



**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE MILIKAPITI BOARDROOM ON TUESDAY, 12 SEPTEMBER 2017 AT 1:30 PM**

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**1 Welcome & Apologies**

**1.1 Welcome**

The meeting opened at 1:35 pm.

At this point of the meeting a one minute silence was held in respect of recent passing of family members on the Tiwi Islands.

The CEO formally welcomed and congratulate new councillors, staff and guests.

Honourable Lawrence Costa MLA – Member for Arafura formally congratulated new councillors and also provided a speech on behalf of the Minister for Housing and Community Development, Gerry McCarthy.

Honourable Eva Lawler MLA, Minister for Education also formally welcomed and congratulated new councillors.

**1.2 Present**

**Mayor:** Gawin Tipiloura

**Councillors:** Deputy Mayor Stanley Tipiloura, Therese (Wokay) Bourke, Leslie Tungatulum, Wesley Kerinaia, Marius Puruntatameri, Kevin Doolan, Connell Tipiloura, Regis Pangiraminni, Pius Tipungwuti, Lynette De Santis and Francisco Babui.

**Officers:** Marion Scrymgour (Chief Executive Officer), Milika (Rosanna) De Santis (GM Community Development & Services), Chris Smith (ICT & Systems Manager), Bruce Mann (GM Finance), Trish Richardson (Finance & Compliance Officer), David Astalosh (Administration Project Officer Generalist) and Maina Brown (Governance & Compliance Manager).

**Visitors:** Honourable Lawrence Costa MLA – Member for Arafura, Honourable Eva Lawler MLA, Minister for Education, Lee-anne Jarrett Sims (NT Gov) and Colvin Crowe (DHCD).

**Minutes:** Maina Brown (Governance & Compliance Manager).

**1.3 Apologies**

Nil

**1.4 Leave of Absence**

Nil

**1.5 Swearing in Protocol of Newly Elected Members**

Completed as a group.

### **1.6 Statement of commitment**

Completed as a group.

### **1.7 Election of Mayor by Ballot**

Gawin Tipiloura nominated by Leslie Tungatulum – Accepted

Lynette De Santis nominated by Therese (Wokay) Bourke – Accepted

Marius (Pirrawayingi) Puruntatameri nominated by Francisco – Accepted

#### **Results:**

Gawin Tipiloura – Five (5) votes

Lynette De Santis – Four (4) votes

Marius (Pirrawayingi) Puruntatameri – Three (3) votes

**Gawin Tipiloura elected as Mayor**

### **1.8 Election of Deputy Mayor by Ballot**

Kevin Doolan nominated by Marius (Pirrawayingi) Puruntatameri - Accepted

Lynette De Santis nominated by Stanley Tipiloura – Accepted

Leslie Tungatulum nominated by Gawin Tipiloura – Accepted

Stanley Tipiloura nominated by Francisco Babui – Accepted

#### **Results:**

Kevin Doolan – Two (2) votes

Lynette De Santis – Three (3) votes

Leslie Tungatulum – Three (3) votes

Stanley Tipiloura – Four (4) votes

**Stanley Tipiloura elected as Deputy Mayor**

### **1.9 Casting Vote Policy by Ballot**

#### **1 RESOLUTION:**

**That Council endorse the policy to allow the Mayor to have the casting vote**

**Moved:** Stanley Tipiloura

**Seconded:** Wesley Kerinaiaua

**Carried.**

### **1.10 Declaration of Interest of Members or Staff**

All elected members submitted conflict of interest forms to the Governance & Compliance Manager.

At this point of the meeting a break was called at 2:15 pm.

The meeting recommenced at 2:35 pm.

The Mayor Gawin Tipiloura thanked Lynette De Santis and Marius (Pirrawayingi) Puruntatameri for their time and hard work in the period of their Mayor and Deputy Mayor positions.

### 1.11 Confirmation of Previous Minutes

#### Ordinary Meeting – 27 July 2017

#### 2 RESOLUTION

Moved: Lynette De Santis  
 Seconded: Therese (Wokay) Bourke

That the minutes of the Ordinary Meeting held on 27 July 2017 as circulated, be confirmed as a true and correct record of that meeting.

