



AGENDA

MILIKAPITI LOCAL AUTHORITY MEETING

TUESDAY 15 OCTOBER 2024

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

- Tuesday 15 October 2024 in Milikapiti Boardroom
- Commencing at 10:00 am

Your attendance at the meeting will be appreciated.

Gina McPharlin
Chief Executive Officer

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1 WELCOME & APOLOGIES

1.1 Welcome and Opening of Meeting

1.2 Present

1.3 Apologies

1.4 Leave of Absence

1.5 Declaration of Interest of Members or Staff

Section 73 of the Northern Territory *Local Government Act* states:

Section 73 Conflict of interest

- (1) A member has a **conflict of interest** in a question arising for decision by the council, local board or council committee if the member or an associate of the member has a personal or financial interest in how the question is decided.
- (2) This section does not apply if the interest is:
 - (a) an interest in a question about the level of allowances or expenses to be set for members; or
 - (b) an interest that the member or associate shares in common with the general public or a substantial section of the public; or
 - (c) an interest as an elector or ratepayer that the member or associate shares in common with other electors or ratepayers; or
 - (d) an interest that the member or an associate has in a non-profit body or association; or
 - (e) an interest of the member or an associate:
 - (i) in appointment or nomination for appointment to a body with predominantly charitable objects; or
 - (ii) in payment or reimbursement of membership fees, or expenses related to membership, in such a body; or
 - (f) an interest so remote or insignificant that it could not reasonably be regarded as likely to influence a decision.

Section 74 Disclosure of interest

- (1) As soon as practicable after a member becomes aware of a conflict of interest in a question that has arisen or is about to arise before the council, local board or council committee, the member must disclose the personal or financial interest that gives rise to the conflict (the **relevant interest**):
 - (a) at a meeting of the council, local board or council committee; and
 - (b) to the CEO.

(2) The CEO must record the disclosure in a register of interests kept for the purpose.

Section 12 of the Northern Territory Local Government (Administration) Regulations states:

Section 12 Contents of register of interests

The register of interests to be kept under section 74(2) of the Act must contain:

- (a) the name of the member making the disclosure; and
- (b) the nature of the interest that gives rise to the conflict of interest; and
- (c) the nature of the question on which the conflict of interest arises.

Does any Councillor or Senior Officer have any conflicts of interest to declare at this point of proceedings?

1.6 Confirmation of Previous Minutes

1.6.1 Milikapiti Local Authority Meeting held on 23 July 2024

That the minutes of the Milikapiti Local Authority Meeting held on 23 July 2024 as circulated, be confirmed as a true and correct record of that meeting.



MINUTES OF THE MILIKAPITI LOCAL AUTHORITY MEETING HELD IN THE MILIKAPITI BOARDROOM ON TUESDAY 23 JULY 2024 AT 10:00 AM

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1 WELCOME & APOLOGIES

1.1 Welcome and Opening of Meeting

The meeting opened at 1.33pm.

The Chair welcomed members and guests.

1.2 Present

The meeting opened at 1.33pm.

The Chief Executive Officer welcomed members and Staff.

Appointment of new Chairperson.

Recommendation:

That members nominate Thomas Puruntatameri to be the new MLA Chairperson.

Mover: Jed Leach
Seconder: Patrick F Puruntatameri

PRESENT

Thomas Puruntatameri	Chairperson
Patrick Freddy Puruntatameri	MLA Member
Jed Leach	MLA Member
Loretta Cook	MLA Member
Edwina Moreen	MLA Member
Christine Joran	MLA Member
Pius Tipungwuti	Councillor - Milikapiti Ward
Jeffrey Ullungura	Councillor - Milikapiti Ward
STAFF	
Gina McPharlin	Chief Executive Officer
Jayesh Vasandani	Acting Chief Financial Officer
Bill Toy	Manager Community Engagement
David Ciosmak	Manager Town Services
Kristy Mills	Manager Grants & Projects
Kesara Scrymgour	Acting Governance Coordinator



1.3 Apologies

Apologies from members who were absent from the meeting

MLA/2 RESOLUTION

Moved: Loretta Cook
Seconded: Edwina Moreen

That the Milikapiti Local Authority members accept the apologies from Mayor Lynette De Santis, Trevor Wilson and Roy Farmer.

