AGENDA

ORDINARY COUNCIL MEETING

WEDNESDAY, 19 JUNE 2019

Notice is given that the next Ordinary Council Meeting of Tiwi Islands Regional Council will be held on:

- Wednesday, 19 June 2019 at
- Milikapiti Council Boardroom
- Commencing at 9:00 am

Your attendance at the meeting will be appreciated.

Valerie Rowland
Chief Executive Officer

AGENDA

1 WELCOME & APOLOGIES

1.1 Welcome
- 1.1.1 Opening of Meeting
- 1.1.2 CEO welcome to Councillors & guests

1.2 Apologies

Apologies were received from:
Councillor Mary Dunn

1.3 Present

1.4 Leave of Absence

1.5 Declaration of Interest of Members or Staff

Section 73 of the Northern Territory *Local Government Act* states**:**

Section 73 Conflict of interest

(1) A member has a ***conflict of interest*** in a question arising for decision by the council, local board or council committee if the member or an associate of the member has a personal or financial interest in how the question is decided.

(2) This section does not apply if the interest is:

(a) an interest in a question about the level of allowances or expenses to be set for members; or

(b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or

(c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or

(d) an interest that the member or an associate has in a non-profit body or association; or

(e) an interest of the member or an associate:

(i) in appointment or nomination for appointment to a body with predominantly charitable objects; or

(ii) in payment or reimbursement of membership fees, or expenses related to membership, in such a body; or

(f) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

Section 74 Disclosure of interest

(1) As soon as practicable after a member becomes aware of a conflict of interest in a question that has arisen or is about to arise before the council, local board or council committee, the member must disclose the personal or financial interest that gives rise to the conflict (the ***relevant interest***):

(a) at a meeting of the council, local board or council committee; and

(b) to the CEO.

(2) The CEO must record the disclosure in a register of interests kept for the purpose.

Section 12 of the Northern Territory Local Government (Administration) Regulations states:

Section 12 Contents of register of interests

The register of interests to be kept under section 74(2) of the Act must contain:

(a) the name of the member making the disclosure; and

(b) the nature of the interest that gives rise to the conflict of interest; and

(c) the nature of the question on which the conflict of interest arises.

Does any Councillor of Senior Officer have any conflicts of interest to declare at this point of procedings?

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3 BUSINESS ARISING

Nil

4 CORRESPONDENCE

Nil

5 GENERAL BUSINESS

Nil

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8 CONFIDENTIAL ITEMS

8.1 CONFIRMATION OF CONFIDENTIAL ORDINARY COUNCIL MEETING MINUTES HELD ON 22 MAY 2019

The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be keep confidential.

8.2 CEO CONTRACT PROVISIONS

The report will be dealt with under Section 65(2) (a) (ciiii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual; AND information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.

8.3 REVIEW OF ELECTORAL REPRESENTATION PROPOSED CHANGES TO THE PIRLANGIMPI AND BATHURST ISLAND WARDS

The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.

8.4 INTERIM AUDIT UPDATE - 2019

The report will be dealt with under Section 65(2) (ciiii) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to prejudice the interests of council or some other person.

8.5 RATES

The report will be dealt with under Section 65(2) (ci) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information that would, if publicly disclosed, be likely to cause commercial prejudice to, or confer an unfair commercial advantage on any person.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE PIRLANGIMPI COUNCIL BOARDROOM ON WEDNESDAY, 22 MAY 2019 AT 9:00 AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 9:41 am.

The Mayor Leslie Tungatulum welcomed councillors, staff and guests.

1.2 Apologies

Accepted: Pius Tipungwuti and Wesley Kerinaiua.

Not Accepted: Nil

1.2 APOLOGIES - ORDINARY MEETING 22 MAY 2019

1 **RESOLUTION**
Moved: *Kevin Doolan*
Seconded: *Osmond Pangiraminni*

That the apologies of Councillors Pius Tipungwuti and Wesley Kerinaiua be accepted by Council.

CARRIED

1.3 Present

Mayor: Leslie Tungatulum

Councillors: Deputy Lynette De Santis, Francisco Babui, Connell Tipiloura, Kevin Doolan, Mary Dunn, Osmond Pangiraminni, Therese (Wokay) Bourke and Jennifer Clancy.

Officers: Valerie Rowland (A/Chief Executive Officer), Shane Whitten (Chief Financial Officer), Chris Smith (GM Infrastructure), Bill Toy (A/GM Community Engagement), Bala Donepudi (Finance Manager), David Astalosh (Grants and Policy Manager), Claire Scrymgour (A/Executive Officer), Sally Ullungura (Governance Support Officer), Kesara Scrymgour (Governance Support Officer) and Maina Brown (Governance & Compliance Manager).

Visitors: Jocelyn Nathanael- Walters (DLGHCD) and Allan McGill (Tiwi Partners).

Minuter: Maina Brown (Governance & Compliance Manager).

1.4 Leave of Absence

Cr Gawin Tipiloura.

1.5 Declaration of Interest of Members or Staff

There were six declaration of interests.

Cr Connell Tipiloura – Item 6.8

Cr Mary Dunn – Item 6.8

Deputy Mayor Lynette De Santis – Item 6.8 and 6.9

Mayor Leslie Tungatulum Item 6.8 and 8.3

Cr Kevin Doolan – Item 6.16

A/Chief Executive Officer Valerie Rowland – Item 8.2 and 8.3

1.6 Confirmation of Previous Minutes

Ordinary Meeting - 26 April 2019

2 **RESOLUTION**

Moved: *Lynette DeSantis*
Seconded: *Kevin Doolan*

That the minutes of the Ordinary Meeting held on 26 April 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 VISITORS AND PRESENTATIONS

Nil

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 6.1 Finance End of Month Report March 2019.
Action:
A/GM Community Engagement to provide community safety roster to Councillors and publish around the community. Copies will be provided and placed around community and also website.

4 CORRESPONDENCE

Nil

5 GENERAL BUSINESS

Nil

6 REPORTS FOR DECISION

6.1 FINANCE END OF MONTH REPORT APRIL 2019

This report provided finance information to the Council for year to date April 2019 for decision.

3 **RESOLUTION**
Moved: *Mary Dunn*
Seconded: *Kevin Doolan*

That Council notes this report and accepts the Finance Report for the reporting period 30 April 2019.

CARRIED

6.2 AMENDED SCHEDULE OF FEES AND CHARGES 2019/2020

At the Ordinary Council Meeting held on Friday 26 April, Council approved the schedule of fees and charges to come into effect from 1 July 2019.

4 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Kevin Doolan*

1. **That Council approve the inclusion of "Passenger Boat – Sole Use $500 per day" in the fees and charges schedule effective 1 July 2019.**

CARRIED

6.3 REQUEST TO USE COUNCIL COMMON SEAL ON HOMELANDS MUNICIPAL AND ESSENTIAL SERVICES SPECIAL PURPOSE GRANTS.

The Council Common Seal is required to execute funding agreement NR00051S-MESSPG_2 between TIRC and the NTG Department of Local Government and Community Develop regarding Municipal and Essential Services Special Purpose Grant (MESSPG) funding.

This funding agreement has been granted following council's request to vary the original funding agreement – Resolution 8 of 26 April 2019 OCM.

5 **RESOLUTION**
Moved: *Kevin Doolan*
Seconded: *Francisco Babui*

That Council authorise the use of the Council Common Seal to execute the MESSPG funding agreement NR00051S-MESSPG_2.

CARRIED

6.4 MANAGERS REPORTING TO CEO END OF MONTH REPORTS FOR APRIL 2019 TO EARLY MAY 2019

This report includes all Managers report who currently report direct to the CEO. It also reports on the CEO activities for the month.

6 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Mary Dunn*

That Council notes and agrees to report number 225906 for information.

CARRIED

6.5 TIWI ISLANDS REGIONAL COUNCIL AWARENESS ARTICLE IN TERRITORY Q

This report seeks decision from Council regarding a positive news story about Tiwi Islands Regional Council and the Tiwi Islands in the next edition of Territory Q magazine.

Extensive work and interviews have been conducted by Nigel Adlam, Editor of

Territory Q.

Territory Q requires the booking form to be completed by an officer of TIRC to authorise the booking and initiate payment. The cost of the article is $7500 + GST = $8250.

7 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Lynette DeSantis*

That Council:

1. **Recommends the Acting Chief Executive Officer to approve expenditure of up to $8,250 (inclusive GST) for this article to be included in the next edition of Territory Q magazine.**
2. **Authorises Acting Chief Executive Officer to speak to senior leaders at TITEB and TLC seeking assistance to share the total cost of the article.**

CARRIED

Action:
- A copy of the draft to send to elected members.
- Grants and Policy Manager to include photos.

6.6 WARD UPDATE

This report is to provide an opportunity to each Councillors from each ward to bring up matter for discussion and decision on issues in their ward/community.

8 **RESOLUTION**
Moved: *Mary Dunn*
Seconded: *Jennifer Clancy*

That Council receives and notes report number 226040 and provide any feedback for discussion and decision making.

CARRIED

At this point of the meeting a lunch break was called at 12:30 pm.

The meeting recommenced at 1:00 pm.

6.7 WURRUMIYANGA COMMUNITY PROJECTS PROPOSALS

This report seeks Council approval to proceed with the two new proposed Wurrumiyanga Local Authority Community Projects as follow.
- WLA – 18/19-4 Removal of dangerous trees $30,000 upper limit
- WLA – 18/19-5 NAIDOC 2019 Celebration $1,000 upper limit

9 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Mary Dunn*

That Council approve the proposed new Wurrumiyanga Local Authority community projects to proceed as the below table.

Project Description	Project ID	Upper limit	Action Officer

Removal of dangerous trees	WLA18/19-4	$30,0000	Manager Shire Services Bathurst Is
NAIDOC 2019 Celebration	WLA18/19-5	$1,000	TBA

CARRIED

6.8 WURRUMIYANGA LOCAL AUTHORITY - ORDINARY MEMBER APPOINTMENT

A recent application has been received to appoint a new ordinary member to fill one vacancy on the Wurrumiyanga Local Authority. Subject to endorsement by the Wurrumiyanga Local Authority at their meeting to be held on Monday 29th April, Council is being asked to accept / not accept new nomination from Bradley Tipiloura to the Wurrumiyanga Local Authority as an ordinary member to fill the Lorrula skin group.

10 **RESOLUTION**
Moved: *Kevin Doolan*
Seconded: *Osmond Pangiraminni*

That Council accept the nomination of Bradley Tipiloura representing the (Lorrula Skin Group) and appoints him as an ordinary member of the Wurrumiyanga Local Authority.

CARRIED

6.9 REQUESTS FOR CONFIRMATION OF ABORIGINAL DESCENT - HELENA WARRIA

A requests for Confirmation of Aboriginal Descent have recently been received. This application can be placed before Council for confirmation.

11 **RESOLUTION**
Moved: *Connell Tipiloura*
Seconded: *Jennifer Clancy*

That Council approves and endorses the confirmation of Aboriginal Descent for Helena Warria and approves for the Council Common Seal to be applied on the application. (Reference number 226060)

CARRIED

6.10 RESIGNATION OF ORDINARY MEMBER

Recent resignation from Cr Gawin Tipiloura dated 20 May 2019.

12 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Mary Dunn*

1. **That Council received and note Cr Gawin Tipiloura's resignation.**

2. **That Council authorise the Acting Chief Executive Officer to notify the Northern Territory Electoral Commissioner of the resignation.**

CARRIED

6.11 TIWI PARTNERS PROPOSALS

This report seeks decisions from Council regarding a number of proposed changes to the arrangements of Tiwi Partners.

Presentations will be made from Mr Allan McGill to explain the changes and answer any questions from members.

13 **RESOLUTION**
Moved: *Mary Dunn*
Seconded: *Therese (Wokay) Bourke*

That council notes and support the following resolutions:

The Council acknowledged that having been a supporter of the creation of the Tiwi Partners Joint Venture in 2016 and having been kept informed of proposals to develop the Tiwi Island Community Benefit Fund and to incorporate the Joint Venture hereby formally resolves:

1. **That the Council is fully aware of the proposal to create and incorporate a new company to be known as Tiwi Partners Pty Ltd and has received sufficient briefings and legal advice to agree to the incorporation.**

2. **That the Council acknowledge and agree that Tiwi Partners Pty Ltd will be incorporated and operated on the same understanding and will have the same objectives as stated in the Heads of Agreement and Joint Venture Agreement both dated 13 October 2016.**

3. **That the Council supports the creation of the Tiwi Islands Community Benefit Fund and accepts that the following Traditional Owners have been authorized by resolution to sign the appropriate documents on behalf of all Traditional Owners and the Tiwi Community:**

    a. **Andrew Tipungwuti**

    b. **Leslie Tungatulum**

    c. **Lynette De Santis**

    d. **Marion Scrymgour**

4. **That the Council endorses the appointment of the existing nominated members of the informal Joint Venture Management Committee to be the Directors of the new Company and notes that they are:**

    a. **Stanley Tipiloura**

    b. **Leslie Tungatalum**

    c. **Lynette De Santis**

    d. **Mary Dunn – replaced for Gawin Tipiloura**

    e. **Stephen James Margetic; and**

    f. **Michael Anthony Sitzler.**

5. **That the Council notes that the operation of Tiwi Partners Pty Ltd will take over**

the operation of the unincorporated Joint Venture once all existing contracts have been completed.

6. **That on behalf of the Tiwi Community, the Council confirms that we have read, understood and agreed to all the documents that have been drafted to incorporate the Tiwi Partners Joint Venture Company and to create the Tiwi Islands Community Benefit Fund in accordance with the aims and objectives of the Tiwi partners Joint Venture and hereby resolves -**

a. **To nominate and appoint the current Directors named in the unincorporated Joint Venture dated 13 October 2016, as the joint representatives from the Tiwi Islands Regional Council and the Tiwi Land Council, to be the foundational Directors and Shareholder Representatives of the new Joint Venture Company that will be incorporated; and**

b. **To nominate David Howie, to act in his personal capacity, as the Appointor for the Tiwi Islands Community Benefit Fund.**

c. **The four persons named below, are hereby authorized to sign this Resolution and any documents relating to the creation of the Tiwi Island Community Benefit Fund and the new Joint Venture Company to be known as 'Tiwi Partners Pty Ltd', on our behalf as the chosen representatives of the Tiwi Islands people.**

Names of representatives:

1. **Stanley Tipiloura**
2. **Leslie Tungatulum**
3. **Lynette De Santis**
4. **Marion Scrymgour**

CARRIED

6.12 COUNCIL & LOCAL AUTHORITY MEMBER ALLOWANCES FOR 2019/20

Review of Councillor & Local Authority Member Allowances for 2019/20 Financial Year for draft budget purposes.

14 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Osmond Pangiraminni*

That Council adopts the 2019/20 recommended Council and Local Authority Member Allowances as per the Category 3 Council and Ministerial Guideline 8 listing to apply for the 2019/20 year from 1 July 2019.

CARRIED

6.13 PLA COMMUNITY PROJECTS FOR COUNCIL APPROVAL

This report is seeking approval from Council to proceed with new proposed community projects.

15 **RESOLUTION**
Moved: *Mary Dunn*
Seconded: *Connell Tipiloura*

That Council approves for the new community projects to proceed as per below

table.

Project Description	Project ID	Recommended Budget	Action Officer
Public toilets	PLA-18/19-4	$35,000 upper limit	GM Infrastructure and Shire Services Manager Melville Is
Bush Holiday 2019	PLA-18/19-5	$12,000 upper limit	GM Community Engagement and Manager Community Engagement

(Reference number 226174)

CARRIED

6.14 TIRC RISK REGISTER

This report provide members with recommendations from the Audit and Risk Management Committee (ARMC) for consideration.

16 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Jennifer Clancy*

1. **That Council receive and support the recommendation from the Audit and Risk Management Committee.**

2. **That Council recommend the inclusion of a consultant's fee in the 2019/2020 Budget to put in place a risk register.**

CARRIED

6.15 NOMINATIONS FOR LGANT EXECUTIVE BOARD

Council received an email notice dated 20 May 2019 from LGANT advising of the call for nominations for election on the full LGANT Executive Board. These elections are to be held at the next LGANT Executive meeting 24 June 2019.

17 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Kevin Doolan*

That Council notes the correspondence from LGANT and decides if it wishes to nominate Mayor Leslie Tungatulum to the LGANT Executive Board, and that any nominations must be accompanied by a short biography.

CARRIED

6.16 OUTDOOR EXERCISE STATIONS

This report is tabled for members to discuss and seek clarifications in regards to the initial request from Cr Doolan in relation to the outdoor exercise stations that the Australian Red Cross received funding for.

18 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Jennifer Clancy*

1. **That Council rescind resolution 7 number 3 and 4 from the minutes held on 25 July 2018.**

2. **That Council does not accept any responsibility for the ongoing maintenance or repair of the installed equipment (for clarification council is prepared to maintain the grounds i.e lawn mowing and whipper snipping).**

3. **That Council recommend Australia Red Cross to include the installed equipment within their own insurance policies.**

4. **That Council authorise the A/CEO to formally advise the Red Cross Australia of this resolution.**

CARRIED

7 REPORTS FOR INFORMATION

7.1 DRAFT REVISED GENERAL INSTRUCTIONS NO 4 - PROCUREMENT

This report updates council on the draft revised general instruction no 4 – procurement.

Representative from the Department will present the draft and discuss the changes with council.

Council has until 31 May to provide feedback to the Northern Territory Government.

TIRC will undertake a policy review to ensure our procurement policy aligns with the revised general instruction.

RECOMMENDATION:

That Council receive and note this report for information.

7.2 CHIEF FINANCIAL OFFICER END OF MONTH REPORT - APRIL 2019

This report is to provide Council members with an update on the activities of the broader finance team. It will cover several main areas being:

- Financial Position & Forecast
- Grant Acquittals (PMC)
- Budget Year ended June 2020
  - Rates Increase
  - Fees and Charges
- Year End Planning June 2019
- Insurance
- HR and Payroll
- Staffing
- Grants and Policy Manager Report

RECOMMENDATION:

That Council notes this report number 226034 for information.

7.3 INFRASTRUCTURE EOM REPORT - APRIL 2019

Infrastructure report to Council for the month of April 2019, covering town services in Wurrumiyanga, Pirlangimpi and Milikapiti, civil works, workshops, fleet, interisland ferry and outstations.

RECOMMENDATION:

That Council accept this report for information.

7.4 COMMUNITY ENGAGEMENT END OF MONTH REPORT - APRIL 2019

This report illustrates the business within units including; Children's Services, Youth and Community, Sports – Recreation and Libraries, Community Safety, Centrelink, Broadcasting, and Administration.

RECOMMENDATION:

That Council receive and note this report number 226038 for information.

7.1 - 7.4 REPORTS FOR INFORMATION

19 **RESOLUTION**
Moved: *Mary Dunn*
Seconded: *Francisco Babui*

That the Council received and notes report 7.1 to 7.4 for information.

CARRIED

8 Confidential Items

3:05 pm.

20 **RESOLUTION**
Moved: *Jennifer Clancy*
Seconded: *Mary Dunn*

That pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider a Confidential matter.

CARRIED

At the conclusion of the discussion on the confidential item(s), the meeting was reopened and the decision on the item(s) noted.

21 **RESOLUTION**
Moved: *Jennifer Clancy*
Seconded: *Mary Dunn*

That the meeting be reopened and the decisions on the confidential item be noted.

CARRIED

CONFIDENTIAL ITEM DECISIONS

8.1 CONFIRMATION OF CONFIDENTIAL ORDINARY COUNCIL MEETING MINUTES HELD ON 27 MARCH 2019

Confirmation of Confidential Ordinary Meeting Minutes held on 26 April 2019.

The report will be dealt with under Section 65(2) (e) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information provided to the council on condition that it be keep confidential.

8.2 REIMBURSEMENT

The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

8.3 APPOINTMENT OF NEW CHIEF EXECUTIVE OFFICER

This report is to provide and table for the Council their deliberations and decision on the interview panels recommendation for CEO.

The report will be dealt with under Section 65(2) (a) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the employment of a particular individual as a member of the staff or possible member of the staff of the council that could, if publicly disclosed, cause prejudice to the individual.

9 Next Meeting

Wednesday, 19 June 2019

10 Closure

The meeting closed at 3:50pm.

9 NEXT MEETING

Wednesday, 24 July 2019

9 CLOSURE

Meeting closed at…….

VISITORS AND PRESENTATION

ITEM NUMBER	2.1
TITLE	Draft Local Government Bill
REFERENCE	226419
AUTHOR	Maina Brown, Governance & Compliance Manager

Department of Local Government, Housing and Community Development has contacted Council and has requested an opportunity to present to the Council about the draft Local Government Bill for members information.

BACKGROUND

An email request from the Department of Housing and Community Development seeking an opportunity to present at the Ordinary Council meeting to consult with members regarding the draft Local Government Bill.

Representatives from the Local Government and Community Development Division, Hugh King and Robert Lee will be in attendance to present an overview of the proposed legislation and take any questions from members about the draft Local Government Bill.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council receive and note this report number 226419 for information and welcomes Hugh King and Robert Lee from the Department of Local Government, Housing and Community Development and provide any feedback.

ATTACHMENTS:
1 New Local Government Legislation v2.pdf

New Local Government legislation

Legislation and Policy Branch

DEPARTMENT OF LOCAL GOVERNMENT, HOUSING AND COMMUNITY DEVELOPMENT

2019

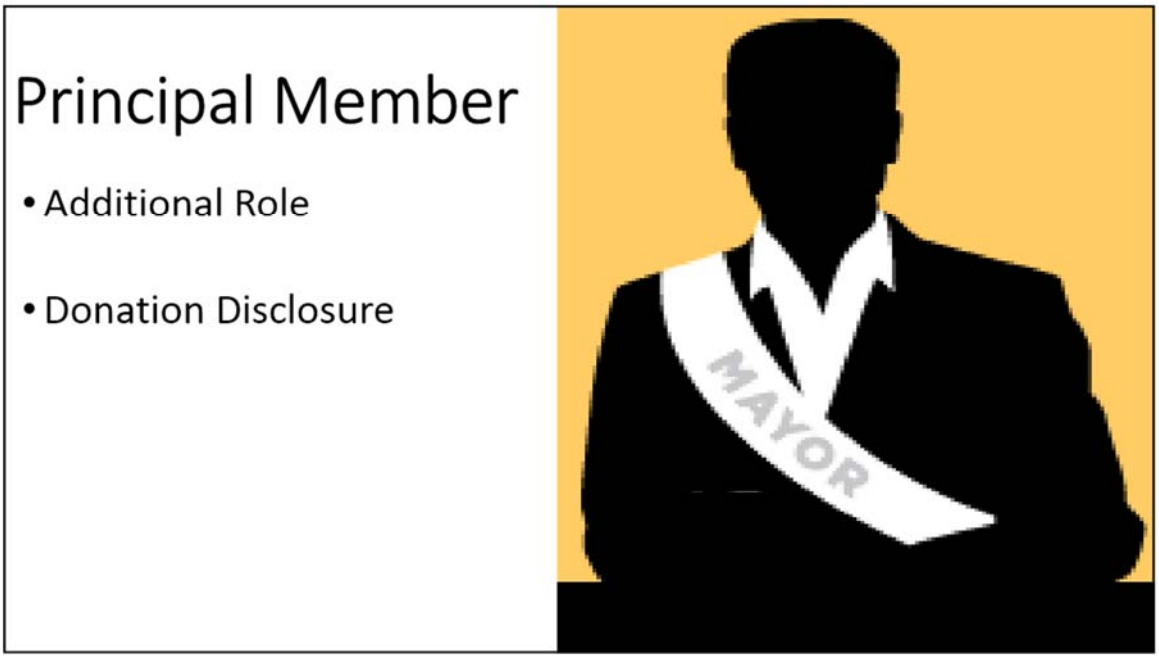
NORTHERN TERRITORY GOVERNMENT

New arrangements for elected members

- **Professional development**
- **Council member eligibility**
- **Member resignation**
- **Casual vacancies**
- **Allowances for council members**
- **Removal from office**

NORTHERN TERRITORY GOVERNMENT

Changes to reporting and meetings
• Annual plan requirements
• First council meeting
• Meeting postponement
• Shared services policy
• Annual report requirements
NORTHERN TERRITORY GOVERNMENT


Principal Member
• Additional Role
• Donation Disclosure
MAYOR

- New representation review panel
- Elected member appointments to LAs
- Financial controller appointment
- LGANT incorporation

NORTHERN TERRITORY GOVERNMENT

Council delegation

Strengthening local decision making

High value contracts

NORTHERN TERRITORY GOVERNMENT

Interests and donations

Register of interests

- annual returns of interest

Register of gifts and benefits

Conflict of interests

NORTHERN TERRITORY GOVERNMENT

Rates

Rateability of land

Special rates

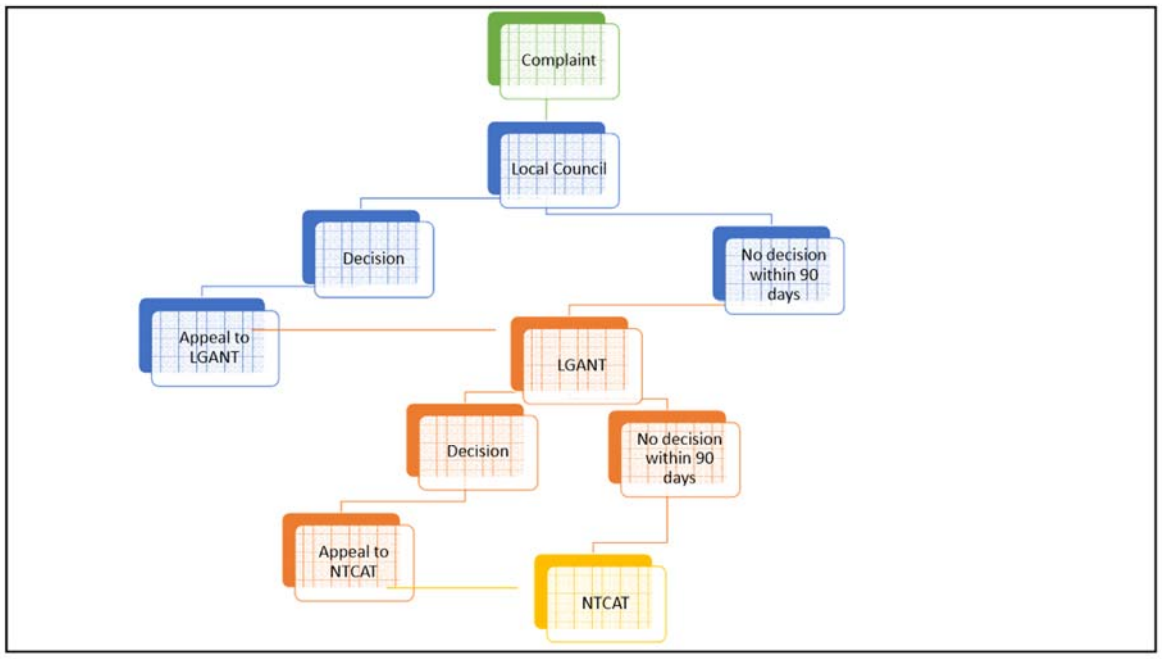
NORTHERN TERRITORY GOVERNMENT

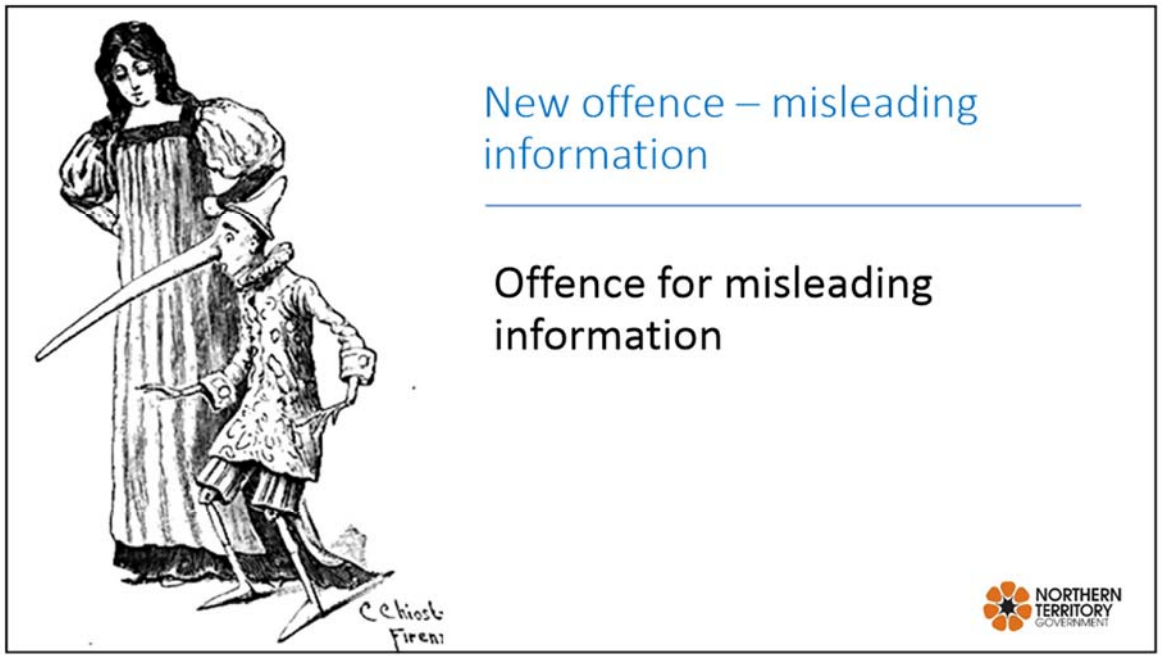
Prescribed code of conduct

Disciplinary proceedings

- Council
- LGANT panel
- NTCAT

NORTHERN TERRITORY GOVERNMENT


Complaint
Local Council
Decision
No decision within 90 days
Appeal to LGANT
LGANT
Decision
No decision within 90 days
Appeal to NTCAT
NTCAT


New offence – misleading information
Offence for misleading information
NORTHERN TERRITORY GOVERNMENT

To view all the changes to the Local Government Act

Please visit our website:
http://dlghcd.nt.gov.au/our-services/local-government2/local-government-bill-consultation

Downloadable copies of the consultation draft and information sheet are available

NORTHERN TERRITORY GOVERNMENT

HAVE YOUR SAY /ASK A QUESTION / REQUEST THE BILL / INFO SHEET

Email LGLaw.DLGHCD@nt.gov.au

ASK QUESTIONS

Hugh 8995 5118
Michaela 8996 8831

CONSULTATION IS OPEN AND CLOSES 18 JULY 2019

WE ARE HAPPY TO COME AND GIVE MORE PRESENTATIONS

NORTHERN TERRITORY GOVERNMENT

VISITORS AND PRESENTATION

ITEM NUMBER	2.2
TITLE	Update from Department of Infrastruture, Planning and Logistics
REFERENCE	226740
AUTHOR	Maina Brown, Governance & Compliance Manager

A representative from the Department of Infrastructure, Planning and Logistics will be providing a short briefing to Council of the Tiwi Islands roads upgrade.

BACKGROUND

A representative from Department of Infrastructure, Planning and Logistics, Josepfa Tchong and Richard Underhill will be in attendance to provide a short briefing to council of the Tiwi Islands road upgrades. The Tiwi Islands Road Upgrades $5 Million NTG Grant Fund and $60 Million Australian Government (AG) Fund.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council receive and notes this report for information and welcomes Josepfa Tchong and Richard Underhill from Department of Infrastructure, Planning and Logistics and listens to the short presentation.

ATTACHMENTS:

VISITORS AND PRESENTATION

ITEM NUMBER	2.3
TITLE	Presentation by Menzies - Update on aboriginal birth cohort study
REFERENCE	226413
AUTHOR	Maina Brown, Governance & Compliance Manager

The Menzies School of Health Research has contacted Council requesting an opportunity to present an update on aboriginal birth cohort study for members information.

BACKGROUND

A representative from Menzies School of Health Research, Project Manager, Belinda Davison will be in attendance to present a short presentation to inform council and provide an update on aboriginal birth cohort study.

The Aboriginal Birth Cohort (ABC) Study, which has been going for the past 30 years, has been following the health of 686 babies born at Royal Darwin Hospital between 1987 and 1990 across their life course. Every 4-5 years the research team go to over 40 remote and urban communities and ask participants of the study if they would like to continue to participate and have a health check, as well as obtaining their consent to contact them again. This has included the three Tiwi communities Wurrumiyanga, Pirlangimpi and Milikapiti. Currently planning the fifth follow-up with the cohort aged 28-32 yrs. We would like to provide the council with information on the findings from the study thus far and obtain advice on how best to conduct the next follow-up of ABC participants.

Members are being asked to provide advice on ways on contacting participants again and possible location for the health check-up and employment of community members.

Please also note that this project was considered by the Human Research Ethics Committee (HREC) and the Aboriginal Ethics Sub-Committee (AESC) and assessed against guidelines for human research including the National Statement on Ethical Conduct in human Research 2017.

