



**AGENDA**

**WURRUMIYANGA LOCAL AUTHORITY**

**MEETING**

**TUESDAY, 22 JANUARY 2019**

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

- Tuesday, 22 January 2019 at
- Prime Minister & Cabinet Boardroom Wurrumiyanga
- Commencing at 10:00 am

Your attendance at the meeting will be appreciated.

**Marion Scrymgour**  
**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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### **6 OTHER BUSINESS**

*Nil*



**MINUTES OF THE WURRUMIYANGA LOCAL AUTHORITY MEETING HELD IN THE WURRUMIYANGA BOARD ROOM ON TUESDAY, 30 OCTOBER 2018 AT 10:00 AM**

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**1 Welcome & Apologies**

**1.1 Welcome**

The meeting opened at 10:55 am.

The Chairperson Richard Tungatulum welcomed members, staff and guests.

**1.2 Present**

**Chairperson:** Richard Tungatulum.

**Local Authority Members:** Ronald Tipungwuti, Bonaventure Timaepatua, Nilus Kerinauia, Miriam Tipungwuti, Marie Frances Tipiloura, Mavis Kerinauia, Cr Jennifer Clancy.

**Visiting Councillors:** Nil

**Officers:** Bala Donepudi (Finance Manager), Kesara Scrymgour (Acting Governance & Compliance Manager) and Valerie Rowland (Executive Officer)

**Guests:** Peter Wyatt, Department of Housing & Community Development (DHCD).

**Minuter:** Kesara Scrymgour (Acting Governance & Compliance Manager)

**1.3 Apologies**

**1.3 APOLOGIES - WURRUMIYANGA LOCAL AUHTORITY MEETING - 30 OCTOBER 2018**

**1 RESOLUTION**

*Moved:* Nilus Kerinauia

*Seconded:* Ronald Tipungwuti

**That the Apologies of WLA member Jane Puautjimi, John Ross Pilakui, Ebony Williams – Costa, Richard Tipuamantamirri, Mayor Gawin Tipiloura, Deputy Mayor Leslie Tungatulum, Cr Wesley Kerinauia and Cr Kevin Doolan, staff member Chief Executive Officer Marion Scrymgour be accepted by members.**

**CARRIED**

**1.4 Leave of Absence**

Cr Francisco Babui and Maina Brown Governance & Compliance Manager.

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

Nil

## **1.6 Confirmation of Previous Minutes**

### **Wurrumiyanga Local Authority - 24 July 2018**

#### **2 RESOLUTION**

*Moved: Nilus Kerinaia*  
*Seconded: Ronald Tipungwuti*

That the minutes of the Wurrumiyanga Local Authority held on 24 July 2018 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 held on 24 July 2018.

#### **RECOMMENDATION:**

**That the Wurrumiyanga Local Authority accepts these discussions and reports.**

## **3 GENERAL BUSINESS**

### **3.1 MEETING ATTENDANCE REGISTER AS OF JANUARY 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 WLA meeting.

#### **3 RESOLUTION**

*Moved: Miriam Agatha Tipungwuti*  
*Seconded: Mavis Lear Kerinaia*

**That the Wurrumiyanga Local Authority members note the updated meeting attendance register.**

**CARRIED**

### **3.2 2018/19 LOCAL AUTHORITY FINANCIAL REPORT TO 30 SEPTEMBER 2018.**

This report is provided for information to the Wurrumiyanga Local Authority to advise on expenditure to 30 September 2018 for the 2018/19 F/Y.

#### **4 RESOLUTION**

*Moved: Bonaventure Timaepatua*  
*Seconded: Mavis Lear Kerinaia*

**That the Wurrumiyanga Local Authority notes this report for information and provide any comments or feedback on the new financial reporting format.**

**CARRIED**

At this point of the meeting a lunch was called at 12:44 pm.

The meeting recommenced at 1:42 pm.

#### 4 REPORTS FOR DECISION

##### 4.1 WLA FUNDS FOR 2018/19.

This report is to get the consent of the Wurrumiyanga local authority to take up projects under 2018-19 Local Authority project Funding

#### 5 RESOLUTION

Moved: Mavis Lear Kerinaia

Seconded: Miriam Agatha Tipungwuti

1. That the Wurrumiyanga Local authority endorses the proposal to take up the Cultural History Project, Tiwi Spirit Project and Local authority Uniforms from 2018-19 Local Authority project Funding.
2. That the Local Authority acknowledges receipt of the Local Authority funding certification to be tabled at the next Council meeting on the 31 October.
3. That the projects listed below be reinstated for action officer to commence and to seek quotes and to be presented at the next WLA meeting to be held in January 2019 for recommendation to Council for approval to proceed.

Projects	Project ID	Upper Limit	Action Officer
Streetlights for hotspots	xxxx	xxxx	Michael Taylor
New play grounds	xxxx	xxxx	Michael Taylor
Community meeting area	xxxx	xxxx	Michael Taylor
Basketball area	xxxx	xxxx	Michael Taylor

**CARRIED**

#### 5 REPORTS FOR INFORMATION

##### 5.1 APPROVED TIRC REGIONAL PLAN & BUDGET 2018/19

This report provides an update on the approved TIRC Regional Plan & Budget 2018/19 for members information.

#### 6 RESOLUTION

Moved: Bonaventure Timaepatua

Seconded: Ronald Tipungwuti

That the Wurrumiyanga Local Authority receives and notes this report number 220488 for information.

**CARRIED**

#### 6 OTHER BUSINESS

Nil

**7 Next Meeting**

Tuesday 22 January 2019.

**8 Closure**

The meeting closed at 2:03 pm.

**These Minutes were confirmed at the Wurrumiyanga Local Authority Meeting of the Council held on \_\_\_\_\_.**

**Signed: .....**

**Chairperson**

**BUSINESS ARISING**

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<b>ITEM NUMBER</b>	2.1
<b>TITLE</b>	Business Arising from Previous Minutes
<b>REFERENCE</b>	222764
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



Business arising from previous minutes held on 30 October 2018.

**BACKGROUND**

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

Attached are the Minutes of the 30 October 2018 (Ordinary Meeting) for Local Authority Members to read and provide any comments on.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority accepts these discussions and reports.**

**ATTACHMENTS:**

1 2018\_10\_30\_Wurrumiyanga Local Authority Meeting\_Minutes\_Draft.pdf



**MINUTES OF THE WURRUMIYANGA LOCAL AUTHORITY MEETING HELD IN THE WURRUMIYANGA BOARD ROOM ON TUESDAY, 30 OCTOBER 2018 AT 10:00 AM**

**1 Welcome & Apologies**

**1.1 Welcome**

The meeting opened at 10:55 am.

The Chairperson Richard Tungatulum welcomed members, staff and guests.

**1.2 Present**

**Chairperson:** Richard Tungatulum.

**Local Authority Members:** Ronald Tipungwuti, Bonaventure Timaepatua, Nilus Kerinaiaua, Miriam Tipungwuti, Marie Frances Tipiloura, Mavis Kerinaiaua, Cr Jennifer Clancy.

**Visiting Councillors:** Nil

**Officers:** Bala Donepudi (Finance Manager), Kesara Scrymgour (Acting Governance & Compliance Manager) and Valerie Rowland (Executive Officer)

**Guests:** Peter Wyatt, Department of Housing & Community Development (DHCD).

**Minuter:** Kesara Scrymgour (Acting Governance & Compliance Manager)

**1.3 Apologies**

**1.3 APOLOGIES - WURRUMIYANGA LOCAL AUHTORITY MEETING - 30 OCTOBER 2018**

**1 RESOLUTION**

*Moved:* Nilus Kerinaiaua

*Seconded:* Ronald Tipungwuti

**That the Apologies of WLA member Jane Puautjimi, John Ross Pilakui, Ebony Williams – Costa, Richard Tipuamantamirri, Mayor Gawin Tipiloura, Deputy Mayor Leslie Tungatulum, Cr Wesley Kerinaiaua and Cr Kevin Doolan, staff member Chief Executive Officer Marion Scrymgour be accepted by members.**

**CARRIED**

**1.4 Leave of Absence**

Cr Francisco Babui and Maina Brown Governance & Compliance Manager.

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

Nil

### 1.6 Confirmation of Previous Minutes

#### Wurrumiyanga Local Authority - 24 July 2018

##### 2 RESOLUTION

Moved: Nilus Kerinaia  
 Seconded: Ronald Tipungwuti

That the minutes of the Wurrumiyanga Local Authority held on 24 July 2018 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 held on 24 July 2018.

#### RECOMMENDATION:

That the Wurrumiyanga Local Authority accepts these discussions and reports.

## 3 GENERAL BUSINESS

### 3.1 MEETING ATTENDANCE REGISTER AS OF JANUARY 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 WLA meeting.

##### 3 RESOLUTION

Moved: Miriam Agatha Tipungwuti  
 Seconded: Mavis Lear Kerinaia

That the Wurrumiyanga Local Authority members note the updated meeting attendance register.

**CARRIED**

### 3.2 2018/19 LOCAL AUTHORITY FINANCIAL REPORT TO 30 SEPTEMBER 2018.

This report is provided for information to the Wurrumiyanga Local Authority to advise on expenditure to 30 September 2018 for the 2018/19 F/Y.

##### 4 RESOLUTION

Moved: Bonaventure Timaepatua  
 Seconded: Mavis Lear Kerinaia

That the Wurrumiyanga Local Authority notes this report for information and provide any comments or feedback on the new financial reporting format.

**CARRIED**

At this point of the meeting a lunch was called at 12:44 pm.

The meeting recommenced at 1:42 pm.

#### 4 REPORTS FOR DECISION

##### 4.1 WLA FUNDS FOR 2018/19.

This report is to get the consent of the Wurrumiyanga local authority to take up projects under 2018-19 Local Authority project Funding

##### 5 RESOLUTION

Moved: Mavis Lear Kerinaiaua

Seconded: Miriam Agatha Tipungwuti

1. That the Wurrumiyanga Local authority endorses the proposal to take up the Cultural History Project, Tiwi Spirit Project and Local authority Uniforms from 2018-19 Local Authority project Funding.
2. That the Local Authority acknowledges receipt of the Local Authority funding certification to be tabled at the next Council meeting on the 31 October.
3. That the projects listed below be reinstated for action officer to commence and to seek quotes and to be presented at the next WLA meeting to be held in January 2019 for recommendation to Council for approval to proceed.

