AGENDA

ORDINARY COUNCIL MEETING

TUESDAY, 28 NOVEMBER 2017

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

- Tuesday, 28 November 2017 at
- Pirlangimpi Board Room
- Commencing at 10:00 am

Your attendance at the meeting will be appreciated.

Marion Scrymgour
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 Present

1.3 Apologies

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

1.6 Confirmation of Previous Minutes
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Special Council Meeting – 13 November 2017

2 VISITORS AND PRESENTATIONS

Nil

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 25 OCTOBER 2017.

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.

MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE WURRUMIYANGA BOARDROOM ON WEDNESDAY, 25 OCTOBER 2017 AT 10.00

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:05 am.

The CEO welcomed Honourable Lawrence Costa MLA – Member for Arafura, Chris Grace, Chief of staff to Minister Gerry McCarthy, Elected Members, visitor Colvin Crowe, Local Government Support Officer (DHCD), staff and new Finance Manager.

The Mayor Gawin Tipiloura then took over chairing the meeting.

1.2 Present

Mayor: Gawin Tipiloura.

Councillors: Therese (Wokay) Bourke, Connell Tipiloura, Wesley Kerinaiua, Pius Tipungwuti, Lynette De Santis, Francisco Babui, Kevin Doolan and Leslie Tungatulum (10:32am).

Officers: Marion Scrymgour (Chief Executive Officer), Milika (Rosanna) De Santis (GM Community Development & Services), Chris Smith (ICT & Systems Manager), Bruce Mann (Chief Operations Officer), Bala Donepudi (Finance Manager), Maina Brown (Governance & Compliance Manager) and Sally Ullungura (Governance Officer).

Visitors: Honourable Lawrence Costa MLA**,** Chris Grace (Department of Chief Minister), Colvin Crowe (Department of Housing and Community Development).

Minutes: Maina Brown (Governance & Compliance Manager).

1.3 Apologies

Accepted: Cr Marius (Pirrawayingi) Puruntatameri, Cr Stanley Tipiloura.

Not Accepted: Cr Regis Pangiraminni.

Apologies - Ordinary Meeting – 25 October 2017

1 **RESOLUTION**

Moved: *Kevin Doolan*
Seconded: *Connell Tipiloura*

That the Apologies of Councillors – Cr Marius (Pirrawayingi) Puruntatameri, Cr Stanley Tipiloura be accepted by Council.

CARRIED

2 **RESOLUTION**

Moved: *Francisco Babui*
Seconded: *Wesley Kerinaiua*

That the Apology of Councillor Regis Pangiraminni not accepted by Council.

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

There were two declaration of interests.

Cr Lynette De Santis – Item 6.5 Confirmation of Aboriginality Descent

Cr Pius Tipungwuti – Item 6.5 Confirmation of Aboriginality Descent

1.6 Confirmation of Previous Minutes

Ordinary Meeting - 12 September 2017

3 **RESOLUTION**

Moved: *Lynette De Santis*
Seconded: *Connell Tipiloura*

That the minutes of the Ordinary Meeting held on 12 September 2017 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 VISITORS AND PRESENTATIONS

Update from Honourable Lawrence Costa MLA – Member for Arafura.

- Renal room at Pirlangimpi
- Meeting was held with Minister Gerry McCarthy for road funds. Minister will be visiting Tiwi Islands in near future.
- Working by Mantiyupwi is coming along for the foreshore project.
- Currently looking at Pickertaramoor airstrip.
- Looking at setting up “Room to breath” for Milikapiti.
- Continuous liaison with the Department of Housing and Community Development and stakeholders on Tiwi Islands on housing matters.

3 BUSINESS ARISING FROM PREVIOUS MINUTES

Item 6.7 – LGANT Executive Board and LGANT Conference

- Cr Lynette De Santis advised that she wont be able to attend the LGANT Conference in November 2017.
- Clarification on the LGANT Executive Board that Lynette is the Tiwi Islands Regional Council representative until next year (2018).

Item 8.2 – Pickertaramoor Road Work Project

- CEO provided an update on the Pickertaramoor road work project agreement signed by TIRC and Aldebaran. Works have recommenced.

4 CORRESPONDENCE

Nil

5 GENERAL BUSINESS

5.1 WURRUMIYANGA LOCAL AUTHORITY - TWO VACANCIES

At the meeting held on 24 October 2017, members have recommended two nominations Warntarringuwi Skin Group and Non-Skin Group for Council to review and appoint.

4 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Pius Tipungwuti*

That Council:

1. **Appoints <u>Nilus Kerinaiua</u> to fill the (Warntarringuwi (Sun) Skin Group) vacancy.**

2. **Appoints <u>Ebony Williams-Costa</u> to fill the (Non-Skin Group) vacancy.**

CARRIED

5.2 WURRUMIYANGA LOCAL AUTHORITY NEW PROJECTS

The following table are the five new projects that the Wurrumiyanga Local Authority members have recommended to Council for approval to proceed.

5 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Francisco Babui*

That Council approves the new Wurrumiyanga Community projects to proceed as per the following tabled.

Project Description	Project ID	Approved Amount	Responsible Officer
Equipment for specific beautification projects at Wurrumiyanga and Wurankuwu	WLA 17 - 7	$100,000 upper limit	Fleet and Building Manager and Town Services & Outstation Manager
2017 New Years Eve Community Celebration Bluelight Disco	WLA 17 - 8	$2,500 upper limit	Governance & Compliance Manager
Wurrumiyanga Local Authority Shirts	WLA 17 - 9	$1,000 upper limit	Governance & Compliance Manager
Community Festival leading up to 2018 grand final day	WLA 17 - 10	$30,000 upper limit	CEO
Wurrumiyanga beautification	WLA 17 - 11	$20,000 upper limit	Town Services & Outstation Manager

CARRIED

6 REPORTS FOR DECISION

6.1 FINANCE END OF MONTH REPORT - SEPTEMBER 2017

This report provides financial information to the Council for year to date September 2017 for decision.

6 **RESOLUTION**

Moved: *Lynette De Santis*
Seconded: *Leslie Tungatulum*

That Council:

1. **Notes this report and accepts the tabled finance report for the reporting period to 30 September 2017.**

2. **Agrees that no one is to have any debts owed to Council to be written off unless they can not be located.**

3. **The Mayor requested through the MLA Lawrence Costa and Chief of staff to Minister Gerry McCarthy that the outstanding loan balance of $667k with the department of DHCD be waived in accordance with previous request from the CEO. Copies of the three letters were provided to MLA, Chris Grace and Councillors on the day of the meeting.**

CARRIED

At this point of the meeting a lunch was called at 12:45 pm.

The meeting recommenced at 1:50 pm.

Cr Wesley Kerinaiua left the meeting during lunch break and did not return due to sorry business.

6.2 2016/2017 DRAFT ANNUAL REPORT

This report is provided for Council decision on the draft 2016/17 Annual Report. If approved the Annual Report will be finalised and delivered to the Minister, along with the Audited Financial Statements by 15 November 2017 as per the Local Government Act.

7 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Kevin Doolan*

That Council:

1. **Approves the Draft 2016/17 TIRC Annual Report for publication and lodgement in accordance with statutory timelines.**

2. **Authorises the CEO to lodge the completed 2016/17 Annual Report (including the Audited Financial Statements) with the Minister for Housing and Community Development on or before the 15 November 2017.**

3. **Authorises the CEO to publish the 2016/17 Annual Report on Council's website and publish a notice in a newspaper circulating generally in the area informing the public that copies of the report may be downloaded from the Council's website or obtained from the Council's public office.**

4. **Endorse the Final Draft 2016/17 TIRC Annual Report at the Special Council meeting to be held on 13 November 2017.**

CARRIED

6.3 PROPOSED MEETING DATES AND TIMES FOR COUNCIL AND LOCAL AUTHORITIES FOR 2018

This report provides Council with a listing of the proposed dates for the Ordinary Council and Local Authority Meetings for next year 2018.

8 **RESOLUTION**
Moved: *Therese (Wokay) Bourke*
Seconded: *Lynette De Santis*

That Council adopts the 2018 meetings schedule as presented for 2018 and confirms commencement times for both Council and Local Authority meetings move to 9:00am.

CARRIED

6.4 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECT FOR COUNCIL APPROVAL

This report is seeking approval from Council to proceed with Milikapiti Local Authority – Community Project MLA 17 – 3 Upgrade of the Milikapiti airport.

9 **RESOLUTION**
Moved: *Connell Tipiloura*
Seconded: *Pius Tipungwuti*

That Council approves the community projects MLA 17 – 3 to proceed as per below table.

Project Description	Project ID	Approved Amount	Responsible Officer
Milikapiti Upgrade of Recreation Hall veranda area and any residual funds from this allocation to go towards traffic management near rec hall area	MLA 17 - 3	$ 12,152 upper limit	GM Community Development & Services

(Reference number 208487)

CARRIED

6.5 2 X REQUESTS FOR CONFIRMATION OF ABORIGINAL DESCENT - RHYS VAN RANGELROOY AND JAKOB DE SANTIS

Two requests for Confirmation of Aboriginal Descent have recently been received. These applications can be placed before Council for confirmation.

10 **RESOLUTION**
Moved: *Francisco Babui*
Seconded: *Connell Tipiloura*

That Council approves and endorses the confirmation of Aboriginal Descent for the two applicants below, and approves for the Council Common Seal to be applied to each application. (Reference number 208435)

1. **Confirmation of Aboriginality – Rhys Van Rangelrooy.**

2. **Confirmation of Aboriginality – Jakob De Santis.**

CARRIED

6.6 LGANT CALL FOR NOMINATIONS ON NEIGHBOURHOOD WATCH NT

MANAGEMENT COMMITTEE AND NT WATER SAFETY ADVISORY COUNCIL

Council received an email dated 18 October 2017 and 23 October 2017 from LGANT advising of the call for nominations to represent LGANT on the Neighbourhood Watch NT Management Committee and NT Water Safety Advisory Council. These positions will be ministerial appointed positions.

11 **RESOLUTION**
Moved: *Pius Tipungwuti*
Seconded: *Kevin Doolan*

That Council:

1. **Notes the two correspondences from LGANT dated on dated 18 October 2017 and 23 October 2017.**

2. **Nominate Rosanna De Santis to represent LGANT on the Neighbourhood Watch NT Management Committee (NWNTMC).**

3. **Nominate Rosanna De Santis to represent LGANT on the NT Water Safety Advisory Council (NTWSAC).**

CARRIED

7 REPORTS FOR INFORMATION

7.1 MANAGERS REPORTING TO CEO END OF MONTH REPORTS - SEPTEMBER 2017

This report outlines Managers report who currently report direct to the CEO for member's information.

RECOMMENDATION:

That Council notes this report for information.

7.2 MEETING MINUTES OF WHS.

This report is provided with Work Health and Safety meeting minutes held on 19 July 2017 and 15 September 2017 for members information.

RECOMMENDATION:

That Council notes the minutes of the WHS Committee Meetings of July and September 2017.

7.3 MINUTES - PIRLANGIMPI LA MEETING HELD ON 30 AUGUST 2017 AND MILIKAPITI LA MEETING HELD ON 12 SEPTEMBER 2017

Minutes of the Pirlangimpi Local Authority meeting held on 30 August 2017 and Milikapiti Local Authority meeting held on 12 September 2017 for member's information.

RECOMMENDATION:

That Council notes the minutes of the Pirlangimpi Local Authority meeting held on 30 August 2017 and minutes of the Milikapiti Local Authority meeting held on 12 September 2017 for information.

Cr Leslie Tungatulum left the meeting, the time being 3:26 pm.

7.4 COMMUNITY DEVELOPMENT AND SERVICES EOM REPORT SEPTEMBER 2017

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 notes this report for information.

12 **RESOLUTION**

Moved: *Lynette De Santis*
Seconded: *Francisco Babui*

That Council notes reports 7.1 to 7.4 for information

CARRIED

8 Confidential Items

13 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Therese (Wokay) Bourke*

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

ADJOURNMENT OF OPEN MEETING

3:37 pm.

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

14 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Therese (Wokay) Bourke*

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 12 SEPTEMBER 2017.

Confirmation of Confidential Ordinary Meeting Minutes held on 12 September 2017.

15 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Connell Tipiloura*

That the minutes of the Confidential Ordinary Council Meeting held on 12 September 2017 as circulated, be confirmed as a true and correct record of these meetings.

CARRIED

8.2 UNIVERSITY OF SYDNEY CONFIDENTIAL REPORT UPDATE

Update on Memorandum of Understanding between University of Sydney and TIRC.

16 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Pius Tipungwuti*

That Council resolution suppressed as confidential.

CARRIED

8.3 DRAFT CONFIDENTIALITY POLICY 39 AND CONFIDENTIAL INFORMATION

This report provides members with a copy of the Tiwi Islands Regional Council Draft Confidentiality Policy for Council approval and gives members an opportunity to sign that they have read and understood the policy.

17 **RESOLUTION**
Moved: *Kevin Doolan*
Seconded: *Therese (Wokay) Bourke*

That Council:

1. **Notes this report and approves and adopts the Tiwi Islands Regional Council Confidentiality Policy 39.**

2. **Employees, elected members and committee members to sign and that they have read and understood this policy.**

Reference # 208831

CARRIED

9 Next Meeting

Wednesday, 22 November 2017

10 Closure

The meeting closed at 4:05 pm.

These Minutes were confirmed at the Ordinary Meeting of the Council held on 29 November 2017.

Signed: ……

Mayor

9 NEXT MEETING
Tuesday, 12 December 2017

10 CLOSURE

Meeting closed at…….

REPORTS FOR DECISION

ITEM NUMBER	6.1
TITLE	Managers Reporting to CEO End of Month Reports - November 2017
REFERENCE	210265
AUTHOR	Marion Scrymgour, 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

BACKGROUND

This report information for Council from various senior staff members in relation to their areas of responsibility. The report also documents CEO's travel and meetings for the month, and any matters arising from those meetings.

30 October Stars Foundation teleconference board meeting;
30 October Mayor and Deputy Mayor (Finance training in Darwin)
30 October Mayor and CEO at Tiwi Bombers Football Club board meeting
31 October Mayor and CEO at the OTL Ranku meeting at PM&C office in Darwin
31 October Meeting with Merit Auditors regarding the 2017 Audit
01 November Mayor, Deputy Mayor and CEO – Alice Springs for LGANT meeting
02 November LGANT General Meeting
03 November LGANT AGM
08 November met with Tiwi Land Council Executive in the Mantiyupwi Meeting Room, Wurrumiyanga. Good discussion particularly about the S19 Lease over the road corridors on both islands, Leases over various waste facilities and Outstations. Mayor Gawin Tipiloura reaffirmed the Council support to working together to get outcomes for Tiwi people.
10 November Mayor and CEO at Toolbox meeting with all Town Services staff from all the 3 communities
15 November Tiwi Partners meeting – Mayor and CEO. Deputy Mayor attended as Land Council proxy

Of special interest for all Councillors is that the Tiwi islands will host the LGANT conference In March 2018. This will be an important opportunity for us to see if we can convince the NT Cabinet (with our Local MLA) to have a regional cabinet around the same time when all the Regional Councils and Municipals are here.

Coming up in early December will be 2 new Boards that I have been appointed to by the NT Government.

1. NT Heritage Council – meeting on the 01 December 2017
2. Desert Knowledge Council – 06 December 2017.

All my travel and accommodation will be paid for by the NT Heritage Council and DKA.

RECOMMENDATION: That the TIRC Council approves the appointment of CEO to the NT Heritage Council and the Desert Knowledge Australia Boards, and that the Council note that no travel or accommodation expenses will be incurred by TIRC for the CEO's attendance at these meetings.

Human Resources – Mark Armstrong

Overall, the month of October was steady with minimal recruitment and terminations. There were three new starters for the month of October, including Mark Armstrong and Bala Donepudi; joining the Council as the HR Manager and Finance Manager respectively.

Mark Armstrong is currently based in Wurrumiyanga and Bala Donepudi is based fulltime in Darwin.

From a Compliance perspective, a focus has been on reviewing Drivers Licences recorded within TechOne and Magiq Docs to ensure that are up to date. This is a work in progress and needs to be concluded and in place prior to the March Compliance Audit by the Department.

Mark Armstrong, Clare Anderson (Quality Improvement Officer) and Chris Smith (ICT Manager) met in late October to review and discuss the Council's Recruitment and Selection Policy (TIRC Policy 24).

In discussing this Policy, Issue 15 of the Compliance Review Report was referenced. Specifically, the discussion related to ensuring that employees hold the requisite qualifications appropriate for their role. It was further discussed that part of the work being undertaken to ensure compliance would entail an employee wide review of their employee files (through Magiq Docs).

All HR related documents will be reviewed against a checklist and where gaps are noted these would be rectified. Following this meeting a desktop review of the Recruitment and Selection Policy (TIRC Policy 24) was conducted, it was concluded that the Council is currently meeting its obligations under this policy.

The focus for the upcoming month of November will be on the following areas:

- Reviewing of employee files to ensure they are compliant with all appropriate documentation;
- Verifying that Tickets, Licences and Qualifications are current, and where they are out of date action is taken to remedy;
- Responding to HR enquiries in a timely manner; and
- Actioning and processing payroll in a timely manne

Community	Wurrumiyanga	Pirlangimpi	Milikapiti	Darwin	Total	Percentage
Total	89	27	30	7	153	
M	60	15	19	4	95	62%
F	29	12	11	3	58	38%
Tiwi	74	25	29	0	128	84%
Non Tiwi	15	2	1	7	25	16%
FT	48	13	14	6	81	52.9%
PT	13	7	7	1	28	18.3%
Casual	28	7	9	0	44	28.8%
<25	6	2	10	0	18	11.8%
25 - 40	42	13	12	3	70	45.8%
>40	41	12	8	4	65	42.5%

Quality Improvement

Procurement and Procedures policy

The Procurement Policy and Procurement Procedure Policy completed and are now uploaded in Magiq Doc to be accessed by all staff. The policy will be ongoing with regular review to be scheduled aligned to Records Management and the changes in accordance to CQI processes and in line with Delegations.

Recruitment

On Tuesday 31 October, Mark Armstrong, Chris Smith and Clare Anderson (no longer employed) held a meeting to discuss the HR Recruitment Policy to identify gaps and any issues on the current HR Recruitment policy. HR Manager to provide update from the meeting and to discuss any issues at the next CQI meeting and provide information to all Managers as to outcome of any review of the program areas.

Stocktake

Chris Smith and Mark Pollard are working on an Asset Register of all Council Assets in preparation of Stocktake in their respective areas.

Record Management

A proposal to centralise correspondence and information entered into Magiq Doc is being considered to avoid duplication and staff across all program areas incorrectly uploading of information.

The reviews of the system have shown to date, that staff are continually saving Council work on an external hard drives and laptops and notification has been emailed to staff informing them accordingly with ongoing support provided through the process.

The Records Officer has also conducted a review of all TIRC procedures. The findings of the review will be provided to CEO and all Managers for discussion and their actioning. Records Officer will liase with each Manage about their Program Procedures as required.

Delegation

The Delegation Manual is currently being worked on by CEO and COO. It is hoped that the Council will agree to the long awaited Delegations Manual at this meeting.

Governance Manager – Maina Brown

General

Ongoing coordination of the Audit and Risk Management Committee (ARMC), Wurrumiyanga Local Authority and Ordinary Council meetings with assistance from the Executive Assistant to the CEO and Governance Assistant Officer.

