



AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

TUESDAY, 14 DECEMBER 2021

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

- Tuesday, 14 December 2021 at
- Milikapiti
- Commencing at 10:30am

Your attendance at the meeting will be appreciated.

Valerie Rowland
Chief Executive Officer

AGENDA

- 1 WELCOME & APOLOGIES**
 - 1.1 WELCOME
 - 1.2 PRESENT
 - 1.3 APOLOGIES
 - 1.4 LEAVE OF ABSENCE
 - 1.5 DECLARATION OF INTEREST OF MEMBERS OR STAFF
 - 1.6 CONFIRMATION OF PREVIOUS MINUTES

Milikapiti Local Authority - 21 September 2021 1
- 2 GENERAL BUSINESS**

Nil
- 3 REPORTS FOR DECISION**
 - 3.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECT 5
 - 3.2 DRAFT TIRC MEETING CALENDAR 2022 10
- 4 REPORTS FOR INFORMATION**
 - 4.1 2021/2022 – LOCAL AUTHORITY FINANCIAL REPORT TO 30 NOVEMBER
2021 12
- 5 OTHER BUSINESS**

Nil
- 6 BUSINESS ARISING**

Nil

1.3 Apologies

1.3 APOLOGIES

14 RESOLUTION

Moved: Christine Joran

Seconded: Edwina Moreen

That MLA members

- 1. Accept the acknowledgement from the member that they were unable to attend the MLA meeting.**
- 2. Approve the application from the member for leave of absence from the MLA meeting.**

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Confirmation of Previous Minutes

Milikapiti Local Authority - 22 June 2021

15 RESOLUTION

Moved: Christine Joran

Seconded: Edwina Moreen

That the minutes of the Milikapiti Local Authority on 22 June 2021 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 GENERAL BUSINESS

Nil

3 REPORTS FOR DECISION

3.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECT

16 RESOLUTION

Moved: Patrick Puruntatameri

Seconded: Loretta Cook

- 1. That the Milikapiti Local Authority reviews and updates the Approved Projects Summary.**
- 2. That the Milikapiti Local Authority approve for the fuel bowser funds of \$55,000 to be redirected to a new project**
- 3. That the Milikapiti Local Authority approve for \$20,413 of the new projects fund as well as the \$55,000 redirected from the fuel bowser to go towards the purchase of a new 3.5 Tonne Skid Steer bobcat.**

CARRIED

4 REPORTS FOR INFORMATION

4.1 2020/2021 – LOCAL AUTHORITY FINANCIAL REPORT TO 31 AUGUST 2021

17 RESOLUTION

Moved: Edwina Moreen

Seconded: Roy Farmer

That the Milikapiti Local Authority notes this report number 240118 for information and provides any comments or feedback on the new financial reporting format

CARRIED

4.2 DRAFT MILIKAPITI LOCAL AUTHORITY HANDBOOK

18 RESOLUTION

Moved: Loretta Cook

Seconded: Edwina Moreen

That the Milikapiti Local Authority accept report number 240120 for information.

CARRIED

5 OTHER BUSINESS

5.1 MILIKAPITI COMMUNITY CHRISTMAS PARTY

19 RESOLUTION

Moved: Christine Joran

Seconded: Trevor Wilson

That the Milikapiti Local Authority request Council to donate \$2,000 to go towards funding the community Christmas party

CARRIED

6 BUSINESS ARISING

Nil

7 Next Meeting

Tuesday, 14 December 2021

8 Closure

The meeting closed at 1:00pm.

REPORTS FOR DECISION

ITEM NUMBER	3.1
TITLE	Milikapiti Local Authority Community project
REFERENCE	241319
AUTHOR	Bala Donepudi, Chief Financial Officer

**SUMMARY**

To get the consent of the Milikapiti Local Authority to undertake new projects under Local Authority project Funding.

BACKGROUND

The Council has received \$ 260,114 in funding for the last four financial years. Projects worth of \$ 195,314 have been approved by the Milikapiti Local Authority (MLA). This gives the Milikapiti Local authority \$ 64,800 to take up new projects.

The NT Department of Housing and Community Development (DHCD) has confirmed that The LAPF funds must be fully expended within 2 years from receipt of the funds or DHCD May request unspent funds to be repaid.

The MLA Community Projects Listing will continue to be used for projects and a new A4 Approved Projects Summary will be used to focus discussion on the status of approved Projects.

The Approved Projects summary has been updated to highlight the total funding received, Total expenditure, the balance to be spent by financial year and the total available for new Projects.

