



AGENDA
SPECIAL MEETING
TUESDAY, 30 JUNE 2015

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

- Tuesday, 30 June 2015 at
- Darwin
- Commencing at 2:00 PM

Your attendance at the meeting will be appreciated.

Garry Lambert
A / Chief Executive Officer

AGENDA

1 WELCOME & APOLOGIES

- 1.1 WELCOME
- 1.2 PRESENT
- 1.3 APOLOGIES
- 1.4 LEAVE OF ABSENCE
- 1.5 DECLARATION OF INTEREST OF MEMBERS OR STAFF
- 1.6 ELECTION OF CHAIRPERSON

2 BUSINESS ARISING

Nil

3 CORRESPONDENCE

Nil

4 GENERAL BUSINESS

Nil

5 REPORTS FOR DECISION

- 5.1 GRANT ACQUITTALS - 2013-14 LIBRARY SERVICES ACQUITTAL 3
- 5.2 STAFF HOUSING ALLOCATION POLICY 7
- 5.3 TIWI ISLANDS REGIONAL COUNCIL PLAN 2015/16 DRAFT 10
- 5.4 APPROVAL OF VARIATION LEASE (DEVELOPMENT PERMIT DP15/0260) 11

6 REPORTS FOR INFORMATION

Nil

7 CONFIDENTIAL ITEMS

- 7.1 DEBT WRITE OFF

The report will be dealt with under Section 65(2) (b) of the Local Government Act 2008 and Regulation 8 of the Local Government (Administration) Regulations 2008. It contains information about the personal circumstances of a resident or ratepayer.

8 NEXT MEETING

17th July 2015

REPORTS FOR DECISION

ITEM NUMBER	5.1
TITLE	Grant Acquittals - 2013-14 Library Services Acquittal
REFERENCE	161666
AUTHOR	Georgina Slessar, Finance Project Officer



Grant Acquittal – 2013/14 are required to be endorsed by Council.

BACKGROUND

Financial acquittals detailing income and expenditure are summarised as per attached.

This acquittal is required to be laid before the Council and certified by an authorized person.

ISSUES/OPTIONS/CONSEQUENCES**CONSULTATION & TIMING****RECOMMENDATION:**

That Council endorses the 2013/14 Library Services Acquittal reference number for the reporting periods.

ATTACHMENTS:

- 1 2013-14 Library Services Acquittal.pdf

SCHEDULE 5 - NT LIBRARY GRANTS ACQUITTAL FORM

Tiwi Islands Regional Council..... COUNCIL/SCHOOL

YEAR ENDING 30TH JUNE 2014... ACQUITTAL OF OPERATIONAL GRANT
LIBRARY CORE SERVICES FUNDING

Purpose of Grant: Provision of Library Services 2013/2014.....

INCOME AND EXPENDITURE STATEMENT

Special Purpose Grant excluding GST	\$60,802.00	_____
GST Amount	\$ 6,080.00	_____
TOTAL	\$66,882.00	_____
Expenditure (Specify accounts and attach copies of invoices or ledger entries)		
Total Expenditure	\$77,835	_____
Surplus/(Deficit)	\$17,033	_____

We certify, in accordance with the conditions under which this grant was accepted, that the expenditure shown in this acquittal has been actually incurred and reports required to be submitted are in accordance with the stated purpose of this grant.

Statement prepared by Georgina Slessar..... 19/06/2015

Laid before the Council/School at a meeting held on/...../2010

Authorised Person:/...../2010

DEPARTMENTAL USE ONLY

Amount correct?	YES/NO
Expenditure conforms to purpose	YES/NO
Balance of funds to be acquitted	\$.....
Prepared by...../...../.....

Comments: _____

Manager Business Services _____ /200



Minister for Arts and Museums

Library Operational Grant 2013/2014

**Statement of Income and Expenditure
for the period ending 30 June 2014**



Minister for Arts and Museums

Library Operational Grant

Dept. Ref:

Our Ref: 1215

**Statement of Income and Expenditure
Period ending 30 June 2014**

	2014 Actual \$
Income	
Special Purpose Grant Funding	60,801.82
Total Income	60,801.82
Expenditure	
Employee Expenses	
Salaries and Wages	55,780.57
Salaries and Wages on costs	14,404.32
Location Expenses	
Utilities - Electricity/Water/Sewage	3,780.03
Repairs and Maintenance	653.60
Services	
Administration Fees	
Communication	872.62
Insurance - Gen, PL & ISR	2,343.55
Total Expenditure	77,834.69
Total Deficit as at 30 June 2014	-17,032.87

REPORTS FOR DECISION

ITEM NUMBER	5.2
TITLE	Staff Housing Allocation Policy
REFERENCE	161681
AUTHOR	Lesley Palmer, Director Corporate Services



This report was withdrawn and deferred from Ordinary Council Meeting held on Wednesday 24th June 2015 at Milikapiti to review for final decision.

BACKGROUND

At the Ordinary Council meeting on 27th May, Council directed that a policy dealing with Staff Housing Allocations be prepared.