Audit and Risk Management Committee (ARMC)

An ARMC meeting was held on 20 October via teleconference and met its quorum. The ARMC are looking at recommending finance reporting to the ARMC to review at the next Council meeting.

Local Authorities

This month the Wurrumiyanga Local Authority meeting was held on Tuesday 24 October 2017 and met its quorum. The two vacancies for Warntarringuwi skin group and Non skin group are now filled. At the Ordinary Council Meeting held on 25 October 2017, Council appointed the two nominated applicants.

Current Local Authority vacancies as follow:

Pirlangimpi Local Authority

- 1 x Takaringuwi Skin Group – Nomination received and will be tabled at the next PLA meeting.

Milikapiti Local Authority

- 1 x Lorrula Skin Group - Nomination received and will be tabled at the next MLA meeting.
- 1 x Miyartuwi Skin Group - Nomination received and will be tabled at the next MLA meeting.

Council

Ordinary Council meeting was held on 25 October 2017 at Wurrumiyanga with a quorum of (9) and it was a successful meeting. There were no other meetings held for this period. Cr Regis Pangiraminni missed the meeting and his apology was not accepted.

Councillors Meeting / Conference Attendance

5 – 6 October 2017 – Leadership in Local Government Symposium in Darwin by CEO, Mayor Gawin Tipiloura, Deputy Mayor Stanley Tipiloura, Cr Lynette De Santis.

Governance Training

Ongoing liaison with the Governance Trainer from LGANT for Governance training for both Elected members and Local Authority members. There is also an upcoming Australian Institute Company Directors (AICD) training envisaged to be around February, March or April 2018.

ICT Managers Report – Chris Smith

New Computers

ICT have purchased and deployed 10 new mini computers on our network.

The new computers have reduced purchase costs for Council, will reduce bandwidth demand in offices, will last for 5 – 7 years and will encourage staff to save documents on our network.
ICT will deploy more of these devices over the coming years.

Asset Registration and Listing

ICT have listed all current ICT assets with the Small and Desirable Asset list held by Finance and updated the asset allocation listing for journaling of ICT costs in the budget. We have also disposed of out of warranty devices (CEO has yet to sign off on these disposals).

ICT Manager Meetings Attended

Managers and Coordinators Meeting
CQI Meeting
Recruitment Processes Meeting
WHS Committee Meeting

Recycling ICT and Containers

ICT will work with Town Services to recycle old IT equipment and to put in place the collection of 10c containers. Council has a trailer sponsored by Sea Swift which can be carried to Darwin and back for no cost.

Other Tasks

Completed the Draft Council Annual Report
Assisted with the negotiation of leases with commercial clients
Ongoing updating of Council communications on Facebook
Ongoing updating of Council website
Assisted Community Services with configuration of access software for the Wurrumiyanga Gym (unfinished)
Assisted Town Services with Wurrumiyanga Airport Compliance Report for CASA.

<u>Town Services/Outstations/Airports & Projects - Yoakim Pastrikos</u>

Wurrumiyanga Town Services

This month the Town Services Team has been busy trying to maintain the community clean and tidy. The team have also been cleaning drains, picking up litter and collecting items from the barge. There have been no delays due to breakdowns of equipment and machinery.

Waste Collection

Waste collection has been done this month using fleet vehicles; tip truck/loader as well as some assistance from the trailer team picking up larger waste items out front of houses for cyclone clean up. New bins have been issued to households and businesses to replace damaged or missing bins. The new Rubbish Truck has arrived and are waiting on the

suppliers training instructor to come on 08/11/17 to run an induction course for the selected operators before the truck can be used. This is so the warranty isn't void.

Boat Shed

The car ferry has been operational this month and stayed open some extra hours as requested. The boat shed teams have been working hard to provide a good service including working weekends and staying open for the Football Matches. The team stayed back to cater for people returning from the events as well as meetings. A contractor was brought on site and completed structural repairs to the car ferry's hull in preparation for the up coming Survey. While the ferry was out of the water the TIRC mechanics serviced the engines at the same time and then the Town Services team pressure cleaned the whole ferry. We have had no further issues with our marine services and staff this month.

Airport

Daily inspections have been conducted and maintenance has been carried out as per contract all the vegetation has been slashed to standards.

Community Maintenance

Our team has been working hard to keep our community clean and tidy this has been very challenging due to litter being left behind by members of the community around the card game areas and the post office/ Centre Link areas and a lack of vehicles and machinery.

Milikapiti Town Services

Town Services have been hard to maintain and keep the community clean and tidy.
They have been collecting loose litter and rubbish left outside houses and taken to the tip.

Drain Ways had all litter removed
Removed tree from the side of the road at the local park.
Mowed and whipper snipped Council assets.
Collected TIRC items from barge service.
Pushed and tidied up the tip.

WASTE COLLECTION AND MANAGEMENT:
- Waste collected twice a week Tuesday &Friday between the hours of 8am to 12pm
- General community litter hand picked up by Town Services in garbage bags twice a week.
- General household rubbish left outside of front of houses for pick ups with trailer.
- Drain ways cleaned and rubbish removed from inside.
- Tree removed from side of the road near the local Park ground and taken to the waste

Airport

Inspections – Field Checklist:

- Airport Inspections are handed over to Romel Siplon.

Maintenance

- Cleaned and mowed Shire facilities

Town services Projects

Fencing

- Fencing completed and the last three (3) houses are now ready for strengthening and tidying up the area.
- Barge runs every week on a Thursday afternoon.
- Fuelling up the Bowsers (Diesel & Unleaded)
- Cut down and removal of trees around oval and taken to the Tip.
- Took bulker/cement bags to Pirlangimpi Town Services.
- Helped Pirlangimpi Town Services with the Airport Fencing for a few days including the Town Services team from Milikapiti.
- Filled in for Civil Works regards, pushing and tidying the rubbish in the Tip.
- Filled in for Civil Works re, carting old vehicles to the Tip.
- Rubbish collection walk through main areas, with garbage bags twice a week.
- Worked on main Drain ways pushing and cleaning so no flood water caused.
- Maintenances of drainage:
- Trees and dead branches cut around council facilities.

Pirlangimpi Town Services

- Daily Aerodrome Inspections and unlocking of airport toilets as well as public toilets each morning and securing them up at the end of each day.
- All rubbish collections completed twice a week as scheduled.
- Daily collection of litter conducted around town and swimming hole
- Airport and Public toilets cleaned and restocked weekly
- Collected deliveries from Barge for TIRC
- Mowing airport terminal grounds.
- Tidied up outside council office, using the blower.
- All cleaning out the Security yard at the barge landing using bobcat to clean out yard.
- Tidied up around Cemeteries.
- Cleaned out workshop (civil).
- Mowing of parks areas.
- Put up new posts and fence at the airport and removing old post and fencing and taken to the dump.
- Took back Milikapiti's truck and bobcat.
- Mowing around the old camp area.
- Cleaned and tested water at the pool.
- mowed inside and outside pool grounds.
- Cleaned up the Barge Landing and surroundings.
- End of day inspections and servicing of Town Services machinery and tools in preparation for future use.

Outstations

Ranku

- For the month of October Outstations staff have been working hard in keeping the community clean and tidy. Daily inspection of Power generator. Water pump turned on during the day and turned off at evening time to ensure no over flowing of water, this includes on weekends. Rubbish run done twice a week. Staff have been slashing around the power station, bore, and Council house and cleaning Council shed.
- Outstations manager attended the Homelands Service Providers Workshops held in Darwin.
- TIRC plumber assessed the sewer farm at Ranku repaired the pump
- Ranku the generators had their scheduled service
- Making arrangements for various project works to be carried out.

- 4 Mile Camp/Paru inspected problem trees requiring pruning or removal and will arrange to complete works.

Special Projects

- This month the Wurrumiyanga projects team has been assisting the Town Services with the rubbish run and litter collection including preparations for the weekend matches.
- The Wurrumiyanga Cemetery Shade Sail has arrived and is now installed.
- The Pirlangimpi Front Beach LED light is stored at the Town Services shed and has been requested to commence.
- The Pirlangimpi Pontoon steel has been ordered.
- The Milikapiti Airport seating has been completed.
- Took part in assisting and executing part of the beautification of the Wurrumiyanga Cemetery with Mavis Kerinaiua and Red Cross.
- Replaced the old damaged fence at Garden Point Aerodrome with new fencing.
- Scoped out possible sites for beautification projects.
- Met with TITEB regarding prices for supplying table/bench seating around the community.

Fleet and Trade Services Manager - Mark Pollard

Fleet

The new Garbage truck has arrived and selected staff has received training on correct operation of the truck and compactor. The truck has a lot of safety features including cameras so the driver/operator can keep an eye on the workers loading the garbage.

The mechanics at Wurrumiyanga workshop have been extremely busy with fleet work the Hino flat top has had a new tray made by the mechanics Twi 10 has had a new suspension kit fitted, routine service work has been completed on fleet and civil vehicles the workshop is still getting a work from BIHA and both the primary and high schools.

The new mechanic has settled in at Pirlangimpi and is performing well the apprentice is also working well and gaining more confidence.

The Milikapiti workshop is working well with private and council work, the mechanic has just obtained his refrigeration license so car air-conditioners can now be repaired in that workshop.

The Marine survey for the car barge and dinghy's is due on the 15th of November the surveyor has been booked so things are well on the way.

Fuel

- Wurrumiyanga diesel 5764 lts diesel and 2254 of ulp
- Pirlangimpi 4815 litres of diesel
- Milikapiti 8324 litres diesel and 5323 litres of ulp

Accommodation

Location	Bookings	Fully Booked	Notes / cancellations
Wurrumiyanga	7		
Transit House Lot 329	0		

Transit house Pool	0		
Wurrumiyanga Contractors	4	1	
Pirlangimpi contractors	5		
Milikapiti contractors	0		

Building Services

Work has been continuing on Lot 301 Milikapiti replacing rusted stumps and leveling the front veranda. Also a termite treatment has been arranged so the interior work can progress. Carpenters have also completed domestic repairs quotes for caging staff housing veranda's and also a big clean up at the Wurrumiyanga housing yard.

The Plumber has completed the refurbishment of the Pirlangimpi airport toilets, repaired water leaks for power and water at Milikapiti and Pirlangimpi: quoted on work for the Wurrumiyanga primary school and various domestic jobs for staff housing and council buildings.

The Electrician has had plenty of work cleaning repairing and replacing air-conditioning units in staff housing and council buildings and also cleaned and serviced air- conditioning units for TITEB in Milikapiti as well as domestic repairs and repairs on airport lighting.

Staff Housing

Staff housing inspections have commenced in Wurrumiyanga and will continue across the other two communities within the next couple of weeks these inspections also include a structural inspection.

RECOMMENDATION:

That Council notes this report for information.

ATTACHMENTS:

REPORTS FOR DECISION

ITEM NUMBER	6.2
TITLE	Ward Update
REFERENCE	210671
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

At the last Councillors training and development workshop held on 13 November 2017, members discuss the need to do a specific agenda items for future Ordinary Council meeting.

The following order of specific agenda items will include:

1. CEO's report for information and decision.
2. Ward update report – for discussion and decision.
3. Finance report for decision
4. All other reports for information.

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 this report and provide any feedback for discussion and decision making.

ATTACHMENTS:
There are no attachments for this report.

REPORTS FOR DECISION

ITEM NUMBER 6.3
TITLE Finance End of Month Report - October 2017
REFERENCE 211336
AUTHOR Bruce Mann, Chief Operating Officer

This report provides finance information to the Council for year to date October 2017 for decision.

BACKGROUND

Statement of Financial Performance
for the period ended 31st October 2017

Income	Year to Date				Full Year
	Actual	Budget	Variance*	%	Budget
61 - Income Rates and Charges	1,429,446	1,393,655	35,791	3%	1,393,655
62 - Income Council Fees and Charges	485,573	403,523	82,050	20%	1,205,378
63 - Income Operating Grants Subsidies	3,788,654	3,871,128	(82,474)	(2%)	8,210,090
64 - Income Investments	10,433	8,000	2,433	30%	24,000
66 - Income Reimbursements and Others	8,596	33,361	(24,765)	(74%)	34,738
67 - Income Agency and Commercial Services	1,169,658	1,760,574	(590,916)	(34%)	2,650,321
69 - Inc Sale of Assets	2,572	0	2,572	100%	0
Total Operating Revenue	**6,894,932**	**7,470,241**	**(575,309)**	**(8%)**	**13,518,182**
Expenditure					
71 - Employee Expenses	2,686,309	2,731,265	44,955	2%	8,240,773
72 - Contract and Material Expenses	1,906,776	3,357,340	1,450,564	43%	5,667,262
73 - Finance Expenses	1,942	1,840	(102)	(6%)	5,440
74 - Communication Expenses	122,600	134,554	11,954	9%	394,478
75 - Asset Expense	686,439	714,243	27,803	4%	2,142,728
79 - Miscellaneous Expenses	364,928	438,137	73,209	17%	1,172,534
Total Operating Expenditure	**5,768,994**	**7,377,378**	**1,608,384**	**22%**	**17,623,214**
Allocations	**0**	**1**	**1**	**100%**	**0**
Net Surplus/(Deficit)	**1,125,938**	**92,862**	**1,033,075**	**1112%**	**(4,105,032)**
Adjust for Capital and Depreciation					
Less: Capital Expense	2,890	334,916	332,026	99%	344,010
Add back: Depreciation expense	686,439	713,243	(26,803)	(4%)	2,139,728
Net Cash Surplus/(Deficit)	**1,809,487**	**471,189**	**1,338,298**	**284%**	(2,309,314)
Restricted Cash Carried Forward	2,326,857	2,326,857	0	0%	2,326,857
Total Surplus/(Deficit)	**4,136,343**	**2,798,045**	**1,338,298**	**48%**	**17,542**
Represented by:					
Tied Funding Surplus/(Deficit)	1,632,531	906,478	726,053	80%	182,398
Untied Funding Surplus/(Deficit)	2,503,813	1,891,568	612,245	32%	(164,856)

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

Statement of Financial Position **as at 31st October 2017**	
	$
Current Assets	
Current Operating accounts & Cash on Hand	2,696,117
Trade and Other Receivables	482,584
Debtors	910,130
Deposits and Bonds held	8,694
Inventory	405,886
Prepayments	150,953
Total Current Assets	**4,654,365**
Current Liabilities	
Trade and Other Payables	201,905
Creditors	383,470
Accrued Creditors	154,164
Current Provisions	1,124,966
Other Current Liabilities	0
Unexpended Grant Liability	1,412,825
Total Current Liabilities	**3,277,330**
Net Current Assets	**1,377,035**
Non Current Assets	
Buildings Prescribed	16,124,383
Infrastructure Prescribed	2,636,010
Plant	987,787
Equipment	187,613
Motor Vehicles	327,716
Work in Progress	104,223
Clearing Account	0
Total Non Current Assets	**20,367,734**
Non Current Liabilities	
Non Current Provisions	310,895
Non Current Borrowings	666,667
Total Non Current Liabilities	**977,562**
Net Assets	**20,767,206**
Equity	
Accumulated Surplus/(Deficit)	(12,497,384)
Asset Revaluation Reserve	31,965,790
Election Reserve	30,000
Asset Replacement Reserve	142,863
Current Year Surplus/(Deficit)	1,125,938
Total Equity	**20,767,206**

Current Operating Accounts & Cash on Hand

Account Balances as at 31st October 2017:

	$
Operating Account	50,190.10
Trust Account	2,822,163.09
Cash Deposit Account (credit cards)	50,000.00
Cash on hand	900.00
	2,923,253.19

The account balances exceed the amount reported at Current Operating Accounts and Cash on Hand in the Statement of Financial Position by $227,136 as a payroll payment and payments to creditors were processed in the ledger in October but actually paid from the bank on 2nd November 2017.

Ageing Receivables

The outstanding Debtors owed to Council at the end of October 2017 total $910,130 with 11% of this exceeding 90 days. The ageing of the outstanding receivables balances is as follows:

Description	Outstanding	Unapplied	Current	>30days	>60days	>90days	Future
Debtors	910,130	(14,257)	749,022	63,796	12,052	99,517	-
Rates Gen	212,962	(5,717)	2,188	8,615	33,619	174,257	-
Gen Waste	221,842	(0)	1,628	4,310	112,596	103,308	-

Debtors with balances in 60 and 90 days have been contacted in November to follow up payment of the outstanding invoices. The Debtors balance over 90 days relates to invoices to be paid by 20 customers. 5 customers have paid in November and 8 customers are expected to pay in full or enter a payment arrangement.

The unapplied credits are for 8 customers. The majority relates to overpayments of rates notices by a customer who has other charges being reconciled prior to finalisation of the overpaid amount.

Ageing Payables

The outstanding amounts owed by Council to Creditors at the end of October 2017 total $383,470 with 13% of this exceeding 90 days. The aging of the outstanding balance is as follows:

Outstanding	Unapplied	Current	>30days	>60days	>90days	Future
383,470	(45,019)	240,325	135,354	1,784	51,026	

The unapplied amount relates to credit notes received from 5 suppliers that have not been applied to outstanding invoices in October. These will be applied when the creditors are next paid. The balance in 90 days relates to invoices from 4 suppliers to be paid in November.

List of suppliers paid over 50K in the month of October 2017

Date	Account No	Account Name	Amount
13.10.2017	10793	Jardine Lloyd Thompson P/L	263,083.87
13.10.2017	10141	ATO PAYG for PPE 6.10.17	50,360.00
27.10.2017	10141	ATO PAYG for PPE 20.10.17	53,366.00
31.10.2017	10071	Fulton Hogan Ind. Pty Ltd	1,091,127.39

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 for information and accepts the tabled finance report for the reporting period to 31 October 2017.

