



MINUTES

FINANCE COMMITTEE MEETING

8.28 am

17 June 2015

WADEYE COUNCIL OFFICE

TABLE OF CONTENTS

1 PERSONS PRESENT4

2 APOLOGIES AND LEAVE OF ABSENCE5

3 NOTIFICATION OF CONFLICT(S) OF INTEREST5

4 CONFIRMATION OF MINUTES FOR 19TH MAY 20155

5 FINANCE REPORT - MAY5

6 ACTION ITEM6

7 PROCUREMENT POLICY AMENDMENT6

8 NEXT MEETING6

WEST DALY REGIONAL COUNCIL DISCLAIMER

No responsibility is implied or accepted by the West Daly Regional Council for any act, omission or statement or intimation occurring during Council or committee meetings.

The West Daly Regional Council disclaims any liability for any loss whatsoever and howsoever caused arising out of reliance by any person or legal entity on any such act, omission or statement or intimation occurring during Council or committee meetings.

Any person or legal entity who acts or fails to act in reliance upon any statement, act or omission made in a Council or committee meeting does so at that person's or legal entity's own risk.

In particular and without detracting in any way from the broad disclaimer above, in any discussion regarding any planning application or application for a licence, any statement or intimation of approval made by any member or officer of the West Daly Regional Council during the course of any meeting is not intended to be and is not taken as notice of approval from the West Daly Regional Council

The West Daly Regional Council advises that anyone who has any application lodged with the West Daly Regional Council shall obtain and should only rely on **WRITTEN CONFIRMATION** of the outcome of the application, and any conditions attaching to the decision made by the West Daly Regional Council in respect of the application.



Signed: Chief Executive Officer

MINUTES

FINANCE COMMITTEE MEETING

HELD AT THE WADEYE COUNCIL OFFICE

ON 17 May 2015

COMMENCING AT 8.16 AM

Mayor of the West Daly Regional Council Harold Wilson declared the meeting open at 8.16 am and welcomed all in attendance.

1	Persons Present
----------	------------------------

Finance Committee members present

Mayor	Harold Wilson
Deputy Mayor	Andrew Brown

Staff present

Chief Executive Officer	Glenda Teede
Finance Manager	Clem Barratt

Persons present

Nil

2	Mayor	Apologies and Leave of Absence
----------	--------------	---------------------------------------

SUMMARY

This report is to table, for Council’s record, any apologies and requests for leave of absence received from Committee Members for the Meeting held 17 June 2015.

FOR NOTING

That Committee receive and notes that there are no apologies for the Ordinary General Meeting held 17 June 2015.

3	Mayor	Notification of Conflict(s) of Interest
----------	--------------	--

SUMMARY

All committee members to table, for Committee’s record, any conflict of interest.

FOR NOTING

That the Mayor declared he is Chairperson of a Council supplier, Peppimenarti Store Association.

4	Mayor	Confirmation of Previous Minutes
----------	--------------	---

SUMMARY

Minutes of the Finance Committee Meeting held on 19 May 2015 are submitted to the Committee for confirmation that those minutes are a true and correct record of the meeting.

RESOLUTION 17/6 001

That the minutes of the Ordinary General Meeting held 19 May 2015 be confirmed by the Finance Committee as a true and correct record of the meeting.

Moved: Mayor Harold Wilson

Seconded: CEO Glenda Teede **Carried**

5	Finance Manager	The Finance Committee receive and note the May 2015 Monthly Financial Report
----------	------------------------	---

SUMMARY

As part of the monthly reporting procedures the finance report is submitted to the Finance Committee for review and the presented to the Council for adoption.

RESOLUTION 17/6 002

That the Committee receives and notes the May 2015 Monthly Finance Report.

Moved: Mayor Harold Wilson

Seconded: Deputy Mayor Andrew Brown **Carried**

6	Finance Manager	Action Electronic Signature Authorisation
----------	------------------------	--

SUMMARY

It was moved at the Finance Committee meeting of 19th May that the HR Officer will be 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. This process will now be changed and will be reviewed in the future. It is proposed to issue a token to the new Director of Council Services after an introductory period.

RESOLUTION 17/6 003		
That the Council approves the issue of an authorisation token to the new Director of Council Services.		
Moved:	Mayor Harold Wilson	
Seconded:	Deputy Mayor Andrew Brown	Carried
7	Regional Services Managers Reports	

7	Finance Manager	Procurement Policy Amendment
----------	------------------------	-------------------------------------

SUMMARY

The Procurement Policy amendment approved at Finance Meeting 19 May 2015 requires further minor wording changes.

RESOLUTION 17/6 004		
That the Council approves the changes to the Procurement Policy..		
Moved:	Mayor Harold Wilson	
Seconded:	Deputy Mayor Andrew Brown	Carried

8	Finance Manager	Next Meeting
----------	------------------------	---------------------

The next Finance Committee Meeting of West Daly Regional Council will be held at Darwin Council Office on Tuesday 28th July.