



AGENDA

PIRLANGIMPI LOCAL AUTHORITY MEETING

TUESDAY, 26 MAY 2020

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

- Tuesday, 26 May 2020 at
- Pirlangimpi Boardroom (Teleconference 03 9260 6160)
- 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

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- 5 REPORTS FOR INFORMATION**

Nil
- 6 OTHER BUSINESS**

Nil
- 7 NEXT MEETING**

Wednesday, 26 August 2020



MINUTES OF THE PIRLANGIMPI LOCAL AUTHORITY MEETING HELD IN THE PIRLANGIMPI BOARDROOM ON TUESDAY, 25 FEBRUARY 2020 AT 10:00 AM

1 Welcome & Apologies

1.1 Welcome

The meeting opened at 10:25 am.

1.2 NOMINATING OF ACTING CHAIRPERSON

1 RESOLUTION

Moved: Carol Puruntatameri

Seconded: Therese (Wokay) Bourke

That the PLA nominate for Matatia Andrew Warria to be the acting chair for the PLA Ordinary Meeting held on Tuesday 25 February 2020.

CARRIED

1.3 APPOINTMENT OF NEW PLA CHAIRPERSON

Members have raised concerns regarding the current PLA chairperson's attendance and not notifying the office of her attendance. Therefore the PLA members have nominated for Matatia Andrew Warria and accepted to be the new chairperson.

2 RESOLUTION

Moved: Therese (Wokay) Bourke

Seconded: Henry Dunn

That the PLA nominate and appoint Matatia Andrew Warria to be the new Pirlangimpi Local Authority new chairperson.

CARRIED

The CEO Valerie Rowland welcomed members, staff and guests.

The Acting Chairperson Matatia Andrew Warria then took over chairing the meeting.

1.2 Present

Acting Chairperson: Matatia Andrew Warria.

Local Authority Members: Cr Mary Dunn, Cr Osmond Pangiraminni, Cr Therese (Wokay) Bourke, Carol Puruntatameri, Thecla Puruntatameri, Andrew Orsto, Patrick Puruntatameri, Henry Dunn and Mayor Leslie Tungatulum.

Visiting Councillors: Nil

Officers: Valerie Rowland (Chief Executive Officer) Bala Donepudi (Chief Financial Officer), Bill Toy (GM Community Engagement), Mark Mahon (Manager and Maina Brown (Governance & Compliance Manager).

Guests: Colvin Crowe (Department of Housing and Community Development), Lawrence Costa (MLA Member for Arafura) and Matt Ellis (Advisor to the Chief Minister).

Minuter: Maina Brown (Governance & Compliance Manager).

1.3 Apologies

Accepted: Belinda Lee.

Not Accepted: Miriam Stassi.

1.3 APOLOGIES - PIRLANGIMPI LOCAL AUTHORITY MEETING - 25 FEBRUARY 2020

3 RESOLUTION

Moved: Carol Puruntatameri

Seconded: Therese (Wokay) Bourke

That the apology of Belinda Lee be accepted by Pirlangimpi Local Authority.

CARRIED

1.3 APOLOGY NOT ACCEPTED - PIRLANGIMPI LOCAL AUTHORITY MEETING - 25 FEBRUARY 2020

4 RESOLUTION

Moved: Therese (Wokay) Bourke

Seconded: Thecla Bernadette Puruntatameri

That the apology of Miriam Stassi not be accepted by Pirlangimpi Local Authority.

CARRIED

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

There were two declaration of interests.

Cr Mary Dunn – 4.1

Pirlangimpi Local Authority Member – Henry Dunn - 4.1

1.6 Confirmation of Previous Minutes

Pirlangimpi Local Authority - 11 December 2019

5 RESOLUTION

Moved: Henry Dunn

Seconded: Carol Puruntatameri

That the minutes of the Pirlangimpi Local Authority held on 11 December 2019 as circulated, be confirmed as a true and correct record of that meeting.

CARRIED

2 BUSINESS ARISING

2.1 BUSINESS ARISING FROM PREVIOUS MINUTES

Business arising from previous minutes (Ordinary PLA Meeting 11 December 2020).

6 RESOLUTION

Moved: Patrick Gerard Puruntatameri

Seconded: Carol Puruntatameri

That the Pirlangimpi Local Authority accepts these discussions and reports.

Item 2.1 – Business arising from previous minutes

- 1. BMX bike track – members discussed and agreed to not go ahead with this project due to council liability and proper site to place BMX bike track.**
- 2. Public toilets (near library) – Manager Shire Services Melville Island and Carpenter to provide quotes and table at the next PLA meeting in May 2020.**

Item 4.1- PLA Community Projects as at 30 November 2019

- 1. PLA19/20-1 2019 Christmas Community Events did not take place. Members have now requested for the allocated funds to be utilised for Easter break activity. Project to be re-tabled at the council meeting to approve for the variation.**
- 2. PLA19/20-2 Lights installation. Waiting for the electrician to install and to be completed by Friday 28 February 2020.**
- 3. PLA18/19-2 Pirlangimpi Oval – goal posts. Installed and completed.**

CARRIED

3 GENERAL BUSINESS

3.1 MEETING ATTENDANCE REGISTER 2019 - 2020

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 PLA meeting.

7 RESOLUTION

Moved: Carol Puruntatameri

Seconded: Thecla Bernadette Puruntatameri

That the Pirlangimpi Local Authority members

- 1. Note the updated 2019 - 2020 meeting attendance register.**
- 2. Note and accept the notification letter sent to Mark Babui via Australia post and email to the Pirlangimpi Office Coordinator regarding his automatic dismissal from the Pirlangimpi Local Authority.**

CARRIED

4 REPORTS FOR DECISION

4.1 NEW PROPOSED COMMUNITY PROJECT

This report seeks PLA members support for a new proposed community project.

8 RESOLUTION

Moved: Carol Puruntatameri

Seconded: Therese (Wokay) Bourke

That the Pirlangimpi Local Authority:

1. Receive and note this report and not recommend the proposed projects to Council for approval to proceed.
2. Deferred to other business for more discussions regarding the old ferry.

CARRIED

4.2 PIRLANGIMPI LOCAL AUTHORITY COMMUNITY PROJECTS AS AT 31 JANUARY 2020

At the last meeting (11 December 2020) members discussed and reviewed a number of possible community projects to be reinstated. We have now prepared a new updated spreadsheet list of proposed projects for further discussion at today's meeting.

9 RESOLUTION

Moved: Mary Dunn

Seconded: Therese (Wokay) Bourke

1. That the Pirlangimpi 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.

Project Description	Project ID	Upper Limit	Action Officer
2020 Easter break activities	PLA-19/20-1	\$2,500.00	Community Engagement and PLA Members
Shade structures for main cemetery	PLA-19/20-3	\$15,000.00	Manager Shire Services Melville Is and Carpenter
Street Signs and speed bump	PLA-19/20-4	\$8,000.00	Manager Shire Services Melville Is

CARRIED

Action:

CEO to write a letter to the Department of Local Government, Housing and Community Development if any SPG available for council to apply for to assist regarding the recreation hall and over lighting for oval.

Grants and Policy Manager to follow up once the letter has been sent.

PLA Action List

Project Description	Action Officer	Comments	Due Date
Water tap for cemetery	Manager Shire Services Melville Is	25 Feb 2020 Check and liaise with Port Melville re water line from town to port. 27 Feb 2020 Water tap for cemetery – there is no water main heading out to the Port, so perhaps a rainwater tank supplied from the roof on the shade structure is an option.	
Basketball court	Manager Shire Services Melville Is	25 Feb 2020 Liaise with Grants and Policy Manager to see if any SPG available for refurbishment.	
Beachfront taps	Manager Shire Services Melville Is	25 Feb 2020 Request for quotes and purchase heavy duty taps. 27 Feb 2020 Have ordered some vandal proof taps which may last.	
Beachfront solar lights	Manager Shire Services Melville Is	27 Feb 2020 Installed but may require new batteries.	
Shade structure PLA-19/20-3 Approved amount by council \$15,000 at its OCM on 26 Feb 2020.	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Request for quotes and timeframe. 27 Feb 2020 Waiting on quote.	
Street signs and speed bumps PLA-19/20-4 Approved amount by council \$8,000 at its OCM on 26 Feb 2020.	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Cr request for crossing lines to be painted near school.	
Old Camp Public toilets PLA-18/19-6 Approved amount \$35,000.00	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Surveyors have come out and surveyed the lot. Council received	

		approval from the Department of Health and its now pending on approval from OTL for sublease before work commences. Letter and report will be presented to Council for Common Seal.	
Extension to all four wards cemeteries.	TBA	25 Feb 2020 It was suggested by the MLA to have all cemeteries in the four wards to be audited before talking to the traditional owners and OTL to extend.	

