

BUSINESS PROCESS REVIEW COMMITTEE

AGENDA

Thursday, 27 October 2022

The Committee Meeting will be held in the Council Chambers, 41 Peko Road, Tennant Creek on Thursday, 27 October, at the conclusion of the Ordinary Council Meeting.

Frank Crawley
Quality & Governance Officer

OUR VISION

We strive to be responsive, progressive, sustainable council which respects, listens and empowers the people to be strong.

The Way We Will Work

We will make it happen!

We will be engaged and have regular opportunities to listen.

We will have strong policy and budgets to ensure our programs and services are progressive and sustainable.

Respect is shown in everything we do and we have acceptance of all cultures in the Barkly Region and their practices through a culturally competent Council.

We are a responsible Council.

We will be a responsive Council.

We want to empower local decision making.

We want to ensure that our services are sustainable and that our region has a standard consistent level of services.

We want to be able to sustain our environment – our communities, our physical places, our people and our organisational culture.

We will aggressively pursue additional funding from both levels of government to improve the standard of living of people across the region.

We need to be realistic, transparent and accountable.

ACKNOWLEDGEMENT TO COUNTRY

We acknowledge the Traditional Owners of Warumungu, Mudberra, Jingili, Wakaya, Wambaya, Waanyi, Walpiri, Warlmanpa, Alyawarr, Anmatyerre and Kaytetye Country on which Barkly Regional Council live and work, and recognise their continuing connection to land, waters and culture. We pay our respects to the ancestors and elders of these lands, past, present and emerging.

May we continue to work together to Deliver sustainable outcomes through a process Based on mutual respect and understanding.

COUNCIL PRAYER

Our Lord Jesus Christ, we trust you will guide and bless this meeting of the Barkly Regional Council. We pray that you will ensure that all discussions and decisions made today are just and fair as they will affect all people within the Barkly Region. We also pray for your guidance to ensure that all our dealings are appropriate to all those whom we represent and will reflect an equitable and honest approach to the issues to be discussed today.

Amen

AGENDA

ITEM NO.	SUBJECT	PAGE NO.
1.0	OPENING AND ATTENDANCE	
1.1	Elected Members present	
1.2	Staff members present	
1.3	Visitors present	
1.4	Apologies	
1.5	Absent without Apology	
1.6	Disclosure of Interest: The CEO, Emma Bradbury, has declared a conflict of interest in all matters pertaining to this Committee.	
2.0	CONFIRMATION OF PREVIOUS MINUTES There are no previous Minutes.	
3.0	CORPORATE SERVICES DIRECTORATE REPORT	
3.1	Approval of Terms of Reference for an independent consultant to conduct the Business Process Review	4
4.0	CLOSE OF MEETING	

ITEM NUMBER	3.1
TITLE	Approval of Terms of Reference for an independent consultant to conduct the Business Process Review
REFERENCE	
AUTHOR	Frank Crawley, Quality & Governance Officer

RECOMMENDATION:

That Council adopt the Terms of Reference for an independent consultant to conduct the Business Process.

SUMMARY:

The approval of the terms of reference allows the committee to call for quotes from relevant firms/individuals to conduct the review.

BACKGROUND:

At the September 2022 Council meeting the Council approved the terms of reference for this committee. The delegated authority of this committee includes the ability to review and approve the Terms of Reference for the Business Process Review to be conducted by an independent consultant.

The Terms of Reference are attached to this report. A draft was prepared by the Local Government unit of the Chief Minister and Cabinet Department. The author of this report has further developed the terms of reference and the Local Government Unit are satisfied with the changes that have been made.

ORGANISATIONAL RISK ASSESSMENT:

BY progressing this review the council's reputational risk will be reduced.

BUDGET IMPLICATIONS:

The committee has delegated authority to approve expenditure up to the value of \$35,000 (including GST).

ISSUES/ OPTIONS / CONSEQUENCES

It is important that this review commence as soon as possible as initial timelines have already stretched out. The author has been given approval by the Chair, Cr Noel Hayes to send out to relevant firms/ individuals the draft terms of reference on the understanding that there may be some minor adjustments that the committee may want. This will help expedite the responses.

CONSULTATION AND TIMING

Expressions of Interest including quotations must be received by the start of November 2022. The Chair, Cr Hayes has delegated authority to formally appoint the independent consultant and be the key contact for the review. The author is available to assist the Chair in these tasks.