



# **AGENDA**

## **ORDINARY COUNCIL MEETING**

### **WEDNESDAY, 28 JUNE 2023**

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

- Wednesday, 28 June 2023 at
- Pirlangimpi Boardroom
- Commencing at 10.00am

Your attendance at the meeting will be appreciated.

**Gina McPharlin**  
**Chief Executive Officer**

## **AGENDA**

### **1 WELCOME & APOLOGIES**

- 1.1 Welcome
  - 1.1.1 Opening of Meeting
  - 1.1.2 CEO welcome to Councillors & guests
- 1.2 Present
- 1.3 Apologies
- 1.4 Leave of Absence
- 1.5 Declaration of Interest of Members or Staff

Section 73 of the Northern Territory *Local Government Act* states:

### **Section 73 Conflict of interest**

(1) A member has a **conflict of interest** in a question arising for decision by the council, local board or council committee if the member or an associate of the member has a personal or financial interest in how the question is decided.

(2) This section does not apply if the interest is:

- (a) an interest in a question about the level of allowances or expenses to be set for members; or
- (b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or
- (c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or
- (d) an interest that the member or an associate has in a non-profit body or association; or
- (e) an interest of the member or an associate:
  - (i) in appointment or nomination for appointment to a body with predominantly charitable objects; or
  - (ii) in payment or reimbursement of membership fees, or expenses related to membership, in such a body; or
- (f) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

### **Section 74 Disclosure of interest**

(1) As soon as practicable after a member becomes aware of a conflict of interest in a question that has arisen or is about to arise before the council, local board or council committee, the member must disclose the personal or financial interest that gives rise to the conflict (the **relevant interest**):

- (a) at a meeting of the council, local board or council committee; and

(b) to the CEO.

(2) The CEO must record the disclosure in a register of interests kept for the purpose.

Section 12 of the Northern Territory Local Government (Administration) Regulations states:

## **Section 12 Contents of register of interests**

The register of interests to be kept under section 74(2) of the Act must contain:

- (a) the name of the member making the disclosure; and
- (b) the nature of the interest that gives rise to the conflict of interest; and
- (c) the nature of the question on which the conflict of interest arises.

Does any Councillor or Senior Officer have any conflicts of interest to declare at this point of proceedings?

1.6	Confirmation of Previous Minutes <i>Ordinary Meeting - 24 May 2023</i> .....	1
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## **2 BUSINESS ARISING FROM PREVIOUS MINUTES**

## **3 VISITORS AND PRESENTATIONS**

*Nil*

## **4 CORRESPONDENCE**

*Nil*

## **5 REPORTS FOR INFORMATION**

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## **7 BUSINESS ARISING FROM LOCAL AUTHORITIES**

*Nil*

## **8 GENERAL BUSINESS**

*Nil*

## **9 CONFIDENTIAL ITEMS**

- 9.1 CONFIRMATION OF ABORIGINALITY FOR TIFFANY PARKER, CLAIRE PARKER, OTIS SMITH, CALI SMITH & SHANNON RIOLI  
*The report will be dealt with under Section 293(1) (51(e)) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 (s.51). It contains subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*
  
- 9.2 PUBLIC BENEFIT RATE CONCESSIONS 2022/2023  
*The report will be dealt with under Section 293(1) (51(b)) (51(e)) of the Local Government Act 2019 and General Regulation 2021 Part (3) Administration - Division 2 (s.51). It contains information about the personal circumstances of a resident or ratepayer; AND subject to subregulation 51(3) – information provided to the council on condition that it be kept confidential and would, if publicly disclosed, be likely to be contrary to the public interest.*



**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE MILIKAPITI BOARDROOM ON WEDNESDAY, 24 MAY 2023 (POSTPONED TO FRIDAY 26 MAY 2023 TEAMS / TELECONFERENCE) AT 11.00AM**

**1 Welcome & Apologies**

**1.1 Welcome**

The meeting opened at 11am.

The Mayor welcomed councillors and guests.

**1.2 Present**

<b>COUNCILLORS</b>	
Mayor Pirrawayingi	Pirlangimpi Ward - Teleconference
Deputy Mayor Leslie Tungutalem	Bathurst Ward – In Person
Councillor Stanley Tipiloura	Bathurst Ward – Teams Video
Councillor Francis Xavier Kurrupuwu	Bathurst Ward – In Person
Councillor Jeffrey Ullungura	Milikapiti Ward - Teleconference
Councillor Pius Tipungwuti	Milikapiti Ward - Teleconference
Councillor Therese Bourke	Pirlangimpi Ward - Teleconference
Councillor Joseph Gideon Pangiraminni	Pirlangimpi Ward - Teleconference
Councillor Luke Tipuamantimirri	Bathurst Ward – In Person
<b>STAFF</b>	
Gina McPharlin	Chief Executive Officer – In Person
Bala Donepudi	Chief Financial Officer – Teams Video
Kesara Scrymgour	Acting Governance Co-ordinator - In Person
<b>GUESTS: Nil</b>	

**Minuter:**

Gina McPharlin & Kesara Scrymgour

**1.3 Apologies**

<b>Apologies from members who were absent from the meeting</b>	
Councillor Jennifer Clancy	Bathurst Ward
Councillor Lynette DeSantis	Milikapiti Ward
<b>56 RESOLUTION</b> <i>Moved: Leslie Tungatulum</i> <i>Seconded: Luke Tipuamantimirri</i>  <b>That members</b>  <b>1. Accept the acknowledgement from the members that they were unable to attend the meeting.</b>	

- 2. Approve the applications from the members for leave of absence from the meeting.**

**CARRIED**

**1.4 Leave of Absence**

Nil

**1.5 Declaration of Interest of Members or Staff**

**1.6 Confirmation of Previous Minutes**

**Ordinary Meeting - 20 April 2023**

**57 RESOLUTION**

Moved: Francis Xavier Kurrupuwu

Seconded: Luke Tipuamantumirri

That the minutes of the Ordinary Meeting on 20 April 2023 as circulated, be confirmed as a true and correct record of that meeting.

**CARRIED**

**Confidential Ordinary Council - 20 April 2023**

**RECOMMENDATION**

That the minutes of the Confidential Ordinary Council on 20 April 2023 as circulated, be confirmed as a true and correct record of that meeting.

Please note this minute will be confirmed and passed at the next Council meeting on 28 June 2023.

**2 Business Arising from Previous Minutes**

**3 VISITORS AND PRESENTATIONS**

Nil

**4 CORRESPONDENCE**

Nil

**5 REPORTS FOR INFORMATION**

**5.1 TOWN SERVICES REPORT**

**RECOMMENDATION:**

That Council note this report for information.

**5.2 COMMUNITY ENGAGEMENT REPORT - APRIL 2023****58 RESOLUTION**

Moved: Francis Xavier Kurrupuwu

Seconded: Luke Tipuamantumirri

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

**CARRIED****5.3 FINANCE END OF MONTH REPORT - APRIL 2023****59 RESOLUTION**

Moved: Jeffrey Ullungura

Seconded: Stanley Tipiloura

**That Council notes and accepts the Finance Report for the reporting period to 30 April 2023.**

**CARRIED****5.4 HR END OF MONTH REPORT - APRIL 2023****60 RESOLUTION**

Moved: Stanley Tipiloura

Seconded: Jeffrey Ullungura

1. That Council note this report for information.
2. An employee handbook/workbook is developed for new and existing employees and presented to Council and the September 2023 Ordinary Council meeting.

**CARRIED****5.5 NOTIFICATION OF RESIGNATION OF AN ELECTED MEMBER FOR WURRUMIYANGA WARD**

This report is to inform Council as to the current status of the recent vacancy for the Wurrumiyanga Ward following the recent resignation of Councillor Peter Kantilla

**61 RESOLUTION**

Moved: Luke Tipuamantumirri

Seconded: Francis Xavier Kurrupuwu

**CARRIED****5.6 INFRASTRUCTURE GRANTS UP-DATE****62 RESOLUTION**

Moved: Pirrawayingi Pirrawayingi

Seconded: Jeffrey Ullungura

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

**CARRIED**

**6 REPORTS FOR DECISION****S.1 DRAFT 2023/2024 REGIONAL PLAN AND BUDGET**

According to Part 3.3 of the Local Government Act 2019, the Council is obligated to formulate and approve a Regional Plan for the upcoming financial year. This must be done between the dates of 01 March and 30 June of the preceding financial year.

**63 RESOLUTION**

Moved: Stanley Tipiloura

Seconded: Leslie Tungatulum

1. That the Council in accordance with section 35(3) of the *Local Government Act 2019*,
  - a) Approves the Draft TIRC Regional Plan and Budget 2023/2024; and
  - b) Approves CEO to publicly advertise the draft plan and budget for public comment twenty one (Days) via the council website and NT News

**CARRIED**

**7 BUSINESS ARISING FROM LOCAL AUTHORITIES**

Nil

**8 GENERAL BUSINESS**

Nil

**9 Next Meeting**

Wednesday, 28 June 2023

**10 Closure**

The meeting closed at 12.47pm.

**10 NEXT MEETING****11 CLOSURE**

Meeting closed at.....



**REPORTS FOR INFORMATION**

<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Infrastructure Grants Up-date
<b>REFERENCE</b>	248051
<b>AUTHOR</b>	Peter Cole, Infrastructure; Kristy Mills, Coordinator Grants

**PURPOSE**

This Report is to inform Council as to the current status of the Infrastructure Grants for the month of May 2023.

**CURRENT PROJECTS**

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Wurruyiyanga Multipurpose Hall Upgrades</b> Upgrades to the inside and external facilities.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input type="checkbox"/> Variation
<b>Funding Body</b>	Start Date		
National Indigenous Australians Agency (NIAA)	Pending - Discussions since 22/7/2021		
<b>Funding Amount</b>	Finish Date		
\$1,500,000			
<b>Comments</b>	Pending - Agreement from NIAA is yet to be signed – awaiting the final quote. An external consultant is providing TIRC with the updated quote and timelines for this project. No further update since April 2023.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Milikapiti Remote Oval Upgrades</b> Upgrades to the Oval, including widening Oval to NT AFL regulations, new accessible ablution block, fencing, and Grandstand seating.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input checked="" type="checkbox"/> Variation
<b>Funding Body</b>	Start Date		
Department of Territory Families, Housing and Communities	28 June 2022		
<b>Funding Amount</b>	Finish Date		
\$270,000	30 November 2023		
<b>Comments</b>	New completion date of 30 November 2023. The contractor has started work on rectifying the manhole and widening the oval inline with ALF requirements.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Paru Homelands Project – HHIP</b> Upgrades to housing at Paru.	Peter Cole	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input type="checkbox"/> Variation
<b>Funding Body</b>	Start Date		
Department of Territory Families, Housing and Communities	28 April 2023		
<b>Funding Amount</b>	Finish Date		
\$250,000	30 June 2024		
<b>Comments</b>	The MOU for the partnership of this project has been signed between TIRC and BIHA. Scoping of works to commence this week. BIHA to provide an updated CAL certificate to TIRC and Department. Report to Ordinary Council Meeting – June 2023 for the HHIP – Paru Project. Scope of works has been completed		

on the identified houses and submitted to the Department for approval.
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Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Milikapiti Water Play Area</b> Develop a Water Play area for the community to use, creating a family-friendly space for gatherings and recreation.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input type="checkbox"/> Variation
<b>Funding Body</b>	<b>Start Date</b>		
Department of Territory Families, Housing and Communities (DTFHC)	9 May 2022		
National Indigenous Australians Agency (NIAA)	25 November 2022		
<b>Funding Amount</b>	<b>Finish Date</b>		
\$150,000 – DTFHC	30 June 2023		
\$246,000 - NIAA	To be confirmed		
<b>Comments</b>	Two (2) streams of funding. \$150,000 from Dept. Territory Families, Housing and Communities – Agreement signed and ready to implement. Request for extension until 30 November 2023. \$246,000 – NIAA (ABA) Pending agreement – Submitted new proposal including a request for an extra \$50,000 for fencing. Requested completion date of 30 November 2023.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Putjarmirra Solar Hybrid Upgrade Project</b> Replace the existing system with a new Solar Hybrid system.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input type="checkbox"/> Variation
<b>Funding Body</b>	<b>Start Date</b>		
National Indigenous Australians Agency (NIAA)	Proposed June 2021		
<b>Funding Amount</b>	<b>Finish Date</b>		
Unconfirmed	To be confirmed		
<b>Comments</b>	Pending – no agreement signed - new proposed budget and timelines. Work has commenced on obtaining new quotes for this project due to the time lapsed due to a change in staff. No further update since April 2023.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Wurrumiyanga Swimming Pool Upgrades</b> Upgrades to the pool back to complete working order.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input checked="" type="checkbox"/> Variation
<b>Funding Body</b>	<b>Start Date</b>		
Department of Infrastructure, Transport, Regional Development and Communications	20 October 2021		
<b>Funding Amount</b>	<b>Finish Date</b>		
\$700,000	30 June 2024		
<b>Comments</b>	The consultant who is undertaking works on Palmerston Council Aquatic Centre and an interstate company that is an expert in the field of commercial pools repairs have provided input—troubleshooting issues with swimming pools. No further update since April 2023.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Night Patrol Garage</b> Install a Garage and security fencing to house the Night Patrol Vehicles at Wurrumiyanga.	Peter Cole	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender

Funding Body		Start Date	<div><input type="checkbox"/> Award Tender</div> <div><input checked="" type="checkbox"/> Project Started</div> <div><input checked="" type="checkbox"/> Variation</div>
National Indigenous Australians Agency (NIAA)		9 March 2023	
Funding Amount		Finish Date	
\$140,000 broken down to: Fencing - \$50,000 Garage - \$90,000		30 June 2023	
Comments	Variation request approved to use unspent funds to install a garage and security fencing to house the Night Patrol Vehicles. The location of the garage has been changed, as the original site is now unsuitable due to the tenants not wanting it housed next to their building. The Night Patrol garage site will be next to the TIRC workshop as it's the only available allotment. Fencing has been completed. Issues regarding garage invoicing are being worked through, with the Department to provide direction. Noting, the garage must be installed by 30 June 2023.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Roads to Recovery</b> Construction and Maintenance of Roads	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input type="checkbox"/> Variation
Funding Body	Start Date		
Dept. of Infrastructure, Transport, Regional Development, Communications and the Arts	1 July 2019		
Funding Amount	Finish Date		
\$1,300,000	30 June 2024		
<b>Comments</b>	Pending – TIRC's submissions for the Priority 1 works in Wurrumiyanga, Milikapiti and Pirlangimpi rejected. TIRC needs to resubmit. TIRC has approached external consultants and project managers for an expression of interest to undertake the Project.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Feasibility Report – Paru Barge Landing Upgrades</b> Procure a consultant in the field of Feasibility Studies to complete the report on the Paru barge landing upgrades. This professional detailed report will provide Council as a bases for construction.	Peter Cole	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input type="checkbox"/> Variation
Funding Body	Start Date		
Department of Chief Minister and Cabinet	6 April 2023		
Funding Amount	Finish Date		
\$59,275	30 June 2024		
<b>Comments</b>	The Consultant has started project.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Scope of Works – Wurrumiyanga Waste Management Facility</b> Procure a consultant to develop a scope of service for the environmental approvals, design and documentation of an extension of, or additional, landfill cell at the Wurrumiyanga Landfill (the Landfill) as part of the Wurrumiyanga Waste Management Facility Redevelopment Project (The Project).	Peter Cole	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input type="checkbox"/> Variation
Funding Body	Start Date		
Department of Chief Minister and Cabinet	6 April 2023		
Funding Amount	Finish Date		
\$18,910	30 June 2024		

Comments	First meeting with Consultant was held on Wednesday 14 June 2023.
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Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Takapimiliyi Solar Hybrid and Tanks Stand Upgrade</b> Upgrade facilities and infrastructure at the Takapimiliyi Homelands, including installing a new solar hybrid system.	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input checked="" type="checkbox"/> Variation
Funding Body	Start Date		
National Indigenous Australians Agency (NIAA)	6 November 2020		
Funding Amount	Finish Date		
\$324,620	31 December 2023		
Comments	The new solar hybrid system has been installed and completed. Waiting on quotes from supplier for upgrades to the tank, ladder and access rail. Engineerings conducted a site visit. TIRC waiting on quote and timeline to complete final stage of project.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Garden Point Basketball Court – Resurfacing and Lighting</b> Resurface and upgrade lighting at the Garden Point basketball Courts	Peter Cole	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input type="checkbox"/> Project Started <input type="checkbox"/> Variation
Funding Body	Start Date		
Department of Territory Families, Housing and Communities	19 May 2022		
Funding Amount	Finish Date		
\$100,000	30 November 2023		
Comments	Project Plan submitted to Department with new timelines and proposed budget. Issues identified with the project due to waste water pipe located underneath the court. There would need to be an application to PowerWater to divert the pipe from under the Court and install another manhole.		

