AGENDA

ORDINARY MEETING

WEDNESDAY, 28 MAY 2014

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

- Wednesday, 28 May 2014 at
- Pirlangimpi Board Room
- Commencing at 10:00 am

Your attendance at the meeting will be appreciated.

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

1.6 Confirmation of Previous Minutes

Ordinary Meeting - 30 April 2014

Special Projects Sub C'tee – 02 May 2014

2 VISITORS AND PRESENTATIONS

2.1 VISIT BY MR ALLAN MCGILL - CEO NTG DEPT. LOCAL GOVERNMENT & REGIONS - DISCUSSION WITH COUNCIL 5

3 BUSINESS ARISING

Nil

4 CORRESPONDENCE

4.1 2012 - LOCAL GOVERNMENT ELECTION COSTS 6
4.2 MEDIA RELEASE - SAY NO TO VIOLENCE - BESS PRICE MLA - MEMBER FOR STUART 9

5 GENERAL BUSINESS

Nil

6 REPORTS FOR DECISION

Nil

7 REPORTS FOR INFORMATION

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8 NEXT MEETING

Wednesday, 25 June 2014

9 CLOSURE

Meeting closed at…….

VISITORS AND PRESENTATION

ITEM NUMBER	2.1
TITLE	Visit by Mr Allan McGill - CEO NTG Dept. Local Government & Regions - discussion with Council
REFERENCE	144702
AUTHOR	Alan Hudson, Chief Executive Officer

Mr Allan McGill has requested a short session with Council to discuss and follow up on the important issues raised at the Joint Meeting (Tiwi Land Council & Tiwi Islands Regional Council) held in Milikapiti on Thursday 27th March 2014.

BACKGROUND

Mr Allan McGill was the independent facilitator at this first Joint Meeting of Tiwi Land Council and the Tiwi Islands Regional Council held in Milikapiti on 27th March 2014.

Out of this meeting emerged a new group called the **"Tiwi Islands Leaders Forum".**

It was also agreed at this initial meeting that a follow up meeting of the 2 groups would be held as soon as possible after the 27th March 2014, and the new group would then meet regularly on a proposed 3 monthly basis.

Various issues were raised and Mr Allan McGill will provide an update for Council at today's meeting on these important issues.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council welcomes Mr Allan McGill to today's meeting to further discuss and follow up on the new joint initiatives of the "Tiwi Islands Leaders Forum".

ATTACHMENTS:

CORRESPONDENCE

ITEM NUMBER 4.1
TITLE 2012 - Local Government Election Costs
REFERENCE 144695
AUTHOR Alan Hudson, Chief Executive Officer

Council are provided with a copy of a recent letter dated 24th April 2014 received from the NT Electoral Commissioner Mr Bill Shepheard.

BACKGROUND

The attached letter from the NT Electoral Commissioner outlines details of the last General Election costs in 2012.

As indicated in the letter the last General Election was complex and was the largest ever conducted for Local Government across the Northern Territory.

Confirmation of no further charges from NTEC is good news and also that NTEC officers will soon be approaching Council to formulate a customised election plan for the future 2016 General Election.

Council currently allocates $ 10,000 per year as a conservative budget estimate to cover any possible By-Elections that may be required, with the balance of unspent funds then allocated to the Election Reserve at the end of each year.

By the time the General Election is held in March 2016 there should be sufficient funds in this reserve to partially if not fully cover the costs of this General Election.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes the correspondence from the NT Electoral Commissioner for information.

ATTACHMENTS:

1 Letter - Northern Teritory Electoral Commission - 2012 Local Govt Election Costs - 24.4.14.pdf

RECEIVED
DATE 24/4/14 BY

NORTHERN TERRITORY ELECTORAL COMMISSION
Level 3, TCG Centre | 80 Mitchell Street, Darwin | GPO Box 2419, Darwin NT 0801
T 08 8999 5000 | F 08 8999 7630 | E mail.ntec@nt.gov.au | ABN 8408 5734 992

OUR REF: MUN0077

Mr Alan Hudson
Chief Executive Officer
Tiwi Islands Regional Council
PO Box 104
PARAP NT 0804

Dear Mr Hudson

RE: 2012 LOCAL GOVERNMENT GENERAL ELECTION COSTS

As you are aware, all municipal and regional councils went to the polls together for the first time in 2012. As such, the electoral event was the largest and most complex ever conducted in the Northern Territory.

Apart from the logistical challenges that would ordinarily be expected of such a huge event, the planning and implementation was further complicated, and at times hindered, by several unparalleled and unforeseen factors existing at the time. These factors included the:

- Passing of electoral legislation with significant operational implications in November 2011.
- Necessity to establish considerable infrastructure and develop fresh materials, especially in relation to public awareness and the establishment of new vote counting programs/systems demanded under the new legislation.
- Initial and sudden emergence (and eventual abandonment) of the concept of holding a conjoint election with a Constitutional Convention poll, an election which would have applied different voter eligibility criteria and boundaries that were not co-terminus with local government boundaries.
- Late appointment of the NTEC as returning officer by some councils.
- Late advice of changes to some electoral boundaries.

Amidst those circumstances and with the general election almost upon us, all councils were asked to provide an advance in January 2012. This advance was subject to review on the final settlement of accounts at an appropriate time following the poll. Once the accounts were being finalised, however, it was clear that the advances provided by individual councils were inadequate to cover costs under any cost attribution model. It also seemed unreasonable to charge councils any more given the impact of the circumstances that prevailed at the time.

Please be advised that no further charges will be levied on councils in connection with the last general election. In recognition of the impact of the unique set of circumstances and the effect some considerable infrastructural requirements had on costs, the NTEC has subsequently absorbed as much as it could from its 2011/12 and 2012/13 budgets (the two years over which the election accounts were processed). In addition, the Department of Local Government and Regions has agreed to meet the remaining shortfall between council advances and the residual outstanding amount.

As already pointed out, the circumstances of the 2012 General Election were particularly unique and, as a consequence, will not provide much guidance at all as to the likely costs of the 2016 General Election. It is appreciated, however, that there is a need for councils to get a handle on their likely financial commitment to the 2016 General Election and I have therefore instructed my operational staff to arrange to meet councils individually once the Blain By-election has concluded with the objective of formulating a customised election plan with an indication of attendant costing forecasts for each council.

In the meantime, however, please be assured that a much better position now exists to formulate estimates for the 2016 Local Government General Elections. Subject to the timely passing of any legislation changes and advice of any changes to electoral boundaries, of course, plans can now draw heavily on the operational experience of the last general election. Also, now that the NTEC is the sole provider, it is no longer reliant on individual appointments before initiating a number of tentative arrangements. This, in itself, is likely to lead to greater ongoing and structured planning that will allow the undertaking of many tasks in a more orderly fashion, thus avoiding premium charges and making the most of economies of scale.

Yours sincerely

BILL SHEPHEARD
Electoral Commissioner

24 April 2014

CORRESPONDENCE

ITEM NUMBER	4.2
TITLE	Media Release - SAY NO TO VIOLENCE - Bess Price MLA - Member for Stuart
REFERENCE	144696
AUTHOR	Alan Hudson, Chief Executive Officer

Council are provided with a copy of a recent media release dated 30th April 2014 received from the Member for Stuart.

BACKGROUND

The attached Media Release is self explanatory and is provided for information to all councillors.

As outlined in the Media Release the NTG is committed to taking a hard line against alcohol abuse including Alcohol Mandatory Treatment, Alcohol Protection Orders, and Temporary Beat Locations.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes the media release from the Member for Stuart.

ATTACHMENTS:

1 140430 Price- The Violence Must Stop.pdf

BESS PRICE MLA I MEMBER FOR STUART

STATEMENT

SAY NO TO VIOLENCE

30 April 2014

Today I woke to a phone call telling me my sister had been killed. I am devastated.

Violence against any person should not be tolerated in our society regardless of age, race, culture, wealth and geography.

I have been a victim and also witnessed violence in our communities. We, as a society, must stop this cycle of violence.

We all know the challenges faced here in the Northern Territory with 63 per cent of assault victims being women and 59 per cent of all assault offences associated with domestic violence.

Despite the fact that Aboriginal women in the NT make up only 0.3 per cent of all Australian women, they account for 14 per cent of all the female hospitalisations for assault in the entire country.

Violence of any type is an issue that we as a community cannot remain silent about. It is a conversation we must have, for the sake of our families, friends and colleagues.

For those victims who are unable to get help, we must support them. For the voiceless, we must speak for them. And for those who perpetrate violence, we must collectively condemn their behaviour.

I want my fellow Indigenous Territorians to stand up and 'no more'. Change will only come if, and when, we all work together.

My sister was allegedly killed in an alcohol fuelled incident in a Katherine town camp overnight.

This is why I support taking a hard line on tackling alcohol abuse through a suite of programs including Alcohol Mandatory Treatment, Alcohol Protection Orders and Temporary Beat Locations.

These policies are starting to have an effect, but there is more work to do.

We would all prefer these measures weren't necessary at all but we are committed to doing whatever it takes to break the cycle of alcohol misuse and violence in our community.

As I have said many times, protecting women and children from violence is my top priority and what happened to my sister has happened to far too many women in the Northern Territory.

I will work with my Cabinet colleagues to introduce tough anti-violence education programs in our schools and homes to break this cycle.

No family should have to endure the trauma of a senseless death.

As long as I am in Parliament, I won't stop working to turn this situation around and I ask you all to work with me to achieve this.

Media Contact: Lauren Crawley 0417 145 050

REPORTS FOR INFORMATION

ITEM NUMBER 7.1

TITLE Minutes - Wurrumiyanga Local Authority Meeting held on 29 April 2014

REFERENCE 144698

AUTHOR Bruce Moller, Governance Manager

Minutes of the 1st Wurrumiyanga Local Authority Meeting held on 29 April 2014.

BACKGROUND

Attached are the Minutes of the Wurrumiyanga Local Authority Meeting held on 29 April 2014 for Council's information.

Also included as part of the draft minutes are the new Action Items which is a requirement under the Ministerial Guideline # 8 covering the reporting to and from Regional Council and each Local Authority.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes the Minutes of the Wurrumiyanga Local Authority Meeting held on 29 April 2014.

ATTACHMENTS:

1 2014_04_29_Wurrumiyanga_Local_Authority_Minutes.pdf

MINUTES OF THE WURRUMIYANGA LOCAL AUTHORITY MEETING HELD IN THE WURRUMIYANGA BOARD ROOM ON TUESDAY, 29 APRIL 2014 AT 10:00AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:10 am.

The newly appointed Chair (John Ross Pilakui) welcomed councillors, members and guests.

1.2 Present

Chairperson: John Ross Pilakui.

Local Authority Members: Cr John Naden, Cr Leslie Tungutalum (10:28am), Cr Brian Tipungwuti, Kevin Doolan, Francisco Babui, Bonaventure Timaepatua, Jane Puautjimi, Marie Frances Tipiloura (10:30am), Richard Tungatalum (10:17am), Mavis Kerinaiua, Teresita Puruntatameri, Richard Tipuamantumirri, Miriam Tipungwuti.

Visiting Councillors: Mayor Lynette De Santis (11:10am), Irene Tipiloura (11:10am), Therese (Wokay) Bourke (10:55am).

Visitors: Colvin Crowe (NTG-LGR), Tanyah Nasir (CDU).

Officers: Sally Ullungura (Governance Support).

Minutes: Bruce Moller (Governance Manager).

1.3 Apologies

Accepted : Cr Barry Puruntatameri, Cr Crystal Johnson, Cr Gawin Tipiloura.

Not Accepted : Nil

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Election of Chairperson

John Ross Pilakui was appointed as the permanent Chair at the TIRC Combined Special Local Authorities Meeting held in Darwin on Thursday 20th March 2014.

1.7 Confirmation of Previous Minutes

Wurrumiyanga Local Board Meeting - 28 January 2014

RECOMMENDATION

That the minutes of the Wurrumiyanga Local Board Meeting held on 28 January 2014 as circulated, be confirmed as a true and correct record of that meeting.

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes.

RESOLUTION
Moved: *John Naden*
Seconded: *Jane Puautjimi*

That the Wurrumiyanga Local Authority accepts these previous minutes, with the following items listed below for follow up action. CARRIED

As this was the first meeting of the new Wurrumiyanga Local Authority members reviewed the previous minutes of the former Wurrumiyanga Local Board (28 January 2014).

OUTSTANDING ITEMS FOR FOLLOW UP ACTION :

3.3.1 PALAKUI PARK – MANGO TREES

The CEO advised members that the mango trees (20) had now arrived and asked members for advice as to the proposed locations for planting these new trees.

Members recommended that the mango trees be planted in two rows within the park area, and that the Town Services Manager would arrange for the planting to take place during the current wet weather. Suitable protection and support stakes will also be incorporated during the planting.

The CEO also raised the question for members to consider in relation to the future utilisation again of Palakui Park as a "Community Meeting Place" – options for investigation include the construction of permanent shade structures, and landscaping.

Action: CEO to investigate options for possible permanent shade structure and landscaping in Palakui Park.

Members advised that this item was still outstanding and requested that this should be actioned as soon as possible.

3.3.5 MELVILLE ISLAND – BARGE LANDING (NOTICE BOARD)

Members asked if the Council could arrange to put up general notices in particular notices relating to the operating times for the car ferry on the notice board at the Paru side of Melville Island.

Action : The CEO advised members that he would arrange this with the Infrastructure Director.
Cr John Naden requested that this item be followed up and checked if completed.

3 GENERAL BUSINESS

3.1 WURRUMIYANGA LOCAL AUTHORITY - CHAIRPERSON

A Special Meeting of the Combined 3 Local Authorities (Wurrumiyanga, Pirlangimpi, and Milikapiti) was held in Darwin on Thursday 20th March to elect a Chairperson for each Local Authority.

RECOMMENDATION:

That the Wurrumiyanga Local Authority Members note this report for information and welcome their new Chairperson Mr John Ross Pilakui.

3.2 APPROVED MEETING DATES FOR 2014

Wurrumiyanga Local Authority Meeting dates for 2014.

RECOMMENDATION:

That the Wurrumiyanga Local Authority members note the Council approved meeting dates for 2014, plus the additional meeting day of 6th May for participation in the 2014/15 Draft Regional Council Strategic Plan & Budget session.

3.3 WURRUMIYANGA LOCAL AUTHORITY - NEW MEMBERS LISTING - MARCH 2014

At the 11th March Ordinary Council Meeting at Pirlangimpi Council appointed the initial members of the new Wurrumiyanga Local Authority. Attached to this report is the listing for members information.