1.5 Leave of Absence

Nil

1.6 Declaration of Interest of Members or Staff

Nil

1.7 Confirmation of Previous Minutes

1.7 Milikapiti Local Authority Meeting held on 19 February 2024

MLA/1 RESOLUTION

Moved: Loretta Cook
Seconded: Christine Joran

That the minutes of the Milikapiti Local Authority Meeting held on 19 February 2024 as circulated, be confirmed as a true and correct record of that meeting.

2 GENERAL BUSINESS

- Kristy Mills (Manager Projects and Contracts) gave an update to the members on the Milikapiti Water Park project.
- Members requested new MLA uniforms.



3 REPORTS FOR INFORMATION

3.1 2023/2024 – Local Authority Financial Report to Milikapiti Local Authority as of 30 June 2024

MLA/3 RESOLUTION

Moved: Loretta Cook

Seconded: Christine Joran

That the Milikapiti Local Authority notes this report for information.

4 REPORTS FOR DECISION

4.1 Purchase of backhoe for waste sites

MLA/4 RESOLUTION

Moved: Loretta Cook

Seconded: Edwina Moreen

That the Milikapiti Local Authority approves the purchase of the Backhoe through the Milikapiti Local Authority for the Milikapiti waste site.

4.2 Milikapiti Local Authority Community project

MLA/5 RESOLUTION

Moved: Jed Leach

Seconded: Loretta Cook

That the Milikapiti Local Authority

- 1. Reviews and updates the Approved Projects Summary.**
- 2. Notes the funding allocations**

5 OTHER BUSINESS

Nil

6 BUSINESS ARISING

Nil

7 NEXT MEETING

15 October 2024

8 CLOSURE

The meeting closed at 3.10pm.



MINUTES OF THE MILIKAPITI LOCAL AUTHORITY MEETING HELD IN THE MILIKAPITI BOARDROOM & Teams ON TUESDAY 3 SEPTEMBER 2024 AT 10:00 AM

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 4.1 Milikapiti Water Park - Barbecue and Play Area 3

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7 NEXT MEETING..... 3

8 CLOSURE 3



1 WELCOME & APOLOGIES

1.1 Welcome and Opening of Meeting

The meeting opened at 10am.

The Chair welcomed members and Staff.

1.2 Present

Chair	Thomas Puruntatameri
Member	Christine Joran
Member	Trevor Wilson
Member	Edwina Moreen
Member	Loretta Cook
Member	Roy Farmer
Member	Patrick Freddy Puruntatameri
Member	Jed Leach
Councillor	Pius Tipungwuti
Staff	
Chief Executive Officer	Gina McPharlin
Chief Financial Officer	Jayesh Vasandani
Town Services Manager	David Ciosmak
Projects & Grants Manager	Kristy Mills
Acting Governance Coordinator	Kesara Scrymgour
Guests	Nil

1.3 Apologies

Mayor Lynette De Santis

1.4 Leave of Absence

Nil

1.5 Declaration of Interest of Members or Staff

Nil

1.6 Confirmation of Previous Minutes

2 GENERAL BUSINESS

Nil

3 REPORTS FOR INFORMATION



4 REPORTS FOR DECISION

4.1 Milikapiti Water Park - Barbecue and Play Area

SMLA/1 RESOLUTION

Moved: Patrick Freddy Puruntatameri

Seconded: Jed Leach

The Milikapiti Local Authority SUPPORTS contributing \$60,000 towards the Milikapiti Water Play Area.

CARRIED

5 OTHER BUSINESS

Nil

6 BUSINESS ARISING

Nil

7 NEXT MEETING

To be advised

8 CLOSURE

The meeting closed at 11am.

3 REPORTS FOR DECISION

ITEM NUMBER: 3.1
TITLE: Milikapiti Local Authority Certifications for Project
AUTHOR: Jayesh Vasandani, Acting Chief Finance Officer

PURPOSE

To get the consent of the Milikapiti Local Authority's consent to submit Certification to the Department of Chief Minister and Cabinet to undertake new projects under Local Authority project Funding guidelines and compliance requirements.

BACKGROUND

Under Chapter 5 of the Northern Territory Local Government Act 2019, Section 80 deals with Local Authorities Reporting, which is reproduced below.

80 Reporting

The local authority and the council must provide each other with reports by any guidelines that the minister may make.

The Department of Chief Minister and Cabinet has provided a Yearly Certification Reporting Template of Local Authority Project Funding for Income and expenditure for the relevant Financial Year.

