



**MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD IN THE WURRUMIYANGA
OFFICE ON MONDAY, 24 AUGUST 2015 AT 2:00 PM**

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 2.00pm.

The Official Manager welcomed staff and guest.

1.2 Present

Official Manager: Allan McGill

Officers: Garry Lambert (A/Chief Executive Officer), Brenton Baillie (A/Director Infrastructure Services), Lesley Palmer (Director Corporate Services).

Visitors: Kaylene Conrick

Minutes: Bruce Moller (Governance & Compliance Manager).

1.3 Apologies

Rosanna De Santis (Director Community Support).

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

2 BUSINESS ARISING

Nil



3 CORRESPONDENCE

3.1 **LETTER FROM TITEB RE GRADUATION CEREMONY 18 SEPTEMBER 2015**

This report is provided to Council for information and for possible consideration of sponsorship / and or donation for a training award for the eligible students. Separate invitations have also been received for the Mayor & Councillors, and for the CEO and staff to attend this event.

1 RESOLUTION

Official Managers Determination

1. **Notes this correspondence for information from TITEB, and confirms Council sponsorship for the Award for Endeavour being a Post Office Voucher valued at \$ 100, plus \$ 100 towards the running of the event; and**
2. **Confirms a list of staff to represent Council at the Graduation Ceremony.**

CARRIED

3.2 **EMAIL FROM LGANT RE WORKING GROUP - MANAGEMENT OF DECEASED PERSONS IN REMOTE MORGUES**

This report is provided to Council for information and noting. LGANT have recently sent through an email in relation to seeking NT Councils to nominate 2 representatives on a new working party which is being established by NTG Dept. of Health.

2 RESOLUTION

Official Managers Determination

1. **Notes this correspondence for information from LGANT, but due to current circumstances the CEO advises LGANT that Council not nominate a representative at this time.**

CARRIED

4 GENERAL BUSINESS

Nil

5 REPORTS FOR DECISION



5.1 AMENDED SCHEDULE OF FEES AND CHARGES 2015-16

The purpose of this report is to seek Council approval for a few minor amendments to the Fees & Charges schedule primarily due to finalisation of recent negotiations and operational changes.

3 RESOLUTION

Official Managers Determination

That Council adopts the amendments listed below (Numbered 1 to 9); and

AIRPORTS

1. Remove exemption for Dept. Defence on aircraft landing fees (delete from schedule).
2. Remove exemption for Dept. Defence on aircraft parking fees (delete from schedule).

CIVIL WORKS – PLANT & EQUIPMENT HIRE (GST INCL)

3. New charge for Drop deck plant & equipment trailer \$ 126.00 per hour.
4. New charge for Drop deck plant & equipment trailer \$ 600.00 per day.
5. Remove Float Trailer (replaced by items 3 & 4 above and delete from schedule)
6. New charge for D6 Dozer (Wet Hire) \$ 278.00 per hour.
7. New charge for D6 Dozer (Wet Hire) \$ 1,100.00 per day.
8. New charge for Forklift \$ 90.00 per hour.
9. New charge for Electric Sewer Eel \$ 155.00 per day.

2. Incorporates these changes into the Revised Schedule of Fees and Charges for the 2015/16 Financial Year effective from 24th August 2015.

CARRIED

5.2 NEW POLICY ON ELECTED MEMBERS AND LOCAL AUTHORITY CHAIRS ICT SUPPORT

This report provides details and outlines a new draft policy for Council consideration and approval. It has been prepared based on the latest available ICT support package to provide both individual choice and greater flexibility for Elected Members and Local Authority Chairs, and outlines responsibilities for usage and financial maintenance of their ICT Equipment.

4 RESOLUTION

Official Managers Determination

That Council approves and adopts the new policy on Elected Members and Local Authority ICT support, and that a review is undertaken after the first 12 months of operation.

CARRIED

5.3 COUNCIL MEMBERS - PAYMENT OF ALLOWANCES

Following the Compliance Review Report (2014) and the subsequent suspension of



Council on 17th February 2015 it is recommended to Council that revised arrangements be put in place immediately for the payment of Council Member Allowances. These revised payment arrangements are necessary for a number of reasons and will streamline and simplify the future payment processes for Council Members.

Whilst Council is currently suspended it has been discussed with the Official Manager that these revised payment arrangements must be put in place prior to their possible re-instatement by the Minister.

