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Central Desert Shire Council

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Confirmed Minutes of the Central Desert Shire Council Meeting held at the Ti Tree Shire Office on 10 December 2008, starting at 9am.

1 Attendance

Present: Councillors James Glenn, Louis Schaber, Noel Heenan, Adrian Dixon, William Johnson, Norbert Patrick, Robbie Walit, Jasper Haines, Bruce Finter, Rowan Foley (Chief Executive Officer), Roydon Robertson (Director Corporate and Community Services), Tim Day (Director Infrastructure), Elke Wiesmann (Governance Manager), Katja Pott (Governance Administration Officer)

Absent: Ned Hargraves, Jean Brown, Maisie Wayne

Apologies: Nil

2 Radioactive Waste Facility

Vince Jeismann from Warren Snowdon's Office gave a presentation about the Commonwealth Radioactive Waste Management Repeal (Repeal and Consequential Amendment) Bill 2008.

3 Declarations of Conflict of Interest

Nil

Deputy President Ned Hargraves arrived at 9:30.

4 Confirmation of Previous Minutes

Motion: That the Minutes of the Shire Council Meeting held on 13 November 2008 be confirmed.

Moved: Councillor Bruce Finter

Seconded: Councillor Jasper Haines

Carried

5 Acceptance of agenda

Motion: That the agenda of the second Shire Council Meeting on 10 December 2008 in the Ti Tree Shire Council Office be accepted.

Moved: Councillor Adrian Dixon

Seconded: Councillor Norbert Patrick

Carried

6 President's Report



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Motion: That the President's report be received and noted.

Moved: Deputy President Ned Hargraves

Seconded: Councillor Bruce Finter

Carried.

7 Chief Executive Officer's Report

Motion: That the CEO's report be received and noted.

Moved: Councillor Bruce Finter

Seconded: Councillor Adrian Dixon

Carried.

7.1 Adoption of existing policies

7.1.1 Dog Management Policy

Motion: That the Dog Management Policy be adopted (see attachment 1).

Action: That the Director Infrastructure report to the next meeting about the appointment of a ranger.

Moved: Councillor Bruce Finter

Seconded: Councillor Robbie Walit

Carried.

7.1.2 Criminal History Check Policy

Motion: That the Criminal History Check Policy be adopted (see attachment 2).

Councillors Maisie Wayne and Jean Brown arrived at 10:08.

Moved: Councillor Bruce Finter

Seconded: Deputy President Ned Hargraves

Carried.

7.1.3 Vehicle Rules

Motion: That the Vehicle Rules be adopted (see attachment 3).

Moved: Councillor Norbert Patrick

Seconded: Councillor Jasper Haines

Carried.

All councillors signed the Vehicle Rules at the meeting.



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7.1.4 Staff who can run for Shire Council Elections Policy

Motion: That the Staff who can run for Shire Council Elections Policy be adopted (see attachment 4).

Moved: Councillor Jasper Haines
Seconded: Councillor Noel Heenan

Carried.

7.2 Draft Dispute Resolution Policy

Motion: That the Draft Dispute Resolution Policy be adopted as amended (see attachment 5).

Moved: Deputy President Ned Hargraves
Seconded: Councillor Bruce Finter

Carried.

7.3 Draft Allowances Tax Policy

Motion: That the Draft Allowances Tax Policy be adopted (see attachment 6).

Moved: Councillor Jasper Haines
Seconded: Councillor Bruce Finter

Carried.

7.4 Draft Professional Development (Councillors and Local Board Members) Policy

Motion: That the Draft Professional Development Policy (Councillors and Local Board Members) be adopted (see attachment 7).

Moved: Councillor Robbie Walit
Seconded: Councillor Bruce Finter

Carried.

7.5 Economic Development Advisory Board

Motion: That Council establish a committee under Section 54 of the Local Government Act for the purpose of advising it on economic development matters.

Moved: Deputy President Ned Hargraves
Seconded: Councillor Bruce Finter

Carried.

7.6 Ratification of the use of the Common Seal



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Motion: That the use of the Common Seal be ratified.

Moved: Councillor Robbie Walit
Seconded: Councillor Jasper Haines

Carried.

7.7 Governance Manager's Report

Motion: That the Governance Manager's report be received and noted.