Project & Scope of Works	Project Manager	Tender Required	Stage
<b>Town Tourism Asset - Signage</b> Design and install Tiwi Islands Welcome to Country and Interpretation signage.	David Ciosmak	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	<input checked="" type="checkbox"/> Contract Signed <input type="checkbox"/> Tender <input type="checkbox"/> Award Tender <input checked="" type="checkbox"/> Project Started <input checked="" type="checkbox"/> Variation
Funding Body	Start Date		
Tourism NT	1 April 2022		
Funding Amount	Finish Date		
\$99,536	10 June 2023		
Comments	Designs finalised, printed and currently being installed across the Islands.		

## ISSUES/OPTIONS/CONSEQUENCES

TIRC officers are focused on completing the listed projects to enable the acquittal of outstanding grants, many of which have been in progress for many years.

The funding bodies are in discussion with TIRC to determine project status' and revised project completion timelines are being negotiated.

**RISKS**

Most of the larger projects require a dedicated Project Manager or External Contractor in the field of expertise to undertake the project. Consultancy or Contractor fees have the potential for the project to exceed budget as these fees are not eligible expenditures in the grant.

**RECOMMENDATION:**

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

**ATTACHMENTS:**

There are no attachments for this report.

**REPORTS FOR INFORMATION**

<b>ITEM NUMBER</b>	5.2
<b>TITLE</b>	Town Services Report
<b>REFERENCE</b>	248063
<b>AUTHOR</b>	David Ciosmak, Town Services Manager

**PURPOSE**

To provide Council with an update of Council Town Services Inter-Island Ferry, Aerodrome, Civil Works, and Outstations for the month ending May 2023.

**Wurrumiyanga Town Services and Civil Works****Training**

Ochre cards have been identified as important for the town services employees and are a requirement that council is looking into for all employees.

**Parks and Gardens**

- Council-responsible areas maintained accordingly with a focus on the main street in town.
- Hard rubbish around the community was removed prior to mowing the verge.
- Slashing of drains, parks and several houses to assist older people in the community.

**Waste Management (Town Services + Civil Works)****Garbage Truck**

- Community bins emptied four (4) times per week
- Preventative maintenance is routinely conducted on Wednesdays
- Each pick-up location/area is documented in checkpoint form to ensure all scheduled bins are collected
- The truck has been running consistently this month with two (2) days of downtime

**Wheelie Bins**

- Wheelie bins repairs are conducted during the rubbish run

**Landfill**

- The temporary waste site is now closed and has been cleaned
- Council continued to be challenged by staff issues, including absenteeism and recruitment, and equipment to be able to manage the waste sites to a minimum level
- TIRC to look at options/funding for all-year road access to the dump

**Inter-Island Ferry (Boat Shed)**

- Ferry maintenance – New outboards have been installed and are running
- TIRC continues to support the TIFL with Saturday services
- There have been no after-hour incidents

**Aerodrome**

- Daily inspections conducted with no major issues identified
- Slashing and mowing within the fence perimeter have just been conducted
- Slashing on both approaches complete and around secondary windsock
- Airport windsock matting to be repaired in the next month

**Civil Works****Routine town maintenance**

- Potholes repairs will continue as the rain has washed old repairs away
- Landfill operations routinely conducted weekly using the small loader

**Routine regional maintenance**

- Grading has not been running due to weather and gearbox issues
- Grader has been sent into Darwin for assessment

- Melville Island will loan a grader to Wurrumiyanga until repairs are complete

## Landfill

- Work conducted daily to consolidate waste
- D6 dozer has been returned to the Islands and is now working on the road

## Projects

- Refer to infrastructure project and grant reports

## Milikapiti Town Services and Civil Works

### Waste Collection and Management

- Waste is being collected by hand as the rubbish truck is still awaiting parts
- General community litter hand-picked up by Town Services in garbage bags twice a week
- General household rubbish left outside of the front of houses for pickups with trailer
- Drain ways cleaned and rubbish removed from inside

### Airport

#### Inspections – Field Checklist:

- Inspections are carried out every morning by Romel Siplon Serviceability Inspection
- Field checklist sent to the Project Manager and Finance at the end of the Month

#### Monthly Reporting Register:

- Sent to Project Manager and Finance at the end of the Month – Romel, Austin and Gladys

#### Maintenance:

- Airport aprons slashed, mowed, and whipper snipped around gables and lights
- The water tank has been hooked up to the new bore

### Town/Road Works

- Rubbish collection walk through main areas, with garbage bags, twice a week
- Old items/rubbish outside people's houses taken to the Tip
- Push Rubbish in the Tip with loader. Done with Loader
- Clean Workshop take rubbish to Tip. Done with Bobcat and Tip Truck
- Helped Mechanic whenever he needed help with anything within the workshop or outside the workplace. 2 Town Services workers
- Empty fuel tanks taken to the Barge Landing with the Mechanic if needed help. Tip truck and loader Barge pick-ups. Ute and trailer TIRC assets Tip Truck and Loader
- Support to family funerals. Town Services and civil workers

### Civil Work

- Potholes are 90% repaired with six (6) tonnes of asphalt used on the internal roads.
- Grader is at Picka College and heading towards Goose Creek
- Rubbish Truck is currently awaiting parts in Darwin. Rubbish is currently being done by hand.

## Pirlangimpi Town Services and Civil Works

### Waste Collection and Management

- Waste collected twice a week, Monday & Friday, between the hours of 8 am to 12 pm
- General community litter hand-picked up by Town Services in garbage bags twice a week

- Drain ways cleaned and rubbish removed from inside
- Replacement rubbish truck is running with no issues

#### Town/Road Works

- Mowing of community areas
- Collection of freight from the airport and barge
- Cleanup of rubbish from shops and high-traffic areas
- Patch potholes

#### Civil Works

- There has been grading on the Pirlangimpi road
- Grading of the main entrance road into town
- The grader and driver are at Wurrumiyanga as their grader is in Darwin

## Outstations

### **Ranku**

- Only one (1) generator working. The other Genset is awaiting a tech to go to Ranku and fit them.
- Slashing and Mowing has been completed
- Water is running as normal

### **Paru**

- Mowing completed at Charlie's house
- No water outages
- Repairs to roof at Charlies house

### **4-Mile**

- Slashing and mowing completed
- Two water leaks have been found and will be repaired this week..

### **Pitramirra**

- No power outages
- Mowing and slashing completed
- No water outages
- Replacement of roofing 100 % completed

### **Takaprimiliyi**

- No power outages
- Mowing and slashing up to date
- No water outages
- Plumbing and electrical work to be conducted when on the next visit
- TIRC is in the process of talking to SECA in regard to the water tank stand access and safety rails

### **Condor Point**

- No power outages
- Grading access track, firebreak and slashing to be scheduled
- No water outages
- Currently, no one is living at the outstation

## RECOMMENDATION:



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

**ATTACHMENTS:**

## REPORTS FOR INFORMATION

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<b>ITEM NUMBER</b>	5.3
<b>TITLE</b>	Community Engagement Report
<b>REFERENCE</b>	248102
<b>AUTHOR</b>	Bill Toy, GM Community Engagement



This report illustrates the business within units including; Youth Diversion, Sports and Recreation, Libraries, Community Safety, Centrelink, Broadcasting, Animal Management, By laws and Administration.

### BACKGROUND

#### Administration

#### MILIKAPITI

Milikapiti Administration service provide office and customer services to external clients in Darwin and support to Tiwi Islands Regional Council Internal Business Units and Elected Members.

### General Business for the month

- **Hours of Operation:** 8:00am – 4:36pm.
- **Australia Post:**  
Mail Bags collected daily and sorted and delivered to Australia Post via Fly Tiwi
- **Meeting Room Hire:**  
12<sup>th</sup> - North Australian Aboriginal Justice Agency (1 day)  
29<sup>th</sup>-31<sup>st</sup> – Services Australia – Centrelink (3 days)
- **Facility Hire:**  
04<sup>th</sup> - Tiwi Enterprises Ltd. (1 day)  
15<sup>th</sup> - Office of Township Leasing (1 day)
- **Finance**  
All receipted transactions entered in Corporate Services Tiwi Accounts spreadsheet. Eftpos receipts, Request to Invoice Customer, Purchase Orders sent to Accounts Receivable at end of day.  
Cash Reconciliation form completed & ready for Banking  
IWO: Work orders for the month sent to requesting Officer
- **Human Resources:** All matters including:
- **Attendance:** Good
- **Incidents:** None for this reporting period
- **Recruitment:** None for this reporting period
- **Training:** None for this reporting period
- **Other:**
- **Stakeholder Engagement/Meeting.**  
23<sup>rd</sup> Local Authority & 24<sup>th</sup> Ordinary Council.
- **Emails:** Nil
- **Issues/Options/Consequences**

COVID-19 Hygiene Plans continue to be applied, hand sanitisers and wipes available for customers, and facilities cleaned before and after use

## PIRLANGIMPI

Pirlangimpi Administration provides services to external clients as well as support to Internal Business Units, Elected Members and the Local Authority

### General Business for the month

- **Hours of Operation:**

Nil Closures

- **Meeting Room Hire:**

- Meeting room was hired by NTSGC for Outreach and Interviews on 16<sup>th</sup> May
- Meeting room was hired by NTSGC for Outreach and Interviews on 17<sup>th</sup> May
- Meeting room was hired by TFHC for HRG Meeting on 24<sup>th</sup> May
- Meeting room was hired by TFHC for HRG Meeting on 30<sup>th</sup> May
- Meeting room was utilized by Governance for OCM on 26<sup>th</sup> May

- **Finance:** Problems with Cash and Reconciliation spreadsheet.

- **Australia Post:** Nil

### Human Resources

All matters including:

- **Attendance:** Fair
- **Incidents:** Nil
- **Recruitment:** Nil
- **Training:** Nil

### Events

- Nil

### Stakeholder Engagement/Meetings:

- Monthly community meeting was held on Tuesday 2<sup>nd</sup> May

### ISSUES/OPTIONS/CONSEQUENCES

COVID-19 Hygiene Plans continue to be applied, hand sanitisers and wipes available for customers, and facilities cleaned before and after use

## Broadcasting

### BACKGROUND

The Indigenous Broadcasting National Jobs program provide local broadcasting in local languages, communicating locally based service messages in regard to Health, Education, Local government and Cultural information.

### General Business for the month

Messages and Announcements made over the radio whenever requested by community members, groups, stakeholders and businesses.

### Human Resources

All matters including:

**Incidents:** Nil

**Recruitment:** Nil

**Leave:** Nil

**Training:** Nil this month

### Stakeholder Engagement:

TEABBA Board Meeting

TITEB Radio broadcasting training

## Centrelink

### BACKGROUND

Centrelink Agent Offices at Pirlangimpi and Milikapiti offer assistance and support to all community members with Centrelink issues including Family payments, Age pensions, Disability support payments, Job search allowances and Study payments for youth. Offices in both communities are open to the public from 8:00am to 4:00pm Monday to Friday.

### General Business for the month

Centrelink offices in Milikapiti and Pirlangimpi remained open throughout May. Clients continue to make use of the Self Help Computers, Phones and / or assistance provided by the Specified Personnel. Specified Personnel. Training modules completed by Manager and all Agents

### Human Resources

All matters including:

**Incidents:** Nil

**Recruitment:** Nil this month

**Leave:** Nil

**Training:** New Staff Training, Monthly training online

### Stakeholder Engagement/Meetings

Daily phone calls between Specified Personnel and Services Australia  
Centrelink Technicians (Connectivity issues)

## Youth Diversion

### General Business for the month

Youth Diversion Program currently case managing 7 clients across both islands. Community Safety Coordinator continued assisting clients with fulfilling their obligations to the program. One Family group conference to be conducted in the next period. Client updates and Monthly Data Reports updated and submitted to TFHC. Zero finalisations this month,

### Human Resources

All matters including:

- Incidents: Nil reported for the month
- Recruitment: Nil
- Training: - Nil this month

### Stakeholder Engagement/Meetings

Wayne Bayliss NT Police YDU

Joanne Huyben Territory Families YDU

## Remote Sports

### BACKGROUND

To provide opportunities for all men, women and children, to participate and achieve within their chosen Sport or Recreational activity.

### General Business for the month

TIRC Sport and Recreation continue to deliver the NTG Funded Remote Sports program by providing structured activities for people wishing to participate in Team Sports

Business plans submitted by Grants Coordinator for previous years underspends.

.

### Human Resources

All matters including:

**Incidents:** Nil this month

**Recruitment:** Wurrumiyanga position advertised

**Training:** Nil this month

### Stakeholder Engagement / Meetings:

Nil this month

### ISSUES/OPTIONS/CONSEQUENCES

COVID-19 Hygiene Plans continue to be applied, hand sanitisers and wipes available for clients, and facilities cleaned before and after use

## Community Safety

### Background

The Tiwi Islands Community Safety Service assists communities in taking responsibility

For the prevention of anti – social, harmful, destructive and illegal behaviours by offering

Community patrolling and safe transport to protect vulnerable people. The number one

Priority for Community Safety teams is to ensure children out at night (after 9.00pm) can

get a ride home or to a safe place to ensure their safety and as a strategy to help improve school attendance, Community Safety also assist with mediations, follow up on incidents reported and work with other agencies, providers and Stakeholders.

### General Business for the month

Community Safety Night Patrol teams continue to patrol five to six days per week and attend Call Outs whenever necessary. Recruitment issues at Wurrumiyanga are being addressed. All positions at Wurrumiyanga have been advertised, interviews will be held in the last week of June. As with previous months community concerns with the number of Break In's at Wurrumiyanga increasing pressure on Community Safety Night Patrol staff although Night Patrol are not a security service and are not permitted to patrol community assets. This is an issue the community seem reluctant to accept. The Wurrumiyanga vehicle has again been damaged needing to be replaced with the Milikapiti vehicle.

### Human Resources

All matters including:

- Incidents: Nil
- Recruitment: Wurrumiyanga Coordinator, three Female and four Male Patrollers
- Training: - Nil this month

### Events:

Nil for this month

### Stakeholder Engagement/Meetings:

Manager / Coordinator and Staff Meetings  
Milikapiti NT Police

### ISSUES/OPTIONS/CONSEQUENCES

COVID-19 Hygiene Plans continue to be applied, hand sanitisers and wipes available for clients, and facilities cleaned before and after use

### RECOMMENDATION:

That Council notes this report for information.

**ATTACHMENTS:**

There are no attachments for this report.