Information sheets are also attached to this report for members information.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

1. **That Council receive and notes this report number 226413 for information and welcomes Belinda Davison from Menzies School of Research and listens to the short presentation.**

2. **That Council writes a letter to support the work being carried out in the community for the past 30 years and to continue the importance of this study.**

ATTACHMENTS:
1 life course results booklet 2018.pdf

Top End cohort study

Top End Cohort Study

ABC STUDY

Aboriginal Birth Cohort study

menzies school of health research

menzies.edu.au

Acknowledgement

We would like to acknowledge the traditional owners of this land; past, present and future.

We wish to also acknowledge the late Dr. Susan Sayers, founder of the ABC study, who dedicated her life to paediatric Indigenous health in the Top End.

This booklet has been produced by
Menzies School of Health Research
Life Course Team.

This work was supported by the National Health and Medical Research Council of Australia.

This booklet may contain references to Indigenous people who have passed away. Every effort has been made to ensure that images portraying recently deceased people have been removed.

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Remote landscape of Gunbalanya

Every experience that we have shapes our future.

We are interested in the impact of birth and early life on a person's health across their life time. We follow people from b and conduct comprehensive health checks at set time interval track their health over time.

Findings from the health checks are linked to birth and previo experiences to see how these affect our health. In particular, v are looking for those factors which increase our risk of develop chronic diseases such as diabetes, heart disease, kidney diseas and mental illness.

The Life Course Program consists of two unique but complementary studies: the Aboriginal Birth Cohort (ABC) and Top End Cohort (TEC).

The original study, the ABC cohort, started 30 years ago. It is recognised as Australia's longest running and largest cohort st of Indigenous people.

Longitudinal Study

ginal Birth Cohort
recruitment
san Sayers founded
tudy. She recruited
babies born in the
Darwin Hospital to
enous mothers.

1987 - 1990

ABC Childhood
At an average age of 11
years, 572 children were
visited.

1998 - 2001

ABC Adolescence
At an average age of 18
years, 469 adolescents
were visited.

2006 - 2008

Top End Cohort (TEC)
recruitment
196 age-matched
non-Indigenous
adolescents (average age
18yrs) born in Darwin were
recruited.

2007- 2009

ABC and TEC Young
Adulthood
At an average age of 25
years, 459 ABC and 117 TEC
were visited.

2013 - 2015

Meet the current team

The tireless research team of Gurmeet, Belinda, Joseph, Jennifer, Sarah, Katie, Methinee, Evan and Laura, travelled via commercial and small planes, on sealed and dirt roads, and even via boats, visiting a major proportion of people in the studies.

This study has only been possible with the enthusiasm and cooperation of the young adults from the study and help and support of the communities visited.

This booklet shows a snapshot of what we have found so far.

For updates check out our new website, findings will be posted here as they become available.

www.lifecoursemenzies.net.au

Top Left: Methinee Intarapanya Top Right: Sarah Whalan
Bottom: Barge on Tiwi

Study team travelling home from Arnhem

The locations we visited

Where did we go?

All of the people in the studies were born in Darwin. However, they now live across the Top End of Northern Territory, Australia interstate and even overseas.

Between August 2013 and June 2015, the Life Course team travelled to over 40 remote and urban communities.

Study members were contacted and invited to continue participating and have a health check-up.

The team visited 459 of the ABC study members, as well as 117 of the TEC study members.

Left: Aerial view of a remote community
Above: Darwin including surrounds

What did we do?

The check-up covered many aspects of health.

- Height
- Weight
- Muscle and fat distribution
- Head, mid-arm, waist and hip circumference

Muscle Strength

- Hand Grip strength
- Chair stands
- The balance test

Cardiac (Heart) Health

- Blood pressure
- Carotid artery ultrasound (main artery in our necks) looking for fatty deposits
- Arterial stiffness (artery health)

- Lung capacity and function

Renal (Kidney) Health

- Urine sample
- Ultrasound of the kidneys
- Blood tests

Lifestyle factors

- Physical activity level
- Diet over the past two weeks
- Substance use
- Emotional wellbeing (how people were feeling)

What did we find?

Body Size

A healthy weight is central to good health.

Having a healthy weight can lower your risk of heart disease, stroke, diabetes, and high blood pressure.

While being overweight is not good for your health, being too thin (underweight) is not necessarily healthy either. Particularly in women, as it can increase the risk of pregnancy complications or having a smaller baby.

We used BMI as the main measure of body size. This is calculated by dividing your weight in kilograms by your height in metres squared.*

E.g. a person who is 165 cm tall and weights 64 kg would have a BMI of 23.5 (64 ÷ 1.65² = 23.5)

* Reference: www.heartfoundation.org.au

Body Shape

In addition to maintaining a healthy weight, it is also important to have a healthy amount of fat.

Too much fat is dangerous for long term health. Fat around the middle may be more dangerous for long-term health than fat around the hips and thighs.

To check this, we did various body shape measurements. Waist circumference is one of the most important of these measurements.

Other measurements included:

- Head, Mid upper arm and hip circumference
- Muscle and fat distribution

Disclaimer

The results on the following pages have been calculated from percentage estimates, which may have incurred small rounding errors.

Most men in young adulthood had a healthy weight.
For every 10 men visited, healthy weight was seen in
5 of the Remote ABC,
4 of the Urban ABC and
6 of the TEC.

These results are better than the Australian average where only 3 out of 10 Indigenous and 4 out of 10 Non-Indigenous men had healthy weights.

However, a third of men were overweight or obese.
For every 10 men visited, overweight/obesity was seen in
3 of the Remote ABC,
6 of the Urban ABC and
4 of the TEC.

Overall this is lower than the national average where 6 out of 10 men were overweight or obese.

Underweight was prevalent in men living remotely.
For every 10 men visited, underweight was seen in
2 of Remote ABC,
<1 of the Urban ABC and
0 of the TEC.

Within the Australian population, almost no underweight men were seen.

Just under half of the women in young adulthood had a healthy weight.
For every 10 women visited, healthy weight was seen in
3 of the Remote ABC,
4 of the Urban ABC and
6 of the TEC.

This is similar to across Australia with 3 out of 10 Indigenous and 6 out of 10 Non-Indigenous women.

A quarter of the women were overweight or obese.
For every 10 women visited, overweight/obesity was seen in
4 of the Remote ABC,
5 of the Urban ABC and
3 of the TEC.

This is slightly better compared to across Australia with 6 out of 10 Indigenous and 4 out of 10 Non-Indigenous women.

Few women were underweight in young adulthood.
For every 10 women visited, underweight was seen in
3 of the Remote ABC,
1 of the Urban ABC and
1 of the TEC.

Very few Australian women were underweight, which was similar to the urban ABC and TEC.

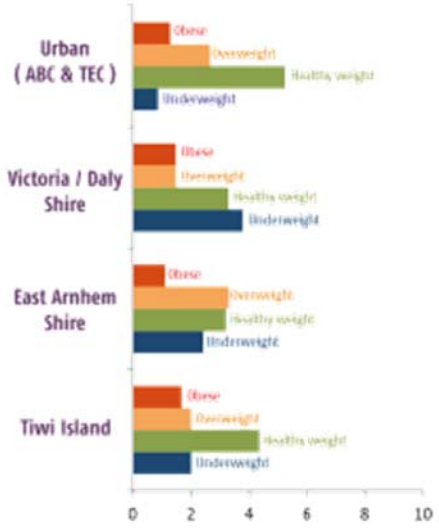
(Men)

With three quarters of the ABC participants living in remote areas of the Northern Territory, we wanted to see if location made a difference to body size.

About half of men in young adulthood had a healthy weight.
For every 10 men visited, healthy weight was seen in
5 in Urban Areas (ABC and TEC),
4 in Daly Shire,
5 in East Arnhem and
6 in Tiwi.

The rates of overweight or obesity varied across the different regions.
For every 10 men visited, overweight/obesity was seen in
5 in Urban areas,
2 in Daly Shire,
3 in East Arnhem and
4 in Tiwi.

Underweight rates were very different depending on location.
For every 10 men visited, underweight was seen in
<1 in Urban Areas,
4 in Daly Shire,
2 in East Arnhem and



(Women)

And the answer was yes. Where you lived made a difference for both men and women.

For women in young adulthood less than half had healthy weights.
For every 10 women visited, healthy weight was seen in
5 in Urban Areas (ABC and TEC),
3 in Daly Shire,
3 in East Arnhem and
4 in Tiwi.

About a quarter were overweight or obese across the shires.
For every 10 women visited, overweight/obesity was seen in
4 in Urban Areas,
3 in Daly Shire,
4 in East Arnhem and
4 in Tiwi.

Few were underweight across the shires.
For every 10 women visited, underweight was seen in
1 in Urban Areas,
4 in Daly Shire,
2 in East Arnhem and
2 in Tiwi.

Attachment 1

We wanted to see if the results in young adulthood were the same as when we saw them in adolescence.

Similar to that in young adulthood, half of the men had healthy weights in adolescence.
For every 10 men visited, healthy weight was seen in
4 of the Remote ABC,
5 of the Urban ABC and
7 of the TEC.

Fewer men were overweight or obese in adolescence.
For every 10 men visited, overweight/obesity was seen in
1 of the Remote ABC,
4 of the Urban ABC and
2 of the TEC.

More men were underweight during adolescence.
For every 10 men visited, underweight was seen in
5 of the Remote ABC,
1 of the Urban ABC and
1 of the TEC.

Similar to that in young adulthood, half of the women had healthy weights in adolescence.
For every 10 men visited, healthy weight was seen in
4 of the Remote ABC,
5 of the Urban ABC and
7 of the TEC.

Fewer women in adolescence were overweight or obese.
For every 10 women visited, overweight/obesity was seen in
2 of the Remote ABC,
3 of the Urban ABC and
2 of the TEC.

More women were underweight in adolescence.
For every 10 women visited, underweight was seen in
4 of the Remote ABC,
2 of the Urban ABC and
1 of the TEC.

For young men a waist bigger than 94cm is becoming too big*.

For every 10 men visited, a large waist was seen in
2 of the Remote ABC,
4 of the Urban ABC and
2 of the TEC.

These rates have increased slightly since the men were visited in adolescence where very few had a big waist.

Across Australia slightly more adult men had big waists compared to the men in the study with, 4 out of 10 indigenous and 3 out of 10 Non-Indigenous having big waists.

*Reference: www.heartfoundation.org.au

Heart

For young women a waist bigger than 80cm is becoming too big*.

For every 10 women visited, a large waist was seen in
6 of the Remote ABC,
8 of the Urban ABC and
4 of the TEC.

These rates have increased since the women were visited in adolescence.

Compared to adult women across Australia this rate is similar with 7 out of 10 Indigenous and 4 out of 10 Non-Indigenous had big waists.

Having a healthy blood pressure is key to good heart health.

An unhealthy blood pressure (hypertension) means that the heart has to work harder, increasing the risk of stroke and heart disease.

Unlike the common cold, hypertension doesn't show any symptoms, which is why it's important to have our blood pressure checked.

In young adulthood, for every 100 men visited, high blood pressure was seen in
2 of the Remote ABC,
15 of the Urban ABC and
2 of the TEC.

These rates are low, but have increased from adolescence.

Across Australia more adult men had high blood pressure where 11 out of 100 Indigenous and 9 out of 100 Non-Indigenous Australian men were hypertensive.

*Reference: www.heartfoundation.org.au

Heart

In young adulthood, for every 100 women visited, high blood pressure was seen in
1 of the Remote ABC,
4 of the Urban ABC and
3 of the TEC.

These rates are low, but have increased from adolescence when nearly no women had high blood pressure.

Across Australia, more adult women had high blood pressure, with 10 out of 100 Indigenous and 9 out 100 Non-Indigenous women being hypertensive.

Smoking tobacco is a well-known cause of many diseases such as cancer, stroke, and heart disease.

In young adulthood, for every 10 men visited, smoking tobacco was seen in
8 of the Remote ABC,
7 of the Urban ABC and
2 of the TEC.

These rates were nearly the same as when the men were visited in adolescence.

Whereas across Australia, 5 out of 10 Indigenous and 2 out of 10 Non-Indigenous adult men smoke.

ABC Remote

ABC Urban

TEC

Non-Smoker

Smoker

Quitline

In young adulthood, for every 10 women visited, smoking tobacco was seen in
7 of the Remote ABC,
5 of the Urban ABC and
1 of the TEC.

These rates were nearly the same as when they were visited in adolescence.

Across Australia these results were similar for the urban ABC and TEC; where 5 out of 10 Indigenous and 1 out of 10 Non-Indigenous adult women smoked.

ABC Remote

ABC Urban

TEC

Non-Smoker

Smoker

Quitline

Alcohol is another well-known drug which causes harm; excessive use increases risk of injury, some cancers and stroke.

In young adulthood for every 10 men visited, drinking alcohol at least once a week was seen in
5 of the Remote ABC,
6 of the Urban ABC and
6 of the TEC.

This has increased since adolescence when very few men drank alcohol.

*Reference: www.drinkwise.org.au

ABC Remote

ABC Urban

TEC

Non-Drinker

Drinker

DrinkWise.

In young adulthood for every 10 women visited, drinking alcohol at least once a week was seen in
1 of the Remote ABC
3 of the Urban ABC
5 of the TEC

These rates have increased slightly since visited in adolescence where very few drank alcohol.

ABC Remote

ABC Urban

TEC

Non-Drinker

Drinker

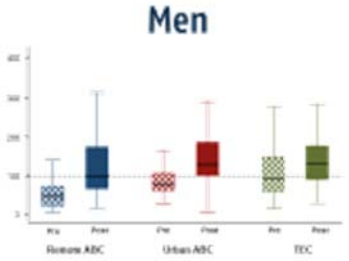
DrinkWise.

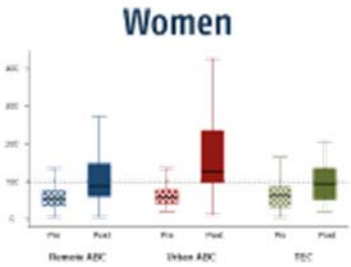
Being mentally healthy is important as it can affect many aspects of our day to day lives.

When asked to describe how healthy they were, the majority said they had very good or good health.
For every 10 people visited, the following rated their health good or very good,
9 of the Remote ABC,
7 of the Urban ABC and
7 of the TEC.

Overall it was very good to hear that most people across all groups said they were happy all or most of the time.
For every 10 people visited, the following said they were happy most or all of the time,
8 of the Remote ABC,
9 of the Urban ABC and
9 of the TEC.

Most people liked the area/community which they lived in, rating it very or mostly good.
For every 10 people visited, the following rated the place they lived as very or mostly good,
7 of the Remote ABC,
7 of the Urban ABC and
9 of the TEC.





This study also provides an opportunity to assess important national health issues.

The National Iodine and Nutritional Survey (2003-2004) showed Iodine deficiency was reappearing in the south east of Australia. However, NT was not included.

During adolescence (2005-2009) we checked the Iodine levels of men and women. The levels were low. This information was used in the 2010 decision to introduce mandatory fortification of bread with iodised salt on a national level

During young adulthood (2013-2015), we again checked Iodine levels. There was an improvement in Iodine levels of men and women, with levels close to the recommended 100µg/L. These are promising results. However these levels may not be adequate for pregnant and breast feeding women whose requirement is higher (150µg/L).

We were pleased to see 70% of the study participants. The majority of young adults in both the ABC and TEC studies remained healthy in young adulthood.

It is important that these healthy young people maintain healthy lifestyles to maintain their health.

While rates of smoking decreased slightly in urban ABC and TEC, the ongoing high rates in remote ABC are of concern.

We look forward to seeing everyone again in 2019-2020 to monitor their health.

Thank you to all involved

Whilst travelling across the NT we were welcomed and helped by many communities. We also employed over 50 community members who were invaluable to the studies.

We would like to thank everyone involved for their hard work and support. Without this we would not have visited as many people as we did.
Thank you.

A special Thank you to all of those who have been part of the studies

Without the participation and enthusiasm of the young people involved in both the ABC and TEC studies, the Life Course program would not be possible. We are grateful to you for continuing to be part of these important studies and taking part in the health assessments.
We look forward to seeing you all again soon.
The Life Course Team

Attachment 1

Contact information

For more information please visit the website
www.lifecoursemenzies.net.au

We are on Facebook. If you are part of the ABE or TEC, and want to join the group please contact us below..

abestudy@menzies.edu.au
tecstudy@menzies.edu.au

Belinda Davison
PH: (08) 8946 8544
Gurmeet Singh
PH: (08) 8946 8579
Study admin
MOB: 0458 543 765

menzies
school of health research
menzies.edu.au

REPORTS FOR DECISION

ITEM NUMBER	6.1
TITLE	Draft TIRC Annual Plan and Budget 2019/20
REFERENCE	226709
AUTHOR	Valerie Rowland, Chief Executive Officer

This report includes the TIRC Regional Council Plan & Budget 2019/20 which is being prepared for the financial year.

TIRC is required to develop a regional plan under the Local Government Act section 23.

BACKGROUND
The plan has been developed with consultation across TIRC. The final version will be submitted to the Northern Territory Government (NTG) by 31 July as required by the Act.

A copy of the TIRC draft plan and budget will be tabled on the day.

ISSUES/OPTIONS/CONSEQUENCES

This is a legal requirement for all Councils to submit a Plan for each financial year.

CONSULTATION & TIMING

Reports were tabled at each local authority addressing TIRC Service Deliveries and their priorities for each directorates.

Pirlangimpi Local Authority – will be tabled at the next PLA meeting
Milikapiti Local Authority – 26 March 2019
Wurrumiyanga Local Authority – 29 April 2019

Council will submit the Regional Plan following the below process with key dates indicated below:

3 June 2019 – review by Audit & Risk Management Committee
19 June 2019 – submitted to Council for approval to advertise
20 June 2019 – advertised for comment (21 days) via website and NT News
24 July 2019 – final version Plan & Budget presented to Council for approval
31 July 2017 – submission to NTG, publish on website and NT News

RECOMMENDATION:

That Council:

1. **Approves the Draft TIRC Regional Council Plan and Budget 2019/20; and**

2. **Approve CEO to publicly advertise the Draft Plan and Budget for public comment (21 days) via the council website and NT News.**

ATTACHMENTS:
There are no attachments for this report.

REPORTS FOR DECISION

ITEM NUMBER	6.2
TITLE	2019/2020 Financial Budget 2019
REFERENCE	226743
AUTHOR	Shane Whitten, Chief Financial Officer

This report is to provide Council members with an update on the draft Budget for the year ended 30 June 2020. The paper seeks to explain key items included in the Budget and requests approval for the Budget to be released for public consultation.

BACKGROUND

KEY ASSUMPTIONS & HIGHLIGHTS – BUDGET 2019/2020

Revenue

- Rate increases of 5% for the year.
- Fees and charges increases averaging approximately 4%
- NT operational grant of $1,575,000 (NTG have advised that this is to be recalculated resulting in an increase for TIRC)
- Conservative assumption of 6 month contract only for Children's Services
- Roads to Recovery funding of $500,000 (Year 1 of a 5 year contract worth approximately $2.3m)
- All other funding contracts broadly in line with 2018/2019
- Fuel sales of $292,000
- $625,000 in contract fees (including airport maintenance and inspection, Centrelink and the University of Sydney project)
- $120,000 for inter-island ferry income
- $425,000 rental income (including staff housing and commercial arrangements)

Salaries & Wages

- There are a total of 150 positions (136 FTE) included in the Budget for 2019/2020
- Total expected salary and wages of $8,561,949 (Avg $62,955 per FTE)
- There are currently 17 positions unfilled (12.75 FTE)
- All staff paid under the Local Government Award are assumed to increase by one (1) step (this adds approximately 1.9% to our salaries and wages costs)
- An allowance of $187,500 has been included for unplanned absences. We anticipate that savings in salary and wages costs in 2018/2019 for unplanned absences (AWOL/LWOP) will save Council approximately $375,000 against Budget.

Other Expenses

- $45,000 for repairs to street lighting ($15,000 x 3)
- A total of $45,000 for protective clothing and uniforms
- $45,000 for minor assets including $20,000 for replacement of items in staff housing
- $420,000 total cost of fuel (note $292,000 of fuel sales above)
- $210,000 for travel (including travel allowances, airfares, accommodation and taxis)
- $445,000 in total councillor allowances, including full (conservative) provision for meetings and professional development allowance
- $41,000 for staff training

Capital Expenditure

- Capital expenditure of $100,000 (excluding funded programs).

KEY ASSUMPTIONS & HIGHLIGHTS – LONG TERM FINANCIAL PLAN

- Rates, fees and charges are increased by 5% per annum in each year of the four (4) year period.
- Grant income increases by 2.5% per annum in each year of the plan. This can be achieved by way of both indexation and the attraction of new grants.
- Salary and wage costs increase by 2% per annum in each year of the plan.
- Other expenses (contract, material, communications and miscellaneous expenses) increase by 2% per annum in each year of the plan.
- Depreciation expenses remain stable as assets ending their useful lives are gradually replaced.
- Incomes are predicated to rise at a slightly higher rate than overall expenses thus enabling an increased spend on assets during the life of the plan.

SUSTAINABILITY

- We remain reliant on funding from various both levels of Government with 61% of our total revenue received by way of funding (Tied 37%, Untied 24%)
- We are expecting a cash deficit during 2019/2020, however, our Budget is built with a number of conservative cost assumptions that should ensure we meet our cost targets.
- We are actively monitoring, seeking out and applying for a number of grant funding opportunities that are not included in the Budget.
- We have a number of liabilities on our balance sheet that will never be paid out. They will rise and fall over time, but will never be fully paid. (For example, we will always owe suppliers and staff money for services/materials and leave entitlements).

Profit and Loss

For the Budget Year Ended 30-June-2020

Description	Annual Budget
Revenue	**12,745,089**
61 - Income Rates and Charges	2,328,650
62 - Income Council Fees and Charges	1,295,934
63 - Income Operating Grants Subsidies	7,770,897
64 - Income Investments	36,000
65 - Income Contributions Donations	0
66 - Income Reimbursements and Others	1,000
67 - Income Agency and Commercial Services	1,312,609
69 - Inc Sale of Assets	0
Expenditure	**16,339,149**
71 - Employee Expenses	8,561,949
72 - Contract and Material Expenses	3,010,849
73 - Finance Expenses	6,280
74 - Communication Expenses	391,204
75 - Asset Expense	2,049,241
79 - Miscellaneous Expenses	2,319,626
Allocations	**(0)**
9x - Allocation Income	6,151,873
9x - Allocation Expense	6,151,873
Net Surplus/(Deficit)	**(3,594,060)**
Capital Expense	**100,000**
33 - WIP Assets	100,000
Add Back Depreciation	**2,048,741**
75 - Asset Expense	2,048,741
Net Cash Surplus/(Deficit)	**(1,645,319)**
Grants Carried Forward	**1,655,045**
51 - Accumulated Surplus Deficit	1,655,045
Total Surplus/(Deficit)	**9,726**

Total Surplus/(Deficit) by Funding Type

TIED	(57,827)
UNTIED	67,553

Page 1 of 1

Long term financial plan

Description	2019/2020 Budget	2020/2021 Projection	2021/2022 Projection	2022/2023 Projection
REVENUE				
Income Rates and Charges	2,328,650	2,445,082	2,567,336	2,695,703
Income Council Fees and Charges	1,295,934	1,360,731	1,428,767	1,500,206
Income Operating Grants Subsidies	9,425,941	9,661,590	9,903,129	10,150,707
Income Investments	36,000	35,000	35,000	35,000
Income Contributions Donations	0	0	0	0
Income Reimbursements and Others	1,000	0	0	0
Income Agency and Commercial Services	1,312,609	1,345,424	1,379,059	1,413,535
Subtotal	14,400,134	14,847,827	15,313,291	15,795,151
EXPENSES				
Employee Expenses	8,561,949	8,733,188	8,907,851	9,086,008
Contract and Material Expenses	3,010,849	3,071,066	3,132,487	3,195,137
Finance Expenses	6,280	6,500	6,500	6,500
Communication Expenses	391,204	399,028	407.008	415,149
Asset Expense	2,049,241	2,050,000	2,050,000	2,050,000
Miscellaneous Expenses	2,319,626	2,366,018	2,413,338	2,461,605
WIP Assets	100,000	250,000	425,000	600,000
Subtotal	16,439,149	16,875,800	17,342,184	17,814,399
Surplus/(Deficit) Including Depreciation	(2,039,015)	(2,027,973)	(2,028,893)	(2,019,248)
Exclude Depreciation	2,048,741	2,050,000	2,050,000	2,050,000
Net Cash Surplus/(Deficit)	9,726	22,027	21,107	30,752

RECOMMENDATION:

That Council receive this report and approve the release of the Budget for public consultation.

ATTACHMENTS:
There are no attachments for this report.

REPORTS FOR DECISION

ITEM NUMBER 6.3
TITLE Request to use Council Common Seal on Homelands Housing Extra Allowance agreement
REFERENCE 226490
AUTHOR David Astalosh, Manager Grants and Policies

The Council Common Seal is required to execute a funding agreement variation between TIRC and the NTG Department of Local Government and Community Develop regarding Homelands Extra Allowance payments NR10030A-HEA – Round 3.

BACKGROUND

Maximum funding available per eligible dwelling has increased from $6000 (GST exclusive) to $8000 (GST Exclusive). All eligible dwellings in Round 2 will receive an additional $2000 under the 2018-2019 Homelands Extra Allowance program.

In Addition, the department has assessed a further three (3) dwellings to be eligible and offers Council an additional $24000 (GST exclusive) under the 2018-2019 Homelands Extra Allowance program. Summary below:

TIWI ISLANDS REGIONAL COUNCIL – NR10030A-HEA

A – APPROVED APPLICANTS

Funding Round	Approved Applications	Funding Amount (GST Exclusive)	Additional Amount	Total Funding Amount
2018-19 Round 2	3	$18 000	$6 000	$24 000
2018-19 Round 3	3	$24 000	$0	$24 000
Total	**6**	**$42 000**	**$6 000**	**$48 000**

Round 2 Approved Applicants

	Applicant	Comm. ID	Homeland	House ID	Works Requested	Value (Original)	Varied Amount
1.	Chrlie (Steve) Kyprios	407	Paru	1	Replace fence and gate to create secure boundary (35x35x1.8 - barbed wire). Yard tidy up and clutter removal. New light globe and tubes.	$6 000	$8 000
2.	Jeff Winston	407	Paru	7	Replace hot water service	$6 000	$8 000
3.	Urban Costa	1020	Putjamirra	3	Disability works (shower rose, replace toilet grab rail) as listed in Occupational Therapist report provided by TIRC.	$6 000	$8 000
					TOTAL FUNDING ROUND 2	$18 000	$24 000

Round 3 Approved Applicants

						Value
4.	Valentine Intalui	1006	4 Mile Camp	10	New doors, new windows, new taps, new fans, fence around the house, new windows and new floor	$8 000
5.	Francisco Babui	1006	4 Mile Camp	11	Mesh in verandah	$8 000
6.	Lawrence Rioli	1020	Putjamirra	2	Storeroom door, security doors front and rear, painting eaves, replace front verandah bearers, install tank from barge landing and connect, replace septic tank lid	$8 000
					TOTAL FUNDING ROUND 3	$24 000
					TOTAL FUNDING ROUND 2 & 3	$48 000

In order to execute the agreement the Council Common Seal is required.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING
The Department notified TIRC that the signed document was required by 7th June in order to meet 2018-19 payments prior to 30th June.

Grants and Policy Manager requested signatures from CEO and Mayor in order to meet this deadline.

In order to execute the agreement fully, Council common seal is required. This has been sought at the first available date.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING
Recommended to sign as soon as possible to reduce risk of losing funding for these projects.

RECOMMENDATION:

That Council authorise the use of the Council Common Seal to execute the Homelands Housing Extra Allowance variation NR10030A-HEA.

ATTACHMENTS:
1 HEA NR10030A_HEA variation signed no seal.pdf

NORTHERN TERRITORY GOVERNMENT

DEPARTMENT OF
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Homelands Services
Ground Floor, RCG House
83-85 Smith Street
DARWIN NT 0800

Postal address
GPO Box 4621
DARWIN NT 0801
Tel: 1800 031 648

Ms Valerie Rowland
Chief Executive Officer
Tiwi Islands Regional Council
PMB 267
WURRUMIYANGA NT 0822

File Ref: TRIM No. HCD2018/04061

Dear Ms Rowland

Variation No.1 of 2018-2020 Homelands Extra Allowance Funding Agreement
NR10030A-HEA - Round 3

I refer to the Homelands Extra Allowance Funding Agreement between the Northern Territory of Australia care of its agency, the Department of Local Government, Housing and Community Development (the department) and Tiwi Islands Regional Council (the Agreement).

I am pleased to advise that the maximum funding available per eligible dwelling has increased from $6 000 (GST exclusive) to $8 000 (GST exclusive). All eligible dwellings in Round 2 will receive an additional $2 000 under the 2018-2019 Homelands Extra Allowance program.

In addition, the department has assessed a further three (3) dwellings to be eligible and is pleased to offer your organisation an additional $24 000 (GST exclusive) under the 2018-2019 Homelands Extra Allowance program. A summary of your new total funding amount is below:

Funding Round	Approved Applications	Funding Amount (GST Exclusive)	Additional Amount	Total Funding Amount
2018-19 Round 2	3	$18 000	$6 000	$24 000
2018-19 Round 3	3	$24 000	$0	$24 000
Total	**6**	**$42 000**	**$6 000**	**$48 000**

You are required to report on the additional funds as part of your half-yearly financial and performance reports and annual audited reports.

Attached to this letter is a grant variation amending the funding schedule under the Agreement. As we are now approaching 30 June 2019, please indicate your acceptance by signing the variation and send back to the Grants Management Unit's generic email address at: Grants.DHCD@nt.gov.au no later than 7 June 2019.

For operational or program queries, please contact Homelands Services on 1800 031 648 or email Homelands.Program@nt.gov.au

Yours sincerely

NATHAN EVANS
Regional Director, Homelands Services
22 May 2019

DEED OF VARIATION

This Deed is made the day of 2019

BETWEEN: **THE NORTHERN TERRITORY OF AUSTRALIA**, through the Department of Local Government, Housing and Community Development ("Territory")

AND: **TIWI ISLANDS REGIONAL COUNCIL** ("Recipient").

RECITALS

A. On 10 April 2019 the parties entered into the Grant Agreement;

B. The parties now agree to vary the Grant Agreement on and subject to the terms of this Deed.

IT IS AGREED AS FOLLOWS:

1. Definitions

In this Deed:

Effective Date means 10 April 2019;

Grant Agreement means an agreement described as being for the delivery of Homelands Extra Allowance;

2. Variations to Agreement

The Grant Agreement is varied, with effect from the Effective Date as follows:

(a) By deleting the Schedule 2 contained in the Grant Agreement and replacing it with the new Schedule 2 titled Schedule 2 – Variation No. 1

(b) By deleting the words figure in Schedule 1 item 2.1 Six Thousand Dollars ($6000.00) and replacing with words and figure Eight Thousand Dollars ($8000.00)

(c) By deleting the figure in Schedule 1 item 3.1 $6 000 and replacing with figure $8 000

3. General

(a) Nothing contained in this Deed shall operate to release each party from any liability to the other party accrued under the Grant Agreement before the date of this Deed.

(b) Unless varied by this Deed, all the terms of the Grant Agreement (as amended) shall remain in force and the Recipient shall remain bound by all terms and conditions of the Grant Agreement.

(c) The Recipient warrants to the Territory that before executing this Deed it has read and understood the variations contained in Schedule 2- Variation No. 1 to this Deed and is fully aware of its rights, duties and obligations under the Grant Agreement.

THE COMMON SEAL of the **TIWI ISLANDS REGIONAL COUNCIL** was hereto affixed in accordance with section 26 of the Local Government *Act* 2008 on the 23 day of May 2019 in the presence of:

Signature of Chief Executive Officer

Signature of Council Member

Valerie Rowland
Print name of Chief Executive Officer

LESLIE TUNGATALUM
Print name of Council Member

SIGNED by **JAMIE CHALKER** for and on behalf of the **NORTHERN TERRITORY OF AUSTRALIA** care of its agency the Department of Local Government, Housing and Community Development pursuant to a delegation under the *Contracts Act* on

the ..... day of ..... 2019 in the presence of:

.....
(Signature of Delegate)

.....
(Signature of Witness)

.....
(Name of Witness)

SCHEDULE 2 - VARIATION NO. 1 OF 2018-2020 HOMELANDS EXTRA ALLOWANCE FUNDING AGREEMENT
TIWI ISLANDS REGIONAL COUNCIL – NR10030A-HEA

A – APPROVED APPLICANTS

Funding Round	Approved Applications	Funding Amount (GST Exclusive)	Additional Amount	Total Funding Amount
2018-19 Round 2	3	$18 000	$6 000	$24 000
2018-19 Round 3	3	$24 000	$0	$24 000
Total	**6**	**$42 000**	**$6 000**	**$48 000**

Round 2 Approved Applicants

	Applicant	Comm. ID	Homeland	House ID	Works Requested	Value (Original)	Varied Amount
1.	Chrlie (Steve) Kyprios	407	Paru	1	Replace fence and gate to create secure boundary (35x35x1.8 - barbed wire). Yard tidy up and clutter removal. New light globe and tubes.	**$6 000**	**$8 000**
2.	Jeff Winston	407	Paru	7	Replace hot water service	**$6 000**	**$8 000**
3.	Urban Costa	1020	Putjamirra	3	Disability works (shower rose, replace toilet grab rail) as listed in Occupational Therapist report provided by TIRC.	**$6 000**	**$8 000**
					TOTAL FUNDING ROUND 2	**$18 000**	**$24 000**

Round 3 Approved Applicants	**Value**

Attachment 1

HEA NR10030A_HEA variation signed no seal.pdf

4.	Valentine Intalui	1006	4 Mile Camp	10	New doors, new windows, new taps, new fans, fence around the house, new windows and new floor	$8 000
5.	Francisco Babui	1006	4 Mile Camp	11	Mesh in verandah	$8 000
6.	Lawrence Rioli	1020	Putjamirra	2	Storeroom door, security doors front and rear, painting eaves, replace front verandah bearers, install tank from barge landing and connect, replace septic tank lid	$8 000
					TOTAL FUNDING ROUND 3	**$24 000**
					TOTAL FUNDING ROUND 2 & 3	**$48 000**

B – COMPLETION DATE

30 June 2020.

REPORTS FOR DECISION

ITEM NUMBER	6.4
TITLE	Pirlangimpi Subleases Lot 240 (A) and common seal applied
REFERENCE	226648
AUTHOR	Valerie Rowland, Chief Executive Officer

OTL request to execute subleases to Council building in Pirlangimpi subject to 99 year lease and to apply common seal to each sublease.

