



**MINUTES OF THE ORDINARY COUNCIL MEETING HELD IN THE PIRLANGIMPI
BOARDROOM (TELECONFERENCE 0392606160) ON THURSDAY, 27 AUGUST 2020
AT 10:30 AM**

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:30am.
The Mayor welcomed councillors and guests.

1.2 Apologies

Councillors: Mary Dunn, Connell Tipiloura, Wesley Kerinauia & Deputy Mayor
Lynette De Santis

1.3 Present

Mayor: Leslie Tungatum

Councillors: Kevin Doolan, Therese Bourke, Francisco Babui, Pius Tipungwuti,
Jennifer Clancy, Valentine Intalui and Osmond Pangiraminni

Officers: Valerie Rowland (Chief Executive Officer), Bala Donepudi (Chief Financial
Officer), Chris Smith (GM Infrastructure) and Helen Daiyi (Governance Coordinator).

Visitors: Peter Wyatt (Department of Local Government, Housing and Community
Development) via teleconference.

Minuter: Helen Daiyi (Governance Coordinator)

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Councillor Valentine Intalui declared his conflict of interest for agenda item 6.8

1.6 Confirmation of Previous Minutes

Ordinary Meeting - 29 July 2020

165 RESOLUTION

Moved: Francisco Babui

Seconded: Valentine Intalui

That the minutes of the Ordinary Meeting on 29 July 2020 as circulated, be confirmed as a
true and correct record of that meeting.

CARRIED

RECOMMENDATION

That the minutes of the Confidential Ordinary Council on 29 July 2020 as circulated, be confirmed as a true and correct record of that meeting.

2 BUSINESS ARISING

Nil

3 GENERAL BUSINESS

Nil

4 VISITORS AND PRESENTATIONS

Nil

5 CORRESPONDENCE

Nil

6 REPORTS FOR DECISION

6.1 TERRITORY Q

Territory Q is a hugely successful magazine. It is kept in Qantas and Virgin airport lounges and carried in Business Class on Silkair flights.

The NT Government and Chamber of Commerce take it to Asia on trade missions.

The magazine is sent to every Territory and Federal politician.

TIRC has many great stories to tell, including the way the lives of Tiwi are being improved through such things as road upgrades and the new ferry.

166 RESOLUTION

Moved: Valentine Intalui

Seconded: Therese (Wokay) Bourke

That Council recommendation for Tiwi Island Regional Council to feature in the next Territory Q magazine at the cost would be \$4500 Incl. GST for two pages or \$7500 Incl. GST for four pages was declined by Council.

CARRIED

6.2 HR MONTHLY REPORT DISCREPANCY

HR would recommend to amend the HR monthly report from month to month (period from beginning of month to the end of month). Currently, HR report captures two pay period (covers approximately 4 weeks) ended from the last report. This mechanism does not accurately captures the information in a particular month.

For an example, the July HR report captures the pay period ended 21st June 2020 to pay period ended 05th July 2020. Practically, the report covers only 5 days in the month of July.

167 RESOLUTION

Moved: *Kevin Doolan*
Seconded: *Osmond Pangiraminni*

That Council note report number 235036 accept the following recommendation:

In order to generate information in correct time period to cover each month, the method of selecting date should be from the first day of the week of the month to last day of the pay period in fortnight.

CARRIED

6.3 USE OF THE COMMON SEAL - ALCOHOL ACTION INITIATIVES GRANTS; AAI-52 TIWI CANOE RACE

SUMMARY

Decision is required to endorse and use Council Common Seal on a funding variation between TIRC and the NTG Depart of health regarding AAI 52 – Tiwi Canoe Race

168 RESOLUTION

Moved: *Francisco Babui*
Seconded: *Valentine Intalui*

That Council authorise the use of the Council Common Seal to execute grant Agreement AAI 52 – Tiwi Canoe Race

CARRIED

6.4 FINANCE END OF MONTH REPORT - JULY 2020

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.