ATTACHMENTS:
1 02 Directorate report for commentary October 2017.pdf
2 03 Management Report by Funding Type October 2017.pdf
3 04 Expenditure by Local Authority October 2017.pdf
4 05 Cash Flow October 2017.pdf
5 10 147801 - WLAPF - Community Projects Summary - 31 October 2017.pdf
6 11 147802 - PLAPF - Community Projects Summary - 31 October 2017.pdf
7 12 147803 - MLAPF - Community Projects Summary 31 October 2017.pdf

Directorate Report by Funding Type

as at 31 Oct 2017

Description	Actuals YTD	Budget YTD	Variance	%		Comment	Annual Budget
Finance & Compliance							
TIED: 1478 - Local Authority Project Fundir	628,824	445,665	183,159	41%	<<	Expenditure on projects is slower than budgeted	1
TIED: 1479 - Strengthening Local Authoritie	(31,169)	0	(31,169)	(100%)	<<	Costs budgeted in Financial Mgt	0
UNTIED: 1040 - Corporate Management	175,260	171,445	3,815	2%			514,336
UNTIED: 1045 - ITC Solutions	(16,038)	(5,801)	(10,237)	(176%)	<<	Network communications expense 16k higher than budget offset by savings in telephone expense 5k	(21,903)
UNTIED: 1053 - Financial management ser	(331,787)	(347,934)	16,147	5%	<<	Consulting fees 50k less than budget offset by increase in budget clearing account from 28k to 42k	(943,802)
UNTIED: 1072 - Governance and Complainc	(90,955)	(105,873)	14,918	14%	<<	Salaries 11k, training 1k, travel expenses 1k & internal alloc. 2k less than budget	(317,618)
UNTIED: 1111 - NT Operational Grant	666,693	666,693	0	0%			1,333,387
UNTIED: 1114 - General rates and charges	917,082	898,783	18,299	2%	<<	Rates revenue marginally higher than budget	898,783
UNTIED: 1180 - Depreciate/Dispose Asset E	(391,445)	(435,451)	44,006	10%	<<	Recovery of depreciation to grant programs not included in the budget	(1,306,353)
UNTIED: 1181 - Depreciate/Dispose Asset I	(81,479)	(79,868)	(1,611)	(2%)			(239,604)
UNTIED: 1184 - Depreciate/Dispose Asset M	(45,572)	(63,976)	18,404	29%	<<	14 x MV purchased in 2012 are now fully depreciated or were disposed 16/17	(191,927)
UNTIED: 1185 - Depreciate/Dispose Asset F	(93,689)	(111,502)	17,813	16%	<<	A number of PL are now fully depreciated or were disposed 16/17	(334,505)
UNTIED: 1186 - Depreciate/Dispose Asset E	(22,548)	(22,446)	(102)	(0%)			(67,338)
UNTIED: 1330 - Matching Funds Salary Inc	0	132,750	(132,750)	(100%)	<<	Grant funding yet to be received	531,000
UNTIED: 1470 - Local Authorities	(4,283)	(9,829)	5,546	56%			(29,486)
UNTIED: 1471 - Council & Elected Member	(152,863)	(151,369)	(1,494)	(1%)			(454,108)
UNTIED: 1472 - FAA General Purpose	277,014	221,469	55,545	25%	<<	Funds received ahead of budget timing	429,598
UNTIED: 1602 - Executive Leadership Finar	549,709	465,618	84,091	18%	<<	COO commenced 18 September. Deputy CEO position not yet filled	298,195
Net Surplus/(Deficit)	1,952,754	1,668,375	284,380	17%			98,655

Attachment 1

Directorate Report by Funding Type

as at 31 Oct 2017

Description	Actuals YTD	Budget YTD	Variance	%		Comment	Annual Budget
Infrastructure & Assets							
TIED: 1176 - HMP Fencing Program	(49,284)	0	(49,284)	(100%)	<<	No budget - expected to be completed by 30/6/17	0
TIED: 1201 - Outstations Housing Maintenance	(18,016)	(61,545)	43,529	71%	<<	Costs of materials below budget	(35,059)
TIED: 1238 - Foreshore Drain Stage 2 Wurrumiyan	120,610	80,407	40,203	50%	<<	Waiting on Dept Infrastructure, Planning & Logistics approval to complete works	0
TIED: 1310 - Outstations Essential Services	(68,505)	(100,367)	31,862	32%	<<	Materials costs 11k, salary expenses 9k and internal allocations 10k below budget	36,618
TIED: 1427 - Outstation Converted Jobs Program	(40,168)	(16,947)	(23,221)	(137%)	<<	Salary expenses 23k higher than budgeted	9,159
TIED: 1491 - Power Cards	(13,698)	(14,967)	1,269	8%			(18,600)
TIED: 1585 - Black Spot Program 15/16	111,099	111,099	(0)	(0%)			111,099
TIED: 1600 - Milikapiti Oval Upgrade ABA	(13)	0	(13)	(100%)			0
TIED: 1604 - R2R Reseal Wurrumiyanga Roads	(114,632)	(50,000)	(64,632)	(129%)	<<	Timing issue - receipt of current year funds 175k. Invoiced for 90% of reseal 171k. Equipment hire 39k and internal allocations 17k over budget	0
TIED: 1606 - MES SPG Install pontoon at Paru	31,393	31,393	0	0%			0
TIED: 1607 - MES SPG Replace Paru Water Tank	38,214	0	38,214	100%	<<	Project not yet completed	0
TIED: 1608 - Aerodrome Fencing Upgrades	96,426	97,050	(623)	(1%)			97,050
TIED: 1609 - Solar Powered Windsock - Wurrumiya	4,489	4,489	0	0%			4,489
TIED: 1610 - Airport Lighting & Electronics	22,723	22,723	0	0%			22,723
TIED: 1611 - MESSPG Telecommunications Repeat	45,000	45,000	0	0%			0
TIED: 1612 - MESSPG Upgrade header tank stand	32,506	32,506	0	0%			0
TIED: 1614 - Ranku Aerodrome Upgrade	151,712	151,712	0	0%			151,712
TIED: 1622 - SPG - 12 m3 Garbage Truck	216,223	0	216,223	100%	<<	Arrived in October - costs will come through in November	0
TIED: 1623 - SPG - Ride On Mowers & Slasher	114,146	0	114,146	100%	<<	Orders to be placed	0
UNTIED: 1039 - Commercial Council Facilities	47,836	44,599	3,237	7%			127,996
UNTIED: 1041 - Manage and Maintain Cemeteries	(5,474)	0	(5,474)	(100%)			0
UNTIED: 1055 - Fleet Services	169,536	189,291	(19,756)	(10%)	<<	Income is 48k under budget offset by savings for registration 12k & fuel 20k	737,684
UNTIED: 1088 - Town Services	(364,233)	(570,950)	206,717	36%	<<	Income from internal allocations 295k and employment outcome payments 15k above budget, Internal alloc. Expenses 68k and materials 7k less than budget offset by Labour costs 183k higher than budget	(1,712,851)
UNTIED: 1115 - Street Lighting	(5,168)	(12,317)	7,149	58%			(52,200)
UNTIED: 1134 - Waste collection and disposal	335,236	419,621	(84,384)	(20%)	<<	Internal allocations from Town Services higher than budget	275,090

Description	Actuals YTD	Budget YTD	Variance	%		Comment	Annual Budget
UNTIED: 1160 - Fuel	40,173	85,396	(45,223)	(53%)	<<	Budget income from Fuel allocations overstated 62k, offset by 15k increase in external sales. 10k less fuel purchased	257,188
UNTIED: 1191 - Rubbish, tips bins	(46,851)	(36,900)	(9,952)	(27%)			(110,700)
UNTIED: 1193 - Civil Works	150,010	(39,630)	189,640	479%	<<	Allocation income 57k higher than budget combined with savings in salaries 80k, workshop labour 33k, vehicle registrations 12k & freight 8k	(278,254)
UNTIED: 1195 - Airport Maintenance	(8,350)	176,724	(185,074)	(105%)	<<	Budget income overstated 135k and Internal allocations are 48k over budget	199,302
UNTIED: 1196 - Airport Inspection	(31,257)	24,012	(55,269)	(230%)	<<	Budget Income overstated 13k, Salaries 32k & internal allocations 10k higher than budget	72,036
UNTIED: 1197 - Mechanical Workshops	(199,504)	(193,085)	(6,419)	(3%)			(576,004)
UNTIED: 1198 - Staff Housing R&M	131,591	157,249	(25,658)	(16%)	<<	Rental income is 7k less than budget. Lease expense 5k and internal allocations are higher than budget	471,747
UNTIED: 1202 - Council Recreational Facilities	(4,362)	(5,455)	1,093	20%			(17,555)
UNTIED: 1203 - Parks and Gardens	(47,897)	(14,731)	(33,166)	(225%)	<<	Internal Allocation expense 47k not budgeted offset by water charges 12k less than budget	(44,192)
UNTIED: 1209 - Pool Management	(69,568)	(35,124)	(34,444)	(98%)	<<	Internal Allocation expense 46k above budget offset by electricity 5k, water 3k & materials 2k less than budget	(105,373)
UNTIED: 1214 - Council Facilities	(30,407)	13,747	(44,154)	(321%)	<<	Insurance recovery 32k incorrectly included in budget & internal allocations not budgeted	(26,728)
UNTIED: 1220 - Inter Island Ferry Service (Barge)	(22,905)	(37,875)	14,970	40%	<<	Fuel 8k and materials less than budget	(98,624)
UNTIED: 1222 - Transit Accomodation	28,043	15,887	12,156	77%	<<	Income 11k higher than budget	47,660
UNTIED: 1296 - Airport Landing Fees	215,876	148,800	67,076	45%	<<	Income received ahead of budget	446,400
UNTIED: 1300 - FAA Roads	372,242	253,777	118,464	47%	<<	Prepayment of grant funds 118k	243,781
UNTIED: 1311 - Commercial Building Services	(161,539)	(198,597)	37,058	19%	<<	Income 99k higher than budget offset by labour 38k and materials 20k expense higher than budget	(623,329)
UNTIED: 1521 - Funeral Services	(21,434)	(19,000)	(2,434)	(13%)			(57,000)
UNTIED: 1620 - Pickertaramoor Road Rebuild	564,057	181,490	382,567	211%	<<	Project running behind budget due to a contract dispute	181,490
Net Surplus/(Deficit)	1,715,876	879,482	836,393	95%			(263,245)

Attachment 1

Directorate Report by Funding Type

as at 31 Oct 2017

Description	Actuals YTD	Budget YTD	Variance	%	Comment	Annual Budget
Chief Executive Officer						
TIED: 1617 - UoS Collaboration Project	(41,202)	(3,917)	(37,285)	(952%)	<< Timing of costs in budget is incorrect	10,999
UNTIED: 1042 - Executive Leadership CEO	(133,329)	(141,980)	8,651	6%		(427,523)
UNTIED: 1079 - Work Health Safety	(9,728)	(23,688)	13,961	59%	<< Salary expenses less than budget	(71,065)
UNTIED: 1080 - Human Resources	(169,169)	(130,829)	(38,340)	(29%)	<< Recruitment expense 67k not budgeted offset by employment related outcome payment 7k, lower salaries expenses 8k and internal allocations 11k	(352,581)
UNTIED: 1597 - Organisation Training	0	(10,000)	10,000	100%	<< No Training expenses as yet	(30,000)
Net Surplus/(Deficit)	(353,428)	(310,414)	(43,014)	(14%)		(870,169)

Directorate Report by Funding Type

as at 31 Oct 2017

Description	Actuals YTD	Budget YTD	Variance	%		Comment	Annual Budget
Community Development and Services							
TIED: 1204 - Outside School Hours Care	6,475	(20,884)	27,360	131%	<<		1
TIED: 1205 - Children Services	80,816	(41,786)	122,602	293%	<<		(146,996)
TIED: 1206 - Youth Diverson Scheme	28,183	32,571	(4,388)	(13%)			(13,840)
TIED: 1208 - Community Safety	266,159	171,880	94,279	55%	<<		(39,748)
TIED: 1210 - Active Remote Communities S	(22,379)	(41,600)	19,221	46%	<<		2,200
TIED: 1215 - Library	(23,626)	49,650	(73,277)	(148%)	<<		7,274
TIED: 1217 - NT Jobs Packages (Arts was B	96,464	(14,743)	111,207	754%	<<		(44,229)
TIED: 1228 - Family as First Teachers DET I	(42,043)	(101,359)	59,316	59%	<<		(6,000)
TIED: 1236 - School Meals Program	28,834	17,125	11,709	68%	<<		(1,078)
TIED: 1340 - Indigenous Sport & Recreatior	(22,343)	66,777	(89,120)	(133%)	<<		27,833
TIED: 1523 - Australia Day	0	0	0	0%			0
TIED: 1590 - NAIDOC Activities	(690)	0	(690)	(100%)			0
TIED: 1613 - Early Intervention Youth Boot	0	18,091	(18,091)	(100%)	<<		17,429
TIED: 1616 - HSTAC	0	(3,547)	3,547	100%			(10,640)
UNTIED: 1044 - Executive leadership Comm	(53,647)	(49,364)	(4,283)	(9%)			(148,092)
UNTIED: 1189 - Post Office Services	1,337	(4,994)	6,331	127%			(14,982)
UNTIED: 1190 - Centrelink Melville	(811)	5,819	(6,630)	(114%)			17,457
UNTIED: 1192 - Animal Control	(30)	(8,440)	8,410	100%			(25,320)
UNTIED: 1464 - Administration service	(207,998)	(227,838)	19,840	9%	<<		(708,696)
Net Surplus/(Deficit)	134,702	(152,640)	287,342	188%			(1,087,427)

Note: Due to time constraints commentary from CD&S will be tabled on the day

Attachment 1

Management Report by Funding Type

as at 31 Oct 2017

Description	Income				Expenses				Net Result			
	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Actual YTD	Budget YTD	Variance YTD	Annual Budget
Tied Programs in SURPLUS - Restricted cash must be spent on the program or returned to the funding body												
Finance & Compliance												
1478 - Local Authority Project Fun	1,547	0	1,547	0	46,841	228,454	181,612	674,118	628,824	445,665	183,159	1
Infrastructure & Assets												
1238 - Foreshore Drain Stage 2 W	0	0	0	0	0	40,203	40,203	120,610	120,610	80,407	40,203	0
1585 - Black Spot Program 15/16	111,099	111,099	(0)	111,099	0	0	0	0	111,099	111,099	(0)	111,099
1606 - MES SPG Install pontoon a	0	0	0	0	0	0	0	31,393	31,393	31,393	0	0
1607 - MES SPG Replace Paru Wa	0	0	0	0	2,235	40,449	38,214	40,449	38,214	0	38,214	0
1608 - Aerodrome Fencing Upgrac	97,050	97,050	0	97,050	623	0	(623)	0	96,426	97,050	(623)	97,050
1609 - Solar Powered Windsock -	4,489	4,489	0	4,489	0	0	0	0	4,489	4,489	0	4,489
1610 - Airport Lighting & Electroni	22,723	22,723	0	22,723	0	0	0	0	22,723	22,723	0	22,723
1611 - MESSPG Telecommunicatic	0	0	0	0	0	0	0	45,000	45,000	45,000	0	0
1612 - MESSPG Upgrade header t	0	0	0	0	0	0	0	32,506	32,506	32,506	0	0
1614 - Ranku Aerodrome Upgrade	151,712	151,712	0	151,712	0	0	0	0	151,712	151,712	0	151,712
1622 - SPG - 12 m3 Garbage Truc	0	0	0	0	0	216,223	216,223	216,223	216,223	0	216,223	0
1623 - SPG - Ride On Mowers & S	0	0	0	0	0	114,146	114,146	114,146	114,146	0	114,146	0
Community Development and Services												
1204 - Outside School Hours Care	87,600	59,499	28,101	237,997	81,125	80,383	(741)	237,996	6,475	(20,884)	27,360	1
1205 - Children Services	310,003	221,199	88,804	641,958	229,188	262,985	33,797	788,954	80,816	(41,786)	122,602	(146,996)
1206 - Youth Diverson Scheme	111,554	111,553	1	223,106	83,371	78,982	(4,389)	236,946	28,183	32,571	(4,388)	(13,840)
1208 - Community Safety	539,320	526,813	12,507	1,053,626	287,448	369,221	81,772	1,107,662	266,159	171,880	94,279	(39,748)
1217 - NT Jobs Packages (Arts wa	105,449	16,361	89,088	49,084	8,985	31,104	22,119	93,313	96,464	(14,743)	111,207	(44,229)
1236 - School Meals Program	59,655	56,121	3,534	115,908	30,821	38,995	8,175	116,986	28,834	17,125	11,709	(1,078)
1523 - Australia Day	0	0	0	1,000	0	0	0	1,000	0	0	0	0
1613 - Early Intervention Youth Bc	0	18,422	(18,422)	18,422	0	331	331	993	0	18,091	(18,091)	17,429
1616 - HSTAC	0	0	0	0	0	3,547	3,547	10,640	0	(3,547)	3,547	(10,640)
Total Tied Programs in Surplus	1,602,200	1,397,041	205,159	2,728,174	770,637	1,505,023	734,386	3,868,934	2,120,297	1,180,751	939,545	147,973
Tied Programs in DEFICIT - Council to wear the loss												
Finance & Compliance												
1479 - Strengthening Local Author	0	0	0	0	31,169	0	(31,169)	0	(31,169)	0	(31,169)	0
Infrastructure & Assets												
1176 - HMP Fencing Program	0	0	0	0	49,284	0	(49,284)	0	(49,284)	0	(49,284)	0
1201 - Outstations Housing Maint	0	0	0	149,576	18,016	61,545	43,529	184,635	(18,016)	(61,545)	43,529	(35,059)
1310 - Outstations Essential Servi	0	0	0	337,660	68,505	100,367	31,862	301,042	(68,505)	(100,367)	31,862	36,618
1427 - Outstation Converted Jobs	0	0	0	60,000	40,168	16,947	(23,221)	50,841	(40,168)	(16,947)	(23,221)	9,159
1491 - Power Cards	18,963	13,333	5,629	40,000	32,660	28,300	(4,360)	58,600	(13,698)	(14,967)	1,269	(18,600)
1600 - Milikapiti Oval Upgrade AB	0	0	0	0	13	0	(13)	0	(13)	0	(13)	0
1604 - R2R Reseal Wurrumiyanga	0	175,725	(175,725)	225,725	1,152,755	1,263,848	111,094	1,263,848	(114,632)	(50,000)	(64,632)	0
Chief Executive Officer												
1617 - UoS Collaboration Project	831	0	831	78,650	42,033	3,917	(38,116)	67,651	(41,202)	(3,917)	(37,285)	10,999
Community Development and Services												
1210 - Active Remote Communitie	0	0	0	127,000	22,379	41,600	19,221	124,800	(22,379)	(41,600)	19,221	2,200
1215 - Library	0	70,839	(70,839)	70,839	23,626	21,189	(2,438)	63,565	(23,626)	49,650	(73,277)	7,274
1228 - Family as First Teachers DI	0	0	0	298,350	42,043	101,359	59,316	304,350	(42,043)	(101,359)	59,316	(6,000)
1340 - Indigenous Sport & Recrea	86,250	172,500	(86,250)	345,000	108,593	105,723	(2,870)	317,167	(22,343)	66,777	(89,120)	27,833
1590 - NAIDOC Activities	668	2,667	(1,999)	8,000	1,359	2,667	1,308	8,000	(690)	0	(690)	0
Total Tied Programs in Deficit	106,712	435,064	(328,353)	1,740,800	1,632,601	1,747,461	114,860	2,744,499	(487,766)	(274,274)	(213,492)	34,424

