



AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

MONDAY, 20 NOVEMBER 2023

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

- Monday, 20 November 2023 at
- Milikapiti 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

1.2 PRESENT

1.3 APOLOGIES

1.4 LEAVE OF ABSENCE

1.5 DECLARATION OF INTEREST OF MEMBERS OR STAFF

1.6 CONFIRMATION OF PREVIOUS MINUTES

*Milikapiti Local Authority - 23 August 2023 1***2 GENERAL BUSINESS***Nil***3 REPORTS FOR INFORMATION**

3.1 2023/2024 – LOCAL AUTHORITY FINANCIAL REPORT TO 31 OCT 2023 5

4 REPORTS FOR DECISION

4.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECT 10

5 OTHER BUSINESS*Nil***6 BUSINESS ARISING***Nil*



MINUTES OF THE MILIKAPITI LOCAL AUTHORITY MEETING HELD IN THE MILIKAPITI BOARDROOM ON TUESDAY, 22 AUGUST 2023 AT 10:46AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:46 am.

The Chairperson welcomed councillors and guests.

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

1.2 Present

| | |
|--------------------------------------|--------------------------------|
| Chairperson | |
| Malcolm Wilson | MLA member |
| Councillors & MLA Members | |
| Trevor Wilson | MLA member |
| Christine Joran | MLA member |
| Edwina Moreen | MLA member |
| Loretta Cook | MLA member |
| Jed Leach | MLA member |
| TIRC Staff | |
| Gina McPharlin | CEO |
| Bala Donepudi | Chief Financial Officer |
| Bill Toy | Manager for Community Services |
| Gavin Ackland | Acting Fleet Manager |
| Visitors | Breana Monaghan |

1.3 Apologies

| Apologies from members who were absent from the meeting | |
|---|------------|
| Roy Farmer | MLA Member |
| Thomas Puruntatameri | MLA Member |
| Patrick Freddy Puruntatameri | MLA Member |
| 11 RESOLUTION | |
| <i>Moved: Christine Joran</i> | |
| <i>Seconded: Loretta Cook</i> | |

That members accept the acknowledgement from the member that they were unable to attend the meeting.

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

1.6 Confirmation of Previous Minutes

Milikapiti Local Authority - 23 May 2023

12 RESOLUTION

Moved: *Jed Leach*

Seconded: *Trevor Wilson*

That the minutes of the Milikapiti Local Authority on 23 May 2023 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 GENERAL BUSINESS

2.1 PRESENTATION FROM DEPARTMENT OF SOCIAL SERVICES

13 RESOLUTION

Moved: *Trevor Wilson*

Seconded: *Christine Joran*

That Council:

- 1. Approve the Digital Connectivity Project Team to start their Wi-Fi investigation/survey**
- 2. Nominate a community contact to help with the investigation (could be a community member or a Tiwi Island Council member – just someone who knows the community and the buildings etc)**

CARRIED

3 REPORTS FOR INFORMATION

3.1 2022/2023 – LOCAL AUTHORITY FINANCIAL REPORT

14 RESOLUTION

Moved: *Edwina Moreen*

Seconded: *Loretta Cook*

That the Milikapiti Local Authority notes this report for information.

CARRIED

4 REPORTS FOR DECISION

4.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECT

SUMMARY

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

15 RESOLUTION

Moved: Loretta Cook

Seconded: Jed Leach

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

4. MLA 23/24-1.. \$30,000. Town Services Manager

| Project Description | Project ID | Upper Limit Amount | Action Officer |
|--|-------------|--------------------|------------------------|
| Installation of Tap Water at the Barge Landing | MLA-23/24-1 | \$30,000 | Town Services Manager |
| Shed Shelter and BBQ at Rambu | MLA-23/24-2 | \$10,000 | Infrastructure Manager |

CARRIED

5 OTHER BUSINESS

Nil

6 BUSINESS ARISING

Nil

7 Next Meeting

8 Closure

The meeting closed at 12:16pm.