**CARRIED**

### 1.12 New Elected Members Orientation

Agenda Items	Topics	Actions	
Welcome		CEO and Senior Managers	
Introduction to CEO & Senior Managers	<ul style="list-style-type: none"> <li>• Role of Council</li> <li>• Organisation chart</li> <li>• Role of Mayor</li> <li>• Role of Deputy Mayor</li> <li>• Role &amp; functions of CEO</li> <li>• Communications between Council &amp; staff</li> <li>• Protocols for interaction between councillors and staff</li> </ul>	CEO and Senior Managers	Included in induction folder
Council Meeting Procedures	<ul style="list-style-type: none"> <li>• How often</li> <li>• Where</li> <li>• Required attendance</li> <li>• Casting a vote</li> <li>• Travel to attend</li> </ul>	CEO and Governance Manager	<ul style="list-style-type: none"> <li>• Councils meetings are held monthly at each community. Wurrumiyanga               <ul style="list-style-type: none"> <li>- Pirlangimpi</li> <li>- Milikapiti</li> </ul> </li> <li>• Section 39 (1) (d) states that a person ceases to hold office as a member of a council if the person is absent, without permission of the council, from 2 consecutive ordinary meetings of the council. Member are obligated to attend meetings and if can't attend must communicate formal apology.</li> <li>• Council will coordinate transport to and from meetings unless</li> </ul>

			members choose to take their own vehicles which it will be at their own cost for fuel and ferry crossing.
Support available to assist councillors in the role	<ul style="list-style-type: none"> <li>• Councillors fees and allowances</li> <li>• Council's policy on the provision of councillors expenses and facilities</li> </ul>	CEO and Governance Manager	<ul style="list-style-type: none"> <li>• As per Resolution 5 of 24 Aug 2015 minutes.</li> <li>• ICT Support for Elected Members and LA Chairs – see induction folder</li> <li>• Travel and Accommodation Policy – see induction folder</li> </ul>
Policies and guidelines	<ul style="list-style-type: none"> <li>• Council code of conduct</li> <li>• Conflict of Interest</li> <li>• Gifts recipient</li> </ul>	CEO and Governance Manager	<ul style="list-style-type: none"> <li>• Please see Induction folder.</li> <li>• Refer to page 5 and page 7</li> </ul>
Council Committees	<ul style="list-style-type: none"> <li>• List of Committees</li> <li>• Nominations</li> </ul>	CEO and Governance Manager	<ul style="list-style-type: none"> <li>• Local Authorities</li> <li>• Audit &amp; Risk Management Committee</li> <li>• 2 External Independent Members</li> <li>• Membership to be reviewed at the first new Council meeting.</li> </ul>
Key Contract, agreements and major initiatives, Strategic Plan, Regional Plan and Budget	<ul style="list-style-type: none"> <li>• 2017/18 Regional Plan and Budget</li> <li>• Key contract agreements</li> </ul>		<ul style="list-style-type: none"> <li>• Please see Induction folder.</li> <li>• 2017/18 Regional Plan and Budget as separate document.</li> </ul>
<i>Local Government Act, Ministerial Guideline 8, LG Administration Regulation, LG Accounting Regulations</i>	Legislative provision on elected members roles and responsibility	LGANT/Department of Housing and Community Development	Separate document.

## 2 VISITORS AND PRESENTATIONS

Nil

## 3 BUSINESS ARISING

Nil

## 4 CORRESPONDENCE

Nil

## 5 GENERAL BUSINESS

Nil

## 6 REPORTS FOR DECISION

### 6.1 NEW POLICY - CHAIR TO EXERCISE A CASTING VOTE

Section 61 (6) and 61 (7) of the *Local Government Act* states that Council is required to have a policy in place to allow the Chair to exercise a casting vote. This policy is put before Council for approval and adoption.

#### 3 RESOLUTION

Moved: Stanley Tipiloura

Seconded: Wesley Kerinauia

**That Council approve and adopt Policy 38 – Chair to Exercise a Casting Vote.**

**CARRIED**

### 6.2 NEW COUNCILLORS PORTFOLIOS AFTER 2017 LG ELECTION

Councillors are allocated portfolios so they can focus on their particular areas and to enhance their knowledge in that area to allow them to report back to the community. Following the recent 2017 NT Election it is recommended that Council allocates councillors to their area of responsibility (portfolio).