Management Report by Funding Type

as at 31 Oct 2017

Description	Income				Expenses				Net Result			
	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Actual YTD	Budget YTD	Variance YTD	Annual Budget	Actual YTD	Budget YTD	Variance YTD	Annual Budget
Untied Programs - Council to retain the profit or wear the loss												
Finance & Compliance												
1040 - Corporate Management	192,018	191,942	76	575,826	16,758	20,497	3,739	61,490	175,260	171,445	3,815	514,336
1045 - ITC Solutions	268,517	265,933	2,584	797,800	284,555	271,734	(12,821)	819,703	(16,038)	(5,801)	(10,237)	(21,903)
1053 - Financial management serv	0	56,853	(56,853)	170,558	331,787	404,787	72,999	1,114,360	(331,787)	(347,934)	16,147	(943,802)
1072 - Governance and Complainc	250	0	250	0	91,205	105,873	14,668	317,618	(90,955)	(105,873)	14,918	(317,618)
1111 - NT Operational Grant	666,693	666,693	0	1,333,387	0	0	0	0	666,693	666,693	0	1,333,387
1114 - General rates and charges	919,860	900,783	19,078	900,783	2,778	2,000	(778)	2,000	917,082	898,783	18,299	898,783
1180 - Depreciate/Dispose Asset E	48,881	0	48,881	0	440,326	435,451	(4,875)	1,306,353	(391,445)	(435,451)	44,006	(1,306,353)
1181 - Depreciate/Dispose Asset I	0	0	0	0	81,479	79,868	(1,611)	239,604	(81,479)	(79,868)	(1,611)	(239,604)
1184 - Depreciate/Dispose Asset M	0	0	0	0	45,572	63,976	18,404	191,927	(45,572)	(63,976)	18,404	(191,927)
1185 - Depreciate/Dispose Asset F	2,572	0	2,572	0	96,261	111,502	15,241	334,505	(93,689)	(111,502)	17,813	(334,505)
1186 - Depreciate/Dispose Asset E	0	0	0	0	22,548	22,446	(102)	67,338	(22,548)	(22,446)	(102)	(67,338)
1330 - Matching Funds Salary Inc	0	132,750	(132,750)	531,000	0	0	0	0	0	132,750	(132,750)	531,000
1470 - Local Authorities	0	0	0	0	4,283	9,829	5,546	29,486	(4,283)	(9,829)	5,546	(29,486)
1471 - Council & Elected Member	0	0	0	0	152,863	151,369	(1,494)	454,108	(152,863)	(151,369)	(1,494)	(454,108)
1472 - FAA General Purpose	277,014	221,469	55,545	429,598	0	0	0	0	277,014	221,469	55,545	429,598
1602 - Executive Leadership Finar	550,000	550,000	0	550,000	291	84,382	84,091	251,805	549,709	465,618	84,091	298,195
Infrastructure & Assets												
1039 - Commercial Council Facilitie	50,431	49,000	1,431	147,000	2,595	4,401	1,806	19,004	47,836	44,599	3,237	127,996
1041 - Manage and Maintain Cem	0	0	0	0	5,474	0	(5,474)	0	(5,474)	0	(5,474)	0
1055 - Fleet Services	307,893	357,490	(49,597)	1,162,470	138,358	168,199	29,841	424,786	169,536	189,291	(19,756)	737,684
1088 - Town Services	516,495	176,555	339,940	529,666	880,728	747,505	(133,223)	2,242,517	(364,233)	(570,950)	206,717	(1,712,851)
1115 - Street Lighting	0	0	0	0	5,168	12,317	7,149	52,200	(5,168)	(12,317)	7,149	(52,200)
1134 - Waste collection and dispo	509,586	496,673	12,912	504,276	174,349	77,053	(97,296)	229,186	335,236	419,621	(84,384)	275,090
1160 - Fuel	214,572	262,433	(47,861)	787,300	174,400	177,037	2,638	530,112	40,173	85,396	(45,223)	257,188
1191 - Rubbish, tips bins	0	0	0	0	46,851	36,900	(9,952)	110,700	(46,851)	(36,900)	(9,952)	(110,700)
1193 - Civil Works	493,916	441,388	52,528	1,121,061	343,906	481,018	137,112	1,399,315	150,010	(39,630)	189,640	(278,254)
1195 - Airport Maintenance	64,567	198,441	(133,874)	265,452	72,917	21,717	(51,200)	66,150	(8,350)	176,724	(185,074)	199,302
1196 - Airport Inspection	40,876	54,057	(13,181)	162,171	72,132	30,045	(42,087)	90,135	(31,257)	24,012	(55,269)	72,036
1197 - Mechanical Workshops	164,757	221,065	(56,308)	663,195	364,261	414,150	49,889	1,239,199	(199,504)	(193,085)	(6,419)	(576,004)
1198 - Staff Housing R&M	232,059	239,288	(7,229)	717,863	100,468	82,039	(18,429)	246,116	131,591	157,249	(25,658)	471,747
1202 - Council Recreational Faciliti	1,000	1,045	(45)	1,045	5,362	6,500	1,138	18,600	(4,362)	(5,455)	1,093	(17,555)
1203 - Parks and Gardens	889	167	723	500	48,786	14,897	(33,889)	44,692	(47,897)	(14,731)	(33,166)	(44,192)
1209 - Pool Management	2,728	1,167	1,562	3,500	72,296	36,291	(36,005)	108,873	(69,568)	(35,124)	(34,444)	(105,373)
1214 - Council Facilities	855	34,272	(33,417)	37,472	31,261	20,525	(10,736)	64,200	(30,407)	13,747	(44,154)	(26,728)
1220 - Inter Island Ferry Service (	93,099	93,160	(62)	279,481	116,004	131,035	15,031	378,105	(22,905)	(37,875)	14,970	(98,624)
1222 - Transit Accomodation	44,204	33,338	10,866	100,013	16,161	17,451	1,290	52,353	28,043	15,887	12,156	47,660
1296 - Airport Landing Fees	216,235	151,000	65,235	453,000	359	2,200	1,841	6,600	215,876	148,800	67,076	446,400
1300 - FAA Roads	603,700	485,444	118,256	938,781	231,458	231,667	208	695,000	372,242	253,777	118,464	243,781
1311 - Commercial Building Servic	189,656	90,043	99,613	270,128	351,195	288,640	(62,555)	893,457	(161,539)	(198,597)	37,058	(623,329)
1521 - Funeral Services	0	83	(83)	250	21,434	19,083	(2,351)	57,250	(21,434)	(19,000)	(2,434)	(57,000)
1620 - Pickertaramoor Road Rebu	736,549	1,190,090	(453,541)	1,190,090	172,492	1,008,600	836,108	1,008,600	564,057	181,490	382,567	181,490
Chief Executive Officer												
1042 - Executive Leadership CEO	850	500	350	500	134,179	142,480	8,301	428,023	(133,329)	(141,980)	8,651	(427,523)
1079 - Work Health Safety	0	4,467	(4,467)	13,402	9,728	28,156	18,428	84,467	(9,728)	(23,688)	13,961	(71,065)
1080 - Human Resources	7,500	0	7,500	0	176,669	130,829	(45,840)	352,581	(169,169)	(130,829)	(38,340)	(352,581)
1597 - Organisation Training	0	0	0	0	0	10,000	10,000	30,000	0	(10,000)	10,000	(30,000)
Community Development and Services												
1044 - Executive leadership Comn	9,150	6,667	2,483	20,000	62,797	56,031	(6,766)	168,092	(53,647)	(49,364)	(4,283)	(148,092)
1189 - Post Office Services	41,796	34,700	7,096	104,100	40,459	39,694	(765)	119,082	1,337	(4,994)	6,331	(14,982)
1190 - Centrelink Melville	63,075	69,382	(6,308)	208,147	63,886	63,563	(322)	190,690	(811)	5,819	(6,630)	17,457
1192 - Animal Control	0	0	0	0	30	8,440	8,410	25,320	(30)	(8,440)	8,410	(25,320)
1464 - Administration service	24,162	4,667	19,495	14,000	232,160	232,505	345	722,696	(207,998)	(227,838)	19,840	(708,696)
Total Untied Programs	7,556,403	7,683,004	(126,601)	14,983,815	5,739,029	6,504,679	765,650	17,288,398	1,817,374	1,178,325	639,049	(2,304,583)
Net Surplus or (Deficit)	9,265,315	9,515,109	(249,794)	19,452,789	8,142,267	9,757,163	1,614,896	23,901,831	3,449,904	2,084,803	1,365,102	(2,122,186)
Exclude Depreciation (Untied Fundi	0	0	0	0	(686,439)	(713,243)	(26,803)	(2,139,728)	686,439	713,243	(26,803)	2,139,728
Net Cash Surplus or (Deficit)	9,265,315	9,515,109	(249,794)	19,452,789	7,455,828	9,043,921	1,588,092	21,762,103	4,136,343	2,798,045	1,338,298	17,542

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
- Important not to overspend as Council to wear the loss
Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expenditure by Directorate						
Wurrumiyanga	**3,513,095**	**2,908,643**	**604,452**	**17%**		**7,580,646**
Finance & Compliance	200,998	89,932	111,066	55%	«	591,750
147801 (Tied) - Local Authority Project Fu	147,681	33,836	113,844	77%	«	431,799
147001 (Untied) - Local Authority Wurrum	3,671	1,991	1,680	46%		11,014
147101 (Untied) - Regional Council & Elec	49,646	54,105	(4,459)	(9%)		148,937
Infrastructure & Assets	2,736,929	2,380,837	356,092	13%	«	5,263,121
123801 (Tied) - Foreshore Drain Stage 2	40,203	0	40,203	100%	«	120,610
160401 (Tied) - R2R Reseal Wurrumiyang	1,263,848	1,152,755	111,094	9%	«	1,263,848
162201 (Tied) - SPG - 12 m3 Garbage Tri	216,223	0	216,223	100%	«	216,223
104101 (Untied) - Cemeteries Wurrumiya	0	5,474	(5,474)	(100%)		0
105501 (Untied) - Fleet Administration - V	60,000	52,964	7,036	12%		180,000
108801 (Untied) - Town Services Wurrum	354,446	489,635	(135,189)	(38%)	«	1,063,337
111501 (Untied) - Street Lighting Wurr	6,000	2,617	3,383	56%		22,500
113401 (Untied) - Waste collection and di	31,133	47,957	(16,823)	(54%)	«	93,400
116001 (Untied) - Fuel - Wurrumiyanga	66,467	68,071	(1,605)	(2%)		199,400
119101 (Untied) - Waste Management Wi	25,333	27,236	(1,902)	(8%)		76,000
119301 (Untied) - Civil Works Wurrumiyai	142,136	94,875	47,261	33%	«	434,008
119501 (Untied) - Airport Maintenance W	6,217	10,839	(4,622)	(74%)		18,650
119601 (Untied) - Airport Inspection Wur	8,450	11,722	(3,272)	(39%)		25,350
119701 (Untied) - Mechanical Workshops	192,246	179,671	12,575	7%	«	575,989
119801 (Untied) - Staff Housing - Wurrun	67,150	43,193	23,957	36%	«	201,450
120201 (Untied) - Recreation Hall Wurrun	3,100	667	2,433	78%		8,800
120301 (Untied) - Oval Wurrumiyanga	11,267	10,985	282	2%		33,800
120901 (Untied) - Wurrumiyanga Pool	23,891	32,360	(8,469)	(35%)		71,673
120910 (Untied) - Pool Kiosk Wurrumiyan	167	0	167	100%		500
121401 (Untied) - Facilities Wurrumiyanga	6,625	13,384	(6,759)	(102%)		21,500
121410 (Untied) - Commercial Facilities W	8,400	8,420	(20)	(0%)		25,200
122201 (Untied) - Transit Accommodatior	9,144	11,072	(1,927)	(21%)		27,433
129601 (Untied) - Airport Landing Fees W	400	(112)	512	128%		1,200
130001 (Untied) - Roads General Mainten	116,667	102,091	14,576	12%	«	350,000
131101 (Untied) - Commercial Building Se	64,833	784	64,049	99%	«	194,500
152101 (Untied) - Funeral Services - Wurr	12,583	14,179	(1,596)	(13%)		37,750

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body

- Important not to overspend as Council to wear the loss

Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Community Development and Services	575,168	437,873	137,295	24%	«	1,725,775
120401 (Tied) - Outside School Hours Car	37,190	43,569	(6,379)	(17%)		111,571
120501 (Tied) - Jirnani Day Care Centre	137,843	120,993	16,850	12%	«	413,529
120601 (Tied) - Youth Diversion Scheme	8,781	0	8,781	100%		26,344
120801 (Tied) - Community Safety - Wurr	108,785	66,425	42,360	39%	«	326,355
121001 (Tied) - Active Remote Communit	14,654	10,289	4,365	30%		43,962
121701 (Tied) - NT Jobs Packages (Broad	7,483	1,676	5,807	78%		22,449
122801 (Tied) - Family as First Teachers I	101,359	42,043	59,316	59%	«	304,350
134001 (Tied) - ISRP - Indigenous Sport &	17,220	13,246	3,974	23%		51,661
161301 (Tied) - Early Intervention Youth	331	0	331	100%		993
118901 (Untied) - Post Office Wurrumiyar	33,993	34,683	(690)	(2%)		101,980
146401 (Untied) - Administration Service	107,527	104,948	2,579	2%		322,582

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
- Important not to overspend as Council to wear the loss
Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Pirlangimpi	**874,609**	**917,240**	**(42,631)**	**(5%)**	**Total Exp. In Pirli is 42k over budget**	2,653,508
Finance & Compliance	**59,522**	**29,645**	**29,877**	**50%**	**Total Exp. by Finance is 29k under budget**	178,567
147802 (Tied) - Local Authority Project Funding	27,289	6,256	21,033	77%	21k under: Budget assumes all funds will be spent this year	81,867
147002 (Untied) - Local Authority Pirlangimpi	2,931	987	1,944	66%		8,794
147102 (Untied) - Regional Council & Elected M	29,302	22,402	6,900	24%		87,906
Infrastructure & Assets	**510,145**	**630,817**	**(120,672)**	**(24%)**	**Total Exp. by Infrastructure is 120k over budget**	1,534,936
105502 (Untied) - Fleet Administration - Pirlang	15,667	14,980	687	4%		47,000
108802 (Untied) - Town Services Pirlangimpi	142,048	102,702	39,346	28%	Salaries 15k, fleet 10k, ICT 7k, ferry 4k & assets 4k under	426,146
111502 (Untied) - Street Lighting Pirlangimpi	4,067	1,342	2,725	67%		19,200
113402 (Untied) - Waste collection and disposa	23,067	46,594	(23,528)	(102%)	Labour alloc. from Town Services over budget	69,200
116002 (Untied) - Fuel - Pirlangimpi	19,349	11,467	7,882	41%		58,048
119102 (Untied) - Waste Management Pirlangir	6,667	1,607	5,059	76%		20,000
119302 (Untied) - Civil Works Pirlangimpi	81,827	62,799	19,028	23%	Salary exp. 16k & workshop labour under budget	245,480
119502 (Untied) - Airport Maintenance Pirlangir	7,067	43,279	(36,213)	(512%)	Labour alloc 26k, equip alloc 7k & materials 2k over budget	21,200
119602 (Untied) - Airport Inspection Pirlangimp	9,383	30,118	(20,734)	(221%)	Double up Salaries exp. 16k & labour alloc. 4k over budget	28,150
119702 (Untied) - Mechanical Workshops Pirlan	101,833	113,260	(11,427)	(11%)	Purchase of inventory over budget	302,999
119802 (Untied) - Staff Housing - Pirlangimpi	7,058	38,793	(31,735)	(450%)	Commercial building labour alloc. not budgeted	21,173
120202 (Untied) - Recreation Hall Pirlangimpi	0	1,366	(1,366)	(100%)		0
120302 (Untied) - Oval Pirlangimpi	1,333	836	497	37%		4,000
120902 (Untied) - Pirlangimpi Pool	12,233	39,936	(27,702)	(226%)	Labour alloc. 24k & equipment 3k over budget	36,700
121402 (Untied) - Facilities Pirlangimpi	2,167	9,116	(6,949)	(321%)		6,500
122202 (Untied) - Transit Accommodation - Pirl	3,933	3,612	322	8%		11,800
129602 (Untied) - Airport Landing Fees Pirlangi	1,133	334	799	71%		3,400
130002 (Untied) - Roads General Maintenance	46,667	63,736	(17,070)	(37%)	Civil services equipment allocation 29k not budgeted offset by labour alloc 12 under budget	140,000
131102 (Untied) - Commercial Building Services	22,313	40,461	(18,148)	(81%)	Salaries 28k over budget offset by 10k fleet alloc.	66,940
152102 (Untied) - Funeral Services - Pirlangimp	2,333	4,479	(2,146)	(92%)		7,000
Community Development and Services	**304,941**	**256,777**	**48,165**	**16%**	**Total Exp. by CD&S is 48k under budgeted**	940,005
120402 (Tied) - Outside School Hours Care Pirl	22,949	19,909	3,039	13%		68,846
120502 (Tied) - Child Services Pirlangimpi	58,137	46,085	12,052	21%	Salaries 8k, materials 2k R&M 2k under budget	174,410
120802 (Tied) - Community Safety - Pirlangimp	65,766	45,560	20,206	31%	Salaries 13k, fuel 2k, workshop materials 1k & minor savings	197,299
121002 (Tied) - Active Remote Communities Sp	8,792	23	8,769	100%		26,377
121502 (Tied) - Library Pirlangimpi	10,322	10,453	(131)	(1%)		30,965
123602 (Tied) - Pirlangimpi School Meals Progr	38,995	30,821	8,175	21%		116,986
134002 (Tied) - ISRP - Indigenous Sport & Rec	19,673	11,983	7,690	39%		59,018
118902 (Untied) - Post Office Pirlangimpi	2,850	2,838	13	0%		8,551
119002 (Untied) - Centrelink Pirlangimpi	31,223	31,201	22	0%		93,669
119202 (Untied) - Animal Control Pirlangimpi	0	30	(30)	(100%)		0
146402 (Untied) - Administration Service Pirlan	46,234	57,873	(11,639)	(25%)	Employee exp. higher than budgeted - annual leave	163,886

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
- Important not to overspend as Council to wear the loss
Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Milikapiti	**1,075,987**	**982,598**	**93,389**	**9%**		**3,233,957**
Finance & Compliance	121,681	50,092	71,589	59%	«	365,042
147803 (Tied) - Local Authority Project Fu	53,484	6,749	46,735	87%	«	160,452
147003 (Untied) - Local Authority Milikapi	3,226	1,017	2,209	68%		9,678
147103 (Untied) - Regional Council & Elec	64,971	42,325	22,645	35%	«	194,912
Infrastructure & Assets	666,219	666,818	(599)	(0%)		2,007,808
160003 (Tied) - Milikapiti Oval Upgrade A	0	13	(13)	(100%)		0
160803 (Tied) - Aerodrome Fencing Upgr	0	623	(623)	(100%)		0
103903 (Untied) - Commercail Facilities -	4,401	2,595	1,806	41%		19,004
105503 (Untied) - Fleet Administration - M	17,333	7,557	9,776	56%		52,000
108803 (Untied) - Town Services Milikapit	177,195	143,680	33,515	19%	«	531,586
111503 (Untied) - Street Lighting Milikapit	2,250	1,209	1,041	46%		10,500
113403 (Untied) - Waste collection and di	21,867	79,798	(57,931)	(265%)	«	65,600
116003 (Untied) - Fuel - Milikapiti	91,221	94,861	(3,640)	(4%)		272,664
119103 (Untied) - Waste Management Mi	4,900	18,009	(13,109)	(268%)	«	14,700
119303 (Untied) - Civil Works Milikapiti	115,530	77,016	38,515	33%	«	346,591
119503 (Untied) - Airport Maintenance Mi	6,933	16,885	(9,952)	(144%)		20,800
119603 (Untied) - Airport Inspection Milik	12,145	30,293	(18,148)	(149%)	«	36,435
119703 (Untied) - Mechanical Workshops	119,204	66,163	53,041	44%	«	357,612
119803 (Untied) - Staff Housing - Milikapi	4,626	18,482	(13,856)	(299%)	«	13,879
120203 (Untied) - Recreation Hall Milikapi	3,400	3,329	71	2%		9,800
120303 (Untied) - Oval - Milikapiti	2,297	36,965	(34,668)	#####	«	6,892
121403 (Untied) - Facilities Milikapiti	3,333	342	2,991	90%		11,000
122203 (Untied) - Transit Accommodatior	3,073	1,412	1,662	54%		9,220
129603 (Untied) - Airport Landing Fees M	667	137	529	79%		2,000
130003 (Untied) - Roads General Mainten	68,333	65,631	2,702	4%		205,000
131103 (Untied) - Commercial Building Se	5,008	0	5,008	100%		15,025
152103 (Untied) - Funeral Services - Milik	2,500	1,819	681	27%		7,500
Community Development and Services	288,087	265,688	22,399	8%	«	861,108
120403 (Tied) - Outside School Hours Car	20,244	17,646	2,598	13%		57,580
120503 (Tied) - Creche Milikapiti	67,005	62,135	4,870	7%		201,015
120803 (Tied) - Community Safety - Milik	60,916	52,860	8,056	13%		182,749
121003 (Tied) - Active Remote Communit	7,627	5,589	2,038	27%		22,881
121503 (Tied) - Library Milikapiti	10,867	13,173	(2,306)	(21%)		32,600
134003 (Tied) - ISRP - Indigenous Sport	7,494	9,323	(1,829)	(24%)		22,481
118903 (Untied) - Post Office Milikapiti	2,850	2,939	(88)	(3%)		8,551
119003 (Untied) - Centrelink Milikapiti	32,341	32,685	(344)	(1%)		97,022
146403 (Untied) - Administration Service	78,743	69,338	9,405	12%		236,229