**REPORTS FOR INFORMATION**

<b>ITEM NUMBER</b>	5.4
<b>TITLE</b>	Finance End of Month Report - April 2023
<b>REFERENCE</b>	248115
<b>AUTHOR</b>	Bala Donepudi, Chief Financial Officer



<b>Statement of Financial Performance for the period ended May 2023</b>					
<b>Income</b>	<b>Year to Date</b>				<b>Full Year Budget</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance *</b>	<b>%</b>	
61 - Income Rates and Charges	3,121,047	2,899,332	221,715	8%	3,162,908
62 - Income Council Fees and Charges	1,151,699	1,218,938	(67,239)	-6%	1,329,750
63 - Income Operating Grants Subsidies	6,515,326	8,304,321	(1,788,995)	-22%	10,559,260
66 - Income Reimbursements and Others	191,731	114,570	77,160	67%	124,986
67 - Income Agency and Commercial Serv	724,919	757,429	(32,510)	-4%	826,286
69 - Income Sale of Assets	0	1,375	(1,375)	-100%	1,500
<b>Total Operating Revenue</b>	<b>11,704,722</b>	<b>13,295,965</b>	<b>(1,591,243)</b>	<b>-12%</b>	<b>16,004,690</b>
<b>Expenditure</b>					
71 - Employee Expenses	5,746,232	5,850,975	104,743	2%	6,414,041
72 - Contract and Material Expenses	2,865,241	6,470,926	3,605,686	56%	8,419,192
73 - Finance Expenses	4,528	6,980	2,451	35%	7,614
74 - Communication Expenses	431,847	432,526	679	0%	611,847
75 - Asset Expense	1,697,003	1,868,923	171,920	9%	2,038,825
79 - Miscellaneous Expenses	1,243,878	1,467,704	223,826	15%	1,601,131
<b>Total Operating Expenditure</b>	<b>11,988,729</b>	<b>16,098,034</b>	<b>4,109,305</b>	<b>26%</b>	<b>19,092,650</b>
<b>Allocations</b>	<b>(0)</b>				<b>(0)</b>
<b>Net Surplus/(Deficit)</b>	<b>(284,006)</b>	<b>(2,802,068)</b>	<b>2,518,062</b>		<b>(3,087,960)</b>
<i>Adjust for Capital and Depreciation</i>					
Less: Capital Expense	367,493	508,750	141,257	28%	555,000
Add back: Depreciation expense	1,697,003	1,868,923	(171,920)	-9%	2,038,825
<b>Net Cash Surplus/(Deficit)</b>	<b>1,045,504</b>	<b>(1,441,896)</b>	<b>2,487,400</b>		<b>(1,604,135)</b>
Restricted Cash Carried Forward	-596,737	1,472,966	(2,069,703)	-141%	1,606,872
<b>Total Surplus/(Deficit)</b>	<b>448,767</b>	<b>31,070</b>	<b>417,697</b>		<b>2,736</b>
<i>Represented by:</i>					
Tied Funding Surplus/(Deficit)	(1,671,595)	65,421	(1,737,016)		71,367
Untied Funding Surplus/(Deficit)	1,222,828	(96,491)	1,319,319		(74,104)
<b>* Note: Negative variances ( ) are unfavou</b>	<b>(448,767)</b>	<b>-31070</b>			<b>-2737</b>



<b>Statement of Financial Position as at 31st May 2023</b>	<b>Amount</b>
	<b>\$</b>
<b><u>Current Assets</u></b>	
Current Operating accounts & Cash on Hand	3,985,312
Trade and Other Receivables	415,102
Debtors	282,535
Inventory	71,110
Prepayments	95,418
<b>Total Current Assets</b>	<b>4,849,478</b>
<b><u>Current Liabilities</u></b>	
Trade and Other Payables	204,031
Creditors	233,923
Current Provisions	891,461
Other Current Liabilities	77,868
Unexpended Grant Liability	614,715
<b>Total Current Liabilities</b>	<b>2,021,998</b>
<b>Net Current Assets</b>	<b>2,827,481</b>
<b><u>Non Current Assets</u></b>	
Buildings Prescribed	12,843,821
Infrastructure Prescribed	1,145,983
Plant	1,026,508
Equipment	217,227
Motor Vehicles	521,483
Work in Progress	108,707
Other Non Current Assets	3,595,872
<b>Total Non Current Assets</b>	<b>19,459,600</b>
<b><u>Non Current Liabilities</u></b>	
Non Current Provisions	193,232
Non Current Borrowings	630,001
Non Current Lease Liabilities	2,820,055
<b>Total Non Current Liabilities</b>	<b>3,643,288</b>
<b>Net Assets</b>	<b>18,643,793</b>
<b><u>Equity</u></b>	
Accumulated Surplus/(Deficit)	8,382,579
Asset Revaluation Reserve	10,286,304
Election Reserve	0
Asset Replacement Reserve	0
Current Year Surplus/(Deficit)	(25,090)
<b>Total Equity</b>	<b>18,643,793</b>

**Current Operating Accounts & Cash on Hand**Account Balances as at 31<sup>st</sup> May 2023:

	\$
Operating Account	\$190,221
Trust Account	\$1,328,115
Christmas Saving Account	\$43,880
NIAA Bank Account	2,371,225
Cash Deposit Account (credit cards)	\$50,898
Cash on hand	\$974
	<b>\$3,985,312</b>

**Cash Funding Type Split**

	\$
Tied Funding	\$2,279,813
Untied Funding	\$1,705,499
	<b>\$3,985,312</b>

**Ageing Receivables**

The outstanding Debtors owed to Council at the end of May 2023 total \$ 248,952. The ageing of the outstanding receivables balances is as follows:

Description	Outstanding	Unapplied Credits	Current	>30days	>60days	>90days
Debtors	\$258,952	(\$30,908)	\$180,391	\$13,001	\$19,472	\$66,996

The total Rates & Charges Outstanding at the end of May 2023 is \$ 406,805 of this \$161,870 relates to the 2022-23 financial year.

Description	Outstanding	2022-23	Previous Years
Rates & Charges	\$406,805	\$161,870	\$ 244,936

**Ageing Payables**

The outstanding amounts owed by Council to Creditors at the end of May 2023 total \$ 83,227. The ageing of the outstanding balance is as follows:

Outstanding	Unapplied Credits	Current	>30days	>60days	>90days
\$ 83,227	(5,822)	\$67,492	\$3,743	\$2,692	\$15,123

**Council's Statutory Payments and Reporting Obligations:**

**Fringe benefits Tax:**

Council's FY 2023 Fringe benefits tax return is submitted & has been processed by ATO.

**Insurance:**

Council Insurance policy is renewed through the insurance broker JLT for FY 22-23. The policy coverage starts from 1<sup>st</sup> July 22 to 30<sup>th</sup> June 23. All JLT invoices are paid. We are working towards renewal of our insurance policy through JLT for FY 23-24.

**Superannuation:**

Council's has processed its Superannuation liability for the period till 20<sup>th</sup> May 23 on 26<sup>th</sup> May 23.

**PAYG:**

The tax Withheld from the staff salaries is remitted to the tax office on a Weekly basis. Latest Instalment PAYG of TIRC was released on 19<sup>th</sup> June 23. All the payments are up to date.

**Business Activity Statements (BAS) :**

We are up to date with all the lodgement of the council Business Activity Statements.

May - 23 BAS is submitted to ATO on 16<sup>th</sup> June 23 (well within the due date).



**CONSULTATION AND TIMING**

Section 8 of the Local Government Accounting Regulations 2014 outlines the requirements for financial reporting to Council. In particular it states that the actual income and expenditure for the commencement of the financial year to the end of the previous month should be reported plus a statement of the debts owed to the Council.

**Part 8 Financial reports to council****18 Financial reports to council**

- (1) The CEO must, in each month, present before a meeting of the council a report, in a form approved by the council, setting out:
  - (a) The actual income and expenditure of the council for the period from the commencement of the financial year up to the end of the previous month; and
  - (b) The forecast income and expenditure for the whole of the financial year.
- (2) The report must include:
  - (a) Details of all cash and investments held by the council (including money held in trust); and
  - (b) A statement on the debts owed to the council including the aggregate amount owed under each category with a general indication of the age of the debts; and
  - (c) Other information required by the council.
- (3) If a council does not hold a meeting in a particular month, the report is to be laid before the council committee performing the council's financial functions for the particular month.

**RECOMMENDATION:**

**That Council notes and accepts the Finance Report for the reporting period to 31 May 2023.**

**ATTACHMENTS:**

- 1 Cash Flow\_May23.pdf

# Cash Flow as at 31st May 2023

## Cash Accounts

Cash at Bank Operational General	52,965	(134,388)	142,885	43,285	(14,543)	60,896	(214)	(119,676)	(72,031)	129,714	51,984	49,435	-	-	190,221	137,256	259%
Cash at Bank Trust General	4,237,983	(1,125,154)	112,221	1,806,527	(422,475)	(531,365)	(692,315)	(93,201)	(434,166)	(539,719)	(903,127)	295,287	-	-	1,328,115	(2,909,868)	(69%)
PRC Bank ACCOUNT	1,459,016	454	1,134	291,563	2,532	293,047	3,635	4,702	4,787	9,460	5,599	23,357	-	-	2,371,225	912,209	63%
Staff Christmas Savings Account	79,399	32,275	60	40,760	5,620	4,995	(163,115)	148	(5)	20,342	43	23,357	-	-	49,880	(35,520)	(45%)
Cash on hand Milkmaid	1,610	-	(1,610)	-	-	-	-	-	-	-	-	-	-	-	-	(1,610)	(100%)
Cash on hand Pirangapi	732	-	(732)	-	-	-	-	-	-	-	-	-	-	-	-	(732)	(100%)
Cash on hand Ngutu	1,328	-	(354)	-	-	-	-	-	-	-	-	-	-	-	-	(354)	(27%)
Cash Deposit account (Credit cards)	50,898	-	-	-	-	-	-	-	-	-	-	-	-	-	-	974	(32%)
																50,898	0%
<b>Total Cash Accounts</b>	<b>5,883,931</b>	<b>(1,226,812)</b>	<b>253,604</b>	<b>2,182,135</b>	<b>(408,865)</b>	<b>(172,516)</b>	<b>(852,011)</b>	<b>(208,128)</b>	<b>(501,406)</b>	<b>(327,477)</b>	<b>(482,094)</b>	<b>(135,048)</b>	<b>-</b>	<b>-</b>	<b>3,985,312</b>	<b>(1,898,618)</b>	<b>(32%)</b>

## Operating Activities

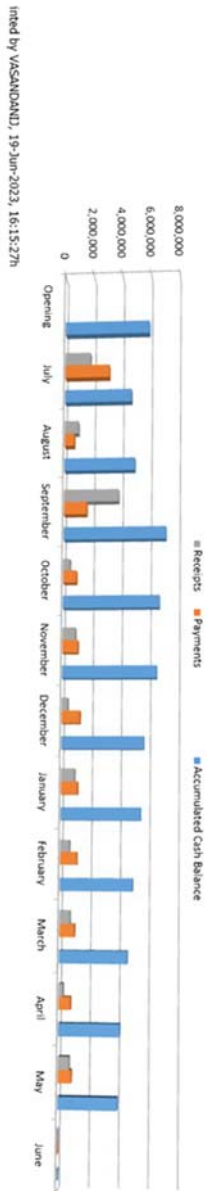
Receipts	-	1,774,109	965,036	3,068,782	463,667	885,433	213,085	919,412	610,945	695,260	276,218	927,883	-	-	11,539,831	11,539,831	
Income Rates and Charges	-	29,317	46,734	2,632,039	142,410	58,347	99,429	16,329	880	17,137	(520)	350	-	-	3,042,452	3,042,452	
Income Council Fees and Charges	-	224,459	64,870	74,812	147,396	115,019	147,919	65,203	35,855	123,221	103,105	-	-	-	1,151,699	1,151,699	
Income Operating Grants Subsidies	-	1,868,980	955,866	940,011	149,000	519,329	4,555	681,000	389,002	407,003	19,903	580,678	-	-	6,515,326	6,515,326	
Income Investments	-	1,755	4,018	6,331	7,970	12,881	13,258	13,487	12,095	11,544	12,655	16,225	-	-	112,219	112,219	
Other Operating Receipts	-	(350,402)	(91,423)	165,531	89,474	147,482	(19,176)	60,578	143,765	223,721	120,960	227,526	-	-	718,135	718,135	
Payments	-	3,098,069	530,308	1,710,624	911,430	995,327	1,379,932	1,129,341	1,109,517	959,243	822,461	867,688	-	-	13,513,940	13,513,940	
Employee Expenses	-	480,557	480,114	462,139	502,711	509,405	520,316	516,842	532,391	531,761	499,783	576,232	-	-	5,746,232	5,746,232	
Contract and Material Expenses	-	435,823	(19,434)	930,624	266,895	337,126	281,148	226,076	396,828	302,692	145,923	213,678	-	-	3,517,378	3,517,378	
Finance Expenses	-	404	493	473	436	430	388	393	310	361	409	411	-	-	4,528	4,528	
Other Operating Payments	-	2,180,465	69,137	315,359	139,608	148,425	553,804	189,403	194,342	42,622	143,424	153,235	-	-	4,129,824	4,129,824	
Other Operating Payments	-	71	-	2,029	1,760	(59)	24,275	3,256	1,144	79,679	943	424	-	-	82,938	82,938	
	-	-	-	-	-	-	-	-	52	1,498	158	158	-	-	33,039	33,039	
<b>Total Operating Activities</b>	<b>-</b>	<b>(1,323,960)</b>	<b>434,722</b>	<b>2,098,158</b>	<b>(447,763)</b>	<b>(109,894)</b>	<b>(1,166,846)</b>	<b>(209,929)</b>	<b>(498,572)</b>	<b>(263,984)</b>	<b>(546,242)</b>	<b>60,195</b>	<b>-</b>	<b>-</b>	<b>(1,974,109)</b>	<b>(1,974,109)</b>	

## Investing Activities

Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds from Sale of Assets	-	-	-	-	-	-	194,588	-	-	-	-	(194,588)	-	-	-	-	-
Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Purchase of Assets	-	-	-	-	-	-	131,080	(131,080)	-	61,447	(137,970)	(1,801)	2,834	41,771	(42,426)	655	(75,490)
	-	-	-	-	-	-	(131,080)	-	-	61,447	(137,970)	(1,801)	2,834	41,771	(42,426)	655	(75,490)
<b>Total Investing Activities</b>	<b>-</b>	<b>-</b>	<b>(131,080)</b>	<b>131,080</b>	<b>-</b>	<b>(61,447)</b>	<b>332,558</b>	<b>1,801</b>	<b>(2,834)</b>	<b>(41,771)</b>	<b>42,426</b>	<b>(195,243)</b>	<b>-</b>	<b>-</b>	<b>75,490</b>	<b>75,490</b>	

## Financing Activities

Receipts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Payments	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Repayment of Borrowings	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Total Financing Activities</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Net Increase or (Decrease) in Cash held</b>	<b>-</b>	<b>(1,323,960)</b>	<b>303,647</b>	<b>2,229,238</b>	<b>(447,763)</b>	<b>(171,340)</b>	<b>(834,289)</b>	<b>(208,128)</b>	<b>(501,406)</b>	<b>(305,755)</b>	<b>(500,816)</b>	<b>(135,048)</b>	<b>-</b>	<b>-</b>	<b>(1,898,618)</b>	<b>(1,898,618)</b>	
<b>accumulated Cash Balance</b>	<b>5,883,931</b>	<b>4,659,971</b>	<b>4,910,722</b>	<b>7,099,857</b>	<b>6,653,991</b>	<b>6,491,475</b>	<b>5,659,464</b>	<b>5,431,337</b>	<b>4,929,931</b>	<b>4,602,453</b>	<b>4,120,360</b>	<b>3,985,312</b>	<b>-</b>	<b>-</b>	<b>3,985,312</b>	<b>1,898,618</b>	



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**REPORTS FOR INFORMATION**

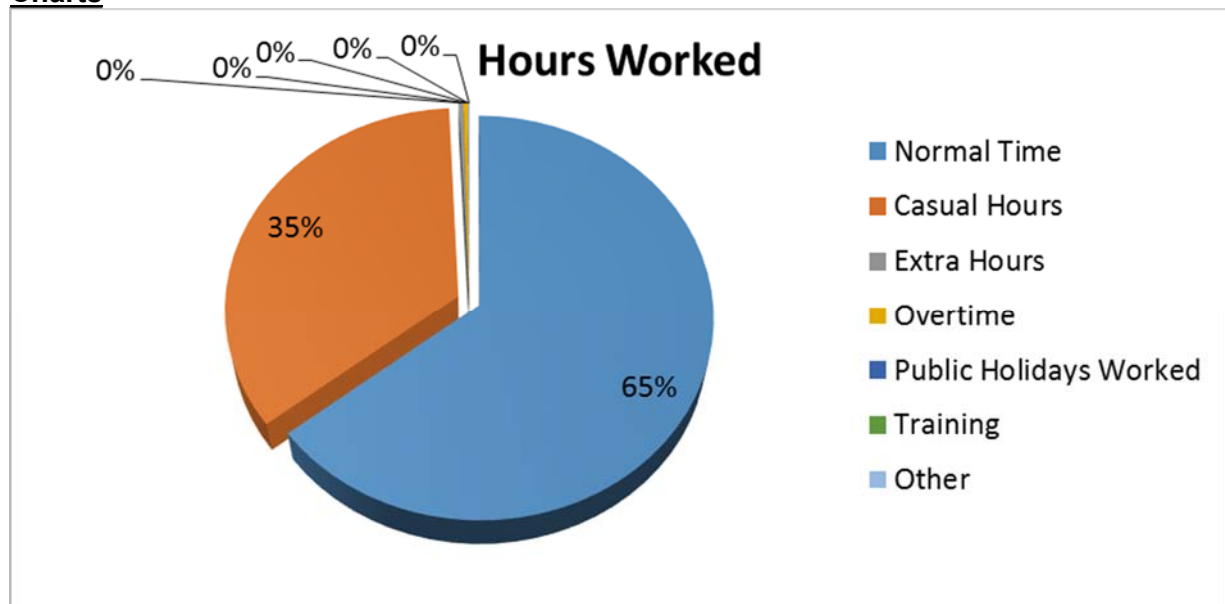
<b>ITEM NUMBER</b>	5.5
<b>TITLE</b>	HR End of Month Report - April 2023
<b>REFERENCE</b>	248149
<b>AUTHOR</b>	Harsha Wijesinghe, Manager Organisational Development and Change