Projects	Project ID	Upper Limit	Action Officer
Streetlights for hotspots	xxxx	xxxx	Michael Taylor
New play grounds	xxxx	xxxx	Michael Taylor
Community meeting area	xxxx	xxxx	Michael Taylor
Basketball area	xxxx	xxxx	Michael Taylor

**CARRIED**

#### 5 REPORTS FOR INFORMATION

##### 5.1 APPROVED TIRC REGIONAL PLAN & BUDGET 2018/19

This report provides an update on the approved TIRC Regional Plan & Budget 2018/19 for members information.

##### 6 RESOLUTION

Moved: Bonaventure Timaepatua

Seconded: Ronald Tipungwuti

That the Wurrumiyanga Local Authority receives and notes this report number 220488 for information.

**CARRIED**

#### 6 OTHER BUSINESS

Nil

#### 7 Next Meeting

Tuesday 22 January 2019.

**8 Closure**

The meeting closed at 2:03 pm.

**These Minutes were confirmed at the Wurrumiyanga Local Authority Meeting of the Council held on \_\_\_\_\_.**

**Signed: .....**

**Chairperson**

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.1
<b>TITLE</b>	Meeting Attendance Register as of January 2018/19.
<b>REFERENCE</b>	222772
<b>AUTHOR</b>	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 WLA meeting.

**BACKGROUND**

As an important element of good governance and meeting procedures, an attendance register has been put together for 2018 and up to current date.

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 the Wurrumiyanga Local Authority members note the updated meeting attendance register.**

**ATTACHMENTS:**

- 1 WLA - Meeting Attendance for Jan 2018 to Current.pdf

**TIWI ISLANDS REGIONAL COUNCIL  
WURRUMIYANGA LOCAL AUTHORITY MEETINGS - 2018 - 2019  
OFFICIAL ATTENDANCE REGISTER**

MEMBER NAME	COUNCILLOR / ORDINARY MEMBER	Rep Group	Date Appointed by Council	2018				2019			
				Jan 15	Apr 17	Jul 24	Oct 30	Jan 15	Apr 17	Jul 24	Oct 30
Gavin Tipiloura	Bathurst Island Ward	Council Rep	Automatic Member	Y	Y	Y	Y				
Jennifer Clancy	Bathurst Island Ward	Council Rep	Automatic Member	A	Y	A	A				
Leslie Tungatulum	Bathurst Island Ward	Council Rep	Automatic Member	Y	Y	A	A				
Kevin Doolan	Bathurst Island Ward	Council Rep	Automatic Member	Y	Y	Y	A				
Francisco Babui	Bathurst Island Ward	Council Rep	Automatic Member	Y	Y	Y	A				
Wesley Kerinaua	Bathurst Island Ward	Council Rep	Automatic Member	Y	Y	A	A				
Nilus Kerinaua	Ordinary Member	Warrarringuwi ( Sun )		A	Y	Y	Y				
Marie Francis Tipiloura	Ordinary Member	Warrarringuwi ( Sun )	11-Mar-14	Y	Y	Y	Y				
John Ross Pilakui	Ordinary Member	Miyartuwi ( Pandanus )	11-Mar-14	Y	Y	Y	A				
Richard Tungatulum (Chairperson Appointed 23-12-16)	Ordinary Member	Miyartuwi ( Pandanus )	11-Mar-14	Y	Y	Y	Y				
Ronald Joseph Tipungwuti	Ordinary Member	Lorrula ( Rock )	30-Jul-14	Y	Y	Y	Y				
Jane Marie Puautjini	Ordinary Member	Lorrula ( Rock )	11-Mar-14	Y	Y	Y	A				
Bonaventure Timaeputa	Ordinary Member	Takaringuwi ( Mullet )	11-Mar-14	Y	Y	Y	Y				
Mavis Lear Kerinaua	Ordinary Member	Takaringuwi ( Mullet )	11-Mar-14	A	Y	Y	Y				
Richard Tipumatumiri	Ordinary Member	Wurankuwu	11-Mar-14	A	A	A	A				
Miriam Agatha Tipungwuti	Ordinary Member	Wurankuwu	11-Mar-14	A	Y	Y	Y				
Ebony Williams-Costa	Ordinary Member	Non-Skin	11-Mar-14	A	Y	Y	Y				

**Ex Councillors as of August 2017 Election**

Barry Puruntatameri	Nguiu Ward Councillor	Council Rep	Automatic Member								
John Naden	Nguiu Ward Councillor	Council Rep	Automatic Member								
Venard Pilakui	Wurankuwu Ward Councillor	Council Rep	Automatic Member								
Stanley Tipiloura	Bathurst Island Ward	Council Rep	Automatic Member	Y	X						

**LEGEND**

Meeting Type	Location
LA = Local Authority Meeting ( Ordinary )	W = Wurrumiyanga
SP = Local Authority Meeting ( Special )	D = Darwin
<b>Attendance</b>	
Y = Present at Meeting	<b>Note 1: Councillors attendance at Local Authority Meetings is only mandatory for their own Ward.</b>
A = Apology accepted	
X = Apology not accepted	<b>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.</b>
C = Meeting cancelled	

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.2
<b>TITLE</b>	Presentation regarding Local Decision Making
<b>REFERENCE</b>	222902
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



The Department of Chief Minister have contact Council seeking an opportunity to present at the Wurrumiyanga Local Authority to provide them information regarding Local Decision Making.

**BACKGROUND**

Representatives from the Department of Chief Ministers office who are Matt Majid and Sandra Schmitt will be in attendance to present a short presentation to inform the Wurrumiyanga Local Authority members on Local Decision Making.

A presentation will be presented on the day.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority receive and notes this report number 222902 for information and welcomes Matt Majid and Sandra Schmidt from Department of Justice and listens to the short presentation.**

**ATTACHMENTS:**

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.3
<b>TITLE</b>	Presentation regarding Draft Burial and Cremation Bill
<b>REFERENCE</b>	222923
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



BruAntho

Representatives from the Department of Housing and Community Development have contact Council seeking an opportunity to present at the Wurrumiyanga Local Authority to inform members on the consultation Draft Burial and Cremation Bill.

**BACKGROUND**

Representatives from the Department of Housing and Community Development, Anthony Burrige, Legislation and Policy Officer and Charlie Fuller, Project Support Officer will be in attendance to inform Local Authority members on the consultation Draft Burial and Cremation Bill.

The Northern Territory Government has drafted a Burial and Cremation Bill to replace the current Northern Territory *Cemeteries Act*. The *Cemeteries Act* was developed in 1952 and has been revised to better reflect the needs and wishes of the Northern Territory community regarding burials, cremation and the handling of loved ones' remains.

The new legislation will ensure that:

- human remains continue to be treated with dignity and respect
- burial and cremation records, such as registers, are kept and maintained
- different practices and beliefs regarding the burial or cremation of human remains are accommodated
- cemeteries on Aboriginal land are recognised.

For more information, the draft bill and other fact sheets are also available on the below link. <https://dhcd.nt.gov.au/publications-and-policies/draft-northern-territory-burial-and-cremation-bill>

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority receive and notes this report number 222923 for information and welcomes Anthony Burrige and Charlie Fuller from Department of Housing Community Development and listens to the short presentation.**

**ATTACHMENTS:**

- 1 Request to Attend A Meeting by DHCD 22 Jan 2019.pdf



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

## REQUEST TO ATTEND A LOCAL AUTHORITY or COUNCIL MEETING

Tiwi Islands Regional Council has endorsed that attendees provide the following information as part of any request to attend a Local Authority or Council meeting.

Please complete this form and return it to [governance@tiwislands.nt.gov.au](mailto:governance@tiwislands.nt.gov.au).

Please enter your contact details below			
Name:	Anthony Burridge	Position:	Legislation and Policy Officer
		Department:	Housing & Community Development
Contact number:	8999 8841	Email:	anthony.burridge@nt.gov.au

Agenda item	
1. What is the purpose of the presentation? This presentation forms part of the public consultation activities run from November 2018 through to March 2019 on draft Burial and Cremation Bill. The Northern Territory Government is proposing to introduce new laws for Cemeteries in the Northern Territory. The current Cemeteries Act (the Act) can be traced back to a 1952 Commonwealth Ordinance. The proposed new law seeks to recognise cemeteries on Aboriginal land and modernise the Act to reflect societal views and practices regarding the disposal of human remains. There will be some new legislative requirements for the management of cemeteries including the Wurankuwu and Wurrumiyanga cemeteries.	
2. Which Local Authority or Council meeting do you wish to attend? Meeting dates are available on the Councils website <a href="http://tiwislands.org.au">http://tiwislands.org.au</a> Wurrumiyanga Local Authority meeting, Tuesday 22 January 2019	
3. What length of time do you require for your presentation? (10-15 mins maximum)	15 mins
4. How many people will attend the meeting? More than 1 require specific permission of CEO	Two. Miss Charlie Fuller will accompany Mr Anthony Burridge as a support to record any comments or feedback given on the subject.
5. For the agenda item, do you expect to: <i>(please complete the option/s that are relevant)</i>	
<input checked="" type="checkbox"/> Provide information to the local authority or council about: What the draft proposed laws will mean for the Local Authority, Council, and Communities.	<input checked="" type="checkbox"/> Seek information from the local authority or council about: Any comments or questions about the new proposed laws that members would like more information on.
<input type="checkbox"/> Seek a recommendation from the local authority or council about:	

Other information (where applicable)

When is attendance at a local authority or council meeting required? *(Please indicate any time sensitivities)*

Nil

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



What communication materials are expected to be used? *(Please attach copies where possible. Please contact the Council to discuss using an interpreter. Are there any equipment requirements?)*

*Powerpoint presentation – a projector and screen would be needed.*

If scheduled Local Authority meetings or Council meetings do not meet your requirements, are you prepared to cover the costs for members to attend a special meeting?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
-----------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------	--------------------------------

Approved to attend Yes  No  Signed \_\_\_\_\_

Date \_\_\_\_\_

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.4
<b>TITLE</b>	Presentation by Menzies - Hearing for learning initiative proposal
<b>REFERENCE</b>	222891
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



The Menzies School of Health Research has contacted Council and have requested an opportunity to present to the Wurrumiyanga Local Authority regarding the hearing for learning initiative and to request participation of the Tiwi communities in this project.