169 RESOLUTION

Moved: *Francisco Babui*
Seconded: *Osmond Pangiraminni*

That Council notes and accepts the Finance Report for the reporting period to 31 July 2020

CARRIED

MEETING ADJOURNED FOR LUNCH AT 12:34PM

MEETING REOPENED AT 13:15PM

6.6 REQUEST TO CHANGE THE MILIKAPITI LOCAL AUTHORITY (MLA) AND ORDINARY COUNCIL MEETING DATES IN SEPTEMBER WITH THE WURRUMIYANGA LOCAL AUTHORITY (WLA) IN OCTOBER

Due to a number of business matters pertaining to WLA that require immediate attention and consideration, Governance seeks approval from Council to switch the MLA meeting dates in September with the WLA meeting dates in October.

170 RESOLUTION

Moved: Pius Tipungwuti

Seconded: Jennifer Clancy

- 1. That Council receive and note Report Number 235119**
- 2. That Council approve the proposed changes to meeting dates to allow WLA members to act upon urgent business matters**

Meeting Type	Approved New Date
Wurrumiyanga Local Authority	22nd September 2020
OCM - Wurrumiyanga	23rd September 2020
Milikapiti Local Authority	27th October 2020
OCM – Milikapiti	28th October 2020

CARRIED

6.7 INTERISLAND FERRY TIMETABLE

SUMMARY

Infrastructure is proposing changes to the operations of the interisland ferry by introducing a timetable.

171 RESOLUTION

Moved: Pius Tipungwuti

Seconded: Jennifer Clancy

- That the General Manager of Infrastructure are asking if Councillors could firstly recommend the introduction of a timetable and secondly recommend a timetable schedule for the operations of the ferry.**
- That Council approve the proposed timetable for the operations of the interisland ferry and approve signage of this timetable at each community and at the boatshed and Paru landing.**

CARRIED

171 RESOLUTION

Moved: *Osmond Pangiraminni*
Seconded: *Francisco Babui*

- That Council approve for a trail run new timetable for 3 months with the proposed start date of new timetable being 01/10/2020

CARRIED

6.8 HOMELANDS POLICY

SUMMARY

This policy has been written to assist Council in the costs of Homelands service delivery and to request a service delivery fee from Homelands residents

BACKGROUND

In a recent meeting between NTG Homelands Department and Council, staff at Homelands suggested that Council has the prerogative of requesting service fees from Homelands residents.

Some Homelands service providers already levy service fees and the increased revenue assists these providers in developing better facilities in Homelands and providing better services to Homelands residents.

At present no Homelands residents on Tiwi Islands pay rent on the houses they occupy, nor do they pay for water or power. Council has recently bypassed the power metres on the houses at Ranku and will be levying power fees against the Municipal Essential Services funding provided by the Homelands Department.

ISSUES/OPTIONS/CONSEQUENCES

Possible increase in revenue for Council to deliver services to Homelands on the Tiwi Islands

CONSULTATION & TIMING

172 RESOLUTION

Moved: *Pius Tipungwuti*
Seconded: *Francisco Babui*

That Council approve the Homelands policy, that it be published on our Council website and made available to Homelands residents.

CARRIED

6.9 REVIEW OF COUNCIL MOTOR VEHICLE FOR EMPLOYEE USE POLICY SUMMARY

This policy was last reviewed and passed by Council in 2012. Some items have been added regarding licence requirements for staff

BACKGROUND

Council requires a policy for motor vehicle use by staff in order to

- Fulfil our legal obligations
- Adhere to WHS requirements
- Ensure the management and protection of Council assets

Ensure that all staff driving Council vehicles have a current licence
Ensure that all staff are made aware of their responsibilities when using a Council vehicle

ISSUES/OPTIONS/CONSEQUENCES

All staff should read and sign the Council Vehicle Policy before starting with Council and all staff will need to review and sign this amended and reviewed Policy if passed by Council

CONSULTATION & TIMING

173 RESOLUTION

Moved: Francisco Babui

Seconded: Kevin Doolan

That Council approve the amended and reviewed policy, that it be published on our Council website and that all staff be asked to read and sign the amended policy.