BACKGROUND

Council received a letter dated on 17 May 2019 from OTL delivered 3 copies of Sublease on Lot 240 (A) in Pirlangimpi Community with a request that each sublease be executed by Council and common seal applied to each document.

Lots	Permitted Use	Term of Lease	Sublease Amount	Instalment Payments (x4)	Commencement Date
240 A	Women's Centre	20 years	$5,100.00	$1275.00	01/07/2018

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:
That Council execute the Pirlangimpi sublease Lot 240 (A) and apply the common seal to this document.

ATTACHMENTS:

REPORTS FOR DECISION

ITEM NUMBER	6.5
TITLE	Requests for Confirmation of Aboriginal Descent - Shae Henry and Diondre Mooka
REFERENCE	226398
AUTHOR	Maina Brown, Governance & Compliance Manager

A requests for Confirmation of Aboriginal Descent have recently been received. This application can be placed before Council for confirmation.

BACKGROUND

Attached to this report an application recently received from Shae Henry and Diondre Mooka.

Council are asked to review these applications for final approval, and apply the Council Seal to the document.

Please note that the Mover / Seconder must not be a member of the applicant's family.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council approves and endorses the confirmation of Aboriginal and or Torres Strait Descent for Shae Henry and Diondre Mooka approves for the Council Common Seal to be applied on the application. (Reference number 226398)

ATTACHMENTS:
1 Confirmation of Aboriginal Descent for Shae Henry and Diondre Mooka.pdf

TIWI ISLANDS Regional Council

Confirmation of Aboriginal and/or Torres Strait Islander descent

To be completed by the Applicant:

I, Shae Henry. (First & Last names)

born on 21/07/1995 (Date dd/mm/yyyy)

at DARWIN (Place)

and now living at CAIRNS ; 1/4 Ingham Court, Mooroobool (Address) 4870

Declare that I am of Aboriginal/Torres Strait Island descent.

My mother's name is/was: Torres Strait & Aborginial. - Joanne Henry (Kelly)

My father's name is/was: Aboriginal - Aidan Henry

My language group or home community is: Tiwi

To be completed by the Tiwi Islands Regional Council during Ordinary Council meetings:

The above person is accepted and recognised as an Aboriginal and/or Torres Strait Islander person by the Tiwi Islands Regional Council.

Address of Organisation: PMB 267, Winnellie NT 0822.

Affix Common Seal Here

Moved by _____ *Signature _____

Seconded by _____ *Signature _____

Number of Council Meeting _____ Date of Council Meeting _____

** These signatories must not be members of the applicant's family.*

Please tick below box if you require electronic copy, original copy or both.

☐ Electronic Copy ☐ By Post ☐ Both

Doc ID:151499 **May 2016**

TIWI ISLANDS Regional Council

Confirmation of Aboriginal and/or Torres Strait Islander descent

To be completed by the Applicant:

I, Diondre Mooka (First & Last names)

born on 20/08/2014 (Date dd/mm/yyyy)

at Cairns hospital (Place)

and now living at Cairns ;1/4 Ingham Court (Address) Moorooboo1 4870

Declare that I am of Aboriginal/Torres Strait Island descent.

My mother's name is/was: Aboriginal & Torres Strait - Shae Henry

My father's name is/was: Torres Strait. - Jamaine Mooka

My language group or home community is: Cairns - TI and Tiwi

To be completed by the Tiwi Islands Regional Council during Ordinary Council meetings:

The above person is accepted and recognised as an Aboriginal and/or Torres Strait Islander person by the Tiwi Islands Regional Council.

Address of Organisation: PMB 267, Winnellie NT 0822.

Affix Common Seal Here

~~Moved by~~ _____ *Signature _____

Seconded by _____ *Signature _____

Number of Council Meeting _____ Date of Council Meeting _____

** These signatories must not be members of the applicant's family.*

Please tick below box if you require electronic copy, original copy or both.

☐ Electronic Copy ☐ By Post ☐ Both

Doc ID:151499 **May 2016**

REPORTS FOR DECISION

ITEM NUMBER	6.6
TITLE	CouncilBIZ - TIRC Nominated Representatives and Alternate person
REFERENCE	226652
AUTHOR	Valerie Rowland, Chief Executive Officer

All Regional Councils are required seek approval from council for the nominated representative and the alternate must be appointed by a formal resolution of the Council.

BACKGROUND

CouncilBIZ was formed 10th June 2008 by the then Minister of Local Government approving a constitution developed by the then government. It was formed to provide administration, information technology and financial services to the then eight shires that commenced in July 2008.

CouncilBIZ now has ten Members, being the nine Regional Councils and LGANT.

A compliance review of CouncilBIZ in 2015 conducted by the Department of Local Government observed that the constitution had not been reviewed by the CouncilBIZ Board in recent years. The Board setup a process for review, which resulted in a revised constitution for consideration by the Members in late 2016. TIRC considered this revised Constitution and approved the changes made.

Nine of the ten Members agreed with the amended Constitution but West Arnhem had a couple of issues, concerning the reduction in the requirement from 100% to 80% to make changes, and the proposal to allow independent Board Members. The amended Constitution was provided to the Minister of Local Government in November 2016 along with the views of the ten Members.

One outstanding matters from the 2015 Compliance Review of CouncilBIZ, which they have been following up on, is the provision of decisions from Member Council's appointing Nominated Representatives and Alternates. All Councils have now responded with the exception of TIRC). The Nominated Representative and the Alternate must be appointed by a formal resolution of the Council.

Please note due to the timeframe of this report, Council's resolution will not be ready and provided prior to the next CouncilBIZ board meeting on 13 June therefore, unfortunately TIRC will not be able to be formally represented at the Board Meeting.

RECOMMENDATION:

1. **That the Tiwi Islands Regional Council's Nominated Representative on CouncilBIZ is the CEO; and**

2. **That the Tiwi Islands Regional Council's Alternative Nominated Representative on CouncilBIZ is the Deputy CEO.**

ATTACHMENTS:

1 Email from Cbiz - 29 May 2019.pdf

Maina Brown

From: Valerie Rowland
Sent: Monday, 3 June 2019 3:54 PM
To: Maina Brown
Subject: Fwd: CouncilBIZ - TIRC Nominated Representatives and Alternate

Follow Up Flag: Follow up
Flag Status: Flagged

Can you add to agenda for discussion.

Kind regards

Sent from my Samsung Galaxy smartphone.

-------- Original message --------
From: Brendan Dowd <Brendan.Dowd@councilbiz.nt.gov.au>
Date: 3/6/19 11:23 (GMT+09:30)
To: Valerie Rowland <Valerie.Rowland@tiwiislands.nt.gov.au>
Subject: Fwd: CouncilBIZ - TIRC Nominated Representatives and Alternate

Begin forwarded message:

> **From:** Brendan Dowd <Brendan.Dowd@councilbiz.nt.gov.au>
> **Date:** 29 May 2019 at 11:24:50 am ACST
> **To:** Valerie Rowland <valerie.rowland@tiwiislands.nt.gov.au>
> **Subject: CouncilBIZ - TIRC Nominated Representatives and Alternate**
>
> Hi Valerie
>
> Hope all is going well !
>
> As you are aware, we have a CouncilBIZ Board Meeting at 1pm on Thursday 13 June and attendance can be virtual or in person.
>
> That said, only the Nominated Representative of each member Council can attend – if the Nominated Representative cannot attend and if the Council have a nominated Alternative, the Alternative can attend.
>
> The Nominated Representative and the Alternate must be appointed by a formal resolution of the Council.
>
> I sent email's on 21 March and again on 7 May seeking a copy of the Council resolution however, to date I have not received a response. (For your information, one outstanding matters from the 2015 Compliance Review of CouncilBIZ, which I have been following up on, is the provision of decisions from Member Council's appointing Nominated Representatives and Alternates. All Councils have now responded with the exception of TIRC).

Please be absolutely assured that I am not wanting to put any pressure on you Valerie but I really need a copy of the Council resolution before the Board Meeting on 13 June because, if it is not provided, unfortunately TIRC will not be able to be formally represented at the Board Meeting.

As a suggestion, if you don't have an existing Council decision, probably the best way to do it is to nominate the position rather than a person……for example:

1. THAT the Tiwi Islands Regional Council's Nominated Representative on CouncilBIZ is the CEO
2. THAT the Tiwi Island Regional Council's Alternative Nominated Representative on CouncilBIZ is the Deputy CEO

If you would like to have a chat about any of the above, please feel to give me a a call.

Thanks and regards

Brendan
Brendan Dowd
Acting General Manager
P: 08 8944 4401 **I M:** 0417885943
3/14 Shepherd Street, Darwin, NT 0800 **I** GPO Box 4246 Darwin NT 0801
councilBIZ
www.councilbiz.nt.gov.au
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REPORTS FOR DECISION

ITEM NUMBER	6.7
TITLE	Nominations for LGANT Executive Board
REFERENCE	226724
AUTHOR	Maina Brown, Governance & Compliance Manager

Council received an email notice dated 20 May 2019 from LGANT advising of the call for nominations for election on the full LGANT Executive Board. These elections are to be held at the next LGANT Executive meeting 24 June 2019.

BACKGROUND

This report was tabled at the last OCM meeting held on 22 May 2019. However due to Mayors commitments within the community he has requested for this nomination to re-tabled at today's meeting to re-nominate a representative for the LGANT Executive Board.

Nominations are being called for one positions, being four from Regional and Shire Councils due to the recent appointment of a new Vice President.

Attached also is the nomination form for the vacant position.

LGANT requires nominations to be received by **Thursday, 20 June 2019** in readiness for the Executive meeting that is to be held on 24 June 2019. As you know, casual vacancies on the LGANT Executive are decided by the LGANT Executive. The person appointed will hold office until November 2020.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council notes the correspondence from LGANT and decides if it wishes to nominate any Elected Member / s to the LGANT Executive Board, and that any nominations must be accompanied by a short biography.

ATTACHMENTS:
1 Call for Nominations - Executive Member Regional and Shires.pdf

LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

Local Government Association of the Northern Territory

NOMINATION OF OFFICE BEARERS

In accordance with clause 14.8 of the LGANT Constitution, I hereby call for nominations to the casual vacancy of Executive Member – Regional and Shires on the LGANT Executive Board.

Tony Tapsell
Chief Executive Officer
20 May 2019

Nominating Council: _____

The Council resolved at a meeting held on _____ 2019 to nominate the following elected member to the LGANT Executive:

Name of Elected Member	Executive Member
	Executive Member – Regional and Shires

Signed _____ / / 2019
CEO

Please forward completed nomination form and a short biography by Thursday, 9 May 2019 to:

Elaine McLeod
Executive Assistant to the CEO
Email: elaine.mcleod@lgant.asn.au

REPORTS FOR DECISION

ITEM NUMBER 6.8
TITLE Finance End of Month Report May 2019
REFERENCE 226857
AUTHOR Bala Donepudi, Finance Manager

This report provided finance information to the Council for year to date May 2019 for decision.

BACKGROUND

Statement of Financial Performance
for the period ended 31st May 2019

Income	Year to Date				Full Year	Forecast	
	Actual	Budget	Variance*	%	Budget	Full Year	Variance
61 - Income Rates and Charges	2,225,792	2,217,749	8,042	0%	2,217,779	2,225,821	8,042
62 - Income Council Fees and Ch	980,596	1,259,273	(278,677)	(22%)	1,375,229	1,149,502	(225,727)
63 - Income Operating Grants Su	9,568,581	6,659,982	2,908,600	44%	6,982,843	9,841,466	2,858,623
64 - Income Investments	42,508	26,583	15,925	60%	29,000	44,925	15,925
65 - Income Contributions Dona	2,221	2,750	(529)	(19%)	3,000	2,471	(529)
66 - Income Reimbursements ar	13,526	20,841	(7,316)	(35%)	22,736	15,420	(7,316)
67 - Income Agency and Comme	1,420,427	1,208,420	212,007	18%	1,298,529	1,610,939	312,410
69 - Inc Sale of Assets	24,045	0	24,045	100%	0	24,045	24,045
Total Operating Revenue	**14,277,696**	**11,395,598**	**2,882,097**	**25%**	**11,929,116**	**14,914,589**	**2,985,473**
Expenditure							
71 - Employee Expenses	6,262,491	7,431,392	1,168,901	16%	8,116,033	6,950,558	1,165,475
72 - Contract and Material Exper	2,857,885	3,206,148	348,262	11%	3,476,436	3,129,724	346,713
73 - Finance Expenses	4,298	5,586	1,288	23%	6,090	4,802	1,288
74 - Communication Expenses	414,144	344,393	(69,751)	(20%)	374,804	444,784	(69,980)
75 - Asset Expense	1,835,508	1,878,471	42,963	2%	2,049,241	2,006,278	42,963
79 - Miscellaneous Expenses	1,085,774	1,830,364	744,590	41%	3,177,912	1,536,724	1,641,188
Total Operating Expenditure	**12,460,100**	**14,696,354**	**2,236,253**	**15%**	**17,200,517**	**14,072,870**	**3,127,647**
Allocations							
Net Surplus/(Deficit)	**1,817,595**	**(3,300,755)**	**5,118,351**	**(155%)**	**(5,271,401)**	**841,719**	**6,113,120**
Adjust for Capital and Depreciation							
Less: Capital Expense	682,070	805,403	123,333	15%	878,621	694,303	184,318
Add back: Depreciation expense	1,811,860	1,878,013	(66,152)	(13%)	2,048,741	1,982,589	66,152.3
Net Cash Surplus/(Deficit)	**2,947,386**	**(2,228,145)**	**5,175,531**	**(232%)**	(4,101,281)	**2,130,005**	**6,231,286**
Restricted Cash Carried Forward	2,830,548	4,091,855	(1,244,241)	(30%)	4,108,920	2,707,307	(1,401,613)
Total Surplus/(Deficit)	**5,777,934**	**1,863,709**	**3,931,290**	**211%**	**7,639**	**4,837,312**	**4,829,673**
Represented by:							
Tied Funding Surplus/(Deficit)	3,323,878	1,389,913	1,933,965	139%	(176,250)	2,563,613	2,739,863
Untied Funding Surplus/(Deficit	2,454,055	473,796	1,980,259	418%	183,888	183,888	0

* **Note: Negative variances ( ) are unfavourable**

Statement of Financial Position **as at 31st May 2019**	
	$
Current Assets	
Current Operating accounts & Cash on Hand	3,570,669
Trade and Other Receivables	355,170
Debtors	292,828
Deposits and Bonds held	8,694
Inventory	183,985
Prepayments	56,859
Total Current Assets	**4,468,205**
Current Liabilities	
Trade and Other Payables	136,417
Creditors	137,389
Accrued Creditors	258,828
Current Provisions	602,912
Other Current Liabilities	0
Unexpended Grant Liability	674,496
Total Current Liabilities	**1,810,042**
Net Current Assets	**2,658,164**
Non Current Assets	
Buildings Prescribed	17,907,976
Infrastructure Prescribed	2,638,902
Plant	539,404
Equipment	238,315
Motor Vehicles	374,129
Work in Progress	902,487
Clearing Account	0
Total Non Current Assets	**22,601,213**
Non Current Liabilities	
Non Current Provisions	347,072
Non Current Borrowings	660,001
Total Non Current Liabilities	**1,007,073**
Net Assets	**24,252,304**
Equity	
Accumulated Surplus/(Deficit)	(13,888,202)
Asset Revaluation Reserve	36,177,569
Election Reserve	2,479
Asset Replacement Reserve	142,863
Current Year Surplus/(Deficit)	1,817,595
Total Equity	**24,252,304**

Current Operating Accounts & Cash on Hand

Account Balances as at 31st May 2019:

	$
Operating Account	41,366
Trust Account	2,783,160
Christmas Saving Account	29,947
PMC Bank Account	1,096,306
Cash Deposit Account (credit cards)	50,000
Cash on hand	777
	4,001,556

The actual Bank Balance of $ 4,001,556 is more than the ledger balance of $ 3,570,669 due to timing differences i.e payments worth of 228,012 is processed in General ledger in May ,Actually paid from bank in June first week.
There are deposits worth of 202,875 yet to be posted due to Non-receipt of remittance advice.

Ageing Receivables

The outstanding Debtors owed to Council at the end of May 2019 total $292,827.69 with 17% of this exceeding 90 days. The ageing of the outstanding receivables balances is as follows:

Description	Outstanding	Unapplied Credits	Current	>30days	>60days	>90days	Futu
Debtors	292,828	-50,333	188,268	53,905	51,142	49,846	0

The Total Rates & Charges Outstanding at the end of May 2019 is $ 247,112 of this $174,851 relating to the current financial year.

Description	Outstanding	2018-19	Previous Years
Rates & Charges	$ 247,112	$ 174,851	$72,261

Debtors with balances in 60 and 90 days have been contacted to follow up payment of the outstanding invoices.

Ageing Payables

The outstanding amounts owed by Council to Creditors at the end of May 2019 total $ 137,388.61 with less than 10% of this exceeding 90 days. The aging of the outstanding balance is as follows:

Outstanding	Unapplied	Current	>30days	>60days	>90days	Future
137,389	-13,599	76,300	52,391	8,360	13,936	68

CONSULTATION AND TIMING

Section 8 of the Local Government Accounting Regulations 2014 outlines the requirements for financial reporting to Council. In particular it states that the actual income and expenditure for the commencement of the financial year to the end of the previous month should be reported plus a statement of the debts owed to the Council.

Part 8 Financial reports to council

18 Financial reports to council

(1) The CEO must, in each month, present before a meeting of the council a report, in a form approved by the council, setting out:

(a) The actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and

(b) The forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) Details of all cash and investments held by the council (including money held in trust); and

(b) A statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) Other information required by the council.

(3) If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month.

RECOMMENDATION:

That Council notes this report and accepts the Finance Report for the reporting period 31 May 2019.

ATTACHMENTS:
1 Cash Flow May 2019.pdf
2 Summary of TIRC Finances May 2019.pdf

Cash Flow

as at 31 May 2019

Description	Opening	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Adj	Closing	YTD	%
Cash Accounts																	
Cash at Bank Operational General	20,109	44,963	20,860	(247,917)	248,081	(30,906)	116,504	(123,629)	26,825	(321,307)	84,466	(24,698)	-	-	(186,649)	(206,758)	#####
Cash at Bank Trust General	2,802,567	634,859	166,137	44,243	550,132	119,820	99,521	744,501	526,796	(1,170,512)	(1,586,592)	(148,311)	-	-	2,783,160	(19,406)	(1%)
PMC Bank ACCOUNT	-	-	-	-	-	-	-	-	-	-	893,431	-	-	-	893,431	893,431	100%
Staff Christmas Savings Account	-	-	-	-	-	-	-	-	-	20,375	9,575	-	-	-	29,950	29,950	100%
Cash on Hand Pirlangimpi	100	-	-	-	-	-	-	-	-	-	-	-	-	-	100	-	0%
Cash on hand Darwin	200	-	-	-	-	-	-	-	(122)	-	-	-	-	-	78	(122)	(61%)
Cash on hand Nguiu	600	-	-	-	-	-	-	-	-	-	-	-	-	-	600	-	0%
Cash Deposit account (Credit cards)	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	0%
Total Cash Accounts	2,873,576	679,822	186,997	(203,675)	798,213	88,914	216,025	620,872	553,498	(1,471,444)	(599,121)	(173,009)	-	-	3,570,669	697,094	24%
Operating Activities																	
Receipts	-	2,011,618	801,658	1,286,987	2,308,769	1,636,349	1,127,261	1,414,501	2,120,158	185,329	593,555	993,155	-	-	14,479,339	14,479,339	
Income Rates and Charges	-	25,867	233	127,064	1,860,067	7,741	8,084	627	237,543	(2,140)	89,652	300	-	-	2,355,039	2,355,039	
Income Council Fees and Charges	-	150,408	95,611	54,998	75,133	43,633	173,425	46,238	90,867	121,706	33,302	95,274	-	-	980,596	980,596	
Income Operating Grants Subsidies	-	1,896,194	381,604	1,217,595	10,629	1,437,870	356,742	1,266,753	1,736,128	210,910	340,097	714,061	-	-	9,568,581	9,568,581	
Income Investments	-	1,874	3,024	3,507	3,813	3,815	4,402	5,163	4,654	4,464	4,826	2,968	-	-	42,508	42,508	
Other Operating Receipts	-	(62,725)	321,186	(116,176)	359,127	143,289	584,608	95,720	50,967	(149,611)	125,677	180,552	-	-	1,532,614	1,532,614	
Payments	-	1,319,240	588,433	1,480,736	1,450,090	1,539,619	838,969	786,575	1,282,387	1,731,598	1,008,569	1,166,164	-	-	13,192,380	13,192,380	
Employee Expenses	-	481,635	444,870	794,463	537,983	638,435	476,898	516,271	608,941	578,233	608,452	576,310	-	-	6,262,491	6,262,491	
Contract and Material Expenses	-	289,357	(41,574)	478,326	346,057	351,813	294,180	165,465	(265,753)	668,380	332,945	447,864	-	-	3,067,060	3,067,060	
Finance Expenses	-	712	485	373	359	448	(352)	541	425	419	459	430	-	-	4,298	4,298	
Other Operating Payments	-	547,536	184,653	207,574	565,691	548,923	68,243	104,298	938,774	484,566	66,714	141,560	-	-	3,858,531	3,858,531	
Total Operating Activities	-	692,378	213,225	(193,749)	858,678	96,730	288,292	627,925	837,771	(1,546,269)	(415,014)	(173,009)	-	-	1,286,959	1,286,959	
Investing Activities																	
Receipts	-	-	-	-	24,045	-	-	-	-	-	-	-	-	-	24,045	24,045	
Proceeds from Sale of Assets	-	-	-	-	24,045	-	-	-	-	-	-	-	-	-	24,045	24,045	
Payments	-	10,322	28,462	3,260	84,510	7,816	72,266	7,054	284,273	-	184,107	-	-	-	682,070	682,070	
Purchase of Assets	-	10,322	28,462	3,260	84,510	7,816	72,266	7,054	284,273	-	184,107	-	-	-	682,070	682,070	
Total Investing Activities	-	(10,322)	(28,462)	(3,260)	(60,465)	(7,816)	(72,266)	(7,054)	(284,273)	-	(184,107)	-	-	-	(658,024)	(658,024)	
Financing Activities																	
Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Payments	-	-	-	6,666	-	-	-	-	-	-	-	-	-	-	6,666	6,666	
Repayment of Borrowings	-	-	-	6,666	-	-	-	-	-	-	-	-	-	-	6,666	6,666	
Total Financing Activities	-	-	-	(6,666)	-	-	-	-	-	-	-	-	-	-	(6,666)	(6,666)	
Net Increase or (Decrease) in Cash Held	-	682,056	184,763	(203,675)	798,213	88,914	216,025	620,872	553,498	(1,546,269)	(599,121)	(173,009)	-	-	622,269	622,269	
Accumulated Cash Balance	2,873,576	3,553,397	3,740,395	3,536,720	4,334,933	4,423,847	4,639,873	5,260,744	5,814,243	4,342,799	3,743,679	3,570,669	-	-	3,570,669	697,094	

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Summary of the Tiwi Islands Finances

At 31st May 2019

Total Restricted cash brought forward as per May 2018-19 Financial Report	$ 2,830,548
Total Unexpended Grant Liability as per May 2018-19 Financial Report	$ 674,496
Total Grant Obligations	**$** 3,505,044
Total Cash at Bank	**$ 3,570,669**

The cash Balance of 3.7 M Includes $ 900K meant to fund Council Operations through the year

- NT Operational Grant	($ 114,142)
- FAA Roads	($ 82,028)
- FAA General Purpose	($ 35,564)
- Rates	($ 185,483)
Net Current Liabilities	**$ 238,010**
Cash Deficit	**$ 589,601**

Council Non – Current Obligations

- **Provisions**	**- 347,072**
- **Dept Loan**	**- 660,001**

REPORTS FOR DECISION

ITEM NUMBER	6.9
TITLE	Managers Reporting to CEO End of Month Reports for May 2019 to early June 2019
REFERENCE	226399
AUTHOR	Valerie Rowland, Chief Executive Officer

This report includes all Managers report who currently report direct to the CEO. It also reports on the CEO activities for the month.

CEO

I want to thank every Member for your trust in my ability by my recent appointment as the Council's new Chief Executive Officer. It is an honour and privilege to be representing the Tiwi community and local government at a high level. I follow in the footsteps of the previous CEO, who has left Council with strong financial foundations. By doing so, she has enabled me to continue to strengthen fiscal continuity for the betterment of local government service delivery in Wurrumiyanga, Pirlangimpi and Milikapiti, as well as the Outstations.

A key focus I have set for myself and the management team over the next six (6) months is creating new opportunities that will bring new income for Council and the second is creating new employment and development opportunities for our people.

The Mayor, the Deputy Mayor and Councillor Bourke attended the Audit Risk Management Committee with finance team, secretariat provided by the Governance Manager. A number of key issues highlighted for redress is payroll and contracts, both brought to the attention of the CFO and the Organisational Development and Change Manager for urgent action.

The Mayor has been quite active in the community attending to community meetings discussing the rubbish and gambling in public places and engaging community leaders to support Council in the war against rubbish. In the new financial year's budget we have allocated for two (2) positions as By-Law officers. These officers role to be available on the ground in the community to talk about litter and to look at ways to support community to address rubbish and keeping our community clean. Community Safety Meeting held on the 7th June, venue at Red Cross. Wurrumiyanga held a community clean-up last month, and a date to be determined for Milikapiti and Pirlangimpi. Issues arising from the community safety was around gambling and it has confirmed by Peter Wyatt that Council is not legally responsible to implement by-laws for gambling when such by-law already exists, such as the current NT Government's Alcohol and Gambling legislation. A working group to be formed to meet with both respective store boards to discuss closing times that meets the full expectations of all community members.

We received funding from the department for NAIDOC. We requested $20,000 and received $5,000. The money will complement existing funds approved by each local authorities to celebrate NAIDOC. The limited funds only allows NAIDOC to be celebrated on a much small scale.

Council participation on the National Redress Scheme and the department is willing to do a presentation at the next OCM in July, Wurrumiyanga.

By-election for Bathurst Island Ward is open on the 19th June and elections held on the 11th July. We have approached TITEB to manage the booths which they have agreed to do so.

I wanted to inform Member that TITEB have provided host agreements for the three Communities. I believe by entering in to these Host Agreements ensures our relationship with TITEB is strengthened for better employment and training outcomes for Tiwi.

Northern Territory Government is holding its Community Cabinet on the Tiwi Islands from the 24 – 27 June. TIRC will play an integral role in catering, accommodation and assisting departmental officers in moving dignitaries around. The Chief Minister Gunner will be hosting dinner on the night of the 24 and invites will be sent out to the Mayor and Members.

NDIS are seeking to employ remote NDIS staff across the region and will be presenting to Council in the July meeting providing more details.

Cultural Advisor

University of Sydney soon to visit Wurrumiyanga with a trip to the other side to reinforce Tiwi culture.

Participated in a number of training for NTG with the permission from the previous CEO. No expense is paid by Council as all travel and accommodation costs are met by the Northern Territory Governments, Department of Justice.

Working progress continues on the Cultural Awareness Training Tool in close consultation with the Organisational Development and Change Manager. Once a draft is completed the Training Tool will be tabled at Council for support.

Organisational Development Monthly Report

Highlights

- Seven terminations were processed during May.
- Seven employees were appointed during May.
- Staff turnover rate of 5.1 percent.

