspend)	3,454.02

2400	Solar lights at Entrance	\$
	Status	Committed
2-Nov-23	Allocated \$5,000.00 towards installing a Solar light at the Entrance .	5,000.00
29-Feb-24 16-May-24 1-Aug-24	Res.012 – Allocated an additional \$1,500.00 Res.030 – Kept project open Res.048 – Kept project open	1,500.00
25-Sept-24	Invoices received from Green Frog Systems	- 630.00
2-Oct-24	Invoice received from Bunnings – Concrete mix	- 914.62
29-Oct-24	PO raised with Stanes Transport – freight	- 612.00
	underspend or (overspend)	4,343.38

Budget consideration	
Balance of underspend or (overspend)	7,797.40
Total un-allocated funds	63,338.38
Total unspent funds	71,135.78

DATE	WISHLIST ITEMS	
3-Aug-23	FENCE AROUND PLAYGROUND	
1-Aug-24	 approved the fence to be placed at North Playground. noted the recommendation from Director Technical Services for a chain mesh fence, 1200mm high with a top and bottom rail. Council Services Area Manager to measure perimeter of playground and advise number of gates to allow Technical Services to seek quotes. Tech Services to apply for a Sacred Site Clearance Certificate. 	

3-Aug-23	CEMETERY Members agreed that Cr Sharman and the CSC organise a meeting with community to discuss a location for a new cemetery	
	RESPONSE: Council advised that they will confer with CLC once the community has reached a decision.	
1-Aug-24	Members advised that a CLC meeting was scheduled in Titjikala and that they raise and discuss the location at this meeting.	

Project closed at previous meeting.

Project 2211	Park Rejuvenation	\$ Committed
21-Jan-21	Status	Committed
21-Jan-21	Res 013: CSC Titjikala to seek quotations for a Water Bubbler and Seating at Northside and Southside Parks and quotes for fencing, Rubbish Bins and more trees around Tjitji Tjutaku Park.	20,000.00
12-Apr-21	Update: Quotes obtained for the following: - 6m x 6m shade shelter - Alice Shed and Structures - \$5391 inc GST - Includes delivery to A/S. Kit only - No concrete.	
	Need to engage contractor to install. - Terrain Group - Access table setting (table and two x bench seats) \$2,566.00 plus \$151.42 freight for each unit.	
	- Water fountains - Have in workshop awaiting installation. Have approached PWC for lot meters - Advised by Frith Mclellen that due to the nature of the use of the fountains, no meter required. Permission to add line to existing water lines.	
	MRC responsible to maintain lines and repair leaks as required. Concrete slab to create stability for fountain.	
14-Jul-21 31-Jul-21 13-Oct-21 31-Mar-22 5-May-22 4-Aug-22	Res.53 - kept project open. Riverside seats, table and freight Res.70 - kept project open Res.015 – kept project open Res.034 – kept project open Res.052 - The provisional meeting of the Titjikala LA kept project open, noting that the CSC was seeking quotes for a concrete slab	- 11,864.55
3-Nov-22 16-Feb-23	Res.067 – Kept project open. Res.015 – Concrete slab has been delivered and the	
1010020	Civil team are working on completing the project.	
2-Nov-23	Res.066 – Kept project open.	
16-May-24	Res.030 – Kept project open.	- 8,135.45
1-Aug-24	Res.048 – Closed Project, returning the unspent funds of \$8,135.45 to unallocated.	- 0,130.40
	underspend or (overspend)	0.00

ISSUES, CONSEQUENCES, OPTIONS

Examples of *Unacceptable* Purposes for Expenditure include:

- Purchase of vehicles and fuel expenses
- Payment of salaries, cash prizes or recurrent operating costs of council
- Meeting costs and payments to local authority members
- Sponsorship by way of uniforms, travels cost and allowances
- Purposes that are not related to local government services and that should be addressed by another government agency.

FINANCIAL IMPLICATIONS

Funds from the grant must be fully expended within two years of receipt of funding. Failure to expend the funds may result in the funds being returned to the Department of Chief Minister and Cabinet.

CONSULTATION

Executive Leadership Team Finance Grants Officer Area Managers

ATTACHMENTS:

There are no attachments to this report.

9. LOCAL AUTHORITY REPORTS AND CORRESPONDENCE

ITEM NUMBER	9.3
TITLE	Local Authority Discretionary Funds
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

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 2025.

