



AGENDA

ORDINARY MEETING

WEDNESDAY, 27 JANUARY 2010

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

- Wednesday, 24 February 2010 at
- Milikapiti 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 - 25 November 2009

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Nil

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Nil

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9 NEXT MEETING

Wednesday, 24 February 2010

CORRESPONDENCE



ITEM NUMBER 2.1
TITLE Letter from Minister Malarndirri McCarthy in relation to funding for bore at Wurankuwu.
REFERENCE 34847
AUTHOR Alan Hudson, Chief Executive Officer

Council received a letter from Minister Malarndirri McCarthy in relation to funding for a bore at Wurankuwu.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

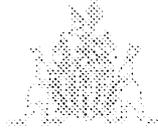
CONSULTATION & TIMING

RECOMMENDATION

- (a) **That Council note this correspondence.**

ATTACHMENTS:

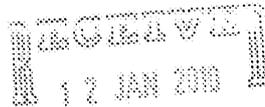
- 1 Letter Parliament House - Minister for Local Government - Urgent Construction of Bore at Wurankuwu Outstation - .pdf



MINISTER FOR LOCAL GOVERNMENT

Parliament House
State Square
Darwin NT 0800
minister.mccarthy@nt.gov.au

GPO Box 3146
Darwin NT 0801
Telephone: 08 8901 4072
Facsimile: 08 8901 4080



BY: _____

11 JAN 2010

Ms Lynette De Santis
Mayor
Tiwi Islands Shire Council
PO Box 4246
DARWIN NT 0801

Dear Ms De Santis

Thank you for your council's letter dated 2 December 2009 addressed to my predecessor, the Hon Rob Knight MLA, requesting an exemption from tendering requirements under regulation 30(1)(b) of the Local Government (Accounting) Regulations. The correspondence was forwarded to me as the new Minister for Local Government to respond.

Due to the urgent need to supply water to Wurankuwu residents, I have exercised my discretion under regulation 30(1)(b) to approve your council's request to dispense with the requirement to call for tenders. This exemption specifically applies to Tiwi Islands Shire Council engaging the successful company to drill, construct and test one new production bore at Wurankuwu outstation.

The council will still be required to obtain at least three written quotations for the works.

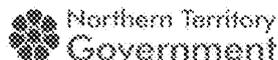
I trust the exemption from tendering requirements will assist the council to expediently proceed with the urgent supply of water for Wurankuwu residents.

Please do not hesitate to contact Mr Des Harris on 8999 8351 if you have any further queries in regards to this matter.

Yours sincerely


MALINDIRRI McCARTHY

cc: Mr Alan Hudson, Chief Executive Officer, Tiwi Islands Shire Council



CORRESPONDENCE



ITEM NUMBER 2.2
TITLE Letter from Department of Local Government and Regional Services - Shire Financial Monitoring
REFERENCE 34867
AUTHOR Alan Hudson, Chief Executive Officer

On the 13th January 2010 Council received a letter from the Department of Housing, Local Government and Regional Services, Executive Director of Program and Policy Development Trish Angus. The letter advises that the agency will commence financial performance monitoring of shires pursuant to Regulation 7 of the Local Government (Accounting) Regulations.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

(a) **That Council note this Correspondence.**

ATTACHMENTS:

1 Letter - DHLGRS - Shire Financial monitoring - A Hudson - January 2010.pdf



DEPARTMENT OF
HOUSING, LOCAL GOVERNMENT AND
REGIONAL SERVICES

www.nt.gov.au

Local Government

Postal address GPO Box 4621
Darwin NT 0801
Tel 08 8998389
Fax 08 8998877

RECEIVED
13 JAN 2010

Our Ref: 2010/00094

BY:

Mr Alan Hudson
Chief Executive Officer
Tiwi Islands Shire Council
P O Box 4246
DARWIN N.T 0801

Dear Mr Hudson *Alan*

Re: Shire financial monitoring

Please be advised that the agency will commence financial performance monitoring of shires pursuant to Regulation 7 of the Local Government (Accounting) Regulations which provides that the agency may issue general instructions to councils with regard to financial administration.

The agency will commence financial monitoring from January 2010 and initially request the following financial information as at 31 December 2009.

- Balance Sheet as at reporting date;
- Actual Income & Expenditure July 1 to reporting date;
- The forecast for Income & Expenditure for the whole year;
- Details of all cash and investments held by the council, including money held in the operating accounts and trusts;
- A statement of aged accounts receivable.

The financial information is to be provided to the Manager, Local Government Business Support, Mr John Tobin at the above address by 31 January 2010.

The Department requires that the above financial information be provided on a quarterly basis, namely, March, June, September and December quarters of each year, by the end of the following month.

It is intended that the quarterly information provided to the agency is the same as the information that is tabled at your ordinary council or finance committee meeting as stipulated under Part 8 regulation 18 of the Local Government (Accounting) Regulations.

Additionally, the agency is currently establishing a web based upload mechanism to assist shires in delivering the quarterly financial information. You will be advised of the process before the March 2010 quarterly financial information is due.

Should you have any enquiries regarding the above request please contact Mr Neil Murray, Financial Support Team Leader on telephone 8999 8389.

Yours sincerely


TRISH ANGUS
Executive Director Program and Policy Development

07 January 2010

CORRESPONDENCE

ITEM NUMBER 2.3
TITLE Letter from Department Local Government and Regional Services - Increased Elected Member Allowances
REFERENCE 34920
AUTHOR Alan Hudson, Chief Executive Officer



A letter was received from the Department of Local Government and Regional Services, Executive Director – Trish Angus regarding the Increase to elected Member Allowances as of 1 January 2010.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

(a) **That Council note this correspondence.**

ATTACHMENTS:

1 Letter - DHLGRS Increase to Elected Member Allowances January 2010.pdf



DEPARTMENT OF HOUSING, LOCAL GOVERNMENT AND REGIONAL SERVICES

www.nt.gov.au

2nd Floor, RCG House
83-85 Smith Street, Darwin

Postal address GPO Box 4621
Darwin NT 0801
Tel 08 8999 8836
Fax 08 8999 8499

RECEIVED
23 DEC 2009

Our Ref: 2008/8227

Mr Alan Hudson
Chief Executive Officer
Tiwi Islands Shire Council
GPO Box 4246
DARWIN NT 0801

BY:

Dear Mr Hudson *Alan*

Increase to elected member allowances 1 January 2010

In accordance with the Local Government Act Guidelines, the elected member allowance amounts are to be increased at 1 January each year, at the same percentage as the increase in salaries for Darwin based Members of the Legislative Assembly (MLAs).

MLA salaries were previously tied to House of Representatives entitlements, but due to a recent change to the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act*, increases to MLA salaries are now tied to pay increases for Northern Territory Public Sector employees.

This means that the allowance amounts as listed on page 11 of the Guidelines will increase by 2.5% on 1 January 2010. The payment of the increase does not take effect until the new financial year.

Yours sincerely

TRISH ANGUS
Executive Director,
Policy and Program Development
17 December 2009

REPORTS FOR INFORMATION



ITEM NUMBER	4.1
TITLE	ICT Report
REFERENCE	34176
AUTHOR	Christopher Smith, ICT and Systems Manager

Report to Council on ICT Progress for the Shire

Information and Communications Technology (ICT) covers mobile phones, satellites, land lines, internet connections, software, turbo modems and hardware such as laptops, desktops and printers.

BACKGROUND

I started work for the Shire in Oct 2009, and have now had three months to assess the current status of all Shire ICT. My area of responsibility covers the Shire Offices at Nguiu, Milikapiti and Pirlangimpi, Shire services such as Night Patrol, Community Libraries and Childrens Services, and programs such as the CDEP.

I have been advising Alan Hudson on the choices faced by the Shire in July 2010, when the contracts begun by the State Government in July 2008 expire.

I have visited as many Shire sites as possible to assess the ICT infrastructure, and to repair, upgrade or replace where necessary.

Many sites did not have a working internet connection, no working hardware and no access to Shire email or financial software.

The Shire was paying for services which were no longer being used (such as the legacy TILG satellite services), had working hardware which was sitting in cupboards and not used, and had a number of mobile phone and turbo modem services which were either not being used or were being used by unknown persons.

The Pirlangimpi Shire office has been moved onto the new NextG internet connection and is functioning better than the previous satellite link. Milikapiti will be moved in the coming months to a similar NextG link, which will replace the existing unreliable and frustrating satellite connection. We are still waiting on the delivery of computers to Milikapiti for the Stage2 rollout of the ShiresNet network. (They have been lost on the Perkins dock.)

I will be working with N T Library to address internet and computer issues in the Milikapiti and Pirlangimpi Libraries over the next month.

I have started working with the CDEP Program to train three Level 1 IT Support people for Nguiu, Pirlangimpi and Milikapiti

ISSUES/OPTIONS/CONSEQUENCES

Issues the Shire needs to address:

Filtering software for all Shire computers not in the Shire network (mandated under the Intervention Legislation)

Excessive personal use of Shire mobile phones and landlines

Ongoing cost of internet connections for non-Shire networked computers

Shire needs to address the problem of e-waste, what to do with old printers, faxes, computers and mobile phones (these contain toxic materials and should not be placed in landfill waste sites)

Options

Shire Council consider the Mobile Phone Policy presented at this meeting
In the near future I will be presenting a Shire Internet Usage Policy

RECOMMENDATION

- (a) **That Council consider the Mobile Phone Usage Policy**
- (b) **That Council consider developing an e-waste policy**

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION



ITEM NUMBER 4.2
TITLE Housing Report January 2010
REFERENCE 34184
AUTHOR Karl Sibley, Housing Manager

Housing performance/achievements in the recent past

The five new apprentices that we have had on trial on Melville Island are going extremely well. Their trial period ends at the beginning of February and if they are interested will all be offered formal apprenticeships.

Pest control began another program in the second week of January. We are treating all community houses across the Islands for cockroaches, ants and rats. Houses that do not come under the Territory Alliance project will also be treated for termites where required. There are around 60 of these houses affected by termites, averaging about \$1200 per house for treatment. The treatment lasts for between two and three years.

All houses across the Islands have now been installed with a hot water temperature control valve.

Two major renovations (211, 212) at Pirlangimpi are nearing completion. The contractors completing these have run behind schedule due to the weather (over 600mm rain in the past six weeks). We are pushing very hard to have these completed as tenants were relocated with family during the renovations.

Three houses have received new roofs in Nguiu (416,417,576). These roofs were beyond repair, and the houses were no longer safe to inhabit. Lot 576 is being renovated by Territory Alliance but unfortunately roofs are not within their scope.

The two vacant houses that are being refurbished at Milikapiti are also progressing well. We hope to have them completed and handed over by mid February.

The first and second quarter reporting for Territory Housing is complete and we have re-jigged our system a little to make this process even easier in the future.

Funding for a CDEP conversion position finally came through for the outstations program. Sean and Paul identified Michaelus Tipungwuti of Ranku for this position. Michaelus accepted the full time position and now is working with Paul as assistant Outstations Essential Services Officer.

During December we had a major water problem at Ranku, with both production bores being out of action. There were also problems carting water from Nguiu with road conditions and mechanical failures. During this period TISC staff put in a mammoth effort carting water and trying to resolve the issue quickly. Paul Raymond deserves a special mention- one fortnight putting in more than 130 hours in an effort to keep the water supply up.

The temporary bore at Ranku was activated three days before Christmas and Ranku has had an uninterrupted water supply since. Again Paul has put in a huge effort connecting this bore to the water supply (500m pipe trenched and laid) and keeping the generator running over Christmas to energise the bore pump.

The Minister has approved our request to bypass the tender process in relation to the new bores being drilled at Ranku. Providing we can secure a contractor we would like to have this completed as soon as possible.

The Nguiu grandstand project is almost complete. We are awaiting some design/safety issues to be resolved before removing the security fence and opening the stand.

There have been some issues with drainage/erosion preventing the fence from being erected at the Milikapiti crèche. This is something that should have been completed at

construction stage and needs to be remedied by the builder before the site can be dressed.

