

# Barkly Shire Council

## Barkly Shire Council - Resolution Register

Resolution	Meeting Date	Item	Motion	Resolution
1.	19 October 2007	1.1.1	Establish interim Shire Head Office Postal and Street Address.	Endorsed that interim Head Office street address is (Deloitte's Business Premises) at 62 Cavenagh Street, Darwin; and Postal address is at Darwin GPO Box (yet to be arranged).
2.	19 October 2007	1.1.2	Establish interim Shire Banking Arrangements.	Endorsed that Westpac is interim Shire Banker.
3.	19 October 2007	1.1.3	Establish interim Shire Accounting Management Arrangements.	Endorsed the draft proposal from Deloitte Growth Solutions Pty Limited for interim professional Accounting services.
4.	19 October 2007	1.1.4	Adopt Shire Common Seal Proof.	Adopted.
5.	23 November 2007	2.5.1	Establish Interim Shire Insurer Arrangements	Endorsed that the Territory Insurance Office is interim Shire Insurer.
6.	23 November 2007	2.5.3	Endorse Policy #1: The interim Shire will operate under the Restructuring Orders and the <i>Local Government Act</i> .	Policy endorsed.
7.	23 November 2007	2.6.2	Endorse process for payment of accounts and process for receipting funds.	Endorsed Manager Top End Shire to provide advice to Deloitte's on financial transaction postings on behalf of all interim Shires.
8.	18 January 2008	3.5.1	Accept membership and welcome invitation from LGANT to provide input into decisions, policies, voting LGANT.	Passed.

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9.	18 January 2008	3.5.4	Accept offer of grant for Shire Establishment \$225,000 (total \$275,000) from Northern Territory Government Department of Local Government Housing and Sport and attach common seal.	Passed.
10.	18 January 2008	3.6.1	Shire Manager to endorse engagement of consultant to assist in preparation of e-Subs up to \$8,000 per Shire where required.	Passed.
11.	18 January 2008	3.6.3	Resolved to offer a contract to Jeff Sowiak for the position of CEO and to Lynn Moore for the position of Director of Corporate and Community Services within the prospective Barkly Shire and attach the Common Seal.	Passed.
12.	23 January 2008 (Special Meeting)	1.1	Agree to sign the Night Patrol Program Funding Agreement 2398 and attach the Common Seal.	Passed.
13.	8 February 2008	4.5.2	Shire Manager to adopt the delegation documented in bold on page 2 of the Delegations discussion paper.	Passed.
14.	8 February 2008	4.5.2	Shire Manager to adopt Delegations Policy.	Passed.
15.	8 February 2008	4.5.2	Direct Shire CEO to provide Shire Manager with monthly written reports including financial reports.	Passed.
16.	8 February 2008	4.5.4	Pay frequency of Night Patrol to be fortnightly.	Passed.
17.	3 March 2008	5.9.1	Note the presentation given today by Deloitte and accept the quotation of \$10,325.00 for the initial scoping document. This fee to be split evenly	Accepted quotation and agreed that fee be split evenly between the eight Shire Councils.

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			between the eight Shire Councils.	
18.	3 March 2008	5.9.1	The Shire Managers will seek from Deloitte a quotation for the development of a comprehensive project plan for the shared Finance and Administration Centres. Andrea Martin, Shire Manager Central Desert and MacDonnell and Wayne Hoban, Shire Manager Barkly to progress for southern shared Finance and Administration Centre.	Passed.
19.	3 March 2008	5.9.2	Banking services to be arranged on a northern, central and southern regional basis.	Passed.
20.	3 March 2008	5.9.3	Tender for an insurance broker to work on behalf of all eight Shires for the procurement of insurance.	Passed.
21.	3 March 2008	5.9.4	To increase CEO credit card limit to \$10,000.	Passed.
22.	23 April 2008	6.5.1	Tender process for insurance be deferred to 1 August 2008 and that TIO be informed of the decision.	Passed.
23.	23 April 2008	6.5.2	Agree to appoint the Auditor-General to conduct 2007/08 Shire Audits. Kathy Goed to write on behalf of Shires.	Passed.
24.	23 April 2008	6.5.3	Agree that the Shire will be represented at key user training sessions for the business system in Darwin in May 2008.	Passed.
25.	23 April 2008	6.5.4	Agree to endorse the draft Constitution for the proposed Council Subsidiary (Territory Shire Councils) for consideration	Passed.

