



Tiwi Islands Regional Council Annual Report 2014 - 2015



“Service for a Tiwi Future”

2014 – 15 Annual Report of the Tiwi Islands Regional Council
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ACRONYMS

ALGWA	Australian Local Government Women's Association
CEO	Chief Executive Officer
HR	Human Resources
IT	Information Technology
ICT	Information, Communication and Technology
JSA	Job Safety Analysis
LGANT	Local Government Association Northern Territory
MoU	Memorandum of Understanding
NBN	National Broadband Network
RA	Risk Assessment
SLA	Service Level Agreement
TIRC	Tiwi Islands Regional Council
WHS	Workplace Health and Safety



MAYOR'S FOREWORD

The 2014-5 financial year has presented challenges to the Tiwi Islands Regional Council, following a Compliance Review the long term Chief Executive Officer left the organisation early in 2015, then followed a period with acting CEO's through past the end of June 2015. An Official Manager was put in place for a number of months.



Mayor Lynette De Santis

I have made a commitment to the Councillors and the wider community that I am going forward with a positive attitude and with my sights firmly fixed on the future.

I believe that the Councillors have risen to the challenge and have also committed to further improving our business systems; as we commence the next financial year. Council is looking at improving operational efficiency, working with stakeholders and community members and improving the financial status of the organisation.

Achievements through out the year are listed in each section of the Annual Report as highlights.

I would like to commend the staff on the excellent work and dedication hat they showed throughout the year in delivering some really positive results under trying circumstances.

CHIEF EXECUTIVE OFFICER

I probably don't need to introduce myself by name. I have been appointed as the new CEO of the Tiwi Islands Regional Council (TIRC). This is both an honour and a daunting challenge. It is an honour because as a Tiwi person I am going to have a rare opportunity to try and achieve positive changes for my people and all our communities in a role that has only every been held by two other Tiwi persons. It is a daunting challenge because TIRC has only recently resumed normal operations, after a lengthy period of suspension and administration. Its governance and integrity had been called into question. Many of the problems that need to be fixed will not be magically fixed. Some will require financial support from Government.

In coming months and into 2016 – there will be some tough times ahead, and we will be challenged and at times it will be difficult, but if we all work together towards a common goal then we will overcome some of the issues that confront us now. I look forward to forging all the partnerships with other Organisations – Tiwi Land Council, Tiwi Enterprises, Munupi



Family Trust, TITEB, our staff and our communities in particular re-building our relationship with both the NT and Commonwealth Governments.

OFFICIAL MANAGER'S REPORT

The 2014/15 financial year started with some delays in adopting the Council's Regional Plan and Budget and the pattern of non compliance continued with failure to meet the deadline for the annual audit and annual report for 13/14.

On 17 February 2015, the Minister placed the Council under Official Management for Local Government and Community Service due to significant non-compliance with legislation and Council policies.

I assumed the role of Official Manager on 18 February 2015 and was also appointed to investigate non-compliance and other matters.

From various audit documents, reports by Inspectors of Local Government and the Compliance Review Report, it was clear that the Council was not performing. It was also clear that the Chief Executive Officer had failed to perform his role and as a consequence his employment contract was terminated on 18 February 2015.

That termination of employment is the subject of a ongoing legal claim for breach of contract. The matter could proceed to a Court hearing but efforts are being made through a conciliation process to negotiate an out of Court settlement.

The report on my investigation into the Council was submitted to the Minister in late June 2015.

In summary the investigation concluded that the Council's management and administration had failed to comply with critical statutory deadlines and timeframes, failed to apply Council policies and allowed the Council's financial management and accounting processes to deteriorate to the point where there were no regular and reliable budget or financial reporting.

In response to the CEO's contract being terminated, I appointed Garry Lambert as the CEO for a limited term during which time the recruitment of a new CEO took place.

There was an excellent field of candidates, including 6 Tiwi people.

A selection panel of four suspended Councillors and three senior Tiwi Elders assisted with the selection and interview process and the focus was on the Tiwi candidates.

This focus on Tiwi people was regarded as a "special measure" on the basis that there was an aspiration to employ a Tiwi person if possible.



Marion Scymgour was appointed CEO and commenced duty on 15 October 2015.

Although not within the 2014/15 financial year, the Council was reinstated on 15 September 2015 and is well placed to emerge from official management and establish itself as a leader in NT regional government.

Having said that, the Council faces ongoing financial and resource challenges that will need to be carefully dealt with.

CONTACT US

The Tiwi Islands Regional Council operates offices in the communities of Wurrumiyanga, Pirlangimpi, and Milikapiti. The finance staff are located in Darwin.

Please include your relevant contact details (full name and postal or email address) when requesting a response from the Council or its representatives.

GENERAL	
Email:	info@tiwiislands.nt.gov.au
Website:	www.tiwiislands.org.au
Postal Address:	PMB 267, Winnellie NT 0822
Wurrumiyanga Office (Bathurst Island) Reception	08 8970 9500
Pirlangimpi Office (Melville Island) Reception:	08 8970 9600
Milikapiti (Melville Island) Reception:	08 8978 3958

Copies of relevant Council documents are available on our website, www.tiwiislands.org.au

This information includes but is not restricted to:

- Council Plans (current and historical)
- Annual Reports and Audited Financial Statements (current and historical)



- Budget, including Schedule of Fees and Charges (current and historical)
- Minutes of Ordinary Meetings of Council
- Council Policies.