RECOMMENDATION:

That the Wurrumiyanga Local Authority members note the new membership listing.

3.4 GUIDELINE 8 - REGIONAL COUNCILS AND LOCAL AUTHORITIES

The Minister for Local Government has now approved the new Ministerial Guideline # 8 which introduces Regional Councils, and the new Local Authorities.

RECOMMENDATION:

That the Wurrumiyanga Local Authority Members note this report for information, and keep a copy of Guideline # 8 in their information folders.

4 REPORTS FOR DECISION

Nil

5 REPORTS FOR INFORMATION

Nil

6 OTHER BUSINESS

See separate listing of Wurrumiyanga Local Authority Action Items which has been prepared as part of these Minutes.

The Regional Council must respond to Local Authority Action Items in a timely manner so that members can relay this information back to their local communities.

7 Next Meeting

The next scheduled meeting of the Wurrumiyanga Local Authority is Tuesday, 29 July 2014.

8 Closure

The meeting closed at 12:20 pm.

Wurrumiyanga Local Authority – Action Items 2014

SUMMARY OF ACTIONS AND OUTCOMES

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 1 – Palakui Park plant 20 new mango trees, shade structure and landscaping. 29/4/14	Members enquired as to the current status of this older item. (Brought forward from 28-1-14) (Item 3.3.1)	CEO	Next Meeting	CEO to follow up with Infrastructure Director. Consider possible shade structure and landscaping as a new project for 2014/15 Draft Budget.	
General Business Item 2 – Melville Island Barge Landing Notice Board. 29/4/14	Cr John Naden enquired as to the current status of this older item. (Brought forward from 28-1-14) (Item 3.3.5).	CEO	Next Meeting	CEO to follow up with Infrastructure Director.	
General Business Item 3 – Bathurst Island Army Cadets to visit. 29/4/14	Cisco Babui advised that the Army Cadets were visiting soon and could the Tauntippi Road be graded please.	Director Infrastructure	Next Meeting	If possible could the road to Tauntippi beach be graded prior to the large groups visit.	
General Business Item 4 – Car Ferry Access on Public Holidays 29/4/14	Bonaventure Timaepatua asked why the inter island car ferry did not operate on ANZAC Day ?	CEO / Director Infrastructure	Next Meeting	Could this be looked at as a future Service Fee option. If there is enough community interest and support ?.	
General Business Item 5 – Community Service Fees 29/4/14	Kevin Doolan & John Naden advised that there was community support for re-introducing Community Service Fees.	CEO	Next Meeting	CEO to discuss with NTG Local Gov. as to the "legality" of re-introducing a voluntary service fee to cover areas such as inter-island car ferry or grass cutting.	

Wurrumiyanga Local Authority – Action Items 2014

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 6 – Remote School Attendance Program. 29/4/14	Cisco Babui advised that he had recently commenced work as one of the Remote School Attendance Officers (Aust. Govt Dept Prime Minister & Cabinet).	CEO	Next Meeting	Council is aware of this new Australian Government program and would consider support for inclusion in the Draft 2014/15 Council Plan.	
General Business Item 7 – Rubbish around Community. **(HIGH PRIORITY)** 29/4/14	Leslie Tungutalum and Mavis Kerinaiua raised the issue of litter and rubbish in public areas. This is a major ongoing problem and requires a strong response to clean up the community. Environmental concerns, and request for stands for wheelie bins.	CEO	Next Meeting	Council to consider a Community Cleanup Day, possible By-Laws and other strategies for inclusion in the Draft 2014/15 Council Plan.	
General Business Item 8 – Drainage / Road Verges. 29/4/14	Members raised general concerns in relation to long grass on some road verges and road corners. Also, some ponding of water with algae in drains. Large puddles near NUA Store / take away.	Infrastructure Director	Next Meeting	Drainage and Verge maintenance programs are ongoing. Inspections to be arranged around Wurrumiyanga community of problem areas.	
General Business Item 9 – Concrete slabs adjacent to Church. 29/4/14	Members raised the idea of breaking up and removal of the two large concrete slabs adjacent to the Church. Rubble to be placed on foreshore area.	Infrastructure Director	Next Meeting	Site inspection to be arranged to determine Lot number, then discuss with Lot owner to see if this is possible.	

Wurrumiyanga Local Authority – Action Items 2014

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 10 – Night Patrol Operating times & Public Holidays 29/4/14	Members raised concerns that the current hours of operation for the Community Safety Program are not sufficient. People are still out in the community after 11pm. Concerns were also raised that the Community Safety Program was not operating on Public Holidays.	Director Community Support	Next Meeting	Consider attending the next Local Authority Meeting and providing a short briefing to members on current program and operational timings.	
General Business Item 11 – Playground Equipment 29/4/14	Members raised general concerns as to the current state of play equipment in all park areas of Wurrumiyanga.	Infrastructure Director	Next Meeting	Site inspections to be arranged for each park / playground area. Recommendations for replacement / upgrading of play equipment to be considered for incorporation into the draft 2014/15 Council Plan / Budget.	
General Business Item 12 – Council Newsletter 29/4/14	Cr John Naden enquired as to the progress of the new Regional Council newsletter	Deputy Director Corporate Services	Next Meeting	Follow up required with Chris Smith as to the current progress on the new version of the newsletter.	
General Business Item 13 – Cemetery Maintenance 29/4/14	Cr Brian Tipungwuti raised a number of concerns in relation to the general upkeep and condition of the Wurrumiyanga Cemetery. Lack of Plot plans & lot #'s. Maintenance of grassed areas Clean up of graves & markers Termite activity on crosses Overall beautification required.	Infrastructure Director	Next Meeting	Arrange for a site inspection and prepare an overall Cemetery Maintenance Plan for consideration in the Draft 14/15 Council Strategic Plan / Budget.	

Wurrumiyanga Local Authority – Action Items 2014

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 14 – Regional Council & RJCP to work Together. 29/4/14	Cr Leslie Tungutalum suggested to members that it may be possible for both TIRC and the RJCP provider to work together to clean up Wurrumiyanga as it was a Growth Town.	CEO	Next Meeting	Consideration to be given as to the possibility of the 2 service organisations working in harmony for the betterment of the Tiwi people.	
General Business Item 15 – Fencing of Houses 29/4/14	Cr Leslie Tungutalum advised members of the need for some community houses to have their fencing repaired / replaced.	CEO	Next Meeting	CEO to raise this issue with NTG Territory Housing as a maintenance item and a health & safety priority.	
General Business Item 16 – Community Fighting 29/4/14	Mavis Kerinaiua raised the issue of the ongoing community unrest / bad behaviour and public fighting. Lack of respect for culture and children were now being affected.	CEO	Next Meeting	CEO to consider some strategies for dealing with this ongoing issue.	
General Business Item 17 – Wurankuwu School / Clinic & Training Centre 29/4/14	Miriam Tipungwuti & Mavis Kerinaiua raised the issue of the possibility of the Wurankuwu School re-opening and other local facilities.	CEO	Next Meeting	CEO to discuss this issue with relevant Agencies to determine if it is viable to re-open the Wurankuwu School and other local facilities.	
General Business Item 18 – Community / Public Meetings 29/4/14	Richard Tungutalum suggested the urgent need to re-introduce Community Meetings on a more regular basis and to just discuss one main issue. (ie School attendance, rubbish cleanup, lack of community pride etc.).	CEO	Next Meeting	CEO and Local Authority members to consider the possibility for more regular community meetings and to focus on one major issue per meeting.	

Wurrumiyanga Local Authority – Action Items 2014

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 19 – Recreation Hall 29/4/14	Bonaventure Timaepatua enquired as to what were the activities on offer currently for kids at the Rec Hall on weekends. Maybe consider a regular disco ?	Director Community Support	Next Meeting	Consider providing a list of all activities for children that are currently provided and also include possible weekend / school holiday activities.	
General Business Item 20 – Wurrumiyanga Oval 29/4/14	Richard Tungutalum suggested the urgent need to secure the Oval and to take pride in this community facility.	Infrastructure Director	Next Meeting	Council has established a new Sub Committee (Special Projects) to investigate and assist with identifying projects for future funding. All ovals across the Tiwi Islands have recently been inspected and require substantial upgrading to playing grounds and player / spectator facilities.	

REPORTS FOR INFORMATION

ITEM NUMBER	7.2
TITLE	Human Resources End of Month Report - April 2014
REFERENCE	144687
AUTHOR	Lesley Palmer, Deputy Director Corporate Services

Background

The Human Resources & Payroll unit provides processing of timesheets and payroll to staff, employee enquiries on pay and conditions, Work Health and Safety Reports, Workers Compensation claims, maintenance of the organisational structure and staff data, and training either initiated by the unit or requested from other units.

A significant amount of recruitment has been underway in the past six weeks; so far all positions advertised recently have been filled.

We have had a record run of short payroll weeks due to Public Holidays throughout April and early May, the Exception Reporting Timesheets re in full use and have reduced the amount of paperwork by an significant amount. There have been a few hiccups in everyone coming up to speed on a system that is the reverse of the one they had been using previously.

Payroll Processing

How Payroll processing is done - The current Pay Period Ending (PPE) for the fortnight occurs on a Sunday with pay day being Friday of the following week. Processing of payroll commencing on Monday, timesheets should be submitted by 10am in reality this is rarely achieved. Data is also entered by Corporate Services Officers at Milikapiti and Pirlangimpi.

The Exception Timesheet Reporting system is done in Excel and rather than recording the hours worked, records the hours that are not worked and any leave that is being claimed in work hours; time is recorded as decimals rather than hours and minutes which makes faster processing as no conversions have to be done.

Leave forms and entitlements for Annual Leave, Funeral Leave and Personal Leave are checked and entered into the system. Higher duties forms are checked and entered into the system.

A Report is generated and data entry is checked against timesheets, any corrections needed are made.

Another report is generated which compares the previous pay run to the current pay run and is checked for any significant differences between the pay weeks.

When HR/Payroll is satisfied with the pay entries the pay calculations, pay summary and some other information are sent to Finance where another check is done, any queries come back to Payroll for a response, before the pay is approved to be processed for payment, this must be done by 4pm.

The bank processes the payments after 6pm in the evening.

This process has previously been taking about four days; with pays processed on Thursday night. The changes to the Exception Reporting Timesheets has reduced paperwork and processing time, and entry of leave ahead of the pay run has further reduced the processing time to three days during the recent run of weeks with shortened working days due to Public Holidays.

Proposal by Councillors to change payroll days: The request by Councillors to move payroll processing to have the bank processing occur on a Tuesday night for pays to be

received by staff on a Wednesday morning can be done however there are some significant issues to be considered.

Options	**Positives**	**Negatives**
Move pay day to Wednesday (bank transfer Tuesday night)	Staff receives pay on Wednesday morning.	The Pay Period Ending will have to be moved back to Thursday, to allow processing to start on Friday, which will result in all staff losing a days pay from the week that the transition is made, the loss is not recovered.
		Where a public holiday occurs on a Monday or a Friday, processing of pays will be delayed by a day. OR Process a day early on Thursday before the PPE then pay one day on the expectation of staff working Thursday and then make adjustments after the event for those who do not work the correct hours.
		Where a Public Holiday occurs on a Friday and a Monday we will have to decide if we process even earlier and do adjustments for absenteeism.
		Risk of increased absenteeism moving pay day to the middle of the week.
Retain current PPE but move payment to Thursday	Staff receives pay on Thursday morning.	Payroll under pressure to maintain three day processing time.
		Where a public holiday occurs on a Monday, processing of pays will be delayed by a day. OR Process a day early on Friday before the PPE then pay one day on the expectation of staff working Friday and then make adjustments after the event for those who do not work the correct hours.
Retain the current PPE	Staff receives pay on Friday morning for actual hours worked the previous week.	
	If there is a public holiday on a Monday processing can still be completed to meet Friday pay day.	

	If a public holiday occurs on a Friday pays can be processed for payment on Thursday morning.	

Financial Variances to Budget

Action SDC code – 108000 HR Services

ASDC: 108000	Variance $ = Act - Bud	Variance % = Var./Budget%	Analysis
Total Revenue	$3,327	0%	
Total Expenses	($494,016)	392%	The inclusion in the budget expenses of a Allocation Grant Administration Fee of ($563,097) wipes out most of the expenses and creates this high variance

Action SDC code – 133000 Matching Funds

Full grant funding for the year has been received.

ASDC: 133000	Variance $ = Act - Bud	Variance % = Var./Budget%	Analysis
Total Revenue	$92,657	20%	Actual and budget are equal
Total Expenses	$23,053	86%	Actuals are below budget

Human Resources:

Vacancies Filled

- Housing Trades Labourer \ Pool Operations Officer
- Post Officer
- Town Services Officers x2
- Senior Infrastructure Administration Officer

Vacancies advertised:

- Diesel Trades Coordinator – Wurrumiyanga
- Management Accountant – re-advertised
- Sports and Recreation Officers x 3 – re-advertised
- Night Patrol Officer x 2
- Community Engagement Officer

Worker's Compensation Claims.

- Nil

Resignations/Terminations

- One officer resigned has a new job
- Three officers resigned due to poor health
- One casual officer resigned to have baby
- One officer resigned as did not want to work

Training

Date	Training	RTO
06/06/2014	MS Word	Skill Path
10/06/2014	MS Excel	Skill Path
11/06/2014	Transitioning MS 2003 to MS 2010	Skill Path
12/06/2014	Excel as a manager and supervisor (beginner)	Skill Path
13/06/2014	How to excel at managing and supervising people (advance)	Skill Path
16/06/2014	Delegations Skills	Skill Path
17/06/2014	Dealing with negative attitudes in the workplace	Skill Path
18/06/2014	Conflict resolution and confrontation management	Skill Path
19 – 20/06/2014	Fundamentals of finance and accounting for non financial managers	Skill Path
23 – 28 /06/2014	Payroll EOY	Council Biz

Key Performance Indicators from the Shire Plan 2013/14:

Key Performance Indicator	Action	Measure of Success	Status
Recruitment and Selection processes are responsive and timely	Liaise with Directors and Managers to fill vacant positions	Process is completed and appointments made within 3 weeks	Achieved
Payroll is completed on time and HR data is current and accurate	Complete data entry, process pays fortnightly and terminations weekly	100% of timesheets received are processed	Achieved
Training and staff development organised and recorded	Advise and liaise with Directors and Managers to arrange required training, staff development and record outcomes in HR system.	80% of staff undertaking training each year	Training is run as requested and approved, no % has been calculated.
Workplace Health and Safety Committee organised and recorded	Set up WHS Committee and develop and deliver training	WHS Committee holding meetings each month and reporting through HR Reports to Council. Staff undertaking WHS training through a series of training sessions each quarter	Five WHS Committee meetings have been held starting from September.
Mentoring Program established and operational	Mentors undertaken Mentoring training and interviews conducted	Two interviews per year for indigenous staff and one interview per year for non-indigenous staff	Mentors trained, program underway. Staff interviews are being conducted, training delivery is on track.