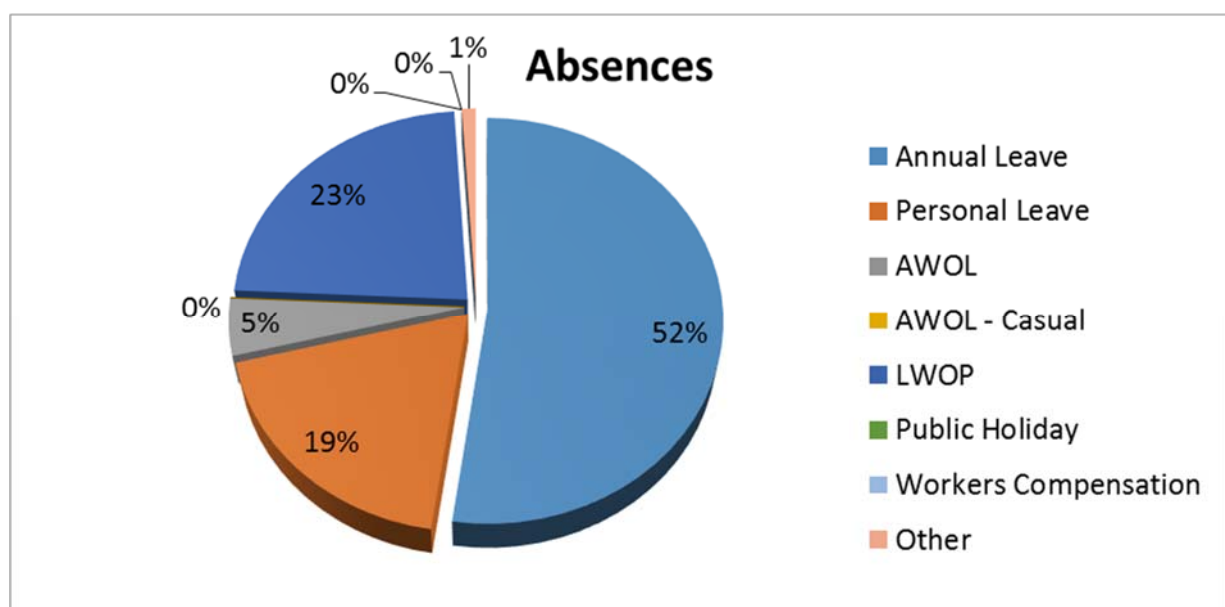
### Human Services Monthly Report May 2023

**Highlights**

- Two (2) terminations were processed during May 2023.
- One (1) employee was appointed during May 2023.
- Staff turnover rate was 1.7% percent.
- Note that the graphs and data below from 01<sup>st</sup> May to 31<sup>st</sup> May 2023.

**Charts**

**Chart 1:** Hours worked as percentage 01<sup>st</sup> May to 31<sup>st</sup> May 2023



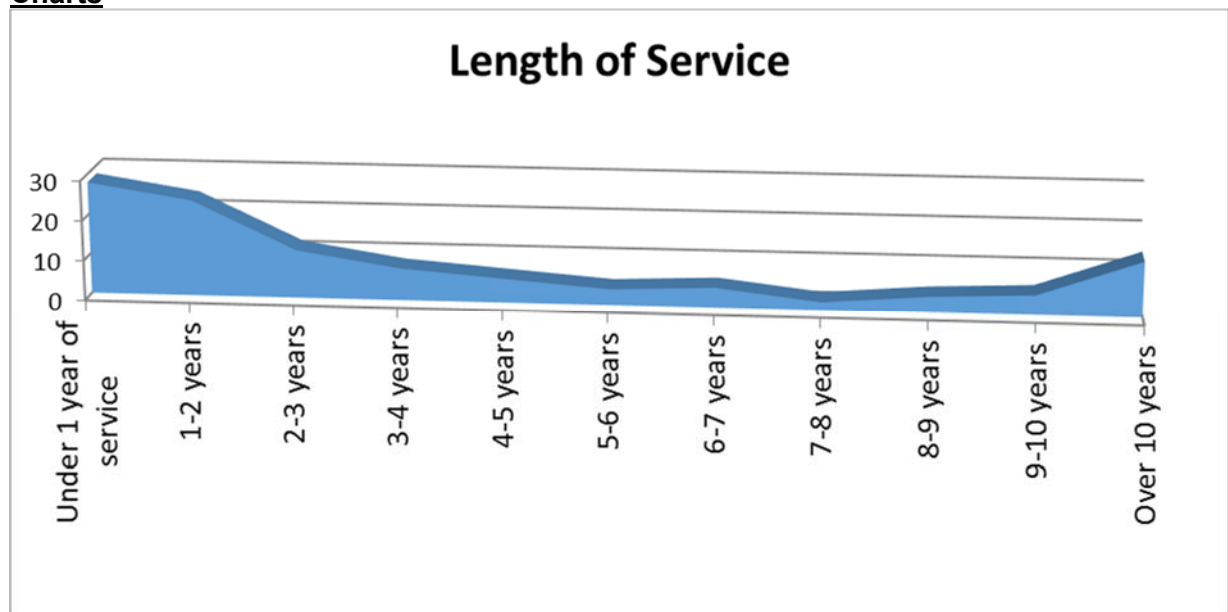
**Chart 2: Absences as percentage 01<sup>st</sup> May to 31<sup>st</sup> May 2023****Hours Worked**

Description	PPE 21 <sup>st</sup> May 2023	% of Total	PPE 04 <sup>th</sup> June 2023	% of Total	Variance	Variance %
Normal Time	3,419	55%	3,684	58%	+265	+8%
Casual Hours	1,910	31%	1,983	31%	+73	+4%
Extra Hours	19	0%	19	0%	0	0%
Overtime	28	0%	9	0%	-19	-68%
Public Holidays Worked	7	0%	0	0%	-7	-100%
Training	0	0%	0	0%	0	0%
Annual Leave	501	8%	285	4%	-216	-43%
Personal Leave	194	3%	89	1%	-106	-54%
AWOL	32	1%	37	1%	+5	+16%
AWOL-Casual	0	0%	0	0%	0	0%
LWOP	140	2%	210	3%	+70	+50%
Public Holiday	0	0%	0	0%	0	0%
Workers Compensation	0	0%	0	0%	0	0%

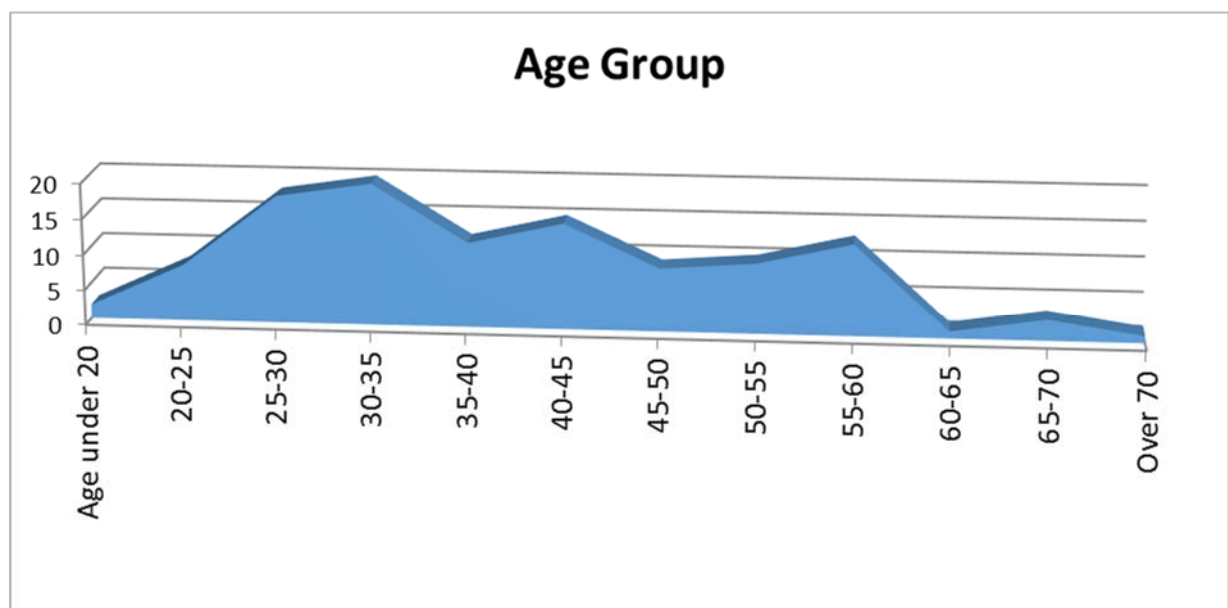
**Table 1: Monthly Comparisons – Raw Hours and Percentages**



## Charts



**Chart 3: Length of Services – May 2023**



**Chart 4: Distribution of Ages – May 2023**

**Demographics**

Description	Wurr.	Pirl.	Mili.	Dar.	Total	%
Male	45	15	15	4	79	71%
Female	19	6	7	1	33	29%
ATSI	55	19	18	0	92	82%
NON-ATSI	7	2	5	6	20	18%
Full Time	21	10	12	5	48	43%
Part Time	2	6	6	0	14	13%
Casual	41	5	4	0	50	45%
Age under 20	1	0	1	0	2	2%
20-25	5	1	2	0	8	7%
25-30	13	4	1	0	18	16%
30-35	12	4	3	1	20	18%
35-40	7	0	4	1	12	11%
40-45	6	4	2	3	15	13%
45-50	7	1	1	0	9	8%
50-55	6	2	2	0	10	9%
55-60	5	5	3	0	13	12%
60-65	1	0	0	0	1	1%
65-70	0	0	3	0	3	3%
Over 70	1	0	0	0	1	1%
< 1 year of service	22	1	3	2	28	25%
1-2 years	18	3	3	0	24	21%
2-3 years	10	1	0	1	12	11%
3-4 years	6	1	1	0	8	7%
4-5 years	1	3	2	0	6	5%
5-6 years	1	1	0	2	4	4%
6-7 years	1	2	2	0	5	4%
7-8 years	2	0	0	0	2	2%
8-9 years	0	1	3	0	4	4%
9-10 years	1	1	3	0	5	4%
Over 10 years	2	7	5	0	14	13%
Total Employees	64	21	22	5	112	100%

**Table 2: Monthly Demographics – May 2023**

**Annual Leave Liability**

As of the 31<sup>st</sup> May 2023, the council's annual leave liability is for 10,014 hours totalling \$443,175. The annual leave liability amount includes 17.5% leave loading.

***New Hires***

Position	Date Hired	Directorate	Employment Type
Town Services Officer	08-May-23	Town Services Officer	Casual

***Terminations***

Position	Termination Date	Directorate	Reason / Emp Type
Mechanical Workshops Coordinator (M)	25 May 2023	Infrastructure	Resigned
Library Officer (P)	08 May 2023	Communities	Resigned

## **Records Management EoM Report May 2023**

### **BACKGROUND**

This report is for the month of May 2023

#### **General Business for the month**

To provide support to all program areas with records keeping and to provide the support in the administration of the TIRC electronic records and document management system, as required. It is critically important that Managers in each work areas, upload documents, including work related emails and texts on the system, MagiQ.

To avoid non-compliance Records and Information Support is every council staff business to get the upload documents or at a computer correct, ensuring appropriate maintenance of active and archived records are in place in diligent manner. Records Management and Information Support is available to support and work closely with staff that are struggling to upload corporate documents.

#### **Events**

None

#### **Human Resources**

All matters including:

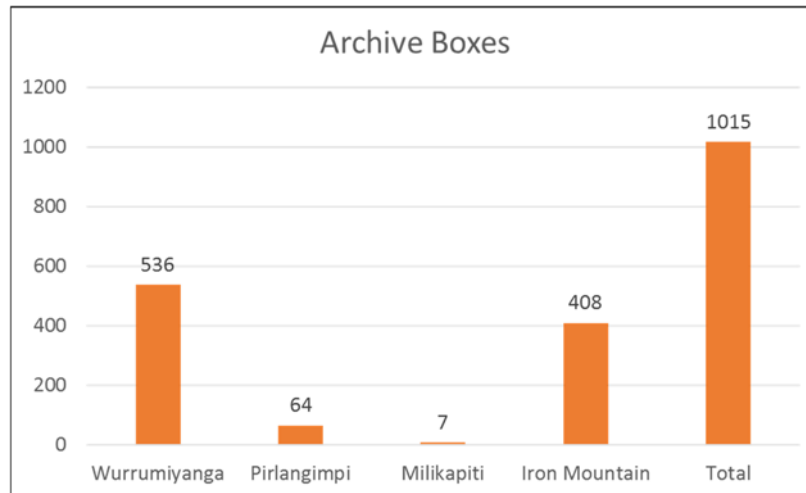
- Incidents: none
- Training: Nil
- Work comp:0

#### **Archive boxes**

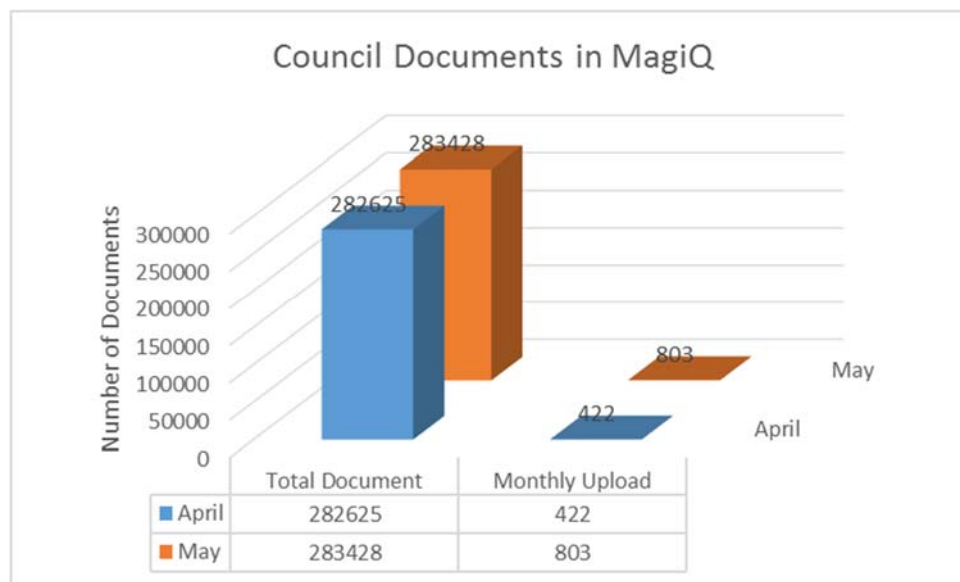
As of 31 May 2023, there have been 408 boxes securely stored at Iron Mountain facility, 10 Olive Place, Holtze NT 0829.

There was no storage activity recorded since 2017 and no records were found when the last box sent to Iron Mounting facility.

Wurrumiyanga, Pirlangimpil and Milikapiti have also stored the boxes in their possession but they are not in the secured facility like in the Iron Mountain storage in Darwin. It is recommended to count the boxes and check the condition of the boxes which were stored in Wurrumiyanga, Pirlangimpi and Milikapiti.



**Chart 5: Archive Boxes**



*Chart 6: Documents in MagiQ in May 2023*

### Stakeholder Engagement/Meetings

Nil

### RECOMMENDATION:

That Council note this report for information.

### ATTACHMENTS:

## REPORTS FOR DECISION

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<b>ITEM NUMBER</b>	6.1
<b>TITLE</b>	Homelands Housing and Infrastructure Program - Paru Project
<b>REFERENCE</b>	248049
<b>AUTHOR</b>	Kristy Mills, Coordinator Grants



The decision is required to support the funding Agreement from the Department of Territory Families, Housing and Communities', Homelands Housing and Infrastructure Program (HHIP) grant for TIRC to improve the living conditions in homelands and to undertake repairs and maintenance.

### BACKGROUND

In October 2022, the Australian Government announced a \$100 million investment into urgent repairs and maintenance across NT homelands, with funding to be allocated over two (2) years: \$25 million (2022/23) and \$75 million (2023/24).