4.3 2020/21 DRAFT COUNCIL PLAN & BUDGET - CONSULTATION WITH PLA

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.

10 RESOLUTION

Moved: Carol Puruntatameri

Seconded: Andrew Orsto

That the Pirlangimpi 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.

CARRIED

At this point of the meeting a lunch break was called at 12:29 pm.

The meeting recommenced at 12:50 pm.

Cr Therese (Wokay) Bourke left the meeting, the time being 12:29 pm.

Cr Henry Dunn left the meeting, the time being 12:29 pm.

5 REPORTS FOR INFORMATION

5.1 LOCAL AUTHORITY FINANCIAL REPORT TO 31 JANUARY 2020

This information is provided for information to the Pirlangimpi Local Authority to report on expenditure to 31 January 2020 for the 2018/2019 FY.

11 RESOLUTION

Moved: Mary Dunn

Seconded: Osmond Pangiraminni

That the Pirlangimpi Local Authority notes this report number 231613 for information and provides any comments or feedback on the new financial reporting format.

CARRIED

5.2 AUGUST 2020 LEGISLATIVE ASSEMBLY ELECTIONS

This report is presented to the Pirlangimpi 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.

12 RESOLUTION

Moved: Mary Dunn

Seconded: Carol Puruntatameri

That the Pirlangimpi Local Authority receive and note Report 231586.

That the Pirlangimpi 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.

CARRIED

6 OTHER BUSINESS

Public toilets (library)

Manager Shire Services Melville Is and Carpenter Assistant to provide quotes and present at the next PLA meeting in May 2020.

Pontoon and Old car ferry

Pontoon – A request was sent to DLGHCD for variation for the funds to be transferred to the Pirlangimpi pool upgrade. Council received approval and works have commenced. It is now up to Council to arrange disposal of the dumb barge pontoon.

Old car ferry – it was discussed and confirmed for members information that the old car ferry will not be going to “Pirlangimpi as planned due to its running costs. CEO advised members that a report to council will be tabled and it is up to council to approve / not approve for the old car ferry to go out to tender.

Request for lights around council buildings

Cr Dunn requested for some lightings around council buildings specially the council office building as there are no lights around the area and to avoid break-in GM Community Engagement advised that there is money available with Community Safety to assist with lighting up the place.

Rubbish signs

PLA members request for rubbish signs to be purchased and place around the community. Manager Shire Services Melville Is to follow up.

Request for support letter from PLA

PLA member Mr Puruntatameri request on behalf of PLA member Mr Dunn if PLA can write a support letter regarding community permit holders to purchase their alcohol through their community club instead of Hidden Valley or The Cav. Governance and Compliance Manager to find out if we can or not.

Old Night Patrol Office

PLA members request for an update regarding the old night patrol office. General Manager Community Engagement to find out from OTL.

Governance Training

Governance and Compliance Manager to send a request to the Department of Local Government, Housing and Community Development to deliver Governance training to PLA members at their next meeting in May 2020.

7 Next Meeting

Wednesday, 20 May 2020

8 Closure

The meeting closed at 3:00 pm.

These Minutes were confirmed at the Ordinary Pirlangimpi Local Authority held on 26 May 2020.

Signed:

Chairperson

BUSINESS ARISING

ITEM NUMBER	2.1
TITLE	Business Arising from Previous Minutes
REFERENCE	233403
AUTHOR	Maina Brown, Governance & Compliance Manager



Business arising from previous minutes (Ordinary PLA Meeting 25 February 2020).

BACKGROUND

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

Attached are the draft minutes from the Ordinary PLA Meeting 25 February 2020 for Local Authority Members to read and provide any comments on.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Pirlangimpi Local Authority accepts these discussions and reports.

ATTACHMENTS:

GENERAL BUSINESS

ITEM NUMBER	3.1
TITLE	Visitor - The Honourable Warren Snowden MP
REFERENCE	233792
AUTHOR	Maina Brown, Governance & Compliance Manager



Council received an email dated 27 April 2020 from the office of the Honourable Warren Snowden MP requesting an opportunity to attend the Pirlangimpi Local Authority and Ordinary Council meetings.

BACKGROUND

An email received from the office of the Honourable Warren Snowden MP requesting an opportunity to attend Local Authorities and Ordinary Council meetings to hear any matters that people or community members wish to bring to Warren's attention or to follow up.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Pirlangimpi Local Authority welcomes the Honourable Warren Snowden MP and provide any matter raised in the community for attention.

ATTACHMENTS:

There are no attachments for this report.

GENERAL BUSINESS

ITEM NUMBER	3.2
TITLE	Meeting Attendance Register 2019 - 2020
REFERENCE	233404
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. Members attendance is based on the official minutes of each PLA meeting.

BACKGROUND

As an important element of good governance and meeting procedures, an attendance register has been put together for all of the Pirlangimpi Local Authority meetings held since inception.

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.

Also, the CEO and Mayor 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 the Pirlangimpi Local Authority members note the updated 2019 - 2020 meeting attendance register.

ATTACHMENTS:

- 1 PLA - Meeting Attendance for 2019 - 2020.pdf

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

MEMBER NAME	COUNCILLOR / ORDINARY MEMBER	Rep Group	Date Appointed by Council	2019				2020			
				Feb 25	May 21	Aug 20	Dec 21	Feb 25	May 26	Aug 26	
Mary Dunn	Pirlangimpi Ward Councillor	Council Rep	Automatic Member	Y	Y	Y	A	Y			
Therese (Wokay) Bourke	Pirlangimpi Ward Councillor	Council Rep	Automatic Member	Y	Y	Y	Y	Y			
Osmond Pangramini	Pirlangimpi Ward Councillor	Council Rep	Automatic Member		Y	Y	A	Y			
Mark Babui	Ordinary Member	Warrarringuwi	28-Feb-17	Y	A	X	X				
Andrew Orsto	Ordinary Member	Warrarringuwi	26-Feb-19		A	Y	Y	Y			
Henry Dunn	Ordinary Member	Lorrula	11-Mar-14	Y	Y	Y	Y	Y			
Patrick Gerard Puruntatameri	Ordinary Member	Takaringuwi	11-Mar-14	Y	Y	A	A	Y			
Andrew Warrior	Ordinary Member	Non-Skin	28-Feb-18	Y	Y	Y	A	Y			
Belinda Lee	Ordinary Member	Miyartuwi	26-Feb-19		A	Y	Y	A			
Carol Maria Puruntatameri	Ordinary Member	Miyartuwi	11-Mar-14	Y	Y	Y	Y	Y			
Miriam Stassi	Ordinary Member	Lorrula	25-Nov-15	Y	Y	X	A	X			
Thecla Puruntatameri	Ordinary Member	Takaringuwi	24-May-18	Y	Y	Y	Y	Y			

Mark Babui	Ordinary Member	Warrarringuwi	Automatic Dismissal 25/02/2020
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LEGEND	
Meeting Type	Location
LA = Local Authority Meeting (Ordinary)	P = Pirlangimpi
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 TIRC Strategic Planning / Budgets.
C = Meeting cancelled	

2019

Pirlangimpi Local Authority Meeting Attendance

GENERAL BUSINESS

ITEM NUMBER	3.3
TITLE	2019/2020 - Local Authority Financial Report to 30 April 2020
REFERENCE	233406
AUTHOR	Bala Donepudi, Chief Financial Officer



This information is provided for information to the Pirlangimpi Local Authority to report on expenditure to 30 April 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 Pirlangimpi 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 Pirlangimpi Local Authority notes this report number 233406 for information and provides any comments or feedback on the new financial reporting format.

