



**AGENDA**

**ORDINARY MEETING**

**WEDNESDAY, 23 JUNE 2010**

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

- Wednesday, 28 July 2010 at
- Pirlangimpi Office
- Commencing at 10:00am

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 CONFIRMATION OF PREVIOUS MINUTES

*Ordinary Meeting - 26 May 2010*

### **2 CORRESPONDENCE**

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HERITAGE AND THE ARTS..... 3
- 2.2 CORRESPONDENCE IN - LGANT EXECUTIVE BOARD..... 8

### **3 GENERAL BUSINESS**

*Nil*

### **4 REPORTS FOR INFORMATION**

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- 5.1 COUNCILLORS ALLOWANCE AS OF 1 JANUARY 2010 ..... 41
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- 5.3 RECOMMENDATION OF THE AUDIT SUB-COMMITTEE FOR APPOINTMENT  
OF AUDITORS..... 54

### **6 COMMON SEAL APPROVAL**

*Nil*

### **7 NOTICES OF MOTION**

*Nil*

### **8 RESCISSION MOTIONS**

*Nil*

### **9 OTHER BUSINESS**

### **10 NEXT MEETING**

Wednesday, 28 July 2010

**CORRESPONDENCE**

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<b>ITEM NUMBER</b>	2.1
<b>TITLE</b>	Correspondence In - AG Dept of the Environment, Water, Heritage and the Arts
<b>REFERENCE</b>	49162
<b>AUTHOR</b>	Alan Hudson, Chief Executive Officer



Correspondence relating to significant liaisons with other agencies is provided to Council for information – RIBS Grant Funding

**BACKGROUND**

A Letter was received on the 21 June 2010 from the AG Department of the Environment, Water, Heritage and the Arts advising of our successful submission to the Indigenous Broadcasting Program for the 2010 / 2011.

The amount of funding is \$55,000 for the purpose of contributing to the operational support of 3 Licensed RIBS units at Milikapiti, Nguiu and Pirlangimpi

**ISSUES/OPTIONS/CONSEQUENCES**

The Shire needs to provide supervision, training and development support for Community Broadcaster employed under NT Jobs Transition program

**CONSULTATION & TIMING**

The release of monies will be available once the Attachment A (Proposed Itemised Budget) is completed as soon as possible

**RECOMMENDATION:**

**That Council receive and note this correspondence**

**ATTACHMENTS:**

- 1 Letter 2010 - 2011 Approved Funding RIBS - \$55000.00 - DEWHA Programs - Includes Attachments.pdf



**Australian Government**

**Department of the Environment, Water, Heritage and the Arts**

Our reference: Submission no: 26791

Tiwi Islands Shire Council  
GPO Box 4246  
Darwin NT 0801

Dear Sir/Madam

**2010/11 APPROVED FUNDING**

Congratulations, your funding submission to the Indigenous Broadcasting Program for the 2010/11 financial year has been approved by the Minister for the Environment Protection, Heritage and the Arts, the Hon Peter Garrett AM MP, for the following activity/ies:

<b>ACTIVITY NAME</b>	<b>AMOUNT</b>
Tiwi Islands Shire Council RIBS	\$55,000

The following arrangements now require consideration and confirmation from you regarding the activity/ies:

**Special Terms and Conditions** may apply in relation to your approved funding. If applicable for your project/s, these are detailed at Attachment A.

**Revised Objective/s** (*what can be achieved with the available funding*). Based on the assessment of the submission, we have revised your objective. Please advise whether you agree or disagree with the stated objective (refer Attachment A). If you do not agree you are required to provide your justification together with your proposed objectives for this project.

**Revised Budget** (*in line with the Objective and to be negotiated to ensure outcomes can be achieved and represents value for money*). DEWHA Programs receives requests for funding far greater than funds available. In this context the amount of funding that has been offered is lower than the requested amount. Therefore please provide a revised budget to ensure that the outcomes can be achieved with the level of funding to be approved (*please refer to Attachment A*).

**Estimated amount of activity generated income (AGI)**. The approved funding may result in the generation of other income. Please ensure you include the projected AGI in Attachment A.

**Planned Performance Measures** (*Please refer to Attachment B*). A set of planned performance measures is attached for your reference. Please advise your target outcomes against each of the performance measures.

**Bank Account – please confirm that the details below represent the account into which funds are to be paid.**



GPO Box 787 Canberra ACT 2601 Telephone 02 6274 1111 Facsimile 02 6274 1666

[www.environment.gov.au](http://www.environment.gov.au)



**Institution:** Commonwealth Bank of Australia  
**Branch:** Darwin  
**BSB Number:** 065-901  
**Account Name:** Tiwi Island Shire Council  
**Account Number:** 10703594

Please ensure that the information is complete and accurate as it will form the basis of the funding agreement for 2010-11 and the associated financial management and performance monitoring.

### **Monitoring**

As part of the appraisal process a risk assessment was completed on your organisation by a number of Commonwealth government funding agencies. To effectively manage the activities, the following monitoring is required by DEWHA:

- Submit quarterly/six monthly financial reporting
- Submit quarterly/six monthly performance indicator reports
- Field visits may be made by DEWHA (in addition to desktop monitoring)
- Agree to supplementary funding conditions
- Submit Acquittal Documents (Audited)

In addition we look forward to receiving your Final Report which assists us with information about the activities funded through the Program.

The negotiation process provides for discussion of the reporting requirements. Please advise urgently if you need to discuss any of these requirements.

In order to finalise your project could you please provide the information required asap (preferably by return email).

### **Fair Work System**

We would also like to bring to the attention of all DEWHA clients the new National Workplace Relations (Fair Work) System that came into effect on 1 January 2010. Attached is some information provided by the Fair Work Ombudsman. Employers (and employees) who require specific advice regarding employment conditions should in the first instance, contact the Fair Work Infoline on 131394 between 8 am to 6 pm Monday to Friday, or the live help service on [www.fairwork.gov.au](http://www.fairwork.gov.au). Please note that DEWHA staff are unable to provide advice in this regard.

Please contact me on 08 8936 6440 if you have any queries regarding the above.

Yours sincerely

Linda Alley  
For NT State Manager – Arts and Culture  
Darwin ICC  
Department of the Environment, Water, Heritage and the Arts  
21 June 2010

Attachment A

**Department of Environment, Water, Heritage and the Arts  
2010-11 Funding Proposal**

**Program:** Indigenous Broadcasting Program

**Organisation:** Tiwi Islands Shire Council

**Activity Number:** 68581

**Activity Name:** Tiwi Islands Shire council RIBS

**Special Terms and Conditions:** NIL

**Proposed Objective:**

To contribute to operational support of 3 licensed RIBS units at Milikapiti (Snake Bay), Nguiu (Bathurst Is) and Pularumpi communities.

**Primary outcome/s:**

To support the operation and administration of the licensed RIBS units in the Tiwi Islands Shire region.

**Core services:**

Coordination of and operational support for RIBS services within the Shire  
Provide supervision, training and development support for Community Broadcasters employed under the NT Jobs Transition program.  
Develop partnerships with regional service providers (RIMOs)  
Support the development of local Indigenous broadcasting content

**Proposed Budget:** (Please itemise budget)

<b>Expenditure Type</b>	<b>Item</b>	<b>Amount</b>
<b>Operational Expenditure</b>	<b>Salaries</b>	
	<b>Services</b>	
	<b>Supplies</b>	
	<b>Total</b>	<b>\$</b>
<b>Capital Expenditure</b>		<b>\$</b>
	<b>Total</b>	
<b>Total Budget</b>		<b>\$55,000</b>

**Expected Activity Generated Income**

Annual Total \$

3.

## Attachment B

## Performance Measures – IBP RIBS 2010/11

Performance Measures Name	Planned
Broadcasting of agreed number of community service announcements.	
Delivery of agreed hours of programming devoted to the promotion of culture.	
Delivery of agreed hours of programming in local Indigenous language(s)	
Local community feedback on cultural relevance of radio programs.	
Number of hours of local programming per day	

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## **CORRESPONDENCE**

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**ITEM NUMBER** 2.2  
**TITLE** Correspondence In - LGANT Executive Board  
**REFERENCE** 49213  
**AUTHOR** Pauline Corpus, Executive Officer



Correspondence relating to significant liaisons with other agencies is provided to Council for information – LGANT Executive Board

### **BACKGROUND**

An email was received on the 8<sup>th</sup> June 2010;

Exact:

The LGANT CEO is now calling for nominations to the Executive, as per clause 14.8 of the Constitution. A nomination form is attached and all nominations need to be in to LGANT by 5pm Friday 6 August 2010. Please remember to include a short bio on each nominee.

### **ISSUES/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

Due date for Nominations - 6 August 2010

Due date for Election - 26 November 2010

### **RECOMMENDATION:**

**That Council consider nominating a representative/s for the LGANT Executive Board 2011**

### **ATTACHMENTS:**

1 Attach - LGANT Nomination of Office Bearers.pdf



# LOCAL GOVERNMENT ASSOCIATION OF THE NORTHERN TERRITORY

## NOMINATION OF OFFICE BEARERS

In accordance with clause 14.8 of the LGANT Constitution, I hereby call for nominations to the Executive.

Tony Tapsell  
Chief Executive Officer

Nominating Council:

\_\_\_\_\_

The Council resolved at a meeting held on \_\_\_\_\_ 2010 to nominate the following elected member(s) to the LGANT Executive:

Name of Elected Member	President	Vice President	Executive Member

*Please tick the position(s) you are nominating for.*

Signed \_\_\_\_\_ / /2010.  
CEO

Election to the Executive will be held on Friday 26 November at the LGANT AGM. All positions will be for a period of two (2) years from that date. Clauses 13 and 14 from the LGANT Constitution are included on the next page to explain the election process.

