



Tiwi Islands Shire Council

Minutes of Prospective Tiwi Islands Shire Council Meeting (No. 2)

Friday 23 November 2007

3:45pm, Candour Room, 1st Floor RCG Building, Darwin

Present: Des Harris, Shire Manager

Secretariat: Kathy Goed (Minutes)

In Attendance: Note: The Shire Managers held a joint meeting. Shire Managers from Top End (Neil Murray); West Arnhem (Bill Stuchbery); Nick Scarvelis, Executive Director Local Government; Mathew Fagan, Director Planning and Transition.

Teleconference: Shire Manager Barkly (Wayne Hoban); Central Desert and MacDonnell (Andrea Martin); East Arnhem (David Willing); Roper Gulf and Victoria Daly (John de Koning).

2.1. Confirmation of Minutes from Meeting No. 1 of 19 October 2007

Confirmed as a correct record.

2.2. Business Arising

Nil

2.3. Correspondence In

Nil

2.4. Correspondence Out

1. 25/10/2007 Letter to all Constituent Councils Chief Executive Officers, regarding Individual Employment Contracts and Payroll Data.
2. 16/11/2007 Letter to Tony Tapsell, Chief Executive Officer, Local Government Association of the Northern Territory, regarding Shire Membership of LGANT (letter signed by Project Coordinator on behalf of all Shire Manager).
3. 20/11/2007 Letter to all Constituent Councils Chief Executive Officers, regarding Grants and Funding Programmes Opportunities.

Action: Noted.

2.5. Shire Business for Resolution

1. Establish Interim Shire Insurer Arrangements.

Territory Insurance Office nominated as interim Insurer. Cover letter for Workers compensation, liability, assets, motor vehicles, Directors and Officers liability to be provided by TIO in due course.

Action: Finalise arrangements.

Motion: Passed.

2. Accept offer of grant from the Northern Territory Government for Shire establishment.

Accept offer of grant from the Northern Territory Government for Shire establishment and authorise transfer of interim Shire Establishment Funds (SEF) into Shire Bank Account with Westpac (part SEF into Operating Account and remainder into Trust Account).

Action: Shire Manager noted that offer not yet received. Item deferred until scope of works received on costs of refurbishment of buildings determined. Manager Top End to negotiate on behalf of all interim Shires, an interim \$50,000 transfer to Shires.

Motion: Passed.

3. Endorse Policy #1: The interim Shire will operate under the Restructuring Orders and the *Local Government Act*.

Action: Endorse Policy #1.

Motion: Passed.

2.6. General Business

1. Shire Councils Correspondence Management

Note to ensure return Shire postal address (GPO Box 4246) is on external correspondence envelopes in the case of undeliverable mail.

Action: Noted.

2. Process for Payment of Accounts and Process for Receipting Funds

Action: Endorse Manager Top End Shire to provide advice to Deloitte on financial transaction postings on behalf of all interim Shires.

Motion: Passed

3. Delegation of Powers to Shire Chief Executive Officers

Action: Prepare resolution for next Shire meeting.

Motion: Manager West Arnhem Shire to explore delegations to Shire Chief Executive Officers.

2.7. Closure

Meeting closed at 4:15pm.

A handwritten signature in black ink that reads "Des Harris". The signature is written in a cursive, slightly slanted style.

Des Harris
Shire Manager
18 January 2008