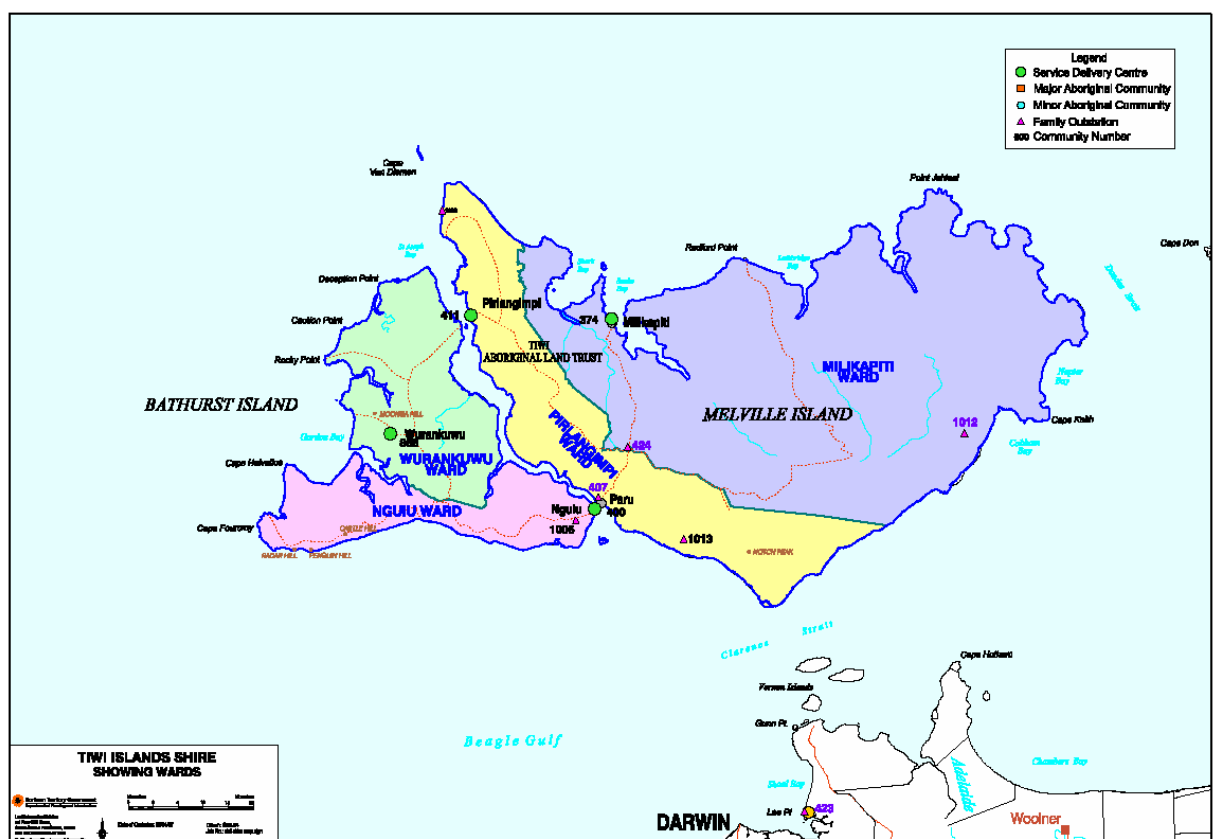


VALUES and VISION

“Service for a Tiwi Future” our Values and Visions in the following:

- Develop and retain employees and emphasise the recruitment of local people
- Provide effective Council services to the Tiwi Communities and other stakeholders
- Management of finances, assets and infrastructure will be responsible, accountable and transparent
- Manage resources in an environmentally sustainable manner, respecting country and culture.
- Improve Council operations through decentralisation of Council services and functions
- Communicate in an open, honest and culturally appropriate way
- Achieve best practice in compliance and governance
- Facilitate the development of socio-economically responsible opportunities on the Tiwi Islands

COUNCIL BOUNDARIES



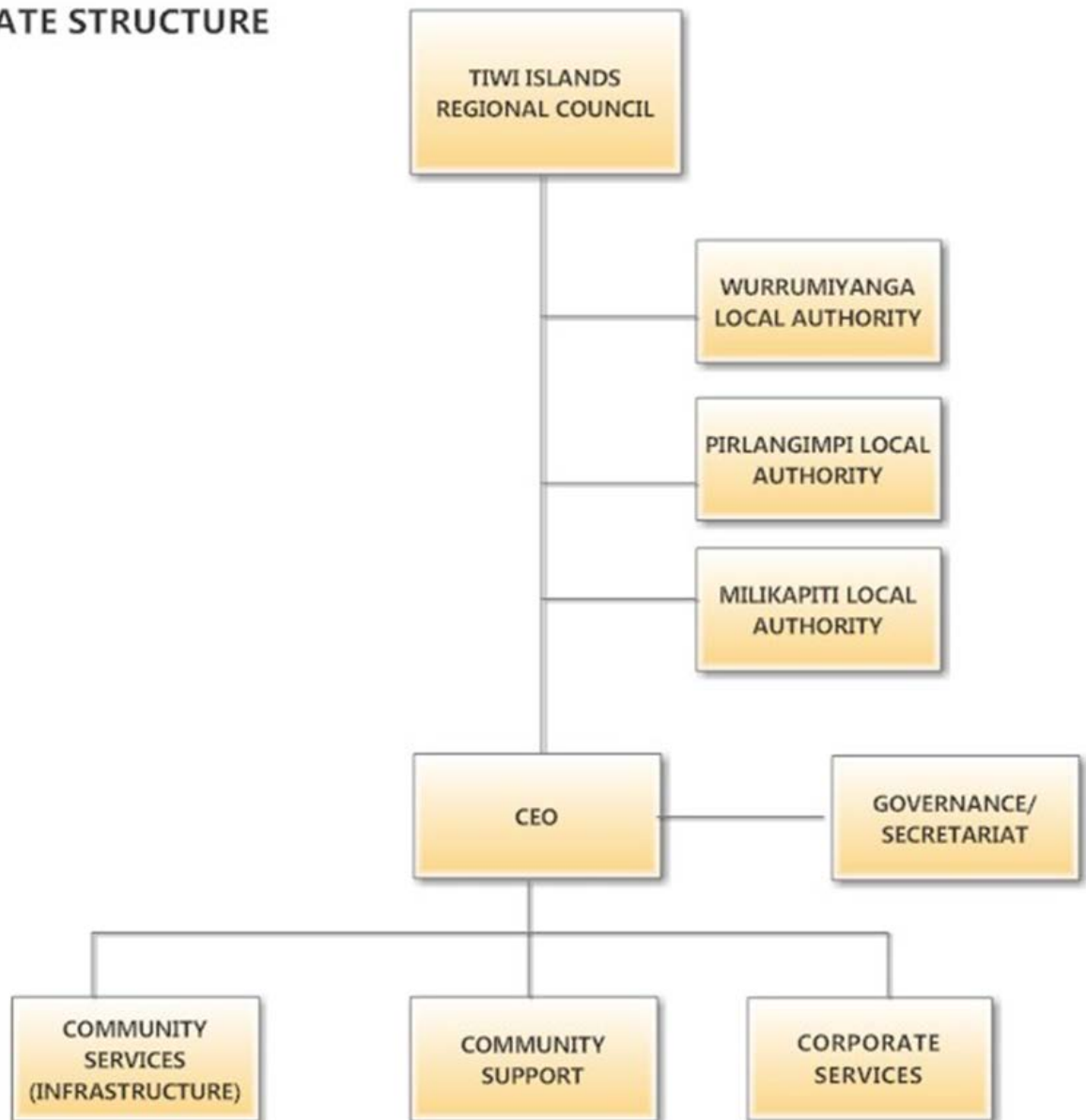
COUNCILLORS PORTFOLIOS

CORE SERVICES	Wurrumiyanga	Pirlangimpi	Milikapiti
Corporate	Leslie Tungutalum	Pirrawayingi Puruntatameri	Lynette De Santis
Building Services	Venard Pilakui	Manyi Rioli	Irene Tipiloura
Civil Services / Civil Works / Essential Services	John Naden Venard Pilakui	Manyi Rioli	Irene Tipiloura
Governance	Leslie Tungutalum	Pirrawayingi Puruntatameri	Lynette De Santis
NON-CORE SERVICES	Wurrumiyanga	Pirlangimpi	Milikapiti
Children's Services	Crystal Johnson	Therese Bourke	Anita Moreen
Sport and Recreation	John Naden Gawin Tipiloura	Therese Bourke	Irene Tipiloura
Youth Services	Crystal Johnson Venard Pilakui	Pirrawayingi Puruntatameri	Anita Moreen
Community Support	Barry Puruntatameri Gawin Tipiloura	Therese Bourke	Lynette De Santis



CORPORATE STRUCTURE

CORPORATE STRUCTURE



CORE SERVICES DELIVERY

Core local government services and where in the region they are to be delivered.

