AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

TUESDAY, 16 DECEMBER 2014

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

- Tuesday, 16 December 2014 at
- Milikapiti Boardroom
- 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
1.2 PRESENT
1.3 APOLOGIES
1.4 LEAVE OF ABSENCE
1.5 DECLARATION OF INTEREST OF MEMBERS OR STAFF
1.6 CONFIRMATION OF PREVIOUS MINUTES

Milikapiti Local Authority - 30 September 2014

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES 3

3 GENERAL BUSINESS

3.1 MILIKAPITI LOCAL AUTHORITY - RESIGNATION OF CHAIRMAN 15
3.2 2014 - MEETING ATTENDANCE REGISTER 18

4 REPORTS FOR DECISION

Nil

5 REPORTS FOR INFORMATION

Nil

6 OTHER BUSINESS

Nil

7 NEXT MEETING

TUESDAY 24TH MARCH 2015.

BUSINESS ARISING

ITEM NUMBER	2.1
TITLE	Business Arising from Previous Minutes
REFERENCE	152788
AUTHOR	Bruce Moller, Governance Manager

Business arising from previous minutes.

BACKGROUND

This is the section of the meeting where any business arising from the previous meeting is dealt with.

As this is the fourth formal meeting of the new Milikapiti Local Authority it is necessary to peruse the previous Minutes.

Attached are the Minutes of the 30th September 2014 Meeting for Local Authority Members to read and provide any comments on.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That the Milikapiti Local Authority accepts these discussions and reports.

ATTACHMENTS:

1 2014_09_30_Milikapiti_Local_Authority_Minutes.pdf

TIWI ISLANDS Regional Council

MINUTES OF THE MILIKAPITI LOCAL AUTHORITY MEETING HELD IN THE FORMER CDEP OFFICE ON TUESDAY, 30 SEPTEMBER 2014 AT 10:00 AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 11:12 am.

The Chair (David Boyd) was sick today, so an acting Chair Connell Tipiloura was appointed at the commencement of the meeting and he welcomed councillors, members and guests.

1.2 Present

Acting Chairperson: Connell Tipiloura

Local Authority Members: Mayor Lynette De Santis, Pius Tipungwuti, Mary E Moreen, Loretta Cook, Christine Joran.

Visiting Councillors: Nil

Officers: Alan Hudson (CEO), Karl Sibley (Director Infrastructure), Bill Toy (Deputy Director Community Support), Alice Williams (Office Manager).

Visitors: Nil

Minutes: Bruce Moller (Governance Manager).

1.3 Apologies

Accepted: Cr Anita Moreen, Cr Irene Tipiloura, David Boyd, Thomas Puruntatameri, Bronson De Santis, Rosanna De Santis (Director Community Support).

Not Accepted: Nil.

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Confirmation of Previous Minutes

Milikapiti Local Authority - 24 June 2014

RESOLUTION

Moved: *Christine Joran*
Seconded: *Loretta Cook*

That the minutes of the Milikapiti Local Authority held on 24 June 2014 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

UPDATE FROM CEO

Mr Alan Hudson provided an update for members in relation to the following projects for Milikapiti community.

1. **Milikapiti Oval Upgrade Project** – Confirmation has just been received that the Tiwi Islands Regional Council has been successful in obtaining an ABA Grant for $ 202,827.

As part of this project members asked if it would be possible to look at either extending or re-aligning the oval.

2. **Milikapiti Water Feature Project** – Work will be commencing on site in approximately three (3) weeks time.

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes.

RECOMMENDATION:

That the Milikapiti Local Authority accepts these discussions and reports.

3 GENERAL BUSINESS

3.1 MILIKAPITI LOCAL AUTHORITY - ONE VACANCY

Currently the new Milikapiti Local Authority still has a vacancy for one ordinary member to represent the Warntarringuwi Skin Group (Male). The Regional Council has now advertised twice to fill this vacancy (1 July to 29 July), and (6 August to 2nd September).

RECOMMENDATION:

That the Milikapiti Local Authority discuss the ongoing vacancy with a view to finding a suitable candidate as soon as possible.

3.2 2014/15 - LOCAL AUTHORITY FUNDING ADVICE

Milikapiti Local Authority members are provided with a copy of a recent email dated 6th June which provides advice for Local Authority Funding for 2014/15 for the Tiwi Islands Regional Council. As this is a new program commencing in 2014/15 there are funding guidelines which attach to this recurrent funding.