ISSUES/OPTIONS/CONSEQUENCES

The aim of today's meeting will be to present MLA in the information presented and get feedback from Local Authority members. The status and expenditure of current projects will be discussed. Any variations required to existing projects and possible unapproved projects will be discussed.

CONSULTATION & TIMING

Nil

RECOMMENDATION:

- 1. That the Milikapiti Local Authority reviews and updates the Approved Projects Summary.**
- 2. Notes the funding allocations**
- 3. Recommends any new projects to Council for approval to proceed.**

ATTACHMENTS:

- 1 MLA Project Listing as at 30.11.2021.pdf 4 Pages**

Milkapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/07/2021

MLA18-19	2018/19 Grant Funding - must be spent by 30 June 2021	\$65,210	
MLA19-20	2019/20 Grant Funding - must be spent by 30 June 2022	\$65,210	
MLA - 20-21	2020/21 Grant Funding - must be spent by 30 June 2023	\$64,800	
MLA - 21-22	2021/22 Grant Funding - must be spent by 30 June 2024	\$64,800	
MLA20-21-V	Income from Vet Visits	\$94	
	Total:	\$260,114	

Summary of Completed Projects - Expenditure as at 30/06/2021

	Expenditure	Budget
MLA-18/19-3	\$0	\$0
MLA-18/19-4	\$0	\$0
MLA-18/19-7	\$867	\$867
MLA18/19-1	\$572	\$572
MLA-18/19-5	\$31,288	\$31,288
MLA-18/19-6	\$15,087	\$15,087
MLA-20/21-1	\$0	\$0
MLA-20/21-2	\$0	\$0
	Total for Completed Projects:	\$47,814

	Expenditure as at 30/06/2021	Budget
MLA18/19-2	\$5,802	\$6,087
MLA-19/20-1	\$0	\$60,000
MLA-20/21-3	\$0	\$6,000
MLA-21/22-1	\$0	\$75,413
	Total for Current Projects:	\$147,500

Total for Completed and Current Projects:	\$53,616	\$195,314
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Milkapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/07/2021

Balance to be spent

Spend by 30 June 2022	\$11,594
Total:	\$11,594
Available for new projects:	\$64,800

**Milkapiti Local Authority Project Funding A/SDC 147803
Approved Projects Listing - Expenditure as at 31/07/2021**

MLA18/19-2 In Progress	Vet Visit	GM CD&S
	Approved budget	\$6,087
	Total Expenditure	\$5,802
	Balance to be spent	\$284

26/03/2019 - Local Authority Allocated LA Funds of 6,086.66 towards Vet Visits.
 12/06/2019 - A Vet Visit is planned in September
 31/12/2019 - Vet visit carried out week of 5/12/19
 16/03/2020 - First Vet visit of the year has been carried out.

MLA-19/20-1	Refurbishment of Rec Hall	GM Infrastructure
	Approved budget	\$60,000
	Total Expenditure	\$0
	Balance to be spent	\$60,000

23/06/2020 - Local Authority allocated LA Funds \$60,000 towards refurbishment of the Rec Hall.
 29/10/2020 - Hall which includes new tiles, lighting, painting, painting and fixing internal basketball court;
 internal painting of walls and toilets.

MLA-20/21-3	Vet Visit 2020-21	GM CD&S
	Approved budget	\$6,000

Milkapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/07/2021

Total Expenditure	\$0
Balance to be spent	\$6,000

23-Mar-21 Milkapiti local authority funds be allocated to cover costs for the 2021 veterinary visits.

MLA-21/22-1 Skid Steer Bobcat 3.5 Tonne

Approved budget	\$75,413
Total Expenditure	\$0
Balance to be spent	\$75,413

21-Sep-21 Milkapiti local authority funds for the purchase of skid steer

GM Infrastructure

Milkapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/07/2021

REPORTS FOR DECISION

ITEM NUMBER 3.2
TITLE Draft TIRC Meeting Calendar 2022
REFERENCE 241321
AUTHOR Valerie Rowland, Chief Executive Officer

**SUMMARY**

Draft copy of the 2022 TIRC Meeting Calendar

BACKGROUND

Part 6.2 Meetings of audit committees, council committees and local authorities

96 Timing of meetings of audit committees, council committees and local authorities

(1) Subject to direction by the council:

- (a) an audit committee meets at times determined by the audit committee; and
- (b) a council committee meets at times determined by the council committee.

(2) Subject to any guidelines that the Minister may make, and to direction by the council, a local authority meets at times determined by the local authority.

ISSUES/OPTIONS/CONSEQUENCES

MLA members to provide feedback and input into 2022 MLA meeting dates in accordance with their own commitments outside of MLA roles and responsibilities

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti Local Authority approve/do not approve the draft copy of the 2022 TIRC meeting calendar dates.