We are at this stage 28k underspent on Outstation Housing Repairs and Maintenance. With Councils approval I would like to replace the termite eaten floor on the raised house at Tarracumbi and renovate the house to an inhabitable condition.

A summary of works completed for different areas within the Shire by the Housing Department (labour and material) between July and December is as follows.

External works/invoiced works to external agencies-	68,187.06
Outstation Housing Repairs and Maintenance	26,792.02
Territory Housing/ Community Housing	1,295,323.10
Internal Departments (sport and rec, night patrol etc..)	85,137.18
Funded capital upgrades	97,745.28
Staff housing maintenance/upgrades	137,837.39
Shire facility maintenance	74,828.2

RECOMMENDATION

- (a) That Council approves approximately 40k of outstation Housing funding for refurbishment of high set Tarracumbi house

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION

ITEM NUMBER 4.3
TITLE Youth Diversion Development Unit
REFERENCE 34207
AUTHOR Kevin Doolan, Coordinator - Youth Services



Summary of programs and statistics undertaken by Youth Diversion Development Unit

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

(a) **That Council receive and note report for information.**

ATTACHMENTS:

1 Tiwi youth Diversion and Development Unit Program and Statistics 2009.pdf

TIWI YOUTH DIVERSION & DEVELOPMENT UNIT (TYDDU) PROGRAMS AND STATISTICS-2009

SUMMARY OF PROGRAMS (AND STATISTICS) UNDERTAKEN BY TIWI YOUTH DIVERSION & DEVELOPMENT UNIT (TYDDU) as at 31/12/

- Attendance Program MCS Primary School:
Students absent picked up before and during school by TYDDU Youth Workers.
- TYDDU in classrooms-MCS:
TYDU Youth Worker is situated in classes assisting teacher and teacher's aide during school hours, mainly on student behaviour issues
- TYDDU supervision at recess-MCS:
Youth Workers assist with supervision of kids during recess.
- Pre-Schoolers-MCS:
Pre-schoolers taken home by Youth Workers after class at 11am. Program commenced August 2009.
- 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 kids on contracts (As determined by school).
- 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/rice and rice-Monday to Wednesday; Fruit and sandwiches, Thursday and Friday. (80-110 kids/day).*
 - *After School Sports-Supervising kids at Pool and rec hall 2pm -3.30pm Monday to Fridays.*
 - *Assisting with supervising kids at night at Rec. Hall-ASC/YAC Evening program*
- 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.*

TIWI YOUTH DIVERSION & DEVELOPMENT UNIT (TYDDU) PROGRAMS AND STATISTICS-2009

- Men's Meetings:
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 Nguuu. Program extended to include Milikapiti.
- Counseling 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.
- 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 Nguuu. 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.
- 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 NAAIA in 2009-3 sessions to date as at end of July 09.
- Skin Group Leaders meetings:
Meetings facilitated by TYDDU, held to empower and encourage Tiwi people at Nguuu 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 Nguuu. A process of follow up and action requires clarification by TISC.

TIWI YOUTH DIVERSION & DEVELOPMENT UNIT (TYDDU) PROGRAMS AND STATISTICS-2009

TYDDU Program Statistics-2009

Date	Students Picked Up Before School	Students Picked Up During School	TYDDU in classroom MCS Times in classroom	Mos of TYDDU Supervision recess MCS	No. of students supervised recess	Pre schoolers taken home by TYDDU after class	After school care taken home by TYDDU after 3:30pm	Student Behaviour Intervention	ASC/Nutrition Program	ASC/Sports After Noon	ASC/Sports Program Evening	Formal Police Referrals to Youth Program	Ment's Meetings (Nos of Meetings)	VAC AM	VAC PM	VAC Even	Family Inter-vents	Court Referral CSO's	Artow Camp	Drug/Awareness	Skin Group Meeting (Nos of Attend-ees)	
January 2009																						
February	180	195			120				950					995	1145	685		2				
March	327	475	79		1880				1089	456			1					1				
April	152	115	80		930				1762	1385			1					3				
May	259	399	74		1700				1911	835			1	370	505							
June	121	226	42	67					1765	831			1									
July	135	180	20	19					1702	412			0	270	305	275						
August	119	368	31	58	640				940	125		0	1	280	276	385			70	15		
September	155	442	48	71	1081				1541	595				220	340	341						
October	192	363	53	35	1565				1738	500		6	1	180	195	245						
November	163	261	77	70	3360				1735	5765	350		1									
December	22	18	9	12	3270				2015	850	30		1	387	560	615						
TOTAL																						

REPORTS FOR INFORMATION



ITEM NUMBER 4.4
TITLE Child Care Centres
REFERENCE 34208
AUTHOR Ebony Costa, Regional Coordinator of Childrens Services

Daily programs operating in child care centres across the islands including upgrade / construction at Milikapiti.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

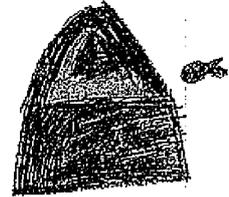
(a) **That Council receive and note report for information.**

ATTACHMENTS:

1 Children Services - Monthly Report January 2010.pdf



Monthly Report



Tiwi Islands Shire Council Children Services

Thursday 20th January 2010

Milikapiti CCC: Michelle Banks (DEEWR) will be presenting a presentation on the Milikapiti CCC to keep you updated (attached is a copy of the presentation & a layout of the Childcare Centre).

We have conducted interviews and from that we have two potential employees, but still have one more position to fill, that will be finalized by the end of next week.

All of the ordering to furnishings for the Centre is in progress and by three weeks it should be furnished.

Pirlangimpi CCC: We reopened on the Monday 4th January. A Centre Routine and Daily Program will be attached.

An update to the Pirlangimpi CCC's relocation will be a presentation by Michelle Banks (DEEWR).

Jirnani CCC: We reopened on the Monday 4th January. We are running our Vacation Care Program and Red Cross are here to assist our Youth Services with the activities. A Centre Routine and Daily Program will be attached.

Thursday 28th Jan we will start our Mobile Playgroups, delivered by Red Cross & Jirnani CCC.

Jirnani Child Care Centre
DAILY PROGRAM

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	Swimming	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	Swimming
	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft
10:00am	Morning	Tea	Morning	Tea	
	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities
	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing
11:30	Lunch	Time	Lunch	Time	
11:30 – 1:30	Sleep Time	Sleep Time	Sleep Time	Sleep Time	Sleep Time
	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room
(NO TV)	<u>Indoor Activities</u> 1. Puzzles Table 2. Colour in Table 3. Home corner 4. Floor activity	<u>Indoor Activities</u> 1. Puzzles Table 2. Colour in Table 3. Home corner Floor activity	<u>Indoor Activities</u> 1. Puzzles Table 2. Colour in Table 3. Home corner Floor activity	<u>Indoor Activities</u> 1. Puzzles Table 2. Colour in Table 3. Home corner Floor activity	<u>Indoor Activities</u> 1. Puzzles Table 2. Colour In Table 3. Home corner Floor activity
1:30	Afternoon	Tea	Afternoon	Tea	
	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room
3:30	Pack up Time	Pack up time	Pack up Time		
4:00	Home Time				

Pirlangimpi Child Care Centre Routine

- 7:30 Children arrive, *Role* taken
- 8:25 Children wash hands
- 8:30 Breakfast
- 8:45 Breakfast Finished, Rostered staff wipe tables
- 9:25 Children wash hands
- 9:30 Children morning tea
- 9:45 Rostered staff wipe tables
- Morning activities continue, adapted to need
- 10:00 First staff group to morning tea
- 10:30 Second staff group to morning tea
- 11:00 Group time
- 11:10 Children wash hands
- 11:15 Lunch
- 11:30 Sleep time, children go on bus if not staying all day
- 12:00 – 1:00 Staff lunch
- 1:00 Activities set up for after school group
- 1:30 Children arrive and role taken
- 2:00 Lunch for after school care
- 2:20 Activities continue, 4 children chosen to assist in cleaning tables and meal area
- 3:15 Clean up then culture group time
- 3:30 Home time for children and staff clean up rostered areas
- 4:00 Crèche closed (any remaining children are taken home by manager)

Pirlangimpi Child Care Centre
DAILY PROGRAM

Time	Monday	Tuesday	Wednesday	Thursday	Friday
8:30	Swimming	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	1. Play dough (G1) 2. Painting (G2) 3. Bike track (G3) 4. Babies Room(G4) Mat Activities (G5)	Swimming
	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft	Bike Track Art and Craft
10:00am	Morning	Tea	Morning	Tea	
	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities	Story time Sing/ mat Activities
	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing	Culture – singing and dancing
11:30	Lunch	Time	Lunch	Time	
11:30 – 1:30	Sleep Time	Sleep Time	Sleep Time	Sleep Time	Sleep Time
	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room	After School Babies in Babies Room
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	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room	Arts/Craft Babies in Babies room
3:30	Pack up Time	Pack up time	Pack up Time		
4:00	Home Time				

Milikapiti New Crèche

Construction:

- Completion of some minor civil works to be undertaken including:
 - Cutting in of the "V" drain in the short bitumen road near the preschool,
 - Installation of the box culvert in the open drain as a pedestrian cross over for access to the site. The position of the cross over is not fixed and can be positioned to best suit the access. The position of the cross over may be affected by the arrangement of the fencing and should be coordinated accordingly.
 - Building an earth mound along contour 20.00 adjacent to the short bitumen road to assist with the diversion of surface water runoff back into the open drain at the front of the site. We understand that some remedial work will be needed near the corner of the building due to the excessive erosion from the recent heavy rains.

THINC Projects are liaising with the Shire Housing Department and other contractors – all of the above works will be funded under the current project with the Shire able to undertake some of the work.

- Fencing and Landscaping:
 - Funding for a total of \$86,169.00 has been paid to the Shire for fencing, landscaping, outdoor shade and outdoor equipment.
 - Delays with the materials being delivered to Milikapiti due to barge not running for a few weeks over the Christmas period. Playground equipment still to be delivered.
 - Construction of fencing due to commence week beginning 18 January by Remote Building and Maintenance (sub contracted by Shire).

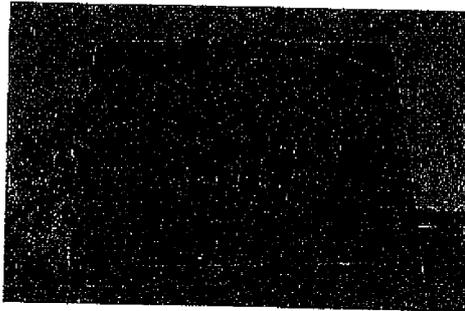
Service

- Fitting out Building:
 - Funding for a total of \$47,793.60 has been paid to the Shire for staff recruitment costs and fitting out the building. Furniture, fittings and programming materials have been ordered or are in the process of being ordered.
- Recruitment and Staffing:
 - A recruitment process is underway by the Shire with 1 x Coordinator position identified and 1 x Child Care staff member identified. This process is being finalised by the Shire HR Department.
 - 1 x Vacant Child Care position still to be filled however further interviews are being conducted within the next 1-2 weeks.
 - 1 x CDEP Child Care position still to be filled.
 - DEEWR is investigating Indigenous Employment Programs funding for training for child care staff across the Islands and this will include Milikapiti staff.
- Crèche Service Commencement:
 - This date currently pending finalisation of recruitment and delivery of furniture, fittings and materials and fencing and landscaping works. Anticipated opening timeframe towards mid to late February 2010.

Crèche Open Day – Community Event (Community Awareness)

- Funding for a total of \$500 has been provided to the Shire to hold a Crèche Open Day / Community event and DEEWR encourages this event to raise community awareness of the new child care service within Millikapiti.
- For consideration by the Community and/or Shire:
 - A confirmed date for the event;
 - Guest list;
 - Type of event – eg. Sausage sizzle, Community BBQ, etc;
 - Name of Crèche - the community or the Shire may want to choose a name for the Crèche.