7 NEXT MEETING

REPORTS FOR INFORMATION

| | |
|--------------------|---|
| ITEM NUMBER | 3.1 |
| TITLE | 2023/2024 – Local Authority Financial Report to 31 Oct 2023 |
| REFERENCE | 249488 |
| AUTHOR | Bala Donepudi, Chief Financial Officer |



This information is provided for information to the Milikapiti Local Authority to report on expenditure to 31 October 2023 for the 2023/2024 FY.

BACKGROUND

Council's finance section has prepared report (attached) to be presented to both Council each month and to each Local Authority. Comments to provide explanation of variations between actual and budgeted amounts that are greater than \$10,000 will be presented to the sitting Local Authority.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti Local Authority notes this report for information.

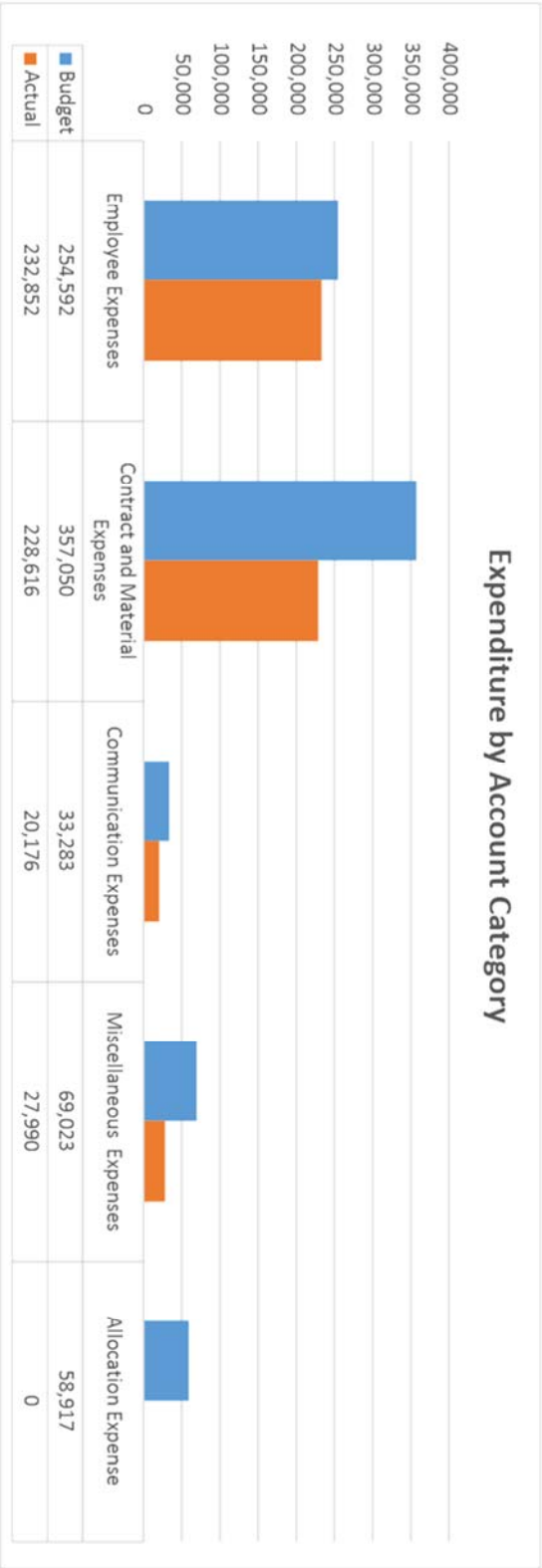
ATTACHMENTS:

- 1 MLA Finance Report - OCT.23.pdf

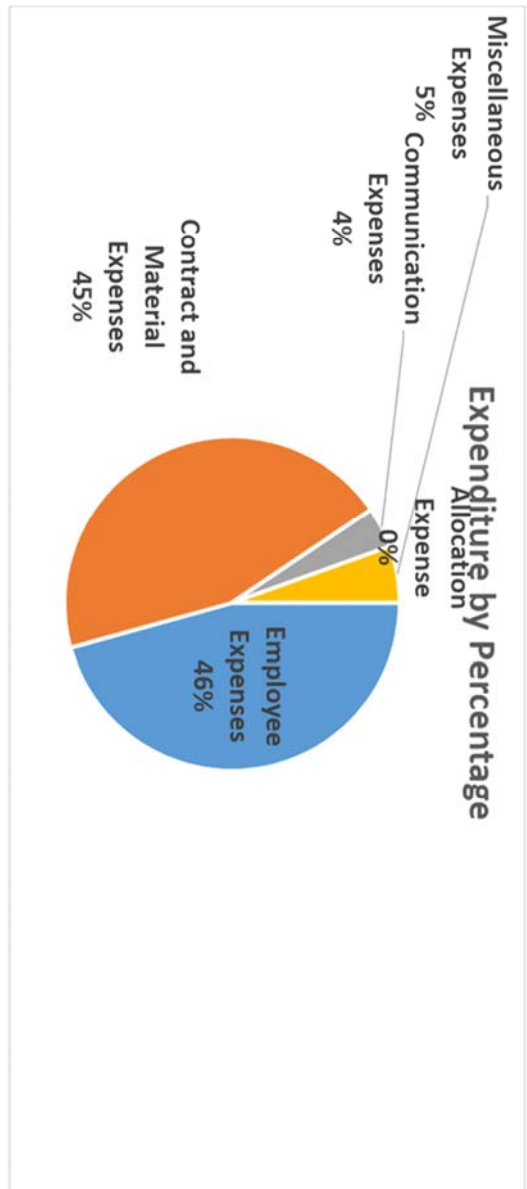
Tiwi Islands Regional Council
Milikapiti Local Authority
Expenditure Report as at 31 October 2023



| Description | Budget YTD | Actuals YTD | Variance | % | Annual Budget |
|---|----------------|----------------|----------------|------|------------------|
| Expense by Account Category INCLUDING Allocations and Capital Expense | | | | | |
| Employee Expenses | 254,592 | 232,852 | 21,740 | 9% | 763,775 |
| Contract and Material Expenses | 357,050 | 228,616 | 128,434 | 36% | 1,071,150 |
| Communication Expenses | 33,283 | 20,176 | 13,107 | 39% | 99,850 |
| Miscellaneous Expenses | 69,023 | 27,990 | 41,033 | 59% | 207,070 |
| Allocation Expense | 58,917 | 0 | 58,917 | 100% | 176,750 |
| Total Expenditure | 772,865 | 509,634 | 263,231 | | 2,318,595 |



Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 31 October 2023



Tiwi Islands Regional Council **Milikapiti Local Authority** **Expenditure Report as at 31 October 2023**