On 29 March 2023, Tiwi Islands Regional Council (TIRC) entered into a Memorandum of Understanding (MOU) with Bathurst Island Housing Association (BIHA). The MOU formed part of the submission to the Department of Territory Families, Housing and Communities (DTFHC) as an expression of interest for the Homelands Housing and Infrastructure - Paru Project. The submission was successful.

TIRC entered into an Agreement with the Department to improve the living conditions and undertake repairs and maintenance at the Paru Outstation. The priority is to first focus on safety and identifying these urgent repairs and maintenance.

BIHA will undertake all of the properties' repairs with TIRC Project Managing the program.

The funding for the project is \$250,000.

### ISSUES/OPTIONS/CONSEQUENCES

The wet season has been identified as a possibility to delay the works from being completed on time. The Project Manager has adjusted the timelines to allow the works to be undertaken and completed before the wet season begins.

If TIRC completes the project within the timeframes and complies with the reporting, further funding for the next round in 2023/24 is possible.

### CONSULTATION & TIMING

### RECOMMENDATION:

1. That Council **SUPPORTS** the Agreement for funding the Homelands Housing and Infrastructure Program – Paru Project.

**ATTACHMENTS:**

There are no attachments for this report.

**REPORTS FOR DECISION**

<b>ITEM NUMBER</b>	6.2
<b>TITLE</b>	Remote Sports Program – Business Case for Unspent funds
<b>REFERENCE</b>	248053
<b>AUTHOR</b>	Kristy Mills, Coordinator Grants



A decision is required to support the Business Case for unspent funds to be used for Basketball and ALF programs from the Remote Sports Program.

**BACKGROUND**

TIRC previously received grant funding through the Department of Tourism, Sport, and Culture (the Department) for the Remote Sports Program – 5-Year Agreement (2019-2024). TIRC is committed to undertaking this Agreement to achieve the best project and community outcomes.

During past years, unforeseen circumstances such as COVID-19 and staff shortages have resulted in unspent funds.

TIRC submitted a proposal to the Department to outline how the unspent funds are to be spent up to 30 June 2024. The objectives for the funding are to:

- Increase opportunities for residents of regional and remote communities to participate in sports and active recreation activities regularly.
- Enhance the capacity of regional and remote communities to deliver regularly organized sporting games, competitions, and events.

The Department has approved the following projects to be undertaken by TIRC and delivered before 30 June 2024:

**Basketball Clinics**

Basketball NT would like to partner with the TIRC Sport and Recreational Officers to deliver basketball clinics to the three communities (Milikapiti, Wurrumiyanga, and Pirlangimpi). The basketball clinics would include the following:

- Visits to the local schools to run programs during the day (both Primary School and High School)
- Running basketball games for Junior (youth) in the afternoon
- Running basketball games for the adults in the evening
- Coaching Development
- Volunteer Information Sessions
- Referee Development

**Remote Community Basketball Development – Pilot Project – 1 full year**

In collaboration with TIRC, Basketball NT would like to pilot a Remote Community Basketball Development. The Basketball development would be rolled out to all three (3) communities (Milikapiti, Wurrumiyanga, and Pirlangimpi). The Remote Community Basketball Development would expand the Basketball Clinics to be delivered in 2023.

The pilot program will be delivered in 2023/24 over four (4) terms to build on the project in years to come, providing long-term active sporting opportunities for the community. This project will also offer the TIRC Sport and Recreational Officers additional skillsets and identify new members interested in basketball.



This project will include:

- Stage 1 – Come and Try program – each community will complete;
- 4 x 60-minute Aussie Hoops Sessions
- 4 x 90-minute 3x3 Community Hustle Sessions
- 2-day school holiday program
- Local Resource ID & Development Program Stages 1-3
- Stage 2 – Remote Hoops Hub Development;
- Community Meeting
- Community Facility & Equipment Gap Analysis
- Training/Mentoring Remote Hoops Hub Coordinator
- Local Resource ID & Development Program Stages 4-7
- 2 Day School Holiday Program
- Stage 3 – Remote Hoops Hub Quality Control/Maintenance;
- Weekly online Local Workforce Teams/zoom Check-in Sessions x 10
- 1 on-site visit per term including face-to-face Local workforce Meeting & attendance at the Aussie Hoops & 3x3 Community Hustle Sessions
- 2-day School Holiday Program

#### AFL – AusKick Program

TIRC wants to partner with AFL NT to deliver Auskick to the three (3) Communities (Milikapiti, Wurrumiyanga, and Pirlangimpi). Currently, on the Islands, there is only a senior football competition. The Sport and Recreational Officer will be participating in the Auskick Program, providing the Officers with additional up-skilling and the knowledge to support future programs on the island.

AFL NT would like to target youth aged four (4) to ten and their parents and guardians. The program is to be run for eight (8) weeks every Thursday or sixteen weeks every second Wednesday.

The funding for the project is \$195,388.

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

These projects will require community participation for attendance and volunteering. There is a risk; if the community isn't receptive to these programs, they will not be successful and potentially not achieve the desired outcomes for the community.

#### **RECOMMENDATION:**

**That Council SUPPORTS the proposal of the unspent fund to be spent on the Basketball and AFL programs as listed in the Report.**

#### **ATTACHMENTS:**

There are no attachments for this report.

**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.3
<b>TITLE</b>	Procurement Policy
<b>REFERENCE</b>	248122
<b>AUTHOR</b>	Gina McPharlin, Chief Executive Officer

**PURPOSE**

This report presents the Procurement Policy for review, comment, amendment where appropriate, and adoption if accepted.

**BACKGROUND**

The council has a suite of approved policies that guide its operations. As required by the Local Government Act NT 2019, these policies must be reviewed regularly to ensure that they remain relevant and up to date.

**ISSUES/OPTIONS/CONSEQUENCES**

The Procurement Policy has been reviewed by the council personnel and is presented to council for consideration.

**RECOMMENDATION:**

**That council adopt and approve the following attached policy manual:**

**ATTACHMENTS:**

- 1 Policy 37 - Procurement Policy - draft.pdf



## Tiwi Islands Regional Council

**Title:** Procurement Policy  
**Policy No:** 37  
**Adopted By:** Council  
**Next Review Date:** March 2025  
**Responsibility:** Chief Executive Officer  
**InfoXpert Document Number** 207418

Version	Decision Number	Adoption Date	History
1	Resolution 8 of 12-08-17	12 September 2017	Original
2	Resolution 5.7 of 26-05-22	26 May 2022	Updated

### **Objectives**

The aim of this policy is to establish a framework to ensure that council achieves the best procurement outcomes by:

- Promoting value for money with integrity, transparency and accountability;
- Reducing the risk for fraud or error in procurement activities;
- Being undertaken in accordance with Tiwi Islands Regional council's strategic plan;
- Providing reasonable opportunity for competitive local businesses that comply with relevant legislation to supply council;
- Promoting compliance with relevant legislation and regulations; and
- Promoting awareness among the council Elected Members, Local Authority Members and council employees regarding their role, responsibility and authority.

### **Scope & Applicability**

This policy applies to the procurement of all materials, equipment, assets and related services, construction contracts and service contracts including consultancy services. The policy represents all the procedures, practices, systems, documents and organisational structures implemented by council to manage its procurement activities, improve efficiency and reduce risks in the procurement process.

All Elected Members, Local Authority Members and council employees engaged in procurement or who have responsibility for procurement decisions must comply with this

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policy. It is the responsibility of council officers involved in procurement to understand the meaning of this policy.

Council Elected Members, Local Authority Members and council employees are required to:

- Act, and be seen to act, properly and in accordance with the requirements of the law, the Local Government Act and all corresponding regulations;
- Abide by council's Code of Conduct, Financial Delegations and all applicable policies and instructions; and
- Preserve council's integrity to ensure that council may be seen to have acted beyond reproach in all procurement dealings.

All relevant communication undertaken in the procurement process must be recorded in the council's financial system or electronic records system.

Any case where expenditure is incurred due to malpractice, deceptive conduct or carelessness is to be brought to the attention of a Manager, the CFO or the CEO and to a full meeting of the council either an ordinary council meeting or special meeting.

### **Procurement Principles**

#### **Value for Money**

Value for Money is the core principle of the procurement process to ensure the best available procurement outcome is achieved. Value for money involves comparing the benefits against the whole of life costs and includes evaluation of both price and non-price factors. Whole-of-life cost is the total cost incurred in buying, owning, using, maintaining and disposing goods or discontinuing services.

Council will evaluate whole of life costs as well as relevant qualitative factors such as past performance, capacity and capability, indigenous participation, quality and environmental and social factors to ensure the best value for money is obtained.

#### **Open and effective competition**

Procurement processes will be open and result in effective competition in the provision of goods and services. TIRC will achieve this by:

- Ensuring all procurement procedures and processes are transparent.
- Giving fair and equitable consideration to all suppliers without any bias or prejudice.

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- Allowing suppliers, the opportunity to do business with council and encouraging competition among suppliers by inviting suppliers to quote or tender in order to assess value for money; and
- Ensuring fair and equitable assessment of all quotations and tenders.

### **Ethical behaviour**

The principle of probity and ethical behaviour governs the conduct of all procurement processes. Council officers involved in procurement must comply with the standards of integrity, impartiality, fairness, openness, and professional conduct. Council officers must:

- Deal fairly, impartially, and consistently with all suppliers;
- All tender and purchasing information is to be considered confidential and is not to be released to others except to the extent of information issued by public notice. Where information has been provided to the council on a confidential basis it should be treated as commercial-in-confidence and restricted to persons concerned with the specific purchase or contracts;
- Declare any potential conflict of interest prior to the commencement of a procurement activity and withdraw from any procurement activity where it has been deemed that a perceived or actual conflict of interest exists;
- Not take part in misleading or deceptive conduct;
- Not compromise the council's standing or the integrity of its purchasing activities through the acceptance of gifts (other than gifts of a token kind, or moderate acts of hospitality); and
- Ensure that the procurement is documented appropriately and retained to demonstrate compliance with the procurement policy and relevant laws.

### **Encouragement of the development of competitive local business and industry**

Council encourages the development of competitive local businesses. Where price, performance, quality, suitability, and other evaluation criteria are comparable, the following areas may be weighted up to a value of 20 – 30% in evaluating quotations and tenders:

- Creation of local employment opportunities; readily available goods, services, and support; more convenient communications for contract management; and Economic growth within a defined region.

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### **Environmental and Social implications**

Council will consider the environmental and social implications of procurement. Goods and services that have better environmental and social outcomes will be preferred providing the costs are reasonable and within budget.

### **Contractors**

Contractors must comply with applicable legislation and policies regarding WH&S and environmental protection.

### **Procurement Procedures**

The detailed procedures listed in this procurement policy will guide council Elected Members, Local Authority Members, and employees in the conduct of procurement duties.

### **Purchase Orders**

A Purchase Order is council's official document to confirm the contractual relationship between council and suppliers. Purchase orders are to be issued for all purchases (with exemptions for credit card purchases per delegated authority) from council's financial system. Purchase orders will only be issued after the quotation or tender procedures have been completed. Purchase requisitions are created by a requesting officer in the council's financial system and then authorised in compliance with council's financial delegations policy to become an official purchase order. Approved purchase orders are attached with the supplier invoice and quotation or tender information within council's financial system.

The limitations below refer to the total cost of the purchase and not to individual line items. Officers must not split a purchase into a number of requisitions, or reduce order quantities, to avoid compliance with the dollar limit requirements specified in this policy. Contracts that span more than one financial year are treated as separate non-contiguous amounts for the purposes of determining the quotation or tender requirements.





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### Procurement classifications

Purchases less than \$10,000	Direct Procurement
Purchases over \$10,000 but not more than \$100,000	Three written quotations to be obtained Or Public quotations Or Tender
Purchases over \$100,000 but not more than \$150,000	Public quotations Or Tender
Purchase over \$150,000	Tender

### Purchases under \$10,000

Goods or services may be purchased without quotations if the total value of the item is below \$10,000 (Excluding GST) and the council Officer is compliant with the policy objectives. Procurement must be in accordance with the adopted annual budget or a council resolution. Requests for items not within the approved budget must be referred to the CEO.

An approved purchase order is to be attached with the supplier invoice within the council's financial system, following the procurement procedures detailed at the end of this document.

An Asset Registration form is to be completed for Portable and Attractive Assets valued between \$300 - \$5,000 and Assets valued above \$5,000.

### Purchases between \$10,000 and \$100,000

Council policy requires written quotations before making a contract for the supply of goods and services between \$10,000 and \$100,000 (Excluding GST). Written quotations must be sought from three suppliers to assess the best outcome. If it is not practicable to obtain quotations from 3 possible suppliers, the council must obtain as many as practicable and must record in writing its reasons for not obtaining the 3 quotations.

Under regulation 35 of the *Local Government (General) Regulation 2021*, alternatively, public quotation can be obtained where the cost of supply is \$10,000 but not more than \$100,000 (Excluding GST).

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Alternatively, the council elects to obtain tenders where the cost of supply is over \$10,000 but not more than \$100,000 (Excluding GST).

Procurement must be in accordance with the adopted annual budget, or a council resolution and sufficient funds must be available to meet the full cost of the proposed procurement. Requests for items not within the approved budget must be referred to the CEO.

All the quotations documentation is to be attached with the approved purchase order and supplier invoice within the council's financial system, following the procurement procedures detailed at the end of this document. An Asset Registration form is to be completed for Assets valued above \$5,000.

### **Purchases over \$100,000 but not more than \$150,000**

Public quotation must be obtained where the cost of supply is over \$100,000 but not more than \$150,000 (Excluding GST).

The council must make a public request for quotations from suppliers by notice:

- (i) in relation to a council– published in a newspaper circulating in the council's area and by notice on the council's website; or

Alternatively, the council elects to obtain tenders where the cost of supply is over \$100,000 but not more than \$150,000 (Excluding GST).

### **Purchase over \$150,000**

The council must first call for tenders where the cost of supply may or will exceed \$150,000 (Excluding GST). Tenders will be called by public notice published in a newspaper circulating in the council's area and on the council's website. The public notice will identify:

- A description of the supply;
- Where tender documentation can be obtained from;
- Name and contact details of the contact person;
- The tender closing date and time; and
- That notice of the successful tender will be published on the council's website.

Tenders will be lodged through the council's electronic tender system or submission into the council's tender box.

(a) A tender received in response to the notice must be assessed:

- (i) for the council – by a panel that includes at least 3 members of the staff of the council or another council or the staff of a local government subsidiary;

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- (b) The panel is to be convened by the CEO or chief executive and has the following functions:
- (i) to consider the tenders received in response to the notice;
  - (ii) to provide a report, in writing, to the CEO or chief executive in relation to the tenders.
- (c) The CEO or chief executive may not be a member of a panel the CEO or chief executive has convened under subregulation (6) of *the Local Government (General) Regulations 2021*.
- (d) The CEO or chief executive must provide the report from the panel to the council under subregulation (6) of *the Local Government (General) Regulations 2021*.
- (e) The council may only accept a tender for the provision of supplies:
- (i) from among those that submitted tenders; and
  - (ii) after receiving the report from the CEO or chief executive under subregulation (8) of *the Local Government (General) Regulations 2021*.
- (f) If the council accepts a tender for the provision of supplies to the council, it must:
- (i) accept the tender by written notice to the person who submitted the successful tender; and
  - (ii) give notice of the successful tender:
    - in writing to each other person who submitted a tender; and
    - by publishing the notice on the council's website.
- (g) In terms of addressing the successful tender by notice, it must include:
- (i) the name of the supplier who submitted the successful tender; and
  - (ii) the supplies to be provided; and
  - (iii) the tender price.

Where a contract is to be awarded in response to a tender for an amount exceeding \$150,000 council must approve the recommendation to enter into the contract through a resolution passed at a general or special council meeting.

### Obtaining and keeping of quotations and tenders

A council must:

- (a) obtain all quotations and tenders received in writing; and
- (b) keep the quotations and tenders in an electronic form in the council's record management system.



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If council resolves not to award a contract through a resolution passed at a general or special council meeting the council may resolve to:

- Postpone the proposal to enter into contract;
- Cancel the proposal to enter into contract; or
- Call for a new tender based on the same or varied terms and conditions.