Core Services	Council Actions
Maintenance and Upgrade of Council Controlled Parks, Reserves and Open Spaces	Works Coordinators are employed in each community
Maintenance and Upgrade of Council Controlled Buildings, Facilities and Fixed Assets	Key staff employed to identify maintenance requirements across all buildings, facilities and assets and successful funding applications. Data collection and cost recovery is assisting with our capacity to repair or replace same.
Management of Cemeteries	Town Service teams will be directed to this area
Lighting for Public Safety including Street Lighting	Negotiations with PAWA are on-going.
Local Road Upgrading and Construction	Road works program developed to ensure main roads and frequently used access roads are maintained.
Local Roads Maintenance	
Traffic Management on Local Roads	Whilst funding for this purpose has been restricted it remains a minor but important part of the works program of the civil works crew in all locations
Fleet, Plant and Equipment Maintenance	All light vehicles are now included in a distinct fleet function with operating costs recoverable from users of fleet vehicles.
Waste Management	These services are delivered as part of the works program through the Town Services function.
Weed Control and Fire Hazard Reduction In and Around Community Areas	This is undertaken in conjunction with other stake holders particularly the Tiwi Land Council.
Dog control	Whilst no financial assistance is provided this is a key aspect of community safety and is effected through the regular provision of veterinarian services to all communities.
Library and Cultural Heritage Services	Council provides two Library spaces in Milikapiti and Pirlangimpi, with a part time officer at each location.



Core Services	Council Actions
Civic Events	Employment officers promoting Council wide events and assisting external agencies when needed
Local Emergency Services	Council's role in this is essentially one of co-ordination and participation through other stakeholders, especially NTPFES.
Training and Employment of Local People in Council Operations	This is an ongoing role that Council plays in the context of staff development, recruitment and succession planning. The Workforce Development Plan provides detail on the processes undertaken.
Administration of Local Laws (by-laws)	Whilst no such by-laws currently exist initial discussions have identified Animal control and development/building consents and standards as priorities.
Public and Corporate Relations	A key priority in council's plan is its Communication Strategy, good communication and public relations with stakeholder groups and the various tiers of government.
Customer Relationship Management including Complaints and Responses	Council has implemented a complaints handling protocol to ensure both proper and appropriate responses to constituent's concerns and issues.
Governance including Administration of Council Meetings, Elections and Elected Member Support.	The Governance Unit comprising of a manager and officer provides effective leadership in Governance activities to support the strategic direction of Tiwi Islands Regional Council.
Administration of Local Boards, Advisory Boards and Management Committees.	This area is responsible for overseeing the establishment and ongoing implementation of good Governance structures and processes.
Advocacy and Representation on Local and Regional Issues	The Regional Council continues to work with Local Authorities as an integral part of our Community Consultation and Engagement strategy. Local Authorities exist in each Community, with Local Authority and Skin Groups representatives being sought in the coming year for representation on Council Sub-committees. Governance KPI's reflect our endeavour to ensure these core services are addressed.



SERVICE DELIVERY PERFORMANCE

GOVERNANCE

The Governance team provides effective leadership in governance activities to support the strategic direction of Tiwi Islands Regional Council. This area is responsible for overseeing the establishment and ongoing implementation of good governance structures and processes.

High level management advice, guidance and support are provided to the Council, Council Committees, Senior Management and staff.

Governance support also extends to each community (Local Authority Members), and ensures ongoing compliance with NT Legislation and Regional Council policies and procedures.

Key Performance Indicators	Measure of success	Achievements
Compliant with Local Government Legislation	99 % Compliant	<ul style="list-style-type: none"> Continued focus on the <i>Local Government Act 2014</i> for compliance targets and to keep up to date with legislative changes. Ongoing close liaison with the Department of Local Government & Community Services to improve compliance issues.
Council Members are aware of their roles and responsibilities, separation of powers, and meeting attendance	Council Meetings are well attended, Quorums achieved, well structured Agendas with good understanding of reports by all councillors.	<ul style="list-style-type: none"> Focus on Governance training for Councillors is an ongoing priority. Councillor portfolios have been reviewed and are regularly updated and discussed at Council Meetings. Council Meetings actively attended by all members.
Councillors Portfolios	Regular meetings are being held	<ul style="list-style-type: none"> Councillor Portfolio



Key Performance Indicators	Measure of success	Achievements
are recognised by Council staff and regular updates are provided by staff to Councillors on their portfolio areas of responsibility	between Councillors, Directors and Staff in their Portfolios	Meetings were held regularly.
Newly established Local Authorities are operating efficiently and working in conjunction with the Regional Council.	Regular meetings of Local Authorities are being held with information shared across communities providing a forum for community engagement	<ul style="list-style-type: none"> Continued good working relationship between Council and Communities. Local Authorities settled in well for their first full year of operations. Local Authority Meetings actively attended by all members.
Council Policies and procedures are updated regularly to ensure compliance with NT and Federal Legislation. Policies and procedures	New Policy Framework approved by Council in early 2014-15. Update all existing policies and procedures progressively during 2014-15.	<ul style="list-style-type: none"> A number of policies and procedures were reviewed and updated during the year. The Compliance Review Report identified that some new policies were required of which some are now completed, with a number still under development.

- There was only one resignation of an Ordinary Council Member during 2014-15. (Councillor Brian Tipungwuti (Wurankuwu Ward) resigned 18 July 2014. A By-Election was held with Councillor Venard Pilakui appointed 17 October 2014).



- All Ordinary & Special Council Meetings proceeded as scheduled with a quorum present – some scheduled meeting dates were changed for weather or cultural reasons.
- Successful second year of operations for the 3 newly established 3 Local Authorities (Wurrumiyanga, Pirlangimpi and Milikapiti).
- Continued participation with other Regional Councils (West Arnhem) during 2014/15 and attendance at relevant Local Government Conferences.
- All Councillors are working together with Council staff on their selected portfolio areas.

PROFESSIONAL DEVELOPMENT AND TRAINING

Course / Conference	Location	Attendees	Dates
Parks & Leisure National Conference	Cairns	John Ross Pilakui (Wurrumiyanga Local Authority Chair	24-28 August 2014
West Arnhem Regional Council (Ordinary Meeting)	Jabiru	Mayor Lynette De Santis, Cr Leslie Tungutalum, Cr Anita Moreen, Cr Gawin Tipiloura.	9-11 September 2014
Women in LG QLD Leadership Summit 2014	Brisbane	Mayor Lynette De Santis Cr Therese Bourke	20-21 October 2014
Community Safety Conference	Sydney	Mayor Lynette De Santis	24 -30 November 2014



OFFICIAL MANAGEMENT

The Department of Local Government and Community Services (DLGCS) undertook a standard Compliance Review of the Council in October 2014. This review was followed by a request for further information in relation to a number of non-compliance matters in mid December 2014, which was provided within the deadline.

The former CEO and Council Members were subsequently provided by the (DLGCS) with a Compliance Review Report in mid January 2015 requesting that Council consider an urgent response and provide any comments on the report.

Due to a lack of response by both the CEO and the Council, the Minister for Local Government Bess Price then placed the Council under Official Management (via Gazette Notice dated 17 February 2015).

Mr Allan McGill was appointed from 17th February 2015 as the Official Manager to manage the affairs of the Council, and investigate and report back to the Minister by 30 June 2015 on the conduct of the suspended members and the affairs and financial position of the Council.

The employment contract of the CEO Mr Alan Hudson was terminated by the Official Manager on the 18th February 2015. At the Special Council Meeting held on 18th February 2015 an acting CEO, Mr Bruce Moller, was appointed.

During late February and early March 2015 the Official Manager met with senior staff and put in place a number of measures to safeguard the assets of the Council and to re-assure staff that their jobs were secure. On the 25th March 2015 acting CEO Garry Lambert was appointed.

The most urgent and top priority task was to complete the 13/14 Financial Statements & Audit & lodge the 13/14 Annual Report (which was due 15th November 2014) to the DLGCS. The Official Manager at the same time undertook his investigation into the affairs of the Council and submitted his final Official Management Report to Minister Bess Price on the 18th June 2015.