| Description | Budget YTD | Actuals YTD | Variance | % | Comments | Annual Budget |
|---|------------------|------------------|----------------|------------|---|------------------|
| Expense by Directorate INCLUDING Allocations and Capital Expense | | | | | | |
| Wurrumiyanga | 1,968,211 | 1,156,514 | 811,697 | 41% | | 5,904,632 |
| Chief Financial Officer | 338,572 | 136,670 | 201,902 | 60% | « | 1,015,715 |
| GM Infrastructure | 804,685 | 774,976 | 29,709 | 4% | « | 2,414,053 |
| Chief Executive Officer | 46,483 | 52,689 | (6,205) | (13%) | « | 139,450 |
| GM Community Development and Services | 778,471 | 192,179 | 586,292 | 75% | « | 2,335,414 |
| Pirangimpi | 574,312 | 419,989 | 154,323 | 27% | | 1,722,936 |
| Chief Financial Officer | 37,450 | 1,371 | 36,079 | 96% | « | 112,350 |
| GM Infrastructure | 282,615 | 239,695 | 42,920 | 15% | « | 847,844 |
| Chief Executive Officer | 58,700 | 27,767 | 30,933 | 53% | « | 176,100 |
| GM Community Development and Services | 195,548 | 151,155 | 44,392 | 23% | « | 586,643 |
| Milikapiti | 772,865 | 509,634 | 263,231 | 34% | | 2,318,595 |
| Chief Financial Officer | 46,517 | 9,569 | 36,948 | 79% | « | 139,550 |
| 147803 (Tied) - Local Authority Project Fi | 44,933 | 9,472 | 35,461 | 79% | « | 134,800 |
| 104003 (Untied) - Corporate Managemen | 717 | 0 | 717 | 100% | « | 2,150 |
| 104503 (Untied) - ICT Milikapiti | 0 | 97 | (97) | (100%) | « | 0 |
| 107903 (Untied) - Work Health Safety - N | 867 | 0 | 867 | 100% | « | 2,600 |
| GM Infrastructure | 492,672 | 352,759 | 139,913 | 28% | | 1,478,015 |
| 163603 (Tied) - SPG - Purchase of Works | 0 | 169 | (169) | (100%) | « | 0 |
| 164503 (Tied) - Milikapiti Oval Upgrade - | 50,000 | 3,812 | 46,188 | 92% | « | 150,000 |
| 103903 (Untied) - Commercial Facilities - | 2,000 | 2,753 | (753) | (38%) | « | 6,000 |
| 108803 (Untied) - Town Services Milikapiti | 101,121 | 84,122 | 16,999 | 17% | Fleet allocation to be taken up | 303,362 |
| 111503 (Untied) - Street Lighting Milikapiti | 2,667 | 6,225 | (3,559) | (133%) | « | 8,000 |
| 116003 (Untied) - Fuel - Milikapiti | 135,417 | 154,354 | (18,938) | (14%) | Overspend on Fuel Purchases | 406,250 |
| 119103 (Untied) - Waste Management Mi | 333 | 0 | 333 | 100% | « | 1,000 |
| 119303 (Untied) - Civil Works Milikapiti | 32,080 | 20,319 | 11,760 | 37% | Underspend in Materials | 96,239 |
| 119503 (Untied) - Airport Maintenance Mi | 7,483 | 1,179 | 6,304 | 84% | « | 22,450 |
| 119603 (Untied) - Airport Inspection Milik | 17,860 | 12,436 | 5,424 | 30% | « | 53,579 |
| 119703 (Untied) - Mechanical Workshops | 94,845 | 45,808 | 49,037 | 52% | Underspend on Salary costs and material costs | 284,536 |
| 119803 (Untied) - Staff Housing - Milikapiti | 23,933 | 13,113 | 10,820 | 45% | Lower spend on Repairs and maintenance | 71,800 |

Tiwi Islands Regional Council **Milikapiti Local Authority** **Expenditure Report as at 31 October 2023**



| Description | Budget YTD | Actuals YTD | Variance | % | Comments | Annual Budget |
|--|----------------|----------------|----------------|--------|------------------------------------|------------------|
| 120203 (Untied) - Recreation Hall Milikap | 5,750 | 4,715 | 1,035 | 18% | 🟡 | 17,250 |
| 122203 (Untied) - Transit Accommodation | 3,250 | 2,150 | 1,100 | 34% | 🟡 | 9,750 |
| 129603 (Untied) - Airport Landing Fees M | 867 | 170 | 696 | 80% | 🟡 | 2,600 |
| 131103 (Untied) - Commercial Building Se | 15,067 | 1,431 | 13,636 | 91% | 🟢 Under spend on Material exp | 45,200 |
| Chief Executive Officer | 34,167 | 23,208 | 10,958 | 32% | 🟢 | 102,500 |
| 147003 (Untied) - Local Authority Milikap | 1,450 | 1,582 | (132) | (9%) | 🟡 | 4,350 |
| 147103 (Untied) - Regional Council & Ele | 32,717 | 21,626 | 11,091 | 34% | 🟢 Underspend on Allowance expenses | 98,150 |
| GM Community Development and Services | 199,510 | 124,098 | 75,412 | 38% | 🟢 | 598,530 |
| 120503 (Tied) - Creche Milikapiti | 0 | 5,428 | (5,428) | (100%) | 🟢 | 0 |
| 120603 (Tied) - Youth Diversion Scheme I | 2,657 | 0 | 2,657 | 100% | 🟢 | 7,970 |
| 120803 (Tied) - Community Safety - Milk | 46,393 | 33,421 | 12,972 | 28% | 🟢 Underspend in Emp Costs | 139,180 |
| 121003 (Tied) - Active Remote Communit | 0 | 2,512 | (2,512) | (100%) | 🟢 | 0 |
| 121503 (Tied) - Library Milikapiti | 5,667 | 4,447 | 1,220 | 22% | 🟢 | 17,000 |
| 121703 (Tied) - Remote Indigenous Broe | 8,156 | 8,032 | 125 | 2% | 🟢 | 24,469 |
| 138003 (Tied) - Indigenous Community B | 83 | 0 | 83 | 100% | 🟢 | 250 |
| 176103 (Tied) - Milikapiti Water Play- Cor | 43,333 | 0 | 43,333 | 100% | 🟢 Waiting for the contract signing | 130,000 |
| 119003 (Untied) - Centrelink Milikapiti | 20,450 | 20,902 | (451) | (2%) | 🟡 | 61,351 |
| 146403 (Untied) - Administration Service | 72,770 | 49,356 | 23,414 | 32% | 🟢 Allocation costs to be taken up | 218,310 |
| Total Expenditure | 772,865 | 509,634 | 263,231 | | | 2,318,595 |