5 RESOLUTION

Official Managers Determination

That Council:

- 1. Agrees to the revised payment of Member Allowances per the above report;**
- 2. That these new arrangements be put in place immediately;**
- 3. NEW ARRANGEMENTS (From 24 August 2015)**

From a future date (following possible Ministerial re-appointment of the TIRC Council Members) the following arrangements in regard to the payment of Member Allowances will be put in place.

3.1. PAYMENT OF ALLOWANCES

The **Base Allowance** and **Electoral Allowance** components will be incorporated into a single fortnightly payment (via payroll) and be paid to all members in arrears. The current payroll cycle closes each fortnight on a Sunday, with the following 3 business days allowed for payroll / finance staff processing. Payment is then lodged with Council's bank for transfer to Council Members with the payment being made usually by **6pm on the Wednesday.**

3.2 DEDUCTIONS FROM ALLOWANCES

- A. Only the mandatory statutory deductions be allowed to be applied to Council Member payroll entries (some examples being ATO, Child Support & HECS).
- B. Council members may choose to have some, or all, of their allowance paid into a superannuation fund according to Council policy.
- C. Council confirms that for any Tiwi Islands Councillor that is a Tiwi private home owner that a second BANK disbursement be allowed for payment of rates to Council.
- D. Council confirms that NO Personal deductions for finance company loans, or hire purchase agreements be permitted under any circumstances (this can be arranged by the Member via their own bank account direct with the lender, and is not Council responsibility).

3.3 EXISTING OUTSTANDING DEBTS FROM FEBRUARY 2015

At the time of the Councillors suspension there were a number of debtor arrangements in place where Councillors were paying off existing debts (this arrangement ceased when all



payments were stopped). TIRC Finance Section has provided a reconciliation of the Accounts Payable & Debtors Ledger and only three (3) outstanding amounts are pending.

For reasons of confidentiality names will not be included in this report, but there are three (3) suspended Councillors that have an outstanding debtor balance.

A. Council agrees to finalizing these three debtors by setting up new repayment agreements (via payroll deduction) to ensure that all outstanding balances are cleared no later than Tuesday 31st May 2016. This will allow approximately 8 months to clear these outstanding balances. Once cleared in full, NO further payroll deductions will be allowed (except those listed in 2A above).

3.4 COUNCILLOR ICT SUPPORT

A new Council Policy is being introduced at this Special Meeting to assist members with ICT support, and should be read and will apply in conjunction with the above revised payment arrangements.

3.5 CODE OF CONDUCT

To enforce the above revised allowance payment arrangements it should be made clear that any request from a Council Member to a staff member for Council to book-up travel, accommodation, meals, car hire, airfares, charter flights, ferry charges, or any other personal expense will be considered a breach of the code of conduct.

4. That a briefing session be provided to suspended members, or new members upon their re-appointment / appointment.

CARRIED

5.4 NEW POLICY ON STAFF HOUSING ALLOCATION

This report provides the new draft policy for final Council consideration and approval.

6 RESOLUTION

Official Managers Determination

That Council accepts and endorses the report # 164215 for the new policy on Staff Housing Allocation.

CARRIED

6 REPORTS FOR INFORMATION

Nil

7 Confidential Items

2:35 pm

7 RESOLUTION

Official Managers Determination

That pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider a Confidential matter.

CARRIED



ADJOURNMENT OF OPEN MEETING

2:35 pm

8 RESOLUTION

Official Managers Determination

That the open section of the meeting be adjourned to allow the confidential section of the meeting to commence

CARRIED

The Closed Session of Council was completed at 2:45 pm, and the Official Manager re-opened the Special Council Meeting to record those resolutions that may be made public as follows:

It was confirmed that at the conclusion of the discussion on the confidential item(s), the meeting was reopened and the decision on the item(s) noted.

Confidential Items

CONFIDENTIAL ITEM DECISIONS

7.1 APPOINTMENT OF CEO

This confidential report details the appointment of the CEO.

9 RESOLUTION

Official Managers Determination

That Council:

- A. Notes that the Recruitment process decision and report be deferred to the Ordinary Council Meeting to be held on 31st August 2015.**

CARRIED

8 Closure

The meeting closed at 2:45 pm.

These Minutes were confirmed at the Special Meeting of the Council held on 11th September 2015.

Signed: 

Mayor