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			by the Minister subject to the following amendment: “that LGANT be included at Schedule 1, and amend 9(b) accordingly”.	
26.	23 April 2008	6.5.4	That the name of the proposed Council Subsidiary (Territory Shire Councils) be amended prior to formal adoption of the constitution.	Passed.
27.	23 April 2008	6.5.4	Agree that the proposed Council Subsidiary will be the primary provider of ICT and business system services to the Shire.	Passed.
28.	23 April 2008	6.5.5	Central Desert, MacDonnell and Barkly agree that shared Finance and Administration services be primarily arranged through agreement between the participating councils and not through the proposed council subsidiary (Territory Shire Councils).	Passed.
29.	23 April 2008	6.5.6	<p>1. Existing constituent client councils of LGANT and other accounting service providers (with approval of the Shire Manager and confirmed in writing) will extend and pay for service provision and (where necessary) software license fees until the completion of 2007/08 audited annual financial statements.</p> <p>2. Existing constituent client councils of LGANT and other accounting service providers shall record the estimated liability to complete accounting and audit services for the 2007/08 financial year.</p>	Passed

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			<p>3. If at 30 June 2008, there are insufficient council funds the Department of Local Government, Housing and Sport (DLGH&amp;S) will seek additional funding to cover any shortfall in completing financial service provision and license fees as described at (1).</p>	
30.	23 April 2008	6.5.6	<p>1. From May 2008, LGANT will (by agreement) provide staff to work for the Council Subsidiary (and its preceding interim arrangements via the East Arnhem Shire Council). This will commence as a sub-contracted service by LGANT (at an agreed hourly rate) and progress to LGANT staff being offered positions within the Council Subsidiary.</p> <p>2. LGANT, DLGH&amp;S and representatives of the Council Subsidiary will agree by 2 May 2008 on the estimated value of the services to be provided by LGANT from May 2008 until December 2008 including:</p> <p>(a) Contracted work to DLGH&amp;S and shires in establishment of new business systems to 30 June 2008;</p> <p>(b) Resolution of existing constituent council 2007/08 financial affairs (perhaps including councils in addition to LGANT's current clients); and</p> <p>(c) Contracted work to the Council Subsidiary from 1 July 2008.</p> <p>3. Subject to the agreement foreshadowed at (2.), LGANT staff will have ongoing</p>	Passed.

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			<p>employment, either with LGANT, the Council Subsidiary (located in the current LGANT building) or a shire council, provided that:</p> <p>(a) LGANT staff are willing and able to be trained in new business systems; and</p> <p>(b) LGANT staff are willing and able to be redeployed to alternative administrative roles or locations at same or higher pay and conditions – for example, from an accounts payable role to an electronic records management role.</p>	
31.	23 April 2008	6.5.7	Shire Manager to recommend to the CEO that relevant unions be involved in future collective agreements.	Passed.
32.	23 April 2008	6.5.8	Adopt Shire 2007-08 budget as amended.	Passed.
33.	23 April 2008	6.5.9	Local Government Accounting Regulation – Prescribed Tender Amount: That the option of increasing the lower tender limit to \$100k in the Local Government Accounting Regulations is supported.	Passed.
34.	23 April 2008	6.5.10	Second draft of Business Plan to be completed by 30 May 2008.	Passed.
35.	23 April 2008	6.5.11	Shire agrees to work with the NT Electoral Commission and LGANT on an inaugural shire council election plan.	Passed.
36.	23 April 2008	6.5.12	That the Ward name and Elected Representation as tabled be endorsed.	Passed.

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37.	23 April 2008	6.5.13	That the Shire, as required, agrees to be the transferee of community broadcasting licenses from constituent councils from 1 July 2008.	Passed.
38.	2 May 2008 (Special Meeting)	1.1	That the Shire agrees, in principle, to being the CDEP provider in 2008-2009 for those locations within the Shire where a constituent council is/was a CDEP provider in 2007-2008, subject to the Shire reaching agreement on contractual terms with the Department of Families, Housing, Community Services and Indigenous Affairs.	Passed.
39.	9 May 2008 (Special Meeting)	1.1	Agree to sign the HR Safety Training Manager Employment Contract for Sharan Reynolds and attach the shire common seal to the contract.	Passed.
40.	29 May 2008 (Special Meeting)	1.1	Agree to sign the Memorandum of Understanding between the Northern Territory Department of Planning and Infrastructure and the Barkly Shire Council: Licence for use of Digital Data and Information and attach the shire common seal to the agreement.	Passed.
41.	3 June 2008	7.5.1	That the draft letter to the Australian Government seeking leases over council buildings be approved. To be signed by the Chief Executive Officer.	Passed.
42.	3 June 2008	7.5.3	Employment of Shire Staff Motion: That Shire Managers agree to provide the information requested in Attachment 7.5.3 by	Passed.

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			6 June 2008.	
43.	3 June 2008	7.5.4	That all Shire Councils appoint Bill Shephard, NT Electoral Commissioner as the Returning Officer for each inaugural Shire election and approve the draft letter at Attachment 7.5.4.	Passed.