ATTACHMENTS:

1 Draft TIRC Meeting Calendar 2022.pdf 1 Page

TIRC Meeting Calendar 2022

Calendar for year 2022 (Australia)



January							February							March							April								
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S		
					1	2			1	2	3	4	5	6			1	2	3	4	5	6			1	2	3	4	5
3	4	5	6	7	8	9	7	8	9	10	11	12	13	7	8	9	10	11	12	13	4	5	6	7	8	9	10		
10	11	12	13	14	15	16	14	15	16	17	18	19	20	14	15	16	17	18	19	20	11	12	13	14	15	16	17		
17	18	19	20	21	22	23	21	22	23	24	25	26	27	21	22	23	24	25	26	27	18	19	20	21	22	23	24		
24	25	26	27	28	29	30	28	29	30	31				28	29	30	31				25	26	27	28	29	30			
31																													

May							June							July							August						
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
						1			1	2	3	4	5			1	2	3	4	5			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10	8	9	10	11	12	13	14
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17	15	16	17	18	19	20	21
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24	22	23	24	25	26	27	28
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31	29	30	31				
30	31																										

September							October							November							December							
M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	
			1	2	3	4			1	2	3	4	5			1	2	3	4	5	6			1	2	3	4	5
5	6	7	8	9	10	11	3	4	5	6	7	8	9	7	8	9	10	11	12	13	5	6	7	8	9	10	11	
12	13	14	15	16	17	18	10	11	12	13	14	15	16	14	15	16	17	18	19	20	12	13	14	15	16	17	18	
19	20	21	22	23	24	25	17	18	19	20	21	22	23	21	22	23	24	25	26	27	19	20	21	22	23	24	25	
26	27	28	29	30			24	25	26	27	28	29	30	28	29	30					26	27	28	29	30	31		

- 1 Jan ● New Year's Day
- 26 Jan ● Australia Day
- 27 Jan ● WLA
- 28 Jan ● OCM
- 23 Feb ● PLA
- 24 Feb ● OCM
- 30 Mar ● MLA
- 31 Mar ● OCM
- 15 Apr ● Good Friday
- 18 Apr ● Easter Monday
- 25 Apr ● ANZAC Day
- 27 Apr ● WLA
- 28 Apr ● OCM
- 25 May ● PLA
- 26 May ● OCM
- 22 Jun ● MLA
- 23 Jun ● OCM
- 27 Jul ● WLA
- 28 Jul ● OCM
- 30 Aug ● PLA
- 31 Aug ● OCM
- 28 Sep ● WLA
- 29 Sep ● OCM
- 26 Oct ● WLA
- 27 Oct ● OCM
- 29 Nov ● PLA
- 30 Nov ● OCM
- 13 Dec ● MLA
- 14 Dec ● OCM
- 25 Dec ● Christmas Day
- 26 Dec ● Boxing Day

REPORTS FOR INFORMATION

ITEM NUMBER	4.1
TITLE	2021/2022 – Local Authority Financial Report to 30 November 2021
REFERENCE	241320
AUTHOR	Bala Donepudi, Chief Financial Officer

**SUMMARY**

This information is provided for information to the Wurrumiyanga Local Authority to report on expenditure to 30 November 2021 for the 2021/2022 FY.

BACKGROUND

Council's finance section has prepared a new 4 page report (attached) to be presented to both Council each month and to each Local Authority.

This new format reports on expenses by location broken down to program and account category.

Following a request from the Milikapiti Local Authority – comments to provide explanation of variations between actual and budgeted amounts that are greater than \$10,000 will be presented to the sitting Local Authority.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti Local Authority notes this report number 241320 for information and provides any comments or feedback on the new financial reporting format

ATTACHMENTS:

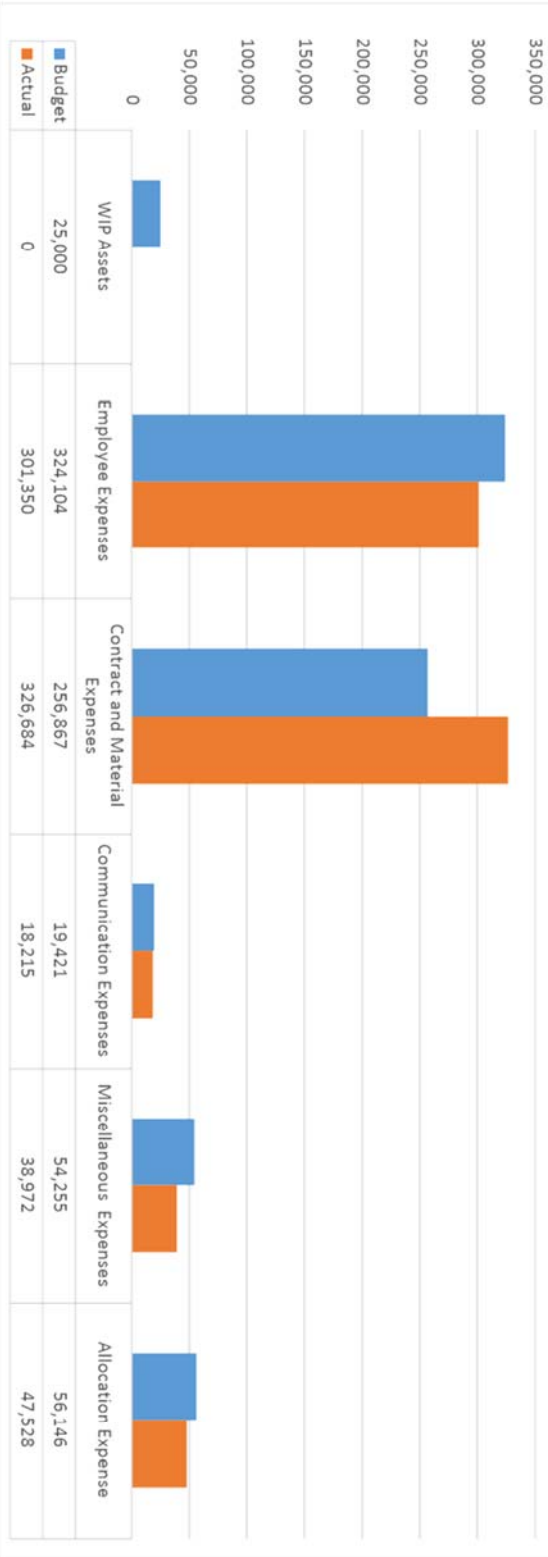
1 MLA Finance Report - Nov.21(002).pdf 3 Pages

Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 30 November 2021



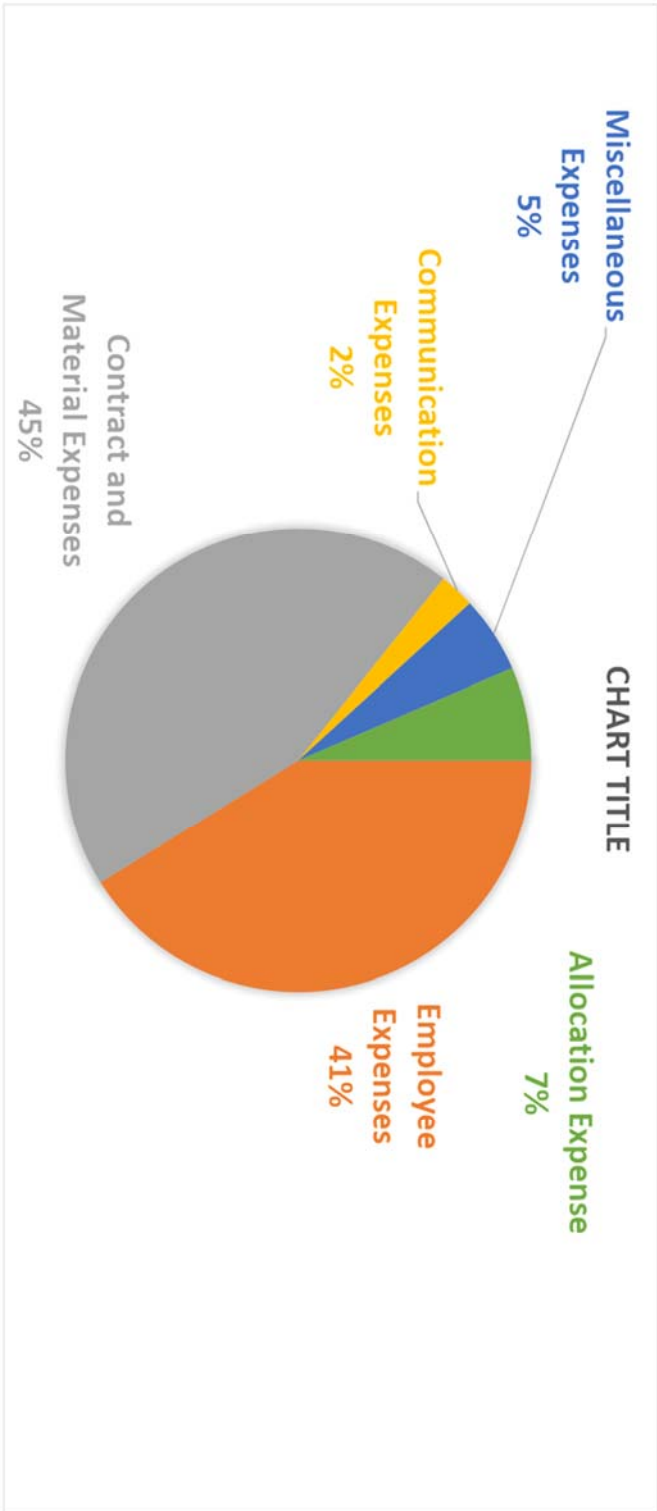
Description	Budget YTD	Actuals YTD	Variance	%	Annual Budget
WIP Assets	25,000	0	25,000	100%	60,000
Employee Expenses	324,104	301,350	22,754	7%	785,998
Contract and Material Expenses	256,867	326,684	(69,817)	(27%)	616,482
Communication Expenses	19,421	18,215	1,206	6%	46,610
Miscellaneous Expenses	54,255	38,972	15,283	28%	130,212
Allocation Expense	56,146	47,528	8,618	15%	134,750
Total Expenditure	735,794	732,749	3,045	0%	1,774,052