Please forward completed nomination form and a short bio on each nominee by 5pm Friday 6 August 2010 to:

Cassie Cook  
Executive Assistant to the CEO  
Email: [cassie.cook@lgant.asn.au](mailto:cassie.cook@lgant.asn.au)  
Fax: 8941 2665

**CLAUSES 13 AND 14 FROM THE LGANT CONSTITUTION****13. THE PRESIDENT**

- 13.1 The President is the elected leader and official spokesperson of the Association whose roles and responsibilities shall be defined in the governance charter.  
The President is elected at the Annual General Meeting of delegates and shall hold office until the annual meeting in 2010 (and thereafter for a period of two (2) years) from that Annual General Meeting. **(Amended 31 July 2009 Special General Meeting)**
- 13.2 The Chief Executive Officer shall call for nominations for the position of President by 15 June of each election year and nominations shall close on 7 August of each election year. **(Amended 31 July 2009 Special General Meeting)**
- 13.3 The Chief Executive Officer shall advise members of the nominations received by 15 August of each election year. **(Amended 31 July 2009 Special General Meeting)**
- 13.4 If a vacancy occurs in the office of President, the Executive shall appoint one of the Vice Presidents to the position to serve out the remainder of the term of office.

**14. THE EXECUTIVE - REPRESENTATION**

- 14.1 The Executive is authorised to perform all functions and duties for the proper control and governance of the Association in between General Meetings in accordance with its governance charter.
- 14.2 Meetings of the Executive are to be held in accordance with the Association's governance charter.
- 14.3 The quorum for an Executive meeting is five (5) persons'. The eight (8) person Executive shall comprise the Association President, two (2) Vice Presidents and five (5) Executive members. One of the five Executive positions shall be an elected member of the Darwin City Council.
- 14.4 The eight (8) person Executive shall comprise four (4) delegates elected from and by Municipal Councils and four (4) delegates elected from and by Shire Councils. One of the four Executive positions for Municipal Councils shall be an elected member of the Darwin City Council.
- 14.5 The Executive shall be elected in March 2009 and shall hold office until the Annual General Meeting in 2010. Thereafter, the Executive shall be elected at the Annual General Meeting every second year and shall hold office for a period of two years from that Annual General Meeting. **(Amended June 2008 General Meeting)**
- 14.6 A delegate is eligible to nominate to serve as a member of the Executive provided he/she has received endorsement from the Council he/she is elected to by way of resolution at a Council meeting. **(Added to constitution 27 June 2005 Special General Meeting)**
- 14.7 Where there are multiple nominations from delegates of any one Council for positions on the Executive only one position can be occupied during the term of the Executive. The first delegate to be elected will occupy a position and all other nominations will automatically be withdrawn prior to an election being held for the other positions. **(Added to constitution 27 June 2005 Special General Meeting)**
- 14.8 The Chief Executive Officer shall call for nominations for the Executive positions by 15 June of each election year and nominations shall close on 7 August of each election year. **(Amended 31 July 2009 Special General Meeting)**
- 14.9 The Chief Executive Officer shall advise members of all nominations received by 15 August of each election year. **(Amended 31 July 2009 Special General Meeting)**
- 14.10 For the election of the two (2) Vice Presidents, delegates from Municipal Councils shall elect one (1) Vice President as their representative and delegates from Shires shall elect one (1) Vice President as their representative. **(Amended June 2008 General Meeting)**
- 14.11 If a vacancy occurs on the Executive for a person other than the Association President, the Chief Executive Officer shall advise members and invite nominations to be forwarded for consideration at the next Executive Meeting. The Executive shall elect an Executive member to fill the vacancy and the person elected will hold office until the next Annual General Meeting at which an election shall be held. If this election results in a further casual vacancy on the Executive the election for that position will be held. **(Amended 27 June 2005 Special General Meeting)**

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.1
<b>TITLE</b>	ICT and Business Development Report
<b>REFERENCE</b>	48451
<b>AUTHOR</b>	Christopher Smith, ICT and Systems Manager

Information and Communications Technology and Business Support Unit Report to Council on the move to 21 Parap Rd, development of fleet management, mechanical workshops and housing maintenance software, and total communications and IT costs for the Shire

### **21 Parap Rd**

The Shire is leasing a room at 21 Parap Rd from LGANT. This will be staffed by Marilyn Harris (HR), Lane Hoffman (FIN), Gennie Wilsdon (FIN), the new Finance Manager and the new Contracts Manager. We are also considering hiring two people to work on Reception and Records Management.

The move will take place in early July (the week of July 5 – 9) at current estimate. Our move is dependent on the movement of CouncilBIZ, East Arnhem Shire and the newly created West Arnhem organisation called latitude 12.

### **Fleet Management, Mechanical Workshops and Housing Maintenance**

Greg Brown and Mark Graff have been working on a Fleet Management database and Mechanical Workshops software which we believe will incorporate the Fleet and Workshops into Tech1, our Finance software, enable full cost recovery by the Workshops both internal and external, costing against departments for vehicle use, and put in place the foundations for full fleet management including the costs of purchase and disposal. This work is almost complete and ready to be tested on line.

Alan Rickard and Mark Graff have been working on Housing Maintenance software to achieve the same ends: full inventory and stock control, full costing for work internal and external, integration into Tech1. Once the Mechanical Workshops software is completed, Mark will focus on the Housing Maintenance software. The date for live testing we hope will be in late July.

### **Communications and IT costs for the Shire**

I have been working with each of the managers to try to identify the full costs of ICT, including all the on-costs of Tech1, records management, my own IT support, landlines, mobile phones etc.

The figure for a seat in Nguuiu (desk, internet connection, computer, landline, email, contributions towards server costs and replacement costs for hardware) is around \$9000/year. If we include a mobile phone the costs are around \$11,000 per annum per staff member. All departments need to factor these costs into their budgets for the coming year.

### **RECOMMENDATION:**

**That Council receive and note this report for information**

### **ATTACHMENTS:**

There are no attachments for this report.

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.2
<b>TITLE</b>	Regional Housing Services Update
<b>REFERENCE</b>	48929
<b>AUTHOR</b>	Alan Rickard, Housing Manager

Housing Services Update

### BACKGROUND

As we enter the last quarter of the financial year, Housing seems to be in a very solid position although these figures have not been confirmed by Kevin Lee. We are awaiting a reply confirming the exact outcome.

Two new housing vehicles have arrived and a third is on its way. This is an enormous benefit considering our ageing fleet and the lost productivity this causes. These vehicles are in use but have not been finally allocated as staffing have changed and requires positions to be filled before all vehicles are allocated to their respective drivers.

A new "Property Management Agreement" is under negotiation with Territory Housing that would see TISC become a "Service Provider". This agreement requires a high degree of transparency the Shire must display, which includes:

1. Clearly displaying not just our Management Fee percentage BUT how we arrived at this figure and what it is made up of.
2. Similarly our hourly rate is required to display what it includes and how we arrived at this figure.
3. Subcontractors, Materials, Freight, and Travel are to be charged out at our cost with no percentage added.
4. All our subcontractors need to be approved and registered.

We need to investigate every aspect of our business to ensure the Hourly Rate and Administration fee more than covers every associated cost.

Negotiations are expected to be completed mid to late July.

With the advent of TISC entering into a Service Agreement with Territory Housing the need arises re-configure Housings AMPRO reporting system. With AMPRO'S inability to interface with TECH.1 an opportunity exists for Housing to capture costs and expenses more efficiently and the ability to move this data between Territory Housings AIS computer and our own TECH.1.

Mark Graff is investigating best methods of implementing this procedure.

The Ranku bore tops the list of priorities, especially with the breakdown of the generator at the temporary bore. A second-hand generator that was not being used was sourced from the Ranku airport and installed at the temporary bore. All are working fine at the moment.

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This last financial quarter has seen Repairs and Maintenance remain in a holding pattern awaiting final figures from finance and new allocation of funding following an amicable agreement with Territory Housing. Having said this we have managed to complete the renovation works at Lot 669 Coconut Grove To accolades from Territory Housing. Also at Milikapiti a completed renovation was carried out on lot 215 and a renovation is almost complete on Lot 216.

For safety reasons the ablution block was demolished at Milikapiti and we are awaiting repairs to the tip truck to remove the rubbish.

Renovation works have also been completed on the Pirlangimpi Library

**RECOMMENDATION:**

**That Council receive and note this report for information**

**ATTACHMENTS:**

There are no attachments for this report.

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.3
<b>TITLE</b>	Youth Diversionary Report
<b>REFERENCE</b>	48949
<b>AUTHOR</b>	Kevin Doolan, Coordinator - Youth Services

Regional Youth Diversionary Report

### BACKGROUND

SUMMARY OF PROGRAMS (AND STATISTICS) UNDERTAKEN BY TIWI YOUTH DIVERSION UNIT (TYDU) as at 31/05/2010

- **Attendance Program MCS Primary School:**  
Students absent picked up before and during school by TYDDU Youth Workers.
- **TYDDU supervision at recess-MCS:**  
Youth Workers assist with supervision of children during recess.
- **Intervention/behaviour program-MCS:**  
TYDDU Youth Workers assist with maintaining good behaviour amongst students. TYDDU Youth Workers assist MCS staff/teachers with Interventions/Counselling when require. TYDDU assist with picking up parents for student interventions and children on contracts (As determined by school).
- **Pre-Schoolers-MCS:**  
Pre-schoolers taken home by Youth Workers after class at 11 am.  
Program commenced August 2009.
- **After School Care and Vacation Care Program-OSHC:**  
Delivering after school care for 9yr olds to 12yr olds from 1.45pm to 3.30pm each school day including Vacation Care during School holidays. ASC Program includes:
  - Nutrition-Stew (Meat/chicken/mince and rice-Monday to Wednesday; Fruit and sandwiches, Thursday and Friday. (80-110 children/day).  
After School Sports-Supervising children at Pool and Rec hall  
2pm 3.30pm Monday to Fridays.
  - Assisting with supervising children at night at Rec. Hall-ASC/VAC
  - Evening program
- **Formal Police Referrals/Youth Diversion Family and Victim Offender Conferencing:**  
Organising and participating in Youth Diversion Family and Victim Offender Conferencing of Youth formally referred to TYDDU by NT Police.
- **CSO Referrals:**  
Referrals of clients to TYDU from Community Court on CSO orders.
- **Men's Meetings/Nguiu & Milikapiti:**  
Men's meetings held monthly (as at March 09) with Catholic Care Men's Unit and Mensheds Australia (Barry Puruntatameri). Focus-Identify and undertake activities/programs to improve health & wellbeing of men at Nguiu. Program extended to include Milikapiti.