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER 7.3
TITLE Corporate Services End of Month Report - April 2014
REFERENCE 144688
AUTHOR Lesley Palmer, Deputy Director Corporate Services

This report illustrates the business conducted within the independent business units including; Administration, ICT, and Community Engagement.

Background

This report covers Office Management at Wurrumiyanga, Milikapiti and Pirlangimpi; ICT and Community Engagement.

The Office Managers provide a direct point of contact to Local Authority Members.

Wurrumiyanga Office – Nunuk Andayani

The Wurrumiyanga office is also concerned with the efficient running of the office in the areas of reception, cleaning in the Wurrumiyanga office building. The Administration Office provides postal services to members of the Wurrumiyanga community.

ASDC: 146401	Variance $ = Act - Bud	Variance % = Var./Budget%	Analysis
Total Revenue	($1,393)	-14%	Lower revenue than budgeted
Total Expenses	($19,252)	-9%	
Net Surplus / (Deficit)	$20,645	-10%	

Key Performance Indicators	Action	Measure of Success	Results
Increase revenue from fees and charges	Ensure all scheduled fees and charges Request to Invoice Customer are sent to Finance in a timely manner (within 24hr turnaround)	100% Revenue received from IWO charged to IBU& External BU	Fees & Charges invoiced & payments received
Accurate cash reconciliation	Cash/Cheque entered on Tiwi Accounts spread sheet on a daily basis	Cumulative Cash/Cheque reconciliations to balance fortnightly	All reconciliations balanced
Staff Development	Staff undertake training		Training completed

Pirlangimpi Office – Patricia Brogan

Patricia Brogan had not returned from Compassionate Leave at the time of writing this report, only the financial information has been updated.

Financial Information

ASDC: 146402	Variance $ = Act - Bud	Variance % = Var./Budget%	Analysis
Total Revenue	($7,369)	-98%	No income generated from hire of facilities

Total Expenses	($7,945)	-8%	
Net Surplus / (Deficit)	$15,314	-16%	Affected by lack of budgeted income.

Key Performance Indicators

Key Performance Indicators	Action	Measure of Success	Results
Increase revenue from fees and charges	Ensure all scheduled fees and charges Request to Invoice Customer are sent to Finance in a timely manner (within 24hr turnaround)	100% Revenue received from IWO charged to IBU& External BU	Fees & Charges invoiced & payments received
Accurate cash reconciliation	Cash/Cheque entered on Tiwi Accounts spread sheet on a daily basis	Cumulative Cash/Cheque reconciliations to balance fortnightly	All reconciliations balanced
Staff Development	Staff undertake training		Training completed

Milikapiti Office – Alice Williams

The Milikapiti office is also concerned with the efficient running of the office in the areas of reception, mail service, cleaning and gardening in and around the Milikapiti office building.

Acquisitioning of stationary supplies, furniture and equipment where required
No spending was required for this month

Ensure a safe, healthy working environment.
Office is cleaned, bins emptied on a daily basis; Air conditioner's checked; Phones cleaned with Bactericidal wipes; Toilets checked daily.

Provide Community Services support:
Fuel continues to be dispensed manually by Office Staff

Financial Information

ASDC: 146403	Variance $ = Act - Bud	Variance % = Var./Budget%	Analysis
Total Revenue	$14,911	199%	Unbudgeted revenue reimbursements from Centrelink, sales & labour, income from agency and commercial services. Facilities hire just over half of budget amount.
Total Expenses	$26,933	16%	Expenses lower than budget
Net Surplus / (Deficit)	($41,844)	26%	Actuals significantly under budget

Key Performance Indicators

Key Performance Indicators	Action	Measure of Success	Results
Increase revenue from fees and charges	Ensure all scheduled fees and charges Request to Invoice Customer are sent to Finance in a timely manner (within 24hr turnaround)	100% Revenue received from IWO charged to IBU& External BU	Fees & Charges invoiced & payments received

Accurate cash reconciliation	Cash/Cheque entered on Tiwi Accounts spreadsheet on a daily basis	Cumulative Cash/Cheque reconciliations to balance fortnightly	All reconciliations balanced

ICT – Chris Smith

Digital TV

A technician visited Wurrumiyanga on May 9th – 12th to complete two more installations and three support jobs.

A large problem has emerged – over 30 houses in Wurrumiyanga are reporting faults to their digital television reception but Skybridge, the installers, are not willing to come to the Tiwi Islands to investigate warranty issues. When the technician who visited the Tiwi Islands left on May 12th, he advised that there is now one technician based in Cairns to provide support for digital television installation across NT and the top of WA.

The community are still appealing to Council staff to address their reception issues despite the fact that digital television support is definitely not our job. ICT have been negotiating with the Dept. in Canberra to see if we can appeal to Skybridge to address the many issues in Wurrumiyanga. This issue may need to be addressed by Councillors at State and Federal level to resolve the many issues we have here.

Replacement of printers at Pirlangimpi office, Milikapiti Office and Wurrumiyanga HR Office.

ICT will be replacing three multi function printers as soon as possible in the offices at Pirlangimpi, Milikapiti and HR at Wurrumiyanga. These printers were rolled out in 2008 and are now at end of life.

ICT daily tasks

Like many sections of the Council, ICT is often inundated with many small jobs in a single day – email issues, printing issues, phone lines not working, faxes not going through, passwords that need changing, computers that are not working as required, mobile phones that need replacing or repair – often these small jobs distract from the bigger picture that ICT needs to address, such as monitoring warranties of aging computers, addressing issues with costs of communications, or addressing issues that recur with CouncilBIZ. ICT is working closely with the ICT Officer to see that ICT staff are trained and able to take on a wide range of Level 1 issues.

Public Address System for Wurrumiyanga Oval

ICT are seeking quotes on an installed public address system for the oval in cooperation with Infrastructure.

Financial Information

No significant variations to budget in Dec 2013 beyond standard costs such as CBIZ support changes, monthly Telstra billing and the recent costs associated with the purchase of 15 iPads for Councillors and Local Authority Chairpersons.

Community Engagement – Chris Smith

ANZAC Day on the Tiwi islands

The Community Engagement Team delivered a flag raising ceremony, observance and community BBQ on ANZAC Day 25 April, supported by Major Cisco Babui and cadets, as well as the enthusiastic support of a number of staff.

NAIDOC Week

There has been some positive feedback from the funding body for NAIDOC Week and staff are anticipating events in each community over NAIDOC Week, July 6 – 13.

Staff

The Team are still looking to fill a part time slot in Community Engagement. The funding requires recruitment of a Tiwi person, in the interests of gender equity a female officer is preferred, but anyone who is willing to learn about media may apply.

Short Movie on Substance Abuse

Equipment has been purchased for the short movie, and filming has started for the background location of the Tiwi Islands. We now have an iPad with tripod and mount, a boom microphone and a new Handicam. If anyone has any suggestions please pass them on to the Community Engagement Team.

Financial Information

The budget is currently underspent primarily due to a position vacancy.

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.4
TITLE	Director Community Support - EOM Report for April 2014
REFERENCE	144718
AUTHOR	Rosanna De Santis, Director Community Support

This report illustrates the business within units including; Children's Services, Youth and Community, Sports and Recreation, Centrelink Service, Library Services and Community Safety.

BACKGROUND

This Directorate is known as "Community Support." The restructuring of business units, see this directorates operations consisting of funded support (to community) functions.

This report is for the month of April 2014.

Children's Services

Regional Children's Services for the month of **April;**

This month **Pirlangimpi** staff have been working well with the Let's Start program and parents. Let's Start have been providing a parenting program at the crèche with the involvement of our staff offering support to parents that attend the program.

Jirnani Childcare Centre have been supporting FaFT by providing care so parents get to attend their parent focus group at the FAFT program.

Milikapiti Crèche & OSHC have struggled to have consistent staff base to operate their programs. They have had many interruptions with shortage staff, funerals and staffs leave. We have also had issues with staff not returning from leave which has left us well under staffed and caused closure of our service.

Regional Manager had staff meetings with Team Leaders at each site with staff;

- Staffing Issues
- Staffing Rosters
- Staff Attendance/Annual Leave
- Activity Programs
- Vacation Care Programs

The FaFT program: The Family Educator & Liaison Officer has been working with parents around engaging parents in the Learning Game activities. With the guidance of the FE & FLO assisting parents to development their child's skills through Learning Game activities. Engaging parents in meal preparations for the program lunch developing knowledge around nutrition. Delivered Books in Homes and had a stake holders meeting with parents, clinic staff, Relationships Australia

Strategic Planning:

W: Provide training and staff development for staff. We provide staff training and development through this month with BIITE.
O: Gain funding for a parenting support program. We now get grant funding for our FaFT program to support our families but only in Wurrumiyanga, but we also have support from the Let's Start Program and our local clinics at Milikapiti and Pirlangimpi community for parent education and support.

Financial Variances to Budget:

Business Unit: 501	$ Budget	$ Actual	Analysis	Previous period
Revenue/Income	$**1,996,694** budget full year			
	$**1,523,975** actual YTD (period 10)			
Operating Expenditure				
Employees	$914,095	$705,159	$208,936 or 23% underspent due to; • Carriage of vacancies, • Change in employment status (casual to PPT)	22%
Contracts & Maintenance	$170,350	$66,368	$103,982 or 61% underspent due to; • Utility bills reduced • No purchase of assets • General purchases reduced	62%
Communication	$15,844	$8,574	$7,270 or 46% underspent due to; • Reduced spend in courier/freight • Reduced spend in office phone usage	41%
Miscellaneous	$13,133	$4,319	$8,815 or 67% underspent due to; • Significant reduction in spend on training and associated travel, accommodation and allowance costs • Staff Police checks reduced	63%
Internal Costs	$87,083	$70,981	$1.610 or 18% underspent due to' Significant reduction in use of fleet vehicles	9%
Overall analysis depicts this business unit is under budget by only spending $1,031,625 of the budgeted $1,680,203 for the year. YTD indicates 39% or $648,578 to be spent in the last quarter of this financial year. **A review of line allocations has been made for the future year financial budget**				

Human Resources:

All Staffing issues, including:

- Attendances: We have had issues around staff not returning on due dates.
- Incidents: Not for this reporting period.
- Positions vacant: Nil
- Recruitment:
- Annual leave, leave coverage and proposed higher duties: 4 staff on annual leave.
- OH&S matters: Nil
- Staff meetings conducted: The Regional Manager in all three sites for all 7 programs and staff.
- Training conducted (including training outcomes) and personnel development: Regional Manager attended training at BIITE for 1 week workshop. Louise Horton – BIITE Lecturer (Diploma).
- Conferences or external meetings attended: Regional Manager attending strategic planning meetings. Community Support Managers meeting held at Wurrumiyanga 22nd.
- Travel (proposed and undertaken):

Visitors and Meetings:

Children's Service have had;

- Let's Start Program – Pirlangimpi Crèche with families interaction.

Interaction with Councillors, particularly portfolio responsible members: No interaction this month.

Events:

Woman's Workshop: Closures to most Children's Service programs.

School Holidays: Vacation Care Program, to provide holiday activities and supervision for school aged children.

Youth and Community

Youth and Community services for the month of **April;**

TIYDU Program Summary

The Tiwi Islands Youth Diversion Unit provides a single point of contact for the effective and culturally appropriate formal and pre-court youth diversion programs for Tiwi Youth.

Community Work Grant – CWO/CCO Program Summary

TIYDU provides administrative and motivational support to Offenders referred from the Wurrumiyanga Court on Community Work Order (CWO) and Community Custody Order (CCO) programs.

1. Formal Police Youth Diversion Referrals to TY&C – for April 2014 – 2 referrals (RT & CM including 1 YDU Cancellation DF) and 2 YDU Conferences.
2. Petrol/Inhalants Sniffing – Nil petrol sniffing on Tiwi communities reported as at 30.04.2014.
3. Community Work Order (CWO) referrals for month of April 2014 – 2 (TT & CT).
4. School deliveries – Milikapiti x 1; Wurrumiyanga MCPS x 2; Pirlangimpi - nil – for month of April 2014. Tiwi College Visit scheduled for Wednesday 28.05.2014 and Xavier school planned delivery by TY&C in Term 2.
5. Community Custody Order (CCO) referrals - Nil CCO referrals for month of April 2014.
6. Visits to Tiwi Communities – for month of April 2014 - Milikapiti x 1.
7. Legal Education and Training – 1 x Training session for month of April 2014; Training scheduled each month at Wurrumiyanga during 2014
8. Local Authority meetings – Wurrumiyanga Local Authority meeting 29.04.2014.
9. Family Mediations - 2 mediations for April 2014.

Impacts to your Independent Business Unit's financial status

Funding for CWO project – Nil Revenue for CWO has been received to date and an amount of $42,365 is in deficit as at 30 April 2014. **Advice on 20 May 2014** indicates an amount of $56,000 is being awarded for this project.

Financial Variances to Budget:

Business Unit:	$ Budget	$ Actual	Analysis	Previous period
Revenue/Income	$			
	$			
Operating Expenditure				

Employees			•	
Contracts & Maintenance			•	
Communication			•	
Miscellaneous			•	
Internal Costs				
Overall analysis depicts this business unit is under budget by only spending $<<>> of the budgeted $<<>>. YTD indicates <<>>% or $<<>> to be spent in the last quarter of this financial year.				

Human Resources

Staffing issues

1. **Attendances** – No attendance issues for month of April 2014;

2. **Incidents** – No incidences to report for month of April 2014;

3. **Renewal of Motor Vehicle Drivers Licence (L Plates) and Ochre Card for Youth Support Worker Bernard Pangiraminni –** TY&C Manager continues to follow up with Youth Support Worker Bernard Pangiraminni regarding the renewal of his Motor Vehicle Drivers Licence and Ochre Card.

4. **Annual leave, leave coverage and proposed higher duties** –Annual leave for 2014 developed and approval received.

5. **OH&S matters** – Nil OH&S matters for month of April 2014.