(Recently, the community of Peppimenarti held an open day for their new crèche building/service with a community BBQ run by CDEP and traditional dancers – the Crèche has been called 'Buyirwadi Crèche', named after the river than runs behind the Community – see below photo).



Pirlangimpi Crèche Upgrade

- Pirlangimpi was identified to receive funding for an upgrade to the crèche;
- At the beginning of December 2009, a community/Shire decision was made to relocate the existing crèche service to a new location, being the Aged Care Facility. Moving the crèche service to another location, and the pending upgrade works, will allow the service to meet future NT Licensing standards.
- NBC Consultants have been contracted to Project Manage the upgrade and a site inspection of the new facility is now required to be undertaken in order to provide a detailed description of the upgrade works and a cost estimate. The site inspection is due to be undertaken on Wednesday 27th January 2009.
- Once the site inspection has been completed and costs provided to DEEWR, we will undertake a variation to the contract with NBC Consultants (a variation is required to change the scope of works from the existing location to the new location).
- Estimated dates for commencement of upgrade works at the new site will be known once the site inspection has taken place.

DETABULL
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No.	Description	Date
0	PRELIMINARY	11/08

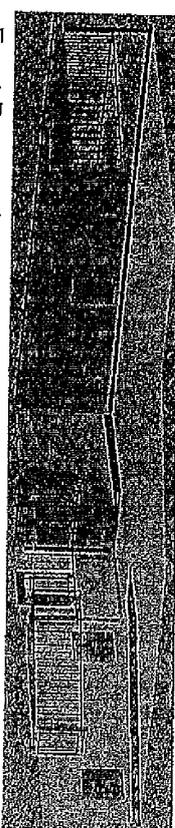
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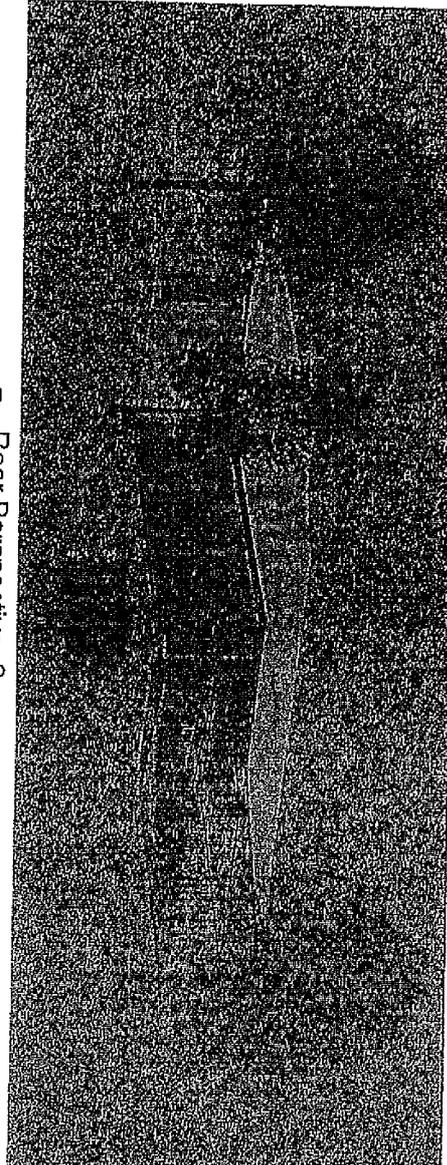
NT GOVT.
NT CHILD CARE
CENTRE

RENDERS

Project number	NT Govt
Date	07/11/08
Drawn by	AJ/007
Checked by	CR/001
Scale	A-04

1 Front Perspective_2
1:1





10/11/2008 4:55:31 PM

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Training: Jirnani staff are all enrolled at Batchelor College, their lecturer Jude Maglis will deliver on the floor assessments and theory at our Centre for 3 days and staff also have the opportunity travel to Batchelor for 1 week blocks to attend workshops.

- Courses;
- Cert III in Children Services
- Cert IV in Outer School Care
- Batchelor of Education (Early Childhood)

Pirlangimpi staff are enrolled with Charles Darwin University, their lecturer Chris Taylor will deliver on the floor assessments and theory at our Centre.

- Courses;
- Cert III in Children Services

Milikapiti Once staff are on board all staff will be enrolled with Charles Darwin University.

- Courses;
- Cert III in Children Services or
- Cert IV in Outer School Care

All staff are required to hold a current First Aid Certificate and Fire Certificate we will be providing this training in late February.

Police Checks all checks are being renewed for Jirnani & Pirlangimpi staff and for new employees checks need to be done before commencement of employment.

Ebony Williams/Costa
Tiwi Islands Shire Council
Children's Service Regional Manager

REPORTS FOR INFORMATION

ITEM NUMBER 4.5
TITLE Sport & Recreation
REFERENCE 34223
AUTHOR Shea Rotumah, Sports and Recreation Manager



Achievements in staff qualifications including First Aid Certificates. Upgrade at pools across the islands. BMX track, attendance at remote pools conference held by Royal Life Saving Society. Swimming lessons by qualified instructor and School attendee's gaining recognition for behaviour.

RECOMMENDATION

(a) **That Council that the council accept this report.**

ATTACHMENTS:

1 Sports and Recreation Program - Management Report 2010.pdf

Management Report – 2010

Due to IT difficulties, previous reports have not been able to be presented. The following is an outline of the Sport & Recreation Program.

A summary of December – January can be found at the end of this report.

Nguiu & Pirlangimpi Pools

- In accordance with the GSPO (Guidelines for Safe Pool Operations), both pools are undergoing continuous evaluation and development procedures so that they comply with relevant legislations and guidelines.
- In August last year, the Royal Life Saving Society of Australia conducted a provision of safety and management audit on both pools in which the information generated provided pool managers, local, territorial and federal government with a detailed Facility Improvement Plan.
A report has not yet been delivered to Shire management; however, the RLSSA has informed us that the Nguiu Pool had achieved the highest score out of all the remote community pools in the Northern Territory.
- Now that both pools are running effectively, the focus of the staff has been to gain the skills and qualifications to run the facility successfully and safely, to ensure the facility complies with the relevant legislations and guidelines of the GSPO, to identify areas for improvement/upgrades, and general landscaping to provide a comfortable environment for patrons.
- Over the 9 months, both Nguiu and Pirlangimpi pool staff have undertaken a number of training courses and professional development opportunities. Qualifications are listed below:
 - **Aquatic Emergency Care**
Valid for 12 months
Qualified staff: 4
 - **AUSTSWIM – Teacher of Swimming and Water Safety**
Valid for 3 years.
Qualified staff: 3
 - **Bronze Medallion**
Valid for 12 months
Qualified staff: 5
 - **Defibrillation Awareness**
Valid for 12 months
Qualified staff: 7
 - **First Aid**
Valid for 3 years
Qualified staff: 15
 - **Oxygen Resuscitation**

Management Report – 2010

- Valid for 12 months
Qualified staff: 3
- **Pool Lifeguard**
Valid for 12 months
Qualified staff: 1
 - **Pool Plant Operations Course**
Valid for 3 years
Qualified staff: 4
 - **Professional Development – Trainer & Assessor Workshop**
Valid for 12 months
Qualified staff: 2
 - **Resuscitation**
Valid for 12 months
Qualified staff: 12
 - The Nguiu Pool has experienced a number of facility upgrades including:
 - Kiosk upgrade – New sliding windows and security screens
 - Elders pool concreted in – Proposed BBQ area
 - Old pump house removed
 - Drainage around pool installed
 - Bin holders installed
 - New Chlorinator installed
 - New shade sale installed
 - Nguiu upgrades envisioned but yet to be completed:
 - Toilet/Shower facility upgrade (with possibility of timed showers)
 - New area to store pool chemicals
 - Removal of old hydrochloric acid drums
 - More bin holders around pool installed
 - Gap between sliding window and bench filled in kiosk
 - Broken tiling in pool to be replaced
 - Ladders to be installed
 - Nguiu Pool Proposal – Ideas that we wish to implement in the future
 - Elder pool turned into BBQ area – BBQ housing to be built, picnic tables and chairs
 - Half basket ball court at the rear of pool area – Rebound wall to be painted with local designs by children to give them a sense of ownership and pride
 - Lounge and shade area for patrons – Situated on small rise overlooking pool
 - Pirangimpi Pool upgrades:
 - Sand changed in filters
 - Both filters now operational, resulting in a sparkling pool (When maintained correctly by staff)
 - New cleaning equipment

Management Report – 2010

- Fencing repaired
- Having received positive feedback about the Nguui Pool, our attention will now be on upgrading the Pirlangimpi Pool. As such, the facility does not contain a working area for pool staff to house files, first aid equipment and other general equipment. Furthermore, the facility does not have a designated area to store dangerous chemicals. The work that needs to be completed is substantial but is essential to the safe management of the facility. The area needs:
 - An enclosed area with sink and space to administer first aid and store first aid equipment as well as other equipment
 - An enclosed area to store chemicals safely
 - Upgrade to toilets/showers
 - Shade areas installed
 - Seating installed
- Two of our pool staff attended the Remote Pools Conference, which was held in September by the Royal Life Saving Society. This conference ran over two days and was a great opportunity for our staff to network with other staff in remote pools from around the Northern Territory, as well as observing which other programs and activities have proven successful around the state. The findings from the remote pools audit were also shared and a guideline for future improvement was discussed and generated.
- As a reward to students for good attendance and behaviour at school, students from MCS have been spending their last session on Fridays at the pool. Kindergarten students also enjoy using the pool on Friday mornings. Students from Xavier also regularly utilise the pool facilities during school hours.
- In December, Shea and Ricky teamed up with Steve Hollis from NT Swimming to conduct one month (three weeks in Nguui and one week in Pirlangimpi) of swimming lessons for MCS students. Each day, the students from each year level participated in a 30-minute swimming lesson that included water safety, survival and rescue skills, movement in water, diving skills and stroke development.
- A Swimming Carnival concluded the Austswim swimming lessons where children from MCS achieved ribbons for their efforts. Pool staff worked in partnership with MCS staff to conduct the day and events.
- Pool staff are working in partnership with MCS and Xavier to apply a No School/No Pool rule to try and resolve issues such as school attendance and general behaviour.
- Water aerobics had been held every Wednesday afternoon and will hopefully resume in the New Year.

