



AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

TUESDAY, 24 MARCH 2020

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

- Tuesday, 24 March 2020 at
- Milikapiti Boardroom
- Commencing at 10:00 am

Your attendance at the meeting will be appreciated.

Valerie Rowland
Chief Executive Officer

AGENDA

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

Milikapiti Local Authority - 13 November 2019..... 1
- 2 BUSINESS ARISING**
 - 2.1 BUSINESS ARISING FROM PREVIOUS MINUTES..... 5
- 3 GENERAL BUSINESS**
 - 3.1 2019/20 - LOCAL AUTHORITY FINANCIAL REPORT FEBRUARY 2020 6
 - 3.2 MEETING ATTENDANCE REGISTER FOR 2019/20 11
- 4 REPORTS FOR DECISION**
 - 4.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECTS..... 13
 - 4.2 2020/21 DRAFT COUNCIL PLAN & BUDGET - CONSULTATION WITH MLA 16
 - 4.3 REQUEST FOR MLA GOVERNANCE TRAINING 19
- 5 REPORTS FOR INFORMATION**
 - 5.1 AUGUST 2020 LEGISLATIVE ASSEMBLY ELECTIONS 20
- 6 OTHER BUSINESS**

Nil



MINUTES OF THE MILIKAPITI LOCAL AUTHORITY MEETING HELD IN THE MILIKAPITI BOARDROOM ON WEDNESDAY, 13 NOVEMBER 2019 AT 10:00AM

Welcome & Apologies

0.1 Welcome

The meeting opened at 10:18 am.

The CEO Valerie Rowland welcomed members, staff and guests.

The Chairperson Malcolm Wilson then took over chairing the meeting.

At this point of the meeting a minute silence was held in respect of the recent passing in Yuendumu Community and on the Tiwi Islands.

0.2 Present

Chairperson: Malcolm Wilson

Local Authority member: Mayor Leslie Tungatum (Teleconference), Deputy Mayor Lynette De Santis, Cr Connell Tipiloura, Christine Joran, Loretta Cook and Roy Farmer, Mary Moreen, Jed Leach, Thomas (Edward) Puruntatameri.

Visiting Councillors: Nil

Officers: Valerie Rowland (Chief Executive Officer), Bill Toy (A/GM Community Engagement), Chris Smith (GM Infrastructure), Bala Donepudi (Finance Manager), Mark Mahon (Shire Services Manager Melville Island), Kesara Scrymgour (Governance Support Officer) and Henrietta Hunter (A/Executive Assistant).

Guests: Colvin Crowe (Department of Housing Community Development).

Minuter: Kesara Scrymgour (Governance Support Officer) and Henrietta Hunter (A/Executive Assistance).

0.3 Apologies

Accepted: Cr Pius Tipungwuti, Patrick Puruntatameri

Not accepted: Nil

1.3 Apologies - Milikapiti Local Authority Meeting - 13 November 2019

9 RESOLUTION

Moved: Thomas Edward Puruntatameri

Seconded: Loretta Cook

1 RESOLUTION

Moved: Loretta Cook

Seconded: Christine Joran

That the apologies of members Cr Pius Tipungwuti and Patrick Puruntatameri be accepted by members.

CARRIED

CARRIED

Milikapiti Local Authority - 17 September 2019

2 RESOLUTION

Moved: Loretta Cook

Seconded: Jed Leach

3 RESOLUTION

Moved: Thomas Edward Puruntatameri

Seconded: Loretta Cook

That the minutes of the Milikapiti Local Authority on 17 September 2019 as circulated, be confirmed as a true and correct record of that meeting.

**CARRIED
CARRIED**

1 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes (Ordinary MLA Meeting 17 September 2019).

4 RESOLUTION

Moved: Loretta Cook

Seconded: Jed Leach

That the Milikapiti Local Authority accepts these discussions and report number 229802.

CARRIED

2 GENERAL BUSINESS

3.1 2018/19 - LOCAL AUTHORITY FINANCIAL REPORT TO 17 SEPTEMBER 2019

This information is provided for information to the Milikapiti Local Authority to report on expenditure to 31 Aug 2019 for the 2019/2020 FY.