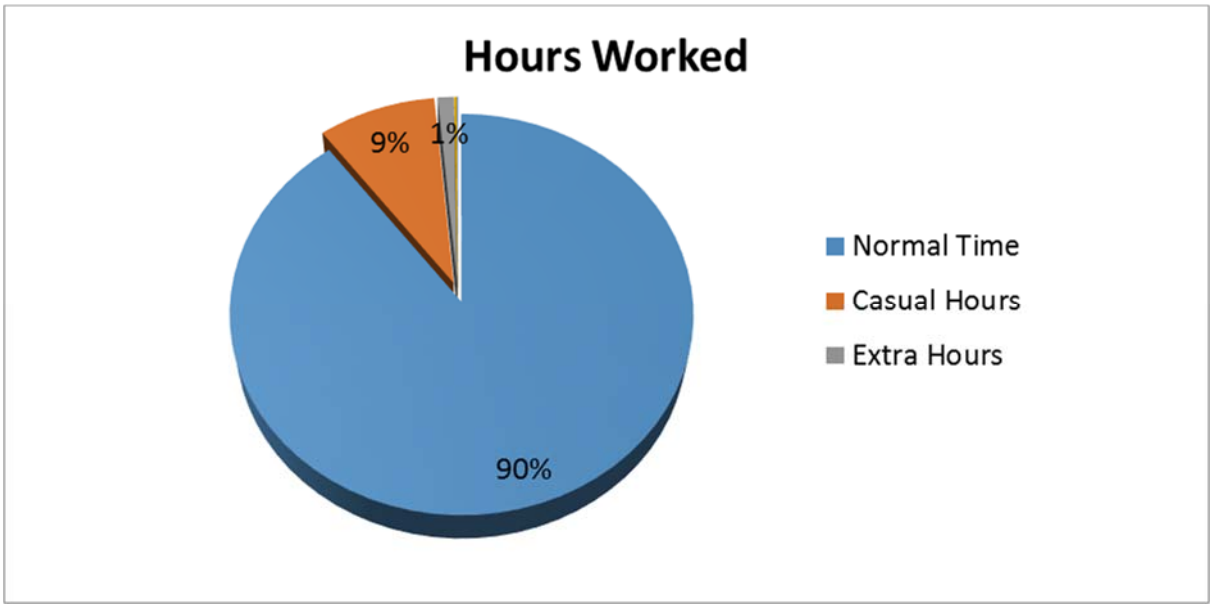

Figure 1.1 29/04/2019 to 26/5/2019 Hours worked as percentage

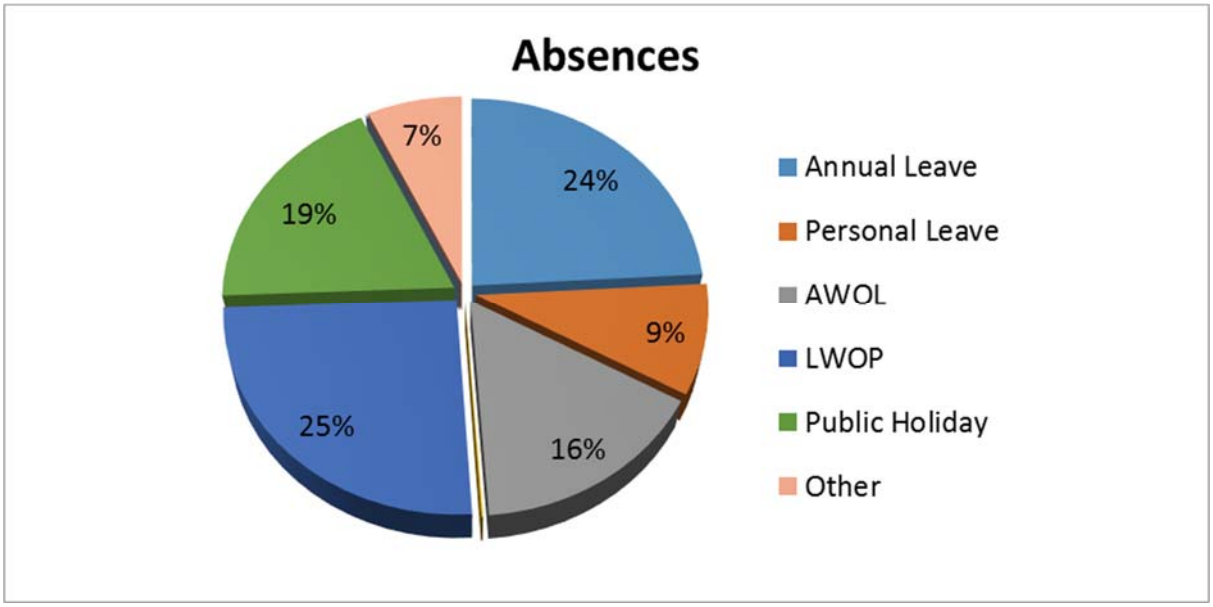

Figure 1.2 29/04/2019 to 26/5/2019 Absences represented as a percentage

Description	PPE 12 May	% of Total	PPE 26 May	% of Total	Variance	Variance %
Normal Time	5,283	66%	6,029	73%	+746	+14%
Casual Hours	385	5%	729	9%	+345	+90%
Extra Hours	90	1%	62	1%	-28	-31%
Overtime	0	0%	23	0%	+23	+100%
Public Holidays Worked	10	0%	0	0%	-10	-100%
Training	0	0%	0	0%	0	0%
Annual Leave	333	4%	505	6%	+172	+52%
Personal Leave	119	1%	208	3%	+89	+75%
AWOL	384	5%	191	2%	-193	-50%
AWOL - Casual	4	0%	0	0%	-4	-100%
LWOP	477	6%	450	5%	-27	-6%
Public Holiday	676	8%	0	0%	-676	-100%
Workers Compensation	0	0%	0	0%	0	0%

Table 1.1 Monthly Comparisons – Raw Hours and Percentages

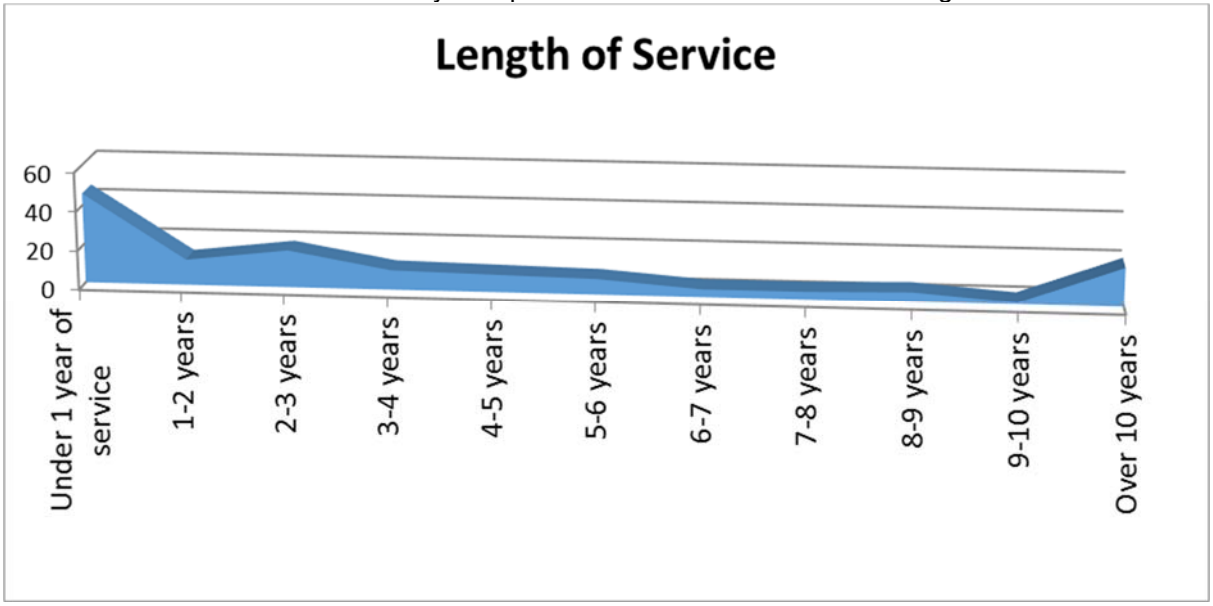

Figure 1.2 Length of Service

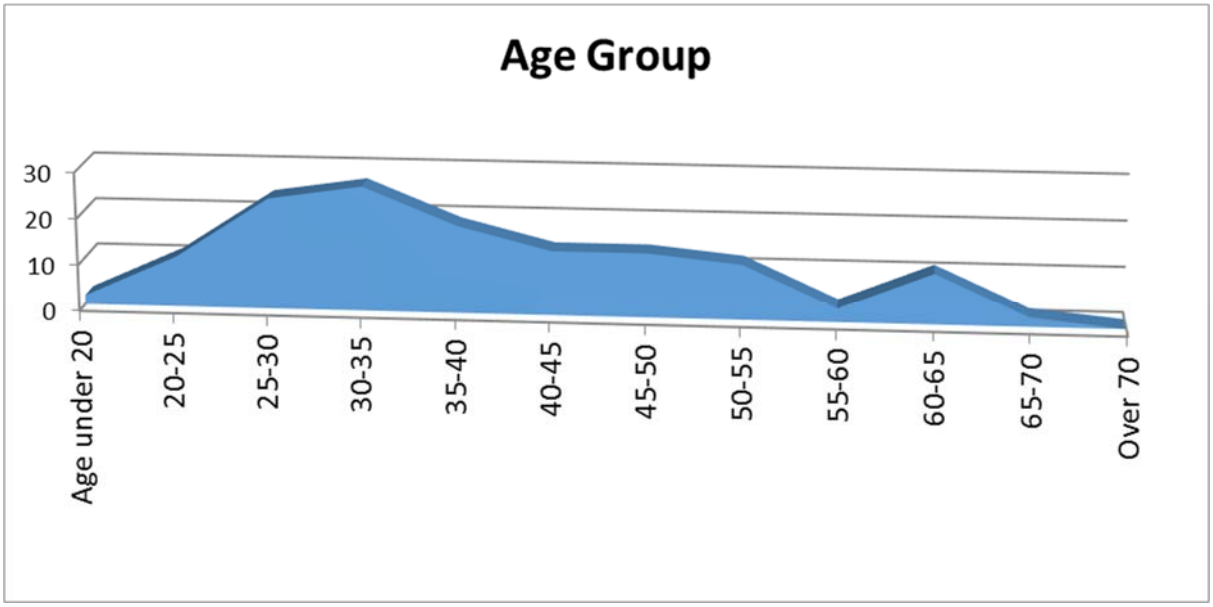

Figure 1.3 Distribution of Ages

Demographics

Description	Wurr.	Pirl.	Mili.	Dar.	Total	%
Male	53	13	15	2	83	60%
Female	31	15	10	0	56	40%
ATSI	71	24	23	0	118	85%
NON-ATSI	13	4	2	2	21	15%
Full Time	46	16	14	2	78	56%
Part Time	21	11	8	0	40	29%
Casual	17	1	3	0	21	15%
Age under 20	0	0	2	0	2	1%
20-25	8	2	1	0	11	8%
25-30	13	4	6	1	24	17%
30-35	18	3	6	0	27	20%
35-40	12	3	3	1	19	14%
40-45	10	4	0	0	14	10%
45-50	9	2	3	0	14	10%
50-55	3	7	2	0	12	9%
55-60	3	0	0	0	3	2%
60-65	7	2	2	0	11	8%
65-70	1	1	0	0	2	1%
< 1 year of service	36	3	6	1	46	33%
1-2 years	10	1	1	1	13	9%
2-3 years	10	6	3	0	19	14%
3-4 years	6	3	1	0	10	7%
4-5 years	2	2	5	0	9	6%
5-6 years	4	1	3	0	8	6%

6-7 years	0	3	1	0	4	3%
7-8 years	3	1	0	0	4	3%
8-9 years	3	1	1	0	5	4%
9-10 years	1	0	0	0	1	1%
Over 10 years	9	7	4	0	20	14%
Total Employees	84	28	25	2	139	100%

Leave Liability

As of the 26 May 2019, the Council's annual leave liability is for 13,192 hours totalling $492,422. Seven employees are deemed to have excess leave (in excess of 8 weeks).

Records Management

Records training continues for new staff as a well as refresher training with existing team members. Training is provided to ensure staff are competent with entering the document information to council documents in MagicDocs.

The Records Officer visited Pirlangimpi during May, and noted 64 archive boxes requiring review. Over two days the Records Officer went through the archiving process with the Administration Officer and Senior Infrastructure Administration Officer and storing the council documents in the Iron Mountain so they are stored correctly. The process to take for archiving council documents is to sort through the each document, according to the Records Disposal Schedule, identify the function-business activity, activity and classification number.
A visit to Wurrumiyanga also occurred, during which the Records Officer sorted through incoming correspondence and storing documents in archive boxes as per the financial year and by the function-business activity.
The Information and Records Officer continue to monitor the council documents in MagicDocs on a weekly basis to avoid backload of generic documents.

Governance & Compliance Monthly Report

General

Standard coordination with PLA, OCM and ARMC meeting reports, with assistance from Governance Support Officer and Executive Officer to the Chief Executive Officer. A continuous support and advice provided to elected members and staff.

Governance Support Officer has been reviewing the council website to make sure that council is compliant with required published documents, and are updated.

A final budget amendment was also made to include the approved councillors' allowances and local authority sitting fees.

Governance unit have also been liaising with the Department of Local Government, Housing and Community Development in regards to the Electoral Rep Review Report. A report was submitted on Thursday 9 May 2019 for review and comments. Due to proposed changes, the department has responded that Council will require to engage an external consultant to undertake the review.

Audit and Risk Management Committee (ARMC)

Meeting was held on Friday 17 May 2019 in Darwin at the Tiwi Land Council office and it was a successful meeting with a quorum of four.

As mentioned in the previous end of month report, Council have now appointed Sandra Cannon as the second independent member for another 2 years.

A letter of appointment was sent to the successful candidate on Friday 3 May and unsuccessful letters to other applicants.

Local Authorities

Wurrumiyanga

No meeting held during this month.

Status- Currently three ordinary member positions vacant. Notices were distributed around the community for member's information and interests. Nominations open Wednesday 29 May 2019 and close Tuesday 25 June 2019.

1. Takaringwui (Mullet) Skin Group
2. Non-Skin Group
3. Wurankuwu representative

Members were and are encourage to assist with nominations to fill the three vacancies.

Local Authority Project Update by Governance Unit

Cultural Heritage Project – Ongoing
WLA Shirt – Pending
A draft design has been received and now pending for the WLA chairperson to review and confirm before placing the order.

Pirlangimpi

Meeting was held on Tuesday 21 May and it was a successful meeting with a quorum of 10.

Status – All vacancies are now filled.

Local Authority Projects Update by Governance Unit

Nil

Milikapiti

No meeting held during this month.

Status – All vacancies are now filled.

Local Authority Projects Update by Governance Unit

Nil

Council

Meeting was held on Wednesday 22 May 2019 at Pirlangimpi. It was a successful meeting with a quorum of nine.

Councillors & Local Authority Members Meeting / Conference Attendance

1 May 2019 – All elected, local authority and staff were invited to attend the previous CEO's farewell at Wurrumiyanga.

9 May 2019 – Tiwi Partners Meeting in Darwin attended by Mayor and Deputy Mayor.

Human Resources
All issues, including:

- Monitoring staff attendance – good
- Annual leave – Governance Support Officer on personal leave 27 – 31 May 2019.
- Higher duties – nil
- Staff meetings conducted – ongoing
- Professional development – nil.
- Probation performance review – probationary review was conducted and finalised. Next staff performance review will be in late June 2019.

Children Services Monthly Report

This report is for the month of May 2019

General Business for the month

This month we have had a high focus on;

- Jirnani Child Care Centre: Enrolments 16, there were 15 individual children in attendance for the reporting period.
- Pirlangimpi Crèche: Enrolments 6, there were 9 individual children in attendance for the reporting period. The staff have had 1 new enrolment in this reporting period.
- Milikapiti Crèche: Enrolments 5, there were individual children in attendance for the reporting period 5.
  We have had a few closures this month due to funerals, power outages and sick staff. The staff have continued to follow up with parents and their child care subsidy claim, and working with the Centrelink agents to assist with the claim.
- Pirlangimpi School Meals Program: Parent Contributions 22, Individual children 27 in the program.
  The staff have been working on getting all families contributing to fill out the new enrolment forms with the assistance of the school attendance officer and the Pularumpi School Principle. The staff have been using the Centrelink contribution reports to follow up on the 2019 school enrolment list to ensure current families are enrolled and enrol new families.
- FaFT Program: Enrolments 12 Attendances 4. Home Visits: 0 no home visits for the reporting period, 1 Outreach day for this reporting period Centre Based activities. We have had closure days with due to no staff and the absence of the Family Educator. Staffing: with the resignation of the Family Liaison Officer the program now only has the Family Educator (1 staff). We are now recruiting for the Play Group Leader and Family Liaison Officer, with only one staff FaFT & Jirnani staff providing activities together while we recruit new staff. Attached is the FaFT outcomes framework and the program. The priority objectives for Wurrumiyanga FaFT are;
  - Increase the number of families and children attending FaFT.
  - Provide regular & adequate FaFT sessions each week.
  - Provide more parent capacity building.
  - Starting the transition to preschool earlier than last year. Transition process started 31st last Friday.
  - Start conducting ASQ Trak with collaboration with the Baby Clinic.
  - When we have recruited the two FaFT officers provide home visits.

- OSHC Program: The Pirlangimpi program works closely with the Sport & Recreation Team and have been providing activities three days a week near the childcare on the outside grounds and two days at the Rec Hall with two staff. Milikapiti program works closely with the Sport & Recreation Team and all activities have been provided at the Rec Hall with one staff, the other staff has now gone on maternity leave 5th. Wurrumiyanga has had issues with staff not coming to work and has worked closely with the HR Manager regarding the non-

attendance, to work and assist with recruiting to fill the vacant positions in OSHC for the three sites.

Stakeholder Engagement/Meetings
20th Meeting with PM&C Kerrie Oxley, Margie Rowe and Bill, David, Aaron regarding all PM&C funded programs and updates.
During the reporting period I have continued to work and keep up to date with David, Valerie, Bill and Mark around Staffing, funding requirements, budgets, operations and compliance to complete.

RECOMMENDATION:

That Council notes and agrees / not agrees to report number 226399 for information.

ATTACHMENTS:

1 National Redness Scheme Overview .pdf
2 National Redress Scheme - Local Council Participation - Advice for CEOs.pdf
3 Marian EDOC2017 36520 2017 06 30 FINAL Outcomes Framework (002)2019.pdf
4 FaFT - Wurrumiyanga Program-2019-Term-2-Week-2 and 3-Colours.pdf

NORTHERN TERRITORY GOVERNMENT

DEPARTMENT OF
THE ATTORNEY-GENERAL AND JUSTICE

NT Redress Coordination
Department of the Attorney General and Justice
Level 1, Darwin Central
21 Knuckey Street, Darwin, NT

Postal Address
GPO Box 1722
DARWIN NT 0801

T 08 89244089
E redress.coordination@nt.gov.au

File Ref: D2018/1776LP~0005

CEOs and Mayors
Local Government Association of the Northern Territory
21 Parap Road,
Parap NT Australia 0820

Dear CEOs and Mayors, NT Local Government Association,

Re: National Redress Scheme

NATIONAL REDRESS SCHEME OVERVIEW

The establishment of a National Redress Scheme (the Scheme) was a recommendation by the Royal Commission into Institutional Responses to Child Sexual Abuse. The Scheme is one way organisations can work to acknowledge and help people who experienced child sexual abuse by taking responsibility and making amends for what happened to children for whom they provided care.

The scheme provides an alternative to litigation for survivors of child sexual abuse thereby providing an option for survivors which reduces the impact of re-traumatisation and which also assists organisations to avoid resource intensive litigation.

The Redress Scheme provides eligible survivors with:

- a monetary payment (between $10 000 and $150 000);
- access to counselling and psychological care; and
- a direct personal response (apology from the responsible institution).

The 10 year Scheme began on 1 July 2018 and is operated by the Commonwealth; Department of Social Services and Department of Human Services. The NT Government jurisdiction declared its participation in the scheme in April 2018 and is expected to be operationally participating in coming weeks.

PARTICIPATING INTSTITUTIONS

The Scheme identifies an institution as being any organisation that provides or has previously provided a service for children. These services can include activities provided for, daily care of or guardianship of anyone under the age of 18 years.

An institution must be declared as participating to be considered part of the Scheme. All State and Territory governments have agreed to participate in the Scheme along with many non-government institutions.

NORTHERN TERRITORY REDRESS COORDINATION

The NT Government appointed the Department of the Attorney General and Justice as having administrative responsibility under the Scheme and established the NT Redress Coordination Team as the one point of

contact for all NT Government Institutions. This includes NT Government schools, foster care, hospitals, detention centres and any other service that provides activities for, care of or guardianship of children.

The NT Redress Coordination Team is the single point of contact for the Commonwealth Scheme operator. This team oversees the administration and organisation of National Redress Scheme services for all institutions within the NT Government jurisdiction.

CURRENT SITUATION – LOCAL GOVERNMENT

Recent discussions between State and Territory governments and the Scheme Operator have raised the issue around Local Government being included within State and Territory Government Institutions. The Scheme Operator is encouraging State and Territory governments to include Local Government within their jurisdictions. One of the advantages of this approach is to allow local councils to leverage off the arrangements and administrative support established by the Governments around their participation in the scheme.

At present NSW, VIC and ACT are all operationally participating in the Scheme and each have taken a different approach regarding declaring Local Government. VIC has declared Local Government as part of their VIC Government jurisdiction, NSW Government has not declared Local Government (but may consider doing so in the future) and ACT does not have a Local Government. It is not clear what the other state governments will take in relation to local councils once they are fully participating in the scheme.

Considering this, the NT Government wishes to invite the Local Government Councils to engage in further discussion about the topic, consider the Scheme, the benefits of participating and the possibility of participating as part of the NT Government Jurisdiction.

FOR CONSIDERATION

The NT Redress Coordination Team can provide Local Government Councils with an information session on the operational elements of the Scheme and the factors to consider as a participating institution.

For further information and to set up a time to meet please contact:

Yvette Nicholls
Mail: GPO Box 1722, Darwin, NT 0801
Phone: 08 89244089
Email: yvette.nicholls@nt.gov.au

We look forward to having further discussion around the matter with your teams in the near future.

Yours sincerely,

Rosslyn Chenoweth
Digitally signed by Rosslyn Chenoweth
Date: 2018.11.02 16:14:51 +09'30'

NT Redress Coordination Team
Department of Attorney General and Justice
Northern Territory Government
October 2018

NORTHERN TERRITORY GOVERNMENT

DEPARTMENT OF THE ATTORNEY - GENERAL AND JUSTICE

BRIEFING INFORMATION FOR LOCAL COUNCIL CEOS

National Redress Scheme – Local Council's Participation

Purpose

The NT Government wish to formally invite individual local councils to participate in the National Redress Scheme into Institutional Child Sexual Abuse (the National Redress Scheme) and be declared as part of the participating group of NT Government institutions (the NT Group).

Background

The Royal Commission into Institutional Responses to Child Sexual Abuse (the Royal Commission) estimated that around 60,000 people were sexually abused as children in Australian Institutions. A recommendation from the Royal Commission was that a National Redress Scheme be established as an opportunity for institutions to provide redress to survivors of the abuse that occurred under their care.

The Scheme commenced on 1 July 2018 and will operate for 10 years and is established under the *National Redress Scheme for Institutional Child Sexual Abuse Act 2018* (Cth) (the Act). On 16 November 2018, the NT Government became fully participating in the Scheme, as the representative for the NT Group.

This is an Australian Government scheme with the scheme operator being the Commonwealth Department of Social Services and Department of Human Services.

Current Situation

<u>The Nature of the National Redress Scheme</u>

The National Redress Scheme provides eligible people with access to the following three things:

- a redress payment between $10 000 and $150 000;
- counselling and psychological care services available to the survivor throughout their life-time; and
- a direct personal response (apology) from an institution responsible for the abuse.

If a person receives an offer of redress they can accept any or all of these things. It is their choice.

Under the National Redress Scheme, an institution is considered responsible for child sexual abuse if it brought the child into contact with the person who abused them. Independent Decision Makers will determine responsibility under the National Redress Scheme using factors such as whether the:

- institution was responsible for the day-to-day care or custody of the person;
- institution was the legal guardian of the person;
- institution was responsible for placing the person in the institution;
- abuser was an official of the institution; or
- abuse occurred on the institution's premises or in connection with its activities.

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DEPARTMENT OF THE ATTORNEY - GENERAL AND JUSTICE

What is an Institution?

An institution is any service that provides services to children or a service in which children are able to access. Local council institutions may include:

- libraries;
- public pools;
- child or youth based activities;
- employment services;
- childcare centres;
- aged care centres; and
- services with waiting rooms and public access.

Locations such as public toilets or playgrounds are not considered to be institutions under the Scheme (unless the incident on these premises involved an official of the institution).

It should be noted that even though one of these factors may exist, the institution may not be responsible. For example, if the only connection to the institution is that the abuse occurred on the premises, the institution that owns the premises is unlikely to be found responsible.

Why Join the Scheme?

Organisations are motivated to participate in the National Redress Scheme for a number of reasons. These include:

- public expectation and a general moral obligation to provide redress to those who have experienced child sexual abuse while under their care;
- the Scheme provides a more efficient, less traumatic alternative to civil litigation for survivors of institutional child sexual abuse; and
- survivors who are made and accept an offer of redress give up their right to pursue civil litigation against the relevant institution for that particular experience of abuse.

The NT Group

The NT Jurisdiction is currently comprised of all relevant NT Government Departments and the institutions within the Departments (both past and present) that provide services to children. These institutions include departments and units within departments such as individual schools, hospitals, clinics, child protection, juvenile detention and many other units of government that have facilities for or provide services to children, even if incidentally.

The Department of the Attorney General and Justice holds administrative responsibility for the scheme with the NT Redress Coordination Team providing the coordination of all operational and policy based matters for the NT Group.

Local Government Participation

Since August 2018, the Australian Government policy position has been that it is 'preferable for all jurisdictions to declare local councils as [Territory] institutions, to achieve equal access to the National Redress Scheme for abuse that is the responsibility of all three levels of government'. Local councils have three main options regarding the National Redress Scheme:

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DEPARTMENT OF THE ATTORNEY - GENERAL AND JUSTICE

Option 1

The local council accepts the NT Government's offer of becoming part of the NT Group of participating institutions and administrative support is provided by the NT Redress Coordination Team in the participation of the scheme by local councils. The Team will provide:

- training in all aspects of the National Redress Scheme to key contacts;
- a central point of contact for all NT Group institutions;
- a central point of contact for the scheme operator regarding NT Group institutions;
- assistance with the development of the institutional list of local council institutions;
- coordination of requests for information from the scheme operator regarding claims;
- facilitation and training of CEOs in direct personal response apologies;
- statistical updates and reporting to local councils;
- the coordination of invoices; and
- the coordination and monitoring of counselling and psychological care services.

What is the Cost to Local Councils?

All administrative support, coordination and training provided to local councils by the NT Government will not be at the expense of local councils. Cost associated with redress payments including counselling and administrative costs, set by the scheme operator, will be paid by NT Government and then invoiced back to the relevant responsible local council.

Option 2

The local council declines the NT Government offer of becoming part of the NT Group of participating institutions and elects to join the National Redress Scheme as institutions separate to the NT Government. This would require:

- each local council to have an administrative team similar to the NT Redress Coordination Team, within the local government to coordination the participation of the local council; and
- Local Councils would need to apply to the Ministers Redress Scheme Committee to have an amendment made to the rules declaring the local councils as a non-government institution (under the Act).

Option 3

The local councils decline participation the scheme and the NT Government's offer to declare local council institutions as part of the NT Group.

There are a number of potential risks for each council if they do not voluntarily participate in the National Redress Scheme, these include:

- reputational risk and an impact on public expectations;
- the very real risk the Australian Government will override councils' wishes and refuse to agree to exclude them from the scheme; and
- increased risk of litigation, if there are any potential claims which are expected to have legal expenses and potentially much higher payments of compensation.

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DEPARTMENT OF THE ATTORNEY - GENERAL AND JUSTICE

Recommendation

The Chief Executive Officer, Mr Greg Shanahan, Department of the Attorney General and Justice will be writing to individual Mayors and Council Members inviting local councils to be declared as participating institutions as part of the NT Group. It is recommended that local councils consider what their response will be.

In considering this it is recommended that:

- individual local councils are provided with the above information detailing their options in regards to participation in the National Redress Scheme; and
- consultation take place with local council's insurer to determine what, if any, level of cover the entity would have for civil claims or payments related to the National Redress Scheme.

The Option 1 is the preferred and recommended option for local councils to agree to. This option reduces the risks of litigation and the reputational risk associated with not participating. The first option also ensures that local councils are provided with quality support and advice in the operational and policy aspects of the scheme. In addition, the option reduces risks of potential conflict between local, territory and commonwealth governments and facilitates a collaborative approach in acknowledging the trauma experienced by survivors of institutional child sexual abuse.

From onset the Victorian Government have declared local councils as part of the Victorian Group. Most other jurisdictions are also working towards declaration of local councils.

The Australian Government has recently published a list of institutions who were involved in the Royal Commission, but have not yet joined the scheme. The list is one way the Australian Government is encouraging institutions to participate in the scheme and can be viewed on the National Redress Scheme website. Organisations who choose not to join the National Redress Scheme may be publicly named in this manner.

Contact for further information or for a formal response regarding the participation in the scheme can be made with the NT Redress Coordination Team Senior Project Officer, Yvette Nicholls at redress.coordination@nt.gov.au or 08 892 44018.

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Improve the lifelong education, health and wellbeing outcomes for young Northern Territory children and their families

	Family	Child				Community	
tcome	**1. All families are strong and empowered as partners in their children's learning and development**	**2. Children participate in high quality early learning experiences**	**3. Children participate in literacy and numeracy experiences at home**	**4. Children make a positive transition to FaFT and between FaFT and Preschool**	**5. Children are developmentally on track**	**6. Culturally appropriate service delivery and partnerships**	**7. FaFT programs are deli by a confident and qua local workforce**
ectives	- Build capacity of families to support child development - Build the capacity of families to support the healthy development of young children - Increase families capacity to manage children's self-regulation - Increase participation of fathers in FaFT activities	- Increase the number of children and families attending FaFT - Embed evidence based programs as core to FaFT programming - 3a - Attain and increase dosage through daily participation in 3a strategies - Enhance FaFT staff use of critical reflection on children's development	- Increase children's literacy and numeracy foundations - Increase parents confidence to support their child to interact with books and LearningGames®	- Increase the number of children transitioning from FaFT to preschool - Embed FaFT Transitioning Package in school's Annual Operational Plan – review annually - Ensure a positive transitioning process from FaFT to preschool	- Improve outcomes for children identified with potential early learning difficulties - Provide confident feedback to families about a child's ASQ-TRAK - Identify children's developmental needs to inform program planning and practice - Engage parents in child development	- Develop strong partnerships with all stakeholders in community to deliver a range of health and wellbeing services - Build capacity of community members to support child development - Build the capacity of community members to support the healthy development of young children	- Promote Aboriginal leade FaFT - Promote education and employment pathways fo Indigenous community m throughout FaFT - All staff are certified 3a Practitioners - Staff are certified 3a coac
ategies and tivities	- Coach families in the use of 3a strategies - Activities are planned that are inclusive of Aboriginal child rearing practices - Specific inclusion of activities that have been co planned with the family participation - Use of the 'cultural eye' to plan place based programs and activities - Celebration of significant cultural events in the FaFT annual plan - Develop community based resources such as books, CDs and posters for learning and parenting - Health promotion activities with allied health services around Nutrition, hearing, immunisation etc. - Parent capacity building sessions run by other services - Workshops and sessions on child development and brain development - Provide information and programs for families about appropriate development for social and emotional developmental milestones - Workshops to build parent capacity in understanding the importance of self-regulation - Learning games that build self-regulation such as 'Taking Turns 'and 'Where's it Gone? - Activities undertaken to include father's workshops about the importance of role of the father in the family. - Specific programs developed for fathers that acknowledge their influence on language and cognition - Activities developed that encourage home learning experiences with fathers for children - Developmental screening established and accepted by families and staff	- 3a strategies incorporated into the daily early learning routines and experiences - Develop place based materials to inform families about FaFT - Use 3a in Outreach activities - Collaboratively plan with families - Respond to children's perspectives and interests through early learning - The program, including routines, is organised in ways that maximise opportunities for each child's learning. - Undertake regular critical reflection on children's learning and development. - Critically reflect on children's learning and development to inform programs and practice - Provide adequate FaFT sessions for attendance to achieved dosage goals	- Coaching families in 3a strategies at FaFT to use at home - Home visits coaching parents in 3a strategies - Mobile FaFT conducted in places other than central FaFT program - Indigenous Literacy Program (ILF) used to support Conversational Reading - Provision of 3a activities LearningGames® for home - Provision of posters in first language to support 3a	- A plan is developed for Transitioning with the FaFT team, the preschool teacher and the principal. - Preschool orientation is carried out in a number of ways - Increase access to opportunities for children and families to experience the preschool environment attendance for their child. - Transitioning to preschool is planned for throughout the year in a number of ways and includes families and community - Target families and or children to address individual needs - Increase shared experiences with preschool environment for children and families - Increase experiences that build positive routines and expectations of preschool - Sharing of information between FaFT and Preschool - Encourage family community and external service providers engagement in the development and implementation of the FaFT Transitioning process	- ASQ-TRAK planning tool used to establish child eligibility. - ASQ-TRAK screening is conducted on all children when eligible - Develop targeted learning activities for children's area of need - Provide appropriate advice about child development to families and caregivers - Refer children 'below cut-off' for health assessment - Work closely with health centre to provide intervention activities	- Use of the 'cultural eye' to develop place based community engagement strategies - Mapping the community and its stakeholders, services and agencies - Establish regular meetings with service providers - Increase community Engagement meetings with families on issues affecting the program or community focused issues - Community connections used to inform practice - FaFT spaces used as a conduit to deliver supportive family services - FaFT programs build collaboration with communities, agencies, services, stakeholders, Elders and Respected Peoples	- Increase qualifications ar skill current local FaFT w - Bridging qualifications - Support staff completing qualifications at all levels - Provide ongoing support Practitioner training - Provision to train FLOs in Coaching in 3a - Establish roles that local community members an families can undertake in FaFT program working to running outreach playgro - Establish FaFT staff ment program to upskill FLO - Strong timetabling and jo descriptions set in place - Ensure all staff are suppo maintain 3a certification - Engage families in volunt in FaFT - Establish pathways from volunteer to employmen
npact icators	- Participation of parents and community members in plans - Positive parent feedback - Parents aware of children's developmental status - Parent's willing to engage with ASQ-TRAK screening - Families reporting using learned strategies to help children regulate their behavior - Increased participation of fathers in playgroup - Fathers reporting they are involved in child's learning and report the importance of being involved - Fathers actively engaged in FaFT activities including 3a - Families using 3a strategies - Families sharing 3a knowledge with other families	- Evidence of skills transfer: parents using 3a outside of FaFT - Increase in number of children receiving the recommended dose across the 3a strategies - Families sharing 3a knowledge with other families	- Parents report increased confidence in use of 3a strategies and sharing and reading books at home - Parents using the strategies naturally in the community - Observation of 3a strategies use during home visits	- Transition statements are completed for children attending preschool the following year - Parents and preschool teachers report children have settled into the preschool environment - Parents report increased understanding of the importance of preschool	- Increased proportion of children developmentally on track prior to school - Targeted learning plans implemented, with family input, for all children - Reflections and observations indicate progress in children's development	- Increase the number of partnerships - Increase the number of community/family promoted partnerships	- Proportion of Aboriginal Fl program - Local Aboriginal communit members engage with, be complete education and employment opportunitie - FE and FLO are certified as Practitioners - FE and FLO who are certifi Coaches

ocess icators		input, for all children						
- Number of specific activities planned by/with parents - Number of cultural events planned and number of participants in these events/celebrations - Numbers of parents and community members involved in production and planning of resources for learning and parenting - How many workshop sessions run by allied health - How many sessions run by other services - How many sessions run by FE - Number of referrals IN to FaFT from allied health services - Number of referrals from FaFT to a service - How many sessions run by FE - Number of families participating in workshops in social emotional learning - Number of coaching sessions by FE and FLO with parent - How many session/s run using specifically developed programs - How many learning games used specifically with parents and children to coach specifically for social emotional development - Number of fathers attending FaFT or specific dad activities - Number of fathers actively participating in home visits - Number of program activities specific to dads - Number of Families participating in health promoting activities	- Number of children who attended 3 of available sessions per week - Proportion of children in community attending FaFT - Number of conversational reading and learning games parents/children participate in. - FE and FLO collaboratively plan for and critically reflect on the program	- Number of home visits - Number of parents self-report doing learning games at home - Number of children/families receiving Books in Homes - Number of parents that report interacting with their child and books - Number of parents completing 3-5 cycles of Conversational Reading with children	- Number of children transitioning from FaFT to preschool - Number of children transitioning from FaFT to preschool with a transition statement - Number of experiences with the preschool environment for families and children	- Number of children screened using ASQ-TRAK - Number of children referred to health service - Proportion of children needing learning plan who have one - Proportion of children developmentally on track	- Number of services in community - Number of partnerships and purpose for partnership - Number of community meetings	- Number of local employe the program - Number of FLO trained t others in 3a - Number of coaching/mentoring/trai sessions delivered by FE t - Number of department s attended (3a) - Number of staff recertifie Practitioners

FAMILY

Outcome 1 All Families are strong and empowered as partners in their children's learning and development