ATTACHMENTS:

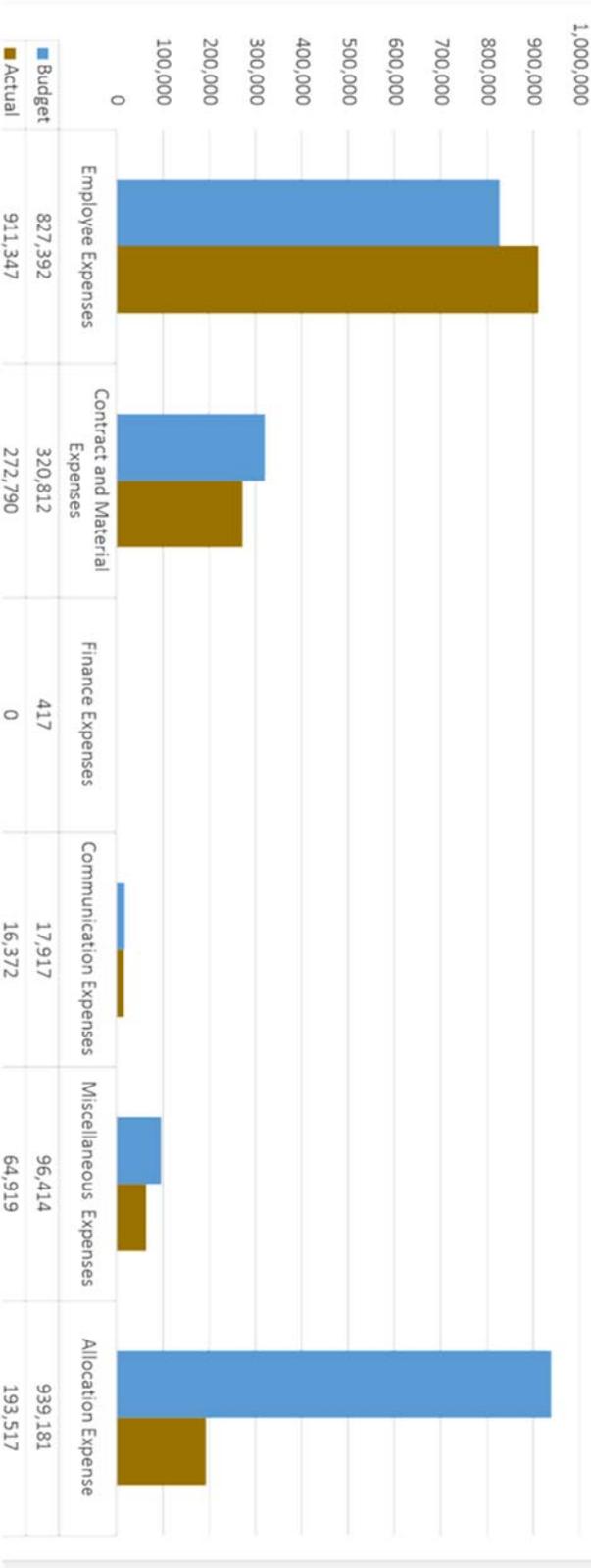
- 1 Pirlangimpi LA Finance Report . Apr.20.pdf

Tiwi Islands Regional Council Pirlangimpi Local Authority Expenditure Report as at 30-April 2020

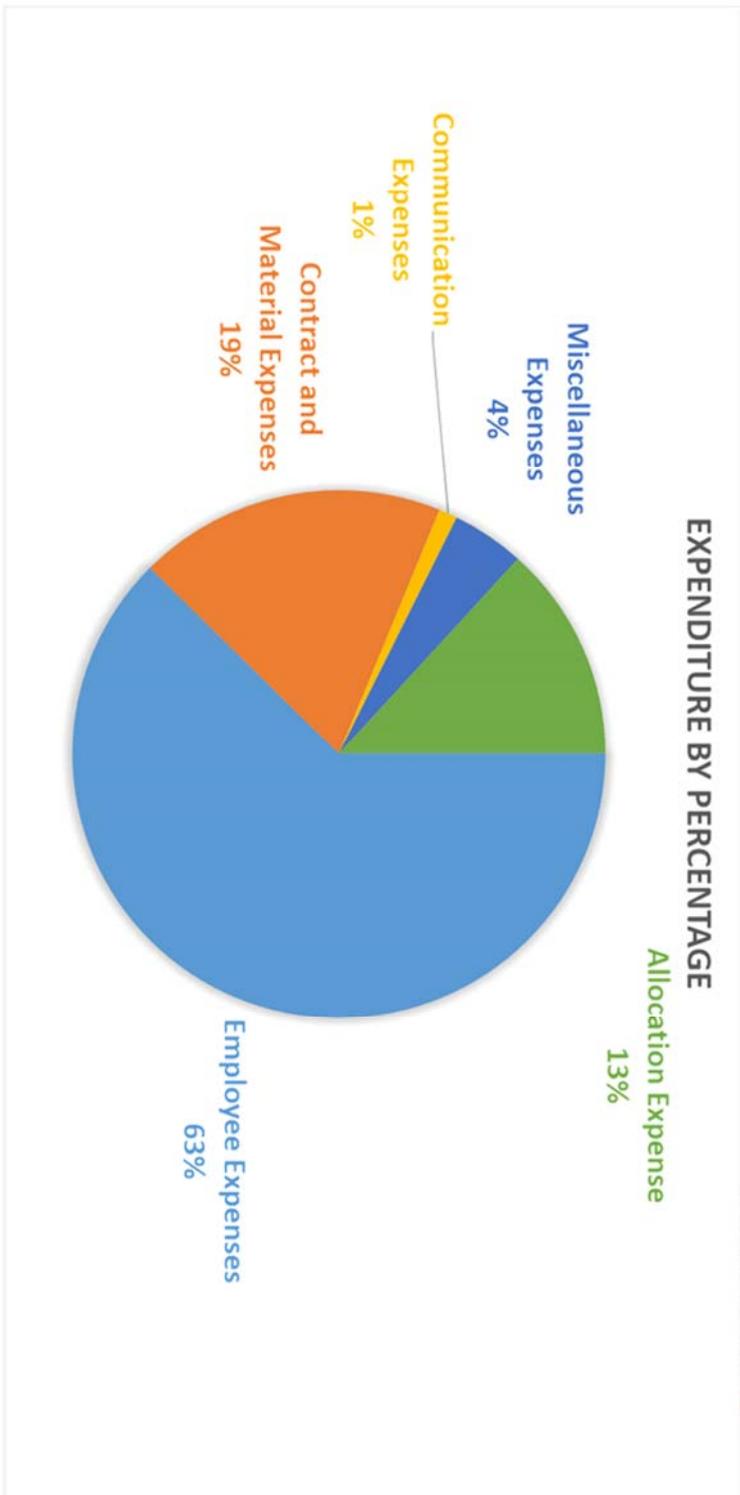


Description	Budget YTD	Actuals YTD	Variance	%	Annual Budget
Employee Expenses	827,392	911,347	(83,955)	(10%)	992,870
Contract and Material Expenses	320,812	272,790	48,022	15%	384,414
Finance Expenses	417	0	417	100%	500
Communication Expenses	17,917	16,372	1,545	9%	21,500
Miscellaneous Expenses	96,414	64,919	31,495	33%	115,697
Allocation Expense	939,181	193,517	745,664	79%	1,127,016
Total Expenditure	2,202,132	1,458,945	743,188		2,641,998

Expenditure by Account Category



Tiwi Islands Regional Council Pirlangimpi Local Authority Expenditure Report as at 30-April 2020



Tiwi Islands Regional Council Pirlangimpi Local Authority Expenditure Report as at 30-April 2020



Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Directorate INCLUDING Allocations and Capital Expense						
Pirlangimpi	2,202,132	1,458,945	743,187	34%		2,641,998
Chief Financial Officer	50,000	14,771	35,229	70%	«	60,000
147802 (Tied) - Local Authority Project Fu	50,000	14,771	35,229	70%	Please refer to the Local authority Project Register	60,000
GM Infrastructure	1,335,066	818,659	516,407	39%	«	1,601,519
162902 (Tied) - Installation of Durnb Barg	0	67,276	(67,276)	(100%)	Department gave the variation to repair the Pirlangimpi pool ,Funds are in the carried forwards .	0
103902 (Untied) - Commercial Facilities - I	218	56	162	74%		262
105502 (Untied) - Fleet Administration - P	40,000	1,132	38,868	97%	Underspend in Vehicle Maintenance costs	48,000
108802 (Untied) - Town Services Pirlangin	227,332	268,873	(41,541)	(18%)	Unfavourable Variance due to Overspend on Salaries	272,798
111502 (Untied) - Street Lighting Pirlangir	21,000	6,601	14,399	69%	Underspend in street lights repairs	24,400
113402 (Untied) - Waste collection and di	106,917	0	106,917	100%	«	128,300
116002 (Untied) - Fuel - Pirlangimpi	39,121	21,133	17,988	46%	Favourable Variance due to underspend on Fuel Purchases	46,945
118902 (Untied) - Post Office Pirlangimpi	12,126	7,126	5,000	41%		14,551
119102 (Untied) - Waste Management Pirl	19,334	0	19,334	100%	No Major repair works done at the Dump	23,200
119302 (Untied) - Civil Works Pirlangimpi	152,388	106,713	45,675	30%	Favourable Variance due to underspend on vehicle repairs	182,866
119502 (Untied) - Airport Maintenance Pir	67,500	5,349	62,151	92%	«	81,000
119602 (Untied) - Airport Inspection Pirlar	26,958	0	26,958	100%	All the inspections are being carried out as per the regional plan .	32,350
119702 (Untied) - Mechanical Workshops	181,497	182,564	(1,067)	(1%)		218,036
119802 (Untied) - Staff Housing - Pirlangir	128,065	72,190	55,875	44%	Favourable Variance due to underspend in repair and maintenance of staff houses in Pirlangimpi.	153,678
120202 (Untied) - Recreation Hall Pirlangir	4,472	3,344	1,127	25%		5,366
120302 (Untied) - Oval Pirlangimpi	5,167	1,980	3,187	62%		6,200
120902 (Untied) - Pirlangimpi Pool	91,104	9,551	81,553	90%	Favourable variance due to underspend on the maintenance of the pool.	109,325
121402 (Untied) - Facilities Pirlangimpi	18,910	17,722	1,188	6%		22,692
122202 (Untied) - Transit Accommodation	14,292	9,653	4,639	32%		17,150
129602 (Untied) - Airport Landing Fees Pir	1,958	1,139	820	42%		2,350

Tiwi Islands Regional Council Pirlangimpi Local Authority Expenditure Report as at 30-April 2020



Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
130002 (Untied) - Roads General Maintena:	127,917	0	127,917	100%	The funds will be used for Road repairs as required	153,500
131102 (Untied) - Commercial Building Se	31,375	36,257	(4,882)	(16%)		37,650
152102 (Untied) - Funeral Services - Pirlar	17,417	0	17,417	100%	The funds are to be used maintenance works at the cemeteries.	20,900
Chief Executive Officer	91,139	68,421	22,719	25%		109,367
147002 (Untied) - Local Authority Pirlangim	7,827	8,627	(800)	(10%)		9,392
147102 (Untied) - Regional Council & Elec	83,313	59,793	23,519	28%	Favourable Variance due to underspend in Councillor Allowances	99,975
GM Community Development and Services	725,927	557,095	168,832	23%		871,112
120402 (Tied) - Outside School Hours Car	104,070	14,064	90,006	86%	The program has seized ,unspent funds to be used in Sports and rec Program.	124,884
120502 (Tied) - Child Services Pirlangimpi	117,155	31,921	85,234	73%	The Program has seized; They were handed back to the department.	140,586
120802 (Tied) - Community Safety - Pirlar	153,427	200,925	(47,498)	(31%)	Overspend in Salaries; The staff Hours will be reduced in the to reduced the costs .	184,111
121002 (Tied) - Active Remote Communiti	28,520	(162)	28,682	101%		34,224
121502 (Tied) - Library Pirlangimpi	27,871	25,027	2,843	10%		33,445
123602 (Tied) - Pirlangimpi School Meals I	59,992	42,508	17,484	29%	The Program has seized	71,991
134002 (Tied) - ISRP - Indigenous Sport &	46,673	56,560	(9,888)	(21%)	Overspend in Salaries; The unspent funds from the OSHC program can be used in the sport and rec Program.	56,007
119002 (Untied) - Centrelink Pirlangimpi	48,119	55,106	(6,987)	(15%)		57,743
146402 (Untied) - Administration Service f	140,102	131,146	8,955	6%		168,122
Total Expenditure	2,202,132	1,458,945	743,187			2,641,998

GENERAL BUSINESS

ITEM NUMBER	3.4
TITLE	Pirlangimpi Local Authority Action List
REFERENCE	233608
AUTHOR	Chris Smith, General Manager Infrastructure



This report is to inform members of the Pirlangimpi Local Authority action list from the last meeting held on 25 February 2020 for GM Infrastructure and staff to action.

BACKGROUND

At the last PLA meeting held on 25 February 2020, members discussed and requested for the following list for Infrastructure staff to action and provide update for members' information.

Attached to this report a copy of the PLA action list for discussion.

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Ongoing and to be presented at the next PLA meeting.

RECOMMENDATION:

That the Pirlangimpi Local Authority receive and accept this report for information.

ATTACHMENTS:

- 1 Pirlangimpi Local Authority Action Items last updated 19 May 2020.pdf

Pirlangimpi Local Authority Action Items

Project Description	Action Officer	Comments	Due Date
Water tap for cemetery	Manager Shire Services Melville Is	<p>25 Feb 2020 Check and liaise with Port Melville re water line from town to port.</p> <p>27 Feb 2020 Water tap for cemetery – there is no water main heading out to the Port, so perhaps a rainwater tank supplied from the roof on the shade structure is an option.</p> <p>19 May 2020 Council is costing 10,000 l water tank to collect water from the roof – around \$1500, maybe \$2000 delivered – fits within the allocation of money so will proceed with purchase</p>	
Basketball court	Manager Shire Services Melville Is	<p>25 Feb 2020 Liaise with Grants and Policy Manager to see if any SPG available for refurbishment.</p> <p>19 May 2020 There will be no SPG or SIF funding for 20/21</p>	
Beachfront taps	Manager Shire Services Melville Is	<p>25 Feb 2020 Request for quotes and purchase heavy duty taps.</p> <p>27 Feb 2020 Have ordered some vandal proof taps which may last.</p> <p>19 May 2020</p>	

Last Updated: 19 May 2020

		Taps have been installed	
Beachfront solar lights	Manager Shire Services Melville Is	27 Feb 2020 Installed but may require new batteries. 19 May 2020 Batteries have been ordered, cost is around \$4500 to replace 4 batteries	
Shade structure PLA-19/20-3 Approved amount by council \$15,000 at its OCM on 26 Feb 2020.	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Request for quotes and timeframe. 27 Feb 2020 Waiting on quote. 19 May 2020 Quotes received, shelters ordered, CEO and GM infrastructure visited the cemetery with our staff to see the location. Once the shelter delivered Council will erect.	
Street signs and speed bumps PLA-19/20-4 Approved amount by council \$8,000 at its OCM on 26 Feb 2020.	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Cr request for crossing lines to be painted near school. 19 May 2020 Lines painted	
Old Camp Public toilets PLA-18/19-6 Approved amount \$35,000.00	Manager Shire Services Melville Is and Carpenter	25 Feb 2020 Surveyors have come out and surveyed the lot. Council received approval from the Department of Health and its now pending on approval from OTL for sublease before work commences. Letter and report will be presented to Council for Common Seal. 19 May 2020	

Last Updated: 19 May 2020

		OTL have requested an MOU between Dept of Ed and TIRC before they will proceed on the proposal. GM has contacted Dept of Ed to develop the MOU	
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Last Updated: 19 May 2020

REPORTS FOR DECISION

ITEM NUMBER	4.1
TITLE	Pirlangimpi Local Authority - Nominations for one vacancy.
REFERENCE	233549
AUTHOR	Maina Brown, Governance & Compliance Manager



The Council have been actively seeking nominations to fill the Warntarringuwi skin groups since February 2020 and have now recently received one nomination and members are asked to review both application and make a recommendation to Council for appointment.