RECOMMENDATION

That the Local Authority:

- a) notes that no allocations were made at the August meeting; and
- b) discusses allocating funds for community events at this meeting.

BACKGROUND

2024/2025 Discretionary Funds

Date	2024/2025 Discretionary Funds	Budget \$
1-Jul-24	Approved funds	4,000.00
10-Jul-24	Youth Board visit to ASP Aquatic Centre	- 453.09
	Funds available	3,546.91

ISSUES, CONSEQUENCES, OPTIONS

Local Authorities decide how to best spend this money to broadly benefit the community. The Local Authority is responsible for consulting with community members to ensure that community priorities are taken into account when allocating discretionary funds.

Examples that Discretionary funds can be used for:

- Community Christmas and New Year's Festivities
- Community BBQ's
- Sports weekends
- Naidoc Celebration

FINANCIAL IMPLICATIONS

There is a current balance of **\$3,546.91** to spend before 30 June 2025.

This money cannot be carried over from one financial year to the next and must be fully expended between 1 July and 30 June annually or the funds will be forfeited.

CONSULTATION

Titjikala Local Authority

ATTACHMENTS: There are no attachments to this report.

9. LOCAL AUTHORITY REPORTS AND CORRESPONDENCE

ITEM NUMBER	9.4
TITLE	People & Cpabilities Report
REFERENCE	-
AUTHOR	Katy Nagahawatte, HR Generalist



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

EXECUTIVE SUMMARY:

The purpose of this report is to provide the Local Authority members insight into MacDonnell Regional Council staffing vacancies to help generate local community engagement and direct involvement in supporting Council's strategic goals of Developing Communities and being a Supportive Organisation.

The attached list of vacancies are opportunities for community members to contribute to the community needs, and the People and Capabilities team asks those present at the Local Authority meeting to encourage community members to apply.

RECOMMENDATION

That the Local Authority notes and accepts the Peoples and Capabilities report for the Community of Titjikala.

BACKGROUND

The People & Capabilities Advisory Department reports to the Office of the CEO. This department contains the work Divisions of 1) Human Resources, 2) Cultural Advisory, 3) Learning & Development, 4) Work, Health, & Safety. These divisions of the P&C team work together to manage employee end-to-end career cycles, to include recruitment, records administration, performance management, learning & development, employee relations, industrial relations, administrative processing, and overall employee wellbeing.

ISSUES, CONSEQUENCES, OPTIONS

Vacancies derived from departmental organisational structure listing of Active and Open positions.

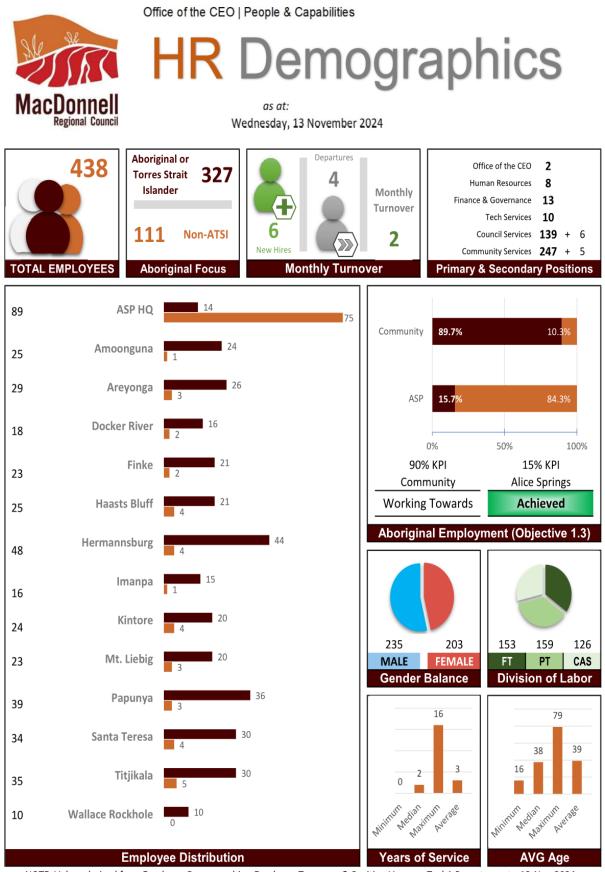
FINANCIAL IMPLICATIONS Nil

CONSULTATION Rhiannon Pomery, P&C Advisor, MRC

Katie Fuller, P&C Operations Manager, MRC Keheli Nagahawatte (Katy), P&C Generalist, MRC