#### 4 RESOLUTION

Moved: Therese (Wokay) Bourke

Seconded: Marius (Pirrawayingi) Puruntatameri

**That Council note and receive this report and nominate their preferred portfolios.**

DIRECTORATE	Wurrumiyanga	Pirlangimpi	Milikapiti
<b>Infrastructure &amp; Asset Services</b>			
Fleet & Trade	Stanley Tipiloura	Regis Pangiraminni	Pius Tipungwuti
Civil	Stanley Tipiloura	Regis Pangiraminni	Pius Tipungwuti
Town Services / Outstations	Wesley Kerinauia		
Homelands	Wesley Kerinauia		
<b>DIRECTORATE</b>	<b>Wurrumiyanga</b>	<b>Pirlangimpi</b>	<b>Milikapiti</b>
<b>Community Development &amp; Services</b>			
Children's Services	Kevin Doolan Francisco Babui	Therese (Wokay) Bourke	Connell Tipiloura
Sport & Rec and Libraries	Kevin Doolan	Therese (Wokay) Bourke	Connell Tipiloura
Youth & Community	Kevin Doolan	Therese (Wokay) Bourke	Connell Tipiloura
Community Safety	Kevin Doolan Wesley Kerinauia	Therese (Wokay) Bourke	Connell Tipiloura
<b>DIRECTORATE</b>	<b>Wurrumiyanga</b>	<b>Pirlangimpi</b>	<b>Milikapiti</b>

GT

<b>Finance &amp; Compliance</b>			
ICT & Systems	Gawin Tipiloura	Marius (Pirrawayingi) Puruntatameri	Lynette De Santis
Finance	Gawin Tipiloura	Marius (Pirrawayingi) Puruntatameri	Lynette De Santis
Governance & Compliance	Gawin Tipiloura	Marius (Pirrawayingi) Puruntatameri	Lynette De Santis
Human Resources	Gawin Tipiloura	Marius (Pirrawayingi) Puruntatameri	Lynette De Santis

**CARRIED**

### 6.3 APPOINTMENT OF THREE COUNCILLORS TO THE AUDIT AND RISK MANAGEMENT COMMITTEE

This report is provided to Council for the consideration of appointment of the three councillors to the Audit and Risk Committee in accordance with the Audit and Risk Management Terms of Reference.

#### 5 RESOLUTION

Moved: Wesley Kerinaia  
 Seconded: Therese (Wokay) Bourke

#### That Council:

1. Appoints Gawin Tipiloura to represent Bathurst Island Ward;
2. Appoints Lynette De Santis to represent Milikapiti Ward;
3. Appoints Marius (Pirrawayingi) Puruntatameri to represent Pirlangimpi Ward.

**CARRIED**

### 6.4 FINANCE END OF MONTH REPORT - JULY 2017

This report provides finance information to the Council for year to date July 2017 for decision.

#### 6 RESOLUTION

Moved: Regis Pangiraminni  
 Seconded: Leslie Tungatum

**That Council notes this report for information and accepts the Finance Report for the reporting period to 31 July 2017.**

**CARRIED**

### 6.5 FINANCE END OF MONTH REPORT - AUGUST 2017

This report provides finance information to the Council for year to date August 2017 for decision.

#### 7 RESOLUTION

Moved: Leslie Tungatum  
 Seconded: Wesley Kerinaia

**That Council notes this report for information and accepts the tabled finance report for the reporting period to 31 August 2017.**

**CARRIED**

## 6.6 NEW PROCUREMENT POLICY

Under the NT Local Government (Accounting) Regulations, Council must develop a procurement policy. This has been under development for some time and is now provided to Council for information and approval.