As per the requirements of the certification, it needs to form part of the agenda and minutes of Local Authority Wurrumiyanga needs to be reviewed and approved by Local Authority Milikapiti for it to be able to put forward to Ordinary Council Meeting before it is submitted to The Department of Chief Minister and Cabinet.

The certification is prepared for Milikapiti Local Authority (MLA) for the Financial Year 2022-23 & Financial Year 2023-24 for its review & approval.

ISSUES/OPTIONS/CONSEQUENCES

It is a mandatory requirement under by the Funding Body to submit annual certification as a part of compliance.

RECOMMENDATION

- 1. That the Milikapiti Local Authority notes, reviews & APPROVES the Certificate of Income & Expenditure of Local Authority Project Funding for the Financial Year 2022-23.**
- 2. That the Milikapiti Local Authority notes, reviews & APPROVES the Certificate of Income & Expenditure of Local Authority Project Funding for the Financial Year 2023-24.**

- 3. That the Milikapiti Local Authority APPROVES the Certificates of Financial Year 2022-23 & 2023-24 to be presented to the Ordinary Council Meeting as part of the compliance requirement.**

ATTACHMENTS

1. LAPF Certification FY23 24 Milikapiti (1) [3.1.1 - 1 page]
2. LAPF Certification FY22 23 Milikapiti (1) [3.1.2 - 1 page]
3. LAPF Certification F Y 23-24 - Milikapiti [3.1.3 - 1 page]

Tiwi Islands Regional Council

CERTIFICATION OF 2023-2024 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Milikapiti Local Authority

File number: _____

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2024

LAPF Grant 2023 -2024	\$64,880
Other income/carried forward balance from 2022- 2023	\$170,160
Other income/carried forward balance from 2023- 2024	NIL
Total Income	\$234,960
Total Expenditure	\$35,153
Surplus/ (Deficit)	\$199,807

 We certify that the LAPF was spent in accordance with,

- the projects submitted by the Local Authority; Yes No
- the LAPF funding guidelines; Yes No
- the *Local Government Act and the Local Government (Accounting) Regulation*; and Yes No
- the Northern Territory Government's buy from Territory enterprise policy. Yes No
- the NT Government's COVID19 Conditions of Contract were met: Yes No
(If no to any questions above please provide a written explanation with this acquittal)

Certification report prepared by Jayesh Vasandani 06/ October /2024

The local authority projects formed part of the agenda and minutes of Council's ordinary council meeting and local authority meeting. Yes No

Laid before the Council at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

Laid before the LA at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

CEO or CFO/...../20__

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Balance of funds to be spent \$ _____

Date next certification/...../20__

CERTIFICATION ACCEPTED Yes No

Comments

 Grants Officer _____/...../20__

Manager Grants Program _____/...../20__

Department of the Chief Minister and Cabinet



Tiwi Islands Regional Council

CERTIFICATION OF 2022-2023 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Milikapiti Local Authority

File number: _____

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2023

LAPF Grant 2022 -2023	\$64,800
Carried forward balance from 2021- 2022	\$129,760
Other income	16,753
Total Income	\$211,313
Total Expenditure	\$41,153
Surplus	\$170,160

 We certify that the LAPF was spent in accordance with,

- the projects submitted by the Local Authority; Yes No
- the LAPF funding guidelines; Yes No
- the *Local Government Act and the Local Government (Accounting) Regulation*; and Yes No
- the Northern Territory Government's buy from Territory enterprise policy. Yes No
- the NT Government's COVID19 Conditions of Contract were met: Yes No
(If no to any questions above please provide a written explanation with this acquittal)

Certification report prepared by Jayesh Vasandani 06/ October /2024

The local authority projects formed part of the agenda and minutes of Council's ordinary council meeting and local authority meeting. Yes No

Laid before the Council at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

Laid before the LA at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

CEO or CFO/...../20__

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Balance of funds to be spent \$ _____