ATTACHMENTS:

- **1** HR Demographic Report
- 2 Position Vacancies Report



NOTE: Values derived from Employee Demographics, Employee Turnover, & Position Vacancy Tech1 Reports as at: 13-Nov-2024



Position Vacancies Titjikala

Position #	Service	Description	Туре	Weekly Hours
400383	MacKids	Educator - Early Learning	Part-Time	27.4
400385	MacKids	Educator - Early Learning	Part-Time	19
400386	MacKids	Educator - Early Learning	Part-Time	19
400388	MacKids	Educator - Early Learning	Casual	As Rostered
400390	MacKids	Educator - Early Learning	Part-Time	27.4
400396	MacKids	Educator - Early Learning	Casual	As Rostered
401165	MacSafe	Community Safety Officer	Part-Time	20
401169	MacSafe	Community Safety Officer	Casual	As Rostered
401176	MacSafe	Community Safety Officer	Casual	As Rostered
401177	MacSafe	Community Safety Officer	Casual	As Rostered
403144	MacYouth	Youth Services Officer	Part-Time	9.5
403145	MacYouth	Youth Services Officer	Part-Time	19
403146	MacYouth	Youth Services Officer	Casual	As Rostered
403149	MacYouth	Youth Services Officer	Part-Time	9.5
403154	MacYouth	Youth Services Officer	Casual	As Rostered
405154	Macroath	routh services officer	Cusuur	Ashostered
500404	Council Serv	Customer Service Officer	Casual	As Rostered
500422	Council Serv	Supervisor Works	Full-Time	38
500425	Council Serv	Works Assistant	Part-Time	19
500426	Council Serv	Works Assistant	Part-Time	19

Table data derived from XLOne Position Vacancy Report of Active Open Positions in the MRC Org Structure and approved by Managers: 01/11/2024



10. COUNCIL MANAGED SERVICES REPORTS

ITEM NUMBER	10.1
TITLE	Council services LA Report and Snapshot
REFERENCE	-
AUTHOR	Mark Obryan, Acting Area Manager



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

EXECUTIVE SUMMARY:

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

RECOMMENDATION

That the Titjikala Local Authority notes and accepts the Council Services Report.

