



**SUPPLEMENTARY  
AGENDA**

**ORDINARY COUNCIL MEETING**

**WEDNESDAY, 14 DECEMBER 2016**

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

- Wednesday, 14 December 2016 at
- Milikapiti Boardroom
- Commencing at 10:00 AM

Your attendance at the meeting will be appreciated.

**Marion Scrymgour**  
**Chief Executive Officer**

**AGENDA**

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**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	2016/17 Budget Review
<b>REFERENCE</b>	197695
<b>AUTHOR</b>	Bruce Mann, Finance Manager



This report provides Council with an updated review of the current 2016/17 approved budget as at the end of 31 October 2016 and requests Council to adopt the recommended changes.

**BACKGROUND****Budget Review**

A review of the 2016/17 Budget has been undertaken by the relevant Responsible Officers.

The overall result is a reduction in the budgeted surplus from \$149k to \$80k. Although the surplus has decreased the Council is still projected to operate within its financial means.

Note: A3 sized printed copies of the 16/17 Budget Summary Reports will be provided to Councillors on the day of the meeting.

The key movements by Directorate are:

**Finance & Compliance**

- (\$110k) rates and charges income reduced to reflect actual levies in 2016/17.
- (\$34k) additional employee in ICT (included in original budget in HR)
- (\$30k) network costs in ICT increased to reflect current charges.
- \$23k depreciation reduced to reflect current charges.
- \$66k depreciation charged to programs (not included in original budget).
- \$98k increase in grant administration fees to reflect current agreements
- \$29k balancing of allocations.

**Infrastructure & Assets**

- \$33k increase in refuse charges to reflect actual levies in 2016/17.
- \$115k increase in airport maintenance income to reflect current receipts.
- \$90k increase in airport landing fees to reflect current fees.
- (\$283k) decrease in external hire income to reflect current income.
- (\$32k) costs for Paru pontoon funded through grants carried forward.
- (\$44k) costs for Paru water tanks funded through grants carried forward.
- (\$25k) costs for Milikapiti aerodrome fencing funded through grants carried forward.
- (\$6k) costs Wurrumiyanga solar windsock funded through grants carried forward.
- (\$6k) costs Wurrumiyanga airport lighting funded through grants carried forward.
- (\$71k) additional mechanic budgeted at Wurrumiyanga workshop.
- (\$45k) costs for telecommunications repeaters funded through grants carried forward.
- (\$33k) costs to upgrade tank header stand at Takaprimili funded through grants carried forward.
- (\$113k) costs for HMP fencing program funded through grants carried forward
- (\$58k) costs for Bathurst Island oval upgrade funded through grants carried forward

**Chief Executive Officer**

- \$11k University of Sydney project
- \$34k decreased employment costs with employee now included in ICT

**Community Development & Services**

- (\$67k) increase in training costs in Community safety funded through grants carried forward.
- (\$15k) increase in allocation of Darwin vehicle.
- (\$65k) increase in employment costs to remove double charging to programs where grant administration also charged
- (\$34k) adjustment to fleet expenses for Administration services

**Capital**

- \$15k printer for Wurrumiyanga office removed from budget
- (\$139k) 3 vehicles for Community Safety (funded through grants carried forward)
- (\$32k) Bathurst Island oval upgrade (funded through grants carried forward)

**Grants Carried Forward**

- \$11k Strengthening Local Authorities
- \$4k Rebranding
- \$31k Install pontoon at Paru
- \$44k replace tank stand at Paru
- \$25k aerodrome fencing Milikapiti
- \$6k solar windsock at Wurrumiyanga
- \$6k airport lighting at Wurrumiyanga
- \$45k telecommunications repeaters
- \$33k upgrade tank header stand at Takaprimili
- \$113k HMP fencing program
- \$89k Bathurst Island oval upgrade
- \$206k Community Safety

**CONSULTATION & TIMING**

Pursuant to 128 (3) of the *Local Government Act* the Tiwi Islands Regional Council as soon as practicable after adopting its budget, or an amendment to its budget, for a particular financial year, must:

- (a) publish the budget or the amendment as adopted on the council's website; and
- (b) notify the Agency in writing of the adoption of the budget or amendment; and
- (c) publish a notice in a newspaper circulating generally in the area informing the public that copies of the budget or amendment may be downloaded from the council's website or obtained from the council's public office.