BACKGROUND

Due to an automatic dismissal of PLA member for his non-attendance without approval, the position was advertised since early this year and Council have been actively seeking nominations from the Pirlangimpi Ward and posters were placed around the community.

I am pleased to advice that we have now received one nomination to fill the Warntaringuwi skin group vacancy from Mario Walarmerpui.

Local Authority members are asked to review the new application and recommend if suitable to Council for appointment.

Once endorsed by the Pirlangimpi Local Authority this application will then go to the next Tiwi Islands Regional Council Ordinary Meeting for appointment (Wednesday 27 May 2020 to be held at Pirlangimpi via teleconference).

ISSUES/OPTIONS/CONSEQUENCES

Nil

CONSULTATION & TIMING

Nil

RECOMMENDATION:

That the Pirlangimpi Local Authority members review the new application and recommend Mario Walarmerpui to Council for appointment to the Pirlangimpi Local Authority.

ATTACHMENTS:

- 1 PLA Nomination from Mario Walarmerpui - 11 May 2020.pdf

TIWI ISLANDS

Regional Local Authority Membership



TIWI ISLANDS
Regional Council

Council Application & Declaration

I (Full Name)..... MARIO CHRIS THORPE WALARMERPAI
 Of (Address)..... PIRLANGIMPI, MELVILLE ISLAND

Declare that:-

1. I am seeking appointment to the position of ordinary member of a Local Authority.
2. I am enrolled as an elector in the Northern Territory/TIWI Islands/Local Authority Area.
3. I do not hold a judicial office (other than Justice of the Peace).
4. I am not bankrupt or subject to a composition or arrangement with creditors under the Bankruptcy Act 1966.
5. I have not been sentenced to a term of imprisonment (which has not expired) of one year or longer.
6. I am not indebted to the council for rates or surcharge and shall not fail to discharge any such debt within 6 months after the debt becomes due and payable.
7. I am mentally fit to hold the position of ordinary member of a Local Authority.

Signature of Applicant..... MARIO WALARMERPAI

Contact Details..... 0467927336

Proof of identity provided Yes No

Type of Id (e.g. Driver's Licence) Drivers Licence

Witness Name..... ANDREW WARRIOR Signature..... [Signature]

Receiving Officer..... PATRICIA BROGAN Date 11.5.2020

Applicant Details

<p>Island of Residence Bathurst <input type="checkbox"/> Melville <input checked="" type="checkbox"/></p> <p>Skin Group Representative..... <input checked="" type="checkbox"/> Non-Skin Group Representative... <input type="checkbox"/></p> <p>Skin Group Warntarringuwi <input checked="" type="checkbox"/> Miyartuwi <input type="checkbox"/> Lorrula <input type="checkbox"/> Takaringuwi <input type="checkbox"/></p> <p>Council Staff..... Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Signed Copy to Applicant Y <input type="checkbox"/> N <input type="checkbox"/></p>	<p>Location Bathurst Island <input type="checkbox"/> Pirlangimpi <input checked="" type="checkbox"/> Milikapiti <input type="checkbox"/></p> <p>Sex Male..... <input checked="" type="checkbox"/> Female..... <input type="checkbox"/></p> <p>Age Under 25 years <input type="checkbox"/> 25 – 50 years <input checked="" type="checkbox"/> Over 50 years <input type="checkbox"/></p> <p>Copy to Governance & Compliance Manager/...../2020</p>
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Authorised for distribution by Mrs. Valerie Rowland CEO Tiwi Islands Regional Council April 2020

REPORTS FOR DECISION

ITEM NUMBER	4.2
TITLE	Pirlangimpi Local Authority Community Projects as at 30 April 2020
REFERENCE	233405
AUTHOR	Bala Donepudi, Chief Financial Officer



At the last meeting (25 February 2020) members discussed and reviewed a number of possible community projects to be reinstated. We have now prepared a new updated spreadsheet list of proposed projects for further discussion at today's meeting.

BACKGROUND

The Council has received \$ 57,950 in funding for the 18/19 financial year and \$ 57,950 for 19/20 financial year. Projects worth of \$ 74,087 have been approved by the Pirlangimpi Local Authority (PLA). This gives the Pirlangimpi Local authority an \$ 31,024 to be allocated for new projects .

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

The PLA 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 Pirlangimpi Local Authority reviews and updates the Approve Projects Summary.**
- 2. Notes the funding allocations for 19/20.**
- 3. Recommends any new projects to Council for approval to proceed.**

ATTACHMENTS:

- 1 LAPF - PLA Version 2 - 13.05.2020.pdf**

Pirlangimpi Local Authority Project Funding A/SDC 147802

Summary of available funding as at 30/4/2020

PLAI18-19	2018/19 Grant Funding - must be spent by 30 June 2021	\$57,950
PLAI19-20	2019/20 Grant Funding - must be spent by 30 June 2022	\$57,950
PLAIV18-19	Income from Vet Services	
	Total Income:	\$115,900

Summary of Completed Projects - Expenditure as at 30/4/2020

		Expenditure	Budget
PLA 18/19 - 1	Tiwi Day Celebration (Project Cancelled)	\$0	\$0
PLA-18/19 - 5	NAIDOC Celebration 2019	\$0	\$0
PLA14-6	Community Event - Kids Talent / Karaoke Night	\$0	\$0
PLA-18/19 - 2	Pirlangimpi oval goal post	\$10,789	\$10,789
PLA-18/19 - 3	Easter Break Activities	\$0	\$0
PLA-18/19 - 7	Bush Holiday 2019 (did not occur)	\$0	\$0
PLA-19/20 - 1	2020 Easter Break activities (Cancelled)	\$0	\$0
PLA-18/19 - 6	Public Toilets (redirected to 4 Oval Grandstands)	\$0	\$0
PLA-18/19 - 8	4 Oval Grandstands	\$0	\$0
	Total of Completed Projects:	\$10,789	\$10,789

Summary of Current Projects - Expenditure as at 30/4/2020

		Expenditure	Budget
PLA-18/19 - 4	Two Vet Visits	\$2,658	\$6,087
PLA-18/19 - 6	Public Toilets	\$0	\$35,000
PLA-19/20 - 1	2019 Christmas Community Events	\$0	\$0
PLA-19/20 - 2	Lights Installation	\$18,945	\$10,000
PLA-19/20 - 3	Shade structures for main cemetery	\$0	\$15,000
PLA-19/20 - 4	Street Signs and Speed Bump	\$0	\$8,000
	Total of Current Projects:	\$21,603	\$74,087
	Total of Completed and Current Projects:	\$32,392	\$84,876

Balance to be spent as at 30/4/2020

Spend by 30 June 2021	\$25,558
Total:	\$25,558

Available for new projects: \$31,024

Pirlangimpi Local Authority Project Funding A/SDC 147802

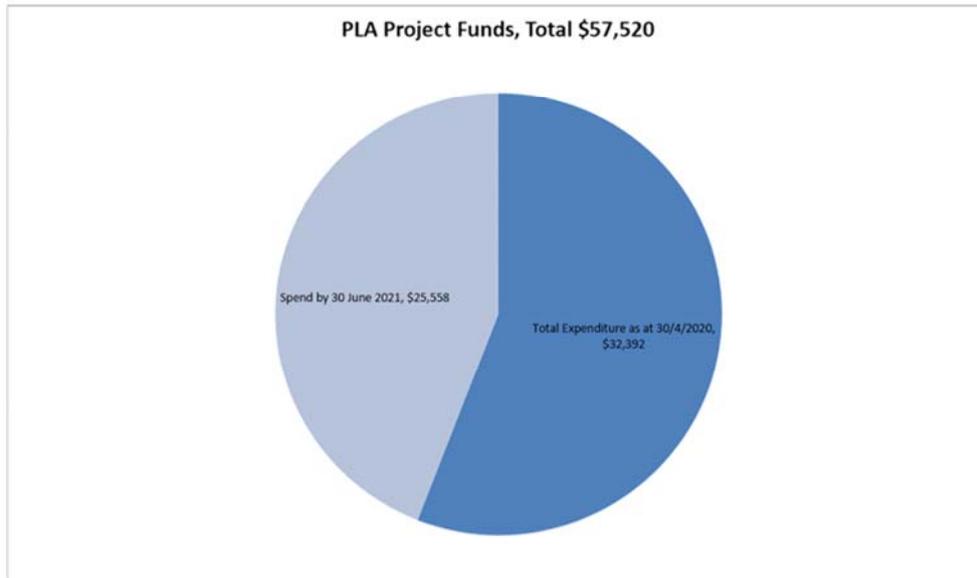
Approved Projects Listing - Expenditure as at 30/4/2020