BACKGROUND

Nil

ISSUES, CONSEQUENCES, OPTIONS Nil

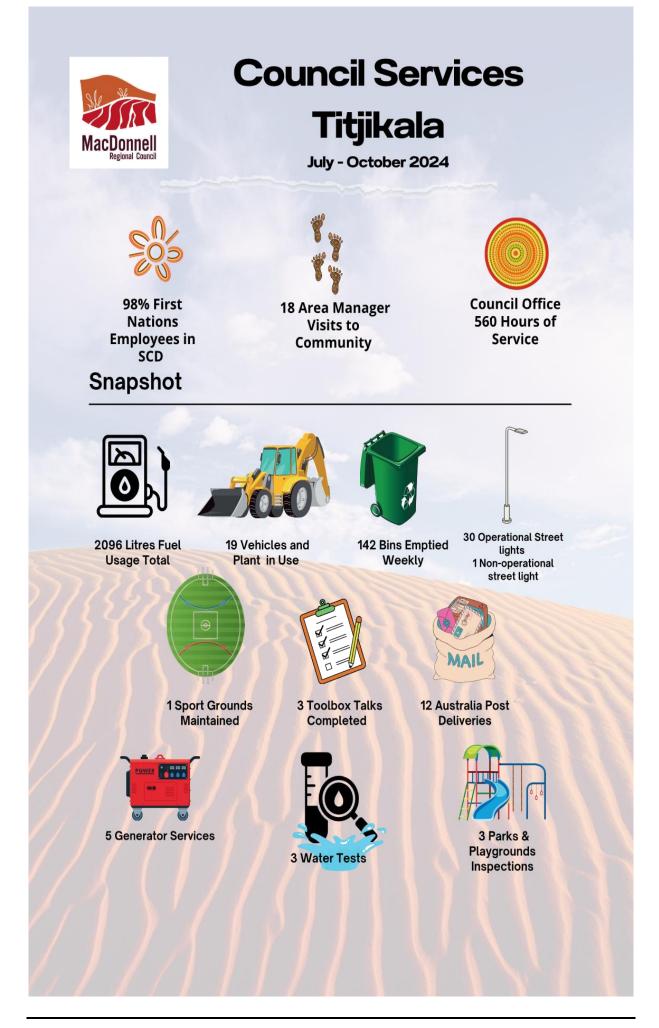
FINANCIAL IMPLICATIONS Nil

CONSULTATION

Ken Satour – A/Director Council Services Mark O'Bryan – A/Area Manager – Council Services Sean Camelin – Council Services coordinator

ATTACHMENTS:

1 Council Services LA Report and Snapshot



Animal Management

• Vets attended Titjikala on the 15th to the 16th of October however did not provide a report before leaving community. This report will be provided after vets have issued it to MRC.

Cemetery Management

- There has been ongoing weed control at the cemetery mainly through the use of whipper snippers to try & get the weeds down to a manageable level.
- We recently purchased parts to repair a dedicated herbicide spraying pod this will allow ongoing control of the weed issue.
- Measurements & pictures have been taken of the UV damaged sign & forwarded for quotation to companies in Alice Springs.
- MRC employees were asked again if they would like access to an automatic lowering device to assist in their task, however this was laid to rest as a suggestion due to possible failure of the device & the image it would leave.

Internal Road Maintenance

- Internal roads are in quite good condition with only 1 pothole being noticed. This will be filled with concrete once we get some in as the polymer bitumen stored in the depot is no longer usable due to being left exposed to the elements. There are also no functional compaction devices on site.
- Some sign damage has been noticed due to vandalism but this can be easily rectified in house with the Civil Team. We have received the tools required to complete this task & it will be rectified in due course.
- Fixtures & furniture are in a usable condition, minimal graffiti noticed.

Maintenance of Parks and Open Spaces

- · Parks have had sand reinstated for a soft fall area.
- North park still requires completion of the shade structure & capping, repairs to the existing swing sets on all parks is ongoing
- · Solar lights are waiting on materials for repair.

Sports Grounds

- · Softball oval has had internal weeds removed & has been dragged to flatten out the surface.
- External weed control is still progressing however similar to the weed issue in other areas once repairs are made to allow the Civil Team to have a dedicated pod for weed control this will be easier & faster to address & stay on top of.
- Some fixtures have been damaged but can be repaired in house. This a pre-existing issue & does
 depend on budget limitations & time to progress. Civil Team is capable of proceeding with these works.
 Football oval will be tackled next & going forward the plan is to include repairs to fixtures in change
 rooms & ablution block.
- We have received a delivery of 4 light poles.

Waste Management

- Tidy up of the waste management area is proceeding but will take more time to finalise to a point where control of blown debris etc is at a minimum.
- It was noted that a large section of the Southern fence had been damaged by what appears to be cattle. This has been attended to & all fencing is now in good condition.
- · Firebreaks around the perimeter have been cleared & maintained since last LA meeting.
- Most of the overseen hard rubbish piles have been collected & disposed of & the remaining will be taken care of in due course.
- Replacement wheelie bins have been collected & delivered in community as required. More bin stands will be installed.

Weed Control and Fire Hazard Reduction

- Weed control is still an ongoing issue. We have received a purchase order to collect the requested materials to complete our dedicated herbicide pod & after repaired a program will be created to get the weed problem under control & maintained at regular intervals.
- As mentioned previously there are minimal fire breaks required in community. The waste management facility is the largest area we maintain & is in good order at present. Smaller areas can & will be sprayed to reduce flammable weeds as part of a maintenance program.



10. COUNCIL MANAGED SERVICES REPORTS

ITEM NUMBER	10.2
TITLE	Community Services Local Authority Report
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

EXECUTIVE SUMMARY:

This report provides an update on the delivery of the Community Services program.

RECOMMENDATION

That the Titjikala Local Authority notes and accepts the Community Services report as at 31 October 2024.

BACKGROUND

All Community Services programs continue to be delivered in line with funding requirements as per the attached Operations Report.