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
- Important not to overspend as Council to wear the loss
Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Regional (Including Outstations)	**4,292,806**	**3,303,347**	**989,460**	**23%**		**10,431,720**
Finance & Compliance	1,609,966	1,479,047	130,919	8%	«	4,729,057
147900 (Tied) - Strengthening Local Auth	0	31,169	(31,169)	(100%)	«	0
104000 (Untied) - Corporate Managemen	20,497	16,758	3,739	18%		61,490
104500 (Untied) - ICT Solutions Corporat	271,734	284,555	(12,821)	(5%)	«	819,703
105300 (Untied) - Financial management	404,787	331,787	72,999	18%	«	1,114,360
107200 (Untied) - Governance and Compl	105,873	91,205	14,668	14%	«	317,618
111400 (Untied) - General rates and char	2,000	2,778	(778)	(39%)		2,000
118000 (Untied) - Acquire/Depreciate/Dis	435,451	440,326	(4,875)	(1%)		1,306,353
118100 (Untied) - Acquire/Depreciate/Dis	79,868	81,479	(1,611)	(2%)		239,604
118400 (Untied) - Acquire/Depreciate/Dis	63,976	45,572	18,404	29%	«	191,927
118500 (Untied) - Acquire/Depreciate/Dis	111,502	96,261	15,241	14%	«	334,505
118600 (Untied) - Acquire/Depreciate/Dis	22,446	22,548	(102)	(0%)		67,338
147000 (Untied) - Local Authority Regiona	0	287	(287)	(100%)		0
147100 (Untied) - Regional Council & Elec	7,451	34,031	(26,580)	(357%)	«	22,353
160200 (Untied) - Executive Leadership F	84,382	291	84,091	100%	«	251,805
Infrastructure & Assets	1,998,003	1,106,260	891,743	45%	«	3,630,578
117600 (Tied) - HMP Fencing Program	0	49,284	(49,284)	(100%)	«	0
120100 (Tied) - Outstations Housing Mair	24,503	12,980	11,523	47%	«	73,509
120104 (Tied) - Outstations House Maint	6,667	3,720	2,947	44%		20,000
120105 (Tied) - Outstations Other	30,375	1,316	29,059	96%	«	91,126
131000 (Tied) - Outstations Essential Ser	69,974	14,688	55,286	79%	«	209,922
131004 (Tied) - Outstations Essential Ser	333	5,843	(5,509)	#####		1,000
131005 (Tied) - Outstations Essential Ser	30,060	47,975	(17,915)	(60%)	«	90,120
142700 (Tied) - Outstations Converted Jo	16,947	40,168	(23,221)	(137%)	«	50,841
149104 (Tied) - Ranku Power Supply	28,300	32,660	(4,360)	(15%)		58,600
160605 (Tied) - MES SPG Install pontoon	0	0	0	0%		31,393
160705 (Tied) - MES SPG Replace Paru W	40,449	2,235	38,214	94%	«	40,449
161105 (Tied) - MESSPG Telecommunicat	0	0	0	0%		45,000
161205 (Tied) - MESSPG Upgrade header	0	0	0	0%		32,506
162300 (Tied) - SPG - Ride On Mowers &	114,146	0	114,146	100%	«	114,146
105500 (Untied) - Fleet Administration - F	75,199	62,857	12,341	16%	«	145,786
108800 (Untied) - Town Services	73,816	118,684	(44,868)	(61%)	«	221,449
113400 (Untied) - Waste collection and di	986	0	986	100%		986
119300 (Untied) - Civil Works Regional	141,524	109,217	32,308	23%	«	373,235
119500 (Untied) - Airport Maintenance Re	1,500	0	1,500	100%		5,500
119600 (Untied) - Airport Inspection Regi	67	0	67	100%		200
119700 (Untied) - Mechanical Workshops	867	5,167	(4,300)	(496%)		2,600

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
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Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
119800 (Untied) - Staff Housing - Region	3,205	0	3,205	100%		9,614
122000 (Untied) - Inter Island Ferry Servi	131,035	116,004	15,031	11%	«	378,105
122200 (Untied) - Transit Accommodatior	1,300	66	1,234	95%		3,900
131100 (Untied) - Commercial Building Se	196,485	309,950	(113,465)	(58%)	«	616,992
152104 (Untied) - Funeral Services - Rank	1,667	957	710	43%		5,000
162000 (Untied) - Pickertaramoor Road R	1,008,600	172,492	836,108	83%	«	1,008,600
Chief Executive Officer	315,382	362,609	(47,227)	(15%)	«	962,721
161700 (Tied) - UoS Collaborative Project	3,917	42,033	(38,116)	(973%)	«	67,651
104200 (Untied) - Executive Leadership C	142,480	134,179	8,301	6%		428,023
107900 (Untied) - Work Health Safety	28,156	9,728	18,428	65%	«	84,467
108000 (Untied) - Human resource servic	130,829	176,669	(45,840)	(35%)	«	352,581
159700 (Untied) - Organisation Training	10,000	0	10,000	100%	«	30,000
Community Development and Services	369,455	355,430	14,025	4%	«	1,109,364
120500 (Tied) - Jirnani Day Care Centre -	0	(26)	26	100%		0
120600 (Tied) - Youth Diverson Scheme	70,200	83,371	(13,171)	(19%)	«	210,601
120800 (Tied) - Community Safety - Regi	133,087	122,603	10,484	8%	«	399,260
121000 (Tied) - Active Remote Communit	10,527	6,478	4,049	38%		31,580
121700 (Tied) - NT Jobs Packages (Broad	23,621	7,308	16,313	69%	«	70,863
134000 (Tied) - ISRP - Indigenous Sport &	61,336	74,041	(12,705)	(21%)	«	184,008
152300 (Tied) - Australia Day	0	0	0	0%		1,000
159000 (Tied) - NAIDOC Activities	2,667	1,359	1,308	49%		8,000
161600 (Tied) - HSTAC	3,547	0	3,547	100%		10,640
104400 (Untied) - Executive leadership Cc	56,031	60,297	(4,266)	(8%)		168,092
119200 (Untied) - Animal Control	8,440	0	8,440	100%		25,320
Total expenditure incl. Allocations & CapEx	9,756,497	8,111,827	1,644,670	17%		23,899,831

Expense by Local Authority Area

as at 31 Oct 2017

Tied Programs - Restricted cash must be spent on the program or returned to the funding body
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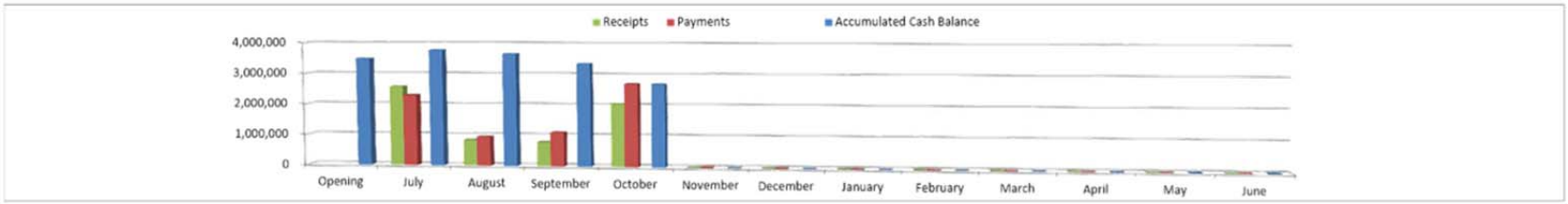
Untied Programs - Council can keep any savings but must wear any loss from overspending

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Account Category						
Wurrumiyanga	**3,513,095**	**2,908,643**	**604,452**	**17%**	**Expenditure in Wurr. is 604k less than budget**	**7,580,646**
WIP Assets	216,223	0	216,223	100%	«	216,223
Employee Expenses	803,061	805,311	(2,250)	(0%)		2,397,938
Contract and Material Expenses	1,611,906	1,264,855	347,051	22%	«	2,517,995
Finance Expenses	267	211	56	21%		800
Communication Expenses	19,656	17,568	2,088	11%		61,468
Miscellaneous Expenses	65,420	70,004	(4,584)	(7%)		196,532
Allocation Expense	796,563	750,694	45,869	6%	«	2,189,689
Pirlangimpi	**874,609**	**917,240**	**(42,631)**	**(5%)**	**Exp. in Prilangimpi is 42k more than than budget**	**2,653,508**
WIP Assets	0	739	(739)	(100%)		0
Employee Expenses	401,258	384,088	17,170	4%	Community safety & child services under budget	1,228,958
Contract and Material Expenses	120,563	71,123	49,440	41%	LAPF 26k, fuel 9k, school meals 5k, 7k CD&S, town services 5k under budget	366,188
Finance Expenses	167	167	(1)	(0%)		500
Communication Expenses	6,805	5,575	1,229	18%		20,414
Miscellaneous Expenses	39,240	28,870	10,370	26%	Regional council 6k & Local Authority 2k & minor savings	117,718
Allocation Expense	306,577	426,676	(120,100)	(39%)	Airport maint 34k, Staff housing 34k, waste collect 23k, Road maint. 17k, facilities 9k, airport inspect. 5k over budget	919,730
Milikapiti	**1,075,987**	**982,598**	**93,389**	**9%**	**Exp. in Milikapiti is 93k less than budget**	**3,233,957**
Employee Expenses	421,004	394,069	26,935	6%	«	1,263,011
Contract and Material Expenses	234,694	112,357	122,337	52%	«	711,731
Finance Expenses	180	482	(302)	(168%)		540
Communication Expenses	15,873	10,405	5,468	34%		47,495
Miscellaneous Expenses	57,382	35,160	22,222	39%	«	170,617
Allocation Expense	346,854	430,126	(83,271)	(24%)	«	1,040,563
Regional (Including Outstations)	**4,292,806**	**3,303,347**	**989,460**	**23%**	**Exp. for regional is 990k less than budget**	**10,431,720**
WIP Assets	118,693	2,151	116,542	98%	«	127,787
Employee Expenses	1,105,941	1,102,841	3,101	0%		3,350,865
Contract and Material Expenses	1,390,178	458,441	931,737	67%	«	2,071,347
Finance Expenses	1,227	1,082	145	12%		3,600
Communication Expenses	92,220	89,052	3,168	3%		265,101
Asset Expense	714,243	686,439	27,803	4%	«	2,142,728
Miscellaneous Expenses	276,096	230,894	45,202	16%	«	687,667
Allocation Expense	594,209	732,447	(138,238)	(23%)	«	1,782,625
Total Expenditure incl. Allocations & Ca	**9,756,497**	**8,111,827**	**1,644,670**	**17%**	**Total expenditure is 1.6 mill less than budget**	**23,899,831**

Cash Flow

as at 31 Oct 2017

Description	Opening	July	August	September	October	November	December	January	February	March	April	May	June	Adjustments	Closing	YTD	%
Cash Accounts																	
Cash at Bank Operational General	287,046	(95,179)	(168,868)	(57,852)	(142,094)	-	-	-	-	-	-	-	-	-	(176,946)	(463,993)	(162%)
Cash at Bank Trust General	3,157,608	375,098	55,866	(257,873)	(508,536)	-	-	-	-	-	-	-	-	-	2,822,163	(335,445)	(11%)
Cash on Hand Pirlangimpi	100	-	-	-	-	-	-	-	-	-	-	-	-	-	100	-	0%
Cash on hand Darwin	200	-	-	-	-	-	-	-	-	-	-	-	-	-	200	-	0%
Cash on hand Nguiu	600	-	-	-	-	-	-	-	-	-	-	-	-	-	600	-	0%
Cash Deposit account (Credit cards)	50,000	-	-	-	-	-	-	-	-	-	-	-	-	-	50,000	-	0%
Total Cash Accounts	3,495,555	279,919	(113,002)	(315,725)	(650,630)	-	-	-	-	-	-	-	-	-	2,696,117	(799,438)	(23%)
Operating Activities																	
Receipts	-	2,576,619	843,844	794,003	2,047,859	-	-	-	-	-	-	-	-	-	6,262,325	6,262,325	
Income Rates and Charges	-	2,663	98,400	117,406	1,086,125	-	-	-	-	-	-	-	-	-	1,304,594	1,304,594	
Income Council Fees and Charges	-	113,392	116,203	94,401	161,576	-	-	-	-	-	-	-	-	-	485,573	485,573	
Income Operating Grants Subsidies	-	2,311,055	620,221	377,683	479,694	-	-	-	-	-	-	-	-	-	3,788,654	3,788,654	
Income Investments	-	2,820	700	3,617	3,297	-	-	-	-	-	-	-	-	-	10,433	10,433	
Other Operating Receipts	-	146,689	8,321	200,895	317,166	-	-	-	-	-	-	-	-	-	673,071	673,071	
Payments	-	2,298,533	956,847	1,131,565	2,698,489	-	-	-	-	-	-	-	-	-	7,085,434	7,085,434	
Employee Expenses	-	617,059	671,973	643,012	754,264	-	-	-	-	-	-	-	-	-	2,686,309	2,686,309	
Contract and Material Expenses	-	364,096	(4,874)	73,584	1,494,467	-	-	-	-	-	-	-	-	-	1,927,274	1,927,274	
Finance Expenses	-	531	593	422	396	-	-	-	-	-	-	-	-	-	1,942	1,942	
Other Operating Payments	-	1,316,847	289,154	414,547	449,362	-	-	-	-	-	-	-	-	-	2,469,910	2,469,910	
Total Operating Activities	-	278,086	(113,002)	(337,562)	(650,630)	-	-	-	-	-	-	-	-	-	(823,109)	(823,109)	
Investing Activities																	
Receipts	-	2,572	-	-	-	-	-	-	-	-	-	-	-	-	2,572	2,572	
Proceeds from Sale of Assets	-	2,572	-	-	-	-	-	-	-	-	-	-	-	-	2,572	2,572	
Payments	-	739	-	(21,838)	-	-	-	-	-	-	-	-	-	-	(21,099)	(21,099)	
Purchase of Assets	-	739	-	(21,838)	-	-	-	-	-	-	-	-	-	-	(21,099)	(21,099)	
Total Investing Activities	-	1,833	-	21,838	-	-	-	-	-	-	-	-	-	-	23,671	23,671	
Financing Activities																	
Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Repayment of Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Total Financing Activities	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
Net Increase or (Decrease) in Cash Held	-	279,919	(113,002)	(315,725)	(650,630)	-	-	-	-	-	-	-	-	-	(799,438)	(799,438)	
Accumulated Cash Balance	3,495,555	3,775,474	3,662,472	3,346,747	2,696,117	-	-	-	-	-	-	-	-	-	(2,696,117)	799,438	



Attachment 4

WLA - 147801 - Expenditure as at 31/10/2017 and Summary of Available Funding

Funding Received:

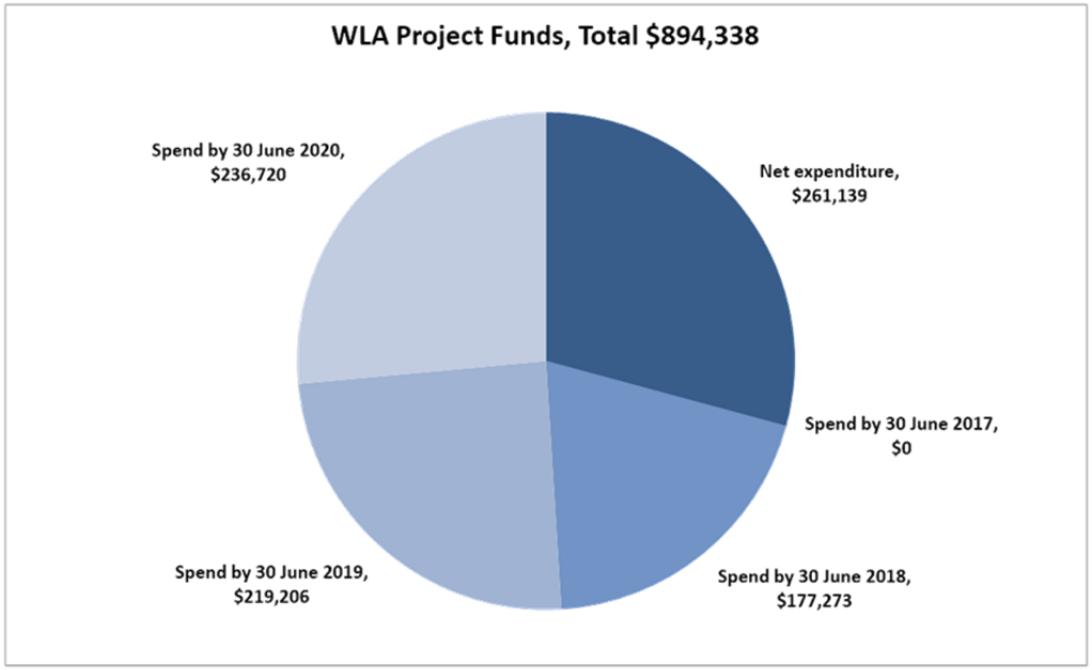
2014/15 Grant Funding - must be spent by 30 June 2017	$219,206
2015/16 Grant Funding - must be spent by 30 June 2018	$219,206
2016/17 Grant Funding - must be spent by 30 June 2019	$219,206
2017/18 Grant Funding - to be confirmed	$236,720
Total:	**$894,338**

Expenditure:

Total Expenditure as at 31/10/17	$262,644
Less Income received from Vet services	$1,505
Net expenditure	**$261,139**

Balance to be spent:

Spend by 30 June 2017	$0
Spend by 30 June 2018	$177,273
Spend by 30 June 2019	$219,206
Spend by 30 June 2020	$236,720
Total:	**$633,199**
	$894,338



Funding available for projects:

Total of Funding Received:	$894,338
less Total of approved project budgets:	$722,618
Available for new projects:	**$171,720**

PLA 147802 - Expenditure as at 31/10/2017 and Summary of Available Funding

Funding Received:

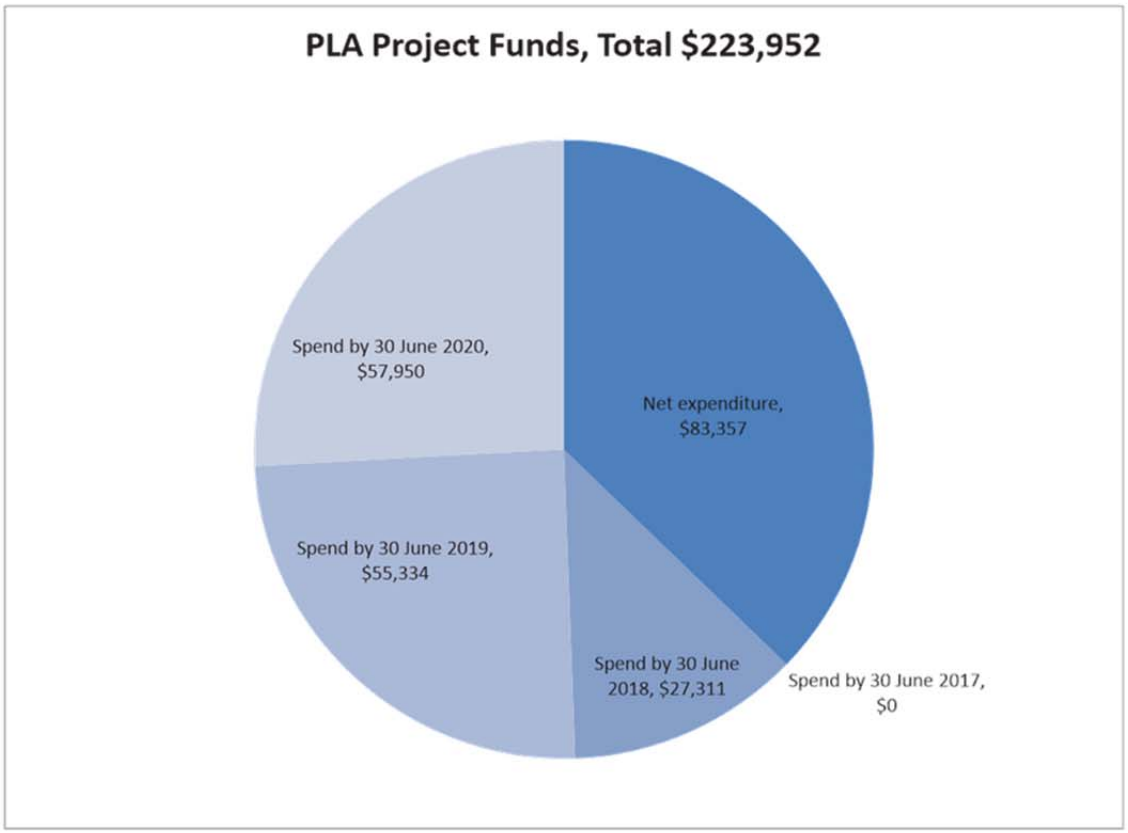
2014/15 Grant Funding - must be spent by 30 June 2017	$55,334
2015/16 Grant Funding - must be spent by 30 June 2018	$55,334
2016/17 Grant Funding - must be spent by 30 June 2019	$55,334
2017/18 Grant Funding - to be confirmed	$57,950
Total:	**$223,952**

Expenditure:

Total Expenditure as at 31/10/17	$84,084
Less Income received for vet services	$727
Net expenditure	**$83,357**

Balance to be spent:

Spend by 30 June 2017	$0
Spend by 30 June 2018	$27,311
Spend by 30 June 2019	$55,334
Spend by 30 June 2020	$57,950
Total:	**$140,595**
	$223,952



Funding available for projects:

Total of Funding Received:	**$223,952**
less Total of approved project budgets:	**$193,790**
Available for new projects:	**$30,162**

MLA - 147803 - Expenditure as at 31/10/2017 and Summary of Available Funding

Funding Received:

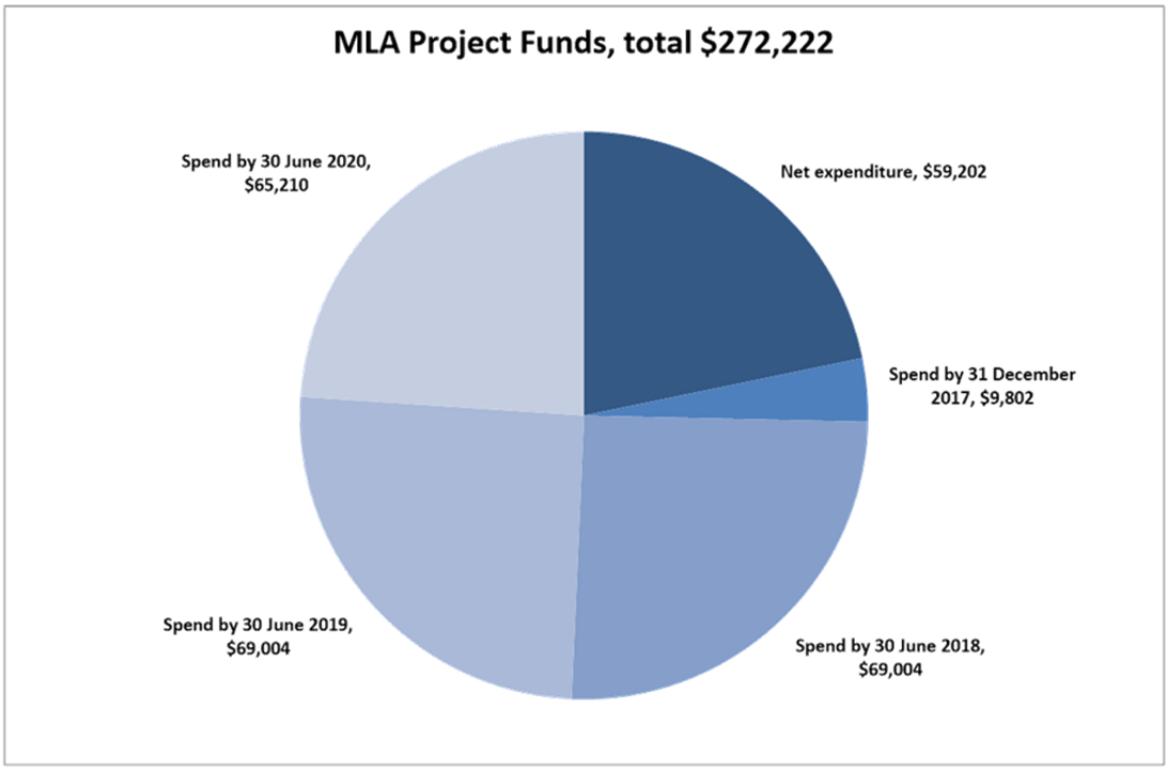
2014/15 Grant Funding - must be spent by 31 Dec 2017	$69,004
2015/16 Grant Funding - must be spent by 30 June 2018	$69,004
2016/17 Grant Funding - must be spent by 30 June 2019	$69,004
2017/18 Grant Funding - to be confirmed	$65,210
Total:	**$272,222**

Expenditure:

Total Expenditure as at 31/10/17	$59,656
Less Income received for vet services	$454
Net expenditure	**$59,202**

Balance to be spent:

Spend by 31 December 2017	$9,802
Spend by 30 June 2018	$69,004
Spend by 30 June 2019	$69,004
Spend by 30 June 2020	$65,210
Total:	**$213,020**
	$272,222



Funding available for projects:

Total of Funding Received:	**$272,222**
less Total of approved project budgets:	**$221,111**
Available for new projects:	**$51,111**

Note: 2017/18 Grant Funding will only be released when 2014/15 funding is expended, $9,802 to spend

REPORTS FOR DECISION

ITEM NUMBER	6.4
TITLE	Change of Audit and Risk Management Committee Terms of Reference
REFERENCE	210642
AUTHOR	Maina Brown, Governance & Compliance Manager

This report is provided with information and a request to Council for approval to the amendment to the Audit and Risk Management Committee Terms of Reference.

BACKGROUND

The following attachments are attached to this report for members' information and approval.

1. Report from the Chair, Audit and Risk Management Committee (ARMC) request to Council for approval to the amendment to the ARMC Terms of Reference.
2. Draft minutes of Audit and Risk Management Committee meeting held on 20 October 2017.
3. Audit and Risk Management Committee Terms of Reference.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council approve to have the existing Audit and Risk Management Committee Terms of Reference amended as follows:

Purpose (page 1 of ToR):

Add

- **To assume the role and responsibilities normally assigned to a separate Finance Committee;**

Specific roles and responsibilities:
Financial management and reporting (Page 3 of ToR):

Add:

- To examine and consider the content of periodical reports prepared by the Finance team before presentation to Council in meeting;
- To seek explanations from the Finance team in respect of these reports and request clarification when needed;
- To request the Finance team to provide explanations to Council if required where plain language may be necessary.
- To make recommendation to Council that interim financial reports be adopted or otherwise;

- For the Chair to meet with Council on an annual basis or when requested by Council to report on the activities of the ARMC, including its expanded role.

ATTACHMENTS:

1 2017_10_20_Audit and Risk Management Committee_Minutes_Draft.pdf
2 Terms of Reference for TIRC Audit and Risk Committee Approved 28 February 2017.pdf

MINUTES OF THE AUDIT AND RISK MANAGEMENT COMMITTEE MEETING HELD IN THE WURRUMIYANGA BOARDROOM BY TELECONFERENCE ON FRIDAY, 20 OCTOBER 2017 AT 9:00 AM

1 WELCOME & APOLOGIES

1.1 Welcome

The meeting opened at 9:05 am.

The Chairperson Ian Swan welcomed committee members and staff.

1.2 Present

Chairperson: Ian Swan.

Committee Members: Sandra Cannon (2nd Independent member), Mayor Gawin Tipiloura, Cr Pirrawayingi and Cr Lynette De Santis.

Officers: Bruce Mann (Chief Operations Officer), Bala Donepudi (Finance Manager) and Maina Brown (Governance & Compliance Manager).

Minutes: Maina Brown (Governance & Compliance Manager).

1.3 Apologies

Accepted: Marion Scrymgour (Chief Executive Officer).

Apologies – Audit and Risk Management Committee Meeting – 20 October 2017

1 **RESOLUTION**

Moved: *Marius (Pirrawayingi) Puruntatameri*
Seconded: *Gawin Tipiloura*

That the Apologies of Marion Scrymgour (Chief Executive Officer) be accepted by Committee.

CARRIED

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 - 15 August 2017

1 **RESOLUTION**

Moved: *Sandra Cannon*
Seconded: *Lynette DeSantis*

That the minutes of the Audit and Risk Management Committee meeting held on 15 August 2017 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: *Marius (Pirrawayingi) Puruntatameri*
Seconded: *Lynette De Santis*

That the Committee accepts these discussions and report.

Resolution 4.2 on Item 3.3 Population of Audit and Risk Management Work Plan

That the Committee recommends to Council the change of the Audit and Risk Managemement Committee Terms of Reference to include the review of finances every three months basis and provide report to Council.

Action
Chairperspon to provide report and papers on the new proposal for Council's approval of the proposed changes.

CARRIED

3.2 2016/2017 DRAFT ANNUAL REPORT

This report is provided for Committee members for information on the draft 2016/17 Annual Report. If approved the Annual Report will be finalised and delivered to the Minister, along with the Audited Financial Statements by 15 November 2017 as per the *Local Government Act.*

3 **RESOLUTION**
Moved: *Lynette De Santis*
Seconded: *Sandra Cannon*

That the Committee receives and notes this report for information with subject to change for Councils consideration.

CARRIED

3.3 APPOINTMENT OF THREE COUNCILLORS TO THE AUDIT AND RISK MANAGEMENT COMMITTEE

This report is provided to Audit and Risk Management Committee for information of the appointment of the three councillors to the Audit and Risk Committee in accordance with the Audit and Risk Management Terms of Reference.

RECOMMENDATION:

That the Committee receives and notes this report for information.

3.4 POPULATION OF AUDIT AND RISK WORK PLAN

This report is put before the committee members for discussions.

RECOMMENDATION:

That the Committee notes and receive this report for information, accepts these discussions and update the Audit and Risk Management Work Plan as required.

Action:
Governance & Compliance Manager to add an agenda item Finance Report and update the audit and risk work plan.

4 REPORTS FOR INFORMATION

Nil

5 NEXT MEETING

Wednesday 14 February 2018

6 CLOSURE

The meeting closed at 11:00 am.

Tiwi Islands Regional Council Audit & Risk Management Committee

Tiwi Islands Regional Council Audit & Risk Management Committee
Terms of Reference

Introduction

The Tiwi Islands Regional Council (Council) has established an Audit and Risk Management committee pursuant to Regulation 10 of the Local Government (Accounting) Regulations and Section 54 of the Local Government Act.

The Audit and Risk Management Committee is an independent advisory body established by Council under the Local Government Act and Regulations. The Audit and Risk Management Committee provides an important independent role between Council and its management and between Council and its community.

Purpose

The purpose of the Audit and Risk Management Committee is to provide independent assurance and advice in relation to Council's:

- Risk Management
- Internal Control
- Governance arrangements and performance frameworks
- Financial management and statements
- Legislative and Policy Compliance
- Internal audit
- External audit

The Audit and Risk Management Committee will provide assurance as to the achievement of Regulation 10 (1) requirements such as the need for internal controls that:

- safeguard the assets of the council;
- ensure the accuracy, completeness and reliability of the accounting data;
- promote the operational efficiency of the council;
- ensure compliance with relevant laws in force in the Territory; and
- ensure adherence to council policies.

The Audit and Risk Management Committee will also support the requirements of Regulation 10 (3) and monitor Council compliance with:

- proper standards of financial management; and
- relevant regulations and the Accounting Standards.

The Audit and Risk Management Committee can assist in identifying areas where changes are required to strengthen internal controls and management systems and practices as well as reduce Council's exposure to various financial, operational, compliance and performance risks.

Tiwi Islands Regional Council Audit & Risk Management Committee

The Audit and Risk Management Committee is an Advisory Committee and does not have executive powers or authority to implement actions in areas which management has responsibility and does not have any delegated financial responsibility. The Audit and Risk Management Committee does not have any management functions and is independent from management.

The Audit and Risk Management Committee will play a role to assist in the development of:

- a culture of performance, accountability, transparency, high ethical standards, compliance with laws and policies and integrity; and
- good financial and corporate governance practices across the ongoing operations of the Council.

Membership

Members of the Audit and Risk Management Committee are appointed by the Council. The Audit and Risk Management Committee shall consist of five (5) members:

- three (3) Councillors; and
- two (2) external Independent Members being an Independent Chairperson and a 2nd Independent Member.

Independent Members of the Audit and Risk Management Committee shall have senior executive experience and knowledge in areas including corporate governance, internal control and risk management, financial management, budgeting and reporting, operational and business management. They will also have experience in the role and functions of audit committees and an understanding of the regulatory and operational setting of Regional Councils.

Term of Appointment and Termination of Committee Members

- Appointments of external independent members to the Audit and Risk Management Committee shall be for a term of up to four years and no less than 2 years. The appointment may be terminated by the Council should the member miss two (2) consecutive meetings without an accepted apology, unable to be contacted when organizing a meeting or for any other cause reasonably considered by Council.

- Appointments of Councillors shall be for a term of two years or until the end of the term of the Council, whichever is the lesser. Committee members cease being a member of the committee if they are no longer an elected member of the Council. The appointment may be terminated by the Council should the member miss two (2) consecutive meetings without an accepted apology or for any other cause reasonably considered by Council.

Authority

The Council authorises the Audit and Risk Management Committee, within the scope of its role and responsibilities, through the Chairperson, to:

- seek any information it requires from any employee of the Regional Council or external third party (subject to any legal obligations to protect information);
- discuss any matters with the external auditor, or other external parties (subject to confidentiality considerations);

- request the attendance of any employees, including the Chief Executive Officer, at Audit Committee meetings; and
- obtain external legal or other independent professional advice with the agreement of the Chief Executive Officer.

The Committee is directly responsible and accountable to the Council for the exercise of its responsibilities. In carrying out its responsibilities, the Committee must at all times recognise that primary responsibility for management of Council rests with the Chief Executive Officer.

The Committee can perform or instigate investigations on Council's request.

Specific Roles and Responsibilities

Without prescribing the work and priorities of the Audit and Risk Management Committee (which will need to be determined having regard to the particular circumstances relevant to the Council), the committee will give consideration to reviewing and assessing the following matters:

Risk Management

- whether management has in place a current and comprehensive enterprise risk management framework and associated procedures for effective identification and management of the entity's business and financial risks, including fraud;
- whether a sound and effective approach has been followed in managing major risks including those associated with individual projects, program implementation, and activities;
- the impact of the Council's enterprise risk management framework on its control environment;
- whether a sound and effective approach has been followed in establishing business continuity planning arrangements, including whether business continuity and disaster recovery plans have been periodically updated and tested;
- the process of developing and implementing fraud control arrangements and whether appropriate processes and systems are in place to detect, capture and effectively respond to fraud-related information.

Internal Control

- whether management's approach to maintaining an effective internal control framework, including over external parties such as contractors and advisers, is sound and effective;
- the adequacy of strategic and operational planning, its integration with risk management practices and the means by which performance against plans is monitored and assessed;
- whether management has in place relevant policies and procedures, including Chief Executive's Instructions or their equivalent, and that these are periodically reviewed and updated;

- whether the appropriate processes are in place to assess whether key policies and procedures (including delegations) are complied with;
- how management identifies any required changes to the design or implementation of key internal controls; and
- whether management has taken steps to embed a culture that promotes the proper use of resources and is committed to ethical and lawful behaviour.

Financial Management and Reporting

- the adequacy of key internal controls and that the financial statements are supported by appropriate management sign-off;
- the quality and clarity of the financial statements, explanations and disclosures, and provide advice to the Chief Executive (including whether appropriate action has been taken in response to audit recommendations and adjustments);
- the processes in place designed to ensure that financial information included in annual report is consistent with the signed financial statements;
- the consistency of, and any changes to, accounting policies;
- the methods used to account for significant or unusual transactions where different approaches are possible; and
- whether the Council has followed appropriate accounting standards and made appropriate estimates and judgments, taking into account the views of the external auditor.

Legislative and Policy Compliance

- the effectiveness of the system for monitoring compliance with relevant laws, regulations and associated government policies that the Council must comply with;
- whether management has appropriately considered legal and compliance risks as part of the entity's enterprise risk management plan;
- review the process for building the capacity of Council to manage misconduct risk and its management strategies to enhance resistance to misconduct while at the same time improving Council performance and integrity;
- whether there are adequate systems and practices to achieve compliance with Funding Agreements, Service Level Agreements or any other agreements with any funding bodies or agencies;

Internal and External Audit

- act as a forum for communication between the Council, senior management and internal and external audit;
- review the proposed internal audit coverage, ensure the coverage is aligned with key risks, and recommend approval of the Annual Work Plan by the Chief Executive;
- advise the Chief Executive on the adequacy of internal audit resources to carry out its responsibilities, including completion of the approved internal audit work plan;
- review all audit reports and provide advice to the Council and Chief Executive on significant issues identified in audit reports and action to be taken on issues raised, including identification and dissemination of good practice;
- monitor management's implementation of audit recommendations;

- periodically review the internal audit charter and internal audit performance to ensure appropriate authority, access and reporting arrangements are in place;
- provide input and feedback on financial statement and performance audit coverage proposed by external audit, and provide feedback on the audit services provided; and
- provide advice to the Chief Executive on action to be taken on significant issues raised in relevant audit reports.