**BACKGROUND**

A representative from Menzies School of Health Research, Amanda Leach (Research Fellow) will be in attendance to provide members information regarding the Hearing for Learning Initiative proposal.

The Hearing for Learning Initiative will be providing training and employing local community people to become the 'ear experts'. We have funding to employ Tiwi people and to provide training in Community Research (Certificate II) and in clinical and education support roles (i.e., conducting ear assessments, helping teachers, supporting families to help their children with ear and hearing problems, assisting with appointments with audiology, speech therapy and ENT surgeries). Because the HfLI will gradually include 20 communities over 4 years, the first four communities in year one will be in the program for the longest time.

Attached to this report an information sheet for members information.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority receive and notes this report number 222891 for information and welcomes Amanda Leach from Menzies School of Research and listens to the short presentation.**

**ATTACHMENTS:**

- 1 Brochure\_Hearing for Learning Initiative - HfLI\_v9.pdf
- 2 Hearing for Learning Initiative Doc.pdf



**Benefits for families and children**

community expert **Ear and Hearing Clinical and Education Support Officer** to

- provide safe, culturally appropriate, reliable and expert clinical and education services for children who have ear and hearing problems
- explain how ear and hearing problems can affect their child's behaviour, listening, talking, playing and learning.
- explain how to detect, treat and manage ear and hearing problems
- link the family with services to get the best help from the clinic, specialists and school.

**Benefits for Ear and Hearing Health Clinical and Education Support Officers**

- Employment
- Important and respected role in their community
- Professional workforce development training to become workforce ready
- Certificate II training in child health and education evaluation research
- Certificate II training in ear and hearing checks, how to use equipment, write up and discuss results with the child's doctor, nurse or Aboriginal Health Practitioner, and inform the child's family and teacher of their ear and hearing needs, make follow-

**Benefits for the Community**

- Each community can have a say about how to best run the program through workshops and membership of the Community Steering Group to the *Hearing for Learning Initiative*
- Culturally safe, reliable, efficient, effective ear and hearing services for children
- Employment, training, mentoring and support of community members as Ear and Hearing Clinical and Education Support Officers
- Intensive in-service training for health service providers, teachers and others
- Community data on how many children have ear and hearing problems, how many children receive a care plan, how many improve or need ongoing help (and more).



PO Box 4,1096, Casuarina NT 0811 Australia  
 Phone: (08) 8946 8600  
 Fax: (08) 8946 8464  
 Email: info@menzies.edu.au  
 Website: menzies.edu.au

**Menzies School of Health Research (MHSR)**  
 John Mathews Building (JMB)  
 Building 58, Royal Darwin Hospital Campus  
 Northern Territory, Australia 0810



**The Hearing for Learning Initiative**

- an innovative community-based service-enhancement model to address the crisis in ear and hearing health of Aboriginal children in the Northern Territory: a Phase III stepped-wedge cluster randomised trial

The goal of the *Hearing for Learning Initiative (HfLI)* is to work with communities to establish reliable, sustainable culturally appropriate service that ensure that **every ear of every child is healthy and**

remote communities, of every 10 Aboriginal children under 3 years of age  
 9 have ear problems  
 2 of these have "runny ears"  
**only 1 will have healthy ears**

children with ear problems cannot hear properly, they have trouble listening and talking, and may have badly because they misunderstand their parents, teachers, and friends. Children with hearing problems often don't want to go to school. In fly-in fly-out hearing specialists are essential, but there are thousands of children on waiting lists for hearing tests and ear surgery.

**In some communities Primary Health Care services only see ~13% of children who need follow-up for their ear problems."**  
**much more is needed in the community to help at risk of ear and hearing problems**

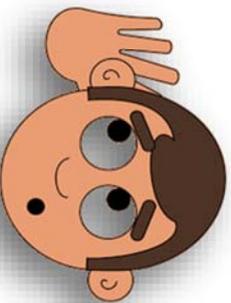
**– Research Question**

Does **workforce innovation** create more effective, efficient services and improve ear health and education outcomes for Aboriginal and Torres Strait Islander children in remote, rural and urban communities?

**What is workforce innovation?**

The *Hearing for Learning Initiative* will fund employment, certificate II training in ear and hearing clinical and education skills, mentoring and integration of community-based **Ear and Hearing Clinical and Education Support Officers**.

The *Hearing for Learning Initiative* will support communities and services to integrate the Ear and Hearing Clinical and Education Support Officers into current services to create reliable, sustainable, integrated, culturally appropriate clinical and education services for Aboriginal and Torres Strait Islander children who have ear and hearing problems.



**Each community will be invited to join a workshop to advise on how to run the Hearing for Learning Initiative.**

- Who in their community could become an Ear and Hearing Clinical and Education Support Officer
- Who in their community will be the champion for the *Hearing for Learning Initiative*
- Where should the work be done
- Who will be the supervisor
- Who will be a mentor
- What resources are already in community – equipment, computer, transport

**Roles and responsibilities of the Hearing for Learning Initiative support officers are**

- To undertake certificate II training in community-based evaluation research
- To undertake certificate II training in ear and hearing clinical and education support
- Clinical – undertake ear assessments for all children using otoscopy and tympanometry, assist case management and follow-up
- Education – assist the teaching of children with hearing problems
- Families – educate families about the impact of ear and hearing problems in children and what they can do about it

**Funding partners**

- Menzies
- The Navies Foundation
- Northern Territory Government
- Australian Government Department of Health
- The Balnaves Foundation
- Northern Territory Government
- Federal Government Department of Health

**Who can be involved in the HfLI?**  
 Over the 4-year HfLI evaluation period  
 20 remote, rural or urban communities  
 40 Ear and Hearing Clinical and Education Support Officers (@0.5FTE)  
 5000 children 0 to 16 year of age

# SOLVING THE EAR DISEASE AND HEARING LOSS CRISIS AMONGST ABORIGINAL AND TORRES STRAIT ISLANDER COMMUNITIES IN THE NORTHERN TERRITORY

## EXECUTIVE SUMMARY

Indigenous ear health remains at crisis point in the Northern Territory. For the several thousand children and young people on waiting lists for audiology and surgical assessment, and the thousands more aged under five with undiagnosed ear disease, there is a very high risk of profound disadvantage in health, education and employment outcomes. Untreated ear disease sets children up for a lifetime of disadvantage.

While a fly-in, fly-out (FIFO) model is part of the solution, the current model is overstretched and expensive, and inadequate without the support of a robust, community-based initiative at a local level. If it remains so, the shocking levels of hearing loss and disadvantage in our Indigenous children will persist.

The Balnaves Foundation, the Menzies School of Health Research, and Charles Darwin University invite the Northern Territory Government to join a ground-breaking five-year, \$8 million public and private partnership to help solve the ear disease crisis – the **Hearing for Learning Initiative**. This is an opportunity for the Northern Territory Government, in partnership with a Northern Territory research institute, to deliver a high impact program that will lead the country in solving a national crisis

The Hearing for Learning Initiative will implement an innovative community-based approach, which will reach 5,000 children aged 0 – 16 years old over 5 years, across 20 sites in urban, rural and remote areas of the Northern Territory. The initiative will increase access to regular community-based early detection and treatment, which will reduce the prevalence of chronic ear disease and hearing loss, enabling the FIFO medical specialists to focus on the most serious cases.

Furthermore, the Hearing for Learning Initiative will make use of innovative, and cost effective new technologies to monitor and collect, accurate and comprehensive data on the extent of ear disease and hearing loss amongst Aboriginal and Torres Strait Islander communities in the Northern Territory, and the outcomes of interventions. The Initiative will inform best practice and become a model that can be rolled out comprehensively across the Northern Territory.

## THE PROBLEM

### Indigenous ear health is at crisis point in the Northern Territory

An astonishing 90 per cent of Indigenous Australian children under 3 years of age in remote areas have a form of middle ear disease (Otitis Media).\*

20 per cent have ruptured eardrums with disabling hearing loss.\* The World Health Organisation considers a ruptured eardrum rate of four per cent to constitute a public health emergency.

By 12 months of age, only five per cent of Indigenous children in remote communities have bilateral normal hearing.\* By comparison, over 80 per cent of children in the rest of Australia display normal hearing.

Currently, there is very limited capacity for communities to identify ear disease within the first few months of life. Infants rarely show signs of pain, so infections are not detected. The disease persists and progresses.\*

### Childhood hearing loss is a life sentence that bleeds into all other areas

Not being able to hear from an early age becomes a life sentence. Hearing is crucial to the development of language and the brain's auditory processing capacity.

Hearing loss leads to communication, developmental, and behavioural problems. It reduces self-esteem and school attendance. It lowers social and educational outcomes.

This, in turn, reduces employability, while increasing incarceration and recidivism. 90 per cent of incarcerated Indigenous Australians in the NT have hearing impairment.\*\*

### Poor ear health is costing the NT Government hundreds of millions per year

The direct, health-related cost of treating ear disease (Otitis Media) amongst Aboriginal and Torres Strait Islander communities in the Northern Territory is estimated to be \$60 million per year.\*\*\*

This figure does not include the additional health-related cost of treating complications, and other associated diseases and disorders resulting from Otitis Media, such as surgery and hearing aids, or treating Indigenous Australians living in remote areas.

\*Menzies School of Health Research Ear Health Research Program

\*\*Damian Howard Aboriginal Law Bulletin 1993

\*\*\*Access Economic 2008 [Estimated expenditure in 2008 \$32 million for Indigenous children < 15 years of age]

If one considers the secondary costs associated with hearing loss – including learning difficulties, speech and language delays, reduced employability, and increased incarceration – it can be conservatively estimated that untreated Otitis Media costs the Northern Territory Government hundreds of millions in health, education, welfare and justice system expenditure per year.