Suspended Council members were provided with a copy of the Official Managers Report in mid July 2015 and were also provided with a briefing session and opportunity of reply to the Minister by the 12th August 2015. Two written responses were provided to the Minister by the suspended members.



Following consideration of the Official Managers Report and the suspended members responses the Minister re-instated the suspended members of the Tiwi Islands Regional Council on Monday 14th September 2015.



COUNCILLOR MEETING ATTENDANCE

TIWI ISLANDS REGIONAL COUNCIL COUNCIL MEETINGS - 2014 - 15 F/Y OFFICIAL ATTENDANCE REGISTER												
COUNCILLOR	WARD	Jul 30 ORD W	Aug 27 ORD P	Sep 24 ORD M	Oct 29 ORD W	Dec 17 ORD P	Feb 25 ORD W	Mar 25 ORD W	Apr 27 ORD W	May 27 ORD P	Jun 24 ORD M	
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	Y	Y	Y	Y						
1. Official Manager - Allan McGill (Appointed 17 February 2015)							Y	Y	Y	Y	Y	
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	Y	Y	X	A	A						
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y	Y	Y	Y	Y						
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti	A	Y	Y	Y	A						
5. Emmanuel Rioli	Pirlangimpi	A	Y	Y	Y	Y						
6. Therese Bourke	Pirlangimpi	A	Y	Y	X	Y						
7. Brian Tipungwuti (Resigned 18 July 2014)	Wurankuwu											
8. Barry Puruntatameri	Nguiu	Y	Y	A	A	Y						
9. Leslie Tungutalum	Nguiu	A	A	Y	Y	A						
10. John Naden	Nguiu	Y	Y	Y	Y	Y						
11. Crystal Johnson	Nguiu	Y	Y	Y	A	X						
12. Gawin Tipiloura	Nguiu	A	A	Y	Y	Y						
13. Venard Pilakui (Appointed 17 October 2014)	Wurankuwu				A	Y						

COUNCILLOR	WARD	Jul 8 SP W	Aug 22 SP W	Sep 18 SP W	Oct 1 SP W	Feb 18 SP W	Mar 16 SP W	Apr 9 SP W	Jun 11 SP W	Jun 24 SP M	Jun 30 SP D	
1. Lynette Jane De Santis - Mayor	Milikapiti	Y	Y	Y	Y							
1. Official Manager - Allan McGill (Appointed 17 February 2015)						Y	Y	Y	Y	Y	Y	
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	Y	A	A	A							
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	X	Y	Y	A							
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti	A	Y	Y	Y							
5. Emmanuel Rioli	Pirlangimpi	Y	A	A	A							
6. Therese Bourke	Pirlangimpi	Y	A	A	Y							
7. Brian Tipungwuti (Resigned 18 July 2014)	Wurankuwu	Y										
8. Barry Puruntatameri	Nguiu	Y	Y	Y	Y							
9. Leslie Tungutalum	Nguiu	Y	Y	Y	A							
10. John Naden	Nguiu	A	Y	Y	A							
11. Crystal Johnson	Nguiu	X	X	Y	Y							
12. Gawin Tipiloura	Nguiu	Y	Y	X	Y							
13. Venard Pilakui (Appointed 17 October 2014)	Wurankuwu											



		Nov 26 FIN W	Dec 11 FIN W	Jan 21 FIN P
COUNCILLOR	WARD			
1. Lynette Jane De Santis - Mayor	Milikapiti	A	A	Y
1. Official Manager - Allan McGill (Appointed 17 February 2015)				
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	A	A	Y
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti			
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti	A	A	Y
5. Emmanuel Rioli	Pirlangimpi	A	A	Y
6. Therese Bourke	Pirlangimpi			
7. Brian Tipungwuti (Resigned 18 July 2014)	Wurankuwu			
8. Barry Puruntatameri	Nguiu			
9. Leslie Tungutalum	Nguiu	A	A	A
10. John Naden	Nguiu	Y	Y	Y
11. Crystal Johnson	Nguiu			
12. Gawin Tipiloura	Nguiu			
13. Venard Pilakui (Appointed 17 October 2014)	Wurankuwu			
14. David Shoobridge (Independent Chair)		Y	Y	Y

		Aug 26 PRE P
COUNCILLOR	WARD	
1. Lynette Jane De Santis - Mayor	Milikapiti	Y
1. Official Manager - Allan McGill (Appointed 17 February 2015)		
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi	Y
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti	Y
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti	Y
5. Emmanuel Rioli	Pirlangimpi	Y
6. Therese Bourke	Pirlangimpi	Y
7. Brian Tipungwuti (Resigned 18 July 2014)	Wurankuwu	
8. Barry Puruntatameri	Nguiu	Y
9. Leslie Tungutalum	Nguiu	A
10. John Naden	Nguiu	Y
11. Crystal Johnson	Nguiu	Y
12. Gawin Tipiloura	Nguiu	A
13. Venard Pilakui (Appointed 17 October 2014)	Wurankuwu	

		Aug 12 LA W	Aug 22 LA W	Aug 26 LA P	Sep 30 LA M	Oct 28 LA W	Nov 25 LA P	Dec 16 LA M	Jan 23 LA W	Feb 24 LA P	Mar 24 LA M	Apr 15 LA W	Apr 16 LA P	Apr 17 LA M	Apr 28 LA W	May 26 LA P	Jun 23 LA M
COUNCILLOR	WARD																
1. Lynette Jane De Santis - Mayor	Milikapiti			Y	Y			Y						Y			A
1. Official Manager - Allan McGill (Appointed 17 February 2015)										Y	Y					Y	Y
2. Marius Puruntatameri - Deputy Mayor	Pirlangimpi			Y			Y			A			Y			A	
3. Anita Moreen (Appointed 28 June 2013)	Milikapiti			Y	A			Y			Y			A			A
4. Irene Tipiloura (Appointed 23 January 2014)	Milikapiti			Y	A			A			A			A			A
5. Emmanuel Rioli	Pirlangimpi			Y			Y			Y			Y			Y	
6. Therese Bourke	Pirlangimpi			Y			Y			Y			Y			Y	
7. Brian Tipungwuti (Resigned 18 July 2014)	Wurankuwu																
8. Barry Puruntatameri	Nguiu	Y	Y	Y		A			Y			Y			Y		
9. Leslie Tungutalum	Nguiu	Y	Y	Y		A			Y			A			A		
10. John Naden	Nguiu	Y	Y	Y		Y			A			Y					
11. Crystal Johnson	Nguiu	A	A	Y		A			A			Y			A		
12. Gawin Tipiloura	Nguiu	Y	Y			Y			Y			Y			A		
13. Venard Pilakui (Appointed 17 October 2014)	Wurankuwu					A			Y			Y			Y		



Note 1: Councillors attendance at Local Authority Meetings is only mandatory for their own Ward.

LEGEND

Meeting Type	Location
ORD = Ordinary Meeting	W = Wurrumiyanga (Nguiu)
SP = Special Meeting	P = Pirlangimpi
FIN = Finance & Audit Committee	M = Milikapiti
LA = Local Authority Meeting	
PRE = Pre Agenda Meeting (Ordinary)	
Attendance	NT LG Act - Councillor will be automatically disqualified from Council if absent (without approved apology) from two consecutive ordinary meetings.
Y = Present at Meeting	
A = Apology accepted	
X = Apology not accepted	
C = Meeting cancelled	



CORPORATE SERVICES

HUMAN RESOURCES

The Human Resources Unit provides strategic human resource leadership to encourage best practice in the management of the staff of the Tiwi Islands Regional Council. It supports a distributed human resources environment through leadership, policy development, operational services, consultancy and advice.