**RECOMMENDATION:**

**That Council adopts the Revised Budget as presented for the Financial Year 2016/17.**

**ATTACHMENTS:**

- 1 16-17 Revised Budget Draft x Directorate.pdf
- 2 16-17 Revised Budget Draft x Local Authority Area.pdf



**Budget Draft by Directorate**  
as at 12-Dec-2016

Description	Income		Expense		Allocation		Allocation		Actuals YTD		Current Annual Budget		Proposed Annual Budget	
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense
Finance & Compliance	2,275,989	1,906,461	623,702	150,617	642,613	3,640,108	5,830,064	1,346,295	379,177	(1,222,838)	3,624,749	5,943,055	1,483,615	356,473
General Manager Finance & Complia	343,544	147,487	0	30,811	165,246	3,435,544	1,175,943	0	76,200	(908,599)	3,435,544	1,180,190	0	82,176
Finance Manager	1,932,172	1,211,841	286,933	42,625	964,639	3,286,564	3,318,227	553,495	138,051	383,781	3,276,205	3,365,691	706,315	97,371
ICT & Systems Manager	273	324,655	330,667	16,250	(9,965)	10,000	704,270	792,800	32,600	65,930	5,000	765,550	777,300	44,600
Governance & Compliance Manager	0	222,478	6,102	60,931	(277,307)	0	631,624	132,326	(763,950)	0	631,624	0	0	132,326
Infrastructure & Assets	3,286,685	2,645,022	1,958,660	1,777,151	823,172	8,257,580	9,246,900	5,372,229	4,848,083	(465,164)	8,865,905	10,335,118	4,636,283	4,071,637
General Manager Infrastructure & As-	2,478,099	284,240	0	156,919	2,036,940	3,784,332	2,700,340	0	333,547	760,445	4,193,075	2,924,741	0	530,909
Civil & Town Services Manager	386,508	1,143,239	715,392	1,020,641	(1,061,980)	1,136,433	2,731,525	1,716,273	2,478,550	(2,357,969)	2,796,654	4,067,234	2,012,436	2,527,550
Fleet & Trades Services Manager	214,278	675,346	855,311	257,560	136,683	572,300	1,529,395	1,778,120	309,686	511,339	572,300	1,684,818	1,779,620	306,686
Building Services Manager	207,509	542,037	387,957	342,030	(288,602)	2,754,525	2,285,639	1,877,836	1,726,300	620,422	1,303,875	1,657,824	844,227	706,492
Regional Coordinator Sport, Recreati	291	160	0	0	132	0	0	0	0	0	0	500	0	0
Chief Executive Officer	79,150	247,351	0	75,854	(244,055)	0	753,487	26,202	214,250	(941,535)	79,150	779,048	13,402	198,900
Chief Executive Officer	79,150	115,760	0	44,896	(81,506)	0	335,500	0	102,730	(438,230)	79,150	391,900	0	114,900
HR Manager	0	131,591	0	30,958	(162,549)	0	417,988	26,202	111,500	(503,286)	0	387,148	13,402	84,400