6. **Staff meetings conducted** – TY&C Manager regular community visits (FN) Youth Officer based at Pirlangimpi.

7. **Training conducted (including training outcomes) and personnel development** – appropriate training for Youth Officer in place with TITEB at Pirlangimpi.

8. **Conferences or external meetings attended –** Nil for month of April 2014.

9. **Travel (proposed and undertaken)** – Nil for month of April 2014

Visitors to TY&C for month of April 2014 including purpose and outcomes:

1. Wurrumiyanga and Pirlangimpi Police OIC/Tiwi Schools – Contact as required; YDU Follow ups.

2. Tiwi various i.e. Barry Puruntatameri, Ivan Fernando Wurrumiyanga Wellbeing Centre, Nelson Mungatopi/Luke Tipuamantumirri Wurrumiyanga Corrections, Andrew Kelantumama Supervisor After School Care.

3. Kevin North TIRC Supervisor – CWO work program/Chris Smith IT

4. Ron Poantimilui/Manny Tipungwuti – Re: RJCP TY&C Youth Diversion and CWO programs

5. Nelson Mungatopi and Luke Tipuamantumirri Corrections and Brian Phillips/Kevin North Community Services Manager Re: CWO's/CCO's – regular contact as required

6. TISC Night Patrol - regular contact as required

7. Rohan Thwaites - NAAJA visit – Legal Education and Training Missed out meeting for April 2014.

Visitors Scheduled in the next two months for TIYDU including purpose and outcomes

1. Legal education and training being delivered to Community Court Panel and Ponki Family Mediation Team by NAAJA Community Legal Education and Training lawyer Rohan Thwaits scheduled for every two months in 2014 (meeting held 19-20 May 2014)

2. Mediator training to continue on site 9 - 10 April 2014

3. Wurrumiyanga/Pirlangimpi Police – Ongoing

Events:

Bush Holiday camp one week boys, one week girls during Bush Holiday period separate camps subject to funding.
Funding will be sought from Drug and Alcohol Unit, NT Government.
Funding submissions with Director Community Support for approval.

Sports and Recreation

Sports and Recreation Services for the month of **April;**

Providing opportunities for all men, women and children to participate and achieve within their chosen Sport or Recreational activity, and to promote healthy lifestyles. This business unit operates throughout all three communities on the Tiwi Islands.

Pool Co-ordinator

We welcome to our team the new pool co-ordinator Wade Charles. Wade will be responsible for the operations & maintenance of the Wurrumiyanga & Pirlangimpi pools. Wade started work on the 29th of April.

Healthy Lifestyle Cup

This month the women's 9 a side football competition commenced. There are 4 teams this year, Pirlangimpi, Wurrumiyanga, Milikapiti & Tiwi College. The comp is sponsored by the Heart foundation and every game the ladies are addresses with different health issues. Although run by sports & rec we have been greatly assisted by the SEDA boys who do a great job umpiring.

Strategic Planning:

S: At the moment I can honestly say one of the strengths is reliable staff
W: Unlicensed (drivers) S&R officers,
O: Training: Cert III Fitness, Softball, Rugby Union, Basketball & Athletics
T: Unable to recruit

Financial Variances to Budget:

Business Unit:	$ Budget	$ Actual	Analysis	Previous period
Revenue/Income	$			
	$			
Operating Expenditure				
Employees			$208,936 or 23% underspent due to;	

			• Carriage of vacancies, • Change in employment status (casual to PPT)	
Contracts & Maintenance			$103,982 or 61% underspent due to; • Utility bills reduced • No purchase of assets • General purchases reduced	
Communication			$7,270 or 46% underspent due to; • Reduced spend in courier/freight • Reduced spend in office phone usage	
Miscellaneous			$8,815 or 67% underspent due to; • Significant reduction in spend on training and associated travel, accommodation and allowance costs • Staff Police checks reduced	
Internal Costs			$1.610 or 18% underspent due to' Significant reduction in use of fleet vehicles	
Overall analysis depicts this business unit is under budget by only spending $<<>> of the budgeted $<<>>. YTD indicates <<>>% or $<<>> to be spent in the last quarter of this financial year.				

Human Resources:

All Staffing issues, including:

- Attendances
  - Attendances are good, I only now need to mentor one staff
- Incidents
  - Nil
- Positions vacant
  - 1 Fulltime Milikapiti, 1 Fulltime Wurrumiyanga & 1 Part time Pirlangimpi. All have being advertised and we have received applications.
- Recruitment
  - Pool Co-ordinator Wurrumiyanga
- Annual leave, leave coverage and proposed higher duties
- OH&S matters
  - Risk Assessments Pools, Recreation halls & the gym need to be completed
- Staff meetings conducted
- Training conducted (including training outcomes) and personnel development
  - Nil for this month
- Conferences or external meetings attended
  - HLC Beth Woods, Fred Murphy & Timmy Duggan
- Travel (proposed and undertaken)

Visitors and Meetings:

Beth Woods (Heart Foundation) Round 1, Pirlangimpi.

Events:

Healthy Lifestyle Cup Tiwi Islands.

Report on the **progress of your identified measurable KPI's** and their achievement timelines.

If not achieved, identify why not and what revised actions and timelines are in place.

Centrelink Service

Centrelink Services for the month of **April;**

Centrelink Offices on both Melville Island Communities offer assistance to all community members with Centrelink issues including Age Pensions, Disability Support and Job search. Agencies are open between 8:00am and 4:00pm.

Human Resources:

Staff attendances are very good.
No vacancies exist.

Visitors and Meetings:

Dept of Human Services Remote Support staff continue conducting their monthly visit to offer any assistance the agents might need and to update both the system and staff.

There has been no interaction with Councillors this month. The agents have had no issues requiring Councillors assistance.

Events:

Upcoming Women's Conference (workshop) One agent from each community will be attending the workshop while the other will work full time for those days.

Financial Variances to Budget:

Business Unit:	$ Budget	$ Actual	Analysis	Previous period
Revenue/Income	$			
	$			
Operating Expenditure				
Employees			• Carriage of vacancies, • Change in employment status (casual to PPT)	
Contracts & Maintenance			• Utility bills reduced • No purchase of assets • General purchases reduced	
Communication			underspent due to; • Reduced spend in courier/freight • Reduced spend in office phone usage	
Miscellaneous			underspent due to; • Significant reduction in spend on training and associated travel, accommodation and allowance costs • Staff Police checks reduced	
Internal Costs			underspent due to' Significant reduction in use of fleet vehicles	

Overall analysis depicts this business unit is under budget by only spending $<<>> of the budgeted $<<>>. YTD indicates <<>>% or $<<>> to be spent in the last quarter of this financial year.

Library Services

Library Services for the month of **April**

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

Strategic Planning:

After a variation being approved, the refurbishing the Milikapiti Library has commenced. Staff attendances are very good. NT Libraries are holding workshops in Darwin in June that our Library staff have been requested to attend.

Human Resources:

No vacancies exist with the Libraries.
One position at Pirlangimpi will be returned to Milikapiti once the Library is opened upon completion of the building maintenance.

Visitors and Meetings:

NT Libraries Remote Support Team have visited both Milikapiti and Pirlangimpi this month to upgrade the Cloud which is a program that allows for residents to bring along stories including old films and photos from the past and have them uploaded into the system so others can view them.

There has been no interaction with Councillors over this month.

Events:

Nil

Financial Variances to Budget:

Business Unit:	$ Budget	$ Actual	Analysis	Previous period
Revenue/Income	$			
	$			
Operating Expenditure				
Employees			underspent due to; • Carriage of vacancies, • Change in employment status (casual to PPT)	
Contracts & Maintenance			underspent due to; • Utility bills reduced • No purchase of assets • General purchases reduced	
Communication			underspent due to; • Reduced spend in courier/freight • Reduced spend in office phone	

			usage	
Miscellaneous			underspent due to; • Significant reduction in spend on training and associated travel, accommodation and allowance costs • Staff Police checks reduced	
Internal Costs			underspent due to' Significant reduction in use of fleet vehicles	
Overall analysis depicts this business unit is under budget by only spending $<<>> of the budgeted $<<>>. YTD indicates <<>>% or $<<>> to be spent in the last quarter of this financial year.				

Community Safety

Community Safety Services for the month of **April**

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.

Community Safety patrollers also assist with mediations, follow up on incidents reported and work with other agencies regarding Court appearances and attendances at behaviour workshops for both victims and offenders.

Community Safety teams provide service in all community activities including the local football, discos, public meetings and school functions.

Tiwi Islands Community Safety completes weekly reports for the Prime Minister and Cabinet showing the numbers of children out after 9:00pm as part of the school attendance program.

Strategic Planning:

Weaknesses to the program stem from attendances of patrollers and the lack of authority given to them.

Financial Variances to Budget:

Business Unit:	**$ Budget**	**$ Actual**	**Analysis**	**Previous period**
Revenue/Income	$			
	$			
Operating Expenditure				
Employees			underspent due to; • Carriage of vacancies, • Change in employment status (casual to PPT)	
Contracts & Maintenance			underspent due to; • Utility bills reduced • No purchase of assets • General purchases reduced	
Communication			underspent due to; • Reduced spend in courier/freight • Reduced spend in office phone usage	
Miscellaneous			underspent due to;	

			• Significant reduction in spend on training and associated travel, accommodation and allowance costs • Staff Police checks reduced	
Internal Costs			underspent due to' Significant reduction in use of fleet vehicles	
Overall analysis depicts this business unit is under budget by only spending $<<>> of the budgeted $<<>>. YTD indicates <<>>% or $<<>> to be spent in the last quarter of this financial year.				

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER 7.5
TITLE Finance End of Month Report - April 2014
REFERENCE 144720
AUTHOR Lysa Hoang, Finance Manager

BACKGROUND

The current report provides financial information for the 2013/14 financial year to the end of April 2014.

It includes reporting on:

- Income and Expenditure
- Balance Sheet
- Ageing Payables
- Ageing Receivables
- Cash Flows.

Strategic Planning:

- External auditors will be performing interim audit in Darwin office from 26 May 2014 – 30 May 2014

- Combined Council & Staff special meeting in regards to the 2014/15 draft strategic plan and draft budgets in Pirlangimpi from 29 May 2014 – 30 May 2014

Human Resources:

- No significant movements.

Finance Variances to Budget:

Variance Reporting

Insurance is currently coded against Finance, which is showing a variance against budget for finance, at consolidated level we are showing as over budget due to budget being loaded in monthly amounts where payments are made quarterly in advance.

ISSUES / OPTIONS / CONSEQUENCES

Current Financial Reporting

- Consolidated Profit and Loss for the period ending 30 April 2014
- Consolidated Balance Sheet for the period ending 30 April 2014
- Ageing Receivables
- Ageing Payables

Profit and Loss	YTD Income	YTD Expenditure
30 April	$ 11,307,604	$ 13,512,554

Council reported income of $11,307,604 and expenditure of $13,512,554 providing for a deficit on operations of $2,204,950. Expenditure includes $1,585,782 of prescribed depreciation that the Council is not funded to cover. This revises the net deficit figure to a net deficit figure to $619,168.

Council can expect some 4th quarter funding to be received before year-end, but given current cash flow, a decrease in spending in the coming months until year-end to manage the finances within budget is recommended.

Due to changes in reporting of NTG operational funding early releases from June 2013 this revenue was recognised in 2012/13 financials and is shown as restricted cash in the balance sheet.

Income is currently being recognised on a cash basis when it is received.

- Remote Housing is always 1-2 month behind in the recognition of revenue to the invoices being received late and processing of job cards.
- Power and Water Contracts inspection reports normally come through 3 - 4 weeks into the following month. PO are not being provided within appropriate timeframes. Power and Water are quick to enforce contract points around invoicing within 30 days but are unable to provide purchase orders in a timely fashion.
- Operational Grant income is showing under budget due to change in recognition in 2012/13 financial statements. This income is now shown as restricted cash in equity. Total restricted cash recognized is $1,644,662.
- Decrease in grant funding received in April 2014, compared to March 2014

Expenditure

- Increased fuel purchases in April 2014, compared to March 2014
- Decreasing salary costs due to general turnover

Balance Sheet
Tiwi Island Shire Council
Statement of Financial Position as at 30 April 2014

	2014
CURRENT ASSETS	
Current Operating Accounts & Cash on Hand	2,761,460
Investments	-
Trade and Other Receivables	732,779
Inventories and Prepayments	1,185,386
TOTAL CURRENT ASSETS	**4,679,624**
CURRENT LIABILITIES	
Trade and Other Payables	514,064
Current Provisions	1,143,843
Other Current Liabilities	9,987
Unexpended Grant Liability	188,180
TOTAL CURRENT LIABILITIES	**1,856,074**
NET CURRENT ASSETS	**2,823,550**
NON CURRENT ASSETS	
Buildings Prescribed	24,404,740
Infrastructure Prescribed	4,687,361
Plant	1,719,840
Equipment	265,304
Motor Vehicles	781,311
Work in Progress	1,241,700
TOTAL NON CURRENT ASSETS	**33,100,255**
NON CURRENT LIABILITIES	

Non Current Provisions	95,096
Non Current Borrowings	666,667
TOTAL NON CURRENT LIABILITIES	**761,763**
NET ASSETS	**35,162,042**
EQUITY	
Accumulated Funds	37,366,992
Surplus/Deficit	-2,204,950
TOTAL EQUITY	**35,162,042**

Current Operating Accounts as at 30 April 2014

Cash		
Operating Account	$	70,073.30
TrustAccount	$	2,602,039.69
Cash Deposit Account (credit cards)	$	57,052.85
TCU Operation Account	$	31,393.96
Cash on Hand	$	900.00
	$	2,761,459.80

Trade and Other Receivables		
Receivables Rates General	$	192,388
Receivables Other – Property and Rating	$	300
Receivables Waste Collection General	$	148,512
Receivables GST	$	139,170
Receivables Control account	$	469,307
Deposits and Bonds held	$	5,000
Sale of Assets Clearing	$	(2,000)
Wages Overpayment Receivable	$	54
Current Provision Doubtful Debt Genera	$	-219,952
Total Trade and Other Receivables	$	732,779

Ageing Receivables

The outstanding payments (Debtors) owed to Council at the end of April totals $469,747 ($440 difference due to timing of receipts in May 2014) with 93% ($437,213) of this balance exceeding 90 days trading terms, with the majority of this to NTG departments. Total debts are broken down as follows:

Original	Outstanding	Unapplied	Current	>30days	>60days	>90days	Future
882,096	469,747	(182,533)	124,454	59,492	31,121	437,213	0

Statements and invoices have been forwarded to the appropriate organisations; on-going debt collection is being completed, and any additional information requested for clearance of invoices has been sent.