5 RESOLUTION

Moved: *Christine Joran*

Seconded: *Jed Leach*

That the Milikapiti Local Authority notes this report number 229803 for information and provides any comments or feedback on the new financial reporting format.

CARRIED

3.2 MEETING ATTENDANCE REGISTER FOR 2018/19

As an ongoing record keeping requirement, members will be provided with an updated meeting attendance listing at the beginning of each meeting. Members attendance is based on the official minutes of each MLA meeting.

6 RESOLUTION

Moved: *Roy Farmer*

Seconded: *Thomas Edward Puruntatameri*

That Milikapiti Local Authority members note the meeting attendance register as of March 2018 to September 2019 for information.

CARRIED

At this point of the meeting a lunch break was called at 11:45 am.

The meeting recommenced at 12:30 pm.

3 REPORTS FOR DECISION

4.1 MILIKAPITI LOCAL AUTHORITY COMMUNITY PROJECTS

To get the consent of the Milikapiti local authority to undertake new projects under 2018-19 Local Authority project Funding.

7 RESOLUTION

Moved: *Thomas Edward Puruntatameri*

Seconded: *Roy Farmer*

1. That the Milikapiti Local Authority reviews and updates the Approved Projects Summary

2. Notes the funding allocations for 19/20

3. Recommends any new projects to Council for approval to proceed.

CARRIED

4 REPORTS FOR INFORMATION

5.1 2019/2020 – LOCAL AUTHORITY FINANCIAL REPORT TO 31 OCT 2019

This information is provided for information to the Milikapiti Local Authority to report on expenditure to 31 Oct 2019 for the 2019/2020 FY.

8 RESOLUTION

Moved: Christine Joran

Seconded: Jed Leach

That the Milikapiti Local Authority notes this report number 229843 for information and provides any comments or feedback on the new financial reporting format.

CARRIED

5 OTHER BUSINESS

Nil

6 Next Meeting

7 Closure

The meeting closed at 1.55pm.

BUSINESS ARISING

ITEM NUMBER	2.1
TITLE	Business Arising from Previous Minutes
REFERENCE	232274
AUTHOR	Maina Brown, Governance & Compliance Manager



Business arising from previous minutes (Ordinary MLA Meeting 13 November 2019).

BACKGROUND

This is the section of the meeting where any business arising from the previous meeting is dealt with.

Attached are the Draft Minutes of the 13 November 2019 Meeting for Local Authority Members to read and provide any comments on.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti Local Authority accepts these discussions and report number 232274.

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER	3.1
TITLE	2019/20 - Local Authority Financial Report February 2020
REFERENCE	232275
AUTHOR	Bala Donepudi, Chief Financial Officer



This information is provided for information to the Milikapiti Local Authority to report on expenditure to 29 Feb 2020 for the 2019/2020 FY.

BACKGROUND

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

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

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

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti Local Authority notes this report number 232275 for information and provides any comments or feedback on the new financial reporting format.

ATTACHMENTS:

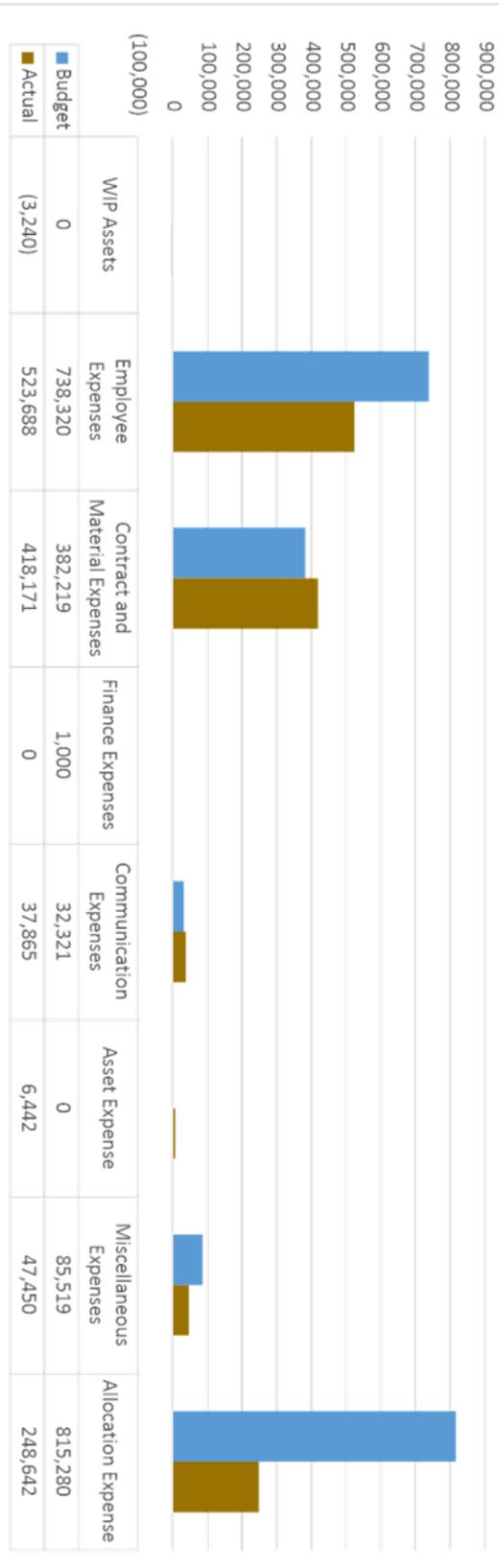
- 1 Milikapiti LA Finance Report - Feb 20.pdf

Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 29-February 2020

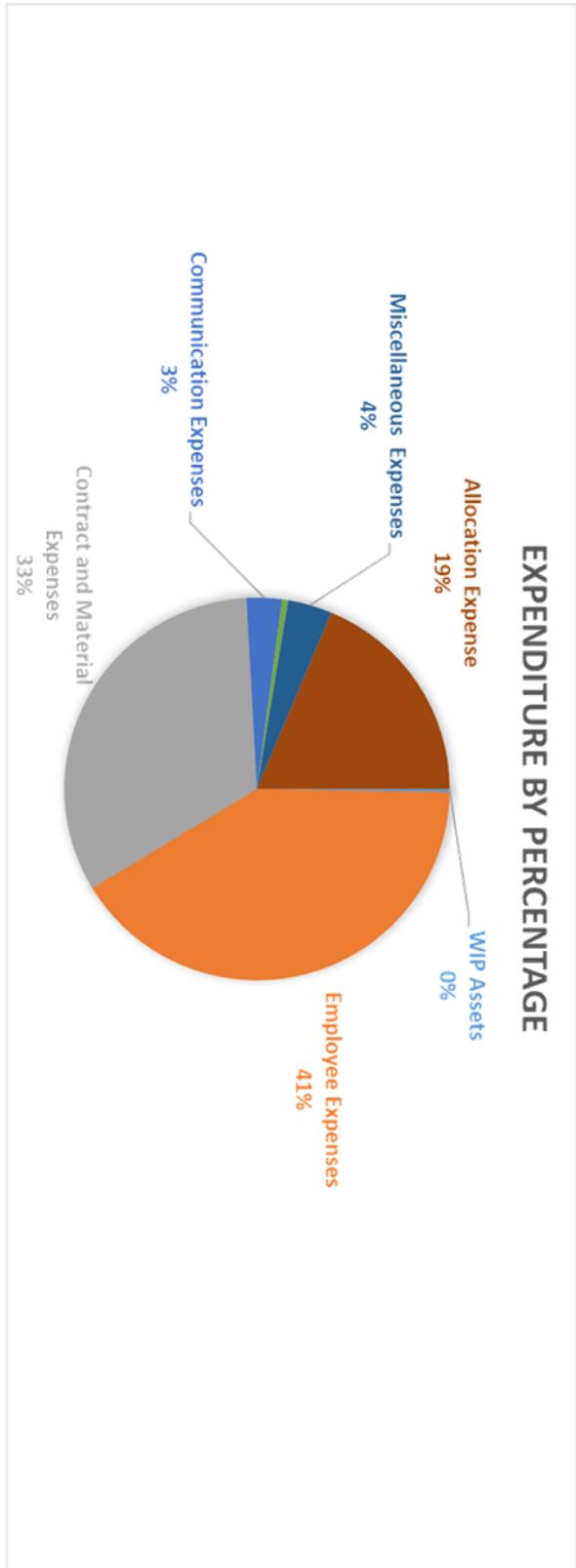


Description	Budget YTD	Actuals YTD	Variance	%	Annual Budget
WIP Assets	0	(3,240)	3,240	100%	0
Employee Expenses	738,320	523,688	214,633	29%	1,108,479
Contract and Material Expenses	382,219	418,171	(35,952)	(9%)	572,978
Finance Expenses	1,000	0	1,000	100%	1,500
Communication Expenses	32,321	37,865	(5,544)	(17%)	48,450
Asset Expense	0	6,442	(6,442)	(100%)	0
Miscellaneous Expenses	85,519	47,450	38,069	45%	128,209
Allocation Expense	815,280	248,642	566,638	70%	1,222,920
Total Expenditure	2,054,660	1,279,018	775,642	217%	3,082,536

Expenditure by Account category



Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 29-February 2020



Tiwi Islands Regional Council Milikapiti Local Authority Expenditure Report as at 29-February 2020



Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Directorate INCLUDING Allocations and Capital Expense						
Milikapiti	2,054,660	1,279,018	775,642	38%		3,082,536
Chief Financial Officer	40,000	20,145	19,855	50%	«	60,000
147803 (Tied) - Local Authority Project Fu	40,000	20,145	19,855	50%	Please Refer to the Local Authority Project Register	60,000
GM Infrastructure						
	1,341,923	824,545	517,378	39%	«	2,014,159
160003 (Tied) - Milikapiti Oval Upgrade AF	0	(1,700)	1,700	100%		0
164003 (Tied) - Energy Efficiency Grant -	0	6,252	(6,252)	(100%)		0
103903 (Untied) - Commercial Facilities - I	7,088	4,981	2,107	30%		10,701
105503 (Untied) - Fleet Administration - N	9,200	4,071	5,129	56%		13,800