- 
- **Counselling and family mediation/Intervention:**  
Provided on an 'as required' basis by TYDDU Youth Workers. Families encouraged to resolve conflicts peacefully through family negotiations and discussions. Family mediations held in park area opposite club.
  - **Skin Group Leaders meetings:**  
Meetings facilitated by TYDDU, held to empower and encourage Tiwi people at Nguiu to participate in community issues. Meeting Minutes emailed to all stakeholders for action i.e. Tiwi Islands Shire Council/ Senior Management. Meetings recommenced August 09 at Nguiu.  
A process of follow up and action requires clarification by TISC.
  - **Pre-Court Conferencing:**  
Meetings 1 week prior to Community Court with Nguiu Police and Community Court Panel Members to recommend referrals to Community Court (Circle Sentencing)
  - **Circle Sentencing/Community Court:**  
Tiwi Leaders, Elders and Family of offenders sit with Chief Magistrate and assist in the court process. Legal education & training for Community Court panel members provided by NAAJA in 2009-3 sessions to date as at end of July 09.
  - **Suicide Intervention:**  
TYDDU Youth Workers and staff assist with interventions and awareness with attempted suicide cases when required.
  - **Community Safety Plan:**  
Meetings held 2pm day before monthly circuit court sessions at Nguiu. Community safety issues and action plan options are discussed are implemented by the appropriate authority i.e. pig eradication/dog culling/community hygiene/alcohol behaviour issues.
  - Attached is the budget projection for 2011/2012 for Youth Diversion, After School Care (Nguiu, Milikapiti and Pirlangimpi), Skin Group Project (Nguiu, Milikapiti and Pirlangimpi).

## **RECOMMENDATION:**

**That Council receive and note this report for information**

## **ATTACHMENTS:**

- 1 Attachment - TYDDU Statistics 2010.pdf
- 2 Youth Diversion - Budget Projection 2011 - 2012.pdf

TIWI YOUTH DIVERSION & DEVELOPMENT UNIT (TYDDU) PROGRAMS AND STATISTICS-2010

TYDDU Program Statistics-2010

Date	Students Picked Up Before School	Students Picked Up During School	TYDU in classroom (Times in classroom)	Nos.of TYDU Supervision Recess MCS	No. of students supervised at recess.	Student Behaviour Interventions	Pre-schoolers taken home by TYDDU after class	ASC/ VAC Nutrition Program	ASC/ Sports Program After Noon	ASC/ Sports Program Evening	Formal Police Referrals to Youth Program	Court Referral Community Service Orders	Nguiu/ Milikapiti Men's Meetings- No of Participants	Family Interventions	VAC AM No. of Kids	VAC PM Nos of Kids	VAC Even. Meeting Nos of Meetings	Skin Group Meeting Nos of Meetings	Pre-Court Conferencing- (Nos of Meetings)	Community Court Referrals- Nos of Offenders	Community Safety Plan meetings	
2010																						
January								815			3				3	940	910	380		1	2	1
February	196	320	13	35	1040	1	283	1783	917	380	3	1		3				49			2	1
March	331	289	3	45	1386		336	2271	866	725	1			1					1	1	1	1
April	68	225		19	520		85	1219	450	270	3								1	1	1	1
May	138	267		21	480	4	220	1309	716	345									1	2	1	1
June																						
July																						
August																						
September																						
October																						
November																						
December																						
TOTAL	733	1101	16	120	3426	5	924	7397	2945	1720	10	1	7	7	1210	117	150	15	3	4	5	5





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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.4
<b>TITLE</b>	Community Services Update
<b>REFERENCE</b>	48953
<b>AUTHOR</b>	Maurice Rioli, Director Community Services



Community Services Update

### **BACKGROUND**

#### **National General Assembly of Local Government**

The Australian Local Government Association conducted their National General Assembly for 2010 in Canberra from 14<sup>th</sup> – 17<sup>th</sup> June. I attended the conference in place of the CEO with Mayor Lynette De Santis and Councillor Henry Dunn.

The Theme of the conference was Population, Participation and Productivity.

At the national level "the 3 P's", as they are now collectively known, have largely been accepted as the three principal drivers of economic growth.

The things the conference talked about were the challenges for economic growth.

Speakers from the Federal Government, the Greens and the Federal Opposition were provided the opportunity to outline their policies in the lead up to the coming elections.

The Mayor Lynette De Santis met with the Prime Minister Kevin Rudd and Minister Macklin with other Mayors on the last day to discuss Shire issues, and raised questions about the future funding to continue for the Matching Funds for the Territory Shires.

The Mayor will be able to report to the Council about this meeting.

#### **Children Services**

Negotiations continue with DEEWAR for further funding for new initiatives for Jirnani Child care.

(see Regional Manager for Children services report for more info.)

#### **Sport and Recreation**

The Regional Manager is currently drafting his Calendar of Sporting activities (for the year 2010/11) for each community with the other community sport program officers.

The operational budgets for the Shire community program activities and Tiwi representative events will be costed and the estimates Calendar of Sport and Recreation activities will be provided at the next meeting.

#### **Animal management**

I am currently discussing with the Veterinary teams their next trip in the next month (July/August) to each of the community, to assist with the commencement of the TISC Animal Management Program.

The Dept of Housing, local Govt and Regional Services is supporting the Animal Awareness Week that is being conducted across the Territory this week.

This week is to raise awareness about the importance of caring for and protecting our animals, including wildlife animals should be able to enjoy our great Territory lifestyle too! The DHLGRS are working with the Animal Management in Rural and Remote Indigenous Communities to assist NT Shires to improve the health and well being of companion animals in each community, with Animal Management workshops being conducted throughout 2010/11.

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**RECOMMENDATION:**

**That Council receive and note this report for information**

**ATTACHMENTS:**

There are no attachments for this report.

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.5
<b>TITLE</b>	TISC Finance Report as at 31st May, 2010 YTD
<b>REFERENCE</b>	48973
<b>AUTHOR</b>	Kevin Lee, Finance Manager

TISC May 2010 Financial Management Report

### Management Progress

- Deloitte have just issued the 2008/2009 management letter
- We have interviewed the following accounting firms to undertake the 2009/2010 and 2010/2011 TISC audits:
  - Merit Partners
  - BDO
  - Barry Hansen
  - Lowrys Accountants
- At the recent Councillors workshop we confirmed the following key areas as at 30<sup>th</sup> April 2010 requiring attention:
  - Corporate Services - \$(1.6)m deficit
  - Shire Civil Workshops - \$(622)k deficit
  - Mech Workshop - \$(440)k deficit
  - Housing R&M - \$(226)k deficit
  - Horticulture – \$(110)K deficit
  - Ferry - \$(64)k deficit
  - Commercial Building Services - \$(793)k deficit
  - Matching Funds – \$(220)k deficit
  - Shire Commission Housing - \$1.6m surplus
  - Shire Outstation - \$367k surplus
  - Milikarpiti Creche - \$254k surplus
  - CDEP - \$436k surplus
  - CDEP Outstation - \$60k surplus
  - FAA Roads - \$748k surplus
  - R2R - \$514k surplus
  - NRETAS Pirlangimpi - \$30k surplus
  - ESS Outstation - \$62k surplus

### Cash at Bank

Trust Account	\$3,452,037.71
Operating Accounts	\$550,073.86
<b>TOTAL</b>	<b>\$4,002,111.57</b>

### RECOMMENDATION:

**That Council receive and note this report for information.**

### ATTACHMENTS:

- 1 TISC Balance Sheet Report Month Ending 31 May 2010.pdf
- 2 TISC Consolidated Profit and Loss Report - Month Ending 31 May 2010.pdf



**Tiwi Islands Shire Council**  
**Balance Sheet Report**  
 For the Month Ending 31st May 2010

LEEK 18-Jun-2010 13:13:42

	Current YTD Actual	Prior YTD Actual	Variance \$
<b>Current Assets</b>			
<b>Cash</b>			
Total Cash	(3,703,405)	0	(3,703,405)
<b>Receivables</b>			
Total Receivables	538,197	0	538,197
<b>Prepayments</b>			
Total Prepayments	137,153	0	137,153
<b>Other Current Assets</b>			
Total Other Current Assets	0	0	0
<b>Total Current Assets</b>	<b>(3,028,056)</b>	<b>0</b>	<b>(3,028,056)</b>
<b>Non Current Assets</b>			
<b>Acquisition of Assets</b>			
Total Acquisition of Assets	(236,125)	0	(236,125)
<b>WIP Assets</b>			
Total WIP Assets	(198,033)	0	(198,033)
<b>Clearing Account</b>			
Total Clearing Account	486	0	486
<b>Total Non Current Assets</b>	<b>(433,671)</b>	<b>0</b>	<b>(433,671)</b>
<b>Total Assets</b>	<b>(3,461,727)</b>	<b>0</b>	<b>(3,461,727)</b>
<b>Current Liabilities</b>			
<b>Creditors</b>			
Total Creditors	(2,220,739)	0	(2,220,739)
<b>Current Provisions</b>			
Total Current Provisions	(2,545,995)	0	(2,545,995)
<b>Unexpended Grant Liability</b>			
Total Unexpended Grant Liability	444,387	0	444,387
<b>Other Current Liabilities</b>			
Total Other Current Liabilities	60,032	0	60,032
<b>Total Current Liabilities</b>	<b>(4,262,315)</b>	<b>0</b>	<b>(4,262,315)</b>
<b>Non Current Liabilities</b>			
<b>Total Non Current Liabilities</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Liabilities</b>	<b>(4,262,315)</b>	<b>0</b>	<b>(4,262,315)</b>
<b>NET ASSETS</b>	<b>800,588</b>	<b>0</b>	<b>800,588</b>
<b>Equity</b>			
Retained Earnings	1,667,717	0	1,667,717
Allocations	214	0	214
<b>NET EQUITY</b>	<b>1,667,931</b>	<b>0</b>	<b>1,667,931</b>