Otitis media impacts child development from the first year of life. Estimates of lost economic activity over the lifetime of those affected will be in the billions.

Current FIFO services, while vital, are inadequate without the support of a community-based response model

The chronic nature of ear disease means the majority of children require repeated and long-term follow-up services. The FIFO model alone mean that services may not be available at the time they are most needed.

The work of FIFO ENT specialists, audiologists and speech therapy services in rural and remote areas is vital, yet expensive.

We note that the national Healthy Ears Program, which was first funded by the Commonwealth in 2013-14 with \$24 million over four years, was extended by Minister for Indigenous Health Ken Wyatt last week, with \$29.4 million over four years from 2018-19 to 2021-22.

While the FIFO model supported by the Healthy Ears Program is part of the solution, the current model is overstretched and expensive, and inadequate without the support of a robust, community-based response at a local Indigenous level. In order to derive full value from this program, it needs to be supported by community-based programs that empower Indigenous communities. This is a unique opportunity for the NT Government to play a leadership role and set a new Australian standard in proactive, holistic ear health.

## THE SOLUTION

The Hearing for Learning Initiative, will introduce an innovative community-based approach founded on ground-breaking research undertaken by Menzies School of Health Research in Indigenous ear health.

The initiative will reach 5,000 children aged 0 – 16 years old over 5 years, across 20 sites in urban, rural and remote areas of the Northern Territory. The focus will be children under three years of age.

It will increase access to regular community-based treatment, which will reduce the prevalence of chronic ear disease and hearing loss, enabling the FIFO medical specialists to focus on the most serious cases.

The Hearing for Learning Initiative will include training, employment and resourcing of Indigenous community members as Ear Health Project Officers. It will build community-based, culturally appropriate teams including the Ear Health Project Officers, capable of integrating into current primary health care services, to assist the busy health professionals in the diagnosis and management of ear disease, and to ensure tertiary referrals are needs-based and appropriately used.

The teams will also lead education programs for identifying children with hearing problems, enhancing strategies for teaching children with hearing problems, and evaluating the impact of sound field systems.

Furthermore, the Initiative will make use of innovative, and cost-effective new technologies that can be applied by non-specialists, to monitor and collect, accurate and comprehensive data on the extent of ear disease and hearing loss amongst Aboriginal and Torres Strait Islander communities in the Northern Territory, and the outcomes of interventions. The Initiative will inform best practice and become a model that can be rolled out comprehensively across the Northern Territory.

Key activities for the *Hearing for Learning Initiative* will be:

- Form a multi-sector coalition of 6 to 10 Indigenous leaders to inform the Initiative.
- Appoint a team of Indigenous health and education experts to implement and monitor the initiative.
- Train, employ and resource up to 40 Indigenous community members as Ear Health Project Officers.
- Implement and evaluate the Initiative across 20 pilot sites throughout urban, rural and remote areas.
- Change the health and education outcomes, and employment trajectories of 5000 Indigenous Australians during the first 5 years of the Initiative.

### Build local, Indigenous capacity for community-based care

The Hearing for Learning Initiative will empower remote Indigenous communities by building the capacity to recognise, report, and treat ear disease.

This program will seek to demonstrate that community members can be locally trained and supported to provide a critical service.

The Initiative will promote the provision of evidence-based management that can directly improve health outcomes (improving the 'push' of information) while educating families on how to access important services already available (improving 'pull' of information).

The only way to put a serious dent in the long-term problem is to optimally support existing FIFO services through regular, consistent, and holistic care at a local level.

## Complement and bolster the work of existing primary health care services

The Hearing for Learning Initiative will complement the current ear health care model. It is not funded to replace primary health care services, FIFO visiting specialists, or any other services currently in place.

Rather, the Hearing for Learning Ear Health Project Officers will support and multiply the effectiveness of existing health care and education services through building community engagement.

Improving linkages with all relevant services currently in place in each participating community will be a priority.

The Ear Health Project Officers will have access to high level clinical leadership and specialist support. They will be trained and supported to provide safe and effective assessments using video otoscopy and tympanometry, which could then be discussed with the GP or other health care providers.

The management plan will be determined by the child's regular health care provider, and the Ear Health Project Officer will assist in the implementation of that care plan including assisting the families with medications and follow-up appointments.

All data will be made available to the health services.

## Oversight and leadership from the very best

The Hearing for Learning Initiative will be joint-chaired by Professor Amanda Leach, a world leading expert in ear health and its application to Aboriginal and Torres Strait Islander communities; and Associate Professor Kelvin Kong, one of Australia's leading Indigenous surgeons and advocates for improving Indigenous health outcomes.

The Hearing for Learning Initiative will establish an across-sector coalition of Indigenous Leaders and stakeholders to oversee the program, and discuss its goals, implementation, and evaluation plans.

## ASSESSMENT AND REPORTING

The Hearing for Learning Initiative will have a transparent budget focusing tightly on materially improving ear health, hearing, and learning outcomes for current and future generations. This will make assessment of impact, cost, and benefit easier than for services with a broader scope.

Hearing for Learning Initiative data will be used to support economic analyses and to compare costs and benefits in relation to currently available services. The Initiative will partner with internationally-recognised experts in conducting these analyses and draw on its connection to leading and highly-regarded research institutions.

The Initiative will work with the participating communities and health services to determine which outcomes they value for their children. Age-appropriate health and education related outcomes will be measured over time.

Some of the types of outcomes likely to be included are:

- primary health care resources available in ear and hearing health services
- proportion of children receiving evidence-based ear health assessments
- proportion of ears assessed that receive a correct diagnosis
- proportion of diagnoses that receive appropriate management
- proportion of children who receive appropriate referral to Hearing Health Program, NT hearing Services, Australian Hearing and ENT tele-otology services
- proportion of children with tympanic membrane perforation
- proportion of children with chronic OM prior to school entry
- proportion of classrooms with hearing-friendly environments (teacher training, acoustic improvements, sound-field systems installed and used)
- school attendance, particularly by hearing impaired children

Participating communities will have access to data that is directly relevant to their own situation.

## WHAT'S REQUIRED TO GET STARTED

The Hearing for Learning Initiative will require an investment of \$8 million over five-years. Combining philanthropy and government funding, it will be a ground-breaking private and public partnership.

The Balnaves Foundation has committed \$2.5 million and invites the NT Government to commit \$2 dollars for every \$1 dollar from the Foundation, that is, \$5 million over five years.

The additional \$500,000 to make up the \$8 million investment required will be raised from a second philanthropic partner. In this regard, negotiations are underway and The Balnaves Foundation will underwrite the additional \$500,000 if a partner is not secured.

## APPENDICES

Appendix A. Response to Queries from the Department of Health

Appendix B. Hearing for Learning Initiative Budget

## Appendix A: Response to Queries from the Department of Health

Discussion with officials within the Health Department led to an email communication from the Department's Hearing Health Program Leader on March 5<sup>th</sup> 2018, which posed a number of questions regarding the *Hearing for Learning* initiative. We will directly answer these questions below.

### 1. Questions regarding the research project:

- **What is the research question and underpinning rationale**

The *Hearing for Learning* Initiative will implement and rigorously evaluate an innovative community-based model of care for otitis media, in partnership with participating communities and health services. This initiative will address the following research question: Among primary care services in the Northern Territory, does employment, clinical training and integration of local ear and hearing health project officers into health and education services (the *Hearing for Learning* initiative), compared to current practice, reduce the prevalence of OM and untreated hearing loss in Aboriginal and Torres Strait Islander children during a three year trial period?

The first rationale is to demonstrate that community members can be locally trained and supported to provide an important service. This service will have a positive impact on ear health in the community and complement currently available services. It will achieve this through: provision of evidence-based management that can directly improve health outcomes ("improving push of information"); and educating families on how to access important services already available ("improving pull of information").

The second rationale is to establish an across-sector coalition of Indigenous Leaders and peak body stakeholders to oversee the *Hearing for Learning* initiative, and discuss its goals, implementation and evaluation plans. Stakeholders will be asked to identify and implement targeted contributions by their sector that aim to improve ear and hearing health and address communication barriers related to OM and hearing loss.

The *Hearing for Learning* Initiative will be a collaborative approach funded through a public-private partnership, supported by the NT Government, the Balnaves Foundation, and other philanthropic organisations. It will provide a model for governments and philanthropic organisations to work together to *ensure delivery of evidence-based practice for every ear of every child at every opportunity*. This will include establishing a team to consult, coordinate, employ, train, support and monitor crucial services for Indigenous children. Their focus will be on: i) Community-based, culturally appropriate skilled workforce integrated into current primary health care services, to assist the busy health professionals in the diagnosis and management of ear disease, and ensure tertiary referrals are needs-based and appropriately used (audiology, speech therapy, ENT services); ii) Education (identifying children with hearing problems, enhanced strategies for teaching children with hearing problems, evaluating the impact of sound field systems); and iii) Optimising the use of innovative new technologies.

- **Who is eligible for the research – age focus?**

All Aboriginal and Torres Strait Islander children aged 0-16 years old who are living in the participating communities. It is likely that the greatest need will pre-school age, particularly the under 3 year olds.

- **Who is excluded – age ranges, types of OM etc.**

No one who meets the eligibility criteria will be excluded.

- **Methodology – how and what is going to be evaluated – short/ medium and longer term**

The *Hearing for Learning* Initiative will work with the participating communities and health services to determine which outcomes they value for their children. Age-appropriate health and education related outcomes will be measured over time. The types of outcomes likely to be included are listed below.