CARRIED

6.10 PURCHASE AND IMPLEMENTATION OF TIME CLOCKS SUMMARY

The purpose of this report is to seek approval for the purchase and implementation of time clocks in the work place.

BACKGROUND

Fraud is a problem in all work places. The managers at Tiwi Islands Regional Council have had to spend large amounts of time checking and adjusting timesheets.

ISSUES/OPTIONS/CONSEQUENCES

We have acquired quotes for time clocks which would be situated in several of the workplaces and would require all staff to clock on and off.

This process would reduce the time needed to inspect timesheets as well as providing a clear picture of staff who are having issues with punctuality. These processes would reduce the costs to council by reducing timesheet fraud.

CONSULTATION & TIMING

One approved, the time clocks could be purchased straight away and implemented shortly after.

174 RESOLUTION

Moved: Osmond Pangiraminni

Seconded: Valentine Intalui

That Council approve the purchase of the time clocks and implement them as part of our workplace to reduce costs and increase productivity.

CARRIED

6.11 LGANT PROCUREMENT SYMPOSIUM: 30TH SEPTEMBER - 2ND OCTOBER 2020

SUMMARY

The purpose of the symposium is to increase economic development in the Northern Territory through procurement by connecting local organisations to local councils in a more efficient and effective manner. To strengthen these relationships and create opportunities within the local government procurement space, the Local Government Association of the Northern Territory are currently organising a Procurement Symposium to be held from Wednesday September 30th until Friday October 2nd 2020.

175 RESOLUTION

Moved: Valentine Intalui

Seconded: Francisco Babui

That Council accepts report number 235166 and nominates relevant and interested Councillors and staff to attend.

CARRIED

6.12 THE OFFICE OF THE INDEPENDENT COMMISSIONER AGAINST CORRUPTION (ICAC)

SUMMARY

In readiness of the introduction of the new Local Government Act 2019 in June 2021, TIRC CEO, Valerie Rowland has requested I liaise with ICAC to arrange a presentation for all members of local authority and ordinary council.

BACKGROUND

The Independent Commissioner Against Corruption (ICAC) is a specialist investigator with a focus on government corruption.

The ICAC is the Chief Executive Officer of his own agency, operating under the Independent Commissioner Against Corruption Act (the ICAC Act). The agency is

known as the Office of the Independent Commissioner Against Corruption.

The Office commenced taking reports on 30 November 2018.

ICAC presentations generally cover the following topics, however upon request they can provide more information on areas of focus.

- What the Office of the ICAC investigates
- Definitions of improper conduct
- Who can be investigated
- Public officers and mandatory reporting
- Whistle-blower protections
- Protected communications
- The role of a public body

176 RESOLUTION

Moved: Jennifer Clancy

Seconded: Kevin Doolan

That Council receive accepts report number 235016 and approves the proposed training dates and location – Tuesday 22nd & Wednesday 23rd September at Wurrumiyanga

CARRIED

6.13 POLICY REVIEW - HUMAN RESOURCE & FINANCIAL DELEGATION MANUAL SUMMARY

The council is being presented with one policy for review, comment, amendment where appropriate and adoption if accepted

BACKGROUND

The council has a suite of approved policies that guide its operations .These policies are reviewed on regular basis to ensure that they remain relevant and up to date.

ISSUES/OPTIONS/CONSEQUENCES

The following polies have been reviewed by the council personnel and are now presented to council for its consideration:

- Human Resource and Financial Delegation policy manual – Due for review .This policy has been reviewed and updated
- On request, attachments will be provided to members as hardcopy handouts.