Areas covered include – Human Resources – recruitment and appointment, payroll functions, training and staff development, Workplace Health and Safety.

Key Performance Indicators	Measure of success	Achievements
Maintain organisational structure and record changes to demographics	Point in time update of the organisational structure as changes occur during the year. Monthly report on new staff, terminations and, recruitment status for vacancies, and demographics by locality for gender, age and Tiwi staff.	Standardisation and rationalisation of organisational structure completed and uploaded into Technology One. Regular reports to Council and other agencies as requested on staff demographics.
Payroll is completed on time and HR data is current and accurate	100% of timesheets received are processed	All timesheets submitted on time are processed for the fortnightly payroll run. Additional staff training undertaken with TechOne has improved data entry and subsequent reports.
Workplace Health and Safety Committee meetings organised	Ten WHS Committee meetings per year. Development and implementation of a Risk Management Policy, Risk Management Framework and Risk Register by June 2015	Nine WHS meetings were held. Risk Management Policy approved, Risk Management Framework delayed delivery by contractor, draft Risk Register received.



Staff Development	Report the type and number of courses run and number of participants	Training information provided to all Council meetings
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12/06/2015

Community	Wurrumiyanga	Pirlangimpi	Milikapiti	Darwin	Total	%
Total	75	27	31	7	140	
M	42	14	19	3	78	55.7
F	33	13	12	4	62	44.3
Tiwi	51	24	22	0	97	69.3
Non Tiwi	24	3	9	7	43	30.7
FT	56	17	20	6	99	70.7
PT	18	10	11	0	39	27.9
Casual	1	0	0	1	2	1.4
25 or less	4	5	9	0	18	12.9
26 - 40	32	8	12	1	53	37.9
>40	39	14	10	6	69	49.3

Highlights:

- Women as Leaders Gender Equity workshop
- Organisation structure approved and uploaded to TechOne.
- Risk Management Policy accepted by Council.
- New templates created and a number of existing templates updated.
- Workforce Development Plan written
- Template developed for entry level positions selection criteria.
- Coordination of training that is referred to HR with major training delivery to staff in transition to Office 2010, training for new supervisors
- Training in TechOne payroll systems
- Uniforms with new logo organised and supplied to all staff
- Review and update of Payroll electronic filing system.
- Workplace Health and Safety Committee meeting regularly and recorded.



OFFICE ADMINISTRATION

Regional Council administration offices deliver information and services to Community residents on a daily basis, office staff provide assistance to residents when external businesses are out of office or closed. Staff also provides regular information and support to Elected Members, Directors and Council staff from other business units.

The Council Office also provides assistance to external agencies and provides information when requested. The Office Managers provide support services to the Local Authority operations and its members.

Travel services are processed in the Pirlangimpi and Milikapiti offices for whole of Council, on a shared basis to ensure continual back up and service delivery. Both offices provide a mail distribution point for their communities. The Milikapiti office also supports the provision of fuel to the community.

Australia Post Services at Wurrumiyanga are managed by the Officer Manager in Wurrumiyanga.

KEY PERFORMANCE OUTCOMES

Key Performance Indicators	Measure of success	Achievements
Office open and functioning	Count days each Office has an unplanned closure, aim <5 days per year.	Zero unplanned office closures
Budgets maintained and financial actions recorded	Provide monthly reports on variance to budget report on variances >10%, savings identified and re-assigned to offset any shortfalls	100% achievement in reporting to Council. End of year variances averaged less than 10% across the offices on the islands.
Local Authority meetings supported	Number of Local Authority meetings supported at community location against number of meeting scheduled	16 Local Authority across three communities meetings supported



Highlights:

- The Wurrumiyanga Post Office came on line with electronic systems - FlexiPos - enabling the provision of almost all the services provided at a mainland Post Office.
- Replacement multi function machines in Milikapiti and Pirlangimpi significantly improved processing times and quality
- All offices re-painted
- Installation of Self Service Fuel station at Milikapiti.
- Women as Leaders Gender Equity workshop
- 100% staff retention
- Maintained support and positive morale across all administrative staff in all Council Offices,
- Verbal recognition of good workplace ethics from internal and external organisations/agency.



Turtle nest, Bathurst Island - photo by Lesley Palmer



INFORMATION COMMUNICATION TECHNOLOGY (ICT)

ICT provided services to all of the Council, and covers a wide range of services and tasks crucial to the Council's business and operations. Mobile phones, satellite phones, laptops, desktops, printers, projectors, cameras, CCTV cameras, fax machines, card printers and passport photo printers are some of the hardware provisioned, managed, maintained, updated and serviced by this department. We provide services to all staff and Councillors such as password recovery and reset, email, mobile, satellite and land line phones, printing, file management, computer security, software purchase and update, internet connectivity, IT and E-Waste policy, and multi-media and event support.

Key Performance Indicator	Measure of Success	Achievements
Reduce overall Communications costs.	Reduced communications costs Reduce Telstra monthly bill	Average monthly Telstra bill reduced from \$15,000 to \$10,000.
Maintain, upgrade and manage the replacement of all Council ICT equipment,	Smooth functioning of all ICT assets. Regular inspections. Regular turnover of out of warranty ICT equipment.	Asset register for all ICT equipment completed and all assets coded with new asset tags.
Maintain and develop Council communications	Increased public profile of TIRC. Engagement of local businesses in TIRC communications projects. Compliance with NTG. Regulations.	Regular newsletters published and new website developed with SMS gateway.

Highlights:

- New Telstra contract negotiated for all of Council service delivery with average savings per year of \$100,000.
- New website developed with the addition of an SMS gateway for registration of mobile numbers for receiving emergency notifications
- Introduction of IP Telephony and video conferencing technology in each office
- Working with SeaSwift, Keep Australia Beautiful NT and TechCollect to manage the recycling of e-waste off the islands.



COMMUNITY ENGAGEMENT

Council's community engagement team support participation by Tiwi Island residents in the development, delivery and presentation of culturally appropriate and safe events, including Australia Day, ANZAC Day, Territory Day, Tiwi islands Football League Grand Final and NAIDOC Week.

Key Performance Indicator	Measure of Success	Achievements
Organise Community Events	Increase organisations participation. Increase audience attendance.	Australia Day, ANZAC Day, Territory Day and NAIDOC Week events organised by Council
Organise performances	Increase organisations participation. Increase audience attendance. Increase funding.	Worked with Red Cross, Heart Foundation, Northern Australian Aboriginal Justice Association, Tiwi Islands Training and Education Board, Tiwi Land Council, Catholic Care, Remote Wurrumiyanga Police, Menzies and Dept. of Prime Minister and Cabinet on the Wurrumiyanga Family Expo
Promotion of Tiwi Islands events and Brand.	Increased number of printed articles. Monitor and grow electronic hit. Website active.	Regular photography of Council and Community events for Council newsletter and website Publication of Tiwi videos on You Tube and Vimeo
Continue developing Events Risk Assessment (RA) including Job Safety Analysis (JSA)	Signed off by HR. All risks minimised to avoid culpability, litigation & damage to reputation.	Standardised RA for each event.



Highlights:

- Completion of the Substance Abuse video – *A Chance to Say No Thanks*
- Assisting with a highly successful Tiwi Islands Regional Council
- Working with NT Dept. of Business on the [planned visit to Tiwi Islands by cruise ships
- Training in with NT Libraries in story telling for remote communities

RECORDS MANAGEMENT

Records Management is the discipline and organisational function of managing records to meet operational business needs, legal accountability requirements and community expectations.