**Tiwi Islands Shire Council**  
**Consolidated Profit and Loss Report**  
 For the Month Ending 31st May 2010

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	Month			Year to Date			Forecast EOY	
	Actual	Budget	Variance	Variance %	Actual	Budget		Variance
<b>Revenue</b>								
<b>Income Rates</b>								
6111 - General Rate Inc Base	598	0	598	0%	190,552	0	190,552	0%
6141 - Domestic Waste Charge Inc Base	800	0	800	0%	158,997	0	158,997	0%
	1,398	0	1,398	0%	349,549	0	349,549	0%
<b>Income Council Fees and Charges</b>								
6221 - User Charge Fee Inc	125,618	0	125,618	0%	1,140,796	0	1,140,796	0%
6223 - Property Lease Rental Fee Inc	7,765	0	7,765	0%	102,605	0	102,605	0%
6227 - Postal Income	5,534	167	5,367	321.4%	72,497	1,837	70,660	38.46%
6228 - Prior Year unreconciled differences - re	0	0	0	0%	(578)	0	(578)	0%
6229 - Staff & Contractors Housing Rent	8,050	417	7,633	183.0%	103,123	4,587	98,536	21.48%
	146,966	584	146,382	250.65%	1,418,441	6,424	1,412,017	21.98%
<b>Income Operating Grants Subsidies</b>								
6312 - Operating Grant Inc Territory Govt	0	151	(151)	-100%	0	1,661	(1,661)	-100%
6313 - Special Purpose Grant Inc Federal	30,000	250	29,750	1190.0%	1,565,768	0	1,565,768	0%
6314 - Special Purpose Grant Inc Territory Go	140,239	167	140,072	8387.6%	7,937,114	2,750	7,934,364	2885.22%
	182,723	568	182,155	3207.0%	5,708,480	1,837	5,706,643	310.65%
<b>Income Investments</b>								
6411 - Interest Inc General Operating	15,865	0	15,865	0%	195,050	0	195,050	0%
	15,865	0	15,865	0%	195,050	0	195,050	0%
<b>Income Contributions Donations</b>								
6521 - Cash Sponsorship Inc	0	0	0	0%	909	0	909	0%
	0	0	0	0%	909	0	909	0%
<b>Income Reimbursements</b>								
6616 - Reimbursement Inc Insurance Claims	0	0	0	0%	550	0	550	0%
6617 - Reimbursement Inc Work Cover	0	0	0	0%	4,313	0	4,313	0%
6618 - Reimbursement Inc Employees	(5,713)	0	(5,713)	0%	2,466	0	2,466	0%
	(5,713)	0	(5,713)	0%	7,329	0	7,329	0%
<b>Income Agency and Commercial Services</b>								
6723 - Sales Inc	0	0	0	0%	4,404	0	4,404	0%
6724 - Service Fee Inc	24,676	0	24,676	0%	174,829	0	174,829	0%

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**Tiwi Islands Shire Council**  
**Consolidated Profit and Loss Report**  
**For the Month Ending 31st May 2010**

	Month			Year to Date			Forecast EOY	
	Actual	Budget	Variance	Variance %	Actual	Budget		Variance
6725 - Contract Fee Inc	36,936	0	36,936	0%	385,073	0	385,073	0%
6727 - Fuel Tax Credit Income	51,258	0	51,258	0%	51,258	0	51,258	0%
	112,870	0	112,870	0%	615,565	0	615,565	0%
<b>Inc Sale of Assets</b>								
6914 - Proceeds from Sale Plant	0	0	0	0%	909	0	909	0%
6919 - Proceeds from Sale M vehicles	455	0	455	0%	6,864	0	6,864	0%
	455	0	455	0%	7,773	0	7,773	0%
<b>Total Revenue</b>	<b>454,564</b>	<b>1,152</b>	<b>453,412</b>	<b>39359%</b>	<b>17,805,976</b>	<b>12,672</b>	<b>17,793,304</b>	<b>140414%</b>

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**Tiwi Islands Shire Council**  
**Consolidated Profit and Loss Report**  
**For the Month Ending 31st May 2010**

	Month			Year to Date			Forecast EOY
	Actual	Budget	Variance	Actual	Budget	Variance	
<b>Operating Expenditure</b>							
<b>Employee Expenses</b>							
7111 - Salary Exp Normal	421,526	0	(421,526)	0	2	(4,954,433)	-247721650%
7112 - Salary Exp Overtime	15,740	0	(15,740)	0	0	(248,571)	0%
7113 - Salary Exp Allowances	1,181	0	(1,181)	0	0	(21,453)	0%
7114 - Salary Exp Leave	54,411	4,844	(49,567)	772,599	53,323	(719,276)	-1349%
7116 - Salary Exp SGC Superannuation	41,763	0	(41,763)	482,965	0	(482,965)	0%
7117 - Salary Exp Employer Superannuation	0	7,862	7,862	2,707	86,572	83,865	97%
7130 - CDEP Participants wages	231,798	0	(231,798)	3,114,363	0	(3,114,363)	0%
7131 - Fringe Benefits Tax	0	0	0	10,275	0	(10,275)	0%
7134 - Workover Premium Exp	0	5,124	5,124	129,909	56,504	(73,405)	-130%
7135 - Staff Relocation Expenses	1,383	0	(1,383)	14,183	0	(14,183)	0%
<b>Total</b>	<b>767,803</b>	<b>17,830</b>	<b>(749,973)</b>	<b>9,751,461</b>	<b>196,401</b>	<b>(9,555,060)</b>	<b>-4865%</b>
<b>Contract and Material Expenses</b>							
7200 - Contract Labour Exp - Plumbing	0	833	833	0	9,163	9,163	100%
7201 - Contract Labour Exp - Electrical	610	0	(610)	610	0	(610)	0%
7202 - Contract Labour Exp - Structural	43,849	0	(43,849)	900	0	(900)	0%
7203 - Contract Labour Exp - Carpentry	0	0	0	711,322	0	(711,322)	0%
7204 - Contract Labour Exp - Glazing	0	0	0	2,150	0	(2,150)	0%
7206 - Contract Material Exp - Plumbing	0	0	0	0	0	0	0%
7207 - Contract Material Exp - Electrical	0	0	0	0	0	0	0%
7208 - Contract Material Exp - Structural	5,005	0	(5,005)	362,699	0	(362,699)	0%
7209 - Contract Material Exp - Carpentry	22,027	0	(22,027)	12,406	0	(12,406)	0%
7212 - Legal Fee Exp	1,100	0	(1,100)	56,445	0	(56,445)	0%
7213 - Contract Material Exp - Pest Control	0	0	0	14,384	0	(14,384)	0%
7215 - Prior year - unreconcilable differences	0	0	0	1,100	0	(1,100)	0%
7222 - Operating Lease Exp Office Equipment	0	0	0	496	0	(496)	0%
7223 - Operating Lease Exp Vehicles	1,924	0	(1,924)	51	0	(51)	0%
7224 - Operating Lease Exp Property	0	0	0	17,316	0	(17,316)	0%
7231 - System Maintenance & Support Fee Exp (Co	25,985	3,167	(22,818)	2,224	0	(2,224)	0%
7233 - Software Help Desk Support Exp	0	0	0	771,076	34,837	(736,239)	-2113%
7244 - 08_09 CDEP Surplus Repayment	0	0	0	600	0	(600)	0%
7251 - Material Exp General	113,456	3,900	(109,556)	1,464,482	42,900	(1,421,582)	-3314%
7252 - Material Exp Tyres	2,538	5,879	3,341	41,795	64,670	22,875	35%
7253 - Material Exp Printing and Stationery	6,255	1,744	(4,511)	25,150	19,224	(5,926)	-31%
7254 - Material Exp Computer Consumables	0	0	0	4,731	0	(4,731)	0%
7255 - Material Exp Meeting Catering	166	0	(166)	4,529	0	(4,529)	0%
7256 - Material Exp Protective Clothing	0	1,290	1,290	49,642	14,210	(35,432)	-249%
7257 - Material Exp Council Uniforms	0	1,040	1,040	19,545	11,460	(8,085)	-71%

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**Tiwi Islands Shire Council**  
**Consolidated Profit and Loss Report**  
**For the Month Ending 31st May 2010**



	Month			Year to Date			Forecast EDOY	
	Actual	Budget	Variance	Variance %	Actual	Budget		Variance
	5,617	1,001	(4,616)	-461%	164,836	11,011	(153,825)	-1397%
	0	0	0	0%	1,458	0	(1,458)	0%
	0	7,037	7,037	100%	111,033	77,467	(33,566)	-43%
	2,160	0	(2,160)	0%	8,633	0	(8,633)	0%
	0	0	0	0%	28,159	0	(28,159)	0%
	0	0	0	0%	9,371	0	(9,371)	0%
	0	0	0	0%	75,910	0	(75,910)	0%
	38,969	2,918	(36,051)	-1235%	502,587	32,098	(470,489)	-1466%
	270,562	28,809	(241,753)	-839%	4,465,641	317,040	(4,148,601)	-1309%
<b>Finance Expenses</b>	292	420	128	30%	4,625	4,580	(45)	-1%
7311 - Bank Fees and Charges	0	0	0	0%	5,881	0	(5,881)	0%
7313 - Interest Exp Overdraft	292	420	128	30%	10,506	4,580	(5,926)	-129%
<b>Communication Expenses</b>	516	0	(516)	0%	10,615	0	(10,615)	0%
7411 - Mobile Telephone Exp	19,759	6,763	(13,006)	-193%	194,441	74,283	(120,158)	-162%
7412 - Office Telephone Fax Exp	78	165	87	53%	1,425	1,635	410	22%
7413 - Postage Exp	8,031	2,941	(5,090)	-173%	213,931	32,571	(181,360)	-557%
7414 - Courier & Freight Expenses	5,633	0	(5,633)	0%	45,612	0	(45,612)	0%
7415 - Network Communication Exp (ISDN, ADSL)	191	0	(191)	0%	803	0	(803)	0%
7416 - Internet Service Provider Exp	34,208	9,859	(24,349)	-247%	466,828	108,689	(358,139)	-330%
<b>Asset Expense</b>	0	0	0	0%	40,656	0	(40,656)	0%
7511 - Depreciation Exp Buildings	0	0	0	0%	110,136	0	(110,136)	0%
7512 - Depreciation Exp Infrastructure	7,151	0	(7,151)	0%	296,254	0	(296,254)	0%
7513 - Depreciation Exp Plant	0	0	0	0%	6,384	0	(6,384)	0%
7514 - Depreciation Exp Equipment	633	0	(633)	0%	96,545	0	(96,545)	0%
7519 - Depreciation Exp Motor Vehicles	0	0	0	0%	92	0	(92)	0%
7521 - Sale of Asset Exp Land	7,785	0	(7,785)	0%	554,065	0	(554,065)	0%
<b>Miscellaneous Expenses</b>	0	0	0	0%	0	0	0	0%
7911 - Ins Premium Exp Public Liability	0	0	0	0%	36,867	0	(36,867)	0%
7912 - Ins Premium Exp Professional Indemnity	0	0	0	0%	43,149	0	(43,149)	0%
7913 - Ins Premium Exp Plant	0	0	0	0%	195,857	0	(195,857)	0%
7914 - Ins Premium Exp Industrial Special Ris	0	0	0	0%	104	107,228	107,124	100%
7915 - Ins Premium Exp General	6,933	986	(5,947)	-603%	22,230	10,706	(11,524)	-108%
7921 - Advertising Exp	370	1,331	961	72%	26,660	14,641	(12,019)	-82%
7931 - Training Course Fee Exp								