108803 (Untied) - Town Services Milikapiti	259,088	201,614	57,474	22%	Favourable Variance due to lower spend on Vehicle Maintenance Charges	388,632
111503 (Untied) - Street Lighting Milikapiti	13,815	2,752	11,063	80%	Favourable Variance due to lower spend on Electrical repairs	20,222
113403 (Untied) - Waste collection and di	186,283	0	186,283	100%	«	279,425
116003 (Untied) - Fuel - Milikapiti	180,058	190,945	(10,887)	(6%)	Overspend on Fuel Purchases due to more spend on Fuel purchases	270,087
118903 (Untied) - Post Office Milikapiti	9,701	0	9,701	100%	«	14,551
119103 (Untied) - Waste Management Mil	27,867	0	27,867	100%	«	41,800
119303 (Untied) - Civil Works Milikapiti	172,958	134,159	38,799	22%	Favourable Variance due to underspend on Salaries	259,437
119503 (Untied) - Airport Maintenance Mil	38,700	1,009	37,691	97%	Maintenance happening as per the regional plan ;Yet to enter the Job cards	58,050
119603 (Untied) - Airport Inspection Milik	22,467	0	22,467	100%	«	33,700
119703 (Untied) - Mechanical Workshops	145,169	211,590	(66,421)	(46%)	Overspend on the material expenses ; Large underspend in other program can cover the overspend.	219,754
119803 (Untied) - Staff Housing - Milikapiti	55,533	38,633	16,901	30%	Favourable Variance due to underspend in Labour costs	83,300
120203 (Untied) - Recreation Hall Milikapiti	13,471	11,354	2,117	16%		19,850
120303 (Untied) - Oval - Milikapiti	38,800	699	38,101	98%	Favourable Variance due to underspend in maintenance costs.	58,200
121403 (Untied) - Facilities Milikapiti	17,458	7,282	10,177	58%	Favourable Variance due to underspend in repairs and maintenance	26,250
122203 (Untied) - Transit Accommodation	4,933	4,650	284	6%		7,400

Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
129603 (Untied) - Airport Landing Fees MI	1,000	567	433	43%	The Funds will be spend on road repairs after	1,500
130003 (Untied) - Roads General Maintena	115,333	0	115,333	100%	the wet season	173,000
131103 (Untied) - Commercial Building Se	16,667	5,688	10,978	66%	Favourable Variance due to underspend in	25,000
152103 (Untied) - Funeral Services - Milik	6,333	0	6,333	100%	material costs	9,500
Chief Executive Officer	76,277	53,503	22,773	30%	«	114,415
147003 (Untied) - Local Authority Milikapiti	5,868	9,743	(3,875)	(66%)	«	8,802
147103 (Untied) - Regional Council & Elec	70,409	43,761	26,648	38%	Favourable Variance due to Lower spend on allowances	105,613
GM Community Development and Services	596,460	380,824	215,636	36%	«	893,962
120403 (Tied) - Outside School Hours Car	74,156	22,452	51,704	70%	The Unspent funds will be used in sports program	110,509
120503 (Tied) - Creche Milikapiti	128,228	71,896	56,332	44%	«	192,342
120803 (Tied) - Community Safety - Milik	111,779	80,061	31,718	28%	Favourable Variance due to underspend on Salary costs .	167,668
121003 (Tied) - Active Remote Communiti	20,485	0	20,485	100%	«	30,728
121503 (Tied) - Library Milikapiti	22,464	6,681	15,784	70%	Favourable Variance due to lower spend on employee expenses	33,697
134003 (Tied) - ISRP - Indigenous Sport &	36,234	5,704	30,530	84%	Underspend in Emp expenses	54,351
119003 (Untied) - Centrelink Milikapiti	47,030	41,022	6,008	13%		70,544
146403 (Untied) - Administration Service f	156,082	153,007	3,075	2%		234,123
Total Expenditure	2,054,660	1,279,018	775,642			3,082,536

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GENERAL BUSINESS

ITEM NUMBER	3.2
TITLE	Meeting Attendance Register for 2019/20
REFERENCE	232277
AUTHOR	Maina Brown, Governance & Compliance Manager



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 MLA meeting.

BACKGROUND

As an important element of good governance and meeting procedures, an attendance register has been put together for all of the Milikapiti Local Authority meetings held from March 2019 to November 2019.

Standard procedure will be for the Chairperson to review this listing at the commencement of each meeting and to follow up any previous non-attendance / s with members.

Council will be including all Local Authority Meeting attendance records into each year's Tiwi Islands Regional Council Annual Report.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That Milikapiti Local Authority members note the meeting attendance register as of March 2019 to November 2019 for information.

ATTACHMENTS:

1 MLA - Meeting Attendance for 2019 - 2020.pdf

**TIWI ISLANDS REGIONAL COUNCIL
MILIKAPITI LOCAL AUTHORITY MEETINGS - 2019/2020
OFFICIAL ATTENDANCE REGISTER**

MEMBER NAME	COUNCILLOR / Ordinary Member	Rep Group	Date Appointed by Council	2019					2020	
				Mar 26 ORD M	Jun 18 ORD M	Sep 17 ORD M	Nov 13 ORD M			
Lynette De Santis	Milikapiti Ward Councillor	Council Rep	Automatic Member	A	Y	Y	Y			
Pius Tipungwuti	Milikapiti Ward Councillor	Council Rep	Automatic Member	A	Y	Y	A			
Connell Tipiloura	Milikapiti Ward Councillor	Council Rep	Automatic Member	Y	Y	A	Y			
Trevor Wilson	Ordinary Member	Wartarringuwi (Sun)	16-Dec-15	Y	A	Y				
Mary E Moreen	Ordinary Member	Wartarringuwi (Sun)	11-Mar-14	A	Y	A	Y			
Thomas Puruntatameri	Ordinary Member	Miyartwi (Pandanus)	11-Mar-14	Y	Y	Y	Y			
Patrick Freddy Puruntatameri	Ordinary Member	Miyartwi (Pandanus)	11-Mar-14	Y	Y	Y	A			
Roy Farmer	Ordinary Member	Lorrula (Rock)	11-Mar-14	Y	A	Y	Y			
Loretta Cook	Ordinary Member	Lorrula (Rock)	11-Mar-14	Y	Y	Y	Y			
Malcolm Wilson (Chairperson)	Ordinary Member	Takaringuwi (Mullet)	24-Jun-15	A	Y	A	Y			
Christine Joran	Ordinary Member	Takaringuwi (Mullet)	11-Mar-14	Y	Y	A	Y			
Jed Leach	Ordinary Member	Non-Skin	27-Sep-18	X	Y	Y	Y			