Tiwi Representative Team Events

Tiwi Wunijakama compete in Football at Merrepen Festival, Naiyu

Management Report – 2010

- Training sessions began 6 weeks in advance – Up to 40 players trained in anticipation of being selected for the team
- Tiwi Wunjakama were undefeated for the tournament and defeated St Johns by 29 points
- Players dedicated the tournament to the loving memory of the Grandfather of Tiwi Island's Football – Brother Pye and tributed one minutes silence to pay their respects
- The team was sponsored by the Tiwi Islands Shire Council, Tiwi Land Council, Nguui-Ullintjinni Ass., Nguui Club Association, Vincent Aviation and Sea-Cat Ferries
- A total of \$1278 was made through fund raising efforts including BBQ's, Disco and Raffle

Tiwi Wunjakama compete at NT Softball Championships

- Women from Nguui, Pirlangimpi and Milikapiti combined to represent the Tiwi Islands in the Northern Territory Softball Competition
- The competition ran over 3 days and although the girls won 2 out of 5 games, they competed well and represented our community wonderfully
- Two of our girls also won awards – MVP (Most Valuable Player) and overall best fielder for the tournament

Proposed representative events in the upcoming future:

- Imparja Cup – Alice Springs
- NT Championships Basketball Tournament - Darwin

Auskick – Tiwi Island Junior Competition

- Auskick held weekly in afternoons/under lights
 - 2 divisions – under 16's / under 10's
- Working in partnership with MCS to arrange matches during class hours (Friday afternoons as reward) between different communities (Nguui, Pirlangimpi, & Milikapiti)
- Discussions with AFL NT to expand this into a structured competition

Tiwi Island Softball Competition

- The TISC was allocated a fund to implement a softball competition between Bathurst and Melville Island's
- A four way competition was envisioned to run over several weeks
- The ladies at Milikapiti & Pirlangimpi competed in several matches but the issue of transport and boat shed opening hours was once again raised
- All three communities competed at a one day round robin tournament on two occasions at Nguui which proved the ladies were extremely enthusiastic
- Alternative transport is being sought after to kick start the competition again

Softball Diamond

Management Report – 2010

- After discussions with community members, Sport & Rec Staff, Softball NT and the Indigenous Sport Program, it has been proposed that a Softball/Baseball diamond be constructed at Nguiu
- Many women from the islands of different age groups have supported the idea and have stated that it would make them more enthusiastic to compete in a structured competition
- We believe the vacant block next to the pool would be a perfect location for the facility

Proposal for Skate Park / BMX Track in Nguiu

- Many of us have noticed the sudden increase in bikes and skating equipment (Rip Sticks) on the island
- We have also noticed an increasing risk of danger as children have no designated area to use the equipment safely
- Roads and construction areas (work space where hotel is being built) are becoming playgrounds for children
- We believe both a Skate Park and BMX Track would be beneficial as it would provide a place for kids to express themselves as an individual and athletic manner as well as involving them in a personal and esteem-building activity that also helps them build the confidence to do well in other aspects of their lives

Mother's Day Celebrations

- The day began with a Basketball tournament for both the young mothers and elder mothers
- This was followed by yinkiti at the pool in which the mother's asked for some refuge from the kids
- The women then enjoyed a softball match in which after a full ten innings played, the result was a draw
- The night concluded with a disco in which everyone from all ages had a great time
- Issues included children throwing things at their mothers and swearing at them to be included
- The solution to this would have been to organise additional activities for the kids to keep them occupied

Bush Holiday Program

- Structured program 6 days/week including pool, auskick, tiwi tag, tug of war, rec hall, soccer, hockey, athletics, softball, tee ball, swimming carnival, and amazing race
- Special activities for Territory day
- 200-300 participants

Aged Care Possibilities

- Discussions around getting the Elders of the community engaged in activities have resulted in some possibilities:

Management Report – 2010

- Biased bowls
- Patonk/Bocce
- Golf
- Walking Group for those able to walk and volunteers to push those in wheelchairs
- Storytelling
- Fishing

Oval Management

- A management committee for the oval was envisioned to be developed where representatives from many stakeholders would be involved in the governing of the facility
- This would ensure fair and equitable use, rules of use, and maintaining the facility
- Many meetings were conducted but members of the community were not committed to the management of the oval

Heart Foundation Walking Group

- We are in the final stages of organising a walking group in Nguiu
- Discussions with members of the community, the clinic and age care have all concluded with support for the group which should be up and running in the next month
- Ideally, walking groups would be conducted in both the mornings and evenings if weather is reasonable

Basketball Coaching Course

- In December last year, 7 members of our Sport & Recreation team participated in a Basketball coaching course ran by Basketball NT
- All participants now hold a certificate in Basketball Level 1 Coaching
- Since the course, staff run Basketball Drills every Thursday night at the Rec Hall
- Coaching for the NT Champs in Darwin will commence soon
- It is envisioned that a men's, women's and several primary/teenage level kids participate in the event (subject to funding availability)
- It is also anticipated that a structured competition will be implemented.

Key Performance Indicators/Measures

How many times was the activity held? Number of able bodied indigenous participants in the funded activity?

Pool – the pool is open to children after school from 1:30pm until 4:30pm Monday to Friday. The pool is open on Saturday from 11am to 4pm. Closed Sundays
(25 – 100 patrons - Children and teenagers)

The pool is also open to adults (all other non students) before and after work hours as well as lunchtimes

Management Report – 2010

(5 - 30 patrons)

Water Aerobics is ran by clinic staff every Wednesday afternoon
(Approx. 5-10 participants).

Recreation Hall – Various activities including basketball, cricket, hockey, discos, rip stick races (dangerous, skate park is necessary), table tennis, gym and boxing, computer room etc.

Operating hours are currently 6pm to 8pm during school weeks, and are open varying hours on holidays and non-school nights.

Aim to have rec hall open from 4pm to 8pm Mon to Friday and 11am to 8pm on Saturdays.

(150 -300 participants)

Auskick – Four teams, 2 age groups (under 16's and under 10's) share the oval one night a week

(100 – 120 participants)

Ultimately envisioned to evolve this into a junior footy competition with games on Saturday mornings

Softball – An intra-island competition was attempted to go ahead but problems with transport resulted in the women only playing 3 games. This was done in conjunction with the ISP (Anthony Castro)

(30 – 60 players and officials)

Holiday Program – For Bush Holidays, a weekly schedule of events was implemented, including pool, auskick, tiwi tag, tug of war, rec hall, soccer, hockey, athletics, softball, tee ball, swimming carnival, and amazing race.
(200-300 participants)

Disco's – Ran approx once a month, dancing competitions.
(100-300 participants)

Representative Trips –

Merrepen Football Trip: 30 member squad including players and officials competed at the 3 day carnival at Daly River.

NT Softball Championships: 15 players and officials represented the Tiwi Islands in this tournament

Community Events – Mothers day, attended by Mothers and family members, approx 300 attended at least one of the activities - basketball games, swimming and a BBQ at the pool, softball and a disco.

NAIDOC BBQ – A community BBQ was held and approx 400 community members attended during the day. All age ranges and genders attended.

Number of disabled Indigenous participants in the funded activity – 3?
(Unsure of people's disabilities)

Number of female participants – approx 40% of all participants

Management Report – 2010

The number of Indigenous people involved in the management of the activity

Director of community services – Maurice Rioli
 Sport & Recreation Manager – Shea Rotumah
 Regional Supervisors – Mark Tunmuck
 Kiosk operators – Marie Kerinaiaua, Andrea Pautjimi
 Recreation Hall supervisors – Robert Cunningham,
 Sport activity supervisors – Roland Cunningham, Ricky Edgar, Danielle Dunn,
 Laelia Dunn
 Pool operators – Alan Kerinaiaua, Aaron Kantilla, Angelo Orsto, Sheralee Shaw-Sumner
 Pool lifeguard – Shane Kerinaiaua

Number of Indigenous people who undertook accredited training See above

Degrees to which participants experienced an improvement in their health wellbeing and fitness

All the benefits expected from sporting activities and social gatherings.

The degree to which the funded activity encouraged community ownership and management of sport and physical activities

95% of staff are Indigenous.

Nguin Recreation Hall Upgrades

- Toilets renovated
 - Water efficient taps
 - New toilet seats
 - Shower privacy
- Hall lights fixed or globes replaced
- Electrical work (live wires)
- Sliding doors replaced so accessible
- Grandstands – Remove or make safe
- Fans / Air conditioner need to be in working order
- Court resurfacing
- Rec Hall perimeter lighting to be installed
- Disco Equipment
- PA System
- Seating
- Projector fixed
- Boiling water in kitchen to be fixed
- Hot water in toilets
- Laundry in working order
 - Washing machine

Management Report – 2010

- o Dryer

Ongoing Issues / Opportunities for the future:

- 1) While on Holidays
 - Kiosks (Not maintained in working or clean order)
 - Pool water
 - Maintenance (lawns, toilets, barge deliveries)
- 2) Pool staff need to be able to maintain pool
 - backwash
 - Testing
 - Adding Chemicals
- 3) Employees not turning up to work
 - ? find new work
 - leave form/sick form
 - inform Manager
- 4) Time sheets
 - Forging hours
 - Timesheets need to be filled out correctly and signed by Monday morning
 - No chasing unsigned/unfilled timesheets
- 5) Pool staff / Rec Hall Staff
 - Work one or the other, not both
 - Either Pool Staff or Rec Hall Staff
- 6) New Safe at Rec Hall
 - Money to be put straight into safe after every day and recorded
 - Keys with finance
- 7) Uniforms
 - Need to design uniforms for Pool Staff & Rec Hall Staff
 - Decide as a group
- 8) Develop new program of events
 - Rec hall needs to be opened longer hours and straight after school (eg. 2 – 4 & 6-8)
 - Auskick needs to be implemented and structured (eg Thursday afternoon)
 - i. Problem with training now
 - ii. Any staff willing to run auskick?
 - Softball / cricket, structured competitions to be implemented
- 9) Basketball Training/Drills

Management Report – 2010

- Since the coaching course, Sport and Rec staff have been running planned training sessions with the kids, with a view to having representation at the NT champs. These sessions have been running a couple of times a week. It has been encouraging to see staff enthusiastically planning for sessions and delivering the training in a confident manner.

10) Other Issues / points to raise

Vehicles

Accurate budgets to enable short/long term planning
Staff development

December 2009 – January 2010

Basketball Coaching Course

- 7 members of our Sport & Recreation team participated in a Basketball coaching course ran by Basketball NT
- All participants now hold a certificate in Basketball Level 1 Coaching
- Since the course, staff run Basketball Drills every Thursday night at the Rec Hall
- Coaching for the NT Champs in Darwin will commence soon
- It is envisioned that a men's, women's and several primary/teenage level kids participate in the event (subject to funding availability)
- It is also anticipated that a structured competition will be implemented.

AustSwim

- Shea and Ricky teamed up with Steve Hollis from NT Swimming to conduct one month (three weeks in Nguiu and one week in Pirlangimpi) of swimming lessons for MCS students. Each day, the students from each year level participated in a 30-minute swimming lesson that included water safety, survival and rescue skills, movement in water, diving skills and stroke development.

MCS Swimming Carnival

- A Swimming Carnival concluded the Austswim swimming lessons where children from MCS competed for first, second and third ribbons, while all children received participation ribbons. Pool staff worked in partnership with MCS staff and AustSwim's Steve Hollis to conduct the day and events.

School Holiday Program

- Various activities were and still are being held which include:
 - Basketball
 - Swimming
 - Auskick
 - Cricket
 - Pool party

Management Report – 2010

- Disco
- Cooking activities
- Arts and craft

Attendance by at least 150 kids daily.

Red Cross

- The Red Cross has run their holiday program over 2 weeks. Specifically for the teenagers, the first week (11th – 15th January) consisted of sporting activities, cooking, tie dying, pottery, jewellery making etc. The second week (18th – 22nd January) was focused on the Children, which included sporting activities (auskick, basketball, volleyball, cricket) and pool activities. Both programs concluded with a BBQ on the final night.

Red Cross Christmas Celebrations

- The Christmas celebrations were conducted in collaboration with Red cross, CDEP, Women's group, Jinami, Territory Alliance and Sport & Rec.
- Fashion parades, talent quest, community dinner, visit by Santa, guest performances by B2M and the choir were some of the highlights of the program
- At least 500 people attended.

Territory Alliance Family Day

- Territory Alliance held a family day at the pool for their workers and families. A BBQ, game of cricket, carpet bowls and swimming were held throughout the day.
- At least 300 people attended this event which was supervised by Sport and rec staff.

Current Planning

Australia Day activities

- At the moment the Sport and Rec team is planning for the Australia day activities
- This years events will have an emphasis on women's sport and therefore the main event will be the women's football
- Program of events is listed below:

Australia Day 2010 - Tuesday 26th January

Nguiu Oval

Management Report – 2010

Program of Events

9:00	Auskick (Under 12's / 2 games of 15 minute halves)
9:30	Kickstart (Island Origin: Under 16's / 20 minute halves)
10:30	Women's Softball (7 innings)
12:00	National Anthem and Official Welcome Presentation of Australia Day Awards BBQ Lunch
1:00	Island of Origin Game - Men's (20 minute quarters)
2:30	Island of Origin Main Game - Women's (20 minute quarters) Half time 100 metre Sprints (Men's, Women's, Under 16's)
4:00	Winners Presentation
6:00	Disco at Rec Hall
9:00	End of Day

Imparja Cup Cricket

- A budget has been forwarded to Sport and Rec Directors in relation to attending this event.
- At least 6 games have been held in the last two months leading up to selections, including a four-team competition which concluded with a BBQ at the pool. Around 50 men took part in this event, even while club as on, this shows their commitment to the sport.
- All involved want to see a dry season comp established this year.
- Sport and rec Management has been informed that half of the funds needed to attend the event have to be raised.
- List of Organisations we have approached for financial support for Imparja Cup Cricket:
 - Cricket Australia
 - Territory Alliance
 - Tiwi Island Land Council
 - XXXX
 - NUA
 - Milikapiti Store
 - Milikapiti Club
 - Fly Tiwi
 - Hardy Aviation

Management Report – 2010

- Independent Grocers
- Tiwi Barge
- Northern Territory Government:
 - Chief Minister, Hon Paul Raymond Henderson
 - Deputy Chief Minister, Hon Delia Phoebe Lawrie
 - Dr Christopher Bruce Burns
 - Hon Konstantine Vatskalis
 - Hon Daniel Robert Knight
 - Hon Malarndirri Barbara Anne McCarthy
 - Alison Anderson
 - Hon Paul Raymond Henderson
 - Marion Rose Scrymgeour
- We expect to hear back from these organisations today or early tomorrow
- Fund raising activities will include community BBQ's, Disco's, 100-club.