Objectives:

- Build capacity of families and community members to support child development
- Build the capacity of families and communities to support the healthy development of young children
- Increase families capacity to manage children's self-regulation
- Increase participation of fathers in FaFT activities

This outcome focuses on:

- Strength based approaches
- Building family capacity in healthy child development
- Building capacity to manage social, emotional needs of the family
- Building capacity of FaFT to include fathers

Outcome 1	Objectives	Strategies	Impact	Process
All Families are strong and empowered as partners in their children's learning and development	Build capacity of families and community members to support the healthy development of young children	Activities are planned that are inclusive of Aboriginal child rearing practices Specific inclusion of activities that have been co planned with the community participation Use of the 'cultural eye' to plan place based programs and activities Celebration of significant cultural events in the FaFT annual plan Develop community based resources such as books CDS posters for learning and parenting	Increased participation of parents and community members in plans Increased positive response by parents	Number of specific activities planned by/with parents Number of cultural events planned and number of participants in these events/celebrations Numbers of parents community members involved in production and planning of resources for learning and parenting
	Ensure quality FaFT activities are supported by strong evidence to improve outcomes for children	Developmental screening is established and accepted by families	Increased awareness by parents of children's developmental status Parent's willing to engage with ASQ-TRAK screening	
	Increase the capacity of families to support the healthy development of young children	Health promotion activities with allied health services Parent capacity building sessions run by other services Workshops and sessions run by FE on child development / brain development	Number of Families participating in health promoting activities	How many workshop sessions run by allied health How many sessions run by other services How many sessions run by FE Number of referrals IN to FaFT from allied health services Number of referrals from FaFT to a service
	Increase families capacity to manage children's self-regulation	Provide information and programs for families about appropriate development for social and emotional development milestones Workshops to build parent capacity in understanding the importance of self-regulation Learning games that build self-regulation such as 'taking turns 'and 'where's it gone?	Families reporting using learned strategies to help children regulate their behavior	Number of families participating in workshops in social emotional learning Number of coaching sessions with parent How many session/s run using specifically developed programs How many learning games used specifically with parents and children to coach specifically for social emotional development
	Increase participation of fathers in FaFT activities	Father's workshops about the important role of the Specific programs developed for fathers that acknowledge their influence on language and cognition	Increased participation of fathers in playgroup Numbers of fathers reporting they are involved in child's leaning and report the importance of being involved	Number of fathers attending FaFT or specific dad activities Number of fathers actively participating in Home visits Numbers of program activities specific to dads

		Plan activities to highlight male role model skills		

CHILD

Outcome 2: Children participate in high quality early learning experiences

Objectives:

- Increase the number of children and families attending FaFT
- Attain and increase dosage in 3a strategies through frequent participation in 3a
- Enhance FaFT staff use of critical reflection on children's development

This outcome focuses on:

- Participation in FaFT
- Children's learning and access to quality learning experiences
- Enhancing educators use of the critical reflection tool for planning

Outcome 2	Objectives	Strategies	Impact	Process
Children participate in high quality early learning experiences	Increase the number of children and families attending FaFT Embed evidence based programs as core to FaFT programming – 3a	3a strategies incorporated daily into the early learning routines and experiences in FaFT program Adequate availability of FaFT sessions for attendance to achieve dosage A plan to develop place based materials to inform families about FaFT Outreach FaFT and Playgroup to engage 3a Implement responsive programs (informed by what parents want) Engage service partners to refer vulnerable families Respond to children's perspectives and interests through early learning The program, including routines, is organised in ways that maximise opportunities for each child's learning.	Number of children participating in a minimum of 3 available sessions per week Number referrals from other agencies	Number of children who attended 3 of available sessions per week Number of children in community Number of children attending FaFT
	Attain and increase dosage in 3a strategies through daily participation in 3a	Regular critical reflection on children's learning and development using 3a learning games and conversational reading including parents in the planning for their children.	Increase in number of children receiving the recommended dose across the 3a strategies	Number of conversational reading and learning games parents/children participated in
	Enhance FaFT staff use of critical reflection on children's development	Critical reflection on children's learning and development is regularly used to implement the program and includes parents in the planning for their children.		Joint critical reflection FE and FLO on a FaFT planning template

CHILD

Outcome 3: Children participate in literacy and numeracy experiences at home

Objectives:

Increase children's literacy and numeracy foundations

- Increase parents confidence to support their child to interact with books
- Increase parents capacity to interact with LearningGames® and conversational reading at home

This outcome focuses on:

- Children's learning with a parent/carer
- Enhancing pre literacy and pre numeracy development
- participation in 3a strategies

Outcome	Objectives	Strategies	Impact	Process
Children participate in literacy and numeracy experiences at home	Increase children's literacy and numeracy foundations	Coaching families in 3a strategies at FaFT to use at home Mobile playgroups conducted in places other than central FaFT program Provision of LG See Show Say Provision of posters in first language/s to support: Notice Nudge Narrate See Show Say Content(learning)+Care + Connection (emotional)	Number of parents that report increased confidence in sharing and reading books at home with their children	Observations of learning games at home Number of home visits Number of parents self-report doing learning games at home
	Increase parents confidence to support their child to interact with books and learning games	Home visits coaching parents in 3a strategies Books in Homes program	Number of parents using the strategies naturally in playground/shop/trips	Number of parents completing 3-5 cycles of CR with children Number of children/families receiving Books in Homes Number of parents that report interacting with their child and books

CHILD

Outcome 4: Children make a positive transition to FaFT and between FaFT and preschool

Objectives:

- Increase the number of children transitioning from FaFT to preschool
- Increase access to opportunities for children and families to experience the preschool environment

This outcome focuses on:

- Attendance and participation
- Family voice
- Engaging families
- Belonging for families

Outcome	Objectives	Strategies	Impact	Process
Children make a positive transition to FaFT and between FaFT and Preschool	Increase the number of children transitioning from FaFT to preschool	A plan is developed for Transitioning with the FaFT team, the preschool teacher and the principal. Cultural notion of transitioning (graduation) celebrations Target specific families and /or children	How many Transition statements completed for children attending preschool the following year (% with a statement) Parents report increased capacity to understand the role of preschool attendance for their child	Number of children transitioning from FaFT to preschool Number of children transitioning from FaFT to preschool with a transition statement
	Increase access to opportunities for children and families to experience the preschool environment	Transitioning to preschool is planned for throughout the year in a number of ways and includes families Preschool orientation Increase shared experiences with preschool environment for children and families Increase experiences that build positive routines and expectations of preschool	Parents and preschool teachers report children have settled into the preschool environment	Number of experiences with the preschool environment for families and children Number of interviews conducted

CHILD

Outcome 5: Children are developmentally on track

Objectives:

- ASQ-TRAK Improve outcomes for children identified with potential early learning difficulties

This outcome focuses on:

- Assisting all children to meet development milestones
- Developing deeper relationships with families

Outcome	Objective	Strategies	Impact	Process
Children are developmentally on track	ASQ-TRAK Improve outcomes for children identified with potential early learning difficulties Identify children's developmental needs to inform program planning and practice Engage parents in child development	ASQ-TRAK planning tool used to establish child eligibility ASQ-TRAK screenings are conducted with ALL children when eligible Develop targeted learning activities for children's area of need Refer children "below-cut off" for health assessment Work closely with health centre to provide intervention activities	Parents are aware of and engaged in child developmental progress Health and FaFT work closely together and share relevant information to support children in FaFT All children screening below cut-off have specific action plan Children screening below cut-of transition successfully to preschool	Number children screened when eligible Proportion of enrolled children with ASQ-TRAK screen completed Number learning plans developed Proportion of children screened who have a specific action plan

COMMUNITY

Outcome 6: Culturally appropriate service delivery and partnerships

Objectives:

- Develop strong partnerships with all stakeholders in community to deliver a range of health and wellbeing services
-

This outcome focuses on:

- Increasing services with an understanding of local cultural context
- Increasing number of partnerships
- Increasing family voice in partnership types

Outcome	Objectives	Strategies	Impact	Process
FaFT programs build collaboration with communities, agencies, services, stakeholders, Elders and Respected Peoples	Develop strong partnerships with stakeholders in community to deliver a range of health and wellbeing services	Use of the 'cultural eye' to develop place based community engagement strategies Mapping the community and its stakeholders, services and agencies Establish regular meetings with service providers Increase community engagement meetings with families on issues affecting the program or community focused issues Community connections used to inform practice FaFT spaces used as a conduit to deliver supportive family services FaFT programs build collaboration with communities, agencies, services, stakeholders, Elders and Respected Peoples	Increased information sharing between services Improved capacity to assist children and families in community Greater number of partnerships to support children and families Increase the number of community/family prompted partnerships	Number of services in community Number of partnerships and purpose for partnership Number of inter-agency meetings held

COMMUNITY

Outcome 7 : FaFT programs are delivered by a confident and qualified local workforce

Objectives:

- Increase Aboriginal leadership in FaFT
- Increase qualifications and up skill current local FaFT workforce
- Increase education and employment pathways for local Aboriginal community members throughout FaFT

This outcome focuses on:

- Employment pathways
- Supporting qualified work force
- Volunteerism

Outcome	Objectives	Strategies	Impact	Process
FaFT programs are delivered by a confident and qualified local workforce	Increase Aboriginal leadership in FaFT Increase qualifications and up skill current local FaFT workforce	Recruitment processes – consider adapting for Aboriginal staff Bridging qualifications Support for those completing qualifications Provision to train FLOs in Coaching in 3a Establish FaFT staff mentoring program to upskill FLOs	Number of local Aboriginal community members that engage with, begin and complete education and employment opportunities FaFT staff are confident capable coaches Coaching is embedded in FaFT program	Proportion of Aboriginal FEs in program Number of local employees in the program Number of FLOs trained to coach others in 3a Number of coaching /mentoring/training sessions delivered by FEs to FLOs (identified) Number of department sessions attended (3a)
	Increase education and employment pathways for local Aboriginal community members throughout FaFT	Establish roles that local community members and families can undertake in the FaFT program working towards running outreach playgroups Work with RTOs and others to establish pathways from volunteering in FaFT and how this leads to qualifications and or associated positions such as playgroup leaders, Hearing Health Workers Strong timetabling and job descriptions set in place Ensure all staff are supported to maintain 3a certification	Local Aboriginal community members seek employment opportunities with partner organisations	Number of locally employed Aboriginal community members sourcing work through the FaFT program Number of local Aboriginal community members that engage with partner organisations to source employment opportunities

Fortnightly Planner Term 2 Weeks 2 & 3 Language Focus: Colours

EYLF Learning Outcomes	EYLF Principles	EYLF Practices	Adult Capacity Building
XIdentity ☐ Community XWellbeing XLearning XCommunication	XSecure, respectful and reciprocal relationships XPartnerships ☐ High expectations and equity ☐ Respect for diversity ☐ Ongoing learning & reflective practice	XHolistic approaches XResponsiveness to children XLearning through play XIntentional teaching XLearning environments ☐ Cultural competence ☐ Continuity of learning and transitions ☐ Assessment for learning	**Language Priority** Notice Nudge Narrate (3N) strategy is about using rich language to scaffold children both socially (toward self-regulation) and cognitively (gaining knowledge and problem solving skills). Recognising the important role language plays in a young child's development, this is linked to school readiness. Notice what the child is doing – show an interest in their play Nudge by making suggestions of how the child can extend their play Narrate tells a story of what is happening, interesting words can be used to extend the child's language – slow and simple

Age	LearningGames®
0-6 Months	All baby learning games are located in the baby area and ready to access. 1. Building Trust
6-12 Months	3. Show Baby something interesting 31. First Crayons 32. Things to Taste
1-2 Years	36. Point and Name 65. Matching Colours 63. Scribbling
2-3 Years	77. Colour Sorting 78. Building blocks
3-4 Years	138. Ball in a Bucket 129. Painting on Paper

Conversational Reading

- Use the 3S (See, Show, Say) strategy.
- Stimulate and engage in joint attention with the child
- Conversation reading goes back-and-forth
- The child does not always have to talk in the 'conversation'. They can take part by looking and pointing.
- Focus on books that express feeling – encourage children to point, name, copy the feelings.

Enriched Caregiving

- Morning Tea
- Washing hands/serving food/sitting down

Emotions: Are you hungry? What would you like to eat? How do you feel now you have eaten?
Numeracy: How many....
Literacy: Labelling objects and items on plate
Vocabulary: 'Morning Tea', song for washing hands,
Science: Is it soft/hard/cold? What colour? What does it taste like?

THE WEEKS MESSAGE: This week when you are out and about talk about the colours of things you see/notice. Use the strategy See Show Say.

Staff Development
Notice Nudge Narrate posters
Develop vocabulary by labelling things
Make every event of the day an occasion for language Intentionality – plan for which practice on which days

Child Centred Early Learning Activities

Specific activities are referenced to LearningGames® and activities may come from ASQ3, The Motor Story Activities, Moving to Learn. **Always use First Language**

Fine Motor	Art/Craft Activities	Literacy	Role Play/Drama	Sensory	Gross Motor	Construction	Numeracy	Music Morning	Music End of Session
Babies Puzzle play using muffin tin and coloured balls.	**Babies** First crayons – inside/outside	**Babies** Copy the sounds your baby makes. Talk about everyday things you are doing and seeing together. Name the colour of things you see. Sing songs in English and Tiwi.	**Babies**	**Babies** Sensory bags. Ribbons hanging from frame.	**Babies** Tummy time LG; 27. Stand up and move.	**Babies**	**Babies** Counting fingers, toes, toys. Reading stories with numbers. Singing number songs and rhymes. Change tone of voice to describe concepts eg; little voice to describe something little	*Hello song* *Finger Play song* *Dancing/Tiwi* *Playing with instruments - drums* *Parachute song*	*Pack up song* *Nursery Rhyme* *Relaxation Song* *Goodbye Song*
Toddlers Posting letters game Posting pom poms/ Colour matching Sticky dot matching Pasta threading	**Toddlers** Painting on paper Crayons outside	**Toddlers** As above. Sing nursery rhymes. Read books with rhyme, rhythm and repetition. **Always use First Language**	**Toddlers**	**Toddlers** Foods to taste.	**Toddlers** Beanbags covered with the parachute to crawl over Hula hoop outside	**Toddlers** Large blocks sorted into colour	**Toddlers** As above Talk about numbers and shapes on objects. Decide on how many objects they would like eg: balls, toys		
Prior to school Posting letters game Posting pom poms/ Colour matching Sticky dot matching Pasta threading	**Prior to school** Painting on paper Crayons outside	**Prior to school** As above. Play 'I Spy' Talk about objects around the place, describe them, make the noise it makes.	**Prior to school**	**Prior to school** Foods to taste.	**Prior to school** Beanbags covered with the parachute to crawl over Hula hoop outside	**Prior to school** Large blocks sorted into colours	**Prior to school** As above Compare different sizes 'big', 'small', 'medium' Describe where things are 'over', 'under', and 'next to'		

REPORTS FOR DECISION

ITEM NUMBER	6.10
TITLE	Ward Update
REFERENCE	226662
AUTHOR	Maina Brown, Governance & Compliance Manager

This report is to provide an opportunity to each Councillors from each ward to bring up matter for discussion and decision on issues in their ward/community.

BACKGROUND

An updated action item list is attached to this report for members to review and provide any feedback or add any new action item/s. This will allow officers or elected members to action on any outstanding matter/s.

It is recommended that each Councillors from each ward to bring up matters for discussion and decisions to be made based on the matter.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council receives and notes report number 226662 and provide any feedback for discussion and decision making.

ATTACHMENTS:
1 Ward Update Action Items and Timeframes.pdf
2 PIRLINGIMPI MULTI PURPOSE HALL - SKETCH REDUCED.pdf
3 Pirlangimpi Multi purpose hall - Preliminary Cost Estimate.pdf

Ward	Action Item	Action or Outcome Arising	Responsible Officer	Timeline	Action to be taken	Response to Council
Pirlangimpi	28/11/17 Pontoon	Why is it taking so long for this project to be completed? A request from the Pirlangimpi ward for the responsible Manager for projects to attend Local Authority meetings to provide an update to members Request to relocate the pontoon to be secured away in safe place away as kids are playing on it.	Chief Financial Officer / GM Infrastructure			18/6/2018 – Pending TIRC applied for $238,844 through Northern Territory Government Special Purpose Grants to investigate next steps of the Pirlangimpi pontoon project. TIRC expects to formally hear a response from the Department of Local Government before the end of June. 25/7/2018 – Pending Acting GM Infrastructure to take it through tender process 15/09/2018 – Pending Infrastructure is managing a number of tenders – a new Interisland Ferry, a grader, two security tenders for Council houses and facilities. Council was successful in applying for the money and will now need to proceed with a marine survey and environmental assessment, and have a plan and design developed. 27/09/2018 – Pending

						GM Infrastructure to liaise with Terri Layman from DIPL regarding the engineering works and timeframe. Wednesday, 10 October 2018 GM Infrastructure is seeking quotes on a geotechnical survey and a marine engineers assessment of the existing bumb barge and walkway.Total cost could be over $120,000 Terri Layman no longer works for DIPL. GM has spoken to Jacinta Kelly and a marine Engineer in Darwin.to organise the next stage of the pontoon project 31/10/2018 – Pending This project requires more funds to proceed for ongoing works. 12/12/18 - Pending DIPL confirmed no survey assessment has been completed

						Marine engineer to assess will cost approx. $20,000 Geotechnical survey will cost approx. $80,000 - $120,000 Piles will cost approx. $100,000 each to install It is apparent that funding is insufficient. Communicating this to funding bodies and negotiating solutions moving forward is recommended. Pending – 23/1/2019 It was suggested by Council if TIRC staff cannot action or deliver this project, Council to sought another organisation to action. CFO and Grants and Policy Manager to look at putting out a tender for constructions of the pontoon and also liaise with DIPL to use some of the $238k for assessment and also to look at sights as quotes. 08/03/19 – Pending We have now received a revised budget estimate for the cost of constructing and

						installing the Pirlangimpi pontoon. The estimate is $588,000 some $350,000 in excess of our current funding of $238,844. A also note that the estimate does not appear to include safety barriers around the pontoon, and comes with a number of conditions that could ultimately impact the final price. My simple conclusion from this is that we currently only have about 50% of the funding required to complete this project. A copy of the estimate is attached now. On that basis we will need to seek further guidance from Council about how to proceed. 10/4/2019 – Pending At the OCM held on 27th March, a detailed quote was provided that confirmed the current funding levels for this project are approximately $350,000 short of what is necessary. At the OCM it was decided that a variation be sought with the funding provider to consider

						one of three options which are currently being costed. 1. Creation of a vehicle landing facility at Interview Point – which has since been discounted as probably being too expensive. 2. Upgrade of the Pirlangimpi passenger ferry entry and exit facilities – potentially utilising some existing infrastructure (walk way) 3. Upgrade of the Pirlangimpi pool We are planning to be in a position to present these options further at the Pirlangimpi Local Authority meeting to be held on 21 May 2019. 7/06/19 – Pending A variation will be sought to have the funds diverted to an upgrade of the Pirlangimpi pool.
All Wards	28/11/17 Street Lights	Cr Marius (Pirrawayingi) has requested for street lights on the main road to be fixed for the safety of the community.	GM Infrastructure		To write a letter to the local MLA member and shareholder Minister Nicole	27/09/2018 – Pending Nil response from Power and Water. GM Infrastructure to follow up with Marty Flemming

	19/1/2018	Cr Therese Bourke suggested something needs to be done as lights at the barge landing are getting smashed.			Manison of Power & Water	and also to follow up with BIHA regarding cherry picker. BIHA have a cherry picker coming to the islands for tree removal jobs. We may be able to access this during its stay on the islands. GM will liaise with LGANT Peter McLinden GM Infrastructure is investigating the purchase of solar power of LED street lighting from a company called Green Frog. 31/10/2018 - Pending Solar Power LED lights. $2500 to repair. GM Infrastructure to contact liaise with Finance Manager regarding the budget and request for Power and Water if they can do the work. 21/11/2018 – Pending Option to purchase standalone solar LED lights which will cost around $2500 per light. GM Infrastructure to find out how much to repair and request for Wurrumiyanga Shire Services

Attachment 1

						Manager to purchase three led lights one for each community. Timeframe to be completed by next Council meeting Dec 2018. A request to seek approval from LA's to assist with street lighting. 12/12/18 – Pending Follow up with Michael. Quotes from two suppliers are being assessed, and the most suitable option will be purchased (one for each community. Batteries last 5 yrs and cost approx. $300 to replace. Anti-vandalising upgrades are available. 23/01/2019 – Pending Shire Services Manager Bathurst Is to follow up and provide update back to Council. 8/03/19 – Pending Infrastructure will purchase three solar street lights and

Attachment 1

						place one in each community to assess their suitability. 16/05/19 – Pending Street lights have been installed in front of NUA at Wurrumiyanga as a test case for solar lighting. Milikapiti LA has put money towards lighting and the Services Delivery Manager is quoting on lighting plus install and construction costs. Both Wurrumiyanga LA and Pirlangimpi LA to be approached to see if they can assist with funding 22/05/2019 – Pending Power & Water handed the street lights responsibility back to Council. No clarification of ownership. GM Infrastructure to meet and liaise with P&W to seek clarification. 7/06/19 - Pending

						New street lights have been ordered and a company contracted to install.
Milikapiti	28/11/17 Pool	TIRC to update the Council on status of Milikapiti Pool project	GM Infrastructure		Pending outcome of grant submission from NTG.	15/6/2018 – Pending CEO has written to Minister Moss, the Treasurer and Lawrence Costa MLA to request funding variation to NTG funds proposed for Milikapiti oval to be reallocated to Milikapiti pool. 25/7/2018 – Pending Have asked Power and Water to complete. Acting GM Infrastructure to follow up with Manager of Town Services & Outstations. 15/8/2018 – Pending TIRC advised on 14/8/18 that request for $300,000 from NTG for Milikapiti pool was rejected by Minister Moss. 14/9/2018 – Pending TIRC was unsuccessful in reallocating NTG funds from Milikapiti Oval to a pool. Please note the appetite from government to fund swimming pools has significantly declined. For us to have the best chance at success we must present a

						comprehensive project plan will full costings at the most realistic price possible. If a pool for Milikapiti remains a priority for the Council then TIRC should restart considerations for this project. Priorities should include - Identify a site for the for the pool, follow up all permissions from OTL and other stakeholders - prepare designs, drawings and plans to inform an accurate cost - Use this information to develop a draft project plan - Conduct an expression of interest process to assess 3rd party interest to construct the pool. - Use all of the above information to develop a more comprehensive grant submission to government. 27/09/2018 - Pending 31/10/2018 – Pending Application still pending

Pirlangimpi						23/01/2019 - Pending CEO have again raised with Nigel Scullion regarding Council submissions with ABA and have requested to resubmit application and documentations to him. 8/3/19 – Pending No update at this time. 22/05/2019 – Pending No Status. Suggested to reapply. 22/05/2019 – Pending Cr Dunn requested for the Pirlangimpi Pool to be investigated as there is a crack. 07/06/2019 – Pending A letter is currently being drafted (for signing by the CEO) outlining our variation application for upgrading the Pirlangimpi pool.
Milikapiti	28/11/17 Oval	TIRC to update the Council on status of Milikapiti Oval refurbishment.	GM Infrastructure		TIRC to complete repairs and maintenance project as per ABA grant funding	8/03/19 – Pending Oval refurbishment Stage 1 has been completed according to the original specs of the grant – perimeter fence in place, new

Attachment 1

						goal posts installed, grass seed spread and irrigation system repaired (until children pulled up over 20 of the in-ground sprinklers) We have an extension of 2 months to finalise the grant funding and are waiting on agreement from variation from PMC – shade structures and more grandstands will be ordered. Scoreboard ordered awaiting delivery, 3 grandstands in place, one more to put up. Last item is to contract a survey of the fence line for OTL. 20/03/2019 – Pending Milikapiti Oval Stage 2 Some time ago NTG contacted Council regarding additional funding for the Milikapiti Oval. We can call this Stage 2. Stage 1 was to resurface the oval, rebuild the perimeter fence, renovate the irrigation system, erect new goal posts and supply new oval furniture such as scoreboard and grandstands. Additional funding was provided through NTG to lengthen the

						oval. Its current dimensions are around 110 x 90. The project will be to lengthen the oval to 150 x 110 (a standard AFL oval). It will include civil constriction, repositioning the goal posts, repositioning the perimeter fence and extending the existing irrigation system. The budget is $300,000 inc GST and the project will be tendered out to a civil construction company. 20/3/2019 – Pending Milikapiti Oval Stage 2 Some time ago NTG contacted Council regarding additional funding for the Milikapiti Oval. We can call this Stage 2. Stage 1 was to resurface the oval, rebuild the perimeter fence, renovate the irrigation system, erect new goal posts and supply new oval furniture such as scoreboard and grandstands.

						Additional funding was provided through NTG to lengthen the oval. Its current dimensions are around 110 x 90. The project will be to lengthen the oval to 150 x 110 (a standard AFL oval). It will include civil constriction, repositioning the goal posts, repositioning the perimeter fence and extending the existing irrigation system. The budget is $300,000 inc GST. Some aspects of the project will be tendered to local or Darwin based contactors. TIRC is finalising the funding agreement with the department. 18/4/2019 – Pending Stage 2 Milikapiti Oval Land Surveyors have surveyed the oval surface in preparation for the extension works. We are waiting for their submission of the survey report. This will allow to accurately determine how much fill material is required.

						16/05/19 Stage 1 completed, Stage 2 awaiting on 2019 NTG budget allocation 22/05/2019 – Pending Stage 2 funding to be released in July 2019 to extend oval. Members have requested for gates to be locked up to keep cars off the oval. GM Infrastructure to follow up with OTL regarding boundaries. 7/06/19 No update – waiting on Stage 2 funding – gates have been locked.
All Communities	28/11/17 Litter and Dog by-laws	By-laws are currently with the Department of Housing & Community Development	GM Infrastructure / GM Community Engagement		Card ring issues to be raised at the at the Skin Group meeting to be held on 6 Nov 17. Suggested to relocate card rings elsewhere from the main road.	9/5/2018 – Pending A report for decision will be tabled at the June Ordinary Council Meeting as follow: - adoption as certified by the office of the parliamentary counsel - authorise CEO to sign the TIRC By-laws on behalf of the Council, and - authorise for the Council's common seal to be affixed to the TIRC by-laws.

						24/5/2018 – Pending GM Community & Development to meet with members at a different date for information before the next Ordinary Council meeting in June. 27/6/2018 – Approved by Council at its meeting held on 27 June 2018. 13/7/2018 – Pending A letter to Minister McCarthy requesting gazettal of TIRC by-laws was sent to the Dept of Housing and Community Development. The letter will be sent with other papers as soon as the Instrument is received from the Office of Parliamentary Counsel. 25/7/2018 – Completed 27/09/2018 – Pending GM Infrastructure to coordinate community engagement and communication regarding by-laws. 10 October 2018 GM Infrastructure has contacted Brooke Kennedy to arrange a community consultation week in the first week of December. This would

						include a visit from the vet during this time. Council Exec Group will discuss the strategy for removal of animals from the community in its next meeting. 31/10/2018 – Pending To be discussed at the next Executive meeting 21/11/2018 – Pending It was suggested by GM Infrastructure that this should be actioned by A/GM Community Engagement for Community Consultation. Will required some funds to deliver and there is no funds budgeted for Animal Management. Once the signs are up Police will reinforce in March or April 2019. 23/2/2019 – Pending To be discussed in CEO's EoM report. Once Council place signs up around the community Police will then reinforce the by-laws. Council also received an SPG to employ animal welfare officer for each communities.

						22/05/2019 – Pending GM to consult with our Local Member for assistance and also apply for ABA and Commonwealth.
All Wards	28/11/17 Cyclone Shelters	Cyclone shelters in each community are not up to standard and cyclone coded.	GM Infrastructure		To write a letter to the Senior Advisor for Senator Nigel Scullion regarding the 3 community cyclone shelters.	27/6/2018 – Pending Documents received by CEO and a request to expand to all communities not just Pirlangimpi. 25/7/2018 – Pending CEO and Mayor organising a visit to Canberra to talk to Minister Scullion regarding cyclone shelters and other infrastructure matters. 27/09/2018 – Pending GM Infrastructure to follow up and sought relevant funding from federal government and also seek letter of support from other organisations on Tiwi Islands to support the funding submission. Request to engage NBC to develop structure plans for the Milikapiti and Wurrumiyanga as they have already engaged with Pirlangimpi community.

Attachment 1

						GM has contacted Rik Jones from NTG re initial assessment of feasibility 31/10/2018 – Pending November visit to estimate cost of shelters 21/11/2018 – Pending GM will provide an update at the next OCM Dec 2018. 12/12/18 - Pending A subject matter expert can provide a report for each community. This will illustrate what types of structures are available, sizes required to accommodate different community populations, Indicative sketches/images and indicative costs for the various options. Each report will take about 10 days and cost approx. $3600 23/1/2019 – Pending Shire Services Manager Bathurst Is to provide update. 16/05/19 No update this time 7/06/19

Attachment 1

						New budget includes some money for animal management
Wurrumiyanga	19/12/17 Community Safety	Members have raised some community concerns about: - community safety - mental health - child protection - street light issue - policing	CEO		To write a letter to the Minister of Health and a letter to the Chief Minister and Senator Nigel Scullion regarding these issues and a cc to MLA Lawrence Costa.	19/12/17 – Pending 19/1/2018 – Pending Letters were sent out and waiting for response. 21/3/2018 – Pending Community safety meetings are ongoing. Looking at setting up safety community meetings with similar layouts as Wurrumiyanga to undertake at Milikapiti and Pirlangimpi. 24/5/2018 – Pending Ongoing regular meetings with the community. 25/7/2018 – Pending Community Safety Plan to be distributed by CEO. Mayor and CEO are currently working with Shane Dexter to visit Melville Island communities and Ranku to have a similar visits as Wurrumiyanga. On going regular meetings Wurrumiyanga. 21/11/2018 – Ongoing meetings at Wurrumiyanga

						23/1/2019 – Ongoing meetings held between TIRC, stakeholders and police. 22/05/2019 – Pending Cr Dunn Suggested to expand the community safety meetings to the other two communities Pirlangimpi and Milikapiti and also provide feedback to the two community not just Wurrumiyanga.
Milikapiti	19/12/17 Traffic management	Members have requested for street lights, speed bumps and signs near the rec hall, crossing between shop and the art centre re-paint crossing signs near school.	GM Infrastructure			25/7/2018 – Pending Members have requested to include speed bumps, school zone signs and speed signs at Pirlangimpi 15/09/2018 Infrastructure has only recently completed the recruitment of two Service Delivery Managers, one for Melville Island and one for Bathurst Island. Their areas of responsibility will be Town Services, Civil and Outstations. When they are in place and have completed the training necessary to start their jobs, both will focus on various requests, including traffic management for Pirlangimpi and Milikapiti. It is unlikely that Council will be able to install

						new streetlights, however the GM Infrastructure will approach Power & water, who has responsibility for streetlights, to place more street lights in all communities. Infrastructure would appreciate a street map with requests marked (included as attachment) 10 October 2018 Current civil engineering for traffic management suggests that speed bumps do not slow down traffic and contribute to breaking down the integrity of the surrounding asphalt. Speed limit and traffic management signs have been ordered for all locations across the islands. GM engaging with LGANT to discuss street lighting further and to contact P&W for further discussion. 31/10/2018 – Pending Shire Services Managers to liaise with LA and Councillors to confirm where traffic management and speed signs to be placed

Attachment 1

						Re-do roads from 3 way to Paru bridge. $60,000 to work on Paru bridge. Works to be resume next dry season. DIPL will release funds for Paru bridge and follow up with Louise McCormack. 21/11/2018 – Pending GM Infrastructure to follow up with DIPL regarding street names at Wurrumiyanga. Request from Cr Kerinaiua to change st name for Kerinaiua Highway (incorrect spelling). Members are encouraged to liaise with infrastructure staff to confirm where traffic management and speed signs to be placed. 23/1/2019 – Pending GM Infrastructure to provide an update. 11/03/19 – Pending Infrastructure have ordered new road signs inc. school crossing signs, school zone signs, speed signs and stop and give way signs.

						Infrastructure requires each Local Authority to provide a street map with the locations of crossings etc marked 18/4/2019 – Pending Street signs have been delivered to Bathurst Island. Signs have a began to be replaced around Wurrumiyanga. TIRC has purchase a small two man post hole digger for the ease of installation of new signs around all three communities once this had been received we will begin the installation of new signs. 16/05/19 No update at this point 22/05/2019 – Pending GM Infrastructure to liaise with elected members and LA members. 7/06/19 – Pending New street lights have been ordered and a company contracted to install.