Government Vendors			
	VENDOR	**TOTAL AMOUNT OWING TO COUNCIL ($)**	**OVER 90 DAYS ($)**
00014	Tiwi Land Council	81,352	55,190
00100	Department of Transport	126,880	126,880
00168	Power and Water Corporation	75,424	71,682
00418	Department of Housing, Local Government and Regional Services	43,515	23,392
00590	Department of Transport – Road Network	19,565	0

Other Problem Vendors			
	VENDOR	**TOTAL AMOUNT OWING TO COUNCIL**	**OVER 90 DAYS**
00403	McKenna Constructions Pty Ltd	47,133	47,133
00427	Wright Constructions	19,213	18,775
00637	Lynette Johnson	10,108	10,108
00473	Wurankuwu Store (New)	14,721	11,936
00629	Facte (Ranku Store New)	5,947	3,161
00210	M Rioli Estate	6,440	6,440
00070	Andrew Bush (Tiwi Enterprises)	3,558	3,558
00294	Kellyco Electrical Services Pty	2,254	2,254
00268	Nazareth Alfred	2,153	2,153
00337	Craig Rutherford	1,339	1,339
00432	Marion Scrymgour	600	600
00325	Aileen Tiparui	261	261
00256	Martin Costa	4,700	4,700

Tiwi Island Land Council Outstanding Debt is to be reviewed by Alan Hudson for old TILG balances brought forward. Funeral cost invoices will stay until ABA has recognised that the Tiwi Island Land Council has only contributed 2 actual costs of funerals in 5 ½ years, out of it funeral distributions.

The Department of Lands and Planning (Department of Transport) Debt $2.0M related too an invoice the department requested Tiwi Islands to raise in June 2011 for the Barge Landing Project. This invoice was reversed in September 2013. A new invoice was raised to the Department of Transport for the costs incurred by the Tiwi Islands Shire Council due to requests and demands put in place by Department of Lands and Planning Staff. This new invoice was sent to Ernie Wanka at the Department of Transport for $126,881 Inclusive of GST. Ernie has responded with a revised figure of $76,473.18. Finance will discuss with CEO and likely schedule a meeting with Ernie to discuss the figures.

Rates Outstanding as at 30 April 2014

NTG Rate Payers	
Rate payer	**Amount**
Department of Business	9,918
Department of Justice	3,192
Department of Local Government and Housing – Community	3,875
NT Department of Health and Families	32,395

Other Rate Payers	
Rate payer	**Amount**
Mantiyupwi	92,663
Munupi Arts	14,023
Catholic Church	36,964
Tiwi Islands Adventures	34,801
TITEB	28,690
Kelly Bow	8,043
H Johnson / A Tipiloura	6,735
Tiwi Land Council	6,541
Munupi Wilderness Lodge	3,408
D Munkara / N Kerinaiua	3,454
G J & N Orsto & Alfred	3,360
V & R Apuratimi	4,058
L E Tipumantumirri & F M Tipungwuti	2,851

The 2013/14 financial year rates run were completed in October these were posted into our accounts dated October with a due date of 8 November 2013. Problem rates vendors were sent notification in October that legal action will be taken.

Tiwi Land Council, Kelly Bow and Munipi Wilderness lodge were sent to debt collection in late November. TITEB, Tiwi Island Adventures, and Mantiyupwi were forwarded to De Silva Hebron for debt judgement proceedings.

Territory Alliance has also failed to pay rates and charges invoices for their workers camp. This may now be the responsibility of Mantiyupwi as the workers camp was transferred in September 2012. No payment for rates outstanding has been made by Mantiyupwi in December 2013.

These charges are all subject to 18% interest charges.

Ageing Payables

Original	Outstanding	Unapplied	Current	>30days	>60days	>90days	Future
463,450	462,067	(23,193)	387,004	82,197	2,830	13,229	2,533

The report shows the great majority of Payables running at 30 days or less ($289 difference due to timing of a payment in May 2014). Staff have actioned most of the balances over 30 days.

Individual Payments in Excess of $50,000

There were no individual payments in excess of $50,000 in April 2014.

Equity

		Apr – 2014
Surplus (Deficit) 30 April 2014	$	- 2,204,950
Retained Earnings	$	3,756,540
Retained Earnings - Internal Restrictions	$	1,644,662
Revaluation Reserve Prescribed Buildings	$	2,845,450
Revaluation Reserve Prescribed Infrastructure	$	29,120,340
Total Equity	$	35,162,042

Current Ratio

The Current Ratio (or working capital ratio) identifies the Council's ability to meet short term financial obligations. The higher the ratio, the more liquid we are.

This calculation uses the current assets and current liabilities.

$$\frac{\$4,679,624}{\$1,856,074} = \mathbf{2.52}$$

The ratio has decreased compared to March 2014's amount, thereby indicating Council's ability to meet short term financial obligations has decreased.

The liabilities *do not* include current years unexpended grant funding.

Net Income/ Expenditure

After taking into adjustments of non-recognition of restricted cash as income in the year that it is used and inclusions of prescribed depreciation which is not covered under current funding models, the total net result highlights that Council has gone into a negative fiscal position.

Council can expect some 4th quarter funding to be received before year-end, but given current cash flow, a decrease in spending in the coming months until year-end to manage the finances within budget is recommended.

CONSULTATION AND TIMING

Section 18 of the Local Government Accounting Regulations 2008 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.

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:
1 P L - Consolidated - April 2014.pdf

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month				Revenue	Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
				Income Rates					
0	54,282	(54,282)	-100%	6111 - General Rate Inc Base	651387.8	658,625	542,823	115,802	21%
0	36,064	(36,064)	-100%	6141 - Domestic Waste Charge Inc Base	432762.74	464,117	360,636	103,482	29%
0	90,346	(90,346)	-100%		1,084,151	1,122,742	903,459	219,284	24%
				Income Council Fees and Charges					
0	0	0	0%	6213 - Animal Registration Fee Inc	0	0	0	0	0%
0	0	0	0%	6214 - Fines and Legal Recovery Fee Inc	0	50	0	50	0%
55	2,896	(2,841)	-98%	6220 - Facilities Hire	34750	12,930	28,958	(16,029)	-55%
91,046	15,936	75,110	471%	6221 - User Charge Fee Inc	191232	304,706	159,360	145,346	91%
(330)	0	(330)	0%	6222 - Fine Inc	0	14,904	0	14,904	0%
17,611	10,249	7,362	72%	6223 - Property Lease Rental Fee Inc	122982.36	108,107	102,485	5,621	5%
1,279	0	1,279	0%	6224 - Administration Fee Inc	0	2,566	0	2,566	0%
0	0	0	0%	6225 - Equipment Hire Inc	0	64,025	0	64,025	0%
0	0	0	0%	6227 - Postal Income	0	327	0	327	0%
0	0	0	0%	6228 - Prior Year unreconciled differences - re	0	0	0	0	0%
10,250	9,333	917	10%	6229 - Staff & Contractors Housing Rent	112000	102,145	93,333	8,812	9%
0	0	0	0%	6230 - Vehicle Hire	0	2,293	0	2,293	0%
0	30,333	(30,333)	-100%	6231 - Community Services Fee	364000	78	303,333	(303,255)	-100%
119,909	68,747	51,162	74%		824,964	612,132	687,470	(75,339)	-11%
				Income Operating Grants Subsidies					
0	214,218	(214,218)	-100%	6312 - Operating Grant Inc Territory Govt	2570617	1,003,409	2,142,181	(1,138,772)	-53%
20,131	307,270	(287,139)	-93%	6313 - Special Purpose Grant Inc Federal	3687240.32	2,608,121	3,072,700	(464,579)	-15%
(87,142)	203,530	(290,672)	-143%	6314 - Special Purpose Grant Inc Territory Go	2442355.13	1,833,228	2,035,296	(202,068)	-10%
0	0	0	0%	6315 - Unexpended funding current year	0	0	0	0	0%
0	5,750	(5,750)	-100%	6316 - Unexpended funding prior year bought forward	69000	780,316	57,500	722,816	1257%
0	0	0	0%	6319 - Employment Related Outcome Payments	0	18,483	0	18,483	0%
(67,011)	730,768	(797,779)	-109%		8,769,212	6,243,556	7,307,677	(1,064,121)	-15%
				Income Investments					
6,938	12,500	(5,562)	-44%	6411 - Interest Inc General Operating	150000	73,015	125,000	(51,985)	-42%
6,938	12,500	(5,562)	-44%		150,000	73,015	125,000	(51,985)	-42%
				Income Contributions Donations					
0	0	0	0%	6521 - Cash Sponsorship Inc	0	0	0	0	0%
0	167	(167)	-100%	6523 - Cash Donation and Gift Inc	2000	49,217	1,667	47,550	2853%
0	167	(167)	-100%		2,000	49,217	1,667	47,550	2853%
				Income Reimbursements					
0	0	0	0%	6616 - Reimbursement Inc Insurance Claims	0	0	0	0	0%
0	0	0	0%	6617 - Reimbursement Inc Work Cover	0	11,371	0	11,371	0%
100	0	100	0%	6618 - Reimbursement Inc Employees	0	1,689	0	1,689	0%

Attachment 1

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
0	0	0	0%	6619 - Reimbursement Inc PPL - Centrelink	0	17,419	0	17,419	0%
0	0	0	0%	6620 - Reimbursement Inc EPAC FBT	0	2,326	0	2,326	0%
0	0	0	0%	6621 - Employee reimbursement - Accommodation	0	0	0	0	0%
(110)	0	(110)	0%	6622 - Employee reimbursement - Travel	0	(160)	0	(160)	0%
0	0	0	0%	6623 - Employee reimbursement - Electricity	0	0	0	0	0%
50	0	50	0%	6624 - Employee reimbursement - Telephone	0	150	0	150	0%
40	0	40	0%		0	32,794	0	32,794	0%
				Income Agency and Commercial Services					
138	7,917	(7,779)	-98%	6721 - Sales Workshop Labour	95000	45,724	79,167	(33,442)	-42%
160	3,281	(3,121)	-95%	6722 - Sales Workshop Materials	39375	21,124	32,813	(11,689)	-36%
37,882	31,109	6,774	22%	6723 - Sales Inc	373306.75	319,909	311,089	8,820	3%
0	20,083	(20,083)	-100%	6724 - Service Fee Inc	241000	153,974	200,833	(46,859)	-23%
26,078	335,987	(309,909)	-92%	6725 - Contract Fee Inc	4031843.22	1,054,191	3,359,869	(2,305,679)	-69%
0	7,500	(7,500)	-100%	6727 - Fuel Tax Credit Income	90000	51,451	75,000	(23,549)	-31%
24,003	18,409	5,595	30%	6728 - Sales - Labour	220903	967,303	184,086	783,217	425%
2,806	0	2,806	0%	6729 - Sales - Materials	0	285,965	0	285,965	0%
0	0	0	0%	6730 - Sales - Subcontractor	0	193,103	0	193,103	0%
91,067	424,286	(333,218)	-79%		5,091,428	3,092,745	4,242,857	(1,150,112)	-27%
				Income Capital Grants					
0	0	0	0%	6811 - Capital Grant Inc Federal	0	0	0	0	0%
0	0	0	0%	6812 - Capital Grant Inc Territory Government	0	0	0	0	0%
0	0	0	0%	6813 - Capital Grant Inc Other	0	0	0	0	0%
0	0	0	0%	6815 - Unexpended Capital Funding Current Year	0	5,488	0	5,488	0%
0	0	0	0%	6816 - Unexpended Capital Funding Prior Year Brought Forward `	0	46,101	0	46,101	0%
0	0	0	0%		0	51,589	0	51,589	0%
				Inc Sale of Assets					
0	0	0	0%	6912 - Proceeds from Sale Buildings	0	0	0	0	0%
0	0	0	0%	6914 - Proceeds from Sale Plant	0	0	0	0	0%
26,364	0	26,364	0%	6919 - Proceeds from Sale Motor Vehicles	0	29,815	0	29,815	0%
26,364	0	26,364	0%		0	29,815	0	29,815	0%
177,307	**1,326,813**	**(1,149,506)**	**-87%**	**Total Revenue**	**15,921,755**	**11,307,604**	**13,268,130**	**(1,960,525)**	**-15%**
				Operating Expenditure					
				Employee Expenses					
461,014	670,011	208,997	31%	7111 - Salary Exp Normal	8043397.36	5,509,408	6,703,375	1,193,967	18%
5,677	3,833	(1,844)	-48%	7112 - Salary Exp Overtime	46000	87,636	38,333	(49,302)	-129%
4,201	5,715	1,513	26%	7113 - Salary Exp Allowances	68436	121,244	57,007	(64,237)	-113%
90,583	0	(90,583)	0%	7114 - Salary Exp Leave	0	1,134,405	0	(1,134,405)	0%
0	0	0	0%	7115 - Salary Exp Workers Compensation	0	7,701	0	(7,701)	0%
50,495	63,754	13,258	21%	7116 - Salary Exp SGC Superannuation	750294.36	584,881	622,787	37,906	6%