RECOMMENDATION:

That the Milikapiti Local Authority notes the correspondence from the NT Dept. Local Government advising of funding allocations for Local Authorities for 14/15, in particular the $ 69,004 allocated for Milikapiti Local Authority

4 REPORTS FOR DECISION

Nil

5 REPORTS FOR INFORMATION

Nil

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

The meeting resumed after lunch at 1:15 pm.

6 OTHER BUSINESS

See separate listing of Milikapiti Local Authority Action Items which has been updated 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.

6.1 UPDATE ON REVIEW OF ELECTORAL REPRESENTATION

Following the Ordinary Council Meeting held in Milikapiti on 24th September 2014 the CEO provided an update to members on the progress to date of the Electoral Review.

A copy of the Council Report (Item 6.3) and the A3 size progress report was provided to members for information and further discussion.

ELECTORAL REVIEW

Table 1

Item to be Assessed	Comments by Local Authority	Milikapiti Local Authority comments 30/9/14
1. Popularly Elected Mayor / President, or appointed from within Council	Appointed by Council (this is the current option), or Popularly Elected Mayor	**Members discussed this further and agreed to recommend that the Mayor be appointed by Council.**

2. Divide the Council area into Wards	YES or NO The Tiwi Islands Regional Council is currently divided into 4 wards.	**Yes to agree for recommendation to Council for the one Ward for Bathurst Island.** **Members were unable to make a final decision on combining the 2 existing Wards on Melville Island.** **Preference was for (3) Councillors from each community (Pirlangimpi & Milikapiti).**
3. Where there are Wards A. How many Wards ? B. Internal Ward Boundaries	Currently there are 4 Wards • Nguiu Ward • Milikapiti Ward • Pirlangimpi Ward • Wurankuwu Ward Are there any recommended changes to existing ward boundaries?	**See comments above.**
4. The composition of Council A. How many Elected Representatives for the Council Area ? B. How many Representatives per Ward ? C. The Elector Ratio in each Ward ?	Council currently has 12 Elected Representatives: • Nguiu Ward (5 Reps) • Milikapiti Ward (3 Reps) • Pirlangimpi Ward (3 Reps) • Wurankuwu Ward (1 Rep)	**Members were supportive of retaining the current 12 elected representatives in total.** **Recommendation that Paru be included in the Bathurst Ward due to close location to Wurrumiyanga.**
5. The names of : A. The Council B. The Council Area C. The Council Wards	The current name is the Tiwi Islands Regional Council. This was changed by the Minister on 1 January 2014 (previously Tiwi Islands Shire Council from 1 July 2008).	**Members supported retaining the current name (Tiwi Islands Regional Council).**
6. Changes to the Council's external boundaries ?	Are there any changes to the External Boundaries ? (refer to Ward Map)	**Members were supportive of including the Vernon Islands Group as a possible extension of the Council's southern external boundary.**

Action Item 16 (from 24 June 2014 Meeting)

At the previous MLA Meeting held on 24 June 2014 members raised a new item for action in relation to Road Maintenance and requested details be provided at the next meeting of a basic road works program for the Milikapiti Ward.

Infrastructure Director Karl Sibley provided members with a briefing on the various types of roads and the current maintenance program. A marked up map of roads on Melville Island was provided to members and this was explained in detail.

7 Next Meeting

The next scheduled meeting of the Milikapiti Local Authority is Tuesday 16th December 2014.

8 Closure

The meeting closed at 3:10 pm.

Milikapiti 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 – Street Lighting 25/3/14 25/6/14 - Pending 30/9/14 - Completed	General query in relation to progress on fixing street lights around the community	Director Infrastructure	Next Meeting	Check with ESO at Milikapiti to determine street light maintenance regime.	20 globes were replaced in May. Traffic Management grant expended. Searching for alternate revenues of funding.
General Business Item 2 – Speed Bumps 25/3/14 25/6/14 - Pending 30/9/14 - Pending	Members requested for the installation of speed bumps at appropriate positions around the community	Director Infrastructure	Next Meeting	Discuss with Civil Works Regional Manager and seek Possible glocations around the community. Check Grant Funding options. Could a give way sign be Installed on the corner near the Club ?.	Speed humps ordered and delivered. Local Authority to mark required locations on map for installation (5 to be installed). This comment was originally missed by Director. Direction has been given on 29/09/2014 for this to happen.
General Business Item 4 – Territory Housing 25/3/14 24/6/14 - Pending 30/9/14 – Pending	Members would like to invite a Territory Housing representative to next meeting (24 June 2014)	CEO	Immediate	CEO to write a letter of invitation to Territory Housing to attend the next Milikapiti LA Meeting.	Deferred. Other TH issues to resolve.