Moved: Councillor Bruce Finter
Seconded: President James Glenn

Carried.

8 Director Corporate and Community Services' Report

Motion: That the Director Corporate and Community Services' report be received and noted.

Moved: Councillor Norbert Patrick
Seconded: Councillor Robbie Walit

Carried.

Councillor William Johnson left the room at 12.30.

9 Director Infrastructure's Report

Motion: That the Director Infrastructure's report be received and noted.

Moved: Deputy President Ned Hargraves
Seconded: Councillor Robbie Walit

Carried.

10 Local Board Reports and Appointments

a) Motion: That the report of the Atitjere Local Board be received and noted.

b) Motion: That Local Advisory Boards report to Council three weeks before a Council Meeting and the CEO provide a management response to the advice provided to Council.

c) Motion: That the local board nominees for Nyirripi community be appointed.



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Moved: Councillor Jasper Haines

Seconded: Councillor Noel Heenan

Carried.

Councillor William Johnson arrived back at 13:45.

11 General Business

11.1 Nuclear Waste Dump

Motion: That Central Desert Shire Council voice its opposition to a nuclear waste facility in the Northern Territory.

Moved: Councillor Noel Heenan

Seconded: Councillor Jasper Haines

Carried.

Action: Invite Arafura Resources, Thor Mining and the Central Land Council to the next council meeting to present about mining proposals in the shire region.

Action: Invite Warren Snowdon to present the Federal Government's position on nuclear waste dump.

Action: Circulate the report of the Senate Inquiry into the Commonwealth Radioactive Waste Management Repeal (Repeal and Consequential Amendment) Bill 2008 after it is handed down on 18 December 2008.

Action: Invite MacDonnell and Barkley Shire Councils to support the motion opposing a nuclear waste dump in the NT.

11.2 Seating Order

Motion: That the Deputy President not be seated next to the President.

Moved: Councillor Bruce Finter

Seconded: Councillor Robbie Walit

Carried.

The President leaves the meeting and the Deputy President assumes the chair at 13.56.

11.3 Use of Australian Government grant for Yuelamu Shire Office

Motion: That the Australian Government's Regional and Local Community Infrastructure Program grant be put towards the cost of building a new shire office in Yuelamu.



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Moved: Councillor Jasper Haines
Seconded: Councillor Norbert Patrick

Carried.

12 Questions from Members

Councillor Robbie Walit asked whether Central Desert Shire Council signs can be put on shire buildings. Director of Infrastructure Tim Day replied that the newly-appointed Asset Manager will be responsible for signage on all shire buildings and that Shire Service Managers will advise him on the numbers of signs required and their wording.

Councillor Jean Brown asked if communities can have big skips instead of standard wheelie bins which are easily damaged. Director of Infrastructure Tim Day replied that this is an operational issue that needed to be investigated, including the cost of skips and special trucks to lift them up.

Action: Director of Infrastructure to report back to the next meeting.

Councillor William Johnson wants to know why drink driving course fees needs to be paid upfront. CEO Rowan Foley responded that he is not aware of the issue and will investigate.

Action: CEO to report back to the next meeting.

Councillor Norbert Patrick asked why the internet and computers at Lajamanu are still not working. Director of Infrastructure Tim Day replies that Stephen Smith from Telstra and Gary Russell from the NT Government have been asked to solve this problem as soon as possible. There is a wireless connector device which can solve the problem and the Shire Council is awaiting a detailed quote from Telstra.

Action: Director of Infrastructure to report back to the next meeting.

Councillor Norbert Patrick asked why some Lajamanu vehicles were not registered. Director of Infrastructure Tim Day replied that the majority of cars have been registered but some still needed to be checked by police to ensure they were roadworthy.

Councillor Adrian Dixon asked if Night Patrol can go outside the grounds of Laramba community to manage drinking and littering. The community had received complaints about a lot of empty beer cans on or near Napperby Station.

CEO Rowan Foley replied that the main purpose of Night Patrol is to maintain community safety and to resolve disputes. He will investigate with the Night Patrol Coordinator what can be done about the problem and report back.

Action: CEO to report back to the next Council meeting.