### 8 RESOLUTION

Moved: Regis Pangiraminni

Seconded: Connell Tipiloura

**That Council notes this report and approves and adopts the Tiwi Islands Regional Council Procurement Policy # 37 and the Quotation Evaluation Form.**

**CARRIED**

### 9 RESOLUTION

Moved: Lynette De Santis

Seconded: Marius (Pirrawayingi) Puruntatameri

**That Council agrees to move the confidential closed session to be held first thing in the morning of Wednesday 13 September 2017.**

**CARRIED**

**Note: At this point of the meeting, the rest of the agenda from report 6.7 to 8.3 was deferred to Wednesday 13 September therefore at this point the meeting was closed at 3:50 pm.**

**The agenda carried over from Tuesday 12 September and re-opened on Wednesday 13 September at 9:30 am and moved straight to Confidential Session.**

### **Present**

**Mayor:** Gawin Tipiloura.

**Councillors:** Deputy Mayor Stanley Tipiloura, Leslie Tungatulum, Wesley Kerinauia, Kevin Doolan, Connell Tipiloura, Pius Tipungwuti, Lynette De Santis and Francisco Babui, Therese (Wokay) Bourke (9:55 am), Marius (Pirrawayingi) Puruntatameri (9:55 am) and Regis Pangiraminni (9:55 am).

**Officers:** Marion Scrymgour (Chief Executive Officer), Milika (Rosanna) De Santis (GM Community Development & Services), Chris Smith (ICT & Systems Manager), Bruce Mann (Finance Manager), Bill Toy (Manager Community Support), Ebony Williams-Costa (Regional Coordinator Children Services), Clare Anderson (Continuous Quality Improvement Manager), Yoakim Pastrokos (Town Services & Outstations Manager) and Maina Brown (Governance & Compliance Manager).

**Visitors:** Colvin Crowe (DHCD) and Jocelyn Nathanael – Walters (DHCD).

**Minutes:** Maina Brown (Governance & Compliance Manager).

### **Apologies**

Nil



Moved: Leslie Tungatulum  
Seconded: Wesley Kerinaiaua  
Carried

That pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider a Confidential matter.

At this point of the meeting a break was called at 10:40 am.

The meeting recommenced at 10:56 am.

At the conclusion of the discussion on the confidential item(s), the meeting was reopened and decisions on the item(s) noted.

Confidential Session closed at 11:56 am.

Moved: Wesley Kerinaiaua  
Seconded: Leslie Tungatulum  
Carried

At this point of the meeting a break was called for lunch at 11:59 am.

The meeting recommenced at 12:55 pm.

Ordinary meeting reopened at 12:55pm

**6.7 NOMINATIONS FOR LGANT EXECUTIVE BOARD, TWO DELEGATES FOR LGANT ANNUAL GENERAL MEETINGS AND NOMINATIONS FOR LGANT COMMITTEES**

Council received an email dated 29 August 2017 from LGANT advising of the call for nominations for election on the full LGANT Executive Board, nominations on the LGANT Committees and nominates. These elections are to be held at the LGANT General and Annual meetings in November 2017.

**9 RESOLUTION**

Moved: Wesley Kerinaiaua  
Seconded: Regis Pangiraminni

**That Council:**

- 1. Notes correspondence from LGANT and confirms the nomination of Lynette De Santis for the LGANT Vice President position as she is already an Executive Member for LGANT, and that she stays with the LGANT Board. Lynette will supply LGANT with a short biography.**
- 2. Nominates Gawin Tipiloura and Stanley Tipiloura as the two delegates to attend the LGANT General and Annual General Meetings and Lynette De Santis as a mentor until such time.**
- 3. Nominates Connell Tipiloura to the LGANT Animal Welfare Advisory Committee.**
- 4. Nominates Connell Tipiloura & Francisco Babui to the LGANT Heritage Council.**



5. Nominates Marius (Pirrawayingi) Puruntatameri to the LGANT NT Ministerial Council on Multicultural Affairs Committee.

CARRIED

**6.8 POLICY REVIEW - POLICY 23 GO SCHOOL GO POOL**

This report is submitted for consideration and approval, following completed.

**10 RESOLUTION**

Moved: Stanley Tipiloura

Seconded: Francisco Babui

That Council approves the reviewed Policy 23 Go School Go Pool.

CARRIED

**7 REPORTS FOR INFORMATION**

**7.1 COMMUNITY DEVELOPMENT AND SERVICES EOM REPORT JULY 2017**

This report illustrates the business within units including; Children's Services, Youth and Community, Sports – Recreation and Libraries, Community Safety, Centrelink, Broadcasting, and Administration.