### **Quotations and tenders not required in certain circumstances**

(1) A quotation or tender is not required for the provision of a supply consisting of, or related to, any of the following:

- (a) the purchase of land, including the leasing or licensing of land;
- (b) a contract for legal services;
- (c) the acquisition of insurance entered into through a broker;
- (d) the renewal of an existing licence;
- (e) education or training in relation to existing equipment, licences, qualifications or software from a supplier endorsed by the supplier of the equipment, licence, qualification or software;
- (f) a telecommunications service if:
  - (i) the supply is ancillary to an existing telecommunications services; and
  - (ii) the council believes on reasonable grounds that it is necessary to obtain the supply from the supplier of the existing service;
- (g) recovery work during or immediately after a natural disaster and the council believes on reasonable grounds that it is necessary to obtain the supply from a particular supplier;
- (h) the acquisition of a supply from a supplier if the council or local government subsidiary believes on reasonable grounds that it is unlikely that there is more than one supplier of the supply;
- (i) the acquisition of a supply from a supplier if a Commonwealth or Territory funding agreement entered into by the council states that a particular supplier is to provide the supply;
- (j) the acquisition of a supply from a particular supplier that is the only feasible option because of an event that caused major disruption to the council.
- (k) the acquisition of a supply where:
  - (i) obtaining a quotation or tender for the supply would cause major operational inconvenience or have other serious consequences of a similar nature for the council; and
  - (ii) the council has not had prior opportunity to obtain a quotation or tender for the supply;

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(l) In accordance with a contract variation mentioned in regulation 42(4) of the *Local Government (General) Regulations 2021*

(2) If a council obtains any supply mentioned in subregulation (1), excluding the supply mentioned in subregulation (1)(a), (b), (c) or (l) of the *Local Government (General) Regulations 2021*, the council must record the following information in relation to the provision of the supply:

- (a) the name of the supplier;
- (b) the supply provided;
- (c) the cost of the supply;
- (d) the applicable provision of subregulation (1), of the *Local Government (General) Regulations 2021* relating to the provision of the supply;
- (e) if the supply is mentioned in subregulation (1)(f) or (g) of the *Local Government (General) Regulations 2021*– the reason that the council believed on reasonable grounds that it was necessary to obtain the supplies from the particular supplier;
- (f) if the supply is mentioned in subregulation (1)(h) of the *Local Government (General) Regulations 2021*– the reason that the council believed on reasonable grounds that it was unlikely that there was more than one supplier of the supply;
- (g) a description of the circumstances relevant to the provision of the supply;
- (h) any other information relevant to the provision of the supply.

(3) If council obtains any supply mentioned in subregulation (1), excluding the supply mentioned in *Local Government Regulations 2021*, subregulation (1)(a), (b), (c) or (l), and the cost of the supply is more than \$100 000, the council must publish a notice on the council's website specifying the following information in relation to the provision of the supply:

- (a) the name of the supplier;
- (b) the supply provided;
- (c) the cost of the supply;
- (d) the applicable provision of subregulation (1) relating to the provision of the supply.

### **Quotations and tenders not required in relation to particular entities**

- (1) Subject to any contrary direction by the council, a quotation or tender is not required if the supply is to be obtained:
  - (a) from the Territory, the Commonwealth, a State or another Territory; or
  - (b) under a contract to which the Territory, the Commonwealth, a State or another Territory is a party and the council is a beneficiary to the contract; or
  - (c) from another council; or
- (d) for a local government subsidiary – from a constituent council of the local government subsidiary; or

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(e) for a constituent council of a local government subsidiary – from the local government subsidiary; or

(f) under a contract that is facilitated by a procurement entity.

(2) The CEO of the Agency may approve, with or without conditions, an entity to be a procurement entity.

(3) The list of procurement entities approved by the CEO of the Agency must be published on the Agency's website.

### **Obtaining and keeping of quotations and tenders**

A council must:

- a) obtain all quotations and tenders received under this Subdivision in writing; and
- b) keep the quotations and tenders in an electronic form in the council's record management system.

### **Collective procurement**

A procurement group of two or more entities (a council; a local government subsidiary; LGANT) that propose to obtain supplies may form a group (a procurement group) to act collectively for the purpose of obtaining the supplies

Collective procurement agreement, see regulation 45(2) of the *Local Government (General) Regulations 2021*

Entity means the council

Procurement group, see regulation 45(1) of the *Local Government (General) Regulations 2021*;

Tender committee, means the committee provided for in the collective procurement agreement under regulation 46(1)(e) of the *Local Government (General) Regulations 2021*

Collective procurement comprises of

- (1) Two or more entities that propose to obtain supplies may form a group (a procurement group) to act collectively for the purpose of obtaining the supplies.

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- (2) Before commencing to act as a procurement group, the entities in the group must enter into a written agreement (a collective procurement agreement) setting out the arrangements for the collective procurement by the group.
- (3) If a procurement group complies with this Subdivision in relation to obtaining supplies, a council that is in the group is not required to separately comply with Subdivision 1 in relation to obtaining those.

### Collective procurement agreement

- (1) A collective procurement agreement must set out:
  - (a) the entities that constitute the group; and
  - (b) the supplies that are to be obtained; and
  - (c) which of the entities in the group is to be the lead entity for the group; and
  - (d) any matters required for regulation 47(2)(b); and
  - (e) for regulation 47(3) of the *Local Government (General) Regulations 2021* – the individuals who are to constitute the group's tender committee and the entity the individuals represent; and
  - (f) the decision making process for acceptance of quotations or tenders for the group; and
  - (g) how administrative and other expenditure associated with the collective procurement are to be allocated between the members of the group; and
  - (h) the process for settling disputes between the entities in the group about the collective procurement; and
  - (i) the process by which the agreement may be terminated.

#### *Examples for subregulation (1)(f)*

*Whether the decision to accept a quotation for the group is to be made by the lead entity on behalf of the group, by unanimous agreement of all entities in the group, by majority vote of the entities in the group, or in some other way.*

- (2) For subregulation (1)(e):
  - a) the committee must include at least 3 people representing at least one entity each, with each entity represented; and



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- b) a member of the committee may be identified by name or as the person from time to time holding or occupying a named office, designation or position.

*Note for subregulation (2)(a)*

*An individual may represent more than one entity.*

(3) A copy of the collective procurement agreement must be made available to a prospective supplier on request.

### **Collective procurement procedure**

See regulation 47 of the *Local Government (General) Regulations 2021*.

### **Legislation and Reference**

All Council purchases and procurement activities will be carried out in compliance with:

*Competition and Consumer Act 2010*

*Local Government Act 2019*

*Local Government (General) Regulations 2021*

Tiwi Islands Regional Council 013 Financial Delegations Policy, and

Tiwi Islands Regional Council 031 Code of Conduct Policy

### **Procurement Procedures**

#### **A. Procurement \$0 - \$10,000 GST Exclusive**

1. Check if proposed purchase is within the approved budget. Items not within the approved budget must be referred to the CEO.
2. If a new supplier, a new supplier form is to be completed and forwarded to accounts payable to be set up in the financial system.
3. In the financial system, a requesting officer generates a purchase requisition and attaches supporting documentation to the purchase requisition.
4. The purchase requisition is forwarded to the authorising officer per the financial delegations policy for approval to become an official purchase order.

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5. Issue the purchase order to the supplier.
6. Accounts payable receive the supplier's tax invoice and check the purchase order number is listed on supplier's tax invoice.
7. Accounts payable forward the invoice and approved purchase order within the financial system to an appropriate officer to confirm goods/ services have been received. The officer can either approve or reject receipt of the goods/ services within the financial system.
8. Accounts Payable action payment of fully approved invoices.
9. An Asset Registration form is to be completed for:
  - Portable and Attractive Assets valued from \$300 - \$5,000.
  - Assets valued above \$5,000.
10. If the new asset is replacing a registered asset that will be disposed, complete an Asset Disposal Form and arrange appropriate disposal of the old asset.

### **B. Procurement \$10,000 - \$100,000 GST Exclusive**

1. Check if the proposed purchase is within the approved budget, is there sufficient funding available and the purchase is aligned with the Council's Strategic Plan. Items not within the approved budget must be referred to the CEO.
2. Obtain 3 written quotes from potential suppliers.
3. Evaluate the written quotes using appropriate weighted criteria to assess the best value using the Purchasing Quotation.
4. If it is not practicable to obtain quotations from 3 possible suppliers, the council must obtain as many as practicable and must record in writing its reasons for not obtaining the 3 quotations.
5. If a new supplier, a new supplier form is to be completed and forwarded to Accounts Payable to be set up in the financial system.
6. In the financial system, a requesting officer generates a purchase requisition and attaches supporting documentation to the purchase requisition.
7. The purchase requisition is forwarded to the authorising officer per the Financial Delegations Policy for approval to become an official purchase order.

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8. Issue the purchase order to supplier.
9. Accounts payable receive the supplier's tax invoice and check the purchase order number is listed on supplier's tax invoice.
10. Accounts payable forward the invoice and approved purchase order within the financial system to an appropriate officer to confirm goods / services have been received. The officer can either approve or reject receipt of the goods / services within the financial system.
11. Accounts payable action payment of fully approved invoices.
12. An Asset Registration form is to be completed for Assets valued over \$5,000.
13. If the new asset is replacing a registered asset that will be disposed, complete an Asset Disposal Form and arrange appropriate disposal of the old asset.

### **C. Procurement over \$100,000 but not more than \$150,000 GST Exclusive**

1. Check if the proposed purchase is within the approved budget, there is sufficient funding available and the purchase is aligned with the Council's Strategic Plan. Items not within the approved budget must be referred to the CEO.
2. Initiate new program (Action SDC) in financial system, if appropriate.
3. If works / supply are of a technical nature draft the Scope of Work and required specifications with Infrastructure.
4. Public quotation can be obtained where the cost of supply is over \$100,000 but not more than \$150,000 (Excluding GST). Seeking the public quotation, the council must make a public request for quotations from suppliers by notice:
  - (i) in relation to a council– published in a newspaper circulating in the council's area and by notice on the council's website.
5. Alternatively, the council elects to obtain tenders where the cost of supply is over \$100,000 but not more than \$150,000 (Excluding GST).
6. Prepare the Request for Tender Documentation and detail technical specifications and any weighted assessment criteria that suppliers will need to address.
7. Advertisements to be placed in a newspaper circulating in the council's area. Tenders will be called by public notice and identify: a description of the supply; where tender documentation can be obtained from; name and contact details of the contact person;

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the tender closing date and time; and that notice of the successful tender will be published on the council's website.

8. Tenders will be lodged through the council's electronic tender system or submission into the council's tender box.
9. A tender received in response to the notice must be assessed:
  - a) for the council – by a panel that includes at least 3 members of the staff of the council or another council or the staff of a local government subsidiary.
10. The panel is to be convened by the CEO or chief executive with appropriate skills and has the following functions:
  - a) to consider the tenders received in response to the notice;
  - b) to provide a report, in writing, to the CEO or chief executive in relation to the tenders.
11. Addenda (if required) to be addressed while the tender is open.
12. On receipt of tenders, Tender Committee members are to immediately declare any Conflict of Interest prior to evaluation and the member is to be removed from the panel.
13. Tenders received are to be opened as soon as practicable after the closing date, either by the Council or by the Tender Committee.
14. Tender Committee members to review tenders as individuals prior to meeting as an assessment panel to jointly consider the submitted tenders.
15. Meeting to be chaired by a Committee Member or an Independent. Evaluate the tenders using the weighted criteria to assess the best value. Determine overall ranking and justification for successful and unsuccessful tenderers discussed.
16. Evaluation report detailing recommendations to be forwarded to the CEO to decide when the report will be discussed, at the next ordinary council meeting or a special meeting.
17. Council Resolution passed endorsing preferred supplier and timeframe.
18. Notify successful tenderer in writing. Arrange for contract to be signed by both parties.
19. Notify unsuccessful tenderers in writing – do not disclose any commercial or intellectual property of the winning tenderer, rather provide a brief comment such as indigenous participation too low, pricing not competitive, compliance with requirements insufficient.

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20. Details of successful tenderer, the supplies to be provided and the tender price are to be published on the council website.
21. If a new supplier, a new supplier form is to be completed and forwarded to Accounts Payable to be set up in the financial system.
22. In the financial system, a requesting officer generates a purchase requisition and attaches all supporting documentation to the purchase requisition. As a minimum, this will be the tender advertisement, tender conditions, all tender responses received, the tender assessment report, and council resolution.
23. The purchase requisition is forwarded to the authorising officer per the financial delegations policy for approval to become an official purchase order.
24. Issue the Purchase order to Supplier.
25. Accounts Payable receive the supplier's tax invoice and check the Purchase order number is listed on Supplier's tax invoice.
26. Accounts Payable forward the invoice and approved purchase order within the financial system to an appropriate officer to confirm goods/ services have been received. The officer can either approve or reject receipt within the financial system.
27. Accounts Payable action payment of fully approved invoices
28. If the tender was for purchase of an asset, complete an Asset Registration form.
29. If the new asset is replacing a registered asset that will be disposed, complete an Asset Disposal Form and arrange appropriate disposal of the old asset.
30. If the tender was for a service contract, review performance from initiation to completion of contract and address any performance issues.
31. Close Out and Performance Review.

### **D. Procurement over \$150,000 GST Exclusive**

1. The council must first call for tenders.
2. Prepare the Request for Tender Documentation and detail technical specifications and any weighted assessment criteria that suppliers will need to address.



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3. Advertisements to be placed in a newspaper circulating in the council's area. Tenders will be called by public notice and identify: a description of the supply; where tender documentation can be obtained from; name and contact details of the contact person; the tender closing date and time; and that notice of the successful tender will be published on the council's website.
4. Tenders will be lodged through the council's electronic tender system or submission into the council's tender box.
5. A tender received in response to the notice must be assessed:
  - a) for the council – by a panel that includes at least 3 members of the staff of the council or another council or the staff of a local government subsidiary.
6. The panel is to be convened by the CEO or chief executive with appropriate skills and has the following functions:
  - a) to consider the tenders received in response to the notice;
  - b) to provide a report, in writing, to the CEO or chief executive in relation to the tenders.
7. Addenda (if required) to be addressed while the tender is open.
8. On receipt of tenders, Tender Committee members are to immediately declare any Conflict of Interest prior to evaluation and the member is to be removed from the panel.
9. Tenders received are to be opened as soon as practicable after the closing date, either by the council or by the Tender Committee.
10. Tender Panel members to review tenders as individuals prior to meeting as an assessment panel to jointly consider the submitted tenders.
11. Meeting to be chaired by a Committee Member or an Independent. Evaluate the tenders using the weighted criteria to assess the best value. Determine overall ranking and justification for successful and unsuccessful tenderers discussed.
12. Evaluation report detailing recommendations to be forwarded to the CEO to decide when the report will be discussed, at the next ordinary council meeting or a special meeting.
13. Council Resolution passed endorsing preferred supplier and timeframe.
14. Notify successful tenderer in writing. Arrange for contract to be signed by both parties.
15. Notify unsuccessful tenderers in writing – do not disclose any commercial or intellectual property of the winning tenderer, rather provide a brief comment such as indigenous

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participation too low, pricing not competitive, compliance with requirements insufficient.

16. Details of successful tenderer, the supplies to be provided and the tender price are to be published on the council website.
17. If a new supplier, a new supplier form is to be completed and forwarded to Accounts Payable to be set up in the financial system.
18. In the financial system, a requesting officer generates a purchase requisition and attaches all supporting documentation to the purchase requisition. As a minimum, this will be the tender advertisement, tender conditions, all tender responses received, the tender assessment report, and council resolution.
19. The purchase requisition is forwarded to the authorising officer per the financial delegations policy for approval to become an official purchase order.
20. Issue the Purchase order to Supplier.
21. Accounts Payable receive the supplier's tax invoice and check the Purchase order number is listed on Supplier's tax invoice.
22. Accounts Payable forward the invoice and approved purchase order within the financial system to an appropriate officer to confirm goods/ services have been received. The officer can either approve or reject receipt within the financial system.
23. Accounts Payable action payment of fully approved invoices
24. If the tender was for purchase of an asset, complete an Asset Registration form.
25. If the new asset is replacing a registered asset that will be disposed, complete an Asset Disposal Form and arrange appropriate disposal of the old asset.
26. If the tender was for a service contract, review performance from initiation to completion of contract and address any performance issues.
27. Close Out and Performance Review.

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**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.4
<b>TITLE</b>	Certification of Assessment Record
<b>REFERENCE</b>	248140
<b>AUTHOR</b>	Gina McPharlin, Chief Executive Officer



The purpose of the report to provide the CEO Certification of rates assessment to Council

**BACKGROUND**

The CEO is obligated to provide the Certification to the council, stating that, to the best of the CEO's knowledge, information, and belief, the assessment record is a comprehensive record of all ratable land within the area, as per the Local Government (General) Regulations 2021, before the adoption of the annual budget.