Councillor Jasper Haines asked if Councillors' travel allowance can be paid in advance. CEO Rowan Foley replied that Council has a policy that travel allowance is only paid after meetings. In addition, councillors receive a councillor allowance that is paid into their bank account every second Wednesday so that there is always money coming into their account.



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Councillor Noel Heenan asked if councillors can have a laptop each for business papers instead of using hard copy folders. Governance Manager Elke Wiesmann replied that laptops were expensive and did not last long in remote communities. Not all councillors knew how to use computers. CEO Rowan Foley replied that once Central Desert Shire Council has permanent chambers it can look into installing computers in its chambers, similar to the set up at Alice Springs Town Council Chambers.

13 Questions from the public

Nil

14 Petitions and deputations

Nil

15 Confidential business: Acquisition of Shire Headquarters Building

Motion: a) That the meeting be closed to the public in accordance with Section 8 (c) (i) of the Local Government Act to discuss an item which, if it became public, could give others an unfair advantage or endanger a deal with the owner of the building.

Moved: Councillor Robbie Walit
Seconded: Councillor Jasper Haines

Carried

Discussion took place on the purchase of a Shire Headquarters Building.

Motion b): That the Council meeting be re-opened to the public.

Moved: Councillor Bruce Finter
Seconded: Councillor Norbert Patrick

Carried.

Motion: c) That Council approve the joint purchase, with MacDonnell Shire Council, of 1 Bagot Street, Alice Springs as the future Head Office and Chambers.

Motion: d) That the CEO be delegated authority to explore and determine borrowing by Central Desert Shire Council of the necessary funds of up to \$1 million principal for the purchase of 1 Bagot Street Alice Springs in consultation with the Department of Local Government and Housing.

Moved: Councillor Bruce Finter
Seconded: Councillor Robbie Walit

Carried.

The President resumed the chair at 14:47 and closed the meeting at 14.50.



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Attachment 1:

Dog Management Policy

REFERENCE NUMBER: P-7

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 8 October 2008

REVIEW DATE:

Objectives:

- To make sure that dogs in communities and Shire-managed outstations are looked after
- To make sure that dogs are healthy, well fed and do not bite or infect people
- To encourage communities to keep no more than two dogs per household
- To allow Central Desert Shire Council to manage dogs in communities

Legislation and Reference:

Local Government Act (Section 195)

Central Desert Shire Council Business Plan

Alice Springs Animal Management By-Laws 2008

Policy:

The health and welfare of residents and their dogs is important to the Central Desert Shire Council. Council respects the cultural and social role dogs play in communities.

Council staff will work with dog owners, communities and funding bodies to make sure that dogs are healthy and are not a threat or a health hazard to residents. Central Desert Shire Council will work closely with the NT Health Department.

Central Desert Shire Council encourages residents to take responsibility for their dogs. Communities will be supported to develop dog management plans.

For human and environmental health reasons a maximum of two dogs per household is prescribed.

Central Desert Shire Council will work with qualified vets and develop By-Laws in collaboration with local boards in communities to actively reduce dog numbers.

Regular education, sterilisation programs and euthanasia of aggressive or chronically sick dogs will take place in each community.

Regulatory orders will be used to make sure that owners manage dogs which are aggressive or a nuisance. Where owners fail to manage such a dog the Shire Council may take steps to have the dog destroyed.

This policy applies to Shire-managed outstations. Outstation Resource Centres will be encouraged to adopt this policy.



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Attachment 2:

Criminal History Checks Policy

REFERENCE NUMBER: P-6

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 8 October 2008

REVIEW DATE:

Objectives:

- To put in place measures to make sure that Criminal History Checks are done for key jobs in the Central Desert Shire Council.
- To protect the information and rights of all staff.
- To make sure that residents of Central Desert Shire receive the best possible service delivery.

Legislation and Reference:

Local Government Act Part 9.2, 9.3

Central Desert Shire Council Business Plan

Policy:

The Human Resources Manager, in collaboration with the CEO and Directors (Executive Management Team), will decide which jobs need criminal history checks.

Central Desert Shire Council will pay for criminal history checks.

When evaluating a criminal history check for a current or potential employee, members of the Executive Management Team will look at

- the nature of any convictions and how relevant they are to the employment position;
- the seriousness and frequency of the convictions;
- whether the history of convictions shows a pattern of behaviour that is likely to be repeated; and



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- when the offences occurred.