LEGEND	
Meeting Type	Location
LA = Local Authority Meeting (Ordinary)	M = Milikapiti
SP = Local Authority Meeting (Special)	D = Darwin
Attendance	Note 1: Councillors attendance at Local Authority Meetings is only mandatory for their own Ward.
Y = Present at Meeting	
A = Apology accepted	
X = Apology not accepted	Note 2: Ordinary Meetings are held every three months, with 2 additional (Special Meetings) held between Feb to June each year for input into TIFRC Strategic Planning / Budgets.
C = Meeting cancelled	

2020

Milikapiti Local Authority Meeting Attendance

Page 1 of 1

REPORTS FOR DECISION

ITEM NUMBER	4.1
TITLE	Milikapiti Local Authority Community Projects
REFERENCE	232278
AUTHOR	Bala Donepudi, Finance Manager

**To get the consent of the Milikapiti local authority to undertake new projects under 2019-20 Local Authority project Funding.****BACKGROUND**

The Council has received confirmation for a funding of \$ 65,210 in funding for the 19/20 financial year. Projects worth of \$ 52,587 have been approved by the Milikapiti Local Authority (MLA) .This provides the MLA with available funding of \$ 76,966 to recommend to the Regional Council for expenditure on community projects.

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

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

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

ISSUES/OPTIONS/CONSEQUENCES

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

CONSULTATION & TIMING

Variations to existing projects and proposed new projects will be recommended to the Regional Council for approval to proceed.

RECOMMENDATION:

- 1. That the Milikapiti Local Authority reviews and updates the Approved Projects Summary.**
- 2. Notes the funding allocations for 19/20**
- 3. Recommends any new projects to Council for approval to proceed.**

ATTACHMENTS:

- 1 MLA Project Listing as at 29.02.2020.pdf**

Milikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 29/2/2020

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
MLA18/19-2	Income from Vet Visits	
	Total:	\$130,420

Summary of Completed Projects - Expenditure as at 29/2/2020

		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
	Total for Completed Projects:	\$867	\$867

Summary of Current Projects - Expenditure as at 29/2/2020

		Expenditure	Budget
MLA18/19-1	MLA Polo Shirts	\$572	\$1,500
MLA18/19-2	Vet Visit	\$4,652	\$6,087
MLA-18/19-5	Hot Spot street lights	\$28,131	\$30,000
MLA-18/19-6	Traffic Management	\$10,374	\$15,000
	Total for Current Projects:	\$43,728	\$52,587
	Total for Completed and Current Projects:	\$44,595	\$53,454

Balance to be spent

Spend by 30 June 2021	\$20,615
Total:	\$20,615

Available for new projects: \$76,966

Milikapiti Local Authority Project Funding A/SDC 147803

Approved Projects Listing - Expenditure as at 29/2/2020

MLA18/19-1	MLA Polo Shirts	Governance Manager
In Progress		
	Approved budget	\$1,500
	Total Expenditure	\$572
	Balance to be spent	\$928

18/12/2018 - Local Authority allocated LA Funds for \$1,500 towards the Purchase of Polo Shirts in Dec-2018 Local authority meeting

MLA18/19-2	Vet Visit	GM CD&S
In Progress		
	Approved budget	\$6,087
	Total Expenditure	\$4,652
	Balance to be spent	\$1,435

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

MLA-18/19-5	Hot Spot street lights	SSM - Melville
In Progress		
	Approved budget	\$30,000
	Total Expenditure	\$28,131
	Balance to be spent	\$1,869

17/3/2020 - MMS - Melville Is. has advised project has been completed. Waiting to close off project after confirming all invoices are in

MLA-18/19-6	Traffic Management	SSM - Melville
In Progress		
	Approved budget	\$15,000
	Total Expenditure	\$10,374
	Balance to be spent	\$4,626

17/3/2020 - MMS - Melville Is. has advised project has been completed. Waiting to close off project after confirming all invoices are in

Milikapiti Local Authority Project Funding A/SDC 147803

Summary of available funding as at 29/2/2020

Total Expenditure on Completed & Approved Projects:	\$44,595
Approved Budgets on Completed & Approved Projects:	\$53,454