PLA-18/19 - 4 In Progress	Two Vet Visits		GM CD&S
		Approved budget	\$6,087
		Income from Vet Services	
		Total Expenditure	<u>\$2,658</u>
		Balance to be spent	<u>\$3,429</u>
25/02/2019 - LA Approved the Project Under 2018-19 Funding			
16/03/2020 - First Vet visit for the year occurred, yet to receive invoice. Follow up is being made			
PLA-18/19 - 6 Put on Hold - 20/08/2019	Public Toilets		SSM Melville
		Approved budget	\$35,000
		Total Expenditure	<u>\$0</u>
		Balance to be spent	<u>\$35,000</u>
22/05/2019 - OCM Approved the Project Under 2018-19 Funding			
PLA-19/20 - 2 In Progress	Lights Installation		SSM Melville
		Approved budget	\$10,000
		Total Expenditure	<u>\$18,945</u>
		Balance to be spent	<u>-\$8,945</u>
12/12/2019 - Council Approved the Project under 2019-20 Funding			
PLA-19/20 - 3 In Progress	Shade structures for main cemetery		SSM Melville
		Approved budget	\$15,000
		Total Expenditure	<u>\$0</u>
		Balance to be spent	<u>\$15,000</u>
12/12/2019 - Council Approved the Project under 2019-20 Funding			
PLA-19/20 - 4 In Progress	Street Signs and Speed Bump		SSM Melville
		Approved budget	\$8,000
		Total Expenditure	<u>\$0</u>
		Balance to be spent	<u>\$8,000</u>
12/12/2019 - Council Approved the Project under 2019-20 Funding			
		Total Expenditure on Completed & Approved Projects:	\$32,392
		Approved Budgets on Completed & Approved Projects:	\$84,876

Pirlangimpi Local Authority Project Funding A/SDC 147802

Summary of Expenditure & Available Funding as at 30/4/2020

Income Received:	2018/19 Grant Funding	\$57,950
	2019/20 Grant Funding - to be confirmed	\$57,950
	Total:	\$115,900
Expenditure:	Total Expenditure as at 30/4/2020	\$32,392
Balance to be spent:	Spend by 30 June 2021	\$25,558
	Spend by 30 June 2021	\$57,950
	Total:	\$83,508



Funding available for projects:	Total of Funding Received:	\$115,900
	Less Approved Budgets on Completed & Approved Projects:	\$84,876
	Available for new projects:	\$31,024

REPORTS FOR DECISION

ITEM NUMBER	4.3
TITLE	Repurpose the local authority project funding into scale funding.
REFERENCE	233604
AUTHOR	Bala Donepudi, Chief Financial Officer



To seek the local authority consent for repurposing the uncommitted Local authority project Funding to Scale Funding

BACKGROUND

The Local Government Special Community Assistance and Local Employment (SCALE) program is managed by the Department of Local Government, Housing and Community Development. The program provides one-off funding to local government councils to support business continuity, job creation and retention and other community initiatives directly related to COVID-19.

The objectives of the program are to:

- Support the employment of Territorians.
- Encourage and facilitate partnerships between councils, the Northern Territory Government, Australian Government, business and community sectors to create effective locally-based responses to and recovery from COVID-19.
- Assist in the continued delivery of local government essential services.
- Assist to improve sanitation in council areas and of council assets and infrastructure.
- Assist with engaging local communities in activities that are in accord with the latest COVID-19 government announcements and directives.
- Assist with providing messaging and signage in council areas regarding COVID-19.

ISSUES/OPTIONS/CONSEQUENCES

This Scale program is available to Northern Territory local government councils that meet the following criteria:

- Certify council will resolve to adopt and apply the “Public Benefit Concessions Policy for Commercial Ratepayers” in relation to waiving and deferring rates for commercial ratepayers based on hardship in 2019-20 and 2020-21.
-

Where a regional council has unspent and uncommitted funding under the Local Authority Project Funding (LAPF), this funding may be repurposed to the SCALE program and spent on initiatives in local authority communities, with an intention of expenditure by **30 September 2020**, unless approval is granted by the Department.

Where regional councils choose to redirect LAPF funds into the SCALE program, details of the unspent and uncommitted funding is to be provided to the Department by **30 June 2020**.

The balance of unspent and uncommitted funding under either the SPG or SIF programs may be retained by council and repurposed to the SCALE program.

By 30 June 2020 councils are to report to the Department details of the balance of unspent and uncommitted funding under the SPG and SIF programs to be repurposed to the SCALE program.

CONSULTATION & TIMING

The department advised that regional council should seek Local authorities consent to repurpose Uncommitted Local authority project funds.

The Department has advised that funding will be provided to TIRC once it adopts the “Public Benefit Concessions Policy for Commercial Ratepayers”.

TIRC has received a letter of Offer from the Department. The letter comprises the total grant amount offered and conditions of the grant funding. Councils will need to return the signed acceptance form to the Department of Local Government, Housing and Community Development.

The SCALE grant funding must be fully expended by 30 September 2020. However, councils may request the Department for an extension to this timeframe.

The acquittal requirement will require a certification statement that provides information about initiatives undertaken with the funding. A certification statement is to be laid before a council meeting. A copy of the minutes is to be provided to the Department.

RECOMMENDATION:

The Pirlangimpi Local authority agree to repurpose the uncommitted Local authority project funding into scale funding.

ATTACHMENTS:

- 1 Letter to Tiwi Islands -SCALE Letter of Offer.pdf
- 2 Attachment A - SCALE Funding guidelines.pdf
- 3 64-Approved_Public_Benefit_Concessions_Policy_for_Public_Ratepayers_7-5-20.pdf



Department of
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Level 1 RCG Centre
47 Mitchell Street
Darwin NT 0800

Postal address
GPO Box 4621
DARWIN NT 0801

E lg.grants@nt.gov.au

T 08 8999 8045

File reference
LGR2016/00089

30 April 2020

Ms Valerie Rowland
Chief Executive Officer
Tiwi Islands Regional Council
PMB 267
WINNELLIE NT 0822

Valerie
Dear Ms Rowland

Re: Special Community Assistance and Local Employment Grant Offer 2019-20

On 23 April 2020, the Minister for Local Government, Housing and Community Development, the Honourable Gerry McCarthy MLA, announced the establishment of a one-off \$7.1 million Special Community Assistance and Local Employment (SCALE) program in 2019-20 to support the local government sector to manage the impact of the coronavirus pandemic.

Following the minister's announcement, I am pleased to offer the Tiwi Islands Regional Council a one-off grant totalling \$533 600 under the newly established SCALE program. Funding guidelines for this program are attached for your information (Attachment A). Payment of funding under the SCALE program is contingent on your council resolving to adopt the attached "Public Benefit Concessions Policy for Commercial Ratepayers" (Attachment B). Your council's adoption of this policy will ensure that there is a consistent approach by councils for commercial ratepayers experiencing financial hardship.

If your council has been awarded funding under either the Special Purpose Grant (SPG) and/or Strategic Local Government Infrastructure Fund (SIF) programs, your council is expected to deliver the approved project for which this funding was offered. Where there are surplus funds remaining on completion of the funded projects, your council can repurpose these funds for expenditure under the SCALE program.