Attachment 1

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
1,436	1,129	(307)	-27%	7117 - Salary Exp Employer Superannuation	13547.45	10,918	11,290	371	3%
12,198	17,231	5,033	29%	7121 - Salary Inc or Dec in LSL Liability	202782.27	21,086	168,321	147,235	87%
(3,236)	13,700	16,936	124%	7122 - Salary Inc Dec Annual Leave Liability	161180.52	(151,888)	133,781	285,668	214%
0	0	0	0%	7130 - CDEP Participants wages	0	0	0	0	0%
0	2,000	2,000	100%	7131 - Fringe Benefits Tax	24000	16,342	20,000	3,658	18%
0	16,189	16,189	100%	7134 - Workcover Premium Exp	190512.9	215,032	158,136	(56,896)	-36%
6,145	2,000	(4,145)	-207%	7135 - Staff Relocation Expenses	24000	24,366	20,000	(4,366)	-22%
2,532	0	(2,532)	0%	7136 - Other Staff Contract Expense	0	17,462	0	(17,462)	0%
631,046	795,561	164,516	21%		9,524,151	7,598,594	7,933,029	334,435	4%
				Contract and Material Expenses					
0	0	0	0%	7200 - Contract Labour Exp - Plumbing	0	19,219	0	(19,219)	0%
5,229	833	(4,395)	-527%	7201 - Contract Labour Exp - Electrical	10000	53,496	8,333	(45,163)	-542%
0	0	0	0%	7202 - Contract Labour Exp - Structural	0	182,462	0	(182,462)	0%
0	0	0	0%	7203 - Contract Labour Exp - Carpentry	0	0	0	0	0%
0	0	0	0%	7204 - Contract Labour Exp - Glazing	0	0	0	0	0%
0	0	0	0%	7205 - Contract Labour Exp - Pest Control	0	18,463	0	(18,463)	0%
0	0	0	0%	7206 - Contract Material Exp - Plumbing	0	0	0	0	0%
1,181	0	(1,181)	0%	7207 - Contract Material Exp - Electrical	0	8,166	0	(8,166)	0%
0	0	0	0%	7208 - Contract Material Exp - Structural	0	0	0	0	0%
0	0	0	0%	7209 - Contract Material Exp - Carpentry	0	182	0	(182)	0%
1,202	833	(368)	-44%	7211 - Consulting Fee Exp	10000	34,397	8,333	(26,064)	-313%
1,561	7,292	5,731	79%	7212 - Legal Fee Exp	87500	48,988	72,917	23,928	33%
0	0	0	0%	7213 - Contract Material Exp - Pest Control	0	0	0	0	0%
0	0	0	0%	7215 - Prior year - unreconcilable differences	0	0	0	0	0%
11,331	14,746	3,414	23%	7216 - Contract Labour Other	177950	279,052	148,458	(130,593)	-88%
0	0	0	0%	7221 - Operating Lease Exp Vehicle - FBT	0	0	0	0	0%
714	1,042	328	31%	7222 - Operating Lease Exp Office Equipment	12500	7,113	10,417	3,303	32%
0	0	0	0%	7223 - Operating Lease Exp Vehicles	0	0	0	0	0%
43,080	21,590	(21,490)	-100%	7224 - Operating Lease Exp Property	259078.93	251,335	215,899	(35,436)	-16%
1,530	658	(872)	-132%	7225 - Hire Equipment	7900	10,358	6,583	(3,775)	-57%
29,110	29,792	682	2%	7231 - System Maintenance & Support Fee Exp (Co	357500	315,392	297,917	(17,475)	-6%
0	633	633	100%	7233 - Software Help Desk Support Exp	7600	6,954	6,333	(621)	-10%
0	0	0	0%	7244 - Repayment Prior Year Grant Funding	0	0	0	0	0%
53,200	108,587	55,387	51%	7250 - Inventory Material	1310448.87	565,074	1,093,274	528,200	48%
35,860	38,433	2,573	7%	7251 - Material Exp General	461201.62	420,415	384,335	(36,081)	-9%
0	0	0	0%	7252 - Material Exp Tyres	0	976	0	(976)	0%
939	1,858	919	49%	7253 - Material Exp Printing and Stationery	22296	15,472	18,580	3,108	17%
15,992	1,250	(14,742)	-1179%	7254 - Material Exp Computer Consumables	15000	33,848	12,500	(21,348)	-171%
10,408	1,958	(8,450)	-431%	7255 - Material Exp Meeting Catering	23500	32,753	19,583	(13,169)	-67%
0	275	275	100%	7256 - Material Exp Protective Clothing	3300	15,657	2,750	(12,907)	-469%
0	3,728	3,728	100%	7257 - Material Exp Council Uniforms	43137.29	4,872	35,681	30,809	86%
2,972	10,650	7,678	72%	7258 - Material Exp Asset Purchases < $5,000	128200	63,049	106,900	43,851	41%
1,757	0	(1,757)	0%	7259 - Material Exp Entertainment FBT	0	9,436	0	(9,436)	0%
0	155	155	100%	7260 - Material Exp First Aid	1863	0	1,553	1,553	100%
695	18,865	18,170	96%	7261 - Electricity Exp	226382.62	111,093	188,652	77,560	41%
378	100	(278)	-278%	7262 - Gas Exp	1200	5,339	1,000	(4,339)	-434%
58	10,631	10,573	99%	7263 - Water Charge Exp	127575	57,990	106,312	48,322	45%
0	3,123	3,123	100%	7264 - Sewerage Charge Exp	37475.28	28,987	31,230	2,242	7%

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
0	1,000	1,000	100%	7265 - Contract Labour Exp - Cleaning	12000	33,586	10,000	(23,586)	-236%
0	9,000	9,000	100%	7271 - Fuel Exp Power Generation	108000	64,383	90,000	25,617	28%
97,629	33,819	(63,810)	-189%	7272 - Fuel Exp Motor Vehicles	405830	451,739	338,192	(113,548)	-34%
0	0	0	0%	7273 - Oil Expense	0	1,056	0	(1,056)	0%
314,826	320,853	6,027	2%		3,857,439	3,151,302	3,215,733	64,431	2%
				Finance Expenses					
394	333	(61)	-18%	7311 - Bank Fees and Charges	4000	3,661	3,333	(328)	-10%
0	0	0	0%	7313 - Interest Exp Overdraft	0	0	0	0	0%
394	333	(61)	-18%		4,000	3,661	3,333	(328)	-10%
				Communication Expenses					
(996)	4,666	5,662	121%	7411 - Mobile Telephone Exp	55991.72	75,684	46,659	(29,024)	-62%
4,381	6,459	2,077	32%	7412 - Office Telephone Fax Exp	77506	72,176	64,588	(7,587)	-12%
170	208	38	18%	7413 - Postage Exp	2500	1,566	2,083	517	25%
35,423	17,564	(17,859)	-102%	7414 - Courier & Freight Expenses	210766	215,434	175,638	(39,795)	-23%
0	1,359	1,359	100%	7415 - Network Communication Exp (ISDN, ADSL)	16303.92	5,248	13,587	8,339	61%
36	8,333	8,297	100%	7416 - Internet Service Provider Exp	100000	9,126	83,333	74,208	89%
39,015	38,589	(426)	-1%		463,068	379,232	385,889	6,657	2%
				Asset Expense					
0	0	0	0%	7511 - Depreciation Exp Buildings	0	0	0	0	0%
189	0	(189)	0%	7512 - Depreciation Exp Infrastructure	0	1,912	0	(1,912)	0%
23,690	21,950	(1,740)	-8%	7513 - Depreciation Exp Plant	263400	245,038	219,500	(25,538)	-12%
6,296	0	(6,296)	0%	7514 - Depreciation Exp Equipment	0	62,943	0	(62,943)	0%
26,727	22,917	(3,810)	-17%	7519 - Depreciation Exp Motor Vehicles	275000	273,728	229,167	(44,561)	-19%
0	0	0	0%	7521 - Sale of Asset Exp Land	0	0	0	0	0%
0	0	0	0%	7534 - Asset write off expense Building	0	0	0	0	0%
0	0	0	0%	7538 - Asset write off expense Intangibles	0	(0)	0	0	0%
129,886	0	(129,886)	0%	7561 - Depreciation Exp Prescribed Buildings	0	1,316,115	0	(1,316,115)	0%
26,612	0	(26,612)	0%	7562 - Depreciation Exp Prescribed Infrastructure	0	269,667	0	(269,667)	0%
0	0	0	0%	7599 - Asset Offset - Internal Charges	0	(626,886)	0	626,886	0%
213,399	44,867	(168,533)	-376%		538,400	1,542,516	448,667	(1,093,849)	-244%
				Miscellaneous Expenses					
0	4,101	4,101	100%	7911 - Ins Premium Exp Public Liability	49209.05	49,216	41,008	(8,209)	-20%
0	886	886	100%	7912 - Ins Premium Exp Professional Indemnity	10633.8	0	8,862	8,862	100%
0	0	0	0%	7913 - Ins Premium Exp Plant	0	0	0	0	0%
0	14,133	14,133	100%	7914 - Ins Premium Exp Industrial Special Ris	169590.32	151,916	141,325	(10,590)	-7%
10,200	4,672	(5,528)	-118%	7915 - Ins Premium Exp General	56067.76	65,096	46,723	(18,373)	-39%
0	5,553	5,553	100%	7916 - Ins Premium Exp Motor Vehicles	66640	58,054	55,533	(2,521)	-5%
1,242	1,454	212	15%	7921 - Advertising Exp	17450	13,909	14,542	633	4%
0	833	833	100%	7923 - Electoral Commission Expenses	10000	832	8,333	7,501	90%
990	12,199	11,209	92%	7931 - Training Course Fee Exp	147594.03	47,652	123,195	75,543	61%
19,299	0	(19,299)	0%	7932 - Conference or Seminar Course Fee Exp	0	27,723	0	(27,723)	0%
22,237	7,905	(14,332)	-181%	7934 - Accommodation Exp	95458.4	65,961	79,648	13,687	17%

Attachment 1

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
6,836	13,778	6,942	50%	7935 - Airfare & General Travel Expense	165851.15	124,002	138,294	14,292	10%
316	545	229	42%	7936 - Taxi Exp	6545	3,737	5,454	1,717	31%
2,303	8,851	6,549	74%	7937 - Travel Allowance Expenses	106214.3	43,827	88,512	44,685	50%
3,150	5,417	2,267	42%	7941 - Vehicle Registration Exp	65000	58,035	54,167	(3,868)	-7%
867	1,588	722	45%	7944 - License Fee Expenses	19860	13,869	16,683	2,814	17%
6,484	7,024	540	8%	7951 - Chairman Mayoral Allowance Exp	84290	68,081	70,242	2,161	3%
14,846	19,916	5,071	25%	7952 - Councillor Allowance Exp	238995	166,825	199,163	32,338	16%
0	0	0	0%	7953 - Local Authority Allowances	0	1,056	0	(1,056)	0%
0	4,508	4,508	100%	7961 - Audit Fee Exp	54100	(9,777)	45,083	54,860	122%
2,679	0	(2,679)	0%	7962 - Accounting Fee Exp	0	9,182	0	(9,182)	0%
2,400	1,250	(1,150)	-92%	7970 - Repairs & Maintenance Motor Vehicles	15000	4,316	12,500	8,184	65%
0	0	0	0%	7971 - Repairs & Maintenance Buildings	0	3,071	0	(3,071)	0%
0	5,000	5,000	100%	7977 - Repairs & Maintenance Plant & Equipment	60000	19,661	50,000	30,339	61%
0	0	(0)	0%	7982 - Small balances write-off Exp	0	210	0	(210)	0%
0	0	0	0%	7983 - Donations	0	0	0	0	0%
36	0	(36)	0%	7991 - Sea Cat Ferry Expense	0	36	0	(36)	0%
0	0	0	0%	7992 - Staff Reimbursement Exp	0	150	0	(150)	0%
0	128	128	100%	7993 - Staff Police Checks	1535	911	1,279	368	29%
0	4,130	4,130	100%	7994 - Provision for Doubtful Debts expense	49449.52	17,503	41,186	23,683	58%
0	0	0	0%	7995 - Prior year adjustments	0	(5,384)	0	5,384	0%
341	3,768	3,427	91%	7996 - Membership or Subscription Exp	45214.85	33,933	37,679	3,746	10%
94,227	127,842	33,415	26%		1,534,698	1,033,601	1,279,410	245,809	19%
				Internal Cost Allocations					
0	0	0	0%	9111 - Allocation Salary Exp Normal	0	0	0	0	0%
0	0	0	0%	9112 - Allocation Salary Exp Overtime	0	0	0	0	0%
0	0	0	0%	9113 - Allocation Salary Exp Allowances	0	0	0	0	0%
0	0	0	0%	9114 - Allocation Salary Exp Leave	0	0	0	0	0%
0	0	0	0%	9115 - Allocation Salary Exp Workers Compensati	0	0	0	0	0%
0	0	0	0%	9116 - Allocation Salary Exp SGC Superannuation	0	0	0	0	0%
0	0	0	0%	9117 - Allocation Salary Exp Employer Superannu	0	0	0	0	0%
0	0	0	0%	9122 - Allocation Salary Inc Dec Annual Leave L	0	0	0	0	0%
0	0	0	0%	9130 - Allocation CDEP Participants wages	0	0	0	0	0%
0	0	0	0%	9131 - Allocation Fringe Benefits Tax	0	0	0	0	0%
0	0	0	0%	9132 - Allocation Salary Packaged Items	0	0	0	0	0%
0	0	0	0%	9134 - Allocation Workcover Premium Exp	0	0	0	0	0%
0	0	0	0%	9135 - Allocation Staff Relocation Expenses	0	0	0	0	0%
0	0	0	0%		0	0	0	0	0%
				Allocation of Contract and Material Expe					
0	(0)	(0)	100%	9220 - Allocation Facilities Hire Internal	0	0	(0)	(0)	100%
(23,347)	0	23,347	0%	9225 - Allocation Hire Equipment	0	(415,620)	0	415,620	0%
0	0	0	0%	9233 - Allocation Software Help Desk Support Ex	0	0	0	0	0%
0	0	0	0%	9251 - Allocation Material Exp General	0	6,441	0	(6,441)	0%
0	0	0	0%	9253 - Allocation Material Exp Printing and Sta	0	(144)	0	144	0%
0	0	0	0%	9261 - Allocation Electricity Exp	0	0	0	0	0%
0	0	0	0%	9271 - Allocation Fuel Exp Power Generation	0	0	0	0	0%
0	(0)	(0)	100%	9272 - Allocation Fuel Exp Motor Vehicl	0	0	0	0	100%