Central Desert Shire Council will treat all criminal history checks as confidential. Criminal history checks will only be viewed by the Executive Management Team and Human Resources Manager. The decision to employ a person with a criminal history will be subject to approval by the Chief Executive Officer.

The Central Desert Shire Council encourages the employment of Aboriginal people and acknowledges the high rates of criminal convictions, especially amongst Aboriginal men. Central Desert Shire Council will work with Aboriginal applicants with convictions to provide the best possible employment outcomes.



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Attachment 3:

Vehicles Rules

(to be incorporated in a comprehensive Shire Vehicle Policy)

REFERENCE NUMBER: P-3

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 3 September 2008

REVIEW DATE:

Objective:

- To make sure all drivers and passengers are safe when travelling in Central Desert Shire vehicles
- To make sure Central Desert Shire vehicles are well looked after
- To make sure well-maintained vehicles are available for employees to do their work

Legislation and References:

Local Government (Accounting) Regulations 2008 Part 10.

Northern Territory Traffic Act 2008.

This policy refers to all use of vehicles owned and registered by Central Desert Shire Council; placed by the registered owners under the management of Central Desert Shire Council; or hired/leased for a period of time by Central Desert Shire Council.

This policy does not relate to vehicles provided by external agencies to deliver community services under funding agreements or a Memorandum of Understanding. Use of these vehicles is strictly in accordance to agreements in place.

Vehicle Rules:

1. SHIRE COUNCIL VEHICLES WILL ONLY BE DRIVEN BY AUTHORISED STAFF WHO HAVE A CURRENT AND APPROPRIATE NT DRIVER'S LICENCE.
2. NO SHIRE COUNCIL VEHICLE IS TO BE USED FOR PRIVATE USE WITHOUT THE WRITTEN AUTHORISATION OF THE CHIEF EXECUTIVE OFFICER.
3. ANY SHIRE COUNCIL VEHICLE TAKEN AWAY FROM A COMMUNITY WITHOUT AUTHORISATION FROM THE SHIRE SERVICE MANAGER WILL BE REPORTED TO THE POLICE AS STOLEN.
4. AUTHORISED DRIVERS ARE RESPONSIBLE FOR THEIR VEHICLES AND WILL REGULARLY CLEAN IT AND CHECK FOR WEAR AND TEAR. ANY DAMAGE OR FAULTS MUST BE REPORTED TO THE WORKS SUPERVISOR OR SHIRE SERVICE MANAGER.
5. NO SMOKING IN ANY SHIRE COUNCIL VEHICLE AND SEAT BELTS MUST BE WORN AT ALL TIMES.



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6. NO DRIVING ANY SHIRE COUNCIL VEHICLE AFTER DRINKING ALCOHOL OR SMOKING GUNJA.
7. DRIVERS MUST ALWAYS FILL IN THE VEHICLE LOG BOOK.
8. ANY TRAFFIC INFRINGEMENTS OR PENALTIES ARE THE RESPONSIBILITY OF THE DRIVER AND THEY MUST PAY THEIR FINES.
9. PEOPLE WHO ARE NOT EMPLOYEES OF THE SHIRE COUNCIL MUST NOT TRAVEL IN SHIRE COUNCIL VEHICLES - UNLESS THEY HAVE A VALID WORK RELATED REASON, IT IS A GENUINE EMERGENCY, IT IS APPROVED BY THE SHIRE SERVICE MANAGER OR EXECUTIVE MANAGEMENT TEAM.
10. IF A SHIRE COUNCIL VEHICLE IS INVOLVED IN AN ACCIDENT THAT CAUSES INJURY OR DAMAGE TO ANY VEHICLE OR PROPERTY, THE INCIDENT MUST BE REPORTED TO THE SHIRE SERVICES MANAGER OR CHIEF EXECUTIVE OFFICER.