Community Development and Services	1,727,171	1,122,581	72,302	651,042	25,871	3,843,730	3,323,255	54,173	1,357,389	(782,741)	4,031,937	3,479,257	0	1,506,290
General Manager Finance & Complia	100	0	0	0	100	0	0	0	0	0	0	0	0	0
Manager Community Support	650,328	328,116	7,864	135,157	194,919	1,345,751	972,114	0	374,395	(758)	1,330,408	1,038,037	0	370,381
General Manager Community Support	376,262	359,613	51,972	249,819	(181,198)	620,650	978,249	54,173	481,676	(785,102)	673,712	1,040,710	0	508,578
Regional Coordinator Children's Serv	461,572	323,699	12,467	206,907	(56,567)	1,362,064	897,447	0	364,616	1	1,492,652	1,002,488	0	498,165
Regional Coordinator Sport, Recreati	236,909	111,133	0	59,159	68,616	515,265	375,445	0	136,702	3,118	535,165	388,013	0	137,166
<b>Net Surplus/(Deficit)</b>	<b>7,368,996</b>	<b>5,921,394</b>	<b>2,654,664</b>	<b>2,654,664</b>	<b>1,447,601</b>	<b>15,741,428</b>	<b>19,153,706</b>	<b>6,798,899</b>	<b>6,798,899</b>	<b>(3,412,278)</b>	<b>16,601,740</b>	<b>20,536,479</b>	<b>6,133,300</b>	<b>6,133,300</b>
Capital Expense	0	240,992	0	0	(240,992)	0	334,000	0	0	(334,000)	0	490,659	0	0
Finance & Compliance	0	0	0	0	0	0	15,000	0	0	(15,000)	0	0	0	0
Infrastructure & Assets	0	240,992	0	0	(240,992)	0	319,000	0	0	(319,000)	0	351,427	0	0
Community Development and Service	0	0	0	0	0	0	0	0	0	0	0	139,232	0	0
Add Back Depreciation	0	(869,597)	0	0	869,597	0	(2,126,583)	0	0	2,126,583	0	(2,103,724)	0	0
Finance & Compliance	0	(869,597)	0	0	869,597	0	(2,126,583)	0	0	2,126,583	0	(2,103,724)	0	0
<b>Net Cash Surplus/(Deficit)</b>	<b>7,368,996</b>	<b>5,292,789</b>	<b>2,654,664</b>	<b>2,654,664</b>	<b>2,076,206</b>	<b>15,741,428</b>	<b>17,361,123</b>	<b>6,798,899</b>	<b>6,798,899</b>	<b>(1,619,695)</b>	<b>16,601,740</b>	<b>18,923,414</b>	<b>6,133,300</b>	<b>6,133,300</b>
Grants Carried Forward	1,769,188	0	0	0	1,769,188	1,769,188	0	0	0	1,769,188	2,401,736	0	0	0
Finance & Compliance	647,999	0	0	0	647,999	647,999	0	0	0	647,999	681,122	0	0	0
Infrastructure & Assets	1,121,189	0	0	0	1,121,189	1,121,189	0	0	0	1,121,189	1,514,382	0	0	0
Community Development and Service	0	0	0	0	0	0	0	0	0	0	206,232	0	0	0
Reserve Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Total Surplus/(Deficit)</b>	<b>9,138,184</b>	<b>5,292,789</b>	<b>2,654,664</b>	<b>2,654,664</b>	<b>3,845,384</b>	<b>17,510,616</b>	<b>17,361,123</b>	<b>6,798,899</b>	<b>6,798,899</b>	<b>149,493</b>	<b>19,003,476</b>	<b>18,923,414</b>	<b>6,133,300</b>	<b>6,133,300</b>