**ISSUES/OPTIONS/CONSEQUENCES**

NIL

**CONSULTATION & TIMING****RECOMMENDATION:**

**That Council That Council receives and accepts the attached signed CEO Rates Certification.**

**ATTACHMENTS:**

- 1 Certificate in Terms of Regulation 29(1) of LG Regulations.pdf





PMB 267 Winnellie NT 0822  
info@tiwislands.nt.gov.au  
www.tiwislands.org.au  
ABN 61 507 431 031

## Certificate in Terms of Regulation 29 (1) of the *Local Government (General) Regulations 2021*

This is to certify that assessments numbered 600000 to 601213 declared pursuant to *Sections 237-239 of the Local Government Act. 2019* are recorded in the assessment record and to the best of my knowledge, information and belief the assessment record is a comprehensive record of all rateable land within the Tiwi Islands Regional Council.

Signed   
Chief Executive Officer

Dated at WURRUMIYANGA this 26<sup>TH</sup> Day of JUNE 2023

*Regulation 29 of the Local Government (General) Regulations 2021* states that the above certification, must be made before a Council adopts its budget.

Wurrumiyanga 8970 9500 | Pirlangimpi 8970 9600 | Milikapiti 8978 3958 | Darwin 8919 0405



**REPORTS FOR DECISION**

<b>ITEM NUMBER</b>	6.5
<b>TITLE</b>	Regional Plan and Budget 2023/2024
<b>REFERENCE</b>	248142
<b>AUTHOR</b>	Gina McPharlin, Chief Executive Officer



This report includes the TIRC Regional Plan and Budget 2023/24, which is being prepared for the upcoming financial year.

TIRC is required to develop a Regional Plan under Section 23 of the Local Government Act.

**BACKGROUND**

Council is required by Part 3.3 of the Local Government Act 2019 to develop and adopt a Regional Plan for each upcoming financial year.

The draft Regional Plan was compiled in accordance with applicable law and was made available for public consultation for a period of no less than three (3) weeks, as stipulated in s35 (3) of the Local Government Act 2019. This process involved advertising the draft document and soliciting feedback through Council's website, social media channels, and an advertisement placed in the public notices section of The Northern Territory News.

**ISSUES/OPTIONS/CONSEQUENCES**

It is a legal requirement for all Councils to submit a plan for each financial year.

At the Ordinary Council Meeting held on May 26, 2023, Council approved the accessibility of the draft 2022-23 Regional Plan on the council's website and its availability at council's public offices. A notice was published to invite written submissions on the draft Regional Plan. The public consultation period started on May 30, 2023, and ended on June 19, 2022.

Due to its large file size, the Regional Plan will be distributed separately.

**CONSULTATION & TIMING****RECOMMENDATION:**

That the council:

1. That the Regional Plan and Budget 2023-24 report is received and noted.
2. That Council declare the Rates as per page 58-61 of Regional Plan Under sections 237 and 238 of the Local Government Act 2019.
3. That Council adopts the 2022-23 budget pursuant to section 203(1) of the Local Government Act 2019.
4. That Council adopts the 2022-23 Regional Plan pursuant to Section 35(1) of the Local Government Act 2019.
5. That Council authorizes the Chief Executive Officer to submit the finalized, adopted version of the Regional Plan 2023-24 to the Minister for Local Government.

**ATTACHMENTS:**

- 1** Draft Fees and Charges 2024.pdf



## TIWI ISLANDS REGIONAL COUNCIL

## SCHEDULE OF FEES AND CHARGES

Effective from 1 July 2023

ACCOMMODATION		2023	2024	UOM
Visitors Quarters - Wurrumiyanga (1 Bedroom with ensuite) per night		245.00	257.00	per night
Contractors Quarters - Wurrumiyanga (shared bathroom)		117.00	123.00	per night
Contractors / Visitors Quarters - Pirlangimpi (shared bathroom)		117.00	123.00	per night
Contractors / Visitors Quarters - Milikapiti (shared bathroom)		117.00	123.00	per night
<i>1 night fee is payable for all accommodation bookings if "no show" or cancelled within 3 business days</i>				
Commercial Property Rentals		40.00	42.00	per square metre
<i>Commercial property rentals are charged monthly</i>				
ADMINISTRATION		2023	2024	UOM
<b>Photocopying/Printing flat rate</b>				
A4 (single sided) per side		1.00	1.00	each
A3 (single sided) per side		2.00	2.00	each
<b>Laminating</b>				
A4		4.00	4.00	each
A3		8.00	8.00	each
<b>Faxing</b>				
Incoming and Outgoing		1.00	1.00	per page
<b>Meeting Room &amp; Equipment Hire</b>				
Large Meeting Room or Boardroom (per day)		173.00	182.00	per day
Large Meeting Room or Boardroom (per hour)		23.00	24.00	per hour
Small Meeting Room (per day)		87.00	91.00	per day
Small Meeting Room (per hour)		12.00	13.00	per hour
Equipment Hire Charge - digital projector & screen (Wurrumiyanga only)		143.00	150.00	per day
Cleaning fee will be applied if room left in a dirty and disorderly state		117.00	123.00	per hour
<b>Council Publications</b>				
Annual Report		87.00	91.00	per report
Regional Council Plan		87.00	91.00	per report
<b>Fees for Written Confirmation</b>				
Rate search Fee (1 Business Day notice)		59.00	62.00	each
Rate search Fee (Urgent same day response)		114.00	120.00	each
Copies of Rate Notices (Current rating year)		16.00	17.00	each
Copies of Rate Notices (Prior rating year)		24.00	25.00	each
<b>Dishonoured Cheque/Direct debit fees</b>				
1 <sup>st</sup> presentation – admin fee		71.00	75.00	each
2 <sup>nd</sup> presentation – admin fee		138.00	145.00	each
<b>Credit Card</b>				
Processing fee (% of transaction total)				
<b>Preparation Of Licence &amp; Agreement Conditions</b>				
Prepared by external solicitor				
Prepared In House		434.00	456.00	each
<b>Research and/or retrieval of council records:</b>				
Staff to conduct research of Council records (per hour or part thereof)		143.00	150.00	per hour
<b>Information Act Requests</b>				
<i>For fees and charges refer to the Information Regulations Act</i>				
ICT		2023	2024	UOM
Consulting fees - labour (minimum 1 hour charge)		163.00	171.00	per hour
<b>Materials</b>				
At cost plus administration / handling of 30%				
ANIMAL CONTROL		2023	2024	UOM
<i>Voluntary Maximum 2 dogs per household</i>				
<i>Unsafe dogs will be treated in accordance with public safety.</i>				
<i>Cats are banned from the Tiwi Islands</i>				
<b>Sterilised Dog Registration</b>				
One Year				
Normal Fee		12.00	13.00	per dog
<b>Entire Dog Registration</b>				
One Year				
Normal Fee		117.00	123.00	per dog
Vet Consult (up to 2 dogs)		50.00	55.00	per consult

**Tiwi Islands Regional Council**  
**SCHEDULE OF FEES AND CHARGES**  
**Effective from 1 July 2023**

<b>BUILDING SERVICES</b>		<b>2023</b>	<b>2024</b>	<b>UOM</b>
<b>Repairs and Maintenance - period contract pricing on application</b>				
	Carpentry Repairs Labour	163.00	171.00	per hour
	Electrical Repairs Labour	163.00	171.00	per hour
	Plumbing Repairs Labour	163.00	171.00	per hour
	Unskilled Labour / Trade Assistant	85.00	89.00	per hour
	Project Manager	204.00	214.00	per hour
	Saturday surcharge on all labour - 50% (35%) (min 3 hours)			per hour
	Sunday / Public Holiday surcharge on all labour - 100% (50%) (min 3 hours)			per hour
	Week Day After Hours Callouts after 4pm - applicable labour rate + 35% (min. 3 hours)			per hour
<b>Materials</b>				
	At cost plus administration / handling of 30%			
<b>MECHANICAL WORKSHOPS</b>		<b>2023</b>	<b>2024</b>	<b>UOM</b>
<b>Vehicle &amp; Plant Repairs</b>				
	Labour	163.00	171.00	per hour
	Saturday surcharge on all labour - 50% (35%) (min 3 hours)			per hour
	Sunday / Public Holiday surcharge on all labour - 100% (50%) (min 3 hours)			per hour
	Week Day After Hours Callouts after 4pm - applicable labour rate + 35% (min. 3 hours)			per hour
<b>Materials</b>				
	At cost plus administration / handling of 30%			
<b>ESSENTIAL SERVICES</b>		<b>2023</b>	<b>2024</b>	<b>UOM</b>
<b>Labour</b>				
	Labour	163.00	171.00	per hour
	Saturday surcharge on all labour - 50% (35%) (min 3 hours)			per hour
	Sunday / Public Holiday surcharge on all labour - 100% (50%) (min 3 hours)			per hour
	Week Day After Hours Callouts after 4pm - applicable labour rate + 35% (min. 3 hours)			per hour
<b>CIVIL WORKS</b>		<b>2023</b>	<b>2024</b>	<b>UOM</b>
<b>PLANT and EQUIPMENT HIRE - Wet Hire, incl fuel, min 3 hr charge</b>				
W/P/M	Tractor & Slasher	153.00	161.00	per hour
W/P/M	Ride on mower	131.00	138.00	per hour
W/P/M	Grader 140H	240.00	252.00	per hour
W/P/M	Grader 140M	255.00	268.00	per hour
W	Grader 130G	204.00	214.00	per hour
W/P/M	Loader 924	286.00	300.00	per hour
W/P/M	Garbage Compactor	247.00	259.00	per hour
W/P/M	Water Truck	163.00	171.00	per hour
W/P/M	Skid steer loader	179.00	188.00	per hour
W/P/M	SKL attachments	46.00	48.00	per hour
W/P/M	Backhoe	179.00	188.00	per hour
W/P/M	Vibe Roller	247.00	259.00	per hour
W/P/M	Multi Tyre Roller	247.00	259.00	per hour
W/P/M	Flat top Truck 4 - 6T	98.00	103.00	per hour
W/P/M	Tip Truck 6 - 9T	108.00	113.00	per hour
W/P/M	Truck - End tipper 12t	151.00	159.00	per hour
P/M	Mack Truck (Prime Mover)	151.00	159.00	per hour
P/M	Float trailer	184.00	193.00	per hour
P/M	Mack Truck (Prime Mover) & Float trailer (Combined)	306.00	321.00	per hour
P/M	Single Side Tipper Trailer	163.00	171.00	per hour
P/M	Excavator 22T	240.00	252.00	per hour
P/M	Mini Excavator	179.00	188.00	per hour
W/M	Forklift	179.00	188.00	per hour
W/P/M	Dozer	1,530.00	1,607.00	per day
	Mobilisation / Demobilisation (agreed at time of quote)			per movement
<b>Dry Hire</b>				
	All Dry Hire Rates			
<b>Labour</b>				
	Labour - unskilled	85.00	89.00	per hour
	Labour - skilled	163.00	171.00	per hour
	Saturday surcharge on all labour - 50% (35%) (min 3 hours)			per hour
	Sunday / Public Holiday surcharge on all labour - 100% (50%) (min 3 hours)			per hour
	Week Day After Hours Callouts after 4pm - applicable labour rate + 35% (min. 3 hours)			per hour

**Tiwi Islands Regional Council**  
**SCHEDULE OF FEES AND CHARGES**  
**Effective from 1 July 2023**

COMMUNITY SERVICES		2023	2024	UOM
<b>Recreation Hall</b>		-		
	Hall Hire rate per day	428.00	449.00	per day
	Hall Hire rate per hour	58.00	61.00	per hour
	Cleaning fee (will be applied if centre left in a dirty and disorderly state)	117.00	123.00	per hour
	Cleaning and security deposit (returned on satisfactory inspections of facility)	326.00	342.00	NO GST
	Key deposit (refundable on return)	104.00	109.00	NO GST
<b>Gym Membership</b>				
	General	31.00	33.00	Per month
	TIRC Staff or Elected Members	15.00	16.00	Per month
	Patients with Chronic Care Plan	10.00	11.00	Per month
<b>Women's Centre</b>				
	Centre Hire rate per day	214.00	225.00	per day
	Centre Hire rate per hour	29.00	30.00	
	Centre & Kitchen rate per day	286.00	300.00	per day
	Cleaning fee (will be applied if centre left in a dirty and disorderly state)	117.00	123.00	per hour
<b>Equipment Hire</b>				
	Chair hire - per chair per day	2.00	2.00	per day
	Trestle table hire per trestle per day	10.00	10.00	per day
<b>Equipment Replacement</b>				
	Chair	10.00	10.00	each
	Table	112.00	112.00	each
<b>Cool Room Hire</b>				
	Daily	209.00	219.00	
	Weekly Hire	581.00	610.00	
<b>SWIMMING POOL</b>				
	Adult swimmers (over 17)	2.00	2.00	
	Child swimmers (5 to 16 yrs)	Free	Free	
	Child swimmers (under 4)	Free	Free	
	All children must be supervised by an adult			
<b>Private Function Hire</b>				
	Full day with own qualified staff	714.00	750.00	per day
	Hourly with own qualified staff	97.00	102.00	
	Full day with Shire staff	2,142.00	2,249.00	per day
	Per hour with Shire staff	214.00	225.00	per hour
	Lane hire - maximum 4 lanes - does not include admission fee (per lane)	22.00	23.00	per hour
	Commercial use of grounds per hour (no swimming)	36.00	38.00	per hour
	Security Deposit (refunded on satisfactory inspection of facility)	714.00	750.00	NO GST
	Barbeque (where available)	28.00	29.00	
<b>OVAL</b>				
	Sporting ovals are allocated to approved Sporting Organisations for seasonal and casual use in the first instance. If available, fees are as follows:			
<b>Oval - Sporting use</b>				
	Sporting Organisations or Territory / National Championships - per day	571.00	600.00	per day
	Fundraising / Community Events - per day	1,071.00	1,125.00	per day
	Commercial Events - per day	3,570.00	3,749.00	per day
<b>Oval - Seasonal User Groups</b>				
	Per Annum Seasonal Usage	2,525.00	2,651.00	per annum
	Per Annum Signage	816.00	857.00	per annum
<b>Oval - Casual Use</b>				
	Oval Hire - full day	490.00	515.00	per day
	Hire change rooms, includes cleaning fee	245.00	257.00	per day
	Oval Hire - hourly rate (excludes changing room)	122.00	128.00	per hour
	Deposit on Keys (refunded on return)	133.00	140.00	NO GST
<b>Park</b>				
	Park / public access area - Commercial Use	219.00	230.00	per day
	Access to Power	81.00	85.00	per day
	Security Deposit (refunded on satisfactory inspection of facility)	673.00	707.00	NO GST
	Cleaning Deposit (refunded on satisfactory inspection of facility)	434.00	456.00	NO GST
<b>Standard Signs</b>				
	Sports Oval - per week			
	Advertising - Commercial	326.00	342.00	per week
	Advertising - Non commercial	143.00	150.00	per week