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**Tiwi Islands Shire Council**  
**Consolidated Profit and Loss Report**  
**For the Month Ending 31st May 2010**



	Month			Year to Date			Forecast EOY	
	Actual	Budget	Variance	Variance %	Actual	Budget		Variance
7932 - Conference or Seminar Course Fee Exp	0	167	(167)	100%	9,102	1,837	(7,265)	-385%
7934 - Accommodation Exp	7,478	2,700	(4,778)	-177%	53,711	29,700	(24,011)	-81%
7935 - Airfare & General Travel Expense	14,242	1,884	(12,358)	-656%	93,087	20,724	(72,363)	-349%
7936 - Taxi Exp	997	0	(997)	0%	7,674	0	(7,674)	0%
7937 - Travel Allowance Expenses	9,791	1,503	(8,288)	-551%	42,031	16,533	(25,498)	-154%
7941 - Vehicle Registration Exp	1,075	1,915	840	44%	42,584	21,065	(21,519)	-102%
7944 - License Fee Expenses	0	834	834	100%	1,818	9,174	7,358	80%
7951 - Chairman Mayoral Allowance Exp	3,590	0	(3,590)	0%	41,281	0	(41,281)	0%
7952 - Councillor Allowance Exp	9,018	0	(9,018)	0%	108,731	0	(108,731)	0%
7961 - Audit Fee Exp	0	4,640	4,640	100%	66,716	51,080	(17,636)	-35%
7962 - Accounting Fee Exp	15	6,334	6,319	100%	3,355	69,674	66,319	95%
7970 - R & M Exp Motor Vehicle	0	0	0	0%	487	0	(487)	0%
7977 - R & M Exp Plant & Equipment	556	0	(556)	0%	9,525	0	(9,525)	0%
7982 - Small balances write-off Exp	2,100	0	(2,100)	0%	1,005	0	(1,005)	0%
7983 - Donations	4,727	0	(4,727)	0%	4,727	0	(4,727)	0%
7991 - Sea Cat Ferry Expense	586	0	(586)	0%	36,909	0	(36,909)	0%
7994 - Provision for Doubtful Debts expense	0	0	0	0%	3,952	0	(3,952)	0%
7995 - Prior year adjustments - Superannuation	0	0	0	0%	(0)	0	0	0%
7996 - Membership or Subscription Exp	0	0	0	0%	36,190	0	(36,190)	0%
	61,477	32,042	(29,435)	-92%	889,758	352,362	(537,396)	-153%
<b>Internal Cost Allocations</b>								
9111 - Allocation Salary Exp Normal	0	0	0	0%	0	0	0	0%
9112 - Allocation Salary Exp Overtime	0	864	864	100%	0	9,504	9,504	100%
9114 - Allocation Salary Exp Leave	0	0	0	0%	0	0	0	0%
9116 - Allocation Salary Exp SGC Superannuation	0	0	0	0%	0	0	0	0%
9131 - Allocation Fringe Benefits Tax	0	0	0	0%	0	0	0	0%
9132 - Allocation Salary Packaged Items	0	0	0	0%	0	0	0	0%
9135 - Allocation Staff Relocation Expenses	0	0	0	0%	0	0	0	0%
	0	864	864	100%	0	9,504	9,504	100%
<b>Allocation of Contract and Material Expe</b>								
9272 - Allocation Fuel and Oil Exp Motor Vehicl	0	0	0	0%	182,422	0	(182,422)	0%
	0	0	0	0%	182,422	0	(182,422)	0%
<b>Allocation of Communications</b>								
9411 - Allocation Mobile Telephone Exp	0	0	0	0%	0	0	0	0%
	0	0	0	0%	0	0	0	0%
<b>Asset Expense - Internal Allocation</b>								
9511 - Allocation Depreciation Exp Buildings	0	0	0	0%	0	0	0	0%
	0	0	0	0%	0	0	0	0%

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**Tiwi Islands Shire Council**  
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**For the Month Ending 31st May 2010**



	Month			Year to Date			Forecast EOY	
	Actual	Budget	Variance	Variance %	Actual	Budget		Variance
9512 - Allocation Depreciation Exp Infrastructu	0	0	0	0%	0	0	0	0%
9513 - Allocation Depreciation Exp Plant	0	0	0	0%	0	0	0	0%
9514 - Allocation Depreciation Exp Equipment	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	0	0%
<b>Allocation and Suspense</b>								
9963 - Allocation Grant Admin Fee	0	0	0	0%	503,535	0	(503,535)	0%
9991 - Allocation Sea Cat Ferry Expense	0	0	0	0%	0	0	0	0%
9998 - Data Conversion Suspense	0	0	0	0%	0	0	0	0%
9999 - Suspense Account	0	(89,506)	(89,506)	100%	(214)	(965,078)	(984,864)	100%
	0	(89,506)	(89,506)	100%	503,321	(965,078)	(1,488,359)	151%
<b>Internal Cost Allocations</b>								
9816 - Ferry Charges - Expense	0	0	0	0%	35,550	0	(35,550)	0%
9817 - Workshop Charges - Expense	0	0	0	0%	144,421	0	(144,421)	0%
9819 - Housing - Internal Allocations Expense	0	0	0	0%	1,487,707	0	(1,487,707)	0%
9852 - Grant Admin Fee - Income	0	0	0	0%	(503,535)	0	503,535	0%
9856 - Ferry Charges - Income	0	0	0	0%	(35,550)	0	35,550	0%
9857 - Workshop Charges Income	0	0	0	0%	(326,843)	0	326,843	0%
9859 - Housing Internal Allocations - Income	0	0	0	0%	(1,487,707)	0	1,487,707	0%
	0	0	0	0%	(685,957)	0	685,957	0%
<b>Total Expenses</b>	<b>1,142,127</b>	<b>318</b>	<b>(1,141,809)</b>	<b>-359059%</b>	<b>16,138,045</b>	<b>3,498</b>	<b>(16,134,547)</b>	<b>-461251%</b>
<b>NET SURPLUS / (DEFICIT) - Before CAPEX &amp; Commitments</b>	<b>(687,563)</b>	<b>834</b>	<b>1,595,221</b>	<b>191273%</b>	<b>1,667,931</b>	<b>9,174</b>	<b>33,927,951</b>	<b>369826%</b>



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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.6
<b>TITLE</b>	CDEP Monthly report
<b>REFERENCE</b>	49007
<b>AUTHOR</b>	Sean Phillips, CDEP Manager

Update May to June

### **Community Development**

Community Projects are being developed through the CDEP Coordinator do a bit of investigation. This is taking place through the Coordinator talking to community members and will be approaching the Board Members of the Shire Council as well. In the future this will be done by the Community Development Office. The CDEP has started recycling projects in all communities and have moved six New CDEP Participants into this in Nguui.

### **Work Readiness Stream**

The CDEP is working in a few areas of the Work Readiness Stream to get participants on Income Management to be engaged through Training work Experience in community organisations. This needs to be done to bring the CDEP's Average Contract Placements up however there has been a change to this. The old CDEP wages will be made available to the CDEP Participants again if they request it through their Employment Pathway Plan at ITec. This will enable any New CDEP Participant that was on the CDEP pre 2009-10 to go back onto CDEP Wages. This will come online as soon as our Budget Variation has been received.

### **Action Plan**

We have received the fund for the Action Plan Positions. The position will be filled by the 30<sup>th</sup> June. There is also a review of the Action Plan and how the CDEP has done over the past eleven months. The review needs to be completed by the 30<sup>th</sup> June.

### **Employment**

There have been no participant the have moved onto fulltime employment. The current total of Participants that have moved into fulltime employment is thirty one.

### **Training**

There are no completions of training at this point however we are monitoring the progress of seventy one participants and staff.

### **Up Coming**

#### **Project**

The CDEP will need assistance with the development of new projects at an idea level. This will mean that any ideas that you and others might have will be appreciated and welcomed. Please let anyone know that they should approach the Coordinators in the short term and then the CDEP Community Development Officer and they will be assisted by the rest of the CDEP team to make it come to fruition.

Please see attachments for more information of the CDEP new changes.

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**RECOMMENDATION:**

**That Council Receive and note this report for information.**

**ATTACHMENTS:**

- 1 Fact-Sheet---CDEP-Wage-Recipients---19-05-10[1].pdf
- 2 Fact-Sheet---Direct-Recruitment---19-05-10[1].pdf
- 3 Fact-Sheet---Operational-Adjustments---19-05-10[1].pdf

# CDEP

skills, jobs and stronger communities



**CDEP Wage recipients (Continuing CDEP/grandfathered participants) able to participate on CDEP wages after having a break or exit**

**People who were active in CDEPManager and participating on CDEP at 30 June 2009 (a continuing participant) and have since left the program may return on CDEP wages.**

**In the past, Continuing CDEP participants have retained their eligibility for CDEP wages unless there was an unapproved break of more than two weeks.**

**The break of two weeks only has now been amended to allow continuing CDEP participants to return to CDEP on CDEP wages at any time until the cessation of CDEP wages.**

**From 1 July 2011 all CDEP participants on CDEP wages will be moved to Centrelink payments on a provider by provider basis by 30 September 2011.**

If you are referred a jobseeker by a JSA provider or directly recruit a person for CDEP, when you enter the person's details in CDEPManager the system will tell you if they are classified as a continuing participants, you will then need to advise them that if they rejoined CDEP they would be eligible to receive CDEP wages.

The person will need to decide if they wish to participate in CDEP wages or income support.

If the person wishes to received CDEP wages:

**If they are not currently receiving Centrelink payments you will need to:**

- ✚ ensure the participant fulfils the eligibility criteria as per your CDEP funding agreement.
- ✚ assist them to connect with JSA to develop an EPP, you must enter into a participation plan with them until such time as the EPP is completed.
- ✚ They can now commence on CDEP and you can start paying wages.