Key Performance Indicator	Measure of Success	Achievements
Review Internal Quality Control	Policy adopted in line with LG records management policy	Re-structuring of folders, naming convention and security access is still under review due to new organisational structure
Ensure Council meets Freedom of Information legislative requirements	Roll out one new records management procedure or training session per month with 50% attendance for administrative staff	One FOI request was received on 9 March 2015.
Archiving	Maintain 80% currency in records management	Nil archiving reported.
Manage InfoXpert and InfoCouncil	85% of staff trained in reporting and recording data at all times	8.3% of new staff trained during this financial year who have InfoXpert access out of 48 users



INFRASTRUCTURE

The Regional Council's Infrastructure department provide a variety of services across the Tiwi Islands. The Director of Infrastructure Services provides executive leadership within the department and oversees the activities of the key business units within the department via their corresponding managers.

CIVIL WORKS

Civil works teams are located in all three communities, working on road repairs and maintenance. Completion of Civil projects including drainage, tip maintenance, earth works and traffic management as required. There is a supervisor with each team: the three teams come together and work on bigger projects as required on the islands. Locally supervisors report to the Works Coordinator, who in turn liaises with the Civil Works Manager daily.

Key Performance Indicator	Measure of Success	Achievements
Road network is maintained	Roads remain open and in good condition throughout the year.	No road closures during the year. All main gravel roads had one form up grade and one scratch grade. And sections of grade water and roll. Bush roads received a scratch grade.
Upgrade works are completed to meet relevant standards	Projects are completed on time and budget to relevant standards.	Poor drainage areas rectified but under road pipe and head wall installation. Marker post installation commenced on Ranku.
R2R works are costed and acquitted	Programs are costed, completed and acquitted with no carry forwards or outstanding acquittals.	R2R acquittal have been completed, Council took a decision to hold R2R allocations against the bitumen replacement



		program for Wurrumiyanga.
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Highlights:

- Roads are in good condition through an on-going maintenance program.
- MoU in place to support road work at Three Ways on Melville Island due plantation harvesting
- There are on-going negotiations with NT Government to develop the Pirlangimpi Road to a higher standard of road quality.
- Purchase of a D6 Bulldozer to augment road maintenance contract work and capability.

TOWN SERVICES

Town Services provides functions including maintenance of public parks, gardens, and drainage, waste collection and management, funerals and servicing of public toilets in all communities. Works coordinators direct township services officers at a local level. In Wurrumiyanga the additional function of the Inter Island Vehicle and Passenger transport service sits within Town Services.

Key Performance Indicator	Measure of Success	Achievements
Community cleanliness	Communities are maintained to meet community expectations	On-going challenge to maintain a clean community environment.
Meet National Compliance of marine services operations	Full compliance with National Marine Safety Board Regulations.	The three Council vessels have met the Maritime Survey standard. Council has provided regular barge/ferry services to the community and introduced a new ticketing system.
Regular waste collection service	Waste collected twice weekly without interruption.	There are three garbage trucks in operation; there have been some interruptions to service



		delivery due to regular breakdowns/damage.
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Highlights:

- Introduction of new ticketing system for Council barge/ferry, tickets are purchased at Council offices and handed in on the barge.
- Coxswains training completed for the second year running.
- Cemetery report completed in order to prepare for NT Cemeteries Act implementation.
- Major clean up of old/broken vehicles around the townships.

FLEET ADMINISTRATION

The Fleet Business Unit comprises workshops in all three communities. The Regional Fleet Manager is based in Wurrumiyanga. The workshops perform repairs and maintain all Council light vehicles, plant and equipment including light engines and lawn mowers. All workshops are capable of performing private works but Council assets take preference.

Fleet owns all the vehicles and plant excluding a few specially funded program vehicles, and hires these assets to other council business units on a daily, weekly or monthly basis. Daily and weekly rentals are mainly fleet pool vehicles to units that do not have vehicle allocations, monthly rentals are the allocated vehicles, this type of rental includes fuel; other components of the fee are the registration, insurance, maintenance and administration.

Fleet also buy and dispose of vehicles; ensures all vehicles and plant are registered and in a roadworthy condition; looks after the fuel for the Council use, retail fuel for Milikapiti as well as the ordering and arrangement for delivery of fuel for the generator at Wurankuwu. The workshops are separated into Local Authority areas but fleet is operated as a regional unit.



Key Performance Indicator	Measure of Success	Achievements
To have fully staffed and fully equipped workshops in each community with competent mechanics.	Less wrong diagnosis, less down time, and the quicker turn around due to the right tools.	Full staff at Wurrumiyanga. Milikapiti workshop consistently staffed and operational, moved location to a bigger better equipped workshop adjacent to the office. Employed new mechanic at Pirlangimpi however consistency of engagement remains an issue,
The disposal of all obsolete and surplus plant, equipment.	A significantly reduced fleet.	Fleet has been reduced to less than 40 vehicles. Sales of both operational and non operational vehicles at auction have raised impressive returns to support purchase of some replacement vehicles.
Bi-annual turn over of light vehicle fleet.	A one time turn over of light vehicles and have modern up to date fleet with less maintenance costs.	Six new light vehicles purchased.

Highlights:

- Further reduction in the size/expense of council fleet
- Major clean up and re-organisation of the Wurrumiyanga Workshop yard.
- Introduction of automated fuel bowzers in Milikapiti.



- Introduction of fob fuel dispenser system at Wurrumiyanga reduced time by staff in dispensing fuel and provides a better fuel usage tracking.

AIRPORT INSPECTIONS AND MAINTENANCE

Airport Services provides inspections and maintenance services to the Department of Lands and Planning under contract. The services are performed by Essential Services Officers at each of the three communities and include daily inspection of the airstrip and immediate surrounds, maintenance of furniture and lighting, vegetation control such as grass slashing within the fenced area and other vegetation removal along approach and departure areas and emergence response.

Key Performance Indicator	Measure of Success	Achievements
Daily inspections	Daily log shows 100% compliant	Achieved
Reporting additional inspections	No work is performed outside of normal daily duties without finance being provided the details of who requests the assistance and time spent on the request.	No callouts at Wurrumiyanga Airport. One call out at Milikapiti for a broken down aircraft on runway.
Maintenance completed	Maintenance completed as per agreed service schedules	Slashing, lights and fence repairs carried out as required by agreed service schedules.

Highlights:

- Runway marking repainted at all airports with no disruption to services
- Re-sealing of apron area at Wurrumiyanga



FIXED ASSET/PROJECT MANAGEMENT

Fixed asset/project Management includes repairs and maintenance to Council Facilities and Staff Housing, delivery of asset based grants (ABA/Special Purpose Grants and Community Infrastructure Grants), commercial works, HMP Fencing and Outstation housing repairs and maintenance.

Key Performance Indicator	Measure of Success	Achievements
Maintain profitability	Maintain billable hours to above 80%	This target was set by a predecessor of the current Director and has proven impossible to measure and assess across such a broad range of diverse activities.
Deliver and acquit all grants within specified time frame	Grants delivered and acquitted within specified time frames	This has proven to be a challenge in the past 12 months, a Contract Manager was engaged to assist in this acquittal process and significant improvement have been achieved.
HMP Fencing	Deliver fencing works and complete acquittal within specified time frame (30 June 2015)	The deadline was not met due to vandalism of survey pegs/markers causing significant re-work before the fencing could commence. Variation for extension of time was approved. The predicted completion date is November 2015.
Response times to repairs	Repairs and maintenance delivered efficiently	All areas attempt to undertake repairs as soon as possible after reporting



		materials needed from the mainland can be the major delay point in effecting repairs in a timely manner.
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Highlights:

- A major desktop and fields assessment of assessment of all Council assets was undertaken, with a new tagging system introduced.