Attachment 1

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %		Budget	Actual	Budget	Variance	Variance %
(23,347)	(0)	23,347	-58367125%		0	(409,323)	0	409,323	0%
				Allocation of Communications					
0	0	0	0%	9411 - Allocation Mobile Telephone Exp	0	0	0	0	0%
0	0	0	0%	9412 - Allocation Office Telephone Fax Exp	0	0	0	0	0%
0	0	0	100%	9417 - Allocation ICT Exp	0	0	0	0	100%
0	0	0	100%		0	0	0	0	100%
				Asset Expense - Internal Allocation					
0	0	0	0%	9511 - Allocation Depreciation Exp Buildings	0	0	0	0	0%
0	0	0	0%	9512 - Allocation Depreciation Exp Infrastructu	0	0	0	0	0%
0	0	0	0%	9513 - Allocation Depreciation Exp Plant	0	0	0	0	0%
0	0	0	0%	9514 - Allocation Depreciation Exp Equipment	0	0	0	0	0%
0	0	0	0%	9519 - Allocation Depreciation Exp Motor Vehicl	0	0	0	0	0%
0	0	0	0%		0	0	0	0	0%
				Internal charges					
(21,004)	0	21,004	0%	9721 - Allocation Workshop Labour	0	(167,699)	0	167,699	0%
(15,403)	0	15,403	0%	9722 - Allocation Workshop Materials	0	(173,822)	0	173,822	0%
(59,664)	(86,475)	(26,811)	31%	9728 - Internal Sales - Labour	-1037700	(454,897)	(864,750)	(409,853)	47%
0	(27,865)	(27,865)	100%	9729 - Internal Sales - Materials	-334375	0	(278,646)	(278,646)	100%
(96,071)	(114,340)	(18,269)	16%		(1,372,075)	(796,417)	(1,143,396)	(346,979)	30%
				Allocation and Suspense					
(0)	0	0	157%	9911 - Allocation Ins Premium Exp Public Liabil	0	(0)	1	1	158%
0	0	0	100%	9912 - Allocation Ins Premium Exp Professional	0	0	0	0	100%
(0)	(240)	(240)	100%	9914 - Allocation Ins Premium Exp Industrial Sp	0.02	(0)	481	481	100%
(0)	0	0	0%	9915 - Allocation Ins Premium Exp General	0	(0)	0	0	0%
0	0	(0)	0%	9916 - Allocation Ins Premium Exp Motor Vehicle	0	1	0	(1)	0%
0	0	0	0%	9931 - Allocation Training Course Fee Exp	0	0	0	0	0%
0	25	25	100%	9934 - Allocation Accommodation Exp	0	0	(50)	(50)	100%
9,934	(16)	(9,950)	61271%	9938 - Internal Travel Booking - Income	0	(16,433)	33	16,466	50509%
(9,934)	0	9,934	0%	9939 - Internal Travel Booking - Expense	0	16,433	0	(16,433)	0%
0	0	0	100%	9961 - Allocation Audit Fee Exp	0.01	0	1	1	100%
0	2	2	100%	9963 - Allocation Grant Admin Fee	0	0	(3)	(3)	100%
0	(620)	(620)	100%	9964 - Allocate Program Management Fee	-0.01	0	1,240	1,240	100%
0	0	0	0%	9971 - Allocation R & M Exp Buildings	0	0	0	0	0%
0	0	0	0%	9990 - Budget Clearing Account	0	0	0	0	0%
0	0	0	0%	9991 - Allocation Sea Cat Ferry Expense	0	0	0	0	0%
0	0	0	0%	9995 - Allocation Prior year adjustments - Supe	0	(24,565)	0	24,565	0%
0	0	0	0%	9997 - EPAC clearing account	0	2,326	0	(2,326)	0%
0	0	0	0%	9998 - Project Consolidation Clearing Account	0	0	0	0	0%
(30)	0	30	0%	9999 - Suspense Account	0	(198,368)	0	198,368	0%
(30)	(849)	(819)	96%		0	(220,608)	1,702	222,310	13065%

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Tiwi Islands Regional Council
Consolidated Profit and Loss Report
For the Month Ending 30th April 2014

Month					Year	Year to Date			
Actual	Budget	Variance	Variance %	Internal Cost Allocations	Budget	Actual	Budget	Variance	Variance %
6,638	9,599	2,961	31%	9811 - ESO Internal - Expense	115187	64,846	95,989	31,143	32%
732	0	(732)	0%	9814 - Internal Rent Charges - Expense	0	7,234	0	(7,234)	0%
0	(83)	(83)	100%	9815 - Plant and Vehicle Cost Allocation - Expe	0	703,853	167	(703,687)	-421874%
7,082	5,512	(1,570)	-28%	9816 - Ferry Charges - Expense	67346	57,201	56,321	(880)	-2%
36,407	114,340	77,932	68%	9817 - Workshop Charges - Expense	1372075	341,114	1,143,396	802,281	70%
0	0	0	0%	9818 - Fuel Internal Allocation - Expense	0	294	0	(294)	0%
13,251	39,559	26,308	67%	9819 - Housing - Internal Allocations Expense	474703.69	755,444	395,587	(359,858)	-91%
(4,919)	(23,735)	(18,816)	79%	9822 - Allocation Housing Labour	-284822.21	(570,787)	(237,352)	333,435	-140%
(8,332)	(15,823)	(7,492)	47%	9823 - Allocate Housing Materials	-189881.47	(184,952)	(158,235)	26,717	-17%
0	0	0	0%	9825 - Allocation Mowing	0	50	0	(50)	0%
82,850	0	(82,850)	0%	9826 - Civil Services Internal Allocation Exp	0	885,237	0	(885,237)	0%
(6,638)	(9,599)	(2,961)	31%	9851 - ESO Internal - Income	-115187	(64,846)	(95,989)	(31,143)	32%
0	0	0	0%	9852 - Grant Admin Fee - Income	0	0	0	0	0%
(732)	0	732	0%	9854 - Rent Charges internal - Income	0	(7,234)	0	7,234	0%
0	0	0	0%	9855 - Fleet Hire - Income	0	(703,853)	0	703,853	0%
(7,231)	(5,612)	1,619	-29%	9856 - Ferry Charges - Income	-67346	(53,606)	(56,122)	(2,516)	4%
0	0	0	0%	9857 - Workshop Charges Income	0	0	0	0	0%
0	0	0	0%	9859 - Housing Internal Allocations - Income	0	0	0	0	0%
0	0	0	0%	9860 - Internal Allocation Staff Housing	0	0	0	0	0%
119,109	114,156	(4,953)	-4%		1,372,075	1,229,996	1,143,762	(86,234)	-8%
1,292,568	**1,326,813**	**34,245**	**3%**	**Total Expenses**	**15,921,755**	**13,512,554**	**13,268,130**	**(244,424)**	**-2%**
(1,115,260)	**0**	**1,115,260**	**0%**	**NET SURPLUS / (DEFICIT) - Before CAPEX & Commitments**	**0**	**(2,204,950)**	**0**	**2,204,950**	**0%**

Attachment 1

REPORTS FOR INFORMATION

ITEM NUMBER	7.6
TITLE	Infrastructure Report - EOM April 2014
REFERENCE	144690
AUTHOR	Karl Sibley, Director Infrastructure Services

This report outlines activities for the Infrastructure Directorate for the previous month.

Housing / Fixed Asset Maintenance

A steady flow of maintenance on both Council facilities and staff housing has kept the building crew busy this month. Moving into the dry this area will be very busy in completing works on outstanding grants.

Civil Services

General Maintenance

In general we have had a lot of down time this month with both Public Holidays and funerals. Continual rain has also made completing works on the roads difficult. Contractors arrived and began carting material for re sheeting at Wurankuwu and between Wurrumiyanga and the tip.

Wurrumiyanga

Between showers the men have been putting in pavers, taking pipes out ready for end of the rain and repairing potholes.
The road was graded to the Tarntippi swimming hole.

Pirlangimpi

The Crew have been digging a new dump this month and patching the road around town with bitumen

Milikapiti

The men have spent most of the month going over to Wurrumiyanga helping with the paving. On wet days they put in a speed bump and put stabilized gravel in the heavy washed out areas on roads around Milikapiti.
The backhoe has removed all trees on out lying roads near the community. The 9 Mile swimming hole and the Three Ways intersection has been cleaned up and all rubbish removed.
Paru landing was cleaned with all of Town Services, Civil Services and Boat Shed Staff, in conjunction with a team building BBQ at the end of the month.

Plant

This has been a major problem this month with three out of four graders being out of action and only one Backhoe working across the Islands. The maintenance grade on Bathurst was started but did not get far, this will continue next month as the graders should be back on the road by then. The small tipper has also been fixed and that will be a big help as we start moving pipes around.

Funerals

There were four funerals conducted this month

Town Services

Town Services has been business as usual this month in both Wurrumiyanga and Milikapiti, with grass cutting continuing to be the main focus to reduce fuel loads prior to back burning planned for the end of May.

Pilangimpi Town Services have been very busy with a major clean up down at barge landing , tree cutting at all Cemeteries, pruning of palm trees along road from airport into the community, spraying of weeds around football oval and the pump was collected from Billabong and sent to HD Pumps in Winnellie for repairs.
Team members were happy with the BBQ down at Paru saw it as a good way to catch with other worker's on the Tiwi Islands

Barge Landing Operations

The Boat shed has returned to standard days of operation with a noticeable improvement in staff morale being the result.
One outboard motor leg failed this month and was replaced.

Essential Services

PWC sought another 30 day extension to the Essential services contract. We managed to negotiate a 60 day contract with a notification period of 30 days for further extension or cessation of contract.

Fleet

All workshops have been busy, with contractors starting at Milikapiti and Wurrumiyanga to help with the back log of work, especially civil works equipment. Corrective and preventative maintenance being performed on the two 140h graders at the moment will extend their working life for a few more years, giving the council time to source funding to replace them at a later date(a good second hand grader will cost up to half a million dollars).
Our Fleet disposals have been going well this month. The on island vehicle tender was a success with the six vehicles all sold and one dory with outboard motor sold. One vehicle has also been sold in Darwin and interest has been shown on two more that council has in Darwin.

Strategic Planning:

Fleet is planning to turn over light vehicles every two years while vehicles are in good condition with low kilometres this means a better sale or trade in price, less money spent on maintenance and a modern, safe fleet.

Infrastructure HR

Fleet have had several applications for the workshop coordinator at Wurrumiyanga and will interview early in May

One Mechanic at Pirlangimpi has resigned due to ongoing health reasons.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:

REPORTS FOR INFORMATION

ITEM NUMBER	7.7
TITLE	Wurrumiyanga Tip - Environmental Protection Licence
REFERENCE	144722
AUTHOR	Karl Sibley, Director Infrastructure Services

This report outlines the current situation with the renewal of the Environmental Protection License for the Wurrumiyanga tip.

BACKGROUND

Council are provided with a copy of two recent emails dated 20 May 2014 - (One from the Tiwi Land Council), and (one from the NT Environmental Protection Authority) concerning the ongoing licencing of the Wurrumiyanga tip.

Council lodged a TLC Land Use Request which was discussed at the TLC Meeting on the 2nd May 2014. It was resolved at this meeting by the TLC to grant approval ***"on a monthly basis subject to a resolution of the TLC consented by landowners, of outstanding tip lease payments and shire litigation. The current approval therefore expires on 2nd June 2014."***

The NT Environment Protection Authority (NTEPA) email advises Council that the Environment Protection License 78 (EPL78) expires on **30 June 2014.**

At this point of negotiations with the TLC, Council requires a 3 year lease over the Wurrumiyanga Tip to be able to be granted a new NTEPL lease, as this is one of the conditions for applying for an NTEPL renewal.

If Council is unable to progress negotiations urgently with the Tiwi Land Council, then the Wurrumiyanga Tip Facility may result in closure which will affect the entire community.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:

1 Email dated 20 May re Land Use Request - Wurrumiyanga tip.pdf
2 Email dated 20 May 2014 re Environmental Protection Licence 78 (EPL78) - Expiry 30 June 2014.pdf

Bruce Moller

From: Karl Sibley
Sent: Tuesday, 20 May 2014 12:59 PM
To: Bruce Moller
Subject: FW: Land Use Request - Wurrumiyanga tip

Special report?

Karl Sibley

Director Infrastructure Services

Tiwi Islands Regional Council

PO BOX 104

Parap NT 0801

karl.sibley@tiwiislands.nt.gov.au

FAX: 08 89709006

PH: 08 89709569

MOB: 0488 155 863

SHIRE WEB: http://www.tiwiislands.org.au

MILIMIKA FESTIVAL: http://www.tiwifestival.com/

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From: Karl Sibley
Sent: Thursday, 8 May 2014 9:20 PM
To: 'Kate'
Cc: Alan Hudson; 'John Hicks - Tiwi Land Council'; 'Brian Clancy - Tiwi Land Council'; 'Terry Larkin - Tiwi Land Council'; 'Tiwi Land Council - Milikapiti'; wurrumiyanga@tiwilandcouncil.com
Subject: RE: Land Use Request - Wurrumiyanga tip

Hi Kate,
Thanks for the prompt feed back. The Regional Council cannot apply for an environmental licence on the site without the three year approval.
I will give you call to discuss; this may result in a closure to the facility, something that will effect the entire community.

Kind Regards

Karl Sibley

Director Infrastructure Services

Tiwi Islands Regional Council

PO BOX 104

Parap NT 0801

karl.sibley@tiwiislands.nt.gov.au

FAX: 08 89709006

PH: 08 89709569

MOB: 0488 155 863

SHIRE WEB: http://www.tiwiislands.org.au

MILIMIKA FESTIVAL: http://www.tiwifestival.com/

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You should scan this email and any attachments for viruses. The Council accepts no liability for any direct or indirect damage or loss resulting from the use of any attachments to this email.

From: Kate [mailto:tiwilcnrm@bigpond.com]
Sent: Thursday, 8 May 2014 2:32 PM
To: Karl Sibley
Cc: Alan Hudson; 'John Hicks - Tiwi Land Council'; 'Brian Clancy - Tiwi Land Council'; 'Terry Larkin - Tiwi Land Council'; 'Tiwi Land Council - Milikapiti'; wurrumiyanga@tiwilandcouncil.com
Subject: Land Use Request - Wurrumiyanga tip

Hi Karl

The Tiwi Shire request for continued use of the current Wurrumiyanga tip was tabled and discussed at TLC Executive meeting no. 362 on 2nd May. Members resolved that approval be granted ***on a monthly basis subject to a resolution of the TLC consented by landowners, of outstanding tip lease payments and shire litigation.***

The current approval therefore expires on 2nd June 2014.

Regards
Kate

Kate Hadden
Manager Land & Resources
Tiwi Land Council
PO Box 38545 WINNELLIE NT 0821
ph: 08 8944 8416 fax: 08 8944 8444

Bruce Moller

From: Karl Sibley
Sent: Tuesday, 20 May 2014 5:07 PM
To: Bruce Moller
Subject: FW: Enviornment Protection Licence 78 (EPL78) - Renewal Reminder
Attachments: AACR template - 12072011.DOC; Annual Reporting Template - Listed waste handled - Environment Protectio....docx; appn_renew_licence.docx; Renewal Reminder - Environment Protection Licence 78 -(EPL78) - Tiwi isl....pdf; image-520154331-0001.pdf

Importance: High

FYI

Karl Sibley

Director Infrastructure Services

Tiwi Islands Regional Council

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karl.sibley@tiwiislands.nt.gov.au

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From: Fiona Ku [mailto:Fiona.Ku@nt.gov.au]
Sent: Tuesday, 20 May 2014 3:37 PM
To: Karl Sibley
Subject: RE: Enviornment Protection Licence 78 (EPL78) - Renewal Reminder
Importance: High

Good Afternoon Karl,

Just a quick reminder that your Environment Protection Licence 78 (EPL78) will be expiring on **30 June 2014.**

Our records indicate a renewal application has not been submitted.