ISSUES, CONSEQUENCES, OPTIONS Nil

FINANCIAL IMPLICATIONS Nil

CONSULTATION

Executive Leadership Team Ainsley Roscrow – A/Manager of Children's Services Pratikshya Baral – A/Manager Aged and Disability Services Liz Scott – Manager Community Services Rajan Khadka – Coordinator Youth Services

ATTACHMENTS:

- 1 Snapshot Children's Services (Aug-Oct 2024)
- 2 Snapshot Aged and Disability (Aug-Oct 2024)
- 3 Snapshot Youth Services
- 4 Snapshot Community Safety

mind, body & cultur



MacKids Titjikala

01/08/2024 - 31/10/2024



4 Employees 100 % First Nation





- 4 Daily av. attendance
- 16 Total enrolments



Training

- TL is studying Dip in Early Childhood Education and Care
- TL and two educators had attend TL training organized by Mackids
- NT CCCFR online training: QIP
- TL attend the Little People Big Dream (LPBD) Conference, Darwin





Support • Coordinator lives in community with 168 HRS of support



Stakeholder Engagement

- Catholic Care NT
- Parent and Family visits



76 Meals served

Key Challenges





reporting when the coordinator out of the community

· Team Leader capacity on documentation and

- Team Leader Certificate III graduation
- Team Leader for being a finalist for Best Aboriginal Educator at LPBD Award Ceremony.
- 2 Educators attend the ACECQA training in Alice Springs for 2 day
- Team leader & 2 educators attend the MacKids training in



MacKids Titjikala 01/08/2024 - 31/10/2024





Denise with her Lecturer Meredith Neeson from Batchelor Institute. A proud graduate of Cert 111 in Early Childhood Education and Care



Team Leader graduation Day







Titjikala Team Leader - Denise Boko was a finalist for Best Aboriginal Educator at 2024 Northern Territory Education and Care Award, presented in Darwin - Oct 2024



MacKids Titjikala 01/08/2024 - 31/10/2024





Daniel having a relax time









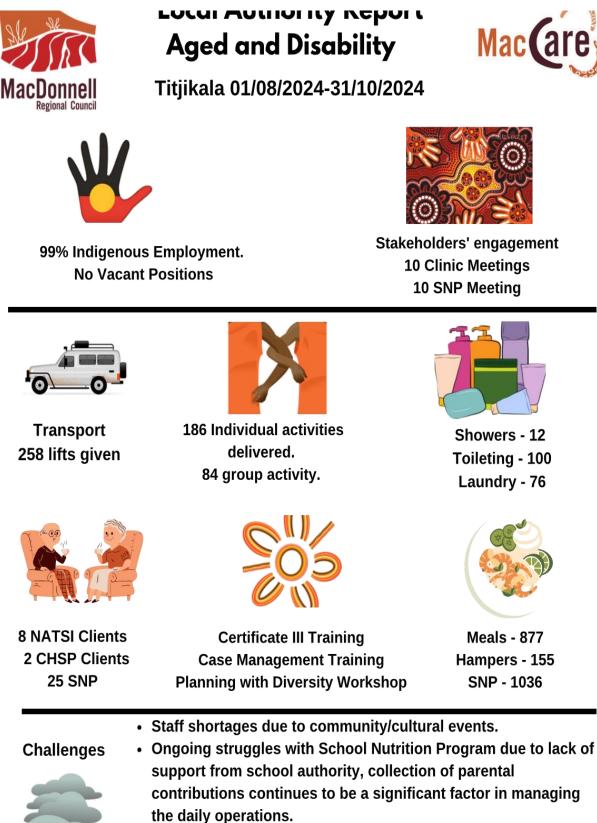
Malayah and Daniel nature play



Our educators Shalinda and Beryl attended the Team Leader training in Alice Springs with other MacKids staff and stake holders.



Educatory Beryl with Malayah, Lebron, Daniel and Brody



Difficulty in organizing group activities due to ongoing community events and weather conditions.

Highlights
 New Home Care Coordinator commenced worked as a part time.
 Janie Campbell - Team Leader completed Certificate III in



- Individual Support and graduated in October.
- No SNP service due to school holidays in September.