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REPORTS FOR DECISION

| | |
|--------------------|--|
| ITEM NUMBER | 4.1 |
| TITLE | Milikapiti Local Authority Community project |
| REFERENCE | 249487 |
| AUTHOR | Bala Donepudi, Chief Financial Officer |



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

BACKGROUND

The Council has received \$ 389,805 in funding for the last four financial years. 2023/24 Funding is yet to be released by the department. Projects worth of \$ 333,814 have been approved by the Milikapiti Local Authority (MLA). This gives the Milikapiti Local authority \$ 55,991 to take up new projects.

The LAPF funds must be fully expended within 2 years from receipt of the funds or department may request unspent funds to be repaid.

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

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

ISSUES/OPTIONS/CONSEQUENCES

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

RECOMMENDATION:

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

ATTACHMENTS:

- 1** MLA Project Listing as at 31.10.2023.pdf

Miiikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/10/2023

| | | |
|-------------|---|------------------|
| MLA18-19 | 2018/19 Grant Funding - must be spent by 30 June 2021 | \$65,210 |
| MLA19-20 | 2019/20 Grant Funding - must be spent by 30 June 2022 | \$65,210 |
| MLA - 20-21 | 2020/21 Grant Funding - must be spent by 30 June 2023 | \$64,800 |
| MLA - 21-22 | 2021/22 Grant Funding - must be spent by 30 June 2024 | \$64,800 |
| MLA - 22-23 | 2022/23 Grant Funding - must be spent by 30 June 2025 | \$64,800 |
| MLA - 23-24 | 2023/24 Provisional Grant Funding- To Be received | \$64,800 |
| MLA20-21-V | Income from Vet Visits | \$94 |
| MLA21-22 | Income from Vet Visits | \$91 |
| | Total: | \$389,805 |

Summary of Completed Projects - Expenditure as at 31/10/2023

| | Expenditure | Budget |
|---|-------------|----------|
| MLA-18/19-3 NAIDOC 2019 Celebration | \$0 | \$0 |
| MLA-18/19-4 Territory Day Celebration | \$0 | \$0 |
| MLA-18/19-7 End of Year Function | \$867 | \$867 |
| MLA18/19-1 MLA Polo Shirts | \$572 | \$572 |
| MLA-18/19-5 Hot Spot street lights | \$31,288 | \$31,288 |
| MLA-18/19-6 Traffic Management | \$15,087 | \$15,087 |
| MLA-20/21-1 Miiikapiti Community Easter Celebration | \$0 | \$0 |
| MLA-20/21-2 Fuel Bowser - Roof | \$0 | \$0 |
| MLA18/19-2 Vet Visit | \$5,802 | \$6,087 |
| MLA-21/22-1 Skid Steer Bobcat 3.5 Tonne | \$71,885 | \$75,413 |
| MLA 21/22 - 4 Community Christmas | \$2,001 | \$2,000 |
| MLA-22/23-2 Vacuum Cleaner Litter Master 9000 | \$26,292 | \$30,000 |