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Attachment 4:

Policy: Staff who can run for Shire Council Elections

REFERENCE NUMBER: P-4

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 3 September 2008

REVIEW DATE:

Objectives:

- To make sure Shire Councillors have no unacceptable conflict of interest because they are also a senior employees of the Shire Council
- To avoid difficulties when hiring staff and when looking at their performance
- To make clear which Shire Council staff members are senior employees
- To make sure that all other employees of the Shire Council are able to nominate for Shire Council elections

Legislation and Reference:

Local Government Act (Section 37)

Local Government Act Guidelines (Employees disqualified from Council Membership)

Policy:

Section 37 of the Local Government Act allows certain staff members to nominate for the position of councillor if certain conditions are met.

This policy is about those staff members who are not allowed to nominate as councillor.

1. Staff members of the Central Desert Shire who want to nominate for the position of Council must check with the CEO to find out if they can nominate.

2. The following staff members cannot nominate for Council:

- Any position that reports directly to the Chief Executive Officer of the Council (Section 2 (1) (a) of the Guidelines).
- Position or equivalent positions of Director Infrastructure, Director Corporate Services, Director Community Services, Manager Finance, Manger Human Resources, Manager Agency Services, and Shire Services Manager, (Section 2 (1) (b) of the Guidelines).
- In addition the following positions are also disqualified from nominating for Shire Council: anyone who reports directly to the Director Infrastructure and the Director Corporate and Community Services. This includes Assistant Shire Service Managers.
- Employees who are elected as Shire Councillors get unpaid leave to attend Council meetings.



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- Employees must attend specific training about the roles and responsibilities of elected members and employees and about conflicts of interest.
 - Shire employees who are elected as Shire Councillors must declare an interest when deciding policies relating to Human Resources (staff hiring, firing and performance) and Industrial Relations (staff wages and conditions).
 - The employee must undertake the role of employee when working and avoid any confusion between their roles as employee and Councillor when dealing with other Shire employees and residents.
3. Council reserves the right to change this policy as needed, for example to include or remove employee positions from this policy.



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Attachment 5:

Dispute Resolution Policy

REFERENCE NUMBER: P-11

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 10 December 2008

REVIEW DATE:

Objectives:

- to resolve disputes and grievances,
- to encourage employees to follow the **dispute resolution procedures**,
- to ensure all grievances and complaints are dealt with effectively, fairly and confidentially,
- to advise employees about the steps involved in lodging and resolving a verbal grievance or formal written complaint,
- to encourage employees to exhaust internal procedures before going outside the shire council to resolve disputes.

Legislation and Reference:

Local Government Act

Central Desert Shire Council Workplace Collective Agreement

Code of Conduct

Policy:

Central Desert Shire Council has two ways of resolving a dispute or grievance:

- **Verbal Grievance**

Employees with a grievance can:

- Speak to the person causing the problem, or
- Speak to their manager if they do not want to speak to the person directly.

A verbal grievance can be lodged by any employee with a manager, normally the Shire Service Manager or the Human Resources (HR) Manager. The manager will record it in their diary and will treat it as confidential. This means the manager will only talk to the persons involved in the grievance and keep it secret from anyone else. Employees are expected to do the same.

The manager will investigate the grievance without taking sides. This may mean that the person complained about and any witnesses will be interviewed in a confidential way.



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The manager will give the person complained about an opportunity to tell their side of the story. The person may bring someone with them to the interview for support.

No decision will be made until the investigation is finished and it will be dealt with as quickly as possible.

The resolution of a legitimate verbal grievance may result in an action such as an employee attending a mediation session, giving an apology, moving to another location, attending counselling and/or further training. If the manager finds a serious breach of the code of conduct stronger disciplinary action may result.

- **Formal written complaint**

Once a formal written complaint is made by an employee it will be investigated by a senior manager, normally the Director Infrastructure or the Deputy CEO/ Director Corporate and Community Services. The senior manager may seek the advice of the Human Resources Manager or other appropriately qualified professionals, and the whole investigation will be recorded.

The senior manager will interview the employee making the complaint, any witnesses, the person against whom the complaint is made, and that person's supervisor. The employee making the complaint and the person against whom the complaint is made may bring a support person to the interview.

No decision will be made until the investigation is finished and the CEO has been consulted.

Formal complaints against elected Council members will be handled pursuant to Division Two Subsections 79 – 82 of the Local Government Act of 2008.