OUTSTATIONS MUNICIPAL, ESSENTIAL SERVICES and HOUSING MAINTENANCE

Outstations Municipal and Essential Services is delivered by our outstations officers, providing maintenance to Essential Service Infrastructure such as bores, water tanks, water lines, generators, solar power systems and septic systems. Infrastructure and Housing Assets are inspected four times annually and maintenance is completed as required. Housing repairs and maintenance is completed by the Outstations Coordinator and other tradesmen as required.

Key Performance Indicator	Measure of Success	Achievements
Response times to repairs and maintenance	Repairs and maintenance delivered efficiently- minimal interruption to residents	Responsibilities have been met. Relocated the Outstations Coordinator from one outstation to a central location to improve service delivery to all outstations.
Minimum inspections are completed	Practical component of grant acquittal completed.	Inspections have been completed and reports submitted.

Highlights:

- Service level being distributed more evenly across Tiwi outstations as a direct result of relocation of the Outstations Coordinator.



COMMUNITY SUPPORT

The Community Support directorate is responsible for the provision of services through business units including

- Sports and Recreation,
- Children's Services,
- Youth and Community and Community Safety,
- Community Safety
- Centrelink agencies and Libraries in Pirlangimpi and Milikapiti

SPORT AND RECREATION

The Tiwi Islands Sports and Recreation team provides sports and active recreational activities for all Tiwi residents. Sport and Recreation operate throughout all three communities on the Tiwi Islands.

Key Performance Indicator	Measure of Success	Achievements
Increase participation levels in sports and recreation activities	Participation numbers are increased by 5% from last recorded 2013/14 figures	<ul style="list-style-type: none">▪ This has been achieved with an increase in participation numbers greater than 5%.
Implement a Calendar of Events	90% of activities are delivered in accordance with calendar of events	<ul style="list-style-type: none">▪ This has been achieved and resulted in two new activities being delivered.
Employment of Indigenous people	75% of employees re Indigenous	<ul style="list-style-type: none">▪ This has been achieved with Indigenous representation being 90%.
Increase revenue	50% increase of revenue from last recorded 2013/14 figures	<ul style="list-style-type: none">▪ This has been achieved with a 55% increase in revenue from pool hire.



Highlights:

- Tiwi Islands Women's Softball team, NT Championships
- Biggest Loser Pirlangimpi
- Tiwi Islands Cricket Team Imparja Cup
- Tiwi Islands Girls U/14 Team NT Basketball Championships
- Healthy Lifestyle cup Women's AFL 9's
- Healthy Lifestyle cup Leadership Weekend



Tiwi Islands Imparja Cup team



Healthy Lifestyle Cup Leadership Weekend

The Territory Basketball Challenge was held in Darwin during the Easter weekend Friday 3rd to Sunday 5th of April 2015. This year seven Under 14 girls participated in the challenge:

The girls flew into Darwin on the Friday morning, checked into the Michael Long Learning Centre and after lunch played their first game. In this game Tiwi defeated PARBA by 19 points.

The second game for the day was against Eagles, who defeated Tiwi by 67 points.

On Saturday Tiwi had three games, one against DBA2, who defeated Tiwi by 31 points, one against Alice Springs who defeated Tiwi by 19 points. Then the Tiwi team defeated Victoria Daly by 26 points.

On Sunday the Tiwi girls had two close games. The first game was against Ansett who defeated Tiwi by 13 points and the second against DBA1 who defeated Tiwi by 7 points.

Tiwi finished 6th on the ladder.

They girls enjoyed themselves, had fun and made many friends. TIRC hopes we can also take a boys side next year to represent Tiwi Islands.

Basketball Girls



CHILDREN'S SERVICES

Regional Children's Service operates programs across 3 communities, these include:

- Long Day Care Centre at Wurrumiyanga – Jirnani Child Care Centre
- Two Crèche Services on Melville island at Pirlangimpi and Milikapiti..
- Outside School Hours Care at Wurrumiyanga, Pirlangimpi and Milikapiti
- Vacation Care at Wurrumiyanga, Pirlangimpi and Milikapiti.
- Families as First Teachers (Wurrumiyanga only).

Key Performance Indicator	Measure of Success	Achievements
Working With Children	<ul style="list-style-type: none"> • New and existing activities are being utilised • Increased participation in activities from previous year • Minimized staff reductions and/or exemptions due to currency of Working with Children clearances • Working with Children applications are completed within two months either side of expiry date. 	<ul style="list-style-type: none"> ▪ Existing activities including sport, art & craft, culture and swimming. New activities hunting and bush trips, peddle karts, remote control cars, kite flying, fishing & colour fun run, movie night & discos. Childcare have been using the Early Years Learning Framework (EYLF) & My Time, Our Place to ensure we are covering the national outcomes. ▪ Ni information on increased participation ▪ No information on minimised staff reductions ▪ Working with Children clearance or an exemption is required before staff commence employment in



		Children's Services.
Keep children's cultural identity strong	<ul style="list-style-type: none"> • Children are singing and dancing traditional ways. • Increase (from previous years) in participation of elders. 	<ul style="list-style-type: none"> ▪ More cultural activities provided within all children's service programs. Cultural activities in our daily routine at group time with singing and dancing. Holiday program culture camps & day trips for the school aged children with the involvement of parents. ▪ Nil information on increased participation
Working with families and the community	<ul style="list-style-type: none"> • Increased participation • Informed parents 	<ul style="list-style-type: none"> ▪ A small increase in participation with families joining our programs at Childcare, FaFT and our holiday programs.
Working with other services	<ul style="list-style-type: none"> • Partnership are maintained • New partnerships are developed 	<ul style="list-style-type: none"> ▪ Children's Services worked with local community organisations, Clinic, Store Associations, Schools and other youth programs within Council. We also collaborate with outside agencies to assist and educate our families Let's Start Program Menzies Health, Catholic Care, Relationships Australia & Red Cross. ▪ Nil information on new partnerships.



Management	<p>Staff are aware of new and existing policies.</p> <ul style="list-style-type: none"> Working with Regional and Remote Aboriginal Children and Services Support Unit around the new children's service national quality standards and the national framework to qualify all staff, some senior children's service staff are completing units in the Diploma in Children's Service.
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Highlights:

- Ongoing training with Batchelor Institute and Charles Darwin University with the Certificate III in Children's Service and the Diploma in Children's Service.
- Participated in the first Early Years Learning Framework leadership Program, delivered through the Remote Indigenous Professional Development by Queensland DEET.
- Children Service staff participated in workshop 1 and follow up site visits with Regional and Remote Aboriginal Children and Services Support Unit for staff development around the Quality Improvement Plans, the National Quality Standards (NQS) and the Early Years Learning Framework (EYLF).
- Holidays Program delivered cultural camp and day trips.



YOUTH and COMMUNITY

Youth and Community provides a single point of contact for the effective and culturally appropriate formal and pre-court (Informal) diversion programs for Tiwi Youth, and provides a link between NT Police and referred youth from the Tiwi Islands communities. The aim of the Tiwi Islands Youth Diversion is to assist young Tiwi people using a cultural intervention model to divert young people away from the judicial system.

