

**PROSPECTIVE CENTRAL DESERT SHIRE COUNCIL
NOTICE OF THE FIRST ORDINARY MEETING OF COUNCIL
26 February 2008**

Agenda

1. Apologies
2. Confirmation of Minutes (not applicable on this occasion)
3. Shire Manager's Report
Reports from Officers
4. Chief Executive Officer's Report
5. Director Corporate & Community Service's Report
6. General Business
7. Next Meeting
8. Closure

Rowan Foley
Chief Executive Officer

4.00 Chief Executive Officer's Report

I would like to acknowledge the hard work undertaken by the Shire Transition Committee and the DLG in the development process of the Central Desert Shire Council (CDSC).

The first draft of the CDSC Business Plan is a solid document that will now be built on with input from Community Councils, residents, stakeholders and staff. There are a number of points that will be maintained, whilst it is further developed and made more reflective of emerging shire council realities.

Since commencing as the CEO on the 4th February the Director of Corporate & Community Services and I have visited Yuelamu, Ti-Tree, Engawala, Bonya, Harts Range and Laramba communities speaking with the existing Chairs, CEOs, staff and Traditional Owners. We will be visiting Yuendumu, Nyirripi, Willowra and Lajamanu community in the very near future. The assistance of Community Development Officers in organising the community visits is much appreciated.

The community visits have been a valuable experience in being able to speak with the local Council members and residents, build relationships, be informed of various community issues and inspect infrastructure, essential services and council assets. It has also been important to hear about and discussing with people the process of transition from local Community Councils to a large Shire Council, which appears to have broad support. However, a special effort will need to be made to engage with the pastoral and mining sectors to address their concerns and build support.

The retention of existing CEOs and relevant staff in the new Shire Council structure is essential to the operation of the respective communities and on-going service delivery to residents. It is hoped that position descriptions can be developed as soon as possible, based on a Collective Agreement, to offer job security via an internal 'matching' process. If suitable candidates can not be appointed to Council positions then external advertising of positions will take place in the very near future. There currently exist a range of employment terms and conditions that will need to be carefully assessed and standardised.

I have had meetings with the Central Land Council, Power and Water Corporation, NT Libraries and DLG on a range of Council matters, and undertaken one media interview with the Centralian Advocate which gave positive coverage to the establishment of the CDSC. A number of service agreements will need to be negotiated over the next three months with Commonwealth and NT agencies to ensure local service delivery in respective communities.

The CDSC temporary office accommodation will be at the Alice Plaza, until a permanent Council Head Office can be established in approximately 12 months time. Funding will need to be obtained from the NT Government for either the purchase or long term leasing of a suitable building to accommodate both the MacDonnell and CDSC once the exact location has been determined.

5. Director Corporate & Community Services Report
5.1 Meetings & Inspections

Since my commencement on 23 January 2008 I have participated in a wide range of meetings and inspections, including:

- Inspection of proposed temporary joint headquarters at Alice Plaza DCIS (23 January 2008)
- New Housing System For Remote Communities Information Sessions (30 January 08, Crown Plaza)
- Central Desert CEO meeting (30 January 08 Alice Springs Resort)

Items discussed included: Night Patrol, ShireNet, Shire Staffing, eSub applications, Local Boards, Presentation of 1st Draft Shire Plan and Financial Plan, Feedback on Plan, and Housing.

- Central Desert Shire Transition Committee (30 & 31 January – Alice Springs Resort)

Items discussed included: Minutes and Action List from July 2007 Shire Transition Committee Meeting, Presentation of Draft Shire Plan, Feedback on the Draft Shire Plan, Discussion and Information Sharing Session, Working with Government Business Managers, Elected Members Issues – Preference for Mayor or President, Popularly elected Mayor or President, or Mayor or President elected by Council, Night Patrol Presentation, the Role of Local Boards, Briefing from Brian Stacey on Commonwealth Intervention, Presentation by Lajamanu Community Government Council.

A copy of the Minutes of the Central Desert Transition Committee meeting (30/31 January) is attached.

RECOMMENDATION: that the Minutes of the Central Desert Shire Transition Committee meeting held 30/31 January 08 be received and noted.