Repurposing Special Purpose Grants and Strategic Local Government Infrastructure Grants

If your council chooses to repurpose surplus funding under the SPG or SIF programs to the SCALE program, the attached template will need to be submitted to lg.grants@nt.gov.au by 30 June 2020. Upon receipt of this information, the original value of the SPG or SIF grant will be reduced by the repurposed amount and added to the total value of the SCALE grant. The remaining value of the SPG and SIF grants are to be acquitted as per the original grant funding agreement. The value of the SCALE program to be acquitted will need to include both the original amount of the grant and all repurposed amounts.

nt.gov.au

Special Community Assistance and Local Employment Grant Offer 2019-20

Local Authority Project Funding

If your council has unspent LAMP funding from 2017-18 or prior years, you are strongly encouraged to re-direct these balances to the SCALE program. Where unspent and uncommitted LAMP funding is to be repurposed to the SCALE program, details of each local authority funding that is to be repurposed is to be provided in the attached template and sent to lg.grants@nt.gov.au by 30 June 2020. Councils should note the following:

- If your council has unspent LAMP funding from 2017-18 or prior years that is committed but is not expected to be fully expended by 30 June 2020, immediate approval should be sought to request an extension to this due date. The extension request should be sent to lg.grants@nt.gov.au. If your council has already been granted an approval, no further action is required.
- If your council has unspent and uncommitted LAMP funding from 2017-18 or prior years that has not been given an extension approval and is not re-directed to the SCALE program, the Department will request the balance of all unspent funds to be returned.
- LAMP funding repurposed to under the SCALE program will not be replenished by the Department at a future date. Councils will need to allocate existing and new LAMP funding for local authority initiatives in the future.

As soon as practical, council must discuss with the relevant local authority, the balance of LAMP funding that has been redirected to the SCALE program. Council must also allocate a component of the SCALE funding to each local authority. Input is to be sought from each local authority on the kinds of initiatives to be delivered in each local authority area. If it is not possible to convene local authority meetings, input from locally-based local authority members is to be obtained, where possible.

All SPG, SIF and LAMP funding repurposed to under the SCALE program will fall under the requirements of the SCALE funding guidelines, SCALE funding terms and conditions, and will need to be acquitted under that program. Please note all SCALE funding is to be fully expended by 30 September 2020. Failure to do so may result in unspent funds being requested to be repaid. However the Department will consider requests for an extension of time to complete already-started projects on a case by case basis.

This offer is to be accepted on the conditions in the attached acceptance form. Completed acceptance forms should be returned to lg.grants@nt.gov.au by 29 May 2020. Expenditure under the SCALE program is to be certified in GrantsNT, including confirming purchases have been procured in accord with the Northern Territory Buy Local Plan as far as possible.

The 2019-20 Special Purpose Grants and Strategic Local Government Infrastructure Funds will not be proceeding as these grant programs have been repurposed to provide councils with essential financial support to assist with the COVID-19 pandemic.

Should you have any queries in relation to the SCALE program or GrantsNT, please contact Donna Hadfield, Manager Grants Program, on 8999 8820. For queries on the "Public Benefit Concessions Policy for Commercial Ratepayers", please contact Ethan Redshaw, Manager Legislation and Policy on 8995 5107.

Special Community Assistance and Local Employment Grant Offer 2019-20

I take this opportunity to acknowledge your council's efforts in keeping the Territory's communities safe, and look forward to continue working in collaboration with your council during and beyond these challenging times.

Yours sincerely



MAREE DE LACEY
Executive Director
Local Government and Community Development



Department of
LOCAL GOVERNMENT, HOUSING
AND COMMUNITY DEVELOPMENT

Tiwi Islands Regional Council

Manager Grants Program
Sustainability and Compliance Branch
Department of Local Government and Community Development
GPO Box 4621
DARWIN NT 0801

Dear Sir/Madam

RE: ACCEPTANCE OF ONE-OFF SPECIAL COMMUNITY ASSISTANCE AND LOCAL EMPLOYMENT GRANT FOR 2019-20

On behalf of the Tiwi Islands Regional Council the offer of a one-off Special Community Assistance and Local Employment (SCALE) grant for \$533 600 is accepted under the following terms and conditions.

- (a) Manage and expend the SCALE grant in accordance with the *Local Government Act 2008* and the *Local Government (Accounting) Regulations 2008*.
- (b) Resolve to adopt and apply the "Public Benefit Concessions Policy for Commercial Ratepayers" in relation to waiving and deferring rates for commercial ratepayers based on hardship in 2019-20 and 2020-21.
- (c) Purchase services funded under this agreement on the requirements of the Northern Territory Government's Buy Local policy, unless it can be proven, through a competitive process that there is no suitable Territory enterprise able to supply the service.
- (d) Place the SCALE grant in a **trust account** according to details in GrantsNT.
- (e) Only use the SCALE grant in accordance to the SCALE funding guidelines to support business continuity and community initiatives to help manage the impact of COVID-19.
- (f) Absorb any costs above \$533 600.
- (g) Allocate a portion of this funding for COVID-19 related initiatives in each local authority within the council's boundary.
- (h) Acknowledge funding from the Northern Territory Government for initiatives delivered under this program.
- (i) Certify the grant expenditure as at 30 September 2020 using a statement titled "SCALE Certification Statement" (accessed from GrantsNT) and table the certification at a council meeting.
- (j) Provide a copy of the council minutes (at which the certification was considered) and the certification to the Department by 15 December 2020.
- (k) Fully expend the SCALE grant by 30 September 2020, or seek prior approval from the Department for an extension to this due date.
- (l) Return unspent funds, as requested by the Department, by the specified due date.

Yours faithfully

CEO
/ /20__

CFO
/ /20__

nt.gov.au

Special Community Assistance and Local Employment Grant Offer 2019-20

CERTIFICATION OF LOCAL GOVERNMENT SPECIAL COMMUNITY ASSISTANCE AND LOCAL EMPLOYMENT PROGRAM (SCALE) 2019-20

Local Authority Name:

File number: LGR2016/00089

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 SEPTEMBER 2020

SCALE Grant 2019-20	\$533 600
Add - repurposed unspent/uncommitted LAPP	\$ _____
Add - repurposed unspent/uncommitted SPG & SIF	\$ _____
Total Income	\$ _____
Total Expenditure	\$ _____
Surplus/ (Deficit)	\$ _____

We certify that the Tiwi Islands Regional Council:

- Spent the SCALE grant in accordance with:
 - the SCALE funding guidelines; Yes No
 - the *Local Government Act 2008 and the Local Government (Accounting) Regulation*; and Yes No
 - the Northern Territory Government's "Buy Local" policy. Yes No

- Resolved to adopt and apply the "Public Benefit Concessions Policy for Commercial Ratepayers" in relation to waiving and deferring rates for commercial ratepayers based on hardship in 2019-20 and 2020-21. Yes No

Certification report prepared by...../...../2020

List of projects completed under the program in the Local Authority Area

- Project Name/Description \$ _____

Laid before the Council at a meeting (held/to be held on)/...../2020

Copy of minutes attached (Yes/TBA)

CEO or CFO

...../...../2020

DEPARTMENTAL USE ONLY

- Grant amount correct: Yes No
- Added unspent/ uncommitted SPG\SIF\LAPP funds confirms with 30 June 2020 details Yes No
- Expenditure conforms to guidelines: Yes No

Balance of funds to be spent: \$ _____ Date of next certification/...../2020

CERTIFICATION ACCEPTED Yes No

Omor Sharif – Grants and Rates Officer _____

Donna Hadfield – Manager Grants Program _____

Department of LOCAL GOVERNMENT, HOUSING AND COMMUNITY DEVELOPMENT



Funding Guidelines

Special Community Assistance and Local Employment Program

Purpose

The Local Government Special Community Assistance and Local Employment (SCALE) program is managed by the Department of Local Government, Housing and Community Development. The program provides one-off funding to local government councils to support business continuity, job creation and retention and other community initiatives directly related to COVID-19.

Objectives

The objectives of the program are to:

- Support the employment of Territorians.
- Encourage and facilitate partnerships between councils, the Northern Territory Government, Australian Government, business and community sectors to create effective locally-based responses to and recovery from COVID-19.
- Assist in the continued delivery of local government essential services.
- Assist to improve sanitation in council areas and of council assets and infrastructure.
- Assist with engaging local communities in activities that are in accord with the latest COVID-19 government announcements and directives.
- Assist with providing messaging and signage in council areas regarding COVID-19.

Councils are encouraged to partner with local businesses, other councils and LGANT, and other spheres of government to develop effective and innovative locally-based initiatives that strengthen their communities' protection and recovery from COVID-19.