Expenditure by Account Category



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Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 30 November 2021



Tiwi Islands Regional Council Milkapiti Local Authority



Expenditure Report as at 30 November 2021

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Directorate INCLUDING Allocations and Capital Expense						
Milkapiti	735,794	732,749	3,045	0%		1,774,052
Chief Financial Officer	60,504	0	60,504	100%	«	145,210
147803 (Tied) - Local Authority Project F	60,504	0	60,504	100%	Please Refer to the Local authority Project Register	145,210
GM Infrastructure						
	453,855	564,710	(110,855)	(24%)	«	1,089,253
163303 (Tied) - Milkapitu Oval Upgrade	583	131,281	(130,698)	###	we are yet to receive the the second lot of funding for the oval project.	1,400
103903 (Untied) - Commercial Facilities -	2,437	2,425	12	1%		5,850
105503 (Untied) - Fleet Administration -	1,042	0	1,042	100%		2,500
108803 (Untied) - Town Services Milkapiti	127,067	135,781	(8,714)	(7%)		304,960
111503 (Untied) - Street Lighting Milkapiti	5,063	850	4,213	83%		12,150
116003 (Untied) - Fuel - Milkapiti	128,782	122,480	6,303	5%		309,077
119303 (Untied) - Civil Works Milkapiti	50,088	39,116	10,972	22%	Favourable Variance due to underspend on salary costs.	120,212
119503 (Untied) - Airport Maintenance M	167	0	167	100%		400
119603 (Untied) - Airport Inspection Mill	1,833	5,863	(4,030)	(220%)		4,400
119703 (Untied) - Mechanical Workshops	104,889	102,374	2,515	2%		251,734
119803 (Untied) - Staff Housing - Milkapiti	25,583	17,895	7,688	30%		61,400
120203 (Untied) - Recreation Hall Milkapiti	2,333	4,703	(2,369)	(102%)		5,600
121403 (Untied) - Facilities Milkapiti	1,875	0	1,875	100%		4,500
122203 (Untied) - Transit Accommodatio	1,958	1,943	15	1%		4,700
129603 (Untied) - Airport Landing Fees	154	0	154	100%		370
Chief Executive Officer						
147003 (Untied) - Local Authority Milkapiti	47,026	28,382	18,644	40%	«	112,863
147103 (Untied) - Regional Council & Ele	4,380	1,397	2,983	68%		10,512
	42,646	26,985	15,661	37%	Underspend on Allowance costs.	102,351
GM Community Development and Services						
120803 (Tied) - Community Safety - Milk	174,408	139,657	34,751	20%	«	426,726
121003 (Tied) - Active Remote Communi	40,827	32,313	8,513	21%		97,984
121503 (Tied) - Library Milkapiti	3,880	0	3,880	100%		17,459
165803 (Tied) - Australia Day Celebrator	7,331	4,808	2,523	34%		17,595
119003 (Untied) - Centralink Milkapiti	396	0	396	100%		950
146403 (Untied) - Administration Service	29,031	25,066	3,964	14%		69,674
	92,944	77,469	15,475	1%	Favourable Variance due to underspend in Empl	223,065
Total Expenditure	735,794	732,749	3,045			1,774,052