All Wards	Bush Holiday Roads for grading	Members have requested for the below roads to be graded. Pirlangimpi Ward - Wuluwunga - Pinyanapi - Punkulupi - Rangini - Kulumpini - Blue water - Tupunu Milikapiti Ward - Banyo - Condor Point - Tinganu - Mudlow Bathurst Is Ward - Rocky Point - Fourcroy - Mangatu - Marinawu - Ranku beach - Bore	GM Infrastructure			25/7/2018 – Pending Priority and focus is to complete Pickertaramoor road. 15/09/2018 Council has only two graders – both are on Melville Island – one is being used on the Picka Rd job and the other is being used to grade the road from 3 Ways to Pirlangimpi. Once both this grading and the Picka Rd is completed, one of the graders will return to Bathurst Island. The priority then will be on grading the Ranku Rd and opening all the drains. Council has a current tender to purchase another grader – once this is completed, we will have access to another grader. Priority will be on completing grading on all major roads before the wet. 27/09/2018 – Pending GM Infrastructure to follow up with Fulton Hogan when they will commence sealing of Picka roads. Cr Pirrawayingi request to have the correct spelling of listed country names and to note that Pawularijarra is not Paru.

Attachment 1

						Sealing will commence at Picka Rd on wed 24th October once the road has passed compaction tests booked for Tue 16 Oct 21/11/2018 – Pending 23/1/2019 – Pending GM Infrastructure to provide an update. 8/03/19 – Pending Civil has a six month plan for grading during the dry. New grader has been delivered to Wurrumiyanga. The two Cat 130 graders will be repaired at Mili and Wurrumiyanga to prepare for grading smaller bush roads. The three Cat 140s will be used to grade major connector roads – Pirli, Mil and Ranku. Some roads can be cleared with loaders rather than graders. 18/4/2019 – Pending Bluewater road project-Pirlangimpi Land Surveys have completed the survey and their submission

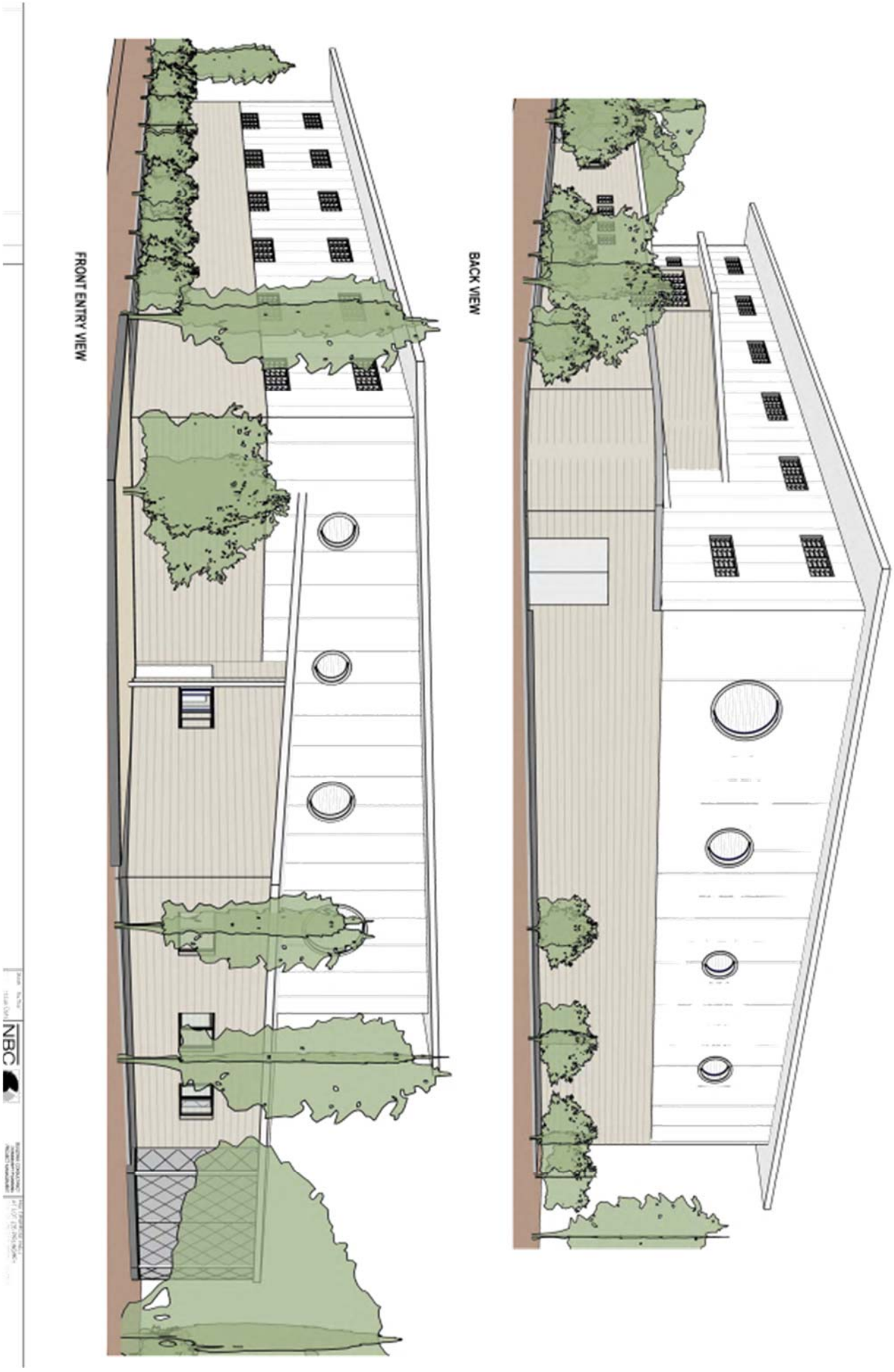
						has been received, this has been forwarded to Walbridge Consultancy who are in the process of designing a scope of works, once this has been received we will decide whether TIRC will be able to do the project or if we need to tender it out to a civil contractor. New Grader The new grader is currently in the process of being registered in readiness to begin grading of roads across Melville Island. The 2 130 graders have not been relocated to our workshops due to the roads condition to be unsuitable for the transportation of our float during the wet season. This process should begin after the easter break as it seems the dry season has began. 16/5/2019 Council funding covers main connector roads only – Council will discuss with TLC regarding the management of roads to camps or outstations 22/05/20019 – Pending GM Infrastructure to initiate conversation with TLC to assist

						with clearing/grading bush roads and sharing cost to manage roads. Look at funding for the next financial year and plan and a request to apply for an SPG / ABA and other body. 7/06/19 – Pending GM has spoken with TLC but no money available there. Look at funding for the next financial year and plan and a request to apply for an SPG / ABA and other body.

Attachment 1

ENTRY
KITCHEN

ELEVATION 1
ELEVATION 2
ELEVATION 3
ELEVATION 4


FRONT ENTRY VIEW
BACK VIEW

QUANTITY SURVEYORS & COST CONSULTANTS

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12 April 2017

Chief Executive Officer
NBC Consultants
GPO Box 340
DARWIN NT 0801

Attention : Mr. Samir Raut

Dear Sir,

Re : Proposed Pirlangimpi Multipurpose Hall

Further to your request we attached our Preliminary Estimate for the above project summarised below.

Description	**Cost $**
End Construction Cost	4,540,000.00
ICT Infrastructure	30,000.00
Consultant Fees and Charges Incl. Project Management	550,000.00
Sub-Total	5,120,000.00
Furniture, Fittings and Equipment (FF&E)	Excl.
Project Contingency	256,500.00
GST	537,650.00
NCCP and WASSEP (IES) Fees	20,000.00
NT Build Levy	6,000.00
Total Cost Including GST	**$5,940,150.00**

We have assumed commencement in June 2018 and a construction time of twenty six (26) weeks, with the project being awarded to a small to medium sized contractor with experience in remote locations after a competitive tender process.

The above estimate must be regarded as being very preliminary as it is based on concept design drawings with no geotechnical information on the site or engineering, services or landscaping requirements and is subject to change due to architectural and engineering design solutions developed during the detailed design and documentation stage, conditions found on site and market conditions at the time the project is to be procured.

NBC's drawings were used for the preparation of this estimate and include PIR008-SK1, SK2 and SK3 and marked up drawings provided by PowerWater containing preliminary power, water and sewer information.

We trust that the above and attached is suitable for your present needs and please feel free to contact the under signed should you wish to discuss this.

Yours faithfully,
QS Services

Charles H. Wright
AAIQS ICECA

PIRLANGIMPI MULTIPURPOSE HALL / CYCLONE SHELTER, TIWI ISLANDS NT

Prepared by : **QS Services**
Quantity Surveyors and Cost Consultants

PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
	Demolition					
a	Allow to takedown / remove existing basketball fencing posts and basketball goals incl. posts, etc.	item	1	850.00	850.00	
b	Allow for remove existing paving	m2	544	35.00	19,040.00	
c	Allow for remove existing landscaping / trees	item	1	2,500.00	2,500.00	22,390.00
	Excavation					
	Site Works					
a	Clear site	m2	1,137	2.00	2,274.00	
b	Remove 150mm existing topsoil and proof roll sub grade	m2	947	8.00	7,576.00	
c	Selected fill to site, assumed 300mm thick to formation levels	m3	285	50.00	14,250.00	
d	95% M.M.D.D. compaction	m2	947	6.00	5,682.00	
	Excavation					
a	Excavate for thickening and internal and edge beams in made up ground	m3	61	40.00	2,440.00	
b	Ditto for bored piers, assume 600mm dia x 0.9m deep	m3	3	100.00	300.00	
c	Ditto for pads, assume 1.5 x 1.5 x 0.8m deep	m3	26	40.00	1,040.00	
d	Disposal of spoil on site (including made up ground)	m3	89	15.00	1,335.00	
e	Allowance to excavate in rock/bad ground encountered	item	1		Excl.	
f	50 thick compacted sand bed	m2	890	6.00	5,340.00	
g	Waterproof membrane	m2	979	5.00	4,895.00	
h	Termite hand spray	m2	947	12.00	11,364.00	
j	Perimeter termite treatment	m	128	15.00	1,920.00	58,416.00
	Concrete					
	50MPa Concrete					
a	Concrete to bored piers	m3	3	1,150.00	3,450.00	
	32MPa Concrete					
a	100mm thick concrete slab on ground including thickenings	m3	32	1,050.00	33,600.00	
b	Ditto, 130mm thick concrete slab on ground	m3	78	1,050.00	81,900.00	
c	Ditto, 150mm thick concrete slab on ground	m3	6	1,050.00	6,300.00	
d	EO forming threshold, 0.3m wide	m	6	60.00	360.00	
e	Concrete to ground beams and thickenings	m3	61	1,100.00	67,100.00	
f	Ditto, to pad footings	m3	26	1,100.00	28,600.00	
	Suspended Slab					
a	N40 suspended concrete slab, 200mm thick to Plant Room	m3	3	1,200.00	3,600.00	
	Formwork					
a	Formwork edgeboard	m2	64	80.00	5,120.00	
b	Ditto to thickening	m2	41	80.00	3,280.00	
c	Ditto to underside of suspended slab	m2	15	120.00	1,800.00	
d	Setdowns	m	52	12.00	624.00	
	Reinforcement to:-					
a	N16 Starter bars	t	0.99	2,600.00	2,574.00	
b	SL92 reinforcement mesh	m2	905	21.00	19,005.00	
c	Edge beams and thickenings @ 110kg/m3	t	6.69	2,600.00	17,394.00	
d	Pad footings @ 110kg/m3	t	2.78	2,600.00	7,228.00	
e	Bored Piers @ 160kg/m3	t	0.37	2,600.00	962.00	
f	Suspended slab @ 180kg/m3	t	0.53	2,600.00	1,378.00	

PIRLANGIMPI MULTIPURPOSE HALL / CYCLONE SHELTER, TIWI ISLANDS NT

Prepared by : **QS Services**
Quantity Surveyors and Cost Consultants

PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
	Sundries					
a	Finish surface of concrete	m2	905	20.00	18,100.00	
b	Concrete curing	m2	905	2.00	1,810.00	
c	Concrete testing	m3	212	10.00	2,120.00	
d	Allow for concrete joints	item	1	5,000.00	5,000.00	311,305.00
	Structural Steel					
a	Portal Columns:- 610UB125	t	13.83	6,500.00	89,895.00	
b	Entry Column:- 310UB40	t	0.17	6,500.00	1,105.00	
c	Mullions:- 410UB59	t	2.19	6,500.00	14,235.00	
d	Roof and Wall framing @20kg/m2	t	28.94	6,500.00	188,110.00	
e	Awning framing @10kg/m2	t	0.08	6,500.00	520.00	
f	Allow for connections	t	4.52	7,500.00	33,900.00	
g	Surface treatment comprising HDG finish	t	49.72	1,600.00	79,552.00	
h	Allow for shop drawings	t	49.72	350.00	17,402.00	424,719.00
	Metal Works					
a	Play Area enclosure including framing, etc.	m2	51	450.00	22,950.00	22,950.00
	Cladding					
	Roof Sheeting					
a	Colorbond Custom Orb ULTRA roof sheeting fixed with Class 4 screws	m2	1,000	80.00	80,000.00	
b	Ditto Colorbond Trimdek ULTRA to awning roof	m2	8	80.00	640.00	
c	18mm T & G structural plywood laid over purlins screwed edges at 150mm centres including trimmers as required to take edges	m2	1,000	135.00	135,000.00	
	Cappings and Trims					
a	PM Ridge Capping	m	8	45.00	360.00	
b	PM barge capping	m	59	45.00	2,655.00	
c	PM fascia capping	m	114	45.00	5,130.00	
d	Apron Flashing	m	48	55.00	2,640.00	
e	Capping & flashings to compound walls	m	13	100.00	1,300.00	
f	Fall Arrest System	m2	1,000	5.00	5,000.00	
	Insulation					
a	Sisalation and mesh	m2	1,000	10.00	10,000.00	
b	R2.5 Foiled Faced Insulation blanket laid over purlins	m2	1,000	22.00	22,000.00	
	Soffits					
a	Colorbond Custom orb soffit lining	m2	207	65.00	13,455.00	
	Wall Cladding					
a	Colorbond Custom Orb ULTRA wall sheeting fixed to wall girts including all capping, flashings, insulation and sisalation, etc.	m2	448	100.00	44,800.00	322,980.00
	Blockwork					
	Blockwork Walls					
a	200mm external masonry block walls	m2	470	95.00	44,650.00	
b	EO for curved wall	m2	18	60.00	1,080.00	
c	200mm internal masonry block walls	m2	297	95.00	28,215.00	
d	EO for bond beams	m	198	3.00	594.00	
e	EO for raking bond beam include saw cutting	m	11	45.00	495.00	
f	EO for clean out blocks	no	520	2.00	1,040.00	
g	EO for lintel blocks	m	56	21.00	1,176.00	
h	EO for sill blocks	m	35	21.00	735.00	
j	Wall reinforcing	t	4.70	2,500.00	11,750.00	

PIRLANGIMPI MULTIPURPOSE HALL / CYCLONE SHELTER, TIWI ISLANDS NT

Prepared by : **QS Services**
Quantity Surveyors and Cost Consultants

PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
k	Allow for wall ties to steel columns	item	1	5,000.00	5,000.00	
l	Allow for block wall control joints	item	1	1,500.00	1,500.00	
m	Core fill every core	m3	77	945.00	72,765.00	
n	Concrete pump	m3	77	70.00	5,390.00	
	Scaffolding					
a	Scaffolding (note, no overhand laying)	m2	1,566	25.00	39,150.00	213,540.00
	Windows and Doors					
	Weatherproof Louvres					
a	External powdercoated aluminium vent louvres, with manual operated storm shutter, louvre size 2.50w x 0.60h	no	22	1,050.00	23,100.00	
b	Ditto, size 1.20w x 0.60h	no	4	504.00	2,016.00	
c	Ditto, size 3.50w x 1.80h	no	1	4,410.00	4,410.00	
d	Ditto, size 2.00m dia.	no	2	2,515.00	5,030.00	
e	Ditto, size 1.40m dia.	no	2	1,232.00	2,464.00	
f	Ditto, size 1.00m dia.	no	4	629.00	2,516.00	
g	EO window at high level	m2	33	120.00	3,960.00	
	Sliding Glazed Windows					
a	External powdercoated aluminium sliding windows size 1.80w x 0.90h	no	7	810.00	5,670.00	
b	Ditto, internal window size 1.80w x 0.90h	no	1	810.00	810.00	
	Fixed Glazed Corner Windows					
a	External powdercoated aluminium fixed corner windows size 1.70w x 0.90h	no1	1	689.00	689.00	
	Windows Wall and Glazed Doors					
a	External powdercoated aluminium glazed wall size 3.70w x 2.10h	no	1	4,274.00	4,274.00	
b	Internal powdercoated aluminium glazed wall size 2.50w x 2.10h	no	1	2,888.00	2,888.00	
c	EO glazed double doors	no	2	250.00	500.00	
	Debris screens					
a	Crimsafe screens to windows	m2	57	450.00	25,650.00	
	External Doors					
a	Metal clad solid core single door size 1.01w x 2.10h incl. pressed metal frame and hardware	no	2	1,160.00	2,320.00	
b	Ditto double door size 2.00w x 2.10h	no	1	2,553.00	2,553.00	
	Servery Roller Shutter, manual operation					
a	Roller shutter size 2.40wide x 1.20m high	no	1	1,008.00	1,008.00	
	Internal Doors					
a	Solid core single door size 1.01w x 2.10h including pressed metal frame and hardware	no	8	812.00	6,496.00	
b	Ditto, double door size 1.91w x 2.10h	no	2	1,788.00	3,576.00	
	Sundries					
a	Cyclonic Orb locks	no	19	80.00	1,520.00	101,450.00
	Finishes					
	Toilet Partitions					
a	Toilets / showers cubicles including doors	no	12	3,200.00	38,400.00	
	Floor Finishes					
a	Allow to prepare concrete slab to receive floor finishes	m2	890	2.00	1,780.00	
	To wet area					
a	Nuplex Seamless Flooring System with Nuplex Terraflake to wet area - Assumed	m2	77	120.00	9,240.00	
b	Ditto to 100mm high skirting	m	81	20.00	1,620.00	

PIRLANGIMPI MULTIPURPOSE HALL / CYCLONE SHELTER, TIWI ISLANDS NT

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PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
c	Waterproofing to wet area	m2	77	30.00	2,310.00	
	To Court					
a	External grade UV stabilised acrylic floor paint to Multi-purpose Hall	m2	586	35.00	20,510.00	
	EO line marking using external grade UV stabilised line marking paint - including setting out					
a	Basketball court yellow line, 50mm wide	m	122	10.00	1,220.00	
b	Ditto curved	m	43	20.00	860.00	
c	Ditto broken line	m	9	22.00	198.00	
d	Netball court blue line, 50mm wide	m	63	10.00	630.00	
e	Futsal court white line, 50mm wide	m	80	10.00	800.00	
f	Ditto curved	m	27	20.00	540.00	
g	Volleyball court green line, 50mm wide	m	127	10.00	1,270.00	
	To other areas					
a	Epoxy paint to Airlocks, Store, Gym and Office	m2	94	35.00	3,290.00	
b	Ditto to Compound, and elevated slab	m2	56	35.00	1,960.00	
	Play Area					
a	Soft-fall surfacing	m2	58	120.00	6,960.00	
	Wall Finishes					
a	Provision for acoustic lining to walls	item	1		Excl.	
	Ceiling Finishes					
a	13mm plasterboard ceiling lining fixed to and including suspended framing system, including coving, painting, etc.	m2	103	80.00	8,240.00	
b	EO moisture resistant	m2	48	10.00	480.00	
c	Access panel	no	2	350.00	700.00	101,008.00
	Painting					
a	Paint finish to blockwork walls, externally	m2	487	25.00	12,175.00	
b	Ditto, internally	m2	1,079	20.00	21,580.00	
c	Painting to ceiling lining	m2	151	17.00	2,567.00	
d	External painting to trims, etc.	item	1	7,500.00	7,500.00	
e	Timber doors	m2	51	30.00	1,530.00	
f	PM door frames	m	71	10.00	710.00	
g	Exposed structure	m2	291	35.00	10,185.00	56,247.00
	Joinery, Fittings & Fixtures					
	Joinery					
a	Stainless steel kitchen bench 7.68m long	no	1	9,216.00	9,216.00	
b	Stainless steel servery bench 5.28m long	no	2	6,336.00	12,672.00	
c	1.60m long seating bench to shower's	no	4	560.00	2,240.00	
d	Grandstand seating - 5.00m long	no	6	2,500.00	15,000.00	
	Fittings & Fixtures					
a	Toilet roll holders	no	9	80.00	720.00	
b	Soap dispensers	no	6	130.00	780.00	
c	Paper towel dispensers	no	4	200.00	800.00	
d	Mirrors	no	7	250.00	1,750.00	
e	Accessible shelf - Assumed	no	1	150.00	150.00	
f	Accessible toilet grab / hand rails	no	3	700.00	2,100.00	
g	Mop & broom rack - Assumed	no	1	150.00	150.00	
h	Aluminium & stainless steel folding seat	no	1	950.00	950.00	
j	Ladder to Tank level	no	2	5,000.00	10,000.00	
k	Lockable access hatch to Tank	no	2	500.00	1,000.00	
l	Door signage	no	14	1,000.00	14,000.00	
m	Building signage	item	1	15,000.00	15,000.00	

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PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
n	Stove and oven	no	1	1,200.00	Excl.	
p	Fridge	no	1		Excl.	
q	Freezer	no	1		Excl.	
r	Rangehood	no	1		Excl.	
	Sport Equipment - Fixed					
a	Retractable basketball backboard and ring	no	2	5,000.00	10,000.00	
b	Cast in sleeves for sports netting	no	4	135.00	540.00	
	Sport Equipment - Removable					
a	Allow for removable sports equipment including cast in fittings	no	1	10,000.00	10,000.00	
b	Play equipment to Playground	item	1	25,000.00	25,000.00	132,068.00
	Hydraulic Services					
a	Allow for hydraulic services water and waste pipework	m2	176	100.00	17,600.00	
b	Double bowl stainless steel kitchen sink	no	1	1,200.00	1,200.00	
c	Toilet suites	no	6	2,750.00	16,500.00	
d	Disable ditto	no	1	3,000.00	3,000.00	
e	Ambulant ditto	no	2	2,850.00	5,700.00	
f	Accessible vanity basin	no	1	2,500.00	2,500.00	
g	Hand basin mixer taps	no	7	1,800.00	12,600.00	
h	Shower complete including tapware	no	2	1,500.00	3,000.00	
j	Disable shower complete including tapware	no	2	1,800.00	3,600.00	
k	Cleaner's sink	no	1	2,500.00	2,500.00	
l	50 Litre electric HWS	no	1	1,200.00	1,200.00	
m	Floor wastes	no	6	300.00	1,800.00	
n	Hose cocks - Assumed	no	2	250.00	500.00	
p	ORG - Assumed	no	1	450.00	450.00	
q	10,000lt water tank include pressure pump - Assumed	no	2	10,000.00	20,000.00	
r	Connect to existing water supply main including water meter & control panel	item	1	5,000.00	5,000.00	
s	Connect to sewer pump ejector chamber	item	1	500.00	500.00	
t	Builder's work in connection	item	1	2,442.00	2,442.00	100,092.00
	Electrical Services					
a	Electrical services to WC / stores / gym/ office/ kitchen area	m2	255	220.00	56,100.00	
b	Electrical services to sport area	m2	598	200.00	119,600.00	
c	Ditto to Plant Room	m2	39	180.00	7,020.00	
d	Allow for external lighting	m2	150	80.00	12,000.00	
e	MSB	item	1	25,000.00	25,000.00	
f	Distribution board	item	1	2,500.00	2,500.00	
g	Comms cabinet	item	1	2,500.00	2,500.00	
h	Security system	m2			Excl.	
j	Lightening protection	m2	1,040	10.00	10,400.00	
k	35kVa Diesel generator including fuel tank	item	1	70,000.00	70,000.00	
l	Builder's work in connection	item	1	7,628.00	7,628.00	312,748.00
	Fire Services					
a	Fire detection	m2	890	35.00	31,150.00	
b	Builder's work in connection	item	1	779.00	779.00	31,929.00
	Mechanical Services					
a	Ducted air-conditioning unit to Kitchen / Stores / Gym / Office	m2	233	480.00	111,840.00	

PIRLANGIMPI MULTIPURPOSE HALL / CYCLONE SHELTER, TIWI ISLANDS NT

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PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
b	Ditto to Hall	m2	598	350.00	209,300.00	
c	'Big Ass' fans	no	2	16,000.00	32,000.00	
d	Allow wall vents with manual operated storm shutter - Measured under External Windows	Note			Incl.	
e	Mechanical ventilation to WC's	m2	23	130.00	2,990.00	
f	Builder's work in connection	item	1	8,904.00	8,904.00	365,034.00
	External Works					
	External Works					
	Entry Area					
a	Clear site	m2	93	3.00	279.00	
b	Excavate for thickenings	m3	1	40.00	40.00	
c	Compact subgrade 95% M.M.D.D.	m2	93	6.00	558.00	
d	200mm Selected fill with no root material	m3	19	50.00	950.00	
e	Compact selected fill to 95% MMDD	m2	93	6.00	558.00	
f	30 thick compacted sand bed	m2	93	5.00	465.00	
g	100mm Thick N25 concrete slab to ground including thickenings	m3	11	1,050.00	11,550.00	
h	Edgeboards n.e. 200 high	m	40	35.00	1,400.00	
j	SL72 Reinforcement mesh	m2	93	18.00	1,674.00	
k	Broom finish and curing	m2	93	20.00	1,860.00	
l	Tooled joints	item	1	250.00	250.00	
m	Expansion joints	m	12	21.00	252.00	
n	Allow for non-slip ceramic tiling to Entry	m2	93	120.00	11,160.00	
	Fencing					
a	1800mm high perimeter chainwire mesh fence to site	m	154	85.00	13,090.00	
b	EO double gate	no	1	350.00	350.00	
c	EO single gate	no	1	150.00	150.00	
	Carpark					
a	Allow parking space	no	10	2,500.00	25,000.00	
	Landscaping					
a	Allow landscaping	item	1	8,500.00	8,500.00	
	Stormwater					
a	Allow stormwater	item	1	5,000.00	5,000.00	83,086.00
	External Services					
	Water					
a	Tap in to 225 PVC main	item	1	3,000.00	3,000.00	
b	Extend services to site	m	50	120.00	6,000.00	
c	Water meter assembly	item	1	5,000.00	5,000.00	
	Sewer					
a	Disconnect and abandon existing sewer line	m	120	10.00	1,200.00	
b	New manhole constructed over live sewer	no	1	3,500.00	3,500.00	
c	New manhole	no	2	3,000.00	6,000.00	
d	DN150 sewer main	m	90	180.00	16,200.00	
e	DN100 servicing Lots 238, 235, 236 and 237	m	120	120.00	14,400.00	
f	Connect new service line to existing houses	no	4	1,350.00	5,400.00	
g	DN100 sewer line to new Hall	m	30	120.00	3,600.00	
	Power					
a	New service pole	no	1	3,500.00	3,500.00	
b	Aerial main from Power Pole 48 to service pole	m	35	160.00	5,600.00	
c	Ditto from service pole to POA	m	40	160.00	6,400.00	
d	Point of Attachment	no	1	350.00	350.00	80,150.00

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PRELIMINARY ESTIMATE

Ref	Description	Unit	Qty	Rate	Sub-total	Total
	SUMMARY					
	Net Total					2,740,112.00
a	Preliminaries				35.00%	959,040.00
	Sub-Total					3,699,152.00
b	Builder's Overheads & Margin				10.00%	369,916.00
	Sub-Total					4,069,068.00
c	Contingency				10.00%	407,384.00
	Sub-Total					4,476,452.00
d	Escalation - To Commencement - June 2018				1.17%	52,226.00
e	Escalation - 26 Weeks Constructions Period				0.25%	11,322.00
	Total Cost Building Cost Excluding GST					**$4,540,000.00**

Rate per square metre (excluding GST):			
Fully Enclosed Covered Area	m2	947	$4,794.00 /m2 Excluding GST
Unenclosed Covered Area	m2	58	
Gross Building Area	m2	1,005	$4,517.32 /m2 Excluding GST

Exclusions:

- Clients project delivery costs
- Development Planning & Building Approval Fees
- Furniture, Fittings and Equipment other than fixed items listed
- Building Demolition Works

REPORTS FOR INFORMATION

ITEM NUMBER 7.1
TITLE Infrastructure EoM Report - May 2019
REFERENCE 226635
AUTHOR Chris Smith, General Manager Infrastructure

Infrastructure report to Council for the month of May 2019, covering town services in Wurrumiyanga, Pirlangimpi and Milikapiti, civil works, workshops, fleet, interisland ferry and outstations.

BACKGROUND

GM Infrastructure was away on Long Service Leave for the month of April. Request for Quote on fuel supply and delivery issued via LocalBuys and the Security Screens Tender has been re-released with local providers notified. GM Infrastructure attended the Arafura Regional Roads Committee meeting in Darwin. CEO and GM Infrastructure will be revisiting the application for Section 19 for the lease on the new Wurrumiyanga tip and will restart the discussion with Land Council on a Section 19 for road reserves on major connector roads.

1. Service Delivery Bathurst Island

1.1.1 Events

Community clean-up day
- Town Service and Wurrumiyanga TIRC Office staff participated in a community clean up
- Communication with community allowed new strategies to be implemented to help keep problematic public areas clean

1.1.2 Training

Manager Town Services has organized upcoming training:

1. Coxswain 2 Near Coastal (MAR10418)
   - Funding sourced from Department of Trade, Business and Innovation NT
   - List of names from TIRC and TITEB has been provided to the training provider
   - Training schedule to be advised by June19
2. Truck license (Medium Rigid, Heavy Rigid, Heavy Combination)
   - Funding sourced from Centre for Appropriate Technology Ltd (CFAT)
   - Discussions ongoing with details to be confirmed

1.1.3 Fleet

Table 1 shows vehicle/unit operation stats for Wurrumiyanga.

Table 1: Wurrumiyanga vehicle and unit attachement fleet snapshot (5/06/19)

	Operation Statistics		
Machine/equipment (Rego)	Date In Service	Date Out of service	Time in Service or Down-Time (wks)
Town Service Truck (972 254)	30/05/19	-	1
Town Service Ute (D-Max: 991-034)	27/05/19	-	1
Manager Town Service (Tiwi 08)	-	10/09/18	38
ARO Vehicle (Tiwi 02)	-	27/05/19	1
Civil Wurrumiyanga (Tiwi 05)	16/06/18	-	51
Quadbike + Sprayer ()	6/05/19	-	4
Bus (CB 33 WK)	6/05/19	-	4
Portable 400L Flammable Fuel Pod	21/02/19	-	15
Sucker Machine		1/04/19	9
500L Portable Spray Unit	7/03/19	-	13

Town Service Fleet summary for April:

- Town Service vehicle and flatbed truck largely out of service all of May, requiring Managers to provide their vehicles to help compensate. The Bus was placed back into service for most of the Month.
- Civil vehicle was busy with projects and could not help Town Services/Boat Shed like normal
- Manager Town Service vehicle not allocated with 38 weeks of downtime. New motor has arrived and awaiting installation. ETA mid-June
- Sucker Machine has been out of service for 9 weeks, which has made litter clean up less efficient (motor issues). A new more robust vacuum hose is being sourced to enhance the effectiveness when back in service.

Preventative maintenance is being enforced to ensure longevity of all vehicles and equipment.

1.1.4 Parks and Gardens

- Table 1 shows a snapshot of the current grass cutting fleet. All council responsible areas have been maintained with said fleet accordingly
- T2 Tractor and Slasher was placed back into fleet 20/05/19, which allowed slashing of large parks and aerodrome to occur. This has been prioritized to help mitigate fire hazards
- Intersections/corners with high grass have been targeted to create safer conditions for pedestrians
- As grass maintenance winds down due to dry season, all grass cutting fleet will be repaired and serviced with the aim of having all mowers and tractors in operation prior to next wet season.

Table 2: Wurrumiyanga grass cutting fleet snap shot (5/06/19)

	Operation Statistics		
Machine/equipment (Rego)	Date In Service	Date Out of service	Time in Service or Down-Time (wks)
K1 Kubota Mower (K1)	-	11/02/19	16
K2 Kubota Mower (K2)	-	1/02/18	70
K3 Kubota Mower (K3)	1/02/19	-	18
K4 Kubota Mower (K4)	27/05/19	-	1
M1 Massey Props (M1)		20/05/19	2
M2 Massey Props (M2)		20/05/19	2
T1 John Deer Tractor (CA 00 KX)	-	1/06/18	53
T2 Massey Furgeson (CA 23 IQ)	20/05/19		2
T3 Massey Furgeson (CB 22 DU)	-	1/08/18	44

1.1.5 Waste Management

Sucker Machine

- Motor issues are being investigated (out of service for 9 weeks)
- A more robust hose has been sourced and will be purchased mid-June

Garbage Truck

A stable Waste Collection Crew, coupled with new strategies implemented, has seen great improvement in this service. Community members have commented this.

