



WEST DALY
Regional Council

MINUTES

FINANCE COMMITTEE MEETING

8:36 am – 19 May 2015

WADEYE COUNCIL OFFICE

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Signed: Chief Executive Officer

MINUTES

FINANCE COMMITTEE MEETING

HELD AT THE WADEYE COUNCIL OFFICE

ON 19 May 2015 COMMENCING AT 8:36 AM

Mayor of the West Daly Regional Council Harold declared the meeting open at 8:36 am and welcomed all in attendance.

PERSONS PRESENT

ELECTED MEMBERS PRESENT

Mayor Harold Wilson

STAFF PRESENT

Chief Executive Officer Glenda Teede

Director Corporate Services Peter Carter

PERSONS PRESENT

Finance Manager Clem Barratt

1 APOLOGIES & CONFLICT OF INTEREST NOTIFICATION

1.1 APOLOGIES

Applicant: Deputy Mayor – Andrew Brown

Location/Address: Darwin

File Ref: FR20150519.001

Disclosure of Interest: Nil

Date: 19 May 2015

Author: Nil

Attachments: Nil

RESOLUTION

Deputy Mayor – Andrew Brown was marked as absent from the meeting.

Moved: Mayor Harold Wilson.

Seconded: Glenda Teede.

2/0 Carried

1.2 NOTIFICATION OF CONFLICT (S) OF INTEREST

Applicant: N/A
Location/Address: Darwin
File Ref: N/A
Disclosure of Interest: Nil
Date: 19 May 2015
Author: Nil
Attachments: Nil

RESOLUTION

Nil at this meeting.

2 CONFIRMATION OF MINUTES

Applicant: Director Corporate Services
Location/Address: Darwin
File Ref: FR20150519.002
Disclosure of Interest: Nil
Date: 19 May 2015
Author: Director Corporate Finance, Peter Carter
Attachments: Minutes of the Finance Committee Meeting held 21 April 2015

RESOLUTION

That the minutes of the Finance Committee Meeting held 21 April 2015 be confirmed as a true and correct record of the meeting.

Moved: Mayor Harold Wilson.

Seconded: Glenda Teede.

2/0 Carried

DECISIONS THE FINANCE COMMITTEE ARE BEING ASKED TO MAKE AT THIS MEETING

3 FINANCE REPORT – APRIL 2015

Applicant:	Director Corporate Services
Location/Address:	Darwin
File Ref:	FR20150519.003
Disclosure of Interest:	Nil
Date:	19 May 2015
Author:	Director Corporate Finance, Peter Carter
Attachments:	Monthly Finance Report
RESOLUTION	
That Finance Committee receive and note the April 2015 Monthly Finance Report.	
Moved:	Mayor Harold Wilson.
Seconded:	CEO Glenda Teede. 2/0 Carried

4 ACTION ITEM

Applicant:	Director Corporate Services
Location/Address:	Darwin
File Ref:	FR20150519.004
Disclosure of Interest:	Nil
Date:	19 May 2015
Author:	Director Corporate Finance, Peter Carter
Attachments:	Action Item List
RESOLUTION	
That Finance Committee receive and note the Action Item list and approve that due to leave requirements a pool of approved persons is required to be established to ensure availability for authorisation of WDRC payments. Jade Hamilton, HR Officer has been issued with an authorisation token on an interim basis from CBA to act as a second authority on WDRC electronic payments. Dual authorisation for payments will be enacted when CBA finalise the application process..	
Moved:	Mayor Harold Wilson.
Seconded:	Glenda Teede. 2/0 Carried

5 PROCUREMENT POLICY AMENDMENT

Applicant:	Director Corporate Services
Location/Address:	Darwin
File Ref:	FR20150519.005
Disclosure of Interest:	Nil
Date:	19 May 2015
Author:	Director Corporate Finance, Peter Carter
Attachments:	Policy 1.2.3 Procurement

RESOLUTION

That Finance Committee recommend that Council adopts the attached Policy 1.2.3 Procurement.

Moved: Mayor Harold Wilson.

Seconded: Glenda Teede.

2/0 Carried

6 NEXT MEETING

The next Finance Committee Meeting of West Daly Regional Council will be held at Wadeye Council Offices' on Tuesday 17 June 2015.

Meeting closed at 10:05 am.

