



MINUTES
SPECIAL MEETING
1st JUNE, 2017

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Signed: Paul McInerney, Chief Executive Officer

MINUTES

SPECIAL MEETING

HELD IN THE COUNCIL CHAMBERS, BATCHELOR

ON THURSDAY 1ST JUNE 2017 AT 4:20PM

President of the Shire Council Andrew Turner declared the meeting open at 4:20pm and welcome all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Andrew Turner
Councillor	Vice President Dave Gray
Councillor	Sue Bulmer
Councillor	Max Corliss
Councillor	Ewan Crook

STAFF PRESENT

Chief Executive Officer	Paul McInerney
Melissa Kerr	Finance Manager

PERSONS PRESENT

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	1st June, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Special Meeting held 1st June, 2017.

BACKGROUND

Not applicable.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a council if the person:
(d) is absent, without permission of the council, from 2 consecutive ordinary meetings of the council.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

RESOLUTION 01/06/2017/001

That Council receive and notes apologies of absence for Clr Bruce Jones for the Special Meeting held 1st June 2017.

Moved: Clr. Corliss

Seconded: Clr. Gray

5/5

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	1st June, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised

2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. Under disclosure, the Member must abide by the decision of Council on whether he/ she shall remain in the Chambers and/ or take part in the vote on the issue. The council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the Council expressly directs him or her to do so.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 &s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority

That there were no declarations of interest for the Special Meeting held 1st June, 2017.

4 POLICY FOR OPERATION OF COUNCILLORS WORKSHOPS

Applicant:	N/A
Location/Address:	N/A
File Ref:	111A
Disclosure of Interest:	Nil
Date:	1st June, 2017
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Draft Workshop Policy

SUMMARY

Council resolved at the May, 2017 ordinary meeting to trial the holding of Councillors Workshops to advance the exchange of information from projects and programs arising from the Councils Strategic Plan, Long Term Plans and Annual Budgets.

The intent is to conduct these Workshops once per month which may be held separate to an Ordinary Council meeting or on the same day as a Council meeting.

A Policy that allows for the conduct of the Workshops should be adopted by Council.

BACKGROUND

Given the increasing volume and complexity of material necessary to consider by Councillors, Council finds it necessary to, from time to time, implement a mechanism of Councillor Workshops to assist Councillors in developing a thorough understanding of the issues at stake within a more informal and interactive forum. It is proposed that Councillor Workshops will be held on a monthly basis and under the following broad conditions:

- Where the particular subject matter to be dealt with at the Councillor Workshop is dealing with the development of key strategic documents; such as a strategic plan for Council. This however implies that there will be substantial further public consultation before Council would be able to finalise its position on these types of matters.
- Where the particular subject matter to be dealt with at the Council Workshop is of a substantial and complex nature and where it would assist Councillors to receive information by way of information sessions or briefings; such as the presentation of a draft budget, draft management plan or draft annual report to Council.
- Councillor Workshops have as a focus the provision and/or presentation of information in a structured way, whilst also providing for an opportunity for clarification of the material presented. Workshop papers will therefore contain information, but no recommendations. Councillor Workshops

are not designed or allowed to become a substitute for open debate in the official monthly Council Meeting.

- Councillor Workshops are not designed or used by or allowed to be used by any Councillor to reach a pre-determined position on issues that will later be presented to and be voted on at a Council Meeting. No agreement will therefore be sought from any Councillor during the course of the Workshop.
- Councillor Workshops are not used or allowed to be used as an avenue to influence staff or attempt to influence staff or to give direction to staff or to attempt to give direction to staff as to what the contents of their reports or recommendations to Council should be. No agreement will therefore be sought from any staff member during the course of the Workshop.
- Councillors are under no obligation to attend Councillor Workshops.
- Councillor Workshops are proposed to be chaired by the President.
- Councillor Workshops will be conducted in an informal way, but with the necessary acknowledgement and respect shown to the Chair by all participants. Workshops in their proper perspective should be, an information sharing forum, and avoid the appearance of a formal Council Meeting which carries the attendant risk of de facto decision-making.

COMMENT

A draft policy for Councillors Workshops has been prepared and is provided as an attachment.

CONSULTATION

Director Sustainability & Compliance, Department of Housing and Community Development
President
Operations Manager
Finance Manager
Senior Administration Officer

STATUTORY ENVIRONMENT

The NT Local Government Act does not specifically allow or disallow Workshops.

POLICY IMPLICATIONS

Initial Policy should be adopted to allow for the commencement of the Councillors Workshops.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

The recommendation

RESOLUTION 01/06/2017/002

That Council endorse the holding of regular Councillor Workshops to allow for briefings, presentations and discussion on matters contained within the Councils Strategic and Long Term Plans to occur, that allows for information exchange between Councillors, Senior Staff or other invitees as may be required:

and that Council adopt the policy 1.12.1 – Councillors Workshops

Moved: **Clr.Crook**

Seconded: **Clr.Gray**

5/5

5. CLOSE MEETING

Meeting closed at 4.25pm