- Further discussions re proposed temporary Joint Headquarters at Alice Plaza (DCIS) – (4 February 08)
- Call of the Board (Shire Managers) teleconference (4 February 08)
- eSubs meeting with Louise Atherton, Shire Development Coordinator (4 February 08)
- Meeting with Shire Manager, Andrea Martin – general matters (5 February)
- Meeting with Tahnee Passmore, Anangu Pitjantjatjara Services Aboriginal Corporation concerning the finalisation of 2007/2008 accounting entries and audit requirements (5 February 08)
- Interplan meeting with Louise Atherton, Shire Development Coordinator (5 February 08)
- Inspection of Centre for Appropriate Technology premises (6 February 08)
- Draft Business Plan handover (7/8 February 08 at Alice Plaza)
- 4 wheel drive training course (11/12 February 08)

- Trip to Anmatjere Community Government Council (Ti Tree, 6 Mile & Nturiya) – (13 February 08)
- Purchase of furniture, filing cabinets, etc for new offices (14 February 08)
- Teleconference with Matthew Fagan DLG Director Planning & Transition concerning impact on Local Government Reform Program with the removal of Top End Shire from the process (14 February 08)
- Meeting with Mayor and Senior Officers of Alice Springs Town Council and inspection of offices (14 February 08)
- Meeting with Debbie Goodwin, Director Client and Statistical Services, Australian Bureau of Statistics (15 February 08)
- Meeting at Central Land Council regarding whole of government approach to the establishment of a Willowra Learning Centre (15 February 08)
- Trip to Engawala & Mulga Bore (18 February 08)
- Meeting with Shire Manager, Andrea Martin (19 February 08)
- Presentation by Len Griffiths P&W re: corporation issues
- Inspection of DEET building and Commonwealth Bank building for the purpose of identifying a suitable long term solution for the establishment of Shire's headquarters for Central Desert and MacDonnell Shire Councils
- Meeting with Jo McGill, Director Northern Territory Library concerning the role the library plays in providing public library services in the territory (20 February)
- Trip to Bonya and Harts Range (21/22 February)
- Trip to Laramba (25 February).

5.2 AUSTRALIAN BUREAU OF STATISTICS (ABS)

Debbie Goodwin, Director Client and Statistical Services (ABS) has advised that the Bureau has been directed to adjust their census and statistical data to facilitate the new shires into their own local government area (LGA). The LGA data of the new shires is scheduled to be available on the ABS website in approximately a year and will include data going back approximately 5 years.

Additionally, Brett Beaton, Senior Project Officer, DLG is considering the current draft ward boundaries to see if boundaries can be aligned to the Current ABS Collection District Boundaries.

It is important that ABS data be accessible by LGA so that all data relevant to Central Desert Shire Council can eventually be analysed and used in future council social planning.

FOR INFORMATION

5.3 NORTHERN TERRITORY PUBLIC LIBRARY - FUNDING AGREEMENT

With the Public Library Funding Agreement 2005 -2008 expiring in June 2008, Walter Turnbull was engaged by the Northern Territory Library (NTL) to undertake a review of services to public libraries and to recommend service models.

Preliminary consultations undertaken with Municipal and Community Councils indicated:

- There is ongoing support for the centralised model of service delivery
- There are issues involved in funding infrastructure
- Funding is lacking for the provision of library resources, and
- There is a need for consistent marketing and promotion across the Territory.

The Walter Turnbull review identifies existing libraries in Central Desert Shire Council at Lajamanu and Ti Tree. The review also identified if there is to be equity in the provision of library shires at the shire level, there will be a need to fund new remote libraries in some communities. Localities identified in Central Desert Shire Council were Yuendumu, Willowra and Nyirripi.

Walter Turnbull's report concluded that in view of the overwhelming support for continuation of the current arrangements through to 2010, it is proposed that there be no changes made until that date. The report found that one reason for not making changes to the current arrangements in the near future is that there is a need to bed-down the implementation of the new local government arrangements. The newly created shires will need time to fully understand the public library needs of their community and to consider how best those needs can be met by the Shire. Taking this approach will enable NTL to build up effective relationships with the elected representatives and management of each of the shires and discuss their infrastructure and shire delivery priorities, particularly in those shire where there appear to be gaps in public library infrastructure and services.

The review report has been adopted and the current agreement will be extended by two years to allow the new shires to become operational.

RECOMMENDATION;-

1. That the Northern Territory Library be thanked for supplying a copy of the current Public Library Funding Agreement and the Walter Turnbull report "Review of Shires and Public Libraries in the Northern Territory.
2. That the Northern Territory Library be advised that Council looks forward to discussing enhanced services within the Shire and in particular the localities identified in the review report ie. Yuendumu, Willowra & Nyirripi.