**If they are currently receiving Centrelink payments will need to:**

- ✚ Explain to the participant that Centrelink will be advised that they have commenced on CDEP wages and this will affect their Centrelink payment. If they have questions about the change to their Centrelink payment, contact Centrelink directly on 136 380.
- ✚ They can now commence on CDEP receiving CDEP wages.
- ✚ If the participant is required to attend compulsory activities recorded in their EPP, they must continue to attend their current compulsory activity, even if it is not CDEP. For participation requirements to change the JSA must be contacted and the EPP changed. To assist in this process and as part of ongoing communication with JSA providers you should inform them when you directly recruit participants.

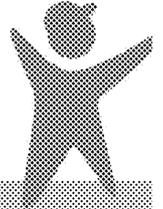
If the person does not wish to receive CDEP wages, see the Fact Sheet on CDEP Direct Recruitment.



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# CDEP

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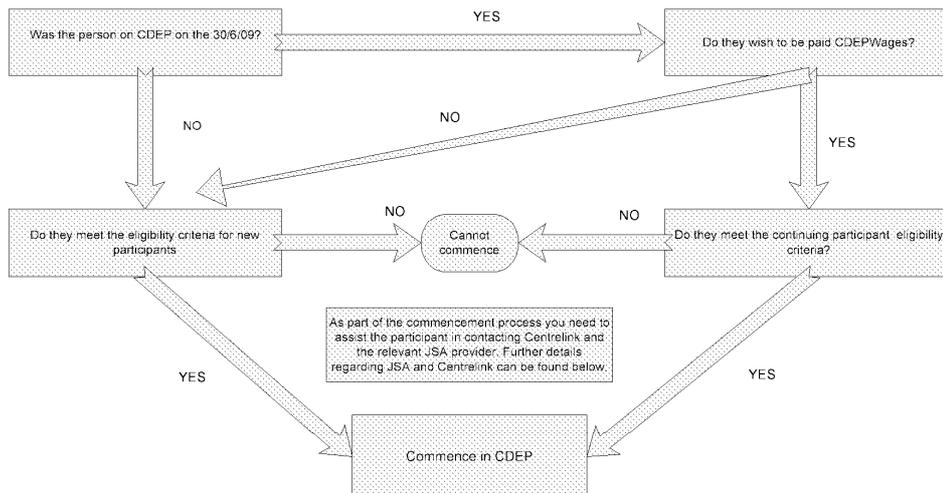


## CDEP Direct Recruitment

**CDEP providers can now directly recruit participants. This is in addition to the existing arrangements for referrals from Job Services Australia (JSA).**

**It is anticipated that this will increase a CDEP provider's utilisation, avoid unnecessary delays in participant commencement in CDEP and provide more participation opportunities for job seekers.**

The attached flowchart shows how potential participants can be recruited.



**CDEP / JSA Requirement**  
 1. CDEP provider to assist participant to contact and commence with JSA if participant is not already registered.  
 2. If appropriate, JSA will refer the participant to CDEP.  
 3. The participant is required to attend compulsory activities as recorded in their EPP. If this is not CDEP the participant must continue to attend their current compulsory activity. If they wish they could choose to continue on CDEP as well but it would be on a voluntary basis

**Centrelink Requirement**  
 1. If the participant needs to apply for income support or other Centrelink benefit the CDEP provider is to assist them contacting Centrelink. (13 6380)  
 2. If already on income support the CDEP provider should assist the participant to contact Centrelink to discuss if there are any changes to any payments the participant may be in receipt of.  
 3. If the participant is not in receipt of income support payments they must decide if they wish to attend CDEP without payment. Attending CDEP does not mean that they will get paid income support and this or any other issue around income support should be discussed directly with Centrelink

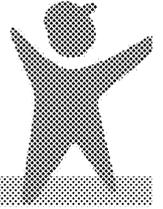
It is important to note that new recruits may have different circumstances and therefore will need differing levels of assistance. CDEP providers should undertake to support potential participants and help them understand and engage in the process. To do this, a CDEP provider needs to work with Centrelink and JSA providers.



Community Development Employment Projects (CDEP) Program

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While all individuals should be assessed on case by case, there are two main types of potential participants:

**The individual is currently on Centrelink payments, and registered with a JSA.**

You need to:

- ✦ Talk to the participant's JSA provider and advise them that the participant has been directly recruited for CDEP.
- ✦ Encourage the participant to talk about why they want to join CDEP in discussions with the JSA.
- ✦ If the participant is on a Centrelink payment that has participation requirements, talk to the JSA provider about updating the participant's EPP to include CDEP participation (including the type of activities and hours of participation) and consider updating any other participation requirements.
- ✦ As the participant is required to attend compulsory activities recorded in their EPP, they must continue to attend any other current compulsory activity, even if it is not CDEP. In the same way, for a participant to be eligible to continue in CDEP it must be written into their EPP.
- ✦ If the participant is not on a Centrelink payment that has participation requirements (Disability Support Pension or some Parenting Payments), talk to the JSA provider about updating the participant's EPP to include voluntary CDEP participation (including the type of activities and hours of participation).
- ✦ Once the participant has commenced in CDEP you must ensure that your participant understands the terms of their engagement.

If the person does not wish to receive CDEP wages, see the flow chart above on how to commence them in CDEP.

**If the individual is not currently on Centrelink payments.**

You need to:

- ✦ Advise the person to decide if they wish to attend CDEP without payment. Attending CDEP does not mean that they will automatically get paid income support.
- ✦ Assist the participant to contact Centrelink on 136 380. The participant may be eligible for income support or other Centrelink benefits.
- ✦ If the participant is eligible for Centrelink payments, they will be commenced with a JSA provider – you will then need to follow the steps in the case above.
- ✦ If a participant is not eligible for Centrelink payments they could choose to continue on CDEP as well but it would be on a voluntary basis and must not displace participants on wages or income support.
- ✦ The participant might be eligible to be paid CDEP wages. You must determine whether the participant meets the continuing participant eligibility criteria – was the person on CDEP on the 30 June 2009?



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## Operational Adjustments to Indigenous Employment Services

FaHCSIA, DEEWR and Centrelink have been working on ways to improve reform implementation and smooth out the bumps you have been experiencing.

The Hon Jenny Macklin, Minister for Families, Housing, Community Services and Indigenous Affairs and the Hon Mark Arbib, Minister for Employment Participation agreed to a package of fine-tuning measures that maintains the policy integrity of the 2009 reforms.

The Ministers have agreed...

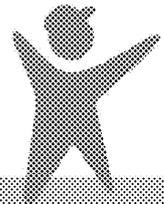
- ✦ Any CDEP provider with an average utilisation of 70% or less will receive funding to minimum utilisation of 70%
- ✦ Amendment of the two week allowable break enabling Continuing /grandfathered participants to return to the program and access CDEP wages
- ✦ Enable Indigenous job seekers to be recruited directly by CDEP providers
- ✦ Regular joint information and messaging to CDEP and JSA providers by FaHCSIA and DEEWR



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## The Ministers have agreed...

- ✚ Facilitate regular meetings between JSA and CDEP providers and ensure issues are resolved in a timely manner
- ✚ DEEWR's JSA online diary be extended to 28 days in the future for better appointment booking
- ✚ JSA providers to refer job seekers to CDEP where CDEP is the only participation activity in a location (if there are concerns about quality of CDEP performance, DEEWR to notify FaHCSIA to remedy)
- ✚ EPPs must be specific including the number of hours per week a person must attend on CDEP to ensure adequate documentation for Centrelink to institute participation failures
- ✚ DEEWR to examine scope to negotiate additional participation activities beyond the minimum requirement in the Social Security Guide for jobseekers to be in activities for 6 out of 12 months



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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.7
<b>TITLE</b>	Community Development
<b>REFERENCE</b>	49131
<b>AUTHOR</b>	Lawrence Costa, Director Community Development

Community Development Report.

### **BACKGROUND**

This Report covers the events that have happened in the past month within Tiwi Islands Shire Council. This gives the Councilors an insight to what has been going on in certain areas and the way both the council and staff see it in the future.

I understand that the workshop held in Darwin was a great success with a lot questions being asked to both the Federal Government and also towards the Territory Government and the Departments.

### **Milikapiti Office.**

Milikapiti Office has had a new printer scanner installed at the office. We are still having problems with the new scanner printer. Chris Smith has come out to fix the problem but to date with no success.

We are still continuing to have network problems especially with the internet as it is still to slow.

Fuel sales are still continuing out of the office. Alice has taken full control of the fuel situation and it has been good as there have not been much reports of fuel going missing.

### **Centrelink Milikapiti & Pirlangimpi.**

Andrina attended a 1 week workshop at Batchelor College to further develop her skills in this area. Reports back from both Centrelink and Batchelor are that the course was a success and that a lot off people came from all over the Territory to attend the course.

### **Libraries.**

Since the last report around Libraries not much has progressed in regards to location. Milikapiti School has not got back to me.

We received funding from NT Library to upgrade and install new computers and hardware in each location. Chris Smith as I understand has spoken with Jacqueline about this and is planning to go to Pirlangimpi shortly.

### **Night Patrol.**

At the last meeting I touched briefly about the MOU between NT Police and Shires attached is a Draft Proposal. Has Councilors had a chance to read the draft if so is there any comment....

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At Nguiu all staff has been put on notice. It seems a lot more quite since the staff have been spoken to by both myself and Alan.

Both Milikapiti and Pirlangimpi are running fine. There have been minor problems but both communities seem to sort their own problems out.

Both myself and Deanne have been working on the Operational Plan for Night Patrol.

Happy to discuss ways forward with Councillors.

**Youth Diversion Unit.**

Both Kevin Doolan and I will be visiting all communities to discuss options or ways forward on how we can develop or implement the skin group program across the Tiwi Island's. We are seeking Councillor's input as to how we progress this.

**RECOMMENDATION:**

That council receive and note this report for information

**ATTACHMENTS:**

There are no attachments for this report.

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.8
<b>TITLE</b>	Children's Regional Service
<b>REFERENCE</b>	49146
<b>AUTHOR</b>	Ebony Costa, Regional Coordinator of Childrens Services

Report to Council on the progress of Regional Children's Services.

### **BACKGROUND**

#### **Milikapiti Child Care Centre:**

Milikapiti will be looking for 3 part-time CDEP staff. A trainee Nutrition Officer, Childcare worker and a trainee Admin officer.