Provision of Information

The CEO will advise the committee in the event of the following:

- any material deviations from the key financial or operational plans of the Council;
- any significant change in risks to the financial or operational capacity of the Council;
- any identified significant weakness in the Council's internal control systems;
- any material adverse financial or operational event; and
- any changes to key financial management and operating systems.

The Audit and Risk Management Committee will be provided with all Council meeting agenda, business papers and minutes and with copies of any changes to Council policies.

Meetings

A meeting of the Audit and Risk Management Committee can be called at the request of any two members of the Committee or by the Chair.

The Audit and Risk Management Committee will hold meetings at least three times in a year.

Meetings can be held in person, by telephone, or by video conference and be chaired by the Independent Chairperson. Should the Independent Chairperson not be in attendance then the meeting will be chaired by the 2nd Independent Member.

Only members of Audit and Risk Management Committee are entitled to vote in Audit Committee meetings. Unless otherwise required by the Act not to vote, each member must vote on every matter that is before the Committee for decision.

The Chief Executive Officer, the Director responsible for corporate governance matters and the Finance Manager shall be invited to attend each meeting, unless specifically requested not to do so by the chairperson of the Committee.

Quorum

A quorum for the Audit and Risk Management Committee is three members and must include at least 1 Independent Member.

Proxies

In order to ensure continuity and a useful level of knowledge and experience, Audit and Risk Management Committee members are not permitted to send proxies to the meeting.

Administrative Support

The Chief Executive Officer will appoint a Secretary to provide administrative support to the Audit and Risk Management Committee.

Reporting

Following each meeting of the Audit and Risk Management Committee, a report from the Chairman, including the minutes of the meeting, will be presented to the Council providing information on the meeting and its outcomes.

The Chairperson of the Audit and Risk Management Committee shall prepare and provide an annual report on its operations to the Council.

Conflict of Interest

In accordance with Section 74(1) of the Local Government Act, Committee members will be invited to disclose conflicts of interest at the commencement of each meeting.

Where members or invitees at Committee meetings are deemed to have a real or perceived conflict of interest, they will be excused from Committee discussions on the issue where a conflict of interest exists.

Meeting Sitting Fee

The Independent Members of the Audit and Risk Management Committee will be remunerated by agreement with the CEO.

Appropriate travel allowances will be paid to Members.

On attendance, each eligible Councillor who is an Audit and Risk Management Committee Member will be paid extra meeting allowance for that meeting.

Committee Performance and Review

The Committee will review its performance on an annual basis and report to Council.

The review may be conducted as a self-assessment, and will be coordinated by the Chairperson. The assessment may also seek input from other parties.

The review will also include a review of the Terms of Reference for the Audit and Risk Management Committee.

New members will receive relevant information and briefings on their appointment to assist them to meet their Committee responsibilities.

Legislation referenced in the Terms of Reference

Local Government Act
Local Government (Accounting) Regulations

REPORTS FOR DECISION

ITEM NUMBER	6.5
TITLE	Amended Motor Vehicle Policy
REFERENCE	210622
AUTHOR	Marion Scrymgour, Chief Executive Officer

This report is submitted for Council consideration and approval.

BACKGROUND

The initial Motor Vehicle Policy was approved by Council on 25 July 2012. A reviewed copy of the policy is attached to this report for Council members consideration and approval.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That Council approves the reviewed Policy 40 Motor Vehicle Policy.

ATTACHMENTS:

1 Draft Policy - 40 Motor Vehicle for Employee Use.pdf

Tiwi Islands Regional Council

Title:	**Motor Vehicle for Employee Use**
Policy No:	40
Adopted By:	Council
Next Review Date:	
Responsibility:	Chief Executive Officer
InfoXpert Document Number	XXXXXX

Version	Decision Number	Adoption Date	History
3			Reviewed
2	Resolution 6.2 of 25-07-12	25 July 2012	Reviewed
1			Original Document from HR Manual

PURPOSE

Motor Vehicle Policy for Employee Use

This Policy is to inform employees of their responsibilities in regards to the operation of a vehicle belonging to the TISC. It sets out the guidelines for the operation of Council vehicles, and outlines consequences for failure to comply.

1) It is the responsibility of the Driver to do a pre start check of the vehicle each day. There is a prestart check list that will need to be completed and signed, covering the general condition and safety of the vehicle.
2) The vehicle should be left clean, inside and out, at the end of the period of use. Wash down facilities are provided in the Workshop yard for this purpose.

Drivers and Passengers

Licence

- Must have relevant licence for type of vehicle operated.
- Must provide copy of current licence at time of signing this document.
- All Council staff using or driving a Council vehicle MUST have a current NT Drivers licence.
- It is the RESPONSIBILITY of all staff to make sure that their NT Drivers Licence is current. If it is not current and not on your HR file then those staff

Tiwi Islands Regional Council

members will not be allowed to drive or operate any Council plant and equipment.

- Only Council staff or person authorised by the CEO to do so may drive council vehicles.
- Must inform CEO if licence is compromised in any way.

Passengers

- Only Council authorised passengers are permitted to ride in Council vehicles.
- Authorised passengers are

a) Official visitors and consultants who are assigned to the particular work activity for which the vehicle is used.

b) Unrestricted for vehicles assigned for personal use subject to compliance with safety provisions outlined in this policy.

c) Clients and service users of the Council Child Care, Sports and Recreation and Night Patrol services are also authorised passengers in the Council vehicles assigned to the particular service only.

Seat Belts and Supplemental Restraint Systems

- Drivers must ensure all occupants including the driver wear their seatbelts. The numbers of seat belts in the vehicles determine the maximum number of occupants.
- Infants and young children (less than 12 years of age) must travel in the rear seat and suitable restraints used in accordance with the relevant laws.
- Vehicles should not be used when seatbelts show excessive wear or do not retract or lock. Buckles must be free of debris and must lock and release properly.

Smoking

Smoking is prohibited in Council vehicles.

Impairment

Tiwi Islands Regional Council

- Council drivers must be alert at all times. Full attention must be directed to identifying the hazards in the local environment.
- Alcohol, drugs and fatigue impair a driver's ability to operate a vehicle.
- Passengers who suspect a driver is suffering from any form or impairment should immediately request the driver to stop. Once the vehicle is safely parked, remove keys from the ignition and report to a supervisor. Ask the driver to take a passenger seat.
- Any staff found impaired will be subject to tests outlined in the Drug and Alcohol Policy.

Alcohol

The Council has Zero tolerance policy of alcohol consumption during working hours, and will not tolerate any staff operating any machinery, plant and equipment if they are found to be impaired by Alcohol.

Drugs

The Council has zero tolerance policy for the use of illegal drug use during working hours.

- Medicinal and recreational drugs may affect a driver's ability to identify hazards and slow the decision making process. Any medication that has been prescribed to staff members must be reported to their supervisor. Those staff members may be relocated to another position until such time it is determined that they are free any effects from the prescription drug. Please refer to the Alcohol and Drug policy.
- Drivers who have consumed any type of medication known to cause drowsiness should remove themselves from driving duties and should immediately advise their supervisor accordingly.

Fatigue

- Drivers must remove themselves from driving duties when they feel unfit to continue due to fatigue.

Tiwi Islands Regional Council

- Passengers and supervisors must prevent fatigued drivers from operating Council vehicles and equipment.

DISCIPLINARY ACTION

All final decisions relating to disciplinary action rest with the CEO. All Managers are required to completion of an incident report. This report should be done in consultation with the HR Manager.

While CEO may exercise discretion in consideration of all circumstances related to specific incidents, the following actions will normally apply:

1. **Use of a vehicle by non-Council staff**

   First time: written warning to Council employee responsible and banned from vehicle use for one month.

   Second time: loss of use of vehicle for 3 months.

   Third time: permanent loss of access to Council vehicles and/or dismissal.

2. **Failure to secure vehicle out-of-hours:**

   First time: written warning, loss of usage for one month.

   Second time: loss of use of vehicle for 3 months.

   Third time: permanent loss of access to Council vehicles, and/or dismissal.

3. **Drug and Alcohol related breaches**

   Dismissal may result regardless of prosecution by police.

4. **Speeding and other breaches unrelated to drug and alcohol use**

   Immediate loss of vehicle use for a period to be determined by the Chief Executive Officer. All Managers are responsible for ensuring the safe use of all Council vehicles, plant and equipement. Any misuse may also result in dismissal.

5. **Breaches or infringements of the terms and conditions of this policy to be reported to senior staff and will be managed on a case by case basis, but must be documented in an incident report to the CEO. All incident**

Tiwi Islands Regional Council

reports must be recorded with HR Manager and HR staff and then put on the HR file of the person who is in breach or infringed this policy

TERMINATION / VARIATION TO CONDITIONS OF USE

- The agreement for use of a council vehicle shall terminate on the termination of the employment of the employee with the council, from whatever cause the termination arises.

- The Chief Executive Officer may at any time call upon employee to return the vehicle to the possession of the council for the replacement of the vehicle and in such event the employee shall return the vehicle and accept the substituted vehicle in place there of and the provision of this policy shall apply to the substituted vehicle.

- Permission to use council vehicles can be with drawn at any time if the employee does not comply with all of the conditions outlined in this policy. A driver in breach of Alcohol and non prescription drug rules is not to resume driving a council vehicle until specifically authorised to do so in writing by the Chief Executive Officer.
- It is very important to realise that if an employee is required to be able to drive vehicles as part of his / her employment, and they loose their appropriate licence, his or her service may be terminated at the discretion of the Chief Executive Officer.

- All Managers are responsible for the implementation of this Policy.

Employee Declaration:

I have read and agree to the Motor Vehicle policy conditions for the use of a Council supplied motor vehicle.

.....
Signature

.....
Name

Date:……../……../……

Tiwi Islands Regional Council

For further information related to this policy, please refer to Occupational Health & Safety
Asset Management & Procurement, and the Alcohol and Drug Polciy

Attached copy of licence at time of signing:

DRAFT

REPORTS FOR DECISION

ITEM NUMBER	6.6
TITLE	Australia Day 2018 - Award Nominations
REFERENCE	211330
AUTHOR	Christopher Smith, ICT and Systems Manager

This report is provided to Council seeking final confirmation of nominations in each of the three categories for each community for the 2018 Australia Day Celebrations on the Tiwi Islands.

BACKGROUND

Australia Day Celebrations will be held on Friday 26 January 2018. Could Tiwi Islands Regional Councillors nominate three award recipients in each of the Tiwi Islands Communities to receive an Australia Day Award and prize in the following categories?

1. **Young Citizen of the Year -** 30 years old and under
2. **Citizen of the Year** - 31 years old and over
3. **Senior Citizen of the Year** – 60 years and over
4. **Community Event of the Year -** This award recognises the achievement of a group or entire community. It may be a specific community project or continuous work of local organisations.

Please nominate four Awards for Wurrumiyanga, four Awards for Pirlangimpi and four Awards for Milikapiti.

Some nominations have been received and are listed below – we need Council to finalise all nominations at today's meeting so that arrangements can be put in place prior to the event early next year.

Senior Citizen of the Year – Francisco Babui (Wurrumiyanga)
For over 40 years of commitment, encouragement and leadership of Tiwi Cadets
Citizen of the year – Mary Dunn (Pirlangimpi)
For many years support of the Tiwi Bombers, U15 and U18 Tiwi Girls and TIFL, as well as service in her job with Aboriginal Interpreter Service where she has supported many Tiwi people in court.
Young Citizen of the Year – Andre Darcy (Milikapiti)
For commitment to his personal development and community, his exemplary work ethic, as someone who is attempting to achieve a better future for himself and for being a positive role model to younger people and the Community

Any questions about the 2018 Australia Day Celebrations?

RECOMMENDATION:

That Council nominates Australia Day Award recipients for 2018.

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.1
TITLE	Community Development and Services EoM Report October 2017
REFERENCE	211333
AUTHOR	Rosanna De Santis, General Manager Community Development & Services

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 October 2017

Director

- Meeting with AFLNT (Aaron Dunster) in relation to developing and implementing an U15 youth competition, aligned to the TIFL season.
- Liaised with Dept Tourism and Culture (Sports & Recreation) to acquit two funded projects.
- Meeting with PM&C / TEABBA to discuss broadcasting funding. TIRC to reinstate employee and endorse a new MOU with TEABBA – all completed
- Revised the movement requisition and acquittal – completed
- Liaised with AA Electrical, AFLNT, Munupi Family Trust and TITEB, in relation to ongoing rent associated with use of TIRC dwellings. All external tenancy agreements are being made on the one standard template.
- Chaperoned (as coach) the U15 NT Kickstart (Indigenous) Team, to compete in the Diversity Championship, at Byron Bay.
- Met with DoE regarding Creche & OSHC funding to June 2018.

Children's Services

General Business for the month

This month we have been working on check on resources and equipment and activity materials for all of our program to so we can replace old furniture, equipment and materials, checking repairs and maintenance and getting quotes, orders will be placed next month.

Our Meals Program provided their regular school lunches for term 3, staff also attended training at Milikapiti Crèche with Dept. of Health Gabriela Diaz Nutritionist and Chris Manahan Environmental Health Officer. The training was for Nutrition and Health & Hygiene (for all staff that prepares meals).

Our OSHC program had their holiday program from 02/10 to 06/10 Wurrumiyanga and Pirlangimpi held pool activities and Milikapiti held activities at the Rec Hall, all activity programs worked together with Sport & Rec. Photos from WOSHC;

Our FaFT program is running from 8:30 to 12:30 Monday to Thursday and Administration work on Friday. I attending ECPAS (Early Childhood Program Attendance System) training on the 2nd in Darwin in the Department of Education office, the training was for data collection and recording it on the Departments online attendance system. We have been getting families coming to the up to 10 families and our busiest days are Monday and Tuesday. We have been working a lot on re-establishing relationships with the Babies Clinic, the preschool and Menzies and have had positive responses from all. This term we will be concentrating on Enriched Care Giving

- Routine
- Parent capacity building
- Preschool transition (enrolment to preschool 2018 February)
- Preschool transition (enrolment to preschool 2018 July)
- Enrolments for next year for FaFT

Events
Holiday Program 02/10 to 06/10.

Human Resources
All matters including:

- Attendance: Improvement in staff attendance.
- Incidents: An incident occurred during the holiday program at Pirlangimpi while I was AL an incident report was submitted by Bill & Deanne. Property damage at Milikapiti Crèche on 31/10 an incident report was submitted.
- Recruitment: Nil
- Leave: Two staff on annual leave.
- Training:
    - Accredited – 30th to 3rd Nov, Diploma of Early Childhood and Care Training for three staff at BIITE (2 staff Jirnani & 1 staff Milikapiti)
    - Non-accredited – 2nd, ECPAS training (Early Childhood Program Attendance System) with Grant Dukes – Senior Project Manager, Department of Education.
    - Non-accredited – 19th, Nutrition and Health & Hygiene training with Dept. of Health Gabriela Diaz Nutritionist and Chris Manahan Environmental Health Officer

Stakeholder Engagement/Meetings

02-10-2017 Meeting & training at Dept. of Education with Leah Wilson & Grant Dukes and Phuong Le – ECPAS training with Grant & Leah and program overview and resources with Phuong.
16-10-2017 Kerrie Oxley PM&C – Performance review for Milikapiti Crèche & Pirlangimpi School Meals Program.
19-10-2017 Meeting with MCPS Preschool Teacher Melissa – FaFT transition/enrolment intake for 2018.
26-10-2017 Meeting in Darwin at DoE with Rhiannon Dawes and Kay McCulloch.

Youth and Community

General Business for the month – Case Management

- **5/10/17**
  Email forwarded to case worker Heenan by Sergeant Peter Anderson re youth Promis case number 7519627. Youth was engaged in re-offending and due to appear back in court but all matters were dismissed and youth has to stay engaged with the youth diversion program.

- **9/10/17**
  Case worker Heenan received a phone call from a family member of youth, Promis case number 8128370 re youth staying in Darwin and what the youth needed to do whilst on the diversion program.

  Case worker Heenan emailed Constable Lisa Fluellen to follow up on youth, Promis case number 8128370 with the address. Constable Fluellen replied to case worker Heenan saying she would follow up on youth and his family to explain what he needed to do re the diversion program set out for the youth.

- **12/10/17**
  Case worker Heenan received an email by Constable Fluellen stating that the youth, Promis case number 8128370 would no longer be deemed suitable for the diversion program due to serious re-offending in Darwin and would need to face court.

- **1/11/17**
  Case worker Heenan emailed Constable Fluellen re updates on youths who are currently on diversion. **Reports listed below of youths sent by case worker Heenan to Constable Fluellen:**

  Youth Promis case number 8088353 is back at school this week after fighting with youth 8124393, both youths got suspended for a week for fighting.

  Youth Promis case number 7994128 is doing well at school and case worker Heenan hasn't heard much of youth Promis case number 7519627.

  Youth Promis case number 8128370 is back on Bathurst Island but is due to face court for re-offending. YD Program for youth 8128370 has now been shut down. Case worker Heenan has not been able to catch up with youth Promis case number 8095534 but he is doing ok.

- **8/11/17**
  Youth Promise case number 8088353, sent back to community due to feeling vulnerable and a bit stressed at school. School has got in touch with case worker Heenan and have agreed upon sending youth to see a counsellor.

Human Resources
All issues, including:

- **Attendance:** N/A
- **Incidents:** NIL
- **Recruitment:** Currently looking for a female worker to do 3 days a week and to assist current Youth Diversion worker Patrick.
- **Leave:** NIL
- **Training:** Diploma in Leadership and Management – CDU – Ongoing for 18months. **Heenan away on training 17th – 20th Oct 2017.**

Stakeholder Engagement/Meetings

- **7/11/17**
  Meeting in place to discuss ongoing pool activities and kids staying engaged at school. Case worker Heenan and Desantis to both attend and discuss solutions with current Principals of Xavier and MCPS.