Milikapiti Local Authority Project Funding A/SDC 147803

Summary of Expenditure & Available Funding as at 29/2/2020

Income Received:			
MLAI18-19	2018/19 Grant Funding - must be spent by 30 June 2021	\$65,210	
MLAIV16-15	Income from Vet Services	\$0	
MLAIV19-20	2019/20 Grant Funding - must be spent by 30 June 2022	\$65,210	
	Total:	\$130,420	
Expenditure:			
	Total Expenditure as at 29/2/2020	\$44,595	
Balance to be spent:			
	Spend by 30 June 2020	\$20,615	
	Total:	\$20,615	
Funding available for projects:			
	Total of Funding Received:	\$130,420	
	less Total of approved project budgets:	\$53,454	
	Available for new projects:	\$76,966	

REPORTS FOR DECISION

ITEM NUMBER	4.2
TITLE	2020/21 Draft Council Plan & Budget - Consultation with MLA
REFERENCE	232344
AUTHOR	Valerie Rowland, Chief Executive Officer



As part of the preparation of the new 2020/21 Council Plan & Budget, Council is required to consult with the Local Authority and the Public covering service delivery across the Tiwi Islands.

BACKGROUND

Based on consultation with PLA members in 26 March 2019, below are information provided to members for discussions and identifying Core Services or basic Regional Council Services and start developing Council Plan and Budget for 2020/21.

Council provides a combination of services covering Traditional Core and Grant Funded Programs.

Council allocates funding either as untied (our funds) or grant funded programs (tied funds).

The following lists of services are provided today for information and further discussion.

In accordance with Guideline 8 Regional Councils and Local Authorities (update 7 Jan 2019) **Section 15 Regional council budget and financial reports.**

20.1 A regional council must take the priorities of its local authorities or provisional meetings, whether submitted to council or recorded in minutes, into consideration as part of the overall budget development process.

20.2 After the regional council meeting where local authority and provisional meeting priorities are considered as required in 20.1, and prior to the next scheduled meeting of the relevant local authority, the CEO must inform the local authority in writing of the reason(s) for not incorporated any such priority into the budget.

Core Services or basic Regional Council Services

The meeting noted that, at this point, there was no longer a requirement to identify core services but that might change in the future. The meeting felt the Council should identify those services it saw as essential or core to its existence and the following schedule of functions was prepared for review at a later meeting.

Directorate Infrastructure & Asset Services

- A. Waste Management (collection, dump management and litter)
- B. Roads (Community & Connector roads)
- C. Staff Housing
- D. Building Asset Maintenance
- E. Parks and Gardens (community beautification)

- F. Cemeteries
- G. Transport such as inter island ferry
- H. Street Lighting
- I. Airports
- J. Drainage
- K. Playgrounds
- L. Outstations

Directorate Community Development & Services

- M. Sport & Libraries – (rec halls and activity, pools and ovals)
- N. Youth Diversion
- O. Centrelink
- P. FaFT (Family as First Teacher) - Wurrumiyanga
- Q. Community Safety
- R. Animal Management
- S. Broadcasting
- T. Administration Offices (No office closure during lunch)

Directorate Corporate & Financial Services

- U. Finance
- V. ICT

Directorate CEO

- W. Human Resources
- X. Council
- Y. Local Authorities
- Z. Governance
- AA. Compliance
- BB. Records Management

This schedule is to be reviewed and refined as needed but the final set up must reflect what the Council seeks to achieve.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

All comments and text for the plan and budget should be submitted by 22 April 2020.

TIRC Plan and Budget 2020/21 critical path

Notifications of timeframes	Due dates
Consultation - PLA Report - MLA Report - WLA Report	25 February 2020 24 March 2020 28 April 2020
GM's to send their business units service delivery profiles and sections to Maina and David.	22 April 2020
David and Maina to submit draft for review by CEO	30 April 2020
Prepare report to OCM	7 May 2020
Draft Plan & Budget to Council for approval for 21 days consultation Councillors allowance report Local Authority Sitting Fees report	21 May 2020
Publish on Council website and NT News once council approves the draft plan and budget	25 May 2020
Submit to ARMC for comments	1 June 2020
Public consultation closed	14 June 2020
Finalise draft for printing for OCM	18 June 2020
Final Plan and Budget for review at June OCM - adoption	24 June 2020
Submit to Department Submit to Minister Publish on website Advertisement in newspaper Print and distribute to each offices	30 June 2020

RECOMMENDATION:

That the Milikapiti Local Authority receives and notes this report for information and recommends any local authority priorities to Council as part of the overall budget development process.