A formal complaint will result in one of the following two outcomes:

1. The investigation finds the complaint valid. Appropriate disciplinary action will be taken if the code of conduct has been breached. This may include counselling, formal warnings or termination of employment (dismissal). If the investigation reveals that the allegations were malicious and unfounded the CEO will take appropriate disciplinary measures against the person who made the complaint.

2. The investigation finds the complaint is not valid. The senior manager investigating the complaint will explain the reason for this finding. If the employee believes the finding is incorrect they may take their grievance to the CEO. The CEO will then review the senior manager's decision. If the CEO supports the finding of the senior manager the employee can take the complaint to an external party for further investigation, conciliation (seeking a solution all parties can live with) or arbitration (decision making), as per the Central Desert Shire Council Workplace Collective Agreement.

Staff complaints against the CEO

Formal complaints against the CEO for breaching the Council's Code of Conduct must be addressed in writing to the President who will assess the complaints to determine whether to:

- Take no further action and give the complainant the reason/s in writing.



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- Resolve the complaint by the use of alternative and appropriate strategies such as, but not limited to mediation/conciliation, informal discussion or negotiation and give the complainant advice on the resolution of the matter in writing.
- Refer the matter to a committee of appropriately qualified persons of high standing in the community to deliberate upon and uphold the principles of procedural fairness.



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Attachment 6:

Allowance Tax Policy

REFERENCE NUMBER: P-10

ORGANISATIONAL UNIT: Finance and Governance

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 10 December 2008

REVIEW DATE:

Objectives:

- To clarify councillors' responsibilities about paying tax on their allowances
- To make sure councillors do not pay more tax on their allowances than they have to
- To make sure councillors do not end up with a tax debt

Legislation and Reference:

Local Government Act Guidelines 2008

Taxation Administration Act 1953

Policy:

Councillors are personally responsible for paying taxes on their allowances.

The Central Desert Shire Council takes no responsibility for this.

At the end of every financial year all councillors will get a tax certificate. This certificate will say how much they have been paid in allowances and how much tax was taken out over the year.



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Attachment 7:

Professional Development (Councillors and Local Board Members) Policy

REFERENCE NUMBER: P-12

ORGANISATIONAL UNIT: All

RESPONSIBLE POSITION: Chief Executive Officer

RELEVANT DELEGATIONS:

DATE ADOPTED: 10 December 2008

REVIEW DATE:

Objectives:

To guide council's decision making about the professional development of councillors and local board members

Legislation and References:

Local Government Act Guidelines 2008 (Councillor Allowances)

Central Desert Shire Council Business Plan (Goal 5: Democracy and Governance)

Policy:

Council will develop a professional development plan based on the following principles:

- All new councillors will receive an induction workshop as soon as possible after a shire council election.
- Throughout their term councillors will receive ongoing governance training prior to every shire council meeting, as well as additional training activities addressing specific training needs identified by councillors and management.
- Local advisory board members will receive ongoing training in the form of regular meeting facilitation as well as additional training activities on specific training needs identified by local board members and management.
- Professional development can be provided in-house where staff has the necessary qualifications and experience.
- Locally experienced independent trainers/facilitators will be used where staff does not have necessary skills and experience and where independent trainers/facilitators are affordable, so both elected and appointed members and council staff can share learning opportunities.
- Councillors can undertake professional development as individuals or as a group.
- In order to save money and learn from others council will conduct joint training with other councils or share trainers and training materials with other councils wherever possible

The plan may include training in the following areas:

- Strategic and business planning



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- Policy Making
- Keeping track of council finances
- Dispute resolution and mediation
- Responsibilities of employers
- Meeting procedures and effective decision making
- Succession planning and maintaining corporate knowledge
- Conflict of interest
- Confidentiality
- Compliance with laws and regulations
- Delegations
- Self evaluation and continuing improvement of governance practice and arrangements
- Team building
- Specific professional development needs of the President and Deputy President, such as responsibilities of the role, leadership, chairing effective meetings, media skills

Courses, conferences and training becomes available from time to time that may benefit individual councillors. When deciding whether to approve such activities council must consider whether they

- are in the best interest of Central Desert Shire residents
- keep up, improve and broaden members' existing knowledge and skills
- develop the personal qualities they need to do their work

A register of professional development applications will be kept by the Governance Manager.

The Governance Manager will regularly report to council about professional development activities funded under this policy.