Sports – Recreation and Libraries

Sports & Recreation

Sports & Recreation Participation Sheet							
	Mon	Tues	Wed	Thurs	Fri	Sat	
Month	**October**						
Location	**Pirlangimpi**						
Facility	Recreation Hall and Swimming Pool						
Staff	Joey, Lucia						
Activity	Basketball, Aquatics						
# of adult participants in activity	0	0	0	0	0	0	0
# of child(ren) participants in activity	62	77	103	59	40	0	241
# of participants with disability	0	0	0	0	0	0	**0**
# of staff in training/mentoring	0	0	0	0	0	0	**0**
# of community residents in training/mentoring	0	0	0	0	0	0	**0**
# of volunteers assisting	0	0	0	0	0	0	**0**
Other organisation(s) assisting	Nil						
Comments from participants							

Sports & Recreation Participation Sheet							
	Mon	Tues	Wed	Thurs	Fri	Sat	
Month	**October**						
Location	**Wurrumiyanga**						
Facility	Recreation Hall						
Staff	Patrick, Phillip & Sharon						
Activity	Indoor cricket, Basketball & Aquatics						
# of adult participants in activity	0	0	0	0	0	0	**0**
# of child(ren) participants in activity	71	72	68	58	63	0	**332**
# of participants with disability	0	0	0	0	0	0	**0**
# of staff in training/mentoring	0	0	0	0	0	0	**0**
# of community residents in training/mentoring	0	0	0	0	0	0	**0**

# of volunteers assisting	0	0	0	0	0	0	**0**
Other organisation(s) assisting	Nil						
Comments from participants							

Sports & Recreation Participation Sheet							
	Mon	Tues	Wed	Thurs	Fri	Sat	
Month	**October**						
Location	**Milikapiti**						
Facility	Recreation Hall						
Staff	Leanne, Ella & Joey						
Activity	Indoor Basketball						
# of adult participants in activity	0	0	0	20	0	0	**20**
# of child(ren) participants in activity	89	130	121	138	98	0	**576**
# of participants with disability	0	0	0	0	0	0	**0**
# of staff in training/mentoring	0	0	0	0	0	0	**0**
# of community residents in training/mentoring	0	0	0	0	0	0	**0**
# of volunteers assisting	0	0	0	0	0	0	**0**
Other organisation(s) assisting	Nil						
Comments from participants							

Libraries

Library Participation Sheet							
	Mon	Tues	Wed	Thurs	Fri	Sat	
Month	**October**						
Location	**Pirlangimpi**						
Facility	**Library**						
Staff	Dariene						
Activity	Reading						
# of adult participants in activity	0	3	2	4	0	0	**9**
# of child(ren) participants in activity	0	1	2	9	0	0	**12**
# of participants with disability	0	0	0	0	0	0	**0**
# of staff in training/mentoring	0	0	0	0	0	0	**0**
# of community residents in training/mentoring	0	0	0	0	0	0	**0**
# of volunteers assisting	0	0	0	0	0	0	**0**

Library Participation Sheet							
	Mon	Tues	Wed	Thurs	Fri	Sat	
Month	**October**						
Location	**Milikapiti**						
Facility	**Library**						
Staff	Leanne						
Activity	Reading						
# of adult participants in activity	0	0	0	0	0	0	**0**
# of child(ren) participants in activity	0	0	0	0	0	0	**0**
# of participants with disability	0	0	0	0	0	0	**0**

# of staff in training/mentoring	0	0	0	0	0	0	**0**
# of community residents in training/mentoring	0	0	0	0	0	0	**0**
# of volunteers assisting	0	0	0	0	0	0	**0**

Human Resources
All matters including:

- Attendance: Good
- Incidents: 1 incident, Pirlangimpi.
- Recruitment: Nil
- Leave: Patrick Heenan Sport & Recreation Wurrumiyanga – Study leave
  Deanne Rioli Sport & recreation – Study leave
  Darienne Bourke Libraries Pirlangimpi – Annual Leave
- Training: Nil this month

Centrelink Service

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: Very good
- Incidents: Nil
- Recruitment: Nil
- Leave: One agent on Leave from Oct 16th to 29th
- Training: Self Service computer training with Remote Support Team

Stakeholder Engagement/Meetings
Emails and phone calls to Remote Support Services Manager regarding services, closures and lines being down.
Remote Support team visited Milikapiti for one week.
Manager completed Bi Annual review for Milikapiti with Human Services staff.

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: Good (Minor issues with non attendance, (ample staff to cover shifts)
- Incidents: Nil
- Recruitment: Nil
- Leave: One Pirlangimpi staff member 9 days AWOL. (Counselled)

Training:
Manager held a Team meeting with the Pirlangimpi team to refresh everyone's memory on Council Policies, Guidelines of the program, Domestic Violence and Mandatory reporting.

Milikapiti and Pirlangimpi Team members participated successfully in a Certificated Mental Health first aid Workshop over three days.

Training with NAAJA organised for November

Stakeholder Engagement/Meetings
Coordinator attended PM&C providers meeting this month.
Quarterly Reports, Rosters and MOU submitted to PM&C
Manager completed a training evaluation with NESA (National Employment Services Association)

The table below shows the comparison of Children Out at night from September to October (Indicating there is a growing problem with children being out after 9.00pm).

September

	Wurrumiyanga	Milikapiti	Pirlangimpi
Reunited	229	41	5
Refused	26	119	54
Total	255	160	59

October

	Wurrumiyanga	Milikapiti	Pirlangimpi
Reunited	310	42	3
Refused	189	120	112
Total	499	162	115

Administration

WURRUMIYANGA
Continuing to provide services to external clients as well as provide support to internal business units and elected members

Events
Boardroom: 11 Days
- CQI Meeting : 2 Nov 2017
- CEO Meeting: 3 Nov 2017
- Department of Housing: 5 Nov 2017
- CQI Meeting: 16 Nov 2017
- NT Magistrate Court: 17-18 Nov 2017
- TIRC Management Meeting : 19 Nov 2017
- Audit & Risk Management Meeting: 20 Nov 2017

- LA Meeting: 24 Nov 2017
- OCM : 25 Nov 2017
- Department of Housing and Community Development: 26 Nov 2017

Small Meeting Room: 3 Days
- NAAJA CIVIL : 5 Nov 2017
- NAAJA Criminal: 17-18 Nov 2017

Human Resources
All issues, including:

- Attendance: none
- Incidents: none
- Recruitment: Jason De Santis – Postal Assistant – 2 Oct 2017
- Leave: none
- Training: none

Stakeholder Engagement/Meetings
None

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

Events
- NESA hired Meeting Room for Mental Health First Aid Training from 2nd to 4th October
- Dept of Human Services hire Meeting Room for Centrelink Services from 9th to 12th October

Human Resources
All matters including:

- Attendance: Fare
- Incidents: Nil
- Recruitment: Nil
- Leave: Annual/Sick Leave for Office Coordinator
- Training: Nil

Stakeholder Engagement/Meeting
- Written communication with Department of Human Services regarding Centrelink visit and hire of conference room
- Written communication with Sealink regarding ferry timetable and changes due to tides. Also informing TIRC staff booked on ferry on days, times are changed.

MILIKAPITI
Meeting Room Hire – Internal and External

03.10.2017 - North Australian Aboriginal Justice Agency
04.10.2017 – North Australian Aboriginal Family Legal Service
09.10.2017 -11.10.2017 National Employment Services Association
30.10.2017 – 31.10.2017- Department of Human Services – Centrelink (continued)

Events
None for this report period

Human Resources
All matters including:

- Attendance: Good
- Incidents: 0 incidents for this report period
- Recruitment: 0 for this reporting period
- Leave: Annual Leave - Administration Officer – 30.10.2017 to 17.10.2017
- Training: Assistant Administrative Officer – General Administration: E-mail, boardroom bookings, cash receipting, EFTPOS.
- Assisted Community Safety Officers to complete Mental Health First Aid assessments

Stakeholder Engagement/Meetings
24.10.2017 Environmental Health – Officer Chris Monahan - Community Assessment

RECOMMENDATION:

That Council notes this report for information.

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.2
TITLE	Councillors Meeting Attendance Register July 2016 up to June 2017
REFERENCE	211338
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. Members 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 since September 2017 up to October 2017.

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 up to October 2017.

ATTACHMENTS:
1 TIRC - Councillors Meeting Attendance from Sep 2017 to current.pdf

TIWI ISLANDS REGIONAL COUNCIL
COUNCIL MEETINGS 2017
OFFICIAL ATTENDANCE REGISTER

		2017			
COUNCILLOR	**WARD**	**Sep 12 ORD M**	**Oct 25 ORD W**	**Nov 29 ORD P**	**Dec 12 ORD M**
1. Gawin Tipiloura - Mayor	Bathurst Is	Y	Y		
2. Stanley Tipiloura - Deputy Mayor	Bathurst Is	Y	A		
3. Leslie Tungutalum	Bathurst Is	Y	Y		
4. Kevin Doolan	Bathurst Is	Y	Y		
5. Francisco Babui	Bathurst Is	Y	Y		
6. Wesley Kerinaiua	Bathurst Is	Y	Y		
7. Regi Pangiramini	Pirlangimpi	Y	X		
8. Therese (Wokay) Bourke	Pirlangimpi	Y	Y		
9. Marius (Pirrawayingi) Puruntatameri	Pirlangimpi	Y	A		
10. Lynette De Santis	Milikapiti	Y	Y		
11. Pius Tipungwuti	Milikapiti	Y	Y		
12. Connell Tipiloura	Milikapiti	Y	Y		

		2017			
COUNCILLOR	**WARD**	**Sep 12 LA M**	**Oct 24 LA W**	**Nov 28 LA P**	**Dec 11 LA M**
1. Gawin Tipiloura - Mayor	Bathurst Is		Y		
2. Stanley Tipiloura - Deputy Mayor	Bathurst Is		Y		
3. Leslie Tungutalum	Bathurst Is		A		
4. Kevin Doolan	Bathurst Is		Y		
5. Francisco Babui	Bathurst Is		Y		
6. Wesley Kerinaiua	Bathurst Is		A		
7. Regi Pangiramini	Pirlangimpi				
8. Therese (Wokay) Bourke	Pirlangimpi				
9. Marius (Pirrawayingi) Puruntatameri	Pirlangimpi				
10. Lynette De Santis	Milikapiti	Y			
11. Pius Tipungwuti	Milikapiti	Y			
12. Connell Tipiloura	Milikapiti	Y			

		2017			
COUNCILLOR	**WARD**	**Nov 13 SP P**			
1. Gawin Tipiloura - Mayor	Bathurst Is	Y			
2. Stanley Tipiloura - Deputy Mayor	Bathurst Is	X			
3. Leslie Tungutalum	Bathurst Is	Y			
4. Kevin Doolan	Bathurst Is	Y			
5. Francisco Babui	Bathurst Is	Y			
6. Wesley Kerinaiua	Bathurst Is	X			
7. Regi Pangiramini	Pirlangimpi	X			
8. Therese (Wokay) Bourke	Pirlangimpi	Y			
9. Marius (Pirrawayingi) Puruntatameri	Pirlangimpi	Y			
10. Lynette De Santis	Milikapiti	Y			
11. Pius Tipungwuti	Milikapiti	Y			
12. Connell Tipiloura	Milikapiti	Y			

Meeting Type
ORD = Ordinary Meeting
SP = Special Meeting
LA = Local Authority Meeting
SLA = Special Local Authority Meeting

Attendance
Y = Present at Meeting
A = Apology accepted
X = Apology not accepted
C = 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	7.3
TITLE	Minutes - Wurrumiyanga LA meeting held on 24 October 2017
REFERENCE	211337
AUTHOR	Maina Brown, Governance & Compliance Manager

Minutes of the Wurrumiyanga Local Authority meeting held on 24 October 2017 for member's information.

BACKGROUND

Attached are the draft Minutes of the Wurrumiyanga Local Authority meeting held on 24 October 2017 for Council's information.

ISSUES/OPTIONS/CONSEQUENCES
Nil

CONSULTATION & TIMING
Nil

RECOMMENDATION:

That Council notes the minutes of the Wurrumiyanga Local Authority meeting held on 24 October 2017 for information.

ATTACHMENTS:
1 2017_24_10_WLA_Meeting_Minutes_Draft.pdf

MINUTES OF THE WURRUMIYANGA LOCAL AUTHORITY MEETING HELD IN THE WURRUMIYANGA BOARDROOM ON TUESDAY, 24 OCTOBER 2017 AT 10:00AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:00 am.

The chairperson welcomed councillors and congratulated our new Councillors, members, staff and guests.

1.2 Present

Chairperson: Richard Tungutalum.

Local Authority Members: Ronald Tipungwuti, Cr Kevin Doolan, Richard Tipuamantumirri, John Ross Pilakui, Mayor Gawin Tipiloura, Deputy Mayor Stanley Tipiloura, Francisco Babui, Miriam Tipungwuti and Mavis Kerinaiua.

Visiting Councillors: Nil

Officers: Marion Scrymgour (CEO), Trish Richardson (Management Accountant), Yoakim Pastrikos (Town Services / Outstation Manager) and Maina Brown (Governance and Compliance Manager).

Visitors: Colvin Crowe (Department of Housing and Community Development), Bianca Middleton (Menzies), Rebecca Pincus (Menzies) and Jared Sellwood, (Power and Water).

1.3 Apologies

Accepted: Marie Francis Tipiloura, Cr Leslie Tungutalum, Cr Wesley Kerinaiua, Jane Puautjimi, Bonaventure Timaepatua and staff Rosanna De Santis.

Not Accepted: Nil

Apologies – Wurrumiyanga Local Authority Meeting – 26 July 2016

1 **RESOLUTION**

Moved: *John Ross Pilakui*
Seconded: *Miriam Tipungwuti*

That the Apologies of WLA members – Marie Francis Tipiloura, Cr Leslie Tungutalum, Cr Wesley Kerinaiua, Jane Puautjimi, Bonaventure Timaepatua and staff Rosanna De Santis 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 - 19 April 2017

2 **RESOLUTION**

Moved: *John Ross Pilakui*
Seconded: *Francisco Babui*

That the minutes of the Wurrumiyanga Local Authority on 19 April 2017 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

Wurrumiyanga Local Authority - 26 July 2017

3 **RESOLUTION**

Moved: *Ronald Tipungwuti*
Seconded: *Kevin Doolan*

That the minutes of the Wurrumiyanga Local Authority on 26 July 2017 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 26 July 2017.

RECOMMENDATION:

That the Wurrumiyanga Local Authority accepts these discussions and reports.

Item 6.2 Fire breaks around town

- It is everyone's duty of care to look after land, community and people.
- Members authorises the CEO and Mayor to follow up with OTL at their next meeting to be held on 31 October 2017.
- WLA Chairperson to attend the OTL meeting on behalf of the Wurrumiyanga Local Authority members.

3 GENERAL BUSINESS

3.1 2017 MEETING ATTENDANCE REGISTER

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.

RECOMMENDATION:

That the Wurrumiyanga Local Authority members note the updated 2017 meeting attendance register.

3.2 2017/18 - LOCAL AUTHORITY FINANCIAL REPORT TO 30 SEPTEMBER 2017

This report is provided for information to the Wurrumiyanga Local Authority to advise on expenditure to 30 September 2017 for the 2017/18 Financial Year.

RECOMMENDATION:

That the Wurrumiyanga Local Authority notes this report for information and provide any comments or feedback on the new financial reporting format.

4 REPORTS FOR DECISION

4.1 REVIEW OF WURRUMIYANGA LOCAL AUTHORITY MEMBERSHIP

This report is provided to the Wurrumiyanga Local Authority to review and discuss its membership due to the recent change of merging two Local Government Wards, Nguiu and Wurankuwu, to form the Bathurst Island Ward. A proposal is put before the Wurrumiyanga Local Authority members to accept the proposed changes and recommend to Council for approval.

4 **RESOLUTION**
Moved: *John Ross Pilakui*
Seconded: *Kevin Doolan*

That the Wurrumiyanga Local Authority discussed and recommended not to change the Wurrumiyanga Local Authority membership.

Action
Members suggested for Outstation Manager to look at the outstation program and reasonable driver/s to assist with picking up and dropping off Wurankuwu members to attend meetings. Outstation Manager to talk to the Department in regards to this matter.

CARRIED

4.2 WURRUMIYANGA LOCAL AUTHORITY - TWO VACANCIES

Currently the Wurrumiyanga Local Authority has two vacancies for ordinary member positions (Warntarringuwi Skin Group) (male) and (Non Skin Group) (male or female). It is recommended that these current vacancies be filled and nominate a potential candidate/s for Council to appoint.

5 **RESOLUTION**
Moved: *Ronald Tipungwuti*
Seconded: *Stanley Tipiloura*

That the Wurrumiyanga Local Authority recommends to Council the following nominations.

1. **Appoint Nilus Kerinaiua to fill the (Warntarringuwi (Sun) Skin Group) vacancy.**
2. **Appoint Ebony William-Costa to fill the (Non Skin Group) vacancy.**

CARRIED

4.3 WURRUMIYANGA - COMMUNITY PROJECTS LISTING

At the last meeting (26 July 2017) members discussed and reviewed a number of possible community projects. We have now prepared a new updated spreadsheet list of proposed projects for further discussion at today's meeting.

6 **RESOLUTION**
Moved: *Ronald Tipungwuti*
Seconded: *Richard Tipuamantumirri*

1. That the Wurrumiyanga Local Authority reviews and updates the Community Projects Listing.

2. Notes the funding allocations for 14/15, 15/16 and 16/17.

3. Recommends any projects to Council for approval to proceed.

New Community Projects

Project Description	Project ID	Approved Amount	Responsible Officer
Equipment for specific beautification projects at Wurrumiyanga and Wurankuwu	WLA 17 - 7	$100,000 upper limit	Fleet and Building Manager and Town Services & Outstation Manager
2017 New Years Eve Community Celebration Bluelight Disco	WLA 17 - 8	$2,500 upper limit	Governance & Compliance Manager
Wurrumiyanga Local Authority Shirts	WLA 17 - 9	$1,000 upper limit	Governance & Compliance Manager
Community Festival leading up to 2018 grand final day	WLA 17 - 10	$30,000 upper limit	CEO
Wurrumiyanga beautification	WLA 17 - 11	$20,000 upper limit	Town Services & Outstation Manager

CARRIED

4.4 WURRUMIYANGA BEAUTIFICATION PROJECT PROPOSAL

This report seeks decision from the Local Authority regarding the Wurrumiyanga beautification project. Some members and councillors have informally shared a number of ideas about starting a project that will help to give a more welcoming appearance as you enter the community.

Members are invited to discuss suggestions, concepts and ideas that will help to create a revitalised appearance. One costed option will be presented to members for consideration.

7 **RESOLUTION**
Moved: *John Ross Pilakui*
Seconded: *Richard Tipuamantumirri*

That the Wurrumiyanga Local Authority recommend that Council approves the Wurrumiyanga beautification project with an approved budget of $ 20,000 upper limit.

CARRIED

5 REPORTS FOR INFORMATION

5.1 LOCAL AUTHORITY PLAN

TIRC Administration Project Officer Generalist, will workshop ideas with members in order to review the Wurrumiyanga Local Authority Plan (draft).

RECOMMENDATION:

That the Wurrumiyanga Local Authority receives and notes this report for information.

5.2 SOLAR SET UP PROGRAM PRESENTATION

This report provides information on the Solar Energy Transformation Program (SETuP) and update to the Wurrumiyanga Local Authority on the progress of SETuP in these communities and discusses Community Engagement options for the sites.

RECOMMENDATION:

That the Wurrumiyanga Local Authority welcomes Jared Sellwood from Solar Setup Program and listens to the short presentation.

At this point of the meeting a lunch was called at 12:10 pm.

The meeting recommenced at 12:30 pm.

5.3 NEW MENZIES RESEARCH PROJECT - OPTIMISING ROTAVIRUS VACCINE IN ABORIGINAL CHILDREN (ORVAC) PRESENTATION

The Menzies School of Health Research has contacted Council and has requested an opportunity to present to the Local Authority Members about the new research project Optimising Rotavirus Vaccine in Aboriginal Children (ORVAC).

8 **RESOLUTION**
Moved: *Ronald Tipungwuti*
Seconded: *John Ross Pilakui*

That the Wurrumiyanga Local Authority welcomes Bianca Middleton and Rebecca Pincus from Menzies School of Research and listens to the short presentation.

The Wurrumiyanga Local Authority supports this research study to take place in Wurrumiyanga Community from 2017 – 2020.

CARRIED

5.4 CHILDRENS GLOBAL HYGIENE FOUNDATION PRESENTATION

This report is provided to the Wurrumiyanga Local Authority for information with the Children's Global Hygiene Foundation and Malpa overview and health, education and economic initiatives.

RECOMMENDATION:

That the Wurrumiyanga Local Authority welcomes Keith Gregory from Children's Global Hygiene Foundation and listens to the short presentation.

6 OTHER BUSINESS

Nil

7 Next Meeting

Wednesday, 24 January 2017

8 Closure

The meeting closed at 3:50 pm.