



Tiwi Islands Shire Council Ordinary Committee Meeting

Meeting No: 3

Date: 3 March 2009

Venue: Milikapiti Council Office

MINUTES

Item No.	Item Description		Actions Arising / Recommendations
1 1.1 1.2	<p>Welcome, Introductions,</p> <p>Present</p>	<p>The Mayor welcomed meeting participants and guest at 10.50am</p> <p>Present: Lynette De Santis (Mayor), David Boyd (Councillor), Henry Dunn (Councillor), Raelene Mungatopi (Councillor), Barry Puruntatameri (Deputy Mayor), Marius Puruntatameri (Councillor), Teresita Puruntatameri (Councillor), Emmanuel (Manyi) Rioli (Councillor), Richard (Hadley) Tungatalum (Councillor), Kathleen Tipungwuti (Councillor), Maralampuwi. Kurrupuwu (Councillor). Guest speaker – Lucy Van Sambeek CentaCare Pauline Corpus (Minute Taker), Mark Goode (CEO), Ian McLay (Director), Maurice Rioli (Director),</p>	

1.3	Apologies	Apologies were received from Lawrence Costa – Director Community Development (leave). Graham Watson – Director of Infrastructure. David Bond – Director of Commercial Services/CDEP. Walter (Wally) K (Councillor)	Motion: Apologies be accepted Moved: M Puruntatameri Seconded: M Rioli CARRIED
2	Business Arising from Previous Minutes		
2.1	Confirmation of Minutes of Previous Meeting	Council confirms that the minutes of previous meetings are true and correct. Ordinary Council Committee Meeting 3 January 2009.	Moved: M. Kurrupuwu Seconded: K. Tipungwuti. CARRIED
2.2	Outstanding Actions	<ol style="list-style-type: none"> 1. 26 November 2008 – Item 6 –Establish a community committee to manage Tiwi Football Grand Final. 2. 2nd December 2008 – Item 5 – Report Skin Group to act as Local Board. 	<ol style="list-style-type: none"> 1. Progressing – Action M Rioli 2. No update available – L. Costa
3	Correspondence		
3.1	Outgoing	Summaries and copies attached for information	Motion: That Councillors note outgoing mail. Moved: B. Puruntatameri Seconded: D. Boyd CARRIED
3.2	Incoming	Nil	
4	General Business		
4.1	Training - Councillors	Mayor read out the draft Code of Conduct and the draft Role of Mayor as a result from training that occurred on the 3 rd and 4 th of February 2009 delivered by the	Action: All Councillors's to review the content of drafts and provide feedback to the

		Department of Local Government and Housing – Presenters Kevin Wanganeen and Harry Appo	Mayor and the Director of Community Development prior to next meeting.
4.2	Policy Endorsements	Nil	
4.3	Occupational Health & Safety	Nil	
4.4	Review of Council Set Dates	Mayor presented the issue that Council meetings be amended from bi – monthly meetings to monthly meetings.	Motion: Amend Set Dates of Meetings to be on the last Wednesday of each month. Moved: E Rioli Seconder: M Kurrupuwu CARRIED Action: Pauline to develop a new meeting schedule.
4.5	Update Executive Committee – Code of Conduct	Covered in item 4.1	
4.6	Update – Establishment of Finance Committee	Ian McLay – Director of Corporate Services has received an acceptance from Mike Baxter to be a member of the Committee and also provided a copy of Mike Baxter’s curriculum via (CV) for Councillors perusal.	
5	Reports for Information	Recommendations : That Councillors received and note reports for information including attachments	
		5.1 Chief Executive Report – Mayor Achievements 5.2 Corporate Services Report – Christmas Accounts - 1 st Quarter Report TISC – Staffing Update 5.3 Infrastructure Services Report – Mayor	Action: Ian McLay – to change Christmas Account proposal and feedback to the Commonwealth bank. Action: Ian McLay

		<p>improvements</p> <p>5.4 Commercial Services Report – Business Development and CDEP projects.</p> <p>5.5 Community Development Report – Councillor Training</p> <p>5.6 Community Services Report – Update</p>	<p>December Financial Report to be presented to Council at the next meeting.</p>
6	Reports for Decision	<p>Recommendations : That Councillors accept by resolution the following reports for decisions</p>	
		<p>6.1 Chief Executive Report – Internal Communications Protocol.</p>	<p>Motion: That Councillor’s adopt and abide by resolution the report. Moved: M Kurrupuwu Seconded: K. Tipungwuti CARRIED</p>
		<p>6.2 Corporate Services Report – TILG Audited Financial Statement.</p>	<p>Motion: That Councillor accepts by resolution the report. Moved: M. Puruntameri Seconded: M. Kurrupuwu CARRIED</p>
		<p>6.2 (a) Corporate Services Report - Conditional Rateable Land Proposal</p>	<p>Motion: Councillors accept by resolution the report. Moved: M. Rioli Seconded: K. Tipungwuti CARRIED</p>
7	Attachments	<p>Attachments form part of the reports</p>	

8	Other Business	Issue without notice – general discussions	
		1. Members Role Clarifications and Referrals to appropriate responsible organisations.	1. Action: David Kirikino & Pauline Corpus. Create a quick reference guide of all community services available external and internal – to be used to assist in referrals to community members
		2. Information Technology Communications – IT problems/issues for Melville Island	2. Action: Ian Mclay to provide an update on IT developments for Councillors Information
		3. Standard Reports – Councillors requesting Directors to be present to enable further questioning and clarification.	3. Action: Councillors seeking specific community developments information must provide prior notification to the CEO or the Mayor to enable sufficient timeframes to allow directors to collect the information.
		4. Money Management – Councillors requested staff to have training in money management, seeking shire support for internal staff	4. Action: Ian McLay / HR Manager to seek information in sourcing training providers for internal staff such as Money Business.

		5. Office of Township Leasing – Councillor advised of negotiations process	5. Motion: That Councillor’s note and support the CEO and the Mayor during the process. Moved: R. Tungatalum Seconded: M. Puruntatameri CARRIED
		6. Request for Information Staff Listing– Councillor Henry Dunn Positions, Nominal Officer , directorate and status of employment such as Temporary or Permanent	6. Action: Ian McLay / HR Manager to provide information.
		7. Suggestion: from Marius Puruntatameri that the CEO and the Mayor attend other community organisations or general forums to obtain knowledge of the different programs happening on the Islands	7. Action: Where possible and appropriate the CEO and Mayor may attend other organisational meeting that relate to services for community residents
9	Next Meeting	To be advised – as per item 4.4	
	MEETING CLOSE	The meeting closed at 3.05pm	