Milikapiti Sport and Recreation Report Dec 2009 – Jan 2010

- Milikapiti has 4 full time supervisors. One is on sick leave. Staff issues need to be sorted out.
- The sport and recreation program operating hours are from 9:00am to 12:00pm & 1:00 to 5:00pm and 7:00 pm to 10:00pm.

Daily Activities have included

- Indoor/outdoor cricket (30 to 40 participants)
- Indoor Basketball (outdoor rings still not repaired)
- Junior Football / Soccer (30 to 40 participants)
- Arts and crafts (30 to 40 participants)
- Board games / Building Blocks
- Kite Flying
- Swimming (once a week, average 54 children)
- Discos weekly (between 80 to 100 people)

Red Cross Holiday Program operated from 13th to 17th Jan utilizing Milikapiti Sport and Recreation equipment. About 35 to 40 children participated daily.

Thank you,

Bill Toy

PIRLANGIMPI SPORTS&REC REPORT FORM 10th DECEMBER 2009 TO JANUARY 2010.

Management Report – 2010

For the last month pirlangimpi sport & rec has been doing after school care vacation. we have been doing sport with the kid's on the oval. having disco's every friday, and we have pool compition's with the kids me and laelia been buying prizer's for the kid's with our own money. Danielle n Virgilia opened the rec-hall on christmas eve. Shane has been down the pool cleaning. Then Danielle, Virgilia, Laelia and myself worked on new year's eve, we did the count down and had a big disco the whole community come up for the disco. We been taking the auskick kid's out training on the oval also having a game of footy on the oval. Then from the 13th to the 17th of january redcross came over to garden point. We played indoor cricket and had pool compition's, we also did arts and craft's with the kid's and redcross. Ricky n sheza worked with the redcross on the second day when they was there they played cricket on the oval. Then the next day we went to the swimming pool did some activitie's there and gave the kid's some hotdog's. On saturday we took 50 kid's to kulumpinni for a swim. We had a big bbq out there we had the kid's out there for 5 hour's then brang them back to the community. Only myself, laelia and shane worked on the weekend with the redcross during the whole 5 day's. Brad, Griffen from the redcross took some pic's of the whole 5 days. i'm chasing him up for them pic's now. I'll get back to you with the pic's.

your's sincerely

Mark Tunmuck
& the
sport&rec pirlangimpi staff

REPORTS FOR INFORMATION



ITEM NUMBER	4.6
TITLE	Title to Bima wear premises
REFERENCE	34226
AUTHOR	Alan Hudson, Chief Executive Officer

To advise Council in relation to the request to transfer premises (Lot 397) back to Bima wear.

BACKGROUND

At the last Council meeting management and board members of Bima Wear requested that council return the title of the complex previously belonging to them.

Council records (March 2003) indicate that Bima Wear had experienced financial difficulties, was in debt and, by November the same year, had ceased to operate and were in danger of being wound up.

The former council (TILG) agreed to assist but could do so only as part of refurbishment of the site. In this context TILG secured funding of \$460,000 for development of the rural transaction centre (Post office and Centrelink) and \$193,000 for the establishment of Pwanga Enterprises. TLG had also provided a vehicle to Bima wear from it's CDEP budget.

TILG also paid outstanding debts owed by Bima Wear (just over \$20,000)

A condition of funding for the rural transaction centre was that TILG had security of tenure over the site and it was agreed that this should take the form of a lease from the traditional owners (S 19 of the Land rights ACT).

No prior lease existed in the name of Bima Wear.

A lease agreement, for a period of 20 years, was signed between TILG and the Tiwi land Council in January 2004.

TISC are now actively pursuing financial assistance through the Federal government to assist Bima wear further with feasibility studies, business planning, marketing and promotion of their business and products.

ISSUES/OPTIONS/CONSEQUENCES

The Bima Wear submission to this Council (November 2009) claims that TILG were responsible for the closure of Bima Wear. This is incorrect. Their own correspondence (March 2003) advises that they had lost their coordinator, could not pay their debts and were unable to operate without financial assistance.

Whilst the proposal to further use the site by redevelopment to include a rural transaction centre was perhaps opportunistic by TILG there was no pre-existing lease and thus no actual ownership of the building by Bima Wear.

Factually obtaining funds to redevelop the site (and thus also the continued operation of Bima wear) was conditional on TILG having negotiated a lease and retaining tenure.

As such we would have to renegotiate the terms of that funding agreement as a prerequisite to any possibility of altering the current lease arrangements.

There is no evidence to suggest that Bima Wear would be financially viable without ongoing assistance (particularly CDEP wages) from TISC. **Had TILG not become involved Bima Wear would almost certainly ceased to exist in 2003**

Bima wear also claim portion of Centrelink rents were promised to Bima Wear. There is no documentation supporting this. TISC do not charge rent to Bima Wear.

The demands from Bima Wear were as follows;

1. Compensation for loss of rental earnings
2. No rental payments until the end of the TISC/TLC lease
3. No maintenance until the end of the TISC/TLC lease
4. No bills until the end of the TISC/TLC lease

Of relevance to each of these demands;

The rental income to TISC is a direct result of the renovations undertaken by TISC not Bima Wear and would not arise had these not been undertaken. Bima Wear did not pay for, nor do they own these components of the premises.

Bima Wear pay only nominal costs to TISC

TISC already maintains the building. Only costs directly relating to Bima Wear are invoiced to them

It is not appropriate for TISC to unconditionally meet the costs of another corporate body such as Bima Wear.

Their submission also claims that “effectively with no consultation TILG and TLC took Bima Wear building from Bima Wear Association based on false information. This does not appear to be supported by their own association’s approaches to TILG and admission that they were unable to operate without assistance.

Some of the assertions now being made appear therefore to be lacking in a full understanding of

Neither redevelopment of the site nor the additional funding (secure by TILG) of \$193,000 would have occurred had TILG not become involved.

The final issue that TISC is yet to resolve is our own capacity to retain CDEP current CDEP workers with Bima Wear after 30 June 2010 (this will be the subject of a separate brief to Council)

CONSULTATION & TIMING

We have met twice with Bima Wear since the last Council meeting. It is apparent that they have aspirations of redeveloping other parts of the site.

The nature, viability and costs of these aspirations are yet to be determined.

Further consultations will need to include their involvement in discussions surrounding employment options post 30 June 2010 and federal government assistance.

RECOMMENDATION

- (a) **That Council note the background and issues advised**
- (b) **That Council note the need for further consultation with Bima wear to ascertain**

-
- their aspirations and how TISC can assist to achieve these**
- (c) **That Council maintain it's "in principle support" for their aim for return of these premises and the need for ongoing discussions in this regard**

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION



ITEM NUMBER	4.7
TITLE	Outline of proposal for jetty and Barge landing facilities at Nguiu and Paru
REFERENCE	34228
AUTHOR	Alan Hudson, Chief Executive Officer

The purpose of this report is to inform Council of the outcome of the scoping report prepared by Sinclair Knight Mertz for development of new jetty and barge landing facilities at Nguiu and Paru

BACKGROUND

The Federal government recently announced additional funding under the Regional and Local Community Infrastructure program.

This is part of their stimulus package and a process requiring competitive bids (nationally) particularly from local Government organizations.

To meet the technical input requirements of this funding process the Engineering firm of Sinclair Knight Mertz were engaged to help TISC develop a concept plan, provide broad scope of works and advice on costs for such facilities.

The concept they were to consider was a commercial size jetty at Nguiu, a smaller jetty at Paru, a small barge landing at Paru and a barge landing with secure freight handling and storage facilities at Nguiu.

The purpose of these facilities was to be as follows;

- To provide safe passenger boarding facilities big enough for docking of the commercial ferry from Darwin
- To provide safe passenger facilities at Paru which would do away with the need for beach/mud landings regardless of tide
- To provide a boat ramp/barge landing at Paru which would enable better launching facilities, safe loading of vehicles and enable some goods handling
- To provide an all weather freight handling and storage facility at Nguiu which would enable orderly unloading of barged and secure storage for goods unloaded or to be shipped
- The facilities at Nguiu were also to include a small passenger terminal, toilets and capacity to provide fuel to vessels berthed at the jetty.

Submissions closed on Friday 15 January.

ISSUES/OPTIONS/CONSEQUENCES

The final report outlined costs of \$10 million. It should be noted however that this included some \$3.5 m in contingency allowances as well as some \$600,000 in project management fees and \$500,000 for additional design and site testing.

The Northern Territory Government have also made a bid for a contribution of funds for this project from the growth town's initiative pool of funds.

Should the funding be approved the project must commence within 6 months and be completed by 30 June 2011

CONSULTATION & TIMING

Guidelines for this program were initially sent, in error, only to former TILG employees, hence we were very late being made aware of the availability of this funding and the requirements for submissions.

Nonetheless we have met with the Office of Township Leasing and senior Federal and Northern Territory government program managers, including staff of the new formed regional operations centre.

RECOMMENDATION

- (a) **That Council note that a submission requesting total funding of \$10Million has been submitted on behalf of TISC in accordance with the attached costings and draft concept plans/drawings.**

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION

ITEM NUMBER	4.8
TITLE	Independant investigation into Tiwi Islands Shire Council governance and administration issues
REFERENCE	34255
AUTHOR	Alan Hudson, Chief Executive Officer



To inform council of the outcome/s of the independent investigation into governance and administration issues relating to Tiwi Islands Shire Council.

BACKGROUND

CT Alliance were commissioned by the Minister for Local Government and Housing, in October 2009, to examine the affairs of TISC specifically in relation to;

- Procurement of plant and equipment pursuant to the Local Government Accounting regulations and conflict of interest provisions of the Act
- Borrowing of funds to lease plant and equipment pursuant to Ministerial guidelines
- Disposal of assets pursuant to Ministerial guidelines
- Staff contract management, approved remuneration, additional payments, private use of council property and delegations
- Financial accounting under agency service grant agreements
- Other matters that may be identified during the course of the investigation.

The findings of the investigation were as follows;

- The Local government Act itself needs to be more precise about the requirement for the CEO to act in the best interests of Council at all times
- The CEO and finance manager should be required to certify (annually) that there are proper and adequate systems of risk management and internal controls in place and that the provisions of the local government ACT have been complied with.
- Delegations should not be unlimited.
- Council does not have an accounting and property manual and requires detailed and approved policies that both protect it's assets and provide some way of assessing performance of employees.
- Council had NOT complied with tendering requirements in ordering 4 Motor vehicles that were to cost \$239,000.
- The Director of infrastructure, in ordering those vehicles, exceeded his delegated authority.
- Ministerial approval had not been obtained to borrow the money (by way of lease contracts) for these vehicles.
- Council had/has no approved policy in relation to borrowing.
- No delegations exist for the disposal of assets, yet the CEO approved the disposal of a motor vehicle.
- There is no evidence of there being a proper process for disposal of the vehicle.
- Bonuses were paid to two staff despite no apparent provision in their contracts.
- Whilst pay rises and other bonuses were supported by documents issued by the CEO these were not subject to any assessment of or based on performance. Nor does Council have in place any policy or process for measuring staff performance before paying bonuses.
- It is recommended that all senior staff remuneration, including all components of salary packages be approved by Council.