Eligibility

This program is available to Northern Territory local government councils that meet the following criteria:

- Must be a recognised local governing body established under the *Local Government Act 2008*.
- Certify council will resolve to adopt and apply the "Public Benefit Concessions Policy for Commercial Ratepayers" in relation to waiving and deferring rates for commercial ratepayers based on hardship in 2019-20 and 2020-21.

Funding

- The total funding pool is \$7.1 million.
- The SCALE funding will be paid in 2019-20.
- The funding is only payable to municipal, regional and shire councils.

Repurposing Local Authority Project Funding

- Where a regional council has unspent and uncommitted funding under the Local Authority Project Funding (LAPF), this funding may be repurposed to the SCALE program and spent on initiatives in local authority communities, with an intention of expenditure by 30 September 2020, unless approval is granted by the Department.
- Where regional councils choose to redirect LAPF funds into the SCALE program, details of the unspent and uncommitted funding is to be provided to the Department by 30 June 2020.

Note: Where the two year time limit for expenditure under the LAPF program expires on 30 June 2020, councils are encouraged to repurpose funds to the SCALE program. The Department will be exercising the clause in the LAPF funding agreement, regarding the requirement for councils to fully spend funds within two years. The balance of all unspent funds will be requested to be repaid unless approval has been granted by the Department to extend the 30 June 2020 due date.

Repurposing Special Purpose Grants (SPG) and the Strategic Local Government Infrastructure Fund (SIF)

- The balance of unspent and uncommitted funding under either the SPG or SIF programs may be retained by council and repurposed to the SCALE program.
- By 30 June 2020 councils are to report to the Department details of the balance of unspent and uncommitted funding under the SPG and SIF programs to be repurposed to the SCALE program.

Expenditure requirements

- Regional councils must allocate a component of this funding to each of its local authority communities.
- Local authorities' input is to be sought from each local authority on the kinds of initiatives to be delivered in each local authority area. If it is not possible to convene local authority meetings, input from locally-based local authority members is to be obtained where possible.
- Municipal and shire councils are to ensure funding is spent within their respective council areas.

Buy Local requirements

The grant supports the development of business and industry in the Northern Territory and support for **Territory enterprises**.

When using the funds to acquire goods and services, councils are encouraged to acquire those goods and services from a Territory enterprise, unless it can be proven through a competitive process that:

- there are no Territory enterprises willing or able to provide the good or service; or
- the Territory enterprise did not provide best value for money.

A Territory enterprise must satisfy all three elements of the definition:

- Operating in the NT – the enterprise is currently engaged in productive activities (for example, production of goods or delivery of services) within the NT.
- Significant permanent presence – the enterprise maintains an office, manufacturing facilities or other permanent base within the NT.
- Employing NT residents – the enterprise employs Territorians. An enterprise which relies exclusively on transient, interstate / international labour or a fly-in, fly-out workforce will not satisfy this element.

Further information on this condition can be found at:

- nt.gov.au/community/community-grants-and-volunteers/community-grants/about-capital-grants
- nt.gov.au/_data/assets/pdf_file/0004/537700/buy-local-plan.pdf

Examples of acceptable purposes for expenditure

The following non-exhaustive list provides examples of the types of expenditure that would be eligible as the expenditure has a connection to COVID-19 measures:

- Assist with employment costs of Territorians to ensure the continued delivery of local government essential services, and / or local job creation / retention.
- To stimulate local economies.
- To purchase materials or equipment to support local government business continuity (e.g. video conferencing equipment to assist with convening meetings).
- To meet the cost of additional cleaning, disinfecting and sanitising of council communal places (this can include the purchasing of cleaning equipment and products from local suppliers).
- To establish washing, sanitising stations or other cleaning facilities for the local community.
- To raise and promote public awareness of COVID-19 in council facilities, ensuring information is consistent with the most up to date Northern Territory Government information.
- To undertake innovative initiatives to engage community members in socially appropriate health and wellbeing activities (e.g. free Wi-Fi or video broadcasting of story times, or online competitions).
- To create and place signage in council areas reminding community members to follow COVID-19 government announcements and advice such as personal distancing and washing of hands regularly.
- To support community-based COVID-19 protection and recovery initiatives.

Examples of unacceptable purposes for expenditure

- Payment of employment or other operating costs already covered under another grant program.
- Reimbursement of costs already incurred by council.
- The purchase of vehicles (passenger carrying / recreational vehicles – 4WDs, troop carriers, utes, buses, quad bikes, etc.).

Process for payment

Local government councils will receive a Letter of Offer from the Department.

The letter will comprise the total grant amount offered and conditions of the grant funding. Councils will need to return the signed acceptance form to the Department of Local Government, Housing and Community Development.

Funds management

- The SCALE grant funding must be fully expended by 30 September 2020. However, councils may request the Department for an extension to this timeframe. Each request will be considered on a case-by-case basis by the Department.
- The balance of unspent funds is to be returned to the Department.
- Funding from the Northern Territory Government must be acknowledged in initiatives delivered under this program.
- The acquittal requirement will require a certification statement that provides information about initiatives undertaken with the funding. Regional councils are to also report on the amount allocated to each local authority area and the types of activities funding was spent on.
- A certification statement is to be laid before a council meeting. A copy of the minutes is to be provided to the Department.
- All projects are to be procured in accordance with the *Local Government Act 2008*, *Local Government (Accounting) Regulations 2008* and the Northern Territory Government "Buy Local" policy, if applicable.

Contact details

If you require further information, please contact:

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Tiwi Islands Regional Council

Title:	Public Benefit Concessions Policy for Commercial Ratepayers
Policy No:	64
Adopted By:	Council
Next Review Date:	January 2021
Responsibility:	Chief Executive Officer
Magiq Documents ID:	233560

Version	Decision Number	Adoption Date	History
1	Resolution 101 of 7/5/2020	7 May 2020	Doc ID: 233560

1 Purpose

This public benefit concessions policy seeks to advance the following purposes under the Local Government Act 2008:

- (a) securing the proper development of council's area (section 167(1) (a)); and
- (b) (b) promoting community health or welfare (section 167(1)(e)).

2 Definitions

Appropriate rent relief means that the landlord has negotiated in good faith with their tenant for rent relief in line with the Code of Conduct, agreed to by National Cabinet.

Commercial ratepayer means a ratepayer for an allotment that is not classed as residential under council's assessment record (section 152).

COVID-19 pandemic period means the period (or reasonable subsequent recovery period) in accordance with the Code of Conduct, agreed to by National Cabinet.

Eligible business means a business that is eligible under the Relief Package, which is aligned with the Commonwealth Government's JobKeeper programme.

Hardship Register means the register of eligible businesses that are assessed as meeting the requirements of the Relief Package.

Relief Package means the Jobs Rescue and Recovery Plan's Business Relief Support Package.

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3 Eligibility criteria

A commercial ratepayer is eligible for rate concessions on an allotment if the ratepayer has a rates liability on the allotment for 2019-20 and / or 2020-21 and is:

- (a) an eligible business that has business premises on the allotment; or
- (b) a landlord that has provided appropriate rent relief to a tenant that is an eligible business that has business premises on the allotment.

4 Rate concessions

On application by an eligible commercial ratepayer, the council will grant the following for each qualifying allotment:

- (a) for ratepayers who have paid their 2019-20 rates in full – a refund in part of rates paid for 2019-20 (issued as a grant from the council to the ratepayer); or
- (b) a waiver in part of rates owing for 2019-20 (with any excess rate waiver amount provided as a waiver in part of rates for 2020-21); or
- (c) a waiver in part of rates for 2020-21.

In addition, for all qualifying allotments, the council will grant a deferment of the obligation to pay rates declared for 2020-21 until 1 January 2021.

The total amount available under (a), (b) or (c) is to be equal to a three-month waiver on annual rates for the allotment in accordance with council's declaration of rates for 2019-20.

5 Public benefit concessions policy

For new allotments, the rate waiver amount under (c) is to be calculated proportionately based on what the allotment would have been rated if it were included in council's declaration of rates for 2019-20.



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6 Applications

Applicants must demonstrate eligibility by providing information that meets the requirements of the terms and conditions of the Relief Package or the eligibility criteria under this policy.

Rate concessions under this policy are to be granted to an eligible commercial ratepayer either:

- (a) on council's own initiative, based on an application to the Hardship Register; or
- (b) on application by the commercial ratepayer to the council.