**Tiwi Islands Regional Council**  
**SCHEDULE OF FEES AND CHARGES**  
**Effective from 1 July 2023**

LIBRARY		2023		UOM
<b>Library Services</b>				
	A4 (single sided) per copy	1.00	1.00	each
	A4 (double sided) per copy	1.00	1.00	each
	A3 (single sided) per copy	2.00	2.00	each
	A3 (double sided) per copy	3.00	3.00	each
	Copy to disc	6.00	6.00	each
	Internet - per 30 minute usage	6.00	6.00	each
	Lost & Damaged books/items Admin fee (plus depreciated replacement cost)	6.00	6.00	each
<b>POWER GENERATION</b>		2023		
<b>Ranku</b>				
	Kilowatt Hour	0.75	0.79	kWh
<i>Power generation fees are currently under review to meet minimum running cost:</i>				
TRANSPORT		2023		UOM
<b>Car Ferry - Regular Transport</b>				
	Foot Traffic Adult (free on day of Ceremony or funeral)	5.00	5.00	per person
	Foot traffic Pensioner and child (free on day of Ceremony or funeral)	2.00	2.00	per person
	One Way per vehicle (Commercial)	98.00	103.00	per vehicle
	One Way per vehicle (Private)	38.00	40.00	per vehicle
<b>Car Ferry - Irregular Transport</b>				
	Foot Traffic per person	10.00	10.00	per person
<b>Car Ferry - Sole Use</b>				
	Special purpose hire eg cultural and funeral purposes. Less than 20 vehicles \$2,000. 20 to 40 vehicles \$2,500. More than 40 vehicles \$3,200.			per day
	Other commercial purposes			
<b>Passenger Boat - Sole Use</b>				
	Passenger Boat - Sole Use	510.00	536.00	per day
<b>Call Out Fees (Marine Rescue)</b>				
	Marine Rescue, per hour	214.00	225.00	per hour
	After hours Marine Rescue, per hour (min 3 hours)	306.00	321.00	per hour
<b>AIRPORTS</b>				
<b>Aircraft Landing Fees</b>				
	[MTOW = Maximum take off weight]			
	Department of Defence			per aircraft
	Gliders			per aircraft
	Australian Army			per aircraft
	Balloons			per aircraft
	NT Police			per aircraft
<b>Fixed Wing Aircraft (per landing)</b>				
	8.999 tonnes (MTOW) per tonne and part thereof	37.80	40.00	per tonne
<b>Rotary Wing Aircraft (per landing)</b>				
	2.499 tonnes (MTOW), per tonne and part thereof	37.80	40.00	per tonne
	2.500 tonnes (MTOW) and over per tonne and part thereof	48.41	51.00	per tonne
<b>Parking Fees (per aircraft)</b>				
	Non-airport resident charter operators (per annum, plus landing fees)	1,862.00	1,955.00	per annum
	Non-airport resident charter operators (per night, plus landing fees)	92.00	97.00	per day
	Private owners (non-commercial) (per annum, plus landing fees)	673.00	707.00	per annum
	Private owners (non-commercial) (per night, plus landing fees)	35.00	37.00	per day
	Light private - non commercial aircraft of single engine	388.00	407.00	per annum
	Department of Defence			per aircraft
	Gliders			per aircraft
	Australian Army			per aircraft
	Balloons			per aircraft
	NT Police			per aircraft
<b>Call Out Fees</b>				
	After hours, per hour (min 3 hours)	184.00	193.00	per hour



**Tiwi Islands Regional Council**  
**SCHEDULE OF FEES AND CHARGES**  
**Effective from 1 July 2023**

<b>WASTE MANAGEMENT</b>	<b>2023</b>		<b>UOM</b>
Dumping of waste outside the tip is not permitted and offenders will be prosecuted			
Dumping of contaminated waste and asbestos is prohibited			
Waste disposal fees must be paid where applicable			
<b>REFUSE CHARGES</b>			
<b>Rubbish removal</b>			
Weekday per man/hr - Labour (min 3 hours)	61.00	64.00	per hour
Weekday per man/hr - Supervision (min 3 hours)	86.00	90.00	per hour
Saturday surcharge on all labour/supervision - 35% (min 3 hours)			per hour
Sunday / Public Holiday surcharge on all labour/supervision - 50% (min 3 hours)			per hour
Replacement of Bin (per bin at cost) (GST applied)			each
<b>Trees and Shrubs (removal or Damage)</b>			
Tree pruning or removal works on non-council property – per person per hour	224.00	235.00	per hour
<b>Landfill Access</b>			
Minimum Commercial Fee	34.00	36.00	
Ute/Station Wagon	56.00	59.00	
Tray Ute	77.00	81.00	
Trailer 6x4x1	51.00	54.00	
Trailer 6x4x2	102.00	107.00	
Trailer 8x5x1	85.00	89.00	
Trailer 8x5x2	169.00	177.00	
Trailer 10x6x1	126.00	132.00	
Trailer 10x6x2	254.00	267.00	
Trailer 12x7x1	177.00	186.00	
Trailer 12x7x2	356.00	374.00	
Trucks 1 to 3 Cubic Metres per load	236.00	248.00	
Trucks 3 to 5 Cubic Metres per load	393.00	413.00	
Truck 6 Cubic Metres per load	471.00	495.00	
Truck 10 Cubic Metres per load	785.00	824.00	
Trucks over 10 Metres (Per Cubic Metre)	79.00	83.00	
<b>Landfill Access - Green Tree Waste / Uncontaminated Foliage</b>			
Minimum Commercial	10.00	11.00	
Ute/Station Wagon	14.00	15.00	
Tray Ute	21.00	22.00	
Trailer 6x4x1	14.00	15.00	
Trailer 6x4x2	29.00	30.00	
Trailer 8x5x1	24.00	25.00	
Trailer 8x5x2	48.00	50.00	
Trailer 10x6x1	36.00	38.00	
Trailer 10x6x2	72.00	76.00	
Trailer 12x7x1	51.00	54.00	
Trailer 12x7x2	102.00	107.00	
Trucks 1 to 3 Cubic Metres	67.00	70.00	
Trucks 3 to 5 Cubic Metres	112.00	118.00	
Truck 6 Cubic Metres	135.00	142.00	
Truck 10 Cubic Metres	224.00	235.00	
Trucks over 10 Metres (Per Cubic Metre)	22.00	23.00	
<b>Tyres - All tyres must be off rims</b>			
Motorbike, Car, Ute, Small trailer	17.00	18.00	
Truck	102.00	107.00	
Loader / Tractor	169.00	177.00	
<b>Car Bodies - Delivered - No rubbish inside, drained of oil, fluids</b>	71.00	75.00	
<b>Car Bodies - Pick Up - No rubbish inside, drained of oils, fluids</b>	408.00	428.00	
<b>Engine &amp; Cooking Oil</b>	1.00	1.00	
<b>White Goods and Electronics</b>			
Not Including IT Waste and Flat Screen TV's	37.00	39.00	
Car Batteries	5.00	5.00	
Fluorescent Tubes & Globes	22.00	23.00	
Domestic Batteries	22.00	23.00	
Gas Bottles (emptied)	22.00	23.00	
Fire Extinguishers per item	17.00	18.00	
<b>Other Liquid Waste NOT ACCEPTED</b>			
<b>Asbestos - NOT ACCEPTED</b>			

**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.6
<b>TITLE</b>	Local Authority Members Allowances
<b>REFERENCE</b>	248152
<b>AUTHOR</b>	Bala Donepudi, Chief Financial Officer



This report seeks council approval to adopt the new rates for Local Authority member allowances for the period of 2023-24.

**BACKGROUND**

As per Section 107 of the NT Local Government Act, a Local Authority is entitled to receive the allowance(s) determined by the Remuneration Tribunal under Section 7B of the Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006.

The Northern Territory Remuneration Tribunal has made a determination to amend the Local Authority member Allowances for the 2023-24 financial year.

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

**That Council Resolve to Amend the Local Authority member allowances in line with the Determination of Allowances for members of local governments Councils**

**ATTACHMENTS:**

- 1 report-determination-1-of-2023-allowances-for-members-local-government-authorities.pdf



## NORTHERN TERRITORY OF AUSTRALIA REMUNERATION TRIBUNAL

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

### DETERMINATION OF ALLOWANCES FOR MEMBERS OF LOCAL AUTHORITIES

#### DETERMINATION NO. 1 OF 2023

Under section 7E of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

#### 1. DEFINITIONS

Local Authority is defined in the *Local Government Act 2019* as established by a Council under section 76.

The Chair of a Local Authority is defined in the *Local Government Act 2019* as in section 98.

A Member of a Local Authority is defined in the *Local Government Act 2019* as a member of an audit committee, a council, a council committee of a local authority.

Financial Year is the period from 1 July to the 30 June.

#### 2. ALLOWANCES

The following allowance will be paid for each meeting of a Local Authority.

The Chair of a Local Authority will be paid as follows:


If the meeting is held up to 2 hours	\$300
If the meeting is held between 2 to 4 hours	\$450
If the meeting is held for more than 4 hours	\$600

A Member of a Local Authority will be paid as follows:


If the meeting is held up to 2 hours	\$200
If the meeting is held between 2 to 4 hours	\$300
If the meeting is held for more than 4 hours	\$400

### 3. GENERAL

- a. Pursuant to section 7E(9) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:
- the next financial year if the report is made on or before 1 February; or
  - from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal



The Hon Syd Stirling AM  
Member  
Remuneration Tribunal



Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 24 January 2023



**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	6.7
<b>TITLE</b>	Elected Members Allowances
<b>REFERENCE</b>	248154
<b>AUTHOR</b>	Bala Donepudi, Chief Financial Officer



This report seeks council approval to adopt the new rates for councillors allowances for the period of 2023-24.

**BACKGROUND**

As per Section 106 of the NT Local Government Act, a council member is entitled to receive the allowance(s) determined by the Remuneration Tribunal under Section 7B of the Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006.

The Northern Territory Remuneration Tribunal has made a determination to amend the Councillors Allowances for the 2023-24 financial year.

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

That the council:

- 1. Resolve to Amend the councillors allowances in line with the Determination of Allowances for members of local governments Councils**

**ATTACHMENTS:**

- 1 report-determination-1-of-2023-allowances-for-members-local-government-councils.pdf**



**NORTHERN TERRITORY OF AUSTRALIA  
REMUNERATION TRIBUNAL**

*Assembly Members and Statutory Officers  
(Remuneration and Other Entitlements) Act 2006*

**DETERMINATION OF ALLOWANCES FOR MEMBERS OF  
LOCAL GOVERNMENT COUNCILS**

**DETERMINATION NO. 1 OF 2023**

Under section 7B of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the Tribunal determines as follows:

**1. DEFINITIONS**

**Municipal Councils are the following:**

- Alice Springs;
- Darwin;
- Katherine;
- Litchfield; and
- Palmerston.

**Regional Councils are the following:**

- Barkly;
- Central Desert;
- East Arnhem;
- MacDonnell;
- Roper Gulf;
- Tiwi Islands
- West Arnhem;
- West Daly; and
- Victoria Daly.

**Community Councils are the following:**

- Belyuen.
- Coomalie; and
- Wagait.

Financial Year is the period from 1 July to the 30 June.

Councils are defined in the *Local Government Act 2019* as an area, and means the Local Council constituted for that area under section 14(b).

The role of Mayor is defined in section 58 of the *Local Government Act 2019* and is prescribed as:

- (1) The Principal Member of a municipal council is to have the title Mayor.
- (2) However:
  - (a) in the case of the council for the City of Darwin local government area – the principal member is to have the title Lord Mayor; and
  - (b) in the case of the Litchfield Council – the council may, by resolution, decide the principal member instead has the title President.
- (3) The Council may, by resolution, decide the principal member of a regional or shire council has the title Mayor or President.

Deputy Mayor is defined in the *Local Government Act 2019*.

Councillor is defined in the *Local Government Act 2019* as an elected member of a Local Council:

## 2. ALLOWANCES

The following allowances will be paid annually.

### COUNCILLORS' ALLOWANCE

Darwin	\$31,000
Palmerston	\$22,000
Alice Springs	\$22,000
Litchfield	\$22,000
Other Municipal and Regional	\$20,000

### Community Councils

Coomalie	\$7000
Belyuen	up to \$5000 as approved by Council
Wagait	up to \$5000 as approved by Council

### DEPUTY PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$23,800
Palmerston	\$17,200
Alice Springs	\$16,500
Litchfield	\$16,000
Other Municipal and Regional	\$16,000

### PRINCIPAL MEMBERS ADDITIONAL ALLOWANCE

Darwin	\$127,200
Palmerston	\$92,000
Alice Springs	\$89,000
Litchfield	\$83,000
Other Municipal and Regional	\$82,000

**Community Councils**

Coomalie	\$23,000
Belyuen	up to \$20,000 as approved by Council
Wagait	up to \$5000 as approved by Council

**3. INCLUSIONS OF ALL ALLOWANCES**

The Allowances are to cover:

- any cost to Councillors of attending meetings and activities of Council where these costs are not reimbursed by Council;
- contribution towards phone and internet usage;
- contribution towards any home office and supplies;
- allowance towards costs incurred in servicing constituents in Ward or Council Area:
  - Including, but not limited to:
    - donations;
    - organization sponsorship;
    - membership fees;
    - patron expenses; and
    - constituent support.

**4. EXTRA MEETING / ACTIVITY ALLOWANCE**

- 4.1. An Extra Meeting / Activity Allowance of up to \$10,000 per financial year, may be accessed by all Municipal and Regional Councillors and Deputy Principal Members of those Councils. The allowance may be accessed as follows:

- additional meetings of full Council or established sub-committees of Council;
- attendance at Local Authority Meetings within the Ward the member represents;
- attendance at any functions representing the Principal Member on official Council duties;
- attendance at functions as an invited representative of Council and with Council's approval; and
- attendance at any approved extra meetings of Council for planning, briefing or information sessions of council meetings.

- 4.2. Allowances to be paid to eligible members (not including Principal Members) are:

- Fee if activity takes place during normal business hours as follows:
  - up to 2 hours \$200
  - between 2 and 4 hours \$300
  - more than 4 hours \$500
- An Extra Meeting / Activity Allowance of up to \$1000 per financial year, can be paid to Councillors of the Community Councils, when attending an extra meeting / activity approved by the Council.

## **5. PROFESSIONAL DEVELOPMENT ALLOWANCE \$4000 PER YEAR**

- 5.1. Professional Development Allowance is \$4000 per person, per financial year and will be paid to all Principal Members, Deputy Principal Members, Councillors of Municipal and Regional Councils.
- 5.2. Professional Development Allowance up to \$1000 per financial year, may be claimed by all Principal Members and Councillors of Community Councils if approved by the Council.
- 5.3. Any course or professional development activity must be specifically related to the role of the Councillor and be approved by the Council. The AICD Company's Director Course should be encouraged, as well as professional development activity that is arranged by the Local Government Association of Northern Territory (LGANT).
- 5.4. Total amount claimable each year is the total of two years, being based on an annual allowance, plus one year drawn in advance or one year's remaining balance from a previous year. The maximum amount claimable by any Councillor is the total sum of one year for each year of the Councillor's elected term.
- 5.5. Proof of completion for each stage of the course is required before further payments can be claimed.

## **6. VEHICLE ALLOWANCE**

- 6.1. Vehicle Allowance will be available for travel undertaken by all Councillors when the travel involves 50kms from home base, and is capped at \$5000 per financial year, travel does not occur in a Council supplied and maintained vehicle, and the Councillor is not in receipt of a motor vehicle provisions in Clause 7 below.
- 6.2. Vehicle Allowance will be in the form of kilometre allowance which will be paid at rates set by the Australian Taxation Office each year and is 78 cents a kilometre in 2022-23.
- 6.3. Vehicle Allowance will be available in the following circumstances:
  - travel to and from statutory Council meetings;
  - travel to and from official Council approved meeting;
  - travel to and from approved function representing the Principal Member;
  - travel to and from Local Authority Meetings;
  - travel to and from all meetings of Council or their sub-committees; and
  - travel to and from any additional activity where Extra Meeting/Activity Allowance has been approved.

## **7. PROVISION OF MOTOR VEHICLE**

- 7.1. If Principal Members of Municipal and Regional Councils are not given a Council maintained vehicle they can receive a Vehicle Allowance.
- 7.2. The Vehicle Allowance, which will be paid fortnightly or monthly, will be:
  - \$25,000 per year for Municipal Principal Members; or
  - \$40,000 per year for Regional Principal Members.



## 8. TRAVEL ALLOWANCE

Principal Members, Deputy Principal Members and Councillors who are required to stay away from home overnight on approved Council business, will be entitled to Travel Allowance.

The applicable rates to be paid are found in Table 1 of Taxation Determination TD 2021/6 or any subsequent Taxation Determination made in substitution of that Determination.

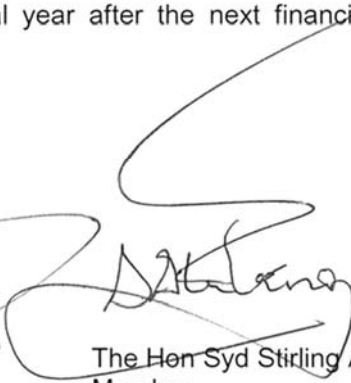
## 9. GENERAL

9.1. Pursuant to section 7B(7) of the *Assembly Members and Statutory Officers (Remuneration and Other Entitlements) Act 2006*, the allowances determined are effective from either:


- the next financial year if the report is made on or before 1 February; or
- from the financial year after the next financial year if the report is made after 1 February.



Mr Michael Martin OAM  
Chairperson  
Remuneration Tribunal



The Hon Syd Stirling AM  
Member  
Remuneration Tribunal



Mr Gary Higgins  
Member  
Remuneration Tribunal

Dated 24 January 2023