The construction of the playground equipment in the yard has started and hope for a completion of the yard in 3 weeks and another 2 weeks for the landscape. Then we can prepare for the opening.

It is Bush Holiday time again. Some of our staff will be taking holidays. Jirnani and Milikapiti Childcare will be operating through the holiday period and Pirlangimpi will close from 28<sup>th</sup> June to 9<sup>th</sup> July

We have asked Mary Elizabeth to name our Milikapiti Child Centre and have already have a few names and will finalise the name by the end of next week

#### **Pirlangimpi Child Care Centre:**

Friday the Contractors will be coming to check the old Aged care site for preparation and construction.

Once the building is completed we will be looking for 3 part-time CDEP staff. A trainee Nutrition Officer, Childcare worker and a trainee Administration officer.

#### **Jirnani Child Care Centre:**

Jirnani will be looking for 4 part-time CDEP relief staff this will assist us to operate during the holidays.

#### **Training:**

12 of Jirnani's staff have completed their First Aid training, 3 of Pirlangimpi's staff also have completed their First Aid Training as well. First Aid training will be held next at Milikapiti for our Childcare staff for First Aid training.

Our next staff training requirement is Fire Training, fire safety, practice fire drills and evacuation procedures for all three Centres and staff.

### **RECOMMENDATION:**

**That Council note and receive this report**

### **ATTACHMENTS:**

There are no attachments for this report.

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## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	4.9
<b>TITLE</b>	HR Report
<b>REFERENCE</b>	49214
<b>AUTHOR</b>	Marilyn Harris, Human Resources Manager

Update on Human Resources

### BACKGROUND

- Scanning and filing of all paper copy HR files has now been completed by Michelle and Kathleen. All HR files are only held in InfoXpert in electronic format. This means they are secure and cannot be accessed by anyone without the relevant authority.
- Fredricka worked from Parap last week in order to finalise the payroll system for the end of financial year processing. She will be back there next week in preparation of Payment Summary slips.
- A number of positions have been advertised and recruitment and appointment processes have been completed.
- Some CDEP positions – Community Development Officer, Trainers and Mentors are being finalised.
- CouncilBiz move out of the Parap office this week which means TISC staff will move to a different area in the same building.
- Information for staff training in Workplace Health and Safety, and Bullying and Harassment have been forwarded for approval.
- Many staff are continuing with their studies through TITEB, and with other training providers across many areas of TISC
- Tracey Nagle, Project Officer, finished last Friday, and Kevin Lee, finishes next Wednesday

### RECOMMENDATION:

**That Council receive and note this report for information.**

### ATTACHMENTS:

There are no attachments for this report.

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## REPORTS FOR DECISION

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**ITEM NUMBER** 5.1  
**TITLE** Councillors Allowance as of 1 January 2010  
**REFERENCE** 49186  
**AUTHOR** Alan Hudson, Chief Executive Officer



Increase to Elected Members Allowances 2010 – In accordance with the Local Government Act

### **BACKGROUND**

A letter was received on 23 December 2010 from the Department of Housing and Local Government, which was brought to Councils attention on the 27<sup>th</sup> January Council meeting.

### **ISSUES/OPTIONS/CONSEQUENCES**

Once Council endorses the schedule of allowances, it may not be altered during the financial year.

### **CONSULTATION & TIMING**

### **RECOMMENDATION:**

**That Council endorse the schedule of allowances to be paid this coming financial year 2010 - 2011**

### **ATTACHMENTS:**

1 Attach - Councillors Allowances - New Rates.pdf

Maximum Council Member Allowances – as at 1 January 2010-06-22

Note – Council member allowances are set with the budget and may not be altered during the financial year. The amounts in this table are to be increased at 1st January each year at the same percentage as the increase in salaries for Darwin based MLA's. While this affects the table, it does not affect council member allowances until the financial year.

Title	Type	Payment	Per Annum
Principle Member	Base Allowance	\$42,423.73	\$53,590.08 p/a
Principle Member	Electoral Allowance	\$11,166.35	
Principle Member	Professional Development Allowance	\$3,179.55	Need to do training
Principle Member	Total Claimable	\$56,769.63	
Deputy Principal Member	Base Allowance	\$15,687.63	\$18,479.73 p/a
	Electoral Allowance	\$2,792.10	
	Professional Development Allowance	\$3,179.55	Need to do training
	Total Claimable	\$21,659.28	
Acting Principal Member	Daily Rate	\$147.60	
	Maximum claimable	\$13,247.10	
Ordinary Council Members	Base Allowance	\$7,630.10	\$10,422.20 p/a
	Electoral Allowance	\$2792.10	
	Professional Development Allowance	\$3,179.55	Need to do training
	Extra Meeting Allowance (per meeting)	\$64.58	
	Max Extra Meeting Allowance	\$5,087.08	
	Total Claimable	\$18,688.83	

Doc ID: 49182

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## REPORTS FOR DECISION

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**ITEM NUMBER** 5.2  
**TITLE** TISC Rates and Charges 2010 - 2011  
**REFERENCE** 49206  
**AUTHOR** Alan Hudson, Chief Executive Officer



This report is to formalize the amounts to be declared for the financial year 2010 / 2011

### **BACKGROUND**

The council had already declared an increase of 3% in rates and charges. With minimal capacity to increase charges to raise revenue for council's general services to the community it is considered reasonable to increase general rates by 3% (this will constitute a rise of \$21.30 on the standard charge of \$710).

### **ISSUES/OPTIONS/CONSEQUENCES**

### **CONSULTATION & TIMING**

These increases will apply for the year 1 July 2010 to 30 June 2011

### **RECOMMENDATION:**

**That Council endorse the proposed declaration of Rates and Charges – 2010/2011**

### **ATTACHMENTS:**

1 TISC\_Rates\_and\_Charges\_2010-11 23 June 2010.doc

# Tiwi Islands Shire Council Rates Declaration for 2010/2011 Declaration made 23<sup>rd</sup> June 2010

## Rates

Tiwi Islands Shire Council ('the Council') makes the following declaration of rates pursuant to Chapter 11 of the Local Government Act ('the Act').

1. Pursuant to Section 149 of the Act the Council adopts the Unimproved Capital Value method as the basis of the assessed value of allotments within the shire area
2. The Council intends to raise, for general purposes by way of rates, the amount of \$311,386.50 which will be raised by the application of:
  - (a) Differential rates with a minimum amount being payable on application of each of those differential rates
  - (b) A fixed charge ('flat rate')

### 3. The Council hereby declares the following rates

(a) With respect to every allotment of rateable land owned by a Land Trust or Aboriginal community living area association within the shire area that is used for residential purposes, a flat rate of \$640.87 for each allotment multiplied by:

- (i) the number of separate parts or units that are adapted for separate occupation or use [pursuant to section 14B(4) of the Act] on each allotment; or
- (ii) the number 1,  
whichever is greater.

#### OR

(b) With respect, to every allotment of rateable land owned by a Land Trust or Aboriginal community living area association within the shire area that is used for commercial purposes, a flat rate of \$758.36 for each allotment multiplied by:

- (i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 14B(4) of the Act) on each allotment, or
- (ii) the number 1;  
whichever is greater.

(c) With respect to every allotment of conditionally rateable land within the shire area not otherwise described above

(i) differential rate of 0.06222%, of the assessed value of all land held under a pastoral lease, with the minimum amount being payable in the application of that differential rate, being \$320.43

(ii) differential rate of 0.294508% of the assessed value of all land occupied under a mining tenement, being an active mining, extractive or petroleum lease with the minimum amount being payable in the application of that differential rate being \$758.36;

(d) With respect to every allotment of rateable land within the shire area not described above that is used a- commercial or business purposes, a differential rate of 0.294508% of the assessed value of such land with minimum amounts being payable in the application of that differential rate, being \$758.36 multiplied by -

- (i) the number of separate parts or units that are adapted for separate occupation or use (pursuant to section 14B(4) of the Act) or each allotment, or
- (ii) the number 1;  
whichever is greater.

## Charges

4. Pursuant to Section 157 of the Act, the Council declares the following charges in respect of works and services it provides for the benefit of occupiers of land within the Shire area

5. The designated communities and townships within the shire area are Nguuu, Pirlangimpi and Milikapiti

6. Council intends to raise \$271,330.00 by these charges.

7 For the purposes of paragraph 8

- 'residential dwelling' means a dwelling house, flat or other substantially self contained residential unit or building on residential land and includes a unit within the meaning of the Unit Titles Act
- 'residential land' means land used or capable of being used for residential purposes (but does not include land on which there is no residential dwelling)
- 'commercial or industrial land' means land whose occupation is primarily for non-residential purposes and may be commercial or industrial by nature.
- 'non-residential land' means land not already rateable that is used or capable of being used for nonresidential purposes and includes commercial enterprises.
- 'residential land of rates exempt organizations' means that land belonging to rates exempt organizations which is used for residential purposes by that organization
- the 'garbage collection service' comprises a collection service of one garbage collection visit per week per visit.
- 'works and services' comprises the full range of works and services provided by the Shire for the enjoyment of all shire residents and nonresidential operations who are otherwise exempted from rates under S155 of the Act

8. The following charges are declared:

(a) A charge of \$463.50 per annum per residential dwelling in respect of the garbage collection service provided to, or which Council is willing and able to provide to, each resident dwelling within Nguuu, Pirlangimpi and Milikapiti

(b) A charge of \$1030.00 per annum for each allotment used for commercial or

industrial purposes in respect of the garbage collection, a service provided to or which Council is willing and able to provide to each such allotment within Nguuu, Pirlangimpi and Milikapiti  
(c) A charge of \$3,090.00 per annum per non-residential land allotment in respect of shire works and services provided, or which Council is willing and able to provide.  
(d) A charge of \$1104.37 per annum per residential land allotment of rates exempt organizations in respect of shire works and services provided, or which Council is willing and able to provide.  
(e) A charge of \$90 per annum per allotment (all allotments) for environmental services

**Relevant interest rate**

9 The Council fixes the relevant interest rate for the late payment of rates and charges in accordance with Section 162 of the Act at rate of 18% per annum which is to be calculated on a daily basis

**Payment**

10 The Council determines the rates and charges declared under this declaration must be paid within 28 days of the issue of a rates notice under section 159 of the Act.

Payments falling due on a weekend or public holiday may be paid by the following business day without incurring any penalty.