- Documentation of travel costs to councils grants management officer were inadequate and there may have been an overpayment by way of re-imburement of these costs.
- Again no council policy existed regarding payment of travel allowances.
- There are allegations of personal use of a vehicle and satellite phone by the father of one of the Directors. Whilst these were not substantiated the report recommends that this Director be formally interviewed in relation to these claims.
- For the purpose of accounting for grants the CEO had “requested administration charges of up to 25% of the grant value”.... The investigation indicated that this was not in accordance with grant terms and conditions.

The Minister’s covering letter requests that Council advises her how they intend to address the matters raised.

ISSUES/OPTIONS/CONSEQUENCES

The investigator’s recommendations, our perspective on related issues and suggested responses by Council by Council are as follows;

1. That the Local government Act and regulations be changed to require the CEO to act in the best interest of Council at all times and, further that the CEO and Chief Financial Officer be required (annually) to certify that there are adequate risk management and internal control systems in place and that there has been compliance with key sections of the Local Government ACT.

This is in the interests of both Council and it’s communities and is a matter that should be supported.

2. There should be no unlimited delegations. Council should set a limit of \$100,000 and should approve all transactions above this amount.

Council already imposes limitations in terms of having first approved the staffing structure and secondly distinct financial limitations through it’s sole control over the content and make up of all budgets. These are distinct controls because regardless of delegations all staff must act within these limits already set by council.

Requiring Council approval of day to day transactions simply transfers the unlimited delegation to Council and infers that Council staff can not be trusted or be responsible.

It is impractical in so much as regular payment of creditors and fortnightly wages would require calling at least fortnightly, sometimes weekly Council meetings. If this responsibility is transferred to a subcommittee of Councillors it again merely transfers an unlimited responsibility to persons who are not paid or necessarily qualified to assess the validity of such payments and could predictably result in regular delays in the payment of wages and creditors.

In any event this would not address instances where someone disregarded their limitations and acted improperly.

- 3 Council should develop a comprehensive accounting and property manual.....

This, along with detailed policies on all aspects of councils operations such as HR, travel, purchasing, borrowing, safety, training, housing, all aspects of our procedures require proper documentation.

Of relevance to this is the formation of the Business support unit within Corporate services (redirection of existing staff) and the prospect of retaining a policy specialist for a short period expressly for the purpose of developing and documenting such policies.

Similarly council's new finance manger will commence on 3 February and will have prime responsibility for the Accounting manual.

4. Consider an application review of the tech1 system to ensure it meets industry standards

CONSULTATION & TIMING

RECOMMENDATION

- (a) **That Council <<Type text...>>**

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION



ITEM NUMBER	4.9
TITLE	Tiwi Community Water Planning Workshops - Information Only
REFERENCE	34840
AUTHOR	Lawrence Costa, Director Community Development

In partnership with CSIRO, PAWA, Tiwi Land Council and Tiwi Shire Council to run Community Planning Workshops. To date workshops have been held in Pirlangimpi and Milikapiti in 2009.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

- (a) **That Council receive and note report for information.**

ATTACHMENTS:

- 1 Tiwi Community Water Planning Workshops.pdf



Report for Information

Title	Tiwi Community Water Planning Workshops
Author	Michael Schmid (NRETAS), Sophie Golding and Nerida Beard (PowerWater), Margaret Ayre (CSIRO) (no presentation)
Summary	Tiwi Community Water Planning Workshops as agreed in 2009 by TISC to be hosted in each main Tiwi Islands community: Pirlangimpi, Milikapiti, Nguu and Ranku.
Background	In 2009, NRETAS, PowerWater and CSIRO have been working in partnership with the Tiwi Land Council and Tiwi Islands Shire Council to run Tiwi Community Water Planning Workshops. The aim of the workshops is to seek input from Tiwi on the development of water management options and strategies for the Tiwi Islands. Two workshops hosted by TISC were held in 2009- one at Pirlangimpi in November and one at Milikapiti in December. The project team would now like to work with TISC to set a date for a workshop at Nguu.
Issues/options /consequences	The team would like to suggest two possible dates for a Tiwi Community Water Planning Workshop at Nguu. These are: Tuesday 9 th or Wednesday 10 th February. We anticipate talking directly to members of the Ranku community about a date for a workshop that suits them.
Consultation & Timing	We would be most grateful for the advice of council members on the dates proposed for a workshop at Nguu and if they may conflict with other scheduled meetings or whether a more suitable date can be nominated.
Recommendation	None
Attachments	None

REPORTS FOR INFORMATION

ITEM NUMBER	4.10
TITLE	Community Development
REFERENCE	34843
AUTHOR	Lawrence Costa, Director Community Development



Overview of issues across each community, in regard to Night Patrol, Centrelink, Office upgrades, Sport and Recreation Child Care Centres and Staffing.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

- (a) **That Council receive and note report for information.**

ATTACHMENTS:

- 1 Community Development Report and Engagement Community Services.pdf



Report for Information

Title	Community Development Report & Engagement/ Community Services
Author	Lawrence Costa.
Summary	<p>This Report covers the events that have happened in the past few months with Tiwi Islands Shire Council. This gives the Councilflors an insight to what has been going on in this area and the way both the council and staff see it in the future.</p> <p>This Report also covers Maurice Rioli's area as Community Service Manager. Maurice has been on leave for the 5 weeks.</p> <p>Once again welcome to a New Year, hopefully this Year will be a more productive Year.</p>
Background	<p><u>Milikapiti Office.</u></p> <p>Milikapiti Office has had a new paint lift on the floor which was completed over the Christmas period. Alice will be writing to Tom Butler and his work crew thanking them for the great job they did.</p> <p>Fuel sales are still continuing out of the office, it has been suggested that the sale of fuel be moved to the Milikapiti Progress Association store due to the fact that they are opened on Saturday.</p> <p>Kesara is currently doing her Administration training through CDEP There is a consideration that she may move into the CDEP office once they are sorted out.</p> <p>Rosabelle has taken on more responsibility from Alice in the Office.</p> <p><u>Centrelink Milikapiti & Pirlangimpi.</u></p> <p>Both Dolores and Andrina seem to being OK, reports from the Darwin office is that they are both capable and competent in running the two agencies on Melville Island. There had been some workplace issues raised in regards to Milikapiti however these have been addressed</p>



Report for Information

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Issues/options /consequences	The team would like to suggest two possible dates for a Tiwi Community Water Planning Workshop at Nguu. These are: <u>Tuesday 9th or Wednesday 10th February.</u> We anticipate talking directly to members of the Ranku community about a date for a workshop that suits them.
Consultation & Timing	We would be most grateful for the advice of council members on the dates proposed for a workshop at Nguu and if they may conflict with other scheduled meetings or whether a more suitable date can be nominated.
Recommendation	None
Attachments	None



Report for Information

they are intoxicated.

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

Deanne Rioli is still acting in the Managers position. CEO is writing to the Attorney Generals seeking further information regarding an applicant's application and Police reports to before filling the Managers position.

I intend to talk with Darwin Night Patrol in regards to doing training with our Patrollers in the next couple weeks at Nguin. Then we will move across to Melville Island.

Happy to discuss ways forward with Councillors.

Youth Diversion Unit.

YDU is another area that has been given to me under my Portfolio.

Both I and Kevin Doolan 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. Councillor Dunn has suggested that we introduce Non Skin membership as well.

Kevin's Report is attached for Information.

[Handwritten notes and scribbles in the left margin, including a large 'f' and some illegible text.]

Tiwi Island Crèches.

Michelle Banks and Karl Sibley to do presentation on Crèches for both Milkapiti and Pirlangimpi.

Please refer to Ebony Williams/Costa Report.

Sport & Recreation/After School Care/Vacation Care.

Firstly, I would like to start with Sport & Recreation. There has been problems in the past with this program at Nguin and over at Melville for the past month, mainly due to the fact that there



Report for Information

	<p><u>Libraries.</u> <i>Mr</i></p> <p>Since the last report a lot of discussion has taken place around location of the libraries.</p> <p>Pirlangimpi library from what I understand could be moving to the crèche that is yet to be confirmed, currently looking at options with Maurice.</p> <p>Have spoken with Jacqueline, both her self and Darienne seem to be doing ok The internet connection and phone line issues should be fixed very shortly. Both Manyi and Patricia have reported the problems to Mr Chris Smith in the New Year.</p> <p>Roslyn at Milikapiti had some problems with families. Retaining staff has been of some concern. Hopefully that will be sorted in the coming weeks.</p> <p>Roslyn has mentioned that the building leaks during heavy rain with water coming through the ceiling.</p> <p>Since the last report have spoken to Peter Penley about a demountable from down Alice Springs. No luck there so may be next time. Still waiting on Norm Buchan to see if we can use part of the new TITEB building.</p> <p>Will be working with Tracy over the next week or so looking at budgets for the new financial year. Hopefully the department can increase our budget as only salaries is only covered, we need some operational funds so that we can purchase books, toys, computers etc.etc for the both communities on Melville Islands.</p> <p><i>... ..</i></p> <p><u>Night Patrol.</u></p> <p>Night Patrol now comes under my portfolio. Since I have taken over this program, there has been a few changes within in the way that I would like to see Night Patrol operating right across the Tiwi Islands.</p> <p>At Nguiu all staff need to be responsible for their areas off work, we have issued 3 warning letters to staff regarding their work performance, 2 staff are on final notice. The 2 vehicles are too be locked up at the Police Station each morning then picked up at 4.00 pm to commence Night Patrol duties. Under no circumstances is it to be used as a Taxi service to carry people from the club to home if</p>
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Report for Information

	<p>has been lack off communication between the Manager and workers. After having discussions with all staff 2 weeks ago things seem to have picked up around the place. I suggest that when Maurice gets back that he meets with all his staff every month to discuss ways forward or look at solutions.</p> <p><i>Shea's Report is attached for Information.</i></p>
Recommendation	That the council receive and note this presentation or report
Attachments	1 Kevin Doolan. 2 Ebony William/Costa. 3 Shea Rotumah.



Report for Information

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Author	Michael Schmid (NRETAS), Sophie Golding and Nerida Beard (PowerWater), Margaret Ayre (CSIRO) (no presentation)
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Issues/options /consequences	The team would like to suggest two possible dates for a Tiwi Community Water Planning Workshop at Nguuu. These are: Tuesday 9 th or Wednesday 10 th February. We anticipate talking directly to members of the Ranku community about a date for a workshop that suits them.
Consultation & Timing	We would be most grateful for the advice of council members on the dates proposed for a workshop at Nguuu and if they may conflict with other scheduled meetings or whether a more suitable date can be nominated.
Recommendation	None
Attachments	None

REPORTS FOR INFORMATION

ITEM NUMBER 4.11
TITLE Infrastructure Report
REFERENCE 34844
AUTHOR David Bond, Director Commercial Service



General report of Civil and Infrastructure. Funding availability over the next five years.

BACKGROUND

ISSUES/OPTIONS/CONSEQUENCES

CONSULTATION & TIMING

RECOMMENDATION

(a) **That Council receive and note report for information.**

ATTACHMENTS:

1 Civil and Infrastructure Report.pdf

Tiwi Islands Shire Council
Sealed Internal Road Report
Community of Wurrumiyanga

Brief

On the invitation and request of the Tiwi Islands Shire Council (Shire), the Local Government Association (the Association), Manager of Transport and Infrastructure inspected the internal sealed road network of the Wurrumiyanga (Nguin) Community.

Inspection took place Monday 14 December, and it was fortunate that there had been a significant rain event that weekend which showed a number of drainage issues that will require remediation.

Wurrumiyanga community has 15.4 km of sealed road network has reported in the NT Grants Commission return 2008 / 2009.

Observations

Roads are in poor condition but can, with remedial works and reseal, extend pavement life.