Description	Income		Expense		Allocation		Allocation		Actuals YTD		Current Annual Budget		Proposed Annual Budget		
	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Income	Expense	Total
Wurunyanja	2,246,638	1,431,558	834,341	996,402	653,019	3,975,008	6,880,256	1,409,901	2,203,067	(3,698,414)	3,774,622	6,780,479	1,162,418	2,011,474	(3,954,911)
Finance & Compliance	219,206	104,853	0	6,109	108,244	219,206	769,616	0	9,850	(560,260)	219,206	756,459	0	10,801	(548,050)
Infrastructure & Assets	1,509,123	927,505	811,830	769,198	624,250	2,715,642	4,714,988	1,391,250	1,784,297	(2,392,403)	2,438,176	4,590,516	1,162,418	1,549,224	(2,539,140)
Community Development and Services	518,308	399,200	22,511	221,095	(79,479)	1,040,160	1,395,642	18,651	408,920	(745,751)	1,117,240	1,433,505	0	491,449	(767,711)
Prlangipi	433,840	673,014	151,788	317,933	(405,319)	1,431,032	1,825,634	741,071	1,170,068	(824,599)	1,014,373	1,694,866	368,700	845,837	(1,157,639)
Finance & Compliance	55,334	32,825	0	2,579	19,930	55,334	193,246	0	5,913	(143,825)	55,334	208,752	0	5,913	(159,333)
Infrastructure & Assets	190,090	375,986	133,988	209,655	(261,979)	877,714	909,196	724,200	991,650	(298,932)	407,381	709,028	368,700	611,650	(544,59)
Community Development and Services	188,416	284,190	18,200	105,699	(163,274)	497,984	724,192	16,871	172,505	(181,842)	551,658	777,086	0	228,274	(453,702)
Milkapipi	618,443	758,875	179,995	481,445	(441,882)	2,270,422	2,836,092	843,851	1,465,669	(1,187,488)	1,782,397	2,707,069	505,627	1,110,497	(1,529,54)
Finance & Compliance	69,004	60,215	1,102	23,299	(13,408)	69,004	343,105	0	51,013	(325,114)	69,004	345,505	0	51,013	(327,51)
Infrastructure & Assets	371,781	471,304	155,165	343,737	(288,096)	1,795,912	1,854,274	825,200	1,229,200	(462,362)	1,289,631	1,675,444	505,627	849,200	(729,38)
Community Development and Services	177,658	227,355	23,728	114,409	(140,378)	405,506	638,713	18,651	185,456	(400,012)	423,762	686,120	0	210,284	(472,64)
Regional (Including Outstations)	4,070,075	3,057,948	1,488,540	858,884	1,641,783	8,064,966	7,610,724	3,804,076	1,980,095	2,298,223	10,030,348	9,354,055	4,096,555	2,165,492	2,607,34
Finance & Compliance	1,932,445	1,708,567	622,601	118,631	727,848	3,296,564	4,524,056	1,346,295	312,401	(193,638)	3,281,205	4,632,339	1,483,615	288,746	(1,56,39)
Infrastructure & Assets	1,215,691	870,214	858,076	454,560	748,993	2,888,322	1,768,432	2,431,579	842,936	2,688,533	4,730,717	3,360,131	2,599,538	1,061,563	2,908,96
Chief Executive Officer	79,150	247,351	0	75,854	(244,055)	0	753,487	26,202	214,250	(941,535)	79,150	779,048	13,402	198,900	(888,359)
Community Development and Services	842,789	231,816	7,864	209,839	408,997	1,900,080	564,709	0	590,508	744,863	1,939,277	582,546	0	616,283	740,44
Net Surplus/(Deficit)	7,388,996	5,921,384	2,654,664	2,654,664	1,447,601	15,741,428	19,153,706	6,798,899	6,798,899	(3,412,278)	16,601,740	20,536,479	6,133,300	6,133,300	(3,934,73)
Capital Expense	0	240,992	0	0	(240,992)	0	334,000	0	0	(334,000)	0	490,659	0	0	(490,659)
Wurunyanja	0	189,455	0	0	(189,455)	0	169,000	0	0	(169,000)	0	201,427	0	0	(201,427)
Regional (Including Outstations)	0	51,536	0	0	(51,536)	0	165,000	0	0	(165,000)	0	289,232	0	0	(289,232)
Add Back Depreciation	0	(869,597)	0	0	869,597	0	(2,126,583)	0	0	2,126,583	0	(2,103,724)	0	0	2,103,724
Regional (Including Outstations)	0	(869,597)	0	0	869,597	0	(2,126,583)	0	0	2,126,583	0	(2,103,724)	0	0	2,103,724
Net Cash Surplus/(Deficit)	7,388,996	5,292,789	2,654,664	2,654,664	2,076,206	15,741,428	17,381,123	6,798,899	6,798,899	(1,618,695)	16,601,740	18,923,414	6,133,300	6,133,300	(2,321,67)
Grants Carried Forward	1,769,188	0	0	0	1,769,188	1,769,188	0	0	0	1,769,188	2,401,736	0	0	0	2,401,736
Wurunyanja	1,428,476	0	0	0	1,428,476	1,428,476	0	0	0	1,428,476	1,523,318	0	0	0	1,523,318
Prlangipi	40,668	0	0	0	40,668	40,668	0	0	0	40,668	60,174	0	0	0	60,174
Milkapipi	117,008	0	0	0	117,008	117,008	0	0	0	117,008	148,728	0	0	0	148,728
Regional (Including Outstations)	183,036	0	0	0	183,036	183,036	0	0	0	183,036	669,515	0	0	0	669,515
Reserve Funds	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total Surplus/(Deficit)	9,138,184	5,292,789	2,654,664	2,654,664	3,845,394	17,510,616	17,381,123	6,798,899	6,798,899	149,493	19,003,476	18,923,414	6,133,300	6,133,300	80,06