Date next certification/...../20__

CERTIFICATION ACCEPTED Yes No

Comments

 Grants Officer _____/...../20__

Manager Grants Program _____/...../20__

Department of the Chief Minister and Cabinet



Tiwi Islands Regional Council

CERTIFICATION OF 2023-2024 LOCAL AUTHORITY PROJECT FUNDING

Local Authority: Milikapiti Local Authority

File number: _____

INCOME AND EXPENDITURE FOR THE PERIOD ENDING 30 JUNE 2024

LAPF Grant 2023 -2024	\$64,880
Other income/carried forward balance from 2022- 2023	\$170,160
Other income/carried forward balance from 2023- 2024	NIL
Total Income	\$234,960
Total Expenditure	\$35,153
Surplus/ (Deficit)	\$199,807

 We certify that the LAPF was spent in accordance with,

- the projects submitted by the Local Authority; Yes No
 - the LAPF funding guidelines; Yes No
 - the *Local Government Act and the Local Government (Accounting) Regulation; and* Yes No
 - the Northern Territory Government’s buy from Territory enterprise policy. Yes No
 - the NT Government’s COVID19 Conditions of Contract were met: Yes No
- (If no to any questions above please provide a written explanation with this acquittal)*

Certification report prepared by Jayesh Vasandani 17/ July /2024

The local authority projects formed part of the agenda and minutes of Council’s ordinary council meeting and local authority meeting. Yes No

Laid before the Council at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

Laid before the LA at a meeting (held/to be held on)/...../20.... Copy of minutes attached (Yes/TBA).

CEO or CFO/...../20__

DEPARTMENTAL USE ONLY

Grant amount correct: Yes No

Balance of funds to be spent \$ _____

Date next certification/...../20__

CERTIFICATION ACCEPTED Yes No

Comments

 Grants Officer _____/...../20__

Manager Grants Program _____/...../20__

Department of the Chief Minister and Cabinet



3 REPORTS FOR DECISION

ITEM NUMBER: 3.2
TITLE: Milikapiti Local Authority Project Listing- Sep 2024
AUTHOR: Jayesh Vasandani, Acting Chief Finance Officer

PURPOSE

To ask the Milikapiti Local Authority (MLA) consent to undertake new projects under Local Authority Project Funding (LAPF).

BACKGROUND

The Council has received \$389,620 in funding over the past six (6) financial years, and out of which latest funding for 2023/24 of \$64,800 was released by the Department of Chief Minister & Cabinet (DCMC) on 25th June 2024.

Projects worth \$334,629 have been approved by the Milikapiti Local Authority (MLA).

The DCMC has confirmed that The LAPF funds must be fully expended within Two (2) years from receipt of the funds or Department may request unspent funds to be repaid.

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 status and expenditure of current projects will be discussed with MLA.

To ensure projects are completed in a timely manner it is important that the status of expenditure, including challenges are discussed with MLA Members.

Variations to existing projects and or Projects Scope may be required to ensure Funding Compliance.

RECOMMENDATION

1. **That the Milikapiti Local Authority reviews and updates the Approved Projects Summary.**
2. **Notes the funding allocations**