General issues:

Crossovers / pot holes;
Corners poor drainage / pavement failure;
Subgrade failure on sections of road pavement, Kerinauia Highway airport access road and Forestry / Airport access road; and
Edge break.

Pavement failure on corners is due to poor drainage which has led to water ponding and penetrating sealed pavement causing pot holes and edge break.

Remedial work to include the remove and replace spike down kerb as the local area management treatment on corners with flexi pole guide posts (attachment A). Remove build up of silt on road edge preventing water to flow away from pavement and ensure sufficient drainage and runoff of water from corner.

Photo 1 Water ponding corners vegetation silt preventing drainage

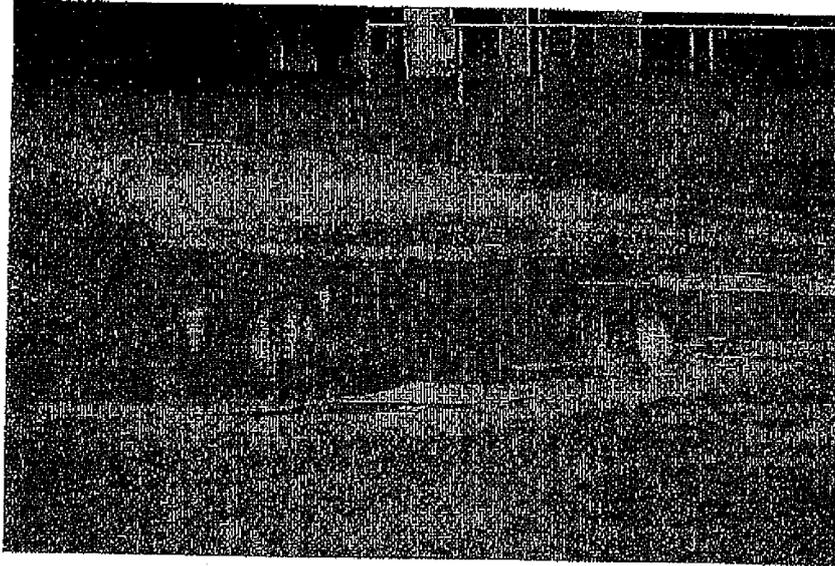


Photo 2 Rough surface is leading to road users starting new track.



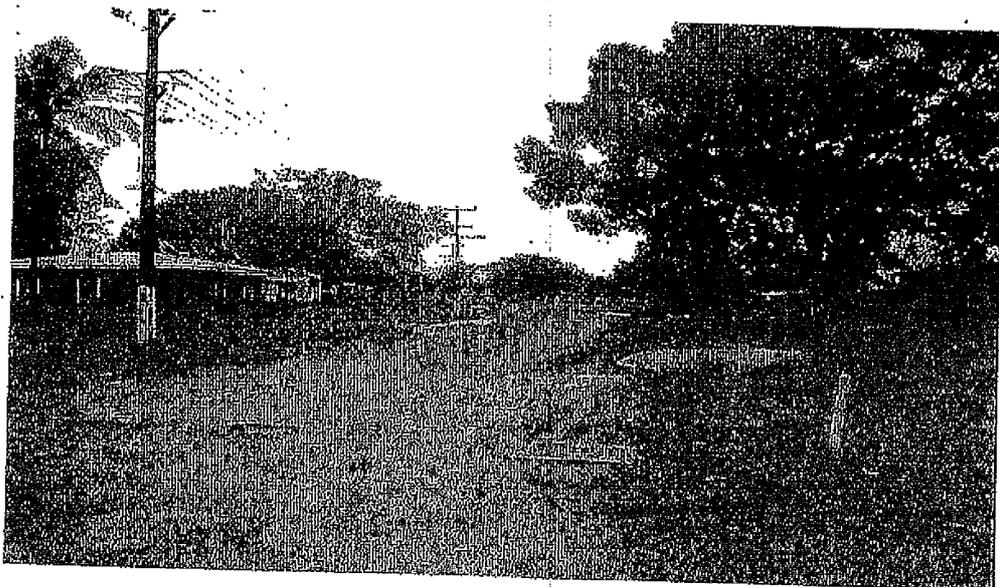
There has been significant damage caused to the sealed pavement by service agencies (Power and Water, Telstra) when connecting services to residential lots cutting through seal roads managed by the Shire Council.

These cutovers have not been re-instated by offending service providers and the shire has no records of contractors to approach for reimbursed for reinstatement work required.

It is recommended that the Shire implement a process where any work that is to be done in a road reserve the Shire manages and has control of, must have a permit to work in the road reserve. (Attachment B)

Shire may set a fee to ensure cost recovery and works are completed satisfactorily by agencies working with in the road reserve.

Photo 3 Service water valve in transition area of T junction not reinstated



60% of the road network has edge drop and edge break and will require rehabilitation.

A good example of how mountable kerb can protect edge failure can be seen along Tipungwati Cres and Fernando Street.

Some of the edge break has significantly reduced the road width.

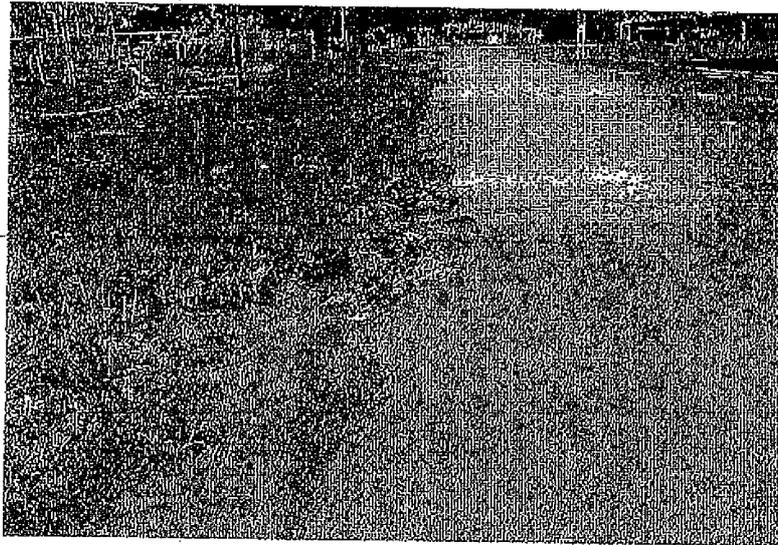
There are two options available to the shire to rehabilitate edge before resealing:

- option one is to straighten edge break and bring in gravel material and water roll and compact. Must ensure compacted material is flush with existing seal as a lip will cause water ponding.
- Second option is Bomag edge and compact, costs are higher but lower risk.

The photo below shows where there is no kerb margins.

It is critical to keep table drains free flowing. This area has overtopped from opposite side of road causing scouring and caused shoulder damage.

Photo 4 Over topping of road because of poor drainage and service cross over has caused this edge break. Safety concern



Also alignment of table drains is critical and there are areas where this has led to edge break and significant drop off with rehabilitation of shoulders additional alignment of drains will be required to direct water away from road edge.

Example of this is beside the Supermarket and Garage.

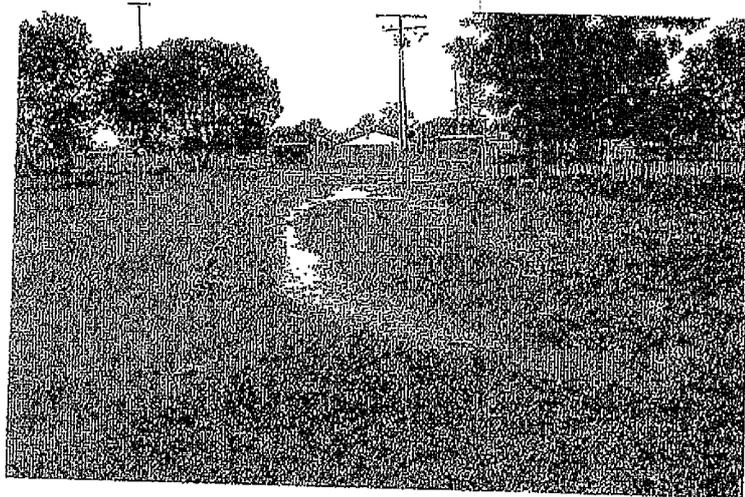
Photo 5 Outside supermarket edge drop off caused by traffic movement turning in vicinity.



The Shire should also look at permit guidelines for oversize and over mass vehicles, especially during this time of significant housing construction and economic development in the community. (Attachment C)

Such a permit system will allow the Shire to manage vulnerable roads from heavy vehicles and develop strategies to ensure road networks that have vehicle traffic are maintained and designed to suit and carry such vehicles.

Photo 6 Alignment of table drain is causing edge break and drop off.



Sections of the access roads servicing the airport have structural damage to the subgrade and requires ripping and re stabilizing:

Kerinauia Highway chainage 1.8km / 2.0km with 0.0 km being the intersection with Puti Drive and Forestry Airport Access road from chainage 50m / 700m.

Recommendation is after ripping, compact with cement stabilization of sub grade over geotech fabric for soil stabilisation and reinforcement. This will be expensive exercise. Minimum treatment to prevent at risk of total pavement through water penetration is to apply crack seal and then reseal to prevent further water penetration and pavement failure.

Photo 7 Crack on Forestry / Airport Access road up to 100mm in depth suggest it is below base into subgrade. Significant shoving of pavement suggest subgrade saturation and failure.

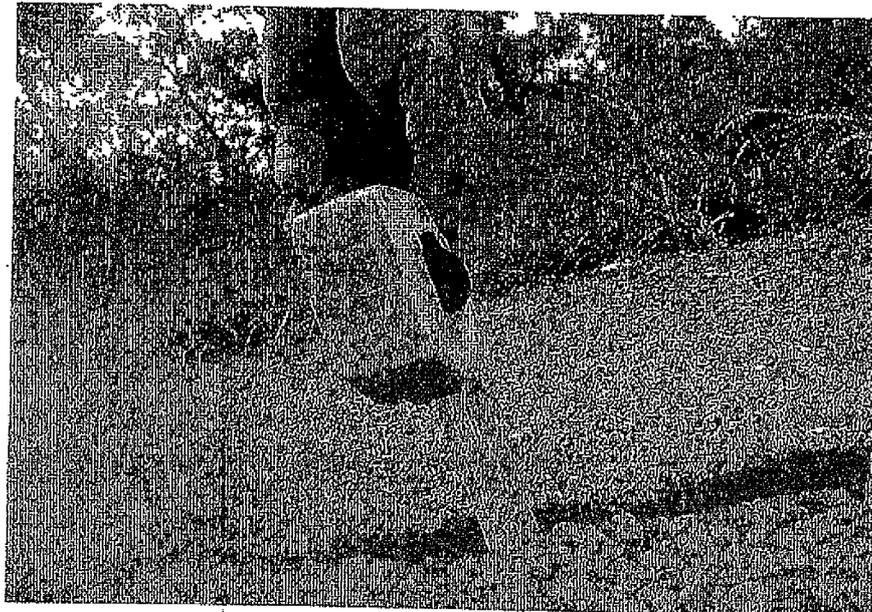
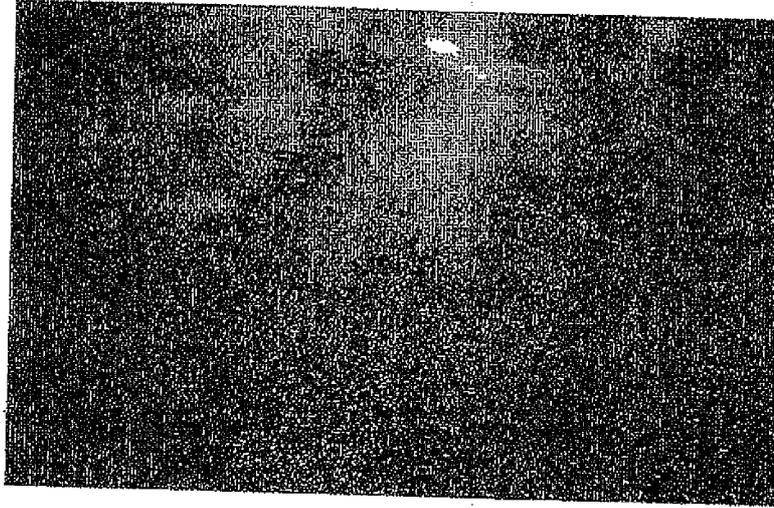


Photo 8 Longitudinal cracking and edge break Kerinauia Highway to Airport .