RECOMMENDATION:

That Council adopt and approve the following attached policy manual:

- **Human Resource & Financial Delegation Manual**

1.1 SPONSORSHIP OF THE TIWI BOMBERS FOR THE 2020/21 AFLNT SEASON BACKGROUND

Due to the impact of Covid 19, it has made it extremely hard for the Tiwi Bombers Football Club (TBFC) to attract sponsorship. Consequently, General Manager Leigh Crossman has written a letter seeking sponsorship and support from Tiwi Islands Regional Council.

The two main requests as detailed in the attached letter are as listed below:

177 RESOLUTION

Moved: Valentine Intalui

Seconded: Jennifer Clancy

- **That Council notes and accepts report number 235229**
- **That Council approves sponsorship for the Tiwi Bombers Football Club 2020/21 AFLNT season by providing use of the boast shed after hours one day a week and use of the oval for the 4 home games as part of an in-kind sponsorship**

CARRIED

7 REPORTS FOR INFORMATION

7.1 TIRC COUNCILLORS MEETING ATTENDANCE REGISTER FOR 2020/2021 SUMMARY

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Member's attendance is based on the official minutes of each Local Authority, Ordinary and Special Council meetings.

178 RESOLUTION

Moved: Jennifer Clancy

Seconded: Francisco Babui

That the Council note the updated meeting attendance register for 2019/2020

CARRIED

7.2 MANAGERS REPORTING TO CEO END OF MONTH REPORT FOR JULY 2020

This report includes all Managers report who currently report direct to the CEO. It also reports on the CEO activities for the month.

179 RESOLUTION

Moved: Osmond Pangiraminni

Seconded: Kevin Doolan

That Council receive and note this report as information.

CARRIED

7.3 INFRASTRUCTURE REPORT

SUMMARY

Infrastructure report to Council for the month of July 2020, covering fleet, housing, assets, fuel, town services in Wurrumiyanga, Pirlangimpi and Milikapiti, civil works, inter-island ferry, aerodromes and outstations.

We have continued to use SCALE funding to maintain the main connector roads between Paru, Milikapiti and Pirlangimpi. We have now completed major works on the Three Ways to Milikapiti Rd, Three Ways to Yapilika Rd and Three Ways to Paru Rd. Civil crews continue to grade bush roads.

The Ranku generator issue has been resolved. Council has put in place a multi-faceted solution by fixing the old infrastructure and adapting the new generator system to adopt site conditions. The Ranku power line clearing will be complete no later than 12/8/20. Wurrumiyanga Foreshore works have been completed as much as possible, until carry forwards are confirmed. This project dates from 2014. Funding has been secured for Taka power and water upgrades, scheduled for August at over \$300k

180 RESOLUTION

Moved: Jennifer Clancy

Seconded: Valentine Intalui

That Council accepts this report for information

CARRIED

7.4 CHIEF FINANCIAL OFFICER END OF MONTH REPORT - JULY 2020

SUMMARY

This report is to provide Council members with an update on the activities of the broader finance team. It will cover several main areas being:

- Budget Review
- Financial Position
- Budget for the Financial year 2020/21
- Rates Processing
- Year End processing June 2020
- Finance Department Staffing
- Grants and Policy Manager Report

181 RESOLUTION

Moved: Valentine Intalui

Seconded: Francisco Babui

That Council receive and note this report for information

CARRIED

7.5 SOLAR SYSTEM AND CONNECTIVITY TO THE TIWI ISLANDS AIRPORTS

182 RESOLUTION

Moved: *Kevin Doolan*

Seconded: *Francisco Babui*

That Council receive and note this report as information.

CARRIED

7.6 COMMUNITY ENGAGEMENT END OF MONTH REPORT - JULY 2020

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

183 RESOLUTION

Moved: *Valentine Intalui*

Seconded: *Kevin Doolan*

That Council receive and not this report as information.

CARRIED

8 Next Meeting

Wednesday, 23 September 2020 at Wurrumiyanga

9 Closure

The meeting closed at 2:54pm