- Two new Waste collection employees have been recruited. One as the primary Rubbish Truck driver
- Preventative maintenance routinely conducted on Wednesdays. Laminated check list has been provided to ensure all appropriate tasks are executed
- Laminated check list of all non-residential waste collection points has been created to help ensure all bins are emptied

Wheelie Bins
Numerous bins have been replaced within the community upon request and payment.
Lid and wheel repairs have been conducted since Oct18 on an opportunistic basis, which has seen the overall community litter reduce. The month of May in particular:
- 2 x residential bin repairs
- 2 x bins repaired for Tiwi Designs
- 2 x bins repaired for TITEB

In order to help reduce dog induced litter, rope and latch systems have been installed in problematic areas and at individual lots upon request.
Community events are serviced with temporary bins. Funerals are permanently serviced by 5 bins provided to the Church.
Bin posts for Kerinaiua Hwy are being investigated upon the request of Local Authority. This will cover:

- Residential
- Club
- NUA area
- 2 separate card rings
- Red Cross
- Church

10c Recycling Facility
A report has been completed to conceptually outline the process and feasibility:
- A 10c Recycling facility would be financially feasible
- Accurate estimates capital expense required to start the facility needs to be investigated
- SeaSwift has agreed to waver all freight charges associating the 10c recycling scheme
- Discussions about licensing options with NT EPA are ongoing

Other Recycling
SeaSwift has agreed to waver all freight charges associating recycling streams transported off the island to Darwin. Recycling companies have been organized to transport recycling streams from the SeaSwift yard:

- Pallets of batteries stacked two layers high are sold to Darwin Recycling Pty Ltd, providing TIRC income. Batteries from the Workshop and community hard rubbish are being palletized for future sales
- Bulk waste oil >1000L can be removed at a cost of 16 cents per L by NT recycling solutions. Workshop has a portable 5000L capacity waste oil tank that will cost $800 to dispose of when full.
- E-Waste disposal options are being progressed with NT recycling solutions

Landfill
Civil section of the report elaborates on the earthworks being conducted.

- Segregation bays for scrap metal, white goods and hazardous waste will be implemented as soon as a clear flat area is established after rehabilitating legacy pits
- All major contactors should at pay fees based on estimated waste generated. Discussions ongoing
- Deceased animals have been safely transported to the tip and covered when required

1.1.6 Swimming Pool

- Pool quality maintained at optimal conditions
- Grass has been cut when required
- Pool usage has progressed to incorporate more of the community, facilitating adult swimming sessions and training programs

Future works
Viking Swimming Pools and Pool Werx have provided quotes to repair the pool leak and provide a lighter colored surface:
- Project would cost $150,000 to $300,000 which requires the tender process if Council secure funds and wish to progress
- SPGs and other avenues of funding are being investigated

The plumber has been organized to investigate the irrigation system.

Chlorinator system needs investigating to ascertain capital expenditure required to repair. This would automate the dosing process and enhance efficiency and quality control.

1.1.7 Streetlights

- Three street lights between NUA and the Club have been repaired in collaboration with NUA. Manager Town Service conducted the job logistics, while NUA provided funds to execute
- Funds allocated in the 18/19 budget will be used to repair an additional six street lights. Contractor sourced had existing work on the island, which has saved the council mobilization costs

1.1.8 Other allocated work

Various job cards have been completed in a timely manner, including furniture transporting, yard cleaning and vegetation clearing.

1.2. Inter-Island Ferry (Boat Shed)

- The passenger Tinny experienced motor issues covered under warranty. Rectification due 6/6/19. Passengers have been taken across using the car ferry instead
- During strong winds and consequent dangerous conditions, the Ferry was closed to ensure safety of staff and community members
- Maintenance service for the Ferry was conducted on a weekend, so as to minimize inconvenience to the community.
- Repairs to the wear plate scheduled June 2019

1.3. Aerodrome

- Daily inspections have been conducted with no major issues identified
- Slashing has been conducted with recent repairs of tractor slasher (80% complete)
- Clearing trees on the transition sides are scheduled for future works, where 30 m clearance from the boundary fence is required for compliance
- The Northern approach to airport runway requires additional clearing of trees infringing on the TODA gradient, as identified by surveyors after the airport upgrades

1.4. Civil Works

Fleet

Table 3 illustrates the heavy machinery fleet in operation. Great improvement from the previous month allowed many projects to progress. Both graders, the tipper and the water truck were repaired.

Dozer requires hydraulic hose repairs. Pushing of the dump can only be done by the loader.

Table 3: Heavy machinery fleet, Wurrumiyanga (Snap shot (5/06/19)

Machine/equipment (Rego)	Operation Statistics		
	Date In Service	Date Out of service	Time in Service or Down-Time (wks)
Loader (SV 2470)	12/02/19	-	16
5 T Excavator	18/02/19	-	15
Tip Truck (CC 39 DF)	13/05/19		3
D6 Dozer	-	4/04/19	9
G1 Grader (SV 2602)	13/05/19		3
G2 Grader	13/05/19		3
Bobcat-Orange (CA 31 CL)	-	10/09/18	38
Bobcat-White (746 896)	-	5/11/18	30
Water Truck (972 335)	1/05/19		5
Forklift (CA 19 DJ)	14/01/19	-	20

Routine maintenance

- Various pot holes have been patched up around the community
- The dump has been routinely pushed up and maintained using the Loader. D6 dozer out of service for last 9 weeks

Clearing drains in Wurrumiyanga

- Excess fill from drain clearing have been transported to the dump and incorporated into the earthwork operations

Landfill Project

- Earthworks to date have started to rehabilitate legacy pits, and begin reconfiguring the site for new operations
- Civil crews have been trained to conduct the new environmentally improved operations of the landfill

Port Hurd Airstrip Project

- Completed during May and invoiced out

Foreshore Drainage Project

- Variation to the funding agreement has been successfully approved
- Drain clearing has been completed and all waste fill transported to the dump
- Additional fill has been transported in to raise low spots. Grader work has spread this out and allowed 2% gradient
- Inappropriately disposed drilling waste created additional works. Excavator digging identified drilling waste that would impede on compaction of the foreshore area. Approximately 500m^3 of fill was excavated to rectify. This had to be transported out and clean fill transported back to replace. Costs will be passed onto Power and Water to cover, due to the drilling project coming under their responsibility. Discussions ongoing
- Drainage formation scheduled for completion June
- Beautification work will be contracted out. Discussions ongoing

1.5. Outstations

1.5.1 Overview

- Relationship with NTG continue to grow due to communication and very high commitment by all TIRC employees.
- 2018/2019 financial year invoices to date have been approved and paid by NTG. May invoice is being finalised.
- The previous financial year (2017/2018) has been reconciled and approved by NTG for payment. Previous invoice was not up to standards and did not capture all works/expenses.
- Maintenance log, IER and invoice spread sheet have been completed for the month of May 2019.
- HEA 2018/2019 all submitted to NTG waiting for approval.
- HEA 2019/2020 will be available for new applications 1/07/19 onwards.

MES SPG submitted for 2018/2019 (approval pending)

1. Multi-purpose spray trailer
2. Outstations Vehicle
3. Paru water upgrade
4. Ranku sewer ponds upgrade
5. Melville Island generator upgrade
6. Buffalo proof fencing around bores (Melville Island)
7. Bore maintenance program (Melville Island)
8. Fire break following power lines from Ranku power station to community.

Ongoing discussions with NTG to upgrade generators and power station at Ranku have progressed to the next level.

TIRC in conjunction with OTL and PM&C working to encourage Ranku residents in returning to homelands is still progressing.

1.5.2 Ranku

Power

NUMBER 1 (Hino Generator)
- Online and operating
- One outage only to date since 17/4/2019

NUMBER 2 (Perkins Generator)
- Offline due to bad oil leak

Upgrading Generators and power station under discussion with NTG have progressed to the next level.
Power line clearing from power station is at 75% completed. Completion scheduled by the end of July 2019, depending on new NTG funding approval.

Slashing/Mowing
- Slashing and Mowing around buildings and infrastructure has been completed for fire risk mitigation.

Water
- Reported water leaks and repairs progressing
- New bore required based on historical issues (Tiwi Land Council)

Future Projects
- Upgrade Generators & Power stations
- Sewer Ponds Upgrade
- Street Lighting Upgrade
- Graded Fire Break
- Rodent & Pest Control
- Graded fire breaks
- Grade outstation roads

HMS (Housing Maintenance Services)
- All building resources and funding have been exhausted to complete repairs on houses for the returned residents.
- Correspondence with NTG are ongoing regarding refurbishing houses, subject to additional funding approval.
- Pest control works have been completed by Flick Pest Control on the 11 houses stated in the NTG contract.

1.5.3 Paru

Power
- Off-grid Electrical was contracted to complete audits and reports on solar system for strategic future upgrades.

Slashing/Mowing
- Slashing completed in preparation for fire season.

Water
- Water still consistently running from the 27/2/2019 (No Outages to date)

HMS (Housing Maintenance Services)
- Pest control works completed by Flick Pest Control for the 3 houses funded in the NTG contract.

Future Projects
- MES SPG to clear all dangerous trees around Paru has progressed to the next level (Contractor sourced for works in July/August).
- Bore pump access platform on creek
- Graded fire breaks (MES scheduled next financial year)
- Grade access roads (MES scheduled next financial year)
- Painting lot 7 outside (HMS)
- New boundary fence for Lot 1 (HEA)
- New front fence and gates for Lot 7 (HEA)

1.5.4 4-Mile

Power
- No outages.

Slashing/Mowing

- Slashing completed in preparation for fire season.

Water
- No outages

HMS (Housing Maintenance Services)
- Pest control works completed by Flick Pest Control for the 3 houses funded in the NTG contract.

Future Projects
- MES SPG to remove dangerous trees around 4-Mile has Progressed to the next level.
- Graded fire breaks (MES scheduled July19 onwards).
- Grade outstation roads (MES scheduled July19 onwards).

1.5.5 Pitjamirri

Power
- No outages
- Off-grid Electrical was contracted to complete audits and reports on solar system for strategic future upgrades

Slashing/Mowing
- Slashing completed in preparation for fire season.

Water
- Water upgrades have improved water pressure (No Outages).

HMS (Housing Maintenance Services)
- Pest control works completed by Flick Pest Control for the 3 houses funded in the NTG contract.

Future Projects
- Installation of water treatment has progressed to the next level (MES)
- Installation of elevated tank platform and safety ladder (MES SPG)
- Grade access roads (MES)

1.5.6 Takapimiliyi

Power
- No outages
- Off-grid Electrical was contracted to complete audits and reports on solar system for strategic future upgrades

Slashing/Mowing
- Fire mitigation and slashing to commence
- Graded fire break to be completed by end of June 2019

Water
- No outages

HMS (Housing Maintenance Services)
- Pest control works completed by Flick Pest Control for the 3 houses funded in the NTG contract.

Future Projects
- Upgrade patio eves Lot 1 Lot 2 (HMS)
- Installation crim safe security screens Lot 1 Lot 2 (HEA)
- Graded fire breaks (MES)
- Grade access roads (MES)

1.5.7 Condor Point

- To date, Condor point has been closed due to cultural reasons
- Traditional Owner and family have allowed access for works June, given a family member accompanies.

Power
- No report

Slashing/Mowing
- No report

Water
- No report

Future Projects
- Grade access track (MES)
- Graded Fire Break (MES)
- Rodent & Pest control (HMS)
- Solar inspection (MES)
- Repairs to Infrastructure (HEA)

2. Service Delivery Melville Island

Town Services/Aerodrome/Civil Works/

2.1 Milikapiti

2.1.1 Town Services
- Garbage compactor truck has been completing garbage collection twice weekly.
- Stage 2 Milikapiti Oval, we are currently waiting for our consultant to finalise the design of the oval extension.
- Oval irrigation conduit and wiring has been installed for the oval extension.
- Mechanic has finished rebuilding the Caterpillar Loader and is back in operation
- General township clean-ups have been done also throughout this month.
- Cemetery road has been graded and undergrowth cleared.
- The last grandstand has been erected for the Mili Oval.
- Stage 1 Milikapiti Oval, shade structures have been ordered with a 6 week delivery.
- Airport runway strip has been slashed during the month.
- MLA LED street lighting has been ordered and should be installed in June.

2.1.2 Airport's:
Inspections are carried out every morning by TIRC AROs at each aerodrome for Serviceability Inspection Field checklist sent to Project Manager and Finance at the end of Month. Airport aprons slashed, mowed and whipper snip around gables and lights.

2.2 Melville Island Civil Works:
- Pickataramoor road signage has now been installed that the works are 100% completed
- Paru to 3 ways road has been graded also 3 ways to Milikapiti community has been graded.
- Vibrator Roller has been mobilised to Milikapiti Workshop in readiness for the installation of new engine.
- 130 Grader has been mobilised from Pickataramoor road to Milikapiti Workshop.
- The turntable on the Mack truck has been sent to Darwin for repair.
- We have received 3 Quotes for the design of the Bluewater road project and are deciding which Civil Consultant to proceed with.

2.3 PIRLANGIMPI

2.3.1 Town services
- All rubbish collections completed twice a week as scheduled.
- Daily collection of litter conducted around town, beach area and swimming pool.
- Town Service and Civil workers have been clearing there workshop on a weekly basis as there is a lot of useless clutter that needs to be removed, this is so they can utilise this workshop to its full potential.
- A proposal is currently being organised for the variation of funding from a grant to replace filtration system, resurface pool and renovate toilets at the Pirlangimpi Swimming Pool.
- Casa have done an inspection on Pirlangimpi Aerodrome and have noted a few issues that need to be addressed.
- Airport runway strip has been mowed and new windsock installed this month.

- Still waiting for the delivery of the goalpost which should be here early June...

2.4 OUTSTATIONS

- Slashing has continued around Pitjamirra and Paru outstations.
- Taka and Condor Point roads are still closed.
- An aluminium fabricator is currently designing and quoting for a pontoon at Paru Creek pump.

SUMMARY

Shire Services Manager was away for 2 weeks this month for personal reason.
TITEB workers are still clearing Pirlangimpi Cemetery and will continue monthly garden maintenance.
Roads across Melville Island are in good condition and we will start to grade outstation roads.
Plantation Partners have been maintaining the roads from Pirlangimpi to Pickataramoor Plantation.
Still waiting for plant to be repaired across the Island so we can continue with our Civil and Town Services projects.

MEETINGS

Weekly managers meetings are being held to ensure the continual improvement of TIRCs services.

TIRC, TITEB and WTD held a meeting this month in regards to Pirlangimpi Oval upgrades.

3.0 Fleet and Buildings Services

3.1 Fleet

May has been a busy month for the workshops and Fleet.

Milikapiti workshop has been completing steady work. The new mechanic has gotten most of the Plant Equipment running. Plant Equipment from Garden Point is being transported to Milikapiti so that extensive repairs can be conducted to the Roller and 130 G Grader that was left on the road last year by civil works. The mechanic has also been completing a lot of private work when time permits.

Wurrumiyanga workshop is making progress in clearing some backlog. The mechanic has organized the office and workshop to help streamline work.

Pirlangimpi workshop has been steadily completing jobs for the council and other organisations. The mechanic has expressed concern at the amount of work needed due to negligence by council staff.

3.2 Fuel

Wurrumiyanga – ULP – 2632 L
- Garbage Truck – 768.14 L
- Outstations – 457.32 L
- Civil Works – 1687.64 L
- Town Services –1918.03 L
- Workshop – 71.35 L
- Night Patrol – 327.82 L
- Infrastructure – 314.66 L

- Housing – 335.07L

Pirlangimpi **–** **-** Civil Works – 1231 L
- Town Services - 317 L
- Housing – 44 L
- Night Patrol – 190 L
- Infrastructure –166 L
- Workshop –39 L

Milikapiti - 532 transactions with a value of $30,768.87

Diesel - $21,820.74
ULP - $8948.13

See attached reports for Civil works and Town services fuel card usage.

3.3 Accommodation

Location	Bookings	Fully Booked	Notes
Wurrumiyanga Motel	4	1	All rooms reserved for staff
Wurrumiyanga Contractors Qtrs	12	0	
Pirlangimpi Contractors Qtrs	5	1	WTD Constructions continued
Milikapiti Contractors Qtrs	2	0	

3.4 Building services

The painter has been painting at several council houses at Wurrumiyanga. He has painted toilets at Wurrumiyanga airport and continues on with his yearly roster of painting council assets.

The new carpenter has been extremely busy. He has completed a lot of outstanding jobs at Ranku and other outstations.

The Electrician has also been busy with repairs to the child care centers, post offices, Centrelink and other council Buildings. His workload remains high with air conditioning jobs taking up most of his time.

The Plumber is working well and has been utilized by Power and Water and AA electrical for a large number of jobs. He has carried out work to council houses and facilities.
Work is being carried out on the Milikapiti oval reticulation system.

RECOMMENDATION:

That Council accept this report for information.

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.2
TITLE	Chief Financial Officer End of Month Report - April 2019
REFERENCE	226741
AUTHOR	Shane Whitten, Chief Financial Officer

This report is to provide Council members with an update on the activities of the broader finance team. It will cover several main areas being:

- Financial Position & Forecast
- Finance Department Capacity / Staffing
- Budget Year ended June 2020
- Year End Planning June 2019 (Including Interim Audit findings – Attachment 1)
- New Tech One Modules
- Grants and Policy Manager Report

BACKGROUND

FINANCIAL POSITION & FORECAST

We continue to maintain a significant favourable variance to Budget, with higher revenues and lower costs that have remained largely unchanged from prior month's comments.

In last month's report I highlighted that should we be unable to commit or spend the significant amounts expected, our year end position will be very favourable to Budget.

This is now highly likely. Further adding to our favourable position is cash received within this financial year, which will be expended next financial year. For example, the recently received SPG grant monies. Several projects are scheduled to be completed in the July to September period of this year and included the road at three ways ($325,000).

We are expecting both an operating surplus and cash surplus for the year ended June 2019. We will finish the year with a strong cash balance with our major liabilities remaining grant obligations and restricted cash, employee leave provisions, the NTG loan and sundry creditors.

FINANCE DEPARTMENT CAPACITY / STAFFING

The Finance department capacity has improved now with the recruitment of our new Management Accountant. Sanket brings to the role many years of experience in finance and accounting roles, and was previously employed at Council BIZ. His knowledge of Tech One will be an asset for us.

BUDGET YEAR ENDED JUNE 2020

Work has been largely completed on the Budget for the year ended June 2020, and is the subject of a separate presentation today.

The Budget has been prepared using very conservative assumptions and estimates, yet still produces an overall surplus. With good active management of our expense areas, we should be confident of delivering a result that is favourable to the budget estimates.

YEAR END PLANNING JUNE 2019

Planning for the forthcoming year end process post June 2019 is almost completed. Our auditors have presented their interim findings to the Audit and Risk Management committee with 6 interim observations being flagged for management attention (3 medium risk and 3 low risk).

They are:

Medium Risk
1. CFO user access
2. End of month process reviews
3. Governance framework

Low Risk
4. Internal control weaknesses – payroll
5. Bad debt policy
6. Management plans

A copy of these findings and our responses are attached now for information.

NEW TECH ONE MODULES

Council BIZ are intending to release a number of new modules to regional councils during the 2nd half of this calendar year. Those relevant to TIRC include:

- Quotation system – which enables the tracking of more procurement activities via a quote management system
- Cemetery management – including plot recording
- Grant management
- Travel and expense – enabling movement requests to be tracked, processed and approved online
- Employee self-service (My HR) – including online leave applications and direct access to payslips.
- Purchase cards – will enable the online completion and approval of credit card reconciliations and expense reports.
- Enterprise cash receipting (ECR) – this will provide Administration officers with the ability to generate Tech One invoices receipts from a number of simple “drop-down” menus. Our entire fees and charges schedule will be loaded into Tech One and this will directly address the cash reconciliation issue identified during last year’s financial audit.

A number of these modules have the potential to create some good efficiencies (as well as controls) around some processes that we currently do manually. Their implementation is to be staggered over the next few months and I will keep Council informed as to which modules we introduce, the staff training implications and the efficiencies gained as a result.

Grants and Policy Manager Report

Staff movements
The Grants and Policy team has welcomed Michael Johnston to the team. Michael was appointed Grants and Policy Officer following a competitive recruitment process.

I am on annual leave from 27 June - 21 July. During this time the Finance team and Michael will continue to provide services and information to council regarding grants and policy matters.

New applications
No new applications in May.

New Variations
Municipal and Essential Services Special Purpose Grants (Homelands SPG)
Agreement signed by Council at May Council meeting. Waiting on agreement to be co-signed by Homelands Department before Infrastructure commences work on the below projects:

1. Successful for removal of 20 trees at Paru
2. Purchase deliver and install three new septic tanks at Paru
3. Upgrade Solar batteries at Takapimiliyi lots one and two.

New outcomes of funding applications
NTG Special Purpose Grants
TIRC submitted applications for the below activities:
Priority 1 - Jirnani security upgrade - Successful. TIRC CEO has signed the acceptance of the grant. However delivery of the security upgrades will wait until the outcome of the KPMG review into creche's and PMC approval.
Priority 2 - Purchase heavy plant - backhoe - unsuccessful. Manager Fleet and Assets to start compiling a list of heavy plant that requires repairs in preparation for future grant applications.
Priority 3 – Dangerous tree removal (all communities) - unsuccessful. However Wurrumiyanga Local Authority has approved $30,000 to contribute to tree removal in Wurrumiyanga. Works scheduled for July.

NAIDOC Week
Notified on 3 June - TIRC was successful for $4,880.00 to celebrate NAIDOC week 2019. Community engagement to deliver The funding agreement requires the below activities:

1. Educational workshop on treaty (focusing on education young people of all skin groups)
2. Local dance shows
3. Culture shows
4. Grand finale spectacular in Wurrumiyanga

Homelands HEA Funding
TIRC was successful in receiving additional funds for HEA projects across the Tiwi Islands and three new projects. See report for decision in June Council Agenda.

Approved grants/projects
Sydney University project
Due to limited availability of accommodation the dates for the return visit have changed. Students will arrive in Wurrumiyanga on 8/7/2019 and depart on 11/7/2019. Councillors are invited to attend presentations at either Pirlangimpi on Wednesday 10 July or Wurrumiyanga on Thursday 11 July.

Interisland ferry NTG Strategic Infrastructure Fund
The contract has been awarded for the new ferry and the ferry is under construction.

Milikapiti Oval ABA 2014 - Shire Services Manager Melville Islands is delivering this project in the Infrastructure division. TIRC has provided an amended budget and an extended timeframe to complete the work by June 30.
TIRC is also negotiating with the NTG Department of Tourism and Culture a capital grant of $300,000 to extend the Milikapiti oval to a larger playing field size. The draft funding agreement is with NTG for review.

Safer Communities Fund -Commonwealth Department of Industry, Innovation and Science $233,327.20 - Security lights and CCTV. TIRC requested a variation to change the funding agreement to install lights and alarms however this was declined. TIRC will seek a new variation to increase the amount of spending on security lighting and reduce CCTV.
Special Purpose Grants (November 2017 SPGs)

Second hand grader - TIRC has acquitted this grant. Infrastructure is preparing quotes for how the underspend could be best used. Waiting to receive quotes on how to spend the surplus funds from Infrastructure then a letter will be sent to the Department.

NTG Special purpose grants (SPGs) April round
Priority 1) Alarms and security screens for staff housing all 3 communities – $279,734.00. Tender has been reissued by Infrastructure with additional communication to encourage on-island responses. Closing date is Friday 28 June 2019.

Priority 2) Pirlangimpi pontoon – $238,844 - CEO to write to the Department requesting a variation to a new project at Pirlangimpi given new information regarding costs of the proposed pontoon.
Priority 3) Pirlangimpi equipment town services - Council has acquitted this grant. Approval received to spend the remaining $3,000 on other small equipment such as chainsaws at Pirlangimpi. Information forwarded to Melville Shire Services Manager to expend the grant.

NTG Special Purpose Grants 18/19 Round 1: - These funds have been released (as of 10 May). Fleet and Building Services Manager is going through the appropriate procurement stages to expend this grant.
1) SPG Mechanical workshops- $180 246 - Purchase various equipment including: hose container, hoists, tyre changers, wheel aligner, sand blasting cabinet, hydraulic press and plasma cutter for TIRC workshops. Delivery of this program is the responsibility of Infrastructure.
2) Animal management- $89 445 - towards building capacity to deliver animal management program across Tiwi communities. Grants includes funds for staff training in animal management by AMRICC and an animal management vehicle.

NT Major Events Company - TIFL 2020 Grand Final
Funding was granted by NT Major Events Company to support TIRC to create a strategic and operational plan for the 50th Tiwi Grand Final in 2020. This funding must be used to engage a consultant to develop the plans that can then be used to source additional funding. TIRC to seek interested events specialists by advertising a scope of works and timeline.

Outstanding grant responses

NT Libraries

Despite regular follow ups we are waiting for the agreement to come through. Last follow up on 5/6/19 with Director at NT Libraries was advised the agreement is still in internal Departmental approval process. TIRC CEO to write letter to Director of NT Libraries requesting urgent action given that TIRC has continued service delivery without a funding agreement.

- NTG Energy Efficiency Grants
  $70 545.45 Application to replace 25 air conditions on TIRC offices and facilities with newer more energy efficient units.

ISSUES/OPTIONS/CONSEQUENCES
N/A

CONSULTATION & TIMING
N/A

RECOMMENDATION:

That Council notes this report number 226741 for information.

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.3
TITLE	Sydney University Semester one presentations July 2019
REFERENCE	226602
AUTHOR	David Astalosh, Manager Grants and Policies

This report updates Council on the upcoming visit by Sydney University students to the Tiwi Islands as part of the Memorandum of Understanding.

BACKGROUND

TIRC and Sydney University signed a Memorandum of Understanding (MOU) in August 2016. University students will visit the Tiwi Islands throughout the year to work with the community on governance, cultural and public policy projects.

This report updates Council on the upcoming visit by Sydney University students to the Tiwi Islands as part of the Memorandum of Understanding.

Councillors are invited to attend presentations from the University students and participate in discussions about the projects.

- Wednesday 10 July in Pirlangimpi (Melville Island councillors)
- Thursday 11 July in Wurrumiyanga (Bathurst Island councillors)

TIRC Senior Cultural Advisor, Pirrawayingi Puruntatameri was instrumental as a cultural guide and educator to the students during their first visit in February. Pirrawayingi will be heavily involved in the presentations and content development in future Sydney University project work.

Project work
During this visit students from both projects will visit the Tiwi Islands at the same time. Of the 13 students who came over in February for their initial visit, only six will be returning to present their projects to Council.

Project one – Local Government on the Tiwi Islands
This group focused on the development of a Tiwi Islands Youth Council.
Students will present their recommendations to councillors for consideration.

Project two – culture and future capability and functioning project,
Students will present their recommendations to council on the topic of how TIRC embeds and culture in our workplace environment.

Logistics
6 Sydney University students + 1 staff:
Arrive: Monday 8 July 10.30am
Depart: Wurrumiyanga on Thursday 11 July 3.15pm

Sydney University has been encourage to support local organisations and purchase the majority of their supplies in the community.

Itinerary:

Monday 8 July – students arrive Wurrumiyanga
Tuesday 9 July – students prepare for the presentations
Wednesday 10 July - presentation to Melville Island councillors at Pirlangimpi

Thursday 11 July – students present to Wurrumiyanga councillors
Thursday 11 July – students depart on afternoon ferry

ISSUES/OPTIONS/CONSEQUENCES
N/A

CONSULTATION & TIMING
Students will be on the Tiwi Islands for one week commencing 8 July 2019.
Arrive: Monday 8 July ferry 10.30am
Depart: Wurrumiyanga on Thursday 11 July ferry 3.15pm

Councillors will be invited to attend presentations and participate in discussions about the projects on Wednesday 10 July in Pirlangimpi and Thursday 11 July in Wurrumiyanga.

For more information about this project or to find out how you can be involved please contact TIRC Grants and Policy Officer on 0473 818 988.

RECOMMENDATION:

That Council receive and note this report for information.

ATTACHMENTS:
There are no attachments for this report.

REPORTS FOR INFORMATION

ITEM NUMBER	7.4
TITLE	Community Engagement End of Month Report - May 2019
REFERENCE	226771
AUTHOR	Bill Toy, Acting GM Community Engagement

This report illustrates the business within units including; Children's Services, Youth and Community, Sports – Recreation and Libraries, Community Safety, Centrelink, Broadcasting, and Administration.

BACKGROUND
This report is for the month of May 2019

General Manager
General Business for the month

GM Community Engagement attended April OCM, Local Authority and Executive Leadership meetings.
Meeting with PM&C regarding Community Safety Six Month Work Plan
Teleconferences with Territory Families and NT Police around Youth Diversion. Four Family conferences to take place in June
TEABBA, regarding recruitment and broadcasting
Meeting with PM&C advisors, Indigenous Liaison officers and School attendance officers re, School Holidays
Staff management / disciplinary meeting with Wurrumiyanga Community Safety staff.
Assistance with Children's Services programs including OSHC
Meetings with PM&C re; Management of funded programs and reporting with Manager Grants and Policy
Meetings with Manager Organisational development re recruitment.
Performance reviews with Sport and Rec Manager, Administration Assistant Pirlangimpi, Milikapiti Community Safety staff.

Sports and Recreation and Libraries
General Business for the month

To provide opportunities for all men, women and children, to participate and achieve within their chosen Sport or Recreational activity.

The following table provides the number of activities held throughout the reporting month at Wurrumiyanga

Sport and Recreation Participation Sheet								
Community Wurrumiyanga								
Staff – Daryl, Adam, Sharon and Baptista								
	Mon	Tue	Wed	Thurs	Fri	Sat	Sun	Total
Swimming Pool	57	4	41	17	23	24		166
Touch Rugby		39						39
Soccer				37				
NT Basketball	32	30	23	28	32			145
Corrugated Iron	20	25	35	50				130
Adults 18+	18	4		17		24		45

Other organization assisting	Red Cross, NT Basketball and Corrugated Iron NT. Xavier College and MCPS.							
Comments	• NT Basketball visited w/c Monday 13th May for the week conducting school clinics during the day and afternoon sessions including games with the children. • Corrugated Iron conducted school sessions for Art and Dance w/c Monday 20th May. This included afternoon sessions at the Rec Hall. • Swimming Pool open in May for 3 days a week with numbers dropping off due to the cooler month. Adult sessions still steady. Bodyfit session on Tuesday once a month for patient rehab. • Touch Rugby conducted on Tuesdays after school at the school oval. • Soccer conducted at the school on Thursdays after school at the school oval. • Sport Providers when visiting take precedence with their delivery over standard Sport and Rec programs.							

The following table provides the number of activities held throughout the reporting month at Pirlangimpi.

Sport and Recreation Participation Sheet								
Community Pirlangimpi								
Staff – Joseph, Gladys, Lucia								
	Mon	Tue	Wed	Thurs	Fri	Sat	Sun	Total
Swimming	37		34		23			94
Basketball		23		34				57
NT Basketball	48	49						97
Corrugated Iron			26	24	21			71
Adults 18+				4				4
Children (5 years - 17 years)	85	72	60	58	44			319
Participants with disability				2				2
Other organization assisting	NT Basketball and Corrugated Iron Art and Dance. Pirlangimpi Primary School.							
Comments	• Swimming Pool opening days Mon, Wed and Fri. Numbers have fallen due to cool month of weather. • NT Basketball in w/c 20th and 27th May both for 2 days. Second week the new basketball board and ring went up in the Rec Hall with massive interest and use. School clinics conducted during the day. Games played 3 on 3 at Rec Hall. • Corrugated Iron Art and Dance in on Wed 29th May. Conducting sessions at the school and the Rec Hall afterschool. Strong interest in dancing and circus activities. • Basketball conducted by Sport and Rec staff on Tuesdays and Thursdays at the Rec Hall. • Sport Providers when visiting take precedence with their delivery over Sport and Rec programs.							

The following table provised the number of activities held throughout the reporting month at Milikapiti.

Sport and Recreation Participation Sheet								
Community Milikapiti								
Staff – Martina, Emilio, Dominic								
	Mon	Tue	Wed	Thurs	Fri	Sat	Sun	Total
Basketball	48				51			99
Soccer		27						27
NT Basketball			34	39	17			73
Corrugated Iron			26	24				50
Cricket			14	16				30
Adults 18+								
Children (5 years - 17 years)	48	27	74	79	68			296
Other organization assisting	NT Basketball and Corrugated Iron Art and Dance. Milikapiti Primary							
Comments	• NT Basketball in w/c 20th and 27th May both for 2 days at the back end of the week. School clinics conducted during the day. Games played 3 on 3 at Rec Hall. • Corrugated Iron Art and Dance in on Mon 27th May. Conducting sessions at the school and the Rec Hall afterschool. Strong interest in dancing and circus activities. • Basketball conducted by Sport and Rec staff on Monday and Fridays at the Rec Hall. • Other sports for the month Cricket and Soccer. The latter not so well received. • Other sports being tried each month to find the strong interest for the community. • Sport Providers when visiting take precedence with their delivery over Sport and Rec programs.							

Libraries

Libraries on Melville Island provide a comfortable area for both children and adults where they can read for pleasure or information in a variety of topics. Both Libraries are very well resourced with books and magazines suitable for all ages. Computers provided by NT Libraries allow users to access through the Internet, a wide range of services including research stations, internet banking, desktop publishing and movie and photo editing

Library Participation Sheet							
Community Pirlangimpi							
Staff – Darriene Bourke							
Facilities							
	Mon	Tue	Wed	Thurs	Fri	Sat	Total
Adults 18+	2	1	1	3	2		9
Children	4	6	4	6	5		25
Comments	Consistent numbers visiting the Library and using the available resources within the library. The local school has engaged the library for students.						