Alternatively ratepayers may opt for payments monthly or quarterly. Where however such an option is exercised payment by later than one week from the end of each month or quarter will constitute a default and the full annual amount will become payable and recoverable.

A ratepayer who fails to pay the rates and charges notified under the relevant rates notice under section 159 of the Act may be sued or recovery of the principle amount of the rates and charges late payment penalties, and costs reasonably incurred by Council in recovering or attempting to recover the rates and charges

## Fees

### **General Conditions**

Facility hire, within this document, states three levels.

These are:-

- The full fee payable
- The concessional fee for regular weekday use by non-profit community organizations, and
- A concessional fee for either one-off events on Friday evenings or weekends, or events which span more than the session use specified.

Non-profit organizations requesting concession fees to be negotiated will need to put their request in writing.

### **Indemnity:**

Organizations hiring Council facilities are required to have public liability insurance cover.

Groups and individuals without their own public liability insurance must be aware that the Tiwi Islands Shire Council will not be held liable for any accident through the actions or negligence of group members or guests.

### **Responsibility for Damage to Shire Property:**

The cost of damage to Shire property will be recovered from the party responsible. In the case of hire of Shire property the hirer will be held responsible and in the case of a permit/licence holder the holder will be held responsible. The cost of repair will be calculated as the:

- Actual invoiced cost to the Shire of materials and services used
- Costs of Shire labour, plant and stores used including overheads



	\$250.00
	\$100.00
<b>Dishonoured Cheque/Direct Debit Fees</b>	
• 1 <sup>st</sup> presentation – administration fee	
• 2 <sup>nd</sup> presentation – administration fee	
	\$90.00

#### **Preparation of Licence & Agreement Conditions**

- Prepared by External Solicitor
- Prepared In-house

#### **Research and/or Retrieval of Council Records:**

To conduct research of Shire records. The charge per staff member/hour or part thereof. \$100.00

#### **Advertising Signs**

##### **Sports ovals site p/week:**

- Commercial
- Non-commercial

\$50.00

#### **After Hours Callouts**

\$100.00

Staff per hour (min 3 hours)

Plant at normal hire rates (see above)

Solicitors costs + GST  
\$300.00

#### **Bins – Additional Domestic Use**

Additional 240lt garbage Bin – per annum \$330.00

Note: Additional services costs will be invoiced annually directly to the owner

#### **Car Ferry – Between Nguiu and Paru**

Fees must be paid in advance at the Council office, and a receipt presented to the ferry operator before the vehicle will be transported.

One way	\$75.00
Two way	\$150.00

#### **Cemetery Charges**

Erection of Memorial:

This is at the cost of the family

Concrete Head Beam (Headstone foundation excluding cost of materials)	\$105.00
Miscellaneous Labour Rate per hour	\$105.00
Casual Backhoe Hire per hour (Shire vehicle)	\$100.00

**Community Hall Hire**

Hall hire per day or evening	\$280.00
Plus:	
• Cleaning and Security Deposit; and	\$220.00
• Key Deposit	\$60.00

**Note:**

Overtime rates will apply if burials are carried out on a weekend, or on a public holiday. Charges are subject to change dependant on contract variation.

After hours surcharge applies for services at 4.00pm or later. All fees are Inclusive of GST.

**Note:**

Friday, Saturday and Sunday evenings from 6pm, hire of the hall are for private functions and access to the kitchen areas are excluded unless prior negotiations have included this in the contractual agreement.

Time booked needs to include allocation for setting up and cleaning after use. It is the Hirer's responsibility to contract their own security at their own cost. Suitable lead time is required when booking a Shire Facility.

**Council Chambers / Meeting Room Hire**

• Full Day	\$100.00
• Full day including room setup, tea/coffee facilities etc	\$300.00
• 1/2 day or less	\$50.00
• Cleaning Fee if required	\$50.00

**Dog Registration**

\$200.00  
\$40.00

**Council Policy**

Maximum - Two dogs per household

Dangerous dogs or cheeky dogs will be destroyed Cats are banned from the Tiwi islands \$80.00

Entire Dog

De-sexed dog (one off fee) Nil

**Impounding Fees and Charges:**

Registered Dog Release Fee Nil  
\$50000

**Freedom of Information****Personal Information:**

Application Fee \$50.00  
Supervision Inspection \$50.00  
    • First 2 hours  
    • Per hour thereafter

**Non-Personal Information:**

Application Fee  
Processing Fee, per hour includes:

- Searching
- Consultation
- Decision making, supervised Inspection

Copies of Documentation, per A4 page 0.50

8

### **Park Hire for Commercial Use**

Park hire charge is based on the number of people expected to attend the function. Charges for additional levels of service (e.g. mowing, watering, cleaning, wear and tear) is subject to Shire determination.

#### **Charges for Commercial Use Only:**

Park, public access area Access	\$150.00
to Power in a public area Security	\$50.00
Deposit	
• Commercial use	\$500.00
• Cleaning Deposit	\$320.00

### **Plant and Equipment Hire**

The Shire has plant and equipment for hire. This equipment will generally be operated by Shire staff to protect the equipment. Fees are available on request. Equipment available includes but is not limited to:

- Trucks
- Loaders
- Excavators
- Light vehicles
- Graders
- Etc

### **Residential Lawn Mowing**

#### **Lawn Residential Grass cutting:**

Grass cutting per normal residence	\$30.00
Large blocks will be charged on a multiple of this rate	

### **Rubbish Removal**

Weekdays per man/hr (min 4 hours)	\$42.00
Plus Supervisor – per man/hr (min 4 hours)	\$60.00
Saturday per man/hr (min 4 hours)	\$60.00
Plus Supervisor – per man/hr (min 4 hours)	\$90.00
Sunday per man/hr (min 4 hours)	\$60.00
Plus Supervisor – per man/hr (min 4 hours)	\$90.00

## Swimming Pools

### Council Operated Public Pools:

Adults	\$2.00
Children over 4 years	\$2.00

All children must be supervised in the water and pool premises by a paying adult.

### General Hire of Public Pools:

The public pools are available for hire at a negotiated rate and terms as set by the CEO Tiwi Islands Shire Council.

Full day with own staff	\$500.00
Full day with Shire staff	\$1,500.00
Security Deposit	\$540.00

## Sporting Ovals

Shire's sporting ovals are allocated to approved Sporting Organisations for seasonal and casual usage, in the first instance. If available then:

### Oval Complex: (for sporting use only) Sporting

Organisations or Territory & National Championships. Per Day	\$400.00
Fundraising / Community Events per day	\$750.00
Commercial Events per day	\$2,500.00

### Seasonal User Group Allocations: (training and competition)

- Per Annum Seasonal Usage \$1,710.00
- Per Annum Signage \$550.00

### Casual Hire:

Per session	\$330.00
Cleaning & Change room use	\$780.00
Deposit on keys	\$100.00

## Trees and Shrubs (Removal or Damage)

Valuation of stolen/damaged trees, shrubs etc as follows:

Street trees & trees in parks	Current value + GST
Shrubs	
Palms, Cycads	
Tree pruning or removal works on non-Council property - per hour	\$160.00

### Note:

Current value for trees, shrubs etc is assessed as current local nursery prices + replacement costs + transportation fees and administration costs + 20% for each. In all cases GST will be added to the cost of replacement.

**Waste Disposal Town Dumps /Tips**

Dumping of waste at the tip without paying is illegal.

Dumping of waste outside the tip any time is illegal. Offenders will be prosecuted.

Dumping of contaminated waste and asbestos is prohibited.

Domestic Users

Free

<b>Commercial:</b>	(per tonne)	\$30.00
Uncontaminated truckloads of foliage Commercial Garbage	(per tonne)	\$40.00
Car Bodies or part thereof		\$120.00
Clean Fill (by arrangement)		Free
		\$120.00

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## REPORTS FOR DECISION

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<b>ITEM NUMBER</b>	5.3
<b>TITLE</b>	Recommendation of the Audit Sub-committee for appointment of auditors
<b>REFERENCE</b>	49220
<b>AUTHOR</b>	Alan Hudson, Chief Executive Officer

This report outlines the process undertaken to assess the suitability of Auditors and recommends an appointment.

### BACKGROUND

At their special meeting on 10 April council approved the establishment of an audit sub-committee. Prior to this the appointment of Deloitte as Auditors had been terminated after they consistently failed to meet undertakings and deadlines regarding completion of the Audit of Financial reports for the year ended 30 June 2009.

Concurrently to the process of establishing an Audit sub-committee tenders had been called for replacement firms to conduct the Audit of Council's financial reports for the subsequent two financial years.

### ISSUES/OPTIONS/CONSEQUENCES

The audit sub-committee met on 22 June 2010 and considered proposals from 4 firms for the provision of Audit services.

In considering these proposals the committee had particular regard to the terms of reference in assessing suitability, specifically;

1. Knowledge of, experience, qualifications and expertise in financial auditing matters, particularly as they relate to local government,..... (35%)
2. A competitive and cost effective fee structure..... (35%)
3. A commitment to prioritising Shire Council matters....(10%)
4. Preparedness to provide communication and feedback... (10%)
5. Willingness to work in a cooperative way..... (10%)

The committee assessed the firm of Merit Partners as rating highest against this criteria with a score of 87%. This assessment was based on both the involvement of this firm with other shires (and complimentary reports of their performance there from), a high level of professional expertise, a well thought out, complete and cost effective fee structure (second lowest) and knowledge that this firm was already familiar with this shires accounting processes and accounts. This latter point arises from their earlier involvement in assisting TISC prepare accounts whilst we recruited a new finance manager (Late 2009-early 2010) and also clearly demonstrated a high level of commitment, communication and willingness to prioritise their involvement with this shire.

### CONSULTATION

All 4 firms who submitted proposals were consulted last Thursday (18 June 2010). These consultations involved Messrs Hudson (CEO), Lee (Finance manager (Finance manager) and Lane (independent member of the audit committee, not present for the consultation with Lowries).

### TIMING

The appointment of replacement auditors is now a matter of considerable urgency. The financial year ends on 30 June 2010 (next week) and it is desirable that they immediately commence examination of Council's accounting systems and procedures.

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**RECOMMENDATION:**

**That Council approve the appointment of the accounting firm of Merit partners as auditors for the years ending 30 June 2010 and 30 June 2011**

**ATTACHMENTS:**

There are no attachments for this report.