## Health Related Outcomes:

- i) primary health care resources available in ear and hearing health services
- ii) quality of data collection and monitoring of ear and hearing health
- iii) proportion of children receiving evidence-based ear health assessments
- iv) proportion of ears assessed that receive a correct diagnosis
- v) proportion of diagnoses that receive appropriate management
- vi) proportion of children who receive appropriate referral (and over-referral) to Hearing Health Program, NT hearing services, Australian Hearing and ENT tele-otology services
- vii) proportion of children with tympanic membrane perforation
- viii) proportion of children with chronic OM prior to school entry

## Education Related Outcomes:

- ix) proportion of children with high vulnerability at school entry
- x) proportion of hearing impaired children
- xi) proportion of hearing impaired children receiving appropriate hearing support
- xii) proportion of classrooms with hearing-friendly environments (teacher training, acoustic improvements, sound-field systems installed and used)
- xiii) school attendance, particularly by hearing impaired children

- **How other potential factors will be controlled for – e.g. existing ear health of the community, underpinning social determinants (housing etc.), existing hearing/ ear health literacy, other programs on communities, skills level of existing PHC staff, visiting programs**

The *Hearing for Learning* Initiative will work with participating communities in determining the appropriate analysis model. Each community will provide its own control data so relevant outcome data will be able to be tracked over time. Participating communities will have access to data that is directly relevant to their own situation. We anticipate using an approach such as the interrupted time series analysis. This allows data to be presented visually in a meaningful way. It is also suitable for regression analyses and consideration of other factors that may affect the outcomes.

- **How are the learning and employment outcomes to be measured?**

The *Hearing for Learning* Initiative will focus on improving ear health, hearing and learning outcomes. While the *Hearing for Learning* Initiative also aims to improve employment opportunities over time, and these will be modelled using rigorous economic analysis, we will not be able to see an effect within a 3-year time frame.

- **How will true return on investment be calculated? What is the methodology for the health economics – what is the key analysis question? Will this compare true costs and ROI of existing service models as comparison**

The *Hearing for Learning* Initiative will have a transparent budget and a clearly defined set of health and education related outcome data. The primary objective is to support rapid improvement in these important outcomes. To date, very large investments – many times greater than that proposed for the *Hearing for Learning* initiative – have been made with only modest improvements in outcome data.

*Hearing for Learning* Initiative data will be used to support economic analyses and will compare costs and benefits in relation to currently available services. However, the detailed methods and assumptions utilised in such modelling will be developed as part of this initiative. We will partner with internationally-recognised experts in conducting these analyses.

## **2. Questions on workforce: Project Officers and Trainers**

**The research proposes invasive diagnostic intervention (ear examination, tympanometry) and invasive therapeutic interventions (ear cleaning/ irrigation) to be provided by Project Officers outside the “whole child” primary health care facilities. Discussion points have included: access to full health record, allergies/ alerts, co-morbidity interventions, polypharmacy, workforce availability (Indigenous health and education trainers/support), training, competency, indemnity and access to clinical leadership/specialist support.**

The *Hearing for Learning* Ear Health Project Officers will work alongside the health care and education services. They will have access to high level clinical leadership and specialist support. They will be trained and supported to provide safe and effective assessments using video otoscopy and tympanometry, which will then be discussed with the GP or other health care providers. The management plan will be determined by the child’s regular health care provider, and the ear health project officer will assist in the implementation of that care plan including assisting the families with medications and follow-up appointments. The project officers will be supported by the senior research team. All data will be made available to the health services. Indemnity issues have not yet been fully explored, however one approach would be for indemnity to be covered by Menzies clinical trial insurance.

## **3. Questions on hearing loss management and interventions with families and interfaces with hearing and school services**

**The efficacy of existing interventions is 3 children resolve for every 10 treated – how is hearing loss managed in the care model – training, support and competency – linkages with other community based and specialist agencies.**

The *Hearing for Learning* Initiative will complement the current care model and is not funded to replace current services. The purpose is to implement a novel approach to community-based employment and training that ensures delivery of evidence-based practice for *every ear of every child at every opportunity*. Improved linkages with all the relevant service currently in place in each participating community will be a priority.

## **4. Questions on comparison with existing care models**

**How will the research include and compare the existing models of care (OM and hearing loss) as “controls” and provide scientific rigour to the evaluation of the proposed alternative approaches against existing.**

The *Hearing for Learning* Initiative will complement the current care model. The aim is estimate how much this will add to current services. Comparisons will be limited to “standard services plus *Hearing for Learning* Initiative” versus “standard services alone”.

## **5. Questions on best use of funding**

**Financial information/ planned budgets is important to assess value for money and return on investment.**

We agree. The *Hearing for Learning* Initiative will have a transparent budget that will focus on improving ear health, hearing and learning outcomes. This makes assessment of impact, cost and benefit easier than for services that have a much broader scope.

**6. Questions on transition and sustainability**

**There is confusion over how the research provides an alternative to an NT wide system of ear health surveillance/ management embedded into the HU5K program and OM care provided as core primary health care. In particular, questions on a model of care provided by non-health qualified staff concentrating on a single body part.**

The *Hearing for Learning* Initiative will complement the current ear health care model. There is no intention to replace current primary health care services, or fly-in visiting specialists. The aim is to demonstrate that community members can be locally trained and supported to provide an important service. Rather than replace current primary health care services, the local ear and hearing health project officers will support the currently available services and increase their effectiveness. As is being discussed in relation to other priority health issues in the NT, for example in relation to healthcare navigators for people with chronic kidney disease, we believe that new workforce solutions that provide employment opportunities for community members should be explored. The *Hearing for Learning* initiative represents a critical opportunity to implement and rigorously evaluate such a community-based workforce initiative.

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.5
<b>TITLE</b>	Presentation by Menzies - D-Kids Study
<b>REFERENCE</b>	222890
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



The Menzies School of Health Research has contacted Council and have requested an opportunity to present to the Wurrumiyanga Local Authority about D-kids study for members information.

**BACKGROUND**

A representative from Menzies School of Health Research, Michael Binks (Senior Research Officer) will be in attendance to present a short presentation to inform the Wurrumiyanga Local Authority of the D-kids study.

The purpose of the visit is to inform the members about the D-kids study, to introduce Michael Binks as the D-kids chief investigator and to seek advice and approvals. D-kids is a recently funded study of vitamin D supplementation to prevent acute respiratory infections in Indigenous babies. Vitamin D is low in many Indigenous babies and taking simple vitamin D drops could reduce their burden of respiratory infections. It is hoped the study can be conducted in both urban and remote communities of the Top End. D-kids has substantial capacity for local employment and training.

The D-kids study has conditional approval from the Aboriginal Ethics sub-committee and the Top End HREC (HREC ref: 2018-3160) with final approval pending support from local sites.

Attached to this report a brief summary of the project.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority receive and notes this report number 222890 for information and welcomes Michael Binks from Menzies School of Research and listens to the short presentation.**

**ATTACHMENTS:**

1 D-kids\_QuickSummary.pdf

## Vitamin D supplementation to prevent acute respiratory infections in Indigenous babies

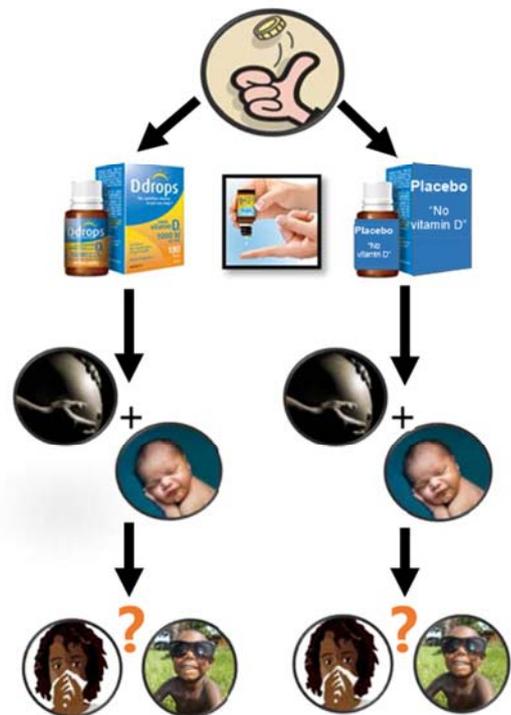
**Team:** Michael Binks, Anne Chang, Adrienne Kirby, Susan Pizzutto, Peter Morris, Paul Licciardi, Heather D'Antoine, Tom Snelling, David Simon, Kim Mulholland, Amanda Leach, Patiyan Andersson, Dennis Bonney, Jane Nelson, Paula Binks.

### 1. Why are we doing the D-kids study?

- Vitamin D helps to protect us from germs.
- Our body makes vitamin D when the sun shines on our skin.
- The Top End lots of sunshine but many Indigenous babies have low vitamin D levels at birth.
- Indigenous babies with low vitamin D get more chest infections.
- Overseas studies show that taking vitamin D can prevent chest infections.
- We want to know if taking vitamin D can protect Indigenous babies from chest infections too.

### 2. What does the D-kids study involve?

- Mums and their babies will take daily drops of either: Vitamin D OR Placebo (no vitamin D)
- Participants will not know which medicine they get.
- Mums will take drops in the last 2-3 months of pregnancy
- Babies will take drops from birth until age 4 months.
- Medical records will tell us about chest infections.
- We will count chest infections in the vitamin D and placebo babies to see who has the most.
- We will also look at vitamin D levels, germs in the nose, and how well each baby uses vitamin D.
- Some blood and nose swab samples will be taken.



### 3. Where and how will the D-kids study happen?

- D-kids will be a partnership between Menzies, Indigenous communities and health service providers.
- The study will happen in Darwin & remote Northern Territory communities (if ok).
- Pregnant Indigenous mums will first be approached at their local clinic or Royal Darwin Hospital.
- Follow-up visits will be at local clinics, the Menzies clinic, Royal Darwin Hospital or at home (if ok).
- We will employ and train as many Indigenous staff and students as possible.

### 4. The D-kids study will tell us....

- If taking simple vitamin D drops can reduce chest infections in Indigenous babies.
- If taking vitamin D drops can stop low vitamin D blood levels in Indigenous babies.
- About the normal vitamin D levels in pregnant Indigenous mums and babies

**GENERAL BUSINESS**

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<b>ITEM NUMBER</b>	3.6
<b>TITLE</b>	2018/19 Local Authority Financial Report to 31 December 2018.
<b>REFERENCE</b>	222777
<b>AUTHOR</b>	Shane Whitten, Chief Financial Officer



**This report is provided for information to the Wurrumiyanga Local Authority to advise on expenditure to 31 December 2018 for the 2018/19 F/Y.**

**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 Wurrumiyanga 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.