Total for Completed Projects: **\$153,794** **\$161,314**

Milikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/10/2023

| Summary of Current Projects - Expenditure as at 31/10/2023 | | Expenditure | Budget |
|---|--|--------------------|---------------|
| MLA-21/22-2 | Tree Removal Project | \$12,259 | \$20,000 |
| MLA-19/20-1 | Refurbishment of Rec Hall | \$0 | \$60,000 |
| MLA-20/21-3 | Vet Visit 2020-21 | \$0 | \$6,000 |
| MLA-21/22-3 | Lights at Milikapiti Airport | \$66 | \$30,000 |
| MLA-22/23-3 | Children's Crossing Bridge | \$0 | \$5,000 |
| MLA-22/23-4 | Milikapiti Community BBQ | \$0 | \$1,500 |
| MLA-22/23-5 | Shed at 9 Mile | \$9,653 | \$10,000 |
| MLA-23/24-1 | Installation of Tap Water at the Barge Landing | \$0 | \$30,000 |
| MLA-23/24-2 | Shed Shelter and BBQ at Ranku | \$0 | \$10,000 |

| | | |
|--|------------------------------------|------------------|
| Total for Current Projects: | \$21,978 | \$172,500 |
| Total for Completed and Current Projects: | \$175,773 | \$333,814 |
| Balance to be spent | | |
| | Spend by 30 June 2024 | \$84,247 |
| | Total: | \$84,247 |
| | Available for new projects: | \$55,991 |

Miikapiti Local Authority Project Funding A/SDC 147803**Summary of available funding as at 31/10/2023****Miikapiti Local Authority Project Funding A/SDC 147803****Approved Projects Listing - Expenditure as at 31/10/2023****MLA-19/20-1 Refurbishment of Rec Hall****Manager - Town
Services**

Approved budget
Total Expenditure
Balance to be spent

\$60,000
\$0
\$60,000

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

MLA-20/21-3 Vet Visit 2020-21**Manager - Town
Services**

Approved budget
Total Expenditure
Balance to be spent

\$6,000
\$0
\$6,000

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

Milkapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/10/2023

| | | |
|---|--|--------------------------------|
| MLA-21/22-2 Tree Removal Project | | Manager - Town Services |
| Approved budget | | \$20,000 |
| Total Expenditure | | -\$12,259 |
| Balance to be spent | | \$7,741 |
| 14-Dec-21 | | |
| That the Milkapiti Local Authority approve to allocate \$20,000 of local authority funds for mahogany tree removal. | | |
| MLA-21/22-3 Lights at Milkapiti Airport | | Manager - Town Services |
| Approved budget | | \$30,000 |
| Total Expenditure | | -\$66 |
| Balance to be spent | | \$29,934 |
| Milkapiti Local Authority approved a budget of \$30,000 for Lights at Milkapiti Airport in May 22 Meeting | | |

Miikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/10/2023

MLA-22/23-3 Children's Crossing Bridge

Approved budget
Total Expenditure
Balance to be spent

**Manager - Town
Services**
\$5,000
\$0
\$5,000

21-Feb-23 Miikapiti Local Authority approved a construction of Children's Crossing Bridge near the school.

MLA-22/23-4 Miikapiti Community BBQ

Approved budget
Total Expenditure
Balance to be spent

**Manager - Town
Services**
\$1,500
\$0
\$1,500

22-Aug-23 Miikapiti Local Authority approved a budget of \$1500 for Miikapiti Community BBQ

Miikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 31/10/2023

| | | |
|---|--|----------------------------|
| MLA-22/23-5 | Shed at 9 Mile | Manager - Town Services |
| | Approved budget | \$10,000 |
| | Total Expenditure | -\$9,653 |
| | Balance to be spent | \$347 |
| 22-Aug-23 Miikapiti Local Authority approved a budget of \$10000 for Shed at 9 Mile | | |
| MLA-23/24-1 | Installation of Tap Water at the Barge Landing | Manager - Town Services |
| | Approved budget | \$30,000 |
| | Total Expenditure | \$0 |
| | Balance to be spent | \$30,000 |
| MLA-23/24-2 | Shed Shelter and BBQ at Ranku | Manager - Town Services |
| | Approved budget | \$10,000 |
| | Total Expenditure | \$0 |
| | Balance to be spent | \$10,000 |