**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.2
<b>TITLE</b>	Request to increase establishment
<b>REFERENCE</b>	197697
<b>AUTHOR</b>	Marion Scrymgour, Chief Executive Officer



This report seeks a decision to increase the Regional Council employee establishment by two positions, and proposed amendment of the position title of the Recruitment Officer.

**BACKGROUND****New Position # 1**

The University of Sydney Project – New Grant funding for a 15 month position to co-ordinate the Tiwi Projects for visiting students next year. I have also allocated Council funding to this position to provide Grant Reporting support for other key areas. Initially this position will be for a 15 month period (tenure as fixed term).

Recommended position will be Level 10 Step 3 and be based in the Wurrumiyanga office.

Position Title: Administration Project Officer Generalist

**New Position # 2**

With the recent departure of the General Manager Infrastructure and Asset Services I have briefly reviewed the organization structure for the Infrastructure area and would recommend for Council to agree to a new full time permanent Manager position taking on the responsibility for Town Services and Outstations. This will bring a better focus for the short term by transferring Town Services from the current Manager Civil and Town Services (Vince North), and also transfers the Outstation Services from the current Regional Fleet & Building Services Manager (Mark Pollard).

Recommended position will be Above Award and be based at Wurrumiyanga.

Position Title: Town Services and Outstations Manager

**Change of Position # 3 - Title change**

With the recent resignation of the Recruitment Officer I propose to change the title of that position from Recruitment to Continuous Quality Improvement which will deal with WHS and OHS across the organization and with all Managers.

**ISSUES/OPTIONS/CONSEQUENCES****CONSULTATION & TIMING****RECOMMENDATION:**

**That Council creates two new officer positions per the above report, and agrees to the re-naming of the position title of the Recruitment Officer to Continuous Quality Improvement Officer.**

**ATTACHMENTS:**

**REPORTS FOR INFORMATION**

<b>ITEM NUMBER</b>	S.1
<b>TITLE</b>	CEO Report for Council Meeting 14 December 2016
<b>REFERENCE</b>	197943
<b>AUTHOR</b>	Marion Scrymgour, Chief Executive Officer



This report is provided to Council as an update of meetings and important issues to the end of November.

**HR Report November 2016****Recruitment**

Position	Reason	Department	Employment Status	Date Advertised	Comments
Sport & Rec Officer (W)	Vacant	CD&S	Part Time	1 November 2016	
Sport & Rec Officer (M)	Resignation	CD&S	Part Time	1 November 2016	
Library Officer (P)	Resignation	CD&S	Part Time	1 November 2016	
OSHC Officers (W) & (M)	Vacant	CD&S	Part Time	21 November 2016	

**New Starters – Employees**

Position	Name	Department	Employment Status	Start Date	Comments
Community Safety Officer	Camilla Timaepatua	CD&S	Casual	14/11/16	
Community Safety Officer	Adonis Wommatakimi	CD&S	Casual	21/11/16	
Town Services Officer (M)	Bartholomew Kerinauia	Infrastructure	Casual	02/11/16	
Town Services Officer (M)	Donald Mungatopi	Infrastructure	Casual	02/11/16	

**Terminations**

Position	Name	Department	Employment Status	Date Ceased	Reason - Comments
Sport & Rec	Kathleen Puruntatameri	CD&S	Part Time	11/11/16	Resignation
Mechanical Workshop Coordinator	Carl Beaumont	Infrastructure	Full Time	08/11/16	Resignation
Employee Relations Officer	Stephen Gonda	Human Resources	Full Time	08/11/16	Resignation

**Payroll**

Payroll was processed on schedule



## WH&S Report

Nil report due to resignation of Employee Relations Officer

### Organisational Demographics

9/11/2016							
	Community	Wurrumiyanga	Pirlangimpi	Milikapiti	Darwin	Total	%
Total	80	34	30	7	151.00	%	
M	53	16	19	3	91.00	60%	
F	27	18	11	4	60.00	40%	
Tiw i	64	30	26	0	120.00	80%	
Non Tiw i	16	4	4	7	31.00	20%	
FT	52	17	16	5	90.00	60%	
PT	8	10	8	1	27.00	18%	
Casual	20	7	6	1	34.00	22%	
<25	7	5	11	0	23.00	15%	
25 - 40	34	16	12	3	65.00	43%	
>40	39	13	7	4	63.00	42%	

3/12/2016							
	Community	Wurrumiyanga	Pirlangimpi	Milikapiti	Darwin	Total	%
Total	81	33	29	7	150.00	%	
M	53	15	19	3	90.00	60%	
F	28	18	10	4	60.00	40%	
Tiw i	66	30	25	0	121.00	81%	
Non Tiw i	15	3	4	7	29.00	19%	
FT	50	16	16	5	87.00	58%	
PT	9	10	7	1	27.00	18%	
Casual	22	7	6	1	36.00	24%	
<25	8	5	8	0	21.00	14%	
25 - 40	34	15	13	3	65.00	43%	
>40	39	13	8	4	64.00	43%	

**RECOMMENDATION:**

**That Council:**

1. Notes and agrees/disagrees on the CEO End of Month – November report for information

**ATTACHMENTS:**