Road Assessment

Coconut Grove

Road name	Chainage	Width	Edge break	Cut overs
Tipiloura St	0.0m – 239m	5m	300m	4 (20m)
Kelantilmana/ PuantiluraSt	0.0m – 625m	5m	120m	1 (5m)
Kelantilmana Extension New Subdivision	0.0m – 307m	5m	140m	nil

Oval/Supermarket precinct

Road name	Chainage	Width	Edge break	Cut overs
Oval Road	0.0 – 214m	6 m	nil	2
Y intersection	33m x 2	4m	nil	nil
Orsto St	0.0m - 346m	6m	692m	2
Puanutjimi St	0.0m – 142m	5m	284m	1
Wommatakimi St	0.0m – 108m	5m	108m	nil

Jubilee Park

Road name	Chainage	Width	Edge break	Cut overs
Munkara St	0.0m – 1125m	5m	2000m	3

Poantamuli St	0.0m - 275m	5m	200m	1
Cul De Sac	100m x 2	5m	nil	nil
Fernando St / Tipungwuti St	0.0m - 300m	5m	nil	1

Contractors Precinct

Road name	Chainage	Width	Edge break	Cut overs
Lot 716 - Lot 705	0.0m - 300m	5m	150m	1 + floodway
Lot 733 - Lot 736	0.0m - 100m	5m	Nil	1

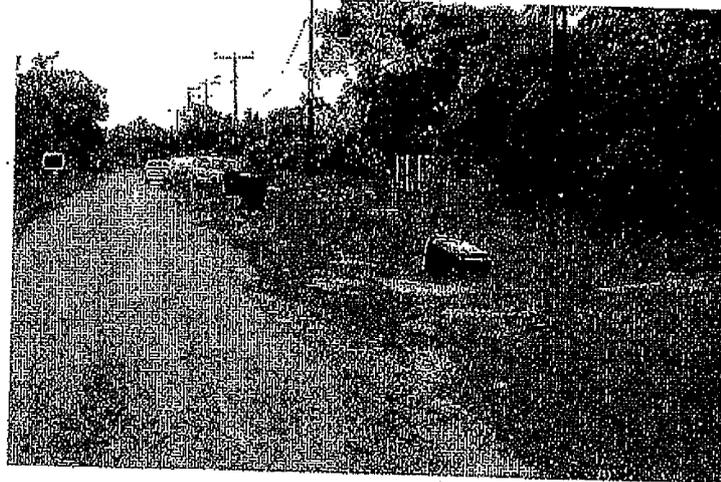
Forestry

Road name	Chainage	Width	Edge break	Cut overs
Timeapatua Circuit	0.0m - 1300m	6m	1600m	1
New Subdivision circuit	0.0m - 500m	5m	1000m	2 + Corner failure

Photo 9 Pavement failure corner Forestry



Photo 10 Edge break Forestry



Road name	Chainage	Width	Edge break	Cut overs
Puti Drive	0.0 m -1459m	6m	400m	1 + Depression 3m
Malawu Drive	0.0m - 800m	6m	400m	2
Kerinauia Highway (Puti Drive/Airport)	0.0m - 2600m	6m	4000m	1 cutover 2 cutovers 250m x 6m pavement stabilisation
Forestry Airport Access Road	0.0 m - 900m	6m	1800m	Pavement failure 650m X 6m

Summary

Description	Quantities	Estimated Cost
Reseal	67,083m ² (\$13.15 m ²)	\$882,141
Edgebreak Rehab	13,194 lineal meters	\$ 50,000
Pavement failure	5,403m ² (1,621m ³ @ \$310 m ³)	\$502,510
Cross overs/ pot holes	103 lineal meters(6.75m ³) 60m ² pot holes	\$2,450

Costing Estimate only to be confirmed Fulton Hogan

Reseal m² rate is based on 10mm aggregate at 1.8litres m².

REPORTS FOR DECISION



ITEM NUMBER	5.1
TITLE	Proposed amendments to Tiwi islands Shire Council's Senior management staffing structure
REFERENCE	34227
AUTHOR	Alan Hudson, Chief Executive Officer

This report outlines for Council proposed changes to the senior management staffing structure of TISC

BACKGROUND

Council has a senior staffing structure around 5 areas of responsibility, each of which is nominally headed by a Director.

By comparison most other shires have either 2 or 3 Directors only and all, without exception, are considerably larger than Tiwi Islands Shire council.

The salary package of TISC Directors is \$140,000 in Direct costs and an additional \$15,000 in indirect costs (insurances, travel, telephone etc)

Under this structure the gap between Directors and the next tier of program and project managers is so great as to make it difficult for internal promotion or personal development of subordinate staff to the extent that they could reasonably be expected to progress into the Director's positions.

It is noted however that two of the existing Directors are effectively the shire's community managers in the locations where they are based and this added responsibility needs to be acknowledged.

Council has already restructured staffing levels to recruit people to undertake key management roles at an alternative senior level.

In particular the Corporate services area will shortly include a well qualified Finance manager, already has a competent Human resources manager, is proposed to now include an Executive support and Council secretariat function and I am redirecting existing positions into a business support unit within this division.

Similarly our employment activities are subject to review and will require a lower level of support with pending changes to CDEP.

Both the Director of Corporate services and Director of Employments services positions are currently vacant.

The Director of infrastructure has indicated he wishes to retire as soon as TISC can appoint a person to full fill a role with equivalent responsibilities.

Total cost of employing 5 Directors (the current structure) is in the vicinity of \$775,000 per annum.

Both to ensure we can retain all existing employees and in recognition of faults in both our budgeting and financial management (especially internal cost recoveries) divisional responsibilities and procedures are also being reviewed.

Proposed alternative structure

Initially it is proposed to alter Council's senior management structure as follows;

1. That the position of Director of corporate services be abolished.

This recognizes that with the appointment of a finance manager, a competent Human resources manager, a business support unit (existing staff) and establishment of a council secretariat/executive support function the role of Director (at this time) is unnecessary.

2. That the position of Director of Employment services be abolished

Effectively the functions of this position are adequately covered by our CDEP program manager and our Human resources manager and will be ably supported by adoption of a training coordination role as part of the duties of the Executive Officer (secretariat and executive support)

3. That the position of Director of Infrastructure be abolished and replaced with the position of Shire Engineer (works and services)

This is an opportunity arising from the desire of the current occupant of this position to retire. At this time council has to rely on and pay for external advice on technical matters that could be considered 'in house' with the retention of a person with engineering qualifications. Having this capability will also better position us to undertake our own roads programs and to gain credibility in order to undertake the upgrading of inter-community roads that has been suggested as part of the "growth Towns" policy of the NTG. Minor savings may also be achieved through a slightly lower salary package, reducing the need for external technical advice and the possibility of contracting such services to other shires.

4. That an executive officer be recruited to provide support to the elected members, to the CEO and to provide secretariat services for the proper functioning of Council meetings and related business.

This was mooted at the last Council meeting and expressions of interest called and interviews have now been completed. The secretariat will also be responsible for Council's information system (currently outsourced to Councilbiz) and coordinate the provision of staff training. Creation of this role will bring these functions back in house and consequently be revenue neutral with costs being offset by resultant savings. Added benefit will be gained by the creation of mentoring opportunities for office staff and prospects for internal promotion of Tiwi staff members to related roles.

5. That a business support unit be formed within the corporate services area.

This would be staffed by Council's existing business development manager (Greg Brown, our contracts manager (Tracy Nagle) and our IT manager (Chris Smith). The main functions of this unit will be business planning, program performance monitoring, systems, asset management, procedures and policy development and analysis of financial performance (with the finance manager).

6. That all internal service functions of TISC become "business units" in their own right.

Implementation of this will be a key role of the business support unit. This effectively means that all functional areas but particularly unfunded areas such as our workshops, management of our vehicle and equipment (fleet operations), roads crew, housing and corporate services must operate on a cost recovery basis to ensure that all other functions pay for the cost of these services at realistic levels and that all programs and funding agreements reflect these costs. At the moment our housing operation is already achieving this. This needs to be extended to all service areas to ensure that TISC is operationally and financially viable. A good example of this is recovery of administrative costs from CDEP. For

the period July to December these were only around 5% of the program. Recovery at 15% would see a corporate services operating deficit of some \$225,000 become a surplus of around \$500,000.

ISSUES/OPTIONS/CONSEQUENCES

There are considerable immediate savings to council by adoption of this management structure, summarized as follows;

Measure (as above)	Savings	cost	Financial result
1	\$155,000	nil	Save \$155,000
2	\$155,000	nil	Save \$155,000
3	\$155,000	\$120-140,000	Save at least \$15,000
4	\$85,000	\$85,000	Revenue neutral
5	Nil	nil	Revenue neutral
6	Not yet calculated	nil	Not yet quantified
Overall result	\$550,000	\$205,000 - \$225,000	Save between \$325,000 - \$345,000

The other prospective outcomes for TISC are as follows;

- A structure which will greatly improve the operations of key Council functions, particularly support to elected members
- Better mentoring of Tiwi staff members
- Long term prospects of more internal promotion for Tiwi staff to senior levels
- Provision of more services "in house" with resultant cost savings and local employment opportunities.
- Greatly improved policies and procedures
- More efficient internal cost recovery with resultant positive cash flows for council.
- Funds saved by way of cost savings and internal cost recovery would be available to counter prospective revenue/recurrent funding losses, meet plant replacement costs and retain Tiwi jobs

CONSULTATION & TIMING

RECOMMENDATION

- (a) That Council agree to amendments to it's staffing structure as outlined above.

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR DECISION



ITEM NUMBER	5.2
TITLE	Local advisory boards to shire councils
REFERENCE	34229
AUTHOR	Alan Hudson, Chief Executive Officer

Formation of local community advisory boards to Council

BACKGROUND

With the formation of Shire Councils in the Northern Territory there was recognition that under the previous Local community Government Council structure there was direct input within local communities into Councils.

In many locations this was no longer the case with the formation of shires and provision was made for advisory boards, along community lines, to meet and have their say about local issues and priorities and for those to be passed on to shire councils.

Tiwi shire is unique in so much as it is the only shire that does not have such boards.

ISSUES/OPTIONS/CONSEQUENCES

It is recognised that there was some thought around “skin groups”, through the support provided to them, performing this function in Tiwi communities.

At this time this is not happening.

Concurrently both the Federal and Northern Territory governments have indicated that they see an important role for local advisory boards (noting that they have neither decision making nor direction giving authority).

This issue has arisen recently in the context of community consultations regarding funding opportunities and priorities. In that context a more suitable structure, specifically for tiwi communities has been suggested.

Specifically;

- That in order to achieve a representative cross section of members in each community advisory boards should themselves reflect the skin group structure and include two (2) members nominated by each skin group. Given the nature of the boards as “advisory” rather than authoritative these members could vary according to availability
- In addition there could be a small number (say 2) of non skin group representatives
- All advisory group meeting should be attended by the TISC Councillors for that community
- TISC staff would provide the support required for holding these meeting and ensuring that minutes of such meetings were a standard agenda item for all TISC council meetings.
- It was generally thought that such involvement would enhance the importance of skin groups and, whilst part of a representative group of the whole community, provide a more formal mechanism for the importance of their role to council.

CONSULTATION & TIMING

Given the short time since this model has been evolving there is yet to be more than cursory discussion about implementation of the model or to get feed back, particularly from the skin groups themselves.

RECOMMENDATION

- (a) **That Council endorse “in principle” the adoption of such a model for local advisory board, noting that a final decision should be subject to consultation with all the skin groups and on a community by community basis.**

ATTACHMENTS:

There are no attachments for this report.