Challenges



- Lack of children attending school
- Theft at the White House
- Staff consistency

Highlights



- Halloween Party
- Black Hill Camp
- Titjikala U12's Basketball Squad
- Guts Tour Camp / Santa Teresa









5 Staff in the Titjikala Team

There are Casual vacancies

Employees are Aboriginal

100% Community-based

Local Authority

Titjikala MacSafe Community Safety July - October 2024



- 392 Hours Patrolled
 - 1,004 Hours Worked
 - Work: 6 hour shifts Mon-Fri
 Between 6pm Midnight



732 Engagements with young people



30 Training Hours



32 Engagements with over 18's



12 Are you okay? Checks



87 Young people taken home



No Community gatherings

Challenges



- As the MacSafe Coordinator for the Eastern Region (Sarah Grant) has been supporting the Western Region due to Coordinator shortages, there has been reduced site visits to the Eastern Region
- Two Casual CSO's have resigned in this reporting period.

Highlights



- Team Leader, Senior and Part-time Community Safety Officers have been recruited and commenced in their roles.
 The team have been working with the MacYouth Team transporting
- The team have been working with the MacYouth Team transporting children home after the program finishes.
- The MacSafe Coordinator has held ongoing digital training sessions with the MacSafe Team when visiting the community (Computer, Fax Machine, MacSafe App and Fleetio App).

11. INCOME AND EXPENDITURE REPORT

ITEM NUMBER	11.1
TITLE	Finance Report
REFERENCE	-
AUTHOR	Osman Kassem, Finance Manager



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

EXECUTIVE SUMMARY:

The expenditure report shows spending until 30 September 2024 in the Local Authority Community.

RECOMMENDATION

That the Local Authority notes and accepts the expenditure report as at 30 September 2024.

BACKGROUND

The attached finance report details the budget, variance, and actual expenditure on Council services in the community.

ISSUES, CONSEQUENCES, OPTIONS

The Local Authority Project Funding is to be expended within 2 years of the receipt of the funding otherwise failure to do so may result in the Department withholding any future payments of Local Authority Project Funding or request unspent funding to be repaid. As an example any funds prior to the 2022-23 financial year needs to be spent not just allocated to projects.

FINANCIAL IMPLICATIONS

The attached report details the expenditure for the Local Authority which is part of the full Council's approved budget.

CONSULTATION

Executive Leadership Team

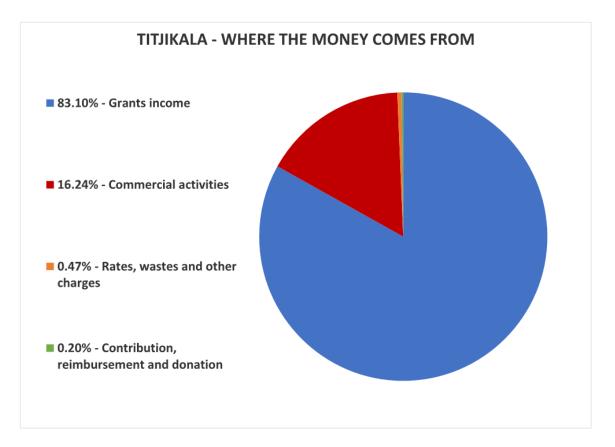
ATTACHMENTS:

- 1 TLA Income and Expenditure
- 2 Income and Expenditure Chart 1
- 3 Income and Expenditure Chart 2

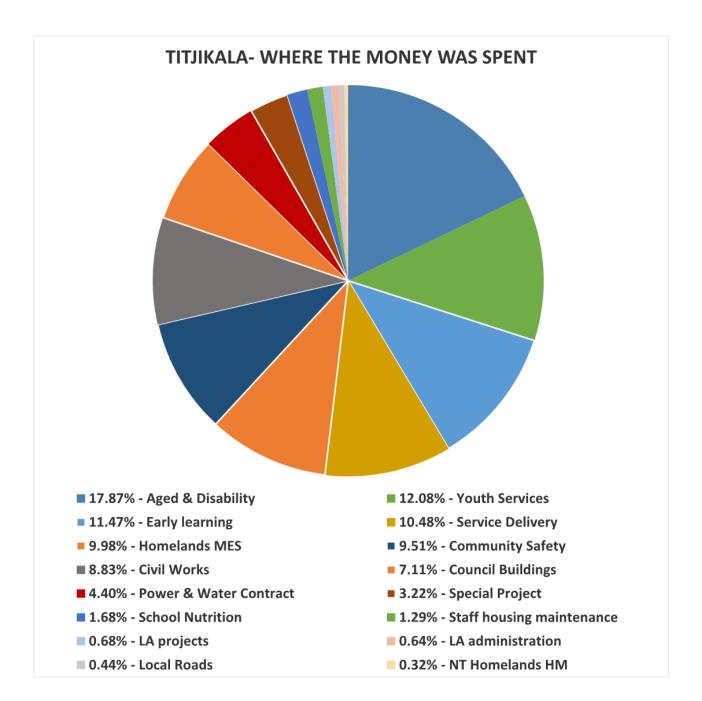
MacDonnell Regional Council Statement of Income & Expenditure as at 30 September 2024

