



WEST DALY
Regional Council

MINUTES

FINANCE COMMITTEE MEETING

9.00 am

6 November 2015

DARWIN PARAP OFFICE

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Signed: Chief Executive Officer

MINUTES

FINANCE COMMITTEE MEETING

HELD AT THE DARWIN PARAP OFFICE

ON 6 November 2015

COMMENCING AT 9.00 AM

Mayor of the West Daly Regional Council Harold Wilson declared the meeting open at 9.00 am and welcomed all in attendance.

1	Persons Present
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Finance Committee members present

Mayor	Harold Wilson
Deputy Mayor (teleconference)	Andrew Brown

Staff present

Chief Executive Officer (teleconference)	Glenda Teede
Finance Manager	Clem Barratt

Persons present

Mark Martin Counsellor

2	Mayor	Apologies and Leave of Absence
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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 06 November 2015.

FOR NOTING

That Committee receive and notes that there are no apologies for the Ordinary General Meeting held 6 November 2015.

3	Mayor	Notification of Conflict(s) of Interest
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SUMMARY

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

FOR NOTING No conflict advised

4	Mayor	Confirmation of Previous Minutes
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SUMMARY

Minutes of the Finance Committee Meeting held on 30 September 2015 are submitted to the Committee for confirmation that those minutes are a true and correct record of the meeting.

RESOLUTION 06/11 001

That the minutes of the Ordinary General Meeting held 30 September be confirmed by the Finance Committee as a true and correct record of the meeting.

Moved: Deputy Mayor Andrew Brown

Seconded: Mayor Harold Wilson Carried

5	Finance Manager	The Finance Committee receive and note the September 2015 Monthly Financial Report
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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 06/11 002

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

Moved: Deputy Mayor Andrew Brown

Seconded: Mayor Harold Wilson Carried

6	Finance Manager	Increase Delegation Level for Chief Executive Officer
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SUMMARY

The procurement policy stipulates the Chief Executive officer has authority to authorise payments up to \$100,000. Payments above this amount need to be approved by Council and this may necessitate the holding of a Special Council Meeting.

Several payments occur over \$100,000 and it will be more practical to increase the CEO authority to \$500,000.

RESOLUTION 06/11 003

That the Chief Executive Officer has her delegation level increased to \$500,000.

Moved: Deputy Mayor Andrew Brown

Seconded: Mayor Harold Wilson Carried

7	Finance Manager	Review of current Operating Signatures
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SUMMARY

West Daly Regional Council currently requires one signature of the CEO, Finance Manager and HR Advisor.

At the Ordinary council Meeting held on 15th October 2015, it was resolved to issue a token to the new Director of Council services. The DCS is reluctant to accept the token and another person needs to be identified as a signatory.

RESOLUTION 06/11 004

That the Finance Manager and CEO sign as signatories and if either is unavailable, the DCS will be a third signatory.

Moved: Mayor Harold Wilson

Seconded: Deputy Mayor Andrew Brown Carried

7	Finance Manager/CEO	Northern Territory Grants Commission Allocations 2015/16
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SUMMARY

The Australian Government has now approved the NT Grant Commission's recommendation in relation to the 2015-16 allocation.

The Australian Government has also advised that there was a net underpayment of \$80,506, comprising \$80,763 underpayment in the general purpose assistance and a \$257 overpayment in roads in the 2014-15 grants. The adjustment is due to the difference between the population estimates made at the beginning of the last financial year and the actual outcome. Adjustments have been made to your 2015-16 grants and will amount to a total increase of \$2,402.

To better understand the grants allocative process used by the Commission a package is attached to the Agenda.

RECOMMENDATION 06/11 005

That The Finance Committee receives and notes the 2015-16 Grant Allocation at the next Finance Meeting.

Moved: **Mayor Harold Wilson**

Seconded: **Deputy Mayor Andrew Brown** **Carried**

8	Finance Manager	Next Meeting
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The meeting finished at 10.00. The next Finance Committee Meeting of West Daly Regional Council will be held at Darwin Council Office on 2nd December 2015.