Library Participation Sheet							
Community - Milikapiti							
Staff – Samatha Croker							
Facilities							
	Mon	Tue	Wed	Thurs	Fri	Sat	Total
Adults 18+	1	1	1	1	1		5
Children	6	4	5	5	5		25
Comments	• Waiting on extra funding for more shelves • Still issues with WI FI. This has now been passed onto Libraries NT to locate the problem. • Followed up requirements with WI FI checks and reported for fixing.						

Other

Events – Adelaide Crows AFLW players visit to Tiwi. Sport and Rec staff conducted a tour and school talks at both Secondary and Primary schools.
Helped umpire the Students v Teachers Game on Friday 31st May at Wurrumiyanga.

Human Resources
All matters including:

- Attendance: Staff attendance has been very good. Just need to keep tabs on staff starting times remain punctual. Also in regards to reports being more accurate and on time covering all aspects required.
- Incidents: Near miss which was reported on an Incident Report at Pirlangimpi regarding a community member approaching the Rec Hall with a weapon while Rec Hall was in full use during a program.
- Leave: Sharon Kantilla on one week leave during May. Lucia and Gladys completed annual leave and LWP early in May. Adam Tipungwuti on 3 days leave for Melbourne Draft Camp middle of May.
- Training: No staff training this month.

Stakeholder Engagement/Meetings
- School Holiday planning session to take place in June with PMC, TITEB, Red Cross, Police, Catholic Care and Schools

Corrugated Iron at Pirlangimpi Rec Hall with the children learning dance.

Administration

Pirlangimpi Council Office

General Business for the month
Administration provided services to external clients as well as support to Internal Business Units, Elected Members and the Local Authority

Events
- Conference Room was hired by AEC for Mobile Polling on the 6th May.
- Conference Room was hired by Dept of Human Services for Centrelink on 28th May
- Conference Room was hired by NDIA for Meeting on 29th May
- Conference Room was hired by TITEB for Meeting on 31st May

Human Resources
All matters including:

- Attendance: Good
- Incidents: Nil
- Recruitment: Nil
- Leave: Office Coordinator was on leave from 17th May to 31st May
- Training: Nil

Stakeholder Engagement/Meeting
- Email communication with AEC regarding mobile polling and hire of conference room and transport from airport.
- Email communication with Dept of Human Services regarding hire of conference room.
- Attended Community Meeting No3

Finances
Income for May

User	Purpose	Amount
AEC	Mobile Polling	$165.00
Dept Of Human Services	Centrelink	$165
NDIA	Meeting	$165
TITEB	Meeting	$165

Milikapiti Council Office

General Business for the month
Milikapiti Administration service provide office and customer services to external clients in Darwin and support to Tiwi Islands Regional Council Internal Business Units and Elected Members
HUMAN RESOURCES:
All matters including:

- **Office Hours of Operation:** Council office was closed for part of day (2 hours) for staff to attend funeral on the 27th.

- **Staffing Attendance:** Satisfactory

- **Staff Leave/Absence:** Senior Office Coordinator. Sick -Thu 9th, Mon 13th Tue 14th and Mon 27th Personal - Funeral.
- Administrative Officer. Personal – Funeral Mon 27th and AWOL (Part of day) Mon 3rd.

- **New Staff Recruitment**: Sports and Recreation x 2. All HR supporting documents printed, completed and sent to HR.

  Wed 29th. Request from Wurrumiyanga Office Coordinator availability of Senior Office Coordinator to carry out inductions for new Administration staff replacing current Office Coordinator due to commencement in new role as Executive Assistant

- **Training:** Accounts Receivable Invoicing: On hold until arrangements by Chief Finance Officer are organised with Finance Officers availability to provide training in the new module Enterprise Cash Receipting Cashier and Tech1.

- **Accident / Incidents:** Email received from Manager Community Engagement **"**Caller Alert" Timely reminder to all staff about staff phone privacy.

Finance:
With the recent resignation of Management Accountant we currently have a back log of invoicing to the various organisations we charge for our services.
Thur 2nd. Discussion held with CFO Shane Whitten, GM Bill Toy and Office coordinator Clair Scrymgour to provide assistance for future invoicing.

We are currently working with finance to bring all Sport and Rec finances up to date.

Cash Receipting and Reconciliation:
All sales transactions entered on the financial spreadsheet daily and reconciled at end of day.

Banking: None for the report period

Meeting Room / Boardroom Hire:
Tue 7th - Australia Electoral Commission (Full Day)
Thur 23rd - Department of Health Top End Health Services (Full Day)
Tue 28th - National Disability Insurance Scheme (Full Day)
Wed 29th - North Australian Aboriginal Justice Agency (Full Day)
Wed 29th and Thur 30th - Department of Human Services –Centrelink (Full Days)

Information Communication Technology:
Nil issues for this report

Australia Post:
Mail picked up daily and registered in Record of Delivery.

Council Meetings: Local Authority and Ordinary Council:
None for this report period.

Staff Meetings:
None for this report period.

Stakeholder Engagement / Meetings:
None for this report period

Additional Administrative Duties/Support:
Tues 21st, Wed 22nd, Fri 24th Office Coordinator directed by CEO to address concerns regarding Pirlangimpi workplace environment. An overall clean up and removal, relocation of staff workspace was carried out, request for IWO's to replace ceiling fans, clean air conditioners.

Infrastructure: Fuel Usage and Stat Sheets completed and sent to Fleet and Building Services Manager.
Administrative Officer carried out ordering of weekly fuel, raising of Purchase Requisitions and Orders for approval and release by Fleet and Building Services.

Information Communication Technology: Tues 21st Office Coordinator travelled to Pirlangimpi staff reported printer had been experiencing ongoing printing problems. Office technology contacted for assistance. Printing issue resolved.
Request to raise IWO to reactivate printer port

Sports and Recreation: Airport pick up and drop off.
Fri 24th Basketball NT, Mon 27th Corrugated Iron, Fri 31st Basketball NT

Community Safety

General Business for the month

The Tiwi Islands Community Safety Service assists communities in taking responsibility for the prevention of anti – social, harmful, destructive and illegal behaviours by offering community patrolling and safe transport to protect vulnerable people. The number one priority for Community Safety teams is to ensure children out at night (after 9.00pm) can get a ride home or to a safe place which hopefully helps with school attendance. Community Safety also assists with mediations, follow up on incidents reported and work with other agencies, providers and Stakeholders.

Events: Nil

Human Resources
All matters including:

- Attendance: Very good in all communities this month
- Incidents: Nil
- Recruitment: There are currently two vacancies at Wurrumiyanga, one Male Coordinator and one Female patroller,

- Leave: Milikapiti patroller on Long Service Leave. Pirlangimpi Team Leader currently on six weeks leave. Long term employee taking on the Team Leader position.
- Training: All community Safety staff including Manager and General Manager attended a half day training course with PM&C staff

Stakeholder Engagement/Meetings
Meeting with PM&C Staff and participation in Community Safety Meeting at Pirlangimpi
Meeting with Pirlangimpi Police regarding Youth and MOU
Phone calls, teleconferences and emails between GM and PM&C regarding Community Safety program and reporting.
Phone conference with Territory Families re Youth Diversion.
Conference with NTG Remote Sports, GM Community Engagement, Manager Grants and Policy and Manager Sport and Recreation around next year's program and signing a five year contract.
Communication with NT Police YDU organising Family conferences.
Monthly Children Reports and Rosters submitted to PM&C.

The table below shows the number of Children Out at night after 9.00pm.

May

	Wurrumiyanga	Milikapiti	Pirlangimpi
Reunited	151	45	14
Refused	63	74	38
Total	214	119	52

Centrelink

General Business for the month

Centrelink Agent Offices at Pirlangimpi and Milikapiti opened for assistance and support to all community members with Centrelink issues including Family payments, Age pensions, Disability support payments, Job search allowances and Study payments for youth. Offices in both communities are open to the public from 8:00am to 4:00pm Monday to Friday.

Events: Nil

Human Resources
All matters including:

- Attendance: Attendance this month has been very good
- Incidents: Nil
- Recruitment: Nil
- Leave: Milikapiti agents one week leave. Other agent covered hours.
- Training: No training this month.

Stakeholder Engagement/Meetings
Remote Support Team visited Pirlangimpi for four days.
Daily phone conversations between G/Manager Community Engagement and Dept Human Services regarding openings and closures, agreements and contract. All statistics are submitted by due dates.

Broadcasting

General Business for the month

The Indigenous Broadcasting National Jobs program provide local broadcasting in local languages, communicating locally based service messages in regard to Health, Education, Local government and Cultural information.

Training: No training this month

Events: Nil

Human Resources:

Milikapiti, Attendance this month has been poor.
Pirlangimpi, Broadcaster position is currently vacant.
Wurrumiyanga, Broadcaster has been AWOL for over four weeks. Recruitment for both Pirlangimpi and Wurrumiyanga broadcasters has commenced.

Stakeholder Engagement:
Emails and phone conversations between GM Community Engagement and TEABBA regarding non-attendance of broadcasters and technical issues with radio reception. Issues have been managed.

RECOMMENDATION:

That Council receive and note this report number 226771 for information.

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.5
TITLE	Councillors Meeting Attendance Register from July 2018 to Current
REFERENCE	226725
AUTHOR	Maina Brown, Governance & Compliance Manager

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Member's attendance is based on the official minutes of each Local Authority, Ordinary and Special Council meetings.

BACKGROUND

As an important element of good governance and meeting procedures, an attendance register has been put together for all of the Local Authority, Ordinary and Special Council meetings held as of July 2018 up to May 2019.

Standard procedure will be for the Chairperson to review this listing at the commencement of each meeting and to follow up any previous non-attendance / s with members.

These attendance records will be included into each year's Tiwi Islands Regional Council Annual Report.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That the Council note the updated meeting attendance register from July 2018 to May 2019.

ATTACHMENTS:
1 TIRC - Councillors Meeting Attendance from Jul 2018 to May 2019.pdf

TIWI ISLANDS REGIONAL COUNCIL
COUNCIL MEETINGS 2018 TO 2019
OFFICIAL ATTENDANCE REGISTER

rdinary Council Meeting

		2018						2019								
OUNCILLOR	**WARD**	**Jul 25 ORD M**	**Aug 29 ORD W**	**Sep 27 ORD W**	**Oct 31 ORD M**	**Nov 21 ORD W**	**Dec 19 ORD W**	**Jan 23 ORD W**	**Feb 26 ORD W**	**Mar 27 ORD W**	**Apr 26 ORD W**	**May 22 ORD P**	**Jun 19 ORD M**			
Gawin Tipiloura	Bathurst Is	Y	Y	Y	Y	A	A	Y	Y	A	X	A				
Jennifer Clancy	Bathurst Is			Y	Y	Y	Y	A	A	Y	Y	Y				
Leslie Tungutalum	Bathurst Is	A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y				
Kevin Doolan	Bathurst Is	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y				
Francisco Babui	Bathurst Is	Y	Y	A	A	A	A	A	Y	Y	Y	Y				
Wesley Kerinaiua	Bathurst Is	X	Y	X	A	Y	Y	X	Y	Y	X	A				
Mary Dunn	Pirlangimpi	Y	Y	X	Y	Y	Y	Y	Y	Y	Y	Y				
Therese (Wokay) Bourke	Pirlangimpi	Y	Y	A	Y	A	Y	Y	Y	Y	A	Y				
Osmond Pangiraminni	Pirlangimpi									Y	Y	Y				
Lynette De Santis	Milikapiti	A	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y				
Pius Tipungwuti	Milikapiti	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	A				
Connell Tipiloura	Milikapiti	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y				

ocal Authority Meeting

		2018						2019								
OUNCILLOR	**WARD**	**Jul 24 ORD W**	**Aug 21 ORD P**	**Sep 26 ORD M**	**Oct 30 ORD W**	**Nov 20 ORD P**	**Dec 18 ORD M**	**Jan 22 ORD W**	**Feb 25 ORD P**	**Mar 26 ORD M**	**Apr 29 ORD W**	**May 21 ORD P**	**Jun 18 ORD M**			
Gawin Tipiloura	Bathurst Is	Y	A	Y	A	A	A	Y	Y		A					
Jennifer Clancy	Bathurst Is			Y	Y			A			Y					
Leslie Tungutalum	Bathurst Is	A		Y	A	Y		Y		Y	Y					
Kevin Doolan	Bathurst Is	A		Y	A			A			Y					
Francisco Babui	Bathurst Is	Y			A			A			Y					
Wesley Kerinaiua	Bathurst Is	A		Y	A			A			Y	Y				
Mary Dunn	Pirlangimpi	Y	A	Y		Y			Y			Y				
Therese (Wokay) Bourke	Pirlangimpi		Y			A			Y			Y				
Osmond Pangiraminni	Pirlangimpi															
Lynette De Santis	Milikapiti			Y			Y			A						
Pius Tipungwuti	Milikapiti			Y			Y			A						
Connell Tipiloura	Milikapiti			Y			Y			Y						

pecial Council Meeting

		2017	2018	2019	
OUNCILLOR	**WARD**	**Nov 13 SP P**	**Nov 12 SP W**	**Jan 24 SP W**	
Gawin Tipiloura - Mayor	Bathurst Is	Y	Y	Y	
Jennifer Clancy	Bathurst Is	X	Y	A	
Leslie Tungutalum	Bathurst Is	Y	Y	Y	
Kevin Doolan	Bathurst Is	Y	A	Y	
Francisco Babui	Bathurst Is	Y	A	A	
Wesley Kerinaiua	Bathurst Is	X	A	A	
Mary Dunn	Pirlangimpi		Y	Y	
Therese (Wokay) Bourke	Pirlangimpi	Y	Y	Y	
Marius (Pirrawayingi) Puruntatameri	Pirlangimpi	Y	Y	Y	
Lynette De Santis	Milikapiti	Y	Y	Y	
Pius Tipungwuti	Milikapiti	Y	Y	Y	
Connell Tipiloura	Milikapiti	Y	Y	Y	

eeting Type
RD = Ordinary Meeting
' = Special Meeting
, = Local Authority Meeting
A = Special Local Authority Meeting

tendance
= Present at Meeting
= Apology accepted
= Apology not accepted
= Meeting cancelled

Location
W = Wurrumiyanga (Nguiu)
P = Pirlangimpi
M = Milikapiti

NT LG Act - Councillor will be automatically disqualified from Council if absent (without approved apology) from two consecutive ordinary meetings.

REPORTS FOR INFORMATION

ITEM NUMBER	7.6
TITLE	Draft Minutes - Wurrumiyanga Local Authority meeting held on 29 April 2019 and Pirlangimpi Local Authority meeting held on 21 May 2019.
REFERENCE	226731
AUTHOR	Maina Brown, Governance & Compliance Manager

Minutes of the Wurrumiyanga Local Authority meeting held on 29 April 2019 and Pirlangimpi Local Authority meeting held on 21 May 2019 for member's information.

BACKGROUND

Attached are two sets of draft minutes, Wurrumiyanga Local Authority meeting held on 29 April 2019 and Pirlangimpi Local Authority meeting held on 21 May 2019 for member's information.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council notes the draft minutes, Wurrumiyanga Local Authority meeting held on 29 April 2019 and Pirlangimpi Local Authority meeting held on 21 May 2019 for member's information.

ATTACHMENTS:
1 2019_04_29_WLA_Meeting_Minutes_Draft.pdf
2 2019_05_21_PLA_Minutes_Draft.pdf

MINUTES OF THE WURRUMIYANGA LOCAL AUTHORITY MEETING HELD IN THE WURRUMIYANGA COUNCIL BOARDROOM ON MONDAY, 29 APRIL 2019 AT 12:00 PM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 1:10 pm.

The CEO Marion Scrymgour welcomed members, staff and guests.

The Chair Richard Tungatulum then took over chairing the meeting.

At this point of the meeting a one minute silent was held in respect of recent passing of family members in the community (1:13pm).

1.2 Present

Chairperson: Richard Tungatulum

Local Authority members: Cr Jennifer Clancy, Bonaventure Timaepatua, John Ross Pilakui, Cr Francisco Babui, Cr Wesley Kerinaiua, Cr Kevin Doolan, Mayor Leslie Tungatulum, Marie Frances Tipiloura and Miriam Tipungwuti.

Visiting Councillors: Connell Tipiloura.

Officers: Marion Scrymgour (CEO), Bill Toy (A/GM Community Engagement), Bala Donepudi (Finance Manager), Maina Brown (Governance & Compliance Manager), Michael Taylor (Shire Services Manager Bathurst Is) and Valerie Rowland (Executive Officer).

Guests: Peter Wyatt (Department of Housing and Community Development), Bradley Tipiloura and Venard Pilakui (community members).

1.3 Apologies

Accepted: Ronald Tipungwuti, Richard Tipumantumirri, Nilus Kerinaiua and Gawin Tipiloura.

Not accepted: Nil

1.3 APOLOGIES FOR WLA MEETING HELD ON 29 APRIL 2019

1 **RESOLUTION**
Moved: *Jennifer Clancy*
Seconded: *Miriam Agatha Tipungwuti*

That the apologies of members Ronald Tipungwuti, Richard Tipumantumirri, Nilus Kerinaiua and Gawin Tipiloura be accepted by members.

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Confirmation of Previous Minutes

Wurrumiyanga Local Authority - 22 January 2019

2 **RESOLUTION**

Moved: *Bonaventure Timaepatua*
Seconded: *Marie Francis Tipiloura*

That the minutes of the Wurrumiyanga Local Authority held on 22 January 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes held on 22 January 2019.

3 **RESOLUTION**
Moved: *Marie Francis Tipiloura*
Seconded: *Miriam Agatha Tipungwuti*

That the Wurrumiyanga Local Authority accepts these discussions and reports.

CARRIED

Item 3.3 Presentation regarding Draft Burial and Cremation Bill

- Burial records / books with Catholic church
- Need funds to clean up cemeteries
- Require clean up before the bill comes out
- As Council discussed with the Department of Housing and Community Development, members raised to commence looking for new site as the current cemetery is getting full.

Action:
Representative from Department of Housing and Community Development, Peter Wyatt to bring back documents and presentation that Timber Creek have in place as part of their CDEP project for members information to assist TIRC with managing cemeteries.

3 GENERAL BUSINESS

3.1 MEETING ATTENDANCE REGISTER AS OF JANUARY 2018/19.

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Members attendance is based on the official minutes of each WLA meeting.

4 **RESOLUTION**
Moved: *Bonaventure Timaepatua*

Seconded: *Francisco Babui*

That the Wurrumiyanga Local Authority members note the updated meeting attendance register.

CARRIED

Action
Governance and Compliance Manager to remove ex-councillors section from the attendance register.

3.2 2018/19 LOCAL AUTHORITY FINANCIAL REPORT TO 31 MARCH 2019.

This information is provided for information to the Wurrumiyanga Local Authority to report on expenditure to 31 March 2019 for the 2018/2019 FY.

5 **RESOLUTION**
Moved: *John Ross Pilakui*
Seconded: *Bonaventure Timaepatua*

That the Wurrumiyanga Local Authority notes this report number 225307 for information and provides any comments or feedback on the new financial reporting format.

CARRIED

Action
Finance Manager to look at Special Purpose Grant and apply for purchasing new big slasher and tractor as the current one is old.

CEO, CFO and Finance Manager to discuss FaFT program budget forecast.

4 REPORTS FOR DECISION

4.1 WURRUMIYANGA - COMMUNITY PROJECTS LISTING AS AT 31 MARCH 2019.

6 **RESOLUTION**
Moved: *Bonaventure Timaepatua*
Seconded: *John Ross Pilakui*

1. That the Wurrumiyanga Local Authority reviews and updates the Approved Projects Summary,

2. Notes the funding allocations for 18/19

3. Recommends any new projects to Council for approval to proceed.

Project Description	Project ID	Upper limit	Action Officer
Removal of dangerous trees	WLA18/19-4	$30,0000	Manager Shire Services Bathurst Is

CARRIED

Action
Manager Shire Services Bathurst Island to provide scope of works and quotes regarding the following proposed projects:

- Two half basketball court one located at Forestry and one at Coconut Grove.
- BBQ's to be placed at the front beach. Four or Five wood bbqs.
-

4.2 VET VISIT

This report seeks funding from the Wurrumiyanga Local Authority to authorise the amount of $15,686.66 for two vet visits in 2019.

Cost estimates and quotes are attached for information.

It's proposed local authority fund the project with users to be charged $50 to recover some of the costs of the service.

7 **RESOLUTION**
Moved: *Marie Francis Tipiloura*
Seconded: *Miriam Agatha Tipungwuti*

That this report is to be deferred until further notice.

CARRIED

Action
Check with the Grants and Policy Manager if the SPG can cover the cost of the vet visit. CEO, A/GM Community Engagement, Community Engagement Manager and Grants and Policy manager to discuss and confirm.

4.3 COMMUNITY NAIDOC CELEBRATION 2019

This report is seeking the Wurrumiyanga Local Authority consent to assist with the Community NAIDOC Celebration 2019 and to be recommended to Council for approval to proceed.

8 **RESOLUTION**
Moved: *John Ross Pilakui*
Seconded: *Miriam Agatha Tipungwuti*

That the Wurrumiyanga Local Authority funds an amount of $1,000 to assist with the NAIDOC Celebration 2019 and recommend to Council for approval to proceed.

CARRIED

4.4 2019/20 DRAFT COUNCIL PLAN & BUDGET - CONSULTATION WITH WLA

As part of the preparation of the new 19/20 Council Plan & Budget, Council is required to consult with the Local Authority and the Public covering service delivery across the Tiwi Islands.

RECOMMENDATION:

That the Wurrumiyanga Local Authority receives and notes this report for information and recommends any local authority priorities to Council as part of the overall budget development process.

5 REPORTS FOR INFORMATION

Nil

6 OTHER BUSINESS

6.1 NOMINATION ON WLA VACANCY FOR LORRULA (ROCK) SKIN GROUP

9 **RESOLUTION**
Moved: *Jennifer Clancy*
Seconded: *Kevin Doolan*

That the Wurrumiyanga Local Authority accepts the nomination received from Bradley Tipiloura to fill the Lorrula (Rock) skin group vacant position and recommend to Council for appointment.

CARRIED

7 Next Meeting

Tuesday, 23 July 2019.

8 Closure

The meeting closed at 4:40 pm.

TIWI ISLANDS Regional Council

MINUTES OF THE PIRLANGIMPI LOCAL AUTHORITY MEETING HELD IN THE PIRLANGIMPI COUNCIL BOARDROOM ON TUESDAY, 21 MAY 2019 AT 10:00 AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:15 am.

The Chairperson Miriam Stassi welcomed members, staff and guest.

1.2 Present

Chairperson: Miriam Stassi.

Local Authority Members: Mayor Leslie Tungatulum, Cr Osmond Pangiraminni, Cr Therese (Wokay) Bourke, Cr Mary Dunn, Carol Puruntatameri, Henry Dunn, Thecla Puruntatameri, Patrick Puruntatameri and Matatia Andrew Warrior.

Visiting Councillors: Nil

Officers: Valerie Rowland (Acting Chief Executive Officer), Chris Smith (GM Infrastructure), Bill Toy (GM Community Engagement), Bala Donepudi (Finance Manager), Maina Brown (Governance & Compliance Manager), Claire Scrymgour (Acting Executive Officer to the CEO), Kesara Scrymgour (Governance Support Officer) and Sally Ullungura (Administration Governance Officer).

Guests: Peter Wyatt (Department of Local Government, Housing and Community Development.

Minuter: Maina Brown.

1.3 Apologies

Accepted: Belinda Lee, Andrew Orsto and Mark Babui.

Not Accepted: Nil

1.3 APOLOGIES FOR PIRLANGIMPI LOCAL AUTHORITY MEETING HELD ON 21 MAY 2019

1 **RESOLUTION**
Moved: *Carol Puruntatameri*
Seconded: *Thecla Bernadette Puruntatameri*

That the apologies of Belinda Lee, Andrew Orsto and Mark Babui be accepted by Pirlangimpi Local Authority.

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Confirmation of Previous Minutes

Pirlangimpi Local Authority - 25 February 2019

2 **RESOLUTION**

Moved: *Mary Dunn*
Seconded: *Andrew Warrior*

That the minutes of the Pirlangimpi Local Authority held on 25 February 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes (Ordinary PLA Meeting 25 February 2019).

3 **RESOLUTION**
Moved: *Carol Puruntatameri*
Seconded: *Patrick Gerard Puruntatameri*

That the Pirlangimpi Local Authority accepts these discussions and reports.

CARRIED

Item 2.1 Action items update.

1. BMX bike tracks and a suitable location – GM Infrastructure to check with OTL regarding lease on Lot 157 and 156.
2. Old tennis court – Council sought clarification regarding the ownership of the lease and it's been confirmed that the Department of Education currently holds the lease over the old tennis court and it is not Council's responsibility.
3. Public toilets near library – GM Infrastructure, CEO and Manager Shire Services Melville Island inspect the toilets in 'the old camp' (Lot 157) as suitable for renovation – money agreed from May 2019 OCM to proceed with work to value of $35,000 upper limit.
4. Pirlangimpi oval lot 242 – Chris emailed OTL seeking confirmation on ownership of the oval. Council currently has 'Authority to Access Townships' agreement between EDTL and CEO TIRC dated 17 July 2018 outlines the Councils (TIRC commitment to delivering and providing services within the Township of Wurrumiyanga, Pirlangimpi, Milikapiti and Wurankuwu.
5. Multipurpose Hub correspondence – Governance Manager to forward to A/CEO and GM Community Engagement. Email was sent to A/CEO, GM Community Engagement and the three councillors from Pirlangimpi ward on 22 May 2019.

3 GENERAL BUSINESS

3.1 MEETING ATTENDANCE REGISTER 2018 - 2019

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Members

attendance is based on the official minutes of each PLA meeting.

4 **RESOLUTION**
Moved: *Andrew Warrior*
Seconded: *Thecla Bernadette Puruntatameri*

That the Pirlangimpi Local Authority members note the updated 2018 - 2019 meeting attendance register.

CARRIED

Action
Governance team to work with office coordinators to make sure that meeting notices are placed around the community one or two weeks' notice before local authorities meetings.

3.2 2018/19 - LOCAL AUTHORITY FINANCIAL REPORT TO 30 APRIL 2019

This information is provided for information to the Pirlangimpi Local Authority to report on expenditure to 30 April 2019 for the 2018/2019 FY.

5 **RESOLUTION**
Moved: *Carol Puruntatameri*
Seconded: *Andrew Warrior*

That the Pirlangimpi Local Authority notes this report number 226104 for information and provides any comments or feedback on the new financial reporting format.

CARRIED

At this point of the meeting a lunch break was called at 12:25 pm.

The meeting recommenced at 12:50 pm.

4 REPORTS FOR DECISION

4.1 PIRLANGIMPI LOCAL AUTHORITY COMMUNITY PROJECTS

At the last meeting (19 February 2019) members discussed and reviewed a number of possible community projects to be reinstated. We have now prepared a new updated spreadsheet list of proposed projects for further discussion at today's meeting.

6 **RESOLUTION**
Moved: *Carol Puruntatameri*
Seconded: *Andrew Warrior*

1. That the Pirlangimpi Local Authority reviews and updates the Approved Projects Summary,

2. Notes the funding allocations for 18/19

3. Recommends any new projects to Council for approval to proceed.

Project Description	Project ID	Upper Limit Amount	Action Officer
Pirlangimpi oval	PLA-18/19-2	$7000	Shire Services

goal post			Manager Melville Is
Easter Break Activities	PLA-18/19-3	$3000	Community Engagement GM and Manager

CARRIED

Action

- GM Infrastructure to meet with PLA member Henry Dunn and key stakeholders regarding outcome on asbestos and seek formal notice of clearance.
- GM Infrastructure to sought costings on toilet block near camp and library.
- BMX track to be included in the next financial year budget.

5 REPORTS FOR INFORMATION

Nil

6 OTHER BUSINESS

6.1 LETTER FROM PULARUMPI PRIMARY SCHOOL

Cr Therese (Wokay) Bourke tabled a letter from the Pularumpi school requesting assistance from the Pirlangimpi Local Authority to fund for the Tiwi culture learning curriculum.

RECCOMENDATION:

That the Pirlangimpi Local Authority receive and note the received letter for information.

Action

A/CEO to respond back to the school regarding their letter of request that the PLA funds are cannot be used for this purpose and that to send the request to Tiwi Land Council for assistance.

6.2 NEW PLA PROJECT

Members have requested for bush holiday program as the previous year to be held for this year.

7 **RESOLUTION**
Moved: *Miriam Stassi*
Seconded: *Therese (Wokay) Bourke*

That the Pirlangimpi Local Authority recommend new PLA project as per below table to Council for approval to proceed.

Project Description	Project ID	Upper Limit Amount	Action Officer
Bush Holiday 2019	PLA-18/19-4	$12,000	GM Community Engagement and Community Engagement Manager

CARRIED

6.3 LA WORKING GROUP

PLA member Dunn asked if members get sitting fees as part of the working group and also attending community meetings.

RECOMMENDATION:

That the Pirlangimpi receive and note for information and discussion.

7 Next Meeting

Tuesday, 20 August 2019

8 Closure

The meeting closed at 2:56 pm.

REPORTS FOR INFORMATION

ITEM NUMBER	7.7
TITLE	Draft Minutes - Audit and Risk Management meeting held on 17 May 2019
REFERENCE	226730
AUTHOR	Maina Brown, Governance & Compliance Manager

Minutes of the Audit and Risk Management meeting held on 17 May 2019 for member's information.

BACKGROUND

Attached a set of draft minutes Audit and Risk Management meeting held on 17 May 2019 for Council's information.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council notes the minutes of Risk Management meeting held on 17 May 2019 for information.

ATTACHMENTS:
1 2019_05_17_ARMC_Minutes_Draft.pdf

MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD IN THE TIWI LAND COUNCIL BOARDROOM - 116 REICHARDT RD, WINNELLIE ON FRIDAY, 17 MAY 2019 AT 10:00AM

1 WELCOME & APOLOGIES

1.1 Welcome

The meeting opened at 10:23 am.

1.2 Present

Chairperson: Brendan Dowd.

Committee Members: Sandra Cannon (2nd Independent member), Deputy Mayor Lynette De Santis and Cr Therese (Wokay) Bourke.

Officers: Valerie Rowland (Acting Chief Executive Officer), Shane Whitten (Chief Financial Officer), Bala Donepudi (Finance Manager) and Maina Brown (Governance & Compliance Manager).

Guest: Nil

Minuter: Maina Brown (Governance & Compliance manager).

1.3 Apologies

RECOMMENDATION

That an apology be noted for the non-attendance of Councillor Tungatulum.

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

2 CONFIRMATION OF PREVIOUS MINUTES

Audit and Risk Management Committee - 11 February 2019

1 **RESOLUTION**

Moved: *Lynette DeSantis*
Seconded: *Therese (Wokay) Bourke*

That the minutes of the Audit and Risk Management Committee held on 11 February 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

3 GENERAL BUSINESS

3.1 BUSINESS ARISING FROM PREVIOUS MINUTES

2 **RESOLUTION**
Moved: *Sandra Cannon*
Seconded: *Lynette DeSantis*

That the ARMC Survey Summary be included in the agenda for the next meeting.

Action:
Item 3.6 Resolution 7.2

CARRIED

3.2 UPDATE ON SECOND INDEPENDENT MEMBER APPOINTMENT

This report provides members with an update in regards to the recent vacant position as a Second Independent Member on the Audit and Risk Management Committee.

3 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Therese (Wokay) Bourke*

That the Committee notes this report for information and to be moved into confidential.

CARRIED

3.3 RE-TABLING OF RISK MANAGEMENT POLICY AND ARMC TERMS OF REFERNENCE

This report provides members with an approved Risk Management Policy and Audit and Risk Management Terms of Reference for information and discussion.

4 **RESOLUTION**
Moved: *Lynette DeSantis*
Seconded: *Therese (Wokay) Bourke*

1. **That the Committee receive and note this report.**
2. **That the Committee recommend to Council to put in place a Risk Register and engage an independent external consultant to undertake the work.**
3. **That the Committee request for Finance to review the current Risk Management Policy and advise of the compliance with said policy. In particular, clause 8 regarding performance reporting.**
4. **The committee will review and choose one item from the terms of reference specific roles and responsibilities section and discuss at each future meetings.**
5. **That the committee will simplify the description on the roles specific roles and responsibilities.**

CARRIED

3.4 UPDATE ON THE IMPLEMENTATION OF THE CASH HANDLING & POLICIES

AND PROCEDURES - RECEIPT

This report provides members on the progress update in regards to one of the 12 compliance items stated on the Management Letter by Merit Partners that was tabled at the last ARMC meeting held on 11 February 2019.

RECOMMENDATION:

That the Committee receive and note this report.

Action
Chief Financial Officer to complete by 30 June 2019.

3.5 POPULATION OF AUDIT AND RISK MANAGEMENT COMMITTEE WORK PLAN

This report is put before the committee members for discussions.

5 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Sandra Cannon*

That the Committee receive and note this report, accepts these discussions and update the Audit and Risk Management Committee Work Plan as required.

CARRIED

4 REPORTS FOR INFORMATION

Nil

5 NEXT MEETING

Monday, 3 June 2019

6 CLOSURE

The meeting closed at 12:11 pm.

These Minutes were confirmed at the ARMC Meeting of the Council held on _____

Signed: .....

Chairperson