Attachment 1

Milikapiti 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 – Airport Facilities 25/3/14 24/6/14 - Pending 30/9/14 - Pending	Members are concerned as to the current poor state of the Airport Facilities – urgently in need of upgrading / refurbishing including new signage.	Director Infrastructure	Next Meeting	Consider undertaking a survey Of existing facilities and preparing project plan for possible upgrading of buildings and signage. LA recommended Regional Council to write to OTL re upgrading of airport facilities.	Discussed with RJCP as project. Concept plan being developed. Awaiting OTL response. OTL Budget does not have sufficient capital funds.
General Business Item 7 – Old Jetty 25/3/14 24/6/14 – Pending 30/9/14 - Completed	Investigate options for rebuilding the former wooden jetty (possible heritage project). Include handrails and safety signage. Well utilised community facility.	Director Infrastructure	Next Meeting	Seek information / old photos of the original jetty to determine size and construction methods. Contact NT Heritage Council re possible funding. LA recommended Regional Council to write to Land Trust re access to timber.	Discussed with RJCP as a future project. Funding source required for signage and materials that cannot be sought locally. Will be further discussed at 30/ LA Meeting. Members agreed 30/9/14 to en discussions on this item.

Milikapiti 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 8 – Water Feature 25/3/14 24/6/14 - Pending 30/9/14 - Pending	Members would like an update on the progress of the water feature project.	Director Community Support	Next Meeting	Update required for members at the June 24 Meeting. LA members were keen on holding a Special Meeting. Further briefing re timeframe and available funds.	Procurement completed. Estimated start date 20/10/201· OTL approval given. Project is now underway.with Contractors on site in three (3) weeks time.
General Business Item 10 – Community Bus 25/3/14 24/6/14 – Completed 30/9/14	Members enquired as to the availability of the community bus? Suggestion was to invite the Club President (Brian Austral) to the next meeting.	Mayor	Next Meeting	Mayor to invite Milikapiti Club President to next LA Meeting on June 24.	Community Bus has now been transferred to Pirlangimpi to be used for Sport & Rec Activities. Bus has been returned to be under Milikapiti responsibility. Note : Community Bus only to Be used for Funerals & Cultura Events - dry season only. (No football use). CEO has asked Milikapiti LA members if they could assist with writing up some usage rules for the Community Bus.

Attachment 1

Milikapiti 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 12 – Public Toilets 25/3/14 24/6/14 - Pending 30/9/14 - Pending	Members enquired as to the lack of any public toilets in the community.	Director Infrastructure	Next Meeting	Investigate options for building suitable public toilet facilities. LA recommended Regional Council write to OTL re possible provision of toilet facilities under community lease.	Stainless modular toilet units priced- single unit approx. $ 70k, double unit $ 90k. Funding required. Awaiting OTL response. OTL Budget does not have sufficient capital funds. See the new 14/15 Milikapiti Community Projects listing.

NEW ITEMS RAISED ON 24/6/14

Agenda Item	Action or Outcome Arising	Responsible person	Timeline	Action to be taken	Response to Local Authority
General Business Item 16 – Road Maintenance 24/6/14 30/9/14 - Completed	Members were concerned that road maintenance on Outstation and Coastal Reserve roads was not happening ? Could a basic road works program be provided for the Milikapiti Ward area, plus a listing of all roads be provided (with funding) ?.	Director Infrastructure	Next Meeting	Prepare a brief update on the current maintenance program for roads in the Milikapiti Ward. Include identified funding (if available).	Roads are maintained seasonally. Map of maintained roads provided. Bush tracks maintained once yearly, main roads as required. 384 km of roads on Melville Island. Briefing provided to members by Infrastructure Director on 30/9/14.