Please note that this is a new report and it may still require some further development / changes over coming months.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority notes this report number 222777 for information and provides any comments or feedback on the new financial reporting format.**

**ATTACHMENTS:**

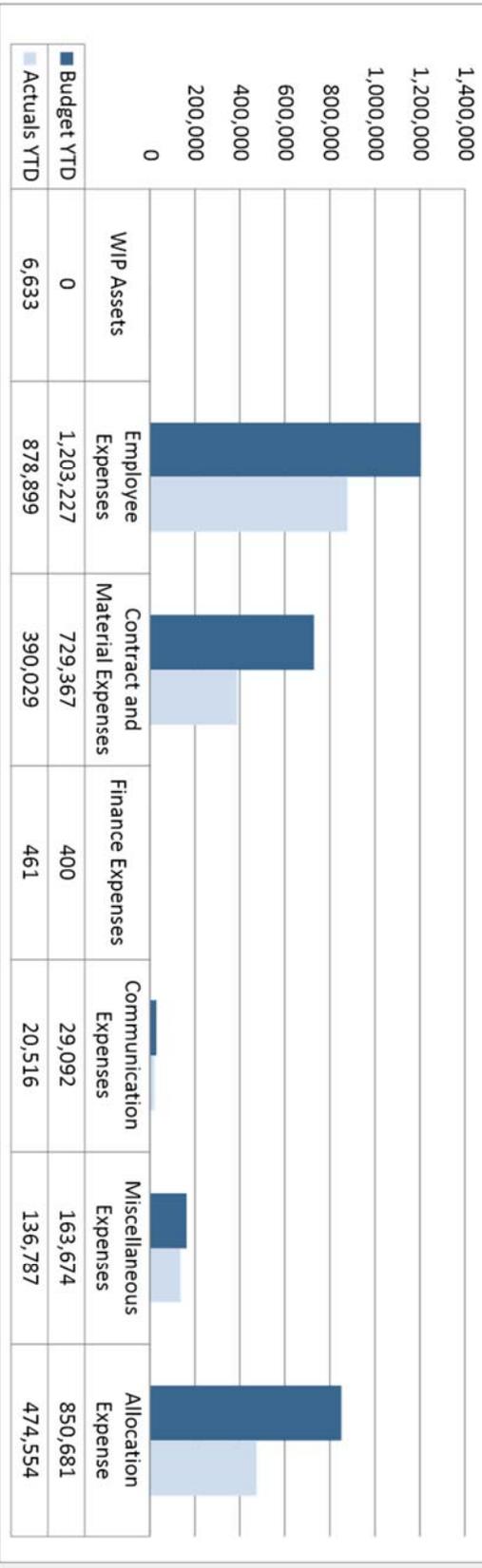
- 1 WLA Finance Report - Dec.18.pdf

**Tiwi Islands Regional Council  
Expenditure by Local Authority Area - Wurrumiyanga  
as at 31-Dec-2018**

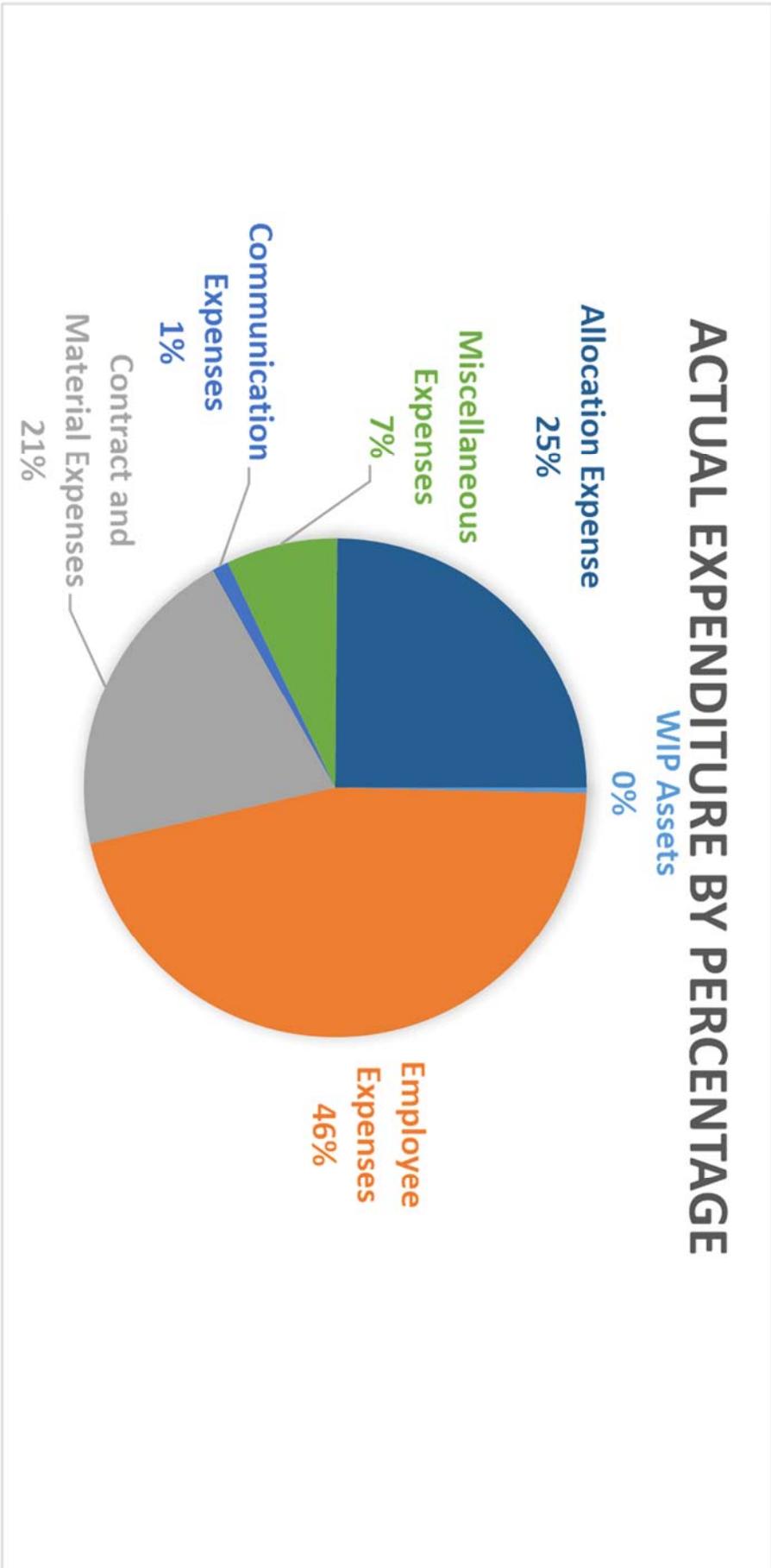


Description	Budget YTD	Actuals YTD	Variance	%	Annual Budget
<b>Expense by Account Category INCLUDING Allocations and Capital Expense</b>					
WIP Assets	0	6,633	(6,633)	(100%)	0
Employee Expenses	1,203,227	878,899	324,328	27%	2,416,289
Contract and Material Expenses	729,367	390,029	339,339	47%	1,451,872
Finance Expenses	400	461	(61)	(15%)	800
Communication Expenses	29,092	20,516	8,577	29%	59,518
Miscellaneous Expenses	163,674	136,787	26,887	16%	482,527
Allocation Expense	850,681	474,554	376,127	44%	1,701,362
<b>Total Expenditure</b>	<b>2,976,442</b>	<b>1,907,879</b>	<b>1,068,563</b>		<b>6,112,369</b>