ISSUES/OPTIONS/CONSEQUENCES

Tiwi Islands Regional Council (TIRC) provides staff relocating to the islands for work, or moving from another organisation's staff house on the islands, with fully furnished accommodation (excluding linen, towels and some non electrical kitchen items) subject to availability. No provision is made for staff to bring or store personal furniture. The TIRC endeavours to provide accommodation is suited to the employee's family needs and to the best standards available, subject to funding and budget constraints.

Staff housing is provided based on the family structure of the officer and the availability of housing, with the exception of the CEO position where a 3 bedroom house is allocated.

Policy

The allocation of housing is based on the following configuration:

Family configuration	Accommodation Size
Single person (or couple if no 2BR accommodation is available)	1 Bedroom accommodation
Couple	2 bedroom accommodation
Couple/sole parent with 1 - 2 dependents (where the two dependents are the same gender)	2 bedroom accommodation
Couple/sole parent with 2 - 4 dependents (in the case of two dependents they are of different gender and 10 years old or more).	3 bedroom accommodation

In the event of a suitable house not being available to meet the needs a new staff member, or a change in a staff members housing needs occurs, an assessment of the current occupancy will be undertaken and staff occupying a house in excess of needs according to this policy may be re-allocated to an alternative house. The Council will provide a vehicle to assist with relocation and will provide a cleaning service for the vacated house.

CONSULTATION & TIMING**RECOMMENDATION:**

**That Council accepts and endorses the Staff Housing Allocation Policy.
Review as needed or in 3 years whichever occurs first.**

ATTACHMENTS:

- 1 2015-05-15 OXX Staff Housing Allocation Policy Draft.pdf



Tiwi Islands Regional Council

Title: Staff Housing Allocation
Policy No: OXX
Adopted By: Council
Next Review Date: XXXXXX
Responsibility: Director of Corporate Services
InfoXpert Document Number:

Version	Decision Number	Adoption Date	History
1		XXXXXX	Original document

Purpose

At the Ordinary Council meeting on 27th May, Council directed that a policy dealing with Staff Housing Allocations be prepared.

Objective

Tiwi Islands Regional Council (TIRC) provides staff relocating to the islands for work, or moving from another organisation's staff house on the islands, with fully furnished accommodation (excluding linen, towels and some non electrical kitchen items) subject to availability. No provision is made for staff to bring or store personal furniture. The TIRC endeavours to provide accommodation is suited to the employee's family needs and to the best standards available, subject to funding and budget constraints.

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Tiwi Islands Regional Council

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RECOMMENDATION:

That Council accepts and endorses the Staff Housing Allocation Policy.

Review as needed or in 3 years whichever occurs first.

REPORTS FOR DECISION

ITEM NUMBER	5.3
TITLE	Tiwi Islands Regional Council Plan 2015/16 Draft
REFERENCE	161729
AUTHOR	Garry Lambert, A / CEO



This report has been deferred from the meeting held on Friday 26th June regarding the Tiwi Islands Regional Council Plan 2015/16.

BACKGROUND

The Tiwi Islands Regional Council Plan was not adopted on the meeting on Wednesday 24th or Friday 26th June.

The Official Manager raised questions regarding the 2015/16 Budget and Rates collection.

Attachment to be presented at the meeting.

ISSUES/OPTIONS/CONSEQUENCES

The Council must adopt a Draft Regional Council Plan to allow for a public consultation period of 21 days, prior to its final ratification by Council and its presentation to the Minister by 31st July 2015.

CONSULTATION & TIMING

This Plan has been written with extensive input from Local Authority Boards, Elected Members of Council, the A / CEO, Directors and Managers of the Tiwi Islands Regional Council.

The Plan will be available on the Tiwi Islands Regional Council internet site for 21 days, with any amendments brought to Council in the appropriate time.

RECOMMENDATION:

That Council accept this document for Public Consultation and feedback as the Tiwi Islands Regional Council's Plan for the 2015/16 Financial Year.

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR DECISION

ITEM NUMBER	5.4
TITLE	Approval of Variation Lease (Development Permit DP15/0260)
REFERENCE	161747
AUTHOR	Brenton Baillie, A / Director Infrastructure Services

**BACKGROUND**

In 2004 a lease on Lot 01644, Melville Island was granted in conjunction with the Tiwi Island Land Council. As this was Indigenous land, there was no requirement for the lease to be registered. The current operators leasing and subleasing (Easy On) the lot require an assurance that the parcel of land will be amalgamated into one lease to provide surety of usage.

ISSUES/OPTIONS/CONSEQUENCES

Variations to Development Permit 15/0260A and the amalgamation of Lot 01644 Melville Island with the existing lease, has no implications for current or future TIRC council operations.

CONSULTATION & TIMING**RECOMMENDATION:**

That Council endorses the correspondence of the CEO on 26th June 2015 to the General Manager of Port Melville, that TIRC has no objection to the variation and registration of Lease to Lot 01644.

ATTACHMENTS:

There are no attachments for this report.