Key Performance Indicator	Measure of Success	Achievements
Providing a point of contact for the acceptance of formal and informal referrals from the NT Police	<ul style="list-style-type: none"> Evidence of regular meetings Register of "Appropriate persons" is updated All requisite correspondence complete efficiently 	<ul style="list-style-type: none"> This has been achieved through attendance at regular meetings with Police and other relevant stakeholders.
Provide culturally appropriate and effective case management	<ul style="list-style-type: none"> Qualitative written feedback from the NT Police, exiting clients and other agencies Participation in relevant cross-cultural and case management training 	<ul style="list-style-type: none"> This has been achieved through use of Tiwi language and relevant skin group people at assessment, throughout case management, and exit interviews
Deliver proactive preventative activities for Indigenous youths	<ul style="list-style-type: none"> A schedule of diversion activities to be delivered in school environment Delivery of activities Evidence of participation rates 	<ul style="list-style-type: none"> This has been achieved through the delivery of weekly information sessions with 'positive' messages about respect for self and others, and making good choices.



Key Performance Indicator	Measure of Success	Achievements
Integrated service delivery	<ul style="list-style-type: none"> • Reports are indicative of joint casework and participation in community meetings and reference groups • Developed community initiatives and events 	<ul style="list-style-type: none"> ▪ This has been achieved through regular stakeholder meetings to discuss progress of youth on diversion programs.
Workplace support and development	<ul style="list-style-type: none"> • Increased participation rates in training • Improved capability of employee and organisation • Reduction in absences from workplace • Reduction in accident and/or injury in workplace 	<ul style="list-style-type: none"> ▪ This has been achieved through participation in training with NAAJA and Ponki mediators, and through the receipt of regular WHS meeting minutes.



COMMUNITY SAFETY

The Community Safety Service assists communities to take responsibility in the prevention of anti-social, harmful, destructive and illegal behaviours by offering community patrolling and safe transport to protect vulnerable people.

Key Performance Indicator	Measure of Success	Achievements
Staffing levels at locations	<ul style="list-style-type: none"> • Optimum service provision at three communities leading to a reduction of registered complaints from 13/14 year. • Tiwi Islanders employed in all position levels 	<ul style="list-style-type: none"> ▪ Regular patrols in all communities/Reduced number of Registered complaints ▪ All Patrollers and Team Leaders are Tiwi people
Children and youth safety and wellbeing	<ul style="list-style-type: none"> • Safer communities • Increase in the number of children taken home at night. 	<ul style="list-style-type: none"> ▪ 1146 people assisted (some people may have been assisted on more than one occasion) ▪ 3254 occasions where children were taken home or to a safe place
Community and stakeholder collaboration	Evidence of regular stakeholder and community meetings	<ul style="list-style-type: none"> ▪ Monthly Community Safety meetings held with stakeholders including Safe houses, Police & School Attendance Team

Highlights:

- Reduced number of Registered Complaints/Incidents
- Increased number of Children taken home or to a safe place
- Exceptional Staff retention



On the 1st of June the Community Safety teams from Pirlangimpi, Milikapiti and Wurrumiyanga converged on Wurrumiyanga to commence three weeks training to gain their Certificate III in Community Night Patrol.

The course was developed by a registered training organisation with the backing of The Australian Government Department of Prime Minister and Cabinet to give participants the necessary skills and experience to help Community Night Patrol Workers break the cycle of violence and crime in Indigenous communities.

The course consisted of fifteen units of competency that included Maintain Security, Apply First Aid, Prepare Reports, Communicate Effectively, Monitor People in Care and Custody, Maintain and Protect Cultural Values in the Organisation, Use Safe Work Practices, Contribute to Community Safety, Respond to offenders influenced by drugs, Provide responsible care to people with mental health problem or condition, Recognise and respond to suspected abuse of vulnerable people, protect and preserve incident scene, Operate basic security equipment, Work in a team and Manage conflict through negotiation.

For the three weeks training there was 100% attendance everyday. This showed the commitment that all Community Safety staff have in helping to improve safety in each Community to build a better future for all Tiwi people.

Community Safety Training



CENTRELINK AGENCIES

Provide a basic access, support and assistance service to Centrelink Customers, including referral services for specialist assistance.

Key Performance Indicator	Measure of Success	Achievements
Maintain a high level of service	<ul style="list-style-type: none"> • Customer satisfaction • Improved assistance to clients • More professional agencies 	<ul style="list-style-type: none"> ▪ No complaints received by agencies or Remote Support team ▪ New Self Help computer programs implemented
Improve appearance of agencies	<ul style="list-style-type: none"> • More professional agencies 	<ul style="list-style-type: none"> ▪ Agencies painted and refurbished ▪ Staff Uniforms issued
Workforce development.	Evidence of participation in training.	<ul style="list-style-type: none"> ▪ Monthly refresher courses and new training provided by Remote Support team

Highlights:

- Melville Island Agencies presented with a Deadly Award from Centrelink Head Office in Canberra for their excellent Service and Statistics reporting.



LIBRARIES

Libraries in Milikapiti and Pirlangimpi provide a comfortable area for children and adults to read for pleasure or for information in a variety of topics. Libraries are well stocked with books and magazines suitable for all ages. Computers provided allow users to access through the Internet, a wide range of services including Research stations, Internet Banking, Desktop publishing and movie and photo editing.

Key Performance Indicator	Measure of Success	Achievements
Upgrade of facilities	<ul style="list-style-type: none"> • Providing a comfortable space for community resident to learn • Equitable service provision on Melville Island 	<ul style="list-style-type: none"> ▪ Milikapiti Library painted and Air conditioners installed ▪ Both Libraries open 4 hours per day.
Increase in patronage	10% increase of patronage from the 13/14 figures	<ul style="list-style-type: none"> ▪ There are no figures on record for 2013/14. ▪ Average 160 users per month.
Workforce development	Evidence of participation on training.	<ul style="list-style-type: none"> ▪ All Library officers attended Training in Voice and Video and Cyber Safety



FINANCE

The Finance Section, as set out in the 2014/15 Regional Plan, is-

“ responsible for the smooth operation of the Regional Council through direction, control and administration of the financial activities of the Tiwi Islands Regional council and to provide the Chief Executive Officer and the Council with financial assessments and information that will ensure planning and budgeting activities meet Councils goal”.

The Finance Section did not perform well during the 2014/15 financial year and that is partly due to staff shortages, changes in key staff and strong view that some staff did not have the capacity or credentials to perform their roles.

The non-performance was also partly due to divisions within management and a lack of organisation wide cooperation in relation to financial and accounting processes and cost coding. The relationship in some cases was toxic with a clear division between Island based staff and those in the Darwin Office.

There were exceptions with dedicated and committed staff who perform well within their areas but their influence and concerns in relation to the council performance have been largely ignored.

There were many outstanding audit issues from previous years and a number of non-compliance matters that were carried forward into the 14/15-year and of course this created an additional workload for an already stretched Finance section.

The Finance Section did not produce regular and meaningful financial reports to the Council and Managers were not provided with budgets and budget reports to help them manage their operational areas.

As a consequence of the failures of the Finance Section the Council's overall financial position has been at risk with no clear understanding of the value of unexpended government grants or accurate budget forecasts for the year.

If there was any doubt about the poor standard of performance the 13/14 and 14/15 audit reports will validate the fact that the Finance Section has failed to deliver.

If this report was a score card measuring performance, the result would not be good with a three out of ten being a likely score.



AUDITED FINANCIAL STATEMENTS



Tiwi Islands Regional Council Annual Financial Statements Year Ended 30 June 2015

Published as separate document

<http://tiwiislands.org.au/the-council/annual-reports>