5.4 TRAVEL ALLOWANCE

The issue of Travel Allowance has already arisen with the Night Patrol Service and the CEO's and DCCS's trips. The Northern Territory Government rates of \$76.10 a day or \$3.17 per hour (covering meals and incidentals only but not accommodation) have been adopted as an interim measure. This requires ratification.

RECOMMENDATION:

That the NT Government Travel Allowance policy be adopted by Central Desert Shire Council.

5.5 DELEGATIONS

The Local Government Act provides that a council may, by instrument in writing, delegate to an officer or employee, whether by name or by reference to an officer, designation or position, may of its powers and functions by or under this or another act, other than powers as outlined in section 144 (1). It is normal practice that the CEO be delegated wide powers to allow him/her to exercise efficient and effective management of the Council's operations.

The discussion paper "Delegations – Prospective Shire Councils" also states that a council must have a delegations policy.

To facilitate the foregoing, the following is proposed.

RECOMMENDATION

That the following be adopted as the delegation of Authority to the CHIEF EXECUTIVE OFFICER:

Central Desert Shire Council in order to provide for the expedient exercise and performance of its powers and duties and the efficient management of its business and responsibilities hereby delegates under the provisions of the Local Government Act, to the person specified by resolution of the Council to have the functions of the CEO, Rowan Foley, the exercise of Council's powers, functions, duties and authorities contained in legislation and matters specified in Part 1 subject to the limitation specified in Part 2. This delegation shall commence on 26 February 08 and remain in force until specifically altered or revoked in writing.

PART 1

The functions of the Council specified in:

- (i) the current Local Government Act, and related acts; and
- (ii) other Acts under which Council has powers, authorities, duties and functions.

PART 2

- 1 Subject to the provisions of the current Local Government Act and any other legislation relevant to the delegations.
- 2 Council may by resolution direct the CEO in the exercise of any function herein delegated.
- 3 The CEO shall exercise the function herein delegated in accordance with and subject to:
 - (a) the provisions of the Local Government Act as amended
 - (b) all and every policy of the Council adopted by Resolution and current at the time of the exercise of the function herein delegated.

END OF DELEGATION

3. That the following be Adopted as Council Policy:

DELEGATIONS POLICY

Adopted
2/4/08

1. A delegation from the Council must be by resolution and recorded in the Council Meeting Minutes
2. A delegation from the CEO must be in writing
3. Copies of resolutions regarding delegations (the copy must include the date and attendees at the meeting) and delegations made by the CEO must be kept on a delegations file according to the reference number
4. All delegations must include detail of the delegation and have details of how long it is to remain in force
5. All delegations must be recorded in a Delegations Register which must record the reference number, date of approval, date of effect, expiry details and a copy of the delegation
6. A delegation may be altered or revoked. Alterations and revocations must be recorded in the register with a reference number and include reference to the original delegation and reference number. Where a delegation is altered or revoked, a notation referring to the alteration or revocation and reference number must be made against the original delegation on the register
7. The CEO is responsible for keeping the Delegations Register and the register must be available to all staff
8. A delegation by the CEO which involves financial matters must specify a monetary limit
9. No delegation can authorise expenditure outside of the approved Council budget.

5.6 SHIRE ESTABLISHMENT ACTION COMMITTEE (SEAC) TASKS

Through SEAC I am assisting Kerry Whiting, Director Corporate & Community Services at East Arnhem Shire Council in the following tasks:

1. Banking Procurement – a consultancy proposal for banking services arrangement for NT shires has been received from Trudy Coad Consulting (TCC) and has been evaluated. Further discussions will be held this week and it is anticipated that TCC will be commissioned to conduct the proposal for all 8 shires.
2. Insurance procurement – work has commenced on a tender document, which is based on the tender documents used by Power & Water Corporation for the appointment of their insurance brokers.
3. Legal Services Procurement – discussions have been held with the Department of Justice and work is continuing on the approach to be taken.

Reports are to be given on progress at the SEAC meeting – 3 March 08.

FOR INFORMATION

5.7 STAFFING

Discussions have been held with Sue Davey (LGANT) concerning the various staffing approaches being considered by the proposed councils, the establishment of common processes, the compilation of position descriptions, the classification allocated to positions in the shire business plans, the current multiplicity of