**Expenditure by Account Category**



# Tiwi Islands Regional Council Expenditure by Local Authority Area - Wurrumiyanga as at 31-Dec-2018



**Tiwi Islands Regional Council  
Expenditure by Local Authority Area - Wurrumiyanga  
as at 31-Dec-2018**



Description	Budget YTD	Actuals YTD	Variance	%	Comments	Annual Budget
Expense by Directorate INCLUDING Allocations and Capital Expense						
Finance & Compliance	493,996	203,406	290,490	59%	«	966,511
147801 (Tied) - Local Authority Project Funding - Wurrumiyanga	329,000	57,915	271,084	82%	All the project have been cancelled after the resolution passed by the wurrumiyanga LA . The Budget will be amended after the first budget review.	636,719
147001 (Untied) - Local Authority Wurrumiyanga	4,039	2,182	1,857	46%		8,078
147101 (Untied) - Regional Council & Elected Member Act	159,850	143,309	16,541	100%		319,700
162401 (Untied) - Giving Back to the Community	1,007	0	1,007	100%	Actual Expenditure for Councillor allowances less than budgeted	2,014
Infrastructure & Assets	1,744,202	1,187,366	556,837	32%	«	3,603,830
123401 (Tied) - Portable Stage (Bathurst Oval Upgrade Fe	0	0	0	0%		35,125
123501 (Tied) - Road Reseal Project Wurrumiyanga	0	0	23,875	70%	Project is currently being worked on but is behind schedule	296
123801 (Tied) - Foreshore Drain Stage 2 Wurrumiyanga	34,196	10,321	6,610	(100%)	Project yet to be commence	68,391
131001 (Tied) - Outstations Essential Services - Wurrumiyanga	0	610	(610)	100%		0
160401 (Tied) - R2R Reseal Wurrumiyanga Roads	62,500	0	62,500	100%		125,000
160501 (Tied) - SPG - 10 m3 Hippo	3,081	0	3,081	100%		6,163
160801 (Tied) - Aerodrome Fencing Upgrade - Wurrumiyanga	0	0	0	0%		50,962
161001 (Tied) - Airport Lighting & Electronics - Wurrumiyanga	0	0	0	0%		3,457
103901 (Untied) - Commercial Facilities - Wurrumiyanga	9,500	2,224	7,276	77%		19,000
104101 (Untied) - Cemeteries Wurrumiyanga	2,500	0	2,500	100%		5,000
105501 (Untied) - Fleet Administration - Wurrumiyanga	62,450	24,888	37,562	60%	Favourable Variance due to lower spend on Fuel Costs - 7K ; Underspend on vehicle maintenance costs - 30K	124,901
108801 (Untied) - Town Services Wurrumiyanga	627,577	592,188	35,388	6%	Favourable variance due to lower spend on Salary Costs	1,255,154
111501 (Untied) - Street Lighting Wurrumiyanga	6,500	0	6,500	100%		15,500
113401 (Untied) - Waste collection and disposal Wurrumiyanga	64,362	1,022	63,339	98%	Labour re-allocations still outstanding - will be completed in Jan 2019	128,723
116001 (Untied) - Fuel - Wurrumiyanga	81,575	74,602	6,973	9%		163,150
118901 (Untied) - Post Office Wurrumiyanga	51,565	7,201	44,364	86%	Favourable variance due to lower spend on salaries	103,130
119101 (Untied) - Waste Management Wurrumiyanga	22,400	1,480	20,921	93%	The internal job cards for the waste management are to be posted	44,800
119301 (Untied) - Civil Works Wurrumiyanga	106,158	108,157	(1,999)	(2%)		213,431
119501 (Untied) - Airport Maintenance Wurrumiyanga	13,600	2,143	11,457	84%	The internal job cards for the Airport Maintenance are yet to be posted.	27,200
119601 (Untied) - Airport Inspection Wurrumiyanga	16,675	0	16,675	100%	The internal job cards are yet to be posted for the inspections carried out	33,350
119701 (Untied) - Mechanical Workshops Wurrumiyanga	233,708	158,990	74,717	32%	Favourable variance due to lower spend on salaries - 37K Underspend on Workshop materials - 38K	488,494
119801 (Untied) - Staff Housing - Wurrumiyanga	102,491	118,842	(16,351)	(16%)	Overspend on the Repairs of a staff House. The Expenditure in the next few months will be reigned in to keep the total spend under the annual budget.	204,983
120201 (Untied) - Recreation Hall Wurrumiyanga	4,955	6,276	(1,321)	(27%)		10,800
120301 (Untied) - Oval Wurrumiyanga	19,500	6,473	13,027	67%	Underspend on water charges .A bill for 7K will be paid in January .	39,000
120901 (Untied) - Wurrumiyanga Pool	44,976	22,649	22,327	50%	Favourable variance due to lower spend on Labour expenses	89,951
121401 (Untied) - Facilities Wurrumiyanga	16,150	21,971	(5,821)	(36%)		32,300
121410 (Untied) - Commercial Facilities Wurrumiyanga - E	12,612	0	12,612	100%	The Expenditure for the action is coded to 121410 - Commercial Facilities Wurr	25,225
122201 (Untied) - Transit Accommodation - Wurrumiyanga	14,498	10,754	3,744	26%		28,995
129601 (Untied) - Airport Landing Fees Wurrumiyanga	250	1,575	(1,325)	(530%)		500
130001 (Untied) - Roads General Maintenance Wurrumiyanga	106,000	0	106,000	100%	Some Road Maintenance works have been carried out on ranku Road .Yet to receive the Job cards .	212,000
131101 (Untied) - Commercial Building Services Wurrumiyanga	950	0	950	100%		1,900

152101 (Untied) - Funeral Services - Wurrumyanga	23,475	15,000	8,475	36%	46,950
Community Development and Services	736,344	517,107	221,236	30%	1,542,028
120401 (Tied) - Outside School Hours Care Wurrumyanga	40,810	16,056	24,754	61%	140,714
120501 (Tied) - Jirrani Day Care Centre	200,294	214,795	(14,501)	(7%)	400,588
120601 (Tied) - Youth Diversion Scheme Wurrumyanga	25,269	20	25,249	100%	50,539
120801 (Tied) - Community Safety - Wurrumyanga	143,955	91,473	52,481	36%	287,909
121001 (Tied) - Active Remote Communities Sport & Rec	17,555	11,304	6,251	36%	35,111
121701 (Tied) - NT Jobs Packages (Broadcasting) Wurrum	14,494	0	14,494	100%	28,987
122501 (Tied) - Jirrani Child Care Centre Capital Works	0	53	(53)	(100%)	0
122801 (Tied) - Family as First Teachers DET	105,783	36,729	69,054	65%	211,703
134001 (Tied) - ISRP - Indigenous Sport & Recreation Pro	24,208	14,843	9,364	39%	48,415
161301 (Tied) - Early Intervention Youth Boot Camps Wui	0	0	0	0%	6,110
146401 (Untied) - Administration Service Wurrumyanga	165,976	131,834	34,142	21%	331,952
<b>Total Expenditure</b>	<b>2,976,442</b>	<b>1,907,879</b>	<b>1,068,563</b>		<b>6,112,369</b>

**REPORTS FOR DECISION**

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<b>ITEM NUMBER</b>	4.1
<b>TITLE</b>	Wurrumiyanga Local Authority Community Project Funds for 2018/19.
<b>REFERENCE</b>	222781
<b>AUTHOR</b>	Bala Donepudi, Finance Manager



At the last meeting (30 October 2018) 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 \$ 236,720 in funding for the 18/19 financial year. This provides the Wurrumiyanga Local Authority with total funding of \$236,720 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 WLA Community Projects Listing will continue to be used for projects and a 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 Wurrumiyanga Local Authority reviews and updates the Approved Projects Summary,**
- 2. Notes the funding allocations for 18/19,**
- 3. Recommend any projects to Council for approval to proceed.**

**ATTACHMENTS:**

- 1 LAPF as at 30 12 2018.pdf**

### Wurrumiyanga Local Authority Project Funding A/SDC 147801

#### Summary of available funding as at 31/12/2018

WLA18-19	2018/19 Grant Funding - must be spent by 30 June 2021	\$236,720
	Income from Vet services	\$364
	<b>Total Income:</b>	<b>\$237,084</b>

#### Summary of Current Projects - Expenditure

		Expenditure	Budget
WLA 19-1	Cultural History Project via Wurrumiyanga Museum - Sister Anne Gardiner	\$11,403	\$48,000
WLA19-2	Tiwi Spirit Project	\$40,909	\$60,000
WLA19-3	Wurrumiyanga Local Authority Uniform – Shirts	\$0	\$1,000
	<b>Total of Current Projects:</b>	<b>\$52,312</b>	<b>\$109,000</b>

#### Balance to be spent as at 30/06/2018

Spend by 30 June 2021	\$184,408
<b>Total:</b>	<b>\$184,408</b>

**Available for new projects: \$184,772**

### Wurrumiyanga Local Authority Project Funding A/SDC 147801

#### Approved Projects Listing - Expenditure as at 31/12/2018

<b>WLA 19-1</b>	<b>Cultural History Project via Wurrumiyanga Museum - Sister Anne Gardiner</b>	<b>CEO</b>
<b>In Progress</b>		
	30/10/2018 - Stage one - \$48,000 - Approved	\$48,000
	Total expenditure	\$11,403
	Balance to be spent	\$36,597
30/10/18 - Council Approved the project under the 2018/19 Funding		
<b>WLA19-2</b>	<b>Tiwi Spirit Project</b>	<b>CEO</b>
<b>In Progress</b>		
	Approved budget	\$60,000
	Total expenditure	\$40,909
	Balance to be spent	\$19,091
30/10/18 - Council Approved the project under the 2018/19 Funding		
<b>WLA19-3</b>	<b>Wurrumiyanga Local Authority Uniform – Shirts</b>	<b>Governance Manager</b>
<b>In Progress</b>		
	Approved budget	\$1,000
	Total expenditure	\$0
	Balance to be spent	\$1,000
30/10/18 - Council Approved the project under the 2018/19 Funding		

**REPORTS FOR INFORMATION**

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<b>ITEM NUMBER</b>	5.1
<b>TITLE</b>	Guideline 8 - Regional Councils and Local Authorities
<b>REFERENCE</b>	222775
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



This report is provided to the Wurrumiyanga Local Authority members regarding the new Guideline 8: Regional Councils and Local Authorities for information.

**BACKGROUND**

Council have recently received an email notification from the Department of Housing and Community Development dated Thursday 10 January 2019 notifying Council of the new version of Guideline 8: Regional Councils and Local Authorities approved by Minister Gerry McCarthy 7 January 2019.

The new Guidelines are effective immediately and include the following changes from the previous version:

- Clause 6 - provides that the names of local authority members need to be made available on the council's website. This was not previously required.
- Clause 8 - emphasises that the council can delegate decision making to local authorities. This has always been possible under the Local Government Act but was not discussed in the previous version of the Guideline.
- Clause 9 - provides that councils must have a policy on the appointment, revocation of appointment and resignation process of members; and a selection process for the chair position. The previous guideline only required councils to have a policy on revocation of appointment. This clause also reduced the time that must be allowed for nominations to fill a vacancy from 28 to 21 days.
- Clause 12 - better explains what is necessary for local authority meetings, including requirements for agendas and the minimum number of meetings. Of note, an agenda now has to include general business, meaning that local authority members are free to raise any new issues.
- Clause 14 - provides clarity around the issue that elected members and council staff cannot receive the sitting fee prescribed by the Guideline for attending a local authority meeting. Elected members and council staff may be able to claim reimbursement of personal travel expenses. Elected members may be entitled to an extra meeting allowance for attending a local authority meeting. As for payment of council staff attending a local authority meeting, it is a matter for the council's chief executive officer whether council staff will receive any remuneration for attending a local authority meeting.
- Clause 15 - simplifies the financial reporting requirements for local authority meetings.

Attached to this report a completed version of Guideline 8: Regional Councils and Local Authorities

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority receives and notes this report for information.**

**ATTACHMENTS:**

**1** Guideline 8 - Regional Councils and Local Authorities.pdf

# GUIDELINE 8: Regional Councils and Local Authorities

Page 1 of 7

These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

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### MINISTERIAL APPROVAL

I, Gerald Francis McCarthy, Minister for Housing and Community Development, hereby make these guidelines under Parts 5.1A and 19.10 of the *Local Government Act*.



GERRY MCCARTHY

7 / 1 / 2019

# GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

## 1. Title

- 1.1. These guidelines are called "*Guideline 8: Regional Councils and Local Authorities*".

## 2. Commencement

- 2.1. These guidelines commence on the date they are made by the Minister.

## 3. Revocation of previous guidelines

- 3.1. The version of Guideline 8 that applies on any date is the latest version made at the time. Previous versions do not apply from the date that this guideline is made by the Minister.