013 Titjikala

			Year to Date)		
Description	Actual \$	Committed \$	Actual + Committed \$	Budget \$	Variance \$	Comments
INCOME						
Grants income	654,539	0	654,539	164,972	(489,567)	
Rates, wastes and other charges	3,686	0	3,686	1,748	(1,939)	
Commercial activities	127,881	0	127,881	101,213	(26,668)	Revise the budget for P&W / No budget in place for unexpected additional duties P&W sample testing & Maintenance
Contribution, reimbursement and donation	1,537	0	1,537	1,125	(412)	
Suspense	0	0	0	9,800	9,800	
Total Income	787,643	0	787,643	278,858	(508,785)	
EXPENDITURE						
Employee costs	261,404	735	262,139	410,154	148,015	Overspend across all functions
Materials & Contracts	57,120	305,206	362,326	120,576	(241,750)	Revise budget - overspend for Bulk Fuel by \$16k, building repairs & maintenance by \$19k, Materials General by \$225k for Titjikala Light Towers as no budget line
Operating lease and Information technology	32,259	834	33,093	16,769	(16,324)	Overspend on building leases by \$15k
Other Expenses	27,542	6,836	34,378	45,357	10,979	Overspend on professional/consulting fees by \$20k for Titjijala Light Towers
Capital WIP	0	0	0	9,800	9,800	Revise budget - consulting fees for Papunya oval septic design has no budget line
LA Allowances and Expenses						
Chair Local Authority Members' Allowance	900	0	900	450	(450)	
Local Authority Members' Allowance	900	0	900	600	(300)	
Local Authority Meetings Catering	332	91	423	250	(173)	
Local Authority Discretionary funds	453	0	453	1,000	547	
Community Infrastructure	2,728	10,266	12,994	28,935	15,941	Underspend on community infrastructure by \$15k
Total Expenditure	378,325	313,611	691,936	602,656	(89,280)	
Net Surplus/(Deficit)	409,318	(313,611)	95,707	(323,798)	(419,505)	







12. GENERAL BUSINESS AS RAISED AT ITEM 6.2

ITEM NUMBER	12.1
TITLE	General Business
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 04: A Supportive Organisation

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.

RECOMMENDATION

That the Local Authority notes and discusses any General Business Items raised at Item 6.2.

BACKGROUND Nil

ISSUES, CONSEQUENCES, OPTIONS Nil

FINANCIAL IMPLICATIONS Nil

CONSULTATION

Titjikala Local Authority Executive Leadership Team

ATTACHMENTS:

There are no attachments to this report.

13.

NON-COUNCIL BUSINESS AS RAISED AT ITEM 6.3

ITEM NUMBER	13.1
TITLE	Other non-Council Business
REFERENCE	-
AUTHOR	June Crabb, Coordinator Governance



LINKS TO STRATEGIC PLAN

Goal 01: Developing Communities Goal 02: Healthy Communities Goal 03: Empowered Communities Goal 04: A Supportive Organisation

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.

RECOMMENDATION

That the Local Authority:

- a) notes and discusses the Non-Council Business items raised at item 6.3; and
- b) notes and accepts any updates and progress on actions from the Department of Chief Minister and Cabinet.

BACKGROUND

Date raised	Issue	Detail
1-Aug-24	Allocation of funding for Maryvale Rd.	Res.056 That members requested that NTG provide clarity on the funds allocated to Maryvale Road and whether these funds have been reallocated to another area.

ISSUES, CONSEQUENCES, OPTIONS Nil

FINANCIAL IMPLICATIONS Nil

CONSULTATION

Titjikala Local Authority Department of Chief Minister and Cabinet

ATTACHMENTS:

There are no attachments to this report.