**RECOMMENDATION:**

That Council notes this report for information.

**7.2 COMMUNITY DEVELOPMENT AND SERVICES EOM REPORT AUGUST 2017**

This report illustrates the business within units including; Children's Services, Youth and Community, Sports – Recreation and Libraries, Community Safety, Centrelink, Broadcasting, and Administration.

**RECOMMENDATION:**

That Council notes this report for information. The Community Development and Services unit also provided a presentation as part of the new elected members induction presented by Rosanna De Santis, Bill Toy and Ebony Williams-Costa.

**7.3 MANAGERS REPORTING TO CEO END OF MONTH REPORTS - JULY 2017**

This report outlines Managers report who currently report direct to the CEO for member's information.

**RECOMMENDATION:**

That Council notes this report for information.

**7.4 MANAGERS REPORTING TO CEO END OF MONTH REPORTS - AUGUST 2017**

This report outlines Managers report who currently report direct to the CEO for member's information.

**RECOMMENDATION:**

That Council notes this report for information. Managers were also in attendance to present their reports and introduce themselves to our new elected members.

## 7.5 MINUTES - WURRUMIYANGA LA MEETING HELD ON 27 JULY 2017

Minutes of the Wurrumiyanga Local Authority Meeting held on 27 July 2017.

### RECOMMENDATION:

**That Council notes the Minutes of the Wurrumiyanga Local Authority Meeting held on 27 July 2017 for information.**

## 7.6 SYDNEY UNIVERSITY SEMESTER TWO VISITS

TIRC and Sydney University signed a Memorandum of Understanding (MOU) in August 2016. University students will visit the Tiwi Islands throughout the year to work with the community on governance, cultural and public policy projects.

### RECOMMENDATION:

**That Council notes this report for information.**

## 11 RESOLUTION

*Moved: Wesley Kerinaia*  
*Seconded: Regis Pangiraminni*

**That Council notes reports 7.1 to 7.6 for information**

**CARRIED**

## 8 Confidential Items

## 12 RESOLUTION

*Moved: Leslie Tungatum*  
*Seconded: Wesley Kerinaia*

That pursuant to Section 65 (2) of the Local Government Act and Regulation 8 of the Local Government (Administration) Regulations the meeting be closed to the public to consider a Confidential matter.

**CARRIED**

## ADJOURNMENT OF OPEN MEETING

9:30 am.

At the conclusion of the discussion on the confidential item(s), the meeting was reopened and the decision on the item(s) noted.

## 13 RESOLUTION

*Moved: Wesley Kerinaia*  
*Seconded: Leslie Tungatum*

**That the meeting be reopened and the decisions on the confidential item be noted.**

**CARRIED**

**CONFIDENTIAL ITEM DECISIONS**

**8.1 CONFIRMATION OF CONFIDENTIAL ORDINARY COUNCIL MEETING MINUTES HELD ON 27 JULY 2017**

Confirmation of Confidential Ordinary Meeting Minutes held on 27 July 2017.

**14 RESOLUTION**

Moved: Lynette De Santis

Seconded: Marius (Pirrawayingi) Puruntatameri

**That the minutes of the Confidential Ordinary Council Meeting held on 27 July 2017 as circulated, be confirmed as a true and correct record of these meetings.**

**CARRIED**

**8.2 DEED OF SETTLEMENT AND PICKATARAMOOR ROADS CONTRACT**

This report provides members with an update on a tender contract for road works on Melville Island.

**15 RESOLUTION**

Moved: Lynette De Santis

Seconded: Marius (Pirrawayingi) Puruntatameri

**That Council:**

1. Receive and note this report for information.
2. Resolution suppressed as confidential.

**CARRIED**

**17.3 MANAGERIAL RECRUITMENT**

This report provides members with an update on managerial recruitment that were advertised on the NT News.

**RECOMMENDATION:**

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

**9 Next Meeting**

Thursday, 26 October 2017 at Wurrumiyanga

**10 Closure**

The meeting closed at 3:30 pm.

**These Minutes were confirmed at the Ordinary Meeting of the Council held on 25 October 2017.**

Signed:  .....

**Mayor**