Milikapiti 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 17 – New Cemetery 24/6/14 30/9/14 - Pending	Members were asking if discussions could be commenced about selecting a site for a new community cemetery as the existing capacity is almost exhausted?	Director Infrastructure	Next Meeting	Recommend Infrastructure Director attends the next LA meeting (23 Sept 14) to seek a briefing from members for possible new cemetery location?	Location for new cemetery to be discussed at today's meeting.

Milikapiti Local Authority - Community Projects Listing
2014/15 Funding Allocation - $ 69,004.00 (thru TIRC)

Meeting Date	Community Project Description	Priority	Project ID	Estimated Cost	Responsible Officer	Comments
30/09/2014	Milikapiti - Concrete boat ramp inside breakwater + Solar LED Lighting		MLA - 1	To be prepared	Director Infrastructure	15 to 20 m3 of concrete estimated.
30/09/2014	Milikapiti - Toilets at Airport - Options to upgrade / refurbish		MLA - 2	To be prepared	Director Infrastructure	
30/09/2014	Milikapiti - Alternative water supply for Airport					
	(look at options and investigate bringing water from Karslake (Black Tank)		MLA - 3	To be prepared	Director Infrastructure	
30/09/2014	Milikapiti - New Cemetery Project		MLA - 4	To be prepared	Director Infrastructure	
	- Prepare site plan					
	- Location to be checked with (OTL or TLC)					
	- Clearing the site (one week) + new perimeter fencing + gate					
30/09/2014	Milikapiti - New Public Toilet at Boat Ramp		MLA - 5	To be prepared	Director Infrastructure	
	Prepare options / costings for a new public toilet facility					

Prepared by Bruce Moller - Governance Manager 02/10/14
Tiwi Islands Regional Council

GENERAL BUSINESS

ITEM NUMBER	3.1
TITLE	Milikapiti Local Authority - Resignation of Chairman
REFERENCE	152789
AUTHOR	Bruce Moller, Governance Manager

An email dated 10th November 2014 was received from the Chairman of the Milikapiti Local Authority (David Boyd) advising that he was formally resigning from the MLA due to work commitments.

BACKGROUND

A copy of the email from David Boyd is attached for members information.

The next scheduled meeting of the Milikapiti Local Authority is set for Tuesday 24th March 2015.

Due to the imminent Christmas Holidays plus School Holidays during January 2015 where a lot of community members will be away, it is recommended to the Local Authority that we seek to fill the 2 vacant positions early in February 2015.

Suggested timings for advertising the 2 Vacancies:
Nominations to open Wed 4th February, and close Wed 4th March 2015.

Council can advertise the vacancies again for 28 days which should allow enough time to seek nominations and bring those to the 24th March Local Authority Meeting. Following the advertising period we would then seek nominations for a new Chairperson at the same March meeting.

Council has previously advertised twice seeking nominations for the original vacant position during July and August 2014, but unfortunately we did not receive any acceptable nominations at that time.

Information packs were made available from Alice Williams (Milikapiti Office Manager), and Public Notices were placed up across the Tiwi Islands on all Council and Community Notice Boards.

Local Authority members may wish to discuss this further at today's meeting with a view to approaching any interested community members and identifying suitable candidates to fill these two vacancies.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That the Milikapiti Local Authority discuss the ongoing vacancies with a view to finding suitable candidates as soon as possible, and that nominations be sought by Council and advertised 4th February closing on 4th March 2015 (28 day period).

ATTACHMENTS:
1 David Boyd - resignation email dated 10 November 2014.pdf
2 Milkapiti Local Authority - Membership Register - 14 December 2014.pdf

Bruce Moller

From: David Boyd
Sent: Monday, November 10, 2014 6:39 PM
To: Bruce Moller
Subject: Hi Bruce just letting you know I will be finishing up with the local board so I can concentrate on my day job Cheers Dave boyd