ATTACHMENTS

1. Milikapiti LA Projects Listing 30th Sep 2024 15 10 24 [3.2.1 - 2 pages]

Milikapiti Local Authority Meeting 15 October 2024 - Agenda

Milikapiti Local Authority Project Funding A/SDC 147803			
Summary of available funding as at 30/09/2024			
MLA18-19	2018/19 Grant Funding - must be spent by 30 June 2021	\$65,210	
MLA19-20	2019/20 Grant Funding - must be spent by 30 June 2022	\$65,210	
MLA - 20-21	2020/21 Grant Funding - must be spent by 30 June 2023	\$64,800	
MLA - 21-22	2021/22 Grant Funding - must be spent by 30 June 2024	\$64,800	
MLA - 22-23	2022/23 Grant Funding - must be spent by 30 June 2025	\$64,800	
MLA - 23-24	2023/24 Grant Funding - must be spent by 30 June 2026	\$64,800	
MLA20-21-V	Income from Vet Visits	\$94	
MLA21-22	Income from Vet Visits	\$91	
	Total:	\$389,805	
Summary of Completed Projects - Expenditure as at 30/09/2024		Expenditure	Budget
MLA-18/19-3	NAIDOC 2019 Celebration	\$0	\$0
MLA-18/19-4	Territory Day Celebration	\$0	\$0
MLA-18/19-7	End of Year Function	\$867	\$867
MLA18/19-1	MLA Polo Shirts	\$572	\$572
MLA-18/19-5	Hot Spot street lights	\$31,288	\$31,288
MLA-18/19-6	Traffic Management	\$15,087	\$15,087
MLA-20/21-1	Milikapiti Community Easter Celebration	\$0	\$0
MLA-20/21-2	Fuel Bowser - Roof	\$0	\$0
MLA18/19-2	Vet Visit	\$5,802	\$5,802
MLA-21/22-1	Skid Steer Bobcat 3.5 Tonne	\$71,885	\$71,885
MLA 21/22 - 4	Community Christmas	\$2,001	\$2,001
MLA-22/23-2	Vaccum Cleaner Litter Master 9000	\$26,292	\$26,292
MLA-22/23-5	Shed at 9 Mile	\$9,653	\$9,653
MLA-23/24-6	Milikapiti Primary School Christmas present	\$1,522	\$1,522
MLA-21/22-2	Tree Removal Project	\$33,659	\$33,659
MLA-19/20-1	Refurbishment of Rec Hall (Closed on 23rd July 2024)	\$0	\$0
MLA-23/24-3	Kode Black Records Concert (Closed on 23rd July 2024)	\$3,500	\$3,500
MLA-23/24-4	Community Christmas Barbeque (Closed on 23rd July 2024)	\$2,000	\$2,000
MLA-22/23-4	Milikapiti Community BBQ (Closed on 23rd July 2024)	\$0	\$0
MLA-19/20-1	Refurbishment of Rec Hall (Closed on 23rd July 2024)	\$0	\$0
MLA-20/21-3	Vet Visit 2020-21 (Closed on 23rd July 2024)	\$2,512	\$2,512
MLA-24/25-1	Caterpillar Model 432E Backhoe	\$30,789	\$30,789
MLA-21/22-3	Lights at Milikapiti Airport	\$66	\$66
(A)	Total for Completed Projects:	\$237,495	\$237,495
Summary of Current Projects - Expenditure as at 30/09/2024		Expenditure	Budget
MLA-22/23-3	Children's Crossing Bridge	\$0	\$5,000
MLA-23/24-1	Installation of Tap Water at the Barge Landing	\$0	\$30,000
MLA-23/24-2	Shed Shelter and BBQ at Ranbu	\$0	\$10,000
MLA-23/24-5	Community New Year's day Barbeque	\$0	\$2,000
MLA-24/25-2	Milikapiti Water Park - Barbecue and Play Area	\$0	\$60,000
MLA-24/25-3	Vet Visit 2024-25	\$0	\$3,500
(B)	Total for Current Projects:	\$0	\$110,500
(A+B) = (C)	Total for Completed and Current Projects:	\$237,495	\$347,995
	Available for new projects:		\$41,809

Milikapiti Local Authority Meeting 15 October 2024 - Agenda

Milikapiti Local Authority Project Funding A/SDC 147803 Current Projects Listing - Expenditure as at 30/09/2024		
MLA-22/23-3	Children's Crossing Bridge	Manager - Town Services
	Approved budget	\$5,000
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$5,000</u>
21-Feb-23 Milikapiti Local Authority approved a construction of Children's Crossing Bridge near the school.		
MLA-23/24-1	Installation of Tap Water at the Barge Landing	Manager - Town Services
	Approved budget	\$30,000
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$30,000</u>
MLA-23/24-2	Shed Shelter and BBQ at Ranbu	Manager - Town Services
	Approved budget	\$10,000
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$10,000</u>
MLA-23/24-5	Community New Year's day Barbeque	Manager Community Engagement
	Approved budget	\$2,000
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$2,000</u>
20/11/2023 MLA Approves \$2,000 towards the Community New Year's day Barbeque		
MLA-24/25-2	Milikapiti Water Park - Barbecue and Play Area	Manager - Projects & Contracts
	Approved budget	\$60,000
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$60,000</u>
3/09/2024 Milikapiti Local Authority Approved \$60,000 for Milikapiti Water Park - Barbecue and Play Area		
MLA-24/25-3	Vet Visit 2024-25	Manager Community Engagement
	Approved budget	\$3,500
	Total Expenditure	<u>\$0</u>
	Balance to be spent	<u>\$3,500</u>
3/09/2024 Milikapiti Local Authority Approved \$3,500 for Milikapiti Vet Visit 2024-25		

- 4 OTHER BUSINESS**
- 5 BUSINESS ARISING**
- 6 NEXT MEETING**
- 7 CLOSURE**