Please note Should you require renewal of your Environment Protection Licence we advise that a renewal application must be submitted with the necessary supporting documentation and correct

renewal fees between 30 and 90 days of the current licence expiry date to allow sufficient time for your application to be processed.

Failure to provide the necessary supporting documentation and correct fees will cause the process of assessment and consequently the issue of the licence to be delayed. Please be aware that *under section 30(3) of the Waste Management and Pollution Control Act(the Act)* it is an offence to conduct an activity specified in *Schedule 2 of the Act* without a current Environment Protection Licence.

Please also be aware that should the contravention of *section 30(3) of the Act* be successfully prosecuted in court it can attract a penalty of not more than $11,088.00 for individuals and not more than $55,440.00 for a body corporate.

Please find attached the following documents:

1. Renewal reminder notice sent on 26/03/2014
2. Renewal application form. (Please also update the new contact information in the application)
3. Environment Protection Licence 78 (EPL78) Annual Reporting Required.
4. Template to complete *Condition A9.1*(from annual reporting required- Listed waste handled period 2013 - 2014)
5. Template to complete Condition *R3.1* (from annual reporting required – Annual Audit Compliance Report 2013 – 2014 period)

Fiona Ku | Finance Officer | Executive
Northern Territory Environment Protection Authority
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e: fiona.ku@nt.gov.au | www.ntepa.nt.gov.au

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ntepa Northern Territory Environment Protection Authority

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REPORTS FOR INFORMATION

ITEM NUMBER	7.8
TITLE	Governance Managers Report - End of Month - April 2014
REFERENCE	144659
AUTHOR	Bruce Moller, Governance Manager

BACKGROUND

The Governance Manager provides effective leadership in governance activities to support the strategic direction of Tiwi Islands Regional Council.

The position will be responsible for overseeing the establishment and ongoing implementation of good governance structures and processes including providing high level management advice and guidance to the Council, executive, senior management and staff on governance matters, and providing advice on the roles and responsibilities of elected members of Council and local advisory board / local authority members respectively.

Strategic Planning:

The Governance section will endeavour to ensure the Council is 99% compliant with Northern Territory Government Legislation. They will also assist councillors with their roles and responsibilities to the Tiwi Islands Regional Council.

Financial Variances to Budget:

1. Action SDC – 147100 – Councillors

I have completed a brief review of YTD expenditure plus outstanding commitments and to my knowledge no un-necessary expenditure has been processed.

2. Action SDC – 107200 – Governance

I have completed a brief review of YTD expenditure plus outstanding commitments and to my knowledge no un-necessary expenditure has been processed. Note: Salary costs for Sally Ullungura from February to June 2014 were not allocated as part of the original Governance budget for 2013/14.

3. Action SDC – 146200 – CTG - Governance

I have completed a brief review of YTD expenditure plus outstanding commitments and to my knowledge no un-necessary expenditure has been processed.

4. Action SDC – 154000 – SPG – Rebranding Regional Council

I have completed a brief review of YTD expenditure plus outstanding commitments and to my knowledge no un-necessary expenditure has been processed.

5. Action SDC – 154100 – SPG – Local Authority Establishment

I have completed a brief review of YTD expenditure plus outstanding commitments and to my knowledge no un-necessary expenditure has been processed.

Human Resources:

All Staffing issues, including:

- Attendances – Normal absenteeism due to illness and personal matters
- Incidents – Nil
- Disciplinary matters – Nil
- Recruitment – Nil
- Annual leave, leave coverage and proposed higher duties.
- OH&S matters – Nil
- Staff meetings conducted – Ongoing.

Due to recent staff restructuring Sally Ullungura has re-joined the Governance Team from February 2014 as Administrative Support Officer.

Travel (undertaken) April 2014

- 15–16 April – (Pirlangimpi) 1st Meeting – Draft 2014/15 Strategic Plan / Budgets.

Travel (proposed) May 2014

- Pirlangimpi (7th May) Special Meeting – Local Authority (14/15 Draft Strategic Plan & Budget)
- Milikapiti (8th May) Special Meeting – Local Authority (14/15 Draft Strategic Plan & Budget)
- Pirlangimpi - Ordinary Council Meeting (Wed 28th May) + Combined Council & Staff – Special Meetings (2 day Strategic Planning / Budget Workshop on Thur 29th & Fri 30th May).
- Pirlangimpi Local Authority (Meeting deferred from 27th May to 3rd June).

Visitors and Meetings:

Contact with Councillors in person and via telephone on a daily basis.

Local Authority Meeting held in:

- Wurrumiyanga (1st Meeting) Tuesday 29 April 2014 (10 am)

Ordinary Council Meeting held in:

- Wurrumiyanga (30 April).

Special Council Meeting / Sub Committee Meeting held in:

- Nil

Councillors Professional Development

Governance Training.

We have completed some combined training and inductions for both Councillors and newly appointed Local Authority members in Darwin on Tue 18 March to Thur 20 March 2014.

A full day training workshop was undertaken by all 12 Councillors on Wed 19th March as part of the above 3 day program covering Prevention of Discrimination, Harassment & Bullying at work.

Our HR Section has recently confirmed that the Training Courses for next month (June) will be going ahead and all Councillors have been booked in for the 2 full days of Finance Training.

The 2 day course will cover Fundamentals of Finance and Accounting for Non-Financial Managers and is set down for Thursday 19th & Friday 20th June at Wurrumiyanga Council Office.

Could Councillors please check their diaries and let me know of their availability for attending this 2 day course next month.

Regional Councils & Local Authorities

TIRC held the Local Authority (LA) member inductions / training in Darwin from 17 to 20 March (this included (12) Elected Members, (24) new Ordinary LA members, plus senior staff (total attendees were approx. 50).
Milikapiti LA and Wurrumiyanga LA have both had their official first meetings, with the final of the three LA's (Pirlangimpi due to meet on Tuesday 27th May 2014).

Key Performance Indicators (From TISC Shire Plan):

Key Performance Indicator	Action	Completed by Whom	Target Date	Measure of Success	Commenced
Compliant with Local Government Legislation	Liaise on a regular basis with Dept. of Local Government	Bruce Moller	Ongoing	99% compliant	Yes – All required Documents posted on the Web – Working with Dept. Local Government on other issues
All Councillors aware of their roles	Training Councillors in Governance	Bruce Moller	Ongoing	100% of Council meetings are Controlled and Managed by Elected Members	Yes
Local Advisory Boards operating efficiently and working in conjunction with the Council	All concerned being made aware of protocols required between Council and Local Boards	Bruce Moller	Ongoing	100% of Information between Council and Local Boards is shared on a regular basis and both committees work in harmony.	Commenced first week in June 2012
Councillor's Portfolios are recognised by Council staff and staff update Councillors on a monthly basis on their portfolio.	Make staff aware of which Councillors hold Portfolios in their area	Bruce Moller Directors	Ongoing	100% of Monthly meetings are being held between Councillors, Directors and staff in their Portfolio.	Commenced July 2012

It is an important element of good governance that both Councillors and staff continue to work together in promoting the Council and across the Tiwi Islands.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That Council notes this report for information

ATTACHMENTS:
1 TISC - Councillors Meeting Attendance for 2013 -14.pdf

TIWI ISLANDS REGIONAL COUNCIL
COUNCIL MEETINGS - 2013 - 14 F/Y
OFFICIAL ATTENDANCE REGISTER

COUNCILLOR	WARD	Jul 31 ORD W	Aug 28 ORD P	Oct 2 ORD M	Oct 30 ORD W	Nov 26 ORD P	Dec 18 ORD P	Jan 29 ORD W	Mar 11 ORD P	Mar 26 ORD M	Apr 30 ORD W
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	Y	Y	Y	C	Y	Y	Y	Y	Y
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	X	Y	A	Y	C	Y	A	A	Y	Y
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y	Y	Y	Y	C	Y	A	Y	Y	Y
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti							Y	Y	Y	Y
5. Peter Rioli (Resigned 10 December 2013)	Milikapiti	X	Y	Y	X	C					
6. Emmanuel Rioli	Pirlangimpi	X	Y	Y	A	C	Y	A	Y	A	X
7. Therese Bourke	Pirlangimpi	A	A	A	Y	C	Y	A	Y	Y	Y
8. Brian Tipungwuti	Wurankuwu	Y	Y	Y	Y	C	Y	Y	A	Y	Y
9. Barry Puruntatameri	Nguiu	Y	Y	Y	Y	C	Y	Y	X	Y	Y
10. Leslie Tungutalum	Nguiu	Y	Y	A	Y	C	Y	Y	Y	Y	Y
11. John Naden	Nguiu	Y	Y	Y	Y	C	Y	Y	Y	Y	Y
12. Crystal Johnson	Nguiu	Y	Y	Y	Y	C	Y	Y	A	Y	Y
13. Gawin Tipiloura	Nguiu	Y	Y	Y	Y	C	Y	Y	Y	Y	Y

COUNCILLOR	WARD	Jul 8 SP W	Aug 6 SP W	Nov 14 SP W	Jan 21 SP W	Mar 20 SP D	Mar 27 SP M
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	A	Y	Y	Y	Y
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	X	Y	Y	Y	Y	Y
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y	A	A	Y	Y	A
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti					Y	A
5. Peter Rioli (Resigned 10 December 2013)	Milikapiti	A	X	Y			
6. Emmanuel Rioli	Pirlangimpi	X	A	Y	Y	Y	A
7. Therese Bourke	Pirlangimpi	Y	A	Y	Y	Y	Y
8. Brian Tipungwuti	Wurankuwu	X	Y	Y	Y	Y	Y
9. Barry Puruntatameri	Nguiu	Y	Y	Y	Y	Y	Y
10. Leslie Tungutalum	Nguiu	Y	Y	A	A	Y	Y
11. John Naden	Nguiu	Y	Y	Y	Y	Y	Y
12. Crystal Johnson	Nguiu	Y	Y	A	A	Y	Y
13. Gawin Tipiloura	Nguiu	Y	Y	A	Y	Y	Y

LEGEND

Meeting Type
ORD = Ordinary Meeting
SP = Special Meeting
LB = Local Board Meeting
LA = Local Authority Meeting
PRE = Pre Agenda Meeting (Ordinary)

Location
W = Wurrumiyanga (Nguiu)
P = Pirlangimpi
M = Milikapiti

Attendance
Y = Present at Meeting
A = Apology accepted
X = Apology not accepted
C = Meeting cancelled

NT LG Act - Councillor will be automatically disqualified from Council if absent (without approved apology) from two consecutive ordinary meetings.

TIWI ISLANDS REGIONAL COUNCIL
COUNCIL MEETINGS - 2013 - 14 F/Y
OFFICIAL ATTENDANCE REGISTER

COUNCILLOR	WARD	Jul 30 PRE W	Aug 27 PRE P	Oct 1 PRE M	Oct 29 PRE W	Nov 26 PRE P	Dec 17 PRE P	Jan 28 PRE W	Feb 25 PRE P	Apr 29 PRE W
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	Y	Y	Y	C	Y	Y	C	Y
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	X	Y	Y	Y	C	A	A	C	Y
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y	Y	Y	Y	C	A	A	C	Y
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti							Y	C	Y
5. Peter Rioli (Resigned 10 December 2013)	Milikapiti	X	Y	Y	X	C				
6. Emmanuel Rioli	Pirlangimpi	X	A	Y	A	C	Y	A	C	A
7. Therese Bourke	Pirlangimpi	A	A	A	A	C	A	A	C	Y
8. Brian Tipungwuti	Wurankuwu	Y	A	Y	A	C	Y	Y	C	Y
9. Barry Puruntatameri	Nguiu	Y	Y	Y	Y	C	Y	Y	C	Y
10. Leslie Tungutalum	Nguiu	Y	A	Y	Y	C	Y	Y	C	Y
11. John Naden	Nguiu	A	Y	Y	Y	C	Y	Y	C	Y
12. Crystal Johnson	Nguiu	Y	Y	Y	Y	C	A	Y	C	A
13. Gawin Tipiloura	Nguiu	Y	Y	Y	Y	C	Y	Y	C	Y

COUNCILLOR	WARD	Jul 30 LB W	Aug 27 LB P	Oct 1 LB M	Oct 29 LB W	Nov 26 LB P	Dec 10 LB M	Dec 17 LB P	Jan 28 LB W	Feb 25 LB P	Mar 25 LA M	Apr 29 LA W
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	Y	Y	Y	C	Y	Y	Y	Y	Y	Y
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	A	Y	A	Y	C	A	X	A	Y	A	A
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y	Y	Y	Y	C	A	X	A	A	Y	A
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti								Y	A	A	Y
5. Peter Rioli (Resigned 10 December 2013)	Milikapiti	A	Y	Y	X	C	A					
6. Emmanuel Rioli	Pirlangimpi	A	Y	Y	A	C	A	Y	A	Y	A	A
7. Therese Bourke	Pirlangimpi	A	Y	A	A	C	A	X	A	A	A	Y
8. Brian Tipungwuti	Wurankuwu	Y	X	Y	Y	C	A	Y	Y	A	A	Y
9. Barry Puruntatameri	Nguiu	Y	Y	Y	Y	C	A	Y	A	A	A	A
10. Leslie Tungutalum	Nguiu	Y	A	Y	Y	C	A	Y	Y	A	A	Y
11. John Naden	Nguiu	A	Y	Y	Y	C	A	Y	Y	A	A	Y
12. Crystal Johnson	Nguiu	Y	Y	Y	Y	C	A	Y	Y	A	A	A
13. Gawin Tipiloura	Nguiu	Y	Y	Y	A	C	A	Y	Y	A	A	A

Note 1: Councillors attendance at Local Board / Local Authority Meetings is only mandatory for their own Ward.

LEGEND	
Meeting Type	**Location**
ORD = Ordinary Meeting	W = Wurrumiyanga (Nguiu)
SP = Special Meeting	P = Pirlangimpi
LB = Local Board Meeting	M = Milikapiti
LA = Local Authority Meeting	
PRE = Pre Agenda Meeting (Ordinary)	
Attendance	**NT LG Act - Councillor will be automatically disqualified from Council if absent (without approved apology) from two consecutive ordinary meetings.**
Y = Present at Meeting	
A = Apology accepted	
X = Apology not accepted	
C = Meeting cancelled	