1

Tiwi Islands Regional Council

Local Authority Members - CURRENT

Milikapiti Local Authority

No	Members Name	Councillor / Ordinary Member	Councillor / LA Member	Rep Group	Date Appointed by Council
1	Lynette De Santis - Mayor	Milikapiti Ward Councillor	1C	Council Rep	Automatic Member
2	Anita Moreen	Milikapiti Ward Councillor	2C	Council Rep	Automatic Member
3	Irene Tipiloura	Milikapiti Ward Councillor	3C	Council Rep	Automatic Member
4	VACANT	Ordinary Member	1	Warntarringuwi (Sun)	
5	Mary E Moreen	Ordinary Member	2	Warntarringuwi (Sun)	11-Mar-14
6	Thomas Puruntatameri	Ordinary Member	3	Miyartuwi (Pandanus)	11-Mar-14
7	Connell Tipiloura	Ordinary Member	4	Miyartuwi (Pandanus)	11-Mar-14
8	Pius Tipungwuti	Ordinary Member	5	Lorrula (Rock)	11-Mar-14
9	Loretta Cook	Ordinary Member	6	Lorrula (Rock)	11-Mar-14
10	Bronson De Santis	Ordinary Member	7	Takaringuwi (Mullet)	11-Mar-14
11	Christine Joran	Ordinary Member	8	Takaringuwi (Mullet)	11-Mar-14
12	VACANT	Ordinary Member	9	Non-Skin	

Updated as at 14 December 2014
Bruce Moller - Governance Manager

GENERAL BUSINESS

ITEM NUMBER	3.2
TITLE	2014 - Meeting Attendance Register
REFERENCE	152799
AUTHOR	Bruce Moller, Governance Manager

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Members attendance is based on the official minutes of each MLA meeting.

BACKGROUND

As an important element of good governance and meeting procedures, an attendance register has been put together for all of the Milikapiti Local Authority meetings held this year so far (2014).

Standard procedure will be for the Chairperson to review this listing at the commencement of each meeting and to follow up any previous non attendance / s with members.

Also, the CEO and Mayor will be including all Local Authority Meeting attendance records into each year's Tiwi Islands Regional Council Annual Report.

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION:

That the Milikapiti Local Authority members note the 2014 meeting attendance register.

ATTACHMENTS:

1 Milikapiti LA - Meeting Attendance for 2014.pdf

TIWI ISLANDS REGIONAL COUNCIL
MILIKAPITI LOCAL AUTHORITY MEETINGS - 2014
OFFICIAL ATTENDANCE REGISTER

MEMBER NAME	COUNCILLOR / ORDINARY MEMBER	Rep Group	Date Appointed by Council	Mar 20 SPD	Mar 25 ORDM	May 8 SPM	Jun 24 ORDM	Sep 30 ORDM
Lynette De Santis - Mayor	Milikapiti Ward Councillor	Council Rep	Automatic Member	Y	Y	Y	Y	Y
Anita Moreen	Milikapiti Ward Councillor	Council Rep	Automatic Member	Y	Y	A	Y	A
Irene Tipiloura	Milikapiti Ward Councillor	Council Rep	Automatic Member	Y	A	Y	Y	A
VACANT	Ordinary Member	Warntarringuwi (Sun)						
Mary E Moreen	Ordinary Member	Warntarringuwi (Sun)	11-Mar-14	Y	Y	A	Y	Y
Thomas Puruntatameri	Ordinary Member	Miyartuwi (Pandanus)	11-Mar-14	Y	Y	A	Y	A
Connell Tipiloura	Ordinary Member	Miyartuwi (Pandanus)	11-Mar-14	Y	Y	Y	Y	Y
Pius Tipungwuti	Ordinary Member	Lorrula (Rock)	11-Mar-14	Y	Y	Y	A	Y
Loretta Cook	Ordinary Member	Lorrula (Rock)	11-Mar-14	A	Y	Y	Y	Y
Bronson De Santis	Ordinary Member	Takaringuwi (Mullet)	11-Mar-14	A	A	A	X	A
Christine Joran	Ordinary Member	Takaringuwi (Mullet)	11-Mar-14	A	Y	Y	Y	Y
VACANT	Ordinary Member	Non-Skin						
David Boyd (Former Chair) - Resigned 10-11-14	Ordinary Member	Non-Skin	11-Mar-14	Y	Y	Y	Y	A

LEGEND	
Meeting Type	**Location**
LA = Local Authority Meeting (Ordinary)	M = Milikapiti
SP = Local Authority Meeting (Special)	D = Darwin
Attendance	**Note 1: Councillors attendance at Local Authority Meetings**
Y = Present at Meeting	**is only mandatory for their own Ward.**
A = Apology accepted	
X = Apology not accepted	**Note 2: Ordinary Meetings are held every three months, with 2 additional (Special Meetings)**
C = Meeting cancelled	**held between Feb to June each year for input into TIRC Strategic Planning / Budgets.**

Attachment 1