## 4. Definitions

In these guidelines:

**appointed member** means a member appointed by the council. It does not include elected members who are on the local authority.

**elected member** means a member of the council who represents a ward that covers the local authority's area and the mayor / president.

**provisional meeting** means, at the time and place set for a local authority meeting when a quorum has not been established, a majority (over 50%) of appointed members are present.

*Note: A provisional meeting is able to make recommendations to council pursuant to clause 11.*

**quorum** means majority (over 50%) of all local authority members including appointed members, elected members and mayor / president are present.

**chair** is responsible for running the meeting and ensuring that members are following the conventions of the meeting.

## 5. Where local authorities are to be established and maintained

- 5.1. A council must have a local authority at places listed in the Schedule to these guidelines.
- 5.2. A council must determine the area for each local authority.

## GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

### 6. Publicly available information

- 6.1. A council must have an up-to-date list of its local authorities, the names of the members, meeting dates, agendas and minutes available on the council's website.

### 7. Number of members

- 7.1. A council must make a resolution about the number of appointed members that a local authority has. There must be at least 6 appointed members and a maximum of 14 members (including elected members), unless the Minister has approved a different maximum number of members for a particular local authority.

*Note: Different Local Authorities may have different numbers of members.*

### 8. Delegations and conflict of interest

- 8.1. Subject to the *Local Government Act* a council can delegate decision making to local authorities.

*Note: It is best practice for local authority project expenditure decisions to be delegated to local authorities.*

- 8.2. When a local authority is making a decision, or considering a matter, each member must consider whether they have a conflict of interest and, if so, they must leave the meeting while the matter is considered.

*Note: Sections 32 and 73 of the Local Government Act deal with delegations and conflict of interest respectively.*

### 9. Policy for member appointments, terminations and resignations

A council must have a policy that provides for:

- 9.1. The council CEO calling for nominations as soon as practicable after a vacancy arises and allowing at least 21 days for nominations to be received.
- 9.2. How the call for nominations is to be advertised and promoted so that residents of the area know about it, know who to give a nomination to and when nominations close.
- 9.3. Consideration of the nominations received, which must be an agenda item at the first ordinary meeting of council after nominations have closed.

## GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

- 9.4. How, and in what circumstances, appointment of a local authority member may be revoked.

*Note: The policy could require, for example, that the council must give consideration to revoking an appointment where a member is absent, without permission of the local authority, from two consecutive meetings of the local authority.*

- 9.5. The process for the resignation of a local authority member in writing.

- 9.6. Selection process for the chair and the term of appointment of the chair.

*Note: It is best practice to have an appointed member as chair with a constant term length (not a rotating chair).*

### 10. No proxies

- 10.1. A local authority member is not allowed to send a proxy or substitute if the member cannot attend a meeting.

### 11. Provisional meeting where quorum not present

- 11.1. If a quorum is not attained for a local authority meeting, but the majority of appointed members are present, the members who are in attendance may hold a provisional meeting.
- 11.2. During a provisional meeting, all agenda items may be discussed. Minutes must be taken and clearly identified that it was a provisional meeting.
- 11.3. Members at a provisional meeting may, by majority vote, make recommendations to the council, including local authority projects, provided any such recommendation is specifically qualified as being a recommendation of a provisional meeting, rather than a local authority.
- 11.4. A provisional meeting can approve the minutes of a provisional meeting but cannot approve the minutes of a local authority meeting. A local authority may approve minutes of a provisional meeting or a local authority meeting.
- 11.5. A provisional meeting does not have the powers or functions that a council may have delegated to a local authority.

### 12. Local authority meetings

- 12.1. The council CEO must ensure that a minimum of four meetings for each local authority are held in each financial year.

## GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

*Note: Either a local authority meeting or a provisional meeting can be counted in reaching the minimum total of four. For example, three provisional meetings and one local authority meeting would make up the required minimum number of four.*

- 12.2. The agenda must be prepared in consultation with the Chair of the local authority and include, at least:
- a. items requested by members;
  - b. any reports on service delivery issues in the local authority area;
  - c. any responses by the council to matters raised at a previous local authority meeting or provisional meeting;
  - d. a written report from the council CEO on current council services in the local authority area and, after any council meeting that considers local authority projects, a report on what project(s) has been approved or the reason why the project(s) has not been approved;
  - e. visitor presentations; and
  - f. general business.
- 12.3. Once in each financial year a local authority agenda must include reviewing:
- a. the council's annual report for the previous financial year;
  - b. the council's proposed regional plan for the next financial year;
  - c. the council's budget for proposed projects for the local authority area for the next financial year; and
  - d. any relevant community plan of the council or local authority.

### 13. Council consideration of minutes

- 13.1. The minutes from local authority meetings or provisional meetings (these will normally be unconfirmed minutes) must form part of the agenda papers for the next ordinary meeting of council. The council must consider any items for attention, raised by each local authority meeting or provisional meeting, at the next ordinary meeting of council after the local authority meeting or provisional meeting.
- 13.2. The council's response to items above (at clause 13.1) must be recorded in the minutes of the council meeting and communicated to the local authority.

## GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

### 14. Local authority sitting fee

- 14.1. Appointed members are entitled to a sitting fee for each local authority meeting or provisional meeting they attend:

- a. Chair, if eligible, 143 revenue units
- b. other eligible members, 107 revenue units

*Note: The value of a revenue unit is on the website of the Department of Treasury and Finance.*

- 14.2. Elected members and council staff are not entitled to the sitting fee for attending local authority meetings or provisional meetings.

*Note: Subject to council policy, reimbursement of personal travel expenses is allowed for all members, e.g. kilometre allowance paid for the use of a private vehicle.*

*Note: Subject to council policy, elected members are entitled to extra meeting allowances pursuant to Guideline 2 for attending a Local Authority meeting or provisional meeting.*

*Note: It is a matter for a council CEO as to whether council staff will receive any payment for attending a local authority meeting or provisional meeting.*

### 15. Council regional plans, budgets and financial reports

- 15.1. A council must take the projects and priorities of its local authorities into consideration, whether submitted to council or recorded in minutes, when developing the council regional plan and budget.
- 15.2. The budget of a council must include a separate budget for each local authority area.
- 15.3. At each local authority meeting, the council is to submit a current financial report of actual results against the latest approved budget for the local authority area.

### 16. Council annual report

- 16.1. The annual report of a council must include information which assesses performance in relation to service delivery and planned projects in each of its local authority areas.

# GUIDELINE 8: Regional Councils and Local Authorities

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These guidelines are made by the Minister under Parts 5.1A and 19.10 of the *Local Government Act*.

## SCHEDULE:

Where local authorities are to be established and maintained.

<p><u>Barkly Regional Council:</u> Ali Curung Alupurrurulam Ampilatwatja Arparra Elliott Tennant Creek Wutunugurra (Epenarra)</p> <p><u>Central Desert Regional Council:</u> Anmatjere (Nturiya, Pmara Jutunta, Wilora, Ti Tree) Atitjere Engawala Lajamanu Laramba Nyirripi Willowra Yuelamu Yuendumu</p> <p><u>East Arnhem Regional Council:</u> Angurugu Galiwin'ku Gapuwiyak Gunyangara Milingimbi Milyakburra Ramingining Umbakumba Yirrkala</p> <p><u>MacDonnell Regional Council:</u> Amoonguna Areyonga Finke (Aputula) Haasts Bluff (Ikuntji) Hermannsburg (Ntaria) Imanpa Kaltukatjara (Docker River) Kintore (Walungurru) Mt Liebig (Amundurrngu) Papunya Santa Teresa (Ltyentye Apurte) Titjikala Wallace Rockhole</p>	<p><u>Roper Gulf Regional Council:</u> Barunga Beswick (Wugularr) Borrooloola Bulman Jilkminggan Manyallaluk (Eva Valley) Mataranka Minyerri (Hodgson Downs) Ngukurr Numbulwar Urapunga</p> <p><u>Tiwi Islands Regional Council:</u> Milikapiti Pirlangimpi Wurruyiyanga (Nguiu)</p> <p><u>Victoria Daly Regional Council:</u> Amanbidji Bulla Nauiyu (Daly River) Kalkaringi/Dagaragu Pine Creek Timber Creek Yarralin/Pigeon Hole</p> <p><u>West Arnhem Regional Council:</u> Gunbalanya (Oenpelli) Maningrida Minjilang Waruwi</p> <p><u>West Daly Regional Council:</u> Nganmarriyanga Peppimenarti Wadeye</p>
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**REPORTS FOR INFORMATION**

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<b>ITEM NUMBER</b>	5.2
<b>TITLE</b>	Approved TIRC Annual Report and Audited Financials 2017/18
<b>REFERENCE</b>	222763
<b>AUTHOR</b>	Maina Brown, Governance & Compliance Manager



This report provides an update on the approved TIRC Annual Report and Audited Financials 2017/18 for members information.

**BACKGROUND**

Under the Ministerial Guidelines No. 8 there is a compliance requirement for the Regional Council to report on the previous financial year to each Local Authority in their Council area. The 2017/18 Annual Report, Audited Financial Statements and Independent Auditors Report.

Each year Council prepares an Annual Report which under normal circumstances would be completed and lodged with the Minister for Local Government on or before the 15<sup>th</sup> November each year.

At the last Special Council meeting held on 12 November 2018, Council adopted the Tiwi Islands Regional Council Annual Report and Audited Financials 2017/18.

A copy of the TIRC Annual Report and Audited Financials 2017/18 was hand delivered to the Minister for Local Government and to the Chief Executive Officer for Department of Housing and Community Development on Thursday 15 November 2018. An electronic copy was also sent to the LG compliance unit.

A copy of the approved TIRC Annual Report and Audited Financials 2017/18 will be tabled on the day of the meeting.

Soft copy is available on the Council website and hard copy is available at the TIRC Council offices.

**ISSUES/OPTIONS/CONSEQUENCES**

Nil

**CONSULTATION & TIMING**

Nil

**RECOMMENDATION:**

**That the Wurrumiyanga Local Authority notes the 2017/18 Tiwi Islands Regional Council's Annual Report and Audited Financial Statements.**

**ATTACHMENTS:**