ATTACHMENTS:

REPORTS FOR DECISION

ITEM NUMBER	4.3
TITLE	Request for MLA Governance Training
REFERENCE	232345
AUTHOR	Maina Brown, Governance & Compliance Manager



This report is presented to members for discussion and confirmation on Governance training dates to be delivered by the Department of Local Government, Housing and Community Development.

BACKGROUND

LA members have requested for governance training to be delivered to all three local authorities.

Due to the new Local Government Act 2019 in effect as of 1 July 2020, it would be good to provide new information and requirements as part of their role to all members.

MLA members are asked to discuss a suitable date and time for this training. The proposed training is to be held on the same day as the MLA meeting in June 2020.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Milikapiti approve for governance training to be held on 23 June 2020 after the Milikapiti Local Authority meeting.

ATTACHMENTS:

There are no attachments for this report.

REPORTS FOR INFORMATION

ITEM NUMBER	5.1
TITLE	August 2020 Legislative Assembly Elections
REFERENCE	232279
AUTHOR	Maina Brown, Governance & Compliance Manager



This report is presented to the Milikapiti Local Authority members for information and a reminder regarding the August 2020 Legislative Assembly Elections, as part of its member's legal requirements by disclosing a personal or financial interest that may arise to a conflict of interest in a question before the council, council committee or local authority.

BACKGROUND

Council received correspondence from the Department of Local Government, Housing and Community Development regarding the August 2020 Legislative Assembly Election.

It is important that all members are reminded and adhere to their legal requirements by disclosing a personal or financial interest that may arise to a conflict of interest in a question before the council, council committee or local authority.

Attached to this report a letter from Brett Beaton, Acting Executive Director, Local Government and Community Development for members information.

ISSUES/OPTIONS/CONSEQUENCES

Potential conflict of interest brought upon Council due to elected Members not disclosing their financial and personal interest bringing TIRC in disrepute.

CONSULTATION & TIMING

To be tabled at the council meeting for all elected members information and to the three local authority meetings.

RECOMMENDATION:

That the Milikapiti Local Authority receive and note Report 232279.

That the Milikapiti Local Authority note the letter from the Department of Local Government, Housing and Community Development date 20 December 2019 to the Mayor regarding August 2020 Legislative Assembly Election.

ATTACHMENTS:

- 1 August 2020 Legislative Assembly Election.pdf



Department of
**LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT**

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File Ref: HCD2019/01826-1-171

20 December 2019

Mr Leslie Tungutalum
Mayor
Tiwi Islands Regional Council
PMB 267
WINNELLIE NT 0822

Dear Mr Tungutalum

Re: August 2020 Legislative Assembly Election

As we approach the upcoming August 2020 Legislative Assembly election, it is important that all members are reminded of the legal requirement to disclose a personal or financial interest that gives rise to a conflict of interest in a question before the council, council committee or local authority. A member must not participate in any decision on a question where they have a conflict of interest. Members are to be aware that conflicts of interest can arise from a member's relevant interest in connection with the pre-selection or nomination of candidates for elections. Further detail of these requirements are contained in Part 7.2 of the *Local Government Act 2008*.

On 25 September 2019, Ms Maree De Lacey, Executive Director of Local Government and Community Development, emailed all council chief executive officers with advice on the process to follow if members nominate as candidates and they wish to be reappointed to council or the local authority if they are unsuccessful.

On 30 October 2019, Mr Jamie Chalker, the former Chief Executive Officer of this Department, wrote to all chief executive officers with further advice and highlighted the importance of managing conflicts of interest.

As this is an important matter, I ask that you table this correspondence at your next council and local authority meetings so that all members are made aware of this advice. Please do not hesitate to contact me via brett.beaton@nt.gov.au if you or your council require any clarification on this matter or if you would like more information.

Yours sincerely

A handwritten signature in blue ink, appearing to read "Brett Beaton".

Brett Beaton
Acting Executive Director
Local Government and Community Development
20/12/2019